



Town of Moraga, CA

Fiscal Year 2014 – 2015 Adopted Operating & Capital Improvement Budgets, Five-Year Financial Plan and Five-Year Capital Improvement Program





FY 2014-15 Adopted Budget & Five-Year Financial Plan

Elected Officials

Ken Chew, Mayor

Roger Wykle, Vice Mayor

Phil Arth, Councilmember

Dave Trotter, Councilmember

Michael Metcalf, Councilmember

Audit and Finance Committee

Bradley Ward, Town Treasurer

Ken Chew, Mayor

Phil Arth, Councilmember

Tim Freeman, Committee Member

Robert Kennedy, Committee Member

Town Manager

Jill Keimach

Department Directors

Shawna Brekke-Read, Planning Director

Stephanie Hom, Administrative Services Director

Jay Ingram, Parks and Recreation Director

Edric Kwan, Public Works Department Director/Town Engineer

Marty McInturf, Town Clerk

Robert Priebe, Chief of Police

Prepared by the Administrative Services Department



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BUDGET MESSAGE

June 11, 2014

To: Honorable Mayor and Councilmembers

From: Jill Keimach, Town Manager

Last year, it was with measured optimism that we presented the FY 2013/14 budget. This Five-Year Financial Plan and FY 2014/15 budget, while balanced, is somewhat less optimistic. Although the state budget and the statewide media indicate the economy is improving and we can see evidence of it locally through a significant increase in residential housing applications, the state budget directly benefits from an upturn in the economy, while the Town of Moraga does not. The state is largely financed by personal income taxes and, in addition, the state is enjoying a temporary tax increase approved by voters in 2012, the same year Moraga voters passed Measure K for infrastructure improvements. While the sales taxes for both the state and Moraga were general taxes without legal restrictions, we have chosen to treat those funds very differently. State legislators are debating whether to allocate the state's budget surplus to debt repayment or universal pre-kindergarten or health services. Moraga has set aside those funds for infrastructure improvements and continues to be limited by relatively flat property and basic sales taxes that are not as responsive to economic upturns.

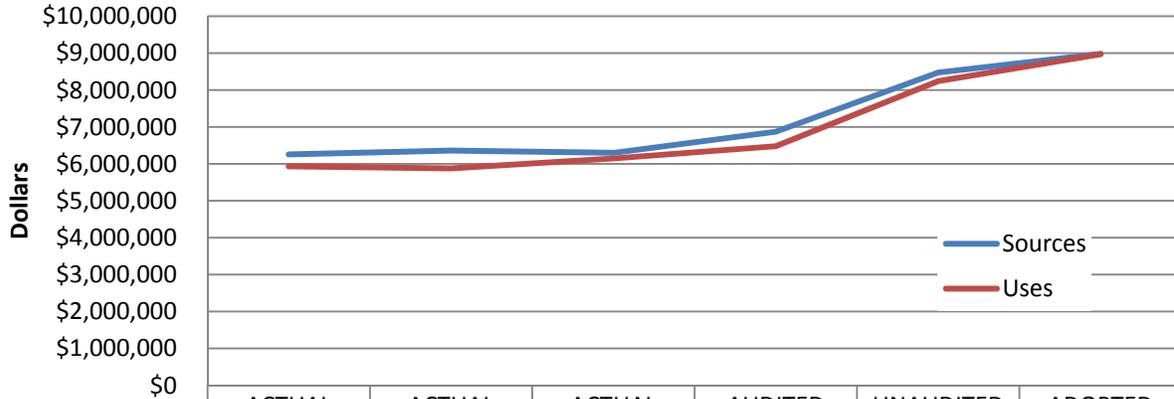
Consequently, this FY 2014/15 budget - while balanced - is projecting financially tight times ahead. The Town not only faces very modest revenue growth but we also face escalating costs for retirement, health care, and an increase in staff time and resources required to bring considerably larger pavement projects through the public bid and construction processes, further burdening the general fund.

With the exception of the new local sales tax, the historical trends in revenue over the past five years shown in Chart 1 below illustrates a relatively flat rate of increase which must be matched with an equally flat rate of expenditures. While revenue has declined or remained flat, health care and pension costs have increased between 6-19% yearly, requiring a tighter budget on discretionary expenditures.



Chart 1. Historical Trend of General Fund All Sources and Uses

Historical Trend of General Fund Sources and Uses - Operating Programs



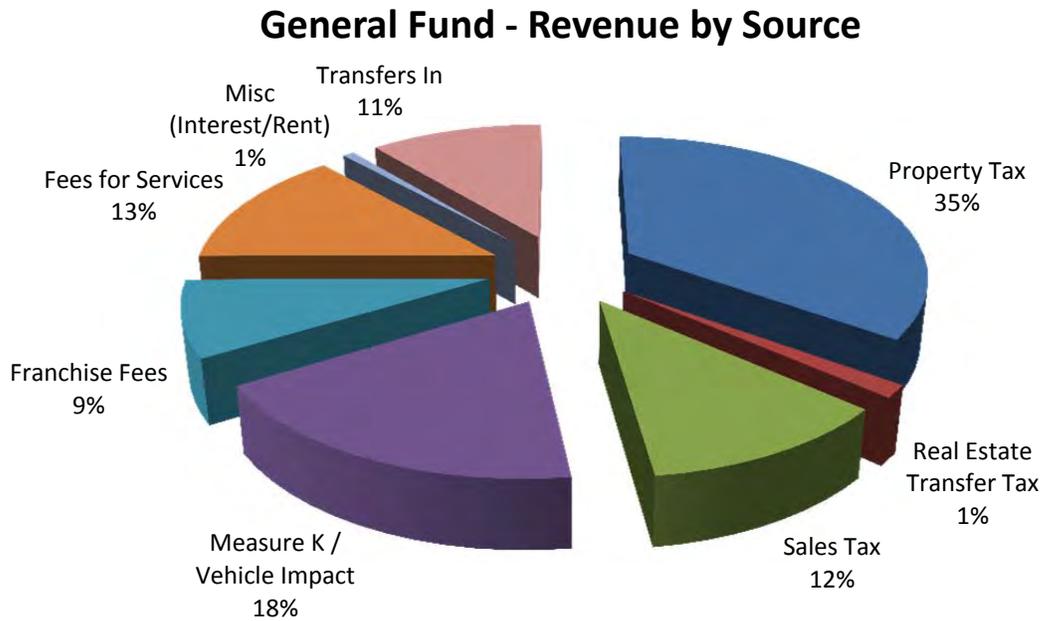
	ACTUAL FY 09/10	ACTUAL FY 10/11	ACTUAL FY 11/12	AUDITED FY 12/13	UNAUDITED FY 13/14	ADOPTED FY 14/15
Sources	\$6,252,218	\$6,359,175	\$6,298,957	\$6,870,191	\$8,473,699	\$8,981,585
Uses	\$5,929,378	\$5,877,051	\$6,145,652	\$6,477,915	\$8,243,492	\$8,967,893



Revenue Sources

The make-up and proportion of the Town’s revenue sources for Moraga has changed significantly over the past two years. Prior to the passage of the Town’s local sales tax, the Town had two primary revenue sources: property tax and return to source sales tax, representing 36% and 25% respectively. With the influx of an additional \$1.4 million in Measure K local sales tax that has been transferred into Fund 711-Pavement Repair Program, along with another \$167,000 from a new Garbage Vehicle Impact Fee, the proportion is now split more equally between return to source sales tax, local sales tax, and fees for services. The Measure K local sales tax and Vehicle Impact Fees now represent 18% of all General Fund revenue received.

Chart 2. General Fund Revenue Sources – FY 2014/15



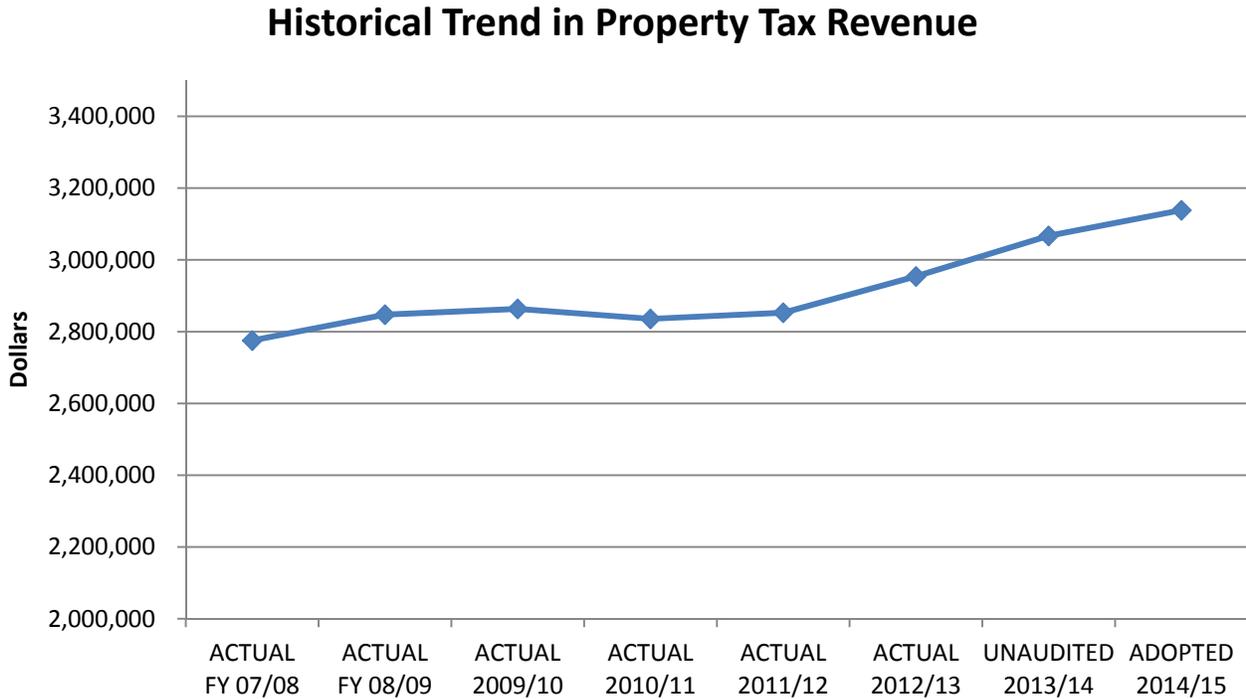
Property Taxes

For FY 2014/15, property taxes (\$3.14 million) represent 35% of the total revenue received as a whole, and 43% when the local sales tax is transferred to pavement and removed from the operating budget. While property tax revenue is the single, largest source of revenue to the General Fund, the Town receives only 5.3% of every property tax dollar paid by its property owners. The rest of the tax goes to Contra Costa County, schools, and special districts.¹ In the past, property taxes have remained relatively flat in Moraga even during the historic downturn in the economy between 2008 and 2011 as illustrated below.

¹ The Town of Moraga is comprised of nine (9) Contra Costa County Tax Rate Areas (TRAs) and allocations of property tax vary slightly by TRA. The figures used here are based on TRA 15-004 but are similar for other TRAs.



Chart 3. Historical Trend in Property Tax Revenues



To help assess the rate of future growth in property taxes, the table below highlights the Town’s average single-family home sales price that have increased 13.9% between January-September 2012 and 2013 according to Contra Costa Association of Realtors (CCAR). Even with this positive data, however, the Town does not anticipate a corresponding increase in property tax revenue due to a relatively low turnover of housing as illustrated by the number of single-family homes that closed during the same period. Moraga’s housing sales ranges between about half to less than a quarter of the housing activity in other Contra Costa cities.

Average Sales Price for Homes between 2012 and 2013

	Contracts Closed		Avg Sales Price Jan-Sept 2012		Avg Sales Price Jan-Sept 2013		Percent Change +/-
	Single Fam	Multi Fam	Single Fam	Multi Fam	Single Fam	Multi Fam	
Danville	477	141	918,258	431,348	1,022,815	521,914	10.2%
Lafayette	247	9	1,044,936	442,731	1,232,189	579,889	15.2%
Moraga/Canyon	105	44	989,525	397,727	1,149,752	484,255	13.9%
Orinda	192	3	1,083,333	518,033	1,242,567	901,667	12.8%
San Ramon	597	191	746,200	330,636	879,996	517,583	15.2%
Walnut Creek	454	324	725,018	304,039	852,389	402,950	14.9%

The low number of single-family homes listed for sale in Moraga, compared to similarly sized and/or affluent cities in Contra Costa County, reflects the financial stability and long-term ownership of the Town’s residents. In speaking to local realtors, this may also be a reflection of the ranch-style homes that are predominate and more adaptable to allow homeowners to “age



in place” and/or the long-term satisfaction homeowners have and therefore chose to remain in the community. The higher turnover in townhome and condominium style homes may reflect those types of units in and around the country club and the greater affordability of these homes, while still taking advantage of the highly desirable school district. Many families initially moved into Moraga for the school district when their children were young. Even after their grown children moved out, many empty nesters have chosen to stay in Town and some have even enjoyed their children and grandchildren moving back to Moraga. Consequently, Moraga’s home values and the longevity of home ownership means that Proposition 13—with its annual limit on property tax increases—have kept the assessed value of homes and the corresponding 1% property tax artificially low.

Proposition 13 not only reduced and retained then-current property values to 1976 levels, but it set the distribution of property taxes based on the proportional share of expenditures at a time when Moraga had just recently incorporated and its governmental expenditures were minimal. Consequently, Moraga’s property tax revenue is significantly lower than that received by other cities. Moraga receives only 5.3% of the basic property tax assessment on a 2012/13 taxable assessed value total of \$2.95 billion; Orinda receives 7.4%², on a 2012/13 taxable assessed value total of \$4.6 billion³, and Lafayette receives 6.7% on a 2012/13 taxable assessed value total of \$5.7 billion, excluding redevelopment agency which was eliminated in FY 2012/13.⁴ Consequently, Moraga’s revenue from property taxes is comparatively low due to its lower average sales values, lower turnover rates, and its lower percentage redistributed back to the Town’s general fund.

Sales Taxes - Statewide

The sales taxes on transactions occurring in Moraga are broken down into the Basic Statewide rate which is imposed under the Bradley-Burns Uniform Sales and Use Tax Law, the Transit District Add-on Taxes, and Moraga’s recent Local Sales Tax.

1. Basic 7.50% Statewide Sales and Use Taxes divided as follows:

- 6.50% State
- 0.75% Local Return to Source (City or county of place of sale or use)
- 0.25% Local Transportation Fund (County of place of sale or use)

2. District Taxes

- 0.50% Contra Costa Transportation Authority (CCTA) (until 2034)
- 0.50% Bay Area Rapid Transit District (BART)

3. Local Sales Transactions and Use Taxes

- 1.00% Town of Moraga (until 2033)

Total: 9.50%

² City of Orinda, Tax Rate Area 18-001.

³ City of Orinda, Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2013, Statistical Section: *Assessed Value and Actual Value of Taxable Property*.

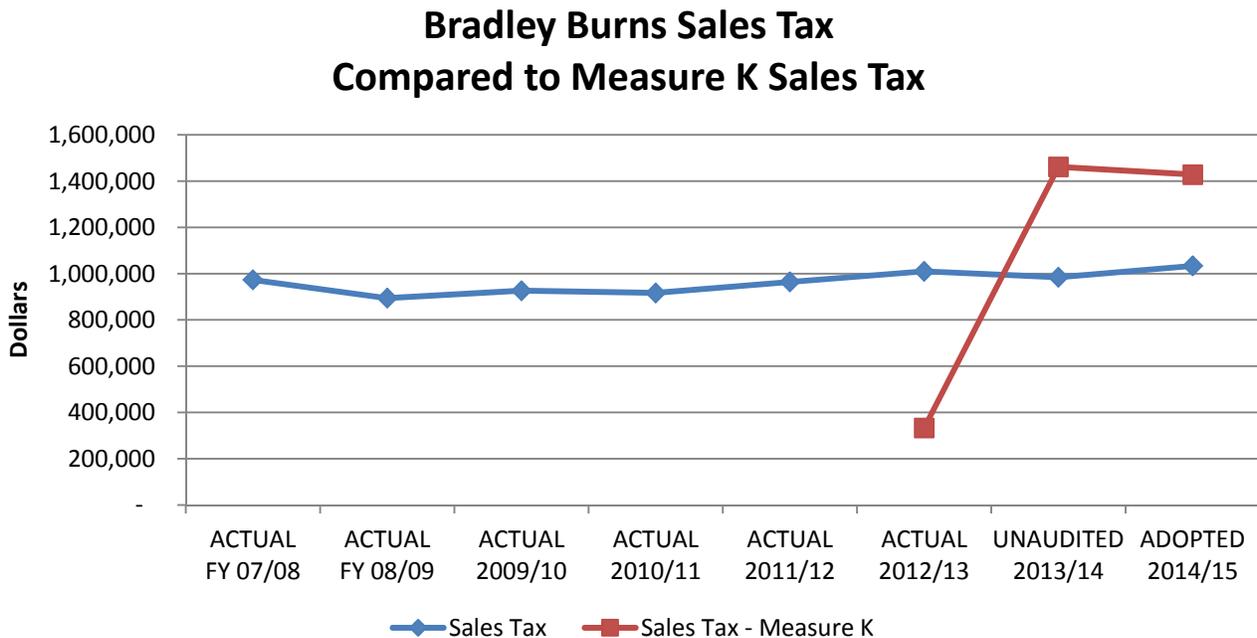
⁴ City of Lafayette, Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2013, Statistical Section: *Net Taxable Assessed Value History and Direct and Overlapping Property Tax Rates*.



The Bradley-Burns Sales Tax portion reimbursed to Moraga is 0.75% of the tax collected, which revenue represents the Town’s third largest revenue source at 12% in FY2014/15. This revenue combined with the new local one-cent sales tax, represents 30% of the total revenue received. Prior to the economic downturn in 2008/09 the Town’s share of the statewide Bradley-Burns sales tax in the Town peaked in FY 2007/08 and has slightly exceeded the previous peak the past two years.

According to quarterly sales tax analyses conducted on behalf of the Town by MuniServices, Inc., the five year outlook for sales tax is stable with annual increases of 0.5-2.0% based on the most recent data available through March 2014.

Chart 4. Historical Trend in Bradley-Burns Sales Tax Revenues



The biggest improvement in total sales tax revenue has come from Moraga’s new local one-cent tax that has significantly exceeded expectations of one million dollars annually to actual receipts of \$1.4M.

This Local Sales Tax measure, as well as the Town’s portion of the existing statewide Sales Taxes, has become an important component of the Town’s budget and a large part of a solution to begin to repair the Town’s roads and minimize the amount of deferred infrastructure maintenance. Consequently, the Town and the Chamber of Commerce share a goal to “**Shop Moraga First.**” By shopping locally, there are a number of benefits for the community of Moraga, including:

- Local prosperity: Locally owned businesses tend to buy from other local businesses and service providers. They employ more local people and more of their salaries stay here in Moraga.



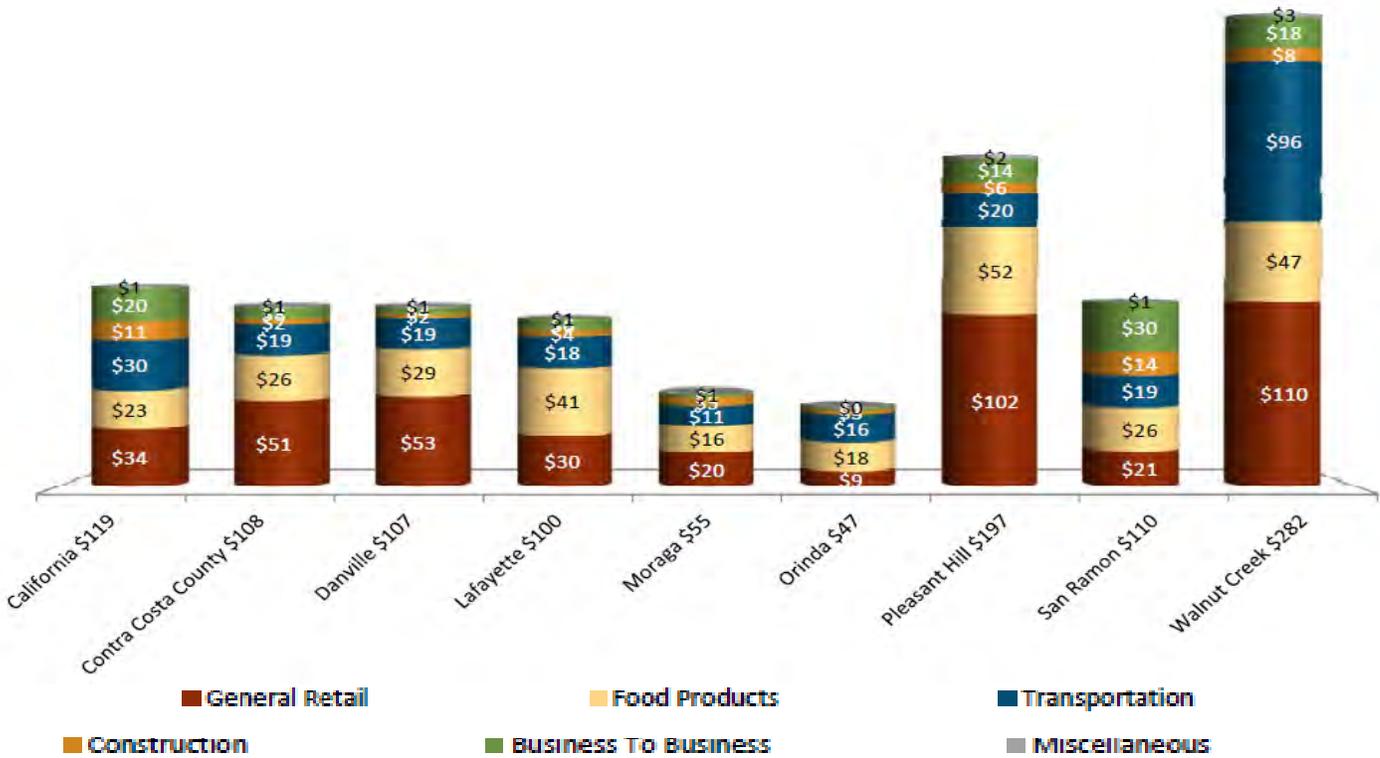
- Community and School Group Support: Based on national surveys, non-profit organizations generally receive about 250% more support from smaller local business owners than they do from large businesses.
- Local character: Our local restaurants and businesses help create our identity and bring people back to Moraga for special items or items with good value. By spending locally, Moraga's local and unique businesses can thrive and succeed.
- Better service: Local businesses often hire people with a better understanding of the products they are selling and take more time to get to know customers.
- Retail Stability: A number of local businesses are owned by people who live in Lamorinda, are less likely to leave, volunteer to serve this community, and are more invested in the community's future.
- What is Spent in Moraga, Stays in Moraga: One cent of every dollar spent in Moraga, after the passage of Measure K, stays in Moraga. Those cents add up and are then spent completely on Moraga's Pavement Management Program.

As shown in the following chart, the sales tax per capita varies significantly throughout the County. The regional and subregional shopping centers and auto dealerships significantly improve the per capita revenue in communities like Walnut Creek, Concord, and Pleasant Hill. The retail choices our community has made, and the limited low-density housing market in Moraga, make Moraga a prime place to live but it also limits retail growth in the future. Consequently, any improvement in the overall economy is likely to have only a slightly positive impact on the budget.



Chart 5. Sales Tax Per Capita

Select Jurisdictions with Moraga
Sales Tax Per Capita
January 2013 - December 2013 Sales Period
(Benchmark Year 2013Q4)

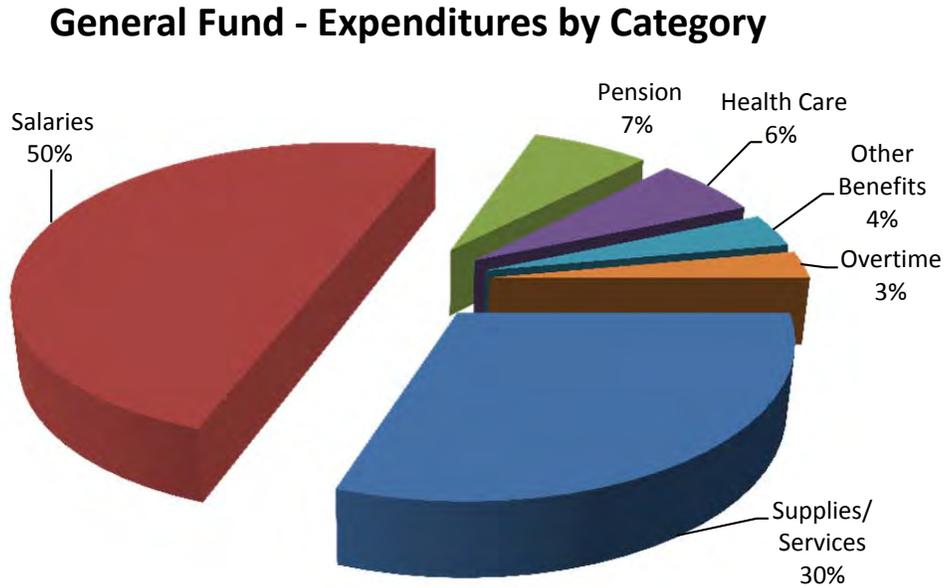




Expenditures

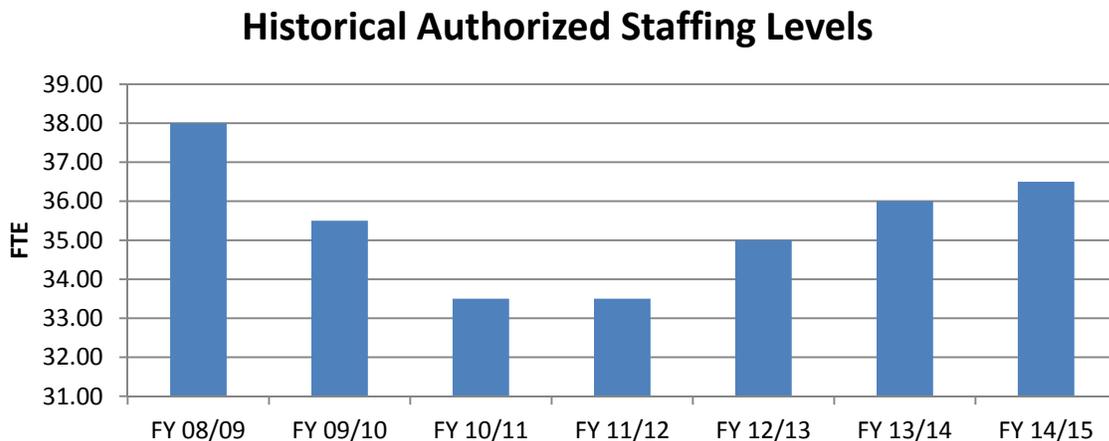
For FY 2014/15, the chart below shows how expenditures are broken down by major category.

Chart 6. Expenditures by Category – FY 2014/15



As shown above, the Town spends about 70% of its budget on personnel expenditures (salaries, pension benefits, health care costs, and other personnel related incentives), which is up from FY 2013/14 where 65% of the budget was spent of salaries and benefits. As is typical in a service organization, expenditures associated with personnel constitute the largest, single expenditure in the operating budget. Staffing levels are very lean relative to the needs of the Town and consistent with the Town’s “minimum government” philosophy. Historical staffing levels were reduced during the economic downturn in order to limit expenses during those years and have only recently begun to return to 2008/09 levels.

Chart 7. Authorized Staffing Levels





In 2012, the Town Council authorized adding back a planning position that was previously deleted for economic development and planning activities, as well as a police officer position supported by Citizens Option for Public Safety (COPS) funding. For FY 2012/13, a part-time clerk assistant (0.50 FTE) was added to support the increased administrative tasks in the Town Clerk office. In FY 2013/14, the budget included the addition of one planner position needed to keep up with the increased level of planning activities, which will be fully supported through planning revenues. Also in the FY 2013/14 budget a part-time Community Services Officer position (0.50 FTE) was added but has not yet been filled.

The Town's expenditures for personnel include salaries, retirement, health care and other benefits. The Town provides retirement benefits through the California Public Employees' Retirement System (CalPERS) participating at one of the lowest retirement benefit plan levels offered by CalPERS for both existing miscellaneous and sworn employees. Sworn employees are in the Safety "2% at 50" plan, while civilian employees are in the Miscellaneous "2% at 55" plan. Effective January 1, 2013, the Public Employees' Pension Reform Act (PEPRA) legislated reduced retirement benefit plans and employee cost-sharing for new CalPERS members. The Town complies with PEPRA and all new sworn employees are in the Safety "2.7% at 57" plan, while civilian employees are in the "2.0% at 62" plan.

It is worth noting that CalPERS continues to implement additional pension reform measures toward the objective of having a fully-funded system. For example, in February 2014 the CalPERS Board made changes to the asset allocation to reduce the expected volatility of investment returns while holding the fund's long-term assumed rate of return at 7.5%, and made more significant changes to the actuarial assumptions including the inclusion of future mortality rates because experience has shown that retirees are living longer. In addition to mortality rates, the experience study also considered recent patterns of termination, disability, retirement and salary increases. These reform measures have an impact on the contribution rates required of employers. Over the next five years, the Town can plan to experience 1 to 2.5% (of payroll) annual increases in the employer contribution rate for miscellaneous employees. For sworn employees, the Town can plan to experience a 2 to 3% (of payroll) annual increases in the employer contribution rate.

It is also important to mention that the Town should expect two other significant changes based on how the CalPERS plans are administered and reported. PEPRA caused a problem in that it essentially closed the risk pools for current "classic" members. This means that as active employees retire there will be fewer employees making contributions to the plans and so the employer contributions rates would increase significantly in the short term. CalPERS has proposed to address this problem by combining all the various risk pools (i.e., "2% @ 50", "2.5% @ 55", "3% at 60" etc.) into two pools – one for Miscellaneous and one for Safety "classic" members. The CalPERS Board approved this proposal in May 2014. One result will be that all jurisdictions within a current risk pool will be allocated their share of the pool's unfunded liability before it is combined. Moraga's share of the pool's unfunded liability – one for our Miscellaneous members and one for our Safety members – will be expressed in terms of a dollar value and the annual payment amount to bring down the unfunded liability will also be expressed in terms of a dollar value, as opposed to as a percentage of anticipated payroll. These figures will be released as part of the next annual valuation report due out in October 2014. In the meantime, very preliminary estimates suggest that Moraga's share of the unfunded liability in FY 2013/14 based on information in the valuation report as of June 30, 2012 is \$3.2 million (approximately \$1.7 million for the "2% at 55" Miscellaneous plan and \$1.5 million for the "2% at 50" Safety plan).



Based on the valuation report as of June 30, 2011, Moraga's share of the unfunded liability in FY 2013/14 was estimated at \$2.3 million in total. The reason for the substantial difference in dollar value is caused by the second significant change to how the CalPERS plans are now administered and reported. As a result of GASB (Governmental Accounting Standards Board) Statement No. 27, the accounting for pensions by state and local governmental employers will change effective the year ending June 30, 2015. GASB 27 requires that an unfunded liability be expressed and reported as a function of the Market Value of Assets (MVA) and not as a function of the Actuarial Value of Assets (AVA). Regardless, the unfunded liability allocated to Moraga will not be static but will fluctuate year-by-year as the market fluctuates. It should be noted that the CalPERS Chief Actuary estimates that approximately one-third of current retiree pensions are paid for by employer contributions while two-thirds is paid for by investment income.

Unlike many other municipalities, the Town does not currently carry an unfunded liability (i.e., Side Fund) associated with the retirement plans when the current risk pools were established in November 2004. The Town Council chose to pay off the Side Fund in 2008. Also unlike many other municipalities, the Town does not provide any post-retirement benefits to its employees.

The rise in health care costs continues to be an issue on the national level. The Town has been holding down its expenditures for health care by continuously working with employees to maintain good health and participate in health plans that are less costly to the Town, such as the recent change in 2011 to Health Savings Account plans. Further, to counter the rise in health care costs, all employee groups in 2013 agreed to equally share health care costs above 12%. In addition to health care benefits, the Town maintains other benefits typical for any corporate operation such as workers' compensation, short and long-term disability, life insurance, and Medicare.

Charts 8 and 9 that follow illustrate the relative cost by major personnel expenditure category using FY 2014/15 estimated costs for Sworn and Civilian employees. While the percentages of fund expenditures in the budget are unchanged from FY 2013/14, the actual increase in pension and health care costs is about \$83,000.



Chart 8. FY 2014/15 Personnel Expenditures by Category – Sworn Employees

Sworn Employees Personnel Expenditures by Category

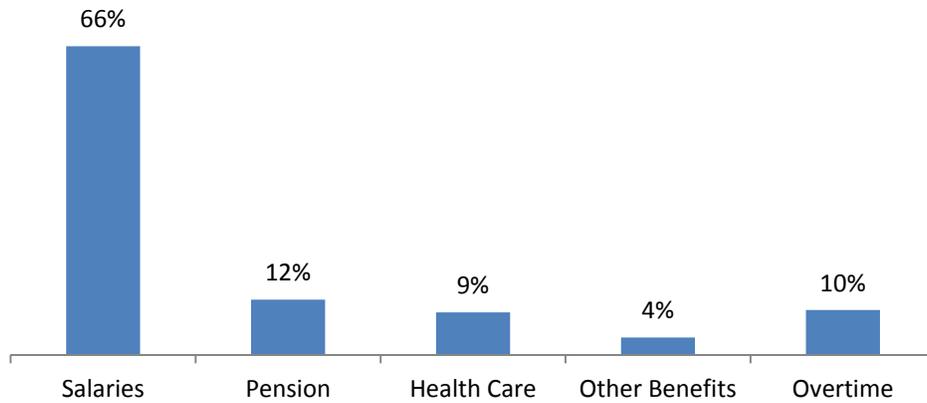
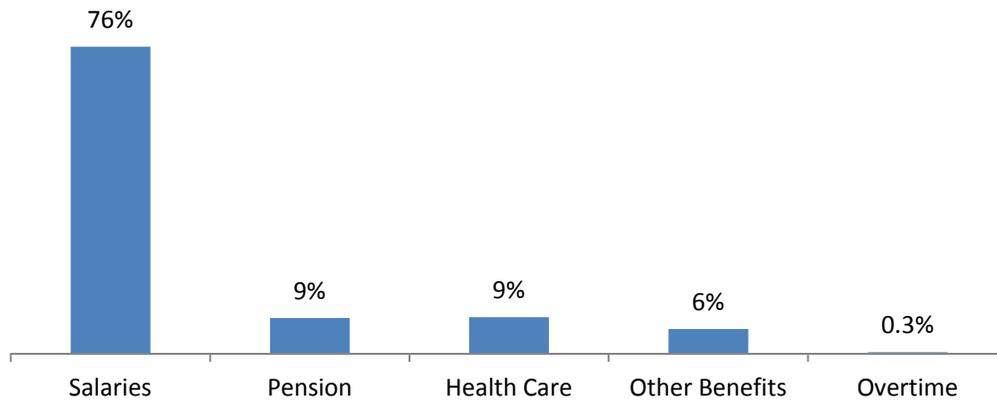


Chart 9. FY 2014/15 Personnel Expenditures by Category – Civilian Employees

Civilian Employees Personnel Expenditures by Category





The relative allocation of expenditures across Town departments is illustrated in Chart 10 below. Transfers Out primarily represents the portion of Measure K Local Sales Tax and Garbage Vehicle Impact Fees that is posted as revenue in the General Fund and then passed-through to Fund 711-Pavement Rehabilitation Program. Transfers Out also includes approximately \$115,000 annually to cover the annual debt payments associated with the 2010 Certificates of Participation (COP) for Town Office Improvements.

Chart 10. General Fund Expenditures by Department – FY 2014/15

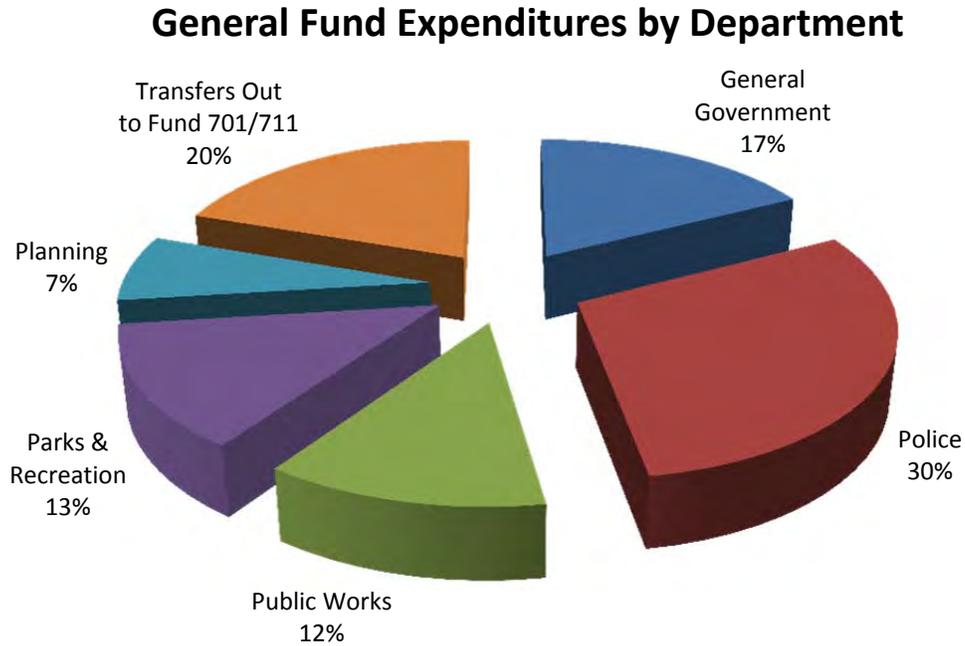
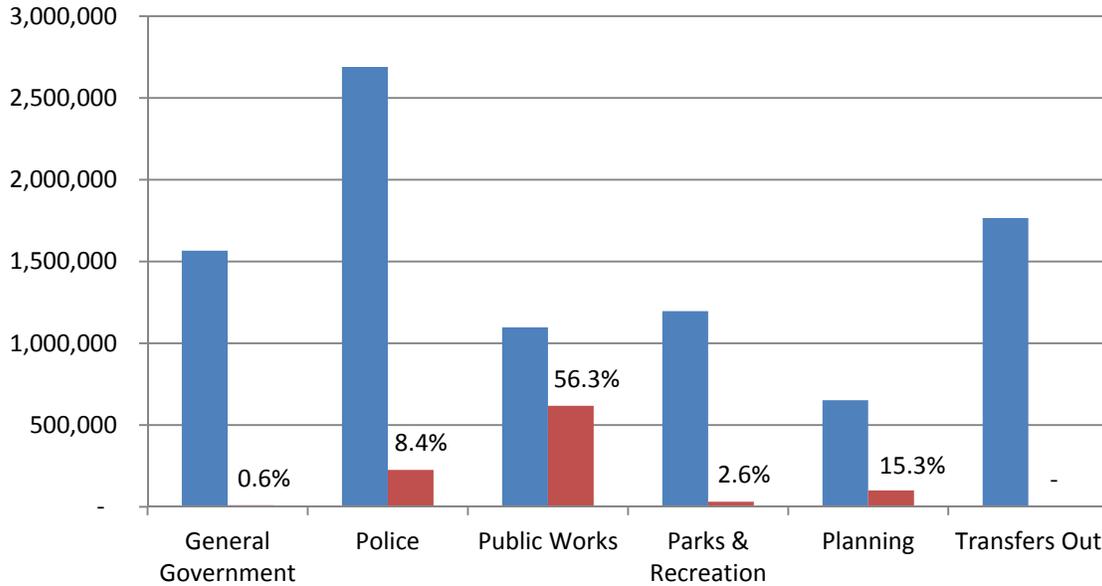


Chart 11 provides a different view of departmental expenditures for FY 2014/15. The chart shows the total General Fund expenditures for each department with a corresponding percentage that represents the portion of the General Fund budget that is offset by transfers in from other funds, and which are restricted in their use.



Chart 11. General Fund Expenditures by Department Compared with the Percent of Expenditures Supported by Restricted Funds – FY 2014/15

FY 2014-15 Department Expenditures and Percent of Support from Restricted Funds (Transfers In)



The Town is committed to providing the best services that it can under the continued philosophy of fiscal prudence that has been in place since the Town’s incorporation in 1974. It is our hope that this fiscal prudence is reflected throughout this document – in the Five-Year Financial Projections, FY 2014/15 operating budget and planned Capital Improvement projects over the next five years. The fiscal prudence is also reflected in the Town’s creative ability to complete many major initiatives in cost-effective ways, as highlighted below.



Major Town Initiatives

Capital Projects

Local Sales Tax Has Already Made a Difference in Condition of Neighborhood Roads

Backed with a very positive AA+ independent rating Moraga received from Standard & Poor's Ratings Services, the Town was able to leverage \$600,000 of its annual revenue stream of \$1.4M in order to sell over \$7.72M in Certificates of Participation to expedite its road repair program over a three year period. The first year 2013 Pavement Repair Project applied \$2.15 for rubberized cape seals and micro seals on 105 street segments, or nearly half of all residential streets. This phase of construction was completed within eleven months after the sales tax was approved by voters and realized approximately \$100,000 in savings. Coupled with this project, the Council approved a moratorium on street cuts to protect these newly repaved streets from cuts from utilities that were unable to schedule non-emergency repairs prior to the road repair projects. In the event of an unanticipated and critical repair by the utility, the patch after the work is complete will be at a much higher standard to avoid a patchwork effect and increased road deterioration. Although this will require increased communication and coordination of street repair programming with each of the utilities, it will lengthen the life of the streets.

In its review of the receipts and expenditures of these funds for road repair, the Measure K Local Sales Tax Oversight Committee completed its 2013 annual independent report with the following conclusions:

1. revenue is being appropriately sequestered and routinely tracked, reported and monitored;
2. use of the revenues appears to be consistent with the goals of Measure K;
3. the 2013 Pavement Program was accomplished on time and within budget; and
4. the Pavement Repair Program is proceeding in a manner consistent with the commitments made to Moraga voters.

Not only have the results of this effort been appreciated locally, but at a County, Regional and State levels as well.

The Pavement Management Program Update by an independent consultant hired by the Association of Bay Area Governments shows a dramatic increase in the Pavement Condition Index (PCI) in Moraga from 49 to 58. The League of California Cities and the California State Association of Counties/County Engineers Association of California selected the Town of Moraga's 2013 Pavement Repair Project as a top 20 finalist in the 2014 Outstanding Local Streets and Roads Project Awards Program. This Awards Program was developed to recognize and raise awareness of exceptional achievements made by California cities and counties to preserve and protect the public's investment in local streets and road systems. The Town's project will be highlighted at the 2014 Public Works Officers Institute.



Remodel of Town Council Chambers and Community Meeting Room



In April the Town Council and Design Review Board approved a \$287,581 remodel for a new Council Chambers and community meeting room at 331 Rheem Boulevard. The remodel of the Town Corp Yard includes constructing a new ADA compliant restroom, a new building façade, and Spanish-style roof. The landscaping will include drought tolerant grasses, naturalized boulders, a plaza, trellises and seat walls and decorative pots.

The remodel will also include new assistive-listening devices, high definition monitors, and automated camera and production capabilities to enable Council and other meetings at 331 Rheem Boulevard to be televised on CCTV and viewable on the Town’s website. The equipment will also enable improved data gathering and enhanced local communications in the event of a disaster.

Emergency Preparedness and Remodel of Field Operations Center

Since 2011 the Town Council has expressed a desire to improve training and preparations for an emergency and has agreed to a successful partnership with the Moraga-Orinda Fire District (MOFD) to share an Emergency Preparedness Coordinator with MOFD and Orinda, as well as train staff in each community and as a “Lamorinda Team.” The Emergency Preparedness Coordinator created a simulated emergency in the fall 2012 to assist in training all staff and community volunteers on how to respond during an emergency.

Hacienda de las Flores

A number of improvements have been completed at the Hacienda, through several different partnerships this year, in addition to the large number of annual events the Parks and Recreation Department initiates, plans, and hosts at the Hacienda.

Community Events: Mother/Son dance (pictured right with most mothers abandoned...), Breakfast with Santa, Mother/Daughter Tea, Cinco de Mayo, Oktoberfest, Art and Wine Event, Camp Hacienda, and the Summer Camp Expo.





Projects Completed in Partnership with the Hacienda Foundation

Capital projects in partnership with the Hacienda Foundation included the installation of hardwood floors on the ground floor, the finishing touches on the Pavilion, inspections of the fireplace, improvements in the women's restroom and the completion of an Site Plan and property assessment.

Laguna Creek Repair

During the 2005/06 winter storms, heavy rains caused Laguna Creek to rise and overflow its banks, damaging the facilities both upstream and downstream of the culvert near the Pavilion building. Due to restrictions on emergency grant funding, only actual damages could be repaired. Repairs were completed and a new headwall was installed this year to minimize the potential for flooding until a longer-term creek daylighting project can be completed to improve the environment and increase the performance of the creek to a 100-year flood capacity. The Town is now aggressively seeking grant opportunities to fund the estimated 1 million dollar project to daylight Laguna Creek.

Hacienda Café

Last summer the Town Council agreed to a pilot project to test whether a restaurant on the lower floor of the Hacienda would bring people and be supported by the community. While this pilot proved Moragans, including parents with young children, do enjoy a beautiful place to gather and enjoy good food, the arrangement also created conflicting needs between the Café and the various community uses for the Hacienda kitchen facility. Moraga citizens reviewed the issues and recommended that the Café continue only at its new location on Rheem Blvd and that a similar concept and other similar ideas continue to be explored at the Hacienda.

Residential Applications

Although the Town has expressed a desire for controlled growth primarily in and around its two commercial areas, the Town is required by State law and local ordinances to process and provide ample opportunities for public input on all development applications. With the statewide and national economic upturn, applications for a variety of single family and townhouse residential projects have dramatically increased. The following are projects approved or significantly reviewed during the last fiscal year.

- On Camino Ricardo along the western boundary of the Moraga Center Specific Plan is a proposed 26-lot subdivision by SummerHill Homes. In addition to the construction of high-end single family homes, the project includes a variety of benefits negotiated through the Town's first Development Agreement with substantial input from Council and Planning Commission members. The negotiated public benefits include the dedication and improvement of a 2.5 acre public open space park, new trail connections between Moraga Road and Camino Ricardo, design and construction of the park and trails, two pedestrian bridges over two creeks, construction of a new sidewalk along Camino Ricardo, a public "outlook point" within the subdivision, installation of a high-visibility crosswalk to the Skate park, and a financial contribution for pedestrian improvements



along Moraga Road. The DA's community benefit, together with required Development Impact Fees, has an estimated value to the Town of \$2.9 Million. SummerHill Homes anticipates beginning grading work this year, with construction of the first homes starting in 2015.

- Moraga Town Center Homes is proposed on Moraga Way between the Moraga-Orinda Fire District station and Laguna creek. This townhome residential project by City Ventures would provide approximately 36 two- and three-story units on Moraga Way, walking distance to the restaurants and shops in the Moraga Center.
- Hetfield Estates was approved conceptually in 2012 and in March 2014 for a 7-lot single family home subdivision on a 58.2-acre property located at the southern end of Hetfield Place. The project was redesigned to reduce grading and avoid three landslides on the property. Council required dedication of an emergency vehicle access easement and construction of a hiking trail, and funding for a future unpaved fire trail within 10 years as determined by the Sanders Ranch HOA. The Council supported the reduction of on-street parking from eleven spaces to seven in order to reduce the street width, and eliminated street lighting.
- Via Moraga, is a Signature Homes proposed development of 18 homes on the 1.96 acre parcel known as the former bowling alley site on Moraga Road. The applicant has had a number of public meetings and study sessions with the Design Review Board and Planning Commission.

New Amendments and Ordinances

In addition to the large residential subdivisions currently under review, the Town has focused on longer-term zoning amendments and ordinances to reduce the local review required of most applications through previously approved municipal code requirements. Specifically these new ordinances include:

A Streamlined Design Review for Commercial projects with the inclusion of a Design Review Administrator rather than having a project go through a more lengthy public meeting process with the Design Review Board.

Nuisance Abatement

The Town's limited methods for enforcing the municipal code are time- and resource-intensive, largely because they require the Town Council to initiate and direct all enforcement actions or judicial proceedings. As a result, violations are often not resolved in a timely manner, allowing them to continue or remain while the violation is brought before Council and declared a nuisance and the Council holds subsequent hearings. Smaller violations are sometimes not addressed because they are not a criminal matter nor appropriate for physical abatement. To address these ongoing issues, Council considered a new nuisance abatement ordinance and added another process for administrative penalties. These revisions improve the efficiency and effectiveness of the Town's Code enforcement procedures, and promote better compliance,



while establishing appropriate “checks and balances” for the Town and property owners in arbitrating code enforcement cases.

Sign Ordinance

The Town has initiated an update of the sign ordinance, Municipal Code Chapter 8.88. The updates will amend the ordinance to more closely reflect First Amendment (freedom of speech) provisions, make the code more user-friendly, and clarify sign permit procedures. Changes to regulations for some sign types, such as portable and temporary signs, are also proposed.

Hillside and Ridgeline Review



As part of the 2013 Town Council goals, the Council authorized the study of existing hillside and ridgeline regulations including a review of existing policies; mapping updates; visual analysis; and an extensive community process to consider and clarify the Town’s regulations. The Town completed a first round of public outreach, including Steering Committee meetings, stakeholder interviews, and public workshops reaching hundreds of citizens. Key issues include the nature and type of development in hillside areas, specific aspects of the existing regulations, the ability of property owners to exercise development rights, and the effects (positive and negative) of growth in the community.

Livable Moraga Road

A wide variety of residents have attended workshops and tours to assist the Town in developing a set of concepts to improve the connectivity and safety of Moraga Road. Concepts ranged from modest improvements such as closing sidewalk gaps to more extensive changes including a multi-use path or trail connection from the Commons Park to Campolindo High School. There was substantial support for an end-to-end pedestrian and bike connection, including options that might reconfigure travel lanes on Moraga Road to accommodate traffic flow and provide for better and safer bike lanes and trails, although participants raised concerns about physical feasibility and cost, especially in more constrained areas.



Community Based Business: The New Rheem Theatre

The Rheem Theatre ended the year by successfully fundraising to add three new digital projectors to the theater in compliance with new industry requirements. Even under these stressful conditions, the Theatre enjoyed a significant increase in ticket sales during the California Independent Film Festival (CAIFF), raised community donations to cover a new ADA lift and other improvements to the second floor.

Partnership with Saint Mary's College

A focus this past year has been to partner and work in partnership with Saint Mary's College. Recent examples of that partnership include initiating three series of leadership trainings for citizens and staff; sharing fields for community recreational activities, opening its computer classrooms for training business owners and residents, and having students volunteering for the Moraga Triathlon and other activities.

Five-Year Financial Plan

To address the long-term sustainability of the Town budget, the Council in 2011 identified a goal for a five-year financial plan. This is the third year of the Plan, which includes this annual budget and a rolling expectation of future revenue and expenses over the next five years.

Most Important Component of a Service Organization: Its People

In order for this organization to operate under its restricted financial limitations it must rely on high quality staff that work efficiently and are able and willing to see the big picture, embrace the Town's minimal government philosophy, and support each other in a strong team environment. It also requires a patient and understanding community when applications and workload surpass the resources and available staff necessary to complete the work. Staff generally feels appreciated in large part because the community of Moraga expresses that they are supportive of the organization through a variety of creative and thoughtful acts of appreciation.

Moraga has prided itself on being a lean organization, making the most of resources entrusted to us. All staff take the community's trust seriously and have worked in a number of ways to continually earn that trust, including by providing this fiscally conservative and transparent five year financial plan and annual budget and Capital Improvement Plan (CIP).



Key Budget Assumptions and Changes

Based on historical trends, current year estimated revenue receipts and expenditures, and the most current information and data available in making future revenue estimates, this budget includes key assumptions and significant changes from the prior year that are outlined below.

Revenue Assumptions

Overall, the FY 2014/15 revenue budget includes a 6.7% (\$500,000) increase from the FY 2013/14 current year-end estimated revenues. Half, or \$251,000, of this increase is a pass-through of Measure K local add-on sales tax and new Garbage Vehicle Impact Fees from the General Fund to Fund 711: Pavement Rehabilitation Program. The remaining \$249,000 is made up of estimated increases in property tax, Bradley-Burns sales tax, franchise fees, and other revenues as follows:

Property Tax: The budget assumes a 4% (\$120,000) increase in property tax revenue receipts compared to the FY 2013/14 current year-end estimate, based on an anticipated increase in the assessed valuation of properties for the year.

Sales Tax: The Bradley-Burns sales tax budgeted revenue is 4.9% (\$23,000) higher than the FY 2013/14 current year-end estimate, based upon the most recent analysis and data provided by the Town's sales tax consultant, MuniServices Inc. using actual revenue receipts through March 2014.

Franchise fees assume a modest 1% (\$4,500) increase from the current year-end estimate.

Other Revenues: The revenue budget is also significantly dependent upon departmental revenues (totaling \$1.2 million) from fees charged to customers for services and staff charges to administer and manage capital projects. These fees and services are listed in the Town's Master Fee Schedule. Lastly, the budget assumes an increase in lease payments from the Moraga Country Club (MCC) Homeowners' Association for the land lease associated with the golf course. Current lease payments total \$4,200 annually. Effective April 2015, the lease payments will increase to current market rental value. The FY 2014/15 budget assumes a total amount of \$33,750 in lease payments from MCC for the period April, May and June 2015, although this amount is not yet established.

