



**City of St. Helena
Special City Council Meeting
Special Meeting
Tuesday, May 2, 2017 @ 9:00 AM
St. Helena Fire Department, 1480 Main
Street, St. Helena
(Entrance on Railroad Avenue)**

PLEASE NOTE: Any person who wishes to speak regarding an item on the agenda or make a comment under the "public comment" portion of the agenda may do so, but please observe the time limit of three minutes.

Page

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
Mayor: Alan Galbraith
Vice Mayor: Peter White
City Council: Paul Dohring
Geoff Ellsworth
Mary Koberstein
4. PUBLIC COMMENT:
Public comments pertaining to the Budget Public Workshop meeting.
(Please observe the time limit of three minutes.)
5. NEW BUSINESS
 - 5.1. Report by Executive Director at Fair Housing Napa Valley Pablo Zatarain - Fair Housing Napa Valley for Services in FY 2017/18
[Correspondence](#) 3 - 9
 - 5.2. Consideration to Recommend Non Profit Grant Application Requests for Funding in the Fiscal Year (FY) 17/18 Budget for UpValley Family Center; St. Helena Preschool for All; Friends of the Cameo; Saint Helena Community Garden; Saint Helena Farmers Market; Saint Helena Historical Society; Nimbus Arts; NapaShakes/Napa Valley Shakespeare; Our Town St. Helena; Boys & Girls Club of St. Helena and Calistoga; California Federation of Women/St. Helena Junior Women's Club; Native Sons of the Golden West St. Helena Parlor 53; and Rianda House; in an aggregate amount up to \$110,600
[Non Profit Grant Applicants](#) 11 - 198
 - 5.3. Discuss and provide direction on the St. Helena Proposed FY 17/18 Budget 199 - 482
 1. Budget overview
 2. Departments:
 - a. City Council
 - b. City Manager
 - c. Finance
 - d. City Attorney

- e. Planning/Building
- f. Non-Departmental
- g. Library
- h. Recreation
- i. Fire
- j. Police
- k. Public Works
- l. Water/Wastewater

[Proposed 2017-18 Budget Final](#)
[FY 17-18 Proposed Budget Presentation 050217](#)

6. ADJOURNMENT

The next Regular City Council meeting is scheduled for May 9, 2017, at 6:00 p.m. in the Vintage Hall Board Room located at 465 Main Street.

This agenda was posted at City Hall, 1480 Main Street, and at St. Helena Fire Department, 1480 Main Street, St. Helena, California on April 28, 2017.



Cindy Black, City Clerk

In Compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call the City Clerk's Office (707) 967-2792. Notification 72 hours prior to the meeting as required by Section 202 of the Americans with Disabilities Act will enable the City to make reasonable arrangements to ensure accessibility to this meeting.



1804 SOSCOL AVENUE, SUITE 203
NAPA CA 94559
707-224-9720 FAX: 707-224-1566; TTY 800-735-2922
www.napafairhousing.org

February 2, 2017

Sent Via Email

Attn: Noah Housh
Planning and Community Improvement Director
City of St. Helena
1480 Main Street
St. Helena, CA 94574
NHoush@cityofstheleena.org

Dear Noah,

Please consider this letter as Fair Housing Napa Valley's formal request for annual funding of \$13,000 from the City of St. Helena for FY 2017-18. This funding will be leveraged by grants and contracts from other cities and towns in Napa County to fund FHNV's Landlord/ Tenant counseling program during the next fiscal year, while federal funding from the U.S. Department of Housing and Urban Development (HUD) will subsidize FHNV's Fair Housing program.

The following materials are also included with this request for your review and consideration: Proposed Scope of Work; Updated Budget Addendum with line item descriptions; current and FY 17-18 Budget and Cash Flow Projections; and a summary of FHNV stabilization measures (previously submitted).

The requested amount of funding for FY 17-18 from the City of St. Helena is a result of discussions with all of FHNV's local public sector funding partners. FHNV is particularly grateful for the continued flexibility and support the City has shown in meeting the needs of the agency, allowing us to overcome various challenges during the past couple of years.

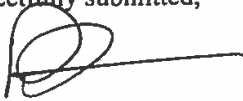
FHNV's stabilization and overall increase in services and capacity over the last two years have only been possible because FHNV's local government funding partners recognized the importance of FHNV's mission and programs, and contributed proportionately. Our ability to maintain the hard-won organizational stability and increased levels of services depends upon sustained local public sector funding.

Supplementing FHNV's request of \$13,000 from the City of St. Helena, the agency is also requesting continued proportional support for FY 17-18 from the following other local government funding partners:

- City of American Canyon, \$45,000
- City of Calistoga, \$12,000
- City of Napa General Fund, \$100,000
- City of Napa Housing Authority, \$50,000
- County of Napa, \$120,000
- Town of Yountville, \$6,000

Please do not hesitate to contact me should you have any questions or if I may be of any assistance. FHNV greatly appreciates its partnership with the City of St. Helena, and looks forward to serving its residents during FY 17-18 and for many years to come.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Pablo Zatarain', with a long horizontal line extending to the right.

Pablo Zatarain
Executive Director

Fair Housing Napa Valley

2017-18 Scope of Work- City of St. Helena

Fair Housing Napa Valley (FHNV) agrees to provide the following services to the City of St. Helena (City) for a lump sum fee of \$13,000 during the 2017-18 Fiscal Year beginning on July 1, 2017 and ending on June 30, 2018:

Fair Housing Program

Fair Housing Napa Valley (FHNV) will provide a Fair Housing Program to educate and offer services to the City of St Helena (City) in relation to the Federal Fair Housing Act of 1968, as well as State of California protections for persons regarding housing discrimination. Each complaint will be thoroughly investigated and referred to the appropriate agency for administrative or legal filing, when applicable. Any cases filed as a result of discrimination will be reported to the City in the form of a press release once a final resolution has been reached. Referral options will be discussed with clients when applicable, to determine the appropriate venue for their case. All fair housing complaints will be filed through the US Department of Housing and Urban Development (HUD), the California Department of Fair Employment and Housing (DFEH), or a private attorney in Federal Court. In addition, FHNV will conduct fair housing testing regarding complaints, where appropriate, and will offer related trainings in the City.

FHNV will deliver these services through community outreach and education, distribution of information, counseling, advocacy, and enforcement of federal and state anti-discrimination laws. These services, including education and outreach, will be provided in English and in Spanish through on-site bilingual staff. Clients in need of translated services in other languages will be accommodated through use of the Language Line, a third-party phone service.

General Housing Counseling Services- Landlord/ Tenant

FHNV shall respond to all inquiries for general housing counseling from tenants and landlords within the City, regarding their rights and responsibilities including but not limited to the following areas: termination of tenancy, evictions, habitability, repairs/ maintenance, abandonment, nuisances, and other general housing complaints. In addition, FHNV will utilize the mediation process to assist tenants and landlords in resolving existing issues. This process will help ensure that only the more complex cases are filed in court venue, and will aid Napa County's court system by reducing the number of Landlord/ Tenant cases that may be filed. These services will also be provided to the City's mobile home park residents, whose housing is governed by Mobile Home Residency Laws and the California Department of Housing and Community Development.

Through the mediation process, FHNV will ensure both parties are fully educated on the proper use of mandatory tenancy forms and documents. Additionally, agency staff will ensure that all parties are clear on the proper procedure(s) and timeline(s) needed to execute next steps, as applicable. FHNV also offers education and outreach- and referral- resources for clients regarding these types of cases, ensuring they are informed of their rights and have alternate options should they seek additional assistance or representation.

General Services to City Staff

FHNV will be available to all City of St Helena staff to address any requests or circumstances that fall within the outlined scope of services outlined above. City staff will be able to utilize FHNV as a means of support and as a resource to receive data and technical assistance as needed regarding City-wide issues. FHNV will work in conjunction with the Code Enforcement, Building, Fire, and other appropriate departments when issues are identified that require enforcement, and will also inform the appropriate staff when larger issues are discovered that may impact the City or its residents. Such cases will be presented to the appropriate City staff, along with supporting documentation and suggestions for a resolution.

FHNV will also be available to provide training/ presentations to City staff throughout the contract period to ensure staff is familiar with appropriate referrals to FHNV, general knowledge of fair housing and Affirmatively Furthering Fair Housing (AFFH) obligations, and recent housing trends affecting City residents.

Reporting

FHNV shall maintain written records of all inquiries, cases, and complaints, and shall submit a yearly report to City staff that summarizes the number and types of inquiries, as well as demographic data regarding persons served. All records shall be made available to City representatives for review upon request.

As required by Government Code 7550, each document or report prepared by FHNV for or under the direction of the City pursuant to this Agreement shall contain the numbers and dollar amounts of the Agreement and all subcontracts under the Agreement relating to the preparation of the document or written report. The Agreement and subcontractor dollar amounts shall be contained in a separate section of the document or written report. If multiple documents or written reports are the subject of the Agreement or subcontracts, the disclosure section may also contain a statement indicating that the total contract amount represents compensation for multiple documents or written reports.



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February 24, 2017

Fair Housing Napa Valley: Implemented Measures Towards Agency Stability

Fair Housing Napa Valley (FHNV) has undergone significant transition over the past two years, particularly after the resignation of the previous executive director, Nicole Collier, in December, 2014. After Ms. Collier left FHNV, the board of directors appointed Pablo Zatarain as interim executive director. Mr. Zatarain's "interim" status was removed in May, 2015.

The following are notable actions by Mr. Zatarain & FHNV to stabilize the agency following the leadership transition:

- The prior agency accountant was terminated. Ms. Cristal Villaseñor was hired as a temporary consultant in January, 2015, to begin the process of reconciling the existing fiscal data on file.
- FHNV's fiscal data entry system was reinstated and existing old data was reconciled. Discrepancies in prior records were brought to Mr. Zatarain's and the board of directors' attention by Ms. Villaseñor, and addressed appropriately.
- Ms. Villaseñor also provided financial management- related recommendations that addressed existing fiscal issues and concerns. Among them, the agency made various banking and procedural changes to reduce the risk for fraud.
- In July, 2015, Arvinda Krishnan was hired as the permanent accountant. He has since built on Ms. Villaseñor's efforts to re-establish the agency's fiscal records, and continues to examine the agency's fiscal policies to ensure transparency and appropriate checks and balances. With the close of the 2015-16 Fiscal Year in June, FHNV was able to present a year's worth of reliable fiscal data to its Board of Directors and funders for the first time since the agency's leadership transition occurred in December, 2014.
- At the direction of the board of directors, FHNV ceased offering services to the public in May, 2015, due to concerns regarding the agency's fiscal sustainability. Following this decision, Mr. Zatarain and public sector funding partners- along with the Napa Valley Community Foundation- discussed options to keep the agency open. Framework for an emergency funding agreement agreed upon almost immediately, limiting the agency's closure to two weeks. In the two weeks that followed FHNV's resuming its services, 70



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new cases were opened, an average of seven a day and a pace of over 1,800 cases per year. FHNV opens roughly 700 cases a year typically.

- FHNV finalized its emergency funding agreement in August, 2015. Under the agreement, the agency's public sector funders- notably the Cities of American Canyon, Calistoga, and Napa; as well as Napa County and the NVCF- agreed to increase funding to FHNV for FY 2015-16, and agreed to sustain the increased funding levels in subsequent years. Technical assistance (TA) from a non-profit management consultant (Chris Sutherland) was also provided under the agreement to support Mr. Zatarain and the board of directors in continuing to stabilize the agency.
- In August, 2015, FHNV submitted its application to reinstate federal funding (which had expired in December, 2014), to be allocated towards the agency's fair housing program. In October, FHNV was notified that its application had been approved for funding. The three year grant began in December, 2015, and- when leveraged with public sector funding- provided the agency with the necessary resources to sustain all agency operations through the end of the fiscal year.
- Among the first items addressed by Ms. Sutherland was the role of the board of directors. After much discussion, Ms. Sutherland guided the Board of Directors to a complete restructure, and has worked with the new Board with regards to training and Strategic Planning.
- After confirming the new board of directors, Board members and Mr. Zatarain worked to bolster public sector funding for FY 2016-17. HUD funding accounted for roughly 50% of needed revenue to meet the agency's budget, and public sector funding would need to be sustained at a higher level than in previous years. With the measures and policies that had been implemented by Mr. Krishnan to organize and improve the agency's fiscal management system, Board members and Mr. Zatarain were able to present reliable fiscal data to funders that supported the agency's request. FHNV's public sector partners were wholly receptive to these requests, and each entity agreed to increase its respective contributions to the agency. With these increases, FHNV's operating budget was balanced after nearly two years of fiscal uncertainty.
- Additionally, FHNV's public sector funding partners worked collectively to determine other manners of supporting the agency. A second TA agreement was provided to FHNV in September, 2016, through funding from NVCF, the Cities of American Canyon and Napa, and the County of Napa. This assistance is ongoing, and is focused on supporting Mr. Zatarain and agency efforts to sustain funding over the long term, as well as continue to foster relationships with current and new funders.



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With funding for the current Fiscal Year confirmed, FHNV will continue to take the appropriate measures to further stabilize its fiscal health, data management system, and operations in general. With some of the aforementioned policy and stabilization measures in place, each day provides additional reliable data, replacing the inconsistent and incomplete information the agency had at the start of this transition. Additionally, FHNV now has the resources to be more versatile with its programs, and is focused on improving capacity to meet the needs of Napa County's residents.

The above narrative very briefly summarizes what have been a challenging couple of years for this agency. With the dedication and commitment of the staff, and unwavering support of its funders and community partners, FHNV has steadied itself. The agency looks forward to being able to focus more energy and resources towards its mission of eliminating housing discrimination in Napa County and ensuring equal housing choice for all residents. I am proud and appreciative to have been a part of this process, and look forward to continuing to serve this agency and the residents of Napa County.

Respectfully Submitted,

Pablo Zatarain
Executive Director



to 3/28 5:00 pm
RECEIVED
 PLANNING DEPARTMENT

City of St. Helena Nonprofit Funding Program
Grant Application and Budget FY 2017/18 City of St. Helena

MAR 28 2017

Please answer the following questions as they apply to your project/program/service. Responses are limited to **five single sided pages with 12 point font, please include page numbers on all pages.** Drawings and photographs must be included within this page limit.

Organizational Overview

Organization Name: UpValley Family Centers
 Organization Mailing Address: 1440 Spring Street, St. Helena CA 94574
 Organization Telephone Number: 707-965-5010
 Organization Website: www.upvalleyfamilycenters.org
 Federal Tax ID Number and Status: 80-0023012
 How long has your organization been in operation? 12 years

List of Board Members and Officers: (if applicable)

Mary Stuard, President	Karen Cakebread
Laurie Claudon, Vice President	Michael Caldarola
Christine Hayne, Treasurer	Randy Gnagy
Elaine Jones, Secretary	Susan Krausz
Lisa Toller	Mitch Celaya
Rob Morrow	Genevieve Welsh
Susan Duryea	

Contact Information

Who is the primary contact person for your organization?

Name: Jenny Ocon, Executive Director
 Address: 1440 Spring Street, St. Helena CA 94574
 Phone: 707-965-5010
 Email: jocon@upvalleyfamilycenters.org

Authorized Representative

I represent that this Application Packet describes the intended use of the requested City Grant funds to complete the Project or Program identified above and the elements listed in the Project Budget. I declare under penalty of perjury, under the laws of the State of California, that the information contained in this Application Packet, including required attachments, is accurate.

Print Name Jenny Ocon
 Title Executive Director

Signature 
 Date 3/28/17

Grant Request

Project or Program Name:	Community Connections, St. Helena
Address of Project or Program:	1440 Spring Street, St. Helena CA 94574
Requested Grant Amount:	\$10,000
Matching Funds:	\$101,700
TOTAL Project or Program Cost:	\$111,700

Application Questions

1. Describe your project/service/program including objectives and goals and explain how you will meet these goals.

The Community Connections program of the UpValley Family Centers provides St. Helena residents with access to information, resources and opportunities that support individual and family well-being. Our organization is prevention-oriented and we serve as a one-stop-shop where people of all ages can access a variety of programs and services, in English and Spanish. We partner with over 40 organizations throughout Napa Valley and beyond to make resources available locally; our Community Connections program is often the first point of contact individuals and families make with our organization and it provides them with a seamless process to access resources to meet their needs.

The Community Connections program identifies the need or interest of the individual and connects them to the services of one of our partner organizations (i.e. Ole Health, Rianda House Senior Activity Center, Mentis, Bay Legal), or to the services provided by UpValley Family Centers. UpValley Family Center services fall into these program areas: education (parent/child playgroups, youth mentoring, parent education, ESL); economic success (free tax preparation services, employment assistance, emergency aid); health and well-being (health insurance enrollment, exercise classes, counseling services, domestic violence services, prevention of youth drug/alcohol use); and immigrant integration (accurate information about immigration benefit programs, “know your rights” educational workshops, application assistance for US citizenship, and free citizenship classes).

Through the Community Connections program, our goal is to serve at least 500 St. Helena families in 2017-18 with information, guided referral services, application assistance, translation assistance and check-free pay. We expect to serve at least 25 of those families with intensive case management services for those experiencing multiple needs. We will reach our goals by: a) conducting outreach presentations at local preschools, schools and service clubs; b) door-to-door outreach at local apartment complexes; c) tabling at community events such as the Harvest Festival; d) engaging community volunteers such as our Promotoras, to spread the word about the services available at UpValley Family Centers. The Community Connections program also coordinates free community events for families such as Dia de los Muertos, in partnership with other organizations, to celebrate our community’s diversity and offer fun children’s activities and educational experiences for all to enjoy.

2. Describe the community support for your project.
 - a. What organizations, neighborhood associations, non-profits, residents, etc. are involved?
 - b. What roles are they playing and how collaborative is the project?

c. What other support exists for your project?

We enjoy strong support from a variety of organizations, nonprofits, and local residents. We have close working relationships with many direct service organizations to provide direct social services to local St. Helena residents. These organizations include: Boys & Girls Club, Community Health Initiative, International Institute of the Bay Area, Mentis, the Mexican Consulate, Napa County Health and Human Services (various departments), Napa Emergency Women's Services, Nimbus Arts, Ole Health, ParentsCAN, Pediatric Dental Initiative, Grace Episcopal Church, and the St. Vincent de Paul Society of the St. Helena Catholic Church among others. We also collaborate with St. Helena Unified School District to coordinate student and family behavioral health counseling services, parent education workshops, and our youth mentors have a weekly presence on the campuses of RLS Middle School and St. Helena High School. We receive referrals from St. Helena Police Department and St. Helena Library of individuals or families needing resources or assistance. Our Community Connections staff are vigilant about knowing what community resources are available and identify needs or look for trends of the clients we are serving, so we can work to bring other resources to St. Helena as needed.

We receive annual donations from local service clubs and faith-based organizations to support our emergency aid and holiday assistance programs with direct benefit to St. Helena households in need and to support victims of domestic violence. Local banks and foundations make grants to support our Volunteer Income Tax Assistance (VITA) program – serving approximately 200 low-income St. Helena households with free tax preparation assistance, bringing over \$300,000 in tax returns back to our local community annually. Local residents and Pacific Union College students serve as volunteers for the VITA program. We receive in-kind support from Boys & Girls Club and St. Helena Presbyterian Church to use their space for our ongoing classes and programs. We have good working relationships with the apartment managers at Stonebridge and Hunts Grove Apartments, where we conduct outreach and provide occasional workshops.

3. Describe who will benefit from this project and estimate how many people this project/service/program may impact.

We plan to serve at least 500 St. Helena households or 1,000 people with our Community Connections program. We estimate that a majority of those reached will be low-income. Those served by the program will benefit from learning about and accessing services locally in their own community, including signing up for health insurance, receiving legal assistance, receiving financial assistance, attending workshops or classes to enhance learning, receiving free or low-cost counseling services, and accessing activities for children and youth. In 2017-18, with many potential changes in federal programs, policies and funding, we expect UpValley Family Centers will have a critical role to play in informing local low-income families and immigrant families of how such changes may impact them and what steps they can do to ensure their health and well-being. We are committed to serving those most vulnerable in the St. Helena community to get the help they need to avoid costly crisis situations and to be educated about the resources available to assist them.

4. Please explain how your project/service/program will be open and accessible to the St. Helena Community.

The Community Connections program is available regularly from Monday-Friday, 9am-5pm. During tax season (February-April) our offices have extended evening hours, open until 9pm and open every other Saturday 9am-1pm. Our staff conduct outreach at community events and provide informational presentations at meetings of local service clubs, schools, partner organizations, etc. at various times of day. Our agency website and Facebook page provide 24-hour access to information about our services. All of our services are available in English and Spanish.

5. Describe how you will complete the project or program within the grant funding cycle deadline of June 30, 2018 and provide a timeline for your project or program.

Our Community Connections program is an ongoing core service of the UpValley Family Centers. As such, we will report on our annual progress according to the timeline of the grant funding.

6. If you have received funding from other Napa County government agencies in the past two years, provide level of funding and how funding from the City of St. Helena will specifically benefit St. Helena residents.

We receive the following funds from Napa County Health and Human Services:

- Mental Health Services Act Prevention & Early Intervention funds in the amount of \$76,150 annually over the past two years, for our CLARO/CLARA Youth Mentoring Programs at middle schools and high schools in St. Helena and Calistoga. This funding reaches approximately 60 junior/senior high students in St. Helena each year, with weekly mentoring groups, field trips and volunteer/civic engagement opportunities for youth.
- MediCal Administrative Activities funds in the amount of \$40,000 for MediCal outreach and application facilitation up valley. Funding this year was decreased from the prior year, which was \$55,000. This funding allows our staff to conduct widespread outreach to St. Helena residents about the MediCal program, which expanded since the Affordable Care Act was passed. It also allows us to support local St. Helena residents with completing the MediCal application and support for them to access MediCal covered services.
- Master Settlement Agreement funds in the amount of \$56,691 this year for Triple P (Positive Parenting Program) implementation, and \$200,000 the prior year for planning a countywide system of evidence-based parent education services, training for 20 countywide staff, and early implementation of services (by UpValley Family Centers and collaborative partners). UpValley Family Center's 2017-18 request for MSA funds is \$70,000 and is currently pending. This grant allows us to reach St. Helena parents with children ages 0-12 with research-based parenting support services in English and Spanish. Triple P services provide parents with simple, practical strategies to help them confidently manage their child's behavior, prevent problems and build strong healthy relationships.

Cost Estimate

Include a high level description of all the program or project costs that will be paid for by City Funds. Costs should be grouped into large categories with minimum line item of \$100.

Example: Supplies (paper goods, pens, etc.) \$250

UpValley Family Center Requested Budget

Description	Amount
Personnel	
Community Liaison	\$4,000.00
Family Advocate	\$2,500.00
Operations Director	\$2,000.00
TOTAL Personnel	\$8,500.00
Operating	
Rent	\$900.00
Cleaning services, supplies and utilities	\$140.00
Computer, telephone and internet	\$200.00
Outreach supplies	\$140.00
Photocopies	\$120.00
TOTAL Operating	\$1,500.00
Total Grant Request	\$10,000



CINCINNATI OH 45999-0038

In reply refer to: 0248222270
Oct. 06, 2014 LTR 4168C 0
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00021055
BODC: TE

UP VALLEY FAMILY CENTERS OF NAPA
COUNTY
1500 CEDAR ST
CALISTOGA CA 94515



004824

Employer Identification Number: 80-0023012
Person to Contact: Gordon Schnur
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Mar. 14, 2014, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(03) of the Internal Revenue Code in a determination letter issued in February 2002.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

0248222270
Oct. 06, 2014 LTR 4168C 0
80-0023012 000000 00
00021056

UP VALLEY FAMILY CENTERS OF NAPA
COUNTY
1500 CEDAR ST
CALISTOGA CA 94515

If you have any questions, please call us at the telephone number
shown in the heading of this letter.

Sincerely yours,



Richard McKee, Department Manager
Accounts Management Operations

3:14 PM
11/08/16
Accrual Basis

UpValley Family Centers Operating Budget

	FY 17 Approved Budget
Income	
40000 · RESTRICTED FOUNDATION GRANTS	
40101 · Napa V Early Learning I (NVELI)	60,000
40105 · Kaiser Permanente	30,000
40106 · Napa V Community Fdt-ONVI	34,554
40107 · United Way Bay Area-VITA	15,000
40108 · Napa V Community Fdt-VITA	24,000
40111 · Cowell Foundation	95,000
40134 · Rudd Foundation	5,000
40150 · Prior year Restr Foundations	40,122
Total 40000 · RESTRICTED FOUNDATION GRANTS	303,676
40200 · RESTRICTED NONPROFITS	
40201 · Mentis (bf FSA)	2,500
Total 40200 · RESTRICTED NONPROFITS	2,500
40250 · RESTRICTED SERVICE GROUPS	
40251 · Rotary Clubs	1,000
40252 · Soroptimist - Calistoga	8,000
40253 · Soroptimist - St. Helena	900
40254 · Calistoga Community Chest	5,000
40255 · First Presbyterian Church SH	1,652
40259 · Kiwains	500
Total 40250 · RESTRICTED SERVICE GROUPS	17,052
40300 · RESTRICTED GOVERNMENT GRANTS	
40301 · Calistoga JU School District	143,500
40302 · City of Calistoga	
40302a · City of CA- Seniors	20,000
40302b · City of CA- Com. Health and Out	10,000
40302c · City of CA-Comm. Enrich CLARO	3,000
Total 40302 · City of Calistoga	33,000
40303 · City of St. Helena	5,000
40304 · Master Settlement Agreement	56,691
40306 · First Five Parents as Educators	27,300
40307 · PEI Mental Health Services Act	76,150
40308 · Medical Admin Activities (MAA)	42,500
40309 · St. Helena School District	92,480
40310 · Mexican Consulate - IME Becas	4,000
40311 · NCOE- Drug Free Communities	56,375
40313 · CA Dpt of Social Services-IIBA	18,381
40314 · Office of Child Abuse Pr (OCAP)	60,000
40313 · CDSS II	9,520
40350 · Prior year rest government	7,352
Total 40300 · RESTRICTED GOVERNMENT GRANTS	632,249
40400 · RESTRICTED CORPORATE GRANTS	

3:14 PM
11/08/16
Accrual Basis

UpValley Family Centers Operating Budget

	FY 17 Approved Budget
40401 · Banks	11,500
40404 · St. Helena Hospital	13,600
40405 · Calmart	1,000
40407 · Local business	5,550
40409 · Burbank Housing	10,000
40410 · Citibank	25,000
40411 · Queen of the Valley	5,000
Total 40400 · RESTRICTED CORPORATE GRANTS	71,650
40450 · RESTRICTED INDIVIDUALS	
40452 · Restricted Individual com event	2,250
40454 · Restr Indiv Calis School Readin	10,000
40457 · Restricted ind holiday & emerge	37,094
40458 · SHSD volunteer coord inititative	9,457
Total 40450 · RESTRICTED INDIVIDUALS	58,801
40480 · RESTRICTED VALLEY FIRE	
40481 · Individuals Valley Fire	
40483 · Calistoga Chamber of Commerce	4,180
Total 40480 · RESTRICTED VALLEY FIRE	4,180
40500 · UNRESTRICTED GRANTS	
40501 · Auction Napa Valley	324,000
40503 · Gasser Foundation	10,000
Total 40500 · UNRESTRICTED GRANTS	334,000
40550 · UNRESTRICTED SERVICE CLUBS	
40551 · Grace Church	2,500
40552 · NV Masonic Lodge	1,000
Total 40550 · UNRESTRICTED SERVICE CLUBS	3,500
40600 · UNRESTRICTED INDIVIDUALS	
40601 · Unrestricted Individuals	209,060
40602 · Unrestricted Board	26,800
Total 40600 · UNRESTRICTED INDIVIDUALS	235,860
40800 · UNRESTRICTED CORPORATE	
40801 · Unrestricted Corporate various	19,542
40802 · Bald Mountain/Silver Rose Partn	6,250
Total 40800 · UNRESTRICTED CORPORATE	25,792
40850 · PRIOR YEAR ANNUAL FUND	19,112
40900 · SPECIAL EVENTS	
40903 · VIVA Napa Valley	75,000
40904 · Peach Festival Frogs Leap	4,525
Total 40900 · SPECIAL EVENTS	79,525
40950 · In Kind Donations	
40951 · Facilities in Kind	22,000
Total 40950 · In Kind Donations	22,000
41000 · EARNED REVENUE	

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UpValley Family Centers Operating Budget

	FY 17 Approved Budget
41100 · EARNED REVENUE INVESTMENTS	
41102 · Interest and Dividends	18,500
Total 41100 · EARNED REVENUE INVESTMENTS	18,500
41200 · EARNED REVENUE FEES	
41201 · Check Free Pay walk in payments	600
41202 · PG&E walk in payments fee	200
41203 · PG&E CARE Enrollment Fee	100
41204 · Imm. Int. Fees and ESL books	150
41205 · Food tickets Dia	122
Total 41200 · EARNED REVENUE FEES	1,172
Total 41000 · EARNED REVENUE	19,672
42400 · OTHER REVENUE	
42402 · Insurance Proceeds	1,400
Total 42400 · OTHER REVENUE	1,400
Total Income	1,830,969
Gross Profit	1,830,969
Expense	
50100 · Officers & Directors Salaries	120,000
50200 · Salaries & Wages - Other	
50201 · Operations Director	81,147
50202 · Operations Associate	34,945
50204 · Program Director	81,247
50205 · Senior & Family Svcs Manager	53,028
50206 · Development Associate	50,000
50207 · Family Advocate	51,975
50208 · Student & Family Advocate	44,424
50209 · Family Engagement Facilitator	10,466
50210 · Immigration Program Coordinator	47,038
50211 · Community Liason SH	26,159
50212 · Community Liason CAL	47,131
50213 · Outreach Specialist	36,779
50216 · Youth Program Specialist Gr-SH	10,740
50217 · Youth Program Specialist Boys	35,866
50220 · Community School Manager	73,500
50221 · Drug Free Community Coordinator	38,397
50222 · Childcare CAL 1	6,750
50223 · Childcare CAL 2	6,000
50224 · Childcare SH 1	3,000
50225 · Childcare SH 2	2,250
50231 · VITA Associate	6,000
50232 · Immigration Associate	2,000
50234 · Volunteer Coordinator SHSD	4,400
50235 · Family Services Manager	17,680

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UpValley Family Centers Operating Budget

	FY 17 Approved Budget
Total 50200 · Salaries & Wages - Other	770,920
50300 · Benefits package	
50301 · Medical Health Insurance	114,181
50302 · Dental and vision Insurance	17,154
50303 · 401K	7,000
Total 50300 · Benefits package	138,335
50330 · Workers Comp Insurance	7,350
50340 · Payroll Taxes	96,970
50400 · Professional Fees	
50401 · Accounting and book keep. Fees	1,500
50402 · Audit /tax filing	7,350
50403 · Payroll Services	8,500
50404 · Fundraising	48,000
50405 · Computer services	8,000
50406 · Designer-communications	8,500
50407 · Therapists/Counselor	205,800
50408 · Specialized Program Services	30,000
50409 · Evaluation	25,625
50410 · Other professional fees	1,210
50421 · Strategic Planner	15,000
50422 · Investment Management Fees	4,509
Total 50400 · Professional Fees	363,994
50500 · Non-Personnel Expenses	
50501 · Food for programs	23,495
50502 · Program Materials	16,476
50504 · Mileage	9,245
50505 · Field Trips (entrances, parking	4,500
50506 · Postage, Shipping, Delivery	1,800
50507 · Emergency Grant-Benevolent Gift	
50507a · Valley Fire	9,965
50507 · Emergency Grant-Benevolent Gift - Other	42,094
Total 50507 · Emergency Grant-Benevolent Gift	52,059
50508 · Facilities/Amenties for events	3,500
50509 · Supplies	12,000
50510 · Printing & Copying	14,300
50511 · Internet/email services	4,950
50512 · Telephone & Telecommunications	22,000
Total 50500 · Non-Personnel Expenses	164,325
50600 · Occupancy Expenses	
50601 · Rent and Other Occupancy	45,445
50602 · Utilities	2,500
50603 · Cleaning fees	4,000
50604 · Cleaning supplies	500

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UpValley Family Centers Operating Budget

	FY 17 Approved Budget
50605 · Depreciation and amortization	6,450
Total 50600 · Occupancy Expenses	58,895
50700 · Professional Development	
50703 · Staff team-building/retreats	1,500
50704 · Staff training(travel, lodging	26,000
Total 50700 · Professional Development	27,500
50800 · Misc Expenses	
50801 · Employee Screening Expenses	650
50802 · Credit Card Processing Fees	225
50803 · Online Services Fees	20,000
50804 · Licenses and Permits for Events	150
50805 · Insurance - Non-Employee	9,500
50806 · Membership Dues - Organization	3,100
50807 · Bank Service Charges	300
50808 · Taxes from Auctions	1,500
50810 · Other Misc Expenses	11,100
50817 · Fees from donations processing	4,000
Total 50800 · Misc Expenses	50,525
Total Expense	1,798,815
Net Income	32,154
Applied to Capital Purchases	
Voluntary board transfer to operational reserve	10,000
Investment income applied to operational reserve	18,000
Net Income After Capital Purchases & Operational Reserv	4,154

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UpValley Family Centers
Profit & Loss Budget Performance
June 2016

	Jun 16	Jul '15 - Jun 16	Annual Revised Budget	% of Budget
Income				
40000 · RESTRICTED FOUNDATION GRANTS				
40101 · Napa Valley Early Learning Initiative (NVELI)	0.00	86,150.00	86,150.00	100%
40102 · Gasser Foundation	0.00	21,345.00	21,345.00	100%
40103 · NVELI Summer Bridges	5,668.00	20,944.00	9,608.00	218%
40105 · Kaiser Permanente	0.00	25,000.00	25,000.00	100%
40106 · Napa Valley Community Foundation-ONVI	34,554.00	67,354.00	32,800.00	205%
40107 · United Way Bay Area-VITA	0.00	13,000.00	12,500.00	104%
40108 · NVCF-VITA	0.00	17,000.00	17,000.00	100%
40110 · Gamble Foundation	0.00	20,000.00	20,000.00	100%
40111 · Cowell Foundation	0.00	85,000.00	85,000.00	100%
40112 · Cowell Foundation Special Intia - data base	0.00	25,000.00	25,000.00	100%
40113 · NVELI -The Re(a)d Zone	0.00	2,200.00	2,200.00	100%
40114 · Miscellaneous grants	0.00	0.00	15,500.00	0%
40115 · Imm. Legal Rsc Ctr -Ready Bay A	0.00	1,730.00	1,730.00	100%
40133 · NVCF-Disaster prep	0.00	5,000.00		
Total 40000 · RESTRICTED FOUNDATION GRANTS	40,222.00	389,723.00	353,833.00	110%
40200 · RESTRICTED NONPROFITS				
40201 · Family Service Agency	2,500.00	2,500.00	5,000.00	50%
40202 · Rancho de Calis. Home Owners As	0.00	0.00	500.00	0%
40203 · Burbank Housing	0.00	10,000.00	10,000.00	100%
40208 · Queen of the Valley		5,000.00	0.00	
40209 · Upper Valley Community Center	0.00	0.00	120.00	0%
40211 · On the Verge-On the Move	4,000.00	4,000.00	0.00	
Total 40200 · RESTRICTED NONPROFITS	6,500.00	21,500.00	15,620.00	138%
40250 · RESTRICTED SERVICE GROUPS				
40251 · Rotary Clubs	0.00	1,000.00	1,000.00	100%
40252 · Soroptimist - Calistoga	0.00	9,090.00	10,000.00	91%
40253 · Soroptimist - St. Helena	2,250.00	3,612.34	1,362.34	265%
40254 · Calistoga Community Chest	0.00	5,000.00	5,000.00	100%
40255 · First Presbyterian Church SH	0.00	0.00	1,000.00	0%
40256 · Native Dters of the G West Cal	0.00	500.00		
Total 40250 · RESTRICTED SERVICE GROUPS	2,250.00	19,202.34	18,362.34	105%
40300 · RESTRICTED GOVERNMENT GRANTS				
40301 · Calistoga JU School District				
40301c · Calistoga JU School D - ESL	0.00	10,000.00	10,000.00	100%
40301d · Cal JU School D - Mental Health	17,000.00	117,000.00	100,000.00	117%
40301e · Cal JU school D - Afterschool	0.00	1,018.37	1,018.37	100%
40301f · Cal JU School D - Community Sch	0.00	5,000.00	5,000.00	100%
40301g · Cal JU School D - Special initi	0.00	440.00	440.00	100%
Total 40301 · Calistoga JU School District	17,000.00	133,458.37	116,458.37	115%
40302 · City of Calistoga				
40302a · City of CA- Seniors	0.00	20,000.00	20,000.00	100%
40302b · City of CA- Com. Health and Out	0.00	10,000.00	10,000.00	100%

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UpValley Family Centers
Profit & Loss Budget Performance
June 2016

	Jun 16	Jul '15 - Jun 16	Annual Revised Budget	% of Budget
40302c · City of CA-Comm. Enrich CLARO	0.00	2,500.00	2,500.00	100%
Total 40302 · City of Calistoga	0.00	32,500.00	32,500.00	100%
40303 · City of St. Helena	0.00	7,500.00	7,500.00	100%
40304 · Master Settlement Agreement	0.00	200,000.00	200,000.00	100%
40305 · First Five Sponsorships	0.00	4,000.00	4,000.00	100%
40306 · First Five Parents as Educators	0.00	27,300.00	27,300.00	100%
40307 · PEI Mental Health	44,562.18	76,150.00	76,150.00	100%
40308 · Medical Admin Act (MAA)	13,711.96	38,061.71	36,821.00	103%
40309 · St. Helena School District	34,544.21	76,267.37	84,800.00	90%
40310 · Mexican Consulate - IME Becas	0.00	3,000.00	3,000.00	100%
40311 · NCOE- Drug Free Communities	-3,186.00	76,814.00	80,000.00	96%
40313 · CA Dpt of Social Services-IIBA	7,352.40	7,352.40		
Total 40300 · RESTRICTED GOVERNMENT GRANTS	113,984.75	682,403.85	668,529.37	102%
40400 · RESTRICTED CORPORATE GRANTS				
40401 · Banks	0.00	8,500.00	6,000.00	142%
40402 · Boskos Trattoria	0.00	0.00	1,000.00	0%
40403 · Kaiser Corporate Sponsorship	0.00	2,500.00	2,500.00	100%
40404 · St. Helena Hospital	0.00	10,000.00	10,000.00	100%
40405 · Calmart	0.00	1,684.00	900.00	187%
40407 · Local business	0.00	1,750.00	250.00	700%
40408 · PG&E	0.00	1,350.00		
Total 40400 · RESTRICTED CORPORATE GRANTS	0.00	25,784.00	20,650.00	125%
40450 · RESTRICTED INDIVIDUALS				
40452 · Restricted Individual com event	1,000.00	5,000.00	4,000.00	125%
40454 · Restr Individ Calis School Readin	0.00	10,000.00	10,000.00	100%
40455 · Restricted Individuals various	360.00	25,774.00	19,915.00	129%
40456 · Immigration Initiative	0.00	15,000.00	15,000.00	100%
Total 40450 · RESTRICTED INDIVIDUALS	1,360.00	55,774.00	48,915.00	114%
40480 · RESTRICTED VALLEY FIRE				
40481 · Individuals Valley Fire	250.00	117,428.28	108,353.28	108%
40482 · NVV Valley Fire	0.00	155,000.00	155,000.00	100%
40483 · Calistoga Chamber of Commerce	0.00	85,150.00	85,000.00	100%
40484 · CA Wellness Fdt. Valley Fire	0.00	10,000.00	10,000.00	100%
Total 40480 · RESTRICTED VALLEY FIRE	250.00	367,578.28	358,353.28	103%
40500 · UNRESTRICTED GRANTS				
40501 · Auction Napa Valley	0.00	324,000.00	325,000.00	100%
Total 40500 · UNRESTRICTED GRANTS	0.00	324,000.00	325,000.00	100%
40550 · UNRESTRICTED SERVICE CLUBS				
40551 · Grace Church	0.00	300.00	5,000.00	6%
40552 · NV Masonic Lodge	0.00	1,000.00	1,000.00	100%
Total 40550 · UNRESTRICTED SERVICE CLUBS	0.00	1,300.00	6,000.00	22%
40600 · UNRESTRICTED INDIVIDUALS				
40601 · Unrestricted Individuals	77,700.00	225,015.08	158,500.00	142%

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UpValley Family Centers
Profit & Loss Budget Performance
June 2016

	Jun 16	Jul '15 - Jun 16	Annual Revised Budget	% of Budget
40602 · Unrestricted Board	0.00	26,799.83	26,799.83	100%
Total 40600 · UNRESTRICTED INDIVIDUALS	77,700.00	251,814.91	185,299.83	136%
40800 · UNRESTRICTED CORPORATE				
40801 · Unrestricted Corporate various	0.00	13,689.65	30,250.00	45%
40802 · Bald Mountain/Silver Rose Partn	0.00	6,250.00	6,250.00	100%
Total 40800 · UNRESTRICTED CORPORATE	0.00	19,939.65	36,500.00	55%
40900 · SPECIAL EVENTS				
40903 · VIVA Napa Valley	0.00	80,490.31	50,000.00	161%
40904 · Peach Festival Frogs Leap	0.00	4,185.55	4,185.55	100%
Total 40900 · SPECIAL EVENTS	0.00	84,675.86	54,185.55	156%
40950 · In Kind Donations				
40951 · Facilities in Kind	12,000.00	12,000.00	0.00	
Total 40950 · In Kind Donations	12,000.00	12,000.00	0.00	
41000 · EARNED REVENUE				
41100 · EARNED REVENUE INVESTMENTS				
41101 · Interest Revenue	0.00	0.04	500.00	0%
41102 · Investment Income	0.00	0.00		
41103 · Change in Investment Value-Schw	4,127.65	-3,659.96		
Total 41100 · EARNED REVENUE INVESTMENTS	4,127.65	-3,659.92	500.00	-732%
41200 · EARNED REVENUE FEES				
41201 · Check Free Pay walk in payments	682.23	1,434.29	200.00	717%
41202 · PG&E walk in payments fee	24.85	273.45	200.00	137%
41203 · PG&E CARE Enrollment Fee	0.00	0.00	45.00	0%
41204 · Imm. Int. Fees and ESL books	0.00	0.00	500.00	0%
41205 · Food tickets Dia	-2,059.04	1,083.80	3,142.84	34%
Total 41200 · EARNED REVENUE FEES	-1,351.96	2,791.54	4,087.84	68%
Total 41000 · EARNED REVENUE	2,775.69	-868.38	4,587.84	-19%
42400 · OTHER REVENUE				
42401 · Revenue Released from Restricti	0.00	0.00	32,149.79	0%
42402 · Insurance Proceeds	0.00	1,498.26	1,345.20	111%
Total 42400 · OTHER REVENUE	0.00	1,498.26	33,494.99	4%
Total Income	257,042.44	2,256,325.77	2,129,331.20	106%
Gross Profit	257,042.44	2,256,325.77	2,129,331.20	106%
Expense				
50100 · Officers & Directors Salaries	10,000.00	114,274.90	114,279.03	100%
50200 · Salaries & Wages - Other				
50201 · Operations Director	6,762.26	73,610.49	74,446.01	99%
50204 · Program Director	6,770.58	76,885.61	76,910.46	100%
50205 · Senior & Family Svcs Manager	4,273.28	51,012.37	50,517.79	101%
50206 · Development Associate	3,535.25	41,178.01	40,690.97	101%
50207 · Family Advocate	4,307.27	49,661.55	49,358.55	101%
50208 · Student & Family Advocate	2,785.81	33,579.27	41,539.68	81%
50209 · Family Engagement Facilitator	3,345.34	38,536.81	39,634.40	97%

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UpValley Family Centers
Profit & Loss Budget Performance
June 2016

	Jun 16	Jul '15 - Jun 16	Annual Revised Budget	% of Budget
50210 · Community Programs Coordinator	3,846.57	35,744.78	43,962.05	81%
50211 · Community Liason SH	2,904.00	32,372.44	32,136.00	101%
50212 · Community Liason CAL	3,805.54	45,913.55	44,904.70	102%
50213 · Outreach Specialist	2,962.72	35,330.60	35,028.24	101%
50216 · Youth Program Specialist Gr-SH	658.95	8,652.89	8,183.97	106%
50217 · Youth Program Specialist Boys	1,692.00	19,936.35	19,760.00	101%
50219 · Afterschool Specialist	0.00	860.00	860.00	100%
50220 · Community School Manager	6,102.57	64,184.55	70,000.00	92%
50221 · Drug Free Community Coordinator	3,784.00	30,268.48	33,540.00	90%
50222 · Childcare CAL 1	540.00	8,178.75	12,250.00	67%
50223 · Childcare CAL 2	180.00	3,247.50	4,455.00	73%
50224 · Childcare SH 1	240.00	2,355.00	9,990.00	24%
50225 · Childcare SH 2	0.00	581.25	2,490.00	23%
50226 · Natural Disaster Specialist	0.00	615.00	615.00	100%
50227 · Temporary receptionist support	0.00	8,650.85	12,620.00	69%
50231 · Economic Success/VITA Associate	0.00	4,325.00	6,000.00	72%
Total 50200 · Salaries & Wages - Other	58,496.14	665,681.10	709,892.82	94%
50300 · Benefits package				
50301 · Medical Health Insurance	-540.08	89,630.54	93,877.74	95%
50302 · Dental and vision Insurance	1,014.00	11,559.00	11,704.50	99%
50303 · 401K	550.00	5,841.86	7,200.00	81%
Total 50300 · Benefits package	1,023.92	107,031.40	112,782.24	95%
50330 · Workers Comp Insurance	374.00	4,287.66	7,350.00	58%
50340 · Payroll Taxes	5,286.56	68,522.44	89,428.93	77%
50350 · Vacation Expense	3,422.12	6,652.34	0.00	
50400 · Professional Fees				
50401 · Accounting and book keep. Fees	146.25	1,706.25	4,000.00	43%
50402 · Audit /tax filing	0.00	7,350.00	7,350.00	100%
50403 · Payroll Services	597.22	7,816.01	10,924.80	72%
50404 · Fundraising	2,475.00	37,918.70	45,000.00	84%
50405 · Computer services	1,445.00	8,280.50	15,200.00	54%
50406 · Designer-communications	1,350.00	8,525.00	12,700.00	67%
50407 · Therapists/Counselor	14,705.88	175,348.17	158,520.00	111%
50408 · Program Delivery	30,662.00	126,651.17	133,010.73	95%
50409 · Evaluation	5,425.00	11,025.00	17,500.00	63%
50410 · Other professional fees	0.00	5,465.11	5,800.00	94%
50420 · Childcare provider	0.00	221.25	0.00	
Total 50400 · Professional Fees	56,806.35	390,307.16	410,005.53	95%
50500 · Non-Personnel Expenses				
50501 · Food	3,449.67	14,030.90	18,600.00	75%
50502 · Materials	3,467.42	11,725.71	20,000.00	59%
50504 · Mileage	741.08	9,665.91	14,200.00	68%
50505 · Field Trips (entrances, parking)	3,728.69	7,879.08	9,000.00	88%
50506 · Postage, Shipping, Delivery	143.18	1,886.88	2,475.00	76%

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UpValley Family Centers
Profit & Loss Budget Performance
June 2016

	Jun 16	Jul '15 - Jun 16	Annual Revised Budget	% of Budget
50507 · Emergency Fund-Benevolent Gifts				
50507a · Valley Fire	0.00	307,681.47	309,510.09	99%
50507 · Emergency Fund-Benevolent Gifts - Other	440.00	16,234.83	20,000.00	81%
Total 50507 · Emergency Fund-Benevolent Gifts	440.00	323,916.30	329,510.09	98%
50508 · Facilities/Amenties for events	200.00	3,256.00	4,450.00	73%
50509 · Supplies	6,061.02	19,399.02	19,300.00	101%
50510 · Printing & Copying	1,433.53	10,474.20	12,200.00	86%
50511 · Internet/email services	206.00	4,272.30	4,200.00	102%
50512 · Telephone & Telecommunications	1,806.15	17,446.85	27,000.00	65%
50513 · Computer Software & Upgrades	4,968.25	4,968.25		
Total 50500 · Non-Personnel Expenses	26,644.99	428,921.40	460,935.09	93%
50600 · Occupancy Expenses				
50601 · Rent and Other Occupancy	14,118.00	37,416.00	25,444.32	147%
50602 · Utilities	336.39	2,502.71	2,000.00	125%
50603 · Cleaning fees	629.00	4,004.50	4,000.00	100%
50604 · Cleaning supplies	47.75	428.48	300.00	143%
50605 · Depreciation and amortization	5,307.00	5,307.00	6,450.00	82%
Total 50600 · Occupancy Expenses	20,438.14	49,658.69	38,194.32	130%
50700 · Professional Development				
50703 · Staff team-building/retreats	0.00	2,227.84	1,500.00	149%
50704 · Staff training(travel, lodging	1,547.84	44,718.83	67,590.00	66%
Total 50700 · Professional Development	1,547.84	46,946.67	69,090.00	68%
50800 · Misc Expenses				
50801 · Employee Screening Expenses	0.00	0.00	650.00	0%
50802 · Credit Card Processing Fees	0.00	225.00	225.00	100%
50803 · Online Services Fees	348.37	14,009.59	19,000.00	74%
50804 · Licenses and Permits for Events	0.00	150.00	150.00	100%
50805 · Insurance - Non-Employee	0.00	9,344.00	9,244.00	101%
50806 · Membership Dues - Organization	0.00	2,916.76	2,759.00	106%
50807 · Bank Service Charges	20.00	276.10	440.00	63%
50808 · Taxes from Auctions	0.00	1,820.00	1,000.00	182%
50809 · Payroll Fee QB/Direct Deposit	0.00	0.00	20.00	0%
50810 · Other Misc Expenses	668.70	10,511.98	13,000.00	81%
50811 · Bad Debt Expense	1,135.59	1,135.59		
Total 50800 · Misc Expenses	2,172.66	40,389.02	46,488.00	87%
Total Expense	186,212.72	1,922,672.78	2,058,445.96	93%
Net Income	70,829.72	333,652.99	70,885.24	471%
Applied to Capital Purchases		29,069.39	24,775.00	117%
Applied to Operational Reserve		-	20,000.00	0%
Net Income After Capital Purchases and Operational Reserve		304,583.60	26,110.24	1167%

Mar 1, '16 - Mar 1, 17		
Up Valley Family Centers Grants Income		
40000 · RESTRICTED FOUNDATION GRANTS		Required Match
40101 · Napa V Early Learning I (NVELI)	60,000.00	0
40103 · NVELI Summer Bridges	5,668.00	0
40105 · Kaiser Permanente	30,000.00	0
40106 · Napa V Community Fdt-ONVI	34,554.00	0
40107 · United Way Bay Area-VITA	15,500.00	0
40108 · Napa V Community Fdt-VITA	24,000.00	0
40111 · Cowell Foundation	95,000.00	0
40133 · NVCF-Disaster prep	5,000.00	0
40134 · Rudd Foundation	5,000.00	0
Total 40000 · RESTRICTED FOUNDATION GRANTS	314,844.00	
40200 · RESTRICTED NONPROFITS		
40201 · Mentis (bf FSA)	2,500.00	0
40208 · Queen of the Valley	5,000.00	0
40211 · On the Verge-On the Move	4,000.00	0
Total 40200 · RESTRICTED NONPROFITS	11,500.00	
40250 · RESTRICTED SERVICE GROUPS		
40251 · Rotary Clubs	500.00	0
40252 · Soroptimist - Calistoga	8,000.00	0
40253 · Soroptimist - St. Helena	2,250.00	0
40254 · Calistoga Community Chest	9,000.00	0
40255 · First Presbyterian Church SH	1,652.00	0
40256 · Native Dters of the G West Cal	500.00	0
40259 · Kiwains	500.00	0
Total 40250 · RESTRICTED SERVICE GROUPS	22,402.00	
40300 · RESTRICTED GOVERNMENT GRANTS		
40301 · Calistoga JU School District	17,000.00	0
40302 · City of Calistoga	15,000.00	0
40303 · City of St. Helena	5,000.00	0
40304 · Master Settlement Agreement	22,540.95	0
40306 · First Five Parents as Educators	27,300.00	0
40307 · PEI Mental Health Services Act	74,768.53	0
40308 · Medical Admin Activities (MAA)	50,610.93	21,738.12
40309 · St. Helena School District	70,596.91	0
40311 · NCOE- Drug Free Communities	76,814.00	59,681.58
40313 · CA Dpt of Social Services-IIBA	18,381.00	0
40314 · Office of Child Abuse Pr (OCAP)	27,014.85	0
Total 40300 · RESTRICTED GOVERNMENT GRANTS	405,027.17	
40400 · RESTRICTED CORPORATE GRANTS		
40401 · Banks	11,500.00	0
40404 · St. Helena Hospital	13,600.00	0
40405 · Calmart	1,613.00	0
40407 · Local business	7,050.00	0

40408 · PG&E	1,350.00	0
40409 · Burbank Housing	10,000.00	0
40410 · Citibank	25,000.00	0
Total 40400 · RESTRICTED CORPORATE GRANTS	69,113.00	
40500 · UNRESTRICTED GRANTS		
40501 · Auction Napa Valley	324,000.00	0
40503 · Gasser Foundation	10,000.00	0
Total 40500 · UNRESTRICTED GRANTS	334,000.00	

3/28 12:02 pm tp



City of St. Helena Nonprofit Funding Program Grant Application and Budget FY 2017/18

Please answer the following questions as they apply to your project/program/service. Responses are limited to **five single sided pages with 12 point font, please include page numbers on all pages.** Drawings and photographs must be included within this page limit.

Organizational Overview

Organization Name: St. Helena Preschool For All Inc.
 Organization Mailing Address: 465 Main St. St. Helena, CA 94574
 Organization Telephone Number: 707-967-2800
 Organization Website: www.shpreschoolforall.org
 Federal Tax ID Number and Status: # 46-4214921 / Good standing
 How long has your organization been in operation? 7 years

List of Board Members and Officers: (if applicable)

<u>Carlos Uribe, President</u>	<u>Adriana Sanchez</u>
<u>Jeanne Kerr</u>	<u>Tamara Sanguinetti</u>
<u>Julio Olguin</u>	<u>Cynthia Smith</u>
<u>Shannon Pestoni</u>	<u>Marylou Wilson</u>

Contact Information

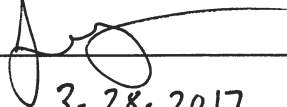
Who is the single point of contact for your organization?

Name: Julio Olguin
 Address: 465 Main St. St. Helena
 Phone: (707) 363-6525
 Email: julio@shpreschoolforall.org

Authorized Representative

I represent that this Application Packet describes the intended use of the requested City Grant funds to complete the Project or Program identified above and the elements listed in the Project Budget. I declare under penalty of perjury, under the laws of the State of California, that the information contained in this Application Packet, including required attachments, is accurate.

Print Name Julio Olguin
 Title Executive Director

Signature 
 Date 3-28-2017

Grant Request

Project or Program Name:	St. Helena Preschool For All scholarships
Address of Project or Program:	465 Main St. St. Helena 94574
Requested Grant Amount:	\$ 10,000.00
Matching Funds:	\$ 0
TOTAL Project or Program Cost:	\$ 113,190.00

Application Questions

1. Describe your project/service/program including objectives and goals and explain how you will meet these goals.
2. Describe the community support for your project.
 - a. What organizations, neighborhood associations, non-profits, residents, etc. are involved in the project?
 - b. What roles are they playing and how collaborative is the project?
 - c. What other support exists for your project?
3. Describe who will benefit from this project and estimate how many people this project/service/program may impact.
4. Please explain how your project/service/program will be open and accessible to the St. Helena Community.
5. Describe how you will complete the project or program within the grant funding cycle deadline of June 30, 2018 and provide a timeline for your project or program.
6. If you have received funding from other Napa County government agencies in the past two years, provide level of funding and how funding from the City of St. Helena will specifically benefit St. Helena residents.
7. If you received funds as part of the 2016/17 Grant Awards, did you receive additional funds from the Rudd Foundation? If so, how much?
8. If you received grant funds in 2016/17, please give a short update on the status of your project and the impact on the community.

Cost Estimate

Include a high level description of all the program or project costs that will be paid for by City Funds. Costs should be grouped into large categories with minimum line item of \$100.

Example: Supplies (paper goods, pens, etc.) \$250

Description	Amount
2 full scholarships for 2 children for 10 months (which is an entire school year), on average it costs \$4,500 for a full 10 month program.	\$ 9,000
Rental Preschool Tuition for another student.	\$ 1,000
Total Grant Request \$ 10,000.00	

Preschool For All 1



City of St. Helena Grant Application Questions

1. Describe your project/service/program including objectives and goals and explain how you will meet the goals.

St. Helena Preschool for All, Inc. ("SHPA") is a non-profit corporation dedicated to providing all children in St. Helena an opportunity to experience preschool and succeed. To that end, SHPA provides scholarships for underserved children in the St. Helena community ages 3 and 4- years old, to attend a preschool at one of five local participating preschools.

Since 2010, 92 children have attended preschool through a SHPA scholarship. Initially our program provided scholarships to 4-year old students. This year our program has continued to provide scholarships to 3 and 4-year olds, thereby enabling students to experience two years of preschool before they enter Kindergarten. Our program also works with the parents of participating families to involve them in the process and educate them in enriching their children's educational experience through monthly educational classes and speakers.

2. Describe the community support for your project.

a. What organizations, neighborhood associations, non-profits, residents, etc. are involved in the project?

Five local preschools, Discoveryland Children's Center, Mila's Large Family Childcare, St. Helena Cooperative Nursery School, Sun & Stars Montessori School, Wee Care Childcare, partner with SHPA to provide a preschool education to our students. Many of these preschools provide their own scholarships and other financial support to our students.

During the first three years of our program, SHPA was administered by the Up Valley Family Center. Although we now have an independent board of directors and Executive Director to administer the program, the Up Valley Family Center continues to support our program by providing community members information about it and referring families to it.

The Bainum Family Foundation has provided significant financial support to SHPA as has the Napa Valley Community Foundation, St. Helena Soroptomist Group, St. Helena Rotary Club, St. Helena City Council, and the Rudd Foundation. We also were a part of the 2016 Napa Valley Give!Guide, an online donation campaign that

Preschool For All 2

supports local non-profits. Many St. Helena community members have donated generously as well.

Over the years, Napa Learns, the St. Helena Public Library and the Stonebridge and Hunt Avenue Apartments have partnered with SHPA. Finally, the St. Helena Unified School District has been our partner since inception, providing meeting space, public recognition and significant financial support over the years.

b. What roles are they playing and how collaborative is this project?

The program has been able to sustain itself in the last few years because of the support of the St. Helena community and organizations. Each plays a critical role in the success of the program.

The St. Helena Unified School District, Bainum Family Foundation, and the Napa Valley Community Foundation have been the principal organizations providing financial support to the program for the last four years. Superintendent Marylou Wilson and St. Helena Primary School principal Tamara Sanguinetti sit on the Board of Directors as do two members of the Board of Trustees.

The role of our preschools is very important to our program. Since the beginning our participating preschools have opened up their doors and provided spaces in their preschools for our children. Since then we have created a very close relationship with our preschools, without them the program does not function. (Discoveryland, Mila's, St. Helena Cooperative, Sun & Stars Montessori, Wee Care)

The role of our community has allowed for our program to be better known and accessible to our families. The Up Valley Family Center, Clinic Olé, St. Helena Public Library, Stonebridge Apartments, and Hunt Avenue Apartments, have all been organizations that we have worked closely with to spread the word about our program. We have continued to use these organizations in order to reach those families who could benefit from our program. All of our materials and information are available through these locations.

The community plays a very key role in the financial support of our program. Every year we continue to add to our growing list of donors. Many individual community members donate to SHPA in order to invest in early childhood education. We also continue to get donations from our local businesses each year.

The role of local organizations is important because they are groups who are part of the local community and help spread the word about our program. We have worked very closely with the International Women's Soroptimist group, as our families volunteer at their yearly dinner and in return they donate to our program. We are working with the Kiwanis Club and Rotary Club to discuss potential ways these organizations can support SHPA. We were also a part of the 2016 Napa Valley

Preschool For All 3

Give!Guide, an online donation campaign that supports local non-profits which allowed for more community awareness and new donors.

c. What other support exists for your project?

Along with the organizations and community behind this project, we also have the support of the 8 board members, and the families who are receiving the scholarships; through our program outreach we have developed a more diverse and larger network of supporters each year that continues to grow.

3. Describe who will benefit from this project and estimate how many people this project/service/program may impact.

This project will directly impact the children and families of St. Helena who will be receiving the scholarships. For many children, preschool is their first experience in a structured setting with teachers and groups of children. These childhood experiences will prepare the children to enter Kindergarten, and also help foster their physical, emotional, social, and cognitive development. The parents also benefit from their participation in the program. As members of a preschool community, parents attend monthly educational meetings and develop a better relationship and understanding of their wider community, participate in new activities with their preschool aged children, and meet other families preparing for Kindergarten. The preschools also provide parents with valuable information and strategies for supporting their children's learning and development at home.

SHPA directly impacts low- income families in St. Helena who cannot afford a preschool program for their child. Since the program began in 2010 we have provided 92 scholarships, which include the 16 children and families enrolled this year. Even with our program in place there are a number of children who are entering Kindergarten in the district without any preschool experience. This is why we have redoubled our efforts to make sure all eligible families know about and are able to participate in our program. Our goal for the 2017-2018 school year is to place between 18-20 children in one our partnering preschools. On average it costs \$4,500 to fund a scholarship for ten months of preschool.

4. Please explain how your project/service/program will be open and accessible to the St. Helena Community.

Our program aims to help the underserved families of St. Helena. We offer our scholarships to those children who will be 3 or 4-years old, thus providing at least one year of preschool before entering Kindergarten.

The program is accessible to any families and children who live in St. Helena and meet the age requirement and the financial requirement. Our financial requirement is in place in order to determine whether the family will receive a full or partial scholarship. We want to ensure that the families who really need the

Preschool For All 4

assistance have first priority. We have implemented an ongoing outreach program to make sure that families know about this program year round. The Up Valley Family Center, Hunts and Stonebridge Apartments, St. Helena Public Library, Clinic Olé, Harvest Pediatrics, and the St. Helena Unified School District all help with informing families about our program. All information and applications are available at the listed locations above, and on our website: www.shpreschoolforall.org.

5. Describe how you will complete the project or program within the grant cycle deadline of June 30, 2018 and provide a timeline for your project or program.

Our program is currently raising \$100,000 for the upcoming year's scholarships. To date we have received over \$26,000 in donations from the community, parent contributions, and event fundraising. The School District continues to underwrite half of our scholarships costs, up to \$25,000. However more funding will be vital for our upcoming year as our program continues to grow. Families have until May 1, 2017 to apply for a scholarship, and their children would not enter preschool until September 2017. If we were to receive a grant from the City of St. Helena it would be a tremendous help towards offering these scholarships.

6. If you have received funding from other Napa County government agencies in the past two years, provide level of funding and how funding from the city of St. Helena will specifically benefit St. Helena residents.

We have not received funding from any Napa County government agencies in the past two years. If we were to receive funding from the city of St. Helena it would directly go to the scholarships for the children in the 2017-2108 school year.

7. If you received funds as part of the 2016/17 Grant Awards, did you receive additional funds from the Rudd Foundation? If so, how much?

Yes we received additional funds from the Rudd Foundation in the amount of \$5,000 on June 27, 2016.

8. If you received grant funds in 2016/17, please give a short update on the status of your project and the impact on the community?

Yes we received \$5,000 in grant funds in 2016 and we were able to continue to pay the tuition for 10 students for one month. This has allowed for us to continue to offer our program to more families for the upcoming year.

Preschool For All 5

St. Helena Preschool For All/2016-2017 Projected Budget
2017-2018 Preschool Scholarship Projected Placements

	Budget
<u>Discoveryland-Monday-Friday-9-12</u>	
Cost per Month	450.00
Scholarships	3.00
Monthly Total	1350.00
Registration Fees	600.00
Annual Total-10Months	<u>14,100.00</u>
<u>St. Helena Cooperative Nursery School M,W,F 9-12 & MTW 1-4 (two sessions)</u>	
Cost per Month	375.00
Scholarships	4.00
Cost per Month	430.00
Scholarships	2.00
Monthly Total	2,360.00
Annual Total-10Months	<u>23,600.00</u>
<u>Wee Care-\$34 per day M,W,F 9-1</u>	
Cost Per Month(Varies on Month)	408.00
Scholarships	3.00
Monthly Total	1,224.00
Annual Total-10Months	<u>12,240.00</u>
<u>Sun and Stars Montessori M-F 9-12</u>	
Cost Per Month	625.00
Scholarships	3.00
Monthly Total	1,875.00
Registration Fees	600.00
Annual Total-10Months	<u>19,350.00</u>
<u>Mila's-\$30 per day M,W,F (9-1) or (1-5)</u>	
Cost Per Month(Varies on Month)	360.00
Scholarships	4.00
Monthly Total	1,440.00
Annual Total-10Months	<u>14,400.00</u>
<u>Total Expenses 2017-2018</u>	
Annual Scholarships Total(19 Students)	83,690.00
Preschool Scholarships (1 Students)	0.00
Executive Director (August 2017-June2018)	19,500.00
Administrative Expenses(envelopes, childcare, Insurance, Translator, T-shirts, additional marketing materials)	10,000.00
Total Expense	\$113,190.00

Direct Public Support	Type	Date	Name	Memo	Amount
Grant Funding					
	Deposit	09/24/2015	Bainum Family Foundation	No match funding required	30,000.00
	Deposit	01/04/2016	Bainum Family Foundation	No match funding required	5,000.00
	Deposit	01/04/2016	Napa Valley Community Foundation	No match funding required	1,500.00
	Deposit	01/25/2016	Napa Valley Community Foundation	No match funding required	7,500.00
Total Grant Funding					44,000.00
Total Direct Public Support					44,000.00
TOTAL					44,000.00

2015-2016
Grant Funding

Direct Public Support	Type	Date	Num	Name	Memo	Amount
Grant Funding						
	Invoice	07/01/2016	45	Rudd Foundation	Matching Grant with City of St Helena - 50%	5,000.00
	Invoice	09/01/2016	49	Bainum Family Foundation	No matching funds required	25,000.00
	Invoice	12/05/2016	51	City of St Helena	No matching funds required - Rudd Foundation matched	5,000.00
	Invoice	01/15/2017	60	Napa Valley Can Do	No matching fund required - \$300 participation fee required	2,716.53
Total Grant Funding						37,716.53
Total Direct Public Support						37,716.53
TOTAL						37,716.53

2016-2017
Grant Funding

11:40 AM

03/20/17

Accrual Basis

**St. Helena Preschool for All
Profit & Loss**

July 2015 through June 2016

	Jul '15 - Jun 16
Ordinary Income/Expense	
Income	
Direct Public Support	
Community Donations	7,300.00
Corporate Donations	150.00
Grant Funding	44,000.00
Parent Fundraising	3,553.00
Total Direct Public Support	55,003.00
Program Income	
Parent Cash Contributions	2,913.00
SHUSD Contribution	25,000.00
Total Program Income	27,913.00
Total Income	82,916.00
Gross Profit	82,916.00
Expense	
Business Expenses	
Bank Charges	6.00
Business License/Reg Fees	25.00
Merchant Deposit Fees	43.25
Total Business Expenses	74.25
Contract Services	
Executive Director	17,875.00
Total Contract Services	17,875.00
Fundraising Expenses	
Marketing	3,360.00
Postage, Mailing Service	39.00
Supplies	75.00
Total Fundraising Expenses	3,474.00
Other Types of Expenses	
Insurance - Liability, D and O	1,400.00
Total Other Types of Expenses	1,400.00
Parent Education	
Childcare Expense	280.00
Translation	240.00
Total Parent Education	520.00

Page 1

2015 - 2016
Actuals

11:40 AM

03/20/17

Accrual Basis

**St. Helena Preschool for All
Profit & Loss**

July 2015 through June 2016

	Jul '15 - Jun '16
Scholarships	
Discoveryland	12,045.00
Mila's Large Family Day Care	5,730.00
Registration Fees	150.00
St. Helena Coop	13,410.00
Sun & Stars Montessori	11,070.00
Wee Care Childcare	6,670.00
Total Scholarships	49,075.00
Student Scholarship Funds	
Jaime Rubio Scholarship Fund	2,000.00
Total Student Scholarship Funds	2,000.00
Total Expense	74,418.25
Net Ordinary Income	8,497.75
Net Income	8,497.75

11:30 AM

03/20/17

Accrual Basis

St. Helena Preschool for All
Profit & Loss Budget Overview
July 2016 through June 2017

	Jul '16 - Jun 17
Ordinary Income/Expense	
Income	
Direct Public Support	
Community Donations	17,000.00
Corporate Donations	5,000.00
Grant Funding	43,000.00
Herb Lamb Memorial	0.00
Parent Fundraising	3,500.00
Total Direct Public Support	68,500.00
Program Income	
Parent Cash Contributions	3,600.00
SHUSD Contribution	25,000.00
Total Program Income	28,600.00
Total Income	97,100.00
Gross Profit	97,100.00
Expense	
Business Expenses	1,000.00
Contract Services	
Executive Director	19,500.00
Photographer	250.00
Website Development	0.00
Total Contract Services	19,750.00
Fundraising Expenses	1,100.00
Other Types of Expenses	
Insurance - Liability, D and O	1,400.00
Total Other Types of Expenses	1,400.00
Parent Education	
Childcare Expense	360.00
Translation	360.00
Total Parent Education	720.00
Scholarships	
Discoveryland	4,500.00
Mila's Large Family Day Care	7,500.00
Registration Fees	150.00
St. Helena Coop	22,215.00
Sun & Stars Montessori	18,750.00

Page 1

2016-2017
Budget

11:30 AM

03/20/17

Accrual Basis

St. Helena Preschool for All
Profit & Loss Budget Overview
 July 2016 through June 2017

	Jul '16 - Jun 17
Wee Care Childcare	8,868.00
Total Scholarships	61,983.00
Student Scholarship Funds	
Jaime Rubio Scholarship Fund	1,000.00
Total Student Scholarship Funds	1,000.00
Total Expense	86,953.00
Net Ordinary Income	10,147.00
Net Income	10,147.00



State of California
Franchise Tax Board
 PO BOX 1286
 Rancho Cordova CA 95741-1286

ST. HELENA PRESCHOOL FOR ALL, INC.
 485 MAIN ST
 ST. HELENA CA 94574

Date: 08.15.15
 Case: 26610579700750133
 Case Unit: 26610579700750136
 In reply refer to: 760:MQD:F120

Regarding:	Tax-Exempt Status
Organization's Name:	St. Helena Preschool For All, Inc.
CCN:	3609463
Purpose:	Charitable
R&TC Section:	23701d
Form of Organization:	Affirmation Incorporated
Accounting Period Ending:	12/31
Tax-Exempt Status Effective:	10/02/2013

Exempt Acknowledgement Letter

We have received your federal determination letter that shows tax exemption under Internal Revenue Code (IRC) Section 501(c)(3).

Under California law, Revenue and Taxation Code (R&TC) Section 23701 provides that an organization is exempt from taxes imposed under Part 11 upon submission of the federal determination letter approving the organization's tax-exempt status.

Generally, the effective date of an organization's California tax-exempt status is the same date as the federal tax-exempt status.

To retain tax-exempt status, the organization must be organized and operating for nonprofit purposes within the provisions of the above R&TC section. An inactive organization is not entitled to tax-exempt status.

In order for us to determine any effect on the tax-exempt status, the organization must immediately report to us any change in:

- Operation
- Character
- Purpose
- Name
- Address

Page 2 of 2

For filing requirements, refer to FTB Pub.1068, *Exempt Organizations - Filing Requirements and Filing Fees*. Go to ftb.ca.gov and search for **1068**.

This exemption is for state franchise or income tax purposes only. For information regarding sales tax exemption, contact the State Board of Equalization at 800.400.7115 or go to their website at boe.ca.gov.

Marcos Q. Diez Jr
Telephone: 916.845.4171
Fax: 916.843.2525

cc: Cynthia P Smith



How can I help?

Contribute to St. Helena Preschool for All and volunteer to work at community events. Make a tax-free donation. Please make checks payable to: St. Helena Preschool for All, Inc. or donate online at www.shpreschoolforall.org.

How do I enroll my pre-school aged child?

Those children who will be four years old by December 3, 2017 or three year old children with a birthdate between September 1, 2013 thru September 1, 2014, have first priority for the spaces available.

Enrollment forms in English and Spanish are available in the District Office at: 465 Main Street; the Office of the St. Helena Primary School at 1701 Grayson Avenue; the St. Helena Family Center at 1440 Spring Street as well as online at: www.shpreschoolforall.org



APPLICATION DEADLINE: MAY 1, 2017



BOARD OF DIRECTORS

Carlos Uribe, President
Jeannie Kerr
Julio Olguin
Shannon Pestoni
Adriana Sanchez
Tamara Sanguinetti
Cynthia Smith
Marylou Wilson

ADVISORY COMMITTEE

Christy Abreu
Stacey Bressler
Sara Cakebread
Chuck McMinn
Beth Milliken
Dr. Ralph Myers
Leslie Stanton

A non-profit 501 (c)(3) Corporation
Tax ID #46-4214921
St. Helena Preschool for All, Inc.

Julio Olguin, Executive Director
julio@shpreschoolforall.org
707-967-2800
www.shpreschoolforall.org



"Play, Learn, and Grow Together"
www.shpreschoolforall.org

What is St. Helena Preschool for All?

In 2010, in response to the need for preschool for all of the children in the St. Helena Unified School District, the St. Helena Family Center, in partnership with five private preschools, implemented a school readiness program that provides scholarships for four year olds in need of preschool. The program also works with participating families to involve them in the process and educate them in enriching their children's educational experience.

Participating preschools for 2017-18:

- Sun & Stars Montessori School
- The St. Helena Cooperative Nursery School
- Discoveryland Children's Center
- Wee Care Childcare
- Mila's Family Childcare

Number of Students placed in Local Preschools:

2010-2011: 12	2013-2014: 8
2011-2012: 13	2014-2015: 12
2012-2013: 16	2015-2016: 15
2016-2017: 16	

With the support of the organizations such as Bainum Family Foundation, Napa Valley Community Foundation, SHUSD, and community members, St. Helena Preschool for All, Inc., was formed as a non-profit corporation, devoted to giving all children an opportunity to experience preschool and succeed. Our program now aims to reach even more children in our community by expanding our program from 4 year olds to 3 and 4 year olds. This will allow students two years of preschool experience before entering Kindergarten thereby providing them the experience and learning foundation necessary for future success.

Why do we want all of our children to have preschool before they enter Kindergarten?

For many children, preschool is their first experience in a structured setting with teachers and groups of children. It provides an opportunity to share, follow instructions, and begin the foundation for learning that will continue throughout their years in the District. Without this foundation, these children struggle to catch up, not only in Kindergarten, but also for years to come. Research shows that, to be prepared for school, children need early childhood experiences that foster their physical, emotional, social, and cognitive development. Without these experiences—experiences that quality preschool offers—children without preschool are often adversely affected when they start Kindergarten.

Why now?

Achievement disparities are often attributed to socioeconomic factors. According to 2009 data from the Census Bureau, of all children younger than 18 living in families, 15.5 million live in poverty, defined as a family of four with less than \$21,947 per year (Annie E. Casey Foundation 2011). According to a seminal study of language development in 1995, by age 3, children in poverty have smaller vocabularies and lower language skills than children from middle-income families. Research has also shown that dropout rates tend to be higher for children who live in poverty. Student achievement results, from St. Helena Unified School District, currently reflect an "achievement gap" that is consistent with the national trend. The results of an achievement gap and lack of proficiency, particularly in English Language Arts, cannot be understated.

Students who are not reading proficiently by third grade are four times more likely to leave school without a high school diploma than those that do read proficiently. We know that, by closing the achievement gap, the educational experience of all of the children in our District will increase.

What are the other benefits of St.

Helena Preschool for All?

Parents also benefit from their participation in the program. As members of a preschool community, parents attend monthly educational meetings, have additional time to spend with younger children, develop a better relationship and understanding of their wider community, participate in new activities with their preschool-age children, and meet other families preparing for Kindergarten.

Another way a quality preschool experience benefits children is indirectly, by improving children's home environment. Preschool teachers can provide parents with valuable information and strategies for supporting children's learning and development at home.

How many children will this program serve?

For the 2017-2018 school year, the goal is twenty to twenty five children into an available spot in one of the partnering preschools.

How much will the St. Helena Preschool for All program cost?

On average, it costs \$4,500 to fund a scholarship for ten months of preschool. Our goal is to raise \$100,000 for the 2017-2018 school year. This amount will be sufficient to fund scholarships for all children who are in need of a preschool



**City of St. Helena Nonprofit Funding Program
Grant Application and Budget FY 2017/18**

partial 3127 3:18pm tp
email 3127 for missing item
3130# OK

Please answer the following questions as they apply to your project/program/service. Responses are limited to **five single sided pages with 12 point font, please include page numbers on all pages.** Drawings and photographs must be included within this page limit.

Organizational Overview

Organization Name: Friends of the Cameo
Organization Mailing Address: 1340 Main St., St Helena, CA 94574
Organization Telephone Number: 707-963-3946
Organization Website: www.FriendsoftheCameo.org
Federal Tax ID Number and Status: 46-1415228 - Active
How long has your organization been in operation? 4 years

List of Board Members and Officers: (if applicable)

Stacey Bressler, President
Jerry Newell, Vice President
Paula Brooks, Treasurer
Piper Cole, Secretary

Paul Kass, Director
Pam Simpson, Director
Rick Swig, Director
Cathy Buck, Founder

Contact Information

Who is the single point of contact for your organization?

Name: Cathy Buck
Address: 1340 Main St., St Helena, CA 94574
Phone: 707-287-4172
Email: cathybuck25@gmail.com

Authorized Representative

I represent that this Application Packet describes the intended use of the requested City Grant funds to complete the Project or Program identified above and the elements listed in the Project Budget. I declare under penalty of perjury, under the laws of the State of California, that the information contained in this Application Packet, including required attachments, is accurate.

Print Name: Stacey Bressler
Title: President, Friends of the Cameo

Signature *Stacey Bressler*
Date March 25, 2017

Grant Request

Project or Program Name: Science on Screen
Address of Project or Program: Cameo Cinema, 1340 Main St., St. Helena
Requested Grant Amount: \$8000
Matching Funds: \$8000
TOTAL Project or Program Cost: \$16,000

Application Questions

1. Describe your project/service/program including objectives and goals and explain how you will meet these goals.

This program is about making Science accessible. Every human being is born with an innate sense of wonder. The process of learning is one of discovery and the discipline surrounding this most basic human need is called *Science*. But as Carl Sagan, American astronomer, astrophysicist, astrobiologist, author and science popularizer, observed, “We live in a society exquisitely dependent on science and technology, in which hardly anyone knows anything about science and technology.” There is no doubt that the future of this country, and of all humanity, depends in large part on science and technology. Both as adults and as a community it is up to us to ensure that we and our children learn as much as possible to harness the potential for making our world a better place. The objective of Science on Screen is to combine the power of film with inspiring speakers to demystify Science and enable people of all ages to learn together and share the excitement of scientific discovery.

Science is all around us. Even the most entertaining films such as *LaLa Land*, *Hidden Figures*, *Star Wars* and *Frozen* contain lessons in physics, mathematics, astronomy, chemistry and psychology. Expert scientists can use such films as a basis for exploring and teaching basic scientific principles to help all of us better understand and apply such knowledge in our daily lives. Who would have thought that the study of Science could be so much fun?

This grant will allow Friends of the Cameo to expand Science on Screen to include four additional programs combining highly entertaining films and exciting interaction with expert scientists. We have already proven the success of such programs with several enormously popular events including *Life, Animated* and *The Man Who Knew Infinity*.

The Academy-award nominated documentary *Life, Animated* explores the life of Owen Suskind, son of Pulitzer prize-winning journalist Ron Suskind, who is a high-functioning autistic young adult. In October, 2016, a standing-room-only crowd squeezed into the Cameo for this film and a discussion with a distinguished panel including Andrew Gordon, directing animator for Pixar; Dr. Elysa Marco, cognitive and behavioral child neurologist at UCSF; and special guest Loren Moale, local radio host and performing artist, who like Owen Suskind was diagnosed at a young age with developmental issues falling within the autism spectrum disorders family. We listened intently as Loren told his story of overcoming inabilities such as not speaking until age four and not tying his shoes until he was twelve. This moving narrative, along with the insights of the other panelists, left all of us with a greater understanding of how the brain works and a renewed appreciation for what can be accomplished through determination and perseverance.

Another truly inspiring program was *The Man Who Knew Infinity*. This beautiful film chronicles the life and academic career of the pioneering Indian mathematician, Srinivasa Ramanujan, and his mentor, esteemed Cambridge University professor G.H. Hardy. Their story highlights both Ramanujan’s brilliant and innovative approach to mathematics and his battle to overcome prejudice in the 1900’s. An insightful discussion featured renowned mathematician, Keith Devlin and Wonderfest founder, Tucker Hiatt. Professor Devlin’s impressive credentials include plaudits for his innovative approach to mathematics as it

relates to logic and linguistics, but most of us know him as NPR's beloved Math Guy. Tucker Hiatt has been lauded both for his work as a visiting scholar at Stanford University and his dedication to making science assessable through Wonderfest. A fully-engaged audience participated in a poignant discussion about being ostracized for being different even while being recognized for brilliance. This program was so popular that we not only filled the theater, but reluctantly had to turn people away. This is the power of film, and through Science on Screen we are able to apply these lessons to the understanding of the world around us.

2. Describe the community support for your project.
 - a. What organizations, neighborhood associations, non-profits, residents, etc. are involved in the project?
 - b. What roles are they playing and how collaborative is the project?
 - c. What other support exists for your project?

Science on Screen is truly a collaborative program. Napa Valley College, the St. Helena Boys' and Girls' Club, Girl Scouts and the public schools have all participated in the national STEM (Science, Technology, Engineering and Mathematics) program. We are partnering with these and other STEM colleagues, as well as with Wonderfest, the nationally recognized Bay area group dedicated to informal science education, to attract renowned scientists from Silicon Valley, Stanford University, the California Academy of Sciences and other esteemed educational and professional institutions and organizations. Together we select the best combination of films and speakers to meet our goals. Other organizations working with us include the St. Helena Farmers' Market, UpValley Family Centers, St. Helena Hospital, Rianda House, the St. Helena Swim Team and Pacific Union College.

The funds requested from the City of St. Helena will match an \$8000 grant we received from the Coolidge Corner Theatre Foundation in partnership with the Alfred P. Sloan Foundation for four Science on Screen events. As the only theater in California to receive this prestigious award in 2016, the Cameo was singled out for excellent community programming. Matching funds will allow Friends of the Cameo to meet growing demand by offering another four Science on Screen programs, preventing us from having to turn people away and allowing us to work with additional community organizations who have expressed their desire to join us to expand public knowledge and increase the number of women and minorities who enter this field professionally. With your help, the expanded Science on Screen program will reach more community members to meet this crucial need.

3. Describe who will benefit from this project and estimate how many people this project/service/program may impact.

Everyone with a sense of adventure and a thirst for knowledge will benefit from the Science on Screen project. Filling the Cameo Cinema for four shows, plus additional on-site school events, we have the potential to reach 750 – 1000 people. Videotaping panel discussions could increase the reach beyond the initial 1000. The Science on Screen programs attract a wide audience of locals including Latinos, seniors, students, people with handicaps and special needs, and families.

4. Please explain how your project/service/program will be open and accessible to the St. Helena Community.

Science on Screen programs are publicized through advertising, direct mail, Peachjar (Napa Valley schools' delivery vehicle for digital flyers to parents), social media, email and promotional activities. We strive to offer information in both English and Spanish. With financial support from City of St. Helena we can continue to offer these programs at nominal cost to attendees, at or below \$10 per adult and \$8 per student.

Friends of the Cameo measures the success of our Science on Screen programs in two ways. One is the number of people who attend our programs and the second is the support we receive. We are delighted to say that we had several sold-out events with the remaining programs varying from 75% to 99% capacity. In addition to support shown by attendance, our Science on Screen events have attracted partnership and financial support from the Coolidge Corner Theatre Foundation in partnership with the Alfred P. Sloan Foundation, Wonderfest, Pacific Union College, Napa Valley College, Trinchero Family Estates and all of the other wonderful organizations and institutions previously mentioned.

5. Describe how you will complete the project or program within the grant funding cycle deadline of June 30, 2018 and provide a timeline for your project or program.

Friends of the Cameo will schedule and deliver four Science on Screen programs between July 1, 2017 and June 30, 2018. The first two programs will be held in the fall of 2017 and the second two in the spring of 2018.

6. If you have received funding from other Napa County government agencies in the past two years, provide level of funding and how funding from the City of St. Helena will specifically benefit St. Helena residents.

We have not received funding from other Napa County government agencies.

7. If you received funds as part of the 2016/17 Grant Awards, did you receive additional funds from the Rudd Foundation? If so, how much?

We received \$2500 for our Family Film Festival programs as part of the 2016/17 Grant Awards plus a matching \$2500 from the Rudd Foundation.

8. If you received grant funds in 2016/17, please give a short update on the status of your project and the impact on the community.

The Family Film Festival and Workshops continue to be extremely popular and successful. Our most recent workshop on March 11 drew more than 30 students aged 12 – 18 for the morning presentation. We had to limit the afternoon hands-on session to 15 students to keep costs for teaching staff and equipment within our budget. The eagerly awaited 2017 Family Film Festival, May 26 – 29, is expected to draw over 1200 guests over four days and will feature films created by students who attended these workshops. The Family Film Festival is offered free of charge to the community.

Cost Estimate

Include a high level description of all the program or project costs that will be paid for by City Funds.

Costs should be grouped into large categories with minimum line item of \$100.

