Town of Moraga, CA

Adopted Fiscal Year 2015-16 Operating & Capital Improvement Budgets, Five-Year Financial Plan and Five-Year Capital Improvement Program

Town Council Chambers and Community Room. Forster & Associates Architects. 2014.

Adopted FY 2015-16 Budget, Five-Year Financial Plan, and Five-Year Capital Improvement Program

Elected Officials

Roger Wykle, Mayor

Michael Metcalf, Vice Mayor

Phil Arth, Councilmember

Teresa Onoda, Councilmember

Dave Trotter, Councilmember

Audit and Finance Committee

Bradley Ward, Town Treasurer

Roger Wykle, Mayor

Phil Arth, Councilmember

Tim Freeman, Committee Member

Robert Kennedy, Committee Member

Town Manager

Jill Keimach

Department Directors

Ellen Clark, Planning Director

Stephanie Hom, Administrative Services Director

Jay Ingram, Parks and Recreation Director

Edric Kwan, Public Works Director/Town Engineer

Marty McInturf, Town Clerk

Robert Priebe, Chief of Police

Prepared by the Administrative Services Department

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BUDGET MESSAGE

Date: July 24, 2015

To: Honorable Mayor and Councilmembers

From: Jill Keimach, Town Manager

I respectfully submit to you the Fiscal Year 2015/16 Budget for the Town of Moraga. The total budget for FY 2015/16 is $15.2 million, including a $7.3 million Operating Budget and a $9.0 million for Capital Improvement Projects.

This budget represents the Town's financial plan for the coming fiscal year and specific resource allocation recommendations well within our funding limits. The budget and programs have been developed to further the Town Council's efforts to improve transparency and deliver efficient and effective programs using minimal resources. The exceptional effort this year of the Audit and Finance Committee and its subcommittee, Council goal-setting workshop, and community meetings greatly assisted in the development of the budget priorities and the Capital Improvement Program (CIP) and as a result, this budget and CIP are intended to reflect the collective priorities of the Council and community and the policy and program direction of the Town Council.

The proposed budget reflects the Town Council goals in the following ways:

- Continued focus on repairing the Town's roads and storm drains by allocating $2.1 million for this year's paving program and using outside funds ($390,000 developer impact fees and $729,000 in CCTA funds) for the road stabilization and slide repair on Rheem Blvd.
- Direction and focus this year on the background analysis and nexus study for all Development Impact Fees, locally and sub-regionally to ensure all development pays its way.
- This budget continues to be developed in a fiscally conservative manner, assuming only a 3% increase in property tax revenue. The Sales Tax estimate of a 6% increase for FY 2015/16 is based on the Town's sales tax consultant, MuniServices. All revenues from the Measure K Local One-cent Sales Tax are not included in the operating budget and are set aside in Fund 711-Pavement Management Program only for maintenance of the Town's streets and storm drains.
- A total of $318,000 has been allocated to improve transparency through improved technology in the Community Meeting Room and electronic messaging using a new community sign.
- A total of $100,000 has been allocated in three different projects all aimed at listening to all members of the community through statistically valid community preference surveys and enhanced community outreach efforts.
- In appreciation of the lean number of staff that complete extraordinary level of work and show a high level of dedication, this budget also reflects a cost of living increase for all staff that is comparable to the San Francisco Area Consumer Price Index of 3% for two

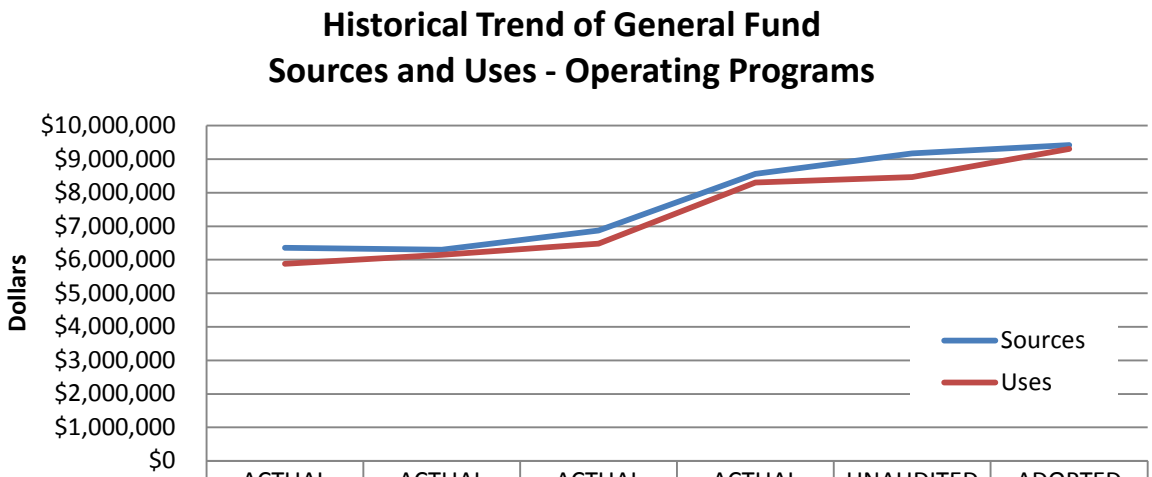
years, and an agreement by the employees that beginning with this budget, they will start to pay in one percent staring July 1, 2015 and another one percent starting July 1, 2016 of the Town's share of their CalPERS pension in exchange for a corresponding 1% increase in salary. The budget further attempts through an annual 0.25% salary increase to minimize over time the inequity of police officer salaries in Moraga compared to similar positions in comparable cities.