Expenditure Assumptions

The expenditures in this budget include the approved terms in the five employee agreements and compensation resolutions valid through June 30, 2015, including employees paying all of the employee share for the CalPERS retirement plans [a three percent (3%) decrease in salary expenditures effective July 1, 2013]; a two percent (2%) increase in base salaries in FY 2013/14 and a one percent (1%) increase effective July 1, 2014, and a 11.7% increase in health care premiums in FY 2013/14, with up to a 12% increase in FY 2014/15. In addition, the premium for workers' compensation insurance increased by \$35,000 from \$90,500 in FY 2013/14 to \$125,500 in FY 2014/15. CalPERS rates for classic Miscellaneous employees under the "2% at 55" plan increased by 0.75% to 11.03% of payroll; and 0.09% to 20.08% of payroll for Safety employees under the "2% at 50" plan.



Department-specific expenditure budget items worth noting by department include the following:

Town Council

The FY 2014/15 budget reduces the Town Council budget by \$1,600 in total. This includes a reduction of \$1,000 in rental costs for the Joaquin Moraga Auditorium anticipating that Town Council meetings will start occurring at the newly remodeled 331 Rheem location next year. Also, the budget foregoes a \$600 membership fee for ICLEI (International Council for Local Environmental Initiatives).

Town Manager

The FY 2014/15 budget includes a \$20,000 contingency amount, down from \$22,000 in FY 2013/14 and \$50,000 in FY 2012/13.

Town Clerk

The FY 2014/15 budget includes \$14,500 for the November 2014 election and removes the one-time \$5,500 appropriation provided in FY 2013/14 for municipal code updates.

Administrative Services

The Administrative Services budget has been increased to cover increased costs in general liability insurance, vehicle insurance, and property insurance. It also includes a \$12,500 savings in the form of a "premium holiday" for ERMA (Employment Risk Management Agency) due to an accrued surplus that has been refunded to the MPA (Municipal Pooling Authority) and passed onto its members. A small amount of \$5,000 has been added for Town-wide training opportunities toward improved coordination and collaboration amongst Town departments. Credit card processing expenses have been moved to the respective departments offering the ability for customers to pay the Town for various services by using a credit card, including the Parks and Recreation and Planning departments.

Police

The Town makes payment to Contra Costa County for dispatch services. Each year the amount due is based on a prorated portion of the overall costs of the Contra Costa County dispatch operations. The FY 2014/15 budget for Contract Services - Dispatch shows an increase of \$59,105 based on the most current information available. In the past two fiscal years, the Town was able to take advantage of some temporary savings related to a fund balance the Town had with the County. However, that fund balance has been exhausted and the cost of dispatch is expected to increase in future years. The table below illustrates the historical costs of dispatch services for the Town.

Police Dispatch Services - Contracted with Sheriff of Contra Costa County

	Actual 2009-10	Actual 2010-11	Actual 2011-12	Actual 2012-13	Unaudited 2013-14	Budget 2014-15
Moraga Share of CCC Dispatch	99,948	99,948	99,948	144,889	163,104	159,604
<i>Percent Change</i>	<i>0.0%</i>	<i>0.0%</i>	<i>0.0%</i>	<i>45.0%</i>	<i>12.6%</i>	<i>-2.1%</i>
Credit Applied from Moraga's Acquisition Fund with CCC				74,439	70,246	-
Amount Paid for Dispatch Services	99,948	99,948	99,948	70,450	92,858	
<i>Percent Change</i>	<i>0.0%</i>	<i>0.0%</i>	<i>0.0%</i>	<i>-29.5%</i>	<i>31.8%</i>	

Note: The 2013-14 Moraga Share of CCC Dispatch was based on 2.70% of CCC's 2012-13 Operating Costs. The 2014-15 percentage is expected to decrease slightly.



Funding for the maintenance of EBRCS (East Bay Regional Communications System) at \$25 per month per radio is also included.

The Police budget also includes an annualized increase of a part-time (0.50 FTE) Community Services Officer that was approved during FY 2013/14.

Police expenditures also include one-time appropriations for capital outlay, including an aerial photos project that was originally budgeted in FY 2013/14 but not completed, and replacement equipment. These one-time appropriations will be covered using fund balance of restricted funds for public safety.

Public Works/Engineering

The Public Works/Engineering budget includes a decrease of \$20,000 in contract services as a cost savings measure and is justified based on historical actual expenditures. Loan repayment for the energy efficiency loan used to complete several energy efficiency projects at Town facilities and street lights started in FY 2013/14 and will continue for five years through FY 2017/18.

Parks and Recreation

The Parks and Recreation budget includes a continued expenditure for the Lamorinda Spirit Van for \$9,000.⁵ In FY 2014/15, this cost is offset by a transfer in from Measure J in the amount of \$9,000.

The Parks and Recreation department includes funding in the amount of \$5,000 (compared to the \$3,750 provided in FY 2013/14 that was a prorated figure for 10 months of the year) for Library maintenance to support the Friends of the Moraga Library sponsorship of Sunday library hours.

The budget also includes a transfer of credit card processing fees from Administrative Services to the Parks and Recreation Department. The budget removes a final payment made in FY 2013/14 of \$11,000 to the school district that has decreased over the years and a decrease of \$6,500 in instructor contract services as a cost savings measure and justified based on historical actual expenditures.

One-time appropriations include \$8,410 for various replacement items at the Hacienda such as tables and chairs, offset with use of the Asset Replacement Fund (Fund 750), and \$13,500 for the Town of Moraga's 40th Anniversary Celebration in November along with the Pear Festival, including \$3,500 for the installation of celebratory banners around Town.

Lastly, the Parks and Open Space Maintenance budget includes a \$1,000 appropriation for any maintenance activities that may be needed for Mulholland Ridge. Any actual expenditures during the year will be covered with an offset from the endowment provided for the maintenance of Mulholland Ridge.

Planning

In FY 2014/15, the Planning department will offer its customers the convenience of using credit and debit cards for the payment of fees or deposits. There is a processing fee for the use of credit cards so the budget includes an estimated expenditure budget of \$10,000 to cover these costs. The costs will be offset with departmental revenues. The Planning budget also includes a

⁵ The Lamorinda Spirit Van Program budget request is for \$15,000 for FY 2014/15.



decrease of \$15,000 in contract services as a cost savings measure, which is justified based on historical actual expenditures.

Overview of Five-Year Financial Plan

This document, in its entirety, represents the Town of Moraga's Five-Year Financial Plan. In this document, the Town of Moraga updates its Five-Year Financial Projections as a strategic planning tool to better manage the Town's limited financial resources. The Five-Year Financial Projections expand upon the FY 2014/15 annual operating budget. The primary components of this document include:

1. Budget Message
2. Five-Year Financial Projections
3. Fiscal Year 2014/15 Operating and Capital Projects Budget
4. Financial Management Policies
5. Five-Year Capital Improvement Program

These components, when viewed in totality, provide a robust tool for the prudent management, allocation, and oversight of the Town's use of public monies to operate and implement the Town's goals and responsibilities.

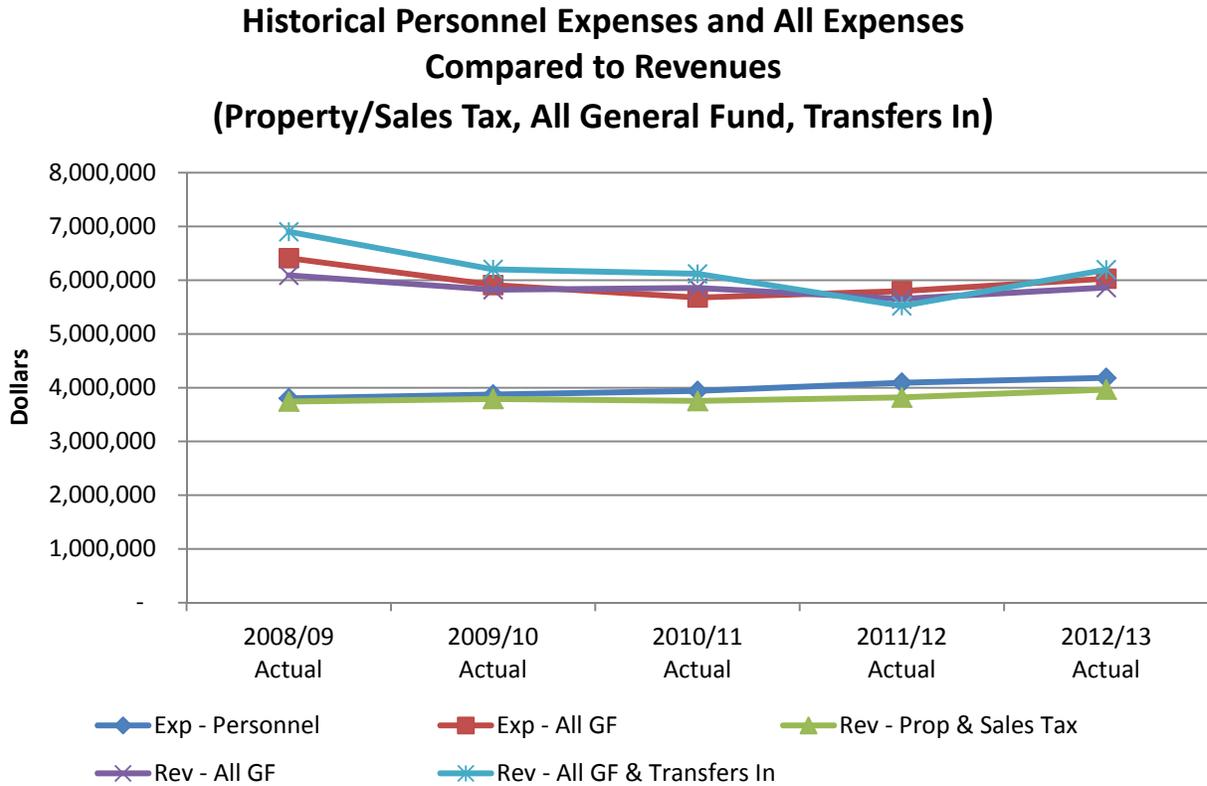
Five-Year Financial Projections

The Five-Year Financial Projections cover the General Purpose Fund (Fund 101) in the first section of the report with all other funds described subsequently. It is far-reaching in making projections of the Town's revenue and expenditures over a five-year period. Projections are based on historical trends and current information about future revenue sources and expenditures.

As stated throughout this budget message, the historical combination of property and sales tax revenues, the Town's two largest discretionary sources, has not kept up with Personnel Expenditures as shown in the chart below. The same is true for all General Fund revenues and all General Fund expenditures. The reason that the Town has been able to balance its operating budget is because the difference is made up with Transfers In from other funds that are restricted for specific purposes such as transportation planning, street maintenance and storm drains; however, these sources have also decreased over time.



Chart 12. Historical Trend of Expenditures (Personnel and All Expenditures) Compared to Revenues (Property/Sales Taxes and All Revenues).



In this document, the format of the Five-Year Financial Projections has been refined to better reflect the use of annual revenues for annual expenditures and to separate the use of one-time, non-reoccurring resources for one-time, non-reoccurring expenditures such as capital improvement projects. The refined format also better illustrates the true operating surplus or deficit for each annual operating budget.

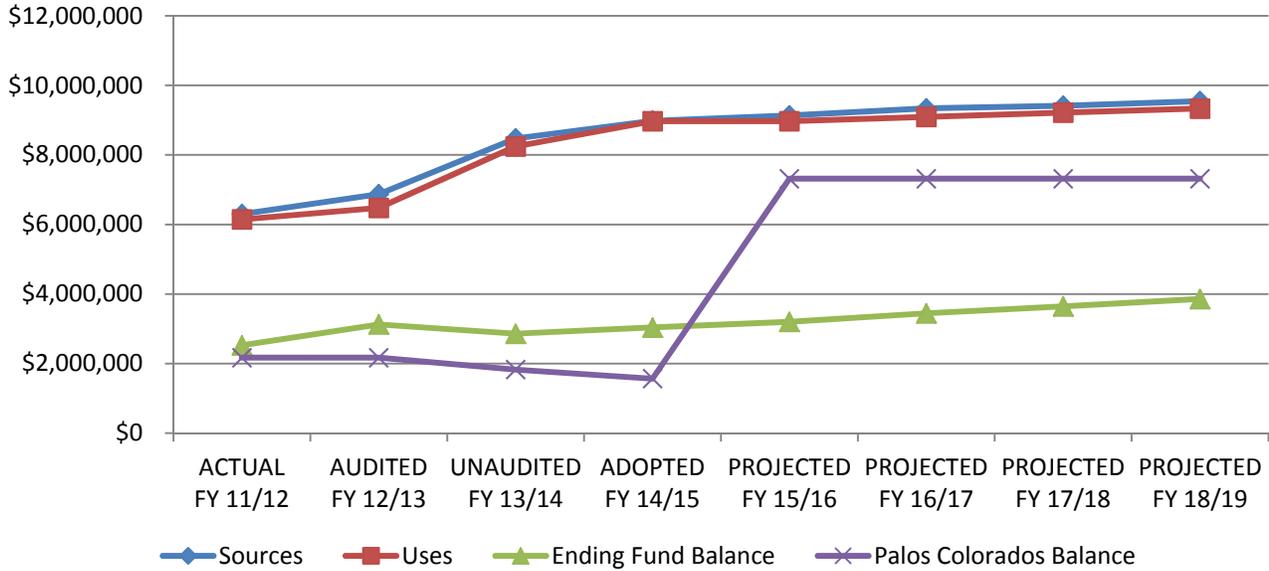
The chart below illustrates the projected trend of General Purpose Fund sources (revenues) compared to uses (expenditures) for the Operating Budget. The chart also shows the annual projected sources and uses along with fund balances for the General Purpose Fund and Palos Colorados (Fund 100 – One Time Developer Fee).

Key assumptions built into the projections over the next five years include a modest increase of 1% annually in property taxes, franchise fees, and departmental revenues; 2% in property rent; and a range of 1% to 7% annual increases in sales taxes based on information provided by MuniServices Inc., the Town’s sales tax consultant. The expenditure side assumes estimated increases in retirement costs, as well as 5% increases in Supplies and Services across the board.



Chart 13. General Fund Five-Year Financial Projection

General Fund 5-Year Financial Projection Sources, Uses & Fund Balance



Budget Methodology

The General Purpose Fund is the general operating fund of the Town. It is used to account for most discretionary resources except those that require separate accounting for local, state or federal reporting purposes. Primary sources of General Fund revenue include property tax, sales and use tax, franchise fees, and departmental fees.

The Town receives a variety of other funding sources that help support the Town – in the operating programs and capital programs. Some are on-going, annual sources (e.g., Gas Tax and Measure J) while many are one-time revenues (e.g., grants and impact fees). Most come with conditions for their use governed by various state, regional, and granting agency regulations.

Given limited General Fund revenues, the Town relies on these Other Funds to support its day-to-day operations, as well as capital improvement projects. For budgeting and accounting purposes, the Town uses Fund Transfers (i.e., Transfers In and Transfers Out) to provide revenues from other funds to cover expenditures in the General Fund and the Capital Improvement Fund, in accordance with the eligible uses of the other funds that are largely restricted by state or regional regulations.

As a best practice, the Town uses Other Funds to support operating expenditures if there are annual revenues. Fund balance and one-time revenues are used to support capital (one-time) expenditures.



Fiscal Year 2014/15 Operating Budget

The FY 2014/15 Operating Budget is balanced – estimated annual revenues are in line with estimated annual expenditures. The Operating Budget is also structurally balanced, which means that it does not rely on one-time revenues for its ongoing expenditures. Capital outlay expenditures such as computers, tables, and umbrellas are the exception; these expenditures may rely on one-time resources where they are considered one-time, periodic expenditures.

Trend of General Purpose Fund Sources and Uses for Operating Programs

	ACTUAL FY 09/10	ACTUAL FY 10/11	ACTUAL FY 11/12	ACTUAL FY 12/13	UNAUDITED FY 13/14	ADOPTED FY 14/15
Sources	\$6,252,218	\$6,359,175	\$6,298,957	\$6,870,191	\$8,473,699	\$8,981,585
Uses	\$5,929,378	\$5,877,051	\$6,145,652	\$6,477,915	\$8,243,492	\$8,967,893
Surplus/(Deficit)	\$322,840	\$482,124	\$153,305	\$392,277	\$230,207	\$13,692
Estimated Ending (Unassigned) Fund Balance						\$3,035,052
Estimated General Purpose Fund Reserve Percentage ⁶						42.1%

Historically, the Town has ended the fiscal year with an operating surplus as illustrated in the table above. However, the Town Council has taken action on occasion to use the General Fund available fund balance for one-time, non-reoccurring expenditures. These one-time uses, transfers, or commitments of the fund balance have impacted the unassigned fund balance, which is used to calculate the Town’s General Fund reserve. Notable examples of uses, transfers, or commitments of the General Fund available balance include the transfer of surplus above 50% to the Infrastructure Preservation and Improvement (IPI) fund in FY 2011/12 and FY 2013/14; use of \$225,000 to pay off the loan used to purchase the Town building at 331 Rheem Boulevard that was due in FY 2011/12. And in the FY 2013/14 budget, there is a use of the General Fund balance to fund several projects within the Capital Improvement Program for parks and planning activities and cover costs related to a retirement of a long-term employee that occurred in FY 2013/14. The retirement costs are for accrued vacation leave and are considered one-time expenditures making it appropriate to use fund balance generated from prior year savings to cover these costs.

Financial Management Policies

Financial management policies help guide the Town in decision-making that is grounded and consistent over time. The development and maintenance of thoughtful financial policies is critical to the Town’s successful and effective financial planning and management. The Town has a number of financial policies in place that warrant annual review as a best practice.

1. General Fund Surplus / General Fund Reserve Policy (Resolution No. 8-2012)
2. Fixed Asset Capitalization Policy (Resolution No. 60-2009)

⁶ General Purpose Fund Reserve calculation is based on ending unassigned fund balance relative to budgeted operating program expenditures.



3. GASB 54 – Fund Balance Definitions Policy (Resolution No. 24-2011)
4. Investment Policy (Resolution No. 44-2010)

Five-Year Capital Improvement Program

The Five-Year Capital Improvement Program (CIP) is a concerted planning effort to document the current and long-term needs of the Town with respect to construction projects and capitalized equipment purchases. Generally, projects and purchases costing \$15,000 or more are included in the CIP. (Minor capital outlays costing less than \$15,000 are included within the annual Operating Budget.)

The Town relies on grants and other one-time resources to support the CIP. With limited financial opportunities, many needed infrastructure improvements are deferred.

The CIP is categorized into the following categories:

- Buildings and Facilities (Municipal Facilities)
- Storm Drain, Creeks and Drainage
- Parks and Open Space
- Transportation
- General Government

The current Five-Year CIP is based on projects introduced to the Town through various master plans, identified needed improvements and repairs, and compliance projects. It is a living document and subject to change and improvement every year.



FIVE YEAR FINANCIAL PROJECTIONS



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FIVE-YEAR FINANCIAL PROJECTIONS - GENERAL PURPOSE FUND (Fund 101)

	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	Multiplier	ADOPTED FY 2014-15	Multiplier	PROJECTED FY 2015-16	Multiplier	PROJECTED FY 2016-17	Multiplier	PROJECTED FY 2017-18	Multiplier	PROJECTED FY 2018-19
Beginning Fund Balance	3,043,898	2,982,932	3,369,396		3,021,360		3,035,052		3,198,707		3,444,045		3,642,348
Sources													
General Fund Revenues													
Property Tax	1,597,161	1,687,967	1,724,527		1,749,144		1,766,472		1,783,974		1,801,650		1,819,504
Property Tax - In Lieu	1,255,380	1,266,002	1,342,531		1,389,163		1,403,055		1,417,086		1,431,256		1,431,256
Real Property Transfer Tax	96,790	116,309	137,329		124,423		125,667		126,924		128,193		129,475
Sales & Use Tax	728,891	746,182	728,643		771,742		804,177		1,160,638		1,174,173		1,222,374
Sales & Use Tax - In Lieu	235,322	263,557	255,268		261,735		279,735		33,029		-		-
Sales Tax - 1% Local Add On	-	333,008	1,461,285		1,428,000		1,456,560		1,485,691		1,515,405		1,545,713
Franchise Fees	738,186	749,227	767,634		770,427		778,131		785,913		793,772		801,710
Vehicle Impact Fees			55,667		222,667		167,000		167,000		167,000		167,000
Interest	19,788	15,843	11,502		16,160		16,322		16,485		16,650		16,816
Property Rent	47,404	29,402	29,060		58,953		160,707		161,221		161,746		162,281
Planning Fees	289,690	383,755	477,558		384,835		388,683		392,570		396,496		400,461
Parks & Recreation Fees	379,171	398,321	352,549		393,684		397,620		401,597		405,613		409,669
Police Fees	70,289	80,288	80,336		65,085		65,736		66,393		67,057		67,728
Public Works Fees	135,533	115,651	209,354		269,200		271,892		274,611		277,357		280,131
Misc Fees, Fines & Revenue, MVL	55,441	10,775	79,966		91,645		94,394		97,226		100,143		103,147
Subtotal	5,649,046	6,196,286	7,713,208	3.68%	7,996,863		8,176,153	2.24%	8,370,358	0.79%	8,436,511	1.43%	8,557,264
Transfers In													
Fund 103 - COPS / SLESF - Public Safety		-	120,080		108,107		100,000		100,000		100,000		100,000
Fund 109 - Prop 172 Public Safety Sales Tax	54,348	42,493	50,158		66,949		58,346		59,513		60,703		61,917
Fund 205 - Gas Tax	329,766	309,721	266,344		320,265		328,670		337,244		345,989		354,908
Fund 210 - Measure C/J	25,864	53,697	38,383		188,063		189,000		189,000		189,000		189,000
Fund 230 - Traffic Safety	39,357	43,136	42,272		50,700		51,207		51,719		52,236		52,759
Fund 500 - Lighting Assessment	6,162	4,817	5,952		10,000		10,000		10,000		10,000		10,000
Fund 510 - NPDES	187,802	196,560	228,758		218,193		218,193		218,193		218,193		218,193
Fund 740 - Comm Facilities/Open Space			450		1,000		1,000		1,000		1,000		1,000
Fund 750 - Asset Replacement	5,600	23,481	8,094		21,445		-		-		-		-
Fund 7xx - Development Impact Fees	1,012	-	-		-		-		-		-		-
Subtotal	649,910	673,905	760,491	29.48%	984,722		956,416	-2.87%	966,668	1.08%	977,121	1.09%	987,777
Total Sources	6,298,957	6,870,191	8,473,699	5.99%	8,981,585		9,132,569	1.68%	9,337,026	0.82%	9,413,632	1.40%	9,545,041
Uses													
Operating Programs													
General Government	1,204,523	1,379,011	1,475,098		1,566,376		1,554,777		1,573,393		1,590,761		1,607,514
Police	2,191,402	2,182,194	2,443,572		2,686,351		2,706,495		2,747,121		2,787,508		2,827,781
Public Works/Engineering	1,423,037	910,960	944,787		1,097,217		1,103,236		1,116,400		1,128,643		1,140,429
Parks & Recreation / Parks Maint	554,466	1,122,021	1,120,833		1,200,310		1,207,060		1,220,881		1,233,795		1,246,262
Planning	433,880	434,138	627,432		652,002		655,617		664,982		673,599		681,842
Subtotal - Operating Programs	5,807,308	6,028,324	6,611,723	8.93%	7,202,257		7,227,185	0.35%	7,322,778	1.25%	7,414,306	1.21%	7,503,828
Transfers Out (from General Fund) for Debt Service													
Fund 701 - 2010 COP Town Hall Improve	338,344	116,583	114,818		114,969		118,169		116,219		118,619		115,819
Pass-Through from General Fund (Transfer Out) for Capital Improvement Program													
Fund 711 - Street Pavement Program		333,008	1,516,952		1,650,667		1,623,560		1,652,691		1,682,405		1,712,713
Subtotal	338,344	449,591	1,631,769	8.20%	1,765,636		1,741,729	-1.35%	1,768,910	1.82%	1,801,024	1.53%	1,828,532
Total Operating Uses	6,145,652	6,477,915	8,243,492	8.79%	8,967,893		8,968,914	0.01%	9,091,688	1.36%	9,215,330	1.27%	9,332,360
Operating Surplus / (Deficit)	153,305	392,277	230,207		13,692		163,655		245,338		198,302		212,681
Non-Reoccurring Uses of General Fund (Transfers Out) for Capital Improvement Program													
Fund 700 - Capital Projects	28,275	5,813	466,753		-		-		-		-		-
Fund 705 - Infrastruct Preserve/Improv	186,002		111,490		-		-		-		-		-
Ending Fund Balance	2,982,932	3,369,396	3,021,360		3,035,052		3,198,707		3,444,045		3,642,348		3,855,028
(1) <i>Adjustments to Fund Balance</i>	459,521	243,742	162,811										
(2) Ending (Unassigned) Fund Balance	2,523,411	3,125,654	2,858,549		3,035,052		3,198,707		3,444,045		3,642,348		3,855,028
(3) <i>General Fund Reserve</i>	43.5%	51.8%	43.2%		42.1%		44.3%		47.0%		49.1%		51.4%

(1) Adjustments for non-spendable, committed and assigned fund balances; including use of General Fund balance for prior year approved capital projects.

(2) Ending (Unassigned) Fund Balance and General Fund Reserve figures differ from Proposed Budget since Unaudited Actuals for prior year were updated subsequent to budget adoption.

(3) The General Fund Reserve calculation is based on *actual* operating program expenditures from the same fiscal year, while adopted and projected reserve percentages are based on *budgeted* expenditures.



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FIVE-YEAR FINANCIAL PROJECTIONS - OTHER FUNDS

	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	Multiplier	ADOPTED FY 2014-15	Multiplier	PROJECTED FY 2015-16	Multiplier	PROJECTED FY 2016-17	Multiplier	PROJECTED FY 2017-18	Multiplier	PROJECTED FY 2018-19
Sources													
100 Developer Fee Fund (Palos)	-	-	-		-		5,750,000		-		-		-
103 COPS / AVA Grant	106,272	102,493	102,649		100,380		100,380		100,380		100,380		100,380
109 Public Safety Sales Tax (Prop 172)	54,348	57,141	50,200		57,202		58,346		59,513		60,703		61,917
140 Lighting Special District	115,779	116,567	128,113		114,053		115,194		116,346		117,509		118,684
205 Gas Tax	468,873	382,203	471,901		420,265		428,670		437,244		445,989		454,908
210 Measure J - Return to Source	285,399	266,597	302,463		308,261		314,427		320,715		327,129		333,672
211 Measure J - Program 28C Funds	-	-	60,794		88,379		27,603		27,603		27,603		27,603
220 Traffic Congestion Relief (Prop 42)	3	3	-		-		-		-		-		-
230 Traffic Safety (Vehicle Code Fines)	51,511	50,106	23,974		50,785		51,293		51,806		52,324		52,847
250 Park Dedication (Quimby Act)	22,522	306	10,217		-		-		-		-		-
260 Asset Forfeiture	35	27	38		38		38		38		38		38
500 Lighting Assessment District	222,679	222,145	221,856		197,390		197,390		197,390		197,390		197,390
510 NPDES	234,898	247,528	228,758		238,193		238,193		238,193		238,193		238,193
Total Sources	1,562,318	1,445,117	1,600,963	-1.63%	1,574,946	362.34%	7,281,533	-78.72%	1,549,227	1.16%	1,567,258	1.17%	1,585,633
Uses													
Operating Programs													
103 COPS / SLESF - Public Safety	61,095	64,934	-		-		-		-		-		-
500 Lighting Assessment District	221,940	98,885	141,391		181,824	3.00%	187,279	3.00%	192,897	3.00%	198,684	3.00%	204,645
Subtotal - Direct Charges to Fund	283,035	163,819	141,391		181,824		187,279		192,897		198,684		204,645
Transfers Out (to General Fund)													
103 COPS / SLESF - Public Safety			120,080		108,107		100,000		100,000		100,000		100,000
109 Public Safety Sales Tax (Prop 172)	54,348	42,493	50,158		66,949		58,346		59,513		60,703		61,917
205 Gas Tax	329,766	309,721	266,344		320,265		328,670		337,244		345,989		354,908
210 Measure J - Transportation	25,864	53,697	38,383		188,063		189,000		189,000		189,000		189,000
230 Traffic Safety (Vehicle Code Fines)	39,357	43,136	42,272		50,700		51,207		51,719		52,236		52,759
500 Lighting Assessment District	6,162	4,817	5,952		10,000		10,000		10,000		10,000		10,000
510 NPDES	187,802	196,560	228,758		218,193		218,193		218,193		218,193		218,193
740 Community Facilities/Open Space			450		1,000		1,000		1,000		1,000		1,000
750 Asset Replacement	5,600	23,481	8,094		21,445		-		-		-		-
7xx Development Impact Fees	1,012												
Subtotal - Transfers Out	649,910	673,905	760,491		984,722		956,416		966,668		977,121		987,777
Total Uses (Operating Programs)	932,945	837,724	901,882	29.35%	1,166,546	-1.96%	1,143,695	1.39%	1,159,565	1.40%	1,175,805	1.41%	1,192,421

Note. Unaudited Actuals for prior year were updated subsequent to budget adoption.



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FUND BALANCE SUMMARY

FUND	DESCRIPTION	AUDITED FY 2011-12	AUDITED FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15	Notes
GENERAL GOVERNMENTAL FUNDS						
Fund 100	One-Time Developer Fees (Palos Colorados)	2,165,737	2,165,737	2,003,619	1,730,169	
Fund 101	General Fund					
	Nonspendable	421	629			
	Restricted					
	Committed					
	Assigned	459,100	243,113	741,054	-	
	Unassigned	2,523,411	3,125,652	2,858,549	3,035,052	
	Total - General Governmental Funds:	5,148,669	5,535,131	5,603,222	4,765,221	
OTHER GOVERNMENTAL FUNDS						
Fund 103	COPS / SLESF Fund	146,534	184,093	166,664	118,436	
Fund 109	Public Safety Sales Tax (Prop 172)		14,647	14,689	4,942	
Fund 140	Lighting Special District	90,795	147,425	250,554	339,623	
Fund 205	Gas Tax	405,008	352,122	316,716	182,504	
Fund 210	Measure J - Return to Source, 18%	514,401	711,562	738,908	495,361	
Fund 211	Measure J - Program 28c			60,794	114,173	
Fund 220	Traffic Congestion Relief (Prop 42)	995	-	-	-	
Fund 230	Traffic Safety (Vehicle Code Fines)	75,762	40,263	21,965	12,050	
Fund 250	Park Dedication (fee in lieu/Quimby Act)	111,852	7,071	17,288	17,288	
Fund 260	Asset Forfeiture	9,991	10,018	10,039	10,077	
Fund 500	Lighting Assessment District	238,708	357,152	421,036	407,215	
Fund 510	NPDES	141,787	168,255	27,662	27,662	
	Total - Other Governmental Funds:	1,735,833	1,992,608	2,046,315	1,729,331	
CAPITAL PROJECTS FUNDS						
Fund 700	Capital Projects (Grants/Reimbursements)	293,490	n/a	n/a	n/a	
Fund 701	2010 COP - Town Hall Improvements	492,569	296,718	145,279	119,250	
Fund 702	2013 COP - Infrastructure Improvements			5,696,895	2,386,895	
Fund 705	Infrastructure Preservation & Improvement	186,002	186,002	294,068	72,492	
Fund 710	Proposition 1B State Grant - Streets	104,898	52	-	-	
Fund 711	Street Pavement Management Program		333,008	1,352,475	347,190	
Fund 715	Comcast Grant Unrestricted	155,700	86,233	86,233	-	
Fund 716	Comcast PEG Restricted	281,900	385,704	385,399	232,911	
Fund 740	Community Facilities/Open Space	8,106	8,106	9,550	9,550	
Fund 750	Asset Replacement	663,522	604,581	450,677	116,993	
Fund 720	Public Safety Impact Fees	4,325	7,088	2,042	2,042	
Fund 760	Local Transportation Impact Fees	3,022	12,184	9,761	9,761	
Fund 770	Storm Drain Impact Fees	46,177	200,969	90,488	65,488	
Fund 780	General Govt Facilities Impact Fees	25,685	31,228	19,296	19,296	
Fund 790	Park Impact Fees	19,150	19,203	3,734	3,734	
Fund 799	Lamorinda Fee and Financing Authority		128,572	95,393	95,393	
	Total - Capital Project Funds:	2,284,546	2,299,648	8,641,290	3,480,995	
FIDUCIARY FUNDS (Cash In Hand)						
Fund 405	Special Gifts & Donations	15,492	17,639	18,177	18,177	(1)
Fund 410	Skatepark Maintenance	46,495	43,507	26,155	26,155	
Fund 420	Park Facility Deposits	17,057	12,049	13,666	13,666	
Fund 430	Planning Deposits	300,838	242,303	295,555	295,555	
Fund 440	Public Works Performance Bonds	90,384	82,029	166,363	166,363	
Fund 600	Moraga Youth Involvement Committee	2,017	4,382	6,011	6,011	
Fund 610	Lamorinda Fee and Finance Authority					(2)
	Total - Deposits in Trust	472,284	401,909	525,926	525,926	

(1) Fiduciary funds estimated cash in hand for FY 2013-14 is as of April 30, 2014.

(2) The Lamorinda Fee and Finance Authority (LFFA) finance administration was transferred from the Town of Moraga to the City of Lafayette effective July 1, 2011.



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FUND DESCRIPTIONS



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FUND DESCRIPTIONS

Governments use fund accounting to emphasize accountability rather than profitability. Fund accounting is necessary to show how money, especially money that is legally tied to special uses, is spent rather than how much profit is earned. This system is unlike profit-oriented businesses that use a single set of self-balancing accounts or general ledger.

The **General Purpose Fund (Fund 101)** is the general operating fund of the Town. It is used to account for most discretionary resources except those that require separate accounting for local, state or federal reporting and accountability purposes. Primary sources of General Purpose Fund revenue include property tax, sales tax, franchise fees, parks and recreation fees, as well as transfers in from other funds for eligible uses.

The Town also receives a variety of other funding sources that help support the Town's operations. These other sources constitute a small percentage of the overall financial plan. Some are on-going, annual sources (e.g., Gas Tax and Measure J) while many are one-time revenues (e.g., grants and impact fees). Most come with conditions for their use governed by various state, regional, and granting agency regulations.

The following describes the source and eligible use of these other funds:

Fund 100 – One Time Developer Fees (Palos Colorados)

The source of revenue for this fund is the result of a settlement agreement related to the Palos Colorados development project. Since receipt of the initial deposits, the Town has used these funds for one-time expenditures such as payment of the CalPERS unfunded liability and promissory note due on the purchase of the 331 Rheem Boulevard property.

Fund 103 – Citizens Option for Public Safety (COPS) / Supplemental Law Enforcement Services Fund (SLESF)

Funding granted from the state General Fund to augment public safety services, including front line law enforcement services and capital projects that support front line law enforcement services. Under this program, Moraga has been receiving the minimum \$100,000 per year. During the FY 2011/12 budget development process, the status of these funds were unknown and in jeopardy. However, since then the State continues to honor the \$100,000 per year by supplanting an alternate revenue source that formerly supported the General Fund – the Motor Vehicle License Fees. There was a net revenue loss of about \$50,000 annually to the Town as a result. Prior to FY 2011/12, the Motor Vehicle License Fees provided about \$50,000 annually and the COPS Grant funding provided \$100,000 annually.

Fund 109 – Public Safety Sales Tax (Proposition 172)

Proposition 172 was approved in 1993 and provided a half-cent sales tax for public safety. The purpose of the funds was not to increase public safety funding but to offset decreased funding to local governments due to property tax shifts. Accordingly, per Assembly Bill 2788, the Town is annually required to report to Contra Costa County a Maintenance of Effort certification in compliance with the receipt of these funds.

Fund 140 – Property Tax – Lighting Special District

This district was created on December 12, 1974 per Town of Moraga Resolution No. 28-74. Since then, the passage of Proposition 13 fixed the basic property tax rate at 1% of the assessed value of a home, plus any assessment bond approved by popular vote; and the



district's funds, as applied today, are included within the Basic 1% Property Tax paid by homeowners. This Lighting Special District (Street Light Maintenance District No. 1) is distinct from the Town of Moraga Lighting Assessment District 1979-1. Accordingly, this fund provides for the accounting of the Lighting Special District; and is intended to cover street lighting activities not included in the Town of Moraga Lighting Assessment District 1979-1 (Fund 500).

Fund 205 – Gas Tax

Highway Users' Tax, commonly called Gas Tax, is allocated by the State based on population. Monies are restricted by Article XIX of the California State Constitution and by Streets and Highways Code Section 2101. Eligible uses include research, planning, construction, improvement, maintenance, and operation of public streets (and their related facilities for non-motorized traffic).

Fund 210 – Measure J – Return to Source (18% Funds)

Measure J, approved in 2004, extended Measure C, a countywide half-cent sales tax. Funds can be used for transportation purposes including transportation planning and street maintenance. Funds are administered by the Contra Costa Transportation Authority.

Fund 211 – Measure J – Program 28c

Measure J, approved in 2004, allocates 0.235% of the countywide half-cent sales tax toward the Subregional Transportation Needs Program (Program 28c). These funds may be used to support any program identified in the Measure J Expenditure Plan, or eligible under the provisions of Measure J. Funds are administered by the Contra Costa Transportation Authority.

Fund 220 – Traffic Congestion Relief (Proposition 42)

In FY 2010/11, the State terminated Prop 42 funding and replaced it with Gas Tax Section 2103 funding, intending the net effect to be revenue neutral. Beginning in FY 2010/11, the Town recorded Gas Tax Section 2103 revenues in the Prop 42 fund. Eligible use of the funds is consistent with those of the Gas Tax.

Fund 230 – Traffic Safety (Vehicle Code Fines)

These funds, derived from fines and forfeitures for violations of the State Vehicle Code, must be used to support traffic safety activities, including police enforcement and traffic safety projects such as construction and improvement of streets, signs and signals.

Fund 260 – Asset Forfeiture

This fund accounts for revenues received from property seized during drug-related criminal activity and is used to support law enforcement operations.

Fund 405 – Special Gifts and Donations

This fund is a fiduciary fund accounting the donation and expenditure of monies that are pledged for specific purposes such as bricks in Common's Park and memorial benches.

Fund 410 – Skatepark Maintenance

Also a fiduciary fund, this fund was established by the tri-cities when the skatepark was built in 2003. Initial contributions were \$27,000 each from Moraga, Orinda, and Lafayette, a total initial funding of \$81,000. The tri-city agreement calls for a meet and confer between the three cities when the monies in the maintenance fund are depleted below \$15,000 to discuss replenishment of the fund.



Fund 420 – Park Facility Deposits

This fiduciary fund houses deposits the Town receives for the rental of Town facilities in the event of damages to the facilities. Deposits are refunded to customers after the event is completed and no damages are assessed.

Fund 430 – Planning Deposits

This fiduciary fund accounts for deposits the Town receives for planning activities. These deposits are drawn upon as the Planning Department bills the deposits for work completed to process the planning permit, application, etc. Unused portions of deposits are refunded to the customer. This fund also houses recycling deposits for roofing projects, which are refunded after proof that the used roofing materials were recycled.

Fund 440 – Public Works Performance Bonds

This fiduciary fund houses deposits the Town receives for the public works projects within the Town's boundaries to protect against damage or incomplete work on Town right-of-way. Deposits are released to customers after the event is completed.

Fund 500 – Lighting Assessment District

This fund is used exclusively to record the revenues and expenditures of the Moraga Street Lighting Assessment District 1979-1 that covers a significant portion of the Town. Revenue and expenditure estimates are developed in conjunction with an engineering consultant. The fund covers the costs to operate the district, including utilities, repairs, engineering services, administrative cost, and capital improvements. The current annual assessment levied is \$58 for a single detached family residence within the district.

Fund 510 – National Pollutant Discharge Elimination System (NPDES)

This fund derives from an annual assessment for the National Pollutant Discharge Elimination System created Countywide in response to the 1972 Clean Water Act. Funds are transferred to the General Fund to reimburse expenditures related to clean water projects, education and storm drain operations in the Town. A county revenue measure for an additional \$22 per residential unit was conducted as a mail ballot measure in March/April 2012. The ballot measure failed, leaving the cleanwater program and its increasingly strict permit requirements for stormwater retention and storm drain maintenance to be covered under the Town's existing revenue sources.

Fund 600 – Moraga Youth Involvement Committee

This fiduciary fund serves to receive and expend monies related to Moraga Youth Involvement Committee activities.

Fund 700 – Capital Improvements

This fund serves as a clearing fund to capture all capital project expenditures and corresponding revenues.

Fund 701 – COP/329 Rheem Renovation

The 2010 issuance of Certificates of Participation (COP) included funding for the 331 Rheem property purchase and for renovation of the 329 Rheem building. Purchase of 331 Rheem was made in 2010 and the facility is now the Town's Corporation Yard. Fund 701 holds the COP proceeds.



Fund 705 – Infrastructure Preservation and Improvement

The Town Council established the IPI fund to set aside funds for capital projects that preserve or improve the Town's infrastructure assets such as its streets, storm drains, and building and facilities. In 2012, through Resolution No. 8-2012, the Town Council re-established a policy for transferring annual surplus revenues into the IPI fund.

Fund 711 – Street Pavement Program

This fund is established to account for all capital activities related to the rehabilitation of the Town's streets. In August 2013, the Town issued the 2013 Certificates of Participation – Infrastructure Improvements, which successfully implement a financing program using revenues from the voter-approved local sales tax increase in November 2012 ("Measure K") and using the 2013 COP proceeds for the pavement management program.

Fund 740 – Community Facilities/Open Space

This fund accounts for funding received as an endowment for the maintenance of the pond at the Mulholland Ridge Open Space Preserve. By Town Council Resolution 25-2009, funds are restricted for the purpose of maintaining the pond and/or other maintenance needs at the preserve.

Fund 750 – Asset Replacement

This fund is a reserve for the purchase of replacement vehicles, technology, and building and park improvements such as new roofs and replacement play structures. Since FY 2008/09, contributions from the General Fund to the Asset Replacement fund have been deferred while expenditures have continued.

Comcast Grants

The Town has two Comcast Grant funds – Fund 715 Comcast Unrestricted Grant and Fund 716 Comcast PEG Restricted. Although one fund is called unrestricted, both grant funds do have limitations on how the Town may use these monies. Generally, Comcast Grant funds are to be used for technology that enhances communications. The Town has appropriated some of these funds for the audio/video/televising of Town Council meetings.

Development Driven Funds (Funds 250, 720, 760, 770, 780 and 790)

Fund 250 Park Dedication Fees (Quimby Act), Fund 720 Public Safety Impact Fees, Fund 760 Local Traffic Impact Fees, Fund 770 Storm Drain Impact Fees, Fund 780 General Government Facilities Impact Fees, and Fund 790 Park Impact Fees are all funds whose revenues derive from development and use of these funds is restricted. A comprehensive update to the development impact study is currently underway.

Fund 799 – Lamorinda Fee and Financing Authority (LFFA)

The LFFA is a joint exercise of powers agreement comprised of the jurisdictions of Lafayette, Moraga and Orinda to establish a development fee program. This fund is established to account for both the regional and local set aside fees associated with development fees established by the LFFA. The use of the funds is governed by the Joint Exercise of Powers Agreement.

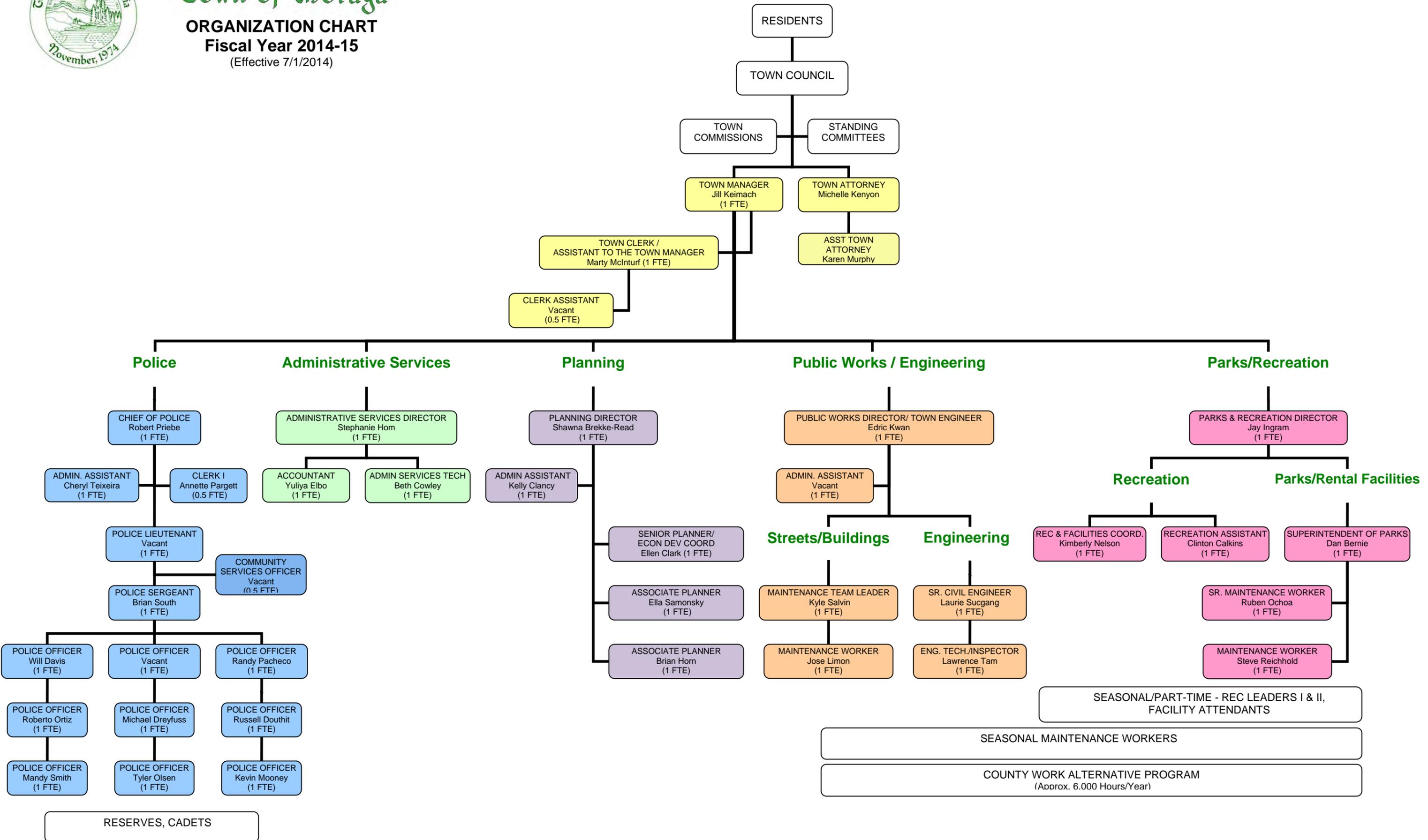


FISCAL YEAR 2014 – 2015 BUDGET



Town of Moraga

ORGANIZATION CHART Fiscal Year 2014-15 (Effective 7/1/2014)



Authorized Positions by Department

Full Time Equivalents (FTE)

	FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15
General Government					
Town Manager	1.00	1.00	1.00	1.00	1.00
Town Clerk/Asst to Town Manager	1.00	1.00	1.00	1.00	1.00
Administrative Assistant		0.25	0.25		
Clerk Assistant		-	0.50	0.50	0.50
Clerk (Temporary)	0.50	-	-	-	-
Administrative Services Director	1.00	1.00	1.00	1.00	1.00
Administrative Services Technician	1.00	1.00	1.00	1.00	1.00
Accountant	1.00	1.00	1.00	1.00	1.00
Subtotal	5.50	5.25	5.75	5.50	5.50
Planning					
Planning Director	1.00	1.00	1.00	1.00	1.00
Senior Planner	1.00	1.00		1.00	
Senior Planner / Economic Dev Coord			1.00	1.00	1.00
Associate Planner				1.00	2.00
Assistant Planner	1.00	1.00	1.00		
Administrative Assistant	1.00	0.75	0.75	1.00	1.00
Subtotal	4.00	3.75	3.75	5.00	5.00
Police					
Chief of Police	1.00	1.00	1.00	1.00	1.00
Police Lieutenant	1.00	1.00	1.00	1.00	1.00
Police Sergeant	1.00	1.00	1.00	1.00	1.00
Police Corporal				3.00	3.00
Police Officer	8.00	8.00	9.00	6.00	6.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Community Services Officer					0.50
Clerk I, PT	0.50	0.50	0.50	0.50	0.50
Subtotal	12.50	12.50	13.50	13.50	14.00
Engineering / Public Works					
Public Works Director/Town Engineer	1.00	1.00	1.00	1.00	1.00
Senior Civil Engineer				1.00	1.00
Staff Engineer	1.00	1.00	1.00		
Superintendent of Public Works	1.00	1.00	1.00		
Engineering Technician/Inspector				1.00	1.00
Engineering Inspector	1.00	1.00	1.00		
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Maintenance Leader	1.00	1.00	1.00	1.00	1.00
Maintenance Workers	3.00	3.00	3.00	1.00	1.00
Subtotal	9.00	9.00	9.00	6.00	6.00
Parks & Recreation					
Parks & Recreation Director	1.00	1.00	1.00	1.00	1.00
Recreation & Facilities Coordinator	1.00	1.00	1.00	1.00	1.00
Recreation Assistant	0.50	1.00	1.00	1.00	1.00
Superintendent of Public Works				1.00	1.00
Senior Maintenance Worker				1.00	1.00
Maintenance Worker				1.00	1.00
Subtotal	2.50	3.00	3.00	6.00	6.00
TOTAL PERSONNEL	33.50	33.50	35.00	36.00	36.50



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GENERAL PURPOSE FUND

FISCAL YEAR 2014 – 2015 OPERATING BUDGET



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**GENERAL PURPOSE FUND (Fund 101)
REVENUE & EXPENDITURE SUMMARY**

	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15
Sources					
General Fund Revenues					
Property Tax	1,670,462	1,693,952	1,687,967	1,724,527	1,749,144
Property Tax - In Lieu	1,248,672	1,255,380	1,266,002	1,342,531	1,389,163
Real Property Transfer Tax			116,309	137,329	124,423
Sales & Use Tax	695,885	728,891	746,182	728,643	771,742
Sales & Use Tax - In Lieu	220,460	235,322	263,557	255,268	261,735
Sales Tax - 1% Local Add On	-	-	333,008	1,461,285	1,428,000
Sales Tax - Public Safety	51,343	-	-	-	-
Franchise Fees	735,390	738,186	749,227	767,634	770,427
Vehicle Impact Fees	48,982	43,316	-	55,667	222,667
Interest	27,872	19,788	15,843	11,502	16,160
(1) Property Rent	48,629	47,404	29,402	29,060	58,953
Planning Fees	234,124	289,690	383,755	477,558	384,835
Parks & Recreation Fees	436,352	379,171	398,321	352,549	393,684
Police Fees	78,429	70,289	80,288	80,336	65,085
Public Works Fees	343,956	135,533	115,651	209,354	269,200
Misc Fees, Fines & Revenue	65,427	12,125	10,775	79,966	91,645
Subtotal	5,905,983	5,649,046	6,196,286	7,713,208	7,996,863
Transfers In (from other funds)					
Fund 103 - COPS / SLESF - Public Safety	-	-	-	120,080	108,107
Fund 109 - Prop 172 Public Safety Sales Tax	-	54,348	42,493	50,158	66,949
Fund 205 - Gas Tax	174,935	329,766	309,721	266,344	320,265
Fund 210 - Measure C/J	38,667	25,864	53,697	38,383	188,063
Fund 230 - Traffic Safety	25,000	39,357	43,136	42,272	50,700
Fund 500 - Lighting Assessment	-	6,162	4,817	5,952	10,000
Fund 510 - NPDES	214,590	187,802	196,560	228,758	218,193
Fund 740 - Comm Facilities/Open Space	-	-	-	450	1,000
Fund 750 - Asset Replacement	-	5,600	23,481	8,094	21,445
Fund 7xx - Development Impact Fees	-	1,012	-	-	-
Subtotal	453,192	649,910	673,905	760,491	984,722
Total Sources	6,359,175	6,298,957	6,870,191	8,473,699	8,981,585
Uses					
General Fund Expenditures					
General Government	1,090,452	1,204,523	1,379,011	1,475,098	1,566,376
Police	2,018,894	2,191,402	2,182,194	2,443,572	2,689,851
Public Works / Engineering	1,567,172	1,423,037	910,960	944,787	1,097,217
Parks & Recreation / Parks Maint	565,439	554,466	1,122,021	1,120,833	1,196,810
Planning	444,159	433,880	434,138	627,432	652,002
Subtotal	5,686,117	5,807,308	6,028,324	6,611,723	7,202,257
Transfers Out (from General Fund) for Debt Service					
Fund 701 - 2010 COP Town Hall Improve	93,109	338,344	116,583	114,818	114,969
Pass-Through from General Fund (Transfer Out) for Capital Improvement Program					
Fund 711 - Street Pavement Program			333,008	1,516,952	1,650,667
Subtotal	93,109	338,344	449,591	1,631,769	1,765,636
Total Uses	5,779,226	6,145,652	6,477,915	8,243,492	8,967,893
Operating Surplus / (Deficit)	579,949	153,305	392,277	230,207	13,692

(1) Property rent in FY 2014-15 assumes increase based on provisions in the Land Lease with the Moraga Country Club HOA.



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GENERAL GOVERNMENT

The General Government consists of the Town Council, Town Manager, Town Attorney, and Town Clerk.

MISSION

The mission of the Town of Moraga is to provide high-quality customer service that reflects the vision of the Town's elected, appointed, and volunteer citizens in a manner that honors the minimal government and highly transparent expectations of the community. The mission of General Government is for the Town Council to establish policies that best serve the Town of Moraga, and its citizens; and for the Town Manager to provide leadership to the Town's exceptional employees to implement those policies and manage the Town's day-to-day activities.