Example: Supplies (paper goods, pens, etc.) \$250

Description	Amount
Film Distributor Fees	\$1400.00
Digital Lobby Video Display	\$ 100.00
Speaker Fees and Travel	\$1450.00
Videographer	\$1000.00
Online Promotion (Facebook, Twitter, Calendars)	\$ 550.00
Peachjar (Digital Flyers distributed to all Napa Valley Schools)	\$ 800.00
Graphic Design for Online and Print Materials	\$ 800.00
Cameo Staff (Onsite personnel and technical support)	\$1200.00
Print Promotion (Flyers, Newspaper, Newsletters, Posters)	\$ 700.00
Total Grant Request	\$8000.00

**Friends of the Cameo
Grants Received in 2016**

Napa Valley Community Foundation	\$25,000	Unrestricted
Napa Valley Community Foundation	\$ 5,000	Family Film Festival
City of St. Helena	\$ 2,500	Family Film Festival
Rudd Foundation	\$ 2,500	Family Film Festival
Trinchero Family Estates	\$25,000	Family Film Festival
Coolidge Corner Theatre Foundation in partnership with the Alfred P. Sloan Foundation	\$ 8,000	Science on Screen

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: FEB 28 2013

FRIENDS OF THE CAMEO
C/O CATHY BUCK
1340 MAIN ST
SAINT HELENA, CA 94574

Employer Identification Number:
46-1415228
DLN:
17053353389032
Contact Person: NICHOLAS R HINDS ID# 31662
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
October 24, 2012
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

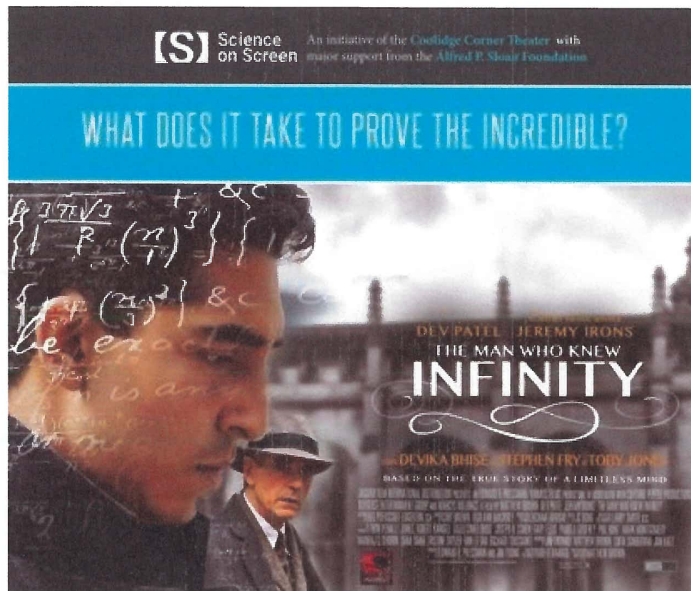
Letter 947 (DO/CG)

FOC BUDGET Annual

	2014	2015	2016	2017
GRANTS				
COMMUNITY PROGRAM	84,000	84,000	96,000	
FAMILY FILM FEST FOC	16,250	25,000	30,000	
NV FILM FEST	5,000	5,000	0	
WORLD CUP	2,460	0	0	
BEER & WINE LICENSE	1,132	1,368	0	
CAPITAL EXPENSES	0	2,500	0	
MISC. PROGRAMMING	0	5,000	0	
CAP EXPENSE RESERVE	0	5,000	5,000	
DEVELOPMENT				
FUNDRAISING	17,500	15,500	15,000	
STAFF	0	15,000	15,000	
ADMINISTRATIVE				
BOOKKEEPING	2,400	6,000	4,000	
CPA	3,000	1,500	1,500	
INSURANCE	1,440	1,500	1,500	
PT EXEC DIRECTOR	0	20,000	50,000	
Payroll tax/ WC insurance			6,705	
RESERVE	1,950	7,632	7,000	
TOTAL	135,132	195,000	231,705	

ver. 2/10/16

FOC BUDGET - 2017													
	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	Total
* Community Programs													
Family Film Festival	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$120,000
Education Programs			\$10,000	\$10,000	\$15,000								\$35,000
Film Camps					\$5,000	\$5,000	\$5,000	\$5,000					\$20,000
Spring Filmmaking Workshop				\$2,500									\$2,500
Fundraising													
Giftworks Training	\$2,000												\$2,000
Administration													
Admin Management/Contractor	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$36,000
Donor Admin	\$1,000	\$1,000	\$1,000	\$1,000									\$3,000
Accountant	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$6,000
CPA				\$1,000									\$1,500
Bank Service Charge	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$300
Credit Card Fees													
Postage and Shipping	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$120
Marketing/Printing	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$4,800
Social Media (Janet)	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$18,000
License/Permits						\$25							\$25
Insurance (D&O)									\$1,610				\$1,610
Reserve						\$2,500							\$2,500
Capital Expense			\$2,000			\$2,000			\$2,000				\$6,000
Total	\$18,435	\$16,435	\$28,435	\$28,935	\$35,435	\$24,960	\$20,435	\$20,435	\$19,045	\$15,435	\$15,435	\$20,460	\$263,880
* Community Programs Include													
4 Indiv/Art Films													
4 Family Events													
4 Film Classes (not to be confused with Film Camps)													
2-6 Non-profit special events													
Some community free screenings													



The CAMEO CINEMA, FRIENDS OF THE CAMEO, and WONDERFEST PRESENT

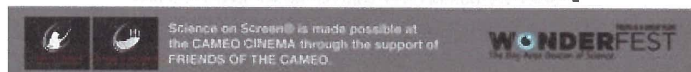
THE MAN WHO KNEW INFINITY

The true story of a limitless mind and a friendship that forever changed mathematics.

SUNDAY, OCTOBER 9, 2016 - 3:00 PM

WITH DR. KEITH DEVLIN, NPR's "MATH GUY"
TUCKER HIATT, WONDERFEST

TICKETS \$15 ADULT | \$8 STUDENT
Details and Tickets at www.cameocinema.com and wonderfest.org



FRIENDS OF THE CAMEO | CAMEO CINEMA | TAMUL FILM FESTIVAL OF THE NAPP VALLEY | (360) MAIN STREET | ST. HELENA CA 94754 | INFO@FRIENDSOFTHECAMEO.ORG

[S] Science on Screen An initiative of the Caudillo Corner Theater with major support from the Alfred P. Sloan Foundation

HIS IMAGINATION UNLOCKED AN AMAZING NEW WORLD.

"A RADIANT, UPLIFTING STORY."
—JAMES HANCOCK, THE NEW YORK TIMES

WINNER
FULL FRAME
SAN FRANCISCO
2015

WINNER
SUNDANCE
2015
BEST DOCUMENTARY
FEATURE

WINNER
SAN FRANCISCO
FILM FESTIVAL
2015
BEST DOCUMENTARY
FEATURE

"DEEPLY MOVING."
A WARM TESTAMENT TO A
FAMILY'S LOVE AND RESILIENCE
—THE NEW YORK TIMES

FROM ACADEMY AWARD-WINNING DIRECTOR
ROGER ROSS WILLIAMS

LIFE, ANIMATED
BASED ON THE BEST-SELLING BOOK BY ROY MCNEIL

THE CAMEO CINEMA AND FRIENDS OF THE CAMEO PRESENT

LIFE, ANIMATED

"...More people are understanding autism. And 'Life, Animated' is definitely part of the solution." Peter Hartlaub, San Francisco Chronicle

FRIDAY, OCTOBER 21, 2016 - 5:45 PM

with **ANDREW GORDON**, DIRECTING ANIMATOR AT PIXAR
DR. ELYSA MARCO, UCSF PEDIATRIC NEUROLOGIST
DR. SHERRY PEJKA, PEDIATRIC HOSPITALIST

TICKETS \$15 ADULT | \$8 STUDENT | Tickets at www.cameocinema.com

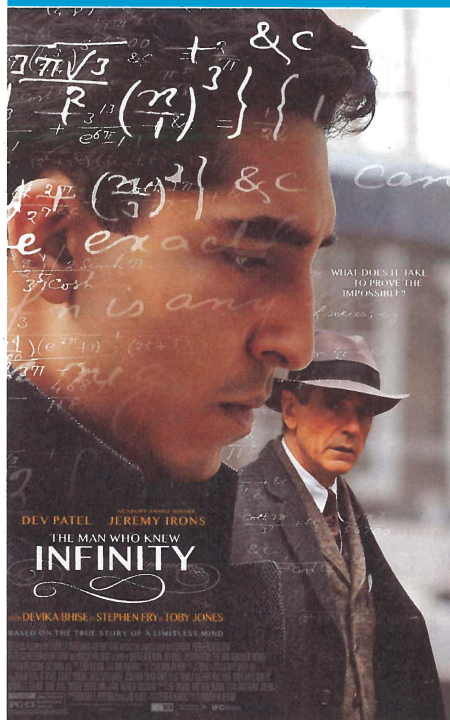
Science on Screen® is made possible at the CAMEO CINEMA through the support of FRIENDS OF THE CAMEO.

FRIENDS OF THE CAMEO | CAMEO CINEMA | FAMILY FILM FESTIVAL OF THE NAPA VALLEY | 1240 MAIN STREET | STE. 101 | NAPA, CA 94558 | INFO@FRIENDSOFTHECAMEO.ORG



An initiative of the **Coolidge Corner Theater** with major support from the **Alfred P. Sloan Foundation**

WHAT DOES IT TAKE TO PROVE THE INCREDIBLE?



The CAMEO CINEMA, FRIENDS OF THE CAMEO, and WONDERFEST PRESENT

THE MAN WHO KNEW INFINITY

SUNDAY, OCTOBER 9, 2016 - 3:00 PM

Written and directed by Matthew Brown, *The Man Who Knew Infinity* is the true story of a friendship that forever changed mathematics. In 1913, Srinivasa Ramanujan (Dev Patel), a self-taught Indian mathematics genius, traveled to Trinity College, Cambridge, where he forged a bond with his mentor, the brilliant and eccentric professor, G.H. Hardy (Jeremy Irons), and fought against prejudice to reveal his mathematic genius to the world. This biopic makes math exciting and necessary, and sets it in a wide human context to appeal even to those who have difficulty adding up their shopping bills. (PG-13, 108 MIN)

WITH DR. KEITH DEVLIN, NPR's "MATH GUY"

In addition to being NPR's entertaining "Math Guy," Dr. Devlin is a professor at Stanford University and is renowned for his innovative approach to mathematics as it relates to logic and linguistics.

TUCKER HIATT, WONDERFEST

Our moderator, Tucker Hiatt, is a former visiting scholar at Stanford University and the founder of Wonderfest, a Bay Area beacon for science education.

www.wonderfest.org

TICKETS \$15 ADULT | \$8 STUDENT

Details and Tickets at www.cameocinema.com and www.wonderfest.org



Science on Screen® is made possible at the CAMEO CINEMA through the support of FRIENDS OF THE CAMEO.



FRIENDS OF THE CAMEO | CAMEO CINEMA | FAMILY FILM FESTIVAL OF THE NAPA VALLEY | 1340 MAIN STREET | ST. HELENA CA 94574 | INFO@FRIENDSOFTHECAMEO.ORG



3/9/2017
R

City of St. Helena Nonprofit Funding Program Grant Application and Budget FY 2017/18

Please answer the following questions as they apply to your project/program/service. Responses are limited to **five single sided pages with 12 point font, please include page numbers on all pages.** Drawings and photographs must be included within this page limit.

Organizational Overview

Organization Name: St. Helena Community Garden
 Organization Mailing Address: PO Box 1104 St. Helena, CA 94574
 Organization Telephone Number: 707-963-3539
 Organization Website: N/A
 Federal Tax ID Number and Status: 27 3038922
 How long has your organization been in operation? Since 2010

List of Board Members and Officers: (if applicable)

<u>Susann Ortega</u>	<u>Rebecca Yost</u>
<u>Karen Lane</u>	<u>Joann Ortega-Snowden</u>
<u>Bob Leighton</u>	<u></u>
<u>Suzan Rada</u>	<u></u>

Contact Information

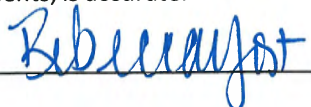
Who is the single point of contact for your organization?

Name: Susann Ortega
 Address: PO Box 1104 St. Helena, CA 94574
 Phone: 707-322-8454
 Email: sthelenagarden@gmail.com

Authorized Representative

I represent that this Application Packet describes the intended use of the requested City Grant funds to complete the Project or Program identified above and the elements listed in the Project Budget. I declare under penalty of perjury, under the laws of the State of California, that the information contained in this Application Packet, including required attachments, is accurate.

Print Name Rebecca Yost

Signature 

Title Board Member

Date 3/9/17

Grant Request

Project or Program Name:	<u>St. Helena Community Garden</u>
Address of Project or Program:	<u>Jacob Meily Park, St. Helena, CA</u>
Requested Grant Amount:	<u>\$5,000.00</u>
Matching Funds:	<u>\$1435.00</u>
TOTAL Project or Program Cost:	<u>\$6399 .00</u>

Application Questions

1. Describe your project/service/program including objectives and goals and explain how you will meet these goals.
2. Describe the community support for your project.
 - a. What organizations, neighborhood associations, non-profits, residents, etc. are involved in the project?
 - b. What roles are they playing and how collaborative is the project?
 - c. What other support exists for your project?
3. Describe who will benefit from this project and estimate how many people this project/service/program may impact.
4. Please explain how your project/service/program will be open and accessible to the St. Helena Community.
5. Describe how you will complete the project or program within the grant funding cycle deadline of June 30, 2018 and provide a timeline for your project or program.
6. If you have received funding from other Napa County government agencies in the past two years, provide level of funding and how funding from the City of St. Helena will specifically benefit St. Helena residents.
7. If you received funds as part of the 2016/17 Grant Awards, did you receive additional funds from the Rudd Foundation? If so, how much?
8. If you received grant funds in 2016/17, please give a short update on the status of your project and the impact on the community.

Cost Estimate

Include a high level description of all the program or project costs that will be paid for by City Funds. Costs should be grouped into large categories with minimum line item of \$100.

Example: Supplies (paper goods, pens, etc.) \$250

Description	Amount
Irrigation-Auto/filter	\$3000.00
Cleanup,	\$500.00
Handicap equipment-ADA compliance improvement to paths,	\$500.00
Shed for wheel barrows,	\$1250.00
Plumber- 3 faucets leaking and need repair,	\$750.00
Annual locks/security lights	\$300.00
State documents-annual filing fee	\$99.00
Total costs	(\$6399.00)
Total Grant Request	\$5000.00

Application Questions for City of St. Helena Nonprofit Funding Program

1. The St. Helena Community Garden was created in 2010 to provide a place for the residents of St. Helena to “grow their own”. The Garden is located in Jacob Meily Park in St. Helena and provides garden plots to 40 St. Helena gardeners and their families. The garden plots include handicap accessible gardens. There are two sponsored “scholarship” gardens provided at no cost to low income families, other garden members pay \$50 per year which covers the cost of the insurance required by the City of St. Helena. The garden has been very successful and it is rare that there isn’t a wait-list of people wanting garden space. The goal is to be able to continue the success of the Garden.
2. The Garden was created with a tremendous amount of community support and effort. What started as an unused area of the park has become a vital, thriving part of the park atmosphere. A complete list of the individuals and companies that participated in making the Garden a reality is attached to this Application. The support was not only financial but also included donated time, labor and materials. The Garden receives on-going support from Upper Valley Disposal in providing dumpsters each year to dispose of waste from the annual clean-up and from two donors who sponsor scholarship gardens for low-income families.
3. The Garden currently provides space to 40 gardeners and their families and has a wait list of six potential gardeners. There has been turn-over each year of people who can no longer maintain their individual gardens or who have moved away from St. Helena so that approximately 8 new families are added each year. The Garden also adds color and vitality to Jacob Meily Park.
4. Anyone who is a resident of the city of St. Helena is eligible to apply for a garden. The garden has the additional benefit of utilizing an area of the city park that was previously ignored. The gardeners have a program to ensure that extra vegetables grown in the garden are donated to the local Food Bank.
5. The funds requested will be utilized for several different projects and costs. Specifically, after six years of gardening, the irrigation system needs to be repaired/upgraded to ensure water conservation and proper usage and water

timers need to be replaced. Motion sensitive security lights need to be replaced. ADA compliant paths need upgrading and repair after the winter rains. A shed-roof addition is needed for protection of the wheel barrows. All of these projects can and will be undertaken in the summer of 2017 if funds allow.

6. The Garden has not received any funding from a governmental agency.
7. N/A
8. N/A

03/08/17
Accrual Basis

Saint Helena Community Garden, Inc.
Donations 2010
As of December 31, 2010

Type	Date	Num	Name	Memo	Amount
Contributions / Organizations					
Sales Receipt	07/15/2010	20	Sutter Home Winery		1,000.00
Sales Receipt	08/05/2010	21	St Helena Beautification		1,000.00
Sales Receipt	10/01/2010	3	Advanced Lighting Systems		150.00
Sales Receipt	10/19/2010	22	Baksheesh	Cheers night	220.00
Deposit	11/10/2010		Lolos	Deposit	25.00
Sales Receipt	11/17/2010	6	St. Helena Cyclery		100.00
Sales Receipt	11/17/2010	7	Main Street Service		25.00
Sales Receipt	12/01/2010	9	St. Helena Renaissance Foundation		20.00
Sales Receipt	12/01/2010	10	Health Spa Napa Valley		50.00
Sales Receipt	12/01/2010	11	TCW		50.00
Sales Receipt	12/01/2010	12	V. Sattui Winery		150.00
Sales Receipt	12/01/2010	13	St. Helena Farmers Market		500.00
Sales Receipt	12/15/2010	16	Coombs & Dunlap, LLP		50.00
Total Contributions / Organizations					3,340.00
Contributions / Individuals					
Sales Receipt	07/15/2010	18	Novak, Mary W.		500.00
Deposit	07/15/2010			Farmers Market Table	16.00
Sales Receipt	08/11/2010	19	Snowden, Scott		425.00
Sales Receipt	10/01/2010	1	Cummings		100.00
Sales Receipt	10/01/2010	2	Kelso		100.00
Deposit	10/20/2010			Harvest Festival	42.00
Sales Receipt	10/22/2010	4	Snowden, Scott	To Cover for liability insurance	804.00
Sales Receipt	10/22/2010	5	Merzon, B. Thomas		200.00
Sales Receipt	11/17/2010	8	Saks, William A.		200.00
Sales Receipt	11/26/2010	17	Snowden, Scott		3,816.36
Sales Receipt	12/15/2010	14	Richards, James W.		50.00
Sales Receipt	12/15/2010	15	Beckstoffer, W. Andrew		100.00
Sales Receipt	12/22/2010	23	Echtermeyer, Faith		50.00
Sales Receipt	12/22/2010	24	Chelini, Michael & Kathleen		100.00
Total Contributions / Individuals					6,503.36
TOTAL					9,843.36

THANK YOU FOR HELPING THIS GARDEN GROW - *ALL* DONORS

CHRISTY ABREU/UPPER VALLEY RECYCLING
ADVANCED LIGHTING SYSTEMS/DUNCAN AND NANCY KELSO
WAYNE ARMSTRONG AND MARCUS ROBBINS
MARVIN ASHER
BECKSTOFFER VINEYARDS
JOSEPH BRINKLEY/GRGICH HILLS ESTATE
MAYOR DEL BRITTON/ CITY OF ST. HELENA
CALISTOGA COMMUNITY GARDEN
FIONA CAMPBELL
CENTRAL VALLEY BUILDERS SUPPLY
RUFUS CHANEY OF ENVIRON. MGMT LAB
CHARLES KRUG - PETER MONDAVI FAMILY
MICHAEL AND KATHLEEN CHELINI
CHRISTOPHER COLE
JEFF COLE
COOMBS & DUNLAP, LLP
COTTAGE GARDENS NURSERY
ANITA CUMMINGS
DADS AND KIDS GROUP
FAITH ECHTERMAYER
DAVE GARDEN
TIM GIUGNI
JIM HALLER
HEALTH SPA NAPA VALLEY
ELLEN LAND-WEBER
LAURAL AND WOLFGANG JILKA
LOLO'S
MAIN STREET SERVICE
SUSAN AND TERRY MCWILLIAMS
TOM MERZON
DAVE MICHUL
MODEL BAKERY
NAPA ELECTRIC
MIGUEL NAVARRO
JODIE NIEMAN DESIGN
MARY WEBER NOVAK
ANNE OFFORD
PACIFIC UNION REAL ESTATE
MICHAEL RAYMOR

JAMES W. RICHARDS
ROTARY CLUB OF ST. HELENA
BILL AND BARBARA RYAN
WILLIAM A. SAKS
KATIE SANCHEZ
MR AND MRS PATRICK SCOTT
SCOTT AND JOANN SNOWDEN
SNOWDEN VINEYARDS
ST. HELENA BEAUTIFICATION FOUND.
ST, HELENA CYCLERY
ST. HELENA EMPLOYEES ASSO~~C~~ .
ST. HELENA FARMERS MARKET
ST. HELENA RENAISSANCE FOUND.
STEVES HARDWARE
THE COMPLEAT WINEMAKER
VERA TRINCHERO - *Suffer Home*
NAPA ELECTRIC
HAROLYN THOMPSON
DOUG WIGHT
V. SATTUI WINERY

IN APPRECIATION

ST. HELENA COMMUNITY GARDEN BOARD
SUSANN ORTEGA, PRESIDENT
BOB LEIGHTON, TREASURER
PAT ANSLEY, SECRETARY
KAREN LANE
SUZAN ~~SCULATTI~~ RADA
REBECCA YOST

Proof Non Profit Status

3299828

State of California
Secretary of State



I, DEBRA BOWEN, Secretary of State of the State of California,
hereby certify:

That the attached transcript of 1 page(s) is a full, true and
correct copy of the original record in the custody of this office.



IN WITNESS WHEREOF, I execute this
certificate and affix the Great Seal of the State
of California this day of

JUL 01 2010

Debra Bowen

DEBRA BOWEN
Secretary of State

3299828

ENDORSED - FILED
in the Office of the Secretary of State
of the State of California

APR 20 2010

**Articles of Incorporation
Of
St. Helena Community Garden, Inc.
A California Public Benefit Corporation**

ONE: The name of this corporation is **ST. HELENA COMMUNITY GARDEN, INC.**

TWO: This corporation is a nonprofit public benefit corporation and is not organized for the private gain of any person. It is organized under the Nonprofit Public Benefit Corporation Law for charitable purposes. The specific purposes for which this corporation is organized are to provide opportunities to community residents for an enhanced gardening experience and to add to the fund of garden knowledge locally.

THREE: The name and address in the State of California of this corporation's initial agent for service of process is Susann M. Ortega, 1466 Railroad Avenue, St. Helena, CA 94574.

FOUR: (a) This corporation is organized and operated exclusively for charitable and educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code.

(b) Notwithstanding any other provision of these Articles, the corporation shall not carry on any other activities not permitted to be carried on (1) by a corporation exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code or (2) by a corporation contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code.

(c) No substantial part of the activities of this corporation shall consist of carrying on propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate or intervene in any political campaign (including the publishing or distribution of statements) on behalf of, or in opposition to, any candidate for public office.

FIVE: The property of this corporation is irrevocably dedicated to charitable and educational purposes and no part of the net income or assets of the organization shall ever inure to the benefit of any director, officer or member thereof or to the benefit of any private person.

On the dissolution or winding up of the corporation, its assets remaining after payment of, or provision for payment of, all debts and liabilities of this corporation, shall be distributed to a nonprofit fund, foundation, or corporation which is organized and operated exclusively for charitable and educational purposes and which has established its tax-exempt status under Section 501(c)(3) of the Internal Revenue Code.

151

Susann M. Ortega, Incorporator

Date



Current Year Operating Budget

Saint Helena Community Garden, Inc.
Operating Budget
 January through December 2017

	Budget
Income	
Contributions / Organizations	200
Contributions / Individuals	
Garden Rents	1,450
Total Income	1,650
Expense	
Garden Expenses	
Facilities	35
Irrigation system	50
Pest Controls	
Shed	25
Soil Amendments	25
Total Garden Expenses	135.00
Operating Expenses	
Insurance - Liability	1,304
Legal Fees	99
Postage, Mailing Service	86
Supplies	25
Total Operating Expenses	<u>1,514.00</u>
Total Expense	<u>1,649.00</u>
Net Ordinary Income	1
Net Income	

Prior Year Actual Budget

03/08/17
Accrual Basis

Saint Helena Community Garden, Inc.
Report of Operations
January through December 2016

	Jan - Dec 16	Jan - Dec 15
Ordinary Income/Expense		
Income		
Contributions / Organizations	200.00	0.00
Contributions / Individuals	150.00	0.00
Garden Rents	1,435.00	1,425.00
Total Income	1,785.00	1,425.00
Expense		
Garden Expenses		
Facilities	24.83	0.00
Irrigation system	0.00	128.40
Pest Controls	0.00	7.55
Shed	16.18	0.00
Soil Amendments	12.07	11.41
Total Garden Expenses	53.08	147.36
Operating Expenses		
Insurance - Liability	1,304.00	1,304.00
Legal Fees	99.00	99.00
Postage, Mailing Service	86.00	82.00
Supplies	26.24	100.00
Total Operating Expenses	1,515.24	1,585.00
Total Expense	1,568.32	1,732.36
Net Ordinary Income	216.68	(307.36)
Net Income	216.68	(307.36)



City of St. Helena Nonprofit Funding Program Grant Application and Budget FY 2017/18

2-28-17

Please answer the following questions as they apply to your project/program/service. Responses are limited to **five single sided pages with 12 point font, please include page numbers on all pages.** Drawings and photographs must be included within this page limit.

Organizational Overview

Organization Name:	St. Helena Farmers' Market
Organization Mailing Address:	P.O. Box 70 St. Helena CA
Organization Telephone Number:	707-486-2662
Organization Website:	www.sthelenafarmersmkt.org
Federal Tax ID Number and Status:	35-2367794 501c3
How long has your organization been in operation?	since 1986

List of Board Members and Officers: (if applicable)

Wendy Strachan, President	Lars Kronmark
Clark Bentley, Treasurer	Norm Mitroff
Stacey Bressler	Kay Wilson
Laddie Hall	Beth Pryor and Kelly Foster

Contact Information

Who is the single point of contact for your organization?

Name:	Ed Smith, Market Manager
Address:	PO Box 70 St. Helena CA 94574
Phone:	707-486-2099
Email:	edsmith@sthelenafarmersmkt.org

Authorized Representative

I represent that this Application Packet describes the intended use of the requested City Grant funds to complete the Project or Program identified above and the elements listed in the Project Budget. I declare under penalty of perjury, under the laws of the State of California, that the information contained in this Application Packet, including required attachments, is accurate.

Print Name Ed Smith

Signature

Title Market Manager

Date 2-28-17

Grant Request

Program Name: St. Helena Farmers' Market - Market Match Program

Address: P. O. Box 70
St Helena, CA 94574

707.486.2662

Requested Grant Amount: \$6,400

Matching Funds: In-kind staffing of tracking and book keeping

Total Program Cost: \$6,400

Application Questions

Describe your program including objectives and goals and explain how you will meet these goals.

The goal of the St. Helena Farmers' Market (SHFM)- Market Match Program will be to create greater healthy food choices for St. Helena's low-income population.

The SHFM Market Match will incentivize the existing Cal-Fresh Supplemental Nutrition Assistance Program (SNAP) benefits in which food stamps are distributed to low-income Californian's on Electronic Benefit Transfer (EBT) cards.

Market Match grant funds will provide EBT shoppers with matched funds to increase their purchasing power of healthy foods at St. Helena Farmers' Market.

Market Match grant funds will support a marketing campaign to promote, provide outreach, and educate potential SHFM EBT customers.

Describe the community support for your project.

The 2017 season of St. Helena Farmers' will mark 31 years of service to the St. Helena community. Our market operates every Friday at Crane Park from May through October with participation of residents, local business, local government and partnering fellow non-profits.

A SHFM Market Match Program would potentially act to build community by bringing more people of all incomes into our Farmers' Market. This program will stimulate the local food economy while supporting community health and food security.

Describe who will benefit from this project and estimate how many people this program may impact.

This program will connect low-income consumers living in St. Helena with increased access to healthy food, promoting the purchase and consumption of local produce among low-income SNAP beneficiaries.

This program will also benefit and support our markets' grower (all small-scale local farmers) vendors with increased sales for their farm products.

Please explain how your project will be open and accessible to the St. Helena Community.

During our weekly markets' we operate a market information booth staffed with volunteers that process CalFresh EBT transactions and provide superior customer service to inform shoppers and make them feel welcome.

SHFM Market Match Program marketing efforts would target and work in coordination with Up-Valley Family Centers, local churches, Olé Health Clinic and low-income housing projects in St. Helena.

Describe how you will complete the program within the grant funding cycle deadline of June 30, 2017 and provide a timeline for your program.

The SHFM Market Match Program would offer matching funds to SHFM EBT shoppers throughout the 2017 season (May-October 2017). Prior to the start and during the season marketing efforts to promote and educate consumers would be on-going. The amount of SNAP benefits deducted from EBT cards, in addition to reimbursements provided to farmers would be tracked throughout the season. SHFM EBT shoppers will be surveyed as to how they learned about the market, what compelled them to use matched EBT benefits at SHFM and their satisfaction from the experience for programming evaluation.

If you have received funding from other Napa County government agencies in the past two years, provide level of funding and how funding from the City of St. Helena will specifically benefit St. Helena residents.

Not applicable, SHFM receives no county funding.

Cost Estimate

Market Match funds to be provided to EBT shoppers = \$5,000

Marketing to promote, provide outreach and educate:

- staff hours = \$500
- supplies = \$150
- printing = \$ 250
- mailing = \$200
- translation = \$300

9:27 AM

03/03/17

Cash Basis

St Helena Farmers' Market - 501c3 Budget 2017

	Jan - Dec 17
Ordinary Income/Expense	
Income	
43400 · Direct Public Support	
43450 · Individ, Business Contributions	9,500.00
Total 43400 · Direct Public Support	9,500.00
46400 · Other Types of Income	
46432 · Sponsorship	19,500.00
Total 46400 · Other Types of Income	19,500.00
Total Income	29,000.00
Expense	
60800 · Education	
60820 · Kids	500.00
60825 · Chef Table	500.00
60830 · Equipment	750.00
60840 · Payroll Expenses	
60842 · Wages	12,120.00
60844 · Company Expense	1,152.00
60848 · Insurance-Workers Compensation	1,212.00
Total 60840 · Payroll Expenses	14,484.00
60850 · Market space/service	6,500.00
Total 60800 · Education	22,734.00
62100 · Contract Services	
62110 · Accounting Fees	1,700.00
Total 62100 · Contract Services	1,700.00
65000 · Operations	
65003 · Auto Expense	180.00
65005 · Insurance	
65007 · D&O Insurance	600.00
65008 · Liability Insurance	1,000.00
Total 65005 · Insurance	1,600.00
65010 · Books, Subscriptions, Reference	100.00
65015 · Fees	400.00
65040 · Supplies	
65041 · Market	50.00
65042 · Office	175.00
Total 65040 · Supplies	225.00
65060 · Web site	250.00
Total 65000 · Operations	2,755.00
65100 · Fundraising Expenses	
65120 · Sponsorship Expenses	850.00
65130 · Supplies, Printing & Copying	100.00
65150 · Postage	50.00
65160 · PayPal Fees	50.00
Total 65100 · Fundraising Expenses	1,050.00
Total Expense	28,239.00
Net Ordinary Income	761.00
Net Income	761.00

9:25 AM

03/03/17

Cash Basis

St Helena Farmers' Market - 501c3

Profit & Loss

January through December 2016

	Jan - Dec 16
Ordinary Income/Expense	
Income	
43400 · Direct Public Support	
43410 · Corporate Contributions	34.85
43450 · Indivd, Business Contributions	11,000.00
Total 43400 · Direct Public Support	11,034.85
46400 · Other Types of Income	
46432 · Sponsorship	18,000.00
Total 46400 · Other Types of Income	18,000.00
Total Income	29,034.85
Expense	
60800 · Education	
60820 · Kids	195.67
60825 · Chef Table	209.69
60830 · Equipment	291.58
60840 · Payroll Expenses	
60842 · Wages	12,109.57
60844 · Company Expense	1,233.88
60846 · Bonus	1,000.00
60848 · Insurance-Workers Compensation	1,311.01
Total 60840 · Payroll Expenses	15,654.46
60850 · Market space/service	5,500.00
Total 60800 · Education	21,851.40
62100 · Contract Services	
62110 · Accounting Fees	1,667.50
Total 62100 · Contract Services	1,667.50
65000 · Operations	
65003 · Auto Expense	180.00
65005 · Insurance	
65007 · D&O Insurance	561.50
65008 · Liability Insurance	995.15
Total 65005 · Insurance	1,556.65
65015 · Fees	375.00
65040 · Supplies	
65041 · Market	21.58
65042 · Office	171.02
Total 65040 · Supplies	192.60
65060 · Web site	710.93
Total 65000 · Operations	3,015.18
65100 · Fundraising Expenses	
65120 · Sponsorship Expenses	756.73
65130 · Supplies, Printing & Copying	17.13
65150 · Postage	47.00
65160 · PayPal Fees	46.97
Total 65100 · Fundraising Expenses	867.83
Total Expense	27,401.91
Net Ordinary Income	1,632.94
Net Income	1,632.94

INTERNAL REVENUE SERVICE
P.O. BOX, .2508
CINCINNATI, -OH 45201

DEPARTMENT OF THE TREASURY

Date: **MAR 18 2010**

ST HELENA FARMERS MARKET
C/O ED SMITH
PO BOX 70
ST HELENA, CA 94574-0070

Employer Identification Number:

35-2367794

DLN:

17053212322049

Contact Person:

MARGARITA D BARRAGAN

ID# 95118

Contact Telephone Number:

(877) 829-5500

Accounting Period Ending:

December 31 Public

Charity Status: **170(5) (1)**

(A) (vi)

Effective Date of Exemption:

March 11, 2010

Contribution Deducibility:

Yes

Addendum Applies:

No

Dear Applicant:

We are pleased to Inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal Income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501 (c) (3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Letter 947 (DO/CG)

3/30 12:20pm



City of St. Helena Nonprofit Funding Program Grant Application and Budget FY 2017/18

Please answer the following questions as they apply to your project/program/service. Responses are limited to **five single sided pages with 12 point font, please include page numbers on all pages.** Drawings and photographs must be included within this page limit.

Organizational Overview

Organization Name:	<u>St. Helena Historical Society</u>
Organization Mailing Address:	<u>P.O. Box 87, St. Helena, CA 94574</u>
Organization Telephone Number:	<u>707.967.5502</u>
Organization Website:	<u>www.shstory.org</u>
Federal Tax ID Number and Status:	<u>501 (c)(3) tax id 30-0087096</u>
How long has your organization been in operation?	<u>2002</u>

List of Board Members and Officers: (if applicable)

<u>Susanne Salvestrin, President</u>	<u>John Komes, John Palmer, Shannon Kuleto,</u>
<u>Skip Lane, Vice President</u>	<u>Sue Wood Clark, Nancy Caffo, Stephen Taplin,</u>
<u>Helen Nelson, Secretary</u>	<u>Susan Veresh</u>
<u>John Sales, Treasurer</u>	

Contact Information

Who is the single point of contact for your organization?

Name:	<u>Bonnie Thoreen</u>
Address:	<u>497 Crane Avenue</u>
Phone:	<u>707.963.7529</u>
Email:	<u>bthoreen@gmail.com</u>

Authorized Representative

I represent that this Application Packet describes the intended use of the requested City Grant funds to complete the Project or Program identified above and the elements listed in the Project Budget. I declare under penalty of perjury, under the laws of the State of California, that the information contained in this Application Packet, including required attachments, is accurate.

Print Name BONNIE THOREEN

Signature Bonnie Thoreen

Title Executive Director _____

Date 3.31.17

Grant Request

Project or Program Name:	"Discover Historic St. Helena" Part II
Address of Project or Program:	P.O. Box 87, St. Helena, CA 94574
Requested Grant Amount:	\$10,000
Matching Funds:	Total matching funds: \$8,150: \$3,650 for reprinting of "Discover" and \$2,500 in volunteer hours for promotion, development, and outreach (valued at \$26.50 per hour of volunteer time), \$2,000 for additional web design
TOTAL Project or Program Cost:	\$18,150

Application Questions

1. Describe your project/service/program including objectives and goals and explain how you will meet these goals.

The St. Helena Historical Society is requesting funding in the amount of \$10,000 from the City of St. Helena to develop and launch an interactive website that will provide online access to the society's highly successful "Discover Historic St. Helena" walking tour. The grant will also partially fund a second printing of 2,000 copies of the "Discover Historic St. Helena" walking tour booklet. The request for \$10,000 is to support a much larger project that will eventually result in a robust online version of the current print version of "Discover Historic St. Helena." Other components may include a smartphone app, QR reader, thumb drives for teachers, and perhaps another hardcopy/electronic publication featuring historic homes in St. Helena.

BACKGROUND: St. Helena is considered the "main street of the Napa Valley." For more than 140 years, the town's historic downtown has provided, first, home to a growing community of farmers, merchants, and residents, and second, an opportunity for community and visitors to experience the unique past of this vibrant community. Many of our Main Street buildings have been preserved and/or restored to their historic roots. Thirty-four of the structures in and around Main Street are recorded as contributing buildings with the National Register of Historic Places (1998).

With the success of the first "Discover Historic St. Helena" walking tour booklet, the Society is ready to expand upon the stories of these historic buildings, on Main Street and on adjacent streets, and deliver the information and historic photographs in a modern, more accessible format. As we embellish and enrich these stories, our goal is to provide a multi-layered guide via a dynamic and interactive website, providing online access to the expanded guide. The site will allow website visitors content access through key words and interactive display.

Most people today start their vacation searches online, and many have in hand their "things to do" long before they arrive at their destination. It is not uncommon for visitors to ask, "What else can we do in St. Helena besides visit wineries?" The Society's goal is to enhance the wine-country experience by promoting activities that stimulate "cultural tourism" and support the local economy.

Studies have shown that 56 percent of travelers prefer leisure travel that is educational and that 43 percent spend more money on cultural and heritage activities while on a trip. In addition, visiting historic sites is the number one activity of cultural heritage tourism (66 percent). (Source: HTC Partners in a study done for the city of Bellingham, WA, March, 2017.)

The “Discover St. Helena” project will allow residents and travelers to immerse themselves in local rituals and routines, taking away memorable mental images and shared memories of unique experiences. We will encourage a celebration of what distinguishes our community with an opportunity for authentic cultural exchange between locals and visitors.

With the Society’s publication of the 38-page “Discover Historic St. Helena” tour booklet, we have already completed the first phase of our project to promote community involvement and cultural tourism in St. Helena with grants from the City of St. Helena (\$3,050) in the 2016-17 grant cycle enhanced by the generous gift from the Rudd Foundation (\$3,050). We also reached out to the community for support. The businesses and community supporters supplemented our grant funding with the purchase of about 35 ads that helped to complete the project. To date, 1,500 copies have been distributed within the community through the businesses, Chamber of Commerce, and the St. Helena Public Library. At the time of this grant application, only 500 copies of the booklet remain.

A second component of the grant will include funding to reprint 2,000 of the walking tour booklets. Through this second printing, the Society will be able to widen distribution of the tour booklet to schools, hotels, inns, and visitor centers throughout the Napa Valley.

Our goal will be met with measurable objectives:

- a. Create an interactive and dynamic website featuring the St. Helena Historic Commercial District as well as historic buildings on the adjacent streets and avenues.
 - b. Reprint 2,000 copies of “Discover Historic St. Helena” walking tour booklets for increased distribution to schools, hotels, inns, and visitor centers.
2. Describe who will benefit from this project and estimate how many people this project/service/program may impact.

St. Helena offers residents and visitors an experience far beyond wine tasting. The Main Street St. Helena Historic Commercial District, as registered with the National Register of Historic Places, provides the opportunity for the Society to promote and expand cultural tourism – tourism that encompasses elements of living culture and history that we value and steward for the future. These elements are unique to St. Helena and contribute to pride, stability, growth, and economic development.

By the success of the “Discover Historic St. Helena” walking tour booklet, we have shown how this project enhances the St. Helena experience and increases foot traffic to local businesses, providing an opportunity for people to get out of their cars and walk among St. Helena’s history.

The walking tour is proving beneficial as a teaching tool. With this second phase of the project, we will promote the walking tours within the St. Helena School District, helping teachers meet local history requirements for third grade students. We will provide classroom teachers with thumb drives with the visuals from the walking tour that they can in turn use as teaching tools. In addition, online access to the historic information provided on the new website will serve as an educational research tool for students of all grades.

Exposure to St. Helena's history will be increased exponentially with each booklet publication and each website visit. Sharing of walking tour booklets among residents, visitors, and businesses shows that one booklet can be viewed multiple times. By linking the online tour with tourism/visitor websites, chambers of commerce websites, and community/government websites, there is the strong possibility of reaching thousands of potential new and repeat visitors.

3. Please explain how your project/service/program will be open and accessible to the St. Helena Community.

The free website and walking tour booklets will be available at public and private locations throughout St. Helena. The Society will continue to develop various avenues in which to promote and share the website link and the booklets.

4. Describe how you will complete the project or program within the grant funding cycle deadline of June 30, 2018 and provide a timeline for your project or program.

Development of the website will be completed within six months of receipt of grant funding. The Society will contract with a web developer to design and launch the interactive website. Reprinting the existing booklet will be completed locally by Gutenberg Transfer and Printing within one month of receiving the funds.

Timeline: July – December 2017

July 1, 2017: Approval of grant funding received

Aug – Dec 2017: Development and launching of interactive website

Aug – June, 2017: Reprint and distribution of 2,000 copies of the "Discover" booklet

5. If you have received funding from other Napa County government agencies in the past two years, provide level of funding and how funding from the City of St. Helena will specifically benefit St. Helena residents.

The Society received 50% of its request in the 2016-17 grant cycle from the City of St. Helena Nonprofit Funding Program and has received no other funding from Napa County government agencies in the past two years. The City of St. Helena will benefit directly by the enrichment and enhancement of the visitor experience through promotion of cultural tourism. St. Helena's schools will benefit directly as local history resources will be made easily accessible for teachers and

students through the printed booklet, a thumb drive for classroom use, and in-depth online access to historic information and photos. On a less tangible level we believe this project will be something we can all be proud of, something that will make our city even more special than it is today.

6. If you received funds as part of the 2016/17 Grant Awards, did you receive additional funds from the Rudd Foundation? If so, how much?

The Society received matching funding in the amount of \$3,050 from the Rudd Foundation.

7. If you received grant funds in 2016/17, please give a short update on the status of your project and the impact on the community.

With the grant funding received in FY 2016/17 the Society developed the 38-page booklet, "Discover Historic St. Helena." It is a compilation of the history of historic buildings in the Historic Commercial District as well as several churches, fraternal organization buildings, lodges, the school, post office, and historic structures on streets from Madrone on the north to Grayson on the south, Railroad Avenue on the east and Oak Avenue on the west. In addition, two bronze historic markers were fabricated and installed to bookend the downtown commercial district—one on the Vasconi building, the other on the Rombauer building. The installation costs were donated by Napa Marble and Granite Company.

Cost Estimate

Include a high level description of all the program or project costs that will be paid for by City Funds. Costs should be grouped into large categories with minimum line item of \$100.

Example: Supplies (paper goods, pens, etc.) \$250

Description	Amount
Development and launching of an interactive, dynamic website	\$6350.00
Reprinting of the first edition of "Discover Historic St. Helena," 2,000 copies	\$3650.00
Total Grant Request	\$10,000

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **OCT 04 2006**

ST HELENA HISTORICAL SOCIETY
PO BOX 87
ST HELENA, CA 94574

Employer Identification Number:
30-0087096
DLN:
17053252748036
Contact Person:
EDWINA O PERKINS ID# 31229
Contact Telephone Number:
(877) 829-5500
Public Charity Status:
170(b)(1)(A)(vi)

Dear Applicant:

Our letter dated August 2002, stated you would be exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code, and you would be treated as a public charity, rather than as a private foundation, during an advance ruling period.

Based on the information you submitted, you are classified as a public charity under the Code section listed in the heading of this letter. Since your exempt status was not under consideration, you continue to be classified as an organization exempt from Federal income tax under section 501(c)(3) of the Code.

Publication 557, Tax-Exempt Status for Your Organization, provides detailed information about your rights and responsibilities as an exempt organization. You may request a copy by calling the toll-free number for forms, (800) 829-3676. Information is also available on our Internet Web Site at www.irs.gov.

If you have general questions about exempt organizations, please call our toll-free number shown in the heading.

Please keep this letter in your permanent records.

Sincerely yours,



Lois G. Lerner
Director, Exempt Organizations
Rulings and Agreements

Letter 1050 (DO/CG)

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: SEP 10 2002

ST HELENA HISTORICAL SOCIETY
C/O KIM FARMER
1533 TAINTER ST
ST HELENA, CA 94574-1931

Employer Identification Number:
30-0087096
DLN:
17053211017022
Contact Person:
ZENIA LUK ID# 31522
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
June 30
Foundation Status Classification:
509(a)(1)
Advance Ruling Period Begins:
May 23, 2002
Advance Ruling Period Ends:
June 30, 2006
Addendum Applies:
No

Dear Applicant:

Based on information you supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from federal income tax under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3).

Because you are a newly created organization, we are not now making a final determination of your foundation status under section 509(a) of the Code. However, we have determined that you can reasonably expect to be a publicly supported organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

Accordingly, during an advance ruling period you will be treated as a publicly supported organization, and not as a private foundation. This advance ruling period begins and ends on the dates shown above.

Within 90 days after the end of your advance ruling period, you must send us the information needed to determine whether you have met the requirements of the applicable support test during the advance ruling period. If you establish that you have been a publicly supported organization, we will classify you as a section 509(a)(1) or 509(a)(2) organization as long as you continue to meet the requirements of the applicable support test. If you do not meet the public support requirements during the advance ruling period, we will classify you as a private foundation for future periods. Also, if we classify you as a private foundation, we will treat you as a private foundation from your beginning date for purposes of section 507(d) and 4940.

Grantors and contributors may rely on our determination that you are not a private foundation until 90 days after the end of your advance ruling period. If you send us the required information within the 90 days, grantors and contributors may continue to rely on the advance determination until we make

Letter 1045 (DO/CG)

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ST HELENA HISTORICAL SOCIETY

a final determination of your foundation status.

If we publish a notice in the Internal Revenue Bulletin stating that we will no longer treat you as a publicly supported organization, grantors and contributors may not rely on this determination after the date we publish the notice. In addition, if you lose your status as a publicly supported organization, and a grantor or contributor was responsible for, or was aware of, the act or failure to act, that resulted in your loss of such status, that person may not rely on this determination from the date of the act or failure to act. Also, if a grantor or contributor learned that we had given notice that you would be removed from classification as a publicly supported organization, then that person may not rely on this determination as of the date he or she acquired such knowledge.

If you change your sources of support, your purposes, character, or method of operation, please let us know so we can consider the effect of the change on your exempt status and foundation status. If you amend your organizational document or bylaws, please send us a copy of the amended document or bylaws. Also, let us know all changes in your name or address.

As of January 1, 1984, you are liable for social security taxes under the Federal Insurance Contributions Act on amounts of \$100 or more you pay to each of your employees during a calendar year. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the private foundation excise taxes under Chapter 42 of the Internal Revenue Code. However, you are not automatically exempt from other federal excise taxes. If you have any questions about excise, employment, or other federal taxes, please let us know.

Donors may deduct contributions to you as provided in section 170 of the Internal Revenue Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Donors may deduct contributions to you only to the extent that their contributions are gifts, with no consideration received. Ticket purchases and similar payments in conjunction with fundraising events may not necessarily qualify as deductible contributions, depending on the circumstances. Revenue Ruling 67-246, published in Cumulative Bulletin 1967-2, on page 104, gives guidelines regarding when taxpayers may deduct payments for admission to, or other participation in, fundraising activities for charity.

You are not required to file Form 990, Return of Organization Exempt From Income Tax, if your gross receipts each year are normally \$25,000 or less. If you receive a Form 990 package in the mail, simply attach the label provided, check the box in the heading to indicate that your annual gross receipts are normally \$25,000 or less, and sign the return. Because you will be treated as a public charity for return filing purposes during your entire advance ruling period, you should file Form 990 for each year in your advance ruling period.

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ST HELENA HISTORICAL SOCIETY

that you exceed the \$25,000 filing threshold even if your sources of support do not satisfy the public support test specified in the heading of this letter.

If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. A penalty of \$20 a day is charged when a return is filed late, unless there is reasonable cause for the delay. However, the maximum penalty charged cannot exceed \$10,000 or 5 percent of your gross receipts for the year, whichever is less. For organizations with gross receipts exceeding \$1,000,000 in any year, the penalty is \$100 per day per return, unless there is reasonable cause for the delay. The maximum penalty for an organization with gross receipts exceeding \$1,000,000 shall not exceed \$50,000. This penalty may also be charged if a return is not complete. So, please be sure your return is complete before you file it.

You are not required to file federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T, Exempt Organization Business Income Tax Return. In this letter we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You are required to make your annual information return, Form 990 or Form 990-EZ, available for public inspection for three years after the later of the due date of the return or the date the return is filed. You are also required to make available for public inspection your exemption application, any supporting documents, and your exemption letter. Copies of these documents are also required to be provided to any individual upon written or in person request without charge other than reasonable fees for copying and postage. You may fulfill this requirement by placing these documents on the Internet. Penalties may be imposed for failure to comply with these requirements. Additional information is available in Publication 557, Tax-Exempt Status for Your Organization, or you may call our toll free number shown above.

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, we will assign a number to you and advise you of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

If we said in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

Because this letter could help us resolve any questions about your exempt status and foundation status, you should keep it in your permanent records.

Letter 1045 (DO/CG)

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ST HELENA HISTORICAL SOCIETY

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,



Lois G. Lerner
Director, Exempt Organizations

for

Enclosure(s):
Form 872-C

Letter 1045 (DO/CG)

St. Helena Historical Society
Budget 2016-2017

Income

Contributed Revenue		
Annual Fundraising	40,000.00	
Other Contributions	200.00	
Total Fundraising Campaigns		40,200.00
Memorial Contributions		
Total Memorials		1,000.00
Interest Income		30.00
Memberships		10,000.00
Publications Sales		
Books	400.00	
Photos	400.00	
Total Publications Sales		800.00
Research Fees		1,400.00
Events		
Cemetery Tour	500.00	
Museum for a Day	-	
Monthly Events	-	
Total Events		500.00
Total Income		53,930.00
Cost of Goods Sold		<u>100.00</u>
Gross Income		54,030.00

Expenses

Administrative/Operating Expenses		
Bank Charges		275.00
Contracted Services		
Accounting	300.00	
IT Maintenance	1,250.00	
Organizational Development	10,000.00	
Total Contracted Services		11,550.00
Dues & Subscriptions		450.00
General Administrative Costs		

Budget 2016-2017.xlsx3/30/17

Insurance		
General Liability, D&O	700.00	
Auto (Trucks)	1,450.00	
Total Insurance		2,150.00
Licenses, Fees, Permits		
Sales Tax	130.00	
Other	275.00	
Total License, Fees, Permits		405.00
PO Box		86.00
Office Supplies		1,500.00
Telephone		1,300.00
Total Admin/Operating Expense		17,716.00
Development		
Membership/History Center	20,000.00	
Membership Renewal Campaign	250.00	
Total Development		20,250.00
Governance		
Board Member Handbook	280.00	
Total Governance		280.00
Postage		260.00
Program Services		
Collections Program	700.00	
Monthly Education Programs	1,000.00	
Newsletter	120.00	
Printing and Reproduction	300.00	
Research Services Program	1,000.00	
Signature Educational Events		
Museum for a Day	250.00	
Cemetery Tours	150.00	
Special Activities		
Holiday Party	500.00	
Voices of St. Helea	240.00	
Total Program Services		4,260.00
Uncategorized Expenses		200.00
Total Expense		42,966.00
Net Gain (Loss)		11,064.00

2:34 PM
03/06/17
Accrual Basis

St. Helena Historical Society
Balance Sheet
As of June 30, 2016
Jun 30, 16

ASSETS

Current Assets

Checking/Savings

01101-08280	1,072.88
01103-08256	1,072.26
01106-08245	1,104.18
01108-08413	1,082.50
01109-08281	1,073.32

Bank of America - checking 34,035.06

Total Checking/Savings 39,440.20

Accounts Receivable

Accounts Receivable 450.00

Total Accounts Receivable 450.00

Other Current Assets

Book Inventory

Inventory Asset 1,543.08

Sullivan Book 264.00

Book Inventory - Other -9.23

Total Book Inventory 1,797.85

Total Other Current Assets 1,797.85

Total Current Assets 41,688.05

Fixed Assets

Fixed Assets

Accumulated Depreciation -8,511.96

Office Equipment

Computers 6,769.55

Light Box & Magnifier 348.00

Printers 154.71

Total Office Equipment 7,272.26

Storage Unit 10,965.06

Total Fixed Assets 9,725.36

Total Fixed Assets 9,725.36

TOTAL ASSETS 51,413.41

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

2:34 PM
03/06/17
Accrual Basis

St. Helena Historical Society
Balance Sheet
As of June 30, 2016
Jun 30, 16

Building Fund "Its about Time"	
Kitchen Facility	350.00
<i>Building Fund "Its about Time" - Other</i>	<u>3,600.00</u>
Total Building Fund "Its about Time"	<u>3,950.00</u>
Restricted Donations/Underwriti	
Bierce Fund	<u>33.00</u>
Total Restricted Donations/Underwriti	<u>33.00</u>
Restricted Grants	
Heritage Fund	<u>553.00</u>
Total Restricted Grants	<u>553.00</u>
Sales Tax Payable	<u>1.76</u>
Total Other Current Liabilities	<u>4,537.76</u>
Total Current Liabilities	<u>4,537.76</u>
Total Liabilities	<u>4,537.76</u>
Equity	
Opening Bal Equity	20.00
Retained Earnings	46,372.57
Net Income	<u>483.08</u>
Total Equity	<u>46,875.65</u>
TOTAL LIABILITIES & EQUITY	<u><u>51,413.41</u></u>

2:31 PM
03/06/17
Accrual Basis

St. Helena Historical Society
Profit & Loss
July 2015 through June 2016
Jul '15 - Jun '16

Ordinary Income/Expense

Income

Contributed Revenue

Fundraising Campaigns

Other Fundraisers

7,229.93

Total Fundraising Campaigns

7,229.93

Memorial

Barbara Young

100.00

Paulson Fund

1,000.00

Sandra Perry

2,665.00

Total Memorial

3,765.00

Unrestricted Donations

200.00

Contributed Revenue - Other

328.54

Total Contributed Revenue

11,523.47

Interest Income

2.12

Sales Tax Collected

18.56

Self Generated Revenue

Membership

Business Membership

1,600.00

Contributing Membership

2,750.00

Dual Membership

1,080.00

Family Membership

1,100.00

Individual Membership

1,310.00

Life Membership

1,000.00

Membership - Other

200.00

Total Membership

9,040.00

Publication Sales

Books

1871 Book

47.00

Arcadia Book

106.25

Books - Other

231.90

Total Books

385.15

Historic Photo Sales

300.00

Photos

0.00

Total Publication Sales

685.15

Research Fees

4,989.50

Signature Events

Cemetery Tour

550.00

Museum for a Day

227.00

Total Signature Events

777.00

2:31 PM
03/06/17
Accrual Basis

St. Helena Historical Society
Profit & Loss
July 2015 through June 2016
Jul '15 - Jun '16

Total Self Generated Revenue	15,491.65
Total Income	27,035.80
Cost of Goods Sold	
Cost of Goods Sold	113.30
Total COGS	113.30
Gross Profit	26,922.50
Expense	
Admini/Operating Expenses	
Bank Service Charges	853.50
Contracted Services	
Accounting Services	249.95
IT Maintenance	1,414.62
Organizational Development	
Bonnie Thoreen	8,700.00
Victoria Gehl-Blackwell	2,500.00
Total Organizational Development	11,200.00
Total Contracted Services	12,864.57
Dues and Subscriptions	331.00
General Administration	
Insurance	
Liability Insurance	700.00
Truck Insurance	985.50
Total Insurance	1,685.50
Total General Administration	1,685.50
Licenses, Fees, Permits	
sales tax	129.00
Licenses, Fees, Permits - Other	275.00
Total Licenses, Fees, Permits	404.00
P.O. Box	82.00
Rent	
Storage Space	3,043.45
Total Rent	3,043.45
Supplies	
general	956.49
Total Supplies	956.49

2:31 PM
03/06/17
Accrual Basis

St. Helena Historical Society
Profit & Loss
July 2015 through June 2016
Jul '15 - Jun '16

Telephone	1,165.87
Total Admini/Operating Expenses	21,386.36

Development

Membership/History Center	
Membership Renewal Campaigns	58.35
Total Membership/History Center	58.35

Public Relations and Marketing	
General Program and Event Promo	213.41
Newsletter Production	127.20
Public Relations and Marketing - Other	507.60
Total Public Relations and Marketing	848.21

Total Development	906.56
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Miscellaneous	12.54
Postage	258.22

Program Services

Collections Program	704.39
Exhibits	
School House Material	976.99
Exhibits - Other	83.16
Total Exhibits	1,060.15

Printing and Reproduction	290.25
Research Services Program	927.37
Signature Educational Events	
Museum for a Day	297.02
Total Signature Educational Events	297.02

Special Activities/Events	
Harvest Festival	17.27
Holiday Party	-1,232.00
Walking Tours	1,691.27
Total Special Activities/Events	476.54

Voices of St. Helena Program	120.00
Total Program Services	3,875.72

Total Expense	26,439.42
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Net Ordinary Income	483.08
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Net Income	483.08
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Grant Funding Received

03/16-03/17

St. Helena Historical Society

City of St. Helena (no match required)	\$3050.00
Rudd Foundation (no match required)	\$3050.00



3/30/17 3:53 pm
JP

City of St. Helena Nonprofit Funding Program Grant Application and Budget FY 2017/18

Please answer the following questions as they apply to your project/program/service. Responses are limited to **five single sided pages with 12-point font, please include page numbers on all pages.** Drawings and photographs must be included within this page limit.

Organizational Overview

Organization Name:	Nimbus Arts, Inc.
Organization Mailing Address:	649 Main Street, St. Helena CA 94574
Organization Telephone Number:	707.963.5278
Organization Website:	www.nimbusarts.org
Federal Tax ID Number and Status:	27-1503762
How long has your organization been in operation?	11.5 years

List of Board Members and Officers: (if applicable)

Dana Johnson – President	Laurie Shelton – Board Director
David Garden – Vice President	Matt Rogers – Board Director
Martha Doornink – Treasurer	Jennifer Risher – Board Director
Claire Stull – Board Director	

Contact Information

Who is the primary contact person for your organization?

Name:	Jamie Graff, Executive Director
Address:	649 Main Street, St. Helena CA 94574 - Nimbus Arts
Phone:	707.963.5278
Email:	Jamie@nimbusarts.org

Authorized Representative

I represent that this Application Packet describes the intended use of the requested City Grant funds to complete the Project or Program identified above and the elements listed in the Project Budget. I declare under penalty of perjury, under the laws of the State of California, that the information contained in this Application Packet, including required attachments is accurate.

Print Name Jamie Graff

Signature Jamie Graff

Title Executive Director

Date 3-29-17



Grant Request

Project or Program Name:	St. Helena Community Art Activation and Creativity Corner Improvements
Address of Project or Program:	SHES- Corner of Oak/Adams and NVC Upper Valley Campus
Requested Grant Amount:	\$ 10,000.00
TOTAL Project or Program Cost:	\$ 10,000.00

Application Questions

1. **Describe your project/service/program including objectives and goals and explain how you will meet these goals.**

Background:

Nimbus Arts launched its “Hundreds of Hands” initiative in 2011 to deliver art activities and programs across the Napa Valley, especially to groups with limited access to art. In 2016, as part of its ongoing “Hundreds of Hands” community art initiative, Nimbus Arts developed and launched the “Creativity Corner” as town enhancement and community art education activity space at St. Helena Elementary School. The project was funded by the City of St Helena nonprofit grant program, the Rudd Foundation, and in-kind donations from generous community members.

The community response to the creation and construction of the Creativity Corner mosaic dragon bench, the site’s signature feature, has been robust and positive. More than 400 students, community members, and visitors have participated in the fabrication of mosaic panels, and there is strong interest in continuing to hold activities and make improvements to the space. In fact, more student, community, and civic groups and organizations want to participate than our original plan could accommodate.

Project Request:

Nimbus Arts requests \$10,000 in Nonprofit Grant funds to produce and manage community art programs within the Creativity Corner, and support our free community art activities surrounding our annual community Día de los Muertos event. Our Día de los Muertos event, in its 8th year, is produced in collaboration with the St. Helena Family Center and the Napa Valley College Upper Valley Campus.

The St. Helena City grant funds, combined with other separately sourced funds, will allow Nimbus Arts to offer the following activities:

CREATIVITY CORNER ADDITION

- Three (3) sessions of community mosaic activity to create additional features and enhancements within the Creativity Corner
- Nimbus staff will design, guide fabrication, and install these new elements. The new elements will celebrate community and showcase the cultural diversity and artistic traditions of St. Helena.



DIA DE LOS MUERTOS COMMUNITY ACTIVITIES

- As a community art activity as part of the annual St Helena Harvest Festival, Nimbus Arts will develop, present, and manage a “Day of Art.” Community members and visitors to the Harvest Festival will have the opportunity to participate in creating a “Día de los Muertos community altar.” The completed altar will be the centerpiece of our annual “Día de los Muertos” community event held a few weeks after the Harvest Festival.
- Three (3) Día de los Muertos Altar-making classroom activities will be held at St. Helena Elementary School
- Grant fund will be used for art supplies and Nimbus Arts staffing for our annual “Día de los Muertos” community event where Nimbus Arts will develop, present, and manage six (6) free cultural arts activities serving over 400 participants of all ages

Project Goals:

- Secure award of \$10,000 in grant funding from the City of St. Helena, and raise additional in-kind/matching funds to complete the full program.
- Activate the Creativity Corner during Harvest Festival; encouraging the participation of the community at large to contribute to the completion of a community “Día de los Muertos” altar.
- Offer classroom art activities to St. Helena Elementary School students to add elements to the proposed St. Helena community altar, combined with education on “Día de los Muertos” and Mexican cultural heritage.
- Increase awareness and attendance at our community “Día de los Muertos” event
- Enable diverse and robust community participation at three art events at the Creativity Corner, especially from constituencies limited by social, economic, and/or age from regular access to art programs.
- Create an additional feature in the Creativity Corner to enliven the space and generate future community use and interest.

Project Description:

The proposed plan includes development, activation, and management of art activities during large-scale community events, specifically our “Day of Art” that will be held as part of the annual St. Helena Harvest Festival. This “Day of Art” will draw participants from the hundreds of Harvest Festival attendees who will add their artistic work to the construction a community “altar.” The altar will be featured among the community and individual family altars, the most important and significant cultural feature of our annual “Día de los Muertos” event.

We believe that our program to introduce and connect our community via other platforms, such as our proposed activity at the Harvest Festival, will increase cultural awareness, improve social connections, and foster personal interaction within our diverse community. The Creativity Corner will also be activated and utilized as a community art space, open to all.

Producing a Día de los Muertos traditional arts and crafts education program for 3rd – 5th grade students at St. Helena Elementary School will expand the reach and impact of ongoing Día de los Muertos”” classroom cultural arts education efforts. It will reinforce the social and cultural significance of “Día de los Muertos.” Students will be encouraged to draw from their own family

history and use this activity to remember and celebrate their legacy through art.

The completed community altar will provide a dramatic and rich community element to our “Día de los Muertos” event held in late-October. This annual, free event is open to all and is held at the Napa Valley College Upper Valley Campus in St. Helena. The event celebrates Mexican heritage through food, music, dance, and art- and is especially a celebration of family members past and present. One goal of our proposed program is to increase awareness and attendance of this important annual event, one of the largest multicultural events held in the Napa Valley.

2. Describe the community support for your project.

- a. What organizations, neighborhood associations, non-profits, residents, etc. are involved in the project?**
- b. What roles are they playing and how collaborative is the project?**
- c. What other support exists for your project?**

Nimbus Arts, in collaboration with the St. Helena Unified School District (SHUSD), applied for \$10,000 in grant funding through the City of St. Helena’s Nonprofit Grant Program in 2016; \$5,000 was awarded. The grant funds supported creation and fabrication of the movable mosaic bench of the “Creativity Corner,” a community art activity and education space on the corner of Oak Avenue and Adams Street. Over the past year, the launch of the Creativity Corner received overwhelming positive response from children, adults, artists, and numerous community organizations. Hundreds of community members of all ages participated in the creation and collaborative efforts to build this main Creativity Corner Feature.

Initially proposed and developed in collaboration with the St. Helena Unified School District, this year’s Creativity Corner projects will continue our involvement and partnership with the school’s students, educators, and administrators. Nimbus Arts patrons will also remain active participants in Creativity Corner programs and activities. Other service, civic, and community organizations, including the Boys and Girls Club, Rianda House, St. Helena Library, St. Helena Montessori School, Napa Valley College, St. Helena Harvest Festival, the St. Helena Family Center, and participants at our “Día de los Muertos” event will also be involved in ongoing collaborative programming.

We are eager to continue to develop the Creativity Corner, launched through last year’s grant award, and to expand this project’s reach, with the support and collaboration of the above organizations. In doing so we all will establish a valuable and important community resource and strengthen the social fabric of St. Helena. Our plan includes outreach, engagement, and participation from a wide variety groups and organizations. Grant funding will allow us to continue our free community cultural arts at our “Día de los Muertos” event.

Our community is keenly aware of the importance art plays in improving education, fostering social connections, creating a common bond that crosses socio-economic lines, and unifying people of all ages and backgrounds. We believe that many members of our community will rally to support this program, especially when validated and endorsed through the award of City of St. Helena nonprofit grant funds.

3. Describe who will benefit from this project and estimate how many people this project/service/program may impact.

Our “Día de los Muertos” activities will host over 400 community members and visitors for art activities at the annual event. More than 30 students will participate in school classroom activities and an estimated 200 or more participants will make art for the altar at our “Day of Art” Harvest Festival event. Dozens of Elementary School student will also participate in the altar project while learning more about “Día de los Muertos.” In addition, our community mosaic activities should attract between 40 – 60 community members per session, with a combined target of 150.

Grant funding for the Creativity Corner will provide sustained, long term access to community art education activities; an estimate of the people who will use this space of the many years it will be active it is difficult to calculate, but the number will be significant.

4. Please explain how your project/service/program will be open and accessible to the St. Helena Community.

Located at the corner of Adams Street and Oak Avenue, the Creativity Corner covers a total area of 6,380 square feet within the grounds of St. Helena Elementary School. While the initial design feature, the dragon mosaic bench, has been fabricated, installation will be completed in late Spring 2017. Additional features and improvements are needed, some of which will be funded by this grant and through in-kind community support.

The Creativity Corner is programmed for use as a school teaching space- as a component of St. Helena Elementary School’s curriculum and educational enrichment programs. It also serves as a community art and activity space, and a general play and community family space accessible for use after school hours. Nimbus Arts plans to continue to develop and produce a broad array of art activities at the Creativity Corner, and most will be free of charge to community members. Other organizations, with or without Nimbus Arts involvement, will be encouraged to use the Creativity Corner as a free activity space

5. Describe how you will complete the project or program within the grant funding cycle deadline of June 30, 2018 and provide a timeline for your project or program.

Planning, Outreach, Promotion, Additional Fundraising:	July, August 2017
Free Community Art Event for Creativity Corner element additions:	September 2017
Harvest Festival “Day of Art” free community art fabrication for altar:	October 2017
St. Helena Elementary School classroom altar making activities:	October 2017
Día de los Muertos altar display and free community art activity:	Late October 2017
Free Community Art Event for Creativity Corner Improvements:	April 2018
Free Community Art Event for Creativity Corner Improvements:	May 2018
Estimated project completion - June 2018	

6. If you have received funding from other Napa County government agencies in the past two years, provide level of funding and how funding from the City of St. Helena will specifically benefit St. Helena residents.

Since 2015, Nimbus Arts received County of Napa Arts and Culture Advisory Committee grants for “Capacity Building” and “Tourism” initiatives, totaling \$32,882.

The Capacity Building grant funded “Organization Strategic Planning” activities that were conducted over the past 18 months. Substantial improvements in operational efficiency were gained and alignment and validation of “Mission, Vision, & Values” strengthened and unified management and governance. The Strategic Plan produced a detailed “roadmap” for the organization that will help manage and guide growth from a “founder organization” to a “community-supported” enterprise. The tourism grant funded the development and launch of art programs and events marketed to Napa Valley visitors through hotels and other tourism portals, especially during “shoulder” and “valley” visitor seasons.

The City of St. Helena Nonprofit Grant will have no overlap with these activities and initiatives funded through the County of Napa Arts and Culture Advisory Committee grants. Grant funds requested from the City of St. Helena through this application will be directed to community-serving and focused events and programs. They will fund the completion of a substantial community asset in a central location in St. Helena that will be used robustly by SHUSD students, St. Helena-based Nimbus Arts, and other St. Helena civic and social groups and organizations. Our proposed program will also activate art programs for two of St. Helena’s most important and well-attended community events, the Harvest Festival and our “Día de los Muertos” cultural heritage event.

7. If you received funds as part of the 2016/17 Grant Awards, did you receive additional funds from the Rudd Foundation? If so, how much?

Yes, Nimbus Arts received \$5,000 from the Rudd Foundation designated for the initial development and improvements for the Creativity Corner, and this additional money was needed to fully fund this project.

8. If you received grants funds in 2016/17, please give a short update on the status of your project and the impact on the community.

Nimbus Arts was granted \$5,000 by the City of St. Helena through its nonprofit grant program in 2016. The funds were designated for the development of the “Creativity Corner” as a community art education and activity space. The initial work consists of the design, fabrication, and installation of a large, movable, mosaic bench that will serve as the central element of space. A dragon theme, inspired by the mascot of St. Helena Elementary School (the Creativity Corner is within the school grounds), was selected and more than 350 community members from age 3 to 93, from many backgrounds and with abilities ranging from professional artists to true beginners (including people with disabilities), contributed to its creation. The mosaic has been completed and engineering and construction services have been arranged. Nimbus is working with the construction team to schedule dates for final installation. The completed bench will be installed at the Creativity Corner in late Spring 2017 and will immediately be put to use by the community for art gatherings and events. The Creativity Corner will be further activated and improved if the funds requested in this application are approved.

Cost Estimate

Include a high-level description of all the program or project costs that will be paid for by City Funds. Costs should be grouped into large categories with minimum line item of \$100.

Example: Supplies (paper goods, pens, etc.) \$250

Description	Amount
Project planning	\$900
Graphics, Signage, Peripherals, promotion	\$500
Community mosaic activities instruction planning and events	\$1,000
Mosaic Art Supplies – for community activity	\$1,000
Mosaic Installation Labor and Materials	\$1,500
Mobile Art activity tables	\$800
Día Classroom Activity, instruction & materials	\$700
Día Community altar event materials the Harvest Festival & Staffing	\$800
Día de Los Muertos art activity altar logistics, supplies, and staffing (day of event)	\$2,800
Total Grant Request	\$10,000

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JUN 16 2010

NIMBUS ARTS
3111 ST HELENA HWY STE 1B
ST HELENA, CA 94574

Employer Identification Number:
27-1503762
DLN:
17053134320040
Contact Person:
DEL TRIMBLE ID# 31309
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
509(a) (2)
Form 990 Required:
Yes
Effective Date of Exemption:
February 11, 2010
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Letter 947 (DO/CG)

-2-

NIMBUS ARTS

We have sent a copy of this letter to your representative as indicated in your power of attorney.

Sincerely,

A handwritten signature in black ink, appearing to read "Robert Choi". The signature is fluid and cursive, with the first name "Robert" and last name "Choi" clearly distinguishable.

Robert Choi
Director, Exempt Organizations
Rulings and Agreements

Enclosure: Publication 4221-PC

Letter 947 (DO/CG)



Nimbus Arts	2017 to 2/23/17	Current % to budget	2017 Budget
Contributed Income			
Board Contributed	\$ 20,000	22%	\$ 90,000
Corporate	\$ 14,338	287%	\$ 5,000
Foundation	\$ 2,000		
Individual	\$ 2,000	6%	\$ 34,500
Leadership Circle	\$ 10,000	10%	\$ 100,000
Grants			
Government			\$ 35,000
Foundation			\$ 15,000
Special Events			
Special Event-Nimbash	\$ 376	0%	\$ 390,000
Special Event-Other			\$ 18,000
In-Kind			\$ 2,500
Fees for Service			
Art programming	\$ 11,711	7%	\$ 165,000
Contracted Events	\$ 3,285	23%	\$ 14,000
Scholarships Discounts	\$ (9)	0%	\$ (6,500)
Merchandise sales			\$ 500
Income	\$ 63,702	7%	\$ 863,000
Personnel Expenses			
Salaries & Wages	\$ 43,342	16%	\$ 278,000
Payroll taxes	\$ 3,831	18%	\$ 21,000
Health insurance	\$ 4,911	24%	\$ 20,300
.Workers comp			\$ 5,700
Staff Development	\$ 90	8%	\$ 1,200
Office Expenses			
Art supplies and materials	\$ 2,716	10%	\$ 28,000
Dues and Subscriptions	\$ 1,775	36%	\$ 5,000
Merchandise			\$ 500
Office & Art Equipment <600			\$ 2,500
Office supplies	\$ 80	3%	\$ 2,500
Postage and mailing	\$ 7	0%	\$ 1,800
Printing and copying	\$ 1,671	42%	\$ 4,000
Supplies and small tools	\$ 1,338	45%	\$ 3,000
Telephone/Internet			\$ 5,000
Advertising/Outreach			
Advertising & Outreach Expenses	\$ 793	79%	\$ 1,000
Conference, Convention, Meeting	\$ 200	7%	\$ 3,000
Event food	\$ 1,105		
Fundraiser expenses	\$ 13	0%	\$ 164,500
Meals 50%	\$ 63		
Public Relations	\$ 250	21%	\$ 1,200
Travel			
Auto expenses			
Mileage	\$ 211	14%	\$ 1,500
Travel	\$ 600	75%	\$ 800

nimbus arts

649 Main Street, St. Helena, CA 94574 | 707.963.5278 ph | 707.963.0278 fx
nimbusarts.org | info@nimbusarts.org



Nimbus Arts	2017 to 2/23/17	Current % to budget	2017 Budget
Occupancy			
Equipment rental/repair			\$ 500
Janitorial	\$ 425	11%	\$ 4,000
Leasehold improvement			\$ 5,000
Maintenance	\$ 605	61%	\$ 1,000
Property insurance			\$ 800
Rent	\$ 12,500	17%	\$ 75,000
Utilities	\$ 1,102	10%	\$ 11,000
Professional			
Bank Service Charges	\$ 195	35%	\$ 550
Consultants other	\$ 11,031	18%	\$ 61,500
Commissions			\$ 1,900
Credit Card Fees	\$ 326	7%	\$ 5,000
Graphic Design/Web	\$ 52	0%	\$ 12,000
Instructors & Artists	\$ 8,301	8%	\$ 100,000
Insurance-Corporate	\$ 811	9%	\$ 9,300
Licenses/Permits/Taxes	\$ 122	12%	\$ 1,000
Payroll fees	\$ 244	20%	\$ 1,200
Expenses	\$ 98,710	12%	\$ 840,250

nimbus arts

649 Main Street, St. Helena, CA 94574 | 707.963.5278 ph | 707.963.0278 fx
nimbusarts.org | info@nimbusarts.org

2016 Actuals

Jan - Dec 16

nimbus · arts

Actuals 2016

Ordinary Income/Expense

Income	
Contributed Income	196,666.12
Grants	37,557.00
Special Events	393,982.25
Fees for Service	182,076.44
Merchandise sales	2,939.60
Sales tax	<u>(11,613.48)</u>
Total Income	<u>801,607.93</u>
Gross Profit	801,607.93
Expense	
Personnel Expenses	323,918.49
Office Expenses	88,561.62
Advertising/Outreach	37,168.88
Travel	2,481.63
Occupancy (Rent Utilities)	122,310.47
Professional	265,371.33
Miscellaneous	<u>39,978.95</u>
Total Expense	<u>879,791.37</u>
Net Ordinary Income	<u>(78,183.44)</u>
Other Income	<u>1,204,100.23</u>
Total Other Income	1,204,100.23
Other Expense	<u>372.53</u>
Net Other Income	<u>1,203,727.70</u>
	<u><u>1,125,544.26</u></u>



	Grant Amount	Granting Agency/Entity
March 7, 2016	\$1,675.00	California Arts Council
November 4, 2016	\$2,500.00	Freed Family Fund
September 26, 2016	\$32,882.00	Napa County Arts and Culture Advisory Committee
June 22, 2016	\$485.00	St. Helena Public Schools Foundation
December 22, 2016	\$500.00	Thacher Family Fund
December 14, 2016	\$2,500.00	Tulsa Simone Fund
October 17, 2016	\$2,500.00	Wells Fargo Foundation
March 8, 2017	\$4,380.86	City of St. Helena

St. Helena Elementary School

1325 Adams St. • St. Helena, California 94574 • (707) 967-2712 • Tanya Pearson, Principal

March 29, 2017

Mayor Alan Galbraith and the City Council of St. Helena
c/o Tracey Perkosky
2017/18 Nonprofit Grant Program
1480 Main Street
St. Helena, CA 94574

Dear Mayor Galbraith and Members of the City Council:

The St. Helena Elementary School, continuing its collaboration and support of Nimbus Arts, is pleased to present this letter of support for its grant application to fund activities at St. Helena's "*Creativity Corner*." Located at the north-east corner of St. Helena Elementary School, at the intersection of Oak Avenue and Adams Street, the "corner" comprises roughly 2,600 square feet. This high visibility and proximity to many community gatherings and events positions the completed corner as an asset and amenity that can be used for generations to come by our students and the community.

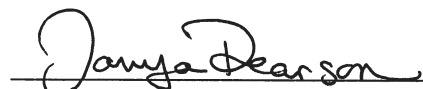
Last year, following the City of St. Helena's grant award towards the development of the "*Creativity Corner*," Nimbus Arts worked through its network of donors and supporters to secure the remaining funds needed to cover the expense of labor, materials, permitting, and coordination of the initial component of the project- a large, movable, circular bench featuring a mosaic dragon design. The dragon motif is drawn from the mascot of St. Helena Elementary School and the magical place dragons hold in cultural traditions that span the world.

St. Helena Unified School District worked closely with Nimbus Arts to coordinate design, facilitate fabrication, and manage installation. The District also participated in workshops for educators, administrators, and students who produced many of the mosaic elements that adorn the dragon bench. Final installation of the bench is slated for late Spring 2017. The District has committed to provide services to the "*Creativity Corner*" including regular cleaning, refuse, and recycling removals, as well as access to public toilet rooms located within the school grounds during scheduled uses of the space.

The space is designed and will be furnished to be fully ADA accessible and compliant, and, in fact, will be used frequently for classes, projects, and programs for students with disabilities. The District has embraced this project as a tremendous learning project, combining art, design, program and project management training and education.

Nimbus Arts' application for grant funds, if awarded, will provide free community activities at the "*Creativity Corner*." The proposed plan activates the space as an inspirational gathering place usable by students and community members of all ages.

The St. Helena Elementary School is proud to support this initiative and commends Nimbus Arts' leadership role in bringing the *Creativity Corner* to life. Our hope is that the City of St. Helena will join us and provide the financial support to this important, timely, and useful initiative.



Tanya Pearson
Principal St. Helena Elementary School
St. Helena Unified School District

ST. HELENA UNIFIED SCHOOL DISTRICT
Marylou Wilson, Ed.D • Superintendent



Nimbus Arts Annual Report



2015: Celebrating 10 Years of Nimbus Arts

Greetings! We are pleased to present the 2015 Nimbus Arts Annual report.

We've reached an important milestone - our first decade – and this annual report commemorates and celebrates our history while laying out our vision for the future.

After 10 years of art making across Napa Valley, Nimbus Arts has demonstrated the positive impact of art and the ability for art education and programs to connect people and strengthen our community. These values are exemplified in our recently completed Hundreds of Hands Initiative, the Mariposa Mosaic Mural.

Over two years in development, production, and installation, the Mariposa Mural program extended art education and programs throughout Napa Valley. The initiative engaged and involved hundreds of community members of all ages and from all constituencies, provided art production and project management skills to members of the Mariposa youth empowerment program for at-risk Latina teens, and created an important and relevant public art installation.

The Mariposa Mural is just one of hundreds of programs and projects produced by Nimbus Arts. These would not be possible without significant support. We are so grateful to you, our community of friends and founding partners, for the hours of service and financial contributions you have made to our organization to support our diverse and extensive art education programs, workshops, classes, and camps.

Ten years has taught us that Nimbus Arts cannot exist without community involvement and support. Please participate, volunteer, and donate! With friends and supporters like you, Nimbus Arts can continue to ignite artistic expression across the Napa Valley and create meaningful programs for decades to come.

Jamie Graff

Jamie Graff
Co-Founder & Executive Director



Congratulations to Jamie Graff, 2015 Napa County Arts Hero!

Graff was selected unanimously by the Arts Council Napa Valley board of directors from more than 34 publicly submitted nominations. The board was looking for a community member committed to arts in Napa County, a champion who forges through seemingly impossible feats, takes risks and makes things possible for an organization or the community.

- NAPA VALLEY REGISTER



The past decade has been exciting, challenging, fulfilling, and rewarding for all of us who helped create, launch and develop Nimbus Arts. It has been an effort supported and sustained by so many members of our community. Dozens of our original supporters remain with us today and continue to help nurture and guide the organization. One individual in particular was fundamental to the creation and ongoing growth of Nimbus Arts: our energetic, creative and visionary Executive Director, **Jamie Graff**.

Early in 2015, Jamie was named the "2015 Napa County Arts Hero" by the Napa Valley Arts Council. The Arts Council, like all of us directly involved with Nimbus Arts, realizes the tremendous contributions Jamie has made through her work at Nimbus to make art accessible throughout our community and to help elevate and sustain the community of artists in the Napa Valley.

Jamie's dedication, perseverance, and leadership over the past ten years transformed Nimbus Arts from a fledgling, innovative art camp into the significant and important community art resource it is today.

Our thanks to the Arts Council Napa Valley organization for their recognition of Jamie's innumerable contributions to our community. We are deeply proud of Jamie and delighted that her work has been recognized in such a meaningful way. Please join all of us at Nimbus in congratulating Jamie on this honor.

Dana Johnson
Co-Founder & Board President



The Nimbus Arts Story

From the beginning, Nimbus Arts' approach to art instruction has been highly creative and interdisciplinary, with classes and camps that explore and celebrate environmental, cultural, scientific, or historical themes.

Nimbus Arts got its name from "Cloud Camp," the first summer camp we offered. Campers, working with professional artists and a scientist, studied cloud formation and meteorology, drew, painted, and sculpted clouds, and ended the week by creating a cloud sculpture bigger than they were. This hands-on, integrated exploration of a topic through art proved to be an ideal formula, and it still is today.

A fundamental philosophy of Nimbus is that art is best taught by practicing artists who convey their knowledge, experience, and passion as part of the educational process. More than 30 local artists specializing in a wide range of media work as instructors at Nimbus. Foundational art principles and topics are covered in every class and camp. Students at Nimbus develop both artistic skills and confidence through repeated exposure to artistic challenges, and they benefit from learning from artists who are truly passionate about what they do.

Nimbus is now an important community asset and nationally recognized art education organization, but that wasn't always the case. The creation of Nimbus Arts was inspired by the experiences of the founder, Dana Johnson, and her family, as her young daughter was being treated at UCSF Children's Hospital. The hospital offered art activities to the patients and their

families. They experienced firsthand the joy, strength and sense of community that can be gained through artistic expression, and wanted to offer that to a wider audience.

Dana joined forces with fellow Napa Valley resident, Jamie Graff, and Janet Pagano, Executive Director of The Cantus Fund. Together they developed a plan for a community-serving art center that would make art accessible and available to children, adults, and seniors from all constituencies across the Napa Valley. Jamie agreed to become Executive Director of the nonprofit organization and Nimbus Arts was launched in 2005.

Dana and Jamie have been joined by hundreds of artists, patrons and supporters over the past decade to transform Nimbus Arts into a vibrant and important community asset that has educated, delighted and inspired thousands of Napa Valley residents and visitors.

As Nimbus Arts begins its second decade its vision and mission remain unchanged; to ignite artistic expression across the Napa Valley and make art accessible and available to all members of our community.

From its earliest days, Nimbus Arts has practiced no "ivory tower" artistic disengagement, but instead has actively pursued outside-the-box community collaborations, forging eyes-open/hands-on/minds-on creative partnerships with an ever-wider circle of new friends. The Nimbus Arts story is one of empowerment and inspiration, not only for individuals of all ages and backgrounds, but also for making Napa Valley a burgeoning epicenter for the arts, reaching out in partnerships with other non-profits, with schools, with family centers, with local businesses and much more.

- SHANNON RULETO, community supporter



Advancing Our Mission

Nimbus provides accessible and affordable art classes of all sorts to children across the Napa Valley, as well as impactful outreach and empowerment programs for at-risk youth. It's truly an amazing organization.

- CLAIRE STULL, Nimbus Arts Board Director and supporter

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Today, Nimbus Arts operates from its St. Helena studio, where it conducts many classes, camps, and workshops. Nimbus can also be found delivering art programs and activities to residents and visitors of all ages at schools, community centers, and events across the Napa Valley.

The Nimbus Arts mission supports three goals. First, we provide a means for artists to live and work in our community. Second, we use the power of art to help educate and empower community members of all ages. Finally, we provide financial assistance so that art classes and programs are available and accessible to all.

1 SUPPORTING LOCAL ARTISTS

Key to the success and growth of Nimbus Arts is our talented and committed team of more than 30 local artist instructors, many of whom have been with us since our founding. A fundamental philosophy of Nimbus is that art is best taught by practicing artists, who convey their knowledge, experience and passion as part of the process.

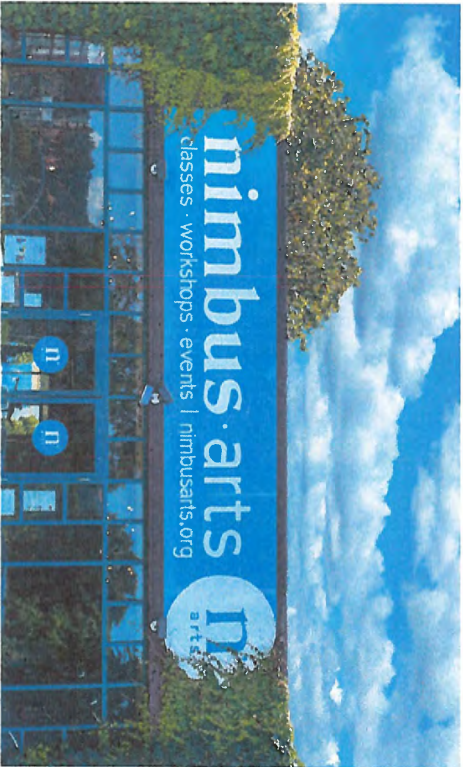


2 COMMUNITY OUTREACH INITIATIVE

Our community outreach includes free and reduced fee hands-on art activities for children, families, adults and community groups and large scale art initiatives through our Hundreds of Hands programming.

3 STUDIO CLASSES + CAMPS for children and adults

In our first ten years, we have grown from offering a few classes in borrowed spaces to running a thriving community art center that produced more than 620 art classes and events in 2015. Nimbus is known and loved for its creative, quirky and compelling programming that often goes beyond the bounds of art, bringing in perspectives from science, agriculture, environmental studies, history, and more.





nimbus·arts

Nimbus Arts, a community-based non-profit, ignites artistic expression across the Napa Valley.

WHO WE ARE

Nimbus Arts is a community-owned 501 (c)(3) non-profit organization founded in 2005 with the mission of giving the Napa Valley Community access to art. We are dedicated to nurturing curiosity, fostering creative expression, and building a sense of community. In addition to on-site classes and camps, open studios, and lectures, we offer free public events, community service programs, classes in public and private schools, and collaborative art projects throughout Napa County.



WE BELIEVE

- Art inspires and enriches lives.
- Art should be available to everyone.
- It is essential to reach the underserved community.
- A multi-disciplinary approach to art promotes curiosity and learning.
- Artists are vital to our community.
- Art brings people together.

WHAT WE ARE TODAY

We provide interactive educational art programs which inspire creativity and curiosity for people of all ages in Napa Valley:

- Community outreach through collaborative events and public art activities
- Studio instruction for children, teens and adults
- Classes, camps and public art activities
- Scholarships
- Artist employment
- Art exhibits and sales
- Art lecture series
- Teen mentorship



Nimbus is the Upper Valley roost of creativity.

- JOHN WATERS, JR., Editor, The Weekly Callistogean

2015 Classes, Camps and Workshops



BY THE NUMBERS:

Over **4,200** Children, Teens & Adults attended Nimbus programs

Over **620** Nimbus activities were offered in our studios, in schools, in public venues and at corporate sites

Over **27** new Community Partners engaged in Nimbus programs and services.

7 Public Schools from Napa to Calistoga received free/reduced fee Nimbus instruction

\$4,650 in scholarships for camps and classes were awarded

13 Camps; over **300** campers

82 Classes; over **450** students

Over **200** Weekly Studio workshops; over **950** students

72 St. Helena Art Guild sessions

122 Private lessons

In-school instruction (public and private): **79** classes

Outreach Community Events & Activities (Free to Napa Valley): **10**

Art-based events + parties: **15**



WORKSHOP EXAMPLE

Norma I. Quintana, Photographer and Artist Lecture

A highly acclaimed photographer and educator, Norma Quintana, spent an evening at Nimbus Arts discussing images from her celebrated new book, *Cirrus: A Traveling Life*. **The Nimbus Arts Workshops** bring distinguished artists, working in all styles and media, to the Napa Valley to present and discuss their work. The workshops give community members and visitors an opportunity to gain new insights into the creative process and a richer understanding of the artistic process.