These improvements and Council goals can be better realized this year with a healthier California and U.S. economy combined with modest growth expected over the next few years. Similarly, in the Town of Moraga, the total assessed value of taxable property increased 6.1% between 2014 and 2015, although the average sales price of single-family homes in the first quarter of 2015 increased only 3.8% and the inventory is 23% lower compared to last year. Moraga's property taxes continue to be stable, showing slight but consistent growth. Moraga's sales taxes are stable but flat with the exception of Measure K sales taxes, which have exceeded expectations for two consecutive years.

I present to the Town Council this Five-Year Financial Plan and Fiscal Year (FY) 2015/16 budget exercising a continued prudence in the use of Town resources, including savings from recent internal restructuring of positions, while also incorporating modest growth in property taxes, and appreciation of Town staff. While the FY 2015/16 budget is balanced, the Town's reserve falls below the 50% goal of the Town Council and many of the Town's infrastructure assets are in need of repair or replacement.

With the exception of the Measure K local sales tax starting in FY 2013/14, the historical trends in revenue shown in Chart 1 below illustrates a relatively flat rate of increases which must be matched with an equally flat rate of expenditures.

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

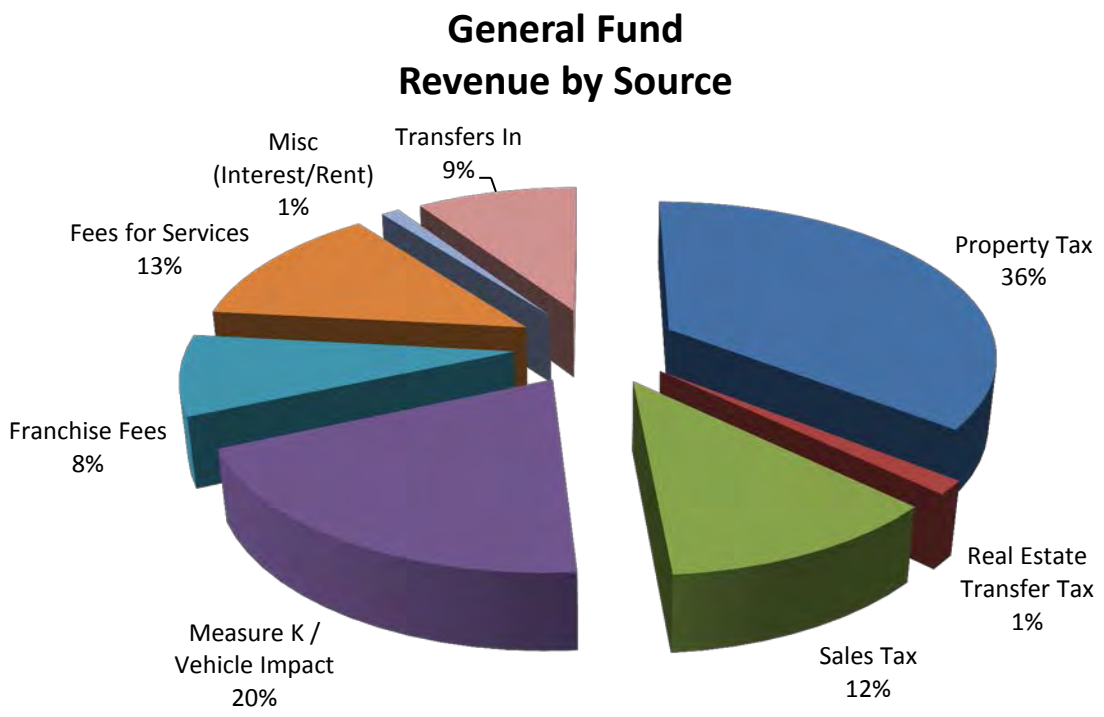


	ACTUAL FY 10/11	ACTUAL FY 11/12	ACTUAL FY 12/13	ACTUAL FY 13/14	UNAUDITED FY 14/15	ADOPTED FY 15/16
Sources	$6,359,175	$6,298,957	$6,870,191	$8,566,536	$9,173,117	$9,420,901
Uses	$5,877,051	$6,145,652	$6,477,915	$8,303,785	$8,471,340	$9,307,016