TOWN COUNCIL

The Town Council establishes overall goals and objectives for the Town through the adoption of policies aimed at enhancing the community to the benefit of the general public. The Town Council is guided by the vision established in the General Plan and Specific Plans and sets priorities to implement programs and services; listens to the community to determine overall needs; and sets and monitors financial and other Town administrative activities. The Council also confers with officials from other public agencies and associations to further the goals of the Town, the region and municipal government in general.

The Town Council is the conduit between the desires and expectations of individual Moraga residents and business operators, and understanding what is in the best interest of the public as a whole and feasible given limited Town resources. The Town Council is active in the community in order to hear directly from citizens and to help translate the rationale behind existing Town services. With the support of a majority of Town Council members, the Town Council can also request new initiatives either through its annual goal setting workshop at the beginning of the year, or incrementally throughout the year by asking the full Council to support a particular item be placed on a future Council agenda for public discussion.

The Town Council's primary focus in 2013 was to respond immediately to the community's 70% support for Measure K, a one-cent sales tax that was approved over the next 20 years. This entailed forming a new charter for a Measure K Oversight Committee, interviewing and selecting members, establishing an internal accounting system that is both clear and practicable, putting on the market Certificates of Participation for roughly half of the local sales tax receipts, identifying and clearing title on Town property for use as collateral for the sale, engineering the construction work, identifying the candidate streets for repair, preparing bid documents, reviewing proposals and selecting the most responsive and responsible bidder, outreaching to the residents what they should expect to see on their streets, working with the contractors and inspecting their work. This effort was condensed into 11 months, from the start date of the November 2, 2012 election to the completion of the street repair work in October, 2013.



TOWN ATTORNEY

The Town Attorney provides legal consultation through a respected legal firm on a variety of matters including land use and planning, labor relations, and other fiscal issues. The firm also represents the Town in litigation (brought against or initiated by the Town), contracts, labor negotiations and legal advice on questions of law and procedure, enforcement of certain provisions of the Moraga Municipal Code, personnel issues, written opinions on Town related matters, and representation of all Town officers and officials in actions brought against them while performing their official Town functions.

This past year the Town Attorney and Assistant Town Attorney assisted the Town on a number of development projects, draft ordinances, and provided legal advice on both internal and external issues.



TOWN MANAGER

The Town Manager provides leadership to: support staff by providing them--to the extent feasible--the tools they need to excel in their individual positions; quality control to ensure the elected and appointed councils and boards have the ability to make informed decisions; works on special projects like the remodel of the Corporation Yard to add a Council Chambers and community meeting room; and sets the direction of the organization based on the Council's direction. The Town Manager provides executive staff assistance to the Town Council by making recommendations on programs and services, advising the Council on matters of concern to the community and assisting the Council in establishing Town-wide services, goals and policies. Coordination with other local, regional, and educational agencies to promote and protect the interests of the Town and ensure the efficient delivery of services to the community is an integral part of the Town Manager's responsibilities.

Fiscal Year 2013/14 brought to fruition a number of public works projects that had been on the back burner for many years, including the completion of a headwall on Laguna Creek at the Pavilion that failed during the 2006 winter storms, the repair of a sinkhole in partnership with the City of Lafayette, and the overlay of approximately half of the Town's neighborhood roads. In addition, a number of Planning efforts were initiated, including a potential design of Moraga Road in the Livable Moraga Road project, and a review and clarification of the Town's existing hillside development policies in the Hillside and Ridgeline community outreach project.

Another Town Council goal for 2014 was the "minimal" remodel of the Corporation Yard into a Council Chambers. Purchased in 2010, the Town corporation yard at 331 Rheem Boulevard required extensive structural review prior to a minimal remodel of the facility. After much analysis and development of design alternatives, the staff recommended and Council directed a significantly reduced remodel that included removing some non-bearing walls, adding or relocating doors and making ADA accessibility improvements. Other changes included relocating all the government files from the Hacienda and Corporation Yard into the new Town Offices through more efficient file storage systems. By moving the file storage out of the large equipment bay in the corporation facility two doors down the street at 331 Rheem Boulevard, that room is under another minimal remodel to convert it to a community meeting room. This past year a team was compiled to consider ways to inexpensively upgrade the facility. This room is expected to be used for most Town meetings, including meetings for the Council, Planning Commission, Design Review Board, Audit and Finance, and perhaps additional meetings for other boards and commissions, with the expectation that larger Council meetings will still be able to rent the JM Auditorium. Another special project that commenced in FY 2013/14 was the determination of Fair Market Rent for the Land Lease with the Moraga Country Club Homeowners' Association.



TOWN CLERK

The Town Clerk's office provides administrative services and management of Town records in accordance with state and local laws. This includes maintaining custody and responsibility for all official Town records, providing general information to the public, editing official minutes of Council meetings, administering all elections, noticing public hearings and official meetings; and fulfilling all of the Town Clerk's statutory responsibilities. The Town Clerk also maintains rosters and assignments for all Council-appointed Boards/Commissions/Committees and the Council Agenda Schedule. The Town Clerk is responsible for Brown Act compliance for all public meetings and ceremonial and procedural functions of the Council and responds to any requests via the Public Records Act. The Town Clerk also provides support and administrative service to the Town Council and Manager.

One of the key responsibilities of the Town Clerk's office is to provide transparent communications between the Town as an organization and the residents, businesses, and service organizations in Town. Over the years the methods of communicating Town activities and upcoming agenda items have expanded and improved. Primarily the main method of communication with the community is one-directional, through the Town website which is now updated every week with new information on upcoming activities, agenda items on meetings, and projects and activities of interest. The Town Clerk also legally notices meetings, coordinates and creates Town Council meeting packets, and the Town's electronic newsletter "About Town." In addition to these one-way communication methods, the Town Clerk is also the "voice and face" of the Town, which means that most general calls to the government are funneled through this office and directed to the appropriate department, if it cannot be answered directly. Public Records requests, the legally required process for requesting public documents, are also handled by the Town Clerk.



ACCOMPLISHMENTS FOR FY 2013-14

- Adopted Local Sales Tax Oversight Committee Charter on January 23, 2013 (Reso 4-2013). Members interviewed and appointed to Oversight Committee on March 21, 2013.
- Sold Certificates of Participation on August 6, 2013 to leverage \$600,000 annually in order to expedite \$7.72 million in road repairs.
- Developed a balanced budget with an operating surplus for FY 2013/2014.
- Adopted all five employee group agreements which value staff and maintain personnel costs for the FY13/14 budget.
- Initiated analysis and community input into Town regulations which protect ridgelines from development as stated in the General Plan Goals and the voter approved initiative Moraga Open Space Ordinance.
- Worked to improve the long-term viability of The New Rheem Theatre in partnership with the business operator, property owner, Chamber of Commerce, and CAIFF.
- Repaired a Campolindo neighborhood sinkhole in partnership with the City of Lafayette on time and under budget.
- Partnered with Moraga School District Board, Saint Mary's College, Campolindo High School and sports user groups to discuss shared interests and the potential to share facilities through a Memorandum of Understanding and longer-term vision for Moraga.

GOALS FOR FY 2014-15

- Exercise Continued Fiscal Discipline
- Implement Second Year of Three-Year Measure K Road Repair Program
- Work to improve the long-term viability of The New Rheem Theatre in partnership with the business operator, property owner, Chamber of Commerce, and CAIFF
- Continue to clarify hillside and ridgeline regulations to ensure property owners, developers, and conservationists share a common understanding of the regulations.
- Continue, through various means, to value the dedication and contributions of staff and Town volunteers
- Conduct a transparent and smoothly-run election
- Host informational seminars for all potential candidates
- Complete determination of Fair Market Rent for the Land Lease with the Moraga Country Club Homeowners' Association.

TOWN OF MORAGA

TYPE: REVENUE
FUND: 101 GENERAL FUND
DEPT: GENERAL GOVERNMENT

Account Number	Description	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15	FY 2013-14 TO FY 2014-15 \$ INC(DEC)	FY 2013-14 TO FY 2014-15 \$ INC(DEC)
101-510-310-01	Property Taxes - Secured	1,470,941	1,508,370	1,582,814	1,661,977	1,657,407	(4,570)	-0.3%
101-510-310-04	Property Tax - Unsecured	54,998	58,436	59,596	6,343	60,402	54,059	852.2%
101-510-310-07	Property Tax - Supplemental	29,232	(2,865)	30,263	32,046	8,858	(23,188)	-72.4%
101-510-310-09	Property Tax - Unitary	20,816	41,114	20,681	22,224	22,996	773	3.5%
101-510-310-11	Property Tax Prior Yr Secure	(2,138)	(14,353)	(18,000)	(14,269)	(19,783)	(5,514)	38.6%
101-510-310-14	Property Tax Prior Yr Unsecure	883	(1,319)	(3,707)	120	2,943	2,823	2352.7%
101-510-310-20	Prior secured--Chevron	(5,015)	(9,091)	-	-	-	-	
101-510-360-05	Homeowner's Prop Tax Relief	17,116	16,869	16,320	16,086	16,320	234	1.5%
	TOTAL Property Tax	1,586,833	1,597,161	1,687,967	1,724,527	1,749,144	24,617	1.4%
101-510-310-12	Property Tax - In Lieu	1,248,672	1,255,380	1,266,002	1,342,531	1,389,163	46,633	3.5%
101-510-320-14	Real Property Transfer Tax	83,629	96,790	116,309	137,329	124,423	(12,906)	-9.4%
101-510-310-18	LAD Adjustment ¹	59,262	-	-	-	-	-	
101-510-320-01	Sales & Use Tax	695,885	728,891	746,182	728,643	771,742	43,099	5.9%
101-510-320-03	Sales & Use Tax - In Lieu	220,460	235,322	263,557	255,268	261,735	6,467	2.5%
101-510-320-10	Add On Local Sales Tax - 1%			333,008	1,461,285	1,428,000	(33,285)	-2.3%
	TOTAL Sales Tax	916,345	964,213	1,342,747	2,445,196	2,461,477	16,281	0.7%
101-510-320-02	Sales Tax - Public Safety ²	51,343	-	-				
101-510-320-04	Franchise Fees - Garbage	274,728	282,748	285,979	283,698	285,798	2,100	0.7%
101-510-320-05	Franchise Fees - PG&E/Electric	132,551	125,016	125,083	128,914	129,558	645	0.5%
101-510-320-06	Franchise Fees - PG&E/Gas	54,037	54,773	48,931	49,986	50,236	250	0.5%
101-510-320-07	Franchise Fees - Cable	274,074	275,648	289,234	305,036	304,835	(201)	-0.1%
	TOTAL Franchise Fees	735,390	738,185	749,227	767,634	770,427	2,793	0.4%
101-510-320-08	Garbage - Vehicle Impact Fees				55,667	222,667	167,000	
101-510-360-01	Motor Vehicle License Fees ³	48,982	43,316	7,011		-	-	
101-510-350-01	Interest - General Fund	27,872	19,788	15,843	11,502	16,160	4,658	40.5%

TOWN OF MORAGA

TYPE: EXPENDITURE
 FUND: 101 GENERAL FUND
 DEPT: 500 TOWN COUNCIL

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15	FY 2013-14 TO FY 2014-15 \$ INC(DEC)	% INC(DEC)
SERVICES/SUPPLIES:								
101-500-022-01	SUPPLIES AND MATERIALS	1,294	458	1,139	578	1,500	922	159.7%
101-500-025-01	RENTS/LEASES/TAXES--JM Auditorium	4,230	4,609	6,309	4,394	3,000	(1,394)	-31.7%
101-500-026-01	CONTRACTUAL SVCS/PROF-Minutes	17,632	20,963	15,438	18,200	18,000	(200)	-1.1%
101-500-030-03	POSTAGE--PO Box Rental	16	-	-	-	-	-	-
101-500-040-01	MEMBERSHIPS & DUES ¹	13,007	12,501	16,547	12,013	12,900	887	7.4%
101-500-040-04	MAYORS' CONFERENCE ²	2,788	2,833	3,591	1,937	4,000	2,063	106.5%
101-500-041-xx	TRAVEL & CONFERENCES ³	3,064	2,747	3,259	1,817	3,050	1,233	67.9%
101-500-050-01	COMMUNITY PROMOTIONS	1,134	2,096	1,524	2,161	2,500	339	15.7%
	LAMORINDA SPIRIT VAN ⁴	9,000						
	TOTAL SERVICES/SUPPLES	52,165	46,207	47,806	41,100	44,950	3,850	8.1%
	TOTAL OPERATING COSTS	52,165	46,207	47,806	41,100	44,950	3,850	8.1%

1 Memberships & Dues

Association of Bay Area Governments (ABAG)	7,102	3,600	3,600
Local Agency Formation Commission (LAFCO)	1,703	2,000	2,000
ICLEI - Int'l Council for Local Environ Initiatives	600	600	-
Moraga Chamber of Commerce	200	200	200
League of California Cities	6,342	6,400	6,400
League of California Cities, East Bay Division	600	700	700
	<u>16,547</u>	<u>13,500</u>	<u>12,900</u>

2 Mayor's Conferences

Mayor's Conference Registration	2,100	1,500	1,500
Contra Costa County Mayor's Conf - Annual Dues	591	1,800	1,800
Town of Moraga Hosted Mayor's Conference Event	900	700	700
	<u>3,591</u>	<u>4,000</u>	<u>4,000</u>

3 Covers expenses related to travel for governmental-related conferences and meetings. In an effort to contain costs, all Council and Commissioner travel outside Northern California requires Town Council approval.

In FY 2013-14, an amount of \$750 was reduced to partially offset increase in Library Maintenance costs for Sunday hours.

4 Lamorinda Spirit Van expenditures transferred to Parks & Recreation budget in FY 2011-12.

TOWN OF MORAGA

TYPE: EXPENDITURE
 FUND: 101 GENERAL FUND
 DEPT: 510 TOWN MANAGER

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15	FY 2013-14 TO FY 2014-15 \$ INC(DEC)	% INC(DEC)
PERSONNEL:								
101-510-001-01	SALARIES	191,360	177,768	193,814	200,133	214,120	13,987	7.0%
101-510-002-01	RETIREMENT - PERS	23,704	26,664	29,500	20,640	23,176	2,536	12.3%
101-510-002-03	RETIREMENT - ICMA	4,200	-	13,900	-	7,200	7,200	
101-510-002-07	RETIREMENT - 401A				35,572	20,504	(15,068)	-42.4%
101-510-003-01	HEALTH INSURANCE	4,750	14,800	4,718	-	-	-	
101-510-003-02	DENTAL INSURANCE	420	1,046	1,956	1,916	1,971	56	
101-510-003-03	LIFE INSURANCE	103	210	211	235	234	(1)	-0.4%
101-510-003-04	WORKERS' COMPENSATION	5,945	1,848	3,992	5,618	7,846	2,228	39.7%
101-510-003-05	DISABILITY INSURANCE	672	774	887	951	1,702	751	79.0%
101-510-004-02	MEDICARE	2,952	2,630	3,072	2,867	3,046	179	6.3%
101-510-005-01	AUTO ALLOWANCE	6,231	6,000	6,000	6,000	6,000	(0)	0.0%
101-510-005-04	CELL PHONE ALLOWANCE				600	600	(0)	0.0%
101-510-007-01	EMPLOYEE ASSISTANCE PROG	51	47	48	48	48	-	0.0%
	TOTAL PERSONNEL COSTS	240,388	231,787	258,098	274,580	286,447	11,868	4.3%
	<i>FTE</i>	<i>1.00</i>	<i>1.00</i>	<i>1.00</i>	<i>1.00</i>	<i>1.00</i>		
SERVICES/SUPPLIES:								
101-510-021-01	COMMUNICATIONS	1,375	1,392	971	60	1,400	1,340	2237.2%
101-510-022-01	SUPPLIES AND MATERIALS	764	742	137	-	800	800	
101-510-026-01	CONTRACT SERVICES	4,483	5,557	13,660	6,134	8,000	1,866	30.4%
101-510-030-03	POSTAGE	16	97	-	-	-	-	
101-510-031-04	COPYING CHARGES	56	116	320	248	200	(48)	-19.5%
101-510-040-01	MEMBERSHIP & DUES	1,634	1,600	1,556	1,606	2,000	394	24.5%
101-510-041-01	TRAVEL/CONFERENCES	3,859	3,466	2,780	2,892	2,500	(392)	-13.5%
101-510-042-01	SUBSCRIPTIONS	198	258	269	336	400	64	19.0%
101-510-050-01	COMM PROMO/MGR CONTINGENCY	5,461	754	2,485	13,383	20,000	6,617	49.4%
101-510-050-11	PROPERTY TAXES	693	1,199	1,222	1,101	1,300	199	18.1%
101-510-053-11	ECONOMIC DEVELOPMENT COMMITTEE	322	505	-	-	-	-	
101-510-060-01	CAPITAL OUTLAY (Non-Capitalized)		1,879	-	-	-	-	
	TOTAL SERVICES/SUPPLES	18,861	17,566	23,400	25,759	36,600	10,841	42.1%
	TOTAL OPERATING COSTS	259,249	249,353	281,498	300,339	323,047	22,709	7.6%

TOWN OF MORAGA

TYPE: EXPENDITURE
 FUND: 101 General Fund
 DEPT: 515 TOWN CLERK

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15	FY 2013-14 TO FY 2014-15 \$ INC(DEC)	% INC(DEC)
PERSONNEL:								
101-515-001-01	SALARIES	93,423	109,163	112,812	117,709	125,376	7,667	6.5%
101-515-001-04	SALARIES - TEMPORARY	1,028	-	-	-	-	-	
101-515-001-06	OVERTIME	46	278	-	71	-	(71)	-100.0%
101-515-002-01	RETIREMENT - PERS	11,110	13,885	14,599	11,928	13,611	1,683	14.1%
101-515-002-03	RETIREMENT - ICMA	7,203	7,200	3,963	2,137	-	(2,137)	-100.0%
101-515-003-01	HEALTH INSURANCE	285	1,182	8,400	16,906	23,797	6,890	40.8%
101-515-003-02	DENTAL INSURANCE	1,880	2,061	1,949	1,966	2,321	355	18.0%
101-515-003-03	LIFE INSURANCE	116	263	266	293	351	58	20.0%
101-515-003-04	WORKERS' COMPENSATION	2,896	1,048	2,741	3,390	4,608	1,218	35.9%
101-515-003-05	DISABILITY INSURANCE	572	691	765	911	999	88	9.7%
101-515-004-01	FICA/SOCIAL SECURITY	64	-	-	-	-	-	
101-515-004-02	MEDICARE	1,593	1,784	1,778	1,799	1,789	(10)	-0.5%
101-515-005-01	AUTO ALLOWANCE	6,009	6,000	6,000	6,000	6,000	(0)	0.0%
101-515-005-04	CELL PHONE ALLOWANCE				600	600	(0)	0.0%
101-515-007-01	EMPLOYEE ASSISTANCE PROG	55	59	75	70	96	26	36.4%
	TOTAL PERSONNEL COSTS	126,280	143,614	153,348	163,780	179,548	15,768	9.6%
	<i>FTE</i>	<i>1.00</i>	<i>1.25</i>	<i>1.75</i>	<i>1.50</i>	<i>1.50</i>		
SERVICES/SUPPLIES:								
101-515-021-01	COMMUNICATIONS	419	357	408	535	420	(115)	-21.5%
101-515-022-01	SUPPLIES AND MATERIALS	1,475	1,401	951	2,380	1,700	(680)	-28.6%
101-515-026-01	CONTRACT SERVICES		-	38	151	250	99	65.9%
101-515-030-03	POSTAGE	706	302	139	160	200	40	24.9%
101-515-031-04	COPIER COSTS	3,065	3,766	2,928	2,295	3,000	705	30.7%
101-515-038-01	ADVERTISING & LEGAL	-	-	-	22	1,000	978	4445.5%
101-515-040-01	MEMBERSHIPS & DUES	140	280	280	520	350	(170)	-32.7%
101-515-041-01	TRAVEL/CONFERENCES/TRAINING	817	1,974	1,017	1,206	2,000	794	65.8%
101-515-050-13	SUBSCRIPTIONS - CODE UPDATE	3,448	(339)	1,460	500	1,500	1,000	200.0%
101-515-053-01	ELECTIONS	9,971	-	13,966	-	14,500	14,500	
	TOTAL SERVICES/SUPPLES	20,041	7,741	21,187	7,769	24,920	17,151	220.8%
	TOTAL OPERATING COSTS	146,321	151,354	174,535	171,549	204,468	32,919	19.2%

TOWN OF MORAGA

TYPE: EXPENDITURE
FUND: 101 General Fund
DEPT: 520 LEGAL SERVICES

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15	FY 2013-14 TO FY 2014-15 \$ INC(DEC)	% INC(DEC)
SERVICES/SUPPLIES:								
101-520-026-14	Legal Fees - General	122,253	112,555	140,319	143,770	200,000	56,230	39.1%
101-520-026-15	Legal Fees - Litigation	16,481	59,226	23,016	50,852	25,000	(25,852)	-50.8%
101-520-026-26	Legal Fees - Personnel Issues	31,952	18,521	54,913	94,335	30,000	(64,335)	-68.2%
TOTAL SERVICES/SUPPLIES		170,686	190,303	218,248	288,957	255,000	(33,957)	-11.8%



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ADMINISTRATIVE SERVICES DEPARTMENT

MISSION

The Administrative Services Department provides quality and transparent financial, payroll, human resources, risk management, and information technology services directly to other Town Departments and in the best interests of the Town of Moraga, oriented by a strong work ethic, customer service, and enhancing the public trust.

DESCRIPTION OF RESPONSIBILITIES AND SERVICES

The Administrative Services Department consists of Finance, Human Resources, Risk Management and Information Technology. Staff includes three (3) full-time employees in the positions of Department Director, and two confidential employees, Accountant and Administrative Services Technician.

Finance

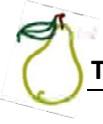
- Accounting—accounts payable, accounts receivables, payroll, general ledger
- Budgeting—development of annual operating and capital budgets
- Debt administration—issuance, post-issuance tax compliance and continuing disclosure
- Financial management—cash flow, investments, short and long term financial planning
- Financial reporting—to Town staff, Town Council, state and federal agencies, and others as needed

The Town has used Springbrook Financial System since 1999 to help manage the organization's financial accounting needs. In November 2012, the Town completed a significant migration to the current version 7.NET to improve staff efficiency and effectiveness in performing day-to-day transactions and better reporting and exporting data to facilitate research and analysis.

The Town developed its first Comprehensive Annual Financial Report for the year ended June 30, 2013, which was audited by Maze & Associates, based in Pleasant Hill, California. This was the second year that Maze & Associates served as the Town's independent auditor. Each year the audit process is an iterative process and takes more than six months to complete. Maze & Associates opined that the Town's financial statements are clean and conform to generally accepted accounting principles.

In August 2013, the Town issued the 2013 Certificates of Participation (COP) in the amount of \$7.72 million for Infrastructure Improvements, including the Town's streets and storm drains. This upfront funding leverages the Measure K Local Sales Tax approved by the voters in November 2012. Annual payments are approximately \$600,000 for the next 20 years.

The Town Council has been forward-thinking in developing and maintaining a Five Year Financial Plan. Each year, the Adopted Budget includes five year projections of both revenues and expenditures as a planning tool for maintaining the fiscal sustainability of the Town's limited resources.



Human Resources

- Compensation and benefits programs
- Compliance with state and federal regulations
- Employee development
- Employee relations
- Recruitment
- Wellness programs

The Town adopted its Personnel Rules, Regulations and Procedures in the summer of 2013 that are fundamental to an organization in providing high quality internal and external customer service. Personnel Rules establish a system for effective personnel management, including promoting fairness and equity in the recruitment, appointment, retention, promotion, and separation of employees on the basis of merit and fitness. They also provide a framework for ensuring a safe workplace, free of unlawful conduct.

Risk Management

- Injury and Illness Prevention Program
- Worker's Compensation Program
- Claims management
- Contract administration
- Insurance for general liability, property, and vehicles

The Administrative Services Director serves as a member of the Board of Directors for the Municipal Pooling Authority (MPA), of which the Town of Moraga is a member. MPA provides the Town with numerous insurance programs, such as general liability, property, and self-insured worker's compensation. In addition, the Town maintains an Injury and Illness Prevention Program (IIPP), as well as other written safety programs in compliance with Cal/OSHA (State of California Division of Occupational Safety and Health).

Information Technology

- Website administration
- Network administration
- Telecommunications
- Hardware and software

Silicon Connections, LLC, based in Moraga, California, manages the Town's internal information technology services and provides high quality and cost effective services within the Town's minimal government philosophy. Technology plays an integral and fundamental role in the Town's operational success. Any downtime to the IT infrastructure often translates to unproductive time at work. It is critical to properly maintain the Town's IT infrastructure by monitoring the day-to-day health of the infrastructure, and upgrading and replacing infrastructure as it becomes obsolete or unsupported.



ACCOMPLISHMENTS FOR FY 2013-14

- Updated Five Year Financial Plan.
- Approved balanced budget for FY 2014-15.
- Completed first Comprehensive Annual Financial Report for the fiscal year ended June 30, 2013.
- Issued regular, quarterly Revenue and Expenditure reports to the Audit and Finance Committee and Town Council.
- Issued \$7.72 million 2013 Certificates of Participation for streets and storm drain infrastructure improvements, leveraging the new Measure K local sales tax revenue.
- Supported the Measure K Local Sales Tax Oversight Committee.
- Completed the Town's Personnel Rules, Regulations and Procedures, adopted in July 2013.
- Improved management of contract with Silicon Connections, LLC for Managed Information Technology Services through standing meetings, improved communications and planning for replacement of obsolete technology.
- Implemented a long-term information technology infrastructure replacement and maintenance program as part of the Capital Improvement Program.
- Maintained the Town's Injury and Illness Prevention Program (IIPP).
- Administered Town's debt programs, including the 2010 and 2013 Certificates of Participation.
- Provided annual financial and management data to Standard and Poor's in order to continue the Town's strong AA+ rating for existing Certificates of Participation and other financing programs.
- Completed various Town administrative policies and procedures toward improved internal controls and effective operations.

GOALS FOR FY 2014-15

- Update Five Year Financial Plan.
- Develop balanced budget for FY 2015-16.
- Complete the Comprehensive Annual Financial Report for FY 2013-14.
- Reintroduce budgeting process for asset replacement (non-capital).
- Review and improve terms and conditions for purchase orders and contracts.
- Evaluate and enhance internal processes and systems for enhanced efficiencies.
- Develop Town wide administrative policies and procedures, as needed.
- Successfully support the Town's Audit and Finance Committee (AFC) and Local Sales Tax Oversight Committee.

TOWN OF MORAGA

TYPE: EXPENDITURE
FUND: 101 GENERAL FUND
DEPT: 525 ADMINISTRATIVE SERVICES

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15	FY 2013-14 TO FY 2014-15 \$ INC(DEC)	\$ INC(DEC)
PERSONNEL:								
101-525-001-01	SALARIES - REGULAR	125,180	225,793	280,877	300,629	305,170	4,541	1.5%
101-525-001-04	SALARIES - TEMPORARY	91,011	2,911		-	-	-	
101-525-001-06	SALARIES - OVERTIME	4,343	-		-	-	-	
101-525-002-01	RETIREMENT - PERS	20,037	29,659	36,961	30,789	33,031	2,242	7.3%
101-525-003-01	HEALTH INSURANCE	23,166	40,314	37,671	40,958	44,199	3,241	7.9%
101-525-003-02	DENTAL INSURANCE	3,664	5,139	5,869	5,743	5,914	171	3.0%
101-525-003-03	LIFE INSURANCE	214	569	633	705	702	(3)	-0.4%
101-525-003-04	WORKERS' COMPENSATION	7,842	2,575	6,389	8,288	11,182	2,894	34.9%
101-525-003-05	DISABILITY INSURANCE	764	1,454	1,841	2,133	2,425	292	13.7%
101-525-003-06	UNEMPLOYMENT CLAIMS ¹	5,441	9,390	468	7,541	4,500	(3,041)	-40.3%
101-525-004-01	FICA/SOCIAL SECURITY	2,359	-	-	-	-	-	
101-525-004-02	MEDICARE	3,142	3,361	4,100	4,226	4,341	115	2.7%
101-525-005-01	AUTO ALLOWANCE	-	4,269	6,000	6,000	6,000	(0)	0.0%
101-525-005-04	CELL PHONE ALLOWANCE	-	-	-	600	600	(0)	0.0%
101-525-007-01	EMPLOYEE ASSISTANCE PROG	102	129	144	144	144	-	0.0%
	TOTAL PERSONNEL COSTS	287,265	325,565	380,953	407,756	418,208	10,452	2.6%
	<i>FTE</i>	<i>3.00</i>	<i>3.00</i>	<i>3.00</i>	<i>3.00</i>	<i>3.00</i>		
SERVICES/SUPPLIES:								
101-525-021-01	COMMUNICATIONS	492	308	263	224	400	176	78.2%
101-525-022-01	SUPPLIES AND MATERIALS	3,390	4,739	2,420	3,405	3,500	95	2.8%
101-525-026-01	CONTRACT SERVICES	12,645	12,876	10,103	6,941	10,000	3,059	44.1%
101-525-026-03	CONTRACT SVCS - AUDIT	15,260	27,900	24,500	28,601	29,651	1,050	3.7%
101-525-030-03	POSTAGE	1,580	1,676	1,390	1,208	1,500	292	24.2%
101-525-031-04	COPIER CHARGES	4,731	3,897	4,156	4,046	4,000	(46)	-1.1%
101-525-033-01	MILEAGE REIMBURSEMENT	238	273	224	165	200	35	21.3%
101-525-038-01	ADVERTISING/LEGAL NOTICES	1,512	70	-	72	600	528	735.5%
101-525-039-01	INSURANCE - LIABILITY	16,699	47,848	82,134	101,649	117,943	16,294	16.0%
101-525-039-02	INSURANCE - VEHICLES	6,513	450	702	194	2,000	1,806	929.3%
101-525-039-03	INSURANCE - PROPERTY	5,333	6,406	6,972	8,027	12,100	4,073	50.7%
101-525-039-04	EMPLOYEE BOND	560	560	560	1,252	700	(552)	-44.1%
101-525-039-05	INSURANCE - ERMA	11,302	12,806	12,347	4,665	-	(4,665)	-100.0%

TOWN OF MORAGA

TYPE: EXPENDITURE
FUND: 101 GENERAL FUND
DEPT: 525 ADMINISTRATIVE SERVICES

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15	FY 2013-14 TO FY 2014-15 \$ INC(DEC)	\$ INC(DEC)
101-525-039-13	INSURANCE - CLAIMS PAID	1,887	17,485	12,719	1,626	10,000	8,374	515.1%
101-525-039-15	WELLNESS PROGRAM	775	632	436	396	775	379	95.8%
101-525-040-01	MEMBERSHIPS & DUES	254	428	439	629	500	(129)	-20.5%
101-525-041-01	TRAVEL/CONF/MEETINGS/TRAINING	858	2,090	1,881	1,398	10,000	8,602	615.2%
101-525-042-01	SUBSCRIPTIONS	35	-	-	-	-	-	
101-525-050-15	SDE - Safety Program	-	-	5,000	-	-	-	
101-525-050-12	SPRINGBROOK SOFTWARE MAINT	15,198	15,958	16,756	13,049	16,000	2,951	22.6%
101-525-053-02	RECRUITMENT	8,557	9,005	6,977	3,097	8,000	4,903	158.3%
101-525-053-10	BANKING FEES	2,208	1,119	503	924	2,500	1,576	170.7%
101-525-053-11	MERCHANT CARD PROCESSING FEES		8,280	8,100	8,771	-	(8,771)	-100.0%
101-525-059-02	EMPLOYEE APPRECIATION	1,189	1,924	398	190	1,500	1,310	689.5%
101-525-060-01	CAPITAL OUTLAY (Non-Capitalized)			1,764	1,135	-	(1,135)	
TOTAL SERVICES/SUPPLES		111,216	176,730	200,744	191,664	231,869	40,205	21.0%
TOTAL OPERATING COSTS		398,481	502,294	581,697	599,420	650,077	50,657	8.5%

¹ Town-wide activities such as legal claims, insurance, recruitment, unemployment claims, and employee appreciation are budgeted in the Administrative Services Department. Credit card processing fees have been moved to Planning and Parks/Rec.

Transfers in from:

500-000-099-01	Fund 500: Lighting Assessment							
	Offset for administrative costs		6,162	4,817	5,952	10,000		

TOWN OF MORAGA

TYPE: EXPENDITURE
 FUND: 101 GENERAL FUND
 DEPT: 540 IT Services

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15	FY 2013-14 TO FY 2014-15 \$ INC(DEC)	\$ INC(DEC)
SERVICES/SUPPLIES:								
101-540-021-01	Communication	31,852	36,190	37,326	29,735	34,000	4,265	14.3%
101-540-026-02	Network Services	-	513	4,018	9,518	12,535	3,017	31.7%
101-540-026-01	Contractual Services	25,816	25,483	30,900	31,060	34,800	3,740	12.0%
101-540-060-01	Capital Outlay (Non Capitalized)	5,885	2,824	2,981	3,421	7,500	4,079	119.2%
TOTAL SERVICES/SUPPLES		63,553	65,010	75,225	73,733	88,835	15,101	20.5%
TOTAL OPERATING COSTS		63,553	65,010	75,225	73,733	88,835	15,101	20.5%



MORAGA POLICE DEPARTMENT

MISSION

The mission of the Moraga Police Department is to provide professional, timely, reliable, and quality police service that will ensure the safety of Moraga citizens, visitors, and businesses, and the security of their property.

We will maintain order and facilitate the safe movement of people and traffic in the Town. Our duties will be performed in a manner that safeguards citizens' rights, individual liberties, and preserves human dignity.

We will strive to deter crime through effective patrol and the promotion of community cooperation in identifying and eliminating conditions that provide opportunity for criminal activity.

We will actively participate in non-enforcement activities that enhance our community's safety and quality of life.

We will strive to make our neighborhoods drug free.

We will respond quickly and safely to reports of crimes in progress to increase the probability of apprehension of those responsible. Our investigations will be thorough and professional with successful prosecution of the perpetrator as our goal.

We will faithfully bear the public trust and dedicate ourselves to the protection of the safety and rights of the citizens of Moraga. We will carry out our mission with passion and integrity.

DESCRIPTION OF RESPONSIBILITIES AND SERVICES

The Moraga Police Department is responsible for providing public safety and customer service to the residents, visitors, and businesses of our community. This includes police patrol services, development of disaster response plans, and other activities related to delivering and ensuring the safety of the public. The department consists of twelve FTE sworn police personnel including the police chief, one lieutenant, one sergeant, three corporals, and six patrol officers. Additionally, the department has 1.5 FTE non-sworn employees consisting of an administrative assistant and a part-time administrative clerk. The patrol force is supplemented by four reserve officers that volunteer their services to the department and assist in community events. The department also offers a cadet program that supports the officers and administrative staff.

ACCOMPLISHMENTS FOR FY 2013-14

- Conducted an Emergency Operations Center (EOC) exercise as part of the Great Shake-Out Program.
- Participated in EOC training with Orinda, Lafayette, MOFD, SMC, CERT, Red Cross, and PG&E to enhance cooperative emergency response capabilities.
- Updated the Emergency Operations Plan (EOP).



- Promoted Nixle community notification system participation, increasing registered SMS users to 1577 and email users to 1355.
- Purchased and installed new repeater and antenna for Town-owned radio frequency.
- Purchased and programmed additional portable radios on narrow band system for Town use and Neighborhood Disaster Radio Loan Program.
- Passed California Commission on Peace Officer Standards and Training (POST), state, and county compliance audits.
- Conducted an audit of Property and Evidence.
- Obtained patrol rifles at no cost through government surplus program.
- Continued training of Town Staff in disaster preparedness, including NIMS/SEMS, FEMA ICS, and Emergency Operation Center (EOC) functions.
- Tested the backup EOC with MOFD, and the Radio Amateur Civil Emergency Service (RACES) volunteer communication system.
- Participated in the Lamorinda Alcohol Coalition to address underage drinking.
- Worked with local school districts on Active Shooter training.
- Continued purging old cases and internal documents.
- Continued to work with CERT, Moraga Neighborhood Emergency Preparedness (MNEP), and RACES volunteer groups.
- Worked with the Moraga Citizen Corps Council to address community safety issues.
- Helped plan and participate in the first ever Moraga Night Out to promote crime prevention.
- Continued daily on-line training linked to department policy manual.
- Maintained involvement with several county-wide committees, the California Police Chiefs Association Law and Legislation Committee, the Contra Costa County Chiefs Association, and the East Bay Regional Communications System Authority.
- Maintained the Pharmaceutical Disposal Bin in the police lobby, disposing a monthly average of 105 pounds of pharmaceuticals in FY 2013-14, and over 2500 pounds since inception of the program.
- Worked with Saint Mary's College to reduce domestic violence, dating violence, sexual assault, and stalking.
- Continued support of community events such as the Triathlon, Cinco de Mayo, July 4th Celebration, Moraga Faire, and The California Independent Film Festival at the New Rheem Theatre.
- Continued participation in, and support of, the Avoid the 25 DUI campaign.
- MPD website expanded to offer more on-line services such as requests for extra patrol, vacation house watch, and personnel complaints.
- Received funding for 4 new AEDs from Rescue 1 Foundation.
- Participated in Planning process for several new planned developments in Moraga.
- Continued to provide police services at the lowest cost per capita in Contra Costa County.



Moraga Police Officers Association

www.MoragaPOA.com

- The Moraga Police Officers Association (MPOA) continued its community involvement and support by sponsorship of a summer movie night at the Moraga Commons, the Moraga Triathlon, and the Special Olympics Torch Run and Fund Raising Event at the New Rheem Theatre. MPOA efforts helped raise over \$3,000 for Special Olympics and provided a safe and fun Kid's Day at the New Rheem Theatre as part of the fund-raising effort. The MPOA also continued to collect stuffed animals for the S.A.F.E program.

GOALS FOR FY 2014-15

- Work on study to address police staffing issues and revenue sources.
- Provide leadership development training and work on succession planning.
- Train all patrol personnel in use of patrol rifles.
- Continue training staff in their EOC roles and responsibilities, conduct another simulated disaster exercise, and complete EOC setup at 331 Rheem Blvd..
- Work with MOFD, SMC, Lafayette and Orinda PD on regional disaster training.
- Continue review of archived records and purge according to Records Retention Schedule.
- Continue to purge evidence/property.
- Maintain policy manual and continue to provide daily training on policies and procedures.
- Continue participation with CERT, Healthy Choices, Lamorinda Alcohol Coalition, county/regional and statewide committees, and Citizen Corps Council.
- Continue cooperative efforts with Saint Mary's College to address campus safety issues.
- Continue transition to new patrol vehicle program (Ford Explorers).
- Maintain cost efficiencies and minimize overtime needs.
- Continue Pharmaceutical Disposal Program.
- Continue participation in, and support of, the Avoid the 25 DUI campaign.
- Train all MPD personnel in the "Below 100" program.
- Maintain all state-mandated training/reporting requirements (continue compliance record).
- Increase traffic and municipal code enforcement and work with neighborhoods to address traffic perceptions using traffic collection data equipment.
- Improve ability to respond to critical incidents and active shooter events.
- Promote and participate in Moraga's National Night Out on August 5, to promote crime prevention.





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TOWN OF MORAGA

TYPE: REVENUE
FUND: 101 GENERAL FUND
DEPT: POLICE

Account Number	Description	ACTUAL	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	FY 2013-14 TO FY 2014-15	
		FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	\$ INC(DEC)	\$ INC(DEC)
101-610-330-33	Licenses and Other Permits	1,100	1,150	1,350	1,150	1,267	117	10.2%
101-610-340-03	Municipal Code Fines	4,146	3,753	5,466	6,027	4,100	(1,927)	-32.0%
101-610-340-05	Alarm Ordinance Fines	7,450	6,180	8,800	11,900	9,500	(2,400)	-20.2%
101-610-360-11	POST - Police Training	6,488	12,519	17,612	4,818	429	(4,389)	-91.1%
101-610-360-16	Abandoned Vehicle Abatement	6,431	5,363	7,397	6,835	6,593	(242)	-3.5%
101-610-370-03	Police - Staff Time Special Projects					5,000		
101-610-370-12	Police - Special Services	10,163	-	901	2,753	-	(2,753)	
101-610-370-14	Police - DUI response	-	-			-	-	
101-610-370-16	Police - Fingerprinting	8,007	6,185	4,789	4,244	4,133	(111)	-2.6%
101-610-370-17	Police - Vehicle Impound	4,250	2,875	2,875	2,370	1,995	(375)	-15.8%
101-610-370-18	Police - Crossing Guards	14,379	14,357	14,342	14,255	14,676	421	3.0%
101-610-370-20	Police - Juvenile Diversion	3,100	3,300	2,100	2,500	2,200	(300)	-12.0%
101-610-370-25	Police - Booking Fees	3,060	4,100	4,877	4,247	3,892	(355)	-8.4%
101-610-370-41	Sale of Documents / Police	4,579	4,941	4,783	5,909	5,800	(109)	-1.8%
101-610-370-50	Sale of Property	-	-		1,000		(1,000)	-100.0%
101-610-370-51	Sale of Unclaimed Property	-	1,063		-	-	-	
101-610-380-11	Other Revenue - Police	5,276	4,504	4,995	12,329	5,500	(6,829)	-55.4%
Total Revenues		78,429	70,290	80,288	80,336	65,085	(20,251)	-25.2%

TRANSFERS IN FROM:

Fund 103: COPS				120,080	108,107
Fund 109: Prop 172 Public Safety Sales Tax		54,348	42,493	50,158	66,949
Fund 230: Traffic Safety	25,000	39,357	43,136	42,272	50,700
Fund 750: Asset Replacement		1,922			

TOWN OF MORAGA

TYPE: EXPENDITURE
 FUND: 101 GENERAL FUND
 DEPT: 610 POLICE ADMINISTRATION

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15	FY 2013-14 TO \$ INC(DEC)	FY 2014-15 \$ INC(DEC)
PERSONNEL:								
101-610-001-01	SALARIES - REGULAR SWORN	268,215	287,973	294,783	299,461	303,719	4,258	1.4%
101-610-002-01	RETIREMENT - PERS SAFETY	36,994	54,690	56,566	52,389	60,832	8,443	16.1%
101-610-003-01	HEALTH INSURANCE	34,160	32,059	32,125	31,840	39,540	7,700	24.2%
101-610-003-02	DENTAL INSURANCE	3,664	3,786	3,913	3,263	3,942	679	20.8%
101-610-003-03	LIFE INSURANCE	214	420	422	401	468	67	16.8%
101-610-003-04	WORKERS' COMPENSATION	8,401	2,961	6,318	7,930	10,699	2,769	34.9%
101-610-003-05	DISABILITY INSURANCE	1,441	1,523	1,639	1,593	2,320	727	45.7%
101-610-005-02	UNIFORM ALLOWANCE	2,181	2,100	2,100	1,817	2,100	283	15.6%
101-610-004-02	MEDICARE		-			4,154	4,154	
101-610-007-01	EMPLOYEE ASSISTANCE PROG	102	94	96	80	96	16	20.0%
TOTAL PERSONNEL COSTS		355,372	385,606	397,963	398,774	427,871	29,097	7.3%
	<i>FTE</i>	<i>2.00</i>	<i>2.00</i>	<i>2.00</i>	<i>2.00</i>	<i>2.00</i>		
SERVICES/SUPPLIES:								
101-610-021-01	COMMUNICATIONS	9,015	7,587	5,872	13,678	15,900	2,222	16.2%
101-610-022-01	SUPPLIES AND MATERIALS	5,992	6,978	6,091	6,587	7,000	413	6.3%
101-610-026-01	CONTRACT SERVICES- DISPATCH	105,348	99,948	70,450	92,858	159,604	66,746	71.9%
101-610-026-02	CONTRACT SVCS - ANIMAL CONTROL	86,044	86,724	85,045	85,767	86,224	457	0.5%
101-610-026-03	CONTRACT SVCS - OTHER	79,376	90,149	83,719	85,658	93,790	8,132	9.5%
101-610-030-03	POSTAGE	1,047	969	707	892	700	(192)	-21.5%
101-610-031-04	COPIER LEASE	3,698	3,942	3,550	3,560	3,800	240	6.8%
101-610-038-01	ADVERTISING & LEGAL	111	319	1,215	-	1,300	1,300	#DIV/0!
101-610-040-01	MEMBERSHIPS & DUES	1,070	950	950	1,070	1,000	(70)	-6.5%
101-610-041-01	TRAVEL/CONF/MEETINGS/TRAINING	505	828	1,318	2,476	2,000	(476)	-19.2%
101-610-042-01	SUBSCRIPTIONS	96	-	-	-	-	-	
101-610-050-01	COMMUNITY PROMOTIONS	291	392	337	380	500	120	31.6%
101-610-051-08	EMERGENCY PREPAREDNESS	3,226	1,959	7,436	5,384	8,000	2,616	48.6%

TOWN OF MORAGA

TYPE: EXPENDITURE
 FUND: 101 GENERAL FUND
 DEPT: 610 POLICE ADMINISTRATION

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15	FY 2013-14 TO FY 2014-15 \$ INC(DEC)	FY 2014-15 \$ INC(DEC)
101-610-053-04	RESERVE PROGRAM/VOLUNTEERS	791	833	439	-	1,000	1,000	#DIV/0!
101-610-060-01	CAPITAL OUTLAY (Non-Capitalized)		1,922	2,090		8,107	8,107	
	TOTAL SUPPLIES & SERVICES	296,610	303,501	269,220	298,308	388,925	90,617	30.4%
	TOTAL OPERATING COSTS	651,982	689,107	667,183	697,083	816,796	119,713	17.2%
	Transfers in from:							
103-000-099-01	Fund 103: COPS							
	Offset for capital outlay (FY 14-15: Aerial Photo Project)					8,107		
230-000-099-01	Fund 230: Traffic Safety							
	Offset School Crossing Guards contract (Town's share)		14,357	14,342	14,254	14,700		
750-000-099-01	Fund 750: Asset Replacement							
	Offset capital outlay expenditure		1,922					

TOWN OF MORAGA

TYPE: EXPENDITURE
 FUND: 101 GENERAL FUND
 DEPT: 620 POLICE PATROL

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15	FY 2013-14 TO FY 2014-15 \$ INC(DEC)	\$ INC(DEC)
PERSONNEL:								
101-620-001-01	SALARIES - REGULAR SWORN	711,532	747,967	764,519	886,846	941,381	54,535	6.1%
101-620-001-06	SALARIES - OVERTIME	155,208	174,185	155,564	210,987	200,000	(10,987)	-5.2%
101-620-001-07	SALARIES - COURT TIME	22,097	30,442	26,235	24,107	30,000	5,893	24.4%
101-620-001-08	SALARIES - DETECTIVE DIFFER	-	967	581	1,983	2,039	56	2.8%
101-620-001-09	SALARIES - EDUC INCENTIVE	6,734	7,226	9,124	13,840	15,604	1,764	12.7%
101-620-001-10	SALARIES - PAGER PAY	4,152	3,134	3,075	2,240	3,058	818	36.5%
101-620-001-11	SALARIES - SHIFT DIFFERENTIAL	8,735	8,442	8,238	11,448	5,319	(6,130)	-53.5%
101-620-002-01	RETIREMENT - PERS SAFETY	121,568	168,806	174,425	174,371	184,878	10,507	6.0%
101-620-002-03	RETIREMENT - ICMA	6,478	7,931	9,847	14,134	14,400	266	1.9%
101-620-003-01	HEALTH INSURANCE	79,445	82,844	88,694	80,640	113,650	33,010	40.9%
101-620-003-02	DENTAL INSURANCE	11,945	11,985	11,829	14,914	17,689	2,775	18.6%
101-620-003-03	LIFE INSURANCE	867	898	946	2,249	2,340	91	4.1%
101-620-003-04	WORKERS' COMPENSATION	21,520	7,947	18,744	24,052	33,048	8,996	37.4%
101-620-003-05	DISABILITY INSURANCE	4,079	4,531	5,037	6,573	7,168	595	9.0%
101-620-004-02	MEDICARE	13,439	14,340	14,280	16,782	12,831	(3,951)	-23.5%
101-620-005-02	UNIFORM ALLOWANCE	9,222	9,005	8,985	9,980	10,500	520	5.2%
101-620-007-01	EMPLOYEE ASSISTANCE PROG	430	404	408	460	480	20	4.3%
	TOTAL PERSONNEL COSTS	1,177,451	1,281,054	1,300,528	1,495,606	1,594,384	98,778	6.6%
	<i>FTE</i>	<i>9.00</i>	<i>9.00</i>	<i>9.00</i>	<i>10.00</i>	<i>10.00</i>		
SERVICES/SUPPLIES:								
101-620-022-01	SUPPLIES AND MATERIALS	9,696	9,035	8,733	7,618	8,500	882	11.6%
101-620-031-02	MAINTENANCE - EQUIPMENT	1,259	938	276	545	1,500	955	175.3%
101-620-036-02	EQUIPMENT MAINT - VEHICLES	14,990	16,054	20,277	17,018	14,500	(2,518)	-14.8%
101-620-036-01	GAS AND OIL	30,985	36,603	39,489	41,154	41,000	(154)	-0.4%
101-620-040-01	MEMBERSHIP & DUES	216	445	370	220	400	180	81.8%
101-620-041-01	TRAVEL/CONFERENCES/MTGS	594	588	45	372	500	128	34.4%
101-620-042-01	SUBSCRIPTIONS	361	361	374	436	550	114	26.1%
101-620-043-02	POST TRAINING	12,794	17,168	15,243	25,070	16,144	(8,926)	-35.6%
101-620-051-12	SPECIAL INVESTIGATIONS	500	-	-	3,404	2,500	(904)	-26.6%
101-620-052-02	TRAFFIC STUDIES	1,247	-	-	-	-	-	

TOWN OF MORAGA

TYPE: EXPENDITURE
FUND: 101 GENERAL FUND
DEPT: 620 POLICE PATROL

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15	FY 2013-14 TO FY 2014-15 \$ INC(DEC)	FY 2013-14 TO FY 2014-15 \$ INC(DEC)
101-620-053-01	BOOKING FEES		1,128	340		2,820	2,820	#DIV/0!
101-620-053-11	SAFETY COMPLIANCE		-	128		750	750	#DIV/0!
101-620-060-01	CAPITAL OUTLAY (Non-Capitalized)		11,658	2,089	25,681	9,747	(15,934)	-62.0%
101-620-061-06	CAPITAL OUTLAY - VEHICLES		3,773	3,000	-	-	-	
	TOTAL SUPPLIES & SERVICES	72,642	97,751	90,363	121,517	98,911	(22,606)	-18.6%
	TOTAL OPERATING COSTS	1,250,093	1,378,805	1,390,891	1,617,123	1,693,295	76,172	4.7%
Transfers in from:								
103-000-099-01	Fund 103: COPS							
	Offset police patrol expenditures				100,000	100,000		
	One-Time Offset for Capital Outlay				20,080			
109-000-099-01	Fund 109: Prop 172 Public Safety Sales Tax							
	Supplement of police patrol expenditures		54,348	42,493	50,158	57,202	9,747	
	One-Time Offset for Capital Outlay (FY 14-15: radar unit, duty gear, body armor, LED flashlights/chargers, shelving, tablet)							
230-000-099-01	Fund 230: Traffic Safety							
	Offset police patrol expenditures		25,000	28,794	28,018	36,000		

Note:

In FY 2013-14, 1.0 FTE Police Officer, formerly budgeted in Fund 103 - COPS, is transferred to the General Fund (Fund 101) and a Transfer In of COPS funding will be completed to offset the cost of the position.

TOWN OF MORAGA

TYPE: EXPENDITURE
 FUND: 101 GENERAL FUND
 DEPT: 630 POLICE SUPPORT SERVICES

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15	FY 2013-14 TO FY 2014-15 \$ INC(DEC)	\$ INC(DEC)
PERSONNEL:								
101-630-001-01	SALARIES - REGULAR	84,533	87,993	92,066	96,658	125,154	28,496	29.5%
101-630-001-06	SALARIES - OVERTIME	35	444	449	337	-	(337)	
101-630-002-01	RETIREMENT - PERS	10,106	11,457	12,164	10,013	13,880	3,867	38.6%
101-630-002-03	RETIREMENT - ICMA				5,133	7,200		
101-630-003-01	HEALTH INSURANCE	12,678	17,228	12,563	8,332	14,448	6,116	73.4%
101-630-003-02	DENTAL INSURANCE	341	1,169	756	2,048	3,657	1,609	78.6%
101-630-003-03	LIFE INSURANCE	161	315	317	353	468	115	32.7%
101-630-003-04	WORKERS' COMPENSATION	2,620	965	2,113	2,650	4,660	2,010	75.9%
101-630-003-05	DISABILITY INSURANCE	517	574	648	761	1,011	250	32.8%
101-630-004-02	MEDICARE	1,172	1,234	1,285	1,400	1,809	409	29.2%
101-630-005-02	UNIFORM ALLOWANCE					1,050	1,050	
101-630-007-01	EMPLOYEE ASSISTANCE PROG	102	94	96	96	144	48	50.0%
	TOTAL PERSONNEL COSTS	112,265	121,473	122,456	127,780	173,481	43,634	34.1%
	<i>FTE</i>	<i>2.00</i>	<i>1.50</i>	<i>1.50</i>	<i>2.00</i>	<i>2.00</i>		
SERVICES/SUPPLIES								
101-630-022-01	SUPPLIES AND MATERIALS	4,554	1,953	1,664	1,586	2,500	914	57.6%
101-630-041-01	TRAVEL/CONF/MEETINGS/TRAINING	-	63	-	-	280	280	
	TOTAL SUPPLIES & SERVICES	4,554	2,016	1,664	1,586	2,780	1,194	75.3%
	TOTAL OPERATING COSTS	116,819	123,489	124,120	129,367	176,261	44,828	34.7%



PUBLIC WORKS

MISSION

The mission of the Public Works Department is to provide residents, property owners, and visitors to the Town of Moraga with high quality well-maintained roadways, storm drains and public facilities through thoughtful planning, engineering, inspection, and maintenance of Town's public works and capital improvement projects. Additionally, the Public Works Department is crucial in the review and inspection of proposed projects, both public and private, to ensure that all codes and standards are met and long-term maintenance costs are minimized.