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Nimbus Arts developed and produced a wide variety of classes, camps and workshops throughout 2015, tailored to educate, entertain and delight toddlers, kids, teens, and adults.

CAMP EXAMPLES:

Clay & Play Camp ~ Superhero Camp ~ Fourth of July Parade Float Camp ~ Catandura Performance Art Theatre Camp ~ Hello Daili Surrealism Camp ~ River Runs Through It - Art & Science Camp ~ Master Artist Camp ~ Farm Fresh Camp ~ Palette to Palate Camp

CLASS EXAMPLES:

Ceramics: Open Studios & Foundations in Clay: hand building, wheel throwing and sculpture techniques

Fire & Metal Arts: Plasma cutting and Mig Welding

Mixed Media: Ro-sham-bo: Toddler drop-in studio ~ SoulCollage® workshops

Painting & Drawing: Drawing club + paint works + construction open studio + other artsy lessons = a nimbus quadruple threat ~ Paintworks ~ "all paint media Mondays" ~ Introduction to oil painting ~ Beginning drawing ~ Watercolor without fear: Introduction to watercolor workshop

Photography: Your alter ego as a movie star!

Science & Agriculture: Living sustainably with bees-beekkeeping 101

Writing & Lettering: Teen writing workshop – actions and moments for high schoolers

Art Ropes Course Series: Micro-sandblasting & glass etching workshops, paint explorations – the use of color and pigments and hike 'n paint & comic book publishing – a team project!

Sip and Paint Series in Napa Valley!

Nimbus has taught me to express myself through art and feel good about it. At Nimbus I feel really comfortable to just have fun and get creative. In the summer, Nimbus is my second home.

- GRADY MILLER, student & camper



More than two years of work involving Nimbus Arts instructors, dozens of at-risk Latina teens enrolled in the “Mariposa” empowerment program, and hundreds of community members, partners, and supporters has been realized with the installation of the **Mariposa Mosaic Mural** late this year at **Cope Family Center** in downtown Napa.

The massive two-panel mural features hundreds of community-created mosaic butterflies (mariposas), a vision that mirrors the hopes and aspirations of the Mariposa program for middle and high-school age Latina who have faced violence or abuse in their lives.

Beginning in 2013, Nimbus Arts partnered with the Napa Unified School District’s Mariposa youth empowerment program to deliver art instruction and project management guidance. The Mariposa girls learned mosaic arts skills and constructed mosaic butterflies. Then they transferred their newfound skills throughout the community, teaching kids, adults and seniors throughout Napa Valley how to make mosaic butterflies. More than 400 butterflies were created at these workshops and events – representing “Hundreds of Hands” from all across our community.

The Mariposa girls incorporated the mosaic butterflies into a mural design that is inspiring and hopeful, featuring elements that communicate the strength and importance of family and community and the shared vision of a life free of abuse and empowered for a strong future.

The installation of the mural at Cope Family Center brought together the work of hundreds of community members, and the financial support of hundreds more. Funds to complete the

Our staff, families, volunteers and neighbors LOVE the Hundreds of Hands mural. It brings so much beauty and hope to our neighborhood. Thank you Nimbus for being an advocate for community art and engaging the Mariposa group to bring this gift to Napa.

*-JOELLE GALLAGHER,
Executive Director,
Cope Family Center*



The Mariposa Mosaic Mural

A ‘HUNDREDS OF HANDS’ INITIATIVE

design and fabricate and install were raised through Nimbus Arts’ first “social fundraiser,” Take Flight!

Nimbus Arts’ mission to make art accessible and available across the Napa Valley, and to use the universal language of art to connect communities is underscored by the Mariposa Mural project. We look forward to advancing our goal of igniting artistic expression across the Napa Valley through our next Hundreds of Hands initiative.



707 Randolph Street
Napa, CA 94559
Hundreds of Hands—
Project #003

2015 Nimbus Arts' Community Outreach



Bringing the community together is a powerful way to engage all in art, culture and fun. On Dia de Los

Muertos – Day of the Dead – the focus isn't on being scared, it's on celebrating one's family – alive and dead – and remembering all of our loved ones. Nimbus has brought such a precious gift to our community.

– ELAIN E JONES,
community supporter

It is such a blessing for my son to be able to attend Nimbus classes and camps through the scholarship program.

– JUANITA DE SANTA GO,
parent

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Nimbus Arts' Community Outreach Initiative demonstrates our belief that art should be available to all and helps build stronger communities. Our community outreach includes free and reduced fee hands-on art activities for children, families, adults and community groups.

DIA DE LOS MUERTOS: For the 8th consecutive year, Nimbus Arts joined the UpValley Family Center to celebrate Dia de los Muertos (the Day of the Dead). More than five 500 community members attended the event and learned about this ancient Aztec tradition that has evolved into a celebration of Mexican heritage and family. Nimbus Arts held altar-making classes in schools before the event and provided interactive art displays, and craft activities for all ages at the event.



BOTTLEFISH: A project-based learning experience developed by Nimbus Arts, Bottlefish engages and educates elementary school students in art, ecology, storytelling, and collaboration. More than 200 students have participated in Bottlefish since its launch in 2012, and the program has been offered in public and private schools across the Napa Valley. Bottlefish is supported – in part – through a grant from Clif Family Foundation.



NIMBUS ARTS SCHOLARSHIP PROGRAM: In 2015, Nimbus Arts awarded more than \$4,650 in scholarships and grants. Making art accessible and available is critical to Nimbus Arts' mission; our grants and scholarships provide access to art education and programs that would be otherwise unavailable due to economic or social factors.

OTHER COMMUNITY EVENTS: Throughout the year, Nimbus Arts adds art activities, programs and projects to community events and organizations all over the Napa Valley. Tailored to each event and gathering, Nimbus Arts provides materials, artists, and teen helpers to offer a meaningful art experience that connects participants to the host's purpose, mission, and objectives. Events Nimbus Arts supported in 2015 include: Cameo Family Film Festival, di Rosa Creativity Jam, Clif Harvest Party, Napa Emergency Women's Shelter, St. Helena Harvest festival and Cinco de Mayo celebration.





This place would not exist without the energy of the artists.

- JAMIE GRAFF, Nimbus Arts Executive Director

I started working with kids about six years ago. I found my true self by being with them and doing Nimbus art projects and camps.

Kids and fellow artists – what more can one want at 70? For me, Nimbus was the start of something big.

- NICK CANN, artist and instructor

For ten years Nimbus Arts has sustained, nurtured, and employed artists from across the Napa Valley. Our programs, classes, camps, and workshops have provided artistic outlets and opportunities for professional artists that are both lucrative and energizing.

Nimbus Arts has sustained and employed a thriving team of artist instructors from across the Napa Valley. These professional artists are the heart and soul of Nimbus Arts. Establishing and developing these collaborative partnerships is fundamental to our mission to foster and support our local artist community.

Our team's think-tank style approach to program design provides a uniquely creative environment, rich with artistic expression and



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Our Artist Community

dynamic ideas about art instruction. Our artist family is made up of people with a broad palette of skills and incredible dedication. We are deeply grateful that they choose to share their talents and excellence here at Nimbus Arts.

Many of our artists have been employed with Nimbus since its inception, creating a unique community and family landscape within our organization. And each year, new artists join in, bringing fresh energy and creating an ever larger and more dynamic community.



The creative fervor of both the instructors and students generates an atmosphere in which anything really is possible. Teaching at Nimbus has taught me to abandon any prior reservations I may have at the beginning of a project, and to proceed with an open mind. I am now working as a designer at an architecture firm in Los Angeles. Though the scale may be a bit greater, I still try to muster the same wild imagination that Nimbus instilled in me for all my projects, with just a little bit less glitter.

- LAUREN HALE, former Nimbus student, teen employee and instructor and newly minted architect



NIMBASH, Nimbus Arts' annual fundraiser, is the Napa Valley's **"Arty Party"** and a powerful demonstration of the power of art and of the community of creativity that is Nimbus Arts.

NIMBASH 2015 was the sixth annual Nimbus Arts fundraiser, celebrating the theme of Surrealism. Featuring interactive art activities, live music, performance art, local wines and farm-to-table food, an epic fashion show, silent and live auctions, and a legendary after-hours dance party, NIMBASH is a treat for all the senses and the largest fundraiser for Nimbus Arts each year. The event sold out for the first time, and more than 350 guests enjoyed an evening celebrating Surrealism, artists, and artistic expression in the Napa Valley.

Images, installations, fashion and décor evocative of Surrealist masters like Dali, Masson, Miro, Man Ray, and Duchamp captivated



Nimbash 2015: Surrealism

Nimbash is the one event that I won't miss. It's always so much fun to see the theme each year that they choose, the interactive art projects that we can participate in and who can possibly not love the phenomenal over the top fashion show they do each year. I don't know how they come up with ideas that top the year before- but for me it's one of the best things to look forward to each year.

- CATHY BUCK, community partner, Cameo Cinema

NIMBASH patrons with their creativity, beauty and thought-provoking dissonance. The evening raised more than \$278,000, providing more than 35% of the general funds for Nimbus Arts programs and initiatives. The evening also yielded more than \$65,000 in commissions and payments to artists, providing both exposure and financial support for Napa Valley's community of professional artists.

We are grateful to our patrons, donors, artists, sponsors, artists, guests, volunteers – in short, to everyone who helped make NIMBASH such a meaningful and successful community event. The Napa Valley is full of fundraisers of all sizes and shapes; NIMBASH stands out because of the exceptional creativity and exuberance of the event, the unique opportunity it offers to guests to meet local artists and make art, and because it raises funds not only for Nimbus Arts, but for our community of participating artists as well. We look forward to exploring a new facet of the art world at NIMBASH 2016!



Strengthening Our Capacity for Growth

In 2015, Nimbus Arts continued its unbroken record of service growth and expansion. We rely upon funds from many diverse sources in order to deliver the high quality, diverse art programs in our St. Helena studio and at locations across the Napa Valley. Nimbash continues to be an important fundraiser, cultivation, and identity-building event for Nimbus Arts. Nimbash 2016 will build upon the successes of previous years.

Nimbus Arts Leadership Circle is the top donor tier of Nimbus Arts. Members of the Leadership Circle provide significant, multi-year donations, allowing Nimbus to fundraise, budget and plan for the future more effectively, and their gifts represent more than 25% of the annual budget. The generosity and vision of the Leadership Circle is vital, so we have launched a targeted program to celebrate and renew existing Leadership Circle members. We have a goal to add five or more new members by 2018.

Nimbus continues to seek and secure grant funding as a way to support both art activities and capacity building. In 2015 we applied for the first time to the rigorous California Arts Council grant program, and received funds to support the Mariposa Project. Moving forward, Nimbus Arts will continue to research and identify grant opportunities that can help expand our mission, improve our programs, and strengthen our internal operations.

Our successful multi-year Community Partnership with the Napa County Office of Education and its at-risk youth empowerment program for Latina teens, Mariposa, concluded this year with the installation of the Mariposa Mosaic Mural at Napa's Cope Family Center. We look forward to launching a new Community Art initiative with the St. Helena Unified School District that will improve and animate an underused corner of St. Helena Elementary School into a vibrant and dynamic space for art education and programs. Initiatives like the Mariposa Mural and the Creativity Corner create new connections and opportunities for engagement and support for Nimbus.

Nimbus Arts is fortunate to have the support of many businesses and organizations across the Napa Valley and beyond. These supporters and partners understand and appreciate the value and vitality that art adds to our community. Nimbus Arts will continue its efforts to engage and cultivate business and organization supporters as a means to expand its programming and deepen its connection to our community.

Napa Valley Community Foundation is proud to have been a supporter of Nimbus Arts since inception. Our donors have enjoyed watching Nimbus grow to serve more than 4,000 artists—children and adults alike—each year.

—TERRENCE MULLIGAN,
President, Napa Valley
Community Foundation

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As we enter our second decade, Nimbus Arts is a thriving arts organization with strong involvement and support throughout our community. In 2016 we will build programming aligned with our mission to make art education and programs accessible and available across the Napa Valley. We will be focusing on providing a wide range of interdisciplinary classes and camps and on increasing the offerings and participation rates for teens and adults.

Community Outreach will continue in many familiar contexts such as schools and community events. We will also be launching a new "Hundreds of Hands" community art project using the model and lessons learned from the Mairiposa project. Working with the St. Helena Unified School District, Nimbus Art will develop and guide the installation of the "Creativity Corner," transforming a prominent but underused corner of St. Helena Elementary School into an art education and activity area for school and community use.



In Spring 2016, we will also be launching an exciting pilot project working with Napa's Court and Community School, offering a diverse program of hands-on art activities taught by practicing artists to at-risk students. Many of these teens have been expelled from other schools or are in the juvenile justice system. Exposing them to art education will provide an outlet for personal expression and opportu-

2016, and the Year Ahead



nities to learn in new ways, and will also put them in contact with working artist teachers who can act as positive role models.

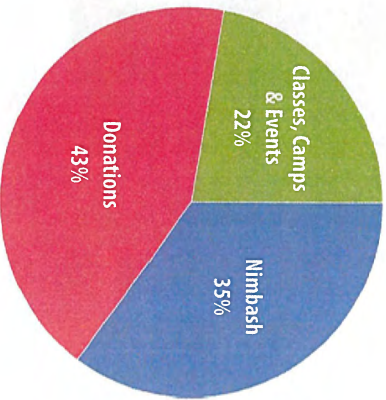
Internally, our efforts to increase and improve organizational efficiency, management, and governance will also continue as we work to roll out and implement our Strategic Plan in 2016. Outcomes of implementation include greater efficiency in our operations, elevated leadership and governance performance, enhanced fundraising through greater community engagement and involvement, and strengthened programming to meet our mission of igniting artistic expression across the Napa Valley.

Nimbus Arts provides us all with a team of highly creative, passionate, intelligent, and masterful professionals who together have made a team that inspires and engages us. Nimbus invites us to integrate creative expression, innovation and learning in ways that bring every subject alive. The energy around their programs and the environment they have cultivated enriches the hundreds of participants in their programs and ripples throughout our community.

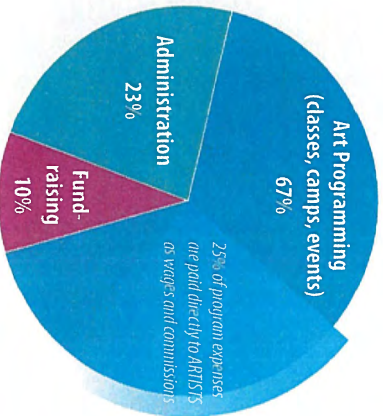
— OLIVIA EVERETT,
President & CEO, Arts Council Napa Valley

2015 Financial Summary

WHERE OUR MONEY COMES FROM



WHAT IT SUPPORTS



INCOME

Contributed Income

Corporate	\$ 72,233
Foundation	\$ 59,500
Individual Donation	\$ 197,596
Nimbash	\$ 278,996
Community Fundraisers	\$ 431,561
Public Support	\$ 6,025
Total Contributed Income	\$ 645,911

Earned Income

Classes and Camps	\$ 99,299
ArtReach Community Programming	\$ 2,550
School Programming	\$ 13,664
Contracted Events	\$ 27,196
Other	\$ 3,515
Scholarship Programs	\$ (4,650)
Total Earned Income	\$ 141,574

TOTAL INCOME	\$ 787,485
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EXPENSES

Art Programming	\$ 122,180
Community Outreach	\$ 36,744
School	\$ 4,135
Contracted Events	\$ 12,268
Web/Database Devel	\$ 7,415
Development/Board	\$ 51,285
Nimbash	\$ 159,460
Community Fundraisers	\$ 2,836
Contract Services	\$ 8,082
Facilities	\$ 86,826
Operations	\$ 16,214
Administration	\$ 9,437
Payroll	\$ 256,833
Other	\$ 13,714
TOTAL EXPENSES	\$ 787,429
NET REVENUE(DEFICIT)	\$ 56



Nimbus Arts Circles of Support

Nimbus Arts is honored to have support from hundreds of individuals, corporations, foundations and community members.

NP We would like to recognize and express our deepest gratitude for the guidance and support of our Board of Directors, Leadership Circle, Granting Agencies, Community Art Matching Fund Donors, Community Partners and Volunteers. **NP**

WE ARE DEEPLY GRATEFUL FOR THE CONSTANT GUIDANCE AND SUPPORT OF OUR DEDICATED BOARD OF DIRECTORS:

BOARD OF DIRECTORS 2015

We've proudly and strongly supported Nimbus Arts for many years. Our support continues because Nimbus Arts has been highly successful in meeting and exceeding their outcomes, and because of the ever-strengthening bonds Nimbus has established throughout the community it serves.

- THE ROGERS FAMILY FOUNDATION

Martha Doornink, Treasurer
David Garden Jr., Vice President
Dana Johnson, Founder and President
Jennifer Risher
Matt Rogers

LEADERSHIP CIRCLE 2015

Major, multi-year sustaining donors

Anonymous
Susan Boswell
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Dana Johnson and Mark Nelson
Elaine and Rick Jones
Jennifer and David Risher
Amy and Matt Rogers
Rogers Family Foundation
Claire and Steven Stull
Silver Oak and Twomey Cellars
Bob Torres
Diane Wilsey

WE ARE PROFOUNDLY GRATEFUL FOR THE GENEROSITY OF NIMBUS ARTS' LEADERSHIP CIRCLE. THESE PATRONS PROVIDE MAJOR, MULTI-YEAR DONATIONS THAT ARE CORE TO OUR ORGANIZATION'S HEALTH AND SUSTAINABILITY!

NIMBUS RECEIVES GRANTS TO AUGMENT FUNDING FOR ARTS PROGRAMMING AND ALSO FOR ORGANIZATIONAL CAPACITY BUILDING. WE GRATEFULLY ACKNOWLEDGE THE SUPPORT OF THESE 2015 GRANTING AGENCIES:

GRANTING AGENCIES

California Arts Council
Cliff Bar Family Foundation
Hansen Family Foundation
Irwin Belk Educational Foundation
Napa Valley Community Foundation
Foundation: *Freed Family Fund, Jones Family Fund, Thatcher Family Fund, Tulsa Simone Fund*
Rogers Family Foundation
Wells Fargo Foundation

COMMUNITY ART MATCHING FUND DONORS

NICOLEHOLLIS

Backen, Gilliam and Kroeger Architects

Napa Valley Wintriers
St. Helena Hospital
Windy Bay Foundation
Michael and Jodi Earls

COMMUNITY PARTNERS

3.1 Phillip Lim
Arts Council Napa Valley
Burger Fi, Napa
Calistoga Art Center
Calistoga Elementary School
Cameo Cinema
Centric Construction
Cliff Family Center
Di Rosa
Farmstead Restaurant
Handwritten Wines
Jessup Cellars
Ladera Winery

CONTINUED



NIMBUS ARTS CIRCLES OF SUPPORT, CONTINUED

COMMUNITY PARTNERS

CONTINUED

Mariposa
McPherson Elementary School,
Napa
Napa County Arts and Culture
Advisory Committee
Napa County Office of Education
Napa Riverfront Art Festival
Napa Valley Bee Company
Napa Valley Museum
St. Helena Art Guild
St. Helena Montessori School
St. Helena Recreation Department
St. Helena Unified School District
St. Helena Primary School, St.
Helena Elementary School, St.
Helena Robert Louis Stevenson
(RLS) Middle School and St.
Helena High School
The White Barn
Tres Sabores
UpValley Family Center
Velo Vino
West Pueblo Partners
Woodhouse Chocolates

NIMBUS ARTS VOLUNTEERS HELP US CONNECT OUR COMMUNITY THROUGH THE SHARED LANGUAGE OF ART.

VOLUNTEERS

Sharon Crull	Tommy Kronmark
Margaret Dennett	Ellie Leigh
Alan Dennett	Jen Leigh
Zack Dennett	David Long
Ginny Dias	Henn Madsen
John Draper	Sanda Manuila
Carolyn Duryea	Simone McManus
Maya Ghatalia	Michelle McManus
Priyanka Ghatalia	Dante Miroglio
Jackson Graff	Cara Miroglio
Lily Graff	Celia Miroglio
Daniel Hale	Connie & Dick Nickel
Christine Hale	Mike Novak
Elle Harrington	Miel Novak
Laura Heffernan	Tom & Christine Olivo
Theresa Houge	Jake Pelosi
Reid Iwanoff	Mya Pequeno
Wendy Johnson	Kristi Raymond
Katie Johnson	Susan Renegar
Kendra Kelparis	Cooper Rockwood
Jason Kelparis	Mareli Rubio
Remy Elysee Key-Rebentish	Nataly Sanchez
	Joann Sferati
	Elizabeth Stokkebye
	Claire Tiwald
	Rita Von Strasser
	Niko Von Strasser
	Theresa Whitehill
	Christina Williamson
	Kay Wilson
	Jon Yorker

Nimbus Arts is a dedicated partner with an interest in providing creative and meaningful opportunities to youth, especially those from at-risk populations. We appreciate this important partnership and hope it continues for many years to come.

– BARBARA G. NEMKO, Ph.D., County Superintendent of Schools, Napa County Office of Education



Volunteering my time at Nimbus Arts has been so rewarding and satisfying. I especially enjoy working with children who are just discovering how art can help them learn, communicate and connect. Time after time I see how art can focus and enhance learning and create a common bond between people of all ages. Without Nimbus Arts, this type of learning and collaboration would not be possible.

– KENDRA KELPARIS,
art instructor since 2010



Thank you to our 2015 Donors

3.1 Phillip Lim	Marilyn Asmuth	Bespoke Collection	Dan Cederquist & Anne Pentland	Charles Covell	Tracey Diaz
55 degrees	Aubert Wines	Crisp Kitchen & Juice	Cederquist Wine Company	Julia Crane	Megan Dickerson
Abreu Vineyards	Shannon D. Ayer	Larry Biddle	Central Valley Builders	Lisa & Joseph Crean	Julie Dickson
Ad Vivum Cellars	Backen, Gilliam & Kroeger Architects	Jack & Sara Bitner	Supply	Timm & Sharon Crull	Ronald & Martha Doornink
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		Geri Calderola	California Arts Council	Richard Ciccarelli	Kanin Falk
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		Ingrid Campagne & Charles Sheldon	Colgin Cellars	Laura Collins	Kelly Farley
		Calle Candia	Christine Connelly	Continuum Estate	CONTINUED
		Nick Cann	Cook St. Helena	COPE Community Services	
		Brian Capener	Molly Corbett	Cortson Winery	
		The Cameros Inn	Corra Wines	Corra Wines	
		Anne Carver	Anne Cottrell & Doug Cutting		
		Carver Sutro Wines			
		Gaymus Vineyards			



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THANK YOU TO OUR 2015 DONORS, CONTINUED



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CONTINUED



THANK YOU TO OUR 2015 DONORS, CONTINUED

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Tulsa & Simone Fund	Wells Fargo Foundation	
Sharon Tweedy	West Pueblo Partners	
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	Ira Yeager	
	Jon Yorker	
	Jaylene Young	
	Todd Zapolski	
	Wen Zhou	
	Rue Ziegler	



The caliber and quality of Nimbus Arts' programming is exemplary. Their imaginative approach is consistently fun, educational and innovative. What a gift to our community! Please join me in supporting Nimbus.

- DIANE "DEDE" WILSEY, Philanthropist



I wish that the greater Los Angeles metropolitan area offered ANY community art classes that even approached the quality, fun and learning of Nimbus Arts' everyday offerings. As summer residents of St. Helena, our children have participated for years in Nimbus classes and my husband and I have pointedly selected Nimbus for our philanthropic support. We savor and appreciate everything Nimbus brings to this community.

— MARTHA DOORNIK,
Nimbus Arts Board
Director and supporter

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Nimbus Arts is a place that inspires creativity and provides community members and visitors with the time, facilities, tools inspiration, and instruction necessary to transform their vision into art. As a learning community, we welcome people of every age, ability and skill level to engage in art making and exploration.

Donate Online: Visit www.nimbusarts.org

Donate by Mail: Send a check or complete and send a credit card donation form to support Nimbus Arts' mission. The credit card donation form can be accessed and printed at www.nimbusarts.org/donorform. Mail to us at the address below.

Donate by Phone: To place a donation by phone, please call us at 707-963-5278.

Restricted and Unrestricted Giving: Unrestricted gifts are Nimbus Arts' chief philanthropic priority because they give the organization the flexibility to allocate funds where they are most needed. Gifts may be designated to a particular program or category, however, designation will not increase the overall budget allocation for the program or category within the current budget year.

Most gifts to Nimbus Arts are "cash" contributions for which donors may receive tax benefits if they itemize deductions. Cash donations may be made in a number of ways, including payment by credit card, check or, of course, cash. Nimbus Arts can also accept donation payment by bank wire transfer, please call for bank transfer instructions.

Other Gifts: A gift of long-term appreciated stock may offer significant tax benefits. The gift is credited for the full market value of the securities, and you may deduct this full amount from federal income tax (if it is within 30 percent of adjusted gross income).

Most real estate has appreciated faster than the rate of inflation and offers great potential in charitable gift planning. We would be happy to explore with you a gift of a home, vacation property, condominium, undeveloped land, or other real estate.

Thousands of companies will match or multiply donations made by their employees to Nimbus Arts. Matching gift forms are typically available from the personnel office at the donor's place of employment.

Ways of Giving

Gifts of tangible property may offer the donor an immediate tax deduction. Deduction amounts are determined by whether the gift is related to the mission and purpose of the organization. Contact us for more information.

Deferred Gifts and Bequests: Many donors find that they may wish to make a more substantial gift to Nimbus Arts through deferred giving rather than through an outright contribution. Some deferred gifts generate income paid to the donor during his or her lifetime with the principal donated to Nimbus Arts after the donor's death. Donors can receive tax benefits for their contributions, thereby enhancing their own financial situation while also making a lasting contribution to Nimbus Arts. Please contact Nimbus Arts if your estate plan includes the organization so that you can be properly recognized for your support.

NIMBASH: The largest percentage of Nimbus Art's operating budget comes through its annual "arty-party," NIMBASH. Highly anticipated and always sold out, NIMBASH delights and entertains more than 350 art patrons, benefactors and artists from across the Napa Valley and around the world. NIMBASH sponsor and patron benefits are extensive; it's a great way to show your support of Nimbus Arts and participate in one of wine country's most legendary events. Options to support NIMBASH include:

- NIMBASH Corporate Sponsorship
 - Gifts of Art
 - Patron and Group Sponsorship Opportunities
 - In-Kind Gifts
- For more info, visit www.nimbusarts.org/nimbash



nimbus·arts

649 Main Street, St. Helena, CA 94574
Phone: 707-963-5278 ~ Fax: 707-963-0278
Email: info@nimbusarts.org ~ Website: www.nimbusarts.org

Live Nation Entertainment acquires interest in BottleRock organizer

Live Nation Entertainment announced Friday morning that they and Latitude 38 Entertainment, the producer of BottleRock Napa Valley, have completed a formal partnership agreement that will make it easier for the festival

Live Nation has acquired a majority interest in Latitude 38, largely through the purchase of shares from investors, while full management control and significant ownership are maintained by the Latitude 38 founders, Dave Graham, Justin Driscoll

Live Nation is the largest live entertainment company in the world with partnership or ownership of over 80 national and international music festivals.

This year's BottleRock runs May 26-28 at Napa Valley Expo, with Foo Fighters, Tom Petty and the Heartbreakers and Maroon 5 as the headliners. Top bands in previous years have included Stevie Wonder, Gwen Stefani, Robert Plant, Red Hot Chili Peppers and Florence + the Machine.

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Live Nation Entertainment has acquired a majority interest in Latitude 38, the organizers of the annual BottleRock festival, held in Napa in late May.

**Volunteers needed
for Nimbus Arts
community workshops**

On Monday, about 20 people turned out to help Nimbus Arts, the St. Helena-based nonprofit art organization serving the Napa Valley, complete the primary mosaic elements of its current "Hundred of Hands" art installation.

It was the first of three workshops planned to complete the dragon mosaic. Two others are scheduled, on Thursday, Jan. 19, and Thursday, Feb. 2; both are from 6 to 8:30 p.m.

Community members of all ages and abilities are invited to join Nimbus Arts' staff and artists in contributing to the final mosaic design. Nimbus Arts promises a stimulating, artistic and fun-filled evening at these community work "parties" and urges community members to invite their friends and colleagues to join in, or come and make new friends. Children younger than 10 are encouraged to attend but must be accompanied by an adult. Attendees can make an evening of it by bringing a potluck dish, or dine at these

When finished, the large-scale mosaic will be installed at the corner of Oak Avenue and Adams Street, transforming an element of this underused corner of St. Helena Elementary School into a more vibrant and inviting art activity and education space for the entire community dubbed the "Creativity Corner."

Nimbus Arts Executive Director Jamie Graff said, "We've already had such a great response to the Creativity Corner and we're looking for more loving hands to join in during these open arty activity dates. You don't have to be an accomplished or trained artist to participate - our workshops are open to all."

Supported through a nonprofit grant awarded by the City of St. Helena, a generous matching gift from the Rudd Foundation, collaboration with the St. Helena Unified School District, public support, and Nimbus Arts' commitment to community arts, the Creativity Corner is Nimbus Arts' fourth "Hundreds of Hands" community art project. When completed this spring, the Creativity Corner aspires to be a



ABOVE: The Grimes family works on a mosaic project at Nimbus Arts.

FAR LEFT: Robbie Lee Frederic positions mosaic tiles.

LEFT: Mary Ann Maurer works on a mosaic project at Nimbus Arts.

**JESSA GRANTZ
HOUSTON, TEXAS**

ABOVE: The Grimes family works on a mosaic project at Nimbus Arts.

FAR LEFT:
Robbie Lee
Frederic
positions
mosaic tiles

LEFT: Mary Ann Maurer works on a mosaic project at

JESSE CHANTE
PHOTO, STAR

year-round space to engage in art activities, community play and space and area for classroom activity. A meandering dragon mosaic will be featured, celebrating St. Helena Elementary School's mascot.

St. Helena Elementary School Principal Tanya Pearson added, "Art is important to early learning and development, activating the imagination and the Creative Commons program will help expand our art education opportunities and their impact. Our students will love it!"

To register for one or more of our free online art activity workshops, visit www.creativecommons.org/sfhsevents.

JESSE GRAYTE
PHOTOS: STAR

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Music and Lyrics: Stephen Sondheim Book: Hugh Wheeler
Directed by: James Lapine

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Sundays at 2pm

A Little Night Music is based on Ingmar Bergman's comedy of manners, "Smiles of a Summer Night." It's a musical of masterful execution and elegance. It is full of hilariously witty and heartbreakingly moving moments of adoration, regret and desire. Winner of four Tony Awards, this is a musical work that has entranced audiences around the world. Featuring Sondheim's popular song, the haunting "Send in the Clowns."

LUCKY PENNY
COMMUNITY ARTS CENTER
1758 Industrial Way, #208 • Naperville, IL 60563
For Tickets and Information:
(708) 266-6305
www.luckypenny303a.com

Bookmark Napa Valley is Jan. 29

STAR STAFF

The second annual Bookmark Napa Valley, which benefits the Friends & Foundation, St. Helena Public Library's nonprofit support team, will be held at 4:30 p.m. Sunday, Jan. 29, in the Carriage House at St. Helena's Charles Krug

The event begins with a wine reception, continues with dinner by Oak Avenue Catering and presentations by four authors, and con-

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Brannan **Garcia** **Hanafi** **Stambach**

cludes with book signings. The four authors are:

- Allison Brennan, who has written more than 30 mysteries and thrillers;
- Scott Stambach, whose book "Radio Shangri-La" told of her efforts to establish a radio station in Bhutan;
- Scott Stambach, whose

- **Antonio Garcia Martinez**, a veteran of the Silicon Valley tech industry whose memoir "Chaos Monkeys" was a best seller;
- **Lisa Napoli**, a former NPR correspondent whose

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Page 134 of 482

SCOREBOARD DEDICATED
Swimming scoreboard named after selfless St. Helenan
SPORTS, B1



2,700 RIDERS
Saturday's Cycle for Sight is best ever
COMMUNITY, A4 & B6



ORAL HISTORIANS
Volunteers needed to record stories of St. Helena's past
SPOTLIGHT B3

ST. HELENA STAR

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Update would affect housing densities

JESSE DUARTE
jduarte@sthelemastar.com

A new land-use designation that would lower the allowable densities for many St. Helena neighborhoods drew scrutiny from the Planning Commission on Tuesday, as it began reviewing the latest and possibly last draft of the new General Plan.

The plan proposes rezoning more than half of St. Helena's Medium-Density Residential neighborhoods to Low/Medium-Density Residential, with a density of 4.1 to 7 units per acre.

Commissioners questioned the addition of the new zoning at such a late stage of the General Plan update, and asked staff to clarify how it had decided which neighborhoods should be rezoned.

Medium- and High-Density neighborhoods are currently eligible for relatively dense workforce housing, said Commissioner Mary Koberslein.

"You have taken 60 percent of the Medium-Density off the table," she said. "There could be very appropriate areas to put in some workforce housing. ... It seems to me like it needs a lot more thought, and it should not go in right now."

The new land-use designation was included in the draft City Council reviewed last September, but at the time most of the public's attention was drawn to a proposal — since abandoned — to allow hotels in some residential-zoned areas. Commissioners worried that the new densities haven't gotten the public vetting they deserve.

City staff said the new designation is an attempt to match land-use designations with the actual densities of each neighborhood. Most Medium-Density Residential neighborhoods consist of single-family homes, and are at the low end of the Medium-Density range of 5.1-16 units per acre, meaning they could potentially be developed at much higher densities.

See UPDATE, Page A3



Jasmine Martinez and Michael Rivera paint.



Painter Anne Pentland gives painting tips to Yvonne Valdez.

Finding a passion

At-risk teens experiment at Nimbus Arts

JESSE DUARTE
jduarte@sthelemastar.com

Local teens facing their last stop before Juvenile Hall are getting their hands dirty — in the best possible way.

Youth from Creekside, Liberty and Chamberlain high schools in Napa are coming to Nimbus Arts in St. Helena once a week to experiment with artistic techniques like painting, sculpture, metal working and cellphone photography.

The three "community schools" are alternative programs run by the Napa County Office of Education for students who are habitual truants, on formal probation, or have been expelled from other schools.

Students in the program hate going to school and have never succeeded in a traditional classroom environment, so Caroline Wilson, director of the Juvenile Court and Community Schools, said she's always looking for ways to "pull them in" and keep their attendance up.

"They may miss Monday, they may miss Friday, but they're not going to miss the day we come here (to Nimbus)," Wilson said.

Students who end up in the community schools generally prefer hands-on activities to passive book learning, so Nimbus Arts is a great fit, she said.

They also tend to be artistically inclined, maybe because art helps them express the raw emotions they feel, said Phil Lofaro, a volunteer with the Napa County Office of Education (NCOE) who approached Nimbus Arts



See NIMBUS, Page A2

David Gardner Jr. helps Anthony Garcia start a sculpture.

Jesse Duarte/St. Helena Star photo

Las Alcobas to obtain new liquor license

JESSE DUARTE
jduarte@sthelemastar.com

The restaurant in the works at the new Las Alcobas hotel is the latest to use a brewery classification to obtain a license to sell hard liquor.

On Tuesday the St. Helena Planning Commission awarded a use permit allowing the restaurant at the former Grandview property to brew a minimal amount of beer, and thus obtain a Type 75 liquor license.

Because they're so limited in number, traditional Type 47 liquor licenses can fetch more than \$400,000 on the open market. California restaurants are increasingly opting instead for Type 75 licenses, intended for brew-pubs, which allow them to serve hard liquor provided they brew a small amount of beer and serve it on-site.

See LIQUOR, Page A3

'Black Tie' lead recovers from car accident

TOM STOCKWELL
tstockwell@sthelemastar.com

The Callistoga Theater Company's (CTC) production "Black Tie" hit a major bump in the road last week when actor Kevin Fitzpatrick of Callistoga — who was to play the role of Curtis in A.R. Gurney's "Black Tie" — was injured in a traffic accident on the Silverado Trail.

As a consequence, the opening week of the play — including the VIP Dress Rehearsal that was scheduled for April 20 — was canceled. But, according to director Sharie Renault, "The show must go on."

"The cast and crew of the Callistoga Theater Company have rallied," Renault said. "And the play is now scheduled to open on April 28 at the Presbyterian Church on Spring Street in St. Helena."

See LEAD, Page A3

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Spotlight	B3
Weather	B4

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Prominent winemaker dies in crash

HOWARD YUNE
hyune@napaonline.com

A car crash in Yountville claimed the life of Upalville winemaker Denis Malbec.

The 46-year-old Malbec, who with his wife, May-Britt, founded the Nitre Vine winery in St. Helena, was at the wheel of a 2016 Mercedes-Benz shortly after midnight Saturday when it went off Washington Street near Highway 29 and struck several trees,

according to authorities. He was pronounced dead at the scene.

His passenger, Josh Phelps, a 30-year-old winemaker, was riding with him after meeting him and May-Britt at the Press Restaurant in St. Helena, May-Britt Malbec said Tuesday. After taking her home, the two men continued to Yountville, where they briefly visited Pancha's and Bouchon before the accident, she said.

The California Highway Patrol reported that Phelps, of the Taken

Wine Co. in St. Helena, was taken to Queen of the Valley Medical Center for evaluation, but had no reported injuries.

The cause of the fatal crash remained unclear on Sunday. Attempts to contact the CHP were unsuccessful.

The crash brought an untimely end to a man whose childhood was steeped in the winemaking traditions of his native France, and who worked to impart that character in a new generation of high-end

North Bay wines, according to Andre Bouda, who was vice president of sales at Capture Wines of Sonoma County when Malbec served as its founding winemaker from 2008 to 2012.

"He tried to bring Bordeaux-style, beautiful, elegant, lower-alcohol wines to the U.S.," he said of Malbec, the son of a cellar master and grandson of a vineyard manager at the famed Chateau

See MALBEC, Page A3



nimbus news brief

2016 HIGHLIGHTS

2016: A year of growth, accomplishment, and reflection



Nimbus Arts moved forward into its second decade enjoying a year of continued growth, and we are so proud of what we have accomplished.

Our 2015 Annual Report shows clearly how our community rallies to

support our work to ignite artistic expression across the Napa Valley!

Nimbus Arts was awarded Capacity and Tourism Grants from Napa County Arts and Culture Commission this year. Funds from the grants will help expand our opportunities for growth and reach while increasing Nimbus Arts offerings to visitors who come to the Napa Valley, especially during the winter months when tourism volume slows. The capacity grant is helping to fund Nimbus' longer term planning as well as financial analysis and systems integration in order to ensure that we are a strong and durable organization able to ignite artistic expression across Napa Valley for many years to come

Over the past year, the board of directors and leadership of Nimbus Arts has been involved in a comprehensive strategic planning process. Led by professional nonprofit consultants with deep experience in the arts community, work on the plan is being finalized and formalized. When adopted, the plan will renew our mission, sharpen the vision we share for the organization, and provide a path for administrative, governance, programming improvements and sustainability. An overview of the final plan will be published in Spring 2017.

While it's been a wonderful year filled with growth and excitement, we were saddened by the passing of Barbara Shafer, one of the strongest supporters and

advocates for art in the Napa Valley. Barbara's energy, dedication, friendship, and passion for art and our community will be long remembered and continues to serve as an inspiration for all of us at Nimbus Arts. We are so grateful to Barbara's friends, family and admirers for the many generous donations made to Nimbus to honor her memory.

Visit nimbusarts.org/about-us to access the 2015 Nimbus Arts Annual Report.

Napa County Office of Education, Juvenile Court & Community Schools



Nimbus Arts believes in the transformational power of art. We've experienced this firsthand through our innovative art programs for students in the youth criminal justice system. The Napa County Office of Education "Juvenile Court and Community School" spring pilot project and current collaboration developed by Nimbus Arts is focused on introducing art to teenagers who survive in the depths of deep personal and family challenges. Many of these students have been expelled from other schools, or are struggling within the criminal justice system. Our program focuses on repeated exposure to the arts taught by working artist-mentors as an outlet for expression and a vehicle for self-empowerment and realization. We

continued on page 2

continued from page 1

have found this project helps the students build a foundation for learning, improves social skills, and increases self-esteem. Moving into 2017, Nimbus Arts will continue this program and also seek to expand this program to reach more at-risk youth.

Please take a moment to watch the brief video highlighting student stories from program participants on Vimeo at vimeo.com/user35342273. You will hear firsthand how art education and programs have helped these students grow and thrive. We can only continue to deliver important programs that broadly and directly benefit our community through your support. Please GIVE to Nimbus Arts today!

Hundreds of Hands: Our Community Outreach Art Initiative Launches a New Project!

No one can 'corner' creativity, but Nimbus Arts has launched the "Creativity Corner!". Community art is central to Nimbus Arts' mission; our current "Hundreds of Hands" community art initiative will transform a prominent but underused part of the grounds of St. Helena Elementary School into the "Creativity Corner!". A vibrant, inviting, and spacious



location for art activities and classes for students, members of the community, and visitors, the Creativity Corner will feature a 60 foot long mosaic bench on a surround table with mosaic elements fabricated at classes, gatherings, workshops, and community

events across the Napa Valley. It's a space designed to increase art programming and education across our community, and to celebrate our community's commitment to making art accessible and available.

To check out our 2017 dates for community programs and events where YOU can be a part of the mosaic fabrication team for the Creativity Corner, please contact Jamie Graff at Jamie@nimbusarts.org. Join the creativity team, no experience required!

Thank you to the City of St. Helena and the Rudd Foundation for their support. Please continue to GIVE today to support our Hundreds of Hands program so we can spread this concept to more schools across Napa Valley.

Nimbash 2017: Save the Date!



2016: A New Record! The record-breaking Nimbash result affirms Nimbus Arts' place in the Napa Valley community. Nimbash is the Napa Valley's "Arty Party," Auction and top community event that brings together artists, collectors, philanthropists, volunteers and community members from across the Napa Valley and beyond. Nimbash celebrates our commitment to art and provides significant funding for community art programs, scholarships for classes and camps, and support for working artists in our community. Nimbash 2016 raised more funds and delighted more Nimbus Arts supporters than ever.

Join us for Nimbash 2017, which will be held on **Saturday, May 13, 2017.**

New at Nimbus Arts Studio



Find community and creativity in our exciting new mosaic and glass arts studio. Our ArtPass has just been launched! After completing a short introductory class, and paying a modest monthly fee, ArtPass holders enjoy full access to our new glass and mosaic studio. Here's your chance to have access to all the tools, equipment, space, and inspiration you'll need to release your creativity!

For more information on our ArtPass program, please visit nimbusarts.org.

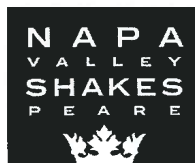


Nimbus Arts is dedicated to fostering creative expression, nurturing curiosity, and building a sense of community.

nimbus arts

649 Main Street, St. Helena, CA 94574 | 707.963.5278 ph | 707.963.0278 fx
nimbusarts.org | info@nimbusarts.org

3/31 



March 30, 2017

Tracey Perkosy
Attn: 2017/18 NONPROFIT GRANT PROGRAM
1480 Main St. St. Helena, CA 94574

Dear Tracey,

Attached please find our grant application. Thank you in advance for your consideration of this request, and please let me know if I can provide any further information.

Many Thanks!


Laura

1. Grant application (5 pages)
2. IRS Determination Letter
3. 2017 projected budget
4. 2016 P&L
5. last 12 months grant funding received

Laura Rafaty, Producer & Artistic Director (415) 279-2652 - laura@napashakes.org - www.napashakes.org
1299 Pine Street Suite A, Saint Helena California 94574



City of St. Helena Nonprofit Funding Program Grant Application and Budget FY 2017/18

Please answer the following questions as they apply to your project/program/service. Responses are limited to **five single sided pages with 12 point font, please include page numbers on all pages.** Drawings and photographs must be included within this page limit.

Organizational Overview

Organization Name: NapaShakes, Napa Valley Shakespeare
 Organization Mailing Address: 1299 Pine Street, Suite A, St Helena CA 94574
 Organization Telephone Number: 707 963 3115
 Organization Website: www.napashakes.org
 Federal Tax ID Number and Status: tax id 47-2173054 501c3 nonprofit
 How long has your organization been in operation? since October, 2014

List of Board Members and Officers: (if applicable)

<u>Garry Jaffe, President</u>	<u>Bob Almeida</u>
<u>Tamara Traeder, Treasurer</u>	<u>Stephen Meagher</u>
<u>Wynn Burkett, Secretary</u>	<u>Laura Rafaty</u>
<u>Sherry Powell</u>	

Contact Information

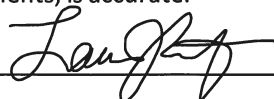
Who is the single point of contact for your organization?

Name: Laura Rafaty
 Address: 1299 Pine Street, Suite A, St Helena CA 94574
 Phone: 415-279-2652 cell; 707-963-3115 office
 Email: laura@napashakes.org

Authorized Representative

I represent that this Application Packet describes the intended use of the requested City Grant funds to complete the Project or Program identified above and the elements listed in the Project Budget. I declare under penalty of perjury, under the laws of the State of California, that the information contained in this Application Packet, including required attachments, is accurate.

Print Name Laura Rafaty

Signature 

Title Producer & Artistic Director

Date March 28, 2017

Grant Request

Project or Program Name:	NapaShakes on Screen at the Cameo Cinema & In St Helena Schc
Address of Project or Program:	Cameo Cinema 1340 Main Street; and St Helena schools
Requested Grant Amount:	\$ 10,000
Matching Funds:	\$ 4,000 Friends of the Cameo underwrite reduced Cameo rental
TOTAL Project or Program Cost:	\$ 10,000

Application Questions See attached Sheet

NapaShakes presents Shakespeare on Screen in St Helena

6 public screenings of Shakespeare's Globe Theatre at the Cameo Cinema
 2 free student screenings of Shakespeare's Globe Theatre at the Cameo Cinema
 2 in-school screenings and/or workshops (depending on school scheduling)
 Lectures at the Cameo and in St Helena schools by Dramaturg Dr. Philippa Kelly
 Senior Reading Group at Vineyard Valley – subsidize material and workshop



First Community Screenings (of 6 planned):
 RICHARD II 8/20/17

In School/Free Student Screenings (4 planned):
 MERCHANT OF VENICE
 MEASURE FOR MEASURE
 TWELFTH NIGHT
 JULIUS CAESAR

Link to YouTube online trailer:
<https://www.youtube.com/watch?v=JCBdV2e1YY4&feature=youtu.be>
 NapaShakes presents Shakespeare on Screen, captured live on stage in London

Cost Estimate

Include a high level description of all the program or project costs that will be paid for by City Funds. Costs should be grouped into large categories with minimum line item of \$100.

Example: Supplies (paper goods, pens, etc.) \$250

Description	Amount
2017 – 2018 Budget for NapaShakes presents Shakespeare on Screen in St. Helena	
1. Rental of Cameo Cinema @ \$500* x 8	\$4000
2. Globe on Screen & other film licensing costs @ \$450 x 8	\$3600
3. Globe on Screen added licensing cost for 2 in-school screenings (estimate)	\$400
3. Dramaturg Dr. Philippa Kelly and education coordinator for screenings and in-school events	\$1000
4. Printing of educational materials, programs and marketing	\$750
5. Shakespeare Senior Reading Group stipend for materials	\$250
*this reduced rental rate is subsidized by a \$500 per screening grant from the Friends of the Cameo	
Total Grant Request	\$10,000

Key Staff: full list at <https://napashakes.org/about-2/staff/>

Philippa Kelly, Dramaturg & Audience Enrichment, currently serves as Resident Dramaturg for the California Shakespeare Theater, and has also worked as production dramaturg for the Oregon Shakespeare Festival and Word for Word. Dr. Kelly was jointly awarded a Bly Award for Innovation in Dramaturgy from the Literary Managers and Dramaturgs of America in 2014. Her work has been supported by the Fulbright and Rockefeller Foundations, the Walter and Eliza Hall Foundation, and the Commonwealth Awards. Besides her work for Cal Shakes, she currently teaches with the UC Berkeley Osher Institute, serves annually in the selection of the Australian Endeavour Awards, and travels to Saudi Arabia to work with women in the Higher Education sector.

Laila Aghaie, Education Consultant, has over 25 years experience in education and nonprofit development. As a K-12 writing and arts educator, she has developed language, dance and art programs throughout the Bay Area. She also has extensive background organizing community events, forums, debates and presentations, and fundraisers. In 2010, Laila founded Napa Writes to expand the literary arts in the Napa Valley. She has led efforts to expand and strengthen collaborations with a diverse range of partners, including NVUSD principals, teachers and administrators, city agencies, and community-based organizations.

The Cameo Cinema is located at 1340 Main Street, St Helena, and is an ideal showcase for performances captured live on stage, shown in digital HD with Dolby Atmos sound.

Application Questions

1. Describe your project/service/program including objectives and goals and explain how you will meet these goals. NapaShakes 2017-2018 presents Shakespeare on Screen in St Helena:

- 6 public screenings from Shakespeare's Globe Theatre at the Cameo Cinema
- 2 free student screenings from Shakespeare's Globe Theatre at the Cameo Cinema
- 2 free in-school screenings from Shakespeare's Globe Theatre and/or workshops
- Lectures at the Cameo and in St Helena schools by Dramaturg Dr. Philippa Kelly
- Senior Reading Group at Vineyard Valley – subsidize purchase of plays and books, provide lecture and help with expansion plans

These thrilling screenings provide a front-row seat to the greatest plays of Shakespeare, by the acclaimed actors of the Globe Theatre. The Globe is renowned for presenting the plays in a way that they are accessible, understandable, and fun – viewers often become lifelong fans of Shakespeare as a result of exposure to the very best acting and directing of the Bard's work, on the London stage that was specifically designed to showcase his plays. They also star some of the theater's greatest actors: like Oscar-winner (and former Globe Artistic Director) Mark Rylance, Stephen Fry, and Jonathan Pryce.

2. Describe the community support for your project. This will be our third season of Shakespeare on Screen. Community support for our screenings has been extraordinary. Screening proceeds fund our office in St Helena and allow our all-volunteer organization to operate. Lines at the Cameo Cinema to see the Globe's *Twelfth Night* were longer than the lines for the latest *Star Wars*. The citizens of St Helena have been coming together for two seasons of extraordinary Shakespeare, and we wish to continue the program, add free student screenings to the Cameo, while expanding it into the schools.

a. What organizations, neighborhood associations, non-profits, residents, etc. are involved in the project? The nonprofit Friends of the Cameo provides underwriting that enables the Cameo to offer us reduced rental rates. NapaShakes works with senior residents of Vineyard Valley who have a reading group that meets prior to screenings and performances. We also work closely with the Shakespeare's Globe Theatre of London, which has given us the rights to show these live performances on film to students in school, as well as at other venues in St Helena, including the Cameo Cinema. The Globe provides detailed educational material for each screening, placing the work in its societal as well as literary context. We are a partner theater of the Folger Shakespeare Library in Washington, DC, the premier research institution in the country devoted to the study of Shakespeare. They provide education and community outreach material. We will partner with the Napa County Office of Education and Napa Valley Unified School District to maximize student attendance and engagement.

b. What roles are they playing and how collaborative is the project? Our partners generally provide educational material for our in-school and social media outreach programs, newsletters and postings on our website and Shakes blog. We work with schools and the district to publicize the free education events to local students, teachers and families. Senior reading group members usher and volunteer.

c. What other support exists for your project? Due to multiple extraordinary events: a delay in the Globe Theatre's release of new titles, a dispute between the Globe and its US distributor, and action by a competitor of the Cameo to block the National Theatre titles we had planned to offer, our subscription season – which should have gone on sale in November of 2016 – could not be offered. We were therefore unable to obtain our usual underwriting for the project, and we are forced to rent the Cameo for individual screening, rather than partnering with them on a series. The Friends of the

Cameo nonprofit does, however, provide underwriting to defray the Cameo's costs, so our rental rate is only \$500 each. But without additional support, we cannot afford to continue with the series. The Shakespeare's Globe offers us the screenings at a drastically reduced price to support our organization.

3. Describe who will benefit from this project and estimate how many people this project/service/program may impact. Our season of screenings generally reach over 1,000 people, primarily from St Helena. The reading group is currently less than 10 people, although the goal is to expand it with support. Our past education events in-school brought the Globe Theatre actors to an RLS middle school assembly, and into two classrooms at St Helena High; local students also attended rehearsals at the Opera House with *Fiasco Theater*, and had a free demonstration by Derek Jacobi and other renowned actors at the Lincoln Theater. We offered free tickets to the Globe's *Much Ado* at the CIA in St Helena. Over 1000 kids saw our presentation of the Globe's *King Lear* (St Helena students were bused to Yountville). We should reach over 1000 students in St Helena with this screening series (depends upon our ability to present the films and lectures to larger assemblies). Many additional students, teachers and community members will benefit from the screening-related educational material posted on our website and through social media. Expanding the reading group will encourage more seniors to attend the screenings and live shows. And continuing our screening series provides essential funding for our live performances, which have brought large audiences to St Helena venues like the CIA at Greystone.

4. Please explain how your project/service/program will be open and accessible to the St. Helena Community. Two screenings at the Cameo and two in-school screenings and/or lectures will be free to students and teachers in St Helena. We do charge for tickets to the screenings to the general public, which revenue funds the cost of our St Helena office, and supports our educational programs.

5. Describe how you will complete the project or program within the grant funding cycle deadline of June 30, 2018 and provide a timeline for your project or program.

- July, 2017: Education coordinator develops material and sends outreach to schools for educational screenings, lectures and workshops
- July – August, 2017: Confirm dates for each school screening, lectures, workshops; Confirm school year availability of Dr. Philippa Kelly
- July, 2017: work with senior reading group on budget for materials and schedule speakers and/or Dr. Kelly for lectures through June, 2018
- September through May, 2017: free student screenings at Cameo and in-school: Merchant of Venice, Measure for Measure, Twelfth Night, Julius Caesar. In-school lectures and free screening talk-back for students by Dr. Philippa Kelly
- First public screening in this series at the Cameo: Richard II on August 20, 2017, with 5 additional screenings or lectures by Dr. Philippa Kelly, through June 30, 2018

6. If you have received funding from other Napa County government agencies in the past two years, provide level of funding and how funding from the City of St. Helena will specifically benefit St. Helena residents. In 2016 we received a \$12,500 Visitor Management grant from Napa County to market our *Shakespeare400* season, and a \$16,067.88 Napa County Capacity Grant to purchase donor software for our St Helena office, develop board material, and to receive specialized training in the new systems. See #3 re: St Helena residents and students, who are the majority of our audience.

Questions 7 & 8: Inapplicable. This is our first grant application with the City.

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **DEC 1 - 2015**

NAPASHAKES NAPA VALLEY SHAKESPEARE
C/O LAURA RAFATY
1299 PINE ST
SAINT HELENA, CA 94574

Employer Identification Number:
47-2173054
DLN:
17053134314005
Contact Person:
MELISSA CONLEY ID# 31692
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
509(a)(2)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
October 16, 2014
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 947

-2-

NAPASHAKES NAPA VALLEY SHAKESPEARE

Sincerely,

A handwritten signature in black ink, appearing to read "J. Cooper", written over a horizontal line.

Jeffrey I. Cooper
Director, Exempt Organizations
Rulings and Agreements

Letter 947

2017 Projected Budget
NapaShakes

Revenue	
Screenings	13000
Live events	59500
Donations	40000
Grants (1)	20000
TOTAL PROJECTED REVENUES	132500
Expenses	
Production Costs:	
Screenings	4000
Live Production Costs	31950
Marketing:	
Screenings	750
Live Productions	35525
Overhead expenses:	
Bank Charges (paypal)	1668
Debt repayment	3000
Development	1300
Dues and Subscriptions	300
Personnel	13608
Liability/D&O insurance	2605
Office expenses/postage/misc filing fees	300
Rent	6220
Professional fees	3000
Website/NEON	2400
TOTAL PROJECTED EXPENSES	106626
PROJECTED PROFIT (LOSS)	25874

(1) Represents 2 grants, including half of the 2017 Visitor Mgmt Grant (the other half is for programming in 2018)

Note, budget is a draft and may change substantially depending on the final scheduling of live events.

NapaShakes

PROFIT & LOSS

January - December 2016

	TOTAL
REVENUE	
Event Revenue	99,645.23
Grants	28,568.00
Permanently Restricted Donations	1,000.00
Sales	241.00
Uncategorized Revenue	5.00
Unrestricted Donations	30,550.00
Total Revenue	\$160,009.23
GROSS PROFIT	\$160,009.23
EXPENDITURES	
Advertising	4,105.00
Bank Charges	69.79
Development	7,489.00
Dues & Subscriptions	275.00
Gifts Given	113.57
Insurance - Liability	2,247.06
Legal & Professional Fees	2,262.50
Marketing	27,239.33
Meals and Entertainment	148.82
Office Expenses	150.64
Production Costs	103,176.78
Hospitality	689.42
Tech	1,008.57
Transportation	1,185.72
Total Production Costs	106,060.49
Promotional	14.15
Rent or Lease	6,500.00
Shipping and delivery expense	35.39
Taxes & Licenses	10.00
Uncategorized Expenditure	241.00
Web Management	300.18
Total Expenditures	\$157,261.92
NET OPERATING REVENUE	\$2,747.31
NET REVENUE	\$2,747.31

Grant Funding Received in 2016 by NapaShakes

Total: \$28,567.88

Source:

Napa County Arts & Culture Grants

1. Capacity Grant: \$16,067.88

2. Visitor Management Grant: \$12,500

No Grant Funding Received in 2015

3/31 JP



March 31, 2017

Ms. Tracey Perkosky
Attn: 2017/18 NONPROFIT GRANT PROGRAM
City of St. Helena
1480 Main Street
St. Helena, CA 94574

Dear Tracey,

Attached please find Our Town St. Helena's (OTSH) grant application for the City of St. Helena's Nonprofit Grant Program. Although we have been in operation for nine years, this is the first application we have submitted as we have now developed to the point where we are ready to set up an office and community outreach system.

The grant package includes our application, our IRS letter proving non-profit status, and our 2016 Actual and 2017 Projected Operating Budgets.

Our grant funding summary is a little complicated. In 2015, OTSH was awarded a United States Department of Agricultural Rural Development grant to develop a Mutual Self-Help Homeownership Program in the amount of \$550,000. To date, we have drawn only \$10,000 from this grant. Approximately \$216,000 of the remaining funds will be used in 2017/18 for our Brenkle Court project (8-units on McCorkle) with the remaining funds will be drawn down for Phase Two for which we are now scouting land. We anticipate these funds will be spent in 2018/19.

In 2016, OTSH received \$62,000 from the Gasser Foundation. In previous years we have received grant funding of \$5,000 for Napa Valley Community Foundation. Please let me know if this makes sense and if you need additional information on our funding sources.

Thanks for the opportunity to present this proposal. We look forward to hearing from you.

Sincerely,


Mary Stephenson
707 963 1548
stepcomm@aol.com



City of St. Helena Nonprofit Funding Program Grant Application and Budget FY 2017/18

Please answer the following questions as they apply to your project/program/service. Responses are limited to **five single sided pages with 12 point font, please include page numbers on all pages.** Drawings and photographs must be included within this page limit.

Organizational Overview

Organization Name: Our Town St. Helena
 Organization Mailing Address: P.O. Box 94 St Helena, CA 94574
 Organization Telephone Number: 707
 Organization Website: ourtownstheleena.org
 Federal Tax ID Number and Status: 26-4247407 501(c)3 status
 How long has your organization been in operation? 2008

List of Board Members and Officers: (if applicable)

<u>Monsignor John Brenkle</u>	<u>Steve Goldfarb</u>
<u>Sara Chrisman Bjerkas</u>	<u>John Sales, Treasurer</u>
<u>Pat Dell</u>	<u>Mary Stephenson, President</u>
<u>Rebecca Flores</u>	<u>Rick Swig</u>

Contact Information

Who is the single point of contact for your organization?

Name: Mary Stephenson
 Address: 2683 Chablis Ct St Helena, CA 94574
 Phone: 707 963-1548
 Email: stepcomm@aol.com

Authorized Representative

I represent that this Application Packet describes the intended use of the requested City Grant funds to complete the Project or Program identified above and the elements listed in the Project Budget. I declare under penalty of perjury, under the laws of the State of California, that the information contained in this Application Packet, including required attachments, is accurate.

Print Name Mary Stephenson Signature Mary Stephenson
 Title Board President Date 3/31/17

Grant Request

Project or Program Name: Brenkle Court Mutual Self-Help Homeownership
 Address of Project or Program: 684 McCorkle Avenue St Helena CA 94574
 Requested Grant Amount: \$ 10,000
 Matching Funds: \$ n/a
 TOTAL Project or Program Cost: \$ Operating Expense for 12 months - \$ 70,000 est.
Brenkle Court Project: \$ 2,500,000 est.

Application Questions

1. Describe your project/service/program including objectives and goals and explain how you will meet these goals.
2. Describe the community support for your project.
 - a. What organizations, neighborhood associations, non-profits, residents, etc. are involved in the project?
 - b. What roles are they playing and how collaborative is the project?
 - c. What other support exists for your project?
3. Describe who will benefit from this project and estimate how many people this project/service/program may impact.
4. Please explain how your project/service/program will be open and accessible to the St. Helena Community.
5. Describe how you will complete the project or program within the grant funding cycle deadline of June 30, 2018 and provide a timeline for your project or program.
6. If you have received funding from other Napa County government agencies in the past two years, provide level of funding and how funding from the City of St. Helena will specifically benefit St. Helena residents.
7. If you received funds as part of the 2016/17 Grant Awards, did you receive additional funds from the Rudd Foundation? If so, how much?
8. If you received grant funds in 2016/17, please give a short update on the status of your project and the impact on the community.

see answers on next pages

Cost Estimate

Include a high level description of all the program or project costs that will be paid for by City Funds. Costs should be grouped into large categories with minimum line item of \$100.

Example: Supplies (paper goods, pens, etc.) \$250

Description	Amount
Digital Presence: website, social media, donor software, etc.	\$ 3000
Insurance	\$ 4000
Office rent	\$ 3000
Total Grant Request	\$10,000

City of St. Helena Nonprofit Funding Program – Supplemental Pages

Application Questions

- 1) Describe your project/service/program including objectives and goals and explain how you will meet these goals.**

Our Town St. Helena (OTSH) is working on developing multiple affordable housing projects with the current Brenkle Court project located at 684 McCorkle Avenue scheduled to begin construction this summer. To support the organization's ongoing construction projects and general goal to provide housing opportunities for the people who our vital to St. Helena, there are additional operating expenses that will be incurred in the next year. After functioning as an operations board with one part-time contract employee, we are now in need of establishing a place of business, hiring staff and building a digital presence. Our start-up expenses include: website and social media support, purchase of a donor software system, accounting support, insurance costs, and the cost to establish an office in St. Helena for OTSH's administrative and construction staff. Our staff costs will be paid through a USDA Rural Development loan.

- 2) Describe the community support for your project.**

- a) What Organizations, neighborhood associations, non-profits, residents, etc. are involved in the project?**

OTSH has received support from the City of St. Helena, County of Napa, the Gasser Foundation, Napa Valley Community Fund and from private donors. OTSH receives financial support and technical assistance from USDA's Rural Development program and the Rural Community Assistance Corporation (RCAC). The organization is also supported through financing and technical assistance from Silicon Valley Bank, a St. Helena-based financial institution, which provides financing for the wine industry and affordable housing projects locally.

- b) What roles are they playing and how collaborative is the project?**

RCAC has partnered with OTSH since the inception of this project and their knowledge and experience has played an integral part in our progress. USDA RD awarded a \$550K technical assistance grant, which will pay for staff and specific site costs for up to 19 mutual self-help homes to be built in St. Helena. The City of St. Helena has donated land and granted fee waivers for the Brenkle Court project. The City of St. Helena and the County of Napa have partnered with OTSH to provide supplemental funding to provide silent seconds for low-income homebuyers.

- c) What other support exists for your project?**

OTSH has the support of local residents and winery owners in particular those who are interested in creating more affordable housing to support employees that commute from out of the area thus improving traffic conditions. The construction of the Brenkle Court houses will include volunteer labor from friends, family and local community members during construction.

- 3) Describe who will benefit from this project and estimate how many people this project/service/program will impact.**

The Brenkle Court development will house approximately 40 low and very-low income families including 18 children under the age of 18. Of the 19 workers in these families, 18 work upvalley.

Seven of the eight families who will move into Brenkle Court will vacate local apartments, several of which are located in Stonebridge and Hunt's Grove, both of which have 2+-year waiting lists. This will create increased rental stock benefitting additional individuals in our community.

4) Please explain how your project/service/program will be open and accessible to the St. Helena Community.

OTSH housing developments like Brenkle Court use an impartial lottery system to select participants from the pool of qualified applicants. Community members from all walks of life are invited to volunteer to help with any "self-help" affordable housing project we undertake. (We have a list of volunteers who are eager to participate in the Brenkle Court project.)

5) Describe how you will complete the project or program within the grant funding cycle deadline of June 30, 2018 and provide a timeline for your project or program.

OTSH plans for immediate deployment of the grant funds to support the strategies outlined above, well within the grant cycle deadline. This request is for office start-up funds and our development fees from the Brenkle Court project will become available in 2018, some of which will be used for the ongoing operation expenses going forward.

6) If you have received funding from other Napa County government agencies in the past two years, provide the level of funding and how funding from the City of St. Helena will specifically benefit St. Helena residents.

OTSH was granted a loan in the amount of \$232,770 by the Napa County Board of Supervisors toward the cost of developing Brenkle Court. This loan will roll over into silent seconds for the homeowners based on need. Our work directly benefits St. Helena residents because it is providing housing in the Low and Very Low Income brackets, which fulfills the City's RHNA obligation and, by becoming entitled in December of 2016, this project also fulfilled the City's first deadline under the Calderon settlement. Most importantly, it will provide much needed housing for working families in our town.

7) If you received funds as a part of the 2016/2017 Grant Awards, did you receive additional funds from the Rudd Foundation? If so, how much?

Not applicable

8) If you received grant funds in 2016/2017, please give a short update on the status of your project and the impact on the community.

Not applicable

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JUN 02 2010

OUR TOWN ST HELENA
C/O FRANK TOLLER
PO BOX 558
ST HELENA, CA 94574

Employer Identification Number:
26-4247407
DLN:
600127005
Contact Person:
CHRIS BROWN ID# 31503
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
January 26, 2009
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Sincerely,



Robert Choi
Director, Exempt Organizations
Rulings and Agreements

Enclosure: Publication 4221-PC

Letter 947 (DO/CG)

OUR TOWN ST. HELENA**OPERATING BUDGET**

	BUDGET 2016	ACTUAL 2016	BUDGET 2017
INCOME 4000 - CONTRIBUTIONS	2,500.00	14,405.00	20,000.00
4500 - RESTRICTED REVENUE (GRANTS)	65,000.00	10,002.31	63,000.00
4800 - RENTAL INCOME	27,600.00	27,830.00	28,980.00
TOTAL INCOME	95,100.00	52,237.31	111,980.00
EXPENSE 5100 - CONTRACT SERVICES			
5110 - ACCOUNTING FEES	6,000.00	5,756.00	6,500.00
5120 - LEGAL FEES	1,000.00	3,135.00	4,000.00
5130 - CONSULTANTS	60,000.00	42,148.36	53,000.00
5140 - INTERNET SERVICES	210.00	15.99	250.00
5150 - REPAIRS	4,000.00	460.00	500.00
TOTAL - CONTRACT SERVICES	71,210.00	51,515.35	64,250.00
5200 - BANK FEES			
5210 - INTEREST EXPENSE			
5200 - BANK FEES OTHER	500.00	247.31	300.00
TOTAL - BANK FEES	500.00	247.31	300.00
5300 - OFFICE SPACE			
5310 - RENT	12,000.00	(30.00)	12,000.00
5320 - UTILITIES		579.96	600.00
TOTAL - OFFICE SPACE	12,000.00	549.96	12,600.00
5400 - CONSUMABLE SUPPLIES	400.00	-	400.00
5800 - INSURANCE			
5810 - DIRECTORS AND OFFICERS	1,800.00	11,325.00	12,000.00
5811 - BONDS	250.00		250.00
5811 - INSURANCE 2081 BIRCH ST.	2,100.00	843.00	850.00
5812 - TITLE INSURANCE		766.84	800.00
TOTAL - INSURANCE	4,150.00	12,934.84	13,900.00
5900 - TAXES & LICENSES			
5910 - REAL ESTATE TAXES	7,000.00	18,570.61	17,000.00
5915 - RE WITHHOLDING TAX		374.90	400.00
5900 - TAXES & LICENSES OTHER		85.00	100.00
TOTAL - TAXES & LICENSES	7,000.00	19,030.51	17,500.00
6000 - DUES & SUBSCRIPTIONS	475.00	475.00	475.00
PAYROLL EXPENSES	-	-	-
TOTAL EXPENSE	95,260.00	84,752.97	109,425.00
NET INCOME	(160.00)	(32,515.66)	2,555.00



City of St. Helena Nonprofit Funding Program Grant Application and Budget FY 2017/18

Please answer the following questions as they apply to your project/program/service. Responses are limited to **five single sided pages with 12 point font, please include page numbers on all pages.** Drawings and photographs must be included within this page limit.

Organizational Overview

Organization Name:	<u>Boys & Girls Clubs of St. Helena and Calistoga</u>
Organization Mailing Address:	<u>1420 Tainter Street</u>
Organization Telephone Number:	<u>707-963-8944</u>
Organization Website:	<u>www.bgcshc.org</u>
Federal Tax ID Number and Status:	<u>68-0226714</u>
How long has your organization been in operation?	<u>Since 1989 (28 years)</u>

List of Board Members and Officers: (if applicable)

Josh Clark – President	Corey Beck – David Butler
Sean Maher – Vice President	Thomas Brown – Cassandra Chastain
	Rachel Stellareese Davies – Kelly Foster
<u>Pam Ingalls – Secretary/Treasurer</u>	<u>Placido Garcia – Marianna Hawkins</u>
<u>Kathleen Herdell – Past President</u>	<u>Tawnia Knox – Scott LeStrange</u>
	<u>Marcus Marquez</u>
<u>Bob Torres – At-Large</u>	<u>Wendy Lopez</u>
<u>Chris Birdwell – At-Large</u>	<u>Suzanne Phifer Pavitt</u>

Contact Information

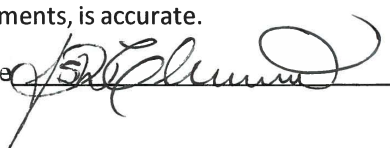
Who is the primary contact person for your organization?

Name:	<u>Ash Clements</u>
Address:	<u>1420 Tainter Street, St. Helena, CA</u>
Phone:	<u>707-963-8944</u>
Email:	<u>ash@bgcshc.org</u>

Authorized Representative

I represent that this Application Packet describes the intended use of the requested City Grant funds to complete the Project or Program identified above and the elements listed in the Project Budget. I declare under penalty of perjury, under the laws of the State of California, that the information contained in this Application Packet, including required attachments, is accurate.

Print Name Ash Clements

Signature 

Title Unit Director Date 03/31/17
Grant Request

Project or Program Name:	<u>Power Hour – Homework Assistance Program</u>
Address of Project or Program:	<u>St. Helena Clubhouse – 1420 Tainter St., St. Helena</u>
Requested Grant Amount:	<u>\$10,000</u>
Matching Funds:	<u>\$40,000</u>
TOTAL Project or Program Cost:	<u>\$50,000</u>

Application Questions

1. Describe your project/service/program including objectives and goals and explain how you will meet these goals.

The Power Hour Homework Assistance Program is designed to provide intensive tutorial support for St. Helena primary, elementary and junior high school students who have not fulfilled the academic achievement goals agreed to by themselves, their classroom teacher, school counselor and/or parent(s); or for students who need a positive, nurturing environment to help them learn or improve study habit skills. Our goals are to increase school attendance, grades and test scores of St. Helena youth through our partnership with the St. Helena School District, Napa County Office of Education and Boys & Girls Clubs of America.

Objectives of the Power Hour Homework Assistance Program are to create a positive, welcoming place where students, especially those for whom English is a second language, can seek one-on-one tutorial assistance with their school assignments, and to have each student view learning as a relevant part of their everyday life. As evaluated by the Napa County Office of Education, state test score results have shown that students who attend the Boys & Girls Club and participate in Power Hour have better school attendance, higher tests scores, higher retention and higher grades.

Students participating in the Power Hour Homework Assistance Program can work on individual homework assignments or work with other students on group projects. In the Club's Learning Center and Lounge, the Power Hour Homework Assistance Program tutors, assisted by their supervisor, are available to aid students in English, Spanish, math, science, computer skills and social studies.

Students are referred to the Power Hour Homework Assistance Program by a St. Helena classroom teacher, a school counselor, parent or they sign up themselves. There is ongoing communication among the Power Hour Homework Assistance Program tutors, school staff, parents, and students.

The Power Hour Homework Assistance Program is a collaboration with the St. Helena Schools. Power Hour Homework Assistance Program students are expected to follow the same norms and guidelines as a normal school classroom.

2. **Describe the community support for your project.**
 - a. ***What organizations, neighborhood associations, non-profits, residents, etc. are involved in the project?*** The Boys & Girls Clubs of St. Helena and Calistoga has a strong working relationship with the St. Helena School District, St. Helena primary, elementary and junior high schools and NCOE. We meet with school personnel on a regular basis to get referrals, progress reports, counseling updates and updates on how certain children in the program are doing. NCOE provides year round data on grades, test scores and program support.
 - b. ***What roles are they playing and how collaborative is the project?*** They provide a supportive role in allowing us to monitor a child's progress through data and regular meetings. We know within a month if the tutoring help a child is receiving is the help they need. This allows us to focus on areas that may be becoming an issue.
 - c. ***What other support exists for your project?*** The Boys & Girls Clubs of St. Helena and Calistoga also receives support from Boys & Girls Clubs of America in terms of program training, and the Napa Valley Vintners in terms of financial support for supplies.
3. **Describe who will benefit from this project and estimate how many people this project/service/ program may impact.** The Power Hour Program will benefit St. Helena children ages 5 to 12. Based on our most recent membership numbers over 700 children will be served by this Power Hour Program receiving direct homework assistance and tutoring. No child will be turned away for any reason. If they cannot afford a membership (\$50 a school year), they will receive a scholarship and not have to pay.
4. **Please explain how your project/service/program will be open and accessible to the St. Helena Community.** Our program is open and available to all St. Helena youth Monday through Friday during all after school hours as well as spring break, summer break (8:00 a.m. to 6:00 p.m.), winter break and all teacher in-service days. Our St. Helena Clubhouse is on the St. Helena Elementary school campus and easily accessible for local families.
5. **Describe how you will complete the project or program within the grant funding cycle deadline of June 30, 2018 and provide a timeline for your project or program.** We will complete the program within the time frame by beginning the Power Hour Homework Assistance Program on August 16, 2017. The program will run throughout the school year and will be conducted Monday through Thursday from 3:00 to 5:30 PM. The program will be completed in June which is the end of the City's fiscal year.
6. **If you have received funding from other Napa County government agencies in the past two years, provide level of funding and how funding from the City of St. Helena will specifically benefit St. Helena residents.** We receive yearly funding from the Napa County Office of Education. The funding we receive is part of the State of California's ASES program which is the result of the 2002 voter-approved initiative Proposition 49. This funding, \$146,650.50 specifically for St. Helena, helps the Club

• • •

Total Grant Request	\$10,000

 Department of the Treasury
Internal Revenue Service
P.O. Box 2508, Room 4010
Cincinnati OH 45201

In reply refer to: 4077550279
May 09, 2013 LTR 4168C 0
68-0226714 000000 00

00036325
BODC: TE

BOYS & GIRLS CLUBS OF ST HELENA &
CALISTOGA INC
1420 TAINTER ST
SAINT HELENA CA 94574-1949



09238

Employer Identification Number: 68-0226714
Person to Contact: Sophia Brown
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Sep. 25, 2012, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in December 1995.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

INTERNAL REVENUE SERVICE
DISTRICT DIRECTOR
2 CUPANIA CIRCLE
MONTEREY PARK, CA 91755-7406

DEPARTMENT OF THE TREASURY

Date:

DEC 22 1995

BOYS AND GIRLS CLUB OF ST HELENA
1341 TANTER
ST HELENA, CA 94574-1944

Employer Identification Number:

68-0226714

Case Number:

955286032

Contact Person:

GEORGE LOPEZ

Contact Telephone Number:

(213) 725-6641

Our Letter Dated:

June 30

Addendum Applies:

No

Dear Applicant:

This modifies our letter of the above date in which we stated that you would be treated as an organization that is not a private foundation until the expiration of your advance ruling period.

Your exempt status under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3) is still in effect. Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Code because you are an organization of the type described in section 509(a)(1) and 170(b)(1)(A)(vi).

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

If we have indicated in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

Because this letter could help resolve any questions about your private foundation status, please keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown above.

Sincerely yours,



Richard R. Orosco
District Director

Letter 1050 (DO/CG)

Boys & Girls Clubs of St. Helena and Calistoga Budget

	<u>2016-17</u>	<u>2015-16</u>
Income		
Grants/Foundations	Budget	Actual
ASES	\$258,570.00	\$258,570.00
Vintners Grant	\$200,000.00	\$200,000.00
MSA Grant	\$0.00	\$0.00
OJP - BGCA	\$19,500.00	\$21,267.00
BGCA National Grants	\$0.00	\$0.00
Calistoga - Teen Center	\$30,000.00	\$30,000.00
Calistoga - Youth Diversion	\$25,000.00	\$25,000.00
Calistoga - Enrichment Grant	\$1,500.00	\$0.00
SH - Youth Diversion	\$25,000.00	\$25,000.00
SH - Program Grant	\$3,000.00	\$6,000.00
Other Foundations	\$10,000.00	\$60,000.00
Membership Dues/Fees	\$72,000.00	\$73,400.00
Sports Fees	\$7,500.00	\$7,627.00
Sports Sponsorships	\$3,000.00	\$3,125.00
Facility Rentals	\$0.00	\$1,200.00
Concessions	\$250.00	\$200.00
Special Events - Net		
Business Campaign	\$35,000.00	\$63,532.00
The BIG Night	\$450,000.00	\$499,155.00
Mail Campaigns	\$40,000.00	\$29,552.00
Golf Tournament	cancelled	
Calistoga Breakfast	\$40,000.00	\$23,229.00
Contributions - General	\$114,000.00	\$121,325.00
Transfer from Earnings	\$40,000.00	\$0.00
Miscellaneous & Trust Funds	\$5,000.00	\$9,279.00
Transfer from Surplus	\$50,000.00	
Total Income	\$1,429,320.00	\$1,457,461.00
Expenses		TOTALS
Salaries	\$908,000.00	\$888,336.00
Payroll Tax Expense	\$79,008.00	\$73,866.00
Employee Benefits	\$105,000.00	\$103,700.00
Retirement Benefits	\$9,000.00	\$6,406.00
Workers Comp. Insurance	\$21,002.00	\$21,154.00
New Employee Exp	\$2,400.00	\$3,055.00
Advertising	\$3,960.00	\$3,423.00
Board & Meeting Expenses	\$10,200.00	\$11,742.00
Printing/Copying	\$8,700.00	\$10,081.00
Postage	\$2,400.00	\$1,827.00
Utilities & Custodial	\$28,000.00	\$29,615.00
Insurance	\$21,000.00	\$17,040.00
Professional Dues/BGCA	\$8,160.00	\$7,839.00
Office/Computer Supplies	\$12,000.00	\$7,987.00
Website/IT	\$24,000.00	\$23,004.00
Telephone	\$6,000.00	\$6,381.00
Cable	\$936.00	\$921.00
Training & Conferences	\$20,100.00	\$8,358.00
Miscellaneous Expenses	\$3,000.00	\$4,516.00
Repairs/Maintenance	\$5,000.00	\$1,571.00
Program Supplies	\$60,000.00	\$50,648.00
Teen Center Contingency	\$3,000.00	\$0.00
Mileage	\$12,600.00	\$11,798.00
Staff Supplies	\$4,800.00	\$4,520.00
Recognition & Awards	\$4,000.00	\$1,970.00
Youth of the Year	\$3,500.00	\$3,172.00
Professional Services	\$33,000.00	\$27,557.00
Bank Fees	\$12,000.00	\$12,241.00
Taxes and Licenses	\$250.00	\$10.00
Total Expenses	\$1,411,016.00	\$1,342,738.00
	\$18,304.00	\$114,723.00

Boys & Girls Clubs of St. Helena and Calistoga

<u>Income</u>	<u>LAST 12 MONTHS</u>	MATCH REQUIRED
Grants/Foundations	Budget	
ASES GRANT	\$258,570.00	\$55,000.00
Vintners Grant	\$200,000.00	
OJP - BGCA	\$18,500.00	
SH - Program Grant	\$3,000.00	
TOTAL	\$480,070.00	



City of St. Helena Nonprofit Funding Program Grant Application and Budget FY 2017/18

3/24/17
CITY OF
ST. HELENA
MAR 31 2017
OFFICE OF
CITY CLERK

Please answer the following questions as they apply to your project/program/service. Responses are limited to **five single sided pages with 12 point font, please include page numbers on all pages.** Drawings and photographs must be included within this page limit.

Organizational Overview

Organization Name:	California Federation of Women, Saint Helena Junior Womens Club
Organization Mailing Address:	P.O. Box 67 Saint Helena, CA 94574
Organization Telephone Number:	707-963-3063
Organization Website:	local chapter doesn't have one: State level is: CFWC.org
Federal Tax ID Number and Status:	23-7297621
How long has your organization been in operation?	Incorporated by the State in 1966

List of Board Members and Officers: (if applicable)

Marilyn Mcoy, President	Jennifer McCaffrey, Treasurer
Maureen Olen,, 1st Vice President	Marie Brauning, Parliamentarian
Catherine Dann, 2nd Vice President	
Sandra Lider, Secretary	

Contact Information

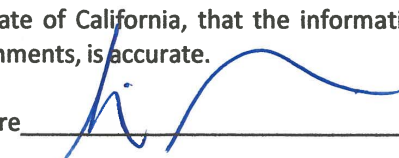
Who is the single point of contact for your organization?

Name:	Marilyn Mcoy
Address:	P.O. Box 67 Saint Helena, CA 94574
Phone:	707-963-3063
Email:	mcoy@napanet.net

Authorized Representative

I represent that this Application Packet describes the intended use of the requested City Grant funds to complete the Project or Program identified above and the elements listed in the Project Budget. I declare under penalty of perjury, under the laws of the State of California, that the information contained in this Application Packet, including required attachments, is accurate.

Print Name Erin Przybylinski
Title CFWC, St. Helena member

Signature 
Date 3/25/17

Cost Estimate

Include a high level description of all the program or project costs that will be paid for by City Funds. Costs should be grouped into large categories with minimum line item of \$100.

Example: Supplies (paper goods, pens, etc.) \$250

Description	Amount
Spelling Bee Printing and Advertising	100.00
Spelling Bee student and classroom awards	200.00
Purchasing supplies for Christmas Families	900.00
Total Grant Request	1200.00

Grant Request

Project or Program Name:	Spelling Bee and Community Family Adoption
Address of Project or Program:	N/A
Requested Grant Amount:	\$ \$1200.00
Matching Funds:	\$ \$600.00
TOTAL Project or Program Cost:	\$ \$1800.00

Application Questions

1. Describe your project/service/program including objectives and goals and explain how you will meet these goals.
2. Describe the community support for your project.
 - a. What organizations, neighborhood associations, non-profits, residents, etc. are involved in the project?
 - b. What roles are they playing and how collaborative is the project?
 - c. What other support exists for your project?
3. Describe who will benefit from this project and estimate how many people this project/service/program may impact.
4. Please explain how your project/service/program will be open and accessible to the St. Helena Community.
5. Describe how you will complete the project or program within the grant funding cycle deadline of June 30, 2018 and provide a timeline for your project or program.
6. If you have received funding from other Napa County government agencies in the past two years, provide level of funding and how funding from the City of St. Helena will specifically benefit St. Helena residents.
7. If you received funds as part of the 2016/17 Grant Awards, did you receive additional funds from the Rudd Foundation? If so, how much?
8. If you received grant funds in 2016/17, please give a short update on the status of your project and the impact on the community.

Describe your project/service/program including objectives and goals and explain how you will meet these goals.

1.

Spelling Bee Objective: to bring school-aged families and residents of all ages across all socio-economic groups throughout Saint Helena, Angwin, Pope Valley, and Calistoga together to celebrate the effort of young students.

Our goal is to celebrate education and effort as manifested in the student's work to compete to win a spot in the spelling bee amongst their peer group.

We accomplish this goal by assigning two project leads within our group to work back with the area elementary schools to conduct in-school competitions, whose winners advance to participate in the City Spelling Bee. Historically all funds to put the event on have come from our group's internal fundraising efforts, but as this is an event that really spans the youth and many families in our community, we thought it appropriate to apply for some city funds to off-set our expenses.

2.

Community support for the Spelling Bee has been wonderful for the past 42 years, with most 5th grade classrooms and families being involved at the early in-school round of the spelling bee, and then many community members come to support their student in the final Spelling Bee.

3.

All elementary school-aged children and their families benefit from this being a certain right of passage that they look forward to and work hard towards as a goal of their 5th grade year.

4.

All area 5th grade classrooms are invited to participate. It's really one of the only times that you see cross school collaboration and participation around education.

5.

The Spelling Bee and all associated expenses have been paid for by the Junior Womens Group for the past 42 years. We have a proven track

record of accomplish this program successfully. We will hold the 43rd annual spelling bee next March 2018, which fits well within the grant funding cycle.

6.-8.

No prior funding has been received.

Christmas Family Project:

1.

The objective of adopting community families at Christmas time is to help alleviate some financial angst for families in our town who are struggling to meet their everyday needs. This is an opportunity for the Junior Womens Group to work back with area organizations to spear-head efforts to get help to families who are in need during the time of year that can be difficult, especially when you have eager, young children awaiting to Santa Claus.

We accomplish our goal by working back with area organizations to identify families in our community who need our assistance. Historically, all of the the money has been raised by our group, and we are hoping to expand our reach with the financial assistance of the city to accomplish more during this expensive time of year for families. This program has historically been very successful and the families are all very appreciate of receiving needed items such as a new microwave or personal items. Of course we like to empower parents during this time to also be able to buy food and wish list items for their little ones too through the gift of some much appreciated gift cards.

2.

There is a lot of community support from organizations who we approach to adopt a family and to deliver most, if not all of the items that the family is in need of at the time. Members in our group work collaboratively with area organizations to identify where the greatest need can be addressed. This is an inclusive program and no family in need is discriminated against. Organizations in town know that they can rely on the Saint Helena Junior Women's Club to augment their Christmas outreach programs.

3/4.

Local families in need benefit, but really all of Saint Helena benefits, as many people who become involved in this effort are affirmed of the generosity and true compassion that this town has for all who live here. All families in need are eligible for consideration. It is really only finances that limit what can be accomplished. Many of our members donate personally well beyond what we can manage to fundraise. We the city's help, we hope to be able to accomplish more.

5.

Our program will take place in December of 2017, so we are well within the grant cycle requirements.

6.-8.

No prior funding has been received.

Thank you so much for your careful consideration of our request for funds. We accomplish a lot through our own fundraising efforts and member donations, but where applicable, it would be great to offset some of our expenses to sustain these programs with the assistance of this city grant. This money would free up some of our budget for The community wide Thanksgiving dinner we do each year, and the high school scholarship funds that we distribute annually to students. Again, on behalf of the St. Helena Junior Women's Club. Thank you.