Revenue Sources

The Town's revenue sources, in terms of make-up and proportion, has changed significantly over the past two years due to the passage of Measure K. Prior to the passage of the Measure K 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 $1.6 million in Measure K local sales tax that has been transferred into Fund 711-Pavement Repair Program, along with another $174,000 from the Garbage Vehicle Impact Fee starting in FY 2014/15, 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 20% of all General Fund revenue received.

Chart 2. General Fund Revenue Sources – FY 2015/16

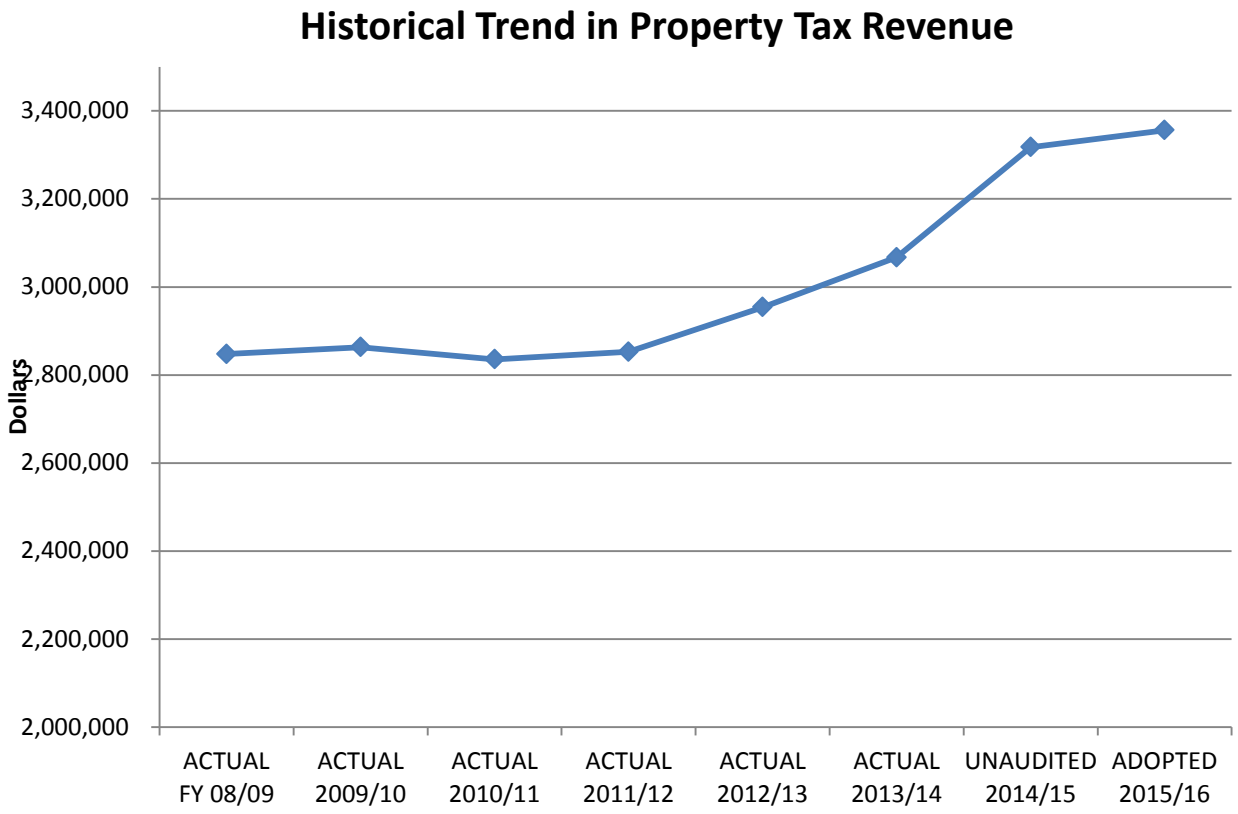


Property Taxes

For FY 2015/16, property taxes ($3.36 million) represent 36% of the total revenue received as a whole with a projected growth rate of 3%. When the local sales tax is transferred to pavement and removed from the operating budget, the property tax revenue represents 44% of the Town's discretionary funding. 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. Modest growth is show since 2011.