DESCRIPTION OF RESPONSIBILITIES AND SERVICES

The Public Works Department is staffed with six full-time employees who care for the Town's 56 miles of streets, 30 miles of storm drains, and public facilities. Public Works also administers the Town's capital improvement projects, provides engineering services, and manages the National Pollutant Discharge Elimination System (NPDES) program. The department handles requests and complaints related to traffic signals and street lights that are maintained by the county and infrastructure repairs including potholes, tripping hazards, accessibility improvements, landslides, and tree hazards that are maintained by the Town, and performs inspection services related to encroachment permits, capital projects, and subdivision improvements.



The department is committed to continue repairing the Town's roads with the voter approved 20-year one-cent local sales tax. By leveraging the sales tax revenue, the department has completed the first year of a three-year expedited road repair program with the first year focused on preventative maintenance, second year on overlays, and third year on reconstruction treatments respectively. Results from the 2013 Pavement Repair project has yielded an increase in the Town's Pavement Condition Index (PCI) from 49 to a significant 58 which was recognized by the League of California Cities and the California State Association of Counties/County Engineers Association of California as a top 20 finalist in the 2014 Outstanding Local Streets and Roads Project Awards Program. This Awards Program was developed to recognize and raise awareness of the exceptional achievements made by California cities and counties to preserve and protect the public's investment in local streets and road systems. The department will begin construction on the 2014 Pavement Repair project in August.

With the pavement program progressing, the department is now focusing on what's under the streets. Since much of the existing storm drainage collection system in Town has aged and continues to deteriorate with few to no repairs since the Town's incorporation, the department plans to comprehensively understand the system from the Storm Drain Master Plan project. The project approved by Council in February 2013 will determine the needs, costs, and priorities associated with storm drain improvements. The information is critical for the Town to properly program future repair, replacement, and potentially increase the capacity of the Town's storm drains to reduce flooding. The master plan will assist with coordinating storm drain improvements to better avoid cutting into newly paved streets or to require trenchless technology methods.





ACCOMPLISHMENTS FOR FY 2013-14

- Continued administration of the 3-year aggressive pavement management program after approval of a one-cent local sales tax initiative, Measure K and initiated the following:
 - Completed construction of the 2013 Pavement Repair project and the design phase and bidding process for the 2014 Pavement Repair project;
 - Garnered Pavement Management Technical Assistance Program (P-TAP) Round 14 grant to inspect Town arterial and collector streets and update Pavement Condition Index (PCI) scores;
 - Continued coordination efforts with Lafayette and Orinda pavement programs as outlined in a goal from the 2013 Tri-City meeting; and
 - Established Measure K Local Sales Tax Oversight Committee that completed its 2013 annual independent report on Measure K revenues and expenditures and made several conclusions including:
 - Measure K revenue is being appropriately sequestered and routinely tracked, reported and monitored;
 - Use of the revenues appear to be consistent with the goals of Measure K;
 - The 2013 Pavement Program was accomplished on time and within budget; and
 - The Pavement Repair Program is proceeding in a manner consistent with the commitments made to Moraga voters.
- Delivered project management services to successfully complete:
 - The Laguna Creek Embankment Destabilization / Repair project;
 - 199 Calle La Mesa / 677 Moraga Road Storm Drainage (Sinkhole) Repair project; and
 - 329 Rheem Boulevard HVAC Replacement.
- Established various on-call contracts to build efficiency when procuring professional services and encourage cost-effective contracting of work that is beyond the capability of Town staff:
 - Surveying services with Contra Costa County;
 - Electrical services;
 - Architectural services;
 - Landscape architectural services; and
 - Geotechnical engineering services.
- Began long range planning projects to address specific Town infrastructure types:
 - Storm drain collection system through the Storm Drain Master Plan;
 - Street light system through the Street Light Master Plan; and
 - ADA compliance needs in the right-of-way through Phase 1 of the ADA Self-Evaluation project.
- Began reviewing Grading Plans for a variety of proposed development projects:
 - Moraga Country Club Remediation Grading
 - Palos Colorado
 - Rancho Laguna II
 - Hetfield Estates





GOALS FOR FY 2014-15

- Continue aggressive pavement management program:
 - Continue to seek grant opportunities in order to further leverage sales tax and other pavement funds;
 - Coordinate with Lafayette and Orinda for opportunities to gain an economy of scale savings on paving bid prices (more quantity will reduce paving prices); and
 - Complete construction of the 2014 Pavement Repair project consisting of pavement overlays and design and bid the 2015 Pavement Repair project consisting of pavement reconstruction.
- Complete the Storm Drain Master Plan and the following objectives:
 - System Mapping: Research existing as-built drawings and documents, collect field data, and develop Geographic Information System (GIS) layer of Town's storm drain collection system;
 - Condition Assessment: Televisc older pipelines, assess and rate conditions, and develop capital improvement program-level costs for repair of collection system;
 - Current Land Use Condition Analysis: Develop hydraulic models of the collection system to determine regions of the pipe network that do not currently have 10-year capacity and develop capital improvement program-level costs to reduce flooding;
 - Future Land Use Condition Analysis: Develop hydraulic models consistent with future land use conditions to determine capacity needs of collection system and develop capital improvement program level-costs to reduce flooding; and
 - Creeks and its Culverts: Amend consultant contract to include and analyze creek and culvert system for current and future use condition to support Nexus Study and its storm drain portion of the development impact fee update.
- Manage and coordinate upcoming Improvement Plan and Final Map plan check phase of subdivisions and eventual inspection of improvements after Planning entitlements are approved, including:
 - Palos Colorado, 123 single family residences off Moraga Road;
 - Hetfield Estates, 7 single family residences on Hetfield Place;
 - Rancho Laguna II, 27-lot single family residential subdivision off Rheem Boulevard;
 - Camino Ricardo, 26-lot single family residential development off Camino Ricardo;
 - Moraga Town Center, 36-unit combination of townhouses and cottages development on Moraga Way; and
 - Via Moraga, 18-lot small lot single family residential development on Moraga Road;





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TOWN OF MORAGA

TYPE: REVENUE
 FUND: 101 GENERAL FUND
 DEPT: PUBLIC WORKS / ENGINEERING

Account Number	Description	ACTUAL	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	FY 2013-14 TO FY 2014-15	
		FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	\$ INC(DEC)	\$ INC(DEC)
101-710-330-14	Encroachment Permits	33,215	35,110	9,579	34,239	20,200	(14,039)	-41.0%
101-710-370-03	Other Staff Time	198,148	64,971	99,681	162,433	178,500	16,067	9.9%
101-710-370-05	Erosion Control Fees	33,485	11,200	-	-	10,100	10,100	#DIV/0!
101-710-370-06	Grading Fees	50,376	14,563	-	9,998	55,350	45,352	453.6%
101-710-370-07	Hauling Fees	900	2,700	-	-	-	-	
101-710-380-10	Other Revenue - PW/Engineering	9,617	1,180	450	348	-	(348)	
101-740-350-00	Reimbursement for Damages		5,809	5,941	12,080	5,050	(7,030)	-58.2%
101-756-380-10	Nuisance Abatement				(9,744)	-	9,744	
Total Revenues		325,741	135,533	115,651	209,354	269,200	59,846	28.6%
TRANSFERS IN FROM:								
	Fund 205: Gas Tax		329,764	308,913	266,344	320,265		
	Fund 210: Measure J				682	79,063		
	Fund 510: NPDES		187,804	196,260	228,758	218,193		

TOWN OF MORAGA

TYPE: EXPENDITURE
FUND: 101 GENERAL FUND
DEPT: 710 PUBLIC WORKS ADMINISTRATION/ENGINEERING

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15	FY 2013-14 TO FY 2014-15 \$ INC(DEC)	% INC(DEC)
PERSONNEL:								
101-710-001-01	SALARIES - REGULAR	233,008	207,566	184,637	212,749	221,811	9,063	4.3%
101-710-001-04	SALARIES - TEMPORARY	108	6,902	17,676	6,070	20,000	13,930	229.5%
101-710-001-06	SALARIES - OVERTIME	2,376	100	166	-	-	-	
101-710-001-10	SALARIES - PAGER PAY	-	60	1,140	-	-	-	
101-710-002-01	RETIREMENT - PERS	28,255	25,079	24,242	20,592	22,483	1,891	9.2%
101-710-002-03	RETIREMENT - ICMA	3,602	3,450	-	-	-	-	
101-710-003-01	HEALTH INSURANCE	18,188	17,224	13,810	17,636	17,975	339	1.9%
101-710-003-02	DENTAL INSURANCE	3,924	3,314	2,305	2,603	2,609	6	0.2%
101-710-003-03	LIFE INSURANCE	272	447	404	541	538	(3)	-0.5%
101-710-003-04	WORKERS' COMPENSATION	7,383	2,569	5,199	5,733	8,214	2,481	43.3%
101-710-003-05	DISABILITY INSURANCE	1,333	1,121	1,273	1,579	1,782	203	12.9%
101-710-004-01	SOCIAL SECURITY - FICA	7	-	980	376	-	(376)	-100.0%
101-710-004-02	MEDICARE	2,959	2,580	2,410	3,147	3,189	42	1.3%
101-710-005-01	AUTO ALLOWANCE	4,206	2,342	4,038	4,200	4,200	(0)	0.0%
101-710-005-02	UNIFORM ALLOWANCE	595	543	373	420	420	-	0.0%
101-710-007-01	EAP	130	97	95	110	110	(0)	0.0%
TOTAL PERSONNEL COSTS		306,346	273,394	258,749	275,756	303,332	27,576	10.0%
<i>FTE</i>		<i>2.55</i>	<i>2.55</i>	<i>2.55</i>	<i>2.30</i>	<i>2.30</i>		
SERVICES/SUPPLIES:								
101-710-021-01	COMMUNICATIONS	3,029	1,816	1,872	1,557	3,600	2,043	131.2%
101-710-022-01	SUPPLIES AND MATERIALS	5,617	1,565	7,804	6,857	6,500	(357)	-5.2%
101-710-026-01	CONTRACT SVCS	10,897	4,209	11,701	12,518	20,000	7,482	59.8%
101-710-030-03	POSTAGE	984	1,358	492	391	1,000	609	155.5%
101-710-031-04	COPIER COSTS	5,003	5,040	3,080	3,790	4,000	210	5.5%
101-710-033-01	MILEAGE REIMBURSEMENT	-	-	-	-	50	50	
101-710-036-02	MAINTENANCE - VEHICLES	2,333	1,318	104	1,521	1,500	(21)	-1.4%
101-710-037-01	OIL AND GAS	1,647	-	-	-	-	-	
101-710-038-01	ADVERTISING/LEGAL	-	-	2,211	628	900	272	43.4%
101-710-040-01	MEMBERSHIPS & DUES	502	585	174	478	500	22	4.6%
101-710-041-01	TRAVEL/CONF/MTGS/TRAINING	1,347	3,308	3,755	2,537	1,504	(1,033)	-40.7%
101-710-042-01	SUBSCRIPTIONS	82	82	50	50	100	50	100.2%
101-710-060-01	CAPITAL OUTLAY (Non-Capitalized)			5,977		-	-	
TOTAL SERVICES/SUPPLIES		31,441	19,281	37,219	30,326	39,654	9,328	30.8%
TOTAL OPERATING COSTS		337,787	292,675	295,968	306,082	342,986	36,904	12.1%
Transfers in from:								
210-000-393-01	Fund 210: Measure J				682	15,000		

TOWN OF MORAGA

TYPE: EXPENDITURE
FUND: 101 GENERAL FUND
DEPT: 730 STORM DRAIN MAINTENANCE

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15	FY 2013-14 TO FY 2014-15 \$ INC(DEC)	% INC(DEC)
PERSONNEL:								
101-730-001-01	SALARIES - REGULAR	127,969	123,967	95,680	146,803	154,471	7,668	5.2%
101-730-001-04	SALARIES - TEMPORARY		1,479	16,070	-	-	-	
101-730-001-06	SALARIES - OVERTIME	1,355	284	860	398	1,500	1,102	276.6%
101-730-001-10	SALARIES - PAGER PAY		10	860	-	-	-	
101-730-002-01	RETIREMENT - PERS	14,975	14,858	12,083	14,392	15,962	1,570	10.9%
101-730-002-03	RETIREMENT - ICMA	3,602	3,450	-	-	-	-	
101-730-003-01	HEALTH INSURANCE	9,007	10,018	8,058	11,190	11,771	580	5.2%
101-730-003-02	DENTAL INSURANCE	2,410	2,275	1,352	1,778	1,804	26	1.5%
101-730-003-03	LIFE INSURANCE	181	328	258	423	428	6	1.3%
101-730-003-04	WORKERS' COMPENSATION	4,084	1,422	2,946	3,986	5,731	1,745	43.8%
101-730-003-05	DISABILITY INSURANCE	764	738	670	1,131	1,243	112	9.9%
101-730-004-01	SOCIAL SECURITY - FICA			979	-	-	-	
101-730-004-02	MEDICARE	1,852	1,767	1,548	2,015	2,136	121	6.0%
101-730-005-01	AUTO ALLOWANCE	902	502	866	900	900	(0)	0.0%
101-730-005-02	UNIFORM ALLOWANCE	525	497	404	560	581	21	3.8%
101-730-007-01	EMPLOYEE ASSISTANCE PROG	86	72	60	86	88	2	1.7%
	TOTAL PERSONNEL COSTS	167,712	161,667	142,693	183,663	196,615	12,952	7.1%
	<i>FTE</i>	<i>1.70</i>	<i>1.70</i>	<i>1.70</i>	<i>1.80</i>	<i>1.83</i>		
SERVICES/SUPPLIES:								
101-730-021-01	COMMUNICATIONS	1,039	881	308	454	1,200	746	164.4%
101-730-022-01	SUPPLIES AND MATERIALS	1,492	1,269	376	-	2,250	2,250	
101-730-025-01	RENTS/LEASES/TAXES	5,400	7,279	7,279	9,594	9,594	-	0.0%
101-730-026-01	CONTRACT SVCS - ENGINEERING	30,745	9,791	37,393	46,474	34,500	(11,974)	-25.8%
101-730-033-07	MAINTENANCE - BLDG/GROUNDS	-	-	4,789	2,900	-	(2,900)	-100.0%
101-730-036-02	EQUIP MAINT - VEHICLES	1,085	8	-	505	1,500	995	197.0%
101-730-038-01	ADVERTISING/LEGAL	1,170	-	996	698	7,500	6,803	975.3%
101-730-040-01	MEMBERSHIPS/DUES	249	246	252	253	275	22	8.7%
101-730-041-01	TRAVEL/CONF/MEETINGS/TRAINING	964	669	766	1,875	1,925	50	2.7%
101-730-050-18	EDUCATION/OUTREACH	7,689	5,994	4,709	5,253	7,000	1,747	33.2%
	TOTAL SERVICES/SUPPLES	49,833	26,137	56,867	68,006	65,744	(2,262)	-3.3%
	TOTAL OPERATING COSTS	217,545	187,804	199,560	251,669	262,359	10,690	4.2%
Transfers in from:								
510-000-099-01	Fund 510: NPDES		187,804	199,560	228,758	218,193		

TOWN OF MORAGA

TYPE: EXPENDITURE
FUND: 101 GENERAL FUND
DEPT: 740 STREET MAINTENANCE

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15	FY 2013-14 TO FY 2014-15 \$ INC(DEC)	% INC(DEC)
PERSONNEL:								
101-740-001-01	SALARIES - REGULAR	122,760	117,673	123,248	117,299	134,013	16,715	14.2%
101-740-001-04	SALARIES - TEMPORARY		1,479	438	-	-	-	
101-740-001-06	SALARIES - OVERTIME	459	996	2,097	1,130	1,500	370	32.7%
101-740-001-10	SALARIES - PAGER PAY	10,600	10,100	2,545	-	-	-	
101-740-002-01	RETIREMENT - PERS	15,761	15,034	16,130	12,236	14,771	2,535	20.7%
101-740-003-01	HEALTH INSURANCE	10,036	12,076	10,242	10,303	14,136	3,833	37.2%
101-740-003-02	DENTAL INSURANCE	1,823	1,738	1,713	1,576	1,935	358	22.7%
101-740-003-03	LIFE INSURANCE	177	330	326	376	438	61	16.3%
101-740-003-04	WORKERS' COMPENSATION	3,880	1,355	2,772	3,229	4,948	1,719	53.3%
101-740-003-05	DISABILITY INSURANCE	718	716	849	900	1,073	173	19.2%
101-740-004-02	MEDICARE	1,550	1,464	1,492	1,624	1,832	208	12.8%
101-740-005-01	AUTO ALLOWANCE	902	502	864	900	900	0	0.0%
101-740-005-02	UNIFORM ALLOWANCE	875	875	875	910	1,099	189	20.8%
101-740-007-01	EMPLOYEE ASSISTANCE PROG	82	73	75	77	90	13	16.9%
	TOTAL PERSONNEL COSTS	169,623	164,411	163,666	150,561	176,734	26,173	17.4%
	<i>FTE</i>	<i>1.55</i>	<i>1.55</i>	<i>1.55</i>	<i>1.60</i>	<i>1.87</i>		
SERVICES/SUPPLIES:								
101-740-020-01	UTILITIES	8,286	7,765	8,056	8,050	10,000	1,950	24.2%
101-740-021-01	COMMUNICATIONS	1,450	908	739	644	2,900	2,257	350.7%
101-740-022-01	SUPPLIES AND MATERIALS	784	1,614	1,188	26	2,000	1,974	7642.9%
101-740-026-01	CONTRACT SVCS	23,302	19,536	28,500	19,894	23,000	3,106	15.6%
101-740-033-07	STREET MAINTENANCE	193,882	124,289	93,249	86,764	154,500	67,736	78.1%
101-740-036-02	EQUIP MAINT - VEHICLES	2,583	5,253	8,423	3,995	2,500	(1,495)	-37.4%
101-740-037-01	FUEL & OIL	2,888	4,786	2,794	4,437	4,200	(237)	-5.3%
101-740-038-01	ADVERTISING AND LEGAL				169			
101-740-040-01	MEMBERSHIPS/DUES	-	120	120	-	140	140	
101-740-041-01	TRAVEL/CONF/MEETINGS/TRAINING	541	1,082	135	742	854	112	15.1%
101-740-080-01	PROPERTY DAMAGE - REIMBURSED	918	-	2,850	4,815	7,500	2,685	55.8%
	TOTAL SERVICES/SUPPLES	234,634	165,353	146,054	129,536	207,594	78,227	60.4%
	TOTAL OPERATING COSTS	404,257	329,764	309,720	280,097	384,328	104,400	37.3%
Transfers in from:								
205-000-393-01	Fund 205: Gas Tax		329,764	309,720	266,344	320,265		
210-000-393-01	Fund 210: Measure J					64,063		

TOWN OF MORAGA

TYPE: EXPENDITURE
FUND: 101 GENERAL FUND
DEPT: 754 PW 329 RHEEM BUILDING MAINTENANCE

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15	FY 2013-14 TO FY 2014-15 \$ INC(DEC)	% INC(DEC)
PERSONNEL:								
101-754-001-01	SALARIES - REGULAR	9,941	14,776	14,906	6,525	9,366	2,841	43.5%
101-754-001-06	SALARIES - OVERTIME	5	73	160	80	150	70	88.3%
101-754-001-10	PAGER PAY	-	18	408	-	-	-	
101-754-002-01	RETIREMENT - PERS	1,432	2,155	2,252	684	1,033	349	51.1%
101-754-003-01	HEALTH INSURANCE	423	1,032	907	440	655	215	48.8%
101-754-003-02	DENTAL INSURANCE	64	126	136	70	105	35	50.4%
101-754-003-03	LIFE INSURANCE	11	32	34	24	35	11	48.6%
101-754-003-04	WORKERS' COMPENSATION	307	157	326	181	346	165	90.8%
101-754-003-05	DISABILITY INSURANCE	57	90	98	52	75	23	45.5%
101-754-004-02	MEDICARE	54	86	92	97	134	37	38.5%
101-754-005-02	UNIFORM ALLOWANCE	70	112	112	70	105	35	50.0%
101-754-007-01	EMPLOYEE ASSISTANCE PROG	5	7	8	5	7	2	50.0%
	TOTAL PERSONNEL COSTS	12,369	18,664	19,438	8,227	12,013	3,786	46.0%
	<i>FTE</i>	<i>0.16</i>	<i>0.16</i>	<i>0.16</i>	<i>0.10</i>	<i>0.15</i>		
SERVICES/SUPPLIES:								
101-754-020-01	UTILITIES	22,971	22,262	24,860	27,510	24,000	(3,510)	-12.8%
101-754-021-01	COMMUNICATIONS	587	748	1,348	1,197	624	(573)	-47.9%
101-754-022-01	SUPPLIES AND MATERIALS	172	315	56	586	-	(586)	-100.0%
101-754-026-01	CONTRACT SVCS	16,510	14,749	18,138	17,044	28,044	11,000	64.5%
101-754-033-07	BLDGS/GRNDS MAINT	13,944	12,556	20,798	16,868	12,800	(4,068)	-24.1%
101-754-050-xx	LOAN REPAYMENT - Energy Efficiency				186	271	85	45.7%
101-754-080-01	PROPERTY DAMAGE - REIMBURSED	3,094			85	-	(85)	-100.0%
	TOTAL SERVICES/SUPPLES	57,278	50,630	65,201	63,475	65,739	2,264	3.6%
	TOTAL OPERATING COSTS	69,647	69,294	84,639	71,702	77,752	6,050	8.4%

TOWN OF MORAGA

TYPE: EXPENDITURE
 FUND: 101 GENERAL FUND
 DEPT: 755 PW 331 RHEEM BUILDING MAINTENANCE

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15	FY 2013-14 TO FY 2014-15 \$ INC(DEC)	% INC(DEC)
PERSONNEL:								
101-755-001-01	SALARIES - REGULAR	6,267	5,113	4,305	12,888	10,480	(2,408)	-18.7%
101-755-001-06	SALARIES - OVERTIME		4	-	96	150	54	56.9%
101-755-001-10	PAGER PAY		6	114	-	-	-	
101-755-002-01	RETIREMENT - PERS	720	630	530	1,230	1,010	(220)	-17.9%
101-755-003-01	HEALTH INSURANCE	282	458	203	860	709	(151)	-17.6%
101-755-003-02	DENTAL INSURANCE	32	39	27	147	112	(34)	-23.5%
101-755-003-03	LIFE INSURANCE	5	10	8	49	37	(12)	-24.1%
101-755-003-04	WORKERS' COMPENSATION	188	54	112	358	389	31	8.8%
101-755-003-05	DISABILITY INSURANCE	35	30	27	102	85	(17)	-16.6%
101-755-004-02	MEDICARE		18	7	191	151	(39)	-20.6%
101-755-005-02	UNIFORM ALLOWANCE	35	33	27	147	112	(35)	-23.8%
101-755-007-01	EMPLOYEE ASSISTANCE PROG	3	2	2	10	8	(2)	-23.7%
	TOTAL PERSONNEL COSTS	7,567	6,397	5,363	16,077	13,243	(2,834)	-17.6%
	<i>FTE</i>	<i>0.05</i>	<i>0.05</i>	<i>0.05</i>	<i>0.21</i>	<i>0.16</i>		
SERVICES/SUPPLIES:								
101-755-020-01	UTILITIES	2,800	3,827	2,467	2,649	3,250	601	22.7%
101-755-021-01	COMMUNICATIONS	734	542	518	563	500	(63)	-11.3%
101-755-022-01	SUPPLIES AND MATERIALS	487	1,202	1,492	540	500	(40)	-7.4%
101-755-026-01	CONTRACT SVCS	7,512	6,512	7,798	9,422	7,300	(2,122)	-22.5%
101-755-033-07	BLDGS/GRNDS MAINT	12,421	3,555	5,180	5,985	5,000	(985)	-16.5%
101-756-033-07	PRIVATE PROPERTY ABATEMENT			1,250		-	-	
	TOTAL SERVICES/SUPPLIES	23,954	15,638	18,705	19,160	16,550	(2,610)	-13.6%
	TOTAL OPERATING COSTS	31,521	22,035	24,068	35,237	29,793	(5,443)	-15.4%



PARKS AND RECREATION

MISSION

Moraga Parks and Recreation Creates Community through People, Parks and Programs by providing recreational experiences to individuals, families and communities, fostering human development, promoting health and wellness, increasing cultural unity, facilitating community problem solving, protecting natural resources, strengthening safety and security, strengthening community image and sense of place and supporting economic development



DESCRIPTION OF RESPONSIBILITIES AND SERVICES



Parks and Recreation manages and maintains all the recreation, parks and rental facilities for the Town. Resources of the department are managed to implement the goals of the Town Council and Park and Recreation Commission; deliver recreation programs, maintain high quality parks, open space and rental facilities.

At our core, as our mission suggests, we have the opportunity to create community in Moraga. We provide services to residents and visitors of all ages and abilities. We do this both on a small and large scale, whether in a one-on-one interaction at the park with a young child or an event with thousands of people in the Commons Park like the 4th of July fireworks show. Through our special events and general day-to-day interaction with the public we strengthen community image and create a sense of place. We promote health and wellness through fitness classes, the annual Moraga Triathlon, and senior health fairs. We facilitate community problem solving and work with local businesses such as the Moraga Country Club. We provide individual and group recreational experiences in our beautiful parks, trails and open space areas.

The Parks and Recreation Department is fortunate to work with and benefit from the many service clubs and local organizations and business partners; Moraga Park Foundation, the Hacienda Foundation, Moraga Chamber of Commerce, Kiwanis, Rotary, Lions, Moraga Movers, Moraga Junior Women's Club, Moraga Women's Club, Moraga Country Club, Lamorinda Mom's Club, Moraga Garden Club, Lamorinda Presents, Boy Scout Troops 212, 234 and 246 and local SIR groups. It is service clubs, local organizations and business partners that truly make the Town of Moraga a wonderful place to live, work and recreate.



In addition to creating the vision for the Department and managing its employees, the Department Director staffs the Park and Recreation Commission. The seven member Commission is appointed by the Council to make recommendations to the Town Council concerning the planning, acquisition, construction, development, maintenance and operation standards for park and recreational facilities and areas. Under the direction of the Parks and Recreation Director, the Recreation and Facilities Coordinator is responsible for the Moraga Youth Involvement Committee (MYIC). MYIC's goal is to produce and promote local events for teens in Moraga. The Recreation Assistant works closely with the Moraga Movers, seasonal part-time camp staff and programs, various special events and a variety of general office tasks. The Parks Superintendent, Senior Maintenance Worker, Maintenance Worker and seasonal maintenance workers maintain public parks, open space and rental facilities.

Parks and Recreation staff coordinates all instructor and leisure class issues for enrichment classes/programs/services conducted at Moraga facilities (and various school district facilities, Saint Mary's College and the Moraga Country Club). Parks and Recreation staff manage town-wide special events and publish the Parks and Recreation Activity Guide three times a year. Staff also provides support to the Park Foundation and Hacienda Foundation.

ACCOMPLISHMENTS FOR FY 2013-14



- Co-Sponsored Oktoberfest and Cinco de Mayo with Hacienda Foundation.
- Successfully managed the transition of parks and facilities maintenance into the Parks and Recreation Department.
- Acquired continued community use of the two Saint Mary's College front fields (Pat Vincent and Garaventa) on a fee basis.
- Repaved portions of the Commons Park interior pathway, through Town Council funded Capital Improvement Program - 14-304
- Initiated a partnership with Moraga School District, Saint Mary's College and Campolindo High School through the Joint Ad Hoc Facilities Planning Subcommittee.
- Completed year one of a financially efficient five year Capital Improvement Plan program for the Hacienda and Commons Park properties and start to address needed maintenance items in other town-owned facilities/parks as well.
- Continued successful Town events: Mom/Son Dance, Mother/Daughter Tea, Summer Camp Expo, Moraga Beautiful, Community Garage Sale, 8th Annual Triathlon, 4th of July, Pear and Wine Festival, Holiday Tree Lighting, Santa Visits Moraga and Breakfast with Santa.
- Partnered with the Moraga Junior Women's Club on the Annual Egg Hunt.
- Expanded recreation programming to include youth tennis and golf lessons offered through the Moraga Country Club



- MYIC continued working area-wide with the Lamorinda Teen Association (LTA) on area wide events for teens.
- Continued discussions with Lamorinda city staff regarding joint programming for teens and seniors.
- Worked with Saint Mary's college to secure a volunteer intern for the annual triathlon.
- Provided support to the Lamorinda Presents group with a focus on a joint marketing.
- Replaced Lamorinda Skatepark pathway pavers with stamped concrete to reduce annual maintenance expenses.

GOALS FOR FY 2014-15



- Work with a committee to successfully present a new Town-wide special event, A Toast to Moraga – Celebrating the Town's 40th Anniversary in conjunction with the Annual Pear and Wine Festival.
- Develop joint use agreements based on subcommittee recommendations derived from partnership with Moraga School District, Saint Mary's College, Campolindo High School and sports organizations to enhance and improve access to community amenities through shared facilities and resources.
- Support Hacienda Foundation with continued community events, facility improvements and a strategic plan for the Hacienda property.
- Address the process to designate the Hacienda property a historic structure, in cooperation with the Hacienda Foundation.
- Continue a financially efficient five year Capital Improvement Plan program for the Hacienda property and start to address needed maintenance items in other town-owned facilities/parks as well.
- Continue discussions regarding community interest for improving and upgrading public parks, trails, open space and facilities.
- Prepare a cost analysis of operating costs for Town Parks comparable to the Hacienda de las Flores
- Work with Moraga Historical Society to promote their Annual Banquet in celebration of the Town's 40th Anniversary.
- Host a new program at Rancho Laguna Park in late July – an overnight family campout.
- Replace existing Moraga Road marquee with an electronic community information sign.



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TYPE: REVENUE
FUND: 101 GENERAL FUND
DEPT: PARKS AND RECREATION

Account Number	Description	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15	FY 2013-14 TO FY 2014-15 \$ INC(DEC)	\$ INC(DEC)
DEPT 810: RECREATION								
101-810-351-02	Property Rent - Rancho Laguna	5,185	7,386	2,643	6,354	3,300	(3,054)	-48.1%
101-810-351-03	Property Rent - Moraga Commons	11,769	10,366	11,937	19,024	12,000	(7,024)	-36.9%
101-810-351-08	Property Rent-Mulholland Graze	2,250	2,250	2,313	2,378	2,384	6	0.3%
101-810-351-11	Property Rent - Library	2,595	2,405	1,971	2,164	2,500	337	15.6%
101-810-370-03	Staff Time - Special Projects					5,000	5,000	
101-810-370-22	Recreation Class Fees	75,780	69,105	82,330	66,567	75,600	9,033	13.6%
101-810-370-23	Online Registration Fees		1,264	2,535	1,346	1,300	(46)	-3.4%
101-810-370-25	Moraga Movers	7,306	7,748	7,930	5,469	8,900	3,431	62.7%
101-810-380-04	July 4th Donations	24,798	13,154	37,927	31,645	24,000	(7,645)	-24.2%
101-810-380-05	Buy A Bulb - Tree Lights	2,467	960	1,225	1,940	1,500	(440)	-22.7%
101-810-380-13	P&R - Triathlon	26,040	25,456	33,026	26,120	29,000	2,880	11.0%
101-810-380-14	P&R - Marquee Revenues	2,817	2,114	4,254	2,462	3,700	1,238	50.3%
101-810-380-15	P&R - Other Revenues	21	1	1,691	2,565	-	(2,565)	
101-810-380-17	P&R Special Events		500		-	-	-	
101-810-380-19	Pear Festival	1,327	2,652	3,380	2,843	3,500	657	23.1%
	Subtotal Revenues	162,355	145,361	193,162	170,875	172,684	1,809	1.1%
DEPT 850: HACIENDA EVENTS & RENTALS								
101-850-351-04	Property Rent - Hacienda/Pavilion	142,975	95,522	84,041	80,314	100,000	19,686	24.5%
101-850-351-06	Non-refundable Application Fee	12,135	6,000	7,000	6,750	11,000	4,250	63.0%
101-850-370-22	Hacienda Recreation Class Fees	115,207	130,393	111,667	90,148	110,000	19,853	22.0%
101-850-370-23	Online Registration Fees		1,895	2,451	1,656	-	(1,656)	
101-850-380-17	P&R Special Events - Hacienda	3,680	-		2,806	-	(2,806)	
	Subtotal Revenues	273,997	233,810	205,159	181,674	221,000	39,327	21.6%
	Total Revenues	436,352	379,171	398,321	352,549	393,684	41,135	11.7%

TRANSFER IN FROM:

Fund 210: Measure J	9,000	9,000	9,000
Fund 740: Community Facilities/Open Space		450	1,000
Fund 750: Asset Replacement	17,981	8,094	21,445

TOWN OF MORAGA

TYPE: EXPENDITURE
 FUND: 101 GENERAL FUND
 DEPT: 810 RECREATION

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15	FY 2013-14 TO FY 2014-15 \$ INC(DEC)	% INC(DEC)
PERSONNEL:								
101-810-001-01	SALARIES - REGULAR	67,178	89,970	85,812	101,483	110,261	8,778	8.6%
101-810-001-04	SALARIES - TEMPORARY	1,364	8,615	5,017	606	6,500	5,894	973.0%
101-810-001-06	SALARIES - OVERTIME	-	-	-	247	-	(247)	-100.0%
101-810-002-01	RETIREMENT - PERS	8,226	11,701	11,427	9,845	11,974	2,129	21.6%
101-810-002-03	RETIREMENT - ICMA	-	-	-	180	-	-	-
101-810-003-01	HEALTH INSURANCE	8,610	12,472	9,870	9,168	10,708	1,540	16.8%
101-810-003-02	DENTAL INSURANCE	1,321	1,815	1,651	1,504	2,216	712	47.3%
101-810-003-03	LIFE INSURANCE	91	252	219	297	314	17	5.8%
101-810-003-04	WORKERS' COMPENSATION	2,123	1,042	2,052	2,864	4,054	1,190	41.5%
101-810-003-05	DISABILITY INSURANCE	411	564	584	772	879	107	13.8%
101-810-004-01	SOCIAL SECURITY - FICA	85	534	311	53	500	447	845.4%
101-810-004-02	MEDICARE	1,036	1,427	1,338	1,517	1,575	58	3.8%
101-810-005-01	AUTO ALLOWANCE	2,704	2,700	2,700	3,000	3,000	-	0.0%
101-810-005-04	CELL PHONE ALLOWANCE	-	-	-	300	300	(0)	0.0%
101-810-007-01	EMPLOYEE ASSISTANCE PROG	43	57	49	62	65	3	4.1%
	TOTAL PERSONNEL COSTS	93,192	131,149	121,030	131,900	152,346	20,626	15.6%
	<i>FTE</i>	<i>0.85</i>	<i>1.05</i>	<i>1.05</i>	<i>1.35</i>	<i>1.35</i>		
SERVICES/SUPPLIES:								
101-810-021-01	COMMUNICATIONS	213	107	110	107	175	68	62.8%
101-810-022-01	SUPPLIES AND MATERIALS	1,893	3,913	2,542	1,548	3,500	1,952	126.1%
101-810-024-01	MERCHANT CREDIT CARD FEES	12,449	-	-	-	-	-	-
101-810-026-01	CONTRACT SVCS - INSTRUCTORS	40,958	40,585	52,444	44,952	38,000	(6,952)	-15.5%
101-810-026-03	CONTRACT SVCS - SCHOOL FIELDS	44,000	33,000	22,000	11,000	-	(11,000)	-100.0%
101-810-030-03	POSTAGE	388	394	51	169	400	231	137.1%
101-810-031-04	COPIER COSTS	1,432	1,738	929	1,880	1,000	(880)	-46.8%
101-810-034-04	CONTRACT SVCS - WEED ABATE/MULH	2,361	-	4,022	3,137	4,475	1,338	42.7%
101-810-036-02	MAINTENANCE - VEHICLE	-	-	-	72	300	228	317.1%
101-810-037-01	GAS & OIL	81	480	45	314	600	286	91.2%
101-810-038-01	ADVERTISING/LEGAL	1,876	2,912	2,707	4,046	5,600	1,554	38.4%
101-810-040-01	MEMBERSHIPS	575	575	665	1,161	700	(461)	-39.7%

TOWN OF MORAGA

FUND: 101 GENERAL FUND
 DEPT: 810 RECREATION

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15	FY 2013-14 TO FY 2014-15 \$ INC(DEC)	% INC(DEC)
101-810-041-01	TRAVEL/CONFERENCES/MTGS	1,500	911	1,205	383	1,200	817	213.0%
101-810-050-09	LAMORINDA SPIRIT VAN		9,000	9,000	9,000	9,000	-	0.0%
101-810-052-01	TRIATHLON	16,138	15,534	16,393	15,985	14,500	(1,485)	-9.3%
101-810-053-01	BROCHURE ACTIVITY GUIDE/CRUER	10,097	8,437	8,525	9,823	5,600	(4,223)	-43.0%
101-810-053-02	JULY 4TH	18,936	19,393	19,292	19,264	17,500	(1,764)	-9.2%
101-810-053-05	WEB-BASED REGISTRATION	1,000	1,000	1,250	1,250	1,000	(250)	-20.0%
101-810-053-11	CREDIT CARD PROCESSING FEES					9,000	9,000	
101-810-053-07	PEAR FESTIVAL	776	2,127	2,364	1,781	15,800	14,019	786.9%
101-810-053-08	MORAGA MOVERS Programs	3,311	1,434	3,155	2,216	2,200	(16)	-0.7%
101-810-053-17	P&R SPECIAL EVENTS EXPENSES	544	789	36	425		(425)	
	TOTAL SERVICES/SUPPLIES	158,528	142,329	146,735	128,513	130,550	2,037	1.6%
	TOTAL OPERATING COSTS	251,720	273,478	267,764	260,412	282,896	22,664	8.7%
	Transfers in from:							
210-000-099-01	Fund 210: Measure J - for Lamorinda Spirit Van			9,000	9,000	9,000		

TOWN OF MORAGA

TYPE: EXPENDITURE
 FUND: 101 GENERAL FUND
 DEPT: 850 HACIENDA EVENTS & RENTALS

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15	FY 2013-14 TO FY 2014-15 \$ INC(DEC)	% INC(DEC)
PERSONNEL:								
101-850-001-01	SALARIES - REGULAR	138,753	121,661	141,651	122,097	131,390	9,293	7.6%
101-850-001-04	SALARIES - TEMPORARY	19,351	20,056	16,524	17,903	17,100	(803)	-4.5%
101-850-001-06	SALARIES - OVERTIME	-	-	115	76	-	(76)	
101-850-002-01	RETIREMENT - PERS	16,074	15,747	17,720	11,982	14,261	2,279	19.0%
101-850-002-03	RETIREMENT - ICMA				180		(180)	-100.0%
101-850-003-01	HEALTH INSURANCE	20,162	17,961	17,376	10,403	12,006	1,603	15.4%
101-850-003-02	DENTAL INSURANCE	2,993	2,642	2,873	1,714	2,427	713	41.6%
101-850-003-03	LIFE INSURANCE	230	378	405	367	386	19	5.1%
101-850-003-04	WORKERS' COMPENSATION	4,887	1,448	3,406	3,438	4,828	1,390	40.4%
101-850-003-05	DISABILITY INSURANCE	850	801	959	935	1,047	112	12.0%
101-850-004-01	SOCIAL SECURITY/FICA	1,200	1,244	1,032	1,115	1,000	(115)	-10.3%
101-850-004-02	MEDICARE	2,341	2,127	2,297	2,057	1,874	(183)	-8.9%
101-850-005-01	AUTO ALLOWANCE	3,305	3,300	3,300	3,000	3,000	0	0.0%
101-850-005-04	CELL PHONE ALLOWANCE				300	300	(0)	0.0%
101-850-007-01	EMPLOYEE ASSISTANCE PROG	109	84	91	77	79	2	2.9%
	TOTAL PERSONNEL	210,255	187,449	207,749	175,642	189,698	14,056	8.0%
	<i>FTE</i>	<i>2.15</i>	<i>1.95</i>	<i>1.95</i>	<i>1.65</i>	<i>1.65</i>		
SERVICES/SUPPLIES:								
101-850-021-01	COMMUNICATIONS	440	737	749	795	500	(295)	-37.1%
101-850-022-01	SUPPLIES AND MATERIALS	2,632	3,528	2,083	4,605	2,500	(2,105)	-45.7%
101-850-026-01	CONTRACT SVCS	61,869	52,588	46,724	37,530	57,000	19,470	51.9%
101-850-030-03	POSTAGE	609	732	95	226	600	374	165.5%
101-850-031-04	COPIER COSTS	2,659	3,228	1,726	2,751	2,500	(251)	-9.1%
101-850-036-02	MAINTENANCE - VEHICLE	58	-	-	-	200	200	
101-850-038-01	ADVERTISING/LEGAL	13,216	12,542	16,873	15,022	13,600	(1,422)	-9.5%
101-850-039-01	INSURANCE - EVENT HAZARD	9,817	6,644	5,741	2,514	9,500	6,986	277.9%
101-850-040-01	MEMBERSHIPS AND DUES	-	-	-	-	-	-	
101-850-041-01	TRAVEL/CONF/MTGS/TRNG	397	190	1,139	189	1,300	1,111	589.1%
101-850-053-01	BROCHURE/ACTIVITY GUIDE	4,437	5,744	5,519	5,210	7,500	2,290	44.0%
101-850-053-03	STAFF FINGERPRINTING		2,752	1,280	608	2,000	1,392	228.9%

TOWN OF MORAGA

FUND: 101 GENERAL FUND
DEPT: 850 HACIENDA EVENTS & RENTALS

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	FY 2013-14 TO FY 2014-15	
		FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	\$ INC(DEC)	% INC(DEC)
101-850-053-05	WEB BASED REGISTRATION	2,000	2,000	2,250	2,250	2,250	-	0.0%
101-850-053-08	MORAGA MOVERS Programs	2,129	701	1,426	1,787	2,500	713	39.9%
101-850-053-17	P&R SPECIAL EVENTS	3,200	2,152	2,977	2,442	3,000	558	22.8%
101-850-060-01	CAPITAL OUTLAY (Non-Capitalized)			17,981	8,094	21,445	13,351	164.9%
TOTAL SERVICES/SUPPLES		103,463	93,539	106,561	84,025	126,395	42,370	50.4%
TOTAL OPERATING EXPENSES		313,718	280,988	314,310	259,667	316,093	56,426	21.7%
Transfers in from:								
750-000-099-01	Fund 750: Asset Replacement			17,981	8,094	21,445		
	Offset for capital outlay (FY 14-15: tables and chairs)							

TOWN OF MORAGA

TYPE: EXPENDITURE
 FUND: 101 GENERAL FUND
 DEPT: 751 HACIENDA BUILDINGS & GROUNDS MAINTENANCE

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15	FY 2013-14 TO FY 2014-15 \$ INC(DEC)	% INC(DEC)
PERSONNEL:								
101-751-001-01	SALARIES - REGULAR	69,725	72,670	71,944	75,418	61,111	(14,307)	-19.0%
101-751-001-06	SALARIES - OVERTIME	489	774	1,350	572	750	178	31.1%
101-751-001-10	PAGER PAY	-	70	2,270	-	-	-	-
101-751-002-01	RETIREMENT - PERS	8,323	9,352	9,471	7,846	6,720	(1,126)	-14.4%
101-751-003-01	HEALTH INSURANCE	8,956	11,434	9,839	10,597	8,001	(2,596)	-24.5%
101-751-003-02	DENTAL INSURANCE	1,356	1,432	1,498	1,314	980	(333)	-25.4%
101-751-003-03	LIFE INSURANCE	121	241	246	253	187	(66)	-26.0%
101-751-003-04	WORKERS' COMPENSATION	2,211	794	1,644	2,056	2,208	152	7.4%
101-751-003-05	DISABILITY INSURANCE	419	464	497	573	478	(95)	-16.6%
101-751-004-02	MEDICARE	848	888	912	734	500	(233)	-31.8%
101-751-005-02	UNIFORM ALLOWANCE	770	788	789	756	560	(196)	-25.9%
101-751-007-01	EMPLOYEE ASSISTANCE PROG	58	54	56	52	38	(13)	-26.0%
TOTAL PERSONNEL COSTS		93,276	98,961	100,515	100,170	81,534	(18,637)	-18.6%
<i>FTE</i>		<i>1.15</i>	<i>1.18</i>	<i>1.18</i>	<i>1.08</i>	<i>0.80</i>		
SERVICES/SUPPLIES:								
101-751-020-01	UTILITIES	30,248	23,193	20,585	24,269	23,000	(1,269)	-5.2%
101-751-021-01	COMMUNICATIONS	245	170	104	307	525	218	71.2%
101-751-022-01	SUPPLIES AND MATERIALS	298	2,795	2,412	2,171	-	(2,171)	-100.0%
101-751-026-01	CONTRACT SVCS	15,232	14,811	13,325	16,250	18,732	2,482	15.3%
101-751-026-18	CONTRACT SVCS - MAINTENANCE	-	150	-	-	-	-	-
101-751-033-07	BLDG/GRNDS MAINT	35,251	27,326	49,135	37,550	38,300	750	2.0%
101-751-036-02	EQUIP MAINT - VEHICLES	1,689	777	846	603	1,000	397	65.9%
101-751-037-01	FUEL AND OIL	2,802	2,938	3,035	3,217	2,000	(1,217)	-37.8%
101-751-041-01	TRAVEL/CONF/MEETINGS/TRAINING	-	32	42	75	125	50	66.7%
101-751-050-xx	LOAN REPAYMENT - Energy Efficiency	-	-	-	6,644	6,644	-	0.0%
101-751-053-01	PLANTS	1,846	4,029	3,285	4,634	3,500	(1,134)	-24.5%
TOTAL SERVICES/SUPPLES		87,611	76,220	92,769	95,718	93,826	(1,892)	-2.0%
TOTAL OPERATING COSTS		180,887	175,181	193,284	195,889	175,360	(20,529)	-10.5%

TOWN OF MORAGA

TYPE: EXPENDITURE
 FUND: 101 GENERAL FUND
 DEPT: 752 LIBRARY MAINTENANCE

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15	FY 2013-14 TO FY 2014-15 \$ INC(DEC)	% INC(DEC)
PERSONNEL:								
101-752-001-01	SALARIES - REGULAR	20,625	21,908	19,944	30,326	32,827	2,501	8.2%
101-752-001-06	SALARIES - OVERTIME	92	89	130	148	100	(48)	-32.4%
101-752-001-10	PAGER PAY		26	568			-	
101-752-002-01	RETIREMENT - PERS	2,396	2,709	2,512	3,125	3,593	468	15.0%
101-752-003-01	HEALTH INSURANCE	1,623	2,216	1,526	2,585	2,807	221	8.6%
101-752-003-02	DENTAL INSURANCE	239	248	225	319	343	24	7.5%
101-752-003-03	LIFE INSURANCE	26	52	49	77	87	9	11.7%
101-752-003-04	WORKERS' COMPENSATION	637	234	485	809	1,172	363	44.9%
101-752-003-05	DISABILITY INSURANCE	119	133	132	222	254	32	14.5%
101-752-004-02	MEDICARE	121	136	110	160	188	28	17.5%
101-752-005-02	UNIFORM ALLOWANCE	175	178	162	231	259	28	12.1%
101-752-007-01	EMPLOYEE ASSISTANCE PROG	12	12	11	16	18	2	11.7%
	TOTAL PERSONNEL COSTS	26,065	27,941	25,854	38,018	41,647	3,629	9.5%
	<i>FTE</i>		<i>0.26</i>	<i>0.26</i>	<i>0.33</i>	<i>0.37</i>		
SERVICES/SUPPLIES:								
101-752-020-01	UTILITIES	28,334	25,575	28,809	25,713	29,125	3,412	13.3%
101-752-021-01	COMMUNICATIONS				143		(143)	-100.0%
101-752-022-01	SUPPLIES AND MATERIALS	164	461	2	517	-	(517)	-100.0%
101-752-026-01	CONTRACT SVCS	16,399	16,862	15,887	24,883	19,080	(5,803)	-23.3%
101-752-033-07	BLDG/GRNDS MAINT	9,983	12,945	12,428	14,151	15,875	1,724	12.2%
101-752-050-xx	LOAN REPAYMENT - Energy Efficiency				6,351	6,351	-	0.0%
	TOTAL SERVICES/SUPPLES	54,880	55,843	57,126	71,758	70,431	(1,327)	-1.8%
	TOTAL OPERATING COSTS	80,945	83,784	82,980	109,776	112,078	2,302	2.1%

Note: For FY 2013-14, Council approved additional funding in the amount of \$3,750 (\$4,500 prorated for 10 months due to late start up) to support the Friends of the Moraga Library and provide for increased maintenance costs for Sunday open hours at the library. The FY 2014-15 budget includes an amount of \$5,000 to support the increased maintenance costs for Sunday open hours at the library.

TOWN OF MORAGA

TYPE: EXPENDITURE
FUND: 101 GENERAL FUND
DEPT: 753 PARKS & OPEN SPACE MAINTENANCE

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15	FY 2013-14 TO FY 2014-15 \$ INC(DEC)	% INC(DEC)
PERSONNEL:								
101-753-001-01	SALARIES - REGULAR	101,370	95,478	93,983	132,032	130,308	(1,724)	-1.3%
101-753-001-04	SALARIES - TEMPORARY	6,535	11,240	8,964	10,883	12,000	1,117	10.3%
101-753-001-06	SALARIES - OVERTIME	1,764	1,358	1,468	1,296	2,000	704	54.3%
101-753-001-10	SALARIES - PAGER/ON CALL	-	110	2,495	-	-	-	-
101-753-002-01	RETIREMENT - PERS	11,912	12,125	12,155	13,649	14,270	621	4.5%
101-753-003-01	HEALTH INSURANCE	10,136	11,862	9,798	15,155	15,504	349	2.3%
101-753-003-02	DENTAL INSURANCE	1,692	1,636	1,692	2,042	1,993	(49)	-2.4%
101-753-003-03	LIFE INSURANCE	172	318	322	371	356	(15)	-4.0%
101-753-003-04	WORKERS' COMPENSATION	3,647	1,169	2,333	3,547	4,664	1,117	31.5%
101-753-003-05	DISABILITY INSURANCE	610	610	647	979	1,012	33	3.4%
101-753-004-01	FICA/SOCIAL SECURITY	422	724	561	682	600	(82)	-
101-753-004-02	MEDICARE	1,338	1,309	1,275	1,060	830	(230)	-21.7%
101-753-005-02	UNIFORM ALLOWANCE	1,155	1,080	1,065	1,106	1,064	(42)	-3.8%
101-753-007-01	EMPLOYEE ASSISTANCE PROG	83	71	73	76	73	(3)	-3.7%
	TOTAL PERSONNEL COSTS	140,836	139,090	136,830	182,879	184,673	1,794	1.0%
	<i>FTE</i>	<i>1.55</i>	<i>1.55</i>	<i>1.55</i>	<i>1.58</i>	<i>1.52</i>		
SERVICES/SUPPLIES:								
101-753-020-01	UTILITIES	34,698	43,259	42,517	29,984	41,375	11,391	38.0%
101-753-021-01	COMMUNICATIONS	349	269	183	545	975	430	79.0%
101-753-022-01	SUPPLIES AND MATERIALS	515	1,247	1,597	1,692	-	(1,692)	-100.0%
101-753-025-01	RENTS/LEASES/TAXES	-	4,966	5,076	5,187	6,000	813	15.7%
101-753-026-01	CONTRACT SVCS	8,095	28,815	29,695	31,253	30,000	(1,253)	-4.0%
101-753-033-07	BLDG/GRNDS MAINT	40,755	29,442	34,828	31,980	32,300	320	1.0%
101-753-033-08	MULHOLLAND RIDGE - MAINT				450	1,000	550	122.2%
101-753-036-02	EQUIP MAINT - VEHICLES	9,989	8,464	6,602	5,903	5,000	(903)	-15.3%
101-753-037-01	FUEL & OIL	5,471	6,505	6,045	4,850	6,000	1,150	23.7%
101-753-041-01	TRAVEL/CONF/MEETINGS/TRAINING	425	440	306	366	560	194	53.2%
101-753-080-01	PROPERTY DAMAGE - REIMBURSED	3,400	-	-	-	6,000	6,000	
	TOTAL SERVICES/SUPPLES	103,697	123,407	126,848	112,210	129,210	17,000	15.2%
	TOTAL OPERATING COSTS	244,533	262,497	263,679	295,089	313,883	18,794	6.4%

Transfers in from:

740-000-099-01 Fund 740: Community Facilities/Open Space
 Mulholland Ridge Pond/Grounds Maintenance 450 1,000



MISSION

Moraga's Planning Department's mission is to make Moraga a great community by helping the community manage its growth and appearance; focusing on customer service; helping homeowners improve their homes, businesses open or expand, and developers respond to input and process projects; building partnerships; engaging the community; and protecting the natural and built environment through environmental review. With this core mission, the Planning Department helps the community realize its long-range vision.



DESCRIPTION OF RESPONSIBILITIES AND SERVICES

The Planning Department uses five full-time employees and several consultants to help Moraga as it changes, grows, and develops. Working directly with homeowners, architects, business owners, advocates, developers, special interest groups, organizations and other government agencies, planners help by sharing and translating zoning information, reviewing and processing project plans, working with neighbors and others to gain input and revise plans and notifying citizens and organizations about a project. Planning also works with businesses and the Chamber of Commerce, helping navigate the process to open a new business or expand an existing business. Planners also help homeowners, developers, businesses and community members to collaborate and find solutions. Planners apply other regulations like the tree ordinance to help preserve Moraga's aesthetic qualities and work with other departments and agencies to make sure new developments will be safe, address communities needs like parks and infrastructure, and include things such as pedestrian connections.