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **OCT 09 2014**

CALIFORNIA FEDERATION OF WOMENS ST
HELENA JUNIOR WOMENS CLUB
PO BOX 67
ST HELENA, CA 94574

Employer Identification Number:
23-7297621
DLN:
17053175346013
Contact Person:
DEBORAH KNOX ID# 75134
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
509(a)(2)
Form 990 Required:
Yes
Effective Date of Exemption:
May 15, 2012
Contribution Deductibility:
Yes
Addendum Applies:
Yes

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,



Director, Exempt Organizations

Letter 947

-2-

CALIFORNIA FEDERATION OF WOMENS ST

ADDENDUM

Based on the information submitted with your application, we approved your request for reinstatement under Revenue Procedure 2014-11. Your effective date of exemption, as shown in the heading of this letter, is retroactive to the date of revocation.

Letter 947

St. Helena Junior Women's Club
Proposed/Actual Budget

SHJW BUDGET	Proposed 15-16	Actual 15-16	Proposed 16-17
INCOME			
Dues	\$ 800.00	\$ 750.00	\$ 700.00
Ways/Means (any \$ making venture): HF	\$ 1,000.00	\$ 1,200.20	\$ 1,000.00
Farmstead	\$ -	\$ -	TBA
Other	\$ -	\$ -	\$ -
Wine Bid	\$ 1,500.00	\$ 4,368.00	\$ 4,000.00
Fun fines (Amenities & Socials)	\$ 100.00	\$ 70.45	\$ 100.00
Interest	\$ 0.12	\$ 0.12	\$ 0.12
Misc. (Install dinner Reimb.)	\$ 125.00	\$ 20.00	\$ 50.00
TOTAL INCOME	\$ 3,525.12	\$ 6,408.77	\$ 5,850.12
EXPENSES			
Dues (State/Dist Expenses)	\$ 350.00	\$ 356.00	\$ 350.00
Donations *see breakdown below	\$ 5,690.00	\$ 4,190.00	\$ 4,190.00
Initiation & Installation (pins/flowers, dinner, joy)	\$ 125.00	\$ 82.20	\$ 125.00
Insurance	\$ 400.00	\$ 377.80	\$ 400.00
Postage, Supplies & photo copying, P.O.Box	\$ 125.00	\$ 159.50	\$ 125.00
Ways & Means (Fundraising expenses)	\$ 1,000.00	\$ 682.70	\$ 750.00
Philanthropy (S.Bee, Thanks. Lunch)	\$ 300.00	\$ 300.00	\$ 300.00
Sunshine (flowers, cards, etc.)	\$ 100.00	\$ 50.61	\$ 100.00
Misc. (Filing fee Sec.State, Amenities & Social)	\$ 100.00	\$ -	\$ 100.00
President Expenses	\$ 50.00	\$ -	\$ 50.00
TOTAL EXPENSE	\$ 8,240.00	\$ 6,198.81	\$ 6,490.00
Increase or Reduction of Cash			
Profit/Loss	\$ (4,714.88)	\$ 209.96	\$ (639.88)
*Breakdown of DONATIONS			
Scholarships (high school)	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
RLS Comm. Service Award	\$ 100.00	\$ 100.00	\$ 100.00
Friends of the Library	\$ 50.00	\$ 50.00	\$ 50.00
Outreach (Community aide)	\$ 3,000.00	\$ 1,500.00	\$ 1,500.00
St Helena Public Schools Foundation	\$ 240.00	\$ 240.00	\$ 240.00
Safe Grad Night	\$ 300.00	\$ 300.00	\$ 300.00
TOTAL DONATIONS	\$ 5,690.00	\$ 4,190.00	\$ 4,190.00

3/31/17

Native Sons of the Golden West St. Helena Parlor #53

Application Materials

for

City of St. Helena Nonprofit Funding Program

March 31, 2017

1. Grant Application and Project Budget	Pages 2-7
2. Proof of Nonprofit Status	Page 8
3. Current Year's Operating Budget & Prior Year Actuals	Page 9
4. Grants Received in Last 12 Months	Page 10



City of St. Helena Nonprofit Funding Program Grant Application and Budget FY 2017/18

Please answer the following questions as they apply to your project/program/service. Responses are limited to **five single sided pages with 12 point font, please include page numbers on all pages.** Drawings and photographs must be included within this page limit.

Organizational Overview

Organization Name:	<u>Native Sons of the Golden West, St. Helena Parlor 53</u>
Organization Mailing Address:	<u>1313 Spring Street, St. Helena, CA 94574-2036</u>
Organization Telephone Number:	<u>707-326-9701</u>
Organization Website:	<u>www.nsgw53.org</u>
Federal Tax ID Number and Status:	<u>94-0519020</u>
How long has your organization been in operation?	<u>132 years</u>

List of Board Members and Officers: (if applicable)

<u>Phil Murphy, President</u>	<u>Bob Fellion, Trustee</u>
<u>Frank Pina/Robert Knox, Recording Secretary</u>	<u>Ted Laurent, Trustee</u>
<u>Bud Geisner, Financial Secretary</u>	<u>Nick Coy, Trustee</u>
<u>Rick Hanson, Treasurer</u>	

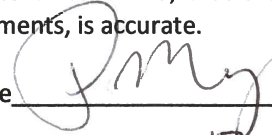
Contact Information

Who is the single point of contact for your organization?

Name:	<u>Phil Murphy, President</u>
Address:	<u>1313 Spring Street, St. Helena, CA 94574-2036</u>
Phone:	<u>707-326-9701</u>
Email:	<u>philipjmurphy@sbcglobal.net</u>

Authorized Representative

I represent that this Application Packet describes the intended use of the requested City Grant funds to complete the Project or Program identified above and the elements listed in the Project Budget. I declare under penalty of perjury, under the laws of the State of California, that the information contained in this Application Packet, including required attachments, is accurate.

Print Name <u>Philip Murphy</u>	Signature <u></u>
Title <u>President</u>	Date <u>3-30-17</u>

Grant Request

Project or Program Name:	Native Sons Hall Planning and Capacity Building
Address of Project or Program:	1313 Spring Street, St. Helena, CA
Requested Grant Amount:	\$10,000
Matching Funds:	\$ 3,000
TOTAL Project or Program Cost:	\$13,000

Application Questions

1. Describe your project/service/program including objectives and goals and explain how you will meet these goals.

We propose a \$10,000 grant for planning and capacity building projects necessary to preserve the historic St. Helena Native Sons Hall. Our objective is to expand our long term ability to raise funds for repair, upgrade, and maintenance of this historic treasure. Funding planning and capacity building will create a powerful catalyst for needed work to begin. The proposed grant will not fund capital improvements to the property, but necessary first steps towards starting such work.

Background

The Native Sons Hall at 1313 Spring Street in downtown St. Helena has served residents since its construction in 1915. As the largest gathering place in St. Helena, it hosts civic, cultural, and social events year-round. Attending a social, community, or cultural event at the Native Sons Hall is a very common experience for city residents.

The facility uniquely serves the community. While most venues in St. Helena cater to wine tourism, the Native Sons Hall caters to residents. It is the only facility in the city priced to be affordable to persons of low and moderate income. If the Native Sons Hall became unusable, this benefit would be lost.

The Native Sons hall is generally in sound condition, but shows its age. Significant work is required to preserve the building's historic value, structural integrity, and continued accessibility. Investing in this work is a high priority for our organization.

The Native Sons Hall is a historic treasure. Its architectural features offer a fascinating glimpse into the city's history and evolution. The National Trust for Historic Preservation recognized this value recently by awarding our organization a grant to catalog building features of interest to architects and preservationists. The catalog has helped us identify and prioritize preservation and repair projects. Our next step is to seek funding for these projects.

The Native Sons of the Golden West are a 501(c)(8) designated nonprofit fraternal organization committed to helping the community, with an emphasis on historic preservation. The St. Helena Parlor has served the city since 1885.

Design and planning

We propose spending \$7,000 for architectural services to design repairs to the historic roof, gutter, and fascia system of the 1915 historic building. These funds will pay an architect to document the extent of existing roof damage and produce designs for a suitable historically accurate repair. These services will ensure that future roof repair work respects historically significant architectural features.

Repairing the north wing roof is the most urgent preservation project. The 102 year old roof leaks and shows considerable and conspicuous dry rot in the redwood gutters on its perimeter. These problems threaten the building's structural integrity, limit its use, and diminish its distinctive appearance.

The sensitivity of the facility's historic architectural features mandates intensive architectural review before beginning any repair project. Our recent National Trust for Historic Preservation grant explicitly requires that we will follow the U.S. Secretary of the Interior's standards for preserving historic buildings, which call for architectural review of repairs using modern materials. We must take ensure that repairs do not obscure or destroy features contributing to a building's historic character.

We cannot afford the required architectural review without financial assistance. The proposed grant will fund the needed services. In doing so, the City of St. Helena grant will leverage future funds raised for actual building repair. We will seek grants and donations for such funds while the architectural review is in progress. Our fundraising strategy will highlight the facility's historic value, as documented by the recent historical features catalog and the upcoming architectural review of the north wing roof.

We have identified a St. Helena architect to provide the proposed services at reduced cost. He will donate architectural services worth \$3,000. The proposed grant would fund the remaining \$7,000 needed to complete the roof design and documentation. This work requires an estimated 60 hours of work.

Outreach

We propose to allocate \$1,200 to create and reproduce an informational brochure on the Native Sons Hall. The proposed brochure will educate readers on the Native Sons Hall's unique historical value and contribution to St. Helena history and civic life. The intended audience will be hall visitors and prospective donors and grant makers.

The brochure will highlight the building's attributes and build a case for preserving them through donations and grants. This project will further the intent of our National Trust for Historic Preservation grant, which envisions leveraging additional funds for preservation. The brochure will prominently feature material gathered under both the National Trust for Historic Preservation and the City of St. Helena grant.

We will seek bids from St. Helena graphic designers to produce the brochure. We estimates that \$1,200 allocated would be adequate to design a professional quality brochure, including printing costs.

Consulting

We propose allocating \$1,800 to sustain services by our grants consultant to continue making the case for preservation funding in the donor community. Our consultant will also assist in creating a 501(c)(3) foundation to expand the range of grant opportunities available to us. By funding grant consulting services, we believe we can continue to bring outside grant funding to support work by St. Helena residents.

We believe we can make a credible case for funding beyond the proposed City of St. Helena grant. Our recent National Trust for Historic Preservation grant has given the Native Sons Hall national recognition as a place worth saving. Our grant from our parent organization's Historical Preservation Foundation further enhances our recognition.

We currently pay our consultant for six hours of work per month at \$50 per hour. Our commitment to fund these services expires September 1, 2017. The requested grant would fund grant consulting services for an additional six months.

2. Describe the community support for your project.

What organizations, neighborhood associations, non-profits, residents, etc. are involved in the project?

What roles are they playing and how collaborative is the project?

What other support exists for your project?

Our grant request culminates an existing partnership between our organization, the National Trust for Historic Preservation and our parent organization's Historical Preservation Foundation. These outside organizations are a potential future funding source and will provide us with exposure, referrals, and technical assistance. We also expect research assistance from the St. Helena Historical Society.

Building organizational capacity through this grant will lead to future partnerships. We hope to create new channels for communicating with potential partners such as local businesses and charitable organizations interested in funding historic preservation projects. We will also enlist the St. Helena Historical Society to review architectural designs. We also expect donated time and materials from our membership and other St. Helena residents that benefit from the building.

3. Describe who will benefit from this project and estimate how many people this project/service/program may impact.

The end outcome of this proposal is the sustainable use of the Native Sons Hall, which will benefit all St. Helena residents. Benefit will also come in the form of sustained vitality in the city's civic and cultural life.

Quantifying the number of people that would benefit from a sustainable Native Sons Hall is difficult. The facility can host events with up to 485 people. It is occupied 60 percent of weekends year round, but we do not maintain historical event attendance records. A more important measure of use and benefit is the near universal memory St. Helena residents have of attending an event at the Native Sons Hall.

The immediate outputs facilitated by this grant contribute to sustainability. These outputs include architectural plans, a professionally designed brochure, and grant consulting services. Funding these projects will provide work for St. Helena businesses.

4. Please explain how your project/service/program will be open and accessible to the St. Helena Community.

The Native Sons Hall is open for rental to all residents of St. Helena. In renting the facility, we give priority to St. Helena residents. The rental rate is \$1,000 per day for use of the entire facility, which is significantly less than competing facilities charge in St. Helena and the surrounding area.

5. Describe how you will complete the project or program within the grant funding cycle deadline of June 30, 2018 and provide a timeline for your project or program.

We have already selected the architect and grants consultant to perform the proposed work. Both contractors are already providing services using other funds or through donated labor. These commitments will expire in the middle of the grant funding cycle. We will seek bids for graphic design and printing services when the grant is awarded.

We propose the following timeline for project completion:

April 2017	- Architect begins work as previously authorized
April 2017	- Grants consultant begins work as previously authorized
June 2017	- Grant awarded.
June 2017	- Graphic designer begins work
September 2017	- Grants consultant renews contract
October 2017	- Architectural services completed.
November 2017	- Informational brochure completed.
February 2018	- Grants consultant completes contract
June 2018	- 501(c)(3) status granted.

5. If you have received funding from other Napa County government agencies in the past two years, provide level of funding and how funding from the City of St. Helena will specifically benefit St. Helena residents.

Not applicable.

6. If you received funds as part of the 2016/17 Grant Awards, did you receive additional funds from the Rudd Foundation? If so, how much?

Not applicable.

Cost Estimate

Include a high level description of all the program or project costs that will be paid for by City Funds. Costs should be grouped into large categories with minimum line item of \$100.

Example: Supplies (paper goods, pens, etc.) \$250

Description	Amount
Architectural services	\$7,000
Grants consulting services	\$1,800
Graphic design and publishing services	\$ 800
Printing	<u>\$ 400</u>
Total Grant Request	\$10,000

Photographs

1. Historical image of lodge hall façade as viewed from Spring Street. Date unknown.



2. Characteristic roof damage. March 30, 2017.



Internal Revenue Service

Department of the Treasury

District
Director

P.O. Box 2350 Los Angeles, Calif. 90033

Grand Parlor Native Sons of the
Golden West
414 Mason Street
San Francisco, CA 94102-1700

Person to Contact:

Gilda Lewis
~~Telephone Number~~

(213) 894-2336

Letter Reply to:

EO092093

Date:

September 22, 1994

RE: Grand Parlor Native Sons of the Golden West
EIN: 94-0519020

Dear Taxpayer:

This letter is in response to your request for exempt
status regarding the above named organization.

Our records indicate that this organization was recognized
to be exempt from Federal Income Tax under Internal Revenue
Code Section 501(c)(28). Group exemption number 0212 has been
assigned to the organization and its subordinates. The
determination letter issued in November 1940 continues to be
in effect.

If you need further assistance, please contact our office
at the above address or telephone number.

Sincerely,

Gilda Lewis
Gilda Lewis
Disclosure Assistant

**Native Sons of the Golden West St. Helena Parlor #53
2017 Operating Budget**

REVENUES	CY 2016 Actuals	CY 2017 Budget
Member Dues	\$6,000.00	\$6,000.00
Hall Rental	\$33,000.00	\$33,000.00
Fundraising	\$0.00 **	\$23,000.00
Donations Received	\$100.00	\$100.00
Dividends	\$15.50	\$0.00
TOTAL	\$39,115.50	\$62,100.00
EXPENSES		
Manager	\$7,200.00	\$7,200.00
Utilities	\$6,430.09	\$6,500.00
Food	\$7,200.00 *	\$7,500.00
Cleaning/ Maintenance	\$15,120.00 *	\$16,000.00
Grand Parlor	\$5,521.50 *	\$6,000.00
Taxes	\$1,800.00 *	\$2,000.00
Insurance	\$4,700.00 *	\$5,000.00
Professional Services	\$3,600.00	\$4,000.00
Scholarships/Donations	\$6,000.00	\$6,000.00
TOTAL	\$57,571.59	\$60,200.00
REVENUE LESS EXPENSES	-\$18,456.09	\$1,900.00

* estimated

** 2016 fundraiser (crab feed) cancelled

Native Sons of the Golden West St. Helena Parlor #53

Provide a list of all grant funding that your organization has received in the last 12 months, including grant amount and required match.

- National Trust for Historic Preservation - \$5,000 grant received in April, 2016 for historic structure report for St. Helena Native Sons Hall. Grant required a 1-to-1 match.
- Native Sons of the Golden West Historical Preservation Foundation - \$2,500 grant received in April, 2016 for historic structure report of St. Helena Native Sons Hall. Required match for National Trust for Historic Preservation grant.
- Native Sons of the Golden West St. Helena Parlor #53 - \$2,500 contribution from Parlor #53 funds to match National Trust for Historic Preservation grant.
- St. Helena Historical Society - \$300 in kind donation of archive research services to support historic structure report for St. Helena Native Sons Hall.



City of St. Helena Nonprofit Funding Program Grant Application and Budget FY 2017/18

Organizational Overview

Organization Name: Rianda House Senior Activity Center (RHSAC)
 Organization Mailing Address: 1475 Main Street, St. Helena, CA 94574
 Organization Telephone Number: (707) 963-8555
 Organization Website: www.riandahouse.org
 Federal Tax ID Number and Status: 501c3 / #20-2411077
 How long has your organization been in operation? 9 years

List of Board Members and Officers:

<u>Kristine Coryell, Ph.D – Chair & Treasurer</u>	<u>Susan Kenward</u>
<u>Priscilla Upton - Vice-Chair</u>	<u>Martha May</u>
<u>Carol Gruetzner – Secretary</u>	<u>Jon Lail</u>
<u>JoAnn Busenbark</u>	<u>Irais Lopez</u>
<u>Cynthia Kee</u>	

Contact Information

Who is the single point of contact for your organization?

Name: Julie Spencer
 Address: 1475 Main Street, St. Helena, CA 94574
 Phone: (707) 963-8555
 Email: Julie@riandahouse.org

Authorized Representative

I represent that this Application Packet describes the intended use of the requested City Grant funds to complete the Project or Program identified above and the elements listed in the Project Budget. I declare under penalty of perjury, under the laws of the State of California, that the information contained in this Application Packet, including required attachments, is accurate.

Print Name Julie Spencer Signature *Julie Spencer*
 Title Executive Director Date March 31, 2017

Grant Request

Project or Program Name: Rianda House -- **Healthy Minds, Healthy Bodies** Program
 Address of Project or Program: 1475 Main Street, St. Helena, CA 94574
 Requested Grant Amount: \$10,000
 Matching Funds: Matching funds come from a diversity number of other funding streams such as: Grants (such as ANV, NV Community Foundation, Parkinson's Foundation); Private Donors; Program Fees; Facility Rentals Fees; Annual Fundraisers
 TOTAL Project or Program Cost: \$114,330 = 60% of overall programming budget of \$190,550

1. Describe your program, objectives and goals and explain how you will meet these goals.

Rianda House Senior Activity Center has established itself as the pre-eminent UpValley center for senior health and wellness resources; mental health support groups and counseling; educational, recreational and cultural activities; legal aid and financial advising; and reference information geared toward helping seniors live safely and independently in our community. Our no-to-low cost best practice programs and supportive service resources continue to be in-demand, and we are looking forward to another year of expanded offerings to meet this mandate.

Critical to ensuring the physical health, emotional well-being, mental acuity, and safety of seniors at Rianda House Senior Activity Center, we offer three “umbrella” programs delivering prevention strategies, offered at no-to-low cost to appeal to seniors (ages 55+) at every socio-economic level:

HEALTHY MINDS, HEALTHY BODIES programs offer a full complement of prevention services addressing challenges of aging and keeping older individuals mentally and physically fit, allowing seniors to maintain long-term health and their ability to remain independent. For example, our wellness classes, seminars, and one-on-one counseling, include: brain fitness, strength training, falls prevention, senior nutrition, chronic disease prevention, congregate meals, and health screenings. “*Amistad y Apoyo*” (Friendship & Support) delivers prevention programs in Spanish on topics of special interest to Latino elders such as: chronic disease management, diabetes prevention, grief support, and nutrition. We offer a weekly support group for Latino elders at-risk for depression.

COMMUNITY CONNECTIONS provides a safety net of comprehensive services for seniors, families, caregivers and concerned individuals. As a gatekeeper for Napa County Adult Protective Services, we identify seniors at-risk for elder abuse, fraud, and self-neglect. On-site counseling by senior-serving agencies such as: Legal Aid, Caregiver Support, Mental Health, and Health Insurance Counseling, provide help in navigating these complex areas.

FRIENDS FOR LIFE programs provide socialization opportunities, relieving feelings of isolation and depression widespread among seniors. For people aged 65+, the suicide rate in Napa County is 21.6 per 100,000 (highest rate of any age group) – more than twice that of both the county and national averages.

We plan to use the City of St. Helena’s grant funding in support of RHSAC’s **Healthy Minds, Healthy Bodies** programs, offering an ongoing full complement of prevention services addressing aging challenges through wellness classes, seminars, and one-on-one counseling. This program also includes our Meals on Wheels deliveries within St. Helena to homebound residents, as well as congregate meals on-site at Rianda House.

We partner with 25 outside service agencies for best practices classes and services, and also engage local professionals to share expertise.

RHSAC leverages its strong partnerships to create new wellness program offerings, including additional support groups for caregivers of Alzheimer’s patients, training for Hospice volunteers, and hands-on seminars for seniors who are preparing for retirement. In addition, RHSAC has developed expertise in serving seniors with Parkinson’s Disease and now offers wellness and exercise activities guided by Parkinson’s Foundation curriculum, weekly Tai Chi classes and monthly support groups.

Most Important Goals:

Maintain quality of wellness programming: The indisputable fact of life for our senior demographic is that they all “matriculate out” of our programs eventually. Hopefully, this natural attrition occurs after our older senior clients have enjoyed an enhanced quality of life due to program participation during their final years. Chronic Disease Management programming will continue to offer more “best practice” workshops addressing the challenges of living with: Parkinson’s, Depression, Diabetes, Arthritis, Dementia, Heart Disease, and Cancer. We also offer grief support groups and one-on-one counseling to address depression risk. Bi-lingual workshops

on these topics are also offered.

We have identified opportunities to include more wellness and prevention programming directed toward the needs of “Baby Boomer” individuals on the younger end of the senior spectrum. Topics include: agility training; men’s wellness – exercise and support groups; caregiving resources when responsible for older family members; and brain fitness.

We have determined that peripheral benefits of creative expression activities across senior constituencies (crafts, art, poetry, writing, language groups, etc.) successfully address issues of senior isolation and depression.

As a result of our quality programming, we expect that:

- 75% of participants will report being more physically active
- 75% of participants will report that they are taking better care of their health.

Support Increased participation:

To support our annual 10% participation growth rate goal, we continue to expand our efforts in two areas: transportation and outreach to outlying areas by promoting the use of St. Helena & Calistoga Shuttle service within the city limits to attract more participation. We continue to host meetings for those interested in becoming drivers for Molly’s Angels; promote the NVTa Transit Ambassador program and mileage reimbursement program; offer AARP safe driving classes; and encourage more ride sharing within our community. We will increase Calistoga senior participation by strengthening collaborations with the Calistoga Parks Dept. and the UpValley Family Resource Center to offer more satellite programs. We are planning more outreach to the unincorporated areas of Angwin. We often find that Rianda House seniors re-kind old friendships or cultivate new ones with the opportunity to connect with others who may have moved to the more affordable rural areas adjacent to St. Helena. Social connection is a proven tool in prolonging brain elasticity, staving off feelings of isolation and depression within our community’s older adult demographic.

Finally, in response to the exploding Boomer population in our community and northern Napa county, Rianda House offers evening hours to its regular schedule to accommodate “freshman and sophomore seniors” and features Retirement Seminars in collaboration with Napa Valley College.

To help support this on-going growth in participation, we constantly are recruiting additional volunteer staff members to greet visitors, coordinate activities and provide informational outreach to the community.

2. Describe the community support for your project.

a. RHSAC collaborates with 25 local and Bay Area non-profit agencies to deliver best practices health and wellness programming through our facility. A partial agency list includes: Adventist Health/St. Helena Hospital; Collabria Care (formerly NV Hospice and Adult Day Services); Area Agency on Aging; Meals on Wheels; Alzheimer’s Association; Community Action Napa Valley; UpValley Family Center; Boys & Girls Club; St. Helena Library; HICAP; Napa Valley College, St. Helena Dept. of Parks & Recreation.

In addition, RHSAC partners with local churches, City government, service clubs, local healthcare professionals and experts. RHSAC Director facilitates monthly UpValley Senior Collaborative meetings, attended by a cohort of Napa and Solano County non-profit and County agencies. The groups function is to identify local gaps in resources and services for seniors and fill them with no-cost best practice options through local collaborations.

b. RHSAC develops the curricula, plans schedules, preps the facility, and takes care of all the marketing for outside agencies presenting health and wellness classes at our facility. We offer a monthly calendar of classes, activities and special presentations offered from Monday through Friday each week. For example, Collabria Care brings a weekly Brain Fitness class to RHSAC for those suffering from the challenges of dementia, and a monthly caregiver support group is also offered for family members and friends in charge of caring for loved ones. Likewise, because there is no public transportation access to St. Helena Hospital, the hospital’s health screenings are conducted at RHSAC with the coordination support of RHSAC program staff.

Many of the nonprofit partners mentioned in (2a) are active members of our Program Committee, so this allows us to strengthen our programs and minimize redundancy. RHSAC has grown the Program Committee to build deeper support in the community, adding new members including several retired professionals, the Dean of Students from the UpValley campus of Napa Valley College, a representative from the St. Helena Historical Society, and staff from both the St. Helena and Calistoga City Recreation Departments and from the St. Helena Public Library. The entire 10-member Program Committee meets monthly to plan activities, coordinate resources and connect Rianda House to opportunities in the greater community.

Our senior nutrition program is the result of collaborating with Meals on Wheels, as we are the UpValley hub for home-delivered meals. Community Action Napa Valley's Senior Nutrition program uses our commercial kitchen to stage the lunches delivered to St. Helena residents unable to procure daily nutrition on their own. Congregate lunches are offered at RHSAC three days per week for a nominal fee, providing social connection for seniors who can attend the noontime food service.

We partner with local churches also: Grace Episcopal, St. Helena Catholic, St. Helena Presbyterian, St. Helena Methodist and Seventh Day Adventist to borrow facilities when activities have specific space requirements, and to expand our communications reach with their congregations. RHSAC has been teaming up with Heidi Arias of St. Helena Parks & Recreation to offer more senior-focused classes such as yoga, using space at the Carnegie Building and multi-generational connections through the Teen Center.

Many local St. Helena healthcare professionals (physicians, physician assistants, RN's LPN's, nutritionists, exercise professionals) conduct classes at RHSAC, perform screenings, and lend their expertise to present lectures on current healthcare topics of interest to our senior demographic. Examples are diabetes management, grief support and stopfalls prevention. Since 2016, RHSAC has received grant funding from the National Parkinson's Foundation to help us provide a weekly exercise class specifically for Parkinson's sufferers that focuses on balance, stamina, fall prevention and strength training for those facing the progressively debilitating effects of the disease. RHSAC also leads a Parkinson's Support Group that includes guest speakers such as Dr. Jacqueline Tran, neurologist at St. Helena Hospital, Speech and Physical Therapists, and caregiver support sessions.

Finally, RHSAC's work in the community is supported by 73 committed volunteers, who work as greeters, program presenters, program committee members, vineyard committee members, gardeners, outreach ambassadors and Board members. These volunteers generously contributed a total of 3,871 hours of support within the 2016 calendar year.

c. Local service clubs such as Rotary and Kiwanis have supported RHSAC from its inception, with financial support as well as pitching in with labor for landscaping and special projects. The Soroptimist's hosts an annual RHSAC benefit "Bingo Night" and rents Rianda House for its bi-monthly meetings, and their members volunteer at our annual fundraiser to help with event execution.

Several local business establishments have been loyal supporters of RHSAC's mission, with local restaurants designating corkage fees for specified periods of time, and some wineries allotting a percentage of a day's receipts for RHSAC. The Cameo Cinema has donated portions of special screenings to RHSAC, and has scheduled special films with senior focus specifically for RHSAC participants. Last year, "Alive Inside," a documentary film chronicling one doctor's research into the strong connection between music and the potential to break through to Alzheimer's sufferers, was an example of Cathy Buck's dedication to helping RHSAC through community education.

RHSAC receives funding from the Napa Valley Vintners through proceeds from the annual Auction Napa Valley. Senior health education has been a designated focus of the NVV's community philanthropy effort. RHSAC has also found support through the Community Foundation of NV and the Gasser Foundation.

RHSAC also enjoys broad support from the community, demonstrated by local donor's enthusiastic support. Last May, local donors contributed \$125,000 to RHSAC's month-long giving campaign, Rally4Rianda, even though the final community event got rained out and had to be cancelled. Much of the Rally's success can be attributed to a small group of committed donors who gave \$40,000 in matching gifts, fueled by a \$10,000 challenge grant from the Napa Valley Vintners.

The community again demonstrated their strong affinity for Rianda House by donating more than \$37,600 in response to Rianda's year-end fundraising letter. Staff worked diligently to communicate the successes of the Center through widely distributed newsletters, regular press coverage and an engaging annual report (attached) that have resulted in new donors and ongoing commitment from Rianda House's loyal funding base.

3. Describe who benefits from this project and estimate how many people this program may impact.

In 2016, we served 927 unduplicated clients, ranging in age from 55 – 100 years young, accounting for 11,808 visits to connect with their community. Of these participants, 583 (60%) attended at least one of the **Healthy Minds Healthy Bodies** no-to-low cost programs to enhance their ability to remain independent and reduce long-term costs of care for individuals, families and the public health care system.

- Female – 77.9%, Male – 22.1%
- 80% Caucasian, 15% Latino, 5% Other
- Primary Language: 90% English, 10% Spanish
- Age: 50 – 64: 10%, 65 and above: 90%
- 80% Live alone

Of utmost importance, our in-house survey reveals 32% our clients live on the federal poverty guideline, unable to meet basic living expenses. Another 15% fall just above this level. Approximately 48% of our Latino elders live at or below the traditional poverty guideline.

In addition, 159 individuals (seniors, caregivers and family) received one-on-one health and wellness counseling at RHSAC in 2016. Topics included: grief support, dementia care, and Medicare assistance. For 2017, we project that we will meet our annual participation growth target of 10% and expect to see at least 698 participants attend **Healthy Minds, Healthy Bodies** programming.

4. Please explain how your program will be open and accessible to St. Helena Community.

Like other 11,000 senior centers in the United States, RHSAC functions as a community focal point, providing a locus for community health and wellness best practices programming. Municipalities rank their senior centers, schools, libraries, and teen centers as top funding priorities because the health of the community is measured by how well the senior population is thriving, along with how well the youth is educated and how well families are supported.

At RHSAC, the environment is purposefully welcoming and supportive. While older adults find resources and programs tailored to their life-stage(s) at RHSAC, family members, caregivers and neighbors of all ages also use RHSAC as a clearing house for information related to the challenges of helping someone coping with chronic disease, or simply for the intellectual stimulation found in lectures and classes.

RHSAC uses several communication platforms to ensure that the community is aware of the program offerings offered each week. RHSAC has a website featuring our calendar, St. Helena Star press releases and calendar postings, Facebook page, email blasts to our email list, and a monthly calendar "snail-mailed" to our postal mailing list.

The majority of our classes and activities are offered no-to-low cost, and no one is prohibited from attending if he/she cannot afford the nominal fee.

5. Describe how you will complete the program within the grant funding cycle.

RHSAC's **Healthy Minds, Healthy Bodies** is an ongoing program offering a full complement of health and wellness classes for older adults. As such, it does not conform to a start/stop date format. Many classes within this program have been offered since RHSAC opened its doors in 2008, with new classes added in response to participant, healthcare agency and provider requests during the last eight years.

Given our proven track record of providing health and wellness programming for older adults, we anticipate that the **Healthy Minds, Healthy Bodies** calendar of offerings will definitely be just as robust at the beginning of the city's fiscal year in 2017 as it will be on June 30, 2018.

6. If you have received funding from Napa County government agencies in the past 2 years, provide level of funding and how funding from the City of St. Helena will specifically benefit St. Helena residents.

RHSAC received government funding solely through the City of St. Helena, since 2008. In 2016 we also received a grant award of \$2,100 (reimbursable funds) from the City of Calistoga which supports two RHSAC satellite activities offered in Calistoga; and residence of both Calistoga and St. Helena are encouraged to participate.

Receiving City of St. Helena funding is appreciated and vital twofold: a) fiscally supports RHSAC wellness programs and b) is leverage in other grants and donor appeals as a significant endorsement of our service in the community.

Of interest, of the 11,000+ senior centers in the United States, two-thirds of these vital community centers are funded 100% by their local municipality through their Parks & Recreation Department as a means to provide continued health and welfare support to the older adults in their communities.

7. Did you receive additional funds from the Rudd Foundation? Yes, \$5,000.

8. If you received grant funds in 2016/17, give a short update and impact on the community.

In our submitted yearend report, we stated the \$5,000 received was used to offset the cost of our program staff in November 2016. The outcome of this grant supported our capacity to provide the on-going **Healthy Minds Healthy Bodies** program that offer lifelong learning and wellness programs discussed within the grant.

Specifically, in 2016, Rianda House hired two new staff members to replace retirees who brought considerable expertise in wellness intervention, volunteer management, senior-focused curriculum development, program coordination, recreation, outreach, operations, accounting, data collection and donor management. These new staff members and Executive Director quickly formed a dynamic team that has successfully engaged 10% more seniors than the year before, expanded weekly programming and funding in Calistoga, recruited 7 new volunteer staff members and added to the welcoming atmosphere created at the Center with new programming, such as the weekly informal support group, "Gents & A Cup of Joe", that creates new connections with a harder to reach demographic of older males.

As a result of the **Healthy Minds Healthy Bodies** program, 583 seniors chose to receive health and wellness support; 509 reported improvement in one or more indicators of healthy behavior, improved ability to maintain physical, mental and/or emotional health.

In 2016, RHSAC provided 53 no-cost educational training and workshops and 760 support service referrals were made (walk-in's and phone calls) to seniors and concerned individuals. The top four referrals topics were transportation, caregiving, legal aid and housing.

Cost Estimate

The **Healthy Minds, Healthy Bodies** annual budget is \$114,330. This amount represents 60% of RHSAC's overall programming budget of \$190,550 as it requires 60% of staff time, materials and occupancy resources to support this broad program offering. For complete budget details, please refer to the attached 2017 RHSAC annual budget.

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: OCT 13 2005

GUNILDA RIANDA SENIOR CENTER
ASSOCIATION
1475 MAIN ST
ST HELENA, CA 94574-1813

Employer Identification Number:
20-2411077
DLN:
17053266017005
Contact Person:
DEL TRIMBLE ID# 31309
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
DECEMBER 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
YES
Effective Date of Exemption:
FEBRUARY 3, 2005
Contribution Deductibility:
YES
Advance Ruling Ending Date:
DECEMBER 31, 2009

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. During your advance ruling period, you will be treated as a public charity. Your advance ruling period begins with the effective date of your exemption and ends with advance ruling ending date shown in the heading of the letter.

Shortly before the end of your advance ruling period, we will send you Form 8734, Support Schedule for Advance Ruling Period. You will have 90 days after the end of your advance ruling period to return the completed form. We will then notify you, in writing, about your public charity status.

Please see enclosed Information for Exempt Organizations Under Section 501(c)(3) for some helpful information about your responsibilities as an exempt organization.

Letter 1045 (DO/CG)

-2-

GUNILDA RIANDA SENIOR CENTER

We have sent a copy of this letter to your representative as indicated in your power of attorney.

Sincerely,

A handwritten signature in cursive script, reading "Lois G. Lerner".

Lois G. Lerner
Director, Exempt Organizations
Rulings and Agreements

Enclosures: Information for Organizations Exempt Under Section 501(c)(3)

Letter 1045 (DO/CG)

**Rianda House Senior Activity Center
2017 Budget Overview**

Ordinary Income/Expense**Income****4000 · Contributions and Gifts**

4005 · General Donation	10,000
4010 · Direct Appeal Revenue	25,000
4015 · Direct Board Appeal	25,000
4020 · Grants and Foundations	157,000
4025 · Community Groups & Businesses	16,000
4030 · Planned Giving	10,000
4035 · Pledges	2,000
4040 · Recycling	2,500

Total 4000 · Contributions and Gifts	247,500
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4100 · Fundraising Events & Campaigns

4110 · Fundraising Events - Other	10,000
4125 · Annual Fundraising Event	115,000
4130 · Raffle	0
4140 · Brick Inscription	500

Total 4100 · Fundraising Events & Campaigns	125,500
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4200 · Program Revenue

4205 · Arts & Lectures	3,000
4210 · Fees - Programs	25,000

Total 4200 · Program Revenue	28,000
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4300 · Miscellaneous Income

4310 · Interest Income	3,500
4315 · Rent	2,000

Total 4300 · Miscellaneous Income	5,500
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Total Income	406,500
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Cost of Goods Sold**5100 · Special Events & Campaign Costs**

5110 · Fundraising Events - other	2,500
5125 · Annual Fundraising Event	20,000
5150 · Brick inscription	0

Total 5100 · Special Events & Campaign Costs	22,500
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Total COGS	22,500
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Gross Profit	384,000
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Expense**6000 · Program Expense**

6100 · Direct Program Expense	4,500
6200 · Instruction	14,000
6400 · Salaries- Programing	84,000
6450 · Payroll Expenses - Programing	7,550
6500 · Community Outreach	1,500
6600 · Reporting and Evaluations	2,200
6700 · Printing/Postage - Calendar	7,200

**Rianda House Senior Activity Center
2017 Budget Overview**

6750 · Marketing	11,000
6800 · Supplies	
6805 · Hospitality	1,500
6810 · House supplies	1,500
6815 · Subscriptions - newspapers/mag	400
Total 6800 · Supplies	3,400
6900 · Occupancy	
6905 · Janitorial Services	4,500
6910 · Repairs & Maintenance	7,000
6915 · Facility Improvements	2,700
6920 · Landscaping	1,200
6925 · Utilities	7,200
6930 · Pest Control	300
6935 · Trash Removal	1,000
6945 · Depreciation Expense	31,300
Total 6900 · Occupancy	55,200
Total 6000 · Program Expense	190,550
7000 · Management/General	
7100 · Salaries - Management	40,000
7150 · Payroll Expenses - Management	7,430
7200 · Professional	
7205 · Accounting / Tax prep	5,500
7210 · Computer - IT Services	2,500
7215 · Outside Service	1,500
Total 7200 · Professional	9,500
7300 · Meeting Expense	1,000
7400 · Meals & Entertainment	400
7500 · Travel	200
7550 Retirement Stipend	9,900
7600 · Insurance	
7605 · Health insurance	8,700
7606 · Health Insurance - Stipend	12,000
7610 · Liability insurance	9,000
7615 · Workman's Comp	6,000
Total 7600 · Insurance	35,700
7700 · Office Expense	
7705 · Postage	600
7710 · Telephone	5,000
7715 · Copier Lease	2,500
7720 · Office Supplies	3,000
7735 · Satellite Office - Rent	7,800
Total 7700 · Office Expense	18,900
7800 · Electronic Communication	3,000
7900 · Other Management Expenses	
7910 · Bank Charges	300

**Rianda House Senior Activity Center
2017 Budget Overview**

7915 · Compliance fees & registration	600
7920 · Continuing Education	500
7925 · Dues-Subscriptions-Membership	700
Total 7900 · Other Management Expenses	2,100
Total 7000 · Management/General	128,130
8000 · Fundraising Expenses	
8050 · Salaries - Fundraising	41,000
8055 · Payroll Expenses - Fundraising	3,620
8100 · Direct Appeal Expenditures	5,000
8200 · Direct Board Appeal Expense	1,000
8400 · Grant & Fund Development	12,000
8600 · Fundraising Admin	1,500
Total 8000 · Fundraising Expenses	64,120
9400 · Temporarily Restricted Projects	
9700 · Vineyard Group Restricted Funds	1,200
Total 9400 · Temporarily Restricted Projects	1,200
Total Expense	384,000
Net Ordinary Income	0

Rianda House Senior Activity Center
Profit & Loss Report
 January through December 2016

	<u>Jan - Dec 16</u>	<u>Annual Budget</u>
Ordinary Income/Expense		
Income		
4000 · Contributions and Gifts		
4005 · General Donation	13,848.47	10,000.00
4010 · Direct Appeal Revenue	25,700.00	30,000.00
4015 · Direct Board Appeal	40,215.73	25,000.00
4020 · Grants and Foundations	152,200.00	136,500.00
4025 · Community Groups & Businesses	8,900.00	9,000.00
4030 · Planned Giving	15,197.37	6,000.00
4035 · Pledges	2,137.50	3,000.00
4040 · Recycling	2,750.67	500.00
4045 · Coin Bank	360.44	200.00
4055 · Holiday Campaign Donations	0.00	4,000.00
Total 4000 · Contributions and Gifts	<u>261,310.18</u>	<u>224,200.00</u>
4100 · Fundraising Events & Campaigns		
4105 · Friends of Rianda House Events	0.00	1,500.00
4110 · Fundraising Events - Other	9,955.83	3,000.00
4115 · Holiday Plant Sale	0.00	30,000.00
4125 · Annual Fundraising Event	111,134.35	125,000.00
4130 · Raffle	0.00	500.00
4140 · Brick Inscription	0.00	500.00
Total 4100 · Fundraising Events & Campaigns	<u>121,090.18</u>	<u>160,500.00</u>
4200 · Program Revenue		
4205 · Arts & Lectures	1,271.50	3,000.00
4210 · Fees - Programs	26,061.40	20,000.00
Total 4200 · Program Revenue	<u>27,332.90</u>	<u>23,000.00</u>
4300 · Miscellaneous Income		
4310 · Interest Income	3,997.74	1,500.00
4315 · Rent	2,210.00	3,000.00
Total 4300 · Miscellaneous Income	<u>6,207.74</u>	<u>4,500.00</u>
Total Income	<u>415,941.00</u>	<u>412,200.00</u>
Cost of Goods Sold		
5100 · Special Events & Campaign Costs		
5105 · Friends of Rianda House Events	0.00	500.00
5110 · Fundraising Events - other	3,129.53	0.00
5115 · Holiday Plant Sale	0.00	21,500.00
5125 · Annual Fundraising Event	18,798.20	25,000.00
5150 · Brick inscription	0.00	200.00
Total 5100 · Special Events & Campaign Costs	<u>21,927.73</u>	<u>47,200.00</u>
Total COGS	<u>21,927.73</u>	<u>47,200.00</u>
Gross Profit	<u>394,013.27</u>	<u>365,000.00</u>
Expense		
6000 · Program Expense		
6100 · Direct Program Expense	3,374.77	3,000.00

Rianda House Senior Activity Center
Profit & Loss Report
January through December 2016

	<u>Jan - Dec 16</u>	<u>Annual Budget</u>
6200 · Instruction	11,479.00	10,000.00
6400 · Salaries- Programing	79,529.22	73,600.00
6450 · Payroll Expenses - Programing	6,814.34	6,580.00
6500 · Community Outreach	1,393.19	1,000.00
6600 · Reporting and Evaluations	3,869.00	2,000.00
6700 · Printing/Postage - Calendar	5,746.81	7,200.00
6750 · Marketing	4,876.37	1,000.00
6800 · Supplies		
6805 · Hospitality	1,299.44	2,000.00
6810 · House supplies	808.95	1,500.00
6815 · Subscriptions - newspapers/mag	379.00	200.00
Total 6800 · Supplies	<u>2,487.39</u>	<u>3,700.00</u>
6900 · Occupancy		
6905 · Janitorial Services	3,475.00	4,000.00
6910 · Repairs & Maintenance	4,885.81	7,000.00
6915 · Facility Improvements	1,049.63	2,700.00
6920 · Landscaping	1,840.00	1,200.00
6925 · Utilities	6,687.95	7,200.00
6930 · Pest Control	225.00	300.00
6935 · Trash Removal	917.86	900.00
6945 · Depreciation Expense	30,656.00	30,500.00
Total 6900 · Occupancy	<u>49,737.25</u>	<u>53,800.00</u>
Total 6000 · Program Expense	169,307.34	161,880.00
7000 · Management/General		
7100 · Salaries - Management	37,451.31	45,000.00
7150 · Payroll Expenses - Management	5,884.44	6,960.00
7200 · Professional		
7205 · Accounting / Tax prep	5,250.00	5,500.00
7210 · Computer - IT Services	2,564.75	1,500.00
7215 · Outside Service	2,714.16	18,200.00
Total 7200 · Professional	<u>10,528.91</u>	<u>25,200.00</u>
7300 · Meeting Expense	514.16	1,000.00
7400 · Meals & Entertainment	544.97	300.00
7500 · Travel	0.00	200.00
7600 · Insurance		
7605 · Health insurance	10,131.00	14,500.00
7606 · Health Insurance - Stipend	2,307.62	
7610 · Liability insurance	8,522.05	9,000.00
7615 · Workman's Comp	5,220.00	5,000.00
Total 7600 · Insurance	<u>26,180.67</u>	<u>28,500.00</u>
7700 · Office Expense		
7705 · Postage	296.30	700.00
7710 · Telephone	3,639.01	5,000.00
7715 · Copier Lease	3,981.82	2,500.00

Rianda House Senior Activity Center
Profit & Loss Report
January through December 2016

	<u>Jan - Dec 16</u>	<u>Annual Budget</u>
7720 · Office Supplies	1,895.37	5,000.00
7735 · Satellite Office - Rent	7,800.00	7,800.00
Total 7700 · Office Expense	17,612.50	21,000.00
7800 · Electronic Communication	5,475.38	2,000.00
7900 · Other Management Expenses		
7910 · Bank Charges	549.30	500.00
7915 · Compliance fees & registration	599.36	500.00
7920 · Continuing Education	75.00	500.00
7925 · Dues-Subscriptions-Membership	703.65	800.00
Total 7900 · Other Management Expenses	1,927.31	2,300.00
Total 7000 · Management/General	106,119.65	132,460.00
8000 · Fundraising Expenses		
8050 · Salaries - Fundraising	37,220.56	44,000.00
8055 · Payroll Expenses - Fundraising	3,202.58	3,960.00
8100 · Direct Appeal Expenditures	3,594.06	5,000.00
8200 · Direct Board Appeal Expense	0.00	1,000.00
8400 · Grant & Fund Development	6,800.00	14,000.00
8600 · Fundraising Admin	1,240.00	1,500.00
Total 8000 · Fundraising Expenses	52,057.20	69,460.00
9400 · Temporarily Restricted Projects		
9700 · Vineyard Group Restricted Funds	0.00	1,200.00
Total 9400 · Temporarily Restricted Projects	0.00	1,200.00
Total Expense	327,484.19	365,000.00
Net Ordinary Income	66,529.08	0.00
Other Income/Expense		
Other Income		
9000 · Other Income		
9350 · Unrealized Invest. Gain (Loss)	9,991.16	
Total 9000 · Other Income	9,991.16	0.00
Total Other Income	9,991.16	0.00
Other Expense		
97500 · BOD Special Projects		
9755 · Branding Study	7,136.65	5,000.00
9756 · IT Upgrade	4,588.32	12,000.00
Total 97500 · BOD Special Projects	11,724.97	17,000.00
Total Other Expense	11,724.97	17,000.00
Net Other Income	-1,733.81	-17,000.00
Net Income	64,795.27	-17,000.00

City of St. Helena

Operations Budget FY 2017/18



Alan Galbraith Mayor
Peter White Vice Mayor
Paul Dohring Council Member
Mary Koberstein Council Member
Geoff Ellsworth Council Member

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INTRODUCTORY SECTION

City of St. Helena, *California*

CITY COUNCIL

Alan Galbraith

Mayor

Peter White

Vice Mayor

Paul Dohring

Council Member

Mary Koberstein

Council Member

Geoff Ellsworth

Council Member



Larry Pennell – Interim City Manager/Treasurer

Thomas Brown – City Attorney

Cindy Black – City Clerk

ADMINISTRATIVE TEAM

Noah Housh – Community Improvement Director

April Mitts – Finance Director

John Sorensen – Fire Chief

Kathy Robinson – Human Resources & Information Technology Director

Chris Kreiden – Library Director

William Imboden – Police Chief

Erica Ahmann Smithies – Public Works Director

Tracey Perkosky – Acting Recreation Director

BOARDS/COMMISSIONS/COMMITTEES

Board of Library Trustees

Parks and Recreation Commission

Planning Commission

Tree Committee

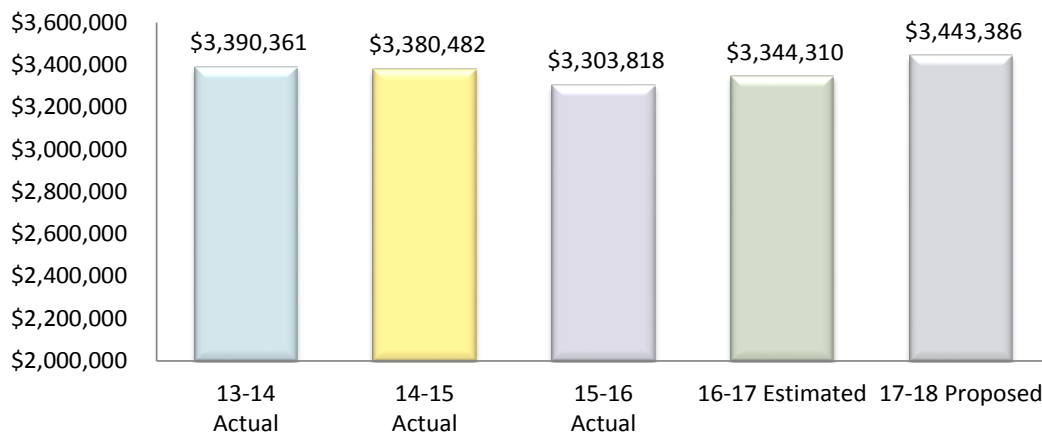
Active Transportation & Sustainability Committee

**CITY OF ST. HELENA
DESCRIPTIONS OF REVENUE SOURCES**

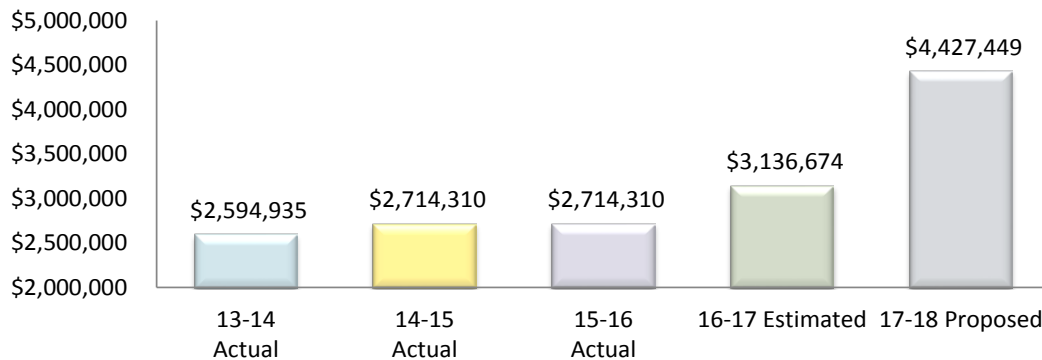
FISCAL YEAR 2017-2018

GENERAL FUND

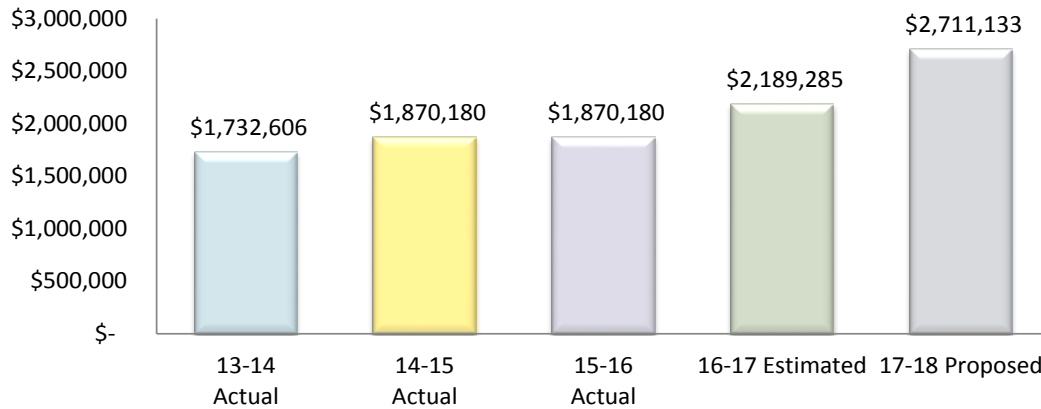
Property Taxes (\$3,443,386) - Real property within the City is taxed at 1% of assessed value as determined by the County Assessor. The City's share of this tax is approximately 16%. For fiscal year 2017-2018 a growth factor of 3% has been applied per the County Assessor. Napa County is using the Teeter Plan for collections that provides the City with 100% of the taxes assessed with the County in turn keeping all delinquent penalties and interest collected. This category includes revenues for Property Tax Secured, Property Tax Unsecured, Prior Year Property Tax, Homeowner Property Tax and Real Property Transfer Tax.



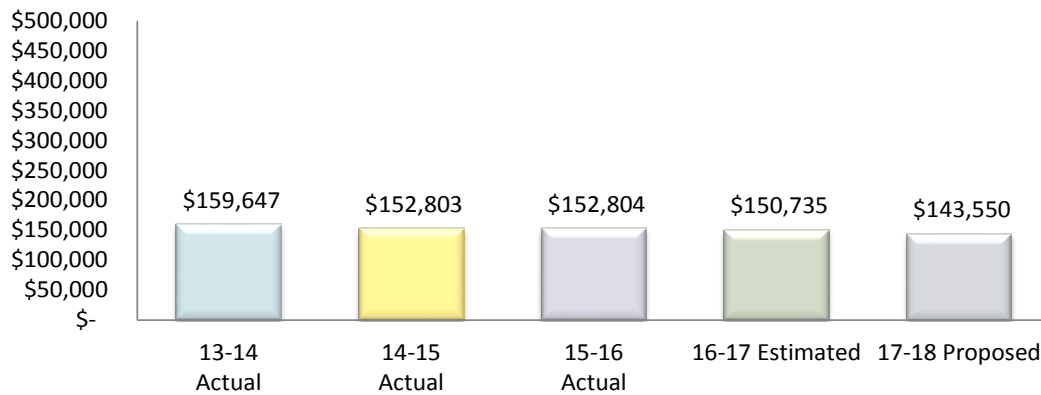
Sales Tax and Sales Tax in Lieu (\$4,427,449) - The City receives 1.5% of retail sales made within the City limits. The diversity of commercial operations such as retail shops, restaurants, building supply, and car dealers insure a constant level of income from this source. Sales Tax for the City is estimated to grow by about 2.8% per our sales tax consultant. There is a significant increase to the estimated revenues for Sales Tax due to the passage of Measure D. Prior to Measure D the City received 1% of retail sales made within the City limits. The passage of Measure D added an additional 0.5%.



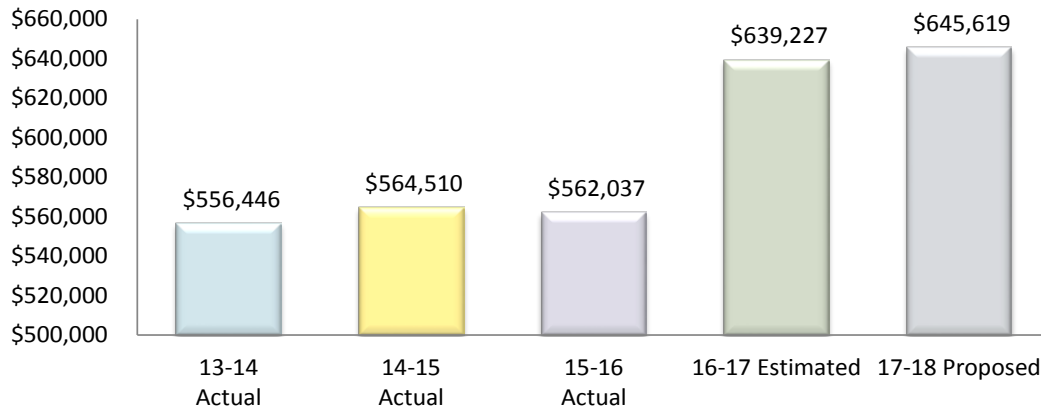
Transient Tax (\$2,711,133) - The City has a tax rate of 12% on all revenues paid to Hotels and Bed and Breakfast Inns. The tax is paid by the guests staying at these accommodations. This revenue is estimated to increase at a rate of 19% for the next fiscal year based on estimated year end revenues and the opening of a new hotel. In fiscal year 2011-2012 the City adopted a short-term rental ordinance allowing twenty-five residential units to participate in short-term rentals.



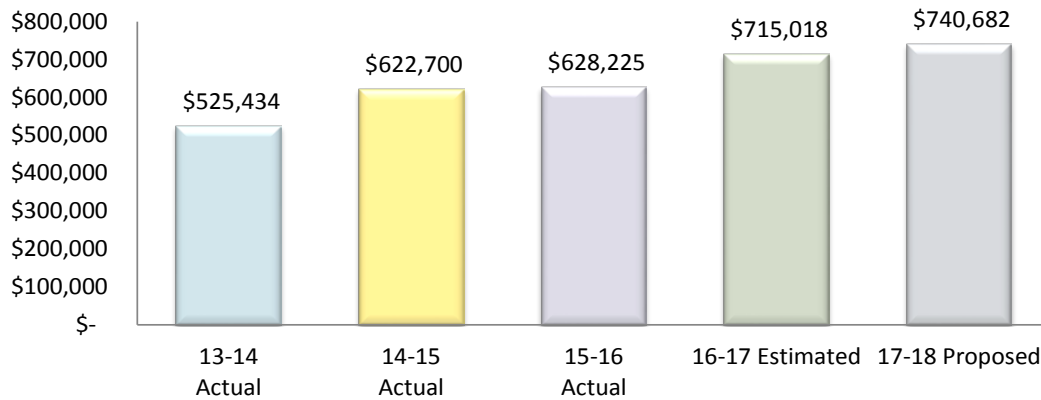
Business License Tax (\$143,550) - This revenue is generated by a license tax paid by all businesses operating within the City. Considering prior year actual and the current state of the economy, it is projected that revenues will remain constant.



Motor Vehicle License Fees and in Lieu (\$645,619) – Established in 1935 as a uniform statewide tax, vehicle license fee tax is a tax on ownership of a registered vehicle in place of taxing vehicle as personal property. This revenue is reported under “Intergovernmental Revenues” in the General Fund.

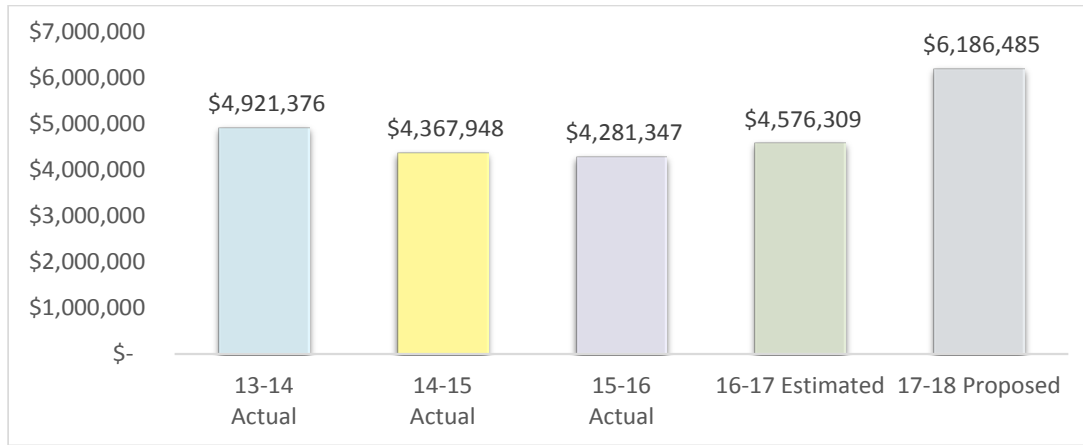


Building & Planning Revenue (\$740,682) - This category includes revenues for Building Permits, Building Inspection and Administrative fees, Planning Application and Permit Fees, and Short Term Rental Permit Fees.

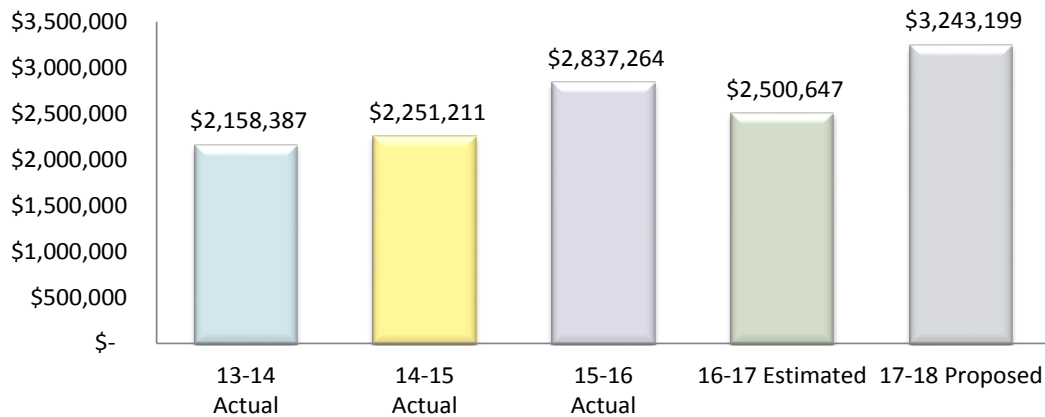


ENTERPRISE FUNDS

Water Enterprise Service Charges (\$6,186,485) - Revenues charged to users of the municipal water system. A long-range financial plan and multi-year rate increase was approved by Council in November 2016. The most recent rate increase was effective with the February 2017 billing cycle. Funds are used to pay for debt service payments, operations and maintenance, and capital projects. Rates increased by about 26% in accordance with the new rate increase.

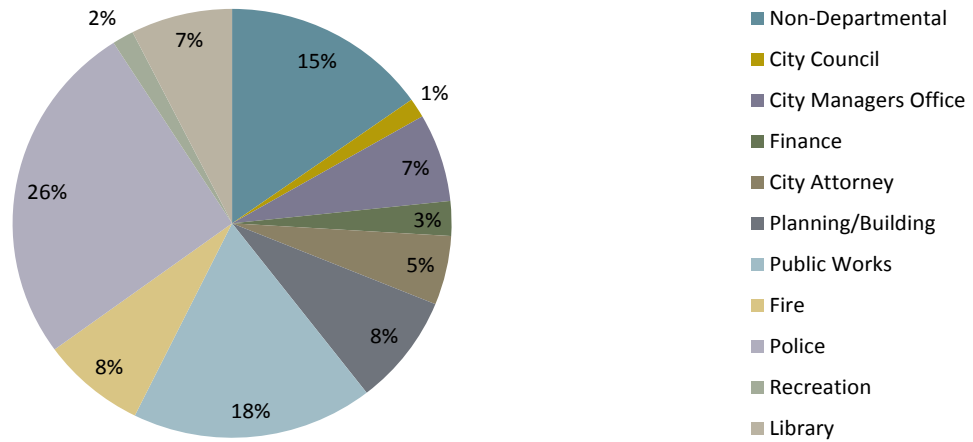


Wastewater (Sewer) Enterprise Service Charges (\$3,243,199) - Revenues charged to users of the municipal sewer system. A long-range financial plan and multi-year rate increase was approved by Council in November 2016. The most recent rate increase was effective with the February 2017 billing cycle. Funds are used to pay for debt service payments, operations and maintenance, and capital projects. Rates increased by about 23% in accordance with the new rate increase.

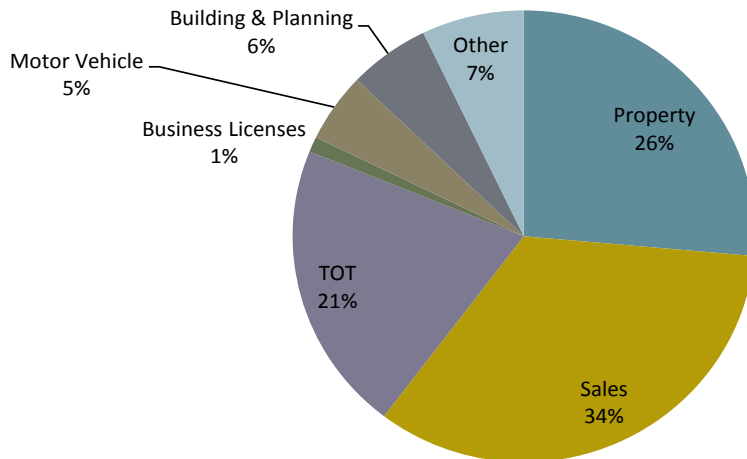


**CITY OF ST. HELENA
GENERAL FUND REVENUES AND EXPENDITURES
FISCAL YEAR 2017/2018**

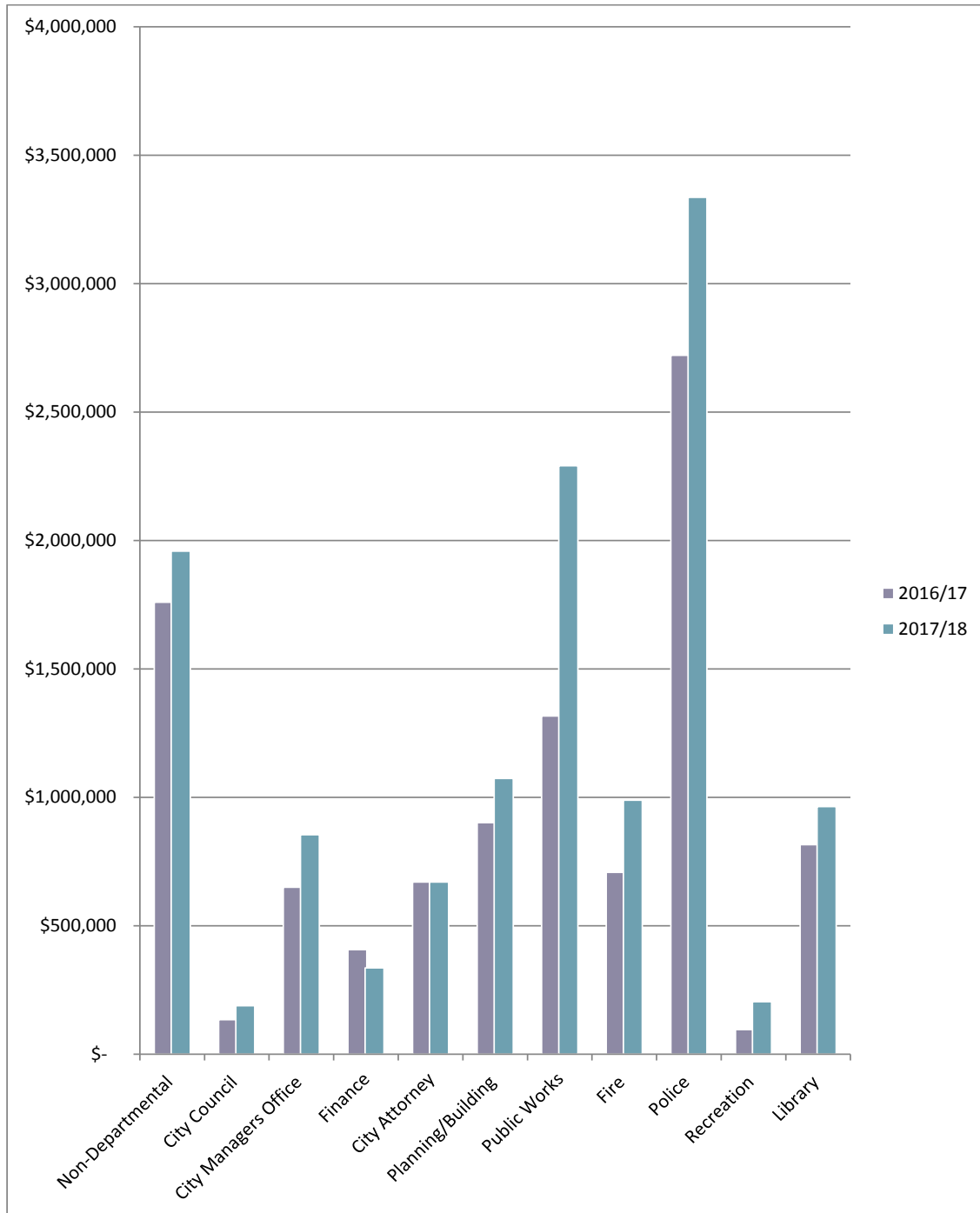
Expenditure by Department - \$12,864,545



General Fund Revenues - \$13,045,220

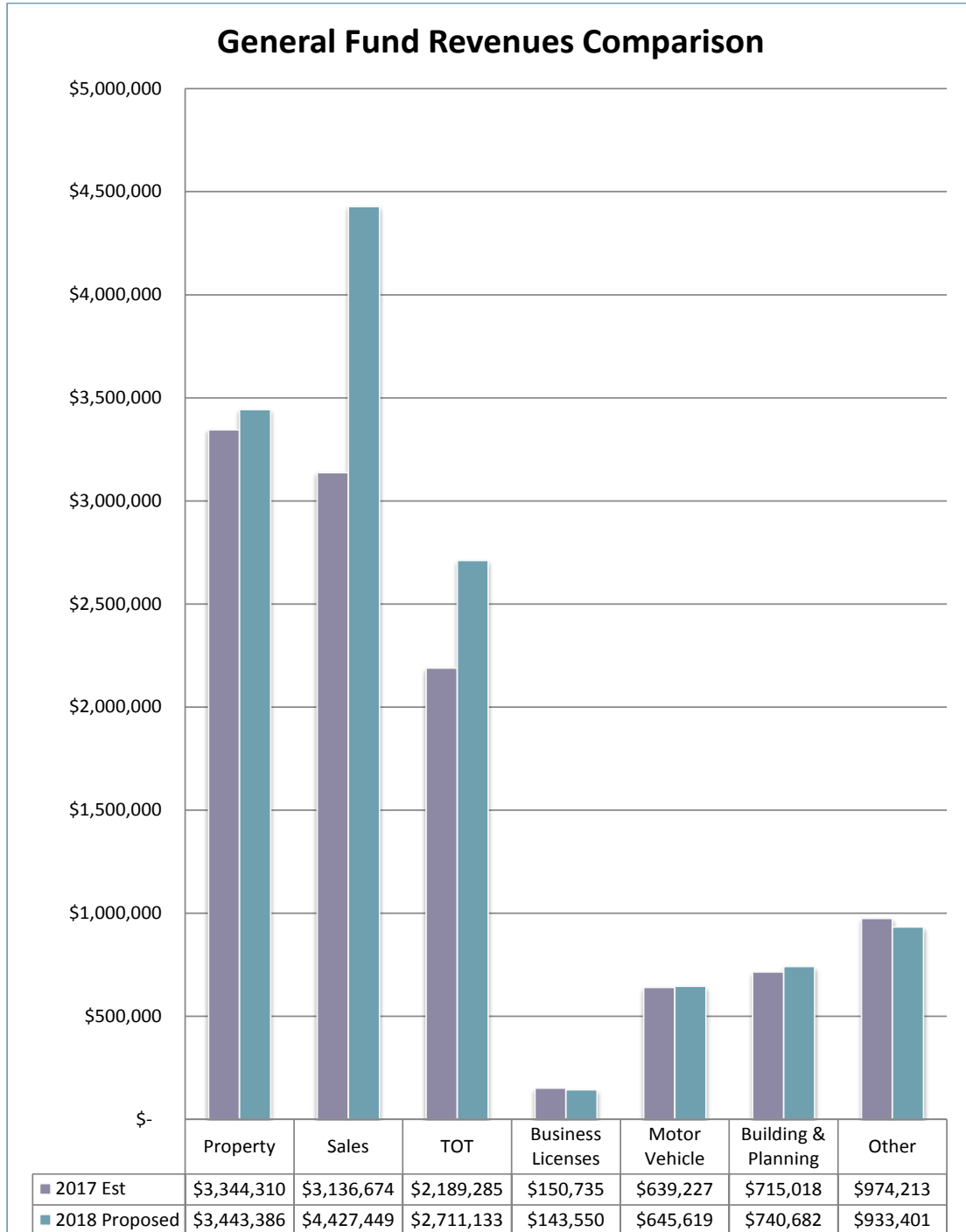


**CITY OF ST. HELENA
GENERAL FUND YEAR OVER YEAR EXPENDITURES
FISCAL YEAR 2017/2018**



**CITY OF ST. HELENA
GENERAL FUND YEAR OVER YEAR REVENUE**

FISCAL YEAR 2017/2018



**CITY COUNCIL - 4100
BUDGET SUMMARY**

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
City Council Expenses By Fund								
FUND	DEPT							
101	4100	General Fund	159,903	124,714	172,180	172,179	132,179	188,653
561	4100	Water Enterprise	43,168	44,632	24,331	24,331	24,331	12,697
571	4100	Wastewater Enterprise	24,668	25,504	24,166	24,166	24,166	12,697
Total Expenses			\$ 227,738	\$ 194,849	\$ 220,677	\$ 220,676	\$ 180,676	\$ 214,047

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
City Council Expense Summary								
Salary			18,000	18,000	18,000	18,000	18,000	18,000
Benefits			109,442	109,389	141,807	141,806	101,806	66,647
Communications			1,978	1,241	1,900	1,900	1,900	1,900
Computer Equipment			6,771	-	2,500	2,500	2,500	1,000
Contracts			44,284	20,515	9,000	9,000	9,000	17,000
Contributions			36,833	36,833	35,050	35,050	35,050	90,000
Dept supplies/services			6,420	5,125	7,250	7,250	7,250	7,400
Training/Conference			4,011	3,746	5,170	5,170	5,170	12,100
Total Expenses			\$ 227,738	\$ 194,849	\$ 220,677	\$ 220,676	\$ 180,676	\$ 214,047

CITY COUNCIL - 4100 BUDGET

Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
101	General Fund						
101-41-00-20-20	Temp/Part Time	8,100	8,100	12,600	12,600	12,600	12,600
101-41-00-20-40	FICA/Medicare	878	909	1,285	1,285	1,285	1,285
101-41-00-20-45	Employer PERS	1,114	1,637	1,725	1,725	1,725	2,098
101-41-00-20-50	Employee PERS	420	429	844	844	844	932
101-41-00-20-55	Health Insurance	45,497	42,174	90,288	90,288	50,288	37,771
101-41-00-20-61	Workers Comp	-	-	-	-	-	-
101-41-00-20-75	Deferred Comp	3,598	4,003	4,567	4,567	4,567	4,567
20	<i>Salaries & Benefits</i>	59,607	57,253	111,310	111,309	71,309	59,253
101-41-00-21-10	Communications	1,978	1,241	1,900	1,900	1,900	1,900
101-41-00-21-15	Postage	9	32	50	50	50	100
101-41-00-21-40	Professional Fees	8,158	6,000	8,000	8,000	8,000	15,000
101-41-00-21-45	Other Contract Services	36,126	14,515	1,000	1,000	1,000	2,000
101-41-00-21-52	Facility Rental	-	-	-	-	-	-
101-41-00-21-53	Memberships & Publications	5,236	4,716	6,200	6,200	6,200	6,300
101-41-00-21-55	Training & Conference	4,011	3,746	5,170	5,170	5,170	12,100
21	<i>Services</i>	55,518	30,250	22,320	22,320	22,320	37,400
101-41-00-22-12	Computer Equipment	6,771	-	2,500	2,500	2,500	1,000
101-41-00-22-13	Office Supplies	188	309	500	500	500	500
101-41-00-22-15	Special Department Supplies	986	69	500	500	500	500
22	<i>Supplies</i>	7,945	377	3,500	3,500	3,500	2,000
101-41-00-24-05	Contributions	36,833	36,833	35,050	35,050	35,050	90,000
24	<i>Taxes, Insurances & Contributions</i>	36,833	36,833	35,050	35,050	35,050	90,000
Grand Total		159,903	124,714	172,180	172,179	132,179	188,653
101	General Fund	159,903	124,714	172,180	172,179	132,179	188,653
561	Water Enterprise						
561-41-00-20-20	Temp/Part Time	6,300	6,300	2,700	2,700	2,700	2,700
561-41-00-20-40	FICA/Medicare	683	707	275	275	275	275
561-41-00-20-45	Employer PERS	866	1,274	849	849	849	449
561-41-00-20-50	Employee PERS	326	334	181	181	181	200
561-41-00-20-55	Health Insurance	32,195	32,905	19,347	19,347	19,347	8,094
561-41-00-20-75	Deferred Comp	2,798	3,113	979	979	979	979
20	<i>Salaries & Benefits</i>	43,168	44,632	24,331	24,331	24,331	12,697
Grand Total		43,168	44,632	24,331	24,331	24,331	12,697
561	Water Enterprise	43,168	44,632	24,331	24,331	24,331	12,697
571	Sewer Enterprise						
571-41-00-20-20	Temp/Part Time	3,600	3,600	2,700	2,700	2,700	2,700
571-41-00-20-40	FICA/Medicare	390	404	275	275	275	275
571-41-00-20-45	Employer PERS	495	728	684	684	684	449
571-41-00-20-50	Employee PERS	187	191	181	181	181	200
571-41-00-20-55	Health Insurance	18,397	18,802	19,347	19,347	19,347	8,094
571-41-00-20-75	Deferred Comp	1,599	1,779	979	979	979	979
20	<i>Salaries & Benefits</i>	24,668	25,504	24,166	24,166	24,166	12,697
Grand Total		24,668	25,504	24,166	24,166	24,166	12,697
571	Sewer Enterprise	24,668	25,504	24,166	24,166	24,166	12,697

CITY COUNCIL - 4100
BUDGET

Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
Grand Total		\$ 227,738	\$ 194,849	\$ 220,677	\$ 220,676	\$ 180,676	\$ 214,047

CITY COUNCIL - 4100
EXPENSE DETAIL

Description	Object Code	Funding Source	Total Budgeted
<i>Professional Fees</i>	<i>2140</i>	<i>101</i>	
Strategic Planning		10,000	10,000
Miscellaneous Services		5,000	5,000
TOTAL - Professional Fees	2140	\$ 15,000	\$ 15,000
<i>Other Contract Services</i>	<i>2145</i>	<i>101</i>	
Miscellaneous Services		2,000	2,000
TOTAL - Other Contract Services	2145	\$ 2,000	\$ 2,000
<i>Memberships & Publications</i>	<i>2153</i>	<i>101</i>	
IIMC		200	200
League of California Cities		4,800	4,800
NCLOG		300	300
Miscellaneous		1,000	1,000
TOTAL - Memberships & Publications	2153	\$ 6,300	\$ 6,300
<i>Training and Conferences</i>	<i>2155</i>	<i>101</i>	
NLOG Meetings		2,100	2,100
League of California Cities		7,500	7,500
Miscellaneous Council Training/Meetings		2,500	2,500
TOTAL - Training and Conferences	2155	\$ 12,100	\$ 12,100
<i>Contributions</i>	<i>2405</i>	<i>101</i>	
St. Helena Cares Program		\$ 90,000	\$ 90,000
TOTAL - Contributions	2405	\$ 90,000	\$ 90,000

**CITY MANAGER'S OFFICE - 4200
BUDGET SUMMARY**

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
City Manager/Clerk/HR Expenses By Fund								
FUND	DEPT							
101	4200	General Fund	335,982	613,494	661,648	753,747	704,747	854,655
561	4200	Water Enterprise	57,399	122,884	139,710	139,710	139,710	241,289
571	4200	Wastewater Enterprise	78,876	116,552	139,910	139,910	139,910	240,588
Total Expenses			\$ 496,571	\$ 852,929	\$ 941,268	\$ 1,033,367	\$ 984,367	\$ 1,336,532

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
City Manager/Clerk/HR Expense Summary								
Salary			296,099	479,958	529,282	571,490	541,490	660,667
Benefits			113,997	223,219	297,772	312,442	293,442	368,105
Communications			3,126	3,351	3,278	3,278	3,278	3,300
Computer Equipment			-	3,532	1,030	2,110	2,110	11,500
Contracts			32,515	112,655	49,216	54,216	54,216	194,210
Dept supplies/services			12,356	20,309	29,688	58,829	58,829	41,700
Election Expense			10,970	148	27,000	27,000	27,000	10,000
Equipment/Software Maintenance			-	4,050	4,248	4,248	4,248	16,500
Training/Conference			3,035	8,258	22,520	22,520	22,520	30,550
Total Expenses			\$ 496,571	\$ 852,929	\$ 941,268	\$ 1,033,367	\$ 984,367	\$ 1,336,532

CITY MANAGER'S OFFICE - 4200 (City Manager), 4210 (City Clerk), 4220 (HR/IT)
BUDGET

Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
101	General Fund						
101-42-00-20-10	Salary-Regular	178,581	311,264	347,966	390,174	360,174	292,385
101-42-20-20-10	Salary-Regular	-	-	-	-	-	139,592
101-42-00-20-20	Temp/Part-time salary	14,388	6,601	-	-	-	-
101-42-20-20-20	Temp/Part-time salary	-	-	-	-	-	5,600
101-42-00-20-30	Overtime	1,829	291	-	-	-	-
101-42-20-20-30	Overtime	-	-	-	-	-	-
101-42-00-20-40	FICA/Medicare	14,999	21,398	24,176	27,405	27,405	19,878
101-42-20-20-40	FICA/Medicare	-	-	-	-	-	10,530
101-42-00-20-45	Employer PERS	14,620	40,610	60,514	63,114	61,114	48,016
101-42-20-20-45	Employer PERS	-	-	-	-	-	29,167
101-42-00-20-50	Employee PERS	2,956	-	-	-	-	-
101-42-00-20-55	Health Insurance	31,890	55,041	78,446	86,358	76,358	65,645
101-42-20-20-55	Health Insurance	-	-	-	-	-	32,645
101-42-00-20-61	Workers Comp	5,738	13,089	11,712	11,712	11,712	11,170
101-42-20-20-61	Workers Comp	-	-	-	-	-	5,361
101-42-00-20-65	SDI	1,706	2,366	2,578	2,958	2,958	1,983
101-42-20-20-65	SDI	-	-	-	-	-	1,131
101-42-00-20-71	Unemployment	-	3,895	8,300	8,300	3,300	-
101-42-00-20-75	Deferred Comp	2,849	5,773	6,874	7,423	6,923	4,263
101-42-20-20-75	Deferred Comp	-	-	-	-	-	2,729
101-42-00-20-85	Auto Allowance	4,423	16	8,400	8,400	6,900	5,520
101-42-20-20-85	Auto Allowance	-	-	-	-	-	2,520
101-42-00-20-89	Charity Event Reimbursement	0.00	7,520	1,500	1,500	1,500	-
20	Salaries & Benefits	273,979	467,863	550,466	607,344	558,344	678,135
101-42-00-21-05	Advertising	5,734	5,604	5,750	5,750	5,750	-
101-42-10-21-05	Advertising	-	-	-	-	-	5,800
101-42-20-21-05	Advertising	-	-	-	-	-	3,000
101-42-00-21-10	Communications	3,126	3,351	3,278	3,278	3,278	3,300
101-42-00-21-15	Postage	457	395	345	345	345	400
101-42-00-21-27	Equipment Lease Exp	-	-	575	575	575	-
101-42-00-21-30	Professional Contracts	4,539	29,015	3,000	3,000	3,000	5,000
101-42-10-21-30	Professional Contracts	-	-	-	-	-	-
101-42-20-21-30	Professional Contracts	-	-	-	-	-	51,670
101-42-00-21-45	Other Contract Services	27,976	82,369	29,550	34,550	34,550	20,000
101-42-10-21-45	Other Contract Services	-	-	-	-	-	11,900
101-41-20-21-45	Other Contract Services	-	-	-	-	-	-
101-42-20-21-46	Website Support	-	-	-	-	-	3,500
101-42-00-21-53	Memberships & Publications	595	5,268	4,945	4,945	4,945	2,600
101-42-10-21-53	Memberships & Publications	-	-	-	-	-	2,300
101-42-20-21-53	Memberships & Publications	-	-	-	-	-	2,400
101-42-00-21-55	Training & Conference	3,007	8,258	21,920	21,920	21,920	13,300
101-42-10-21-55	Training & Conference	-	-	-	-	-	7,850
101-42-20-21-55	Training & Conference	-	-	-	-	-	6,300
101-42-00-21-56	Admin Recruitment	1,449	154	10,000	34,400	34,400	-
101-42-20-21-56	Admin Recruitment	-	-	-	-	-	3,000
101-42-00-21-60	Other Travel	28	-	-	-	-	100
101-42-10-21-60	Other Travel	-	-	-	-	-	100
101-42-20-21-60	Other Travel	-	-	-	-	-	100
21	Services	46,911	134,414	79,363	108,763	108,763	142,620
101-42-00-22-07	Copies	-	-	-	-	-	-

CITY MANAGER'S OFFICE - 4200 (City Manager), 4210 (City Clerk), 4220 (HR/IT)
BUDGET

Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
101-42-00-22-12	Computer Equipment	-	3,532	830	1,910	1,910	1,000
101-42-10-22-12	Computer Equipment	-	-	-	-	-	3,500
101-42-20-22-12	Computer Equipment	-	-	-	-	-	1,000
101-42-00-22-13	Office Supplies	3,550	2,822	2,400	2,400	2,400	1,000
101-42-10-22-13	Office Supplies	-	-	-	-	-	1,000
101-42-20-22-13	Office Supplies	-	-	-	-	-	2,800
101-42-00-22-14	Election Expense	10,970	148	27,000	27,000	27,000	-
101-42-10-22-14	Election Expense	-	-	-	-	-	10,000
101-42-00-22-15	Special Department Supplies	572	1,158	173	743	743	300
101-42-10-22-15	Special Department Supplies	-	-	-	-	-	300
101-42-20-22-15	Special Department Supplies	-	-	-	-	-	3,000
22	<i>Supplies</i>	15,092	7,659	30,403	32,053	32,053	23,900
101-42-00-23-11	Maint Office Equip	-	-	-	-	-	-
101-42-00-23-35	Software Maintenance	-	1,350	1,416	1,416	1,416	500
101-42-10-23-35	Software Maintenance	-	-	-	-	-	-
101-42-20-23-35	Software Maintenance	-	-	-	-	-	4,500
23	<i>Maintenance</i>	-	1,350	1,416	1,416	1,416	5,000
101-42-00-24-25	Taxes & Other Charges	-	-	-	-	-	-
24	<i>Taxes, Insurances & Contributi</i>	-	-	-	-	-	-
101-42-00-26-40	Furniture & Fixtures	-	2,208	-	4,171	4,171	2,000
101-42-10-26-40	Furniture & Fixtures	-	-	-	-	-	500
101-42-20-26-40	Furniture & Fixtures	-	-	-	-	-	2,500
101-42-00-26-60	Capital Imp Buildings	-	-	-	-	-	-
26	<i>Capital</i>	-	2,208	-	4,171	4,171	5,000
Grand Total		335,982	613,494	661,648	753,747	704,747	854,655
101	General Fund	335,982	613,494	661,648	753,747	704,747	854,655
561	Water Enterprise						
561-42-00-20-10	Salary-Regular	42,202	83,032	90,658	90,658	90,658	62,714
561-42-20-20-10	Salary-Regular	-	-	-	-	-	46,531
561-42-00-20-20	Temp/Part-time salary	-	-	-	-	-	-
561-42-20-20-20	Temp/Part-time salary	-	-	-	-	-	2,300
561-42-00-20-30	Overtime	159	-	-	-	-	-
561-42-00-20-40	FICA/Medicare	3,290	5,491	6,083	6,083	6,083	4,082
561-42-20-20-40	FICA/Medicare	-	-	-	-	-	3,517
561-42-00-20-45	Employer PERS	3,421	12,206	16,393	16,393	16,393	10,522
561-42-20-20-45	Employer PERS	-	-	-	-	-	10,031
561-42-00-20-50	Employee PERS	361	-	-	-	-	-
561-42-00-20-55	Health Insurance	5,048	13,260	17,345	17,345	17,345	14,795
561-42-20-20-55	Health Insurance	-	-	-	-	-	10,882
561-42-00-20-61	Workers Comp	509	2,703	2,645	2,645	2,645	2,234
561-42-20-20-61	Workers Comp	-	-	-	-	-	1,787
561-42-00-20-65	SDI	403	595	631	631	631	401
561-42-20-20-65	SDI	-	-	-	-	-	377
561-42-00-20-75	Deferred Comp	689	1,429	1,764	1,764	1,764	1,263
561-42-20-20-75	Deferred Comp	-	-	-	-	-	1,003
561-42-00-20-85	Auto Allowance	1,318	2,107	2,400	2,400	2,400	1,920
561-42-20-20-85	Auto Allowance	-	-	-	-	-	960
561-42-00-20-89	Charity Event Reimbursement	-	-	375	375	375	-