Chart 3. Historical Trend in Property Tax Revenues



The Five-Year Financial Plan assumes a conservative 3% future growth in property taxes, based on a steady increase in total assessed value in taxable property and flat but stable average sales prices for homes and inventory. The table below highlights the Town's average single-family home sales prices between January-March 2014 and 2015 according to Contra Costa Association of Realtors (CCAR). As has been Moraga's trend, the Town experiences 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.

[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.

Average Sales Price for Homes between 2014 and 2015

	Contracts Closed		Avg Sales Price Jan-Mar 2014		Avg Sales Price Jan-Mar 2015		Percent Change (Single Fam)
	Single Fam	Multi Fam	Single Fam	Multi Fam	Single Fam	Multi Fam	
Danville	111	36	1,080,623	550,663	1,167,929	628,847	8.1%
Lafayette	49	1	1,323,842	653,615	1,411,281	674,000	6.6%
Moraga/Canyon	27	9	1,151,360	486,564	1,195,451	559,944	3.8%
Orinda	44	2	1,128,481	765,000	1,520,703	785,000	34.8%
San Ramon	124	61	959,109	501,090	995,551	537,910	3.8%
Walnut Creek	74	85	923,009	424,336	967,221	474,260	4.8%

As of March, 2015, the Town has experienced a slight increase in the number of new listings, a 16.1% increase in pending sales, and a 13.5% increase in Median Sales price and 3.8% increase in average sales price for single family homes in Moraga. Relative to other jurisdictions, this is a somewhat modest increase that may be a reflection of the low number of single-family homes listed for sale in Moraga, compared to similarly sized and/or affluent cities in Contra Costa County and the Town's 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. 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 2013/14 taxable assessed value total of $3.13 billion; Orinda receives 7.4%[2], on a 2013/14 taxable assessed value total of $4.94 billion[3], and Lafayette receives 6.7% on a 2013/14 taxable assessed value total of $6.01 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.

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

[3] City of Orinda, Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2014, 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, 2014, Statistical Section: *Net Taxable Assessed Value History* and *Direct and Overlapping Property Tax Rates.*

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)

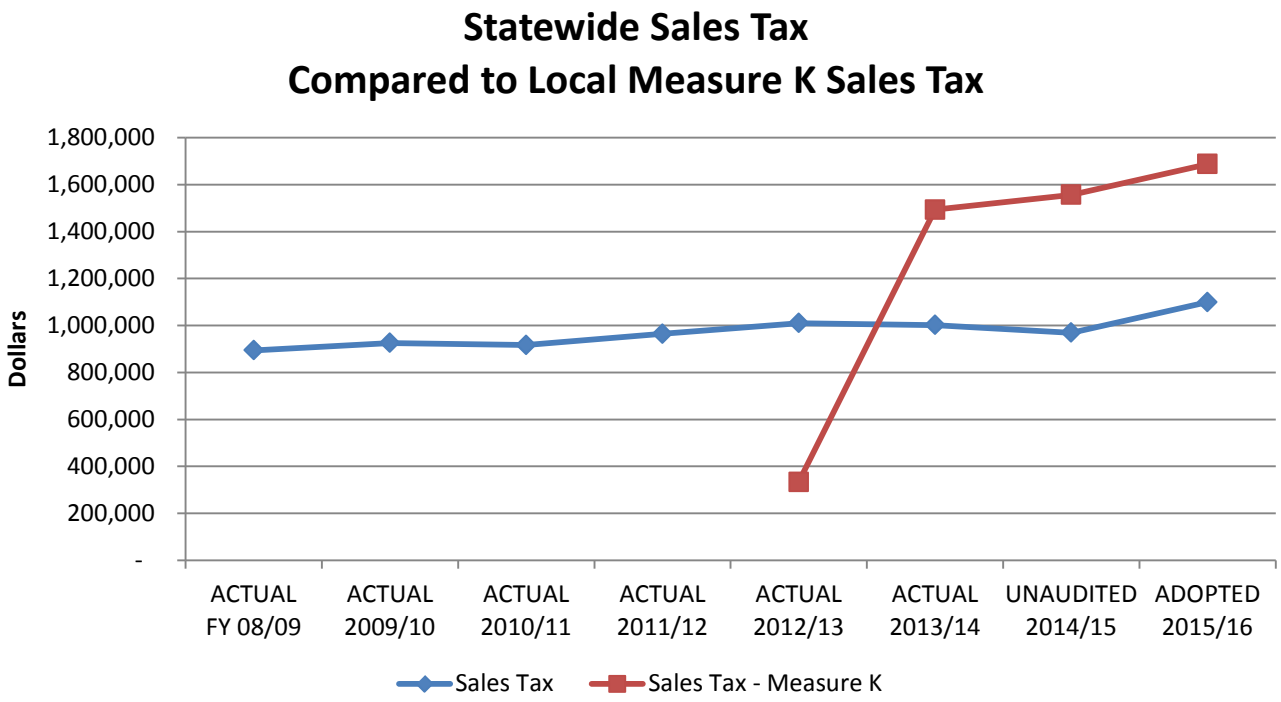
3. **Local Sales Transactions and Use Taxes**
   - 1.00% Town of Moraga (until 2033)