The Planning Department takes a strategic, long-range approach to Moraga's growth and development, and identifies ways the Town can change its rules so they reflect the community's long-term desires. Moraga values its open space, its semi-rural environment and its scenic qualities, and its zoning regulations and design guidelines are designed to preserve these qualities and values. Planners propose changes to the regulations to keep them relevant. In 2013, the planning department revised zoning regulations to streamline design review for smaller commercial, multi-family and Saint Mary's College projects. Planners also drafted new sign regulations that would make sure new signs are high quality while allowing for a streamlined review process. This past year the Livable Moraga Road project has identified ways to accommodate bicycles, pedestrians and automobiles in a safe, aesthetically-pleasing manner and, the Hillside and Ridgelines study has begun to examine the Town's existing rules and hear from citizens on their various opinions on semi-rural environment, scenic corridors, community vitality and gathering places, and economic development.



ACCOMPLISHMENTS FOR FY 2013-14

In FY 2013-14, the Planning Department hired two associate planners, promoted the Administrative Assistant to create a total permanent staff of 5. A planning intern also provides part-time assistance. With a fully-functional and high quality staff, the Department was able to complete ordinance revisions, process development projects, submit grant applications, and initiate new projects consistent with Town Council goals. In addition to its regular duties, the Planning Department accomplished the following significant projects:

- Completed five zoning text and other municipal code amendments, including comprehensive revisions to the code enforcement regulations, updating the fire and building codes, and streamlining design review;
- Produced three conceptual alternatives for Livable Moraga Road project based on significant public outreach and three public workshops;
- Completed three major projects, including Camino Ricardo (26-lot subdivision, SummerHill Homes); Rancho Laguna II (27-lot subdivision, SummerHill Homes); and Hetfield Estates (7-lot subdivision, John Wyro). The approved projects require significant public benefits that include pedestrian connections, trails and bridges; park; permanent open space; road improvements; and cash contributions.
- Completed Lamorinda Action Plan, the subregional transportation plan in partnership with Lafayette and Orinda. The plan positions the three cities for future grant funding for Moraga Road and Moraga Way;
- Participated in two community engagement workshop series with Saint Mary's College Leadership Center;
- Created two new committees for long-range projects, including Livable Moraga Road Town Advisory Committee (TAC) and Hillside and Ridgelines Steering Committee;
- Completed work with the Climate Action Plan (CAP) Task Force, making final recommendations on programs to include in Climate Action Plan; and
- Wrote successful grant application for Bicycle-Pedestrian Master Plan.

GOALS FOR FY 2014-15

- Complete additional amendments to the zoning ordinance and General Plan, particularly related to hillside and ridgeline development, design review, and commercial regulations (CIP).
- Complete the Livable Moraga Road project (CIP);
- Complete Housing Element (CIP);
- Complete comprehensive update of Moraga and Lamorinda Fee and Finance Authority (LFFA) traffic impact fees;
- Finalize the EIR for Bollinger Valley Conceptual Development Plan, General Plan Amendment, and Rezoning applications;
- Complete two existing development applications for Moraga Town Center (36-unit townhouse development, City Ventures) and Via Moraga (17-lot subdivision, Signature Homes);
- Assist Saint Mary's College with Campus Master Plan, including the Environmental Impact Report;
- Update the Bicycle -Pedestrian Master Plan Update in partnership with the Parks and Recreation and Public Works/Engineering Departments (CIP);



- Complete the Comprehensive Development Impact Fee Study in partnership with all the Town's departments (CIP).

REVENUE PROJECTIONS FOR FY 2014-15

The Planning Department projects a continued revenue increase in FY 2014-15. These projected increases reflect the ongoing increased building permit revenues due to individuals improving their homes and increased development activity. The Planning Department also continues its concerted effort to charge staff time to development projects to recoup costs. The department's activities will also focus on increasing the Town's sales tax revenues through economic development, which will result in a net benefit to the Town's general fund.



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TOWN OF MORAGA

TYPE: REVENUE
FUND: 101 GENERAL FUND
DEPT: PLANNING

Account Number	Description	ACTUAL	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	FY 2013-14 TO FY 2014-15	
		FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	\$ INC(DEC)	\$ INC(DEC)
101-910-370-01	Planning Fees	75,035	54,550	36,404	32,380	50,500	18,120	56.0%
101-910-370-02	Planning Staff Time	(1,085)	106,250	198,294	267,347	172,935	(94,412)	-35.3%
101-910-370-04	Consultant Management Fee	12,345	-	-	-	-	-	
101-910-370-10	Building Permit Surcharge	147,126	129,179	148,705	175,768	161,400	(14,368)	-8.2%
101-910-370-42	Sale of Documents - Planning	-	12	-	-	-	-	
101-910-380-16	Other Revenue - Planning	692	(301)	351	2,063	-	(2,063)	-100.0%
Total Revenues		234,113	289,690	383,755	477,558	384,835	(92,723)	-19.4%
TRANSFERS IN FROM								
	Fund 210: Measure J		25,864	44,698	28,701	100,000		
	Fund 750: Asset Replacement		3,678					

TOWN OF MORAGA

TYPE: EXPENDITURE
FUND: 101 GENERAL FUND
DEPT: 910 PLANNING

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15	FY 2013-14 TO FY 2014-15 \$ INC(DEC)	\$ INC(DEC)
PERSONNEL:								
101-910-001-01	SALARIES - REGULAR	317,502	313,175	268,681	414,388	454,295	39,906	9.6%
101-910-001-04	SALARIES - TEMPORARY	-	-	36,615	17,292	-	(17,292)	
101-910-001-06	SALARIES - OVERTIME	1,111	834	2,096	1,717	2,000	283	16.5%
101-910-002-01	RETIREMENT - PERS	37,791	37,233	33,761	42,574	46,269	3,694	8.7%
101-910-002-03	RETIREMENT - ICMA		6,300	8,700	10,018	7,200	(2,818)	-28.1%
101-910-003-01	HEALTH INSURANCE	29,700	16,167	9,388	21,682	28,248	6,566	30.3%
101-910-003-02	DENTAL INSURANCE	3,733	3,539	3,721	5,765	7,315	1,550	26.9%
101-910-003-03	LIFE INSURANCE	420	726	627	1,105	1,170	65	5.9%
101-910-003-04	WORKERS' COMPENSATION	10,181	3,047	7,428	12,328	16,925	4,597	37.3%
101-910-003-05	DISABILITY INSURANCE	1,795	1,823	1,702	3,109	3,671	562	18.1%
101-910-004-01	SOCIAL SECURITY - FICA	-	-	2,290	1,079	-	(1,079)	
101-910-004-02	MEDICARE	3,642	3,626	4,683	6,504	6,571	67	1.0%
101-910-005-01	AUTO ALLOWANCE	6,009	6,277	6,000	6,000	6,000	(0)	0.0%
101-910-005-04	CELL PHONE ALLOWANCE				600	600	(0)	0.0%
101-910-007-01	EMPLOYEE ASSISTANCE PROG	199	161	145	230	240	10	4.2%
TOTAL PERSONNEL COSTS		412,083	392,908	385,837	544,392	580,503	36,111	6.6%
	<i>FTE</i>	<i>4.00</i>	<i>3.75</i>	<i>4.00</i>	<i>5.00</i>	<i>5.00</i>		
SERVICES/SUPPLIES:								
101-910-021-01	COMMUNICATIONS	846	754	412	351	500	149	42.6%
101-910-022-01	SUPPLIES AND MATERIALS	2,436	4,194	8,966	4,143	6,000	1,857	44.8%
101-910-025-01	RENTS/LEASES/TAXES	696	-	-	-	-	-	#DIV/0!
101-910-026-01	CONTRACT SVCS	17,166	22,345	18,804	44,680	35,700	(8,980)	-20.1%
101-910-026-21	MORAGA CENTER SPECIFIC PLAN	-	-	-	-	-	-	#DIV/0!
101-910-030-03	POSTAGE	2,896	2,305	3,259	4,825	2,600	(2,225)	-46.1%
101-910-031-04	COPIER COSTS	2,183	4,638	6,082	3,643	6,500	2,857	78.4%
101-910-033-01	MILEAGE REIMBURSEMENT	371	682	542	510	700	190	37.2%
101-910-038-01	ADVERTISING/LEGAL	4,656	50	390	10,236	4,000	(6,236)	-60.9%
101-910-040-01	MEMBERSHIPS & DUES	472	424	445	475	500	25	5.3%
101-910-041-01	TRAVEL/CONF/MEETINGS/TRAINING	354	1,903	2,028	13,873	5,000	(8,873)	-64.0%

TOWN OF MORAGA

FUND: 101 GENERAL FUND
 DEPT: 910 PLANNING

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15	FY 2013-14 TO FY 2014-15 \$ INC(DEC)	\$ INC(DEC)
101-910-042-01	SUBSCRIPTIONS	-	-	-	-	-	-	-
101-910-053-11	CREDIT CARD PROCESSING FEES					10,000	10,000	
101-910-060-01	CAPITAL OUTLAY (Non-Capitalized)		3,678	7,373	304	-	(304)	
	TOTAL SERVICES/SUPPLES	32,076	40,973	48,301	83,040	71,500	(11,540)	-13.9%
	TOTAL OPERATING COSTS	444,159	433,881	434,138	627,432	652,003	24,571	3.9%
Transfers in from:								
210-000-099-01	Fund 210: Measure J		25,864	53,697	28,701	100,000		
750-000-099-01	Fund 750: Asset Replacement		3,678					
Cost Recovery Summary								
	Revenue Offset		289,690	383,755	477,558	384,835		
	Measure J Offset for Transportation Planning		25,864	53,697	28,701	100,000		
	General Fund Support		118,327	(3,313)	121,173	167,168		
	Recovery Rate		73%	101%	81%	74%		



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OTHER FUNDS

FISCAL YEAR 2014 – 2015 OPERATING AND CAPITAL PROJECTS BUDGET

TOWN OF MORAGA

TYPE: OTHER FUNDS
FUND: 100 ONE TIME DEVELOPER FEES

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	EST CARRY FORWARD	ADOPTED FY 2014-15
REVENUE							
100-000-370-07	DEVELOPER FEES	-	-	-	-		-
100-510-350-01	INTEREST EARNINGS ¹	-	-	-	-		-
TOTAL Revenue		-	-	-	-		-
EXPENDITURES:							
TRANSFERS OUT TO:		-					
100-000-099-01	Fund 701 - COP for 331 Rheem Promissory Note	-	225,000	-	-		-
100-000-099-01	Fund 700 - CAPITAL PROJECTS						
	Hacienda de las Flores Improvement Program (Annual)				25,837	-	35,000
	Commons Park Improvement Program (Annual)				29,731	-	35,000
	Hillsides and Ridgelines Regulations				106,550	163,450	
	Hacienda Bldg ADA Accessibility to Upper Floors						40,000
TOTAL Expenses		-	225,000	-	162,118	163,450	110,000
Change in Fund Balance		-	(225,000)	-	(162,118)	(163,450)	(110,000)
Beginning Fund Balance		2,390,737	2,390,737	2,165,737	2,165,737	2,003,619	1,840,169
Ending Fund balance		2,390,737	2,165,737	2,165,737	2,003,619	1,840,169	1,730,169

¹ Projected interest earnings are deposited in the General Fund per Town Council resolution.

TOWN OF MORAGA

TYPE: OTHER FUNDS
FUND: 103 Citizen Option for Public Safety (COPS) / Supplemental Law Enforcement Services Fund (SLESF)

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15
REVENUE:						
103-610-360-18	COPS GRANT	100,000	105,904	102,130	102,245	100,000
103-610-350-01	INTEREST EARNINGS	507	368	363	405	380
TOTAL REVENUE		100,507	106,272	102,493	102,649	100,380
EXPENDITURES:						
PERSONNEL:						
103-620-001-01	SALARIES - REGULAR SWORN		40,349	43,114	-	-
103-620-001-06	SALARIES - OVERTIME		4,773	8,824	-	-
103-620-001-09	SALARIES - EDUC INCENTIVE		770	-	-	-
103-620-001-11	SALARIES - SHIFT DIFFERENTIAL		477	658	-	-
103-620-002-01	RETIREMENT - PERS SAFETY		9,385	8,863	-	-
103-620-002-03	RETIREMENT - ICMA		1,665	-	-	-
103-620-003-01	HEALTH INSURANCE		329	1,424	-	-
103-620-003-02	DENTAL INSURANCE		86	372	-	-
103-620-003-03	LIFE INSURANCE		57	57	-	-
103-620-003-05	DISABILITY INSURANCE		235	258	-	-
103-620-004-02	MEDICARE		709	775	-	-
103-620-005-02	UNIFORM ALLOWANCE		606	565	-	-
103-620-007-01	EMPLOYEE ASSISTANCE PROG		27	24	-	-
SERVICES/SUPPLIES:						
103-620-051-06	COPS EXPENSE - EQUIPMENT	146,825	1,627	-	-	-
TRANSFERS OUT TO:						
103-000-099-01	Fund 101 - GENERAL FUND					
	Police Patrol - offset patrol costs				100,000	100,000
	Police Patrol - one-time offset for capital outlay				20,080	8,107
	Fund 700 - CAPITAL PROJECTS					
	Replacement of PD Vehicle #142					40,501
TOTAL Expenses		146,825	61,093	64,934	120,080	148,608
Change in Fund Balance		(46,318)	45,178	37,559	(17,431)	(48,228)
Beginning Fund Balance		147,675	101,357	146,535	184,094	166,664
Ending Fund balance		101,357	146,535	184,094	166,664	118,436

TOWN OF MORAGA

TYPE: OTHER FUNDS
FUND: 109 PUBLIC SAFETY SALES TAX (PROP 172)

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15
REVENUE						
109-510-320-02	SALES TAX - PUBLIC SAFETY		54,348	57,116	50,158	57,202
109-510-350-01	INTEREST REVENUE			24	42	
TOTAL Revenue		-	54,348	57,140	50,200	57,202
EXPENDITURES:						
Supplies/Services						
TRANSFERS OUT TO:						
109-000-099-01	Fund 101 - GENERAL FUND					
	Police Patrol		54,348	42,493	50,158	57,202
	Capital Outlay (Non-Capitalized)					9,747
TOTAL Expenses		-	54,348	42,493	50,158	66,949
Change in Fund Balance			-	14,647	42	(9,747)
Beginning Fund Balance			-	-	14,647	14,689
Ending Fund Balance			-	14,647	14,689	4,942

TOWN OF MORAGA

TYPE: OTHER FUNDS
FUND: 140 PROPERTY TAX LIGHTING SPECIAL DISTRICT

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15
REVENUE						
140-510-390-01	Property Tax - Lighting 4285		115,698	116,209	127,691	114,053
140-510-350-01	Property Tax - Lighting 4285		81	359	422	
TOTAL Revenue			115,779	116,568	128,113	114,053
EXPENDITURES:						
TRANSFERS OUT TO:						
140-000-099-01	Fund 500 - LIGHTING ASSESSMENT General Benefit/In Lieu		24,984	24,984	24,984	24,984
	Fund 700 - CAPITAL PROJECTS Streetlights for Crosswalks at Corliss & Woodford			34,954	-	
TOTAL Expenses			24,984	59,938	24,984	24,984
Change in Fund Balance			90,795	56,630	103,129	89,069
Beginning Fund Balance			-	90,795	147,425	250,554
Ending Fund Balance			90,795	147,425	250,554	339,623

TOWN OF MORAGA

TYPE: OTHER FUNDS
FUND: 205 GAS TAX

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	EST CARRY FORWARD	ADOPTED FY 2014-15
REVENUE							
205-710-360-03	Gas Tax Section 2103	156,456	222,215	129,825	206,265		172,748
205-710-360-05	Gas Tax Section 2105	84,780	75,189	71,499	102,927		79,388
205-710-360-06	Gas Tax Section 2106	59,438	57,891	58,468	54,206		66,582
205-710-360-07	Gas Tax Section 2107	113,229	107,922	117,161	107,553		97,547
205-710-360-08	Gas Tax Section 2107.5	4,000	4,000	4,000	-		4,000
205-710-350-05	Interest Earnings	1,264	1,656	1,250	950		
205-000-393-01	TRANSFERS IN				498		
TOTAL Revenue		419,167	468,873	382,203	472,398	-	420,265
EXPENDITURES:							
TRANSFERS OUT TO:							
205-000-099-01	Fund 101 - GENERAL FUND Street Maintenance	174,935	329,765	309,721	266,344		320,265
205-000-099-01	Fund 700 - CAPITAL PROJECTS ADA Compliance (Streets)	620	158	-	-	27,265	
	Rheem Blvd Rehabilitation	147,528	31,472				
	RECON - Street Repair Program Dev		89,725				
	Crosswalks - St. Mary's/Rheem		10,473				
	Crosswalks - Corliss & Woodford			74,774			
205-000-099-01	Fund 711 - STREET PAVEMENT PROGRAM Annual Pavement Program			50,594	241,462	106,947	100,000
TOTAL Expenses		323,083	461,593	435,089	507,805	134,212	420,265
	Change in Fund Balance	96,084	7,280	(52,886)	(35,407)	(134,212)	-
	Beginning Fund Balance	301,646	397,729	405,010	352,123	316,716	182,504
	Ending Fund Balance	397,729	405,010	352,123	316,716	182,504	182,504

TOWN OF MORAGA

TYPE: OTHER FUNDS
FUND: 210 MEASURE J - RETURN TO SOURCE, 18% FUNDS

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	EST CARRY FORWARD	ADOPTED FY 2014-15
REVENUE							
210-910-320-03	MEASURE J	273,253	283,932	265,243	301,163		307,186
210-910-350-01	INTEREST EARNINGS	898	1,467	1,354	1,300		1,075
210-000-393-01	TRANSFERS IN				739		
TOTAL Revenue		274,151	285,399	266,597	303,202	-	308,261
EXPENDITURES:							
TRANSFERS OUT TO:							
210-000-099-01	Fund 101 - GENERAL FUND	38,667					
	Lamorinda Spirit Van			9,000	9,000	-	9,000
	Growth Mgmt/Transportation Planning		25,864	44,697	28,701		100,000
	Street Maintenance				-		64,063
	Transportation Engineering/Grants				682		15,000
210-000-099-01	Fund 700 - CAP PROJECTS	46,392					
	RECON - Street Repair Program Dev	35,318		12,038			
	Moraga Road Cape Seal		94,239				
	Ascot Drive/Moraga Rd Intersection		995				
	Moraga Rd Bike/Ped Gap Closure (Transfer to Livable Moraga Road)			-			
	ADA Compliance Streets Program (On-going)				-	10,000	10,000
	Livable Moraga Road (formerly Donald to Campo Analysis)			3,701	20,738	75,561	
	ADA Self-Evaluation & Transition Plan				-	30,000	
	Canyon Bridge Replacement				19,010	30,990	
	Minor Traffic Safety Program (Annual)				13,244	-	20,000
	Rheem Blvd/St Mary's Rd Roundabout				5,219	11,456	
	Moraga Bicycle and Ped Master Plan Update						23,000
	Moraga Road Pedestrian Improvements						40,000
	Moraga Road (St Mary's-Draeger) Resurfacing						92,000
210-000-099-01	Fund 711 - STREET PAVEMENT PROGRAM						
	Annual Pavement Program			-	200,000	-	-
TOTAL Expenses		120,376	121,097	69,436	296,594	158,007	373,063
	Change in Fund Balance	153,775	164,302	197,161	6,607	(158,007)	(64,802)
	Beginning Fund Balance	196,324	350,099	514,401	711,562	718,169	560,163
	Ending Fund Balance	350,099	514,401	711,562	718,169	560,163	495,361

TOWN OF MORAGA

TYPE: OTHER FUNDS
FUND: 211 MEASURE J - PROGRAM 28C FUNDS

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15
REVENUE					
211-910-320-01	MEASURE J - PROGRAM 28C			60,776	88,379
211-910-350-01	INTEREST EARNINGS			18	
TOTAL Revenue		-	-	60,794	88,379
EXPENDITURES:					
TRANSFERS OUT TO:					
211-000-099-01	Fund 700 - CAP PROJECTS Municipal Wayfinding Signage Program				35,000
TOTAL Expenses		-	-	-	35,000
Change in Fund Balance					53,379
Beginning Fund Balance				60,794	60,794
Ending Fund Balance				60,794	114,173

TOWN OF MORAGA

TYPE: OTHER FUNDS
FUND: 220 TRAFFIC CONGESTION (PROP 42)

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15
REVENUE						
220-710-360-19	TRAFFIC CONGESTION					
220-710-350-15	INTEREST EARNINGS	992	3	3		
TOTAL Revenue		992	3	3		-
EXPENDITURES:						
Supplies/Services						
220-740-062-89	Moraga Road Cape Seal					
220-740-062-89	Moraga Rd Pavement Rehab					
220-740-062-xx	Rheem Blvd Rehab					
TRANSFERS OUT TO:						
220-000-099-01	Fund 101 - GENERAL FUND					
220-000-099-01	Fund 700 - CAPITAL PROJECTS Pavement Management Program	118,067				
220-000-099-01	Fund 711 - STREET PAVEMENT PROGRAM Annual Pavement Program			998	-	
TOTAL Expenses		118,067	-	998	-	-
Change in Fund Balance		(117,075)	3	(995)	-	-
Beginning Fund Balance		118,067	992	995	(0)	(0)
Ending Fund Balance		992	995	(0)	(0)	(0)

In FY 2010-11, the State legislature terminated Prop 42 funding, replacing it with Gas Tax Section 2103 funding. This revenue swap is intended to be revenue neutral to local governments. Accordingly, in FY2010-11, the Town recorded Gas Tax Section 2103 revenues in the Prop 42 fund. Effective FY 2011-12, Gas Tax Section 2103 funds is recorded in the Gas Tax Fund (Fund 205).

TOWN OF MORAGA

TYPE: OTHER FUNDS
FUND: 230 TRAFFIC SAFETY FUND (Vehicle Code Violations)

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15
REVENUE						
230-610-340-01	Vehicle Code Fines	47,944	51,271	49,895	23,901	50,700
230-610-350-01	Interest Earnings	436	240	212	73	85
TOTAL Revenue		48,380	51,511	50,107	23,974	50,785
EXPENDITURES:						
Supplies/Services						
230-610-061-03	EBRSCA Agreement	79,015	-			
230-620-061-05	EBRSCA Interoperability Radios		791			
TRANSFERS OUT TO:						
230-000-099-01	Fund 101 - GENERAL FUND	25,000				
	Police Patrol		25,000	28,794	28,018	36,000
	School Crossing Guards		14,357	14,342	14,254	14,700
	Capital Outlay (Non-Capitalized)				-	
Fund 700 - CAPITAL PROJECTS						
	Solar Radar Display Units			-	-	
	Traffic Survey/Radar Study			12,860	-	
	Replacement of PD Vehicle #130			29,610	-	
	Minor Traffic Safety Program (Annual)				-	10,000
TOTAL Expenses		104,015	40,148	85,606	42,272	60,700
Change in Fund Balance		(55,635)	11,363	(35,499)	(18,298)	(9,915)
Beginning Fund Balance		120,034	64,399	75,761	40,263	21,965
Ending Fund Balance		64,399	75,761	40,263	21,965	12,050

TOWN OF MORAGA

TYPE: OTHER FUNDS
 FUND: 250 PARK DEDICATION (FEE IN LIEU/QUIMBY ACT)

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15
REVENUE						
250-810-320-22	PARK DEDICATION FEES		22,100		10,200	-
250-810-350-01	INTEREST EARNINGS	654	422	306	17	-
250-810-380-09	COMMONS PATIO BRICKS					
TOTAL Revenue		654	22,522	306	10,217	-
EXPENDITURES:						
Supplies/Services						
250-810-053-11	COMMONS PATIO BRICKS	82				
TRANSFERS OUT TO:						
250-000-099-01	Fund 700 - CAPITAL PROJECTS Moraga Commons Off Street Parking	16,835	26,579	105,086	-	
TOTAL Expenses		16,917	26,579	105,086	-	-
Change in Fund Balance		(16,263)	(4,057)	(104,780)	10,217	-
Beginning Fund Balance		132,172	115,908	111,851	7,071	17,288
Ending Fund Balance		115,908	111,851	7,071	17,288	17,288

TOWN OF MORAGA

TYPE: OTHER FUNDS
FUND: 260 ASSET FORFEITURE

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15
REVENUE						
260-000-350-01	INTEREST EARNINGS	49	35	27	22	38
260-000-380-17	ASSET FORFEITURE		-	-	-	-
TOTAL Revenue		49	35	27	22	38
EXPENDITURES:						
Supplies/Services						
260-630-022-01	Supplies and Materials	1,341	-	-		
TOTAL Expenses		1,341	-	-	-	-
Change in Fund Balance		(1,292)	35	27	22	38
Beginning Fund Balance		11,248	9,956	9,991	10,018	10,039
Ending Fund Balance		9,956	9,991	10,018	10,039	10,077

TOWN OF MORAGA

TYPE: OTHER FUNDS
FUND: 500 LIGHTING ASSESSMENT DISTRICT

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	EST CARRY FORWARD	ADOPTED FY 2014-15	FY 2013-14 TO FY 2014-15 \$ INC(DEC)	% INC(DEC)
REVENUE									
500-710-350-01	INTEREST EARNINGS	822	817	731	819		800	(19)	-2.29%
500-710-390-01	PROPERTY TAXES - LIGHTING 4285	55,253							
500-710-390-02	PROPERTY TAXES--STREET LIGHTS 4215	193,202	196,878	196,431	196,053		196,590	537	0.27%
500-710-390-20	PRIOR SECURED - CHEVRON								
500-710-380-10	Misc Revenue								
	Subtotal	249,277	197,695	197,162	196,872	-	197,390	518	0.26%
TRANSFERS IN:									
500-000-393-01	General Benefit	24,145	24,143	24,143	24,143		24,143	-	0.00%
500-000-393-01	In lieu Public Agency Contingency		754	754	754		754		
500-000-393-01	In lieu Town Contribution		87	87	87		87	-	0.00%
	Subtotal	24,145	24,984	24,984	24,984	-	24,984	-	0.00%
	TOTAL Revenue	273,422	222,679	222,146	221,856	-	222,374	518	0.23%
EXPENDITURES:									
Supplies/Services									
500-710-026-01	Contract Services - LAD Engineer		10,800	7,145	13,271		13,000	(271)	-2.04%
500-740-022-01	Supplies & Materials	318	223		-		200	200	
500-740-028-01	Staff Time/Labor Costs	4,030	11,862		2,609		20,000	17,392	666.72%
500-740-026-01	Contract Services - Other	16,226	65,761		-		15,000	15,000	
500-740-020-01	Utilities	124,854	124,351	89,400	121,777		120,000	(1,777)	-1.46%
500-740-033-04	Maintenance	1,890	8,688	2,340	-		10,000	10,000	
500-740-038-01	Advertising and Legal		255		311		200		
500-740-050-xx	Loan Repayment - Energy Efficiency				3,424		3,424	-	
	Subtotal	147,318	221,939	98,885	141,391		181,824	40,433	28.60%
TRANSFERS OUT TO:									
500-000-099-01	Fund 101 - GENERAL FUND								
	Administrative Costs	2,933	6,162	4,817	5,952		10,000	4,048	68.01%
	Fund 700 - CAPITAL PROJECTS								
	Street Light Master Plan				10,629	44,371			
	Subtotal	2,933	6,162	4,817	16,581	44,371	10,000	(6,581)	-39.69%
	TOTAL Expenses	150,251	228,101	103,702	157,972	44,371	191,824	33,852	21.43%
	Change in Fund Balance	123,171	(5,422)	118,444	63,884	(44,371)	30,550		
	Beginning Fund Balance	120,959	244,130	238,709	357,153	421,036	376,665		
	Ending Fund Balance	244,130	238,709	357,153	421,036	376,665	407,215		

TOWN OF MORAGA

TYPE: OTHER FUNDS
FUND: 510 NPDES (National Pollutant Discharge Elimination System)

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	EST CARRY FORWARD	ADOPTED FY 2014-15
REVENUE							
510-710-350-01	INTEREST EARNINGS	275	329	361	272		293
510-710-399-01	NPDES FEE ASSESSMENTS	240,525	234,569	247,167	228,486		237,900
TOTAL Revenue		240,800	234,898	247,528	228,758	-	238,193
EXPENDITURES:							
TRANSFERS OUT TO:							
510-000-099-01	Fund 101 - GENERAL FUND						
	Storm Water/Drainage Operations	214,590	187,802	196,560	228,758		218,193
510-000-099-01	Fund 700 - CAPITAL PROJECTS						
	Moraga Commons Off Street Parking			24,500			
	Minor Corrigated Metal Pipe Repair Prog (Annual)				5,839	-	20,000
	Storm Drain Master Plan				40,000	-	
	Laguna Creek Embankment Stabilization				12,000	-	
	Calle La Mesa Storm Drain				82,755	-	
TOTAL Expenses		214,590	187,802	221,060	369,352	-	238,193
	Change in Fund Balance	26,210	47,096	26,468	(140,593)	-	-
	Beginning Fund Balance	68,481	94,691	141,787	168,255	27,662	27,662
	Ending Fund Balance	94,691	141,787	168,255	27,662	27,662	27,662

TOWN OF MORAGA

TYPE: OTHER FUNDS
 FUND: 700 CAPITAL IMPROVEMENTS (BY REVENUE SOURCE)

REVENUE ACCOUNT CODE	EXPENDITURE ACCOUNT CODE	FUND SOURCE	PROJECT #	PROJECT DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	EST CARRY FORWARD	ADOPTED FY 2014-15
PROJECTS BY REVENUE SOURCE										
GRANTS - CCTA (Contra Costa Transportation Authority)										
700-740-360-46	700-740-062-46		14-101	CANYON BRIDGE REPLACEMENT					3,185,377	
700-740-360-84	700-740-062-84		13-101	LIVABLE MORAGA ROAD (formerly DONALD TO CAMPOLINDO DRIVE ANALYSIS)			-	209,579	125,421	
GRANTS - East Bay Regional Parks (Measure WW Funds)										
700-810-360-64	700-810-062-64		10-401	CAMINO PABLO SCHOOL FIELD IMPROVEMENT	167,607	410,452				
700-810-360-91	700-810-062-91		12-402	COMMONS PARK BANDSHELL & ADA		30,000				
700-810-360-99	700-810-062-99		12-401	RANCHO LAGUNA PARK PLAY GROUND REPLACEMENT		70,000				
700-751-360-80	700-751-062-80		12-302	HACIENDA PAVILION IMPROVEMENTS			44,528			
700-753-360-63	700-753-062-63		10-301	MORAGA COMMONS OFF-STREET PARKING			15,000			
GRANTS - EMERGENCY MGMT PERFORMANCE										
700-755-360-96	700-754-062-92		08-302	329/331 RHEEM RENOVATION			2,606			
GRANTS - FEMA (Federal Emergency Management Agency)										
700-740-360-85	700-740-062-85/87		08-202/08-203	LAGUNA CREEK EMBANKMENT RESTABILIZATION / REHA	144,584	9,085	94,051	894,270	23,277	
GRANT - PG&E (Pacific Gas & Electric)										
700-740-360-99	700-754-062-99		14-307	329 RHEEM HVAC REPLACEMENT		6,000				
GRANTS - STATE INTEGRATED WASTE MANAGEMENT										
700-760-365-02	700-760-062-05			CAL RECYCLE PROGRAM				5,000	0	5,000
GRANTS - TDA (Transportation Development Act)										
700-740-361-74	700-740-062-74		09-103	CROSSWALKS AT CORLISS & WOODFORD	32,646	33,344	18,010			
700-740-360-86	700-740-062-86		13-102	MORAGA BICYCLE AND PEDESTRIAN MASTER PLAN UPDATE						50,000
OTHER GRANTS / CONTRIBUTIONS										
700-810-360-91	700-810-062-91	Moraga Park Found		COMMONS PARK BANDSHELL & ADA		85,000				
700-810-360-99	700-810-062-99	Community Donations		RANCHO LAGUNA PARK PLAY GROUND REPLACEMENT		12,178				
700-751-360-80	700-751-062-80	Hacienda Foundation		HACIENDA PAVILION IMPROVEMENTS			10,000			
700-753-360-63	700-753-062-63	Lafayette/Orinda		MORAGA COMMONS OFF-STREET PARKING			125,000			
700-730-360-44	700-730-069-44	Lafayette	14-105	199 CALLE LA MESA, STORM DRAIN				78,169	0	
700-810-360-35	700-810-062-35	Kiwanis Dc	15-302	ELECTRONIC COMMUNITY INFORMATIONAL SIGN						2,000

TOWN OF MORAGA

TYPE: OTHER FUNDS
 FUND: 700 CAPITAL IMPROVEMENTS (BY REVENUE SOURCE)

REVENUE ACCOUNT CODE	EXPENDITURE ACCOUNT CODE	FUND SOURCE	PROJECT #	PROJECT DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	EST CARRY FORWARD	ADOPTED FY 2014-15
TRANSFERS IN FROM:										
700-000-393-01	FUND 100 ONE TIME DEVELOPER FEE (PALOS COLORADOS)									
	700-751-062-57		14-302	HACIENDA DE LAS FLORES IMPROVEMENT PROGRAM (ANNUAL)				25,837	0	35,000
	700-753-062-61		14-304	COMMONS PARK IMPROVEMENT PROGRAM (ANNUAL)				29,731	0	35,000
	700-910-062-40		14-603	HILLSIDE/RIDGELINES REGULATIONS STUDY AND AMENDMENTS				106,550	163,450	
	700-751-062-56		14-301	HACIENDA ADA ACCESSIBILITY TO UPPER FLOORS						40,000
700-000-393-01	FUND 101 GENERAL FUND									
	700-525-069-50		12-303	SPRINGBROOK FINANCIAL SYSTEM UPGRADE		13,965	4,918	11,172	0	
	700-753-069-60		12-301	RANCHO LAGUNA PARK - SPATIAL SEPARATION		13,860				
	700-810-062-91		12-402	COMMONS PARK BANDSHELL & ADA		449				
	700-753-062-63		10-301	MORAGA COMMONS OFF-STREET PARKING			896			
	700-754-062-92		08-302	329/331 RHEEM RENOVATION				-	287,581	
	700-910-062-41		13-601	GENERAL PLAN UPDATE AND ZONING CONSISTENCY				-	55,000	
	700-751-062-56		14-301	HACIENDA ADA ACCESSIBILITY TO UPPER FLOORS				6,120	3,880	
	700-910-062-42		14-601	HOUSING ELEMENT UPDATE				27,420	32,580	
	700-910-062-43		14-602	NEXUS STUDY / UPDATE DEVELOPMENT IMPACT FEES				31,248	66,752	
700-000-393-01	FUND 103 COPS/SLESF									
	700-610-062-53		13-503	REPLACEMENT OF POLICE VEHICLE (#142)						40,501
700-000-393-01	FUND 140 PROPERTY TAX LIGHTING SPECIAL DISTRICT									
	700-740-062-74		09-103	CROSSWALKS AT CORLISS & WOODFORD - STREETLIGHTS			34,954			
700-000-393-01	FUND 205 GAS TAX									
	700-740-062-79		08-101	ADA COMPLIANCE STREETS PROGRAM (On-going)	620	158		-	27,265	
	700-740-069-59		REC-11	RECON - STREET REPAIR PROGRAM		89,725				
	700-740-062-74		09-103	CROSSWALKS AT CORLISS & WOODFORD			74,774			
700-000-393-01	FUND 210 MEASURE J - RETURN TO SOURCE									
	700-740-062-74		09-103	CROSSWALKS AT CORLISS & WOODFORD	320					
	700-740-062-85/87		08-202/08-203	LAGUNA CREEK EMBANKMENT RESTABILIZATION / REHA	4,714					
	700-740-069-59		REC-11	RECON - STREET REPAIR PROGRAM			12,038			
	700-740-062-84		13-101	LIVABLE MORAGA ROAD			3,701	20,738	75,561	
	700-740-062-79		08-101	ADA COMPLIANCE STREETS PROGRAM (On-going)				-	10,000	10,000
	700-710-062-45		14-102	ADA SELF-EVALUATION & TRANSITION PLAN				-	30,000	
	700-740-062-46		14-101	CANYON BRIDGE REPLACEMENT				19,010	30,990	
	700-740-062-48		14-104	MINOR TRAFFIC SAFETY PROGRAM (Annual)				13,244	0	20,000
	700-910-062-44		14-604	RHEEM BLVD/ST MARY'S RD ROUNDABOUT				5,219	11,456	
	700-740-062-86		13-102	MORAGA BICYCLE AND PEDESTRIAN MASTER PLAN UPDATE						23,000
	700-740-062-32		15-102	MORAGA ROAD (ST MARY'S-DRAEGER) RESURFACING						92,000

TOWN OF MORAGA

TYPE: OTHER FUNDS
 FUND: 700 CAPITAL IMPROVEMENTS (BY REVENUE SOURCE)

REVENUE ACCOUNT CODE	EXPENDITURE ACCOUNT CODE	FUND SOURCE	PROJECT #	PROJECT DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	EST CARRY FORWARD	ADOPTED FY 2014-15
	700-740-062-33		15-103	MORAGA ROAD PEDESTRIAN IMPROVEMENTS						40,000
700-000-393-01				FUND 211 MEASURE J - PROGRAM 28c						
	700-910-062-31		15-601	MUNICIPAL WAYFINDING SIGNAGE PROGRAM						35,000
700-000-393-01				FUND 230 TRAFFIC SAFETY FUND						
	700-610-062-52		13-502	TRAFFIC SURVEY/RADAR STUDY			12,860			
	700-610-062-53		13-503	REPLACEMENT OF PD VEHICLE #130			29,610			
	700-740-062-48		14-104	MINOR TRAFFIC SAFETY PROGRAM (Annual)				-	0	10,000
700-000-393-01				Fund 250 PARK DEDICATION FEES						
	700-753-062-63		10-301	MORAGA COMMONS OFF-STREET PARKING	16,835	26,579	105,086			
700-000-393-01				Fund 500 LIGHTING ASSESSMENT DISTRICT						
	700-740-062-97		11-101	ENERGY EFFICIENCY - STREET LIGHTS (direct charge to Fund 500)		30,459				
	700-740-062-47		14-103	STREET LIGHT MASTER PLAN				10,629	44,371	
700-000-393-01				Fund 510 NPDES (National Pollutant Discharge Elimination System)						
	700-753-062-63		10-301	MORAGA COMMONS OFF-STREET PARKING			24,500			
	700-740-062-66		14-202	MINOR CORRIGATED METAL PIPE REPAIR PROGRAM (Annual)				5,839	0	20,000
	700-740-062-65		14-201	STORM DRAIN MASTER PLAN				40,000	-	
	700-740-062-85/87		08-202/08-203	LAGUNA CREEK EMBANKMENT RESTABILIZATION / REHAB				12,000	0	
	700-730-069-44		14-105	199 CALLE LA MESA, STORM DRAIN				82,755	0	
700-000-393-01				Fund 701 COP BOND CAPITAL FUND						
	700-754-062-92		08-302	329/331 RHEEM RENOVATION	70,291	100,140	197,997	151,796	2,529	
	700-750-062-58		14-303	MUNICIPAL BUILDINGS (TOWN HALL) REPAINTING				-	42,000	(18,500)
700-000-393-01				FUND 705 INFRASTRUCTURE PRESERVATION AND IMPROVEMENT						
	700-740-062-65		14-201	STORM DRAIN MASTER PLAN				3,424	146,576	75,000
700-000-393-01				FUND 710 PROP 1B TRANSPORT						
	700-740-062-74		09-103	CROSSWALKS AT CORLISS & WOODFORD			105,133			
700-000-393-01				FUND 715 COMCAST UNRESTRICTED						
	700-810-062-35		15-302	ELECTRONIC COMMUNITY INFORMATIONAL SIGN						86,233
700-000-393-01				FUND 716 COMCAST RESTRICTED (PEG)						
	700-754-062-92		08-302	329/331 RHEEM RENOVATION				26,177	186,788	
700-000-393-01				FUND 750 ASSET REPLACEMENT						
	700-810-062-99		12-401	RANCHO LAGUNA PARK PLAY GROUND REPLACEMENT		17,772				

TOWN OF MORAGA

TYPE: OTHER FUNDS
 FUND: 700 CAPITAL IMPROVEMENTS (BY REVENUE SOURCE)

REVENUE ACCOUNT CODE	EXPENDITURE ACCOUNT CODE	FUND SOURCE	PROJECT #	PROJECT DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	EST CARRY FORWARD	ADOPTED FY 2014-15
	700-751-062-71		08-305	HACIENDA MAIN POWER REPLACEMENT		527		2,094	37,380	
	700-751-062-80		12-302	HACIENDA PAVILION IMPROVEMENTS			35,460			
	700-754-062-92		08-302	329/331 RHEEM RENOVATION				-	104,709	
	700-750-062-55		13-302	MINOR CAPITAL IMPROVEMENT PROGRAM (Annual)				8,171	0	30,000
	700-525-069-40		14-306	INFORMATION TECH INFRASTRUCTURE PROGRAM (Annual)				31,903	0	25,150
	700-610-062-49		14-501	VEHICLE & OPERATING EQUIP REPLACEMENT PROGRAM (Annual)				66,634	0	28,000
	700-754-062-99		14-307	329 RHEEM HVAC REPLACEMENT				37,007	0	
	700-752-062-34		15-301	MORAGA LIBRARY RESTROOM IMPROVEMENTS						20,000
	700-810-062-35		15-302	ELECTRONIC COMMUNITY INFORMATIONAL SIGN						17,000
	700-753-062-36		15-303	TURF IMPROVEMENTS						50,000
700-000-393-01				FUND 720 PUBLIC SAFETY IMPACT FEES						
	700-910-062-43		14-602	NEXUS STUDY / UPDATE DEVELOPMENT IMPACT FEES				4,000	-	
700-000-393-01				FUND 760 LOCAL TRAFFIC IMPACT FEES						
	700-910-062-43		14-602	NEXUS STUDY / UPDATE DEVELOPMENT IMPACT FEES				3,000	-	
700-000-393-01				FUND 770 STORM DRAIN IMPACT FEES						
	700-740-062-88		13-103	STORM DRAIN SYSTEM CAPACITY PROGRAM			14,800			
	700-740-062-65		14-201	STORM DRAIN MASTER PLAN				10,000	0	
	700-910-062-43		14-602	NEXUS STUDY / UPDATE DEVELOPMENT IMPACT FEES				13,000	-	25,000
700-000-393-01				FUND 780 GENERAL GOVERNMENT IMPACT FEES						
	700-750-062-54		13-301	ADA COMPLIANCE PROGRAM BUILDING / STRUCTURES						
	700-910-062-43		14-602	NEXUS STUDY / UPDATE DEVELOPMENT IMPACT FEES				13,000	-	
700-000-393-01				FUND 790 PARK IMPACT FEES						
	700-910-062-43		14-602	NEXUS STUDY / UPDATE DEVELOPMENT IMPACT FEES				19,000	-	
				TOTAL	437,617	949,693	965,922	2,023,735	4,692,942	795,384

TOWN OF MORAGA

TYPE: OTHER FUNDS
 FUND: 701 2010 CERTIFICATES OF PARTICIPATION (COP) - TOWN HALL IMPROVEMENTS
 ISSUANCE: March 10, 2010

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2009-10	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	EST CARRY FORWARD	ADOPTED FY 2014-15
REVENUE								
701-755-350-01	EARNINGS	532	3,222	1,732	1,070	1,405		-
701-754-395-92	PROCEEDS FROM COP	1,529,562						
701-755-395-02	331 RHEEM - PROMISSORY NOTE/CREDIT	475,000						
TRANSFERS IN:								
701-000-393-01	Debt Service Payments		93,109	113,344	116,583	114,818		114,969
	Loan Repayment			450,000				
TOTAL Revenue		2,005,094	96,331	565,076	117,653	116,223	-	114,969
EXPENDITURES:								
Supplies/Services								
701-754-050-09	Loan Principal Expense		30,000	55,000	60,000	60,000		60,000
701-754-050-10	Loan Interest Expense		63,176	58,394	56,669	54,869		53,969
701-754-050-10	Promissory Note Repayment			450,000				
701-755-xxx-xx	COP Delivery Costs	78,794						
702-755-026-01	Contract Services		788	788	1,838	1,000		1,000
701-755-050-11	Property Tax		5,842					
TRANSFERS OUT TO:								
701-000-099-01	Fund 700 - CAPITAL PROJECTS							
	331 Rheem Blvd Acquisition/\$25,000 Credit	1,175,000						
	331 Rheem Blvd - Corporation Yard Remodel		85,717		8,847			
	329 Rheem Blvd Remodel		70,291	100,140	176,294			
	331 Rheem Blvd - Community Room Remodel				9,856	151,796	2,529	
	Municipal Buildings (Town Hall) Repainting					-	42,000	(18,500)
TOTAL Expenses		1,253,794	255,814	664,322	313,503	267,664	44,529	96,469
Change in Fund Balance		751,300	(159,483)	(99,246)	(195,850)	(151,442)	(44,529)	18,500
Beginning Fund Balance		-	751,300	591,817	492,571	296,721	145,279	100,750
Ending Fund Balance		751,300	591,817	492,571	296,721	145,279	100,750	119,250
Debt Service Reserve Requirement		117,619	117,619	117,619	117,619	117,619	117,619	117,619
Ending Available Fund Balance		633,681	474,198	374,952	179,102	27,660	(16,869)	1,631

TOWN OF MORAGA

TYPE: OTHER FUNDS
FUND: 702 - 2013 CERTIFICATES OF PARTICIPATION (COP) - INFRASTRUCTURE IMPROVEMENTS

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	EST CARRY FORWARD	ADOPTED FY 2014-15
REVENUE							
702-000-395-01	2013 COP PROCEEDS				7,979,947		-
702-740-350-01	EARNINGS				6,191		-
TRANSFERS IN:							
702-000-393-01	From Fund 711 - Street Program (Measure K)				498,347		597,850
TOTAL Revenue					8,484,484	-	597,850
EXPENDITURES:							
Supplies/Services							
702-740-050-09	Principal Expense				295,000		270,000
702-740-050-10	Interest Expense				203,347		326,850
702-740-026-xx	COP Delivery Costs				168,866		1,000
TRANSFERS OUT TO:							
702-000-099-01	Fund 711 - STREET PAVEMENT PROGRAM Annual Pavement Program				2,120,376	-	3,310,000
TOTAL Expenses					2,787,589	-	3,907,850
Change in Fund Balance					5,696,895	-	(3,310,000)
Beginning Fund Balance					-	5,696,895	5,696,895
Ending Fund Balance					5,696,895	5,696,895	2,386,895
Debt Service Reserve Requirement					299,925	299,925	299,925
Ending Available Fund Balance					5,396,970	5,396,970	2,086,970

TOWN OF MORAGA

TYPE: OTHER FUNDS
FUND: 705 INFRASTRUCTURE PRESERVATION AND IMPROVEMENT

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	EST CARRY FORWARD	ADOPTED FY 2014-15
REVENUE							
	TRANSFERS IN:						
705-000-393-01	Fund 101 - General Fund		186,002	-	111,490		-
	TOTAL Revenue		186,002	-	111,490	-	-
EXPENDITURES:							
	TRANSFERS OUT TO:						
705-000-099-01	Fund 700 - CAPITAL PROJECTS Storm Drain Master Plan				3,424	146,576	75,000
	TOTAL Expenses		-	-	3,424	146,576	75,000
	Change in Fund Balance		186,002	-	108,066	(146,576)	(75,000)
	Beginning Fund Balance		-	186,002	186,002	294,068	147,492
	Ending Fund Balance		186,002	186,002	294,068	147,492	72,492

TOWN OF MORAGA

TYPE: OTHER FUNDS
FUND: 710 PROP 1B

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15
REVENUE						
710-000-350-01	Internet Earnings	1,061	83	287	-	
710-740-365-01	Prop 1B State Grant - Streets		103,754			
TOTAL Revenue		1,061	103,837	287	-	-
EXPENDITURES:						
710-740-062-73	Annual Pavement Program					
710-740-062-79	ADA Compliance (Streets)					
TRANSFERS OUT TO:						
710-000-099-01	Fund 700 - CAPITAL PROJECTS					
	Rheem Blvd Rehabilitation Project	275,011				
	Crosswalk - Corliss & Woodford/Moraga Road			105,133		
710-000-099-01	Fund 711 - STREET PAVEMENT PROGRAM					
	Annual Pavement Program				52	
TOTAL Expenses		275,011	-	105,133	52	-
	Change in Fund Balance	(273,950)	103,837	(104,846)	(52)	-
	Beginning Fund Balance	275,011	1,061	104,898	52	(0)
Ending Fund Balance		1,061	104,898	52	(0)	(0)

TOWN OF MORAGA

TYPE: OTHER FUNDS
FUND: 711 STREET PAVEMENT MANAGEMENT PROGRAM

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	EST CARRY FORWARD	ADOPTED FY 2014-15
REVENUE							
711-740-360-73	Grant - CalRecycle Rubberized Pavement Program			-	126,000		
711-710-350-01	Interest Earnings				914		
711-000-393-01	TRANSFERS IN:						
	Fund 101 - General Fund (Local Sales Tax)			333,008	1,461,285		1,428,000
	Fund 101 - General Fund (Garbage Vehicle Impact Fee)				55,667		222,667
	Fund 205 - Gas Tax			50,594	241,462		100,000
	Fund 210 - Measure J	-	-	-	200,000		-
	Fund 220 - Traffic Congestion Relief (Prop 42)			998	-		-
	Fund 702 - 2013 COP (Infrastructure Improvement Proj)				2,120,376		3,310,000
	TOTAL Revenue	-	-	384,600	4,205,704	-	5,060,667
EXPENDITURES:							
711-740-062-73	08-106 Annual Pavement Program			51,592	2,687,890	1,005,286	4,462,817
	<i>By source:</i>						
	<i>Fund 205 - Gas Tax</i>			<i>50,594</i>	<i>241,462</i>	<i>106,847</i>	<i>100,000</i>
	<i>Fund 210 - Measure J</i>				<i>200,000</i>		
	<i>Garbage Vehicle Impact Fee</i>						<i>222,667</i>
	<i>Measure K - Unleveraged</i>				-	<i>898,439</i>	<i>830,150</i>
	<i>Measure K - Leveraged</i>				<i>2,120,376</i>		<i>3,310,000</i>
	<i>Fund 220 - Traffic Congestion Relief (Prop 42)</i>			<i>998</i>			
	<i>Fund 710 - Proposition 1B</i>				<i>52</i>		
	<i>Cal Recycle Grant</i>				<i>126,000</i>		
711-740-062-65	14-201 Storm Drain Master Plan					-	
	TRANSFERS OUT TO:						
711-000-099-01	Fund 702 - 2013 COP (Infrastructure Improvement Proj)						
	Base Rental Payments / Annual Debt Service				498,347	-	597,850
	TOTAL Expenses	-	-	51,592	3,186,237	1,005,286	5,060,667
	Change in Fund Balance	-	-	333,008	1,019,467	(1,005,286)	-
	Beginning Fund Balance	-	-	-	333,008	1,352,475	347,190
	Ending Fund Balance	-	-	333,008	1,352,475	347,190	347,190

TOWN OF MORAGA

TYPE: OTHER FUNDS
FUND: 715 COMCAST UNRESTRICTED

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15
REVENUE						
715-710-360-01	Comcast Grant					
715-710-350-01	Interest Revenue					
TOTAL Revenue		-	-	-	-	-
EXPENDITURES:						
SERVICES/SUPPLIES:						
715-740-061-03	Capital Outlay	9,225				
TRANSFER OUT TO:						
Reclassification of prior year revenue to				69,467		
Fund 716 - Comcast Restricted						
715-000-099-01	Fund 700 - CAPITAL PROJECTS					
	Electronic Community Informational Sign					86,233
TOTAL Expenses		9,225	-	69,467	-	86,233
Change in Fund Balance		(9,225)	-	(69,467)	-	(86,233)
Beginning Fund Balance		164,925	155,700	155,700	86,233	86,233
Ending Fund Balance		155,700	155,700	86,233	86,233	-

TOWN OF MORAGA

TYPE: OTHER FUNDS
FUND: 716 COMCAST PEG RESTRICTED

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	EST CARRY FORWARD	ADOPTED FY 2014-15
REVENUE							
716-000-320-08	Comcast PEG Reclassification of prior year revenue from Fund 715 - Comcast Unrestricted	34,635	34,301	34,337 69,467	25,871 -		34,300 -
TOTAL Revenue		34,635	34,301	103,804	25,871	-	34,300
EXPENDITURES:							
TRANSFER OUT TO:							
716-000-099-01	Fund 700 - Capital Project Fund Town Hall Improvements (329/331 Rheem)			-	26,177	186,788	
TOTAL Expenses		-	-	-	26,177	186,788	-
Change in Fund Balance		34,635	34,301	103,804	(306)	(186,788)	34,300
Beginning Fund Balance		212,964	247,599	281,900	385,704	385,399	198,611
Ending Fund Balance		247,599	281,900	385,704	385,399	198,611	232,911

TOWN OF MORAGA

TYPE: OTHER FUNDS
FUND: 740 COMMUNITY FACILITIES/OPEN SPACE

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2009-10	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15
REVENUE							
740-753-380-08	Muholland Pond Donation/Endowment	10,000					
740-000-393-01	Transfers In					1,893	
TOTAL Revenue		10,000	-	-	-	1,893	
EXPENDITURES:							
TRANSFER OUT TO:							
740-000-099-01	Fund 101 - GENERAL FUND						
	Mulholland Ridge Pond/Grounds Maintenance					450	1,000
TOTAL Expenses		-	-	-	-	450	
Change in Fund Balance		10,000	-	-	-	1,443	-
Beginning Fund Balance		(1,893)	8,107	8,107	8,107	8,107	9,550
Ending Fund Balance		8,107	8,107	8,107	8,107	9,550	9,550