CITY MANAGER'S OFFICE - 4200 (City Manager), 4210 (City Clerk), 4220 (HR/IT)
BUDGET

Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
561-42-00-20-97	Housing Allowance	-	-	-	-	-	-
20	Salaries & Benefits	57,399	120,823	138,294	138,294	138,294	175,319
561-42-20-21-05	Advertising	-	-	-	-	-	700
561-42-00-21-30	Professional Contracts	-	-	500	500	500	500
561-42-20-21-30	Professional Contracts	-	-	-	-	-	39,170
561-42-00-21-45	Other Contract Services	-	-	7,833	7,833	7,833	2,000
561-42-10-21-45	Other Contract Services	-	-	-	-	-	11,400
561-42-20-21-45	Other Contract Services	-	-	-	-	-	-
561-42-00-21-55	Training & Conference	-	-	300	300	300	500
561-42-10-21-55	Training & Conference	-	-	-	-	-	600
561-42-20-21-55	Training & Conference	-	-	-	-	-	400
561-42-00-21-56	Admin Recruitment	-	-	2,750	2,750	2,750	-
561-42-20-21-56	Admin Recruitment	-	-	-	-	-	1,500
21	Services	-	-	11,383	11,383	11,383	56,770
561-42-00-22-12	Computer Equipment	-	636	-	-	-	-
561-42-10-22-12	Computer Equipment	-	-	-	-	-	3,000
561-42-20-22-13	Office Supplies	-	-	-	-	-	700
561-42-00-22-15	Special Department Supplies	-	76	-	-	-	-
561-42-20-22-15	Special Department Supplies	-	-	-	-	-	1,500
22	Supplies	-	711	-	-	-	5,200
561-42-00-23-35	Software Maintenance	-	1,350	1,416	1,416	1,416	-
561-42-00-23-35	Software Maintenance	-	-	-	-	-	4,000
23	Maintenance	-	1,350	1,416	1,416	1,416	4,000
Grand Total		57,399	122,884	139,710	139,710	139,710	241,289
561	Water Enterprise	57,399	122,884	139,710	139,710	139,710	241,289
571	Sewer Enterprise						
571-42-00-20-10	Salary-Regular	58,942	78,770	90,658	90,658	90,658	62,714
571-42-20-20-10	Salary-Regular	-	-	-	-	-	46,531
571-42-00-20-20	Temp/Part-time salary	-	-	-	-	-	-
571-42-20-20-20	Temp/Part-time salary	-	-	-	-	-	2,300
571-42-00-20-30	Overtime	159	-	-	-	-	-
571-42-00-20-40	FICA/Medicare	4,587	5,162	6,083	6,083	6,083	4,082
571-42-20-20-40	FICA/Medicare	-	-	-	-	-	3,517
571-42-00-20-45	Employer PERS	4,753	11,185	16,393	16,393	16,393	10,522
571-42-02-20-45	Employer PERS	-	-	-	-	-	10,031
571-42-00-20-50	Employee PERS	361	-	-	-	-	-
571-42-00-20-55	Health Insurance	6,519	12,533	17,345	17,345	17,345	14,795
571-42-20-20-55	Health Insurance	-	-	-	-	-	10,882
571-42-00-20-61	Workers Comp	182	2,881	2,645	2,645	2,645	2,234
571-42-20-20-61	Workers Comp	-	-	-	-	-	1,787
571-42-00-20-65	SDI	564	557	631	631	631	401
571-42-20-20-65	SDI	-	-	-	-	-	377
571-42-00-20-75	Deferred Comp	924	1,364	1,764	1,764	1,764	1,263
571-42-20-20-75	Deferred Comp	-	-	-	-	-	1,002
571-42-00-20-85	Auto Allowance	1,887	2,039	2,400	2,400	2,400	1,920
571-42-20-20-85	Auto Allowance	-	-	-	-	-	960
571-42-00-20-89	Charity Event Reimbursement	-	-	375	375	375	-
571-42-00-20-97	Housing Allowance	-	-	-	-	-	-

CITY MANAGER'S OFFICE - 4200 (City Manager), 4210 (City Clerk), 4220 (HR/IT)
BUDGET

Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
20	Salaries & Benefits	78,876	114,490	138,294	138,294	138,294	175,318
571-42-20-21-05	Advertising	-	-	-	-	-	700
571-42-00-21-30	Professional Contracts	-	-	500	500	500	-
571-42-20-21-30	Professional Contracts	-	-	-	-	-	39,170
571-42-00-21-45	Other Contract Services	-	-	7,833	7,833	7,833	2,000
571-42-10-21-45	Other Contract Services	-	-	-	-	-	11,400
571-42-20-21-45	Other Contract Services	-	-	-	-	-	-
571-42-00-21-55	Training & Conference	-	-	300	300	300	300
571-42-10-21-55	Training & Conference	-	-	-	-	-	600
571-42-20-21-55	Training & Conference	-	-	-	-	-	400
571-42-00-21-56	Admin Recruitment	-	-	2,750	2,750	2,750	-
571-42-20-21-56	Admin Recruitment	-	-	-	-	-	1,500
21	Services	-	-	11,383	11,383	11,383	56,070
571-42-00-22-12	Computer Equipment	-	636	200	200	200	-
571-42-10-22-12	Computer Equipment	-	-	-	-	-	3,000
571-42-20-22-13	Office Supplies	-	-	-	-	-	700
571-42-00-22-15	Special Dept. Supplies	-	76	-	-	-	-
571-42-20-22-15	Special Dept. Supplies	-	-	-	-	-	1,500
22	Supplies	-	711	200	200	200	5,200
571-42-00-23-35	Software Maintenance	-	1,350	1,416	1,416	1,416	-
571-42-20-23-35	Software Maintenance	-	-	-	-	-	4,000
23	Maintenance	-	1,350	1,416	1,416	1,416	4,000
Grand Total		78,876	116,552	139,910	139,910	139,910	240,588
571	Sewer Enterprise	78,876	116,552	139,910	139,910	139,910	240,588
733	Capital Project Planning						
42	City Manager						
733-42-00-23-00	Capital Projects Budget	24,313	-	-	-	-	-
23	Maintenance	24,313	-	-	-	-	-
00	Administration	24,313	-	-	-	-	-
Grand Total		\$ 496,571	\$ 852,929	\$ 941,268	\$ 1,033,367	\$ 984,367	\$ 1,336,532

CITY MANAGER'S OFFICE - 4200
EXPENSE DETAIL

Description	Object Code	Funding Source and			Total Budgeted	
		Amount Per Funding Source				
<i>Professional Fees</i>	<i>2130</i>	<i>101</i>	<i>561</i>	<i>571</i>		
Miscellaneous Services			5,000	-	-	5,000
TOTAL - Professional Fees	2130	\$ 5,000	\$ -	\$ -	\$ 5,000	
<i>Other Contract Services</i>	<i>2145</i>	<i>101</i>	<i>561</i>	<i>571</i>		
Miscellaneous Contracts			20,000	-	-	20,000
TOTAL - Other Contract Services	2145	\$ 20,000	\$ -	\$ -	\$ 20,000	
<i>Memberships & Publications</i>	<i>2153</i>	<i>101</i>	<i>561</i>	<i>571</i>		
CCMF			400	-	-	400
ICMA			2,000	-	-	2,000
MMANC			200	-	-	200
TOTAL - Memberships & Publications	2153	\$ 2,600	\$ -	\$ -	\$ 2,600	
<i>Training and Conferences</i>	<i>2155</i>	<i>101</i>	<i>561</i>	<i>571</i>		
ICMA			3,500	-	-	3,500
City Manager Training			8,000	-	-	8,000
League of California Cities			1,800	-	-	1,800
TOTAL - Training and Conferences	2155	\$ 13,300	\$ -	\$ -	\$ 13,300	

**CITY MANAGER'S OFFICE - CITY CLERK 4210
EXPENSE DETAIL**

Description	Object Code	Funding Source and			Total Budgeted
		Amount Per Funding Source			
<i>Other Contract Services</i>	<i>2145</i>	<i>101</i>	<i>561</i>	<i>571</i>	
Southtech - Form 700		500	-	-	500
iCompass City Council/Planning Commission Web Streaming		1,900	1,900	1,900	5,700
iCompass City Council/Planning Commission Agenda Module		1,200	1,200	1,200	3,600
iCompass PRA Module		200	200	200	600
Public Facing Laserfiche Link		6,600	6,600	6,600	19,800
ECS (laserfiche)		1,500	1,500	1,500	4,500
TOTAL - Other Contract Services	2145	\$ 11,900	\$ 11,400	\$ 11,400	\$ 34,700
<i>Memberships & Publications</i>	<i>2153</i>	<i>101</i>	<i>561</i>	<i>571</i>	
IIMC		200	-	-	200
CCAC		100	-	-	100
Mail Chimp		500	-	-	500
MMANC		100	-	-	100
ARMA		200	-	-	200
County of Napa Official Records Index and Document Images (split with PW Admin and Planning)		1,200	-	-	1,200
TOTAL - Memberships & Publications	2153	\$ 2,300	\$ -	\$ -	\$ 2,300
<i>Training and Conferences</i>	<i>2155</i>	<i>101</i>	<i>561</i>	<i>571</i>	
Technical Training for Clerks		3,000	-	-	3,000
CCAC Annual Conference		1,500	-	-	1,500
MMANC		600	-	-	600
ARMA		500	-	-	500
Workflow Training		600	600	600	1,800
League of California Cities New Law and Elections		1,650	-	-	1,650
TOTAL - Training and Conferences	2155	\$ 7,850	\$ 600	\$ 600	\$ 9,050
<i>Computer Equipment</i>	<i>2212</i>	<i>101</i>	<i>561</i>	<i>571</i>	
Scanners (for laserfiche)		3,000	3,000	3,000	9,000
Miscellaneous		500	-	-	500
TOTAL - Computer Equipment	2212	\$ 3,500	\$ 3,000	\$ 3,000	\$ 9,500
<i>Software Maintenance</i>	<i>2335</i>	<i>101</i>	<i>561</i>	<i>571</i>	
		-	-	-	-
TOTAL - Software Maintenance	2335	\$ -	\$ -	\$ -	\$ -

CITY MANAGER'S OFFICE - HR/IT 4220
EXPENSE DETAIL

Description	Object Code	Funding Source and			Total Budgeted	
		Amount Per Funding Source				
Part-Time	2020	101	561	571		
HR Internship Program			5,600	2,300	2,300	10,200
TOTAL - Part-Time	2020	\$	5,600	\$ 2,300	\$ 2,300	\$ 10,200
Professional Contracts	2130	101	561	571		
Annual Support Contract - Marin IT			26,670	26,670	26,670	80,010
Citywide Classification & Compensation Study			25,000	12,500	12,500	50,000
TOTAL - Professional Contracts	2130	\$	51,670	\$ 39,170	\$ 39,170	\$ 130,010
Website Support	2146	101	561	571		
Domain and Website Hosting			3,500	-	-	3,500
TOTAL - Website Support	2146	\$	3,500	\$ -	\$ -	\$ 3,500
Memberships & Publications	2153	101	561	571		
CalPELRA (HR)			700	-	-	700
NCCIPMA-HR Lifetime Membership			350	-	-	350
MMANC			150	-	-	150
CalChamber			700	-	-	700
MailChimp			500	-	-	500
TOTAL - Memberships & Publications	2153	\$	2,400	\$ -	\$ -	\$ 2,400
Training and Conferences	2155	101	561	571		
Labor, Continuing Education			200	100	100	400
Pryor Training Unlimited (HR)			600	-	-	600
MMANC, Springbrook Conference, HR Trainings			3,000	-	-	3,000
CalPELRA (HR) - REMIF to Reimburse			1,100	-	-	1,100
PARMA - REMIF to Reimburse			1,100	-	-	1,100
Liebert Cassidy (HR)			300	300	300	900
TOTAL - Training and Conferences	2155	\$	6,300	\$ 400	\$ 400	\$ 7,100
Admin Recruitment	2156	101	561	571		
Background Checks			2,000	1,000	1,000	4,000
Physicals			1,000	500	500	2,000
TOTAL - Admin Recruitment	2156	\$	3,000	\$ 1,500	\$ 1,500	\$ 6,000
Software Maintenance	2335	101	561	571		
Anti-Virus			3,000	3,000	3,000	9,000
CalOpps Recruitment Software			1,000	500	500	2,000
Misc. IT Software			500	500	500	1,500
TOTAL - Software Maintenance	2335	\$	4,500	\$ 4,000	\$ 4,000	\$ 12,500

**FINANCE - 4300
BUDGET SUMMARY**

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Finance Expenses By Fund								
FUND	DEPT							
101	4300	General Fund	281,187	320,045	352,380	414,854	377,154	335,793
235	4300	Measure A	-	-	-	-	-	261,900
561	4300	Water Enterprise	303,258	239,106	250,547	301,504	301,504	281,083
571	4300	Wastewater Enterprise	193,978	196,627	204,402	254,947	254,947	233,357
216	4300	Public Safety Impact	-	1,753	-	6,400	6,400	-
713	4300	Civic Impact	-	1,753	-	6,400	6,400	-
733	4300	Capital Project Planning	44,429	2,250	-	-	-	-
740	4300	Traffic Mitigation Impact	-	1,753	-	6,400	6,400	-
742	4300	Storm Drain Improvement	-	1,753	-	6,400	6,400	-
764	4300	Water Impact	-	1,753	-	6,400	6,400	-
774	4300	Sewer Impact	-	1,753	-	6,400	6,400	-
Total Expenses			\$ 822,852	\$ 768,545	\$ 807,328	\$ 1,009,703	\$ 972,003	\$ 1,112,133

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Finance Expense Summary								
Salary			342,118	357,874	396,781	396,781	376,781	437,167
Benefits			208,770	189,254	221,800	221,732	206,232	203,587
Capital Equipment			-	-	-	-	-	-
Communications			2,147	1,399	1,935	1,935	1,735	2,000
Computer Equipment			-	5,060	1,350	2,205	2,205	4,500
Contracts			85,318	86,134	60,452	262,039	262,039	322,350
Dept supplies/services			84,660	104,994	89,497	89,497	87,497	98,638
Software/Equipment Maintenance			51,849	855	25,633	25,633	25,633	29,150
Training/Conference			2,588	7,012	9,880	9,880	9,880	14,741
Total Expenses			\$ 822,852	\$ 768,545	\$ 807,328	\$ 1,009,703	\$ 972,003	\$ 1,112,133

FINANCE - 4300
BUDGET

Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
101	General Fund						
101-43-00-20-10	Salary-Regular	119,360	161,793	182,224	182,224	162,224	176,816
101-43-00-20-20	Temp/Part Time	1,100	1,481	-	-	-	2,000
101-43-00-20-30	Overtime	726	42	500	500	500	2,000
101-43-00-20-40	FICA/Medicare	9,409	12,667	14,171	14,171	12,171	13,026
101-43-00-20-45	Employer PERS	14,424	24,245	31,870	31,870	29,870	29,521
101-43-00-20-50	Employee PERS	2,312	-	-	-	-	-
101-43-00-20-55	Health Insurance	27,191	36,163	37,474	37,474	27,474	24,845
101-43-00-20-61	Workers Comp	6,558	7,114	7,568	7,568	7,568	7,767
101-43-00-20-65	SDI	1,152	1,466	1,563	1,563	1,563	1,409
101-43-00-20-71	Unemployment	-	-	-	-	-	-
101-43-00-20-75	Deferred Comp	2,391	4,081	4,361	4,361	3,861	3,202
101-43-00-20-85	Auto Allowance	2,037	3,746	3,919	3,919	3,919	2,647
101-43-00-20-89	Charity Event Reimbursement	-	-	1,223	1,223	1,223	-
101-43-00-20-96	Education Reimbursement	-	-	1,000	1,000	-	1,000
20	Salaries & Benefits	186,660	252,797	285,873	285,873	250,373	264,233
101-43-00-21-05	Advertising	650	-	-	-	-	-
101-43-00-21-10	Communications	2,147	585	1,000	1,000	800	1,000
101-43-00-21-15	Postage	4,243	3,915	4,500	4,500	4,500	4,500
101-43-00-21-30	Professional Contracts	3,931	6,658	3,500	3,885	3,885	3,700
101-43-00-21-40	Professional Fees	66	11	-	-	-	-
101-43-00-21-42	Banking Fees	7,839	8,340	13,000	13,000	11,000	13,000
101-43-00-21-45	Other Contract Services	47,460	38,241	24,024	85,827	85,827	24,650
101-43-00-21-48	Government Fees	100	100	100	100	100	200
101-43-00-21-53	Memberships & Publications	1,289	307	1,097	1,097	1,097	1,398
101-43-00-21-55	Training & Conference	2,262	2,916	4,415	4,415	4,415	5,562
101-43-00-21-60	Other Travel	38	26	200	200	200	200
21	Services	70,026	61,098	51,836	114,025	111,825	54,210
101-43-00-22-12	Computer Equipment	-	1,509	450	735	735	1,500
101-43-00-22-13	Office Supplies	1,136	1,126	1,200	1,200	1,200	1,700
101-43-00-22-15	Special Department Supplies	2,632	1,555	3,500	3,500	3,500	3,700
22	Supplies	3,768	4,190	5,150	5,435	5,435	6,900
101-43-00-23-11	Maint Office Equip	-	-	500	500	500	600
101-43-00-23-35	Software Maintenance	20,085	285	7,971	7,971	7,971	8,850
23	Maintenance	20,085	285	8,471	8,471	8,471	9,450
101-43-00-24-25	Taxes & Other Charges	-	200	-	-	-	-
24	Taxes, Insurances & Contributi	-	200	-	-	-	-
101-43-00-26-30	Capital Equipment	-	-	-	-	-	-
101-43-00-26-40	Furniture & Fixtures	648	1,474	1,050	1,050	1,050	1,000
26	Capital	648	1,474	1,050	1,050	1,050	1,000
Grand Total		281,187	320,045	352,380	414,854	377,154	335,793
101	General Fund	281,187	320,045	352,380	414,854	377,154	335,793
216	Public Safety Impact						
43	Finance						
216-43-00-21-45	Other Contract Services	-	1,753	-	6,400	6,400	-
21	Services	-	1,753	-	6,400	6,400	-

FINANCE - 4300
BUDGET

Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
00	Administration	-	1,753	-	6,400	6,400	-
235	Measure A						
235-43-00-21-40	Professional Fees	-	-	-	-	-	-
235-43-00-21-42	Banking Fees	-	-	-	-	-	-
235-43-00-21-45	Other Contract Services	-	-	-	-	-	261,900
235-43-00-21-55	Training & Conference	-	-	-	-	-	-
235-43-00-21-60	Other Travel	-	-	-	-	-	-
21	Services	-	-	-	-	-	261,900
235-43-00-22-13	Office Supplies	-	-	-	-	-	-
22	Supplies	-	-	-	-	-	-
235-43-00-24-25	Taxes & Other Charges	-	-	-	-	-	-
24	Taxes, Insurances & Contributi	-	-	-	-	-	-
Grand Total		-	-	-	-	-	261,900
235	Measure A	-	-	-	-	-	261,900
561	Water Enterprise						
561-43-00-20-10	Salary-Regular	139,635	109,064	122,289	122,289	122,289	139,974
561-43-00-20-20	Temp/Part Time	-	1,482	-	-	-	2,000
561-43-00-20-30	Overtime	1,122	254	-	-	-	2,000
561-43-00-20-40	FICA/Medicare	10,926	8,470	9,484	9,484	9,484	10,573
561-43-00-20-45	Employer PERS	18,284	12,964	19,266	19,266	19,266	21,697
561-43-00-20-50	Employee PERS	3,758	-	-	-	-	-
561-43-00-20-55	Health Insurance	45,199	24,811	25,834	25,834	25,834	22,557
561-43-00-20-61	Workers Comp	7,108	6,153	6,548	6,548	6,548	8,281
561-43-00-20-71	Unemployment	-	-	-	-	-	-
561-43-00-20-75	Deferred Comp	2,915	-	2,534	2,534	2,534	2,396
561-43-00-20-85	Auto Allowance	2,323	2,290	1,759	1,759	1,759	1,489
561-43-00-20-89	Charity Event Reimbursement	-	1,721	548	480	480	-
20	Salaries & Benefits	232,619	168,196	189,329	189,261	189,261	212,151
561-43-00-21-05	Advertising	-	-	-	-	-	-
561-43-00-21-10	Communications	-	433	450	450	450	500
561-43-00-21-27	Equipment Lease Exp	-	-	-	-	-	-
561-43-00-21-30	Professional Contracts	2,760	4,958	3,500	3,885	3,885	3,700
561-43-00-21-40	Professional Fees	14,429	11	-	-	-	-
561-43-00-21-42	Banking Fees	1,930	15,347	12,500	12,500	12,500	14,000
561-43-00-21-44	Online Transaction Fee	19,184	2,400	2,400	2,400	2,400	2,400
561-43-00-21-45	Other Contract Services	222	28,896	12,964	63,319	63,319	12,350
561-43-00-21-53	Memberships & Publications	260	137	663	663	663	1,300
561-43-00-21-60	Other Travel	-	-	-	-	-	-
21	Services	50,362	65,882	47,462	98,202	98,202	51,382
561-43-00-22-07	Copies	-	-	-	-	-	-
561-43-00-22-12	Computer Equipment	-	1,776	450	735	735	1,500
561-43-00-22-13	Office Supplies	1,200	983	1,000	1,000	1,000	1,700
561-43-00-22-15	Special Department Supplies	2,339	1,985	3,500	3,500	3,500	3,500
22	Supplies	3,539	4,744	4,950	5,235	5,235	6,700
561-43-00-23-15	Maint Machine/Equipment	-	-	500	500	500	600
561-43-00-23-35	Software Maintenance	15,882	285	8,081	8,081	8,081	9,250

FINANCE - 4300
BUDGET

Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
23	Maintenance	15,882	285	8,581	8,581	8,581	9,850
561-43-00-24-25	Taxes & Other Charges	693	-	-	-	-	-
24	Taxes, Insurances & Contributi	693	-	-	-	-	-
561-43-00-26-40	Furniture & Fixtures	162	-	225	225	225	1,000
26	Capital	162	-	225	225	225	1,000
Grand Total		303,258	239,106	250,547	301,504	301,504	281,083
561	Water Enterprise	303,258	239,106	250,547	301,504	301,504	281,083
571	Sewer Enterprise						
571-43-00-20-10	Salary-Regular	79,390	82,148	91,768	91,768	91,768	108,377
571-43-00-20-20	Temp/Part Time	-	1,482	-	-	-	2,000
571-43-00-20-30	Overtime	785	127	-	-	-	2,000
571-43-00-20-40	FICA/Medicare	6,221	6,399	7,164	7,164	7,164	8,249
571-43-00-20-45	Employer PERS	10,141	10,194	14,982	14,982	14,982	16,097
571-43-00-20-50	Employee PERS	1,967	-	-	-	-	-
571-43-00-20-55	Health Insurance	25,383	18,925	19,855	19,855	19,855	17,301
571-43-00-20-61	Workers Comp	4,119	4,482	4,772	4,772	4,772	6,259
571-43-00-20-71	Unemployment	-	-	-	-	-	-
571-43-00-20-75	Deferred Comp	1,597	1,848	2,033	2,033	2,033	1,908
571-43-00-20-85	Auto Allowance	1,239	1,504	1,519	1,519	1,519	1,249
571-43-00-20-89	Charity Event Reimbursement	-	-	480	480	480	-
20	Salaries & Benefits	131,609	127,856	143,380	143,380	143,380	164,370
571-43-00-21-05	Advertising	-	-	-	-	-	-
571-43-00-21-10	Communications	-	382	485	485	485	500
571-43-00-21-27	Equipment Lease Exp	-	-	-	-	-	-
571-43-00-21-40	Professional Fees	-	-	-	-	-	-
571-43-00-21-42	Banking Fees	10,969	11	12,500	12,500	12,500	14,000
571-43-00-21-44	Online Transaction Fee	1,930	13,260	2,400	2,400	2,400	2,500
571-43-00-21-45	Other Contract Services	13,689	2,400	12,964	62,839	62,839	12,350
571-43-00-21-53	Memberships & Publications	222	27,524	637	637	637	1,140
571-43-00-21-55	Training & Conference	260	137	2,280	2,280	2,280	4,047
571-43-00-21-60	Other Travel	14	1,958	-	-	-	-
21	Services	41,408	62,354	45,766	96,026	96,026	49,237
571-43-00-22-07	Copies	-	-	-	-	-	-
571-43-00-22-12	Computer Equipment	-	1,776	450	735	735	1,500
571-43-00-22-13	Office Supplies	1,201	983	1,000	1,000	1,000	1,700
571-43-00-22-15	Special Department Supplies	2,315	1,896	3,500	3,500	3,500	3,700
22	Supplies	3,516	4,655	4,950	5,235	5,235	6,900
571-43-00-23-15	Maint Machine/Equipment	-	-	500	500	500	600
571-43-00-23-35	Software Maintenance	15,882	285	8,081	8,081	8,081	9,250
23	Maintenance	15,882	285	8,581	8,581	8,581	9,850
571-43-00-24-25	Taxes & Other Charges	1,402	1,477	1,500	1,500	1,500	2,000
24	Taxes, Insurances & Contributi	1,402	1,477	1,500	1,500	1,500	2,000
571-43-00-26-40	Furniture & Fixtures	162	-	225	225	225	1,000
26	Capital	162	-	225	225	225	1,000

FINANCE - 4300
BUDGET

Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
Grand Total		193,978	196,627	204,402	254,947	254,947	233,357
571	Sewer Enterprise	193,978	196,627	204,402	254,947	254,947	233,357
713	Civic Impact						
43	Finance						
713-43-00-21-45	Other Contract Services	-	1,753	-	6,400	6,400	-
21	Services	-	1,753	-	6,400	6,400	-
00	Administration	-	1,753	-	6,400	6,400	-
733	Capital Project Planning						
43	Finance						
733-43-00-21-45	Other Contract Services	44,429	-	-	-	-	-
21	Services	44,429	-	-	-	-	-
733-43-00-23-00	Capital Project s Budget	-	2,250	-	-	-	-
23	Maintenance	-	2,250	-	-	-	-
00	Administration	44,429	2,250	-	-	-	-
740	Traffic Mitigation Impact						
43	Finance						
740-43-00-21-45	Other Contract Services	-	1,753	-	6,400	6,400	-
21	Services	-	1,753	-	6,400	6,400	-
00	Administration	-	1,753	-	6,400	6,400	-
742	Storm Drain Improvement						
43	Finance						
742-43-00-21-45	Other Contract Services	-	1,753	-	6,400	6,400	-
21	Services	-	1,753	-	6,400	6,400	-
00	Administration	-	1,753	-	6,400	6,400	-
764	Water Impact						
43	Finance						
764-43-00-21-45	Other Contract Services	-	1,753	-	6,400	6,400	-
21	Services	-	1,753	-	6,400	6,400	-
00	Administration	-	1,753	-	6,400	6,400	-
774	Sewer Impact						
43	Finance						
774-43-00-21-45	Other Contract Services	-	1,753	-	6,400	6,400	-
21	Services	-	1,753	-	6,400	6,400	-
00	Administration	-	1,753	-	6,400	6,400	-
Grand Total		822,852	768,545	807,328	1,009,703	972,003	1,112,133

FINANCE - 4300 EXPENSE DETAIL					
Description	Object Code	Funding Source and Amount Per Funding Source			Total Budgeted
<i>Professional Contracts</i>	2130	101	561	571	
Professional Support		3,700	3,700	3,700	11,100
TOTAL - Professional Contracts	2130	\$ 3,700	\$ 3,700	\$ 3,700	\$ 11,100
<i>Other Contract Services</i>	2145	101	561	571	
Annual Audit Services		9,500	9,500	9,500	28,500
PERS Reports		5,000	1,700	1,700	8,400
California Municipal Statistic (CAFR Stats)		150	150	150	450
AK&Co (Reimbursement Claims)		1,000	1,000	1,000	3,000
Muniservices (Sales Tax Audit and Reports)		9,000	-	-	9,000
TOTAL - Other Contract Services	2145	\$ 24,650	\$ 12,350	\$ 12,350	\$ 49,350
<i>Memberships & Publications</i>	2153	101	561	571	
GFOA (5)		\$ 294	\$ 336	\$ 216	\$ 846
GFOA Award		\$ 100	\$ 100	\$ 100	\$ 300
CSMFO (3)		\$ 158	\$ 114	\$ 101	\$ 373
MMANC (3)		\$ 95	\$ 68	\$ 61	\$ 224
ICMA (3)		\$ 252	\$ 182	\$ 162	\$ 596
Misc. Memberships & Publications		\$ 500	\$ 500	\$ 500	\$ 1,500
TOTAL - Memberships & Publications	2153	\$ 1,398	\$ 1,300	\$ 1,140	\$ 3,838
<i>Training and Conferences</i>	2155	101	561	571	
MMANC		630	455	405	1,490
CSFMO		1,260	910	810	2,980
GFOA		845	920	555	2,320
ICMA		630	455	405	1,490
Misc. Training and Conferences		2,197	2,392	1,872	6,461
TOTAL - Training and Conferences	2155	\$ 5,562	\$ 5,132	\$ 4,047	\$ 14,741
<i>Special Department Supplies</i>	2215	101	561	571	
Forms		2,500	2,500	2,500	7,500
Print Budget		1,200	1,200	1,200	3,000
TOTAL - Special Department Supplies	2215	\$ 3,700	\$ 3,700	\$ 3,700	\$ 10,500
<i>Maintenance Office Equipment</i>	2311	101	561	571	
Pitney Bowes Maintenance		600	600	600	1,800
TOTAL - Maintenance Office Equipment	2311	\$ 600	\$ 600	\$ 600	\$ 1,800
<i>Software Maintenance</i>	2335	101	561	571	
Springbrook - Finance Suite		900	900	900	2,700
Springbrook - Purchase Orders		400	400	400	1,200

FINANCE - 4300
EXPENSE DETAIL

Description	Object Code	Funding Source and Amount Per Funding Source			Total Budgeted
Springbrook - Payroll		900	900	900	2,700
Springbrook - Human Resources		850	850	850	2,550
Springbrook - Project/Grant Accounting		500	500	500	1,500
Springbrook - Fixed Assets		500	500	500	1,500
Springbrook - Accounts Receivable		1,200	-	-	1,200
Springbrook - Central Cash/POS Maint		500	500	500	1,500
Springbrook - Utility Billing Suite		-	1,300	1,300	2,600
Springbrook - Custom: Billing Statements		-	600	600	1,200
Springbrook - Custom: Meter Interface		-	600	600	1,200
Springbrook - Web Based UB Payments and Inquiry		-	400	400	800
Springbrook - Licenses and Permits		1,600	-	-	1,600
Springbrook - Application Server Maint.		1,000	1,000	1,000	3,000
Springbrook - ESS		500	500	500	1,500
Springbrook - Utility Billing Custom		-	300	300	600
TOTAL - Software Maintenance	2335	\$ 8,850	\$ 9,250	\$ 9,250	\$ 27,350
Furniture & Fixtures	2640	101	561	571	
Finance Desk Set		1,000	1,000	1,000	3,000
TOTAL - Furniture & Fixtures	2640	\$ 1,000	\$ 1,000	\$ 1,000	\$ 3,000

CITY ATTORNEY - 4400 BUDGET SUMMARY

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
City Attorney Expenses By Fund								
FUND	DEPT							
101	4400	General Fund	692,574	640,851	582,037	772,037	772,037	670,000
561	4400	Water Enterprise	6,115	35,269	15,000	150,000	150,000	130,000
571	4400	Wastewater Enterprise	138,173	181,595	15,000	15,000	15,000	60,000
751	4400	Affordable Housing	10,388	21,848	30,000	30,000	30,000	30,000
Total Expenses			\$ 865,675	\$ 879,563	\$ 642,037	\$ 967,037	\$ 967,037	\$ 890,000

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
City Attorney Expense Summary								
Billable Services			21,040	41,637	-	50,000	50,000	35,000
Contracts			670,803	743,674	395,000	720,000	720,000	425,000
Dept Supplies/Services			73	-	-	-	-	-
Litigation			155,334	94,251	247,037	197,037	197,037	430,000
Total Expenses			\$ 865,675	\$ 879,563	\$ 642,037	\$ 967,037	\$ 967,037	\$ 890,000

CITY ATTORNEY - 4400 BUDGET							
Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
101	General Fund						
101-44-00-21-30	Professional Contracts	516,127	504,962	335,000	525,000	525,000	335,000
101-44-00-21-32	Litigation Cost	155,334	94,251	247,037	197,037	197,037	300,000
101-44-00-21-33	Contract Billable Services	21,040	41,637	-	50,000	50,000	35,000
21	Services	692,502	640,851	582,037	772,037	772,037	670,000
101-44-00-22-13	Office Supplies	73	-	-	-	-	-
22	Supplies	73	-	-	-	-	-
Grand Total		692,574	640,851	582,037	772,037	772,037	670,000
101	General Fund	692,574	640,851	582,037	772,037	772,037	670,000
561	Water Enterprise						
561-44-00-21-30	Professional Contracts	6,115	35,269	15,000	150,000	150,000	30,000
561-44-00-21-32	Litigation Cost	-	-	-	-	-	100,000
561-44-00-21-40	Professional Fees	-	-	-	-	-	-
561-44-00-21-45	Other Contract Services	-	-	-	-	-	-
21	Services	6,115	35,269	15,000	150,000	150,000	130,000
Grand Total		6,115	35,269	15,000	150,000	150,000	130,000
561	Water Enterprise	6,115	35,269	15,000	150,000	150,000	130,000
571	Sewer Enterprise						
571-44-00-21-30	Professional Contracts	138,173	181,595	15,000	15,000	15,000	30,000
571-44-00-21-32	Litigation Cost	-	-	-	-	-	30,000
571-44-00-21-45	Other Contract Services	-	-	-	-	-	-
21	Services	138,173	181,595	15,000	15,000	15,000	60,000
Grand Total		138,173	181,595	15,000	15,000	15,000	60,000
571	Sewer Enterprise	138,173	181,595	15,000	15,000	15,000	60,000
751	Affordable Housing						
751-44-00-21-30	Professional Contracts	10,388	21,848	30,000	30,000	30,000	30,000
21	Services	10,388	21,848	30,000	30,000	30,000	30,000
Grand Total		10,388	21,848	30,000	30,000	30,000	30,000
751	Affordable Housing	10,388	21,848	30,000	30,000	30,000	30,000
763	Water Capital Project						
763-44-00-21-30	Professional Contracts	18,425	-	-	-	-	-
21	Services	18,425	-	-	-	-	-
Grand Total		18,425	-	-	-	-	-
751	Water Capital Project	18,425	-	-	-	-	-
Grand Total		\$ 865,675	\$ 879,563	\$ 642,037	\$ 967,037	\$ 967,037	\$ 890,000

**PLANNING AND COMMUNITY IMPROVEMENT - 4500
BUDGET SUMMARY**

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Planning and Community Improvement Expenses By Fund								
FUND	DEPT							
101	4500	General Fund	689,672	844,830	976,373	1,047,501	1,047,501	1,073,281
		Total Expenses	\$ 689,672	\$ 844,830	\$ 976,373	\$ 1,047,501	\$ 1,047,501	\$ 1,073,281

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Planning and Community Improvement Expense Summary								
Salary			141,954	379,578	480,507	480,507	480,507	485,157
Benefits			57,325	164,924	222,471	222,471	222,471	251,159
Capital Equipment			-	-	-	-	-	30,000
Communications			1,836	2,673	2,116	2,116	2,116	2,200
Computer Equipment			1,773	-	2,500	2,500	2,500	3,000
Contracts			443,165	229,163	200,000	271,128	271,128	230,000
Dept supplies/services			9,777	18,414	32,600	32,600	32,600	33,000
Equipment/Software Maintenance			9,000	18,725	20,500	20,500	20,500	21,500
Training/Conference			2,713	4,289	10,750	10,750	10,750	12,000
Vehicle Maintenance			3,637	5,746	4,929	4,929	4,929	5,265
Total Expenses			\$ 689,672	\$ 844,830	\$ 976,373	\$ 1,047,501	\$ 1,047,501	\$ 1,073,281

PLANNING AND COMMUNITY IMPROVEMENT- 4500
BUDGET

Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
101	General Fund						
101-45-00-20-10	Salary-Regular	128,609	371,722	464,507	453,507	453,507	468,957
101-45-00-20-20	Temp/Part Time	9,190	5,900	16,000	27,000	27,000	16,000
101-45-00-20-30	Overtime	4,155	1,956	-	-	-	200
101-45-00-20-40	FICA/Medicare	10,907	29,472	34,309	34,309	34,309	35,195
101-45-00-20-45	Employer PERS	10,804	46,592	71,033	71,033	71,033	78,848
101-45-00-20-50	Employee PERS	1,183	-	-	-	-	-
101-45-00-20-55	Health Insurance	20,671	60,974	78,701	78,701	78,701	97,465
101-45-00-20-61	Workers Comp	9,447	10,670	17,083	17,083	17,083	20,105
101-45-00-20-65	SDI	1,274	3,425	3,392	3,392	3,392	3,843
101-45-00-20-71	Unemployment	-	-	-	-	-	-
101-45-00-20-75	Deferred Comp	872	7,429	8,503	8,503	8,503	8,503
101-45-00-20-85	Auto Allowance	1,667	6,362	7,200	7,200	7,200	7,200
101-45-00-20-89	Charity Event Reimbursement	-	-	2,250	2,250	2,250	-
101-45-00-20-96	Education Reimbursement	500	-	-	-	-	-
20	Salaries & Benefits	199,279	544,502	702,978	702,978	702,978	736,316
101-45-00-21-05	Advertising	4,241	7,588	6,000	6,000	6,000	6,000
101-45-00-21-10	Communications	1,836	2,673	2,116	2,116	2,116	2,200
101-45-00-21-15	Postage	633	1,612	1,000	1,000	1,000	1,000
101-45-00-21-30	Professional Contracts	26,965	-	10,000	10,000	10,000	10,000
101-45-00-21-33	Contract Billable Services	15,977	9,800	-	-	-	-
101-45-00-21-45	Other Contract Services - Plan.	400,223	141,865	150,000	183,648	183,648	140,000
101-45-00-21-47	Other Contract Services - Bldg	-	77,498	40,000	40,000	40,000	80,000
101-45-00-21-53	Memberships & Publications	1,682	2,360	7,600	7,600	7,600	8,000
101-45-00-21-55	Training & Conference	2,713	4,289	10,750	10,750	10,750	12,000
21	Services	454,270	247,685	227,466	261,114	261,114	259,200
101-45-00-22-07	Copies	38	-	-	-	-	-
101-45-00-22-12	Computer Equipment	1,773	-	2,500	2,500	2,500	3,000
101-45-00-22-13	Office Supplies	1,640	1,104	3,000	3,000	3,000	3,000
101-45-00-22-15	Special Department Supplies	1,219	5,750	5,000	5,000	5,000	5,000
22	Supplies	4,670	6,854	10,500	10,500	10,500	11,000
101-45-00-23-11	Maint Office Equip	-	-	500	500	500	500
101-45-00-23-35	Software Maintenance	9,000	18,725	20,000	20,000	20,000	21,000
101-45-00-23-50	Vehicle Alloc Expense	3,637	5,746	4,929	4,929	4,929	5,265
23	Maintenance	12,637	24,471	25,429	25,429	25,429	26,765
101-45-00-26-30	Capital Equipment	-	-	-	-	-	30,000
101-45-00-26-40	Furniture & Fixtures	324	-	10,000	10,000	10,000	10,000
26	Capital	324	-	10,000	10,000	10,000	40,000
Grand Total		671,180	823,512	976,373	1,010,021	1,010,021	1,073,281
101	General Fund	671,180	823,512	976,373	1,010,021	1,010,021	1,073,281
210							
210-45-80-21-30	Professional Contracts	18,492	21,318	-	37,480	37,480	-
	Services	18,492	21,318	-	37,480	37,480	-
	Administration	18,492	21,318	-	37,480	37,480	-
Grand Total		\$ 689,672	\$ 844,830	\$ 976,373	\$ 1,047,501	\$ 1,047,501	\$ 1,073,281

**BUILDING AND PLANNING - 4500
EXPENSE DETAIL**

Description	Object Code	Funding Source	Total Budgeted
<i>Temporary Part Time</i>	<i>2020</i>	<i>101</i>	
Planning Commissioner Stipends		6,000	6,000
Interns		10,000	10,000
TOTAL - Temporary Part Time	2020	\$ 16,000	\$ 16,000
<i>Advertising</i>	<i>2105</i>	<i>101</i>	
Public Hearing Notices		6,000	6,000
TOTAL - Advertising	2105	\$ 6,000	\$ 6,000
<i>Professional Contracts</i>	<i>2130</i>	<i>101</i>	
Misc. Contract Services		10,000	10,000
TOTAL - Professional Contracts	2130	\$ 10,000	\$ 10,000
<i>Other Contract Services - Planning</i>	<i>2145</i>	<i>101</i>	
Planning Services*		140,000	140,000
TOTAL - Other Contract Services	2145	\$ 140,000	\$ 140,000
<i>Other Contract Services- Building</i>	<i>2147</i>	<i>101</i>	
Building Plan Check and Building Inspections*		80,000	80,000
TOTAL - Other Contract Services	2147	\$ 80,000	\$ 80,000
<i>Memberships & Publications</i>	<i>2153</i>	<i>101</i>	
APA and AICP Dues		900	900
Updated Codes		2,000	2,000
Membership/Subscriptions (ICC, ENR, NFPA, Building Codes, Planning & Building Codes)		3,000	3,000
Supplementary Code/Guide Books		500	500
County of Napa Official Records Index and Document Images (split with CM, Planning, and Public Works)		1,200	1,200
Miscellaneous		400	400
TOTAL - Memberships & Publications	2153	\$ 8,000	\$ 8,000
<i>Training and Conferences</i>	<i>2155</i>	<i>101</i>	
Planning Commissioners and Staff		2,800	2,800
APA California Conference (Senior Planner and Planning Director)		2,600	2,600
Miscellaneous Staff Training		4,300	4,300
Plan Check/Inspection Training and Materials		2,300	2,300

BUILDING AND PLANNING - 4500
EXPENSE DETAIL

Description	Object Code	Funding Source	Total Budgeted
<i>TOTAL - Training and Conferences</i>	<i>2155</i>	<i>\$ 12,000</i>	<i>\$ 12,000</i>
<i>Software Maintenance</i>	<i>2335</i>	<i>101</i>	
CRW		21,000	21,000
<i>TOTAL - Software Maintenance</i>	<i>2335</i>	<i>\$ 21,000</i>	<i>\$ 21,000</i>

* Expenditures based on projects. If projects do not occur, is delayed, or downsized consultant service fees may be reduced. Consultant services have all or partial cost recovery.

NON-DEPARTMENTAL - 4000 BUDGET SUMMARY

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Non-Departmental Expenses By Fund								
FUND	DEPT							
101	4000	General Fund	2,662,612	2,031,453	1,284,754	1,964,765	1,964,765	1,958,528
225	4000	Gas Tax 2105	28,660	-	-	-	-	-
226	4000	Gas Tax 2106	20,550	-	-	-	-	-
227	4000	Gas Tax 2107	42,450	-	-	-	-	-
228	4000	Gas Tax 2107.5	2,030	-	-	-	-	-
229	4000	Gas Tax 2103	65,430	-	-	-	-	-
235	4000	Measure A	526,000	-	1,358,000	1,358,000	526,805	5,400,640
290	4000	Tourism Improvement District	277,543	320,351	352,913	352,913	352,913	423,496
384	4000	Tweed Trust	166,240	-	-	-	-	-
420	4000	1996 GO Bonds	182,843	184,131	180,094	180,094	180,094	500
561	4000	Water Enterprise	1,265,826	733,608	1,142,488	1,136,191	1,146,233	1,151,913
571	4000	Wastewater Enterprise	1,668,913	559,288	388,398	471,075	471,075	407,730
592	4000	Equipment Replacement	32,748	56,432	-	-	-	-
740	4000	Traffic Mitigation Impact	-	2,766	-	-	-	-
751	4000	Affordable Housing	9,627	30,212	1,000	1,000	1,000	-
Total Expenses			\$ 6,951,471	\$ 3,918,241	\$ 4,707,647	\$ 5,464,038	\$ 4,642,884	\$ 9,342,806

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Non-Departmental Expense Summary								
Benefits			795	-	-	-	-	14,250
Capital Equipment			10,990	47,768	-	-	-	-
Chamber of Commerce			171,270	210,000	210,000	210,000	210,000	210,000
Communications			7,413	3,498	4,600	4,600	4,600	5,000
Computer Equipment			39,282	64,754	16,927	8,209	8,209	6,000
Contracts			205,712	109,307	111,300	111,300	111,300	55,100
Contributions & County Partnerships			97,482	125,986	129,600	129,600	132,600	145,100
Debt Payments			1,183,337	1,591,103	3,102,813	3,102,371	2,271,618	6,815,740
Dept supplies/services			315,309	345,236	381,168	390,054	390,054	473,310
Equipment Lease			16,756	18,595	20,792	20,792	20,792	29,100
Equipment/Software Maintenance			19,177	9,057	10,500	11,918	11,918	1,500
Facility Rental			10,850	250	11,000	11,000	11,000	15,500
Litigation Settlements			428,171	-	-	-	-	-
Property/Liability Insurance			280,281	232,424	300,739	300,766	300,766	326,608
Restitution Account			-	11,046	10,000	7,511	7,511	10,000
Training/Conference			346	-	-	-	-	-
Transfers to other funds			4,160,663	1,142,291	395,208	1,149,617	1,149,617	1,235,598
Vehicle Maintenance			3,637	5,746	-	-	-	-
Web Support			-	1,182	3,000	6,300	12,900	-
Total Expenses			\$ 6,951,471	\$ 3,918,241	\$ 4,707,647	\$ 5,464,038	\$ 4,642,884	\$ 9,342,806

NON-DEPARTMENTAL - 4000 BUDGET

Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
101	General Fund						
101-40-00-20-40	FICA/Medicare	795	-	-	-	-	-
101-40-00-20-55	Health Insurance	-	-	-	-	-	-
101-40-00-20-61	Workers Comp	-	-	-	-	-	-
101-40-00-20-89	Charity Event Reimbursement	-	-	-	-	-	14,250
20	Salaries & Benefits	795	-	-	-	-	14,250
101-40-00-21-10	Communications	3,321	1,204	1,800	1,800	1,800	1,800
101-40-00-21-15	Postage	421	900	400	400	400	1,000
101-40-00-21-27	Equipment Lease Exp	5,503	6,277	6,500	6,500	6,500	13,100
101-40-00-21-30	Professional Contracts	77,759	21,024	21,666	21,666	21,666	-
101-40-00-21-31	Litigation Settlement	428,171	-	-	-	-	-
101-40-00-21-34	Muni Code Update	2,619	2,840	5,500	3,950	3,950	4,000
101-40-00-21-40	Professional Fees	311	3,794	3,000	3,000	3,000	10,000
101-40-00-21-43	Penalties And Fines	2,739	-	-	3,305	3,305	4,000
101-40-00-21-45	Other Contract Services	3,389	1,977	22,602	22,602	22,602	24,200
101-40-00-21-46	Web Site Design	-	1,182	3,000	6,300	6,300	-
101-40-00-21-52	Facility Rental	10,850	250	11,000	11,000	11,000	15,500
101-40-00-21-53	Memberships & Publications	4,183	1,602	2,235	2,235	2,235	2,400
101-40-00-21-55	Training & Conference	346	-	-	-	-	-
21	Services	539,614	41,051	77,703	82,758	82,758	76,000
101-40-00-22-07	Copies	2,988	3,843	3,100	3,100	3,100	6,500
101-40-00-22-09	Safety Committee Supplies	-	-	100	100	100	-
101-40-00-22-12	Computer Equipment	5,675	3,111	5,643	2,567	2,567	2,000
101-40-00-22-13	Office Supplies	2,380	2,378	3,100	3,100	3,100	2,900
101-40-00-22-15	Special Department Supplies	1,280	522	750	750	750	750
22	Supplies	12,324	9,855	12,693	9,617	9,617	12,150
101-40-00-23-11	Maint Office Equip	-	502	1,500	1,500	1,500	1,500
101-40-00-23-35	Software Maintenance	8,097	3,170	3,000	4,445	4,445	-
101-40-00-23-50	Vehicle Alloc Expense	3,637	5,746	-	-	-	-
23	Maintenance	11,734	9,418	4,500	5,945	5,945	1,500
101-40-00-24-05	Contributions	75,023	90,326	91,600	91,600	91,600	96,100
101-40-00-24-06	County Services	-	-	-	-	-	-
101-40-00-24-07	Chamber of Commerce	171,270	210,000	210,000	210,000	210,000	210,000
101-40-00-24-08	Leak Adjustment Contribution	-	-	-	3,000	3,000	9,000
101-40-00-24-25	Taxes & Other Charges	3,465	1,567	3,500	5,989	5,989	6,000
101-40-00-24-45	REMIF/Block Party Insurance	163,600	147,464	133,805	133,832	133,832	143,708
24	Taxes, Insurances & Contributi	413,357	449,357	438,905	444,421	444,421	464,808
101-40-45-25-05	Retire Principal	206,271	590,051	292,576	292,576	292,576	298,750
101-40-45-25-15	Interest Expense	30,809	173,029	18,699	18,699	18,699	12,600
25	Debt	237,080	763,080	311,275	311,275	311,275	311,350
101-40-00-26-30	Capital Equipment	10,990	40,134	-	-	-	-
101-40-00-26-40	Furniture & Fixtures	-	-	-	-	-	-
26	Capital	10,990	40,134	-	-	-	-
101-40-00-28-99	Transfers to Capital	347,766	347,766	-	-	-	-
28	Transfers to Capital	347,766	347,766	-	-	-	-

NON-DEPARTMENTAL - 4000 BUDGET

Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
101-40-00-29-99	Transfer to other Funds	1,066,493	324,088	391,678	1,065,238	1,065,238	1,028,470
29	Transfers	1,066,493	324,088	391,678	1,065,238	1,065,238	1,028,470
101-40-00-61-00	PEG access costs	22,459	35,660	38,000	38,000	38,000	40,000
61	PEG access costs	22,459	35,660	38,000	38,000	38,000	40,000
101-40-00-80-00	Restitution Account	-	11,046	10,000	7,511	7,511	10,000
	Restitution Account	-	11,046	10,000	7,511	7,511	10,000
Grand Total		2,662,612	2,031,453	1,284,754	1,964,765	1,964,765	1,958,528
101	General Fund	2,662,612	2,031,453	1,284,754	1,964,765	1,964,765	1,958,528
225	State Gas Tax 2105						
225-40-00-29-99	Transfer to other Funds	28,660	-	-	-	-	-
29	Transfers	28,660	-	-	-	-	-
Grand Total		28,660	-	-	-	-	-
225	State Gas Tax 2105	28,660	-	-	-	-	-
226	State Gas Tax 2106						
226-40-00-29-99	Transfer to other Funds	20,550	-	-	-	-	-
29	Transfers	20,550	-	-	-	-	-
Grand Total		20,550	-	-	-	-	-
226	State Gas Tax 2106	20,550	-	-	-	-	-
227	State Gas Tax 2107						
227-40-00-29-99	Transfer to other Funds	42,450	-	-	-	-	-
29	Transfers	42,450	-	-	-	-	-
Grand Total		42,450	-	-	-	-	-
227	State Gas Tax 2107	42,450	-	-	-	-	-
228	State Gas Tax 21075						
228-40-00-29-99	Transfer to other Funds	2,030	-	-	-	-	-
29	Transfers	2,030	-	-	-	-	-
Grand Total		2,030	-	-	-	-	-
228	State Gas Tax 21075	2,030	-	-	-	-	-
229	State Gas Tax 2103						
229-40-00-29-99	Transfer to other Funds	65,430	-	-	-	-	-
29	Transfers	65,430	-	-	-	-	-
Grand Total		65,430	-	-	-	-	-
229	State Gas Tax 2103	65,430	-	-	-	-	-
235	Measure A						
235-40-00-29-99	Refunds	-	-	-	-	-	-
	Refunds	-	-	-	-	-	-
235-40-45-25-05	Retire Principal	369,105	-	1,218,230	1,218,230	387,035	5,110,870
235-40-45-25-15	Interest Expense	156,895	-	139,770	139,770	139,770	139,770

NON-DEPARTMENTAL - 4000 BUDGET

Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
25	Debt	526,000	-	1,358,000	1,358,000	526,805	5,250,640
235-40-00-29-99	Transfer to other Funds	-	-	-	-	-	150,000
29	Transfers	-	-	-	-	-	150,000
Grand Total		526,000	-	1,358,000	1,358,000	526,805	5,400,640
235	Measure A	526,000	-	1,358,000	1,358,000	526,805	5,400,640
290	Tourism Improvement District						
290-40-00-21-41	County Share of TID	212,680	231,951	261,155	261,155	261,155	313,386
290-40-00-21-49	Local Share of TID	64,864	85,357	88,228	88,228	88,228	105,874
21	Services	277,543	317,308	349,383	349,383	349,383	419,260
290-40-00-29-99	Transfer to other Funds	-	3,043	3,530	3,530	3,530	4,236
29	Transfers	-	3,043	3,530	3,530	3,530	4,236
Grand Total		277,543	320,351	352,913	352,913	352,913	423,496
290	Tourism Improvement District	277,543	320,351	352,913	352,913	352,913	423,496
384	Tweed Trust						
384-40-00-24-08	Agreements	100,000	-	-	-	-	-
384-40-00-29-99	Transfer to other Funds	66,240	-	-	-	-	-
29	Transfers	166,240	-	-	-	-	-
Grand Total		166,240	-	-	-	-	-
384	Tweed Trust	166,240	-	-	-	-	-
420	1996 GO Bonds						
420-40-45-21-30	Professional Contracts	-	486	500	500	500	500
420-40-45-21-40	Other Contract Services	530	265	-	-	-	-
21	Services	530	751	500	500	500	500
420-40-45-25-05	Retire Principal	160,000	170,000	175,000	175,000	175,000	-
420-40-45-25-15	Interest Expense	22,313	13,380	4,594	4,594	4,594	-
25	Debt	182,313	183,380	179,594	179,594	179,594	-
Grand Total		182,843	184,131	180,094	180,094	180,094	500
420	1996 GO Bonds	182,843	184,131	180,094	180,094	180,094	500
561	Water Enterprise						
561-40-00-21-10	Communications	2,046	1,147	1,400	1,400	1,400	1,600
561-40-00-21-15	Postage	177	779	100	100	100	100
561-40-00-21-27	Equipment Lease Exp	5,626	6,219	7,146	7,146	7,146	6,500
561-40-00-21-30	Professional Contracts	-	21,024	21,667	21,667	21,667	-
561-40-00-21-40	Professional Fees	9,967	-	-	-	-	-
561-40-00-21-45	Other Contract Services	3,608	421	2,599	2,599	2,599	2,700
561-40-00-21-46	Web Site Design	-	-	-	3,300	3,300	-
561-40-00-21-55	Training & Conference	-	-	-	-	-	-
561-40-45-21-30	Professional Contracts	-	-	-	-	-	-
561-40-45-21-40	Professional Fees	-	5,033	10,000	10,000	10,000	10,000
21	Services	21,424	34,624	42,912	46,212	46,212	20,900
561-40-00-22-07	Copies	3,286	3,722	3,000	3,000	3,000	9,500

NON-DEPARTMENTAL - 4000 BUDGET

Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
561-40-00-22-12	Computer Equipment	134	2,605	5,642	-	-	2,000
561-40-00-22-13	Office Supplies	1,417	1,526	1,300	5,642	5,642	5,700
561-40-00-22-15	Special Department Supplies	-	652	1,100	1,300	1,300	1,300
561-40-00-22-18	Remote Meter Readers	-	-	1,000	1,100	1,100	1,000
22	<i>Supplies</i>	4,837	8,505	12,042	1,000	11,042	19,500
561-40-00-23-35	Software Maintenance	5,540	2,692	3,000	4,445	4,445	-
23	<i>Maintenance</i>	5,540	2,692	3,000	4,445	4,445	-
561-40-00-24-25	Taxes & Other Charges	-	-	-	-	-	-
561-40-00-24-45	REMIF/Block Party Insurance	58,097	42,750	83,467	83,467	83,467	91,450
24	<i>Taxes, Insurances & Contributi</i>	58,097	42,750	83,467	83,467	83,467	91,450
561-40-45-25-05	Retire Principal	-	-	514,131	514,131	514,131	535,100
561-40-45-25-15	Interest Expense	196,547	525,407	486,936	486,936	486,936	462,350
25	<i>Debt</i>	196,547	525,407	1,001,067	1,001,067	1,001,067	997,450
561-40-00-26-30	Capital Equipment	-	7,634	-	-	-	-
561-40-00-26-40	Furniture & Fixtures	-	-	-	-	-	-
26	<i>Capital</i>	-	7,634	-	-	-	-
561-40-00-29-99	Transfer to other Funds	979,380	111,995	-	-	-	22,613
29	<i>Transfers</i>	979,380	111,995	-	-	-	22,613
Grand Total		1,265,826	733,608	1,142,488	1,136,191	1,146,233	1,151,913
561	Water Enterprise	1,265,826	733,608	1,142,488	1,136,191	1,146,233	1,151,913
571	Sewer Enterprise						
571-40-00-21-10	Communication	2,046	1,147	1,400	1,400	1,400	1,600
571-40-00-21-15	Postage	177	779	200	200	200	200
571-40-00-21-27	Equipment Lease Exp	5,626	6,099	7,146	7,146	7,146	9,500
571-40-00-21-30	Professional Contracts	-	21,024	21,667	21,667	21,667	-
571-40-00-21-45	Other Contract Services	3,389	421	2,599	2,599	2,599	2,700
571-40-00-21-46	Web Site Design	-	-	-	3,300	3,300	-
571-40-00-21-55	Training & Conference	-	-	-	-	-	-
571-40-45-21-40	Professional Fees	6,009	4,555	5,000	5,000	5,000	5,000
21	<i>Services</i>	17,247	34,025	38,012	41,312	41,312	19,000
571-40-00-22-07	Copies	2,689	3,843	3,000	3,000	3,000	6,500
571-40-00-22-12	Computer Equipment	725	2,605	5,642	5,642	5,642	2,000
571-40-00-22-13	Office Supplies	1,067	1,393	1,300	1,300	1,300	1,000
571-40-00-22-15	Special Department Supplies	-	652	1,100	1,100	1,100	1,200
22	<i>Supplies</i>	4,480	8,493	11,042	11,042	11,042	10,700
571-40-00-23-35	Software Maintenance	5,540	2,693	3,000	1,528	1,528	-
23	<i>Maintenance</i>	5,540	2,693	3,000	1,528	1,528	-
571-40-00-24-25	Taxes & Other Charges	-	-	-	-	-	-
571-40-00-24-45	REMIF/Block Party Insurance	58,583	42,210	83,467	83,467	83,467	91,450
24	<i>Taxes, Insurances & Contributi</i>	58,583	42,210	83,467	83,467	83,467	91,450
571-40-45-25-05	Retire Principal	-	-	135,870	135,870	135,870	144,900
571-40-45-25-15	Interest Expense	41,398	119,235	117,007	117,007	117,007	111,400

NON-DEPARTMENTAL - 4000 BUDGET							
Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
25	Debt	41,398	119,235	252,877	252,877	252,877	256,300
571-40-00-26-30	Capital Equipment	-	-	-	-	-	-
571-40-00-26-40	Furniture & Fixtures	-	-	-	-	-	-
26	Capital	-	-	-	-	-	-
571-40-00-29-20	Fixed Asset Adjustments	-	-	-	-	-	-
571-40-00-29-99	Transfer to other Funds	1,541,664	352,633	-	80,849	80,849	30,280
29	Transfers	1,541,664	352,633	-	80,849	80,849	30,280
Grand Total		1,668,913	559,288	388,398	471,075	471,075	407,730
571	Sewer Enterprise	1,668,913	559,288	388,398	471,075	471,075	407,730
592	Equipment Replacement Fund						
592-40-00-22-12	Computer Equipment	32,748	56,432	-	-	-	-
22	Supplies	32,748	56,432	-	-	-	-
	Equipment Replacement Fund	32,748	56,432	-	-	-	-
740	Traffic Mitigation Impact						
740-40-00-29-99	Transfer to other Funds	-	2,766	-	-	-	-
29	Transfers	-	2,766	-	-	-	-
Grand Total		-	2,766	-	-	-	-
740	Traffic Mitigation Impact	-	2,766	-	-	-	-
751	Affordable Housing						
751-40-00-21-22	Utilities	2,314	910	500	500	500	-
751-40-00-21-45	Other Contract Services	750	29,282	-	-	-	-
21	Services	3,064	30,192	500	500	500	-
751-40-00-22-15	Special Department Supplies	-	20	-	-	-	-
22	Supplies	-	20	-	-	-	-
751-40-00-24-05	Contributions	-	-	-	-	-	-
751-40-00-24-25	Taxes & Other Charges	6,562	-	500	500	500	-
24	Taxes, Insurances & Contributi	6,562	-	500	500	500	-
751-40-00-26-50	Capital Improvement Land	-	-	-	-	-	-
26	Capital	-	-	-	-	-	-
Grand Total		9,627	30,212	1,000	1,000	1,000	-
751	Affordable Housing	9,627	30,212	1,000	1,000	1,000	-
Grand Total		\$ 6,951,471	\$ 3,918,241	\$ 4,707,647	\$ 5,464,038	\$ 4,642,884	\$ 9,342,806

NON-DEPARTMENTAL - 4000
EXPENSE DETAIL

Description	Object Code	Funding Source and Amount Per Funding Source			Total Budgeted
<i>Equipment Lease</i>	2127	101	561	571	
Copiers		13,100	9,500	9,500	32,100
TOTAL - Equipment Lease	2127	\$ 13,100	\$ 9,500	\$ 9,500	\$ 32,100
<i>Professional Contracts</i>	2130	101	561	571	
		-	-	-	-
TOTAL - Professional Contracts	2130	\$ -	\$ -	\$ -	\$ -
<i>Professional Fees</i>	2140	101	561	571	
Fingerprinting - reimbursed		10,000	-	-	10,000
TOTAL - Professional Fees	2140	\$ 10,000	\$ -	\$ -	\$ 10,000
<i>Other Contract Services</i>	2145	101	561	571	
Napa County ITS (GIS)		1,700	1,700	1,700	5,100
Open Gov		1,000	1,000	1,000	3,000
Animal Control		7,000			7,000
Fair Housing Napa Valley		13,000			13,000
Fair Housing Napa Valley - Annual Presentation		1,500			1,500
TOTAL - Other Contract Services	2145	\$ 24,200	\$ 2,700	\$ 2,700	\$ 29,600
<i>Memberships & Publications</i>	2153	101	561	571	
BMI		400	-	-	400
ABAG		2,000	-	-	2,000
TOTAL - Memberships & Publications	2153	\$ 2,400	\$ -	\$ -	\$ 2,400
<i>Copies</i>	2207	101	561	571	
Admininstration		4,700	4,100	4,100	12,900
TOTAL - Copies	2207	\$ 4,700	\$ 4,100	\$ 4,100	\$ 12,900
<i>Computer Equipment</i>	2212	101	561	571	
Computer Replacements		2,000	2,000	2,000	6,000
TOTAL - Computer Equipment	2212	\$ 2,000	\$ 2,000	\$ 2,000	\$ 6,000
<i>Contributions</i>	2405	101	561	571	
Housing Authority (Housing Services)		41,100	-	-	41,100
NVTa (Fare Box Match)		35,000	-	-	35,000
LAFCO		14,000	-	-	14,000
Leadership Napa Valley		1,000	-	-	1,000
Upper Valley Waste Management		5,000	-	-	5,000
TOTAL - Contributions	2405	\$ 96,100	\$ -	\$ -	\$ 96,100

NON-DEPARTMENTAL - 4000 EXPENSE DETAIL					
Description	Object Code	Funding Source and Amount Per Funding Source			Total Budgeted
		101	561	571	
<i>REMIF/Block Party Insurance</i>	<i>2445</i>	<i>44%</i>	<i>28%</i>	<i>28%</i>	
General Liability Insurance		58,243	37,064	37,064	132,370
Property		18,057	11,491	11,491	41,038
Auto		8,800	5,600	5,600	20,000
Pollution		2,332	1,484	1,484	5,300
Safety		3,520	2,240	2,240	8,000
Cyber		880	560	560	2,000
Contract Fire Services Surcharge		484	308	308	1,100
Difference In Condition (Earthquake and Flood)		26,400	16,800	16,800	60,000
DOT Random Drug and Alcohol Testing		264	168	168	600
Boiler, Fire, Fraud		8,360	5,320	5,320	19,000
Workers Comp Deductible		1,628	1,036	1,036	3,700
Liability Deductibles		13,200	8,400	8,400	30,000
Employee Assistance Plan (EAP)		1,540	980	980	3,500
TOTAL - REMIF/Block Party Insurance	2445	\$ 143,708	\$ 91,450	\$ 91,450	\$ 326,608
<i>Capital Equipment</i>	<i>2630</i>	<i>101</i>	<i>561</i>	<i>571</i>	
		-	-	-	-
TOTAL - Capital Equipment	2630	\$ -	\$ -	\$ -	\$ -
<i>Transfer to Other Funds</i>	<i>2999</i>	<i>101</i>	<i>561</i>	<i>571</i>	
Tree City - Fund 283		98,673	-	-	98,673
Recreation - Fund 289		213,096	-	-	213,096
Teen Center - Fund 280		104,801	-	-	104,801
561 to 101 - final payback for water loan Resolution 2010-62 and 2017-19 - Principal			22,184		22,184
561 to 101 - final payback for water loan Resolution 2010-62 and 2017-19 - Interest			428		428
571 to 101 - final payback of sewer loan Resolution 2010-63 and 2017-19- Principal				29,730	29,730
571 to 101 - final payback of sewer loan Resolution 2010-63 and 2017-19 - Interest				550	550
Transfer to Equipment Replacement - Fund 592		100,000			100,000
Transfer to Civic CIP for Sinking Funds		200,000			200,000

NON-DEPARTMENTAL - 4000 EXPENSE DETAIL

Description	Object Code	Funding Source and Amount Per Funding Source			Total Budgeted
FLOOD CONTROL PROJECTS					
Flood Control Capital Reserve - Fund 700		50,000	-	-	50,000
Re-tag and box Wappo artifacts Transfer to SSU - Fund 235		90,000			90,000
CA Dept. of Fish and Wildlife - Incidental take permit - Fund 235		10,000	-	-	10,000
DWR Complete Conservation Easement - Fund 235		65,000			65,000
Consultant to assist with items listed above - Fund 235		50,000			50,000
Maintenance and Monitoring remaining contract - Fund 235		31,900			31,900
Surveyer - Fund 235		15,000			15,000
TOTAL - Transfers to Other Funds	2999	\$ 1,028,470	\$ 22,613	\$ 30,280	\$ 1,081,362
PEG Access Costs					
PEG Access Costs	6100	101	561	571	
PEG Pass Through from Comcast		25,000	-	-	\$ 25,000
City Council/Planning Commission Regular Meetings		5,000	-	-	\$ 5,000
Special Meetings		10,000	-	-	\$ 10,000
TOTAL - PEG Access Costs		\$ 40,000	\$ -	\$ -	\$ 40,000
101 - General Fund Debt Service (4045)					
Retire Principal (4045)					
Retire Principal (4045)	2505		101		
Adams Street		132,300	-	-	132,300
Fire Station		91,450	-	-	91,450
State Revolving Fund (Repayment)		75,000	-	-	75,000
TOTAL - Retire Principal	2505	\$ 298,750	-	\$ -	\$ 298,750
Interest Expense (4045)					
Interest Expense (4045)	2515	101			
Adams Street		10,100	-	-	10,100
Fire Station		2,500	-	-	2,500
State Revolving Fund		-	-	-	-
TOTAL - Interest Expense	2515	\$ 12,600	-	\$ -	\$ 12,600
420 - GO Bonds (4045)					
Professional Fees (4045)					
Professional Fees (4045)	2140		420		
1996 Go Bonds		500	-	-	500
TOTAL - Professional Fees	2140	\$ 500	-	\$ -	\$ 500

**NON-DEPARTMENTAL - 4000
EXPENSE DETAIL**

Description	Object Code	Funding Source and Amount Per Funding Source				Total Budgeted
<i>Retire Principal (4045)</i>	2505				420	
1996 Go Bonds		-	-	-	-	-
TOTAL - Retire Principal	2505	\$ -	-	\$ -	-	\$ -
<i>Interest Expense (4045)</i>	2515				420	
1996 Go Bonds		-	-	-	-	-
TOTAL - Interest Expense	2515	\$ -	-	\$ -	-	\$ -
561 - Water Debt Service (4045)						
<i>Professional Fees (4045)</i>	2140				561	
		10,000	-	-	-	10,000
TOTAL - Professional Fees	2140	\$ 10,000	-	\$ -	-	\$ 10,000
<i>Retire Principal (4045)</i>	2505				561	
Water Revenue Bond 2006A		305,000	-	-	-	305,000
Water/Wastewater Bond 2012B		230,100	-	-	-	230,100
TOTAL - Retire Principal	2505	\$ 535,100	-	\$ -	-	\$ 535,100
<i>Interest Expense (4045)</i>	2515				561	
Water Revenue Bond 2006A		284,150	-	-	-	284,150
Water/Wastewater Bond 2012B		178,200	-	-	-	178,200
TOTAL - Interest Expense	2515	\$ 462,350	-	\$ -	-	\$ 462,350
571 - Waste Water Debt Service (4045)						
<i>Professional Fees (4045)</i>	2140				571	
		5,000	-	-	-	5,000
TOTAL - Professional Fees	2140	\$ 5,000	-	\$ -	-	\$ 5,000
<i>Retire Principal (4045)</i>	2505				571	
Wastewater Revenue Bond 2005B		80,000	-	-	-	80,000
Water/Wastewater Bond 2012B		64,900	-	-	-	64,900
TOTAL - Retire Principal	2505	\$ 144,900	-	\$ -	-	\$ 144,900
<i>Interest Expense (4045)</i>	2515				571	
Wastewater Revenue Bond 2005B		61,100	-	-	-	61,100
Water/Wastewater Bond 2012B		50,300	-	-	-	50,300
TOTAL - Interest Expense	2515	\$ 111,400	-	\$ -	-	\$ 111,400
235 - Measure A Debt Service (4045)						
<i>Retire Principal (4045)</i>	2505				235	
State Revolving Fund*		5,110,870	-	-	-	5,110,870

NON-DEPARTMENTAL - 4000 EXPENSE DETAIL					
Description	Object Code	Funding Source and Amount Per Funding Source			Total Budgeted
TOTAL - Retire Principal	2505	\$ 5,110,870	-	\$ -	\$ 5,110,870
<i>Interest Expense (4045)</i>	2515		235		
State Revolving Fund		139,770	-	-	139,770
TOTAL - Interest Expense	2515	\$ 139,770	-	\$ -	\$ 139,770

* Dependent on actual drawdown amount from Napa County. Minimum required State Revolving Loan Payment is \$526,805. Estimated drawdown amount for FY 17/18 \$5,250,640

**LIBRARY - 4600
BUDGET SUMMARY**

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Library Expenses By Fund								
FUND	DEPT							
101	4600	General Fund	1,040,972	799,320	842,177	845,067	845,067	963,687
218	4600	PLF State Grant	438	10,353	-	-	-	3,200
219	4600	CLSA State Grant	114,956	9,391	-	-	-	7,350
220	4600	Napa Valley Now	10,968	-	-	-	-	-
380	4600	Friends and Foundation	88,896	142,493	135,000	134,995	134,995	134,250
381	4600	Ryan Library Trust	-	7,040	7,000	7,000	7,009	-
382	4600	Martin Trust	1,325	8,982	1,400	1,400	1,400	-
384	4600	Tweed Trust	15,286	78,936	59,328	81,716	81,716	57,275
Total Expenses			\$ 1,272,840	\$ 1,056,515	\$ 1,044,905	\$ 1,070,178	\$ 1,070,187	\$ 1,165,762

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 16/17
			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Library Expense Summary								
Salary			647,572	471,420	491,136	491,136	491,136	523,222
Benefits			319,830	288,978	291,926	291,926	291,926	267,065
Capital Equipment			-	-	-	-	-	-
Communications			6,860	5,687	6,000	6,000	6,000	12,300
Computer Equipment			-	7,040	6,450	6,450	6,450	47,000
Contracts			73,945	89,639	82,327	84,217	84,217	97,000
Dept supplies/services			31,940	35,182	33,100	33,095	33,095	44,450
Equipment/Software Maintenance			16,160	11,948	15,015	15,015	15,024	15,350
Library Materials			133,021	101,253	77,852	100,240	100,240	108,275
Training/Conference			3,018	2,629	2,100	3,100	3,100	6,100
Utilities			40,494	42,740	39,000	39,000	39,000	45,000
Total Expenses			\$ 1,272,840	\$ 1,056,515	\$ 1,044,905	\$ 1,070,178	\$ 1,070,187	\$ 1,165,762

LIBRARY - 4600
BUDGET

Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
101	General Fund						
101-46-00-20-10	Salary-Regular	495,030	393,073	408,630	408,630	408,630	431,107
101-46-00-20-20	Temp/Part Time	110,601	-	-	-	-	30,734
101-46-00-20-30	Overtime	475	-	-	-	-	-
101-46-00-20-37	Holiday Pay	4,128	-	-	-	-	584
101-46-00-20-40	FICA/Medicare	46,417	29,210	31,673	31,673	31,673	33,953
101-46-00-20-45	Employer PERS	76,355	85,210	72,421	72,421	72,421	75,930
101-46-00-20-50	Employee PERS	4,493	-	-	-	-	-
101-46-00-20-55	Health Insurance	129,618	106,410	129,037	129,037	129,037	129,178
101-46-00-20-61	Workers Comp	43,313	42,681	30,173	30,173	30,173	7,618
101-46-00-20-65	SDI	4,648	3,573	3,636	3,636	3,636	3,772
101-46-00-20-71	Unemployment	4,967	7,492	6,600	6,600	6,600	-
101-46-00-20-75	Deferred Comp	4,528	4,327	8,424	8,424	8,424	7,511
101-46-00-20-85	Auto Allowance	2,633	2,410	2,400	2,400	2,400	2,400
101-46-00-20-89	Charity Event Reimbursement	-	-	750	750	750	-
101-46-00-20-96	Education Reimbursement	-	500	500	500	500	500
20	Salaries & Benefits	927,208	674,885	694,244	694,244	694,244	723,287
101-46-00-21-05	Advertising	375	-	-	-	-	-
101-46-00-21-10	Communications	3,125	5,687	6,000	6,000	6,000	12,300
101-46-00-21-15	Postage	226	446	500	500	500	500
101-46-00-21-22	Utilities	40,494	42,740	39,000	39,000	39,000	45,000
101-46-00-21-27	Equipment Lease Exp	-	8,001	8,015	8,015	8,015	8,000
101-46-00-21-45	Other Contract Services	56,941	44,815	69,868	71,758	71,758	97,000
101-46-00-21-55	Training & Conference	75	2,149	2,100	3,100	3,100	6,100
21	Services	101,236	103,838	125,483	128,373	128,373	168,900
101-46-00-22-07	Copies	-	3,665	3,500	3,500	3,500	3,000
101-46-00-22-12	Computer Equipment	-	-	6,450	6,450	6,450	47,000
101-46-00-22-13	Office Supplies	1,887	1,529	1,000	1,000	1,000	2,000
101-46-00-22-15	Special Department Supplies	605	1,146	1,000	1,000	1,000	1,000
101-46-00-22-16	Library Materials	-	63	-	-	-	-
22	Supplies	2,492	6,402	11,950	11,950	11,950	53,000
101-46-00-23-11	Maint Office Equip	5,492	1,991	-	-	-	-
101-46-00-23-35	Software Maintenance	3,010	1,955	-	-	-	-
23	Maintenance	8,502	3,946	-	-	-	-
101-46-00-24-25	Taxes & Other Charges	-	10,248	10,500	10,500	10,500	11,500
24	Taxes, Insurances & Contributi	-	10,248	10,500	10,500	10,500	11,500
101-46-00-26-40	Furniture & Fixtures	1,534	-	-	-	-	7,000
26	Capital	1,534	-	-	-	-	7,000
Grand Total		1,040,972	799,320	842,177	845,067	845,067	963,687
101	General Fund	1,040,972	799,320	842,177	845,067	845,067	963,687
218	Public Library Foundation						
218-46-00-21-05	Advertising	-	-	-	-	-	-
218-46-00-21-45	Other Contract Services	-	10,353	-	-	-	-
218-46-00-21-55	Training & Conference	388	-	-	-	-	-
21	Services	388	10,353	-	-	-	-

LIBRARY - 4600 BUDGET							
Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
218-46-00-22-15	Special Department Supplies	50	-	-	-	-	3,200
22	Supplies	50	-	-	-	-	3,200
Grand Total		438	10,353	-	-	-	3,200
218	Public Library Foundation	438	10,353	-	-	-	3,200
219	CLSA State Library Grant						
219-46-00-21-05	Advertising	-	-	-	-	-	-
219-46-00-21-10	Communications	3,735	-	-	-	-	-
219-46-00-21-15	Postage	-	-	-	-	-	-
219-46-00-21-27	Equipment Lease Exp	3,974	-	-	-	-	-
219-46-00-21-30	Professional Contracts	-	-	-	-	-	-
219-46-00-21-45	Other Contract Services	1,948	9,526	-	-	-	-
219-46-00-21-53	Memberships & Publications	99	-	-	-	-	-
219-46-00-21-55	Training & Conference	359	-	-	-	-	-
21	Services	10,114	9,526	-	-	-	-
219-46-00-22-07	Copies	3,049	-	-	-	-	-
219-46-00-22-12	Computer Equipment	-	-	-	-	-	-
219-46-00-22-13	Office Supplies	3,872	(136)	-	-	-	-
219-46-00-22-15	Special Department Supplies	3,511	-	-	-	-	-
219-46-00-22-16	Library Materials	85,886	-	-	-	-	-
22	Supplies	96,319	(136)	-	-	-	-
219-46-00-23-11	Maint Office Equip	5,259	-	-	-	-	-
219-46-00-23-30	Maint Buildings/Grounds	-	-	-	-	-	-
219-46-00-23-35	Software Maintenance	2,400	-	-	-	-	7,350
23	Maintenance	7,659	-	-	-	-	7,350
219-46-00-26-30	Capital Equipment	-	-	-	-	-	-
219-46-00-26-40	Furniture & Fixtures	864	-	-	-	-	-
26	Capital	864	-	-	-	-	-
Grand Total		114,956	9,391	-	-	-	7,350
219	CLSA State Library Grant	114,956	9,391	-	-	-	7,350
220	Napa Valley Now						
220-46-00-21-05	Advertising	-	-	-	-	-	-
220-46-00-21-45	Other Contract Services	10,500	-	-	-	-	-
21	Services	10,500	-	-	-	-	-
220-46-00-22-15	Special Department Supplies	468	-	-	-	-	-
22	Supplies	468	-	-	-	-	-
Grand Total		10,968	-	-	-	-	-
220	Napa Valley Now	10,968	-	-	-	-	-
380	Friends and Foundation						
380-46-00-20-20	Temp/Part Time	35,316	74,923	76,241	76,241	76,241	54,329
380-46-00-20-37	Holiday Pay	1,438	3,424	6,265	6,265	6,265	6,468
380-46-00-20-40	FICA/Medicare	2,812	7,166	6,312	6,312	6,312	6,203
20	Salaries & Benefits	39,565	85,513	88,817	88,817	88,817	67,000

LIBRARY - 4600
BUDGET

Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
380-46-00-21-45	Other Contract Services	-	1,126	-	-	-	-
380-46-00-21-55	Training & Conference	2,196	480	-	-	-	-
21	Services	2,196	1,606	-	-	-	-
380-46-00-22-15	Special Department Supplies	-	2,742	-	-	-	-
380-46-00-22-16	Library Materials	47,134	41,548	34,583	34,583	34,583	56,000
380-46-00-22-40	Programming	-	-	-	-	-	11,250
380-46-00-22-41	Youth Programs	-	3,840	4,000	4,000	4,000	-
380-46-00-22-42	Spanish Language Programs	-	4,630	4,000	4,000	4,000	-
380-46-00-22-43	Adult Programs	-	2,461	3,000	2,550	2,550	-
380-46-00-22-44	Elsie, the Library Cat	-	155	600	1,045	1,045	-
22	Supplies	47,134	55,375	46,183	46,178	46,178	67,250
Grand Total		88,896	142,493	135,000	134,995	134,995	134,250
380	Friends and Foundation	88,896	142,493	135,000	134,995	134,995	134,250
381	Ryan Library Trust						
381-46-00-22-12	Computer Equipment	-	7,040	-	-	-	-
22	Supplies	-	7,040	-	-	-	-
381-46-00-23-35	Software Maintenance	-	-	7,000	7,000	7,009	-
23	Maintenance	-	-	7,000	7,000	7,009	-
381	Ryan Library Trust	-	7,040	7,000	7,000	7,009	-
382	Martin Estate Trust						
382-46-00-21-45	Other Contract Services	1,325	8,982	-	-	-	-
21	Services	1,325	8,982	-	-	-	-
382-46-00-22-16	Library Materials	-	-	1,400	1,400	1,400	-
22	Supplies	-	-	1,400	1,400	1,400	-
Grand Total		1,325	8,982	1,400	1,400	1,400	-
382	Martin Estate Trust	1,325	8,982	1,400	1,400	1,400	-
384	Tweed Trust						
384-46-00-20-20	Temp/Part Time	584	-	-	-	-	-
384-46-00-20-37	Holiday Pay	-	-	-	-	-	-
384-46-00-20-40	FICA/Medicare	45	-	-	-	-	-
20	Salaries & Benefits	629	-	-	-	-	-
384-46-00-21-15	Postage	-	-	-	-	-	-
384-46-00-21-45	Other Contract Services	3,232	14,837	12,459	12,459	12,459	-
384-46-00-21-53	Memberships & Publications	1,085	-	-	-	-	-
384-46-00-21-55	Training & Conference	-	-	-	-	-	-
21	Services	4,317	14,837	12,459	12,459	12,459	-
384-46-00-22-15	Special Department Supplies	13	4,456	5,000	5,000	5,000	5,000
384-46-00-22-16	Library Materials	-	59,642	41,869	64,257	64,257	52,275
22	Supplies	13	64,099	46,869	69,257	69,257	57,275
384-46-00-23-35	Software Maintenance	-	-	-	-	-	-
23	Maintenance	-	-	-	-	-	-

LIBRARY - 4600
BUDGET

Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
384-46-00-2408	Agreements	-	-	-	-	-	-
384-46-00-24-25	Taxes & Other Charges	10,327	-	-	-	-	-
24	<i>Taxes, Insurances & Contributi</i>	10,327	-	-	-	-	-
Grand Total		15,286	78,936	59,328	81,716	81,716	57,275
384	Tweed Trust	15,286	78,936	59,328	81,716	81,716	57,275
Grand Total		\$ 1,272,840	\$ 1,056,515	\$ 1,044,905	\$ 1,070,178	\$ 1,070,187	\$ 1,165,762

LIBRARY - 4600 EXPENSE DETAIL						
Description	Object Code	Funding Source				Total Budgeted
<i>Communications</i>	2110	101	380	381	384	
Telephones		2,500	-	-	-	2,500
Broadband Fees		9,800	-	-	-	9,800
TOTAL - Communications	2110	\$ 12,300	\$ -	\$ -	\$ -	\$ 12,300
<i>Equipment Lease</i>	2127	101	380	381	384	
Copiers		8,000	-	-	-	8,000
TOTAL - Equipment Lease	2127	\$ 8,000	\$ -	\$ -	\$ -	\$ 8,000
<i>Copies</i>	2207	101	380	381	384	
Copies made with leased copiers		3,000	-	-	-	3,000
TOTAL - Copies	2207	\$ 3,000	\$ -	\$ -	\$ -	\$ 3,000
<i>Other Contract Services</i>	2145	101	380	381	384	
SPLASH (Automation/Databases)		81,000	-	-	-	81,000
NorthNet Consortium		3,000	-	-	-	3,000
OCLC On-Line cataloging		3,400	-	-	-	3,400
Library Security System		3,100	-	-	-	3,100
3M Self-Check Maintenance		4,200	-	-	-	4,200
LibraryAware (NextReads/Emails)		1,100	-	-	-	1,100
Napa Valley Now		1,200	-	-	-	1,200
TOTAL - Other Contract Services	2145	\$ 97,000	\$ -	\$ -	\$ -	\$ 97,000
<i>Training & Conference</i>	2155	101	380	381	384	
Training/Mileage		500	-	-	-	500
CLA Membership		600	-	-	-	600
Northnet Training		1,000	-	-	-	1,000
PLA Conference		3,000	-	-	-	3,000
Conferences		1,000	-	-	-	1,000
TOTAL - Training & Conference	2155	\$ 6,100	\$ -	\$ -	\$ -	\$ 6,100
<i>Computer Equipment</i>	2212	101	380	381	384	
Useful (Public Computers)		5,000	-	-	-	5,000
GoPrint (Public Computers)		1,000	-	-	-	1,000
Broadband Upgrades		40,000	-	-	-	40,000
Marin IT/Spam Filter		500	-	-	-	500
Miscellaneous Equipment		500	-	-	-	500
TOTAL - Computer Equipment	2212	\$ 47,000	\$ -	\$ -	\$ -	\$ 47,000
<i>Special Department Supplies</i>	2215	101	380	381	384	
Supplies for Processing Material (Labels, cases, barcodes, etc.)		-	-	-	5,000	5,000

LIBRARY - 4600
EXPENSE DETAIL

Description	Object Code	Funding Source				Total Budgeted
Library Cards		1,000	-	-	-	1,000
TOTAL - Special Department Supplies	2215	\$ 1,000	\$ -	\$ -	\$ 5,000	\$ 6,000
<i>Library Materials</i>	<i>2216</i>	<i>382</i>	<i>380</i>	<i>381</i>	<i>384</i>	
Print, Audiovisual, Downloadable		-	56,000	-	50,775	106,775
St. Helena Star Microfilm		-	-	-	1,500	1,500
TOTAL - Library Materials	2216	\$ -	\$ 56,000	\$ -	\$ 52,275	\$ 108,275
<i>Software Maintenance</i>	<i>2335</i>	<i>101</i>	<i>380</i>	<i>381</i>	<i>219</i>	
Brainfus/Online Homework Help		-	-	-	5,500	5,500
Mango Languages		-	-	-	1,500	1,500
AtoZ Database		-	-	-	350	350
TOTAL - Software Maintenance	2335	\$ -	\$ -	\$ -	\$ 7,350	\$ 7,350