As outlined above, California has a state-mandated 'basic' minimum sales tax of 7.50 percent. Counties, municipalities and districts are allowed to increase the sales tax above that rate up to an additional 2%. With the passage of Moraga's Measure K one-cent local tax and the County and BART combined use of another 1% in sales taxes, the Town has reached the state-mandated sales tax cap of 9.50%. With the on-going discussions about extending or adding another Contra Costa Transportation Authority's sales tax measure, the limitations of this cap will be tested in the coming year. Without specific legislative authority passed by the State Legislature that would either grant the ability for transportation agencies and/or local jurisdictions to exceed or raise the cap, there are likely to be continued discussions on how a potential increase in the Contra Costa Transportation Authority's sales tax could be collected in Moraga. Although the Town's Sales Tax was approved and cannot, therefore, be taken away, the question that will need answering is how and whether a CCTA Tax could be collected in Moraga if it exceeds the cap and if so, would those funds be returned to Moraga for its local share. Legislation is pending that could increase the maximum local sales tax rate by 1% through Assembly Bill 464 which seeks to grant local government the right to exceed the cap and increase the maximum combined local and District rate from 2% to 3%.

The Basic Sales Tax portion reimbursed to Moraga is 0.75% of the tax collected plus 0.25% of sales tax receipts in the form of "property taxes in lieu of sales tax" due to the 2004 state budget balancing act commonly referred to as the "triple flip." These Basic Sales Taxes represent the Town's fourth largest revenue source at 12% in FY 2015/16. The Triple Flip will come to an end in FY 2015/16. The end of the Triple Flip means that Moraga will directly receive the full 1% of Bradley-Burns sales tax revenue. Although it is expected that the revenue received will total the amount previously received, the timing of the revenue may be received earlier. In total, all sales tax revenue, including the new local one-cent sales tax, represents 32% of the total revenue received. Prior to the economic downturn in 2008/09 the Town's share of the statewide sales tax in the Town peaked in FY 2007/08 at $53 per capita and has now exceeded the previous peak the past two years at $57 per capita.

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 3.5-6.0% based on the most recent data available through March 2015.

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 $1.6 million.

This Local Sales Tax measure, as well as the Town's portion of the existing statewide Sales Taxes, has become a critical 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.