TOWN OF MORAGA

TYPE: OTHER FUNDS
FUND: 750 ASSET REPLACEMENT

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	EST CARRY FORWARD	ADOPTED FY 2014-15
REVENUE							
750-510-350-01	INTEREST EARNINGS	-	-	-	-	-	-
750-510-096-70	CONTRIB TO ASSET REPL	-	3,112	-	-	-	-
750-000-393-03	TRANSFERS IN	-	612	-	-	-	-
TOTAL Revenue		-	3,724	-	-	-	-
EXPENDITURES:							
Supplies/Services							
750-525-061-03	CAPITAL OUTLAY - FF&E	59,656					
TRANSFER OUT TO:							
750-000-099-01	Fund 101 - GENERAL FUND Capital Outlay (Non-Capitalized)		5,600	23,481	8,094		21,445
750-000-099-01	Fund 700 - Capital Project Fund						
	Energy Efficiency Project - Library	367					
	Energy Efficiency Project - Hacienda	1,515					
	329 Rheem Energy Efficiency Project	263					
	329 Rheem Elevator	42,184	14,143				
	Library Improvements	518					
	Hacienda Improvements	1,495					
	Hacienda Main Power Replacement		527	-	2,094	37,380	
	Rancho Laguna Park - Playground Replacement		17,772				
	Pavilion Improvement at Hacienda			35,460			
	Minor Capital Improvement Program (Annual)			-	8,171		30,000
	329 Rheem Renovation			-	-	104,709	
	329 Rheem HVAC Replacement					37,007	
	Info Technology Infrastructure Program (Annual)					31,903	25,150
	Vehicle & Operating Equip Replacement Prog (Annual)					66,634	28,000
	Electronic Community Informational Sign						17,000
	Moraga Library Restroom Improvements						20,000
	Turf Improvements						50,000
TOTAL Expenses		105,997	38,041	58,941	153,904	142,089	191,595
Change in Fund Balance		(105,997)	(34,317)	(58,941)	(153,904)	(142,089)	(191,595)
Beginning Fund Balance		803,836	697,839	663,522	604,581	450,677	308,588
Ending Fund Balance		697,839	663,522	604,581	450,677	308,588	116,993

TOWN OF MORAGA

TYPE: OTHER FUNDS
FUND: 720 DEVELOPMENT IMPACT FEES - PUBLIC SAFETY

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15
REVENUE						
720-620-315-01	Development Impact Fees		2,226	2,750	(1,059)	-
720-710-350-01	Interest Earnings	9	10	13	12	-
TOTAL Revenue		9	2,236	2,763	(1,046)	-
EXPENDITURES:						
TRANSFERS OUT TO:						
720-000-099-01	Fund 101 - GENERAL FUND Administration Fee (2%)		45			
720-000-099-01	Fund 700 - Capital Project Fund Nexus Study/Update Dev Impact Fees				4,000	
TOTAL Expenses		-	45	-	4,000	-
Change in Fund Balance		9	2,191	2,763	(5,046)	-
Beginning Fund Balance		2,125	2,134	4,325	7,088	2,042
Ending Fund Balance		2,134	4,325	7,088	2,042	2,042

TOWN OF MORAGA

TYPE: OTHER FUNDS
 FUND: 760 DEVELOPMENT IMPACT FEES - LOCAL TRANSPORTATION

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15
REVENUE						
760-740-315-01	Development Impact Fees		1,554	9,151	551	-
760-710-350-01	Interest Earnings	7	7	11	26	
TOTAL Revenue		7	1,561	9,162	577	-
EXPENDITURES:						
TRANSFERS OUT TO:						
760-000-099-01	Fund 101 - GENERAL FUND Administration Fee (2%)		31			
760-000-099-01	Fund 700 - Capital Project Fund Nexus Study/Update Dev Impact Fees				3,000	
TOTAL Expenses		-	31	-	3,000	-
Change in Fund Balance		7	1,530	9,162	(2,423)	-
Beginning Fund Balance		1,485	1,492	3,022	12,184	9,761
Ending Fund Balance		1,492	3,022	12,184	9,761	9,761

TOWN OF MORAGA

TYPE: OTHER FUNDS
FUND: 770 DEVELOPMENT IMPACT FEES - STORM DRAIN

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15
REVENUE						
770-730-315-01	Development Impact Fees		23,745	169,410	(87,762)	-
770-710-350-01	Interest Earnings	111	111	182	280	-
TOTAL Revenue		111	23,856	169,592	(87,482)	-
EXPENDITURES:						
TRANSFERS OUT TO:						
770-000-099-01	Fund 101 - GENERAL FUND Administration Fee (2%)		475	-		
770-000-099-01	Fund 700 - Capital Project Fund Storm Drain System Capacity Program Storm Drain Master Plan Nexus Study/Update Dev Impact Fees			14,800	10,000 13,000	25,000
TOTAL Expenses		-	475	14,800	23,000	25,000
Change in Fund Balance		111	23,381	154,792	(110,482)	(25,000)
Beginning Fund Balance		22,685	22,796	46,177	200,969	90,488
Ending Fund Balance		22,796	46,177	200,969	90,488	65,488

TOWN OF MORAGA

TYPE: OTHER FUNDS
 FUND: 780 DEVELOPMENT IMPACT FEES - GENERAL GOVERNMENT

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15
REVENUE						
780-510-315-01	Development Impact Fees		13,206	5,471	1,006	-
780-710-350-01	Interest Earnings	63	62	72	62	-
TOTAL Revenue		63	13,268	5,543	1,068	-
EXPENDITURES:						
TRANSFERS OUT TO:						
780-000-099-01	Fund 101 - GENERAL FUND Administration Fee (2%)		264	-	-	-
780-000-099-01	Fund 700 - Capital Project Fund ADA Compliance Porgram - Buildings/Structures Nexus Study/Update Dev Impact Fees				13,000	-
TOTAL Expenses		-	264	-	13,000	-
Change in Fund Balance		63	13,004	5,543	(11,932)	-
Beginning Fund Balance		12,618	12,681	25,685	31,228	19,296
Ending Fund Balance		12,681	25,685	31,228	19,296	19,296

TOWN OF MORAGA

TYPE: OTHER FUNDS
FUND: 790 DEVELOPMENT IMPACT FEES - PARK

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15
REVENUE						
790-810-315-01	Development Impact Fees		9,846	-	3,489	-
790-710-350-01	Interest Earnings	46	46	53	42	-
TOTAL Revenue		46	9,892	53	3,531	-
EXPENDITURES:						
TRANSFERS OUT TO:						
790-000-099-01	Fund 101 - GENERAL FUND Administration Fee (2%)		197	-	-	-
790-000-099-01	Fund 700 - Capital Project Fund Nexus Study/Update Dev Impact Fees				19,000	-
TOTAL Expenses		-	197	-	19,000	-
Change in Fund Balance		46	9,695	53	(15,469)	-
Beginning Fund Balance		9,409	9,455	19,150	19,203	3,734
Ending Fund Balance		9,455	19,150	19,203	3,734	3,734

TOWN OF MORAGA

TYPE: OTHER FUNDS
 FUND: 799 LAMORINDA FEE AND FINANCE AUTHORITY (LFFA)

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	UNAUDITED FY 2013-14	ADOPTED FY 2014-15
REVENUE						
799-510-315-02	LFFA Local SetAside Impact Fee			49,072	(33,343)	-
799-510-315-03	LFFA Local Regional Fee Disbursement			29,379	-	-
799-510-350-01	Interest			21	164	-
TOTAL Revenue		-	-	78,472	(33,179)	-
EXPENDITURES:						
TOTAL Expenses		-	-	-	-	-
Change in Fund Balance			-	78,472	(33,179)	-
Beginning Fund Balance			-	50,100	128,572	95,393
Ending Fund Balance			50,100	128,572	95,393	95,393



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FINANCIAL MANAGEMENT POLICIES



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BEFORE THE TOWN COUNCIL OF THE TOWN OF MORAGA

In the Matter of:

Establishing a Policy to Commit Net)
Revenues From Each Fiscal Year End to)
the General Fund Reserve and)
Infrastructure Preservation and)
Improvement (IPI) Fund, and Rescinding)
Resolution No. 45-2009 and Previous)
Resolutions with Similar Intent)

Resolution No. 8 - 2012

WHEREAS, the Town Council desires to achieve and maintain a General Fund Reserve (*unassigned fund balance*) equal to fifty percent (50%) of General Fund expenditures; and

WHEREAS, the Town Council also desires to set aside funds in an Infrastructure Preservation and Improvement (IPI) fund to provide funding for capital projects that preserves or improves the Town's infrastructure assets such as its streets, storm drains and buildings or facilities; and

WHEREAS, the Town Council has previously adopted resolutions with similar intent including Resolution Nos. 21-99, 05-2004 and 45-2009; and

WHEREAS, an amount of \$150,000 has been set aside in an IPI Fund per Resolution No. 71-2010; and

WHEREAS, the Town's prudent financial practices often result with a year-end General Fund surplus or net revenues, where annual operating revenues exceed annual operating expenditures; and

WHEREAS, it is a best practice to use net revenues from any one year for one-time purposes such as a reserve or capital projects, rather than ongoing expenditures.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Moraga that General Fund net revenues from each fiscal year end shall be retained in the General Fund Unassigned Fund Balance in order to achieve or maintain a General Fund Reserve equal to fifty percent (50%) of General Fund operating expenditures from the same fiscal year.

BE IT FURTHER RESOLVED, that the Town Manager establish an Infrastructure Preservation and Improvement (IPI) Fund with a distinct fund number in the Town's financial system.

BE IT FURTHER RESOLVED, that any additional net revenues above the amount needed to satisfy the General Fund Reserve of 50% be transferred to the IPI Fund.

BE IT FURTHER RESOLVED, that previously adopted Resolution Nos. 21-99, 05-2004, 45-2009 and all other prior policies related to the use of General Fund fund balances, if any, are hereby rescinded and replaced with the establishment of this policy.

PASSED AND ADOPTED by the Town Council of the Town of Moraga at a regular meeting held on February 8, 2012 by the following vote:

AYES: Mayor Metcalf, Vice Mayor Harpham, Councilmembers Chew, Mendonca and Trotter
NOES: None
ABSTAIN: None
ABSENT: None



Michael Metcalf, Mayor

Attest:



Marty C. McInturf, Town Clerk

BEFORE THE TOWN COUNCIL OF THE TOWN OF MORAGA

In the Matter of:

Adopting a Resolution Approving a Policy)
on Fixed Assets)

Resolution No. 60-2009

WHEREAS, it is within the purview of Generally Accepted Accounting Principles (GAAP) to establish a policy on the recording and depreciation of fixed assets; and

WHEREAS, the Town of Moraga has not as of this date established a policy to guide the recordation and depreciation of fixed assets; and

WHEREAS, it has been suggested by our auditors Mann, Urrutia, and Nelson that such a policy be established; and

WHEREAS, the Town Council has read, reviewed, and agreed to the principles outlined in the attached Exhibit A, which is incorporated herein by reference.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Moraga that the attached Exhibit A is hereby approved and adopted.

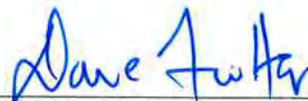
PASSED AND ADOPTED by the Town Council of the Town of Moraga at a regular meeting held on September 23, 2009 by the following vote:

AYES: Mayor Trotter, Vice Mayor Chew, Councilmembers Harpham,
Mendonca and Metcalf

NOES: None

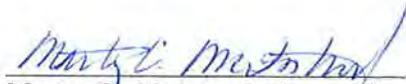
ABSTAIN: None

ABSENT: None



Dave Trotter, Mayor

Attest:



Marty C. McInturf, Town Clerk

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**TOWN OF MORAGA
FIXED ASSETS CAPITALIZATION, INVENTORY CONTROL AND
REPLACEMENT POLICY
EXHIBIT A**

ASSET VALUATION THRESHHOLDS

Fixed Assets are categorized to comply with generally accepted accounting principles as adjusted for governmental entities. The categories used in the Town of Moraga include Infrastructure Assets (which include betterments or improvements) and Equipment which is generally less costly and more mobile. The cost at which an asset is capitalized is reflected below:

INFRASTRUCTURE

Valuation Threshold: \$100,000 per subsystem

Assets to be included:

Network	Subsystem
Roadways/Streets	Pavement Curb, Gutter & Sidewalk Traffic Signals Traffic Signs Street Lights Landscaped Medians
Storm Drainage System	Pipe Channels/Culverts Sumps/Pumps/Pump Stations
Parks & Recreation	Major Park Facilities
Buildings	All
Land	Improved Unimproved
Work in Progress	Capital Improvement Program Projects

BETTERMENTS

Valuation Threshold: \$50,000 per betterment

Betterments consist of substantial work to upgrade, expand, and prolong the useful life of the infrastructure assets included above.

EQUIPMENT

Valuation Threshold: \$5,000 per individual piece of equipment

Equipment includes a wide variety of assets used by Town Departments in the day-to-day operations of the Town. While the list of equipment is too extensive to enumerate, it would include, but not be limited to, pieces of equipment such as computers, vehicles, chippers, large lawn mowers and other public works operations and maintenance equipment. Equipment purchases in excess of \$1,000 are to be inventoried by each department and reported annually to the Finance Department. Items in excess of \$5,000 must be approved by the Town Council prior to acquisition.

TOWN COUNCIL AUTHORITY

Town Council authorization is required prior to the purchase/expenditure for all assets which fall into the above categories as is their surplus and disposal. The methods prescribed in the Town of Moraga Purchasing Policy indicate the specific method for acquisition.

**TOWN OF MORAGA
FIXED ASSETS CAPITALIZATION, INVENTORY CONTROL AND
REPLACEMENT POLICY
EXHIBIT B**

FIXED ASSETS USEFUL LIVES

Depreciation is calculated for all applicable fixed assets on a case by case basis. Useful lives are estimated as follows:

Network	Infrastructure/Betterments Subsystem	Useful Life (Years)
Roadways/Streets	Pavement	30
	Curb, Gutter & Sidewalk	100
	Traffic Signals	25
	Traffic Signs	7
	Street Lights	25
	Landscaped Medians	25
Storm Drainage System	Pipe	20-100
	Channels/Culverts	50
	Sumps/Pumps	25
Parks & Recreation	Major Park Facilities	25
Buildings	All	50
Land	Improved	Not Depreciated
	Unimproved	Not Depreciated
Work in Progress	Capital Improvement Program Projects	Not Depreciated

Equipment

Equipment depreciation is calculated on a case-by-case basis depending upon the asset and the intensity of its use. Useful lives are determined based upon experience, comparisons with other entities, generally accepted accounting principles and the condition of the asset upon acquisition. Generally equipment is depreciated over lives of between 3 to 25 years.

**TOWN OF MORAGA
FIXED ASSETS CAPITALIZATION, INVENTORY CONTROL AND
REPLACEMENT POLICY
EXHIBIT C**

FORMS

The Finance Department is responsible for the periodic update and management of the following forms and instructions:

- I. Equipment Acquisition
- II. Equipment Transfer
- III. Equipment Surplus/Disposition
- IV. Infrastructure Valuation Form (GASB 34)



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BEFORE THE TOWN COUNCIL OF THE TOWN OF MORAGA

In the Matter of:

Classifying the Various Components of)
Fund Balance as Defined in GASB)
Statement No. 54, Fund Balance)
Reporting and Governmental Fund Type)
Definitions)
_____)

Resolution No. 24- 2011

WHEREAS, the Governmental Accounting Standards Board (GASB) has issued Statement No. 54, Fund balance Reporting and Governmental Fund Type Definitions with the intent of improving financial reporting by providing fund balance classifications that will be more easily understood; and

WHEREAS, GASB Statement No. 54 classifies the various components of fund balance into five components; and

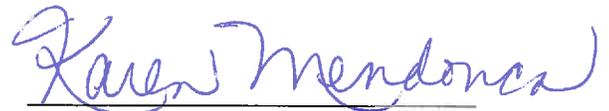
WHEREAS, the various components of fund balance are defined in Exhibit A attached to this resolution; and

WHEREAS, the classification and reporting of fund balance components as required by GASB Statement No. 54 will be effective starting with the fiscal year 2010-2011 reporting.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Moraga that the Town Council adopts the Governmental Accounting Standards Board (GASB) Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions as outlined in Exhibit A.

PASSED AND ADOPTED by the Town Council of the Town of Moraga at a regular meeting held on June 22, 2011 by the following vote:

- AYES:** Mayor Mendonca, Vice Mayor Metcalf, Councilmembers Chew, Harpham and Trotter
- NOES:** None
- ABSTAIN:** None
- ABSENT:** None



Karen Mendonca, Mayor

Attest:



Marty C. McInturf, Town Clerk

EXHIBIT A
VARIOUS COMPONENTS OF FUND BALANCE AS DEFINED BY GOVERNMENTAL
ACCOUNTING STANDARDS BOARD STATEMENT NO. 54

Nonspendable Fund Balance:

Petty Cash: The portion of fund balance that represents the asset amount of petty cash, held by a given fund.

Prepaid Expenditures: The portion of fund balance that represents the asset amount of prepaid expenditures, held by a given fund.

Notes Receivable: The portion of fund balance that represents the asset amount of notes receivable, held by a given fund.

Advances to Other Funds: The portion of fund balance that represents the asset amount of cash advanced to other funds, held by a given fund.

Loan Receivable: The portion of fund balance that represents the asset amount of loans receivable, held by a given fund.

Restricted Fund Balance:

Debt Service: The portion of fund balance derived from those funds within a given fund that have been set aside for debt service.

Grants: The portion of fund balance derived from grant funds.

Fund Balance-Restricted: The portion of fund balance that is in a governmental fund that is restricted due to limitations imposed by law through constitutional provisions or enabling legislation not otherwise defined above.

Committed Fund Balance:

Fund Balance-Committed: The portion of fund balance that can only be used for specific purposes pursuant to constraints imposed by formal action of the government's highest level of decision making authority (Town Council).

Assigned Fund Balance:

Encumbrances: To account for that portion of fund balance that is being used to fund appropriations being carried over from the prior year into the current fiscal year.

Capital Projects: The portion of fund balance that has been appropriated for specified capital projects and remains unspent.

Unassigned Fund Balance:

Fund Balance: The Unassigned fund balance classification includes amounts that do not fall into one of the above four categories. This classification represents fund balances that has not been assigned to other funds and that has not been restricted, committed, or assigned to specific purposes within the general fund. The General Fund is the only fund that should report his category of fund balance.



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BEFORE THE TOWN COUNCIL OF THE TOWN OF MORAGA

In the Matter of:

Accepting the Modifications to the)
Investment Policy and Accepting the)
Investment Recommendations of the) Resolution No. 44 - 2010
Audit and Finance Committee)
_____)

WHEREAS, government code requires that the legislative body annually review and accept changes to the existing investment policy; and

WHEREAS, the Investment Policy has been reviewed and modified to strengthen and clarify language; and

WHEREAS, the Town Council has reviewed and discussed such changes; and

WHEREAS, the Town Council directed staff to review and research other investment opportunities for "idle" cash; and

WHEREAS, the Audit and Finance Committee (AFC) has made its suggestions for the modifications to the investment policy; and

WHEREAS, the Audit and Finance Committee has also made its recommendation to the Council to maintain its current investment strategy with the Local Agency Investment Fund (LAIF).

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Moraga that the modifications to the Investment Policy are hereby approved and adopted and staff is directed to finalize those changes to create a final investment policy document.

BE IT FURTHER RESOLVED by the Town Council of the Town of Moraga that the recommendation of the AFC to remain invested in LAIF at the current levels is hereby approved and adopted.

PASSED AND ADOPTED by the Town Council of the Town of Moraga at a regular meeting held on May 12, 2010 by the following vote:

AYES: Mayor Chew, Vice Mayor Mendonca, Councilmembers Harpham and Trotter
NOES: None
ABSTAIN: None
ABSENT: Councilmember Metcalf



Ken Chew, Mayor

Attest:



Marty C. McInturf, Town Clerk

TOWN OF MORAGA INVESTMENT POLICY

1. **Purpose.** The purpose of this policy is to establish strategies, practices, and procedures to be used in administering the Town of Moraga investments. The goal is to establish guidelines to manage Town funds to maximize security and liquidity while also complying with this investment policy and California Government Code Sections 53600 through 53659, which govern investments for municipal governments.
2. **Scope:** This policy applies to all financial assets of the Town which are available for investment. Any bond fund investments will be held separately and made in accordance with the bond debenture requirements.
3. **Objectives.** The Town's investment objectives, in order of priority, are:

Safety. The standard of care to be applied by the Audit and Finance Committee (AFC) in making its recommendations to the Council will be the "prudent investor" standard, as defined under Government Code Section 53600.3. Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective is to mitigate both credit risk and interest rate risk.

Liquidity. The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. The portfolio should be structured so that securities mature concurrent with expected cash requirements. Since all possible cash requirements cannot be anticipated, the portfolio should consist largely of securities with active secondary or resale markets. A portion of the portfolio should be placed in money market mutual funds or local government investment pools which offer same-day liquidity for short-term funds.

Yield. The Town's yield objective is to achieve a reasonable rate of return rather than the maximum generation of income that might expose the Town to unacceptable levels of risk. The investment portfolio shall be designed with the objective of attaining a market rate of return throughout the budgetary and economic cycles, taking into account the investment risk and liquidity needs. Yield is of secondary importance compared to the safety and liquidity.

Diversity. The Town shall maintain a diversified portfolio to minimize the risk of loss resulting from over concentration of assets in a specific maturity, issuer or security type.

4. **Investment Strategies.**

Buy and Hold. In order to minimize the impact of interest rate risk, it is intended that all investments will be held to maturity. Investments may be sold prior to maturity for cash flow, appreciation purposes or in order to limit losses, however, no investment shall be based solely on earnings anticipated from capital gains.

No Speculation. The purchase of securities with the intent to profit from favorable changes in market prices or market conditions is prohibited.

TOWN OF MORAGA INVESTMENT POLICY

No Leveraging. Borrowing money for the purpose of investing is prohibited

5. **Investment Manager.** The Town Council may, upon recommendation of the Audit and Finance Committee, engage the services of one or more external investment managers to assist in the management of the Town's investment portfolio in a manner consistent with the Town's objectives. Such external managers may be granted limited discretion to purchase and sell investment securities in accordance with this Investment Policy. Such managers must be registered under the Investment Advisers Act of 1940, or be exempt from such registration, and have at least \$5,000,000 in assets under management. Such external managers shall be prohibited from 1) selecting broker/dealers, 2) executing safekeeping arrangements, and 3) executing wire transfers.

Upon execution of any trade, the Town must receive confirmation directly from the broker/dealer and the custodian, not from the investment manager. Safekeeping of investments recommended by the investment manager shall be maintained by the Town's regular custodian, and not with the investment manager.

6. **Financial Dealers and Institutions.** The Administrative Services Director and the Audit and Finance Committee shall obtain information from qualified financial institutions to determine if the institution makes markets in securities appropriate for the Town's needs, can assign qualified sales representatives and can provide written agreements to abide by the conditions set forth in the Town of Moraga Investment Policy. Investment accounts with all financial institutions shall be standard non-discretionary accounts and may not be margin accounts.

All financial institutions which desire to become qualified bidders for investment transactions must supply the following:

- Audited financial statements for the institution's three most recent fiscal years.
- At least three references from California local agencies whose portfolio size, investment objectives and risk preferences are similar to the Town's.
- A statement certifying that the institution has reviewed the California Government Code Section 53600 *et seq.* and the Town's Investment Policy and that all securities offered to the Town shall comply fully and in every instance with all provisions of the California Government Code.

The Administrative Services Director will maintain a list of financial institutions authorized to provide investment services to the Town.

7. **Authorized Investments.** The Town will invest only in those instruments authorized by the California Government Code Section 53601. The Town will not invest in stock, will not speculate and will not deal in futures or options. The investment market is highly volatile and continually offers new and creative opportunities for enhancing interest earnings. Accordingly, the Town will thoroughly investigate any new investment vehicles before committing Town funds to them. The following investments are authorized:

TOWN OF MORAGA INVESTMENT POLICY

Collateralized or insured bank savings accounts and demand deposits.

- Investment in any one financial institution may not exceed 10% of the portfolio.
- Investment in this category may not exceed 25% of the portfolio.

Collateralized or insured certificates of deposit: Purchased through a bank or savings and loan association for a specified period of time at a specified rate of interest.

- Maturity may not exceed 2 years.
- Investment in any one financial institution may not exceed 10% of the portfolio.
- Investment in this category may be 25% of the portfolio.

United States Treasury securities: Obligations issued by the U.S. Treasury for which the full faith and credit of the United States is pledged for payment of principal and interest.

- Maturity may not exceed 5 years.
- Investment in this category may be up to 100% of the portfolio.

Federal agency obligations: Obligations issued by Federal Government agencies or government sponsored agencies such as Government National Mortgage Association (GNMA), the Federal Farm Credit Bank (FFCB), the Federal Home Loan Bank (FHLB), the Federal National Mortgage Association (FNMA), the Student Loan Marketing Association (SLMA), and the Federal Home Loan Mortgage Corporation (FHLMC).

- Maturity may not exceed 5 years.
- Investment in any one Federal agency may not exceed 20% of the portfolio.
- Investment in this category may not exceed 50% of the portfolio.

Local Agency Investment Fund (LAIF): The Local Agency Investment Fund has been established by the State of California that allows local agencies to pool their investment resources.

- Investment in this category may be up to 100% of the portfolio.

Banker's acceptances: Bills of exchange or time drafts drawn on and accepted by commercial banks.

- The bank must be one of the 15 largest banks in the United States or one of the 50 largest banks in the world.
- Maturity may not exceed 180 days.
- Investment through any one bank may not exceed 10% of the portfolio.
- Investment in this category may not exceed 20% of the Town's portfolio.

Commercial paper.

- The corporation must have assets in excess of \$500 million.

TOWN OF MORAGA INVESTMENT POLICY

- The corporation's long term debentures must be rated at least Aa by Moody's and AA by S&P.
- The commercial paper must be rated P1 by Moody's and A1 by S&P.
- Maturity may not exceed 270 days.
- Investment in corporate notes and commercial paper of any one corporation may not exceed 10% of the portfolio.
- Investment in this category may not exceed 20% of the portfolio.

Negotiable certificates of deposit: These are issued by nationally or state chartered banks, state or federal savings institutions, or state licensed branches of foreign banks.

- Maturity may not exceed 2 years.
- Investment in any one financial institution may not exceed 10% of the portfolio.
- Investment in this category may not exceed 25% of the portfolio.

Medium term corporate notes.

- The corporation must have assets in excess of \$500 million.
- The security must be rated at least Aa by Moody's and AA by S&P.
- Maturity may not exceed 5 years.
- Investment in corporate notes and commercial paper of any one corporation may not exceed 10% of the portfolio.
- Investment in this category may not exceed 25% of the portfolio.

8. **Ineligible Investments.** Ineligible investments are those that are not specifically authorized, including but not limited to, common stocks, reverse repurchase agreements, inverse floaters, range notes, mortgage derived interest only strips, derivatives securities, or any security that could result in zero interest accrual.
9. **Collateralization:** Collateral must always be held by an independent third party with whom the Town has a current custodial agreement.

State law regarding collateralization of deposits of public funds requires that securities be held by an agent (i.e., a trust company) of the bank, which may include the bank's trust department only if acceptable to both the bank and the Town, pursuant to California Government Code Sections 53656 and 53658.

Under the provisions of California Government Code Section 53652, banks are required to secure the deposits of public funds, including certificates of deposits, by (a) pledging government securities with a value of 110% of the principal and accrued interest; (b) pledging first trust deed mortgage notes having a value of 150% of the total agency deposit; or, (c) a letter of credit drawn on the Federal Home Loan Bank at 105% of the total agency deposit. Deposits must be secured at all times with eligible securities pursuant to Section 53651. A copy of the Call Report of Local Agency's Deposits and Securities must be supplied to the Town and retained to document compliance with the collateral requirements.

TOWN OF MORAGA INVESTMENT POLICY

The Town may waive the collateral requirements for deposits which are fully insured by the Federal Deposit Insurance Corporation.

10. **Safekeeping and Custody.** All security transactions shall be conducted on a delivery versus payment basis. Securities will be held by a third party qualified custodian and evidenced by safekeeping receipts. The trust department of the Town's bank may act as third party custodian, provided that the custodian agreement is separate and apart from the banking agreement.
11. **Prudence.** The Town shall operate its investments under the "Prudent Person Rule" which obligates a fiduciary to ensure that investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation but for investment considering the probable safety of their capital as well as the probable income to be derived.

Investment officers acting in accordance with written procedures and this investment policy and excising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and the liquidity and the sale of securities are carried out in accordance with the terms of this policy.

Investment officials shall recognize that the investment portfolio is subject to public review and evaluation. The overall program shall be designed and managed with a degree of professionalism worthy of the public trust.

12. **Ethics and Conflict Of Interest.** Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or could impair their ability to make impartial investment decisions. Town employees involved in the investment process shall disclose to the Town Manager any material financial interest in financial institutions that conduct business within the jurisdiction. They shall further disclose any large personal financial/investment positions that could be related to the performance of the investment portfolio. Officers shall refrain from undertaking any large personal investment transactions with the same individual with whom business is conducted on behalf of the Town.
13. **Investment Report.** The Administrative Services Director in conjunction with the Town Treasurer will develop and maintain an investment reporting system, which will comply with Government Code Section 53607. This reporting system will provide the Council and the Audit and Finance Committee (AFC) with appropriate investment performance information. When the investment portfolio is sufficiently diversified such that Town funds are invested in instruments or pools other than the LAIF, and within 60 days of the end of each fiscal quarter, the Administrative Services Director shall send an investment report to the AFC and Town Council. Reports may be rendered more frequently at the discretion of the Town Manager or Administrative Services Director. The report should, at a minimum, provide the following information:

TOWN OF MORAGA INVESTMENT POLICY

- A narrative discussion of the performance of the investment portfolio, with comparisons to appropriate benchmarks.
- Detailed information for each investment, including information such as: description, par amount, maturity date, interest rate, yield to maturity, current market value and percentage of total portfolio.
- A statement that projected cash flow is adequate to meet expected obligations over the next six months or the circumstances under which projected cash flow will not be adequate to meet expected obligations.
- A statement that the portfolio is in compliance with this policy or how it deviates, if not in compliance.

14. **Investment Policy Review.** As required under Government Code Sections 16481.2 and 53646, the Council will review the Investment Policy annually. This investment policy shall be reviewed first by the Audit and Finance Committee (AFC) to ensure its consistency with the overall objectives of safety, liquidity and return, as well as its relevance to current law and financial/economic trends. The committee will send any recommended changes to the Town Council for approval.

TOWN OF MORAGA INVESTMENT POLICY

GLOSSARY

Banker's Acceptance: a bearer time draft for a specified amount payable on a specified date. It is drawn on a bank by an individual or business seeking to finance domestic or international trade. The banker's acceptance is collateralized by commodity products. Sale of goods is usually the source of the borrower's repayment to the bank. The bank finances the borrower's transaction and then often sells the banker's acceptance on a discount basis to an investor. At maturity, the bank is repaid and the investor holding the banker's acceptance receives par value from the bank.

Bond: an interest-bearing security issued by a corporation, quasi-governmental agency or other body, which can be executed through a bank or trust company. A bond is a form of debt with an interest rate, maturity, and face value, and is usually secured by specific assets. Most bonds have a maturity of greater than one year, and generally pay interest semiannually.

Bond Rating: the classification of a bond's investment quality.

Book Value: the amount at which a security is carried on the books of the holder or issuer. The book value is often the cost, plus or minus amortization, and may differ significantly from the market value.

Certificate of Deposit (CD): debt instrument by a bank that usually pays interest. . Maturities range from a few weeks to several years. Interest rates are set by competitive forces in the marketplace.

Commercial Paper: short-term obligations with maturities ranging from 2 to 270 days issued by banks, corporations, and other borrowers to investors with temporary idle cash. Such instruments are unsecured and usually discounted.

Commission: the brokers or agent's fee for purchasing or selling securities for a client.

Credit Risk: the risk of loss due to the failure of the security issuer or backer.

Federal Deposit Insurance Corporation (FDIC): federal agency that guarantees (within limits) funds on deposit in member banks.

Federal Reserve System: the central bank of the United States which consists of a seven member Board of Governors, 12 regional banks and approximately 5,700 commercial banks that are members.

Fiscal Year: an accounting or tax period comprising any twelve month period. The Town's fiscal year begins on July 1 and ends June 30.

Full Faith And Credit of the United States: the unconditional guarantee of the United States government backing a debt for repayment.

TOWN OF MORAGA INVESTMENT POLICY

Interest Rate: the interest earnings payable each year on borrowed funds, expressed as a percentage of the principal.

Interest Rate Risk: the risk that the market value of a security will fall due to changes in the general interest rates.

Investment: use of capital to create more money, either through income-producing vehicles or through more risk-oriented ventures designed to result in capital gains.

Investment Portfolio: a collection of securities held by a bank, individual, institution, or government agency for investment purposes.

LAIF: The Local Agency Investment Fund is an investment pool established by the State of California that allows local agencies to pool their investment resources.

Liquidity: the ability to convert a security into cash promptly with minimum risk of principal.

Market Value: the price at which a security is currently being sold in the market.

Maturity: the date that the principal or stated value of debt instrument becomes due and payable.

Moody's: Moody's Investors Service. One of two major rating services. The other is Standard & Poor's.

Portfolio: the collection of securities held by an individual or institution.

Principal: the face or par value of an instrument.

Rate of Return: 1) the yield which can be attained on a security based on its purchase price or its current market price. 2) income earned on an investment, expressed as a percentage of the cost of the investment.

Rating: the designation used by investors' services to rate the quality of a security's creditworthiness. Moody's ratings range from the highest Aaa, down through Aa, A, Bbb, Ba, B, etc. Standard and Poor's rating range from the highest AAA, down through AA, A, BBB, BB, B, etc.

Safekeeping: a service offered to customers for a fee, where securities are held in the vaults for protection.

Securities: investment instruments such as bonds, stocks and other instruments of indebtedness or equity.

S&P: Standard & Poor's. One of two major rating services. The other is Moody's Investors Service.

TOWN OF MORAGA INVESTMENT POLICY

Treasury Bill (T-BILL): U.S. Treasury Bills are short-term, direct obligations of the U.S. Government issued with original maturities of 13 weeks, 26 weeks and 52 weeks.

Trustee: a bank designated as the custodian of funds and the official representative for bondholders.

Underwriter: a dealer bank or financial institution which arranges for the sale and distribution of a large batch of securities and assumes the responsibility for paying the net purchase price.

U.S. Government Agencies: instruments issued by various U.S. government agencies most of which are secured only by the credit worthiness of the particular agency. This includes agencies such as the Government National Mortgage Association (GNMA), the Federal Farm Credit Bank (FFCB), the Federal Home Loan Bank (FHLB), the Federal National Mortgage Association (FNMA), the Student Loan Marketing Association (SLMA), and the Federal Home Loan Mortgage Corporation (FHLMC).

Yield: the annual rate of return on an investment, expressed as a percentage of the investment.



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LEGISLATION



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BEFORE THE TOWN COUNCIL OF THE TOWN OF MORAGA

In the Matter of:

Establishing the Annual Gann)
Appropriations Limit for the Fiscal Year)
2014/15 Budget)

Resolution No. 51 - 2014

WHEREAS, the Article XIII B of the State of California establishes a limitation on spending by cities of funds from proceeds of taxes; and

WHEREAS, in accordance with Government Code Section 7910, the Town Council must select the price factor and changes in the population factor to calculate the appropriations limit and establish the annual appropriations limit for the following fiscal year; and

WHEREAS, the annual calculation of the appropriations limit shall be reviewed as part of the annual financial audit; and

WHEREAS, the Fiscal Year 2014/15 proposed budget of \$8,967,893 is well below the calculated appropriations limit of \$12,493,740.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Moraga, California, that in accordance with Article XIII B of the California Constitution, the Town of Moraga does hereby adopt the price factor as the California per capita personal income change of -0.23% and percent change in the Town of Moraga population of 0.43% to calculate the appropriations limit of \$12,493,740 as reflected in Exhibit A for the Fiscal Year 2014/15.

PASSED AND ADOPTED by the Town Council of the Town of Moraga at a regular meeting held on June 11, 2014 by the following vote:

- AYES:** Councilmembers Arth, Metcalf and Trotter
- NOES:** None
- ABSTAIN:** None
- ABSENT:** Mayor Chew and Vice Mayor Wykle

Ken Chew, Mayor

Attest:

Marty C. McInturf, Town Clerk

GANN APPROPRIATIONS LIMIT CALCULATION
FOR THE FISCAL YEAR ENDING JUNE 30, 2015

A.	PRIOR YEAR APPROPRIATIONS LIMIT	\$	12,455,283
B.	ADJUSTMENT FACTORS		
	Population		1.0054
	Personal Income		<u>0.9977</u>
	Total Adjustment Factors		<u>1.003088</u>
C.	ANNUAL DOLLAR ADJUSTMENT		38,457
D.	OTHER ADJUSTMENTS		
	Lost Responsibility		0
	Transfer to Private		0
	Transfer to Fees		0
	Assumed Responsibility		0
	Total Adjustments		0
E.	TOTAL ADJUSTMENTS		<u>38,457</u>
F.	APPROPRIATIONS LIMIT FOR FY 2014-15	\$	<u><u>12,493,740</u></u>
<hr/>			
	FY 2014-15 BUDGET	\$	8,967,893

BEFORE THE TOWN COUNCIL OF THE TOWN OF MORAGA

In the Matter of:

Adopting the Fiscal Year 2014/15)
Operating and Capital Improvement)
Budgets, including the Five-Year)
Financial Plan and Five-Year Capital)
Improvement Program)

Resolution No. 52 - 2014

WHEREAS, the Town Council's adoption of the annual budget establishes a spending plan for the new fiscal year and provides resources to continue the basic level of services provided as the Town government; and

WHEREAS, adoption of the fiscal year spending plan is the beginning of a continuous financial management process where ongoing monitoring efforts include:

1. Quarterly Revenue and Expenditure Reports to monitor the Town's financial condition relative to the spending plan;
2. Town Council Goal Update Reports to monitor the progress of major Town goals adopted by the Town Council;
3. Mid-Year Budget Review to review the Town's financial condition and make adjustments to the spending plan, if necessary; and
4. Comprehensive Annual Financial Report that is the year-end report showing the final results of the Town's financial operations for all funds and includes the audited financial statements by the Town's independent certified public accountant; and

WHEREAS, on May 12, 2014, the Town Manager and Administrative Services Director presented a draft Five-Year Financial Plan, including FY 2014/15 Operating and Capital Improvement Budgets to the Audit and Finance Committee and incorporated feedback from the Committee; and

WHEREAS, on May 28, 2014, the Town Council reviewed, discussed and provided staff with direction on the FY 2014/15 Operating and Capital Improvement Budgets.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Moraga that the Town Council hereby adopts the Operating and Capital Improvement Budgets for Fiscal Year 2014/15 as presented to the Town Council on June 11, 2014 in Attachment A of the staff report; and

BE IT FURTHER RESOLVED, that the Town Council's intent is to retain unspent appropriations for encumbrances of goods and services and multi-year capital improvement projects in an amount to be determined upon the final accounting for the year ending June 30, 2014; and

BE IT FURTHER RESOLVED, that the Town Council may amend or supplement the budget at any time after its adoption and the Town Manager has the authority to make administrative adjustments to the budget as long as those changes will not have a significant policy impact nor significantly affect budgeted year-end fund balances.

PASSED AND ADOPTED by the Town Council of the Town of Moraga at a regular meeting held on June 11, 2014 by the following vote:

AYES: Councilmembers Arth, Metcalf and Trotter

NOES: None

ABSTAIN: None

ABSENT: Mayor Chew and Vice Mayor Wykle



Ken Chew, Mayor

Attest:



Marty C. McInturf, Town Clerk

BEFORE THE TOWN COUNCIL OF THE TOWN OF MORAGA

In the Matter of:

Confirming the Engineer's Report for the)
Town of Moraga Street Lighting)
Assessment District 1979-1, Approving)
Assessments and Assessment Diagram,) Resolution No. 49 - 2014
and Levying Assessments for the Fiscal)
Year 2014/15)

WHEREAS, the Town Council of the Town of Moraga has heretofore ordered the improvements and formation of Assessment District 1979-1, Town of Moraga Street Lighting; and

WHEREAS, the Town Council of the Town of Moraga has determined to proceed to levy an annual assessment after the formation of the District under Streets & Highways Code Sections 22620-22631, and on February 12, 2014 ordered in Resolution 14-2014, the Engineer to prepare and file a report in accordance with Article 4 (beginning with Streets & Highways Code Section 22565) of Chapter 1 of the Landscaping & Lighting Act of 1972; and

WHEREAS, on May 14, 2014, the Town Council approved the Engineer's Report, declared its intention to levy and collect assessments for the fiscal year 2014/2015 and set a public hearing for June 11, 2014; and

WHEREAS, notice of the June 11, 2014 Public Hearing was given on May 30, 2014 as provided in Section 22626 of the Streets and Highways Code; and

WHEREAS, on June 11, 2014, the Town Council held a Public Hearing in accordance with Section 22629 of the Streets and Highways Code on the levying of the proposed assessment, and heard and considered all oral statements and written communications made or filed by interested persons; and

WHEREAS, when the Council approved the Engineer's Report on May 14, 2014, it approved it in the following respects:

1. The gross amount to be assessed shall be \$200,500.
2. Assessments will not be adjusted by the increase in Consumer Price Index as allowed by Resolution 50-2010.
3. The annual assessment for a detached single family residence shall remain the same as last year at \$58.

4. The Town will make a contribution to the Lighting Assessment District in the amount of \$24,984 as required to fund the general benefit received by all Moraga residents.

NOW, THEREFORE, BE IT RESOLVED that the above findings are true and correct; and

BE IT FURTHER RESOLVED, the Town Council of the Town of Moraga hereby confirms the Engineer's Report, Assessments and Assessment Diagram as set forth in the Engineer's Report, and orders the levy and collection of assessments within Assessment District 1979-1, Town of Moraga Street Lighting for Fiscal Year 2014/2015; and

BE IT FURTHER RESOLVED, the Town Council directs the Town Clerk to immediately file the Engineer's Report, including Diagram and Assessment, with the County Auditor.

PASSED AND ADOPTED by the Town Council of the Town of Moraga at a regular meeting held on June 11, 2014 by the following vote:

AYES: Councilmembers Arth, Metcalf and Trotter
NOES: None
ABSTAIN: None
ABSENT: Mayor Chew and Vice Mayor Wykle



Ken Chew, Mayor

Attest:



Marty C. McInturf, Town Clerk

**2014 – 2019 (FIVE YEAR)
CAPITAL IMPROVEMENT PROGRAM**

2014 – 2019 Capital Improvement Program

Elected Officials

Ken Chew, Mayor
Roger Wykle, Vice Mayor
Phil Arth, Councilmember
Mike Metcalf, Councilmember
Dave Trotter, Councilmember

Planning Commission

Christine Kuckuk, Chair
Tom Marnane, Vice Chair
Frank Comprelli, Commissioner
Stacia Levenfeld, Commissioner
Steve Woehleke, Commissioner
Teresa Onoda, Commissioner
Nancy Schoenbrunner, Commissioner

Town Manager

Jill Keimach

Department Directors

Shawna Brekke-Read, Planning Director
Stephanie Hom, Administrative Services Director
Jay Ingram, Parks and Recreation Director
Edric Kwan, Public Works Department Director/Town Engineer
Marty McInturf, Town Clerk
Robert Priebe, Chief of Police

Prepared by the Public Works Department

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TRANSMITTAL OF CAPITAL IMPROVEMENT PROGRAM

June 11, 2014

To: Honorable Mayor and Councilmembers
From: Jill Keimach, Town Manager

5-YEAR CAPITAL IMPROVEMENT PROGRAM

The 5-Year Capital Improvement Program (CIP) illustrates the current and long-term needs of the Town with respect to construction projects and equipment purchases. Generally, projects and purchases costing \$15,000 or more are included in the CIP. (Minor capital outlays costing less than \$15,000 are included within the annual Operating Budget.)

The Town relies on grants and other one-time resources to support the CIP. Thus, until the resources are successfully obtained, the needed infrastructure improvements are unfunded or underfunded. The CIP is categorized into the following categories:

BUILDINGS & FACILITIES (MUNICIPAL FACILITIES)

- 331 Rheem Boulevard - Council Chambers/Community Room/Corporation Yard
- 2100 Donald Drive - Hacienda de las Flores
- 1500 St. Mary's Road - Library
- Various Locations
- New Facilities

STORM DRAIN, CREEKS & DRAINAGE

- Storm Drain Collection System
- Creek & Flood Protection

PARKS & OPEN SPACE

- Moraga Commons Park
- Open Space
- Rancho Laguna Park
- Trails
- Various Locations

TRANSPORTATION

- Bridges
- Pedestrian & Bike Paths
- Roadways
- Streetlights
- Traffic / Transit

GENERAL GOVERNMENT

- Communications
- Information Technology
- Fleet/Equipment
- Planning

The current 5-Year CIP includes projects previously introduced to the Town through previously approved master plans (i.e. 2007 Parks Master Plan, 2004 Moraga Bicycle and Pedestrian Plan, etc.), identified needed improvements and repairs, and projects required by the State for Clean Water and mandated planning programs such as the Housing Element and General Plan updates. As projects develop over time, they may be added to the CIP after Council consideration and adoption. Annually, the projects will be analyzed and updated for funding resources and project expenses incurred during the previous fiscal year.

FY 2014/15 CAPITAL IMPROVEMENT PROGRAM BUDGET

Included in the 5-Year Capital Improvement Program is the FY 2014/15 Capital Improvement Program Budget. Funding for the FY 2014/15 projects are selected based on available resources. For each project, this document includes a project description and budget detail.

The project balances shown on the Capital Improvement Project sheets is a snap shot of available budget as of May 1, 2014. For projects that span multi-years, remaining budget at the end of FY 2013/14 will carry forward into FY 2014/15 while those for annual projects will be returned to the respective fund balances.

At its meeting of May 19, 2014, the Planning Commission reviewed the Capital Improvement Program Budget for consistency with the Town's General Plan and determined that the CIP was consistent with the General Plan.

Guide to Capital Improvement Project Sheets

Project Name: Concise descriptive name used thruout project life

Project Number: Finance TBD **CIP Type:**

Account: Finance TBD **Dept:**

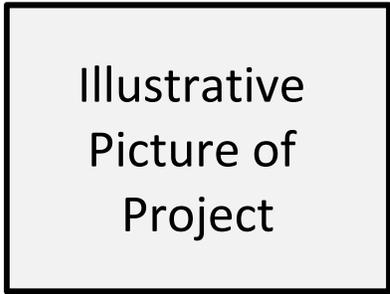
Status: Study, Design, Environmental, Construction, etc.?

Project Objective: Concise description of why this project is necessary within the limits of this text box.

Project Description: Description of project scope-of-work including limits of work, specific types and quantity of improvements, phases of project, etc.

Basis for Schedule: Description of schedule, including constraints such as grant deadlines, construction season, wedding season for Hacienda, outside agency that Town has no control over like environmental permits, Caltrans review process, outside utility work coordination, etc.

Basis for Cost: Description of how the cost estimate determined and potential funding sources? Resources include Engineer's estimates, Master Plan estimates, quotes from contractors, specific past Town or other agency projects, RS Means Building or Facilities Construction Cost Data handbook, Caltrans cost database, etc.



Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total	
Grant Funds	To be determined by Finance	To be determined by Finance	Authorization letter from grantee required							\$ -
Matching Funds			Verified with Finance on funding sources and fund balance							\$ -
Local Funds			Verified with Finance on funding sources and fund balance							\$ -
Donations			Sub-recipient agreement or similar required							\$ -
Cost Sharing			Approved agreement with other cost sharing agencies							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total	
Administration	To be determined by Department & Finance	To be determined by Department & Finance	Administer Request for Proposals, Bid Process, Reviews, etc.							\$ -
Study			Master Plans, Needs Assessments, Asset Inventory, etc.							\$ -
Environmental			EIR, studies, Outside environmental agency permits, etc.							\$ -
Right-of-Way			Land acquisition, grant of easements, lot line adjust, etc.							\$ -
Design			Preparation of Plans, Specifications, Estimates, etc.							\$ -
Construction			Construction Labor, Equipment, Materials, etc.							\$ -
Const Mgmt/Inspection			Management of construction, change orders, public outreach, etc.							\$ -
Contingency			Additional expenses due to unforeseen conditions, etc.							\$ -
Other:			Equipment, Surveying, Material Testing, etc.							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total	
Operation (increases or decreases)	Additional or reduction of staff and/or contracts to operate							\$ -
Maintenance (increases or decreases)	Regular maintenance wear and tear repairs							\$ -
Other:	Reseeding, replanting, etc.							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects or annual projects at end of FY13/14 will carryforward or return to fund balance respectively into FY14/15.

**5 - Year Capital Improvement Program (CIP)
FY 2014/15 to FY 2018/19
Summary**

No.	Location	Account	Project #	Project	AMENDED FY13/14	ADOPTED FY14/15	PROPOSED FY15/16	PROPOSED FY16/17	PROPOSED FY17/18	PROPOSED FY18/19	TBD UNSCHEDULED
BUILDINGS & FACILITIES (MUNICIPAL FACILITIES)											
331 Rheem Boulevard - Council Chambers/Community Room/Corporation Yard											
1		700-754-062-92	08-302	Council Chambers/Community Room Renovations	759,579						
2100 Donald Drive - Hacienda de las Flores											
2		700-751-062-56	14-301	Hacienda Building ADA Accessibility to Upper Floors	10,000	40,000	241,000				
3		700-751-062-57	14-302	Hacienda Improvement Program (Annual)		35,000	35,000	35,000	35,000	35,000	
4		700-751-062-71	08-305	Hacienda Main Power Replacement	39,474						
1500 St. Mary's Road - Library											
5		700-752-062-34	15-301	Moraga Library Restroom Improvements		20,000	94,000				
Various Locations											
6		700-750-062-54	13-301	ADA Compliance Facilities Program		10,000	10,000	10,000	10,000	10,000	
7		700-750-062-55	13-302	Minor Capital Improvement Program (Annual)	30,000	30,000	30,000	30,000	30,000	30,000	
8		700-750-062-58	14-303	Municipal Building Repainting Program	23,500		35,000	35,000	35,000	35,000	
New Facilities											
9		TBD	TBD	Multi-Generational Community Center							8,500,000
Funded Subtotal					862,553	125,000	30,000	30,000	30,000	30,000	
Unfunded (Italicized) Subtotal						10,000	415,000	80,000	80,000	80,000	8,500,000
CREEKS & DRAINAGE											
Storm Drain Collection System											
10		700-740-062-65	14-201	Storm Drain Master Plan	200,000	75,000					
Creek & Flood Protection											
11		TBD	TBD	Laguna Creek Restoration at Hacienda de las Flores		144,000	147,000	915,000			
12		700-740-062-66	14-202	Minor Corrigated Metal Pipe Repair Program (Annual)	20,000	20,000	20,000	20,000	20,000	20,000	
Funded Subtotal					220,000	95,000	20,000	20,000	20,000	20,000	
Unfunded (Italicized) Subtotal						144,000	147,000	915,000			
PARKS & OPEN SPACE											
Moraga Commons Park											
13		700-753-062-61	14-304	Commons Park Improvement Program (Annual)	35,000	35,000	35,000	35,000	35,000	35,000	
14		TBD	TBD	Commons Park Master Plan Update			65,000				
15		TBD	TBD	Commons Park Sand Volleyball Court Renovation			57,000				
Open Space											
16		TBD	TBD	Mulholland Open Space Preserve Improvements							347,000
Rancho Laguna Park											
17		TBD	TBD	Rancho Laguna Park Master Plan Update							47,000
18		TBD	TBD	Rancho Laguna Park Pathway Improvements			70,000				
Trails											
19		TBD	TBD	Bollinger Canyon Trail (to Las Trampas Wilderness)							252,000
20		TBD	TBD	Buckingham Trail (Moraga Rd to Fayhill)							254,000
21		TBD	TBD	Heritage Trail (Library to Moraga Rd)							87,000

**5 - Year Capital Improvement Program (CIP)
FY 2014/15 to FY 2018/19
Summary**

No.	Location	Account	Project #	Project	AMENDED FY13/14	ADOPTED FY14/15	PROPOSED FY15/16	PROPOSED FY16/17	PROPOSED FY17/18	PROPOSED FY18/19	TBD UNSCHEDULED
PARKS & OPEN SPACE (CONTINUED)											
Trails (Continued)											
22		TBD	TBD	Indian Ridge Trail							1,191,000
23		TBD	TBD	Indian Valley Trail							906,000
24		TBD	TBD	Rheem Hiking Trail (Coyote Creek)							180,000
25		TBD	TBD	Rheem Hiking Trail (Fayhill)							180,000
26		TBD	TBD	Rheem Reservoir Trail (Campolindo Ridge)							812,000
27		TBD	TBD	Utah Easement Trail (Library to Old Moraga Ranch Trail)							621,000
Various Locations											
28		TBD	TBD	Neighborhood Parks							4,621,000
29		TBD	TBD	Parks, Trails, Hacienda, Open Space Survey			15,000				
30		700-753-062-36	15-303	Turf Improvements Project		50,000	210,000	525,000			
					Funded Subtotal	35,000	85,000				
					Unfunded (Italicized) Subtotal		452,000	560,000	35,000	35,000	9,498,000
TRANSPORTATION											
Bridges											
31		700-740-062-46	14-101	Canyon Road Bridge Replacement	3,263,438						
Pedestrian & Bike Paths											
32		TBD	TBD	Canyon Road Bicycle Improvements (County to Constance)							570,000
33		700-740-062-86	13-102	Moraga Bicycle and Pedestrian Master Plan (MBPP) Update		73,000					
34		TBD	TBD	Moraga Center Pedestrian & Bicycle Improvements			60,000				750,000
35		700-740-062-33	15-103	Moraga Road Pedestrian Improvements		40,000	120,000				
36		TBD	TBD	Moraga Way Bicycle and Pedestrian Improvements							87,000
37		TBD	TBD	Rheem Blvd Bike & Pedestrian (Moraga Rd to St. Mary's Rd)							259,000
38		TBD	TBD	Rheem Blvd Bike Route Improvements (Orinda to Moraga Rd)							44,000
Roadways											
39		700-740-062-79	08-101	ADA Compliance Streets Program	37,265	10,000	10,000	10,000	10,000	10,000	
40		700-740-062-46	14-102	ADA Self-Evaluation Plan (Phase 1: ROW)	30,000		30,000	30,000			
41		TBD	TBD	Bollinger Canyon Road Hillside Stabilization							520,000
42		700-740-062-84	13-101	Livable Moraga Road - Corridor Plan and Improvements	435,000		55,000				6,045,000
43		700-740-062-32	15-102	Moraga Road (St Mary's - Draeger) Resurfacing		92,000	708,000				
44		711-740-062-73	08-106	Pavement Management Program	3,693,223	4,462,817	3,123,560	1,152,691	1,182,405	1,212,713	11,400,000
45		TBD	08-109	Rheem Boulevard Landslide Repair & Repaving			1,606,365				
Streetlights											
46		TBD	TBD	PG&E Undergrounding							1,500,000
47		700-740-062-47	14-103	Street Light Master Plan	55,000						
Traffic / Transit											
48		700-740-062-48	14-104	Minor Traffic Safety Program (Annual)	30,000	30,000	30,000	30,000	30,000	30,000	
49		700-910-062-31	15-601	Municipal Wayfinding Signage Program		35,000	35,000	35,000	35,000	35,000	
50		700-910-062-44	14-604	Rheem Boulevard/St Mary's Road Roundabout	16,675		450,000 & 472,000				
					Funded Subtotal	7,560,601	4,742,817	6,162,925	1,192,691	1,222,405	1,252,713
					Unfunded (Italicized) Subtotal		537,000	65,000	35,000	35,000	19,675,000

**5 - Year Capital Improvement Program (CIP)
FY 2014/15 to FY 2018/19
Summary**

No.	Location	Account	Project #	Project	AMENDED FY13/14	ADOPTED FY14/15	PROPOSED FY15/16	PROPOSED FY16/17	PROPOSED FY17/18	PROPOSED FY18/19	TBD UNSCHEDULED
GENERAL GOVERNMENT											
Communications											
51		700-810-062-35	15-302	Electronic Community Information Sign		105,233	105,000	105,000	105,000		
Information Technology											
52		700-525-069-40	14-306	Information Technology Infrastructure Program	32,100	25,150	7,350	28,200			
Fleet / Equipment											
53		700-610-062-49	14-501	Vehicle & Operating Equipment Program (Annual)	29,500	68,501	60,000	60,000	60,000	60,000	
Planning											
54		700-910-062-41	13-601	General Plan Projects	55,000		60,000				
55		700-910-062-40	14-603	Hillsides and Ridgeline Ordinance Update	270,000						
56		700-910-062-41	13-601	Housing Element Update	60,000						
57		700-910-062-43	14-602	Nexus Study/Update Development Impact Fees	150,000	25,000					
Funded Subtotal					596,600	223,884	7,350	28,200			
Unfunded (Italicized) Subtotal							225,000	165,000	165,000	60,000	
FUNDED TOTAL					9,274,754	5,271,701	6,220,275	1,270,891	1,272,405	1,302,713	1,500,000
UNFUNDED (ITALICIZED) TOTAL						154,000	1,776,000	1,785,000	315,000	210,000	37,673,000

Project Name: Council Chambers/Community Room Renovations
Project Number: 08-302 **CIP Type:** Bldg
Account: 700-754-062-92 **Dept:** TM



Status: 331 Rheem Renovation in Progress

Project Objective: Renovate 331 Rheem to serve as the Council Chambers and Community Room.