RECREATION - 4728
BUDGET SUMMARY

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Recreation Expenses By Fund								
FUND	DEPT							
101	4728	General Fund	87,522	90,131	175,265	175,264	175,264	204,526
280	4728	Teen Center*	163,573	161,613	118,988	118,988	118,988	104,801
286	4728	Bocce Ball	27,026	22,813	40,028	40,028	40,028	42,553
287	4728	Harvest Festival	-	-	12,650	12,650	12,650	12,800
288	4728	4th of July	-	-	45,300	45,300	45,300	45,300
289	4728	Recreation Program**	138,847	176,804	246,291	241,122	241,122	344,596
Total Expenses			\$ 418,872	\$ 523,116	\$ 638,521	\$ 633,352	\$ 633,352	\$ 754,576

**Teen Center is 100% General Funded. Broken into a separate fund for expense tracking purposes*

***Recreation Program is supplemented by the General Fund - transfer listed in Non-Departmental #101-4000-2999. Amount transferred is total cost of Recreation program less projected revenues for 289*

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Recreation Expense Summary								
Salary			213,240	222,911	285,116	283,716	283,716	324,293
Benefits			108,001	114,816	128,028	128,026	128,026	188,652
Communications			5,078	5,699	5,650	5,650	5,650	6,700
Computer Equipment			-	881	1,200	1,200	1,200	1,200
Contracts			29,837	103,092	102,600	93,600	93,600	109,000
Dept supplies/services			58,081	72,145	107,478	112,710	112,710	113,981
Training/Conference			469	135	4,000	4,000	4,000	6,300
Utilities			352	209	450	450	450	450
Tennis Court Maintenance			3,813	3,227	4,000	4,000	4,000	4,000
Total Expenses			\$ 418,872	\$ 523,116	\$ 638,521	\$ 633,352	\$ 633,352	\$ 754,576

RECREATION - 4728
BUDGET

Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
101	General Fund						
101-47-28-20-10	Salary-Regular	50,493	48,612	104,499	104,499	104,499	112,799
101-47-28-20-20	Temp/Part Time	-	-	-	-	-	-
101-47-28-20-30	Overtime	-	-	-	-	-	-
101-47-28-20-40	FICA/Medicare	3,909	3,765	8,159	8,159	8,159	8,794
101-47-28-20-45	Employer PERS	8,151	11,402	15,347	15,347	15,347	24,296
101-47-28-20-50	Employee PERS	127	-	-	-	-	-
101-47-28-20-55	Health Insurance	12,668	12,819	25,212	25,212	25,212	25,541
101-47-28-20-61	Workers Comp	1,823	1,778	3,400	3,400	3,400	4,021
101-47-28-20-65	SDI	486	443	940	940	940	898
101-47-28-20-75	Deferred Comp	659	652	2,367	2,367	2,367	2,357
101-47-28-20-85	Auto Allowance	1,217	1,205	2,160	2,160	2,160	2,160
101-47-28-20-89	Charity Event Reimbursement	-	-	750	750	750	-
20	<i>Salaries & Benefits</i>	79,533	80,675	162,835	162,834	162,834	180,866
101-47-28-21-05	Advertising	150	-	300	300	300	300
101-47-28-21-10	Communications	2,034	3,469	2,500	2,500	2,500	3,500
101-47-28-21-15	Postage	30	53	100	100	100	100
101-47-28-21-30	Professional Contracts	165	576	200	200	200	7,200
101-47-28-21-42	Banking Fees	390	-	660	660	660	660
101-47-28-21-44	Online Transaction Fee	97	1	50	50	50	50
101-47-28-21-53	Memberships & Publications	369	214	220	220	220	450
101-47-28-21-55	Training & Conference	240	-	1,300	1,300	1,300	3,600
101-47-28-21-60	Other Travel	-	-	100	100	100	100
21	<i>Services</i>	3,476	4,313	5,430	5,430	5,430	15,960
101-47-28-22-12	Computer Equipment	-	881	1,200	1,200	1,200	1,200
101-47-28-22-13	Office Supplies	239	250	300	300	300	500
101-47-28-22-15	Special Department Supplies	462	785	1,000	1,000	1,000	1,000
22	<i>Supplies</i>	701	1,915	2,500	2,500	2,500	2,700
101-47-28-23-20	Tennis Court Maintenance	3,813	3,227	4,000	4,000	4,000	4,000
101-47-28-23-35	Software Maintenance	-	-	-	-	-	-
23	<i>Maintenance</i>	3,813	3,227	4,000	4,000	4,000	4,000
101-47-28-26-40	Furniture & Fixtures	-	-	500	500	500	1,000
26	<i>Capital</i>	-	-	500	500	500	1,000
Grand Total		87,522	90,131	175,265	175,264	175,264	204,526
101	General Fund	87,522	90,131	175,265	175,264	175,264	204,526
280	Teen Center Recreation Dept						
280-47-28-20-10	Salary-Regular	85,447	79,327	45,546	45,546	45,546	47,492
280-47-28-20-20	Temp/Part Time	12,770	18,957	22,325	22,325	22,325	10,627
280-47-28-20-30	Overtime	224	341	200	200	200	200
280-47-28-20-40	FICA/Medicare	7,577	7,586	5,244	5,244	5,244	4,498
280-47-28-20-45	Employer PERS	9,722	13,896	12,399	12,399	12,399	7,669
280-47-28-20-50	Employee PERS	294	-	-	-	-	-
280-47-28-20-55	Health Insurance	23,377	22,403	18,208	18,208	18,208	18,446
280-47-28-20-61	Workers Comp	9,043	9,497	2,456	2,456	2,456	2,904
280-47-28-20-65	SDI	828	722	410	410	410	423
280-47-28-20-71	Unemployment	4,160	-	-	-	-	-
280-47-28-20-75	Deferred Comp	681	617	630	630	630	622
280-47-28-20-85	Auto Allowance	1,215	1,084	120	120	120	120

RECREATION - 4728 BUDGET

Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
20	Salaries & Benefits	155,339	154,429	107,538	107,538	107,538	93,001
280-47-28-21-05	Advertising	-	-	250	250	250	500
280-47-28-21-10	Communications	1,932	1,279	2,250	2,250	2,250	2,300
280-47-28-21-15	Postage	1	-	100	100	100	100
280-47-28-21-40	Professional Fees	250	-	250	250	250	300
280-47-28-21-45	Other Contract Services	480	-	1,000	1,000	1,000	1,000
280-47-28-21-53	Memberships & Publications	-	170	200	200	200	200
280-47-28-21-55	Training & Conference	49	-	600	600	600	600
280-47-28-21-60	Other Travel	-	-	300	300	300	300
21	Services	2,712	1,449	4,950	4,950	4,950	5,300
280-47-28-22-13	Office Supplies	344	316	500	500	500	500
280-47-28-22-15	Special Department Supplies	5,177	5,419	6,000	6,000	6,000	6,000
22	Supplies	5,521	5,735	6,500	6,500	6,500	6,500
Grand Total		163,573	161,613	118,988	118,988	118,988	104,801
280	Teen Center Recreation Dept	163,573	161,613	118,988	118,988	118,988	104,801
286	Bocce Ball						
286-47-28-20-10	Salary-Regular	68	4,861	5,806	5,806	5,806	6,267
286-47-28-20-20	Temp/Part Time	5,859	8,102	21,660	21,660	21,660	23,328
286-47-28-20-40	FICA/Medicare	453	996	2,110	2,110	2,110	2,276
286-47-28-20-45	Employer PERS	13	1,140	1,169	1,169	1,169	1,349
286-47-28-20-55	Health Insurance	18	1,282	1,401	1,401	1,401	1,419
286-47-28-20-61	Workers Comp	711	747	189	189	189	223
286-47-28-20-65	SDI	1	44	52	52	52	50
286-47-28-20-71	Unemployment	235	-	-	-	-	-
286-47-28-20-75	Deferred Comp	1	65	132	132	132	131
286-47-28-20-85	Auto Allowance	2	120	120	120	120	120
20	Salaries & Benefits	7,361	17,358	32,638	32,638	32,638	35,163
286-47-28-21-05	Advertising	-	175	150	150	150	150
286-47-28-21-42	Banking Fees	821	870	1,000	1,000	1,000	1,000
286-47-28-21-44	Online Transaction Fee	140	210	140	140	140	140
286-47-28-21-45	Other Contract Services	75	-	200	200	200	200
21	Services	1,035	1,255	1,490	1,490	1,490	1,490
286-47-28-22-13	Office Supplies	(120)	-	400	400	400	400
286-47-28-22-15	Special Department Supplies	3,750	4,031	4,000	4,000	4,000	4,000
22	Supplies	3,630	4,031	4,400	4,400	4,400	4,400
286-47-28-23-30	Maint Building/Grounds	-	168	1,500	1,500	1,500	1,500
23	Maintenance	-	168	1,500	1,500	1,500	1,500
286-47-28-29-99	Transfer to other Funds	15,000	-	-	-	-	-
29	Transfers	15,000	-	-	-	-	-
Grand Total		27,026	22,813	40,028	40,028	40,028	42,553
286	Bocce Ball	27,026	22,813	40,028	40,028	40,028	42,553
287	Harvest Festival						
287-47-28-21-42	Banking Fees	-	89	100	100	100	100

RECREATION - 4728
BUDGET

Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
21	Services	-	89	100	100	100	100
287-47-28-22-15	Special Department Supplies	-	30,463	12,550	12,550	12,550	12,700
22	Supplies	-	30,463	12,550	12,550	12,550	12,700
287	Harvest Festival	-	30,552	12,650	12,650	12,650	12,800
288	Fourth of July						
47	Parks & Recreation						
288-47-28-21-42	Banking Fees	-	23	-	-	-	-
288-47-28-21-45	Other Contract Services	-	40,000	40,000	40,000	40,000	40,000
21	Services	-	40,023	40,000	40,000	40,000	40,000
288-47-28-22-15	Special Department Supplies	1,905	1,180	5,300	5,300	5,300	5,300
22	Supplies	1,905	1,180	5,300	5,300	5,300	5,300
288	Fourth of July	1,905	41,203	45,300	45,300	45,300	45,300
289	Recreation Program						
289-47-28-20-10	Salary-Regular	16,899	23,717	26,494	26,494	26,494	85,424
289-47-28-20-20	Temp/Part Time	41,144	38,643	57,186	57,186	57,186	36,756
289-47-28-20-30	Overtime	336	352	1,400	-	-	1,400
289-47-28-20-30	Holiday Pay	13	26	-	-	-	-
289-47-28-20-40	FICA/Medicare	4,420	4,799	6,527	6,527	6,527	9,518
289-47-28-20-45	Employer PERS	1,056	2,423	5,239	5,239	5,239	22,904
289-47-28-20-50	Employee PERS	112	-	-	-	-	-
289-47-28-20-55	Health Insurance	5,767	7,244	11,205	11,205	11,205	39,731
289-47-28-20-61	Workers Comp	8,593	7,825	1,511	1,511	1,511	6,255
289-47-28-20-65	SDI	158	215	238	238	238	781
289-47-28-20-71	Unemployment	494	-	-	-	-	-
289-47-28-20-75	Deferred Comp	16	20	332	332	332	1,146
20	Salaries & Benefits	79,008	85,265	110,133	108,732	108,732	203,915
289-47-28-21-05	Advertising	150	75	1,000	1,000	1,000	1,000
289-47-28-21-10	Communications	1,112	951	900	900	900	900
289-47-28-21-22	Utilities	352	209	450	450	450	450
289-47-28-21-40	Professional Fees	-	-	300	300	300	300
289-47-28-21-42	Banking Fees	2,654	3,438	3,400	3,400	3,400	3,400
289-47-28-21-44	Online Transaction Fee	792	1,353	1,000	1,000	1,000	1,000
289-47-28-21-45	Other Contract Services	28,867	51,748	60,650	51,650	51,650	60,000
289-47-28-21-52	Facility Rental	7,244	5,319	24,000	24,000	24,000	24,000
289-47-28-21-55	Training & Conference	180	135	200	200	200	200
289-47-28-21-60	Other Travel	-	-	1,500	1,500	1,500	1,500
21	Services	41,351	63,228	93,400	84,400	84,400	92,750
289-47-28-22-11	Fingerprinting	-	-	300	300	300	300
289-47-28-22-13	Office Supplies	51	18	100	100	100	100
289-47-28-22-15	Special Department Supplies	10,341	11,000	12,000	16,000	16,000	16,000
289-47-28-22-41	Supplies- Summer	706	851	1,000	1,000	1,000	1,500
289-47-28-22-42	Supplies - Sports Programs	5,137	4,405	5,000	5,000	5,000	5,000
289-47-28-22-43	Fieldtrips	2,249	1,265	2,000	2,000	2,000	2,000
289-47-28-22-45	After School Enrichment	-	10,768	12,000	13,232	13,232	12,000
22	Supplies	18,483	28,307	32,400	37,632	37,632	36,900

RECREATION - 4728
BUDGET

Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
289-47-28-23-35	Software Maintenance	-	-	500	500	500	500
289-47-28-23-50	Vehicle Allocation Expense	-	-	9,858	9,858	9,858	10,531
23	Maintenance	-	-	10,358	10,358	10,358	11,031
Grand Total		138,847	176,804	246,291	241,122	241,122	344,596
289	Recreation Program	138,847	176,804	246,291	241,122	241,122	344,596
Grand Total		\$ 418,872	\$ 523,116	\$ 638,521	\$ 633,352	\$ 633,352	\$ 754,576

RECREATION - 4728
EXPENSE DETAIL

Description	Object Code	Funding Source	Total Budgeted
<i>Memberships & Publications</i>	2153	101	
CPRS (2 employees)		400	400
USTA		50	50
TOTAL - Memberships & Publications	2153	\$ 450	\$ 450
<i>Training and Conferences</i>	2155	101	
CPRS (2 employees)		3,600	3,600
TOTAL - Training and Conferences	2155	\$ 3,600	\$ 3,600
<i>Computer Equipment</i>	2212	101	
Miscellaneous		1,200	1,200
TOTAL - Computer Equipment	2212	\$ 1,200	\$ 1,200
<i>Special Department Supplies</i>	2215	101	
Newsletter, Miscellaneous Supplies		1,000	1,000
TOTAL - Special Department Supplies	2215	\$ 1,000	\$ 1,000
<i>Furniture & Fixtures</i>	2640	101	
Chairs and Tables - Carnegie Hall		1,000	1,000
TOTAL - Furniture & Fixtures	2640	\$ 1,000	\$ 1,000
TEEN CENTER RECREATION - 280			
<i>Professional Fees</i>	2140	280	
CPR Training		300	300
TOTAL - Professional Fees	2140	\$ 300	\$ 300
<i>Other Contract Services</i>	2145	280	
Instructors		1,000	1,000
TOTAL - Other Contract Services	2145	\$ 1,000	\$ 1,000
<i>Memberships & Publications</i>	2153	280	
CPRS		200	200
TOTAL - Memberships & Publications	2153	\$ 200	\$ 200
<i>Training and Conferences</i>	2155	280	
CPRS		600	600
TOTAL - Training and Conferences	2155	\$ 600	\$ 600
<i>Special Department Supplies</i>	2215	280	
Teen Center Supplies, Food, Events		6,000	6,000
TOTAL - Special Department Supplies	2215	\$ 6,000	\$ 6,000

RECREATION - 4728
EXPENSE DETAIL

Description	Object Code	Funding Source	Total Budgeted
BOCCE BALL - 286			
<i>Special Department Supplies</i>	2215	286	
Bocce Balls, Equipment		4,000	4,000
TOTAL - Special Department Supplies	2215	\$ 4,000	\$ 4,000
HARVEST FESTIVAL - 287			
<i>Special Department Supplies</i>	2215	287	
Bathrooms		800	800
Security		500	500
Trash		500	500
Banners		1,100	1,100
Supplies		300	300
Advertising		2,000	2,000
Bands		2,000	2,000
Rock Climbing Wall		5,000	5,000
T-Shirt		500	500
TOTAL - Special Department Supplies	2215	\$ 12,700	\$ 12,700
4TH OF JULY - 288			
<i>Other Contract Services</i>	2145	288	
Fireworks		40,000	40,000
TOTAL - Other Contract Services	2145	\$ 40,000	\$ 40,000
<i>Special Department Supplies</i>	2215	288	
Security		2,000	2,000
Banners		1,000	1,000
Advertising		1,300	1,300
Bathrooms		800	800
Miscellaneous Supplies		200	200
TOTAL - Special Department Supplies	2215	\$ 5,300	\$ 5,300
RECREATION PROGRAM - 289			
<i>Professional Fees</i>	2140	289	
CPR		300	300
TOTAL - Professional Fees	2140	\$ 300	\$ 300
<i>Other Contract Services</i>	2145	289	
Instructors		35,000	35,000
Camps		25,000	25,000
TOTAL - Other Contract Services	2145	\$ 60,000	\$ 60,000
<i>Facility Rental</i>	2152	289	

RECREATION - 4728
EXPENSE DETAIL

Description	Object Code	Funding Source	Total Budgeted
School District - Gym, Fields, etc.		24,000	24,000
TOTAL - Facility Rental	2152	\$ 24,000	\$ 24,000
<i>Training and Conferences</i>	<i>2155</i>	<i>289</i>	
CPRS - Summer Staff		200	200
TOTAL - Training and Conferences	2155	\$ 200	\$ 200
<i>Other Travel</i>	<i>2160</i>	<i>289</i>	
Fuel		1,500	1,500
TOTAL - Other Travel	2160	\$ 1,500	\$ 1,500
<i>Special Department Supplies</i>	<i>2215</i>	<i>289</i>	
Jersey - Soccer		1,825	1,825
Jersey - Basketball		1,825	1,825
Jersey - Volleyball		1,825	1,825
Jersey - T-Ball		1,825	1,825
Jersey - Staff		500	500
Jersey - Misc		200	200
Equipment - Soccer		1,825	1,825
Equipment - Basketball		1,825	1,825
Equipment - Volleyball		1,825	1,825
Equipment - T-Ball		1,825	1,825
Equipment - Staff		500	500
Equipment - Misc.		200	200
TOTAL - Special Department Supplies	2215	\$ 16,000	\$ 16,000
<i>Fieldtrips</i>	<i>2243</i>	<i>289</i>	
Entrance Fees		2,000	2,000
TOTAL - Fieldtrips	2243	\$ 2,000	\$ 2,000
<i>Software Maintenance</i>	<i>2335</i>	<i>289</i>	
ActiveNet		500	500
TOTAL - Software Maintenance	2335	\$ 500	\$ 500

FIRE - 4800 BUDGET SUMMARY						
			FY 14/15	FY 15/16	FY 16/17	FY 16/17
			Actual	Actual	Adopted	Adjusted
Fire Expenses By Fund						
FUND	DEPT					
101	4800	General Fund	682,471	820,883	769,827	786,624
		Total Expenses	\$ 682,471	\$ 820,883	\$ 769,827	\$ 786,624
			FY 16/17	FY 16/17	FY 16/17	FY 17/18
			Adopted	Adjusted	Estimated Year End	Proposed
Fire Expense Summary						
Salary			84,917	241,228	372,526	458,149
Benefits			88,644	77,775	136,491	180,524
Communications			24,279	18,584	20,000	50,000
Computer Equipment			2,485	848	5,524	-
Contracts			235,451	120,262	35,300	36,800
Dept supplies/services			70,829	106,421	58,696	86,110
Fire Inspection Professional Fees			501	-	-	-
Software Maintenance			630	744	6,750	6,000
Strike Team			95,848	174,078	-	-
Training/Conference			656	3,981	15,200	17,600
Utilities			22,806	25,883	24,000	30,000
Vehicle/Equipment Maintenance			55,426	51,081	112,137	123,500
		Total Expenses	\$ 682,471	\$ 820,883	\$ 769,827	\$ 988,683

FIRE - 4800
BUDGET

Account Number	Description	FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
		Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
101	General Fund						
101-48-00-20-10	Salary-Regular	51,373	65,653	111,036	111,036	111,036	149,531
101-48-00-20-20	Temp/Part Time	33,430	173,962	261,490	261,490	261,490	308,618
101-48-00-20-30	Overtime	113	1,614	-	-	-	-
101-48-00-20-40	FICA/Medicare	6,870	233	28,865	28,865	28,865	43,686
101-48-00-20-45	Employer PERS	67,266	19,324	16,741	16,741	16,741	32,378
101-48-00-20-50	Employee PERS	2,687	30,713	3,131	3,131	3,131	6,262
101-48-00-20-55	Health Insurance	3,721	2,151	17,393	17,393	17,393	17,951
101-48-00-20-61	Workers Comp	7,114	15,880	60,451	60,451	60,451	71,485
101-48-00-20-65	SDI	491	7,114	999	999	999	1,346
101-48-00-20-71	Unemployment	-	593	-	-	-	-
101-48-00-20-75	Deferred Comp	494	124	5,010	5,010	5,010	5,010
101-48-00-20-85	Auto Allowance	-	1,643	2,400	2,400	2,400	2,406
101-48-00-20-89	Charity Event Reimbursement	-	-	1,500	1,500	1,500	-
20	Salaries & Benefits	173,561	319,003	509,017	509,017	509,017	638,673
101-48-00-21-05	Advertising	804	-	-	-	-	-
101-48-00-21-10	Communications	24,279	18,584	20,000	20,000	20,000	50,000
101-48-00-21-15	Postage	783	478	500	500	500	500
101-48-00-21-22	Utilities	22,806	25,883	24,000	24,000	24,000	30,000
101-48-00-21-25	Equipment Rental	-	-	-	-	-	-
101-48-00-21-27	Equipment Lease Exp	3,424	2,691	3,700	3,700	3,700	-
101-48-00-21-30	Professional Contracts	10,301	8,425	10,300	10,300	10,300	11,800
101-48-00-21-40	Professional Fees	50	-	-	-	-	-
101-48-00-21-45	Other Contract Services	206,296	88,228	-	-	-	-
101-48-00-21-52	Facility Rental	-	-	-	-	-	18,000
101-48-00-21-53	Memberships & Publications	4,219	1,950	2,500	2,500	2,500	2,500
101-48-00-21-54	CAL Fire Dispatch Contract	18,803	23,609	25,000	25,000	25,000	25,000
101-48-00-21-55	Training & Conference	656	3,981	8,000	15,200	15,200	17,600
101-48-00-21-70	Fire Prevention Education	2,331	5,111	5,000	5,000	5,000	5,000
101-48-00-21-75	Fire Inspection Prof Fees	501	-	-	-	-	-
101-48-00-21-80	Strike Team Charges	95,848	174,078	-	-	-	-
101-48-45-21-40	Professional Fees	-	-	-	-	-	-
21	Services	391,100	353,017	99,000	106,200	106,200	160,400
101-48-00-22-07	Copies	262	566	1,000	2,000	2,000	-
101-48-00-22-12	Computer Equipment	2,485	848	4,000	5,524	5,524	-
101-48-00-22-13	Office Supplies	1,587	1,050	1,000	2,000	2,000	1,000
101-48-00-22-15	Special Department Supplies	52,527	37,631	40,110	34,496	34,496	48,610
101-48-00-22-17	Field Supplies	4,893	5,394	7,500	7,500	7,500	7,500
101-48-00-22-25	Fuel/Oil	6,968	6,077	10,000	10,000	10,000	10,000
101-48-00-22-26	Outside Vehicle Maint	1,839	31,780	40,000	48,551	48,551	50,000
101-48-00-22-28	Vehicle Parts	11,131	2,498	9,500	9,500	9,500	9,500
22	Supplies	81,692	85,843	113,110	119,571	119,571	126,610
101-48-00-23-11	Maint Office Equip	-	-	-	-	-	-
101-48-00-23-12	Maintenance Supplies	194	-	-	-	-	-
101-48-00-23-15	Maint Machine/Equipment	12,887	4,244	26,950	29,087	29,087	28,000
101-48-00-23-30	Maint Buildings/Grounds	22,406	6,483	15,000	15,000	15,000	26,000
101-48-00-23-35	Software Maintenance	630	744	6,750	6,750	6,750	6,000
23	Maintenance	36,118	11,471	48,700	50,837	50,837	60,000
101-48-00-24-25	Taxes & Other Charges	-	51,549	-	-	-	-
24	Taxes, Insurances & Contributi	-	51,549	-	-	-	-

FIRE - 4800 BUDGET

Account Number	Description	FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
		Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
101	General Fund						
101-48-00-26-30	Capital Equipment	-	-	-	-	-	-
101-48-00-26-40	Furniture & Fixtures	-	-	-	1,000	1,000	3,000
26	Capital	-	-	-	1,000	1,000	3,000
Grand Total		682,471	820,883	769,827	786,624	786,624	988,683
101	General Fund	682,471	820,883	769,827	786,624	786,624	988,683
733	Capital Project						
48	Fire						
733-48-00-26-30	Capital Equipment	-	-	-	-	-	-
	Capital	-	-	-	-	-	-
Grand Total		\$ 682,471	\$ 820,883	\$ 769,827	\$ 786,624	\$ 786,624	\$ 988,683

FIRE - 4800
EXPENSE DETAIL

Description	Object Code	Funding Source	Total Budgeted
<i>Communications</i>	<i>2110</i>	<i>101</i>	
Cell, Satellite Phones, Comcast, EOC Lines		20,000	20,000
Repeater		10,000	10,000
Radio Replacement		20,000	20,000
TOTAL - Communications	2110	\$ 50,000	\$ 50,000
<i>Professional Contracts</i>	<i>2130</i>	<i>101</i>	
Physicals		8,000	8,000
Medical Cache Annual Fee		500	500
Training Ground Annual Fee		500	500
EMS Region Fee		500	500
Operations Consultant		2,000	2,000
Fire Safety House Annual Fee		300	300
TOTAL - Professional Contracts	2130	\$ 11,800	\$ 11,800
<i>Memberships & Publications</i>	<i>2153</i>	<i>101</i>	
Ca. State Firefighters Association		2,500	2,500
TOTAL - Memberships & Publications	2153	\$ 2,500	\$ 2,500
<i>Training and Conferences</i>	<i>2155</i>	<i>101</i>	
Target Solutions (Online Training)		4,000	4,000
Skills Training		1,000	1,000
Misc. Education & Training		3,000	3,000
Rental of WWTP for Training		9,600	9,600
TOTAL - Training and Conferences	2155	\$ 17,600	\$ 17,600
<i>Fire Prevention Education</i>	<i>2170</i>	<i>101</i>	
Weed Abatement (Outreach)		500	500
Open House (Supplies & Outreach)		4,000	4,000
Kiddie Tours (Supplies)		500	500
TOTAL - Fire Prevention Education	2170	\$ 5,000	\$ 5,000
<i>Special Department Supplies</i>	<i>2215</i>	<i>101</i>	
Annual Supplies		17,610	17,610
Replacement Hose		30,000	30,000
Class "A" Foam		1,000	1,000
TOTAL - Special Department Supplies	2215	\$ 48,610	\$ 48,610
<i>Field Supplies</i>	<i>2217</i>	<i>101</i>	
Disposable Medical Supplies		5,500	5,500
AED (Automated External Defibrillator)		2,000	2,000

FIRE - 4800
EXPENSE DETAIL

Description	Object Code	Funding Source	Total Budgeted
TOTAL - Field Supplies	2217	\$ 7,500	\$ 7,500
<i>Machinery & Equipment Maintenance</i>	<i>2315</i>	<i>101</i>	
SCBA Testing & Maintenance		7,000	7,000
Truck Maintenance		5,000	5,000
Replacement Tires		5,000	5,000
Ladder Testing		3,000	3,000
Extrication Tool Annual Maintenance		4,000	4,000
Refrigerator/Stove Service		4,000	4,000
TOTAL - Machine & Equipment Maintenance	2315	\$ 28,000	\$ 28,000
<i>Software Maintenance</i>	<i>2335</i>	<i>101</i>	
Fire Inspection Software		4,200	4,200
Active 911		300	300
Miscellaneous		500	500
Incident Management Software Maint.		1,000	1,000
TOTAL - Software Maintenance	2335	\$ 6,000	\$ 6,000

POLICE - 4900 BUDGET SUMMARY

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Police Expenses By Fund								
FUND	DEPT							
101	4900	General Fund	3,034,128	2,713,604	3,083,531	3,121,031	3,031,031	3,335,535
224	4900	Public Safety (COPS)	106,600	150,321	131,800	132,643	132,643	131,800
238	4900	Training Development Fund	5,990	5,976	6,000	6,000	6,000	6,000
279	4900	Asset Forfeiture	2,000	678	1,000	7,334	7,334	1,000
Total Expenses			\$ 3,148,718	\$ 2,870,580	\$ 3,222,331	\$ 3,267,008	\$ 3,177,008	\$ 3,474,335

	FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
Police Expense Summary	Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Salary	1,642,515	1,487,393	1,693,914	1,693,914	1,643,914	1,898,115
Benefits	1,251,748	1,088,484	1,268,128	1,268,128	1,228,128	1,230,767
Capital Equipment	3,728	27,711	-	35,000	35,000	40,000
Communications	21,175	21,969	19,000	19,000	19,000	19,000
Computer Equipment	6,788	2,159	5,000	6,000	6,000	6,000
Contracts	131,620	111,648	121,200	121,200	121,200	146,700
Dept Supplies/Services	29,193	62,888	50,200	58,034	58,034	65,500
Equipment/Software Maintenance	4,665	44	600	600	600	600
Training/Conference	23,434	15,528	15,000	15,843	15,843	15,000
Vehicle Maintenance	33,853	52,756	49,289	49,289	49,289	52,653
Total Expenses	\$ 3,148,718	\$ 2,870,580	\$ 3,222,331	\$ 3,267,008	\$ 3,177,008	\$ 3,474,335

POLICE - 4900 BUDGET

Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
101	General Fund						
101-49-00-20-10	Salary-Regular	1,393,940	1,241,478	1,423,652	1,423,652	1,373,652	1,625,886
101-49-00-20-20	Temp/Part Time	7,683	5,254	20,000	20,000	20,000	20,000
101-49-00-20-21	Temp/Part Time	-	-	-	-	-	-
101-49-00-20-30	Overtime	195,588	196,903	198,800	198,800	198,800	198,800
101-49-00-20-37	Holiday Pay	45,304	43,758	51,462	51,462	51,462	53,429
101-49-00-20-40	FICA/Medicare	120,654	113,432	127,916	127,916	127,916	134,450
101-49-00-20-45	Employer PERS	506,170	501,932	625,251	625,251	625,251	613,101
101-49-00-20-50	Employee PERS	87,065	32,911	-	-	-	-
101-49-00-20-55	Health Insurance	374,975	325,147	366,687	366,687	346,687	354,071
101-49-00-20-61	Workers Comp	101,390	68,551	79,701	79,701	79,701	88,832
101-49-00-20-65	SDI	14,147	13,081	14,139	14,139	14,139	14,681
101-49-00-20-71	Unemployment	-	16,751	32,100	32,100	12,100	-
101-49-00-20-75	Deferred Comp	5,736	3,179	3,433	3,433	3,433	5,982
101-49-00-20-85	Auto Allowance	2,400	-	2,400	2,400	2,400	2,400
101-49-00-20-89	Charity Event Reimbursement	-	-	750	750	750	-
101-49-00-20-95	Police Dept Unifo	12,750	12,000	12,751	12,751	12,751	14,250
101-49-00-20-96	Education Reimbursement	1,750	1,500	3,000	3,000	3,000	3,000
101-49-00-20-97	Housing Allowance	24,711	-	-	-	-	-
20	Salaries & Benefits	2,894,263	2,575,877	2,962,042	2,962,042	2,872,042	3,128,882
101-49-00-21-10	Communications	21,175	21,969	19,000	19,000	19,000	19,000
101-49-00-21-15	Postage	1,298	1,734	1,100	1,100	1,100	1,100
101-49-00-21-22	Utilities	-	-	-	-	-	-
101-49-00-21-27	Equipment Lease Exp	2,419	3,026	2,800	2,800	2,800	2,800
101-49-00-21-30	Professional Contracts	45,159	40,202	25,000	25,000	25,000	25,000
101-49-00-21-40	Professional Fees	5,744	9,629	10,000	10,000	10,000	10,000
101-49-00-21-45	Other Contract Services	8,178	710	8,700	8,700	8,700	33,700
101-49-00-21-53	Memberships & Publications	106	1,000	1,000	1,000	1,000	2,800
101-49-00-21-55	Training & Conference	4,601	-	-	-	-	-
101-49-00-21-60	Other Travel	-	-	-	-	-	-
21	Services	88,680	78,270	67,600	67,600	67,600	94,400
101-49-00-22-07	Copies	1,172	1,668	1,000	1,000	1,000	1,000
101-49-00-22-08	Police Dept Youth Activity	-	759	500	500	500	1,000
101-49-00-22-12	Computer Equipment	6,328	381	-	1,000	1,000	1,000
101-49-00-22-13	Office Supplies	1,722	1,993	2,500	2,500	2,500	2,500
101-49-00-22-15	Special Department Supplies	1,988	1,857	-	1,500	1,500	10,500
101-49-00-22-17	Field Supplies	1,485	-	-	-	-	3,000
22	Supplies	12,696	6,657	4,000	6,500	6,500	19,000
101-49-00-23-11	Maint Office Equip	28	-	-	-	-	-
101-49-00-23-35	Software Maintenance	4,637	44	600	600	600	600
101-49-00-23-50	Vehicle Alloc Expense	33,853	52,756	49,289	49,289	49,289	52,653
23	Maintenance	38,518	52,801	49,889	49,889	49,889	53,253
101-49-00-26-30	Capital Equipment	(29)	-	-	35,000	35,000	40,000
26	Capital	(29)	-	-	35,000	35,000	40,000
Grand Total		3,034,128	2,713,604	3,083,531	3,121,031	3,031,031	3,335,535
101	General Fund	3,034,128	2,713,604	3,083,531	3,121,031	3,031,031	3,335,535
212							

POLICE - 4900 BUDGET

Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
212-49-00-22-15	Special Department Supplies	-	-	-	3,666	3,666	-
		-	-	-	3,666	3,666	-
212		-	-	-	3,666	3,666	-
224	Public Safety (COPS)						
224-49-00-20-30	Overtime	-	-	-	-	-	-
20	Salaries & Benefits	-	-	-	-	-	-
224-49-00-21-10	Communications	-	-	-	-	-	-
224-49-00-21-30	Professional Contracts	55,648	59,483	71,000	71,000	71,000	71,000
224-49-00-21-45	Other Contract Services	14,891	188	5,000	5,000	5,000	5,000
224-49-00-21-55	Training & Conference	12,907	9,552	9,000	9,843	9,843	9,000
21	Services	83,445	69,222	85,000	85,843	85,843	85,000
224-49-00-22-12	Computer Equipment	460	1,778	5,000	5,000	5,000	5,000
224-49-00-22-15	Special Department Supplies	16,237	40,509	16,800	16,800	16,800	16,800
224-49-00-22-17	Field Supplies	2,702	11,102	25,000	25,000	25,000	25,000
22	Supplies	19,398	53,389	46,800	46,800	46,800	46,800
224-49-00-26-30	Capital Equipment	3,757	27,711	-	-	-	-
224-49-00-26-40	Furniture & Fixtures	-	-	-	-	-	-
26	Capital	3,757	27,711	-	-	-	-
Grand Total		106,600	150,321	131,800	132,643	132,643	131,800
224	Public Safety (COPS)	106,600	150,321	131,800	132,643	132,643	131,800
238	Training Development Fund						
238-49-00-21-55	Training & Conference	5,926	5,976	6,000	6,000	6,000	6,000
21	Services	5,926	5,976	6,000	6,000	6,000	6,000
238-49-00-22-15	Special Department Supplies	64	-	-	-	-	-
22	Supplies	64	-	-	-	-	-
Grand Total		5,990	5,976	6,000	6,000	6,000	6,000
238	Training Development Fund	5,990	5,976	6,000	6,000	6,000	6,000
279	Asset Forfeit						
279-49-00-21-10	Communications	-	-	-	-	-	-
279-49-00-21-45	Other Contract Services	2,000	678	1,000	1,000	1,000	1,000
21	Services	2,000	678	1,000	1,000	1,000	1,000
279-49-00-22-15	Special Department Supplies	-	-	-	6,334	6,334	-
22	Supplies	-	-	-	6,334	6,334	-
Grand Total		2,000	678	1,000	1,000	1,000	1,000
279	Asset Forfeit	2,000	678	1,000	7,334	7,334	1,000
Grand Total		\$ 3,148,718	\$ 2,870,580	\$ 3,222,331	\$ 3,267,008	\$ 3,177,008	\$ 3,474,335

**POLICE - 4900
EXPENSE DETAIL**

Description	Object Code	Funding Source	Total Budgeted
<i>Professional Contract Services</i>	<i>2130</i>	<i>101</i>	
Boys & Girls Club Contract		25,000	25,000
TOTAL - Professional Contract Services	2130	\$ 25,000	\$ 25,000
<i>Professional Fees</i>	<i>2140</i>	<i>101</i>	
Pre-Employment Psychological, Medical, and Other Related Services		5,000	5,000
Third Party Investigations		5,000	5,000
TOTAL - Professional Fees	2140	\$ 10,000	\$ 10,000
<i>Other Contract Services</i>	<i>2145</i>	<i>101</i>	
Nixle		2,500	2,500
WCAL		2,500	2,500
SANE/SART		2,500	2,500
St. Helena Car Wash		1,200	1,200
AVTEC		5,000	5,000
RIMS		14,000	14,000
Body Camera Program		6,000	6,000
TOTAL - Other Contract Services	2145	\$ 33,700	\$ 33,700
<i>Memberships & Publications</i>	<i>2153</i>	<i>101</i>	
Cal Chiefs		1,200	1,200
IACP		300	300
CPOA		500	500
CAPE		100	100
NAFBI		300	300
Swat/Firearm		200	200
Subscriptions		200	200
TOTAL - Memberships & Publications	2153	\$ 2,800	\$ 2,800
<i>Special Department Supplies</i>	<i>2215</i>	<i>101</i>	
Senior Volunteer Program Supplies		4,000	4,000
Miscellaneous		1,500	1,500
Wireless Panic Button - City Hall		5,000	5,000
TOTAL - Special Department Supplies	2215	\$ 10,500	\$ 10,500
<i>Field Supplies</i>	<i>2217</i>	<i>101</i>	
Simulation Equipment		3,000	3,000
TOTAL - Field Supplies	2217	\$ 3,000	\$ 3,000
<i>Software Maintenance</i>	<i>2335</i>	<i>101</i>	
Anti-Virus		600	600

**POLICE - 4900
EXPENSE DETAIL**

Description	Object Code	Funding Source	Total Budgeted
TOTAL - Software Maintenance	2335	\$ 600	\$ 600
PUBLIC SAFETY (COPS) - 224			
<i>Professional Contract Services</i>	<i>2130</i>	<i>224</i>	
NSIB Contract		37,600	37,600
DARE Contract		5,000	5,000
County Communication Services		1,000	1,000
Live Scan Contract		8,000	8,000
Entersect/NetMotion/Copware/ Language Line		4,300	4,300
Data Ticket Contract		1,200	1,200
Moore K9 Training Contract		6,000	6,000
Animal Medical Service		3,000	3,000
Booking Fees		1,500	1,500
CLETS Access		3,100	3,100
Critical Reach		300	300
TOTAL - Professional Contract Services	2130	\$ 71,000	\$ 71,000
<i>Other Contract Services</i>	<i>2145</i>	<i>224</i>	
RIMS Dispatch Updates		2,500	2,500
Interview Software Maintenance Contract		2,500	2,500
TOTAL - Other Contract Services	2145	\$ 5,000	\$ 5,000
<i>Training and Conferences</i>	<i>2155</i>	<i>224</i>	
POST Training		2,500	2,500
Domain Specific Conferences		4,000	4,000
Miscellaneous Conferences		2,500	2,500
TOTAL - Training and Conferences	2155	\$ 9,000	\$ 9,000
<i>Computer Equipment</i>	<i>2212</i>	<i>224</i>	
Cameras		5,000	5,000
TOTAL - Other Contract Services	2212	\$ 5,000	\$ 5,000
<i>Special Department Supplies</i>	<i>2215</i>	<i>224</i>	
Officer and Vehicle Video/Audio Equipment		2,000	2,000
Reporting Writing License/Software		3,000	3,000
Upgrades		5,000	5,000
Radar Units		1,800	1,800
Defibulator Maintenance		5,000	5,000
Tasers & Cartridges		5,000	5,000
TOTAL - Special Department Supplies	2215	\$ 16,800	\$ 16,800

POLICE - 4900
EXPENSE DETAIL

Description	Object Code	Funding Source	Total Budgeted
<i>Field Supplies</i>	2217	224	
Notebooks, Recording Devices		1,500	1,500
Narcotic Kits, PAZ Devices, Flashlights, & Chargers		2,500	2,500
Ticket Books		3,000	3,000
Flares, Gloves, First Aid, Batteries, Etc.		5,000	5,000
Ammunition		5,000	5,000
Firearm/Rifle Replacement		5,000	5,000
Portable Radio Repair & Replacement		1,000	1,000
Bullet Proof Vest Replacement		2,000	2,000
TOTAL - Field Supplies	2217	\$ 25,000	\$ 25,000
238 & 279			
<i>POST Reimbursable Training</i>	2155	238	
Training		6,000	6,000
TOTAL - Post Reimbursable Training	2155	\$ 6,000	\$ 6,000
<i>Other Contract Services</i>	2145	279	
Asset Forfeiture Allocation		1,000	1,000
TOTAL - Other Contract Services	2145	\$ 1,000	\$ 1,000

**PUBLIC WORKS ADMIN - 5000
BUDGET SUMMARY**

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Public Works Admin Expenses By Fund								
FUND	DEPT							
101	5000	General Fund	217,123	289,855	382,874	449,642	447,642	668,710
561	5000	Water Enterprise	248,457	337,962	583,899	600,221	600,221	1,320,823
571	5000	Wastewater Enterprise	152,571	248,742	367,016	378,856	378,856	1,067,377
763	5000	Water Capital Projects	-	2,700	-	-	-	-
Total Expenses			\$ 618,175	\$ 881,759	\$ 1,333,789	\$ 1,428,719	\$ 1,426,719	\$ 3,056,910

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Public Works Admin Expense Summary								
Salary			328,081	461,025	574,915	574,915	574,915	610,550
Benefits			142,892	239,499	329,144	329,144	327,144	351,785
Capital Equipment			(43,305)	(65,326)	-	-	-	-
Communications			8,004	4,025	4,980	4,980	4,980	5,600
Computer Equipment			1,893	613	1,500	1,500	1,500	1,500
Contracts			86,453	148,410	293,000	385,312	385,312	355,000
Dept supplies/services			80,668	58,301	86,915	86,915	86,915	87,205
Programs			1,555	15,866	15,000	17,618	17,618	15,000
Software Maintenance			269	293	498	498	498	500
Training/Conference			1,325	2,860	13,050	13,050	13,050	13,275
Transfer to Other Funds			-	-	-	-	-	1,600,699
Vehicle/Equipment Maintenance			10,340	16,193	14,787	14,787	14,787	15,796
Total Expenses			\$ 618,175	\$ 881,759	\$ 1,333,789	\$ 1,428,719	\$ 1,426,719	\$ 3,056,910

PUBLIC WORKS ADMIN - 5000
BUDGET

Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
101	General Fund						
101-50-00-20-10	Salary-Regular	65,161	127,433	175,164	175,164	175,164	180,248
101-50-00-20-20	Temp/Part Time	42,822	11,728	-	-	-	-
101-50-00-20-30	Overtime	-	137	-	-	-	750
101-50-00-20-37	Holiday Pay	-	-	-	-	-	-
101-50-00-20-40	FICA/Medicare	8,352	9,712	12,333	12,333	12,333	13,654
101-50-00-20-45	Employer PERS	4,009	12,291	25,896	25,896	25,896	31,521
101-50-00-20-50	Employee PERS	247	-	-	-	-	-
101-50-00-20-55	Health Insurance	10,671	25,157	40,827	40,827	38,827	41,186
101-50-00-20-61	Workers Comp	4,010	3,912	6,833	6,833	6,833	8,042
101-50-00-20-65	SDI	614	955	1,361	1,361	1,361	1,487
101-50-00-20-71	Unemployment	-	-	-	-	-	-
101-50-00-20-75	Deferred Comp	926	2,374	3,586	3,586	3,586	3,586
101-50-00-20-85	Auto Allowance	673	1,983	3,120	3,120	3,120	2,230
101-50-00-20-89	Charity Event Reimbursment	-	-	900	900	900	-
20	Salaries & Benefits	137,485	195,683	270,020	270,020	268,020	282,704
101-50-00-21-05	Advertising	1,683	594	-	-	-	-
101-50-00-21-10	Communications	5,655	1,668	2,580	2,580	2,580	2,800
101-50-00-21-15	Postage	549	442	600	600	600	600
101-50-00-21-27	Equipment Lease Exp	1,907	2,296	2,100	2,100	2,100	-
101-50-00-21-30	Professional Contracts	18,919	68,023	80,000	146,768	146,768	140,000
101-50-00-21-40	Professional Fees	544	597	-	-	-	-
101-50-00-21-45	Other Contract Services	31,281	-	-	-	-	-
101-50-00-21-48	Government Fees	-	-	-	-	-	-
101-50-00-21-53	Memberships & Publications	800	1,377	1,385	1,385	1,385	1,635
101-50-00-21-55	Training & Conference	772	1,116	3,804	3,804	3,804	3,875
21	Services	62,109	76,114	90,469	157,237	157,237	148,910
101-50-00-22-07	Copies	1,152	538	500	500	500	-
101-50-00-22-12	Computer Equipment	559	402	500	500	500	500
101-50-00-22-13	Office Supplies	891	496	900	900	900	900
101-50-00-22-15	Special Department Supplies	1,911	182	400	400	400	400
101-50-00-22-20	Small Tools	-	-	-	-	-	-
22	Supplies	4,513	1,618	2,300	2,300	2,300	1,800
101-50-00-23-11	Maint Office Equip	-	-	-	-	-	-
101-50-00-23-12	Maintenance Supplies	-	-	-	-	-	-
101-50-00-23-35	Software Maintenance	90	98	98	98	98	100
101-50-00-23-50	Vehicle Alloc Expense	10,340	16,193	14,787	14,787	14,787	15,796
23	Maintenance	10,429	16,290	14,885	14,885	14,885	15,896
101-50-00-24-25	Taxes & Other Charges	2,587	150	3,500	3,500	3,500	3,700
24	Taxes, Insurances & Contributi	2,587	150	3,500	3,500	3,500	3,700
101-50-00-26-30	Capital Equipment	-	-	-	-	-	-
101-50-00-26-40	Furniture & Fixtures	-	-	1,700	1,700	1,700	2,700
26	Capital	-	-	1,700	1,700	1,700	2,700
101-40-00-29-99	Transfer to other Funds	-	-	-	-	-	213,000
29	Transfers	-	-	-	-	-	213,000
Grand Total		217,123	289,855	382,874	449,642	447,642	668,710

PUBLIC WORKS ADMIN - 5000
BUDGET

Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
561	Water Enterprise						
561-50-00-20-10	Salary-Regular	115,029	192,344	223,027	223,027	223,027	238,947
561-50-00-20-20	Temp/Part Time	-	-	-	-	-	-
561-50-00-20-30	Overtime	-	100	-	-	-	450
561-50-00-20-37	Holiday Pay	-	-	-	-	-	-
561-50-00-20-40	FICA/Medicare	8,953	14,248	16,464	16,464	16,464	18,373
561-50-00-20-45	Employer PERS	13,518	26,546	33,759	33,759	33,759	40,902
561-50-00-20-50	Employee PERS	2,785	-	-	-	-	-
561-50-00-20-55	Health Insurance	22,893	49,557	58,877	58,877	58,877	58,506
561-50-00-20-61	Workers Comp	6,350	12,449	9,111	9,111	9,111	10,723
561-50-00-20-65	SDI	1,104	1,615	1,871	1,871	1,871	2,024
561-50-00-20-71	Unemployment	-	-	-	-	-	-
561-50-00-20-75	Deferred Comp	2,197	4,953	5,458	5,458	5,458	5,458
561-50-00-20-85	Auto Allowance	1,922	4,558	5,040	5,040	5,040	4,320
561-50-00-20-89	Charity Event Reimbursment	-	-	1,425	1,425	1,425	-
20	Salaries & Benefits	174,750	306,369	355,031	355,031	355,031	379,703
561-50-00-21-05	Advertising	-	425	500	500	500	500
561-50-00-21-10	Communications	2,104	1,373	1,200	1,200	1,200	1,400
561-50-00-21-15	Postage	454	448	600	600	600	600
561-50-00-21-27	Equipment Lease Exp	1,935	2,296	2,100	2,100	2,100	-
561-50-00-21-30	Professional Contracts	17,208	34,801	144,000	157,704	157,704	145,000
561-50-00-21-40	Professional Fees	791	791	-	-	-	-
561-50-00-21-43	Penalties and Fines	31,990	19,180	25,760	25,760	25,760	30,000
561-50-00-21-45	Other Contract Services	2,198	33	-	-	-	-
561-50-00-21-50	Water Use Efficiency Program	1,555	10,666	15,000	17,618	17,618	15,000
561-50-00-21-53	Memberships & Publications	1,391	1,381	1,385	1,385	1,385	1,385
561-50-00-21-55	Training & Conference	309	897	4,623	4,623	4,623	4,700
21	Services	59,935	72,290	195,168	211,490	211,490	198,585
561-50-00-22-07	Copies	1,053	320	400	400	400	-
561-50-00-22-12	Computer Equipment	775	115	500	500	500	500
561-50-00-22-13	Office Supplies	303	208	450	450	450	500
561-50-00-22-15	Special Department Supplies	411	257	450	450	450	500
561-50-00-22-20	Small Tools	-	-	-	-	-	-
22	Supplies	2,542	900	1,800	1,800	1,800	1,500
561-50-00-23-35	Software Maintenance	90	98	200	200	200	200
23	Maintenance	90	98	200	200	200	200
561-50-00-24-25	Taxes & Other Charges	21,121	22,618	30,000	30,000	30,000	30,000
24	Taxes, Insurances & Contributi	21,121	22,618	30,000	30,000	30,000	30,000
561-50-00-26-30	Capital Equipment	-	-	-	-	-	-
561-50-00-26-40	Furniture & Fixtures	389	-	1,700	1,700	1,700	2,700
26	Capital	389	-	1,700	1,700	1,700	2,700
561-50-00-29-99	Transfer to Other Funds	-	-	-	-	-	708,135
29	Transfers	-	-	-	-	-	708,135
561-50-00-99-99	Contra Account fixed assets	(10,370)	(64,313)	-	-	-	-
99	Contra Account fixed assets	(10,370)	(64,313)	-	-	-	-

**PUBLIC WORKS ADMIN - 5000
BUDGET**

Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
561	Water Enterprise	248,457	337,962	583,899	600,221	600,221	1,320,823
571	Wastewater Enterprise						
571-50-00-20-10	Salary-Regular	105,069	129,187	176,725	176,725	176,725	189,855
571-50-00-20-20	Temp/Part Time	-	-	-	-	-	-
571-50-00-20-30	Overtime	-	96	-	-	-	300
571-50-00-20-37	Holiday Pay	-	-	-	-	-	-
571-50-00-20-40	FICA/Medicare	8,180	9,262	12,826	12,826	12,826	14,510
571-50-00-20-45	Employer PERS	12,798	19,573	26,580	26,580	26,580	32,172
571-50-00-20-50	Employee PERS	2,539	-	-	-	-	-
571-50-00-20-55	Health Insurance	20,235	28,849	45,935	45,935	45,935	46,207
571-50-00-20-61	Workers Comp	5,103	4,980	6,833	6,833	6,833	8,042
571-50-00-20-65	SDI	1,012	1,029	1,454	1,454	1,454	1,582
571-50-00-20-71	Unemployment	-	-	-	-	-	-
571-50-00-20-75	Deferred Comp	2,055	2,861	4,140	4,140	4,140	4,140
571-50-00-20-85	Auto Allowance	1,747	2,636	3,840	3,840	3,840	3,120
571-50-00-20-89	Charity Event Reimbursment	-	-	675	675	675	-
20	Salaries & Benefits	158,738	198,472	279,008	279,008	279,008	299,928
571-50-00-21-05	Advertising	-	278	-	-	-	-
571-50-00-21-10	Communications	246	984	1,200	1,200	1,200	1,400
571-50-00-21-15	Postage	333	442	600	600	600	600
571-50-00-21-27	Equipment Lease Exp	1,935	2,296	2,100	2,100	2,100	-
571-50-00-21-30	Professional Contracts	12,571	43,421	69,000	80,839	80,839	70,000
571-50-00-21-40	Professional Fees	743	743	-	-	-	-
571-50-00-21-45	Other Contract Services	2,198	-	-	-	-	-
571-50-00-21-53	Memberships & Publications	1,391	1,381	1,385	1,385	1,385	1,385
571-50-00-21-55	Training & Conference	244	846	4,623	4,623	4,623	4,700
21	Services	19,660	50,390	78,908	90,747	90,747	78,085
571-50-00-22-07	Copies	1,106	354	500	500	500	-
571-50-00-22-12	Computer Equipment	559	96	500	500	500	500
571-50-00-22-13	Office Supplies	303	150	400	400	400	500
571-50-00-22-15	Special Department Supplies	263	195	800	800	800	900
571-50-00-22-20	Small Tools	-	-	-	-	-	-
571-50-00-23-35	Software Maintenance	90	98	200	200	200	200
22	Supplies	2,322	893	2,400	2,400	2,400	2,100
571-50-00-24-25	Taxes & Other Charges	4,786	-	5,000	5,000	5,000	5,000
24	Taxes, Insurances & Contributi	4,786	-	5,000	5,000	5,000	5,000
571-50-00-26-30	Capital Equipment	-	-	-	-	-	-
571-50-00-26-40	Furniture & Fixtures	-	-	1,700	1,700	1,700	2,700
571-50-00-26-70	Capital Imp Equipment	-	-	-	-	-	-
26	Capital	-	-	1,700	1,700	1,700	2,700
571-50-00-29-20	Fixed Asset Adjustments	-	-	-	1	1	-
571-50-00-29-99	Transfer to Other Funds	-	-	-	-	-	679,564
29	Transfers	-	-	-	1	1	679,564
571-50-00-99-99	Contra Account fixed assets	(32,935)	(1,013)	-	-	-	-
99	Contra Account fixed assets	(32,935)	(1,013)	-	-	-	-

**PUBLIC WORKS ADMIN - 5000
BUDGET**

Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
571	Sewer Enterprise	152,571	248,742	367,016	378,856	378,856	1,067,377
733	Civic Capital Improvement Planning						
50	Public Works						
733-50-00-21-30	Professional Contracts	-	2,500				-
21	Services	-	2,500	-	-	-	-
733	Civic Capital Improvement Planning	-	2,500	-	-	-	-
763	Water Capital Project						
50	Public Works						
763-50-00-22-15	Special Department Supplies	-	2,700	-	-	-	-
22	Supplies	-	2,700	-	-	-	-
00	Administration	-	2,700	-	-	-	-
773	Sewer Capital						
50	Public Works						
773-50-00-22-15	Special Department Supplies	24	-	-	-	-	-
	Supplies	24	-	-	-	-	-
00	Administration	24	-	-	-	-	-
99	Totals	\$ 618,175	\$ 881,759	\$ 1,333,789	\$ 1,428,719	\$ 1,426,719	\$ 3,056,910

PUBLIC WORKS ADMIN - 5000 EXPENSE SUMMARY					
Description	Object Code	Funding Source			Total Budgeted
<i>Professional Contracts</i>	2130	\$ 101	\$ 561	\$ 571	
Plan Check/Design Review/Map Check		\$ 100,000	\$ 25,000	\$ 25,000	\$ 150,000
Traffic Engineering Support		\$ 20,000	\$ -	\$ -	\$ 20,000
Wastewater Permit Reporting		\$ -	\$ -	\$ 25,000	\$ 25,000
Computerized Asset Management		\$ 20,000	\$ 20,000	\$ 20,000	\$ 60,000
Engineering Analysis of DBP Formation		\$ -	\$ 100,000	\$ -	\$ 100,000
TOTAL - Professional Contracts	2130	\$ 140,000	\$ 145,000	\$ 70,000	\$ 355,000
<i>Water Use Efficiency Program</i>	2150	\$ 101	\$ 561	\$ 571	
Implement water saving programs		\$ -	\$ 15,000	\$ -	\$ 15,000
TOTAL - Water Use Efficiency Program	2150	\$ -	\$ 15,000	\$ -	\$ 15,000
<i>Memberships & Publications</i>	2153	\$ 101	\$ 561	\$ 571	
MMANC (5)		\$ 125	\$ 125	\$ 125	\$ 375
APWA Membership (4)		\$ 60	\$ 60	\$ 60	\$ 180
BACWA Membership (agency)		\$ -	\$ 1,200	\$ 1,200	\$ 2,400
License Renewals		\$ 250	\$ -	\$ -	\$ 250
County of Napa Official Records Index and Document Images (split with CM, Planning, and Public Works)		\$ 1,200	\$ -	\$ -	\$ 1,200
TOTAL - Memberships & Publications	2153	\$ 1,635	\$ 1,385	\$ 1,385	\$ 4,405
<i>Training and Conferences</i>	2155	\$ 101	\$ 561	\$ 571	
APWA (Public Works Institute) (4)		\$ 600	\$ 600	\$ 600	\$ 1,800
APWA (Wastewater/Water) (3)		\$ -	\$ 825	\$ 825	\$ 1,650
CASQA Training		\$ 400	\$ 400	\$ 400	\$ 1,200
MMANC Annual Conference (3)		\$ 1,200	\$ 1,200	\$ 1,200	\$ 3,600
League of Ca. Cities Public Works (3)		\$ 1,425	\$ 1,425	\$ 1,425	\$ 4,275
SWRCB		\$ 50	\$ 50	\$ 50	\$ 150
CEUs		\$ 200	\$ 200	\$ 200	\$ 600
TOTAL - Training and Conferences	2155	\$ 3,875	\$ 4,700	\$ 4,700	\$ 13,275
<i>Special Department Supplies</i>	2215	\$ 101	\$ 561	\$ 571	
Software licenses, supplies		\$ -	\$ 800	\$ 800	\$ 1,600
TOTAL - Special Department Supplies	2215	\$ -	\$ 800	\$ 800	\$ 1,600
<i>Transfer to Other Funds</i>	2999	101	561	571	
Transfer to CIP ADA Transition - Facilities Fund 733		103,000			103,000
Transfer to CIP ADA Transition - Curb Ramps Fund 741		110,000			110,000
Transfer to CIP Fund 763			708,135		
Transfer to CIP Fund 773				679,564	
TOTAL - Transfers to Other Funds	2999	\$ 213,000	\$ 708,135	\$ 679,564	\$ 1,600,699

**GOVERNMENT BUILDINGS - 5006
BUDGET SUMMARY**

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Government Buildings Expenses By Fund								
FUND	DEPT							
101	5006	General Fund	243,231	265,592	295,949	304,240	294,540	381,603
		Total Expenses	\$ 243,231	\$ 265,592	\$ 295,949	\$ 304,240	\$ 294,540	\$ 381,603

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Government Buildings Expense Summary								
Salary			321	23,670	22,646	22,646	15,646	15,646
Benefits			154	12,631	11,769	11,769	10,069	8,057
Communications			17,974	19,558	18,989	18,989	17,989	20,000
Contracts			118,920	103,188	139,145	147,436	147,436	226,500
Dept supplies/services			10,546	10,527	13,400	13,400	13,400	21,400
Equipment/Software Maintenance			5,893	5,969	5,000	5,000	5,000	5,000
Utilities			89,423	90,049	85,000	85,000	85,000	85,000
Total Expenses			\$ 243,231	\$ 265,592	\$ 295,949	\$ 304,240	\$ 294,540	\$ 381,603

**GOVERNMENT BUILDINGS - 5006
BUDGET**

Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
101	General Fund						
101-50-06-20-10	Salary-Regular	321	23,670	22,646	22,646	15,646	15,646
101-50-06-20-25	Standby	-	-	-	-	-	-
101-50-06-20-30	Overtime	-	-	-	-	-	-
101-50-06-20-40	FICA/Medicare	24	1,802	1,744	1,744	1,244	1,208
101-50-06-20-45	Employer PERS	64	5,171	4,478	4,478	3,978	1,423
101-50-06-20-55	Health Insurance	61	4,394	4,233	4,233	3,533	4,003
101-50-06-20-61	Workers Comp	-	889	945	945	945	1,117
101-50-06-20-65	SDI	3	212	204	204	204	141
101-50-06-20-75	Deferred Comp	2	163	165	165	165	165
20	Salaries & Benefits	476	36,301	34,415	34,415	25,715	23,703
101-50-06-21-10	Communications	17,974	19,558	18,989	18,989	17,989	20,000
101-50-06-21-22	Utilities	89,423	90,049	85,000	85,000	85,000	85,000
101-50-06-21-25	Equipment Rental	120	-	-	-	-	-
101-50-06-21-30	Professional Contracts	2,904	-	-	-	-	-
101-50-06-21-45	Other Contract Services	116,016	103,188	139,145	147,436	147,436	226,500
21	Services	226,437	212,795	243,134	251,425	250,425	331,500
101-50-06-22-15	Special Department Supplies	9,055	9,739	12,000	12,000	12,000	20,000
101-50-06-22-20	Small Tools	699	598	400	400	400	400
101-50-06-22-25	Fuel/Oil	-	-	-	-	-	-
22	Supplies	9,754	10,338	12,400	12,400	12,400	20,400
101-50-06-23-12	Maintenance Supplies	112	-	-	-	-	-
101-50-06-23-30	Maint Buildings/Grounds	5,781	5,969	5,000	5,000	5,000	5,000
101-50-06-23-50	Vehicle Alloc Expense	-	-	-	-	-	-
23	Maintenance	5,893	5,969	5,000	5,000	5,000	5,000
101-50-06-24-25	Taxes & Other Charges	672	189	1,000	1,000	1,000	1,000
24	Taxes, Insurances & Contributi	672	189	1,000	1,000	1,000	1,000
Grand Total		243,231	265,592	295,949	304,240	294,540	381,603
101	General Fund	243,231	265,592	295,949	304,240	294,540	381,603
Grand Total		\$ 243,231	\$ 265,592	\$ 295,949	\$ 304,240	\$ 294,540	\$ 381,603

GOVERNMENT BUILDINGS - 5006
EXPENSE SUMMARY

Description	Object Code	Funding Source	Total Budgeted
<i>Other Contract Services</i>	<i>2145</i>	<i>101</i>	
Custodial		\$ 68,300	\$ 68,300
Carpet Cleaning		\$ 5,300	\$ 5,300
Pest Control		\$ 1,400	\$ 1,400
Elevator Service - Carnegie		\$ 3,000	\$ 3,000
Elevator Service - Library		\$ 2,000	\$ 2,000
Napa Fire Equipment Service		\$ 6,500	\$ 6,500
Replace Fire Extinguishers			
Alarm Services		\$ 6,000	\$ 6,000
Library HVAC Pump Maintenance		\$ 5,000	\$ 5,000
HVAC Maintenance		\$ 24,000	\$ 24,000
Repairs, Miscellaneous			
Replace Carpet at Fire Station		\$ 16,000	\$ 16,000
App Bay LED Upgrade at Fire Station		\$ 12,000	\$ 12,000
PD Interview Room		\$ 20,000	\$ 20,000
Carnegie Window Repairs		\$ 15,000	\$ 15,000
Repair Roof Leak at Library		\$ 15,000	\$ 15,000
Teen Center/Rental Repair		\$ 12,000	\$ 12,000
Miscellaneous Repair to Buildings		\$ 15,000	\$ 15,000
TOTAL - Other Contract Services	2145	\$ 226,500	\$ 226,500
<i>Special Department Supplies</i>	<i>2215</i>	<i>101</i>	
Paper Goods		\$ 6,000	\$ 6,000
Paint & Hardware		\$ 3,500	\$ 3,500
First Aid Supplies		\$ 1,500	\$ 1,500
Lighting Ballasts and Bulbs		\$ 2,000	\$ 2,000
Other Miscellaneous Supplies		\$ 7,000	\$ 7,000
TOTAL - Special Department Supplies	2215	\$ 20,000	\$ 20,000

STORM DRAINS - 5013 BUDGET SUMMARY						
			FY 14/15	FY 15/16	FY 16/17	FY 16/17
			Actual	Actual	Adopted	Adjusted
Storm Drains Expenses By Fund						
FUND	DEPT					
101	5013	General Fund	124,041	144,742	215,946	215,946
		Total Expenses	\$ 124,041	\$ 144,742	\$ 215,946	\$ 215,946
			FY 14/15	FY 15/16	FY 16/17	FY 16/17
			Actual	Actual	Adopted	Adjusted
Storm Drains Expense Summary						
Salary			59,719	64,699	51,210	51,210
Benefits			27,409	29,942	24,850	24,850
Contracts			6,600	-	104,912	104,912
Dept supplies/services			30,314	50,100	34,974	34,974
Total Expenses			\$ 124,041	\$ 144,742	\$ 215,946	\$ 215,946

STORM DRAINS - 5013
BUDGET

Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
101	General Fund						
101-50-13-20-10	Salary-Regular	48,420	53,582	42,710	42,710	42,710	48,078
101-50-13-20-25	Standby	700	736	-	-	-	-
101-50-13-20-30	Overtime	10,599	10,382	8,500	8,500	8,500	8,500
101-50-13-20-40	FICA/Medicare	4,464	4,932	3,945	3,945	3,945	4,360
101-50-13-20-45	Employer PERS	7,076	9,893	8,701	8,701	8,701	8,652
101-50-13-20-50	Employee PERS	645	-	-	-	-	-
101-50-13-20-55	Health Insurance	11,221	11,184	9,081	9,081	9,081	12,809
101-50-13-20-61	Workers Comp	2,916	2,845	2,267	2,267	2,267	3,127
101-50-13-20-65	SDI	554	580	461	461	461	509
101-50-13-20-75	Deferred Comp	531	508	395	395	395	461
20	Salaries & Benefits	87,128	94,642	76,060	76,060	76,060	86,496
101-50-13-21-25	Equipment Rental	3,815	5,220	15,850	15,850	15,850	15,850
101-50-13-21-38	Conservation Maintenance	-	-	38,200	38,200	38,200	38,200
101-50-13-21-45	Other Contract Services	6,600	-	66,712	66,712	66,712	70,000
101-50-13-21-48	Government Fees	16,688	36,469	6,395	6,395	6,395	7,000
21	Services	27,103	41,688	127,157	127,157	127,157	131,050
101-50-13-22-15	Special Department Supplies	9,810	3,833	8,150	8,150	8,150	9,800
22	Supplies	9,810	3,833	8,150	8,150	8,150	9,800
101-50-13-24-25	Taxes & Other Charges	-	4,579	4,579	4,579	4,579	4,600
24	Taxes, Insurances & Contributi	-	4,579	4,579	4,579	4,579	4,600
Grand Total		124,041	144,742	215,946	215,946	215,946	231,946
101	General Fund	124,041	144,742	215,946	215,946	215,946	231,946
Grand Total		\$ 124,041	\$ 144,742	\$ 215,946	\$ 215,946	\$ 215,946	\$ 231,946

**STORM DRAINS - 5013
EXPENSE SUMMARY**

Description	Object Code	Funding	Total Budgeted
<i>Equipment Rental</i>	<i>2125</i>	<i>101</i>	
Clearing Valleyview Bridget Culverts		\$ 2,000	\$ 2,000
Duck Pond - Mitchell/North		\$ 1,350	\$ 1,350
Flood Control Site Back Up Generator		\$ 12,500	\$ 12,500
TOTAL - Equipment Rental	2125	\$ 15,850	\$ 15,850
<i>Conservation Maintenance</i>	<i>2138</i>	<i>101</i>	
Contract Services		\$ 4,500	\$ 4,500
Equipment Rental		\$ 1,800	\$ 1,800
Conservation Easement Monitoring		\$ 31,900	\$ 31,900
TOTAL - Conservation Maintenance	2138	\$ 38,200	\$ 38,200
<i>Other Contract Services</i>	<i>2145</i>	<i>101</i>	
Stormwater JPA		\$ 40,000	\$ 40,000
Stormwater Inspection		\$ 15,000	\$ 15,000
Stormwater Phase II Trash Assessment		\$ 15,000	\$ 15,000
TOTAL - Other Contract Services	2145	\$ 70,000	\$ 70,000
<i>Government Fees</i>	<i>2148</i>	<i>101</i>	
SWRCB MS4 Permit		\$ 7,000	\$ 7,000
TOTAL - Government Fees	2148	\$ 7,000	\$ 7,000
<i>Special Department Supplies</i>	<i>2215</i>	<i>101</i>	
Sandbag Supplies		\$ 4,000	\$ 4,000
Misc. Stormwater Supplies (sweeper, brooms, trench debris, grubbing, hauling, D.I. inlets, rims and covers)		\$ 4,800	\$ 4,800
Maintenance Supplies		\$ 1,000	\$ 1,000
TOTAL - Special Department Supplies	2215	\$ 9,800	\$ 9,800

STREETS - 5015 BUDGET SUMMARY

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
FUND	DEPT							
101	5015	General Fund	240,482	230,479	249,098	252,303	252,303	547,763
		Total Expenses	\$ 240,482	\$ 230,479	\$ 249,098	\$ 252,303	\$ 252,303	\$ 547,763

	FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
Streets Buildings Expense Summary	Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Salary	50,006	55,283	51,210	51,210	51,210	61,894
Benefits	39,299	28,197	24,123	24,123	24,123	33,582
Capital Equipment	1,857	1,000	-	-	-	-
Communications	1,612	1,188	1,500	1,500	1,500	1,500
Computer Equipment	485	-	500	500	500	500
Contracts	388	188	-	-	-	500
Dept supplies/services	24,573	14,719	15,090	18,295	18,295	288,800
Equipment/Software Maintenance	28,048	19,201	31,000	30,500	30,500	31,000
Training/Conference	576	60	435	935	935	1,600
Utilities	70,164	73,538	80,880	80,880	80,880	81,000
Vehicle Maintenance	23,473	37,105	44,360	44,360	44,360	47,387
Total Expenses	\$ 240,482	\$ 230,479	\$ 249,098	\$ 252,303	\$ 252,303	\$ 547,763

STREETS - 5015
BUDGET

Account Number	Description	FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
		Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
101	General Fund						
101-50-15-20-10	Salary-Regular	48,420	53,602	42,710	42,710	42,710	53,394
101-50-15-20-25	Standby	700	736	-	-	-	-
101-50-15-20-30	Overtime	886	945	8,500	8,500	8,500	8,500
101-50-15-20-40	FICA/Medicare	4,097	4,317	3,295	3,295	3,295	4,772
101-50-15-20-45	Employer PERS	7,076	9,895	8,701	8,701	8,701	9,513
101-50-15-20-50	Employee PERS	549	-	-	-	-	-
101-50-15-20-55	Health Insurance	23,639	10,130	9,081	9,081	9,081	14,639
101-50-15-20-61	Workers Comp	2,916	2,845	2,267	2,267	2,267	3,574
101-50-15-20-65	SDI	495	508	384	384	384	557
101-50-15-20-75	Deferred Comp	527	502	395	395	395	527
20	Salaries & Benefits	89,305	83,480	75,333	75,333	75,333	95,476
101-50-15-21-05	Advertising	-	-	-	-	-	-
101-50-15-21-10	Communications	1,612	1,188	1,500	1,500	1,500	1,500
101-50-15-21-15	Postage	245	-	-	-	-	-
101-50-15-21-22	Utilities	70,164	73,538	80,880	80,880	80,880	81,000
101-50-15-21-25	Equipment Rental	404	-	2,700	2,700	2,700	2,700
101-50-15-21-27	Equipment Lease Exp	-	-	-	-	-	-
101-50-15-21-30	Professional Contracts	388	188	-	-	-	500
101-50-15-21-40	Professional Fees	-	-	-	-	-	-
101-50-15-21-45	Other Contract Services	-	-	-	-	-	-
101-50-15-21-53	Memberships & Publications	225	-	65	65	65	1,000
101-50-15-21-55	Training & Conference	561	60	385	885	885	1,500
101-50-15-21-60	Other Travel	15	-	50	50	50	100
21	Services	73,614	74,973	85,580	86,080	86,080	88,300
101-50-15-22-07	Copies	-	-	-	-	-	-
101-50-15-22-12	Computer Equipment	485	-	500	500	500	500
101-50-15-22-13	Office Supplies	53	159	500	500	500	500
101-50-15-22-15	Special Department Supplies	23,064	12,787	11,225	11,225	11,225	31,500
101-50-15-22-20	Small Tools	547	1,685	500	3,705	3,705	3,000
101-50-15-22-26	Vehicle Maint	-	-	-	-	-	-
22	Supplies	24,148	14,630	12,725	15,930	15,930	35,500
101-50-15-23-11	Maintenance Office Equipment	-	-	-	-	-	-
101-50-15-23-12	Maintenance Supplies	6,940	7,733	25,000	24,750	24,750	25,000
101-50-15-23-15	Maint Machine/Equipment	16,594	2,465	6,000	5,750	5,750	6,000
101-50-15-23-30	Maint Buildings/Grounds	4,513	9,004	-	-	-	-
101-50-15-23-50	Vehicle Alloc Expense	23,473	37,105	44,360	44,360	44,360	47,387
23	Maintenance	51,521	56,306	75,360	74,860	74,860	78,387
101-50-15-24-25	Taxes & Other Charges	36	89	100	100	100	100
24	Taxes, Insurances & Contributi	36	89	100	100	100	100
101-50-15-26-30	Capital Equipment	1,857	1,000	-	-	-	-
26	Capital	1,857	1,000	-	-	-	-
101-50-15-29-99	Transfer to other Funds	-	-	-	-	-	250,000
29	Transfers	-	-	-	-	-	250,000
Grand Total		240,482	230,479	249,098	252,303	252,303	547,763
101	General Fund	240,482	230,479	249,098	252,303	252,303	547,763

STREETS - 5015
BUDGET

Account Number	Description	FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
		Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
101	General Fund						
Grand Total		\$ 240,482	\$ 230,479	\$ 249,098	\$ 252,303	\$ 252,303	\$ 547,763

STREETS - 5015
EXPENSE SUMMARY

Description	Object Code	Funding Source	Total Budgeted
<i>Equipment Rental</i>	<i>2125</i>	<i>101</i>	
Miscellaneous Rentals, as needed (loaders, asphalt grinders, crack sealer)		\$ 2,700	\$ 2,700
TOTAL - Equipment Rental	2125	\$ 2,700	\$ 2,700
<i>Memberships & Publications</i>	<i>2153</i>	<i>101</i>	
Books & Membership Fees to PAPA		\$ 255	\$ 255
CWEA Membership		\$ 745	\$ 745
TOTAL - Memberships & Publications	2153	\$ 1,000	\$ 1,000
<i>Training & Conference</i>	<i>2155</i>	<i>101</i>	
Pesticide Prep. Course/CEU		\$ 365	\$ 365
Educational Units		\$ 1,135	\$ 1,135
TOTAL - Training & Conference	2155	\$ 1,500	\$ 1,500
<i>Special Department Supplies</i>	<i>2215</i>	<i>101</i>	
Signs		\$ 5,000	\$ 5,000
Uniforms		\$ 6,000	\$ 6,000
Cones		\$ 300	\$ 300
Miscellaneous Supplies		\$ 1,600	\$ 1,600
Guideposts		\$ 300	\$ 300
Radar Sign		\$ 17,500	\$ 17,500
Barricades		\$ 300	\$ 300
Raingear		\$ 500	\$ 500
TOTAL - Special Department Supplies	2215	\$ 31,500	\$ 31,500
<i>Maintenance Supplies</i>	<i>2312</i>	<i>101</i>	
Asphalt		\$ 16,000	\$ 16,000
Paint		\$ 4,000	\$ 4,000
Other Maintenance Supplies		\$ 1,000	\$ 1,000
Shale		\$ 2,000	\$ 2,000
Cold Mix		\$ 2,000	\$ 2,000
TOTAL - Maintenance Supplies	2312	\$ 25,000	\$ 25,000
<i>Maintenance Machinery & Equipment</i>	<i>2315</i>	<i>101</i>	
Gutter Brooms, Curtains, Saw Blades, etc.		\$ 6,000	\$ 6,000
TOTAL - Machine Maintenance & Equipment	2315	\$ 6,000	\$ 6,000
<i>Transfer to Other Funds</i>	<i>2999</i>	<i>101</i>	
Transfer to Street CIP- Fund 741		\$ 250,000	\$ 250,000

STREETS - 5015
EXPENSE SUMMARY

Description	Object Code	Funding Source	Total Budgeted
<i>TOTAL - Machine Maintenance & Equipment</i>	<i>2999</i>	<i>\$ 250,000</i>	<i>\$ 250,000</i>

TREE CITY - 5026
BUDGET SUMMARY

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Tree City Expenses By Fund								
FUND	DEPT							
283	5026	Tree City USA	29,256	49,290	96,899	110,615	110,615	98,673
		Total Expenses	\$ 29,256	\$ 49,290	\$ 96,899	\$ 110,615	\$ 110,615	\$ 98,673

**Tree City is 100% funded by the General Fund and is broken into a separate fund for expense tracking purposes*

		FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
		Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Tree City Expense Summary							
Salary		9,072	9,468	9,166	9,166	9,166	7,245
Benefits		4,731	5,067	4,738	4,738	4,738	4,328
Tree Expenses		339	590	21,500	25,176	25,176	25,200
Contracts		2,584	21,400	40,500	50,540	50,540	40,500
Dept supplies/services		882	903	975	975	975	1,000
Equipment Maintenance		11,213	11,536	18,800	18,800	18,800	18,800
Training/Conference		435	325	1,220	1,220	1,220	1,600
Total Expenses		\$ 29,256	\$ 49,290	\$ 96,899	\$ 110,615	\$ 110,615	\$ 98,673

TREES - 5026
BUDGET

Account Number	Description	FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
		Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
283	Tree City USA						
283-50-26-20-10	Salary-Regular	9,072	9,468	9,166	9,166	9,166	7,245
283-50-26-20-40	FICA/Medicare	691	721	706	706	706	559
283-50-26-20-45	Employer PERS	1,547	2,083	1,813	1,813	1,813	1,590
283-50-26-20-50	Employee PERS	115	-	-	-	-	-
283-50-26-20-55	Health Insurance	1,862	1,757	1,693	1,693	1,693	1,601
283-50-26-20-61	Workers Comp	365	356	378	378	378	447
283-50-26-20-65	SDI	86	85	83	83	83	65
283-50-26-20-75	Deferred Comp	66	65	66	66	66	66
20	Salaries & Benefits	13,803	14,536	13,904	13,904	13,904	11,573
283-50-26-21-25	Equipment Rental	-	-	-	-	-	-
283-50-26-21-35	Main Street Trees	339	590	17,000	18,676	18,676	17,000
283-50-26-21-36	Tree City USA	-	-	1,300	3,300	3,300	5,000
283-50-26-21-37	Heritage Trees	-	-	3,200	3,200	3,200	3,200
283-50-26-21-45	Other Contract Services	2,584	21,400	40,500	50,540	50,540	40,500
283-50-26-21-53	Memberships & Publications	340	390	175	175	175	200
283-50-26-21-55	Training & Conference	435	325	1,220	1,220	1,220	1,600
21	Services	3,698	22,705	63,395	77,111	77,111	67,500
283-50-26-22-07	Copies	-	-	-	-	-	-
283-50-26-22-13	Office Supplies	-	-	-	-	-	-
283-50-26-22-15	Special Department Supplies	-	455	400	400	400	400
283-50-26-22-20	Small Tools	542	58	400	400	400	400
22	Supplies	542	513	800	800	800	800
283-50-26-23-15	Maint Machine/Equipment	258	65	-	-	-	-
283-50-26-23-30	Maint Buildings/Grounds	10,956	11,471	18,800	18,800	18,800	18,800
23	Maintenance	11,213	11,536	18,800	18,800	18,800	18,800
283-50-26-26-50	Capital Imp Land	-	-	-	-	-	-
26	Capital	-	-	-	-	-	-
283-50-26-29-99	Transfer to other Funds	-	-	-	-	-	-
29	Transfers	-	-	-	-	-	-
Grand Total		29,256	49,290	96,899	110,615	110,615	98,673
283	Tree City USA	29,256	49,290	96,899	110,615	110,615	98,673
Grand Total		\$ 29,256	\$ 49,290	\$ 96,899	\$ 110,615	\$ 110,615	\$ 98,673

TREES - 5026
EXPENSE SUMMARY

Description	Object Code	Funding Source	Total Budgeted
Main Street Trees	2135	283	
Trees Drain Rock		\$ 2,600	\$ 2,600
Tree Removal on Main Street		\$ 7,200	\$ 7,200
Tree Grate Installations		\$ 7,200	\$ 7,200
TOTAL - Main Street Trees	2135	\$ 17,000	\$ 17,000
Tree City USA	2136	283	
Trees and Materials for Off Main		\$ 350	\$ 350
Emergency Tree Work		\$ 4,650	\$ 4,650
TOTAL - Tree City USA	2136	\$ 5,000	\$ 5,000
Heritage Trees	2137	283	
Emergency Tree Work on Heritage Trees		\$ 3,200	\$ 3,200
TOTAL - Heritage Trees	2137	\$ 3,200	\$ 3,200
Other Contract Services	2145	283	
Baldwin Park - 7 year/Teen Center		\$ 9,700	\$ 9,700
Lyman Park - 5 year		\$ 9,800	\$ 9,800
1572 & 1574 Railroad Ave - 7 year		\$ 7,200	\$ 7,200
Stonebridge Park Pruning - 7 year		\$ 7,000	\$ 7,000
Hunts Grove - 7 year		\$ 6,800	\$ 6,800
TOTAL - Other Contract Services	2145	\$ 40,500	\$ 40,500
Memberships & Publications	2153	283	
ISA		\$ 150	\$ 150
WC ISA		\$ 50	\$ 50
TOTAL - Memberships & Publications	2153	\$ 200	\$ 200
Training & Conferences	2155	283	
Arborist CEUs		\$ 500	\$ 500
Arborist Prep Course		\$ 850	\$ 850
Arborist Certificate Test		\$ 250	\$ 250
TOTAL - Training & Conferences	2155	\$ 1,600	\$ 1,600
Special Department Supplies	2215	283	
Soils, Fertilizers, Pesticides		\$ 400	\$ 400
TOTAL - Special Department Supplies	2215	\$ 400	\$ 400
Maintenance Buildings/Grounds	2330	283	
Tunnel of Trees		\$ 18,000	\$ 18,000
Lyman Park		\$ 800	\$ 800
TOTAL - Maintenance Buildings/Grounds	2330	\$ 18,800	\$ 18,800

**PARKS - 5027
BUDGET SUMMARY**

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Parks Expenses By Fund								
FUND	DEPT							
101	5027	General Fund	688,992	605,540	592,795	600,090	531,090	461,182
Total Expenses			\$ 688,992	\$ 605,540	\$ 592,795	\$ 600,090	\$ 531,090	\$ 461,182

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Parks Expense Summary								
Salary			321,785	264,048	245,077	245,077	205,077	165,180
Benefits			198,815	172,194	169,223	169,223	140,223	111,026
Capital Equipment			2,272	1,774	-	-	-	-
Communications			798	537	700	700	700	700
Contracts			2,337	203	-	800	800	800
Dept supplies/services			27,915	23,311	20,650	21,175	21,175	21,350
Equipment Maintenance			12,372	11,848	20,500	23,600	23,600	20,500
Training/Conference			4,626	2,555	-	2,870	2,870	3,300
Utilities			101,210	102,370	112,000	112,000	112,000	112,000
Vehicle Maintenance			16,861	26,698	24,645	24,645	24,645	26,326
Total Expenses			\$ 688,992	\$ 605,540	\$ 592,795	\$ 600,090	\$ 531,090	\$ 461,182

**PARKS - 5027
BUDGET**

Account Number	Description	FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
101	General Fund	Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
101-50-27-20-10	Salary-Regular	315,109	257,763	239,019	239,019	199,019	159,122
101-50-27-20-20	Temp/Part Time	-	-	-	-	-	-
101-50-27-20-25	Standby	3,375	2,250	2,900	2,900	2,900	2,900
101-50-27-20-30	Overtime	3,301	4,035	3,158	3,158	3,158	3,158
101-50-27-20-40	FICA/Medicare	24,713	20,297	18,916	18,916	18,916	12,746
101-50-27-20-45	Employer PERS	49,693	58,663	51,380	51,380	47,380	33,922
101-50-27-20-50	Employee PERS	3,837	-	-	-	-	-
101-50-27-20-55	Health Insurance	96,859	71,812	80,526	80,526	55,526	50,567
101-50-27-20-61	Workers Comp	17,862	16,539	13,790	13,790	13,790	10,723
101-50-27-20-65	SDI	3,063	2,388	2,206	2,206	2,206	1,487
101-50-27-20-75	Deferred Comp	2,790	2,495	2,405	2,405	2,405	1,581
<i>20</i>	<i>Salaries & Benefits</i>	<i>520,600</i>	<i>436,243</i>	<i>414,300</i>	<i>414,300</i>	<i>345,300</i>	<i>276,206</i>
101-50-27-21-05	Advertising	150	-	-	-	-	-
101-50-27-21-10	Communications	798	537	700	700	700	700
101-50-27-21-15	Postage	-	-	-	-	-	-
101-50-27-21-22	Utilities	101,210	102,370	112,000	112,000	112,000	112,000
101-50-27-21-25	Equipment Rental	-	-	400	400	400	400
101-50-27-21-27	Equipment Lease Exp	-	-	-	-	-	-
101-50-27-21-30	Professional Contracts	725	-	-	-	-	-
101-50-27-21-45	Other Contract Services	1,612	203	-	800	800	800
101-50-27-21-53	Memberships & Publications	230	80	-	525	525	700
101-50-27-21-55	Training & Conference	4,626	2,555	-	2,470	2,470	3,000
101-50-27-21-60	Other Travel	-	-	-	400	400	300
<i>21</i>	<i>Services</i>	<i>109,351</i>	<i>105,746</i>	<i>113,100</i>	<i>117,295</i>	<i>117,295</i>	<i>117,900</i>
101-50-27-22-07	Copies	-	-	-	-	-	-
101-50-27-22-13	Office Supplies	360	-	250	250	250	250
101-50-27-22-15	Special Department Supplies	26,718	22,211	18,000	18,000	18,000	18,000
101-50-27-22-20	Small Tools	439	1,001	2,000	2,000	2,000	2,000
101-50-27-22-25	Fuel/Oil	-	-	-	-	-	-
101-50-27-22-12	Computer Equipment	-	-	-	-	-	-
<i>22</i>	<i>Supplies</i>	<i>27,517</i>	<i>23,212</i>	<i>20,250</i>	<i>20,250</i>	<i>20,250</i>	<i>20,250</i>
101-50-27-23-12	Maintenance Supplies	931	-	-	-	-	-
101-50-27-23-15	Maint Machine/Equipment	5,145	131	4,500	4,500	4,500	4,500
101-50-27-23-30	Maint Buildings/Grounds	6,296	11,717	16,000	19,100	19,100	16,000
101-50-27-23-50	Vehicle Alloc Expense	16,861	26,698	24,645	24,645	24,645	26,326
<i>23</i>	<i>Maintenance</i>	<i>29,233</i>	<i>38,546</i>	<i>45,145</i>	<i>48,245</i>	<i>48,245</i>	<i>46,826</i>
101-50-27-24-25	Taxes & Other Charges	18	20	-	-	-	-
<i>24</i>	<i>Taxes, Insurances & Contributi</i>	<i>18</i>	<i>20</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>
101-50-27-26-50	Capital Imp Land	-	-	-	-	-	-
101-50-27-26-70	Capital Imp Equipment	2,272	1,774	-	-	-	-
<i>26</i>	<i>Capital</i>	<i>2,272</i>	<i>1,774</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>
101-50-27-29-99	Transfer to other Funds	-	-	-	-	-	-
<i>29</i>	<i>Transfers</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>
Grand Total		688,992	605,540	592,795	600,090	531,090	461,182
101	General Fund	688,992	605,540	592,795	600,090	531,090	461,182

PARKS - 5027
BUDGET

Account Number	Description	FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
101	General Fund	Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Grand Total		\$ 688,992	\$ 605,540	\$ 592,795	\$ 600,090	\$ 531,090	\$ 461,182

PARKS - 5027
EXPENSE SUMMARY

Description	Object Code	Funding Source	Total Budgeted
Equipment Rentals	2125	101	
Misc. Rentals for Equipment (not owned by the City)		\$ 400	\$ 400
TOTAL - Equipment Rentals	2125	\$ 400	\$ 400
Other Contract Services	2145	101	
Unplanned Repairs to Park Facilities		\$ 800	\$ 800
TOTAL - Other Contract Services	2145	\$ 800	\$ 800
Memberships & Publications	2153	101	
PAPA Membership		\$ 260	\$ 260
DPR Certificates		\$ 240	\$ 240
NRPA		\$ 200	\$ 200
TOTAL - Memberships & Publications	2153	\$ 700	\$ 700
Training & Conferences	2155	101	
CPSI Course & Exam (hotel/travel)		\$ 1,455	\$ 1,455
PAPA CEUs		\$ 500	\$ 500
DPR Test Prep and Exam		\$ 365	\$ 365
Misc. Training and Seminars		\$ 680	\$ 680
TOTAL - Training & Conferences	2155	\$ 3,000	\$ 3,000
Special Department Supplies	2215	101	
Standard Supplies (toilet paper, towels, cleaners, etc.)		\$ 5,000	\$ 5,000
Misc. Supplies (fertilizer, irrigation parts, etc.)		\$ 6,100	\$ 6,100
Uniforms and Boots		\$ 6,900	\$ 6,900
TOTAL - Special Department Supplies	2215	\$ 18,000	\$ 18,000
Maintenance Machine & Equipment	2315	101	
Repairs to Major Equipment		\$ 4,500	\$ 4,500
TOTAL - Maintenance Machine & Equip.	2315	\$ 4,500	\$ 4,500
Buildings and Grounds Maintenance	2330	101	
Backflow Prevention Device for Lyman Park		\$ 3,000	\$ 3,000
Lyman Park Sewer Lateral Repair		\$ 6,000	\$ 6,000
Lewis Bathroom Sink Repair		\$ 1,500	\$ 1,500
Wood Replacment for Tables/Benches		\$ 2,000	\$ 6,000
Misc Repairs		\$ 3,500	\$ 3,500

PARKS - 5027
EXPENSE SUMMARY

Description	Object Code	Funding Source	Total Budgeted
<i>TOTAL - Buildings and Grounds Maintenance</i>	<i>2330</i>	<i>\$ 16,000</i>	<i>\$ 16,000</i>

CITY GARAGE - 5037 BUDGET SUMMARY

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
City Garage Expenses By Fund								
FUND	DEPT							
582	5037	City Garage	114,106	176,802	207,015	207,015	207,015	221,141
		Total Expenses	\$ 114,106	\$ 176,802	\$ 207,015	\$ 207,015	\$ 207,015	\$ 221,141

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
City Garage Expense Summary								
Salary			714	54,527	42,710	42,710	42,710	50,078
Benefits			329	28,043	24,123	24,123	24,123	29,363
Communications			-	-	-	-	-	-
Dept supplies/services			2,539	422	5,695	5,695	5,695	5,700
Equipment Maintenance			1,287	-	-	-	-	-
Vehicle Maintenance			109,228	93,074	134,487	134,487	134,487	136,000
Total Expenses			\$ 114,106	\$ 176,802	\$ 207,015	\$ 207,015	\$ 207,015	\$ 221,141

Fund 582 is an Internal Service Fund (ISF) which is supported by other departments. Allocation for each department is budgeted under "Vehicle Allocation Expense" - account xxx-xxxx-2350

CITY GARAGE - 5037
BUDGET

Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
582	Internal Service Garage Fund						
582-50-37-20-10	Salary-Regular	689	53,582	42,710	42,710	42,710	48,078
582-50-37-20-25	Standby	10	736	-	-	-	-
582-50-37-20-30	Overtime	25	945	-	-	-	2,000
582-50-37-20-40	FICA/Medicare	56	4,264	3,295	3,295	3,295	3,863
582-50-37-20-45	Employer PERS	116	9,893	8,701	8,701	8,701	8,652
582-50-37-20-50	Employee PERS	-	-	-	-	-	-
582-50-37-20-55	Health Insurance	143	10,037	9,081	9,081	9,081	12,809
582-50-37-20-61	Workers Comp	-	2,845	2,267	2,267	2,267	3,127
582-50-37-20-65	SDI	7	502	384	384	384	451
582-50-37-20-71	Unemployment	-	-	-	-	-	-
582-50-37-20-75	Deferred Comp	7	502	395	395	395	461
20	<i>Salaries & Benefits</i>	1,052	83,306	66,833	66,833	66,833	79,441
582-50-37-21-10	Communications	-	-	-	-	-	-
582-50-37-21-15	Postage	-	-	200	200	200	200
582-50-37-21-25	Equipment Rental	-	-	-	-	-	-
582-50-37-21-27	Equipment Lease Exp	-	-	-	-	-	-
582-50-37-21-43	Penalties & Fines	-	-	-	-	-	-
582-50-37-21-45	Other Contract Services	-	-	-	-	-	-
21	<i>Services</i>	-	-	200	200	200	200
582-50-37-22-13	Office Supplies	-	13	100	100	100	100
582-50-37-22-15	Special Department Supplies	1,437	1,749	3,700	3,700	3,700	3,700
582-50-37-22-20	Small Tools	1,101	1,430	1,595	1,595	1,595	1,600
582-50-37-22-25	Fuel/Oil	61,376	47,024	80,000	80,000	80,000	80,000
582-50-37-22-26	Outside Vehicle Maint	36,805	29,827	33,525	33,525	33,525	35,000
582-50-37-22-28	Vehicle Parts	11,047	16,223	20,962	20,962	20,962	21,000
22	<i>Supplies</i>	111,767	96,266	139,882	139,882	139,882	141,400
582-50-37-23-15	Maint Machine/Equipment	1,287	-	-	-	-	-
23	<i>Maintenance</i>	1,287	-	-	-	-	-
582-50-37-24-25	Taxes and Other Charges	-	(2,770)	100	100	100	100
24	<i>Taxes, Insurances & Contributi</i>	-	(2,770)	100	100	100	100
Grand Total		114,106	176,802	207,015	207,015	207,015	221,141
582	Internal Service Garage Fund	114,106	176,802	207,015	207,015	207,015	221,141
Grand Total		\$ 114,106	\$ 176,802	\$ 207,015	\$ 207,015	\$ 207,015	\$ 221,141

CITY GARAGE - 5037
EXPENSE SUMMARY

Description	Object Code	Funding Source	Total Budgeted
<i>Special Department Supplies</i>	<i>2215</i>	<i>582</i>	
Restock garage supplies and essentials for ongoing fleet service. Set up of new vehicle and equipment added into fleet		\$ 3,700	\$ 3,700
TOTAL - Special Department Supplies	2215	\$ 3,700	\$ 3,700
<i>Small Tools</i>	<i>2220</i>	<i>582</i>	
Welding Gas/Supplies		\$ 300	\$ 300
Auto Part Speciality Tools		\$ 900	\$ 900
Misc. Speciality Tools		\$ 300	\$ 300
Misc. Auto Parts		\$ 100	\$ 100
TOTAL - Small Tools	2220	\$ 1,600	\$ 1,600
<i>Vehicle Maintenance - Outside</i>	<i>2226</i>	<i>582</i>	
Body Work		\$ 1,475	\$ 1,475
Misc. Auto Repairs		\$ 25,200	\$ 25,200
Alignment, Wheel Balancing, Installs		\$ 4,400	\$ 4,400
General Equipment Repair		\$ 1,000	\$ 1,000
Auto Glass		\$ 525	\$ 525
Smog/Emmission Checks		\$ 2,400	\$ 2,400
TOTAL - Vehicle Maintenance - Outside	2226	\$ 35,000	\$ 35,000
<i>Vehicles Parts & Supplies</i>	<i>2228</i>	<i>582</i>	
Tires		\$ 3,000	\$ 3,000
Misc. Auto Parts		\$ 10,000	\$ 10,000
Batteries		\$ 1,500	\$ 1,500
Chemicals		\$ 500	\$ 500
Police Department Tires		\$ 2,000	\$ 2,000
Outfit Unit #301		\$ 2,500	\$ 2,500
Outfit Unit #204		\$ 1,000	\$ 1,000
Spot Light Unit #200		\$ 500	\$ 500
TOTAL - Vehicles Parts & Supplies	2228	\$ 21,000	\$ 21,000
<i>Taxes and Other Charges</i>	<i>2425</i>	<i>582</i>	
DMV Renewal Fees		\$ 100	\$ 100
TOTAL - Taxes and Other Charges	2425	\$ 100	\$ 100

CITY OF ST. HELENA
G A R A G E C O S T A L L O C A T I O N
Fiscal Year 2017/2018

Description :

A Garage Cost Allocation is charged to all departments which have vehicles maintained at the City Garage. Costs include gas, oil, parts, and repairs to the city's fleet which consists of 44 vehicles and trucks.