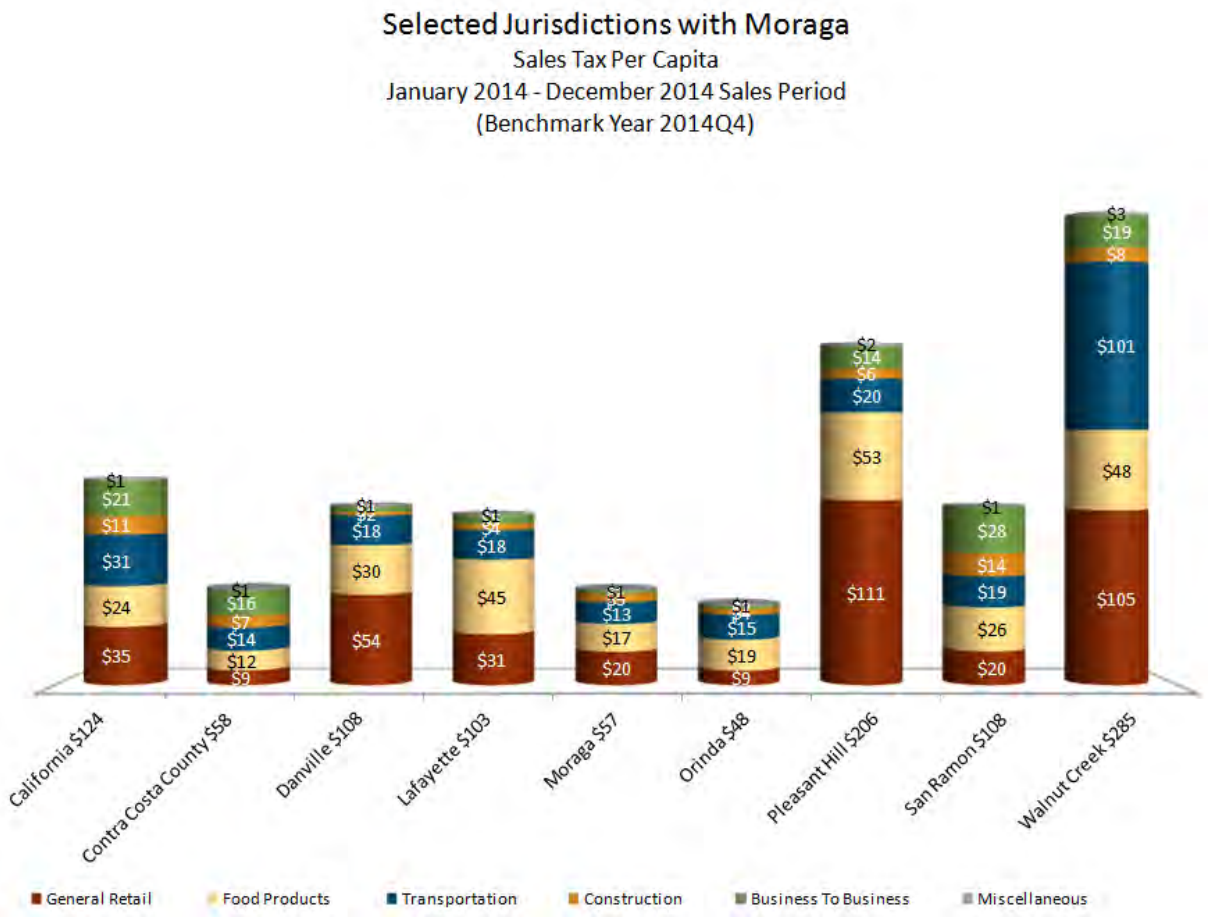
- Better service: Local businesses often hire people with a better understanding of the products they are selling and take more time to get to know customers.

- 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.

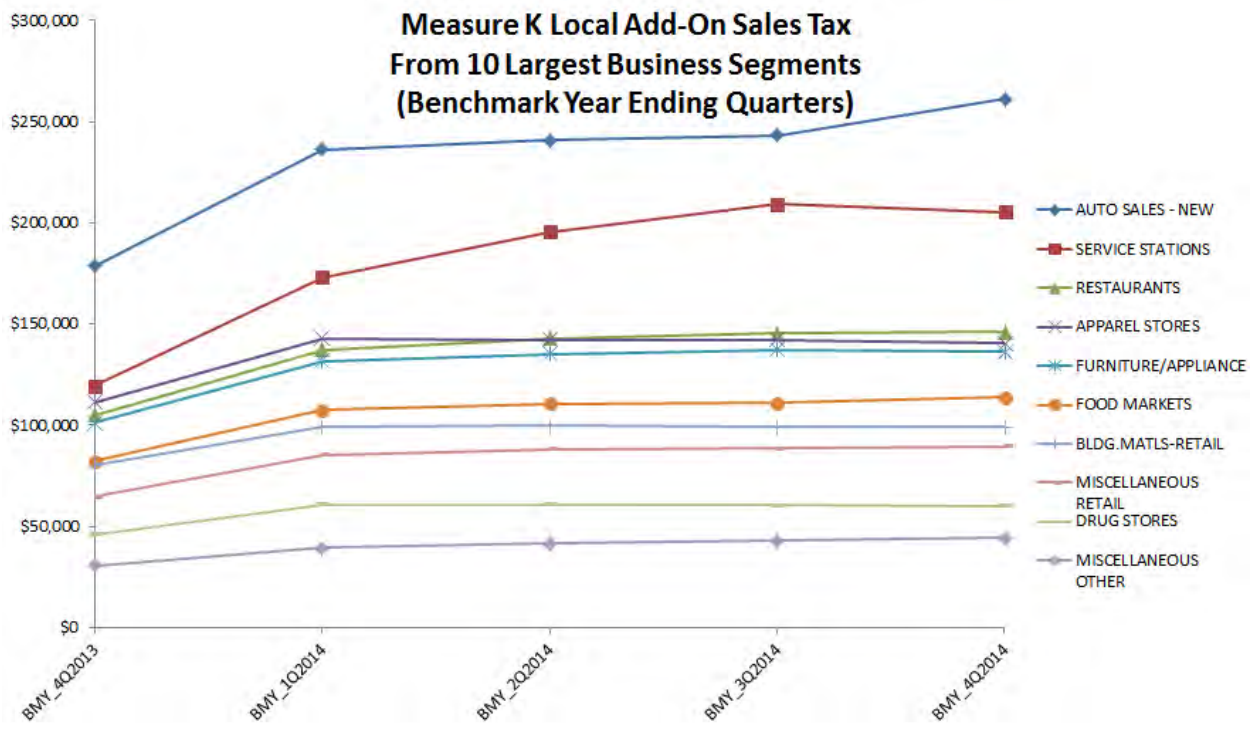
As shown in the following Chart 5, the sales tax per capita varies significantly throughout the county. The regional and sub-regional shopping centers and auto dealerships significantly improve the per capita revenue in communities like Walnut Creek, Concord, and Pleasant Hill. The retail choices our 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. This, however, is not an issue with the Town's local one-cent sales tax that collects tax from auto dealerships and online sales outside of Moraga as illustrated below on Chart 6.