Project Description: Work to be Completed:
 Complete renovations at 331 Rheem for future Council Chambers for Town Council, Boards, and Commissions and Community Meeting Room which would also serve as the Town's Field Operations Center during an emergency.

Work Completed to date:
 Selected demolition and removal of drop ceiling, uncovering of existing clearstory windows and replacement of HVAC system from drop ceiling area to the roof, installation of skylight, relocation of police evidence room and creation in the vacated space of new Audio Visual room.

This project was originally titled, "329/331 Rheem Renovation for Council Chambers / Community Room." The 329 Remodel was completed in 2013 with the exception of the exterior painting which is under CIP 14-303 Municipal Buildings Repainting Program"

Basis for Schedule: Schedule assumes timely approval by Town and County of building permits for façade and landscaping improvements, Town permitting, and restroom construction.

Basis for Cost: Estimates are based on the manufacturer's information and standard construction cost data. Funds would include first floor work from the Comcast grant for public involvement improvements.

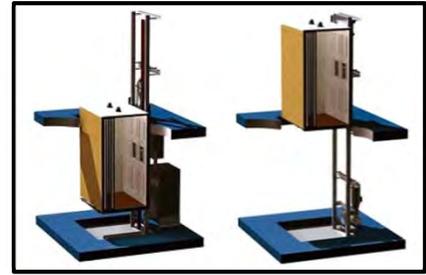
Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Fund 101: General Fund		\$ 288							\$ 288
Fund 701: COP Bond	\$ 106	\$ 58							\$ 164
Fund 716: Comcast PEG		\$ 213							\$ 213
Fund 750: Asset Replace		\$ 105							\$ 105
TOTAL	\$ 106	\$ 664	\$ -	\$ -	\$ 770				

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration	\$ 28	\$ 664							\$ 692
Design	\$ 20								\$ 20
Construction	\$ 52								\$ 52
Contingency									\$ -
Other:	\$ 6								\$ 6
TOTAL	\$ 106	\$ 664	\$ -	\$ -	\$ 770				

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Rental of JM		\$ (4)	\$ (4)	\$ (4)	\$ (4)		\$ (16)
Operation (Staff to Setup/Breakdown)		\$ (4)	\$ (4)	\$ (4)	\$ (4)		\$ (16)
TOTAL	\$ -	\$ (8)	\$ (8)	\$ (8)	\$ (8)	\$ -	\$ (32)

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Hacienda Building ADA Accessibility to Upper Floors
Project Number: 14-301 **CIP Type:** Bldg
Account: 700-751-062-56 **Dept:** P&R



Status: Evaluation Study Began

Project Objective: Provide ADA accessibility to the 2nd and 2.5th floors of the Hacienda building.

Project Description: Phase 1: Evaluate options for addressing Americans with Disability Act (ADA) Accessibility to upper floors including project requirements, cost estimates, and conceptual plans

Phase 2: Design and develop project plans, specifications, and estimate.

Phase 3: Construction of ADA improvements.

Basis for Schedule: ADA accessibility to the upper floors are required by the Americans with Disability Act. Phase 1 study was funded, started in FY 2013/14, and carried forward into FY 2014/15. Phase 2 design is proposed in FY 2014/15. Phase 3 construction is proposed in FY2015/16.

Basis for Cost: Cost estimates were based on the 329 Rheem Blvd Elevator project but shall be refined after the study is complete. Potential funding opportunities include ADA and/or historical grants.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Fund 100: Palos Colorados			\$ 40						\$ 40
Fund 101: Gen Fund	\$ 1	\$ 9							\$ 10
Unfunded				\$ 241					\$ 241
TOTAL	\$1	\$9	\$40	\$241	\$0	\$0	\$0	\$0	\$291

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Phase 1: Study	\$ 1	\$ 9							\$ 10
Phase 2: Design									\$ -
Administration			\$ 5						\$ 5.0
Design			\$ 35						\$ 35
Phase 3: Construction				\$ 241					\$ 241
TOTAL	\$ -	\$ 9	\$ 40	\$ 241	\$ -	\$ -	\$ -	\$ -	\$ 291

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation & Maintenance			\$ 2.5	\$ 2.5	\$ 2.5		\$ 7.5
TOTAL	\$ -	\$ -	\$ 2.5	\$ 2.5	\$ 2.5	\$ -	\$ 7.5

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Hacienda de las Flores Improvement Program (Annual)
Project Number: 14-302 **CIP Type:** Bldg
Account: 700-751-062-57 **Dept:** P&R



Status: On-Going

Project Objective: Provide minor improvements to the Hacienda buildings and grounds aimed at improving customer safety and enjoyment.

Project Description: The following are potential projects:

- FY14/15: Replace La Sala Kitchen and Restroom linoleum flooring, Pavilion heater, section of fence by Casita, and began implementing work identified in the Site Assessment Plan
- FY15/16: Expand bike amenities identified in the 2007 Parks and Recreation Master Plan and continue implementing work identified in the Site Assessment Plan
- FY16/17: Continue implementing work identified in the Site Assessment Plan
- FY17/18: Crack seal, repair base failures, seal coat, and restripe lower parking lot
- FY18/19: Crack seal, repair base failures, seal coat, and restripe lower parking lot

Site Assessment Plan includes work such as fixing roof leaks in Hacienda and La Sala, repairing Hacienda downspouts and connecting to new subdrain system to convey water away from foundation, etc.

Completed Projects in FY 13/14: Site Plan of Hacienda property; Replace and refinish flooring of Hacienda first floor lobby, hallways, fireside lounge, dance room, and hallway off kitchen; and Repair fireside

Basis for Schedule: On-going program to make improvements and attract more facility users.

Basis for Cost: Potential sources of funds are Palos Colorados or General Fund. Cost estimates are based on contractor estimates and staff estimates. Major capital improvements will be separated as its own CIP.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Fund 100: Palos Colorados	\$ 20	\$ 15	\$ 35						\$ 70
Undetermined				\$ 35	\$ 35	\$ 35	\$ 35		\$ 140
									\$ -
									\$ -
									\$ -
TOTAL	\$ 20	\$ 15	\$ 35	\$ -	\$ 210				

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Minor Improvements	\$ 19	\$ 11	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30		\$ 180
Administration	\$ 1	\$ 4	\$ 5	\$ 5	\$ 5	\$ 5	\$ 5		\$ 30
Other:									\$ -
TOTAL	\$ 20	\$ 15	\$ 35	\$ 55	\$ 35	\$ 35	\$ 35	\$ -	\$ 210

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Heater Repairs		\$ (0.5)	\$ (0.5)	\$ (0.5)	\$ (0.5)		\$ (2.0)
Other:							\$ -
TOTAL	\$ -	\$ (0.5)	\$ (0.5)	\$ (0.5)	\$ (0.5)	\$ -	\$ (2.0)

* Unspent remaining budget (as of 5/1/14 displayed) for annual projects at end of FY13/14 will return to fund balance.

Project Name: Hacienda de las Flores Main Power Replacement
Project Number: 08-305 **CIP Type:** Bldg
Account: 700-751-062-71 **Dept:** P&R



Status: Carryover Project

Project Objective: Replace the main electrical switchboard.

Project Description: Provide and install a new 400 ampere, single phase (or three phase), 120/240 volt, NEMA 3R free-standing (or attached to building) main switchboard with distribution for all existing electrical loads. Provide concrete foundation and anchoring system. Trenching and conduit from new switchboard to main circuit breaker panel in basement of Hacienda.

Basis for Schedule: Work to be done after event season (November to March).

Basis for Cost: Based on preliminary cost estimate.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Fun 750: Asset Replace	\$ 1	\$ 39							\$ 40
									\$ -
									\$ -
TOTAL	\$ 1	\$ 39	\$ -	\$ -	\$ 40				

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration	\$ 1	\$ 2							\$ 3
Construction		\$ 25							\$ 25
Contingency		\$ 6							\$ 6
PG&E Permits		\$ 6							\$ 6
TOTAL	\$ 1	\$ 39	\$ -	\$ -	\$ 40				

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation & Maintenance							\$ -
TOTAL	\$ -	\$ -	\$ -				

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Moraga Library Restroom Improvements
Project Number: 15-301 **CIP Type:** Bldg
Account: 700-752-062-34 **Dept:** P&R



Status: Study & Design

Project Objective: Upgrade restrooms to reduce maintenance needs and for ADA compliance.

Project Description: Renovate the public restrooms serving the library and community meeting room. The age of the facilities have required a lot of maintenance over the past several years. Additionally, the facilities may not meet current code requirements for ADA accessibility. Renovations will require review of the complete path of travel, as well.

Phase 1: FY14/15 Design & Plans, Specifications, and Estimates

Basis for Schedule: Study to refine project scope-of-work.

Basis for Cost: Construction based on similar projects in municipal facilities but will be updated after scope-of-work is defined.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Fund 750: Asset Replace			\$ 20						\$ 20
Unfunded				\$ 94					\$ 94
									\$ -
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ 20	\$ 94	\$ -	\$ -	\$ -	\$ -	\$ 114

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration			\$ 2	\$ 2					\$ 4
Study			\$ 2	\$ 2					\$ 4
Environmental			\$ 1						\$ 1
Design			\$ 8						\$ 8
Construction				\$ 75					\$ 75
Const Mgmt/Inspection				\$ 8					\$ 8
Contingency			\$ 8	\$ 8					\$ 16
Other:									\$ -
TOTAL	\$ -	\$ -	\$ 20	\$ 94	\$ -	\$ -	\$ -	\$ -	\$ 114

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation							\$ -
Maintenance			\$ (6)	\$ (6)	\$ (6)		\$ (18)
Other:							\$ -
TOTAL	\$ -	\$ -	\$ (6)	\$ (6)	\$ (6)	\$ -	\$ (18)

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: ADA Compliance Facilities Program
Project Number: 13-301 **CIP Type:** Bldg
Account: 700-750-062-54 **Dept:** PWD



Status: Unfunded & Unscheduled

Project Objective: To construct minor ADA improvements on Town facilities.

Project Description: An American with Disabilities Act (ADA) Self-Evaluation has not been developed due to lack of funding. Upon completion of the plan, this program will begin to implement ADA improvements as it relates to Town facilities. ADA Facility improvements may be required from sidewalks adjacent to Town-owned buildings along the street, to the path of travel from the site's various access points, to building entrance(s), and the accessible parking at Town buildings.

Basis for Schedule: Dependent on funding.

Basis for Cost:

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Unfunded			\$ 10	\$ 10	\$ 10	\$ 10	\$ 10		\$ 50
									\$ -
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ -	\$ 50

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration			\$ 1	\$ 1	\$ 1	\$ 1	\$ 1		\$ 5
Design			\$ 1	\$ 1	\$ 1	\$ 1	\$ 1		\$ 5
Environmental									\$ -
Right-of-Way									\$ -
Construction			\$ 8	\$ 8	\$ 8	\$ 8	\$ 8		\$ 40
Const Mgmt/Inspection									
Contingency									\$ -
Other:									\$ -
TOTAL	\$ -	\$ -	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ -	\$ 50

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Minor Capital Improvement Program (Annual)
Project Number: 13-302 **CIP Type:** Bldg
Account: 700-750-062-55 **Dept:** PWD



Status: As-Needed

Project Objective: Provide funding for numerous minor capital improvements at Town facilities.

Project Description: Eligible minor capital improvements are restricted to allowable expenditures of the Asset Replacement fund and is a reserve for purchase of replacement vehicles, technology, and building and park improvements, such as new roofs and replacement play structures. Major capital improvements not included as part of this program shall be programmed separately.

Basis for Schedule: Prioritize projects for Commons Park, Mulholland Ridge, and Hacienda de las Flores based on available funding.

Basis for Cost:

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Fun 750: Asset Replace	\$ 1	\$ 29	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30		\$ 180
									\$ -
									\$ -
TOTAL	\$ 1	\$ 29	\$ 30	\$ -	\$ 180				

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration	\$ 1	\$ 4	\$ 5	\$ 5	\$ 5	\$ 5	\$ 5		\$ 30
Construction		\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25		\$ 150
									\$ -
									\$ -
TOTAL	\$ 1	\$ 29	\$ 30	\$ -	\$ 180				

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation & Maintenance							\$ -
TOTAL	\$ -	\$ -	\$ -				

* Unspent remaining budget (as of 5/1/14 displayed) for annual projects at end of FY13/14 will return to fund balance.

Project Name: Municipal Building Repainting Program
Project Number: 14-303 **CIP Type:** Bldg
Account: 700-750-062-58 **Dept:** PWD



Status: Funded and Unfunded (Depending on Building)

Project Objective: Paint all municipal buildings.

Project Description: FY 14/15 Exterior Town Hall (329 Rheem) building (carryforward from FY 13/14)
 FY 15/16 Exterior Hacienda and Casita buildings
 FY 16/17 Exterior Council Chambers/Community Room (331 Rheem) and Library
 FY 17/18 Exterior Pavilion and La Sala buildings
 FY 18/19 Interior Hacienda building

Basis for Schedule: Buildings are in need of being repainted to protect buildings from damage caused by environmental (sun and rain) exposure. Town Hall painting is deferred from FY 13/14 to FY 14/15 due to on-call RFQ process for architectural services and adjustments in funding sources

Basis for Cost: Potential sources of funds are Palos Colorados, Asset Replacement, and/or General Fund. Cost estimates are based on contractor estimates and staff estimates. Major capital improvements will be separated as its own CIP.

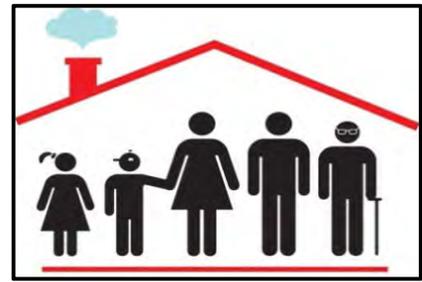
Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Fund 701: COP Bond		\$ 23.5							\$ 23.5
Unfunded				\$ 35	\$ 35	\$ 35	\$ 35		\$ 140
									\$ -
									\$ -
TOTAL	\$ -	\$ 23.5	\$ -	\$ 35	\$ 35	\$ 35	\$ 35	\$ -	\$ 164

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration					\$ 5	\$ 5	\$ 5		\$ 15
Paint Building(s)		\$ 23.5		\$ 30	\$ 30	\$ 30	\$ 30		\$ 144
Contingency									\$ -
Other:									\$ -
TOTAL	\$ -	\$ 23.5	\$ -	\$ 30	\$ 35	\$ 35	\$ 35	\$ -	\$ 159

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Multi-Generational Community Center
Project Number: TBD **CIP Type:** Parks
Account: TBD **Dept:** P&R



Status: Unfunded & Unscheduled

Project Objective: Pursue land acquisition and development of a multi-generational community center to meet recreation needs identified in the 2007 Parks & Recreation Master Plan

Project Description: Through the planning process of the 2007 Parks & Recreation Master Plan, Moraga residents identified a number of recreation needs which can be accommodated through the development of a community center in a central location of Town. This new community center will be designed as a 30,000 square feet state-of-the-art facility that acts as a magnet and gathering place for community activities, including gymnasiums, multi-purpose classrooms and meeting space, specialized activity areas, such as a dance studio, stages, youth/teen rooms, space for programs for older adults, places for large group gatherings, and social gathering space, such as coffee shop or lounge.

Basis for Schedule: Currently unscheduled.

Basis for Cost: Based on 30,000 SF community center estimate from Master Plan (inflated to 2014 costs) and similar projects. Potential funding from developer impact fees and contributions.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Unfunded								\$ 8,500	\$ 8,500
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,500	\$ 8,500

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration								\$ 250	\$ 250
Study								\$ 250	\$ 250
Land Acquisition								\$ 1,000	\$ 1,000
Environmental								\$ 250	\$ 250
Design								\$ 500	\$ 500
Construction								\$ 5,000	\$ 5,000
Const Mgmt/Inspection								\$ 500	\$ 500
Contingency								\$ 750	\$ 750
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,500	\$ 8,500

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Storm Drain Master Plan
Project Number: 14-201
Account: 700-740-062-65

CIP Type: Storm
Dept: PWD



Status: Carryforward & New Phase 5

Project Objective: Determine, prioritize, and estimate capital improvement needs of the Town's storm drain collection system.

Project Description: The Town has approximately 30 miles of storm drain pipe in the Town's collection system. This Master Plan is a proactive approach to determine needs, costs, and priorities associated with storm drain improvements for staff to program future capital improvement projects including an annual storm drain replacement program. The master plan will assist coordinating storm drain improvements better to avoid cutting into newly paved streets or to require trenchless pipeline technology methods.

- Phase 1
 - Inventory and locate storm drain pipe and inlets with GPS and develop GIS layer
 - Survey storm drain pipe material, size, and rim, grate and invert elevations
 - Determine existing private storm drain easements and responsible party
- Phase 2
 - Televis storm drain pipe for damage and prioritize repairs/replacement
 - Identify isolated flooding locations and determine capacity needs or engineered solutions
 - Assess condition of storm drain maintenance hole and inlet structures and prioritize
- Phase 3
 - Conduct flow monitoring at various locations in the collection system
 - Collect data from watershed areas and from existing resources
 - Develop hydraulic model for existing collection system
- Phase 4
 - Coordinate with General Plan & Housing Element to parameters when Town is fully built out
 - Develop hydraulic model for future use condition and capacity needs of collection system
- Phase 5
 - Analyze creek and its culvert system for current and future use condition
 - Update 2008 Storm Drain Needs Study to serve as the engineering analysis for the Nexus study for storm drain Impact Fees

Basis for Schedule: An evaluation of the Storm Drains 36-inches or larger was conducted in August 2008. This Storm Drain Master Plan will incorporate the evaluation's findings and create a comprehensive plan for addressing the storm drain collection system. This CIP will eliminate the unscheduled Storm Drain System Capacity Program by enveloping a portion of the scope-of-work.

Basis for Cost: RFP process completed with Phases 1-4 within original budget. FY14/15 will amend professional services contract with Phase 5 so that Storm Drain Impact Fee analysis will be complete. Phase 5 estimate is based on consultant quote.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Fund 510: NPDES	\$ 2	\$ 38							\$ 40
Fund 770: SD Impact Fee	\$ 10								\$ 10
Fund 705: Infra Preserve		\$ 150	\$ 75						\$ 225
TOTAL	\$ 12	\$ 188	\$ 75	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 275

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration	\$ 12	\$ 28	\$ 10						\$ 50
Ph 1-4: Collection Study		\$ 160							\$ 160
Ph 5: Creeks & Culverts			\$ 65						\$ 65
TOTAL	\$ 12	\$ 188	\$ 75	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 275

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Laguna Creek Restoration at Hacienda de las Flores
Project Number: TBD **CIP Type:** Storm
Account: TBD **Dept:** PWD



Status: Hydraulic Study is complete, begin search for grant

Project Objective: Improve Laguna Creek on the Hacienda de las Flores grounds to reduce the potential for flooding of the Pavilion building.

Project Description: Develop plans, specifications, and cost estimate for improvements to Laguna Creek. The general scope of work is to remove the existing undersized culvert and restoration of the natural stream channel, providing sufficient capacity to convey the 100-year flow, creating an amenity for the public and an educational opportunity, recreating aquatic habitat and improving fish passage, as well as install a short bridge in the form of an arch culvert with an open bottom to maintain the access from Moraga Road to the Hacienda building.

Basis for Schedule: On 4/23/14, Town Council concurred with the WRECO hydraulic study's recommendation to restore the creek out of 10 different alternatives. Work schedule is dependent on funding from three potential grants: State Department of Water Resources Urban Streams Restoration Program (USRP), the FEMA Flood Mitigation Assistance (FMA) program, or the EPA SF Bay Water Quality Improvement Fund

Basis for Cost: The consultant that completed a hydraulic study of the creek provided preliminary cost estimates for all feasible alternatives. The final study with preliminary cost estimates is on file with the Public Works Department.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Unfunded			\$ 144	\$ 132	\$ 915				\$ 1,192
									\$ -
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ 144	\$ 132	\$ 915	\$ -	\$ -	\$ -	\$ 1,192

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration			\$ 3		\$ 15				\$ 18
Environmental			\$ 44	\$ 44	\$ 44				\$ 131
Right-of-Way				\$ 7	\$ 7				\$ 13
Design			\$ 98	\$ 82					\$ 180
Construction					\$ 654				\$ 654
Const Mgmt/Inspection					\$ 98				\$ 98
Contingency					\$ 98				\$ 98
Other:									\$ -
TOTAL	\$ -	\$ -	\$ 144	\$ 132	\$ 915	\$ -	\$ -	\$ -	\$ 1,192

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Minor Corrugated Metal Pipe Repair Program (Annual)
Project Number: 14-202 **CIP Type:** Storm
Account: 700-740-062-66 **Dept:** PWD



Status: On-Going CMP Pipe Repairs

Project Objective: Repair various culvert crossings and connections to creeks made predominately of corrugated metal pipe that are at the end of its life cycle.

Project Description: The Town has a rough estimated of 65 stretches of 24" corrugated metal pipe (CMP) that conveys storm water under roadways as culverts or from roads directly into creeks in various states of disrepair. Issues include potential sinkholes due to deteriorated pipe, crushed pipe that impede flows, debris prone culverts that are clogged often, substandard intake and outfall structures.

This program will allow for a reliable stream of funding to address such problems with minor capital improvements to minimize on-going operating and maintenance cost and to reduce these minor issues to become larger more expensive capital improvement projects. Issues with larger size CMP culverts will be identified as separate individual capital improvement projects.

Basis for Schedule: Most of the Town's culvert crossing and connections to creek systems are beyond its life expectancy and need to be addressed before they become larger problems.

Basis for Cost: Depending on culvert issue encountered, approximately 2 to 3 culvert crossing may be addressed each fiscal year.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY13/14 Budget	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	TBD	Project Total
Fund 510: NPDES			\$ 20	\$ 20	\$ 20	\$ 20	\$ 20		\$ 100
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ -	\$ 100

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY13/14 Budget	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	TBD	Project Total
Administration			\$ 5	\$ 5	\$ 5	\$ 5	\$ 5		\$ 25
Construction			\$ 15	\$ 15	\$ 15	\$ 15	\$ 15		\$ 75
TOTAL	\$ -	\$ -	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ -	\$ 100

Maintenance Costs (in 1000's)	FY13/14 Budget	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	TBD	Project Total
Operation & Maintenance							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/1/14 displayed) for annual projects at end of FY13/14 will return to fund balance.

Project Name: Commons Park Improvement Program (Annual)
Project Number: 14-304 **CIP Type:** Parks
Account: 700-753-062-61 **Dept:** P&R



Status: On-Going

Project Objective: Provide minor park improvements aimed at improving customer safety and enjoyment.

Project Description: The following are potential projects:

- FY 14/15 Crack seal, repair base failures, repair and seal coat exterior park pathways
- FY 15/16 Repair base failures and seal coat original parking lot off St. Mary's Road
- FY 16/17 Crack seal, repair base failures, and seal coat basketball court surface
- FY 17/18 Replace parcourse equipment along Lamorinda trail loop and repaint Bandshell
- FY 18/19

Completed projects in FY 13/14: Repair base failures, crack seal, and seal coat interior pathways

Basis for Schedule: Current list is based on deferred maintenance

Basis for Cost: Potential sources of funds are Palos Colorado or General Fund. Cost estimates are based off of contractor estimates and staff estimates. Major capital improvements will be separated as its own CIP project.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Fund 100: Palos Colorados	\$ 1	\$ 34	\$ 35						\$ 70
Unfunded				\$ 35	\$ 35	\$ 35	\$ 35		\$ 140
									\$ -
									\$ -
									\$ -
TOTAL	\$ 1	\$ 34	\$ 35	\$ -	\$ 210				

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration	\$ 1	\$ 4	\$ 5	\$ 5	\$ 5	\$ 5	\$ 5		\$ 30
Construction/Installation		\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30		\$ 180
Contingency									\$ -
TOTAL	\$ 1	\$ 34	\$ 35	\$ -	\$ 210				

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operations							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -				

* Unspent remaining budget (as of 5/1/14 displayed) for annual projects at end of FY13/14 will return to fund balance.

Project Name: Commons Park Master Plan Update
Project Number: TBD **CIP Type:** Parks
Account: TBD **Dept:** P&R



Status: Unfunded

Project Objective: Complete a comprehensive site specific Commons Park Master Plan, which was a part of the 2007 Parks & Recreation Master Plan (town wide)

Project Description: As recommended in the 2007 Parks & Recreation Master Plan, this update will be site specific and focus on the Commons Park. The Plan could include the following 2007 recommended elements: develop a logical entrance with signage consistent with all Moraga parks, create a map of the site which also services as a public art piece, expand bike amenities, renovate restrooms, renovate and provide new picnic areas, including picnic tables for a variety of group sizes and a covered picnic shelter, restore Laguna Creek to provide an improved overlook, improved creekside picnic area, and dry creek bed that services as a natural sand and water play area, develop a community-scale play area, provide ADA accessible seating and an accessible path of travel in front of the amphitheater, consider relocating bocce ball court and horseshoe pits to a more central area near other small-scale sports facilities, consider providing a gazebo for viewing sports activities, and develop a dog park in the 'back 40.'

Basis for Schedule: Typical to update master plans every 5 years.

Basis for Cost: Based on cost provided by consultant of the 2007 master plan and updated with costs from West Sacramento's community park master plan.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Unfunded				\$ 65					\$ 65
									\$ -
									\$ -
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ 65	\$ -	\$ -	\$ -		\$ 65

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration				\$ 7					\$ 7
Study (consultant)				\$ 48					\$ 48
Contingency				\$ 10					\$ 10
Other:									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ 65	\$ -	\$ -	\$ -	\$ -	\$ 65

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Commons Park Sand Volleyball Court Renovation
Project Number: 15-304 **CIP Type:** Parks
Account: 700-753-062-37 **Dept:** P&R



Status: Design & Construction

Project Objective: Reduce annual maintenance and eliminate ponding of the sand volleyball area.

Project Description: Remove existing sand, on-site stockpile of sand near courts, repair and flush existing sub-drainage system beneath sand base, confirm connection into existing storm drain, replace and improve drainage system as necessary, install new filter fabric over subdrain system, replace the sand, re-install poles, court lines and netting systems.

Basis for Schedule: Ponding has been an issue for years due to the blocked and clogged drainage. Courts are being rented by St. Mary's College and local youth sand volleyball clubs.

Basis for Cost: Based on a quote received from a contractor for construction.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Undetermined				\$ 57					\$ 57
									\$ -
									\$ -
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ 57	\$ -	\$ -	\$ -	\$ -	\$ 57

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration				\$ 4					\$ 4
Environmental				\$ 0					\$ 0
Design				\$ 4					\$ 4
Construction				\$ 38					\$ 38
Const Mgmt/Inspection				\$ 4					\$ 4
Contingency				\$ 8					\$ 8
Other:									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ 57	\$ -	\$ -	\$ -	\$ -	\$ 57

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation							\$ -
Maintenance			\$ (4)	\$ (4)	\$ (4)		\$ (12)
Other:							\$ -
TOTAL	\$ -	\$ -	\$ (4)	\$ (4)	\$ (4)	\$ -	\$ (12)

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Mulholland Open Space Preserve Improvements
Project Number: TBD **CIP Type:** Parks
Account: TBD **Dept:** P&R



Status: Unfunded & Unscheduled

Project Objective: Implement recommendations from the 2007 Parks & Recreation Master Plan

Project Description: The Mulholland Open Space Preserve is a natural area spanning 250 acres adjacent to Orinda on Moraga's west side, and is used by the public primarily for walking, hiking, and running. As recommended in the 2007 Parks & Recreation Master Plan, improvements may include removal of invasive species, restoration of natural areas, and developing trails and amenities as permitted by the Moraga Open Space Ordinance and with consideration of environmental impacts.

Basis for Schedule: Currently unscheduled.

Basis for Cost: Based on cost estimates provided in the adopted 2004 Moraga Bicycle and Pedestrian Plan (inflated to 2014 dollars). Potential funding from developer impact fees and contributions.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Unfunded								\$ 347	\$ 347
									\$ -
									\$ -
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 347	\$ 347

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration								\$ 6	\$ 6
Environmental								\$ 12	\$ 12
Design								\$ 35	\$ 35
Construction								\$ 235	\$ 235
Const Mgmt/Inspection								\$ 35	\$ 35
Contingency								\$ 24	\$ 24
Other:									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 347	\$ 347

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Rancho Laguna Park Master Plan Update
Project Number: TBD **CIP Type:** Parks
Account: TBD **Dept:** P&R



Status: Unfunded & Unscheduled

Project Objective: Complete a comprehensive site specific Rancho Laguna Park Master Plan, which was a part of the 2007 Parks & Recreation Master Plan (town wide)

Project Description: As recommended in the 2007 Parks & Recreation Master Plan, this update will be site specific and focus on the Rancho Laguna Park. The Plan could include the following 2007 recommended elements: create monument entrance signage consistent with all Moraga parks, expand bike amenities, renovate restrooms, create a new central ADA accessible play area that incorporates historical, cultural, environmental, and age-specific elements, develop a central plaza area and use as amphitheater, consider multi-use, synthetic turf sports fields in the existing turf areas, renovate and provide new picnic areas, provide small scale sports activities, such as sand volleyball and basketball adjacent to picnic areas, ADA accessible pathways, interpretive signage, and benches.

Basis for Schedule: Currently unscheduled; however, it is typical to update master plans every 5 years.

Basis for Cost: Based on cost provided by consultant of the 2007 master plan.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Unfunded								\$ 47	\$ 47
									\$ -
									\$ -
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 47	\$ 47

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration								\$ 5	\$ 5
Study (consultant)								\$ 35	\$ 35
Contingency								\$ 7	\$ 7
Other:									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 47	\$ 47

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Rancho Laguna Park Pathway Improvements
Project Number: TBD **CIP Type:** Parks
Account: TBD **Dept:** P&R



Status: Design & Construction

Project Objective: Resurface Rancho Laguna Park pathway.

Project Description: Crack seal, repair base failures, and seal coat Rancho Laguna pathway and miscellaneous repairs.

Basis for Schedule: Pathway is in need of seal coating to slow down the degradation of the asphalt which would lead to more expensive pavement treatments.

Basis for Cost: Potential savings if combined with the Commons Park FY 14/15 plan to resurface exterior pathway. Cost estimates are based off of contractor estimates and staff estimates.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Undetermined				\$ 70					\$ 70
									\$ -
									\$ -
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ 70	\$ -	\$ -	\$ -	\$ -	\$ 70

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration				\$ 5					\$ 5
Design				\$ 5					\$ 5
Construction				\$ 50					\$ 50
Const Mgmt/Inspection				\$ 5					\$ 5
Contingency				\$ 5					\$ 5
Other:									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ 70	\$ -	\$ -	\$ -	\$ -	\$ 70

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Bollinger Canyon Road Hillside Stabilization
Project Number: To be determined **CIP Type:** Trans
Account: To be determined **Dept:** PWD



Status: Unfunded & Unscheduled

Project Objective: Stabilize hillside on Bollinger Canyon Road.

Project Description: Complete assessment of Bollinger Canyon Road hillside. Implement stabilization of hillside.

Basis for Schedule: If a Bollinger Canyon Road connector road to the Rheem Boulevard/St. Mary's Road Roundabout project becomes a condition of approval of a number of pending or future land use applications, this Bollinger Canyon Road Hillside project may no longer be necessary.

Basis for Cost:

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Unfunded								\$ 520	\$ 520
									\$ -
									\$ -
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 520	\$ 520

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration								\$ 20	\$ 20
Study								\$ 20	\$ 20
Environmental									\$ -
Right-of-Way									\$ -
Design								\$ 20	\$ 20
Construction								\$ 400	\$ 400
Const Mgmt/Inspection								\$ 20	\$ 20
Contingency								\$ 40	\$ 40
Other:									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 520	\$ 520

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation (Staff Savings for minor clean-ups)						\$ (2)	\$ (2)
Maintenance (Contract Savings for major cleanups)						\$ (18)	\$ (18)
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (20)	\$ (20)

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Buckingham Trail (Moraga Rd to Fayhill)
Project Number: TBD **CIP Type:** Parks
Account: TBD **Dept:** P&R



Status: Unfunded & Unscheduled

Project Objective: Implement recommendations from adopted 2004 Moraga Bicycle and Pedestrian Plan - develop off-street trail from Moraga Road to Fayhill Reservoir

Project Description: Both the 2004 Moraga Bicycle and Pedestrian Plan and the 2007 Parks and Recreation Master Plan recommend the development and improvement of the trail system in Town to connect neighborhoods and improve access to major destinations. This project will develop a trail from Moraga Road, located just south of the homes on the south side of Buckingham Drive, continuing easterly to connect to the proposed Rheem hiking trail near the EBMUD Fayhill Reservoir, approximately 0.4 mile.

Basis for Schedule: Currently unscheduled; however, as development is proposed on property to the south of Buckingham Drive, improvements and dedication of trail access easements may be required as a condition of project approval.

Basis for Cost: Based on cost estimates provided in the adopted 2004 Moraga Bicycle and Pedestrian Plan (inflated to 2014 dollars). Potential funding from developer impact fees and contributions.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Unfunded								\$ 254	\$ 254
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 254	\$ 254

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration								\$ 1	\$ 1
Study									\$ -
Environmental								\$ 8	\$ 8
Design								\$ 10	\$ 10
Right of Way								\$ 170	\$ 170
Construction								\$ 50	\$ 50
Const Mgmt/Inspection								\$ 8	\$ 8
Contingency								\$ 8	\$ 8
Other:									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 254	\$ 254

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Heritage Trail (Library to Moraga Rd)
Project Number: TBD **CIP Type:** Parks
Account: TBD **Dept:** P&R



Status: Unfunded & Unscheduled

Project Objective: Implement recommendations from adopted 2004 Moraga Bicycle and Pedestrian Plan - develop off-street trail from the Library to Moraga Road Trail

Project Description: Both the 2004 Moraga Bicycle and Pedestrian Plan and the 2007 Parks and Recreation Master Plan recommend the development and improvement of the trail system in Town to connect neighborhoods and improve access to major destinations. This project will complete the trail from the Library on St. Mary's Road, through the Commons Park, continuing around the backside of the park, past the disc golf course, joining the paved trail along Moraga Road, approximately 0.2 mile.

Basis for Schedule: Currently unscheduled.

Basis for Cost: Based on cost estimates provided in the adopted 2004 Moraga Bicycle and Pedestrian Plan (inflated to 2014 dollars).

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Unfunded								\$ 87	\$ 87
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 87	\$ 87

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration								\$ 5	\$ 5
Study									\$ -
Environmental								\$ 7	\$ 7
Design								\$ 12	\$ 12
Right of Way									\$ -
Construction								\$ 47	\$ 47
Const Mgmt/Inspection								\$ 7	\$ 7
Contingency								\$ 9	\$ 9
Other:									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 87	\$ 87

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Indian Ridge Trail
 Project Number: TBD
 Account: TBD
 CIP Type: Parks
 Dept: P&R



Status: Unfunded & Unscheduled

Project Objective: Implement recommendations from adopted 2004 Moraga Bicycle and Pedestrian Plan - develop off-street trail along the Indian Ridge off of Canyon Road

Project Description: Both the 2004 Moraga Bicycle and Pedestrian Plan and the 2007 Parks and Recreation Master Plan recommend the development and improvement of the trail system in Town to connect neighborhoods and improve access to major destinations. This project will develop a trail to connect the EBMUD Valle Vista staging area and the EBRPD Lafayette-Moraga Trail to trails within Orinda to Gateway Boulevard. This proposed trail will begin at the foot of Indian Ridge off of Canyon Road and continue northwesterly along the top of the ridge overlooking the Moraga Country Club and into Orinda, approximately 2.1 miles. There are also potential spur trails off of the ridge down to Augusta Drive, Augusta Way, Westchester which reconnects with the EBRPD Lafayette-Moraga Regional Trail.

Basis for Schedule: Currently unscheduled.

Basis for Cost: Based on cost estimates provided in the adopted 2004 Moraga Bicycle and Pedestrian Plan (inflated to 2014 dollars). Potential funding from developer impact fees and contributions.

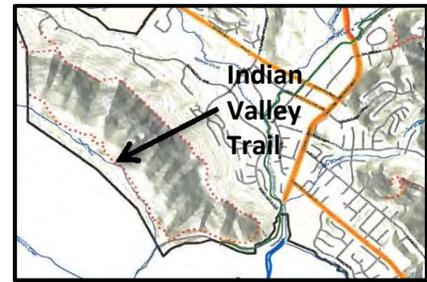
Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Unfunded								\$ 1,919	\$ 1,919
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,919	\$ 1,919

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration								\$ 9	\$ 9
Study									\$ -
Environmental								\$ 28	\$ 28
Design								\$ 47	\$ 47
Right of Way								\$ 850	\$ 850
Construction								\$ 190	\$ 190
Const Mgmt/Inspection								\$ 28	\$ 28
Contingency								\$ 38	\$ 38
Other:									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,191	\$ 1,191

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Indian Valley Trail
 Project Number: TBD
 Account: TBD
 CIP Type: Parks
 Dept: P&R



Status: Unfunded & Unscheduled

Project Objective: Implement recommendations from adopted 2004 Moraga Bicycle and Pedestrian Plan - develop off-street trail connecting the Lafayette-Moraga Regional Trail to Huckleberry Botanical Regional Preserve

Project Description: Both the 2004 Moraga Bicycle and Pedestrian Plan and the 2007 Parks and Recreation Master Plan recommend the development and improvement of the trail system in Town to connect neighborhoods and improve access to major destinations. This project will develop a trail to extend the EBRPD Lafayette-Moraga Regional Trail west into Canyon, Orinda, and eventually meeting the EBRPD Huckleberry Botanical Regional Preserve. This trail will begin at the EBMUD Valle Vista staging area, cross Canyon Road, continue northwesterly through Indian Valley, generally following Indian Creek, to the Orinda city line. The trail will also continue easterly meeting the proposed Indian Ridge Trail, totaling approximately 1.6 miles.

Basis for Schedule: Currently unscheduled.

Basis for Cost: Based on cost estimates provided in the adopted 2004 Moraga Bicycle and Pedestrian Plan (inflated to 2014 dollars). Potential funding from developer impact fees and contributions.

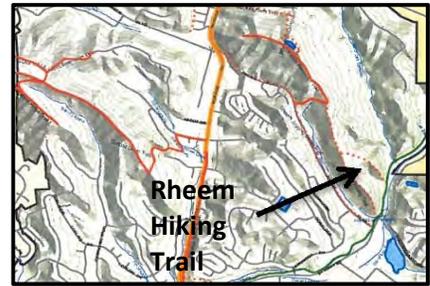
Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Unfunded								\$ 906	\$ 906
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 906	\$ 906

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration								\$ 7	\$ 7
Study									\$ -
Environmental								\$ 22	\$ 22
Design								\$ 36	\$ 36
Right of Way								\$ 646	\$ 646
Construction								\$ 144	\$ 144
Const Mgmt/Inspection								\$ 22	\$ 22
Contingency								\$ 29	\$ 29
Other:									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 906	\$ 906

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Rheem Hiking Trail (Coyote Creek)
Project Number: TBD **CIP Type:** Parks
Account: TBD **Dept:** P&R



Status: Unfunded & Unscheduled

Project Objective: Implement recommendations from adopted 2004 Moraga Bicycle and Pedestrian Plan - develop off-street hiking trail from southeast end of Rheem Ridge Trail to Lafayette-Moraga Regional Trail

Project Description: Both the 2004 Moraga Bicycle and Pedestrian Plan and the 2007 Parks and Recreation Master Plan recommend the development and improvement of the trail system in Town to connect neighborhoods and improve access to major destinations. This project will develop a hiking trail from the southeastern end of the proposed Rheem Ridge Trail toward Coyote Creek, continuing southeasterly to connect to the EBRPD Lafayette-Moraga Regional Trail, totaling approximately 0.3 mile.

Basis for Schedule: Currently unscheduled.

Basis for Cost: Based on cost estimates provided in the adopted 2004 Moraga Bicycle and Pedestrian Plan (inflated to 2014 dollars). Potential funding from developer impact fees and contributions.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Unfunded								\$ 180	\$ 180
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 180	\$ 180

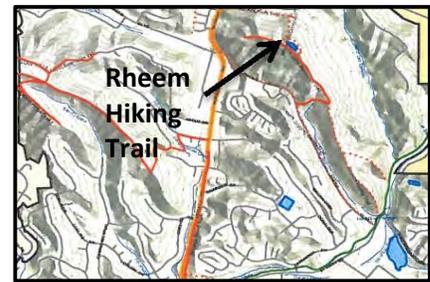
Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration								\$ 5	\$ 5
Study									\$ -
Environmental								\$ 7	\$ 7
Design								\$ 7	\$ 7
Right of Way								\$ 122	\$ 122
Construction								\$ 27	\$ 27
Const Mgmt/Inspection								\$ 7	\$ 7
Contingency								\$ 5	\$ 5
Other:									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 180	\$ 180

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Rheem Hiking Trail (Fayhill)
 Project Number: TBD
 Account: TBD

CIP Type: Parks
 Dept: P&R



Status: Unfunded & Unscheduled

Project Objective: Implement recommendations from adopted 2004 Moraga Bicycle and Pedestrian Plan - develop off-street hiking trail from Rheem Ridge near Fayhill Reservoir to Buckingham Trail

Project Description: Both the 2004 Moraga Bicycle and Pedestrian Plan and the 2007 Parks and Recreation Master Plan recommend the development and improvement of the trail system in Town to connect neighborhoods and improve access to major destinations. This project will develop a hiking trail from Fayhill Road near the EBMUD reservoir, through rolling grassland, to a flat area to the west of the reservoir, connecting to proposed Palos Colorados Trails and linking to the end of Buckingham Drive on the west, totaling approximately 0.3 mile. The hiking trail will connect to the proposed Rheem Ridge Trail continuing southeasterly along the minor ridgeline to connect to other proposed Palos Colorados Trails near Coyote Creek.

Basis for Schedule: Currently unscheduled; however, as development is proposed on property to the west of the Fayhill Reservoir, improvements and dedication of trail access easements may be required as a condition of project approval.

Basis for Cost: Based on cost estimates provided in the adopted 2004 Moraga Bicycle and Pedestrian Plan (inflated to 2014 dollars). Potential funding from developer impact fees and contributions.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Unfunded								\$ 180	\$ 180
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 180	\$ 180

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration								\$ 5	\$ 5
Study									\$ -
Environmental								\$ 7	\$ 7
Design								\$ 7	\$ 7
Right of Way								\$ 122	\$ 122
Construction								\$ 27	\$ 27
Const Mgmt/Inspection								\$ 7	\$ 7
Contingency								\$ 5	\$ 5
Other:									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 180	\$ 180

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Rheem Reservoir Trail (Campolindo Ridge)
Project Number: TBD **CIP Type:** Parks
Account: TBD **Dept:** P&R



Status: Unfunded & Unscheduled

Project Objective: Implement recommendations from adopted 2004 Moraga Bicycle and Pedestrian Plan - develop off-street trail from Carroll Ranch to Rheem Reservoir

Project Description: Both the 2004 Moraga Bicycle and Pedestrian Plan and the 2007 Parks and Recreation Master Plan recommend the development and improvement of the trail system in Town to connect neighborhoods and improve access to major destinations. This project will develop a trail to connect the Rheem Boulevard and Carroll Ranch area with the EBMUD Rim Trail that leads to the Lafayette Reservoir along the Campolindo Ridge. This trail will begin at either behind the Public Works Maintenance Corp Yard (331 Rheem Blvd) or at the end of Hanson Court, and will go to the top of the Campolindo Ridge paralleling Rheem Blvd, to the EBMUD Rheem Reservoir water tank in Orinda, eventually connecting to the Rim Trail and the Lafayette Reservoir, approximately 1.4 miles. Additional spur trails can connect from the ridge to Zander Drive and La Salle Drive, and using surface streets, the trail can continue across Rheem Blvd to Alice Court/Goodfellow Drive and into Mulholland Open Space Preserve.

Basis for Schedule: Currently unscheduled.

Basis for Cost: Based on cost estimates provided in the adopted 2004 Moraga Bicycle and Pedestrian Plan (inflated to 2014 dollars). Potential funding from developer impact fees and contributions.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Unfunded								\$ 812	\$ 812
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 812	\$ 812

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration								\$ 6	\$ 6
Study									\$ -
Environmental								\$ 19	\$ 19
Design								\$ 32	\$ 32
Right of Way								\$ 578	\$ 578
Construction								\$ 126	\$ 126
Const Mgmt/Inspection								\$ 19	\$ 19
Contingency								\$ 32	\$ 32
Other:									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 812	\$ 812

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Utah Easement Trail (Library to Old Moraga Ranch Trail)
 Project Number: TBD CIP Type: Parks
 Account: TBD Dept: P&R



Status: Unfunded & Unscheduled

Project Objective: Implement recommendations from adopted 2004 Moraga Bicycle and Pedestrian Plan - develop off-street trail to connect Commons Park to Old Moraga Ranch Trail

Project Description: Both the 2004 Moraga Bicycle and Pedestrian Plan and the 2007 Parks and Recreation Master Plan recommend the development and improvement of the trail system in Town to connect neighborhoods and improve access to major destinations. This project will develop a trail to connect the Commons Park to the Old Moraga Ranch Trail, and would begin behind the Library on St. Mary's Road, continuing uphill following the PG&E power lines, through walnut orchards and connecting to the Old Moraga Ranch Trail, approximately 1.1 miles.

Basis for Schedule: Currently unscheduled; however, as development is proposed on properties off of Country Club Drive and Alta Mesa, improvements and dedication of trail access easements may be required as a condition of project approval.

Basis for Cost: Based on cost estimates provided in the adopted 2004 Moraga Bicycle and Pedestrian Plan (inflated to 2014 dollars). Potential funding from developer impact fees and contributions.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Unfunded								\$ 621	\$ 621
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 621	\$ 621

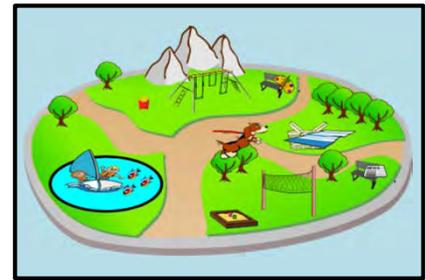
Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration								\$ 5	\$ 5
Study									\$ -
Environmental								\$ 15	\$ 15
Design								\$ 25	\$ 25
Right of Way								\$ 442	\$ 442
Construction								\$ 99	\$ 99
Const Mgmt/Inspection								\$ 15	\$ 15
Contingency								\$ 20	\$ 20
Other:									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 621	\$ 621

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Neighborhood Parks
Project Number: TBD
Account: TBD

CIP Type: Parks
Dept: P&R



Status: Unfunded & Unscheduled

Project Objective: Pursue development of two new neighborhood parks to service underserved areas in Town

Project Description: The 2007 Parks & Recreation Master Plan identified two areas in Town that were underserved. This project will pursue development of neighborhood parks to serve these two areas, generally described as (1) area west of Rheem Boulevard, known as Rheem Valley Manor, and (2) the area located northeast of Bollinger Canyon Road, known as The Bluffs. Neighborhood parks are generally 2 to 5 acres, are located within walking and bicycling distance of the neighborhood it serves, and provides basic recreation opportunities (i.e. benches, drinking fountain, bike storage, open turf area, landscaping, playground equipment, accessible pathways, basketball court).

Basis for Schedule: Currently unscheduled.

Basis for Cost: Based on cost estimates provided in the adopted 2004 Moraga Bicycle and Pedestrian Plan (inflated to 2014 dollars). Potential funding from developer impact fees and contributions.

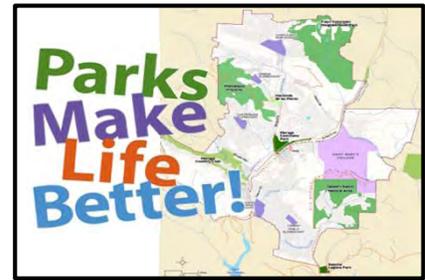
Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Unfunded								\$ 4,621	\$ 4,621
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,621	\$ 4,621

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration								\$ 27	\$ 27
Study								\$ 20	\$ 20
Environmental								\$ 45	\$ 45
Design								\$ 45	\$ 45
Right of Way								\$ 4,250	\$ 4,250
Construction								\$ 180	\$ 180
Const Mgmt/Inspection								\$ 27	\$ 27
Contingency								\$ 27	\$ 27
Other:									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,621	\$ 4,621

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Parks, Trails, Hacienda, Open Space Survey
 Project Number: To be determined CIP Type: Parks
 Account: To be determined Dept: P&R



Status: Unfunded but Planned for FY15/16

Project Objective: Measure community interest and threshold for additional funding for current and future parks, recreational facilities, trails and open space

Project Description: Lead community-wide outreach to measure community interest in maintaining, improving, and funding park, trails, Hacienda, and open space improvements.

Basis for Schedule: Schedule assumes there is enough community interest given the community-wide study to develop projects, set priorities, and/or purchase or accept donated land to build upon.

Basis for Cost: Measure K experience

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Unfunded				\$ 15					\$ 15
									\$ -
									\$ -
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ 15	\$ -	\$ -	\$ -	\$ -	\$ 15

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Survey				\$ 15					\$ 15
Contingency									\$ -
Other:									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ 15	\$ -	\$ -	\$ -	\$ -	\$ 15

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Turf Improvements Project
Project Number: 15-303
Account: 700-753-062-36

CIP Type: Parks
Dept: P&R



Status: Unfunded

Project Objective: Improvements to turf at various park facilities.