DEPARTMENT NUMBER	DEPARTMENT TITLE	# OF VEHICLES	FUNDING %	ANNUAL ALLOCATION
289-47-28-23-50	Recreation	2	4.76%	10,531
101-45-00-23-50	Building Inspector	1	2.38%	5,265
101-49-00-23-50	Police	10	23.81%	52,653
101-50-00-23-50	P/W Admin	3	7.14%	15,796
101-50-15-23-50	P/W-Streets O&M	9	21.43%	47,387
101-50-27-23-50	Parks	5	11.90%	26,326
561-50-31-23-50	P/W-Water Distribution	5	11.90%	26,326
561-50-34-23-50	P/W-Water Plant	3	7.14%	15,796
571-50-20-23-50	P/W-Wastewater O&M	1	2.38%	5,265
571-50-29-23-50	P/W-Wastewater Plant	3	7.14%	15,796
TOTALS		42	100.00%	\$ 221,141
582-50-37-23-50	P/W-City Garage*	2	4.76%	0

*Cost of the 2 City Garage vehicles are allocated to the departments outside of City Garage that hold the other 42 vehicles.

WATER DISTRIBUTION - 5031 BUDGET SUMMARY							
			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17
			Actual	Actual	Adopted	Adjusted	Estimated Year End
Water Distribution Expenses By Fund							
FUND	DEPT						
561	5031	Water Enterprise	564,071	609,495	685,931	685,931	685,931
		Total Expenses	\$ 564,071	\$ 609,495	\$ 685,931	\$ 685,931	\$ 685,931
			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17
			Actual	Actual	Adopted	Adjusted	Estimated Year End
Water Distribution Expense Summary							
Salary			240,419	276,642	305,111	305,111	305,111
Benefits			173,252	175,763	185,527	185,527	185,527
Capital Equipment			-	11,293	21,000	21,000	21,000
Communications			1,593	1,070	1,650	1,650	1,650
Computer Equipment			-	-	2,000	2,000	2,000
Contracts			17,872	12,890	14,000	14,000	14,000
Dept supplies/services			52,160	47,355	61,098	61,098	61,098
Equipment Maintenance			4,906	1,598	1,650	1,650	1,650
Training/Conference			2,843	4,612	7,480	7,480	7,480
Utilities			54,166	51,633	61,770	61,770	61,770
Vehicle Maintenance			16,861	26,639	24,645	24,645	24,645
Total Expenses			\$ 564,071	\$ 609,495	\$ 685,931	\$ 685,931	\$ 685,931

WATER DISTRIBUTION - 5031 BUDGET

Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
561	Water Enterprise						
561-50-31-20-10	Salary-Regular	230,506	261,834	299,211	299,211	299,211	198,913
561-50-31-20-20	Temp/Part Time	-	-	-	-	-	-
561-50-31-20-25	Standby	2,800	3,334	2,900	2,900	2,900	2,900
561-50-31-20-30	Overtime	7,113	11,475	3,000	3,000	3,000	11,650
561-50-31-20-40	FICA/Medicare	22,567	20,485	23,534	23,534	23,534	16,523
561-50-31-20-45	Employer PERS	41,927	55,390	52,318	52,318	52,318	33,947
561-50-31-20-50	Employee PERS	3,324	-	-	-	-	-
561-50-31-20-55	Health Insurance	85,638	80,287	88,293	88,293	88,293	69,901
561-50-31-20-61	Workers Comp	14,226	14,939	15,868	15,868	15,868	18,765
561-50-31-20-65	SDI	2,799	2,410	2,746	2,746	2,746	1,921
561-50-31-20-75	Deferred Comp	2,770	2,252	2,767	2,767	2,767	2,767
561-50-31-20-96	Education Reimbursement	-	-	-	-	-	-
20	Salaries & Benefits	413,671	452,405	490,638	490,638	490,638	357,287
561-50-31-21-10	Communications	1,593	1,070	1,650	1,650	1,650	1,650
561-50-31-21-15	Postage	31	-	200	200	200	200
561-50-31-21-22	Utilities	54,166	51,633	61,770	61,770	61,770	62,000
561-50-31-21-25	Equipment Rental	160	-	-	-	-	-
561-50-31-21-27	Equipment Lease Exp	-	-	-	-	-	-
561-50-31-21-30	Professional Contracts	232	-	-	-	-	-
561-50-31-21-45	Other Contract Services	17,640	12,890	14,000	14,000	14,000	15,000
561-50-31-21-53	Memberships & Publications	275	80	600	600	600	600
561-50-31-21-55	Training & Conference	2,719	4,506	6,980	6,980	6,980	6,500
561-50-31-21-60	Other Travel	123	106	500	500	500	1,000
21	Services	76,939	70,284	85,700	85,700	85,700	86,950
561-50-31-22-07	Copies	-	94	-	-	-	-
561-50-31-22-12	Computer Equipment	-	-	2,000	2,000	2,000	2,000
561-50-31-22-13	Office Supplies	353	185	140	140	140	250
561-50-31-22-15	Special Department Supplies	10,387	8,445	9,000	9,000	9,000	12,000
561-50-31-22-19	Meters/Hydrants	8,353	8,827	13,958	13,958	13,958	14,000
561-50-31-22-20	Small Tools	2,366	2,402	3,200	3,200	3,200	3,200
561-50-31-22-25	Fuel/Oil	-	-	-	-	-	-
22	Supplies	21,459	19,953	28,298	28,298	28,298	31,450
561-50-31-23-12	Maintenance Supplies	30,236	27,322	34,000	34,000	34,000	34,000
561-50-31-23-15	Maint Machine/Equipment	4,560	1,370	900	900	900	900
561-50-31-23-30	Maint Buildings/Grounds	346	228	750	750	750	2,000
561-50-31-23-50	Vehicle Alloc Expense	16,861	26,639	24,645	24,645	24,645	26,326
23	Maintenance	52,003	55,559	60,295	60,295	60,295	63,226
561-50-31-26-30	Capital Equipment		11,293	21,000	21,000	21,000	46,000
26	Capital	-	11,293	21,000	21,000	21,000	46,000
Grand Total		564,071	609,495	685,931	685,931	685,931	584,913
561	Water Enterprise	564,071	609,495	685,931	685,931	685,931	584,913
Grand Total		\$ 564,071	\$ 609,495	\$ 685,931	\$ 685,931	\$ 685,931	\$ 584,913

WATER DISTRIBUTION - 5031
EXPENSE DETAIL

Description	Object Code	Funding Source	Total Budgeted
<i>Other Contract Services</i>	<i>2145</i>	<i>561</i>	
MVP Repair Services		9,500	9,500
Other Meters to be Repaired and Tested		500	500
National Meter Automation Service		1,000	1,000
Backflow Services		3,510	3,510
Miscellaneous		490	490
TOTAL - Other Contract Services	2145	\$ 15,000	\$ 15,000
<i>Training and Conferences</i>	<i>2155</i>	<i>561</i>	
Pump Class and Misc. Training		1,350	1,350
Backflow Class and Misc. Training		1,200	1,200
Supervisor Seminar and Misc. Training		500	500
Misc. Training		500	500
Backflow Renewal		1,000	1,000
Basic Electricity Class		1,950	1,950
TOTAL - Training and Conferences	2155	\$ 6,500	\$ 6,500
<i>Computer Equipment</i>	<i>2212</i>	<i>561</i>	
Replacement of One Computer		1,500	1,500
Back Up Battery		500	500
TOTAL - Computer Equipment	2212	\$ 2,000	\$ 2,000
<i>Special Department Supplies</i>	<i>2215</i>	<i>561</i>	
Uniforms		6,000	6,000
Rain Gear		1,000	1,000
Boots		1,375	1,375
Safety Gear		625	625
Temporary Construction Signs		3,000	3,000
TOTAL - Special Department Supplies	2215	\$ 12,000	\$ 12,000
<i>Water Meter/Hydrants</i>	<i>2219</i>	<i>561</i>	
Fire Hydrants and Water Meters (as needed)		14,000	14,000
TOTAL - Equipment Rental	2219	\$ 14,000	\$ 14,000

WATER DISTRIBUTION - 5031
EXPENSE DETAIL

Description	Object Code	Funding Source	Total Budgeted
<i>Small Tools</i>	2220	561	
Chemical Pump - Rutherford Station		1,600	1,600
Large Shop Vac		450	450
Cutting Blades for Weed Wacker		100	100
Misc. Operation Tools		400	400
Roto Hammer		450	450
Fall Protection Harnesses		200	200
TOTAL - Small Tools	2220	\$ 3,200	\$ 3,200
<i>Maintenance Supplies</i>	2312	561	
Service Repair Parts		16,000	16,000
Road Surface Materials		3,000	3,000
Machined Parts		600	600
Misc. Supplies		8,900	8,900
Cones/Signs/Barricades		500	500
Land Fill Fees		300	300
Oxygen and Acetylene Gas		200	200
Bacteria Lab Tests		1,000	1,000
Emergency Repair Supplies		2,600	2,600
De-Chlorination Tabs		600	600
Water Diffuser Supplies		300	300
TOTAL - Maintenance Supplies	2312	\$ 34,000	\$ 34,000
<i>Maintenance Machine & Equipment</i>	2315	561	
Replacement Battery Hydraulic Unit		120	120
Hydraulic Hose Replacement		80	80
Replace Battery for Electric Hoist Unit		120	120
Misc.		580	580
TOTAL - Maintenance Machine & Equipment	2315	\$ 900	\$ 900
<i>Maintenance Buildings & Grounds</i>	2330	561	
Painting		480	480
Miscellaneous Maintenance		270	270
Repair to Walkway at Lower Reservoir		1,250	1,250
TOTAL - Maintenance Buildings & Grounds	2330	\$ 2,000	\$ 2,000
<i>Capital Equipment</i>	2630	561	
VFD Emergency Replacement		21,000	21,000
Pump Replacement		25,000	25,000
TOTAL - Capital Equipment	2630	\$ 46,000	\$ 46,000

STONEBRIDGE WELLS - 5032 BUDGET SUMMARY								
			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
Stonebridge Wells Expenses By Fund			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
FUND	DEPT							
561	5032	Water Enterprise	65,394	59,399	85,400	95,515	95,515	104,000
		Total Expenses	\$ 65,394	\$ 59,399	\$ 85,400	\$ 95,515	\$ 95,515	\$ 104,000
			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
Stonebridge Wells Expense Summary			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Capital Equipment			-	-	-	-	-	7,000
Communications			1,839	1,316	1,800	1,800	1,800	1,900
Contracts			3,662	1,997	1,300	2,488	2,488	7,100
Dept supplies/services			11,453	9,176	12,800	21,727	21,727	16,500
Equipment Maintenance			295	1,479	15,500	15,500	15,500	16,500
Utilities			48,145	45,430	54,000	54,000	54,000	55,000
Total Expenses			\$ 65,394	\$ 59,399	\$ 85,400	\$ 95,515	\$ 95,515	\$ 104,000

STONEBRIDGE WELLS - 5032
BUDGET

Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
561	Water Enterprise						
561-50-32-21-10	Communications	1,839	1,316	1,800	1,800	1,800	1,900
561-50-32-21-22	Utilities	48,145	45,430	54,000	54,000	54,000	55,000
561-50-32-21-45	Other Contract Services	3,662	1,997	1,300	2,488	2,488	7,100
21	<i>Services</i>	53,647	48,743	57,100	58,288	58,288	64,000
561-50-32-22-15	Special Department Supplies	292	32	500	500	500	500
561-50-32-22-35	Process Chemicals	10,431	8,323	11,400	20,088	20,088	15,000
561-50-32-22-37	Lab Supplies	729	821	900	1,139	1,139	1,000
22	<i>Supplies</i>	11,453	9,176	12,800	21,727	21,727	16,500
561-50-32-23-15	Maint Machine/Equipment	62	-	15,000	15,000	15,000	16,000
561-50-32-23-30	Maint Buildings/Grounds	232	1,479	500	500	500	500
23	<i>Maintenance</i>	295	1,479	15,500	15,500	15,500	16,500
561-50-32-26-70	Capital Imp Equipment	-	-	-	-	-	7,000
26	<i>Capital</i>	-	-	-	-	-	7,000
Grand Total		65,394	59,399	85,400	95,515	95,515	104,000
561	Water Enterprise	65,394	59,399	85,400	95,515	95,515	104,000
Grand Total		\$ 65,394	\$ 59,399	\$ 85,400	\$ 95,515	\$ 95,515	\$ 104,000

STONEBRIDGE WELLS - 5032
EXPENSE DETAIL

Description	Object Code	Funding Source	Total Budgeted
<i>Other Contract Services</i>	2145	561	
Annual Water Tests		7,100	7,100
TOTAL - Other Contract Services	2145	\$ 7,100	\$ 7,100
<i>Process Chemicals</i>	2235	561	
Stonebridge Wells		15,000	15,000
TOTAL - Process Chemicals	2235	\$ 15,000	\$ 15,000
<i>Lab Supplies</i>	2237	561	
Reagents for CL 17		1,000	1,000
TOTAL - Lab Supplies	2237	\$ 1,000	\$ 1,000
<i>Machinery & Equipment Maintenance</i>	2315	561	
Maintenance		14,000	14,000
ERS Annual Filter Inspection		2,000	2,000
TOTAL - Machinery & Equipment Maintenance	2315	\$ 16,000	\$ 16,000
<i>Capital Equipment</i>	2670	561	
Replace Analyzer		4,000	4,000
Intrusion Alarm		3,000	3,000
TOTAL - Capital Equipment	2670	\$ 7,000	\$ 7,000

WATER TREATMENT - 5034 BUDGET SUMMARY						
		FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17
		Actual	Actual	Adopted	Adjusted	Estimated Year End
Water Treatment Expenses By Fund						
FUND	DEPT					
561	5034	Water Fund	1,891,299	1,941,681	2,183,426	2,226,506
			2,226,506	2,226,506	2,226,506	2,359,767
Total Expenses		\$ 1,891,299	\$ 1,941,681	\$ 2,183,426	\$ 2,226,506	\$ 2,226,506
						\$ 2,359,767
		FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17
		Actual	Actual	Adopted	Adjusted	Estimated Year End
Water Treatment Expense Summary						
Salary		245,814	270,302	262,543	268,543	268,543
Benefits		132,388	137,536	152,077	152,077	152,077
Capital Equipment		14,505	4,276	115,000	115,000	115,000
Chemicals		46,053	27,308	68,300	76,756	76,756
Communications		5,957	6,362	6,000	6,000	6,000
Computer Equipment		53	1,145	2,000	2,000	2,000
Contracts		19,966	18,270	35,500	37,921	37,921
Dept supplies/services		41,584	43,872	44,400	42,287	42,287
Equipment Maintenance		39,948	46,899	68,800	97,116	97,116
Purchased Water		1,272,770	1,309,917	1,349,019	1,349,019	1,349,019
Training/Conference		3,009	1,020	5,600	5,600	5,600
Utilities		58,290	58,558	58,000	58,000	58,000
Vehicle Maintenance		10,963	16,214	16,187	16,187	16,187
Total Expenses		\$ 1,891,299	\$ 1,941,681	\$ 2,183,426	\$ 2,226,506	\$ 2,226,506
						\$ 2,359,767

WATER TREATMENT - 5034 BUDGET

Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
561	Water Enterprise						
561-50-34-20-10	Salary-Regular	209,464	238,632	249,780	249,780	249,780	260,792
561-50-34-20-20	Temp/Part Time	-	-	-	-	-	-
561-50-34-20-25	Standby	6,850	6,088	6,263	8,763	8,763	6,263
561-50-34-20-30	Overtime	29,500	25,583	6,500	10,000	10,000	16,445
561-50-34-20-40	FICA/Medicare	18,913	20,603	20,231	20,231	20,231	21,881
561-50-34-20-45	Employer PERS	31,780	44,839	45,304	45,304	45,304	52,150
561-50-34-20-50	Employee PERS	2,458	-	-	-	-	-
561-50-34-20-55	Health Insurance	64,170	56,428	70,736	70,736	70,736	86,678
561-50-34-20-61	Workers Comp	11,112	11,382	11,335	11,335	11,335	18,765
561-50-34-20-65	SDI	2,312	2,441	2,363	2,363	2,363	2,597
561-50-34-20-75	Deferred Comp	1,644	1,844	2,108	2,108	2,108	2,750
20	Salaries & Benefits	378,202	407,839	414,620	420,620	420,620	468,321
561-50-34-21-05	Advertising	75	-	-	-	-	-
561-50-34-21-10	Communications	5,957	6,362	6,000	6,000	6,000	6,500
561-50-34-21-15	Postage	1,305	1,578	1,900	1,900	1,900	2,400
561-50-34-21-22	Utilities	58,290	58,558	58,000	58,000	58,000	63,000
561-50-34-21-25	Equipment Rental	-	-	2,000	2,000	2,000	2,000
561-50-34-21-30	Professional Contracts	442	-	-	-	-	-
561-50-34-21-40	Professional Fees	-	-	-	-	-	-
561-50-34-21-43	Penalties and Fines	-	-	-	-	-	-
561-50-34-21-45	Other Contract Services	19,524	18,270	35,500	37,921	37,921	35,500
561-50-34-21-53	Memberships & Publications	1,241	215	900	900	900	900
561-50-34-21-55	Training & Conference	3,009	1,020	5,400	5,400	5,400	5,400
561-50-34-21-60	Other Travel	-	-	200	200	200	200
21	Services	89,843	86,004	109,900	112,321	112,321	115,900
561-50-34-22-07	Copies	23	2,516	2,500	-	-	2,500
561-50-34-22-12	Computer Equipment	53	1,145	2,000	2,000	2,000	2,000
561-50-34-22-13	Office Supplies	784	289	550	550	550	550
561-50-34-22-15	Special Department Supplies	16,616	2,803	6,800	6,800	6,800	6,800
561-50-34-22-20	Small Tools	22	209	250	250	250	250
561-50-34-22-25	Fuel/Oil	714	22	1,400	1,400	1,400	1,500
561-50-34-22-32	Purchase Water	1,272,770	1,309,917	1,349,019	1,349,019	1,349,019	1,390,000
561-50-34-22-35	Process Chemicals	46,053	27,308	68,300	76,756	76,756	80,000
561-50-34-22-37	Lab Supplies	9,499	8,612	9,800	10,187	10,187	11,000
22	Supplies	1,346,533	1,352,821	1,440,619	1,446,962	1,446,962	1,494,600
561-50-34-23-11	Maint Office Equip	-	-	250	250	250	250
561-50-34-23-12	Maintenance Supplies	-	38	-	-	-	-
561-50-34-23-15	Maint Machine/Equipment	30,253	44,560	55,650	83,966	83,966	83,900
561-50-34-23-30	Maint Buildings/Grounds	9,695	2,339	12,900	12,900	12,900	13,000
561-50-34-23-50	Vehicle Alloc Expense	10,249	16,193	14,787	14,787	14,787	15,796
23	Maintenance	50,197	63,129	83,587	111,903	111,903	112,946
561-50-34-24-25	Taxes & Other Charges	12,019	27,612	19,700	19,700	19,700	20,000
24	Taxes, Insurances & Contributi	12,019	27,612	19,700	19,700	19,700	20,000
561-50-34-26-30	Capital Equipment	8,605	-	35,000	35,000	35,000	68,000
561-50-34-26-70	Capital Imp Equipment	5,900	4,276	80,000	80,000	80,000	80,000
26	Capital	14,505	4,276	115,000	115,000	115,000	148,000

WATER TREATMENT - 5034
BUDGET

Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
Grand Total		1,891,299	1,941,681	2,183,426	2,226,506	2,226,506	2,359,767
561	Water Enterprise	1,891,299	1,941,681	2,183,426	2,226,506	2,226,506	2,359,767
Grand Total		\$ 1,891,299	\$ 1,941,681	\$ 2,183,426	\$ 2,226,506	\$ 2,226,506	\$ 2,359,767

**WATER TREATMENT - 5034
EXPENSE DETAIL**

Description	Object Code	Funding Source	Total Budgeted
<i>Equipment Rental</i>	<i>2125</i>	<i>561</i>	
Various Tools (Air Compressor, Jackhammer)		2,000	2,000
TOTAL - Equipment Rental	2125	\$ 2,000	\$ 2,000
<i>Other Contract Services</i>	<i>2145</i>	<i>561</i>	
Water Testing		15,500	15,500
CCCF Crews for Spillway and Dam Maintenance		2,000	2,000
Upper Valley Disposal Sludge Removal		6,500	6,500
Clean Harbors, Dispose of Waste		2,000	2,000
Corrpro Inspct Tank #2 Cathodic Protection		700	700
ERS Filter Surveillance		7,000	7,000
HVAC Maintenance		1,800	1,800
TOTAL - Other Contract Services	2145	\$ 35,500	\$ 35,500
<i>Memberships & Publications</i>	<i>2153</i>	<i>561</i>	
Operator Certification		700	700
Wine Country Water Works		200	200
TOTAL - Memberships & Publications	2153	\$ 900	\$ 900
<i>Training and Conferences</i>	<i>2155</i>	<i>561</i>	
AWWA Conference (Spring & Fall)		4,600	4,600
Miscellaneous Training		800	800
TOTAL - Training and Conferences	2155	\$ 5,400	\$ 5,400
<i>Computer Equipment</i>	<i>2212</i>	<i>561</i>	
Computer Replacement		2,000	2,000
TOTAL - Computer Equipment	2212	\$ 2,000	\$ 2,000
<i>Special Department Supplies</i>	<i>2215</i>	<i>561</i>	
Uniforms		1,900	1,900
Safety Equipment, Boots, Other		3,400	3,400
Misc. Machinery and Equipment		1,500	1,500
TOTAL - Special Department Supplies	2215	\$ 6,800	\$ 6,800
<i>Process Chemicals</i>	<i>2235</i>	<i>561</i>	
Alum		17,000	17,000
Copper Sulfate		17,000	17,000
NaOH		11,000	11,000
NaOCl		11,000	11,000

WATER TREATMENT - 5034
EXPENSE DETAIL

Description	Object Code	Funding Source	Total Budgeted
Non-Ionic Polymer		2,500	2,500
Ascorbic Acid		1,500	1,500
NaMNO4		12,000	12,000
PO4		6,500	6,500
Sodium Sulfite		1,500	1,500
TOTAL - Process Chemicals	2235	\$ 80,000	\$ 80,000
<i>Machinery & Equipment Maintenance</i>	<i>2315</i>	<i>561</i>	
Annual Maintenance & Machine Service		83,900	83,900
TOTAL - Machinery & Equipment Maintenance	2315	\$ 83,900	\$ 83,900
<i>Taxes and Other Charges</i>	<i>2425</i>	<i>561</i>	
CDPH System Fees		19,000	19,000
BAAQMD Generator Permit Fee		1,000	1,000
TOTAL - Taxes and Other Charges	2524	\$ 20,000	\$ 20,000
<i>Capital Equipment</i>	<i>2630</i>	<i>561</i>	
Turbidimeter		6,500	6,500
Flocculator Gear Drive		20,000	20,000
Chlorine Analyzer		6,500	6,500
Vehicle		35,000	35,000
TOTAL - Capital Equipment	2630	\$ 68,000	\$ 68,000
<i>Capital Improvement Equipment</i>	<i>2670</i>	<i>561</i>	
10" Flow Regulating Glove Valve @ BPS		40,000	40,000
Repair 10" Clearwell Fill Pipe Clamp		40,000	40,000
Bolts/Recoat Piping in Clearwell			
TOTAL - Capital Improvement Equipment	2670	\$ 80,000	\$ 80,000

WASTEWATER COLLECTION - 5020 BUDGET SUMMARY

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Wastewater Collection Expenses By Fund								
FUND	DEPT							
571	5020	Wastewater Enterprise	211,237	265,644	133,625	133,625	133,625	151,938
		Total Expenses	\$ 211,237	\$ 265,644	\$ 133,625	\$ 133,625	\$ 133,625	\$ 151,938

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Wastewater Collection Expense Summary								
Salary			127,042	83,768	66,965	66,965	66,965	75,358
Benefits			64,443	42,273	36,211	36,211	36,211	42,465
Capital Equipment			-	116,855	-	-	-	-
Communications			244	254	400	400	400	400
Dept supplies/services			9,693	11,939	13,350	13,350	13,350	14,050
Equipment Maintenance			2,222	723	7,800	7,800	7,800	7,800
Training/Conference			1,163	254	970	970	970	1,600
Utilities			2,795	3,833	3,000	3,000	3,000	5,000
Vehicle Maintenance			3,637	5,746	4,929	4,929	4,929	5,265
Total Expenses			\$ 211,237	\$ 265,644	\$ 133,625	\$ 133,625	\$ 133,625	\$ 151,938

WASTEWATER COLLECTION - 5020
BUDGET

Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
571	Sewer Enterprise						
571-50-20-20-10	Salary-Regular	120,361	80,363	64,065	64,065	64,065	69,458
571-50-20-20-25	Standby	1,740	1,104	2,900	2,900	2,900	2,900
571-50-20-20-30	Overtime	4,941	2,302	-	-	-	3,000
571-50-20-20-40	FICA/Medicare	9,811	6,462	4,942	4,942	4,942	5,811
571-50-20-20-45	Employer PERS	17,574	14,839	13,051	13,051	13,051	12,550
571-50-20-20-50	Employee PERS	1,409	-	-	-	-	-
571-50-20-20-55	Health Insurance	25,838	15,191	13,622	13,622	13,622	18,299
571-50-20-20-61	Workers Comp	7,290	4,268	3,400	3,400	3,400	4,468
571-50-20-20-65	SDI	1,212	760	603	603	603	678
571-50-20-20-75	Deferred Comp	1,308	753	593	593	593	659
20	Salaries & Benefits	191,484	126,041	103,176	103,176	103,176	117,823
571-50-20-21-10	Communications	244	254	400	400	400	400
571-50-20-21-22	Utilities	2,795	3,833	3,000	3,000	3,000	5,000
571-50-20-21-53	Memberships & Publications	235	-	800	800	800	1,500
571-50-20-21-55	Training & Conference	1,163	254	470	470	470	1,100
571-50-20-21-60	Other Travel	-	-	500	500	500	500
21	Services	4,436	4,341	5,170	5,170	5,170	8,500
571-50-20-22-15	Special Department Supplies	8,918	11,887	12,550	12,550	12,550	12,550
571-50-20-22-20	Small Tools	-	-	-	-	-	-
22	Supplies	8,918	11,887	12,550	12,550	12,550	12,550
571-50-20-23-12	Maintenance Supplies	540	52	-	-	-	-
571-50-20-23-15	Maint Machine/Equipment	2,215	719	7,800	7,800	7,800	7,800
571-50-20-23-30	Maint Buildings/Grounds	8	4	-	-	-	-
571-50-20-23-50	Vehicle Alloc Expense	3,637	5,746	4,929	4,929	4,929	5,265
23	Maintenance	6,399	6,520	12,729	12,729	12,729	13,065
571-50-20-26-30	Capital Equipment	-	12,254	-	-	-	-
571-50-20-26-50	Capital Imp Land	-	104,601	-	-	-	-
26	Capital	-	116,855	-	-	-	-
Grand Total		211,237	265,644	133,625	133,625	133,625	151,938
571	Sewer Enterprise	211,237	265,644	133,625	133,625	133,625	151,938
Grand Total		\$ 211,237	\$ 265,644	\$ 133,625	\$ 133,625	\$ 133,625	\$ 151,938

WASTEWATER COLLECTION - 5020
EXPENSE DETAIL

Description	Object Code	Funding Source	Total Budgeted
<i>Memberships & Publications</i>	<i>2153</i>	<i>571</i>	
Books		\$ 200	\$ 200
CWEA Exam		\$ 600	\$ 600
CWEA Membership, E-8, E-11, E-6		\$ 700	\$ 700
TOTAL - Memberships & Publications	2153	\$ 1,500	\$ 1,500
<i>Training & Conference</i>	<i>2155</i>	<i>571</i>	
Vactor Operator Training		\$ 400	\$ 400
CWEA CEU's		\$ 700	\$ 700
TOTAL - Training & Conference	2155	\$ 1,100	\$ 1,100
<i>Special Department Supplies</i>	<i>2215</i>	<i>571</i>	
Misc. Supplies		\$ 800	\$ 800
Nozzles & Hooks		\$ 630	\$ 630
Gloves		\$ 260	\$ 260
Trench Restore		\$ 185	\$ 185
Root Killer		\$ 500	\$ 500
Drill Bits		\$ 100	\$ 100
Signs		\$ 300	\$ 300
Boots		\$ 275	\$ 275
Vehicle Supplies (lights, strobes, radios)		\$ 2,300	\$ 2,300
Sewer Repair Supplies		\$ 7,200	\$ 7,200
TOTAL - Special Department Supplies	2215	\$ 12,550	\$ 12,550
<i>Machinery & Equipment Maintenance</i>	<i>2315</i>	<i>571</i>	
Maintenance as Needed		\$ 500	\$ 500
Video Camera		\$ 2,000	\$ 2,000
Gas Detector Sensors		\$ 300	\$ 300
Vactor Truck		\$ 4,000	\$ 4,000
Large Rodder - Towable Rod, Bits, and Maintenance		\$ 1,000	\$ 1,000
TOTAL - Machinery & Equipment Maintenance	2315	\$ 7,800	\$ 7,800

WASTEWATER TREATMENT - 5029 BUDGET SUMMARY

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Wastewater Treatment Expenses By Fund								
FUND	DEPT							
571	5029	Wastewater	619,188	1,012,116	774,033	805,626	842,055	1,069,512
Total Expenses			\$ 619,188	\$ 1,012,116	\$ 774,033	\$ 805,626	\$ 842,055	\$ 1,069,512

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Wastewater Treatment Expense Summary								
Salary			196,829	257,975	254,843	254,843	254,843	317,690
Benefits			114,659	125,275	128,653	128,653	128,653	168,226
Capital Equipment			817	10,930	100,000	77,761	77,761	145,000
Communications			3,111	1,904	3,000	3,000	3,000	3,200
Computer Equipment			-	1,192	2,200	2,200	2,200	2,200
Contracts			96,106	40,715	25,000	32,127	32,127	75,000
Dept supplies/services			23,574	29,460	34,850	34,850	34,850	38,400
Equipment Maintenance			76,835	121,272	90,000	58,135	58,135	80,000
Training/Conference			2,171	3,185	3,700	3,700	3,700	4,000
Penalties and Fines			-	290,177	-	15,000	15,000	-
Chemicals			6,356	22,918	25,000	88,571	125,000	125,000
Utilities			80,171	84,518	90,000	90,000	90,000	93,000
Vehicle Maintenance			18,558	22,593	16,787	16,787	16,787	17,796
Total Expenses			\$ 619,188	\$ 1,012,116	\$ 774,033	\$ 805,626	\$ 842,055	\$ 1,069,512

WASTEWATER TREATMENT - 5029
BUDGET

Account Number	Description	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed
571	Sewer Enterprise						
571-50-29-20-10	Salary-Regular	176,189	237,518	242,080	242,080	242,080	297,927
571-50-29-20-20	Temp/Part Time	-	-	-	-	-	-
571-50-29-20-25	Standby	6,175	6,425	6,263	6,263	6,263	6,263
571-50-29-20-30	Overtime	14,465	14,032	6,500	6,500	6,500	13,500
571-50-29-20-40	FICA/Medicare	18,398	19,187	19,633	19,633	19,633	24,487
571-50-29-20-45	Employer PERS	32,013	43,996	44,185	44,185	44,185	56,603
571-50-29-20-50	Employee PERS	2,533	-	-	-	-	-
571-50-29-20-55	Health Insurance	46,345	47,842	48,474	48,474	48,474	65,485
571-50-29-20-61	Workers Comp	10,936	10,670	12,090	12,090	12,090	16,084
571-50-29-20-65	SDI	2,254	2,229	2,294	2,294	2,294	2,927
571-50-29-20-75	Deferred Comp	1,313	1,350	1,977	1,977	1,977	2,640
571-50-29-20-96	Education Reimbursement	868	-	-	-	-	-
20	Salaries & Benefits	311,489	383,250	383,496	383,496	383,496	485,916
571-50-29-21-10	Communications	3,111	1,904	3,000	3,000	3,000	3,200
571-50-29-21-15	Postage	4	115	175	175	175	200
571-50-29-21-22	Utilities	80,171	84,518	90,000	90,000	90,000	93,000
571-50-29-21-25	Equipment Rental	2,764	1,167	3,000	3,000	3,000	3,000
571-50-29-21-27	Equipment Lease Exp	-	-	-	-	-	-
571-50-29-21-30	Professional Contracts	27,015	-	-	-	-	-
571-50-29-21-43	Fines & Penalties	-	290,177	-	15,000	15,000	-
571-50-29-21-45	Other Contract Services	69,091	40,715	25,000	32,127	32,127	75,000
571-50-29-21-53	Memberships & Publications	1,112	360	75	75	75	100
571-50-29-21-55	Training & Conference	2,171	3,185	3,700	3,700	3,700	4,000
571-50-29-21-60	Other Travel	-	-	-	-	-	-
21	Services	185,440	422,142	124,950	147,077	147,077	178,500
571-50-29-22-12	Computer Equipment	-	1,192	2,200	2,200	2,200	2,200
571-50-29-22-13	Office Supplies	567	187	300	450	450	500
571-50-29-22-15	Special Department Supplies	5,101	5,893	5,300	5,300	5,300	5,600
571-50-29-22-20	Small Tools	2,410	3,228	5,000	4,850	4,850	6,000
571-50-29-22-25	Fuel/Oil	5,003	1,177	2,000	2,000	2,000	2,000
571-50-29-22-35	Process Chemicals	6,356	22,918	25,000	88,571	125,000	125,000
571-50-29-22-37	Lab Supplies	2,645	2,147	5,000	5,000	5,000	7,000
22	Supplies	22,083	36,742	44,800	108,371	144,800	148,300
571-50-29-23-12	Maintenance Supplies	413	-	-	-	-	-
571-50-29-23-15	Maint Machine/Equipment	45,548	87,856	60,000	44,035	44,035	60,000
571-50-29-23-30	Maint Buildings/Grounds	31,287	33,417	30,000	14,100	14,100	20,000
571-50-29-23-50	Vehicle Alloc Expense	13,555	21,416	14,787	14,787	14,787	15,796
23	Maintenance	90,803	142,688	104,787	72,922	72,922	95,796
571-50-29-24-25	Taxes & Other Charges	8,557	16,363	16,000	16,000	16,000	16,000
24	Taxes, Insurances & Contributi	8,557	16,363	16,000	16,000	16,000	16,000
571-50-29-26-30	Capital Equipment	817	10,930	100,000	77,761	77,761	145,000
571-50-29-26-50	Capital Imp Land	-	-	-	-	-	-
26	Capital	817	10,930	100,000	77,761	77,761	145,000
Grand Total		619,188	1,012,116	774,033	805,626	842,055	1,069,512
571	Sewer Enterprise	619,188	1,012,116	774,033	805,626	842,055	1,069,512

WASTEWATER TREATMENT - 5029
BUDGET

Account Number	Description	FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
		Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Grand Total		\$ 619,188	\$ 1,012,116	\$ 774,033	\$ 805,626	\$ 842,055	\$ 1,069,512

WASTEWATER TREATMENT- 5029
EXPENSE DETAIL

Description	Object Code	Funding Source	Total Budgeted
<i>Equipment Rental</i>	<i>2125</i>	<i>571</i>	
Crane, Boom Truck		3,000	3,000
TOTAL - Equipment Rental	2125	\$ 3,000	\$ 3,000
<i>Other Contract Services</i>	<i>2145</i>	<i>571</i>	
Influent/Effluent Lab Analysis		21,500	21,500
Generator Biannual Service		3,000	3,000
Pond #5 Levee Repair		50,000	50,000
Mosquito Abatement (weed/mosquito)		500	500
TOTAL - Other Contract Services	2145	\$ 75,000	\$ 75,000
<i>Memberships & Publications</i>	<i>2153</i>	<i>571</i>	
Wine Country Waterworks (3 operators)		100	100
TOTAL - Memberships & Publications	2153	\$ 100	\$ 100
<i>Training and Conferences</i>	<i>2155</i>	<i>571</i>	
Wastewater Certification (3 operators)		1,500	1,500
Continuing Education & Supervisory Classes (CRWA Conference)		2,500	2,500
TOTAL - Training and Conferences	2155	\$ 4,000	\$ 4,000
<i>Computer</i>	<i>2212</i>	<i>571</i>	
Computer/Printer Replacement		2,200	2,200
TOTAL - Computer	2212	\$ 2,200	\$ 2,200
<i>Special Department Supplies</i>	<i>2215</i>	<i>571</i>	
Miscellaneous Department Supplies & Safety Equipment - gas monitor, load testing cert., potable water, drinking water		3,600	3,600
Uniform Service		2,000	2,000
TOTAL - Special Department Supplies	2215	\$ 5,600	\$ 5,600
<i>Small Tools</i>	<i>2220</i>	<i>571</i>	
Miscellaneous Tools - wrenches, pliers, consumables such as drill bits, saw blades, and grinding wheels		6,000	6,000
TOTAL - Small Tools	2220	\$ 6,000	\$ 6,000
<i>Process Chemicals</i>	<i>2235</i>	<i>571</i>	
Various Chemicals to Treat Waste		125,000	125,000
TOTAL - Process Chemicals	2235	\$ 125,000	\$ 125,000

WASTEWATER TREATMENT- 5029
EXPENSE DETAIL

Description	Object Code	Funding Source	Total Budgeted
<i>Lab Supplies</i>	<i>2237</i>	<i>571</i>	
General Equipment and Supplies		7,000	7,000
TOTAL - Lab Supplies	2237	\$ 7,000	\$ 7,000
<i>Machinery & Equipment Maintenance</i>	<i>2315</i>	<i>571</i>	
Influent Pump No. 3 Scheduled Maintenance		8,000	8,000
Brush Aerators Conversion Kit and Other Repairs		12,000	12,000
Motor Control Center Wiring Safety Upgrade		10,000	10,000
Well Pump Replacement		7,500	7,500
Other General Maintenance & Repairs		22,500	22,500
TOTAL - Machinery & Equipment Maintenance	2315	\$ 60,000	\$ 60,000
<i>Capital Equipment</i>	<i>2630</i>	<i>571</i>	
Vehicle		45,000	45,000
Chlorine Line Replacement		100,000	100,000
TOTAL - Capital Equipment	2630	\$ 145,000	\$ 145,000



City of St. Helena Proposed FY 2017-18 Budget May 2, 2017 Budget Workshop

By: April Mitts, Finance Director



Fair Housing Napa Valley Scope of Work FY 2017-18

By: Pablo Zatarain



Non Profit Grant Program



Round 1 – FY 16/17

9 Projects Funded

- Boys & Girls Club: Power Hour (Homework Assistance) \$3,000
- Friends of Cameo: Family Film Festival 2017 \$2,500
- Historical Society: Plaques & Walking Tour \$3,050
- Little League: Uniforms & Equipment \$5,000
- Nimbus Arts: Creativity Corner \$4,380.86
- Preschool for All: Scholarships \$5,000
- Reading is Fun: Books \$1,500
- Rianda House: Healthy Minds, Healthy Bodies \$5,000
- UpValley Family Centers: Community Connections \$5,000



Round 2 – FY 17/18

- 13 Applicants
- \$110,600 in Requests
- Must be incorporated non-profit organization
- Project/program must provide services to St. Helena residents
- Operating expenses or projects that do not qualify as capital improvements
- Reimbursement grant (proof of expenditures required)
- Project period July 1, 2017 to June 30, 2018 with 6 month extension if needed



Boys & Girls Club \$10,000

- Formed in 1989
- Matching \$40,000 for a Total Project Cost of \$50,000
- Pays for salary costs to provide intensive tutorial support for Primary, Elementary & Junior High Students
- Napa County Office of Education shows higher state test scores by students who participate in Power Hour
- Tutors provide aid in English, Spanish, math, science, computer skills and social studies
- Program in collaboration with St Helena Schools



CA Federation of Women/St Helena Junior Women's Club \$1,200

- Formed by the State in 1966
- Matching \$600 for a Total Project Cost of \$2,000
- Pays for spelling bee costs (\$300) and items for Christmas Families (\$900)
- Support 43rd Annual 5th Grade Spelling Bee (March 2018) which is citywide
- Christmas Families are St Helena families who need extra assistance during the Holiday season, such as small appliances, personal items or gift cards to purchase items for children



Friends of the Cameo \$8,000

- Formed in 2013
- Matching \$8,000 for a Total Project Cost of \$16,000
- Pays for Expansion of Science on Screen Program & helps to reduce admission cost for attendees to at or below \$10 per adult and \$8 per student
- Typical attendance 1,000 persons
- Will add four additional programs to Science on Screen combining highly entertaining films and interaction with expert scientists
- 2 shows in Autumn 2017 and 2 shows in Spring 2018



NapaShakes, Napa Valley Shakespeare \$10,000

- Formed in 2014
- Matching \$4,000 for a Total Project Cost of \$14,000
- Pays for Shakespeare on Screen
 - 6 public screenings of Shakespeare's Globe Theatre at Cameo Cinema
 - 2 free student screenings of Shakespeare's Globe Theatre at the Cameo Cinema
 - 2 in-school screenings and/or lectures
 - Senior Reading Group at Vineyard Valley
 - Lectures at Cameo and in St Helena Schools



Native Sons of the Golden West – St Helena Parlor \$10,000

- Formed in 1885
- Matching \$3,000 for a Total Project Cost of \$13,000
- Pays for planning and design according to U.S. Department of Interior standards to preserve historic community gathering place (60% occupancy on weekends for events)
- Architectural review services for repairs to historic 102 year old roof, gutter, and fascia (\$7,000)
- Outreach & brochure creation on historic building (\$1,200)
- Grants consultant services (\$1,800) for six months



Nimbus Arts \$10,000

- Formed 11 ½ years ago
- Overwhelming response by community to participate in “Hundreds of Hands” project creating mural which will be a key part of the Creativity Corner
- Funds will support 3 additional community mosaic activities to create additional elements to the Creativity Corner
- Create and manage “Day of Art” during Harvest Festival to create Dia de los Muertos community altar
- Host 3 Dia de los Muertos events at Elementary School
- Manage 6 free arts activities at the Dia de los Muertos community event



Our Town St. Helena \$10,000

- Formed in 2008
- Grant request will support operating expenses for the construction of the sweat-equity housing Brenkle Court Project at 684 Mc Corkle Ave
 - Insurance \$4,000
 - Office Rent for administrative and construction staff: \$3,000
 - Digital Presence (website, social media, donor software): \$3,000
- Brenkle Court will house 40 low and very low-income families including 18 children under 18 years of age. Of the 19 workers in these families, 18 work upvalley.



Rianda House \$10,000

- Formed 9 year ago
- Matching \$113,330 for a Total Project Cost of \$114,330
- Funds Healthy Minds, Healthy Bodies Program
 - Prevention services addressing challenges of aging and keeping older individuals mentally and physically fit (partner with 25 agencies)
 - Wellness classes, seminars, and one-on-one counseling
 - Depression prevention, brain fitness, strength training, nutrition, chronic disease prevention, congregate meals, health screenings, Amistad y Apoyo (Friendship & Support)
 - In 2016, served 927 unduplicated clients, accounting for 11,808 connections and 159 individuals received one-on-one counseling



St. Helena Community Garden \$5,000

- Formed in 2010
- Matching \$1,399 for a Total Project Cost of \$6,399
- Garden has 40 plots to grow produce or flowers
- Program to donate extra produce to local food bank
- Irrigation – Auto/filter (\$3,000)
- State annual filing fee (\$99)
- Locks, Security Lights, Shed (\$1,550)
- ADA enhancements to Paths (\$500)
- Clean-up and Plumber for leaking faucets (\$1,250)



St. Helena Farmer's Market \$6,400

- Formed in 1986
- Providing in-kind matching
- Supports the “Market Match” program which matches the funds used through the Cal-Fresh Supplemental Nutrition Assistance Program (SNAP) which are distributed to low-income residents on Electronic Benefit Transfer (EBT) cards (\$5,000)
- Increases the purchasing power of healthy foods at the Farmer's Market
- Grant funds will support a marketing campaign to promote, provide outreach and education potential EBT customers (\$1,400)



St. Helena Historical Society \$6,400

- Formed in 2002
- Matching \$8,150 for a Total Project Cost of \$18,150
- Project will develop and launch an interactive website to provide online access to the “Discover Historic St. Helena” walking tour
- Project will partially fund a second printing of the “Discover Historic St. Helena” walking tour booklet
- Online information will help promote cultural tourism and support local economy



St. Helena Preschool for All \$10,000

- Formed 7 years ago
- Matching \$112,190 for a Total Project Cost of \$113,190
- Provides scholarships to underserved children, ages 3 and 4 years old, in St. Helena to attend preschool at one of five local participating preschools
- Program originally administered by UpValley Family Center
- Provided 92 scholarships since 2010, including 16 for the current year
- Average scholarship is \$4,500 for ten months of preschool
- Full and partial scholarships granted



UpValley Family Center \$10,000

- Formed 12 years ago
- Matching \$101,700 for a Total Project Cost of \$111,700
- Provides operational support for Community Connections program
- A “one-stop-shop” to provide information, resources, and opportunities to support individual and family well being
- Services in English & Spanish
- Prevention-oriented, programs on education (parent/child playgroups, ESL), economic success (tax preparation, emergency aid), health and well-being (counseling, youth drug/alcohol use, domestic violence), immigrant integration (citizenship classes)
- Assisted over 500 St. Helena families in 2017-18

Summary

Organization	Grant Request	Matching Funds	Total Project Cost
Boys & Girls Club	\$10,000	\$40,000	\$50,000
CA Federation of Women/St Helena Junior Women's Club	\$1,200	\$600	\$2,000
Friends of Cameo	\$8,000	\$8,000	\$16,000
NapaShakes	\$10,000	\$4,000	\$14,000
Native Sons of Golden West – St Helena Parlor	\$10,000	\$3,000	\$13,000
Nimbus Arts	\$10,000	\$0	\$10,000
Our Town St. Helena	\$10,000	\$0	\$10,000
Rianda House	\$10,000	\$113,330	\$114,330
St Helena Community Garden	\$5,000	\$1,399	\$6,399
St Helena Farmer's Market	\$6,400	In kind	\$6,400
St Helena Historical Society	\$10,000	\$8,150	\$18,150
St Helena Preschool for All	\$10,000	\$112,190	\$113,190
UpValley Family Center	\$10,000	\$101,700	\$111,700



Questions



City of St. Helena Budget



ECONOMIC OVERVIEW

- Many factors can affect the budget
- In considering revenue forecasting for FY 2017/18 information from a variety of sources has been utilized
 - Economic forecasts
 - County of Napa
 - Muniservices



ECONOMIC OVERVIEW U.S.

Gross Domestic Product (GDP) 2017 Q1

- Slowest pace in 3 years - 0.7%
- Estimated bounce back in 2017 Q2 to 2%
- GDP is considered one of the primary indicators used to gauge the health of the economy

National unemployment rate – 4.5%



ECONOMIC OVERVIEW

California

- Growth Rate in 2017 – 2.6%
- Unemployment Rate – 4.9%
- Rising home values statewide – 7.1%
- State Sales Tax – 2.8% increase from 2016 Q1
 - Northern California – 2.7% increase from 2016 Q1
 - Southern California – 2.9% increase from 2016 Q1



ECONOMIC OVERVIEW

County of Napa

- Unemployment Rate – 4.4%
 - 8th Lowest Number of Unemployed People in the state
 - 32nd Largest Labor Force in the state
- Median Household Income - \$71,379
- Median Housing Value - \$466,800
- Posed for Long-term Growth



ECONOMIC OVERVIEW

County of Napa (continued)

- Largest Industries – 25,430 jobs:
 - Manufacturing
 - Accommodations
 - Food Serving
- Napa County visitors spent \$1.23 billion in 2015
 - Increase of 9.5% from 2014



ECONOMIC OVERVIEW

City of St. Helena

- Major General Fund Revenues:
 - Transient Occupancy Tax – 21%
 - Property Tax – 26%
 - Sales Tax – 34%
- Top 3 sales tax economic segments for St. Helena:
 - Restaurants – 22%
 - Food Processing Equipment – 21%
 - Wineries and Vineyards
 - Building Materials/Retail – 11%



ECONOMIC OVERVIEW

City of St. Helena (continued)

- Top 25 sales tax contributors generate 60.3% of sales tax collected
- TOT has steadily increased
- Property tax estimated to be at 3% increase
 - Percentage increase based on cost of living increase (not to exceed 2%)
 - Continued upward adjustment of property values



ECONOMIC OVERVIEW

Long-Term Financial Planning

- Continued efforts to maintain a balanced operations budget
- Staff will continue to monitor the City's budget and economic trends
- FY 2017/18 proposed budget assumes no State takeaways or new, unfunded, mandates
- The FY 2017/18 proposed budget sets aside \$550,000 for its declining infrastructure



BUDGET OVERVIEW

- April 6, 2017 – Departmental Goals and Assessment Presentation
- May 2, 2017 – Budget Workshop and Hearings



BUDGET OVERVIEW

- April 12, 2016 – City Council Adopted Vision and Mission Statements



Vision Statement

The City of St. Helena will strive to be economically sustainable, and continue to be family-friendly, diverse and safe community which prudently manages its financial and human resources, continues to upkeep and improve its infrastructure, ensures its water security, provides a full range of housing, business, cultural and recreational opportunities and embraces and retains its historic, small-town character, beautiful natural environment and high quality of life.



Mission Statement

The City of St. Helena is dedicated to serving the needs and desires of our citizens by:

- Maintaining and improving our short and long-term economic sustainability
- Offering excellent professional services to all customers
- Establishing, improving and maintaining City infrastructure
- Maintaining and encouraging an environmentally sustainable community
- Preserving and embracing the historic, small-town, rural character of St Helena
- Expanding and improving recreational services and facilities and cultural opportunities
- Encouraging a wide range of innovative, well-designed housing available for residents of all ages and income levels
- Facilitating full civic participation and ongoing communication
- Strengthening partnerships with the private, non-profit and public sectors³³



GENERAL FUND



GENERAL FUND EXPENSES

- Changes from FY Adopted 16/17 to Proposed FY 17/18
 - Miscellaneous
 - 41.5% increase in General Liability Insurance
 - \$100,000 placed in the equipment replacement fund
 - \$200,000 placed in a sinking fund for city building repair/replacement
 - \$250,000 placed in Fund 741 for Street repairs
 - \$261,900 for Flood Control related projects
 - \$50,000 for the Flood Control Maintenance Fund
 - \$213,000 for ADA Transition Plan



Expenses by Department – All Funds

Department	General Fund		Other Funds		Total
Non-Departmental	\$	1,958,528	\$	7,384,279	\$ 9,342,806
City Council	\$	188,653	\$	25,394	\$ 214,047
City Manager's Office	\$	854,655	\$	481,877	\$ 1,336,532
Finance	\$	335,793	\$	514,440	\$ 850,233
City Attorney	\$	670,000	\$	220,000	\$ 890,000
Planning/Building	\$	1,073,281	\$	-	\$ 1,073,281
Public Works	\$	2,291,204	\$	2,708,014	\$ 4,999,218
Water/Wastewater			\$	4,270,130	\$ 4,270,130
Fire	\$	988,683	\$	-	\$ 988,683
Police	\$	3,335,535	\$	138,800	\$ 3,474,335
Recreation	\$	204,526	\$	550,050	\$ 754,576
Library	\$	963,687	\$	202,075	\$ 1,165,762
TOTALS	\$	12,864,545	\$	16,495,059	\$ 29,359,604

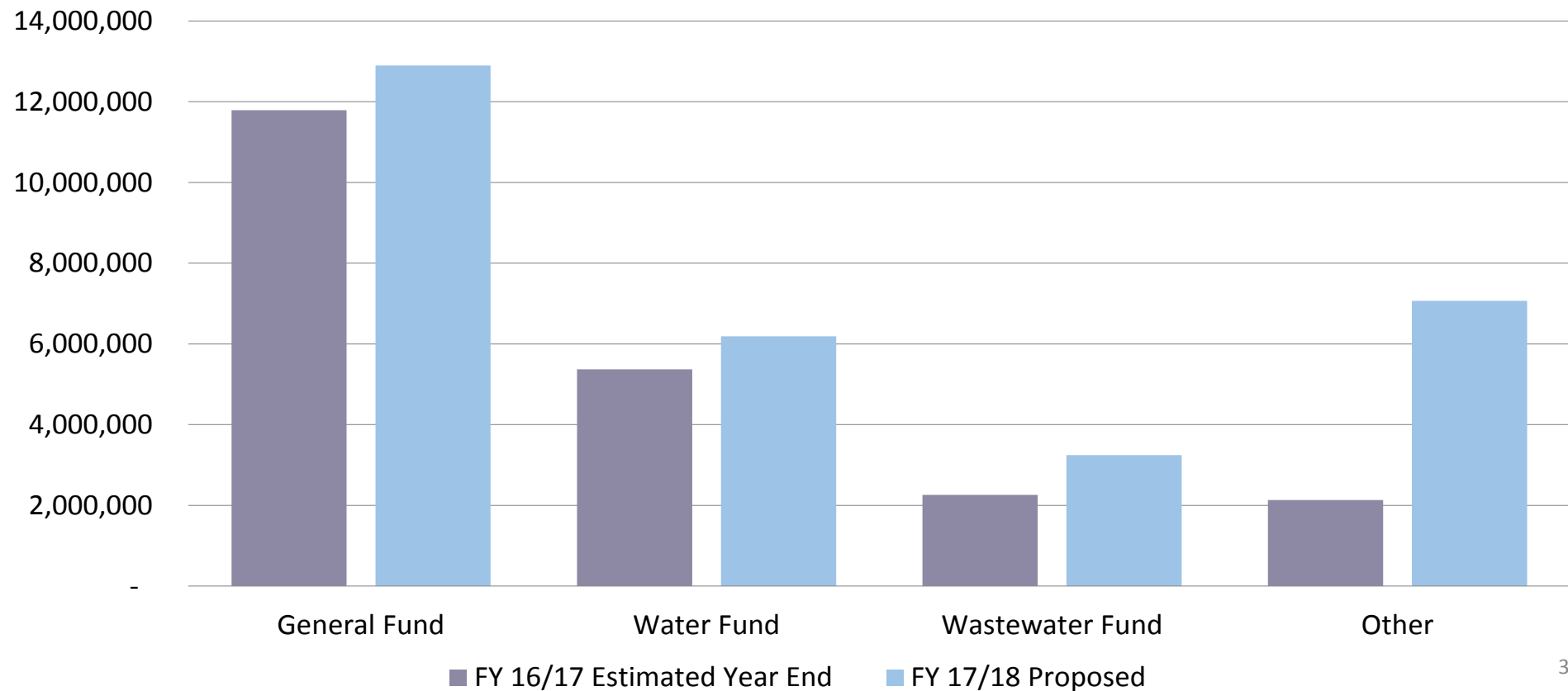


Expenses by Fund Type

Fund Type	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed	\$ Change	% Change
General Fund	10,636,834	11,875,291	11,790,469	12,864,545	1,074,076	8%
Water Fund	5,110,732	5,359,909	5,369,951	6,186,485	816,534	13%
Wastewater Fund	2,046,550	2,223,205	2,259,634	3,243,199	983,565	30%
Other	2,891,906	2,961,236	2,130,350	7,065,375	4,935,025	70%
TOTALS	20,686,022	22,419,641	21,550,404	29,359,604	7,809,200	27%



All Funds Expenses Year to Year Comparison by Department



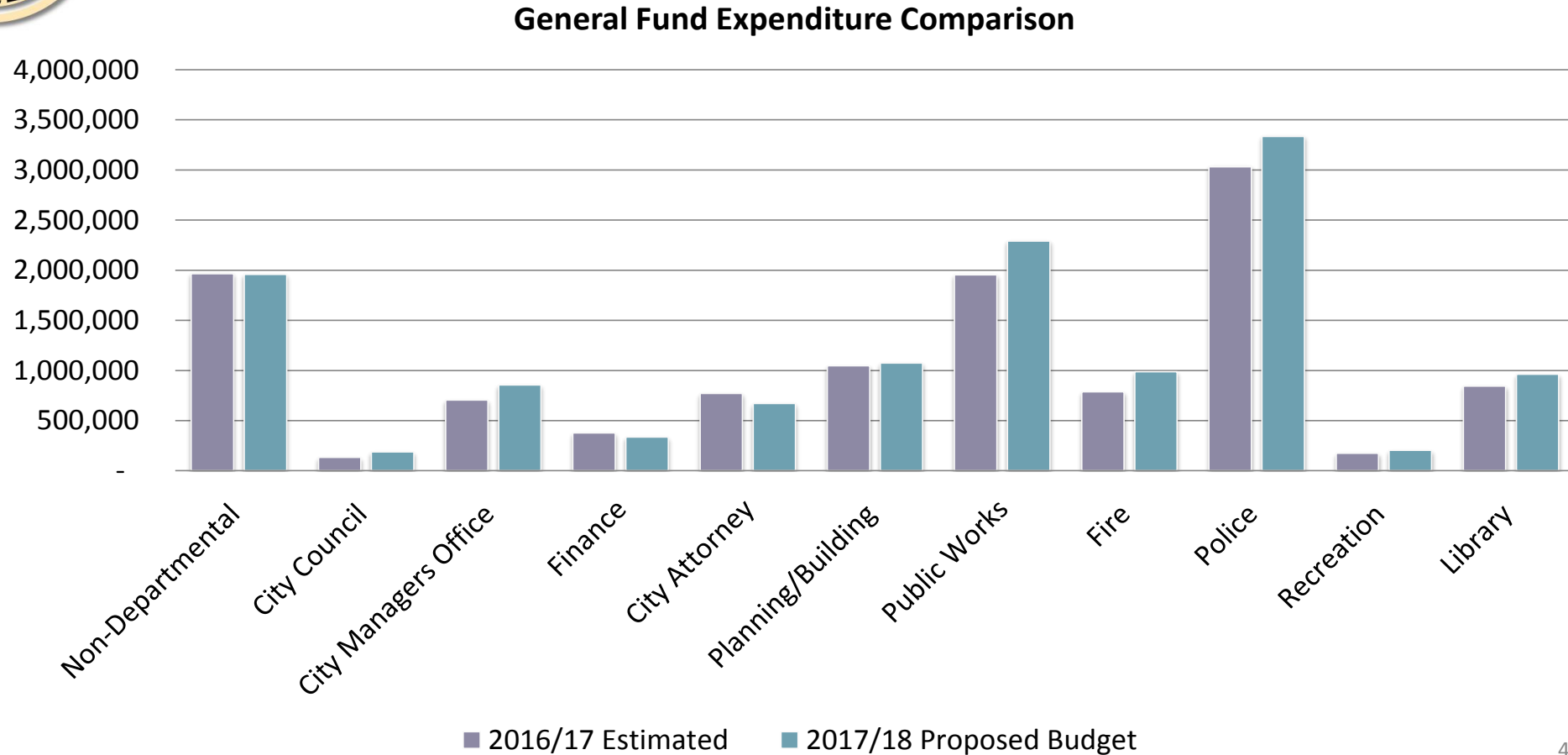


General Fund Expenditure Comparison By Department

Department	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed	\$ Change	% Change
Non-Departmental	1,284,754	1,964,765	1,964,765	1,958,528	(6,237)	0%
City Council	172,180	172,180	132,179	188,653	56,474	30%
City Managers Office	661,648	753,747	704,747	854,655	149,908	18%
Finance	352,380	414,854	377,154	335,793	(41,361)	-12%
City Attorney	582,037	772,037	772,037	670,000	(102,037)	-15%
Planning/Building	976,373	1,047,501	1,047,501	1,073,281	25,780	2%
Public Works	1,736,662	1,822,221	1,954,100	2,291,204	337,104	15%
Fire	769,827	786,624	786,624	988,683	202,059	20%
Police	3,083,531	3,121,031	3,031,031	3,335,535	304,504	9%
Recreation	175,265	175,264	175,264	204,526	29,262	14%
Library	842,177	845,067	845,067	963,687	118,620	12%
TOTALS	10,636,834	11,875,291	11,790,469	12,864,545	1,074,076	8%

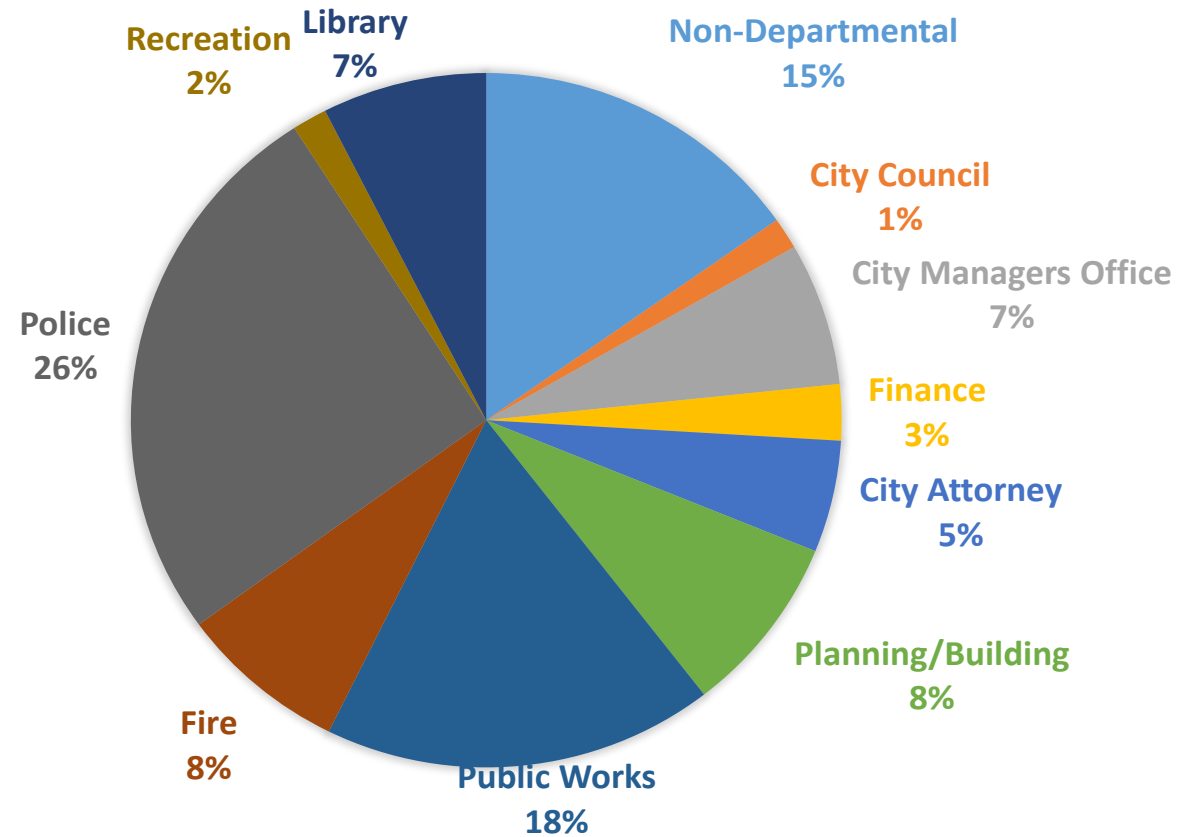


General Fund Expenses Year to Year Comparison by Department





Expenses by Department General Fund - \$12,864,545





General Fund – Revenues Revenue Assumptions

- Property Tax Increase – 3%
- Sales Tax Increase – 2.8%
 - Measure D – \$1,457,250
- Transient Occupancy Tax Increase – 1 %
 - Los Alcobas at 50% occupancy

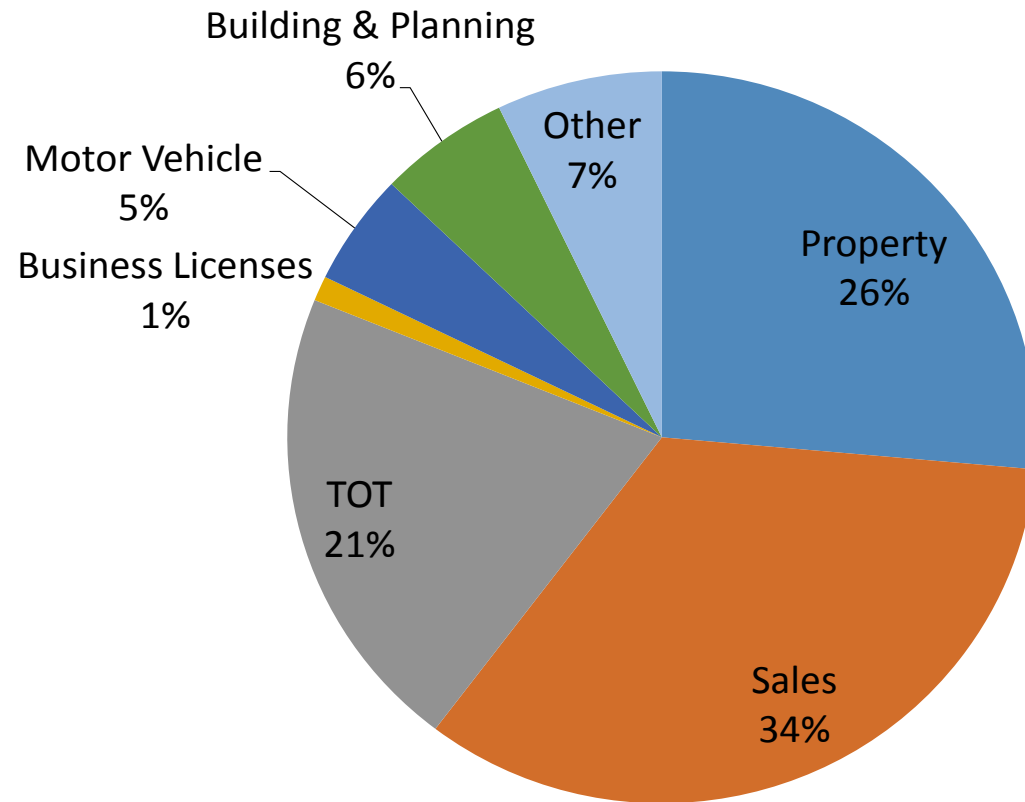


Revenues - General Fund

- Revenue for the General Fund come from several sources:
 - Property Taxes
 - Sales Tax
 - Transient Occupancy Tax (TOT)
 - Business License Tax
 - Motor Vehicle License Fees
 - Building & Planning Revenue
 - Miscellaneous