Chart 5. Sales Tax Per Capita



With respect to the Measure K Local Sales Tax, Chart 6 below provides an illustration of the ten largest business segments capturing the local sales tax.

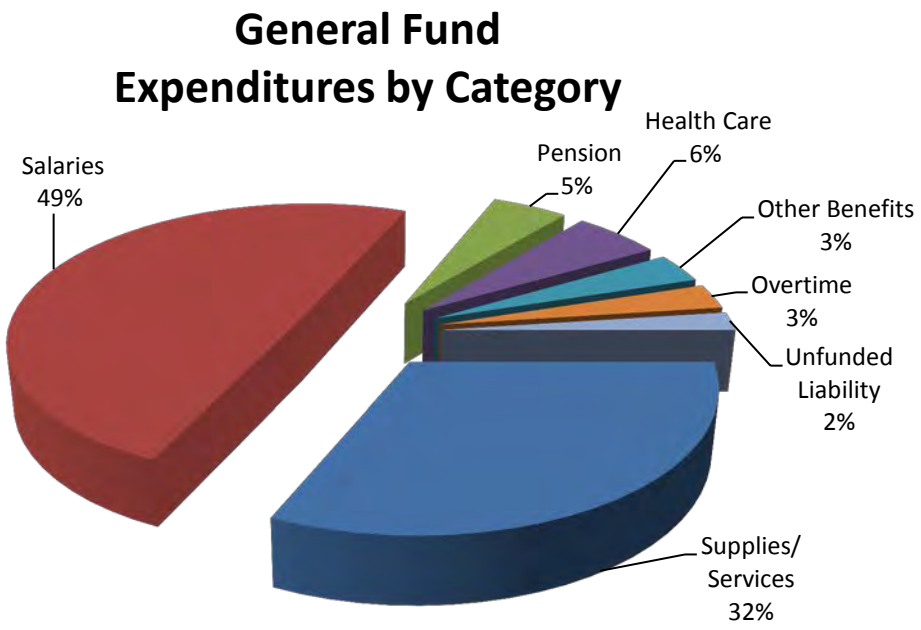
Chart 6. Measure K Sales Tax – 10 Largest Business Segments



Expenditures

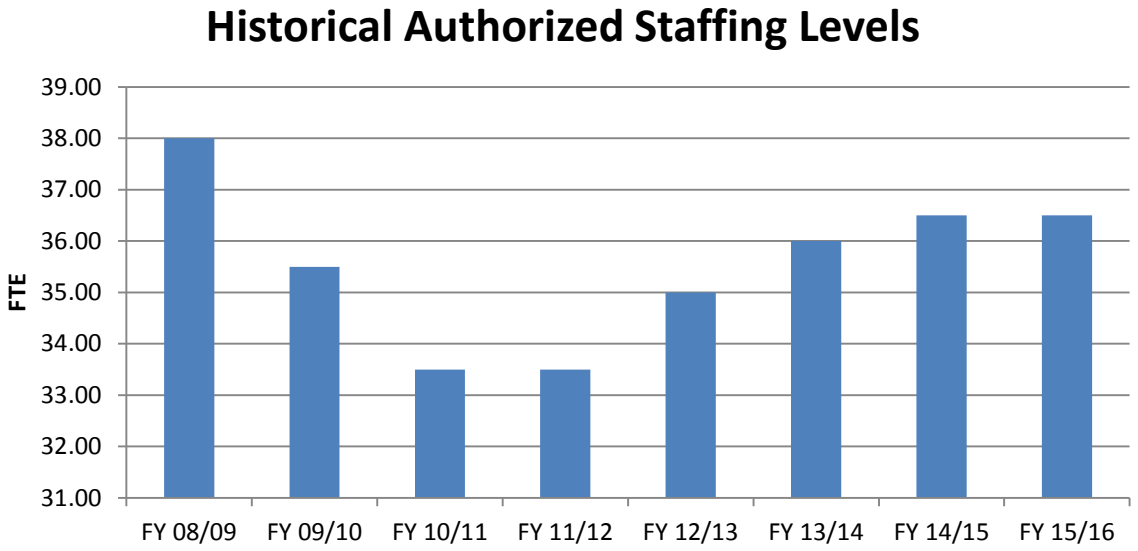
For FY 2015/16, the chart below shows how expenditures are broken down by major category.