Project Description: Phase 1: Pavilion Irrigation, Turf, Drainage, and Rodent Barrier
 Phase 2: Hacienda Irrigation, Turf Replacement, and Rodent Barrier
 Phase 3: Rancho Laguna Irrigation, Drainage, and Turf Replacement

Basis for Schedule: The 2007 Parks and Recreation Master Plan's recommendations chapter suggests renovating Hacienda's turf. Existing Hacienda irrigation is at the end of its life cycle and requires constant spot repairs. Spot watering is also required due to the inefficiently designed irrigation system. Existing Hacienda turf has a patch work of different types of grasses which require different water needs and is affected by inefficient (different sun exposure) and non-reliable (waterline breaks) irrigation.

Basis for Cost: Potential sources of funds are Palos Colorados or General Fund. Cost estimates are based off of contractor estimates and staff estimates.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Fund 750: Asset Replace			\$ 50						\$ 50
Undetermined				\$ 210	\$ 525				\$ 735
									\$ -
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ 50	\$ 210	\$ 525	\$ -	\$ -	\$ -	\$ 785

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Phase 1									\$ -
Administration			\$ 4						\$ 4
Design			\$ 4						\$ 4
Construction			\$ 38						\$ 38
Contingency			\$ 4						\$ 4
Phase 2				\$ 210					\$ 210
Phase 3					\$ 525				\$ 525
TOTAL	\$ -	\$ -	\$ 50	\$ 210	\$ 525	\$ -	\$ -	\$ -	\$ 785

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Fix Breaks, Repairs, Adjustments to Irrigation		\$ (2.5)	\$ (10.5)	\$ (18.5)	\$ (18.5)		\$ (50.0)
Maintenance Savings for Turf & Rodent Control		\$ (1)	\$ (1)	\$ (3)	\$ (3)		\$ (8.0)
Other:							\$ -
TOTAL	\$ -	\$ (4)	\$ (12)	\$ (21.5)	\$ (21.5)	\$ -	\$ (58)

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Canyon Road Bridge Replacement
Project Number: 14-101 **CIP Type:** Trans
Account: 700-740-062-46 **Dept:** PWD



Status: Preliminary Engineering has begun

Project Objective: The bridge is in need of structural rehabilitation and reconfiguration to address a safety issue for pedestrians and bikes due to the current deck geometry.

Project Description: The 1936 bridge is one of four critical access points to Moraga and is inspected by Caltrans every two years. The latest Bridge Inspection Report (BIR) has a Sufficiency Rating (SR) of 48.8 which means that it is eligible for replacement under the Federal Highway Bridge Program (HBP). The four main categories to calculate the SR are: 1) Structural adequacy and safety, 2) Serviceability and functional obsolescence, 3) Essentiality for public use 4) and Special reductions. The first two categories are weighted heaviest in the SR calculation. The bridge's low sufficiency rating is primarily due to the poor geometry and structural condition of the deck. Furthermore, the south end of the bridge has an access point to a heavily used bike/pedestrian trail that serves recreational bicyclists as well as nearby residents that walk to Joaquin Moraga Intermediate School adjacent to the north end approach to the bridge.

The project will entail removing existing bridge and constructing new bridge and approaches with slope protection, channel work, detour-staging construction, and utility relocation.

Basis for Schedule: Work schedule is dependent on authorization and funding from the Federal HBP and the CCTA Measure J: Major Streets Category. The bridge is listed as a Category 5 structure which means Caltrans has determined that it is not eligible for the National Register of Historical Places, and without increasing capacity, environmental documents will likely be categorical exclusion.

Basis for Cost: A preliminary engineer's estimate was developed by Nolte Verticle 5 and is on file for reference. CCTA Measure J: Major Streets Category funds serves as local match for HBP funds. Both funding sources have been approved.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Fund 700: HBP Grant		\$ 2,820							\$ 2,820
Fund 700: CCTA Major Street		\$ 393							\$ 393.0
Fund 210: Measure J	\$ 3	\$ 47							\$ 50
TOTAL	\$ 3	\$ 3,260	\$ -	\$ -	\$ 3,263				

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration	\$ 3	\$ 75							\$ 78
Prelim Engineering		\$ 467							\$ 467.0
Right-of-Way		\$ 100							\$ 100
Construction		\$ 1,870							\$ 1,870
Const Mgmt/Insp		\$ 280							\$ 280.0
Contingency		\$ 468							\$ 468.0
TOTAL	\$ 3	\$ 3,260	\$ -	\$ -	\$ 3,263				

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation & Maintenance							\$ -
TOTAL	\$ -	\$ -	\$ -				

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Canyon Rd Bicycle Improvements (County to Constance Pl)
Project Number: TBD **CIP Type:** Trans
Account: TBD **Dept:** PWD



Status: Unfunded & Unscheduled

Project Objective: Implement recommendations from adopted 2004 Moraga Bicycle and Pedestrian Plan - improve bicycle facilities along Canyon Road

Project Description: Canyon Road is a narrow, windy, hilly, rural roadway spanning multiple jurisdictions that is a popular route for recreational bicyclists connecting central Contra Costa County to the Oakland-Berkeley hills. The portion within the Town is from the County line to Moraga Way. Some improvements outlined in the 2004 Moraga Bicycle and Pedestrian Plan are: install advisory and warning signs, shoulder widening or new shoulders, re-striping travel lane, new or improved turnouts, and enhanced roadway surfacing. There are existing Class II facilities (on-street bike lanes) along Canyon Road from Constance Place to Moraga Way, but the lack of adequate shoulder width from the County line to Constance Place prohibits the continuation of the bike lanes.

Basis for Schedule: Currently unscheduled.

Basis for Cost: Based on cost estimates provided in the adopted 2004 Moraga Bicycle and Pedestrian Plan (inflated to 2014 dollars).

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Unfunded								\$ 570	\$ 570
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 570	\$ 570

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration								\$ 8	\$ 8
Study									\$ -
Environmental								\$ 33	\$ 33
Right-of-Way								\$ 17	\$ 17
Design								\$ 83	\$ 83
Construction								\$ 330	\$ 330
Const Mgmt/Inspection								\$ 50	\$ 50
Contingency								\$ 50	\$ 50
Other:									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 570	\$ 570

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Moraga Bicycle & Pedestrian Master Plan (MBPP) Update
Project Number: 13-102 **CIP Type:** Trans
Account: 700-740-062-86 **Dept:** PLN



Status: Study

Project Objective: Complete comprehensive update of 2004 MBPP, to identify needed bicycle and pedestrian facilities improvements town-wide including implementation of

Project Description: The project would comprehensively update the existing MBPP to complete new mapping of existing conditions, destinations and system gaps; conduct public outreach, including formation of a Town Bicycle and Pedestrian Advisory Committee to identify desired facilities; and develop mapping of a future town-wide system of bicycle paths, lanes and routes and pedestrian trails and sidewalks, and wayfinding. The MBPP would also include programs and implementation strategies for system construction, management

Basis for Schedule: Estimate for completion of MBPP update consistent with grant expenditure requirements and anticipated level of effort. Construction schedule to be determined based on available funding and priorities identified in MBPP.

Basis for Cost: MBPP update cost based on scope developed for grant, derived from costs for similar projects in adjacent and similar communities. Construction cost estimates will be developed as part of the MBPP update.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Fund 700: TDA Grant			\$ 50						\$ 50
Fund 210: Measure J			\$ 23						\$ 23
									\$ -
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ 73	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 73

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration			\$ 6						\$ 6
Study			\$ 63						\$ 63
Environmental			\$ 4						\$ 4
Right-of-Way									\$ -
Design									\$ -
Construction									\$ -
Const Mgmt/Inspection									\$ -
Contingency									\$ -
Other:									\$ -
TOTAL	\$ -	\$ -	\$ 73	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 73

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Moraga Center Pedestrian & Bicycle Improvements
Project Number: To be determined **CIP Type:** Trans
Account: To be determined **Dept:** PLN



Status: Planning Phase

Project Objective: Construct new sidewalks and pedestrian path facilities to close critical gaps, install bike facilities and streetscape improvements along streets in Moraga Center Specific

Project Description: The project would construct a series of pedestrian and bicycle improvements within the Moraga Center Specific Plan Area, a designated PDA, that would close gaps in the existing ped and bike network, and provide more convenient access between existing and planned residential projects. Proposed facilities include: new pedestrian paths and sidewalks along Moraga Way between St. Andrews Drive and School Street; new sidewalks along Camino Ricardo north of Moraga Way; and sidewalk gap closure along a section of Viader Drive. In addition, the project proposes improvements to enhance the walkability/bikeability of Country Club Drive including landscaping of an existing median, closure of a sidewalk gap, and addition of a new Class III bicycle route that would connect to the Lafayette-Moraga Regional Trail.

Basis for Schedule: The proposed project addresses transportation problems associated with the fragmented and discontinuous network of ped and bike facilities within the Moraga Center Area. The current pattern presents a challenging environment for safe ped and bike travel and is inconsistent with the Moraga Center Specific Plan vision for the area as a vibrant, well-connected, pedestrian-friendly mixed use "village." The project will achieve a number of key transportation goals including non-auto connections to regional transit (bus to BART), reduced congestion, and safe routes to nearby schools and between areas residential and employment centers.

Basis for Cost: Planning cost estimate from consultants. Construction cost estimates from earlier studies.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Fund 211: Meas J 28C				\$ 60					\$ 60
Unfunded								\$ 750	\$ 750
TOTAL	\$ -	\$ -	\$ -	\$ 60	\$ -	\$ -	\$ -	\$ 750	\$ 810

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Admin - Planning				\$ 5					\$ 5
Admin - Engineering								\$ 25	\$ 25
Environmental				\$ 50					\$ 50
Right-of-Way				\$ 5					\$ 5
Design								\$ 75	\$ 75
Construction								\$ 500	\$ 500
Const Mgmt/Insp								\$ 75	\$ 75
Contingency								\$ 75	\$ 75
TOTAL	\$ -	\$ -	\$ -	\$ 60	\$ -	\$ -	\$ -	\$ 750	\$ 810

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Moraga Road Pedestrian Improvements
Project Number: 15-103 **CIP Type:** Trans
Account: 700-740-062-33 **Dept:** PWD



Status: Safe Routes to School grant funding approved

Project Objective: Construction pedestrian improvements along Moraga Road to improve route from Rheem Elementary to Las Perales School

Project Description: A series of bicycle and pedestrian improvements along Moraga Road between Corliss Drive and Donald Drive to encourage walking and biking to two elementary schools approximately one-half to one mile away and to close a bicycle and pedestrian gap along a corridor between the Town's high school and its middle school. The project would include construction of a new pedestrian facility on the west side of Moraga Road, extending south from the terminus of an existing sidewalk at Devin Drive to approximately Draeger Drive.

Based on the results from the Livable Moraga Road, this project will construct pedestrian improvements along Moraga Road to improve the route to schools within the vicinity. 35% Design to be completed as part of the Livable Moraga Road project. 100% design to be completed as part of this project.

Basis for Schedule: Based on the grant funding program for Safe Routes to School; construction funding programmed for 2015.

Basis for Cost: Based on grant funding estimates.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Fund 210: Measure J			\$ 40	\$ 20					\$ 60
Fund 700: SRTS Grant				\$ 100					\$ 100
TOTAL	\$ -	\$ -	\$ 40	\$ 120	\$ -	\$ -	\$ -	\$ -	\$ 160

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Admin			\$ 5	\$ 20					\$ 25
Environmental			\$ 15						\$ 15
Right-of-Way			\$ 3						\$ 3
Design			\$ 17						\$ 17
Construction				\$ 80					\$ 80
Const Mgmt/Insp				\$ 10					\$ 10
Contingency				\$ 10					\$ 10
TOTAL	\$ -	\$ -	\$ 40	\$ 120	\$ -	\$ -	\$ -	\$ -	\$ 160

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Moraga Way Bicycle and Pedestrian Improvements
Project Number: TBD **CIP Type:** Trans
Account: TBD **Dept:** PWD



Status: Unfunded & Unscheduled

Project Objective: Implement recommendations from adopted 2004 Moraga Bicycle and Pedestrian Plan - improve bicycle and pedestrian facilities along Moraga Way

Project Description: Moraga Way is one of the major arterials connecting Moraga with the Orinda BART station and Highway 24. Improving links to transit and commercial centers can make bicycling and walking a larger part of daily life, enhance transit, and enrich communities. Moraga Way has a Class II facility (on-street bike lanes) along most of the corridor, however, sidewalks are scarce, forcing pedestrians to share the street shoulder with bikes. This project will close the gaps in the bike lanes between Viader Drive and Camino Ricardo (not including any necessary bridge widening over Laguna Creek).

Basis for Schedule: Currently unscheduled; however, as development is proposed on property along the south side of Moraga Way, improvements and dedication of pedestrian and bicycle improvements may be required as a condition of project approval.

Basis for Cost: Based on cost estimates provided in the adopted 2004 Moraga Bicycle and Pedestrian Plan (inflated to 2014 dollars).

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Unfunded								\$ 87	\$ 87
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 87	\$ 87

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration								\$ 2	\$ 2
Study									\$ -
Environmental								\$ 7	\$ 7
Right-of-Way								\$ 4	\$ 4
Design								\$ 11	\$ 11
Construction								\$ 45	\$ 45
Const Mgmt/Inspection								\$ 11	\$ 11
Contingency								\$ 7	\$ 7
Other:									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 87	\$ 87

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Rheem Blvd Bike & Pedestrian (Moraga Rd to St. Mary's Rd)
 Project Number: TBD CIP Type: Parks
 Account: TBD Dept: PWD



Status: Unfunded & Unscheduled

Project Objective: Implement recommendations from adopted 2004 Moraga Bicycle and Pedestrian Plan - Develop bicycle and pedestrian improvements west of St. Mary's Rd.

Project Description: Both the 2004 Moraga Bicycle and Pedestrian Plan and the 2007 Parks and Recreation Master Plan recommend the development and improvement of the trail system in Town to connect neighborhoods and improve access to major destinations. Rheem Boulevard is a popular east-west connector. The portion between Moraga Road and St. Mary's Road currently has sidewalk on one side (from Moraga Road to Fayhill Road) and shoulders on both sides of the street acting as a Class III facility (on-street bike route). This project will improve the pedestrian and bicycle facilities just northwest of St. Mary's Road, approximately 0.3 mile.

Basis for Schedule: Currently unscheduled; however, the Rancho Laguna II Conceptual Development Plan currently includes bike/ped facilities along the north side of the street from Fayhill Road to approximately 1,700 feet east, and is required by condition of approval to construct the improvements and dedicate any necessary access easements.

Basis for Cost: Based on cost estimates provided in the adopted 2004 Moraga Bicycle and Pedestrian Plan (inflated to 2014 dollars). Potential funding from developer impact fees and contributions.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Unfunded								\$ 259	\$ 259
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 259	\$ 259

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration								\$ 5	\$ 5
Study									\$ -
Environmental								\$ 12	\$ 12
Design								\$ 19	\$ 19
Right of Way								\$ 122	\$ 122
Construction								\$ 77	\$ 77
Const Mgmt/Inspection								\$ 15	\$ 15
Contingency								\$ 8	\$ 8
Other:									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 259	\$ 259

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Rheem Blvd Bike Route Improvements (Orinda to Moraga Rd)
Project Number: TBD **CIP Type:** Trans
Account: TBD **Dept:** PWD



Status: Unfunded & Unscheduled

Project Objective: Implement recommendations from adopted 2004 Moraga Bicycle and Pedestrian Plan - Improve striping and signage for bike route along Rheem Boulevard

Project Description: Rheem Boulevard is one of the major connectors from Moraga to Orinda and to Highway 24. Rheem Boulevard from the Orinda city limits to Moraga Road currently has paved shoulders on both sides and serves as a bike route. This project will improve the bicycle facilities by providing Class III (on-street bike route) striping and signage along the corridor.

Basis for Schedule: Currently unscheduled.

Basis for Cost: Based on cost estimates provided in the adopted 2004 Moraga Bicycle and Pedestrian Plan (inflated to 2014 dollars).

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Unfunded								\$ 44	\$ 44
									\$ -
									\$ -
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 44	\$ 44

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration								\$ 1	\$ 1
Study								\$ -	\$ -
Environmental								\$ 3	\$ 3
Right-of-Way								\$ 1	\$ 1
Design								\$ 4	\$ 4
Construction								\$ 27	\$ 27
Const Mgmt/Inspection								\$ 4	\$ 4
Contingency								\$ 3	\$ 3
Other:								\$ -	\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 44	\$ 44

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: ADA Compliance Streets Program
Project Number: 08-101 **CIP Type:** Trans
Account: 700-740-062-79 **Dept:** PWD



Status: On-Going ADA Improvements in the ROW

Project Objective: Provide ADA accessible sidewalks and curb cuts.

Project Description: This is an ongoing program to fund the installation of Americans with Disabilities Act (ADA) compliant curb cuts and accessible ramps in Town where needed. This program uses a percentage of gas tax funds for ADA accessibility improvements each year. Specific locations may be chosen based on residents' requests or adjacent projects in order to continue to make the Town more accessible to all.

Basis for Schedule: This is an ongoing program. It will fund \$10,000 worth of improvements each year. If locations are not identified each year, the funds will accumulate until appropriate projects are identified. \$10,000 will fund two or three accessible ramps each year.

Basis for Cost:

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Fund 210: Measure J		\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10		\$ 60
Fund 205: Gas Tax		\$ 27							\$ 27
									\$ -
									\$ -
									\$ -
TOTAL	\$ -	\$ 37	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ -	\$ 87

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration		\$ 4	\$ 1	\$ 1	\$ 1	\$ 1	\$ 1		\$ 9
Study									\$ -
Environmental									\$ -
Right-of-Way									\$ -
Design		\$ 3	\$ 1	\$ 1	\$ 1	\$ 1	\$ 1		\$ 8
Construction		\$ 30	\$ 8	\$ 8	\$ 8	\$ 8	\$ 8		\$ 70
Const Mgmt/Inspection									
Contingency									\$ -
TOTAL	\$ -	\$ 37	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ -	\$ 87

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: ADA Self-Evaluation Plan (Phase 1: ROW)
Project Number: 14-102 **CIP Type:** Trans
Account: 700-710-062-45 **Dept:** PWD



Status: Carryforward Phase 1 (ROW ADA Compliance)

Project Objective: Comply with Title II of the Americans with Disabilities Act (ADA) to evaluate the Town's right-of-way, facilities, and programs.

Project Description: In 1990, the Federal Government enacted the Americans with Disabilities Act (ADA). The Town recognizes its legal obligation to comply with Title II of the ADA that requires that each of the Town's services, programs, and activities, when viewed in their entirety, be readily accessible and usable by individuals with disabilities. Since the Town has less than 50 employees, the Town is only required to do a "self-evaluation" rather than a full transition plan and assigning a coordinator.

The self-evaluation identifies and corrects those policies and practices that are inconsistent with Title II's requirements. Self-evaluations should consider all of a Town's programs, activities, and services, as well as the policies and practices that the Town has put in place to implement its various programs and services. Remedial measures necessary to bring the programs, policies, and services into compliance with Title II should be specified -- including, but not limited to: (1) relocation of programs to accessible facilities; (2) offering programs in an alternative accessible manner; (3) structural changes to provide program access; (4) policy modifications to ensure nondiscrimination; and (5) auxiliary aids needed to provide effective communication.

Basis for Schedule: All municipalities were required to complete a self-evaluation of their facilities, programs, policies, and practices by January 26, 1993. When self-evaluations are not conducted, the Town is ill-equipped to implement accessibility changes required by the ADA. Without a complete assessment of a city's various facilities, services, and programs, it is difficult to plan or budget for necessary changes, and the city can only react to problems rather than anticipate and correct them in advance. As a result, people with disabilities cannot participate in or benefit from the Town's services, programs, and activities.

Basis for Cost: Based on other similar sized municipalities' cost of conducting a Self-Evaluation Plan.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Fund 210: Measure J		\$ 30							\$ 30
Unfunded				\$ 30	\$ 30				\$ 60
TOTAL	\$ -	\$ 30	\$ -	\$ 30	\$ 30	\$ -	\$ -	\$ -	\$ 90

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration		\$ 10		\$ 10	\$ 10				\$ 30
Phase 1: Right-of-Way		\$ 20							\$ 20
Phase 2: Facilities				\$ 20					\$ 20
Phase 3: Programs					\$ 20				\$ 20
TOTAL	\$ -	\$ 30	\$ -	\$ 30	\$ 30	\$ -	\$ -	\$ -	\$ 90

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operations & Maintenance							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Bollinger Canyon Trail (to Las Trampas Wilderness)
Project Number: TBD **CIP Type:** Trans
Account: TBD **Dept:** PWD



Status: Unfunded & Unscheduled

Project Objective: Implement recommendations from adopted 2004 Moraga Bicycle and Pedestrian Plan - develop off-street trail to Las Trampas Wilderness

Project Description: Both the 2004 Moraga Bicycle and Pedestrian Plan and the 2007 Parks and Recreation Master Plan recommend the development and improvement of the trail system in Town to connect neighborhoods and improve access to major destinations. This project will develop a trail along Bollinger Canyon Road to connect to the East Bay Regional Park District Las Trampas Wilderness, and is consistent with a trail connection shown in the EBRPD Master Plan of Trails, approximately 0.3 mile. An alternative is to install on-street facilities (i.e. sidewalk for pedestrians and widened shoulder for bicycles).

Basis for Schedule: Currently unscheduled; however, as development is proposed on properties along Bollinger Canyon Road, improvements and dedication of trail access easements may be required as a condition of project approval.

Basis for Cost: Based on cost estimates provided in the adopted 2004 Moraga Bicycle and Pedestrian Plan (inflated to 2014 dollars). Potential funding from developer impact fees and contributions.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Unfunded								\$ 252	\$ 252
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 252	\$ 252

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration								\$ 5	\$ 5
Study								\$ -	\$ -
Environmental								\$ 9	\$ 9
Design								\$ 15	\$ 15
Right of Way								\$ 136	\$ 136
Construction								\$ 62	\$ 62
Const Mgmt/Inspection								\$ 9	\$ 9
Contingency								\$ 15	\$ 15
Other:								\$ -	\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 252	\$ 252

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Livable Moraga Road - Corridor Plan and Improvements
Project Number: 13-101 **CIP Type:** Trans
Account: 700-740-062-84 **Dept:** PLN



Status: Phase 1 Public Outreach & 35% Design (Carryover)

Project Objective: Improve bicycle, pedestrian, and vehicular safety and mobility along Moraga Road between the Moraga Center and Campolindo High School.

Project Description: Conduct community engagement process, plan and develop alternatives for Moraga Road for bicycles, pedestrians, autos, beautification. Phase I includes community workshops, transportation modeling and traffic analysis, developing alternatives for the Moraga Road corridor and for four major intersections at St. Mary's Road, Corliss Drive, Rheem Boulevard and Campolindo High School/Campolindo Drive.

- Phase 1: Transportation for Livable Communities (TLC) grant for public outreach and 35% Design.
- Phase 2: Final design of project including 100% PS&E.
- Phase 3: Construction of Livable Moraga Road project

Basis for Schedule: Timeline for Phase 1 based on grant expenditure deadline. Phase 2 and 3 work schedule depends on grant funding. The project will improve bicycle, pedestrian safety and traffic flow, provide economic

Basis for Cost: Planning cost estimate from consultants. Construction cost estimates is derived from earlier studies and initial cost estimates from project civil engineer for two of the four corridor's segments. A \$55K contribution from SummerHill has been secured for a portion of construction. Lighting Special District (Fund 140) and Lighting Assessment District (Fund 500) funding and PG&E Rule 20A will offset the Unfunded portion of the project after Phase 1's 35% design and respective engineer's estimate of three of the segments or intersections is developed for streetlighting system. Some improvements (e.g Corliss signalization, crosswalks at Skatepark, Rheem Center) may be developer funded, dependent on a post-project traffic study.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Fund 210: Measure J	\$ 41	\$ 59							\$ 100
Fund 700: TLC Grant	\$ 121	\$ 214							\$ 335
PG&E Rule 20A									\$ -
Developer Contributions				\$ 55					\$ 55
Unfunded								\$ 6,045	\$ 6,045
TOTAL	\$ 162	\$ 273	\$ -	\$ 55	\$ -	\$ -	\$ -	\$ 6,045	\$ 6,535

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Phase 1: Public Outreach									\$ -
Administration	\$ 40	\$ 60							\$ 100
Outreach & 35% Design	\$ 122	\$ 213							\$ 335
Phase 2: Final Design								\$ 475	\$ 475
Phase 3: Construction				\$ 55				\$ 5,570	\$ 5,625
TOTAL	\$ 162	\$ 273	\$ -	\$ 55	\$ -	\$ -	\$ -	\$ 6,045	\$ 6,535

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Landscape Operations						\$ 3.5	\$ 3.5
Accident Clean-up/Flagging						\$ (0.5)	\$ (0.5)
Other:							\$ -
TOTAL	\$ -	\$ 3	\$ 3				

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Moraga Road (St Mary's - Draeger) Resurfacing
Project Number: 15-102 **CIP Type:** Trans
Account: 700-740-062-32 **Dept:** PWD



Status: OBAG Grant Approved

Project Objective: Resurface Moraga Road from St Mary's Road to Draeger Drive

Project Description: The Town of Moraga has identified Moraga Road from St Marys Road to Draeger Drive as a candidate for rehabilitation. This section is a two to four-lane arterial and connects the Town's two retail centers. Approximately 3,900 feet in length, this road segment is generally in poor condition, and exhibits a variety of pavement distresses including fatigue cracking, patching, moderate to severe surface undulations, and longitudinal and transverse cracking. Therefore, this section of roadway is eligible for a mill and overlay type of treatment that will perform pavement base repairs; mill and place 2" asphalt concrete; adjust utility frames to grade; install shoulder backing; replace striping and pavement legends and replace traffic signal loops.

However, in an effort to reduce the construction project's greenhouse gas effect (i.e. reducing truck trips and material production processing), the Town will focus on utilizing cold-in-place recycling and other recycle in-place technologies as an alternative treatment, possibly making this project a candidate for additional recycling grants to fund the local matching portion of the OBAG grant.

Basis for Schedule: OneBayArea Grant's Local Streets and Road Preservation (LSRP) grant approved. Work has been scheduled for the construction season of 2015 to allow for the completion of the Moraga Livable Road project (funded through TLC grant)'s public outreach process.

Basis for Cost: The estimated construction cost for a mill and overlay-type project on Moraga Road from St Marys Road to Draeger Drive is approximately \$708 thousand, in addition to an estimated \$92 thousand of project design and overhead costs.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Fund 700: OBAG Grant				\$ 708					\$ 708
Fund 210: Measure J			\$ 92						\$ 92
TOTAL	\$ -	\$ -	\$ 92	\$ 708	\$ -	\$ -	\$ -	\$ -	\$ 800

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration			\$ 17	\$ 29					\$ 46
Design			\$ 60						\$ 60
Construction				\$ 565					\$ 565
Const Mgmt/Insp				\$ 57					\$ 57
Contingency			\$ 15	\$ 57					\$ 72
TOTAL	\$ -	\$ -	\$ 92	\$ 708	\$ -	\$ -	\$ -	\$ -	\$ 800

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation & Maintenance							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Pavement Management Program
 Project Number: 08-106 CIP Type: Trans
 Account: 711-740-062-73 Dept: PWD



Status: 2014 Pavement Repair Project in Construction

Project Objective: Provide well maintained streets.

Project Description: Annually review Moraga's Pavement Management System analysis, assess current needs, and allocate appropriate funds to provide cost-effective pavement maintenance. Maintenance approach includes crack sealing, slurry seals, cape seals, and pavement rehabilitation. Includes staff time to provide these services. The 2014 Pavement Repair project will treat approximately 10% of all residential streets and 20% of all collector streets with overlay-like pavement treatments.

Basis for Schedule: Pavement management projects are prioritized based on a number of factors. The pavement condition and recommended maintenance/repairs and associated costs are considered. As pavement conditions change and projects are implemented, prioritized lists of pavement rehabilitation projects as well as preventative maintenance are created. These lists assist staff in recommending projects for future years.

Basis for Cost: This program allocates funding for roadway projects. Projects will be chosen and prioritized based on each year's refined revenue projections, and designed to be completed within the available budget.

Fund Source (in 1000's)		Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Fund 711: Street	Fund 205: Gas Tax	\$ 175	\$ 224	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100		\$ 899
	Fund 210: Measure J	\$ 200								\$ 200
	Fund 220: Traf Congest	\$ 1								\$ 1
	Garbage Vehicle Impact			\$ 223	\$ 167	\$ 167	\$ 167	\$ 167		\$ 891
	1¢ Sales Tax (Unlvrgd)		\$ 898	\$ 830	\$ 857	\$ 886	\$ 915	\$ 946		\$ 5,332
	1¢ Sales Tax (Lvrgd)	\$ 2,120		\$ 3,310	\$ 2,000					\$ 7,430
	CalRecycle Grant	\$ 126								\$ 126
Current Deferred Maintenance									\$ 11,400	\$ 11,400
TOTAL		\$ 2,622	\$ 1,122	\$ 4,463	\$ 3,124	\$ 1,153	\$ 1,182	\$ 1,213	\$ 11,400	\$ 26,279

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total	
2013 Pvmt Repair Project	\$ 2,492								\$ 2,492	
2014 Pvmt Repair Project									\$ -	
Administration	\$ 11	\$ 40	\$ 165						\$ 216	
Design	\$ 117	\$ 123							\$ 240	
Const Mgmt/Insp		\$ 75	\$ 200						\$ 275	
Construction		\$ 800	\$ 3,300						\$ 4,100	
Contingency	\$ 2	\$ 84	\$ 451						\$ 537	
2015 Pvmt Repair Project			\$ 347	\$ 3,124					\$ 3,471	
2016 Pvmt Repair Project					\$ 1,153				\$ 1,153	
2017 Pvmt Repair Project						\$ 1,182			\$ 1,182	
2018 Pvmt Repair Project							\$ 1,213		\$ 1,213	
Current Deferred Maintenance								\$ 11,400	\$ 11,400	
TOTAL		\$ 2,622	\$ 1,122	\$ 4,463	\$ 3,124	\$ 1,153	\$ 1,182	\$ 1,213	\$ 11,400	\$ 26,279

Maintenance Costs (in 1000's)	FY13/14 Budget	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	TBD	Project Total
Operation & Maintenance							\$ -
TOTAL	\$ -	\$ -	\$ -				

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Rheem Boulevard Landslide Repair & Repaving
Project Number: 08-109 **CIP Type:** Trans
Account: To be determined **Dept:** PWD



Status: Partially funded

Project Objective: Repair the landslide below Rheem Boulevard between St. Mary's Road and Moraga Road, and repave as required.

Project Description: Design and construct the appropriate repair to the landslide that continuously undermines Rheem Boulevard. Restore the pavement after the landslide is stabilized.

Basis for Schedule: Not currently scheduled. Repair schedule will depend on the construction schedule for the Rancho Laguna II Project. The developer of the Rancho Laguna II subdivision will repair the slide in the Upper Valley area where unengineered fill had been placed previously. It is likely that the contractor for the development will conduct the work (so the Town will benefit from the economies of scale) and the developer and the Town will share in the costs. The developer will contribute \$500,000 toward the repairs of the slide impacted area in the Lower Valley area, while the Town will reimburse the developer for the remaining cost, up to a cost cap, past which the Town and the developer will split the costs evenly. Additionally, if the Town Council waives the development impact fees and Quimby Act fees, the developer will pay an \$472,365 of the construction cost beyond the developer contribution.

Basis for Cost: Costs are escalated amounts based on geotechnical engineer's estimated costs (2010) and conditions of approval. Contractual service savings for no longer needing to fill cracks and pave portions of shoulder to stabilize separation and replace existing AC Berm due to on-going earth movement due to landslides. Administration and inspection will be paid separately out of the project's plan check and inspection deposit.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Fund 700: CCTA Major Street				\$ 634					\$ 634
Developer Contribution				\$ 500					\$ 500
Impact Fee or Fee Waiver				\$ 472					\$ 472
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ 1,606	\$ -	\$ -	\$ -	\$ -	\$ 1,606

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration									\$ -
Environmental									\$ -
Right-of-Way									\$ -
Design				\$ 125					\$ 125
Construction				\$ 1,151					\$ 1,151
Over Construction				\$ 99					\$ 99
Const Mgmt/Inspection									\$ -
Contingency				\$ 231					\$ 231
TOTAL	\$ -	\$ -	\$ -	\$ 1,606	\$ -	\$ -	\$ -	\$ -	\$ 1,606

Maintenance Costs (in 1000's)	FY13/14 Budget	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: PG&E Undergrounding
Project Number: 11-102
Account: To be determined

CIP Type: Trans
Dept: PWD



Status: **Unscheduled**

Project Objective: Underground overhead utilities for just under 1 mile of roadway.

Project Description: Undergrounding overhead utilities between the Rheem Shopping Center and the Moraga Center is currently being considered or as part of the Moraga Livable Road project. Process currently takes 5-7 years from start to finish. Costs tend to run approximately \$1,500,000 per mile.

Basis for Schedule: PG&E is lead agency.

Basis for Cost: Costs based on available funds.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Rule 20A								\$ 1,500	\$ 1,500
									\$ -
									\$ -
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500	\$ 1,500

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration									\$ -
Study									\$ -
Environmental									\$ -
Right-of-Way									\$ -
Design									\$ -
Construction									\$ -
Const Mgmt/Inspection									\$ -
Contingency									\$ -
Other:								\$ 1,500	\$ 1,500
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500	\$ 1,500

Maintenance Costs (in 1000's)	FY13/14 Budget	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Street Light Master Plan
Project Number: 14-103
Account: 700-740-062-47

CIP Type: Trans
Dept: PWD



Status: Study has begun

Project Objective: Determine, prioritize, and estimate capital improvement needs of the Town's streetlight system.

Project Description: The Town has approximately 1,100 Town-owned streetlights. This Master Plan is a proactive approach to determine needs, costs, and priorities associated with streetlight improvements for staff to program future capital improvement projects. Examples of streetlight improvements may include but not limited to the following:

1. Convert remaining Town-owned streetlights to energy-efficient LED
2. Replace existing streetlights as part of the Livable Moraga Road project
3. Revisit previous study acquiring street lights from PG&E and update analysis and decision
4. Inventory and develop a GIS layer for streetlights
5. Identify and replace deteriorated streetlight poles
6. Evaluate Town's streetlight system and determine if additional streetlights and/or energy-efficient LED lighting is desirable or required

Basis for Schedule: Based on proposal from consultant.

Basis for Cost: Based on proposal from consultant.

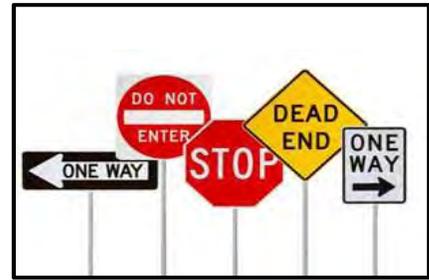
Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Fund 500: Light Dist	\$ 1	\$ 54							\$ 55
									\$ -
									\$ -
TOTAL	\$ 1	\$ 54	\$ -	\$ -	\$ 55				

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration	\$ 1	\$ 9							\$ 10
Study		\$ 45							\$ 45
TOTAL	\$ 1	\$ 54	\$ -	\$ -	\$ 55				

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation & Maintenance							\$ -
TOTAL	\$ -	\$ -	\$ -				

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Minor Traffic Safety Program (Annual)
Project Number: 14-104 **CIP Type:** Trans
Account: 700-740-062-48 **Dept:** PWD



Status: On-Going

Project Objective: This program is intended to provide traffic engineering services to complete minor traffic safety improvements.

Project Description: The Town has been contracting traffic engineering services to collect traffic data like traffic volumes and speed data as a basis for making minor traffic safety improvements like traffic signage, controlled intersection improvements, traffic calming devices, speed signs based on re-certifying speed limits for enforcement, etc.

Capital expenses for the first year will be to purchase a Jamar Technologies traffic data collection kit that is commonly used by communities in the Town's region. Future fiscal years will shift the capital budget for Traffic Safety Advisory Committee approved minor traffic safety improvements as recommended by staff.

Basis for Schedule: After initial purchase of traffic collection equipment, future fiscal year's will allow for approximately 2 to 3 minor traffic safety improvements. Additionally, conduct traffic surveys so that the Police Department may use radar as an enforcement tool for speed violations. The California Vehicle Code requires certain roads to have a current certified traffic survey on with with the court. The surveys are valid for five years.

Basis for Cost:

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Fund 230: Traffic Safety		\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10		\$ 60
Fund 210: Measure J	\$ 8	\$ 12	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20		\$ 120
									\$ -
									\$ -
TOTAL	\$ 8	\$ 22	\$ 30	\$ -	\$ 180				

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration	\$ 8	\$ 2	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10		\$ 60
Traffic Safety Improvements		\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20		\$ 120
									\$ -
TOTAL	\$ 8	\$ 22	\$ 30	\$ -	\$ 180				

Maintenance Costs (in 1000's)	FY13/14 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -				

* Unspent remaining budget (as of 5/1/14 displayed) for annual projects at end of FY13/14 will return to fund balance.

Project Name: Municipal Wayfinding Signage Program
Project Number: 15-601 **CIP Type:** Trans
Account: 700-910-062-31 **Dept:** PLN



Status: Develop Program

Project Objective: Develop a comprehensive vehicular, pedestrian, bicycle wayfinding signage program.

Project Description: Develop and implement all phases of a municipal wayfinding program, including identification of desired signage locations and types, development of design specifications for new signage, and installation of signage at desired locations town-wide. The scope of work would include vehicular signage as well as signage for pedestrians and bicycles including replacing existing placards and consolidate existing inconsistent or confusing signs.

Basis for Schedule: Five year program, based on projects in similar communities and includes approximately one year for planning and design development and four years for installation.

Basis for Cost: Estimate of total costs for signage plan, development of design specifications and installation is based on the assumption of approximately 100 sign to either be installed as new, replacements for existing, or a consolidation of existing inconsistent signage.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Fund 211: Meas J 28C			\$ 35						\$ 35
Unfunded				\$ 35	\$ 35	\$ 35	\$ 35		\$ 140
									\$ -
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ 35	\$ 35	\$ 35	\$ 35	\$ 35	\$ -	\$ 175

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration			\$ 5						\$ 5
Study									\$ -
Environmental									\$ -
Right-of-Way									\$ -
Design			\$ 30						\$ 30
Construction				\$ 35	\$ 35	\$ 35	\$ 35		\$ 140
Const Mgmt/Inspection									\$ -
Contingency									\$ -
Other:									\$ -
TOTAL	\$ -	\$ -	\$ 35	\$ 35	\$ 35	\$ 35	\$ 35	\$ -	\$ 175

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Rheem Boulevard/St Mary's Road Roundabout
Project Number: 14-604 **CIP Type:** Trans
Account: 700-910-062-44 **Dept:** PLN



Status: Study has begun

Project Objective: Construct new roundabout at intersection of Rheem Boulevard and St. Mary's Road and relocate trail to create safer pedestrian and bicycle crossing.

Project Description: A traffic study was conducted in 2008 that considered a number of potential improvements to address the high number of accidents and concluded that a roundabout was the preferred option. The proposed project would construct a new roundabout at the intersection of Rheem Boulevard and St. Mary's Road, to replace the existing three-way stop-controlled intersection. The roundabout has been identified as a critical improvement to better connect shopping and residential uses in the proximate Moraga Center PDA and Saint Mary's College, a key education and employment center in Moraga.

The roundabout is also necessary to accommodate projected growth of the SMC campus, and to address safety issues at the intersection. The roundabout would include three legs to accommodate the existing three way intersection, but be designed to allow for a future fourth leg that would connect to a realigned Bollinger Canyon Road, which currently has an intersection just to the north. Safe pedestrian and bicycle crossings, including a crossing for the regional Lafayette-Moraga Trail would be included in the project design. The Town has contracted with an engineering consultant to conduct a Feasibility Analysis to identify fatal flaws, provide cost estimates, and conduct a detailed survey of the project site.

Basis for Schedule: Partial funding has been secured through the Measure J 2013 Strategic Plan: Major Streets category.

Basis for Cost: Development which impacts this intersection will be required to contribute their share of this project.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Unfunded				\$ 472					\$ 472
Fund 210: Measure J		\$ 17							\$ 17
Fund 700: CCTA Major Street				\$ 450					\$ 450
TOTAL	\$ -	\$ 17	\$ -	\$ 922	\$ -	\$ -	\$ -		\$ 939

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Admin - Planning				\$ 8					\$ 8
Admin - Engineering				\$ 17					\$ 17
Feasibility Analysis		\$ 17							\$ 17
Environmental				\$ 100					\$ 100
Right-of-Way				\$ 10					\$ 10
Design				\$ 137					\$ 137
Construction				\$ 500					\$ 500
Const Mgmt/Insp				\$ 75					\$ 75
Contingency				\$ 75					\$ 75
TOTAL	\$ -	\$ 17	\$ -	\$ 922	\$ -	\$ -	\$ -	\$ -	\$ 939

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Landscape Operations			\$ 3.5	\$ 3.5	\$ 3.5	\$ 3.5	\$ 14.0
Accident Clean-up/Flagging			\$ (0.5)	\$ (0.5)	\$ (0.5)	\$ (0.5)	\$ (2.0)

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Electricronic Community Informational Sign
Project Number: 15-302 **CIP Type:** Gov't
Account: 700-810-062-35 **Dept:** P&R



Status: Moraga Road Electronic Community Information Sign project approved by DRB.

Project Objective: Improve public notification program for community information, emergency notification, public safety, community events, etc.

Project Description: Continue work on the Moraga Road Electronic Community Information Sign project. Seek partnerships with other entities within Town (i.e. Saint Mary's College, Moraga-Orinda Fire District, etc.) to install additional electronic community information boards throughout Moraga: St. Mary's Road, Moraga Way, and Rheem Boulevard.

Basis for Schedule: The sign on Moraga Road is scheduled for FY14/15, while all other potential signs are currently unscheduled.

Basis for Cost: Costs based on contractor estimates for the Moraga Road Electronic Community Information Sign project and on PG&E costs estimates, prior to final design drawings.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Fund 700: Kiwanis			\$ 2						\$ 2
Fund 715: Comcast Unrestricted			\$ 86						\$ 86
Fund 750: Asset Replace			\$ 17						\$ 17
Unfunded Future Signs				\$ 105	\$ 105	\$ 105			\$ 315
TOTAL	\$ -	\$ -	\$ 105	\$ 105	\$ 105	\$ 105	\$ -	\$ -	\$ 420

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration			\$ 3						\$ 3
PG&E Coordination			\$ 3						\$ 3
Design			\$ 6						\$ 6
Construction			\$ 66						\$ 66
Const Mgmt/Inspection			\$ 7						\$ 7
Contingency			\$ 13						\$ 13
Other: Bldg Permit, PG&E Meter			\$ 7						\$ 7
Future Signs				\$ 105	\$ 105	\$ 105			\$ 315
TOTAL	\$ -	\$ -	\$ 105	\$ 105	\$ 105	\$ 105	\$ -	\$ -	\$ 420

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation		\$ 1	\$ 1	\$ 1	\$ 1		\$ 4
Maintenance		\$ (5)	\$ (5)	\$ (5)	\$ (5)		\$ (20)
Other:							\$ -
TOTAL	\$ -	\$ (4)	\$ (4)	\$ (4)	\$ (4)	\$ -	\$ (16)

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Information Technology Infrastructure Program
Project Number: 14-306 **CIP Type:** Gov't
Account: 700-525-069-40 **Dept:** ASD



Status: On-Going

Project Objective: Provide Information Technology infrastructure that supports the efficient and effective operation of Town business.

Project Description: Maintain the IT environment that provides the following primary functions: (1) PC-based productivity applications (i.e., Microsoft Office), printing, e-mail and file sharing; (2) specialized department applications such as Springbrook, EIS Case Management, ARIES, CCTV and Geomedia; (3) Interconnectivity to the Dept of Justice and County regional network; (4) telephone services; and (4) secure, encrypted remote access.

Basis for Schedule: The schedule is based on estimated life-cycle of hardware (including laptop and desktop computers, servers, switches, etc.), hardware warranties, and expected updates to network and software security tools.
Software licenses and maintenance agreements are provided for in the annual operating budget.

Basis for Cost: The cost schedule is based on the replacement and upgrade schedule provided by the Town's contracted IT firm (Silicon Connections, LLC). Projections are limited to a 3 year forecast.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Fund 750: Asset Replace	\$ 32		\$ 25	\$ 7	\$ 28				\$ 92
TOTAL	\$ 32	\$ -	\$ 25	\$ 7	\$ 28	\$ -	\$ -	\$ -	\$ 92

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration									\$ -
Equipment	\$ 32		\$ 25	\$ 7	\$ 28				\$ 92
Contingency									\$ -
TOTAL	\$ 32	\$ -	\$ 25	\$ 7	\$ 28	\$ -	\$ -	\$ -	\$ 92

Maintenance Costs (in 1000's)	FY13/14 Budget	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	TBD	Project Total
Operation (increases or decreases)							\$ -
Maintenance (increases or decreases)							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -				

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Vehicle & Operating Equipment Program (Annual)
Project Number: 14-501 **CIP Type:** Gov't
Account: 700-610-062-49 **Dept:** PWD/PD



Status: On-Going

Project Objective: Provide reliable Town vehicles and operating equipment to prevent disruption in service and to minimize excessive maintenance costs.

Project Description: To purchase replacement vehicles (Police and Maintenance) and operating equipment (cherry picker, fork lift, etc.) for Town fleet at the end of service life on an as-needed basis.

This fiscal year is intended to replace a Police Ford Explorer (including equipment) and Public Works Tractor.

Basis for Schedule: Both vehicles are at the end of its life cycle and needs to be replaced. The existing 1972 tractor needs physical transport on roadway, does not meet current diesel requirements, and requires on-going maintenance.

Basis for Cost: Estimate provided by dealership and past costs for strip and installation of equipment.

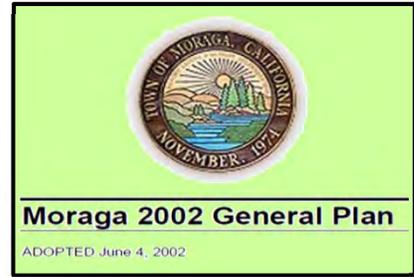
Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Fund 103: COPS			\$ 41	\$ 30	\$ 30	\$ 30	\$ 30		\$ 161
Fund 750: Asset Replace			\$ 28	\$ 30	\$ 30	\$ 30	\$ 30		\$ 148
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ 69	\$ 60	\$ 60	\$ 60	\$ 60		\$ 309

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Vehicles (Police)			\$ 41	\$ 30	\$ 30	\$ 30	\$ 30		\$ 161
Equipment (PWD)			\$ 28	\$ 30	\$ 30	\$ 30	\$ 30		\$ 148
Other:									\$ -
TOTAL	\$ -	\$ -	\$ 69	\$ 60	\$ 60	\$ 60	\$ 60	\$ -	\$ 309

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: General Plan Projects
Project Number: 13-601 **CIP Type:** Gov't
Account: 700-910-062-41 **Dept:** PLN



Status: First phase of changes completed in FY13/14

Project Objective: Implement 2002 General Plan and Town Council 2013 Goals by Updating Zoning Ordinance and General Plan

Project Description: The first phase of the project was started in FY13/14 with streamlined design review, comprehensive sign ordinance update, and code enforcement and administrative citations ordinances, all completed internally. Consultants will assist in the next phase consisting of the following work over the next 2 fiscal years:

General Plan Amendment for Rheem:

Process could be a General Plan Amendment or area plan that addresses issues identified in Policy LU3.2 (Rheem Park Area Specific Plan) which calls for addressing: vision; mix of uses; housing; retail and office uses; research and development uses; design quality; traffic access; circulation and parking; pedestrian and bicycle circulation; and transit; and Policy LU3.3 (Residential Densities in the Specific Plan Areas).

Zoning and Design Guideline Updates:

Work with local architects, Design Review Board and Planning Commission to develop revised design guidelines and design review regulations.

Basis for Schedule: The Town adopted the 2002 General Plan calling for an extensive set of programs, including a Specific Plan for the Rheem planning area and changes to the Zoning Ordinance, that have not been completed. A separate CIP addresses some of the General Plan programs, including revisions to hillside and ridgeline regulations.

Basis for Cost: Internal estimates, based on previous internal planning efforts; estimate based on planning department capacity.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Fund 101: General Fund		\$ 55							\$ 55
Operating Budget ¹		\$ 10		\$ 10					\$ 20
Unfunded				\$ 60					\$ 60
									\$ -
TOTAL	\$ -	\$ 65	\$ -	\$ 70	\$ -	\$ -	\$ -	\$ -	\$ 135

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration ¹		\$ 10		\$ 10					\$ 20
Outreach/Policies/Regulations		\$ 40		\$ 60					\$ 100
Environmental		\$ 15							\$ 15
Contingency									\$ -
Other: Planning									\$ -
TOTAL	\$ -	\$ 65	\$ -	\$ 70	\$ -	\$ -	\$ -	\$ -	\$ 135

¹ Note: Staff time for managing the project and administering contracts are budgeted as part of Planning's operating budget.

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Hillsides and Ridgeline Ordinance Update
Project Number: 14-603 **CIP Type:** Gov't
Account: 700-910-062-40 **Dept:** PLN



Status: Carryforward

Project Objective: Update ordinance and regulations for development and preservation of hillsides and ridgelines

Project Description: This project implements a 2013 Town Council Goal to comprehensively review existing ridgeline and hillside policies and regulations, consider updates that create better and more consistent methodology for measuring slope, and engage the public in a robust community participation program as part of the effort. This included comprehensively reviewing existing policies and regulations and considering updates, better and more consistent methodology in key areas such as slope measurement, and an engaged public process that included input from a steering committee that would include representatives from the Town Council.

Basis for Schedule: Consultant contract awarded on January 22, 2014 with expected completion date approximately in February 2015.

Basis for Cost: Request for Proposal process and negotiated contract price.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Fund 100: Palos Colorado	\$ 10	\$ 260							\$ 270
									\$ -
									\$ -
TOTAL	\$ 10	\$ 260	\$ -	\$ -	\$ 270				

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Admin	\$ 8	\$ 17							\$ 25
Attorney		\$ 25							\$ 25
Geotech Consultant	\$ 1	\$ 24							\$ 25
Study	\$ 1	\$ 194							\$ 195
Contingency									\$ -
TOTAL	\$ 10	\$ 260	\$ -	\$ -	\$ 270				

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -				

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Housing Element Update
Project Number: 14-601
Account: 700-910-062-42

CIP Type: Gov't
Dept: PLN



Status: Carryforward

Project Objective: Update Moraga's 2010 Housing Element in accordance with State law.

Project Description: Update Housing Element, updating existing housing and socio-economic conditions and Regional Housing Needs Allocation (RHNA) mandated by the State of California. Re-visit housing policies and programs. Hold public meetings, public hearings at Planning Commission and Town Council levels, submit to State Department of Housing and Community Development (HCD), prepare Initial Study and appropriate environmental documents.

Basis for Schedule: State law requires the Town to adopt the Housing Element within 120 days of January 31, 2015 to place Moraga in an 8-year review cycle for housing element. Submitting later subjects local agencies to a 4-year review cycle.

Basis for Cost: Cost estimates from negotiated contract with consultant and staff estimated costs from similar projects.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Fund 101: Gen Fund	\$ 4	\$ 56							\$ 60
									\$ -
									\$ -
									\$ -
									\$ -
TOTAL	\$ 4	\$ 56	\$ -		\$ 60				

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration	\$ 4	\$ 6							\$ 10
Contingency									\$ -
Consultant		\$ 50							\$ 50
TOTAL	\$ 4	\$ 56	\$ -	\$ -	\$ 60				

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -				

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.

Project Name: Nexus Study/Update Development Impact Fees
Project Number: 14-602 **CIP Type:** Gov't
Account: 700-910-062-43 **Dept:** PLN



Status: Project underway

Project Objective: Update existing nexus study from 2008 to better reflect current demographic data, land use assumptions, and revised cost estimates.

Project Description: In conformance with General Plan policy (GM1.6) and MMC Sec 17.04.010 all new development shall pay its share of improvement costs of Transportation Improvements, Parks, Public Safety, Storm Drainage, and General Government fees for the purpose of mitigating potential impacts and providing an option other than requiring a facility to be constructed by the first developer and reimbursed by future developers. Seifel Consulting Inc. is currently working with staff to update the 2008 nexus study, analyzing projected growth and impacts associated with all land uses including secondary units and expansions of uses.

Storm Drain Impact Fee to be updated after the Storm Drain Master Plan is completed. Additional funding of \$25K required for contract amendment.

Basis for Schedule: The existing contract and scope of services outlines the schedule. The update is underway because the Town's current impact fee program was adopted in 2008, based on 2005 data.

Basis for Cost: The existing contract and budget outlines the projected cost; staff costs are added based on time spent this past year.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Fund 720: Pub Safe Impact	\$ 1	\$ 3							\$ 4
Fund 760: Trans Impact	\$ 1	\$ 2							\$ 3
Fund 770: SD Impact Fee	\$ 3	\$ 10	\$ 25						\$ 38
Fund 780: Govt Impact	\$ 3	\$ 10							\$ 13
Fund 790: Park Impact	\$ 5	\$ 14							\$ 19
Fund 101: Gen Fund	\$ 25	\$ 73							\$ 98
TOTAL	\$ 38	\$ 112	\$ 25	\$ -	\$ -	\$ -	\$ -		\$ 175

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Administration	\$ 3	\$ 11							\$ 14
Environmental		\$ 30							\$ 30
Study, Meetings, Adoption	\$ 35	\$ 71	\$ 25						\$ 131
Contingency									\$ -
Other:									\$ -
TOTAL	\$ 38	\$ 112	\$ 25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175

Maintenance Costs (in 1000's)	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -				

* Unspent remaining budget (as of 5/1/14 displayed) for multi-year projects at end of FY13/14 will carryforward into FY14/15.