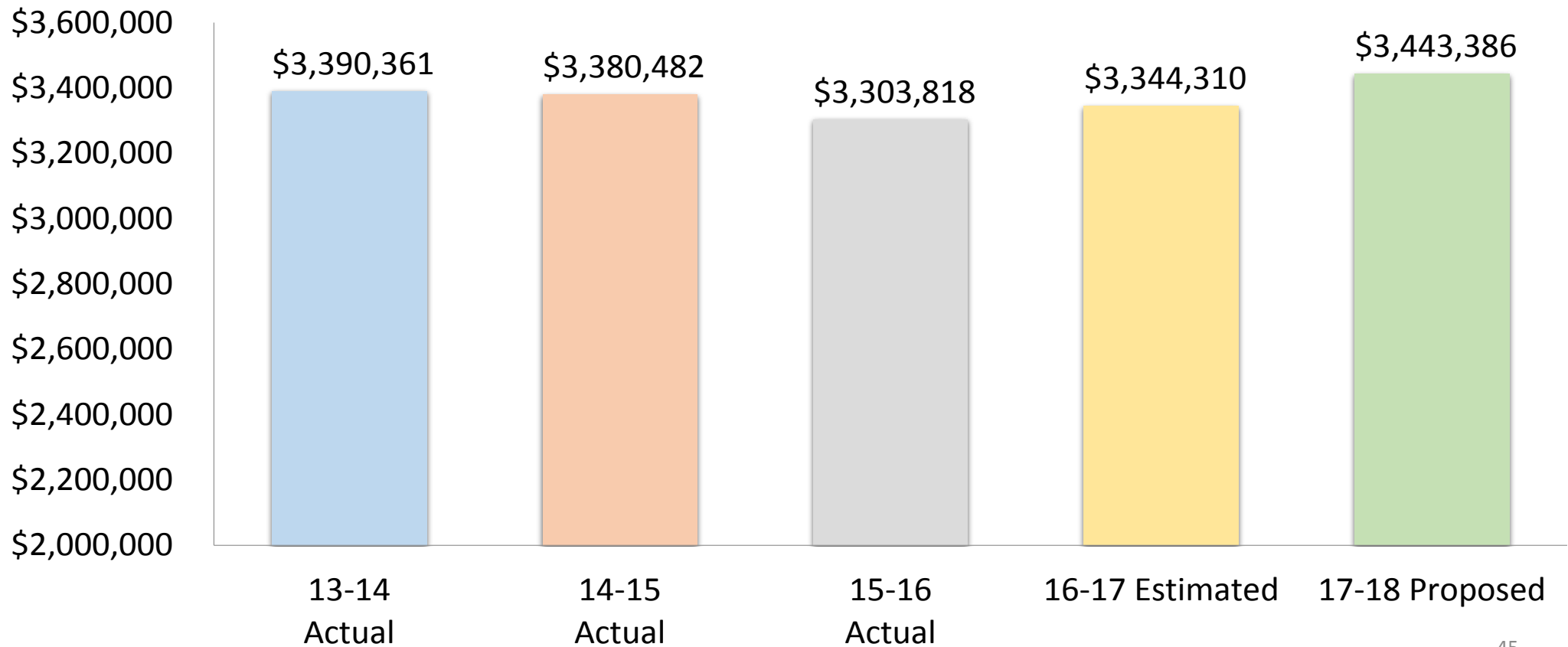


General Fund Revenues - \$13,045,220



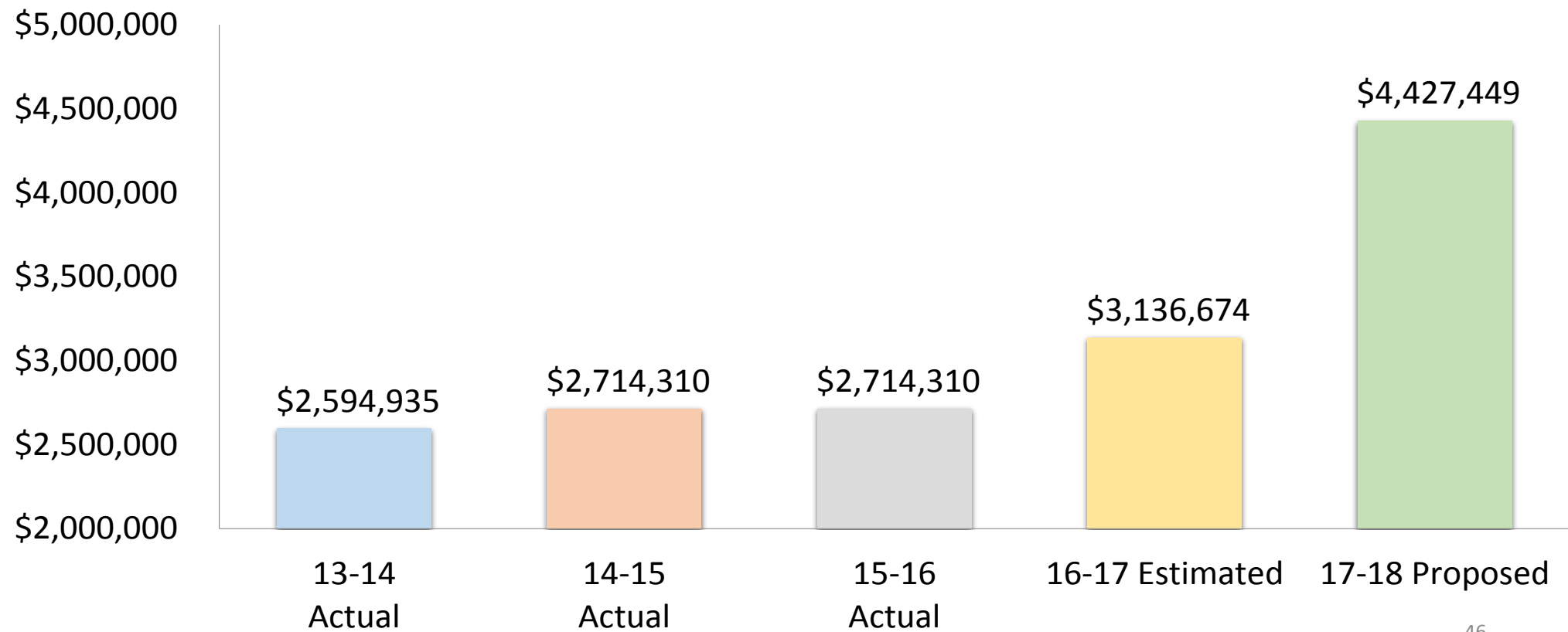


Revenue - Property Tax



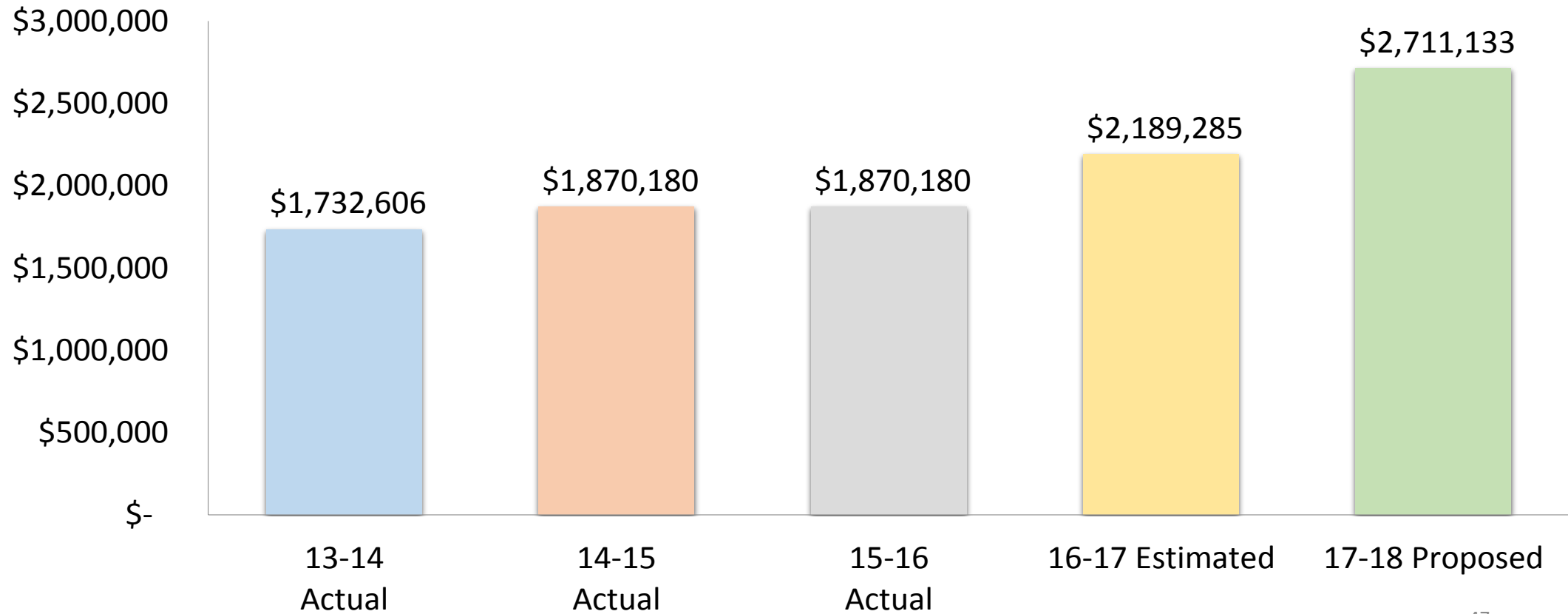


Revenue - Sales Tax



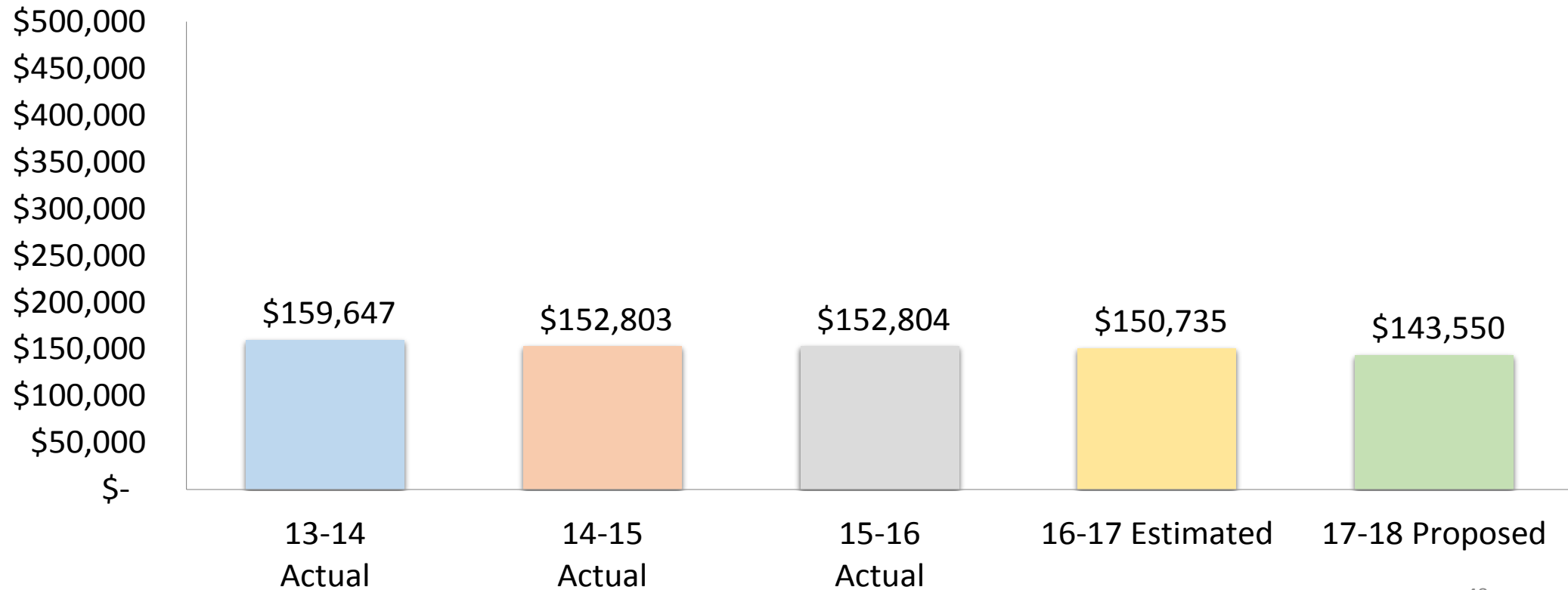


Revenue - TOT



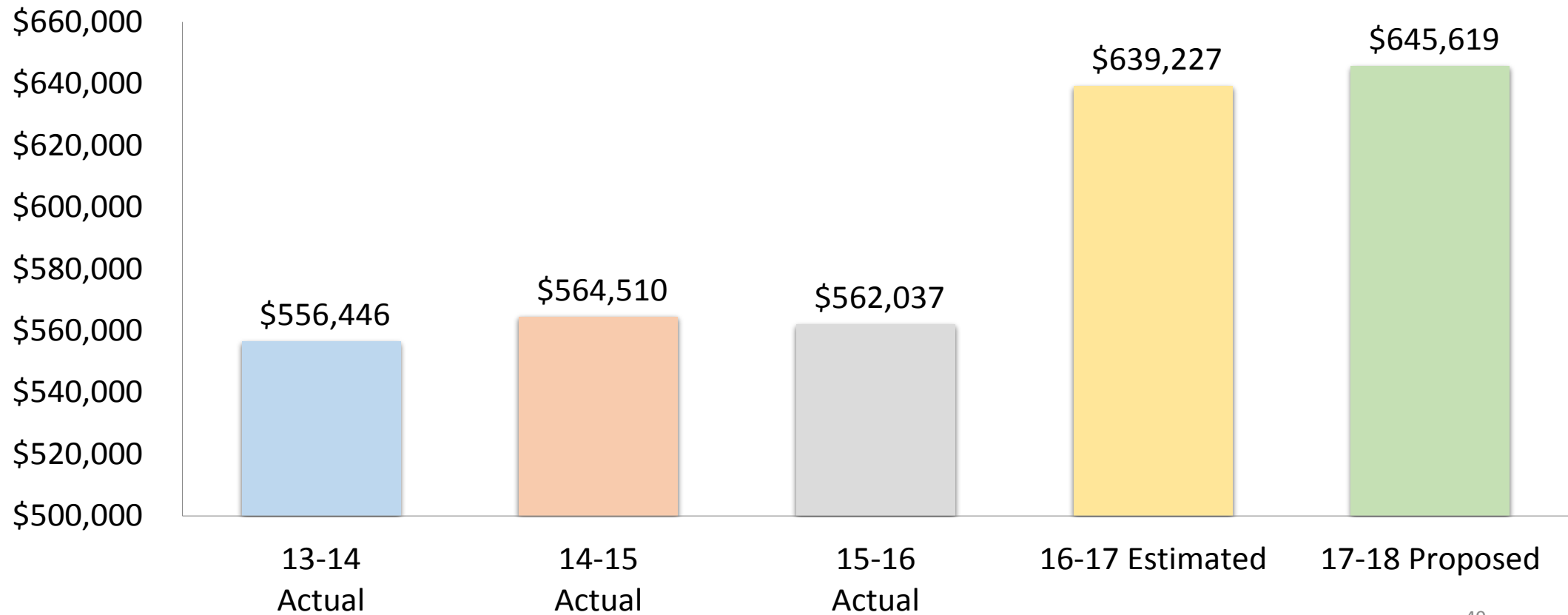


Revenue – Business License



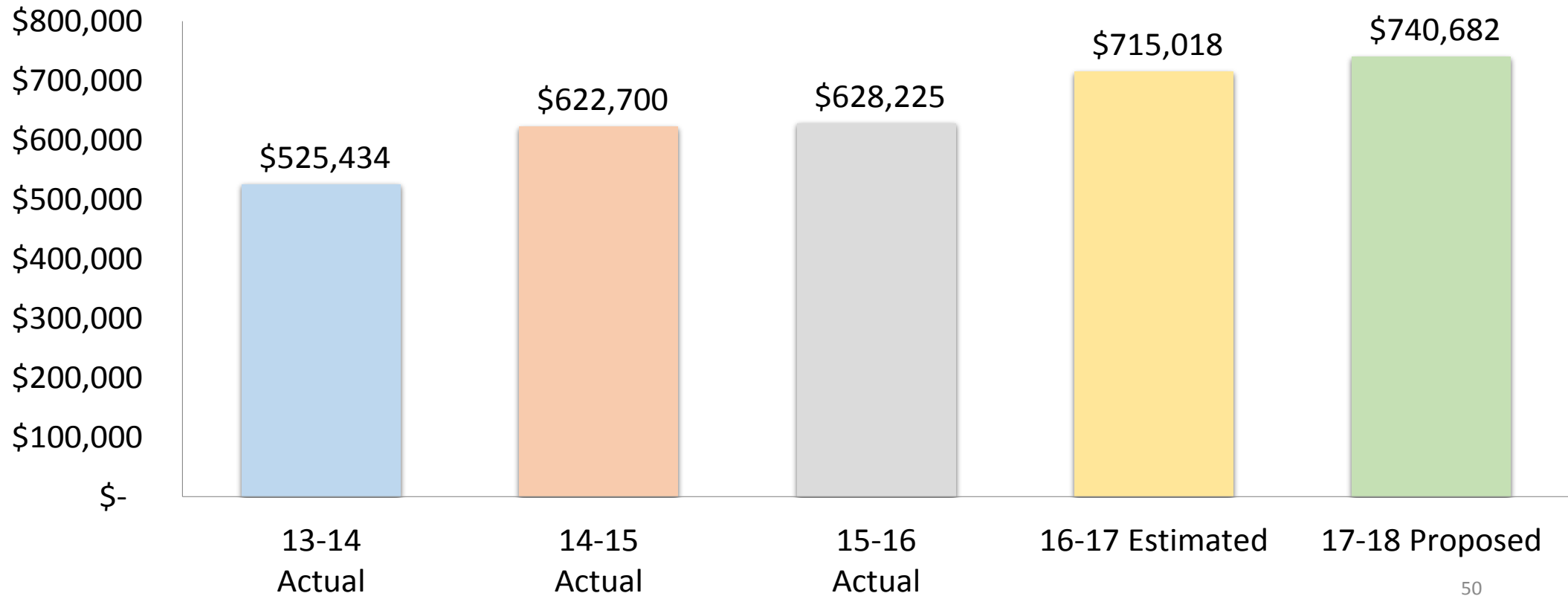


Revenue – Motor Vehicle License



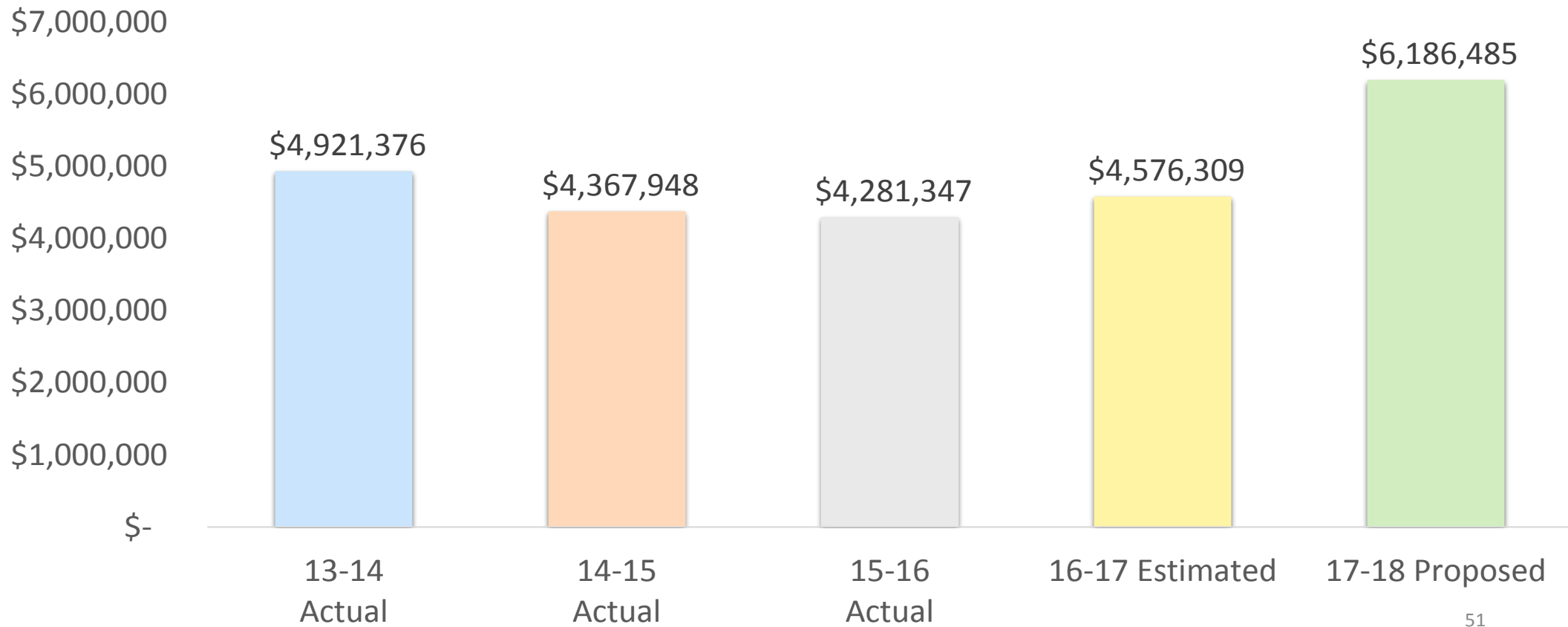


Revenue – Building & Planning



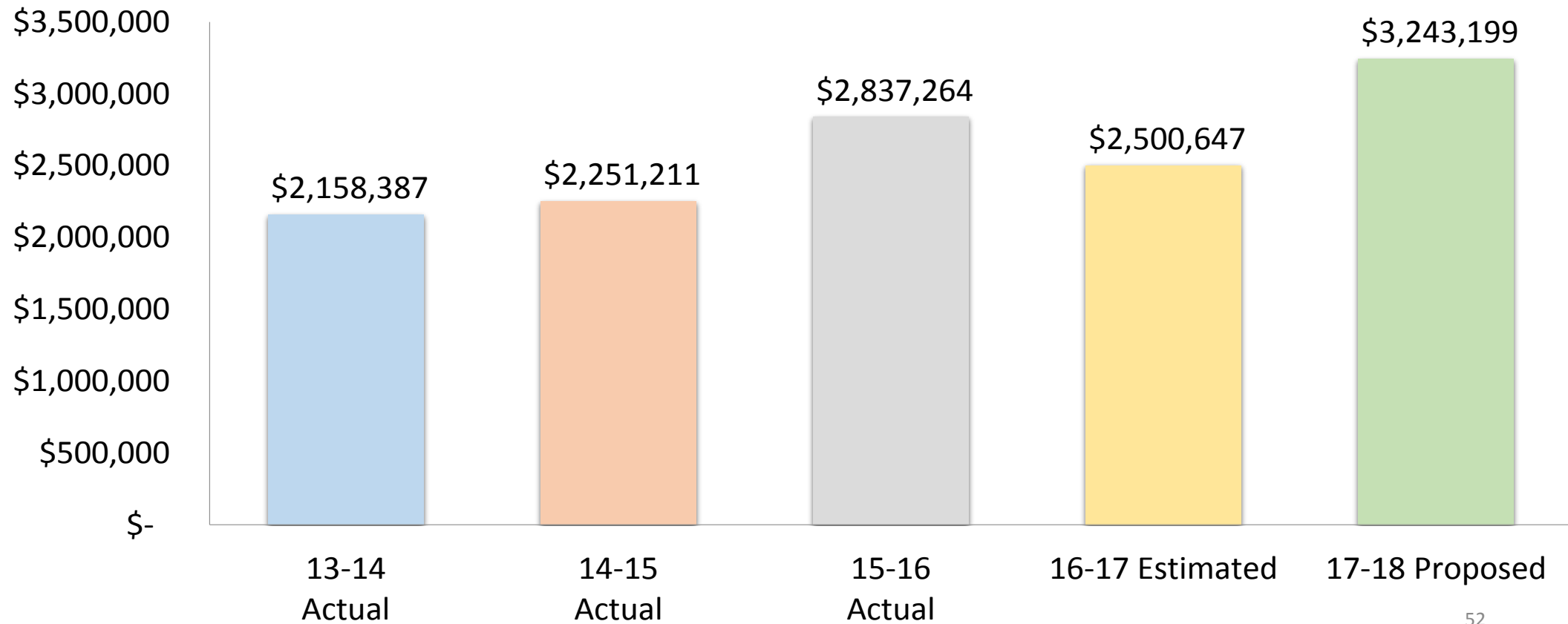


Revenue – Water Enterprise





Revenue – Wastewater Enterprise





Revenues by Fund Type

Fund Type	FY 16/17 Adopted	FY 16/17 Adjusted	FY 16/17 Estimated Year End	FY 17/18 Proposed	\$ Change	% Change
General Fund	10,636,834	11,875,291	11,790,469	12,897,453	1,106,984	9%
Water Fund	5,110,732	5,359,909	5,369,951	6,186,485	816,534	13%
Wastewater Fund	2,046,550	2,223,205	2,259,634	3,243,199	983,565	30%
Other	2,891,906	2,961,236	2,130,350	7,065,375	4,935,025	70%
TOTALS	20,686,022	22,419,641	21,550,404	29,392,512	7,842,108	27%



Expense/Revenue Overview General Fund

Department	FY 2016/17 Adopted	FY 2017/18 Proposed
Administrative Departments	\$3,979,372	\$5,080,910
Public Works	\$1,740,856	\$2,291,204
Public Safety	\$3,853,358	\$4,324,218
Community Services	\$1,017,443	\$1,168,213
TOTAL EXPENSES	\$10,591,030	\$12,864,545
TOTAL REVENUES	\$10,591,030	\$13,045,220
Net Difference	\$0	\$180,676



Final Budget Summary – General Fund

GF Beginning Fund Balance @ 7/1/2016		\$3,457,897
Estimated Revenue @ 6/30/17	\$11,149,462	
Estimated Expenses @ 6/30/17	(\$11,577,890)	
Estimated Revenues – Expenses @ 6/30/17	(\$428,428)	
Estimated Fund Balance @ 6/30/17		\$3,029,469
Estimated Revenue @ 6/30/18	\$13,045,220	
Estimated Expenses @ 6/30/18	(\$12,864,545)	
Estimated Revenues – Expenses @ 6/30/18	\$180,676	
Estimated Fund Balance @ 6/30/18		\$3,210,144
Estimated Reserve percentage		55 25%



Expense/Revenue Overview Water Fund

Department	FY 2016/17 Adopted	FY 2017/18 Proposed
Administrative Departments	\$1,583,459	\$1,816,982
Public Works	\$583,899	\$1,320,823
Water Distribution	\$685,931	\$584,913
Stonebridge	\$85,400	\$104,000
Water Treatment	\$2,183,426	\$2,359,767
TOTAL EXPENSES	\$5,122,115	\$6,186,485
TOTAL REVENUES	\$3,783,308	\$6,186,485
Net Difference	(\$1,338,807)	\$0



Final Budget Summary – Water Fund

Water Beginning Fund Balance @ 7/1/2016 (Net Pension Liability Removed)		\$5,582,446
Estimated Revenue @ 6/30/17	\$4,576,308	
Estimated Expenses @ 6/30/17	(\$5,369,951)	
Estimated Revenues – Expenses @ 6/30/17	(\$793,643)	
Estimated Fund Balance @ 6/30/17		\$4,788,803
Estimated Revenue @ 6/30/18	\$6,186,485	
Estimated Expenses @ 6/30/18	(\$6,186,485)	
Estimated Revenues – Expenses @ 6/30/18	\$0	
Estimated Fund Balance @ 6/30/18		\$4,788,803
Estimated Reserve percentage		57 89%



Expense/Revenue Overview Wastewater Fund

Department	FY 2016/17 Adopted	FY 2017/18 Proposed
Administrative Departments	\$783,259	\$954,372
Public Works	\$367,016	\$1,067,377
Wastewater Collection	\$133,625	\$151,938
Wastewater Treatment	\$774,033	\$1,069,512
TOTAL EXPENSES	\$2,057,933	\$3,243,199
TOTAL REVENUES	\$2,110,647	\$3,243,199
Net Difference	\$52,714	\$0

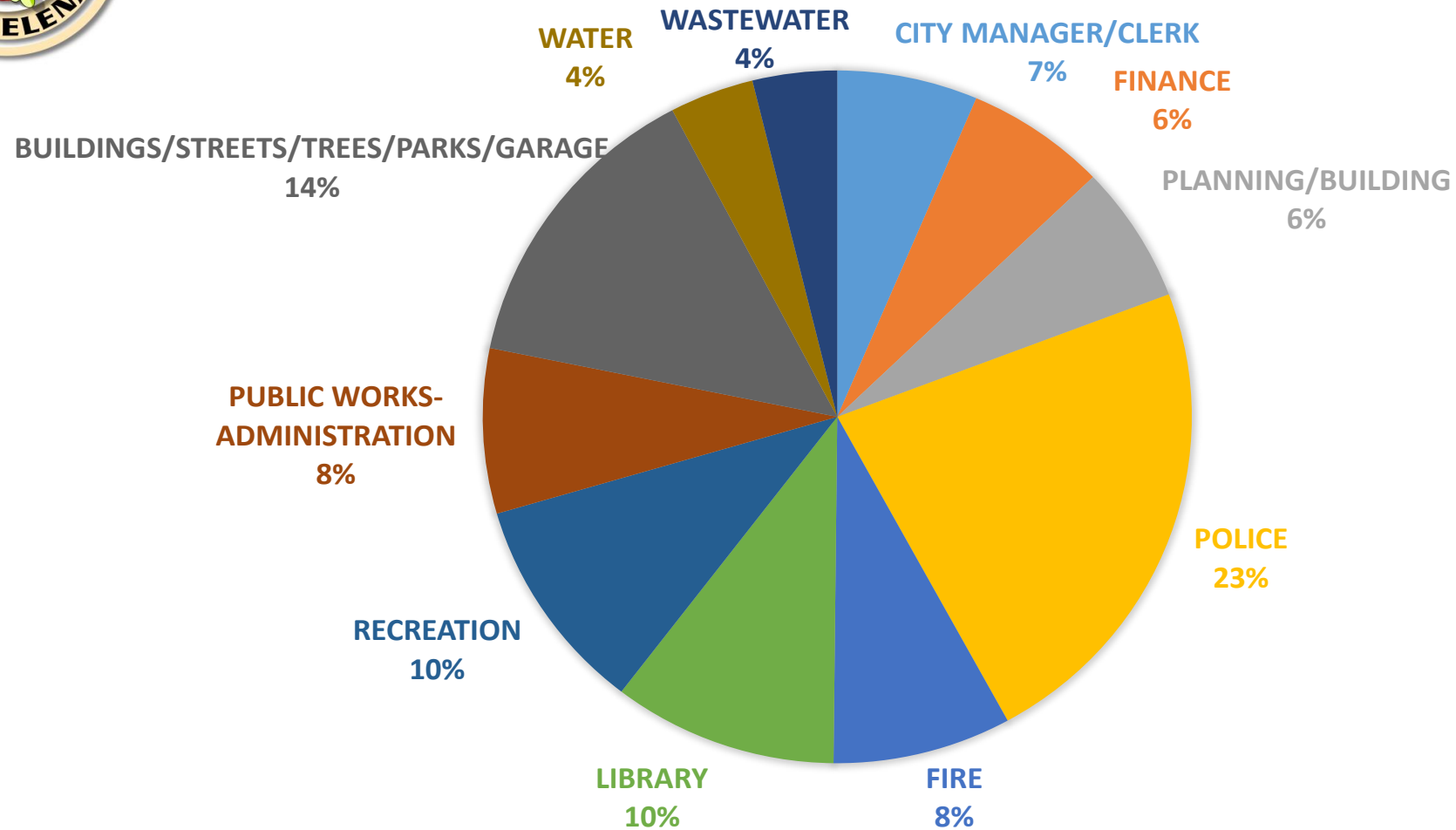


Final Budget Summary – Wastewater Fund

Wastewater Beginning Fund Balance @ 7/1/2016 (Net Pension Liability Removed)		\$1,174,602
Estimated Revenue @ 6/30/17	\$2,500,647	
Estimated Expenses @ 6/30/17	(\$2,259,634)	
Estimated Revenues – Expenses @ 6/30/17	\$241,013	
Estimated Fund Balance @ 6/30/17		\$1,415,615
Estimated Revenue @ 6/30/18	\$3,243,199	
Estimated Expenses @ 6/30/18	(\$3,243,199)	
Estimated Revenues – Expenses @ 6/30/18	\$0	
Estimated Fund Balance @ 6/30/18		\$1,415,615
Estimated Reserve percentage		59 63%



Staffing Summary





Department Budgets

CITY COUNCIL



City Administration – City Council

- Additional Expenses
 - \$90,000 CARE subsidy program for low income assistance
- Unmet Needs
 - FY 17/18 - \$110,600 in non-profit applications
 - FY 16/17 - \$70,100 requested, \$35,050 awarded (50%)



City Administration – City Council

	FY 16/17	FY 16/17	FY 16/17	FY 17/18
City Council Expense Summary	Adopted	Adjusted	Estimated Year End	Proposed
Salary	18,000	18,000	18,000	18,000
Benefits	141,807	141,806	101,806	66,647
Capital Equipment	-	-	-	-
Communications	1,900	1,900	1,900	1,900
Computer Equipment	2,500	2,500	2,500	1,000
Contracts	9,000	9,000	9,000	17,000
Contributions	35,050	35,050	35,050	90,000
Dept supplies/services	7,250	7,250	7,250	7,400
Training/Conference	5,170	5,170	5,170	12,100
Total Expenses	\$ 220,677	\$ 220,676	\$ 180,676	\$ 214,047



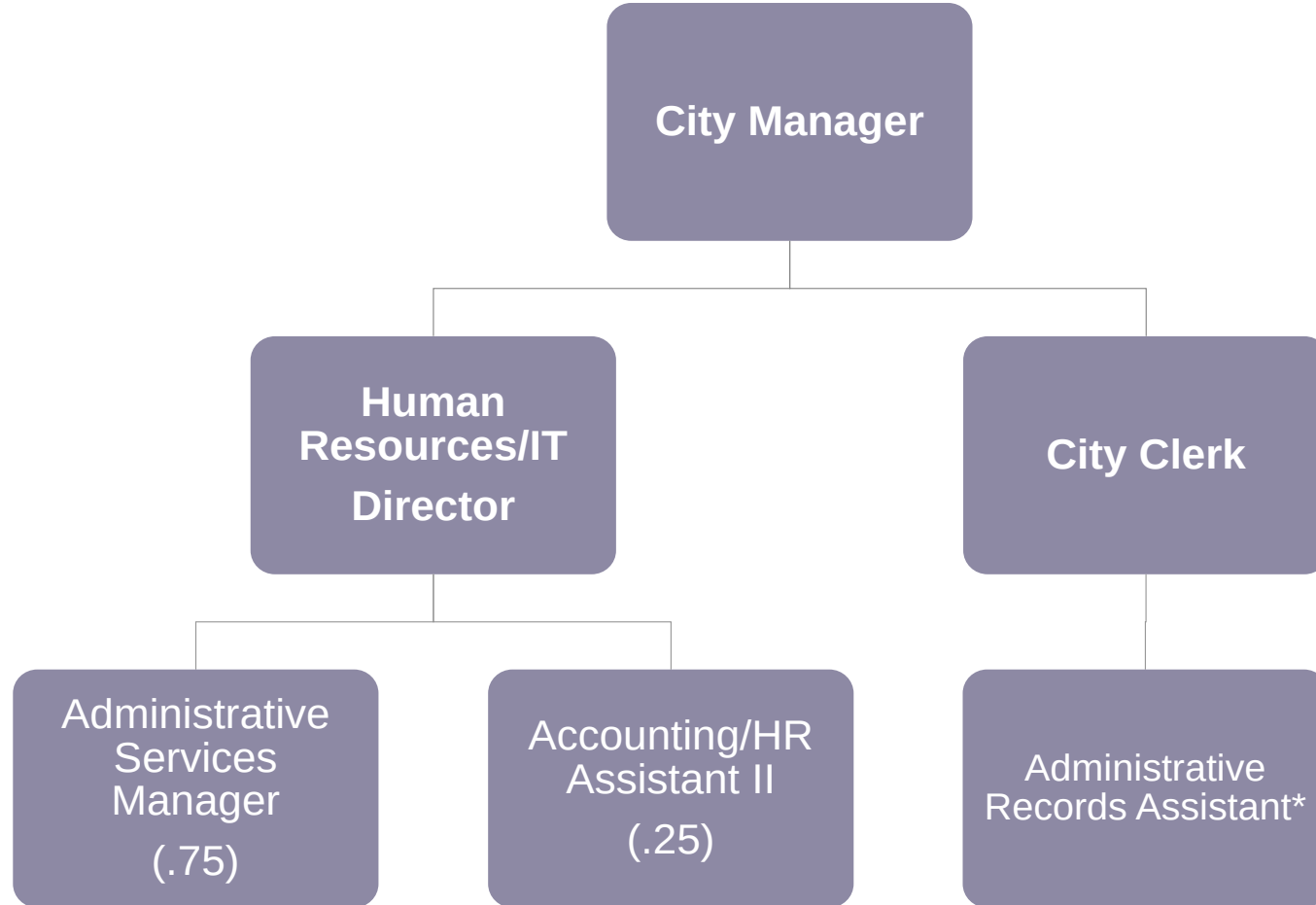
City Administration – City Council

		FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
City Council Expenses By Fund		Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
FUND DEPT							
101 4100	General Fund	159,903	124,714	172,180	172,179	132,179	188,653
561 4100	Water Enterprise	43,168	44,632	24,331	24,331	24,331	12,697
571 4100	Wastewater Enterprise	24,668	25,504	24,166	24,166	24,166	12,697
Total Expenses		\$ 227,738	\$ 194,849	\$ 220,677	\$ 220,676	\$ 180,676	\$ 214,047



Department Budgets

CITY MANAGER



City Manager's Office – 5 FTE *Addition of permanent position, currently limited term, fully benefited

Administrative Services Manager – .75 HR/IT and .25 Finance

Accounting/HR Assistant – .75 Finance and .25 HR/IT



City Administration – City Manager

- Additional Expenses
 - None



City Administration – City Clerk

- Additional Expenses
 - \$34,000 – Full-time permanent Administrative Records Assistant (current position is full-time, limited term)
 - \$19,800 – Public Facing Laserfiche Link*
 - \$3,600 – Boards, Commissions, and Committees Management Software*
 - \$9,000 – Scanners for Laserfiche*

*One time expenditure



City Administration – HR/IT Director

- Additional Expenses
 - \$80,010 – Moved IT Support Contract to HR/IT Budget from Finance and added one additional day per week support
 - \$50,000 – Citywide Compensation Study*
 - \$10,200 – HR Internship Program
 - \$2,000 – CalOpps Recruitment Software

*One time expenditure



City Administration – City Manager

	FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
	Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
City Manager/Clerk/HR Expense Summary						
Salary	296,099	479,958	529,282	571,490	541,490	660,667
Benefits	113,997	223,219	297,772	312,442	293,442	368,105
Capital Equipment	-	-	-	-	-	-
Communications	3,126	3,351	3,278	3,278	3,278	3,300
Computer Equipment	-	3,532	1,030	2,110	2,110	11,500
Contracts	32,515	112,655	49,216	54,216	54,216	194,210
Dept supplies/services	12,356	20,309	29,688	58,829	58,829	41,700
Election Expense	10,970	148	27,000	27,000	27,000	10,000
Equipment/Software Maintenance	-	4,050	4,248	4,248	4,248	16,500
Training/Conference	3,035	8,258	22,520	22,520	22,520	30,550
Total Expenses	\$ 496,571	\$ 852,929	\$ 941,268	\$ 1,033,367	\$ 984,367	\$ 1,336,532



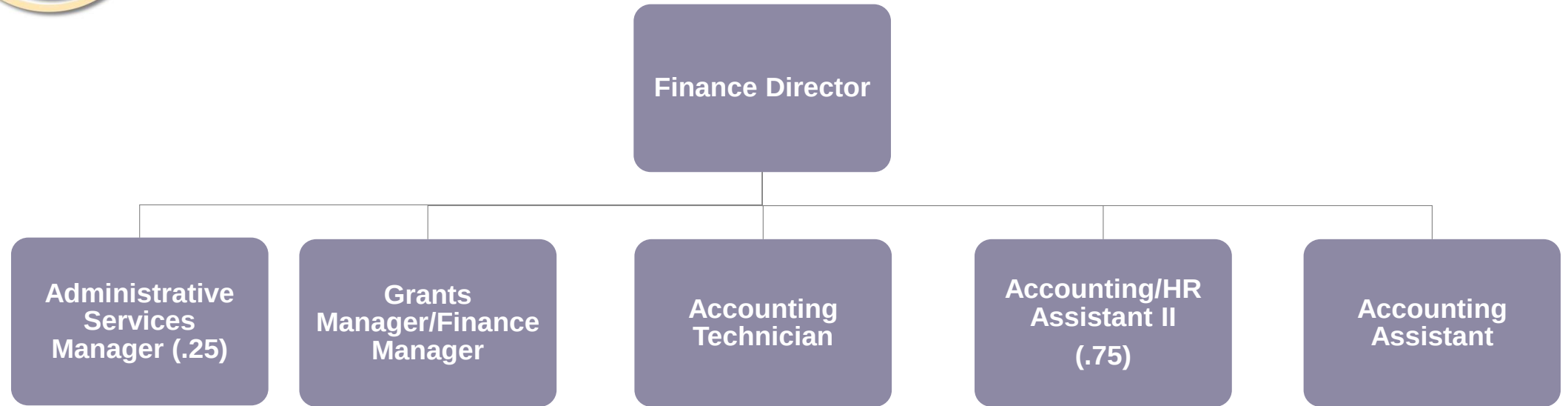
City Administration – City Manager

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
City Manager/Clerk/HR Expenses By Fund			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
FUND DEPT								
101	4200	General Fund	335,982	613,494	661,648	753,747	704,747	854,655
561	4200	Water Enterprise	57,399	122,884	139,710	139,710	139,710	241,289
571	4200	Wastewater Enterprise	78,876	116,552	139,910	139,910	139,910	240,588
Total Expenses			\$ 496,571	\$ 852,929	\$ 941,268	\$ 1,033,367	\$ 984,367	\$ 1,336,532



Department Budgets

FINANCE



Finance Department – 5 FTE

Administrative Services Manager – .75 HR/IT and .25 Finance

Accounting/HR Assistant II – .75 Finance and .25 HR/IT



City Administration – Finance

- Additional Expenses – Flood Control - \$261,900
 - \$50,000/year – Temporary to support remainder of flood control projects (estimated 3 years)
 - \$90,000 – Retag and box Wappo Artifacts*
 - \$10,000 – Incidental Take Permit*
 - \$65,000 – Conservation Easement*
 - \$31,900 – Maintenance and Monitoring – Remaining Contract*
 - \$15,000 – Surveyor*

*One time expenditures – transfer from General Fund to 235

74



City Administration – Finance

- Additional Expenses
 - \$3,000 – Desk set for Finance Department
 - \$12,000 – Overtime and Additional Assistance through Temp Agency
- Unmet Needs
 - \$40,000 – Business License Payments Online



City Administration – Finance

	FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
	Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Finance Expense Summary						
Salary	342,118	357,874	396,781	396,781	376,781	437,167
Benefits	208,770	189,254	221,800	221,732	206,232	203,587
Capital Equipment	-	-	-	-	-	-
Communications	2,147	1,399	1,935	1,935	1,735	2,000
Computer Equipment	-	5,060	1,350	2,205	2,205	4,500
Contracts	85,318	86,134	60,452	262,039	262,039	322,350
Dept supplies/services	84,660	104,994	89,497	89,497	87,497	98,638
Software/Equipment Maintenance	51,849	855	25,633	25,633	25,633	29,150
Training/Conference	2,588	7,012	9,880	9,880	9,880	14,741
Total Expenses	\$ 822,852	\$ 768,545	\$ 807,328	\$ 1,009,703	\$ 972,003	\$ 1,112,133



City Administration – Finance

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Finance Expenses By Fund								
FUND DEPT								
101	4300	General Fund	281,187	320,045	352,380	414,854	377,154	335,793
235	4300	Measure A	-	-	-	-	-	261,900
561	4300	Water Enterprise	303,258	239,106	250,547	301,504	301,504	281,083
571	4300	Wastewater Enterprise	193,978	196,627	204,402	254,947	254,947	233,357
216	4300	Public Safety Impact	-	1,753	-	6,400	6,400	-
713	4300	Civic Impact	-	1,753	-	6,400	6,400	-
733	4300	Capital Project Planning	44,429	2,250	-	-	-	-
740	4300	Traffic Mitigation Impact	-	1,753	-	6,400	6,400	-
742	4300	Storm Drain Improvement	-	1,753	-	6,400	6,400	-
764	4300	Water Impact	-	1,753	-	6,400	6,400	-
774	4300	Sewer Impact	-	1,753	-	6,400	6,400	-
Total Expenses			\$ 822,852	\$ 768,545	\$ 807,328	\$ 1,009,703	\$ 972,003	\$ 1,112,133



Department Budgets

CITY ATTORNEY



City Administration – City Attorney

- Changes in Budget
 - Litigation Costs for Water and Wastewater



City Administration – City Attorney

	FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
City Attorney Expense Summary	Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Billable Services	21,040	41,637	-	50,000	50,000	35,000
Contracts	670,803	743,674	395,000	720,000	720,000	425,000
Dept Supplies/Services	73	-	-	-	-	-
Litigation	155,334	94,251	247,037	197,037	197,037	430,000
Total Expenses	\$ 865,675	\$ 879,563	\$ 642,037	\$ 967,037	\$ 967,037	\$ 890,000



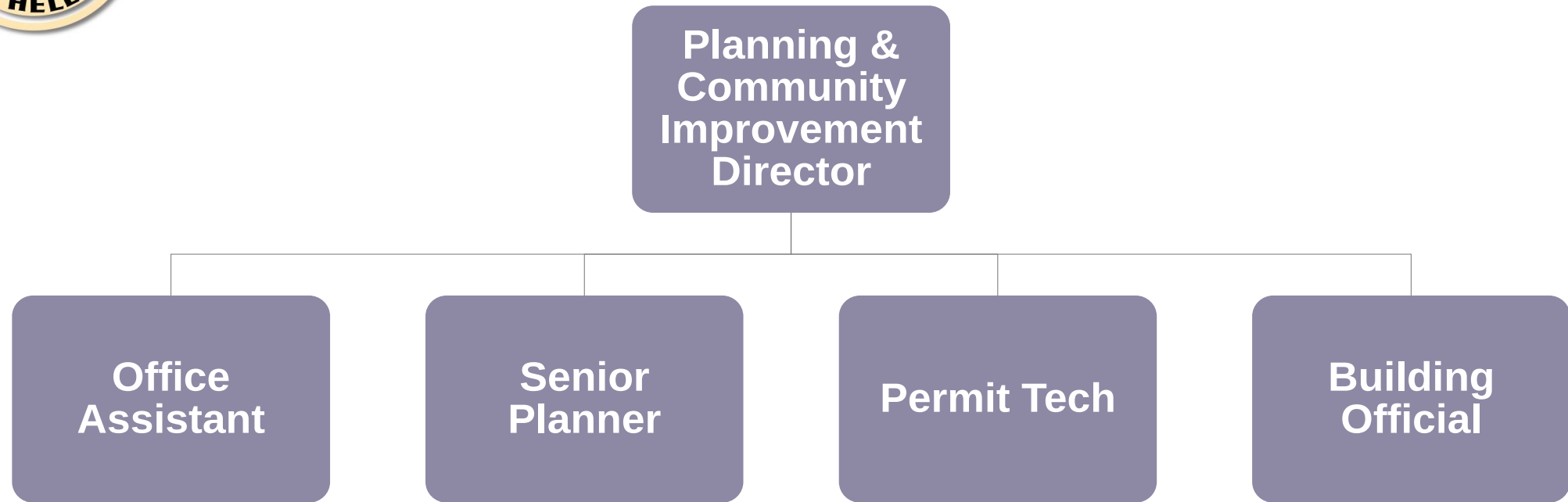
City Administration – City Attorney

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
City Attorney Expenses By Fund								
FUND DEPT								
101	4400	General Fund	692,574	640,851	582,037	772,037	772,037	670,000
235	4400	Measure A	-	-	-	-	-	-
561	4400	Water Enterprise	6,115	35,269	15,000	150,000	150,000	130,000
571	4400	Wastewater Enterprise	138,173	181,595	15,000	15,000	15,000	60,000
751	4400	Affordable Housing	10,388	21,848	30,000	30,000	30,000	30,000
Total Expenses			\$ 865,675	\$ 879,563	\$ 642,037	\$ 967,037	\$ 967,037	\$ 890,000



Department Budgets

PLANNING & BUILDING



Planning & Building Department – 5 FTE



City Administration – Planning & Building

- Additional Expenses
 - \$30,000 – New Vehicle for Department*
 - \$10,000 – Intern Program
 - \$20,000 – Increase in Salary for Building Official Position

*One time expenditure



City Administration – Planning & Building

	FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
Planning and Building Expense Summary	Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Salary	141,954	379,578	480,507	480,507	480,507	485,157
Benefits	57,325	164,924	222,471	222,471	222,471	251,159
Capital Equipment	-	-	-	-	-	30,000
Communications	1,836	2,673	2,116	2,116	2,116	2,200
Computer Equipment	1,773	-	2,500	2,500	2,500	3,000
Contracts	443,165	229,163	200,000	271,128	271,128	230,000
Dept supplies/services	9,777	18,414	32,600	32,600	32,600	33,000
Equipment/Software Maintenance	9,000	18,725	20,500	20,500	20,500	21,500
Training/Conference	2,713	4,289	10,750	10,750	10,750	12,000
Vehicle Maintenance	3,637	5,746	4,929	4,929	4,929	5,265
Total Expenses	\$ 689,672	\$ 844,830	\$ 976,373	\$ 1,047,501	\$ 1,047,501	\$ 1,073,281



City Administration – Planning & Building

	FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
Planning and Building Expenses By Fund	Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
FUND DEPT						
101 4500 General Fund	689,672	844,830	976,373	1,047,501	1,047,501	1,073,281
Total Expenses	\$ 689,672	\$ 844,830	\$ 976,373	\$ 1,047,501	\$ 1,047,501	\$ 1,073,281



Department Budgets

NON-DEPARTMENTAL



City Administration – Non-Departmental

- Additional Expenses
 - \$53,100 – Combined Non-Departmental, Public Works, and Fire Department Copier expenses into Non-Departmental
 - \$14,500 – Move all Charity Event Reimbursement to Non-Departmental
 - \$9,000 – Leak Adjustments
 - \$50,000 – Flood Control Capital Reserve (per SRF agreement)
 - \$261,900 – Transfer to 235 for Flood Related Expenses



City Administration – Non-Departmental

- Additional Expenses (continued)
 - Recreation – Additional Recreation Position
 - \$25,869 – 41.51% increase for Liability and Property Insurance
 - \$100,000 – Transfer to Vehicle Replacement Fund
 - \$200,000 – Transfer to Building Maintenance/Replacement
 - \$5,250,640 – Payment to SRF – based on Measure A drawdown*

*One time expenditures



City Administration – Non-Departmental

	FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
	Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Non-Departmental Expense Summary						
Benefits	795	-	-	-	-	14,250
Capital Equipment	10,990	47,768	-	-	-	-
Chamber of Commerce	171,270	210,000	210,000	210,000	210,000	210,000
Communications	7,413	3,498	4,600	4,600	4,600	5,000
Computer Equipment	39,282	64,754	16,927	8,209	8,209	6,000
Contracts	205,712	109,307	111,300	111,300	111,300	55,100
Contributions & County Partnerships	97,482	125,986	129,600	129,600	132,600	145,100
Debt Payments	1,183,337	1,591,103	3,102,813	3,102,371	2,271,618	6,815,740
Dept supplies/services	315,309	345,236	381,168	390,054	390,054	473,310
Equipment Lease	16,756	18,595	20,792	20,792	20,792	29,100
Equipment/Software Maintenance	19,177	9,057	10,500	11,918	11,918	1,500
Facility Rental	10,850	250	11,000	11,000	11,000	15,500
Litigation Settlements	428,171	-	-	-	-	-
Property/Liability Insurance	280,281	232,424	300,739	300,766	300,766	326,608
Restitution Account	-	11,046	10,000	7,511	7,511	10,000
Training/Conference	346	-	-	-	-	-
Transfers to other funds	4,160,663	1,142,291	395,208	1,149,617	1,149,617	1,235,598
Vehicle Maintenance	3,637	5,746	-	-	-	-
Web Support	-	1,182	3,000	6,300	12,900	-
Total Expenses	\$ 6,951,471	\$ 3,918,241	\$ 4,707,647	\$ 5,464,038	\$ 4,642,884	\$ 9,342,806



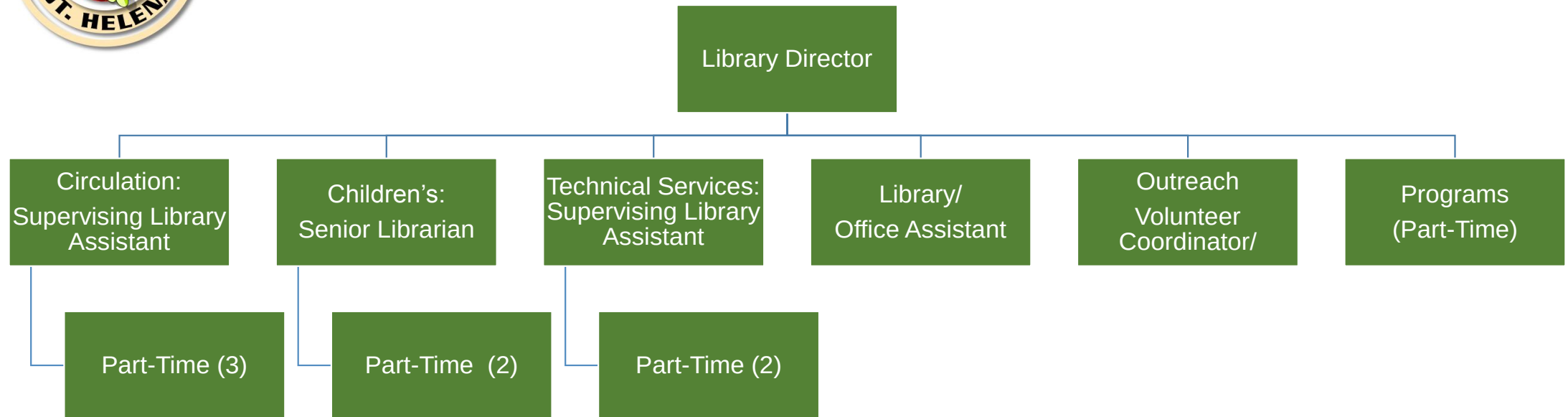
City Administration – Non-Departmental

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Non-Departmental Expenses By Fund								
FUND DEPT								
101	4000	General Fund	2,662,612	2,031,453	1,284,754	1,964,765	1,964,765	1,958,528
225	4000	Gas Tax 2105	28,660	-	-	-	-	-
226	4000	Gas Tax 2106	20,550	-	-	-	-	-
227	4000	Gas Tax 2107	42,450	-	-	-	-	-
228	4000	Gas Tax 2107.5	2,030	-	-	-	-	-
229	4000	Gas Tax 2103	65,430	-	-	-	-	-
235	4000	Measure A	526,000	-	1,358,000	1,358,000	526,805	5,400,640
290	4000	Tourism Improvement District	277,543	320,351	352,913	352,913	352,913	423,496
384	4000	Tweed Trust	166,240	-	-	-	-	-
420	4000	1996 GO Bonds	182,843	184,131	180,094	180,094	180,094	500
561	4000	Water Enterprise	1,265,826	733,608	1,142,488	1,136,191	1,146,233	1,151,913
571	4000	Wastewater Enterprise	1,668,913	559,288	388,398	471,075	471,075	407,730
592	4000	Equipment Replacement	32,748	56,432	-	-	-	-
740	4000	Traffic Mitigation Impact	-	2,766	-	-	-	-
751	4000	Affordable Housing	9,627	30,212	1,000	1,000	1,000	-
Total Expenses			\$ 6,951,471	\$ 3,918,241	\$ 4,707,647	\$ 5,464,038	\$ 4,642,884	\$ 9,342,806



Department Budgets

Library



**Library - 6 Full-Time & Several Part-Time
Volunteers - 20**



Library

- Additional Expenses
 - \$40,000 – Rewiring of cabling system in library**
 - \$30,000 – Part-time employees placed in General fund
 - \$7,000 – Reupholster Furniture*
 - Increase in SPLASH Contract Amount

*One time expenditures

**One time expenditure & \$20,000 is reimbursed through a grant



Library

	FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 16/17
Library Expense Summary	Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Salary	647,572	471,420	491,136	491,136	491,136	523,222
Benefits	319,830	288,978	291,926	291,926	291,926	267,065
Capital Equipment	-	-	-	-	-	-
Communications	6,860	5,687	6,000	6,000	6,000	12,300
Computer Equipment	-	7,040	6,450	6,450	6,450	47,000
Contracts	73,945	89,639	82,327	84,217	84,217	97,000
Dept supplies/services	31,940	35,182	33,100	33,095	33,095	44,450
Equipment/Software Maintenance	16,160	11,948	15,015	15,015	15,024	15,350
Library Materials	133,021	101,253	77,852	100,240	100,240	108,275
Training/Conference	3,018	2,629	2,100	3,100	3,100	6,100
Utilities	40,494	42,740	39,000	39,000	39,000	45,000
Total Expenses	\$ 1,272,840	\$ 1,056,515	\$ 1,044,905	\$ 1,070,178	\$ 1,070,187	\$ 1,165,762



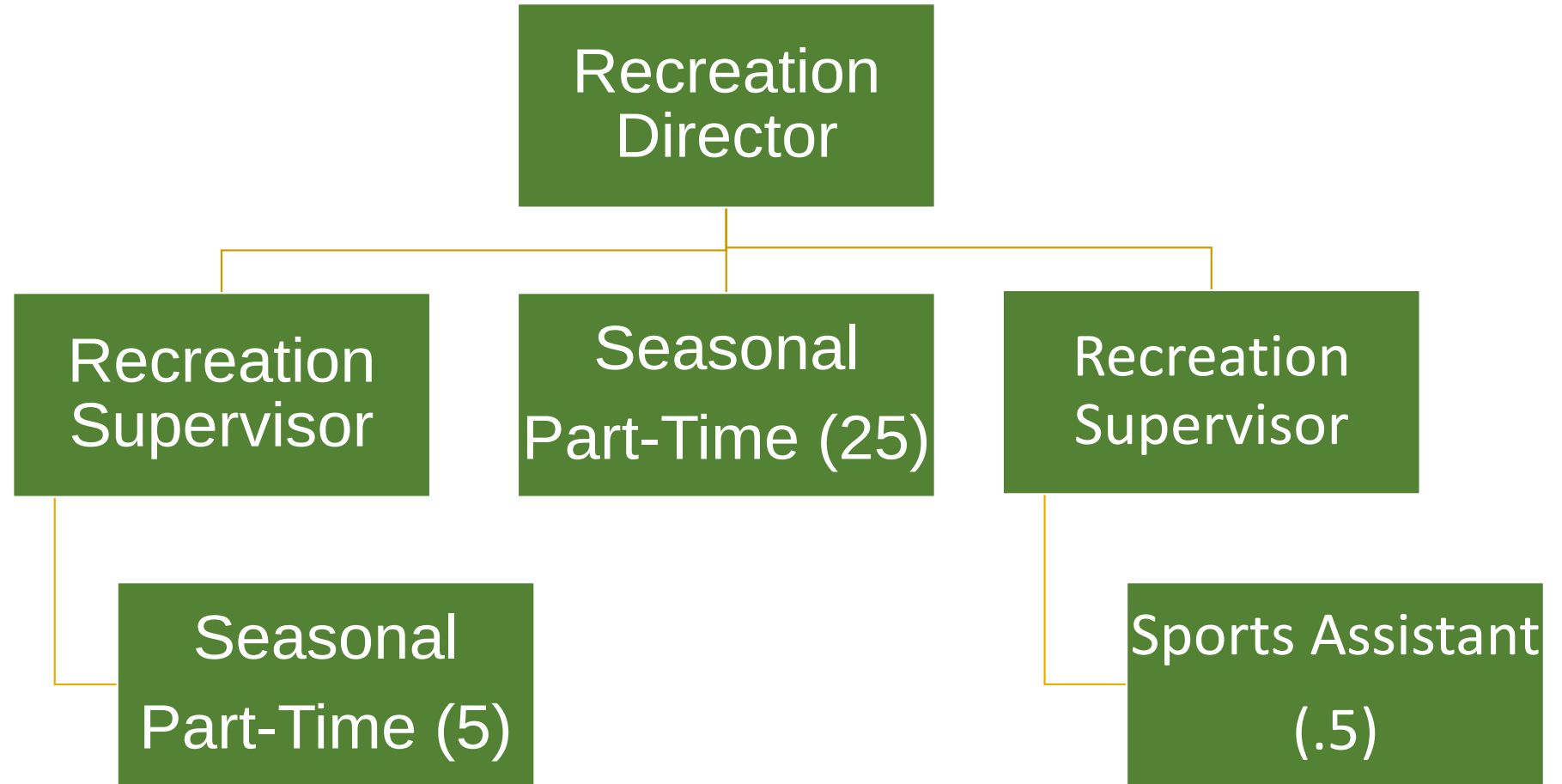
Library

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
Library Expenses By Fund			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
FUND DEPT								
101	4600	General Fund	1,040,972	799,320	842,177	845,067	845,067	963,687
218	4600	PLF State Grant	438	10,353	-	-	-	3,200
219	4600	CLSA State Grant	114,956	9,391	-	-	-	7,350
220	4600	Napa Valley Now	10,968	-	-	-	-	-
380	4600	Friends and Foundation	88,896	142,493	135,000	134,995	134,995	134,250
381	4600	Ryan Library Trust	-	7,040	7,000	7,000	7,009	-
382	4600	Martin Trust	1,325	8,982	1,400	1,400	1,400	-
384	4600	Tweed Trust	15,286	78,936	59,328	81,716	81,716	57,275
		Total Expenses	\$ 1,272,840	\$ 1,056,515	\$ 1,044,905	\$ 1,070,178	\$ 1,070,187	\$ 1,165,762



Department Budgets

Recreation



Recreation – 3.5 FTE
30+/- Seasonable
Volunteers 65 +/-



Recreation

- Additional Expenses
 - \$20,000 - Covering half of the firework expenses for 4th of July show
 - Addition of a Supervisor position approved on March 28, 2017 by City Council
 - Increasing enrollment in programs (program costs are offset by revenues)



Recreation

- Unmet Need
 - Reconstruction of tennis courts - \$150,000
 - Use of \$80,000 from the Park Impact Fee account
 - Collection of \$35,000 from community fundraising
 - Contribution from the General Fund of \$35,000*

*Project will only go forward if \$35,000 is raised through community fundraising



Recreation

	FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
	Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Recreation Expense Summary						
Salary	213,240	222,911	285,116	283,716	283,716	324,293
Benefits	108,001	114,816	128,028	128,026	128,026	188,652
Communications	5,078	5,699	5,650	5,650	5,650	6,700
Computer Equipment	-	881	1,200	1,200	1,200	1,200
Contracts	29,837	103,092	102,600	93,600	93,600	109,000
Dept supplies/services	58,081	72,145	107,478	112,710	112,710	113,981
Training/Conference	469	135	4,000	4,000	4,000	6,300
Utilities	352	209	450	450	450	450
Tennis Court Maintenance	3,813	3,227	4,000	4,000	4,000	4,000
Total Expenses	\$ 418,872	\$ 523,116	\$ 638,521	\$ 633,352	\$ 633,352	\$ 754,576



Recreation

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Recreation Expenses By Fund								
FUND	DEPT							
101	4728	General Fund	87,522	90,131	175,265	175,264	175,264	204,526
280	4728	Teen Center*	163,573	161,613	118,988	118,988	118,988	104,801
286	4728	Bocce Ball	27,026	22,813	40,028	40,028	40,028	42,553
287	4728	Harvest Festival	-	-	12,650	12,650	12,650	12,800
288	4728	4th of July	-	-	45,300	45,300	45,300	45,300
289	4728	Recreation Program**	138,847	176,804	246,291	241,122	241,122	344,596
Total Expenses			\$ 418,872	\$ 523,116	\$ 638,521	\$ 633,352	\$ 633,352	\$ 754,576

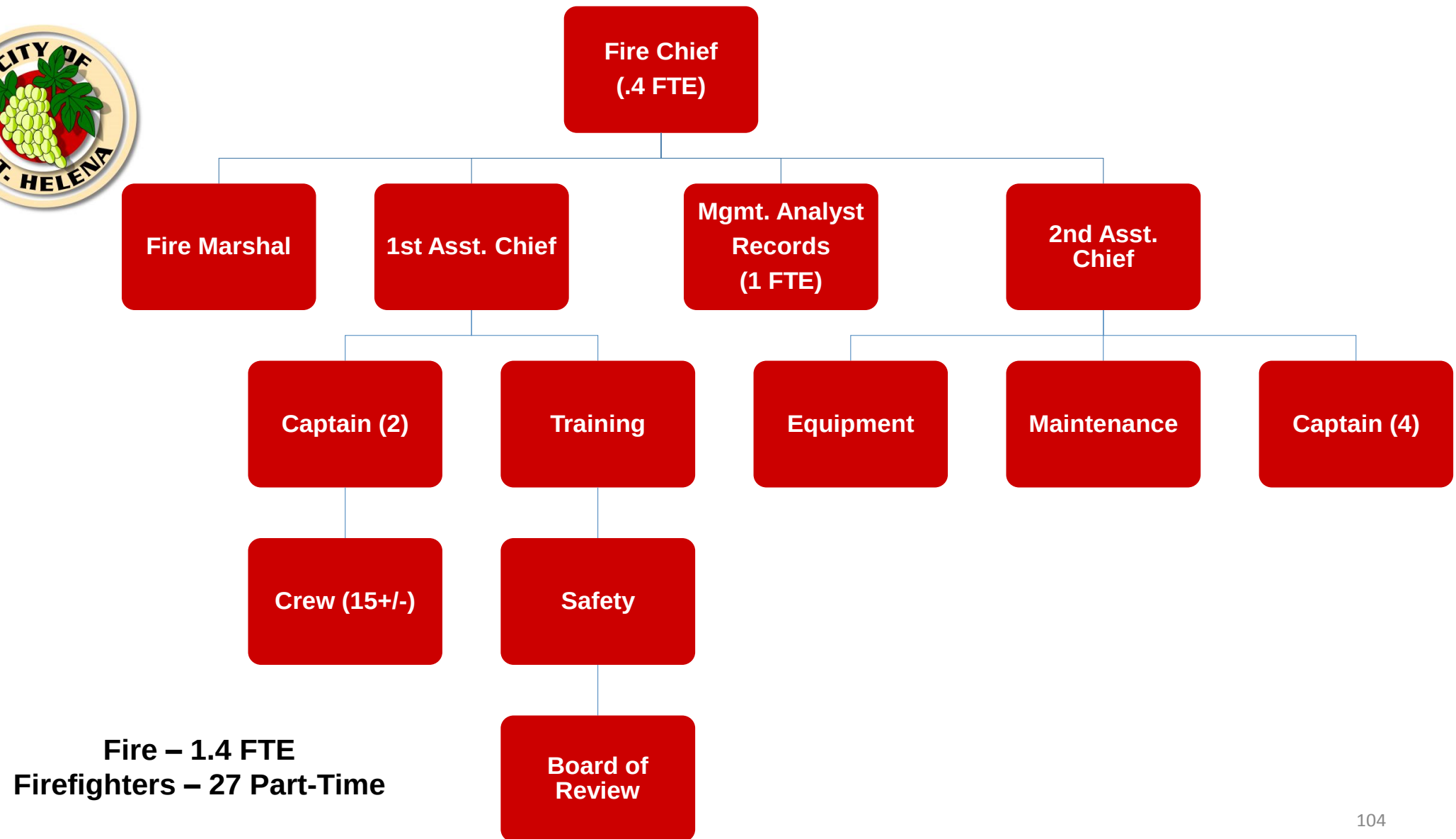
*Teen Center is 100% General Funded. Broken into a separate fund for expense tracking purposes

**Recreation Program is supplemented by the General Fund - transfer listed in Non-Departmental #101-4000-2999. Amount transferred is total cost of Recreation program less projected revenues for 289



Department Budgets

Fire





Fire

- Additional Expenses
 - \$20,000 – Fire Station #2 annual lease and utilities
 - \$9,600 – Rental of WWTP Grounds for Training
 - \$10,000 – Purchase 2 Radio Repeater*
 - \$20,000 – Radio Replacement*
 - \$30,000 – Fire Hose Replacement*

*One time expenditures



Fire

- Additional Expenses
 - \$11,200 – Increase Fire Marshal Hours
 - \$39,600 – Increase in Fire Chief Hours to 2 days per week
 - 3% increase in Firefighter pay



Fire

	FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
Fire Expense Summary	Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Salary	84,917	241,228	372,526	372,526	372,526	458,149
Benefits	88,644	77,775	136,491	136,491	136,491	180,524
Communications	24,279	18,584	20,000	20,000	20,000	50,000
Computer Equipment	2,485	848	4,000	5,524	5,524	-
Contracts	235,451	120,262	35,300	35,300	35,300	36,800
Dept supplies/services	70,829	106,421	61,310	58,696	58,696	86,110
Fire Inspection Professional Fees	501	-	-	-	-	-
Software Maintenance	630	744	6,750	6,750	6,750	6,000
Strike Team	95,848	174,078	-	-	-	-
Training/Conference	656	3,981	8,000	15,200	15,200	17,600
Utilities	22,806	25,883	24,000	24,000	24,000	30,000
Vehicle/Equipment Maintenance	55,426	51,081	101,450	112,137	112,137	123,500
Total Expenses \$	682,471	\$ 820,883	\$ 769,827	\$ 786,624	\$ 786,624	\$ 988,683



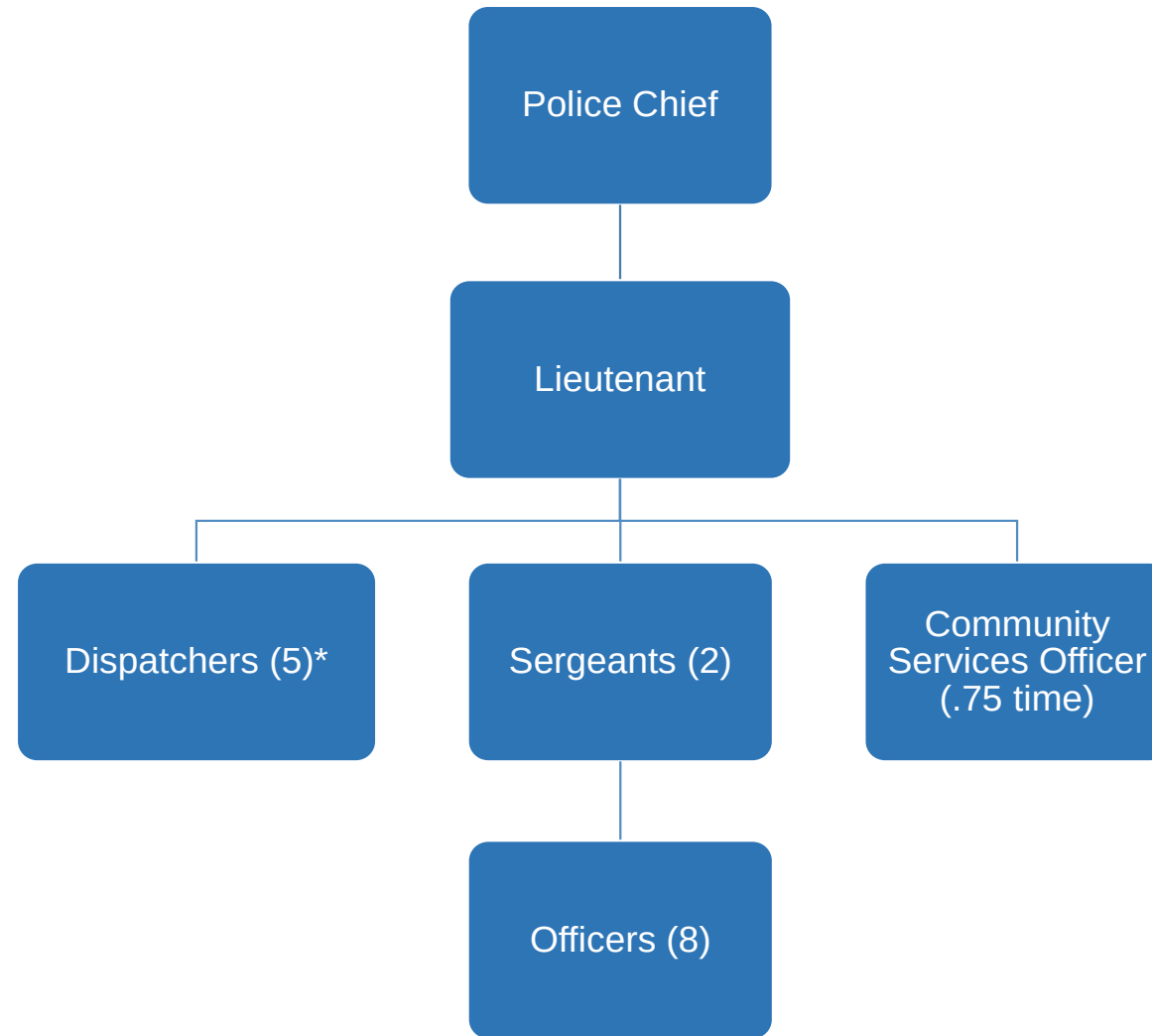
Fire

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
Fire Expenses By Fund			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
FUND DEPT								
101	4800	General Fund	682,471	820,883	769,827	786,624	786,624	988,683
Total Expenses			\$ 682,471	\$ 820,883	\$ 769,827	\$ 786,624	\$ 786,624	\$ 988,683



Department Budgets

Police



Police – 17.75 FTE

*Additional Dispatcher Position



Police

- Additional Expenses
 - Additional expenses related to Lieutenant position added by City Council
 - \$80,000 – Requesting an additional Dispatcher position be added
 - \$5,000 – Wireless Panic Button for City Hall*
 - \$4,000 – Senior Volunteer Program Start Up Costs
 - \$40,000 – Patrol Car*
 - \$6,000 – Body Camera Program
 - \$14,000 – RIMS (erroneously left out of previous budget)
 - \$5,000 – AVETEC (erroneously left out of previous budget)

*One time expenditures



Police

	FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
Police Expense Summary	Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Salary	1,642,515	1,487,393	1,693,914	1,693,914	1,643,914	1,898,115
Benefits	1,251,748	1,088,484	1,268,128	1,268,128	1,228,128	1,230,767
Capital Equipment	3,728	27,711	-	35,000	35,000	40,000
Communications	21,175	21,969	19,000	19,000	19,000	19,000
Computer Equipment	6,788	2,159	5,000	6,000	6,000	6,000
Contracts	131,620	111,648	121,200	121,200	121,200	146,700
Dept Supplies/Services	29,193	62,888	50,200	58,034	58,034	65,500
Equipment/Software Maintenance	4,665	44	600	600	600	600
Training/Conference	23,434	15,528	15,000	15,843	15,843	15,000
Vehicle Maintenance	33,853	52,756	49,289	49,289	49,289	52,653
Total Expenses	\$ 3,148,718	\$ 2,870,580	\$ 3,222,331	\$ 3,267,008	\$ 3,177,008	\$ 3,474,335



Police

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
FUNDDEPT								
101	4900	General Fund	3,034,128	2,713,604	3,083,531	3,121,031	3,031,031	3,335,535
224	4900	Public Safety (COPS)	106,600	150,321	131,800	132,643	132,643	131,800
238	4900	Training Development Fund	5,990	5,976	6,000	6,000	6,000	6,000
279	4900	Asset Forfeiture	2,000	678	1,000	7,334	7,334	1,000
Total Expenses			\$ 3,148,718	\$ 2,870,580	\$ 3,222,331	\$ 3,267,008	\$ 3,177,008	\$ 3,474,335



Department Budgets

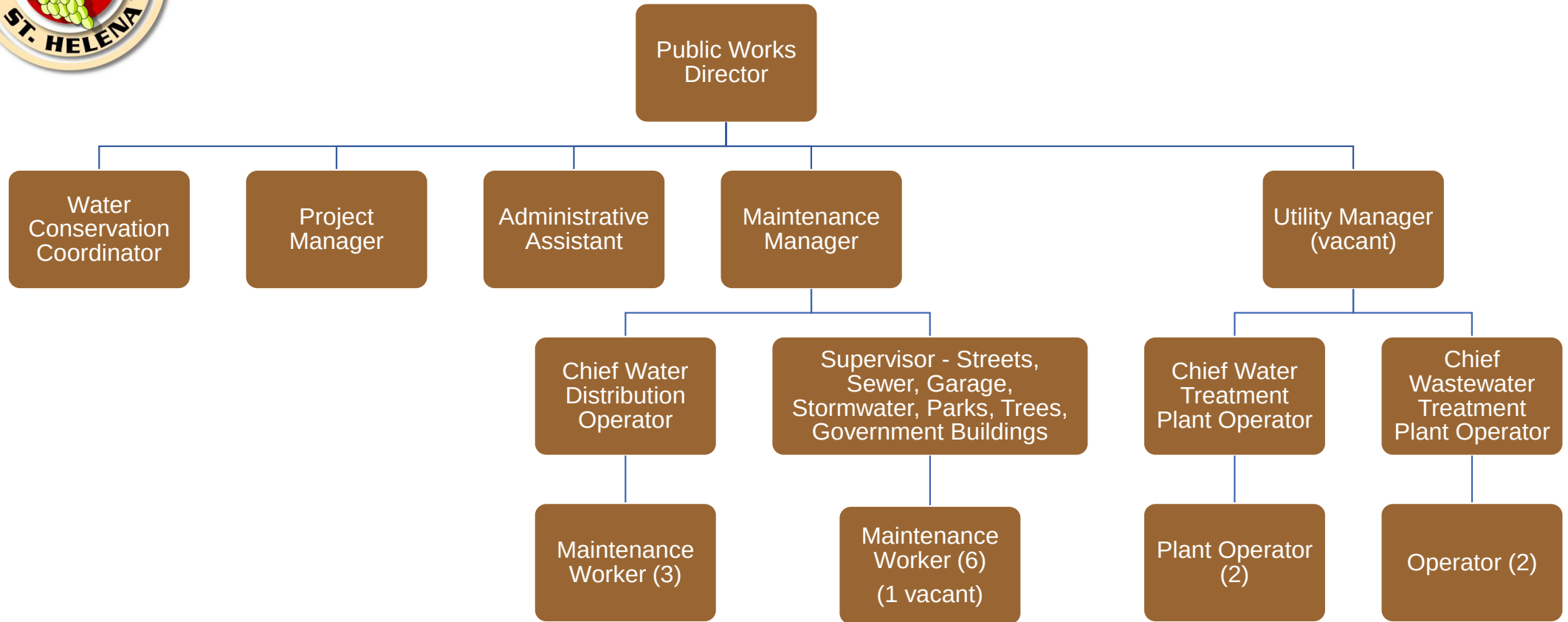
Public Works



Department Budgets

Public Works - Operations

- Administration
- Government Buildings
- Storm Drains
- Streets
- Trees
- Parks
- City Garage



Public Works – 24 FTE



Public Works - Administration

- Additional Expenses
 - \$213,000 – Transfer to CIP – ADA Transition Plan*
 - \$708,135 – Transfer to Water CIP
 - \$679,564 – Transfer to Wastewater CIP

*Costs each year for the first 5 years



Public Works - Administration

	FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
	Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Public Works Admin Expense Summary						
Salary	328,081	461,025	574,915	574,915	574,915	610,550
Benefits	142,892	239,499	329,144	329,144	327,144	351,785
Capital Equipment	(43,305)	(65,326)	-	-	-	-
Communications	8,004	4,025	4,980	4,980	4,980	5,600
Computer Equipment	1,893	613	1,500	1,500	1,500	1,500
Contracts	86,453	148,410	293,000	385,312	385,312	355,000
Dept supplies/services	80,668	58,301	86,915	86,915	86,915	87,205
Programs	1,555	15,866	15,000	17,618	17,618	15,000
Software Maintenance	269	293	498	498	498	500
Training/Conference	1,325	2,860	13,050	13,050	13,050	13,275
Transfer to Other Funds	-	-	-	-	-	1,600,699
Vehicle/Equipment Maintenance	10,340	16,193	14,787	14,787	14,787	15,796
Total Expenses	\$ 618,175	\$ 881,759	\$ 1,333,789	\$ 1,428,719	\$ 1,426,719	\$ 3,056,910



Public Works – Administration

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
FUND DEPT								
101	5000	General Fund	217,123	289,855	382,874	449,642	447,642	668,710
561	5000	Water Enterprise	248,457	337,962	583,899	600,221	600,221	1,320,823
571	5000	Wastewater Enterprise	152,571	248,742	367,016	378,856	378,856	1,067,377
763	5000	Water Capital Projects	-	2,700	-	-	-	-
Total Expenses			\$ 618,175	\$ 881,759	\$ 1,333,789	\$ 1,428,719	\$ 1,426,719	\$ 3,056,910



Public Works – Government Buildings

- Additional Expenses
 - \$105,000 – Miscellaneous Repairs to Buildings
 - Fire Station Carpet Replacement
 - LED Upgrade at Fire Station
 - Police Department Interview Room
 - Carnegie Window Repair
 - Library Roof Repair
 - Teen Center/Rental Repair
 - Miscellaneous Repairs to Buildings



Public Works – Government Buildings

	FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
Government Buildings Expense Summary	Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Salary	321	23,670	22,646	22,646	15,646	15,646
Benefits	154	12,631	11,769	11,769	10,069	8,057
Communications	17,974	19,558	18,989	18,989	17,989	20,000
Contracts	118,920	103,188	139,145	147,436	147,436	226,500
Dept supplies/services	10,546	10,527	13,400	13,400	13,400	21,400
Equipment/Software Maintenance	5,893	5,969	5,000	5,000	5,000	5,000
Utilities	89,423	90,049	85,000	85,000	85,000	85,000
Total Expenses	\$ 243,231	\$ 265,592	\$ 295,949	\$ 304,240	\$ 294,540	\$ 381,603



Public Works – Government Buildings

	FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
Government Buildings Expenses By Fund	Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
FUND DEPT						
101 5006 General Fund	243,231	265,592	295,949	304,240	294,540	381,603
Total Expenses	\$ 243,231	\$ 265,592	\$ 295,949	\$ 304,240	\$ 294,540	\$ 381,603



Public Works – Storm Drains

	FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
Storm Drains Expense Summary	Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Salary	59,719	64,699	51,210	51,210	51,210	56,578
Benefits	27,409	29,942	24,850	24,850	24,850	29,918
Contracts	6,600	-	104,912	104,912	104,912	108,200
Dept supplies/services	30,314	50,100	34,974	34,974	34,974	37,250
Total Expenses	\$ 124,041	\$ 144,742	\$ 215,946	\$ 215,946	\$ 215,946	\$ 231,946



Public Works – Storm Drains

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
Storm Drains Expenses By Fund			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
FUND DEPT								
101	5013	General Fund	124,041	144,742	215,946	215,946	215,946	231,946
Total Expenses			\$ 124,041	\$ 144,742	\$ 215,946	\$ 215,946	\$ 215,946	\$ 231,946



Public Works – Streets

- Additional Expenses
 - \$17,500 – Radar Sign
 - \$250,000 – Transfer to CIP for Road Maintenance



Public Works – Streets

	FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
Streets Expense Summary	Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Salary	50,006	55,283	51,210	51,210	51,210	61,894
Benefits	39,299	28,197	24,123	24,123	24,123	33,582
Capital Equipment	1,857	1,000	-	-	-	-
Communications	1,612	1,188	1,500	1,500	1,500	1,500
Computer Equipment	485	-	500	500	500	500
Contracts	388	188	-	-	-	500
Dept supplies/services	24,573	14,719	15,090	18,295	18,295	288,800
Equipment/Software Maintenance	28,048	19,201	31,000	30,500	30,500	31,000
Training/Conference	576	60	435	935	935	1,600
Utilities	70,164	73,538	80,880	80,880	80,880	81,000
Vehicle Maintenance	23,473	37,105	44,360	44,360	44,360	47,387
Total Expenses	\$ 240,482	\$ 230,479	\$ 249,098	\$ 252,303	\$ 252,303	\$ 547,763



Public Works – Streets

	FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
Streets Buildings Expenses By Fund	Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
FUND DEPT						
101 5015 General Fund	240,482	230,479	249,098	252,303	252,303	547,763
Total Expenses	\$ 240,482	\$ 230,479	\$ 249,098	\$ 252,303	\$ 252,303	\$ 547,763



Public Works – Trees

	FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
Tree City Expense Summary	Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Salary	9,072	9,468	9,166	9,166	9,166	7,245
Benefits	4,731	5,067	4,738	4,738	4,738	4,328
Tree Expenses	339	590	21,500	25,176	25,176	25,200
Contracts	2,584	21,400	40,500	50,540	50,540	40,500
Dept supplies/services	882	903	975	975	975	1,000
Equipment Maintenance	11,213	11,536	18,800	18,800	18,800	18,800
Training/Conference	435	325	1,220	1,220	1,220	1,600
Total Expenses	\$ 29,256	\$ 49,290	\$ 96,899	\$ 110,615	\$ 110,615	\$ 98,673



Public Works – Trees

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
Tree City Expenses By Fund			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
FUND DEPT								
283	5026	Tree City USA	29,256	49,290	96,899	110,615	110,615	98,673
Total Expenses			\$ 29,256	\$ 49,290	\$ 96,899	\$ 110,615	\$ 110,615	\$ 98,673



Public Works – Parks

	FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
Parks Expense Summary	Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Salary	321,785	264,048	245,077	245,077	205,077	165,180
Benefits	198,815	172,194	169,223	169,223	140,223	111,026
Capital Equipment	2,272	1,774	-	-	-	-
Communications	798	537	700	700	700	700
Contracts	2,337	203	-	800	800	800
Dept supplies/services	27,915	23,311	20,650	21,175	21,175	21,350
Equipment Maintenance	12,372	11,848	20,500	23,600	23,600	20,500
Training/Conference	4,626	2,555	-	2,870	2,870	3,300
Utilities	101,210	102,370	112,000	112,000	112,000	112,000
Vehicle Maintenance	16,861	26,698	24,645	24,645	24,645	26,326
Total Expenses	\$ 688,992	\$ 605,540	\$ 592,795	\$ 600,090	\$ 531,090	\$ 461,182



Public Works – Parks

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
Parks Expenses By Fund			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
FUND DEPT								
101	5027	General Fund	688,992	605,540	592,795	600,090	531,090	461,182
Total Expenses			\$ 688,992	\$ 605,540	\$ 592,795	\$ 600,090	\$ 531,090	\$ 461,182



Public Works – Garage

	FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
	Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
City Garage Expense Summary						
Salary	714	54,527	42,710	42,710	42,710	50,078
Benefits	329	28,043	24,123	24,123	24,123	29,363
Communications	-	-	-	-	-	-
Dept supplies/services	2,539	422	5,695	5,695	5,695	5,700
Equipment Maintenance	1,287	-	-	-	-	-
Vehicle Maintenance	109,228	93,074	134,487	134,487	134,487	136,000
Total Expenses	\$ 114,106	\$ 176,802	\$ 207,015	\$ 207,015	\$ 207,015	\$ 221,141



Public Works – Garage

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
FUND DEPT								
582	5037	City Garage	114,106	176,802	207,015	207,015	207,015	221,141
		Total Expenses	\$ 114,106	\$ 176,802	\$ 207,015	\$ 207,015	\$ 207,015	\$ 221,141



Department Budgets

Water Enterprise



Department Budgets

Water Enterprise

- Water Distribution
- Stonebridge Wells
- Water Treatment



Public Works – Water Distribution

- Additional Expenses
 - \$21,000 – VFD Replacement*
 - \$25,000 – Pump Replacement*

*One time expenditures



Public Works – Water Distribution

	FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
Water Distribution Expense Summary	Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Salary	240,419	276,642	305,111	305,111	305,111	213,463
Benefits	173,252	175,763	185,527	185,527	185,527	143,824
Capital Equipment	-	11,293	21,000	21,000	21,000	46,000
Communications	1,593	1,070	1,650	1,650	1,650	1,650
Computer Equipment	-	-	2,000	2,000	2,000	2,000
Contracts	17,872	12,890	14,000	14,000	14,000	15,000
Dept supplies/services	52,160	47,355	61,098	61,098	61,098	64,250
Equipment Maintenance	4,906	1,598	1,650	1,650	1,650	2,900
Training/Conference	2,843	4,612	7,480	7,480	7,480	7,500
Utilities	54,166	51,633	61,770	61,770	61,770	62,000
Vehicle Maintenance	16,861	26,639	24,645	24,645	24,645	26,326
Total Expenses	\$ 564,071	\$ 609,495	\$ 685,931	\$ 685,931	\$ 685,931	\$ 584,913



Public Works – Water Distribution

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
Water Distribution Expenses By Fund			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
FUND DEPT								
561	5031	Water Enterprise	564,071	609,495	685,931	685,931	685,931	584,913
Total Expenses			\$ 564,071	\$ 609,495	\$ 685,931	\$ 685,931	\$ 685,931	\$ 584,913



Public Works – Stonebridge

	FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
Stonebridge Wells Expense Summary	Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Capital Equipment	-	-	-	-	-	7,000
Communications	1,839	1,316	1,800	1,800	1,800	1,900
Contracts	3,662	1,997	1,300	2,488	2,488	7,100
Dept supplies/services	11,453	9,176	12,800	21,727	21,727	16,500
Equipment Maintenance	295	1,479	15,500	15,500	15,500	16,500
Utilities	48,145	45,430	54,000	54,000	54,000	55,000
Total Expenses	\$ 65,394	\$ 59,399	\$ 85,400	\$ 95,515	\$ 95,515	\$ 104,000



Public Works – Stonebridge

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
Stonebridge Wells Expenses By Fund			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
FUND DEPT								
561	5032	Water Enterprise	65,394	59,399	85,400	95,515	95,515	104,000
Total Expenses			\$ 65,394	\$ 59,399	\$ 85,400	\$ 95,515	\$ 95,515	\$ 104,000



Public Works – Water Treatment

- Additional Expenses
 - Increase in Process Chemicals
 - \$20,000 – Flocculator Gear Drive*
 - \$35,000 – Vehicle*
 - \$40,000 – 10” Flow Regulating Glove Valve*
 - \$40,000 – Repair 10” Clearwell Fill Pipe Clamp*

*One time expenditures



Public Works – Water Treatment

	FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
Water Treatment Expense Summary	Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Salary	245,814	270,302	262,543	268,543	268,543	283,500
Benefits	132,388	137,536	152,077	152,077	152,077	184,821
Capital Equipment	14,505	4,276	115,000	115,000	115,000	148,000
Chemicals	46,053	27,308	68,300	76,756	76,756	80,000
Communications	5,957	6,362	6,000	6,000	6,000	6,500
Computer Equipment	53	1,145	2,000	2,000	2,000	2,000
Contracts	19,966	18,270	35,500	37,921	37,921	35,500
Dept supplies/services	41,584	43,872	44,400	42,287	42,287	46,400
Equipment Maintenance	39,948	46,899	68,800	97,116	97,116	97,150
Purchased Water	1,272,770	1,309,917	1,349,019	1,349,019	1,349,019	1,390,000
Training/Conference	3,009	1,020	5,600	5,600	5,600	5,600
Utilities	58,290	58,558	58,000	58,000	58,000	63,000
Vehicle Maintenance	10,963	16,214	16,187	16,187	16,187	17,296
Total Expenses	\$ 1,891,299	\$ 1,941,681	\$ 2,183,426	\$ 2,226,506	\$ 2,226,506	\$ 2,359,767

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Public Works – Water Treatment

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
Water Treatment Expenses By Fund			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
FUND DEPT								
561	5034	Water Fund	1,891,299	1,941,681	2,183,426	2,226,506	2,226,506	2,359,767
Total Expenses			\$ 1,891,299	\$ 1,941,681	\$ 2,183,426	\$ 2,226,506	\$ 2,226,506	\$ 2,359,767



Department Budgets

Wastewater Enterprise



Department Budgets

Wastewater Enterprise

- Wastewater Collection
- Wastewater Treatment



Public Works – Wastewater Collections

	FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
Wastewater Collection Expense Summary	Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Salary	127,042	83,768	66,965	66,965	66,965	75,358
Benefits	64,443	42,273	36,211	36,211	36,211	42,465
Capital Equipment	-	116,855	-	-	-	-
Communications	244	254	400	400	400	400
Dept supplies/services	9,693	11,939	13,350	13,350	13,350	14,050
Equipment Maintenance	2,222	723	7,800	7,800	7,800	7,800
Training/Conference	1,163	254	970	970	970	1,600
Utilities	2,795	3,833	3,000	3,000	3,000	5,000
Vehicle Maintenance	3,637	5,746	4,929	4,929	4,929	5,265
Total Expenses	\$ 211,237	\$ 265,644	\$ 133,625	\$ 133,625	\$ 133,625	\$ 151,938



Public Works – Wastewater Collections

			FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
Wastewater Collection Expenses By Fund			Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
FUND DEPT								
571	5020	Wastewater Enterprise	211,237	265,644	133,625	133,625	133,625	151,938
Total Expenses			\$ 211,237	\$ 265,644	\$ 133,625	\$ 133,625	\$ 133,625	\$ 151,938



Public Works – Wastewater Treatment

- Additional Expenses
 - \$50,000 – Pond #5 Levee Repair*
 - \$2,200 – Computer/Printer Replacement*
 - Increase in Process Chemicals
 - \$45,000 – Vehicle Replacement*
 - \$100,000 – Chlorine Line Replacement

*One time expenditures



Public Works – Wastewater Treatment

	FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
Wastewater Treatment Expense Summary	Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
Salary	196,829	257,975	254,843	254,843	254,843	317,690
Benefits	114,659	125,275	128,653	128,653	128,653	168,226
Capital Equipment	817	10,930	100,000	77,761	77,761	145,000
Communications	3,111	1,904	3,000	3,000	3,000	3,200
Computer Equipment	-	1,192	2,200	2,200	2,200	2,200
Contracts	96,106	40,715	25,000	32,127	32,127	75,000
Dept supplies/services	23,574	29,460	34,850	34,850	34,850	38,400
Equipment Maintenance	76,835	121,272	90,000	58,135	58,135	80,000
Training/Conference	2,171	3,185	3,700	3,700	3,700	4,000
Penalties and Fines	-	290,177	-	15,000	15,000	-
Chemicals	6,356	22,918	25,000	88,571	125,000	125,000
Utilities	80,171	84,518	90,000	90,000	90,000	93,000
Vehicle Maintenance	18,558	22,593	16,787	16,787	16,787	17,796
Total Expenses	\$ 619,188	\$ 1,012,116	\$ 774,033	\$ 805,626	\$ 842,055	\$ 1,069,512



Public Works – Wastewater Treatment

		FY 14/15	FY 15/16	FY 16/17	FY 16/17	FY 16/17	FY 17/18
		Actual	Actual	Adopted	Adjusted	Estimated Year End	Proposed
FUND DEPT							
571	5029 Wastewater	619,188	1,012,116	774,033	805,626	842,055	1,069,512
	Total Expenses	\$ 619,188	\$ 1,012,116	\$ 774,033	\$ 805,626	\$ 842,055	\$ 1,069,512



Summaries



Expense/Revenue Overview

Department	General Fund	Water	Wastewater
Administrative Departments	\$5,080,910	1,816,982	\$954,372
Public Works	\$2,291,204	\$1,320,823	\$1,067,377
Water/Wastewater	\$0	\$3,048,680	\$1,221,450
Public Safety	\$4,324,218	\$0	\$0
Community Service	\$1,168,213	\$0	\$0
TOTAL EXPENSES	\$12,864,545	\$6,186,485	\$3,243,199
TOTAL REVENUES	\$13,045,220	\$6,186,485	\$3,243,199
Net Difference	\$180,676	\$0	\$0



Summary of Additional Expenses

City Council

- \$90,000 - CARE subsidy program**

City Clerk

- \$34,000 – Change limited term Administrative Records Assistant to permanent position
- \$19,800 – Public Facing Laserfiche Link*
- \$3,600 – Boards, Commissions, and Committees Management Software*
- \$9,000 – Scanners for Laserfiche*

HR/IT

- \$80,100 – Moved IT support contract from Non-Departmental to HR/IT
- \$50,000 – Citywide Compensation Study*
- \$10,200 – HR Internship Program
- \$2,000 – CalOpps Recruitment Software



Summary of Additional Expenses

Finance

- \$261,900 – Flood Control Project (most 1 time costs)
- \$3,000 – Desk Set
- \$12,000 – Overtime and Temporary Assistance

Planning & Building

- \$30,000 – New Vehicle
- \$10,000 – Intern Program
- \$20,000 – Increase in Salary for Building Official Position**



Summary of Additional Expenses

Non-Departmental

- \$53,100 – Copier Costs Moved to Non-Departmental
- \$14,500 – Charity Event Reimbursements Moved to Non-Departmental
- \$9,000 – Leak Adjustments**
- \$50,000 – Flood Control Capital Reserve Fund
- \$261,900 – Transfer to 235 for Flood Related Expenses*
- \$25,869 – 41.51% Increase for Liability and Property Insurance
- \$100,000 – Transfer to Vehicle Replacement Fund
- \$200,000 – Transfer to Building Maintenance/Replacement
- \$5,25,0640 – Payment to SRF



Summary of Additional Expenses

Library

- \$40,000 – Rewiring of Cabling System
- \$30,000 – Part-time Employees
- \$7,000 – Reupholster Furniture
- Increase in SPLASH Contract Amount

Recreation

- \$20,000 – Fireworks Show
- Addition of Supervisor Position**
- Increased Enrollment in Programs



Summary of Additional Expenses

Fire

- \$20,000 – Fire Station #2
- \$9,600 – Rental of WWTP Grounds for Training**
- \$10,000 – Purchase 2 Radio Repeaters*
- \$20,000 – Radio Replacement*
- \$30,000 – Fire Hose Replacement*
- \$11,200 – Increase Fire Marshal Hours
- \$39,600 – Increase Fire Chief Hours to 2 days per week
- 3% Increase in Firefighter Pay



Summary of Additional Expenses

Police

- Lieutenant Position*
- \$80,000 – Additional Dispatcher
- \$5,000 – Wireless Panic Button*
- \$4,000 – Senior Volunteer Program
- \$40,000 – Patrol Car*
- \$6,000 – Body Camera Program
- \$14,000 – RIMS (erroneously left out of previous budget)
- \$5,000 – AVETEC (erroneously left out of previous budget)



Summary of Additional Expenses

Public Works

- \$213,000 – Transfer to CIP – ADA Transition Plan**
- \$708,135 – Transfer to Water CIP
- \$679,564 – Transfer to Wastewater CIP
- \$105,000 – Miscellaneous Repairs to City Buildings
- \$17,500 – Radar Sign*
- \$250,000 – Transfer to CIP for Road Maintenance



Summary of Additional Expenses

Water Distribution

- \$21,000 – VFD Replacement*
- \$25,000 – Pump Replacement*

Water Treatment

- Increase in Process Chemicals
- \$20,000 – Flocculator Gear Drive*
- \$35,000 – Vehicle*
- \$40,000 – 10” Flow Regulation Glove Valve*
- \$40,000 – Repair 10” Clearwell Fill Pipe Clamp



Summary of Additional Expenses

Wastewater Treatment

- Increase in Process Chemicals
- \$50,000 – Pond #5 Levee Repair*
- \$2,200 – Computer/Printer Replacement*
- \$45,000 – Vehicle Replacement*
- \$100,000 – Chlorine Line Replacement



City Council Direction

- \$110,600 Non-Profit Funding Requests
- General Recommendations