Chart 7. Expenditures by Category – FY 2015/16



As shown above, the Town spends about 68% of its budget on personnel expenditures (salaries, pension benefits, unfunded pension liability, health care costs, and other personnel related incentives), which is slightly lower than in FY 2014/15 where 70% 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 8. 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 since the position has not been filled, the position is authorized in the FY 2015/16 budget but has not been funded. Instead, the Police Department is using contracted services to fulfill some of the services needed on a non-permanent part-time basis.

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 "Classic" (employees hired before January 1, 2013) miscellaneous and sworn employees. "Classic" sworn employees are in the Safety "2% at 50" plan, while "classic" 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, as a result, all new sworn employees are in the Safety "2.7% at 57" plan, while all new civilian employees are in the "2.0% at 62" plan.

To reduce the discrepancy between "Classic" and all new employees as far as the amount an employee will pay toward the full (employee and employer share) pension costs, the Classic members will begin in 2015/16 to also pay a portion of the Town's employer share of 'normal costs', a component that cannot be 'imposed' under PEPRA by a Council until 2018. Consequently, the Memoranda of Understanding with all five employee groups, include a provision that the share of the Town paid pension will be paid by the employee in exchange for a one percent increase in salary. The charts below illustrate a slightly lower percentage of pension costs since the employees will be paying one percent of the Town's share of costs, and

the total salaries have increased slightly from previous years to cover the corresponding one percent increase in salaries.

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.

In addition, as of FY 2015/16, all pooled plans (i.e., active and inactive, classic and PEPRA formulas) are combined into two (2) active pools – one (1) for all Miscellaneous groups and one (1) for all Safety groups. Prior to the combining of all plans into two active pools, each prior pool's Unfunded Accrued Liability was allocated proportionately to each individual plan based on each plan's total liability. CalPERS will collect employer contributions toward the newly isolated Unfunded Liability and Side Fund[5] as dollar amounts instead of the prior method of a contribution rate expressed as a percentage of payroll.

Employers are now able to track their own Unfunded Liability and Side Fund and pay them down faster if they choose. Employers will be invoiced at the beginning of the fiscal year for their Unfunded Liability and Side Fund payments, which are mandatory payments that must be made by the Town to CalPERS regardless of payroll. In the FY 2015/16 budget, the Town proposes to pay the mandatory payment toward the Unfunded Liability as a lump sum at the beginning of the fiscal year, rather than in monthly installments throughout the fiscal year, in order to garner a 4% savings.

As a result of the Unfunded Liability being paid separately from payroll, the CalPERS Employer Contribution Rates have been decreased for both Police Safety and Miscellaneous Classic Plans. For FY 2015/16, the Safety Police Plan Employer Rate is 13.813% rather than 20.083% in FY 2014/15. The Miscellaneous Plan Employer Rate is 8.003%, rather than 11.032% in FY 2014/15. The demographic assumption changes will be incorporated into the FY 2016/17 rates and these assumptions, in addition to the amortization and smoothing policies, will likely present slight increases in the rates regardless of the risk pool structural changes.

Lastly, 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.

[5] When CalPERS established the Risk Pools for employers with less than 100 active members, it isolated the unfunded liability associated with each employer at the time. This unfunded liability became known as the Side Fund. The Town of Moraga paid off its Side Fund in 2008 in the amount of $1,454,202 ($524,772 for the Miscellaneous Plan and $929,430 for the Safety Police Plan). Therefore, the Town of Moraga no longer has a Side Fund.

Charts 9 and 10 that follow illustrate the relative cost by major personnel expenditure category using FY 2015/16 estimated costs for Sworn and Civilian employees.

Chart 9. FY 2015/16 Personnel Expenditures by Category – Sworn Employees

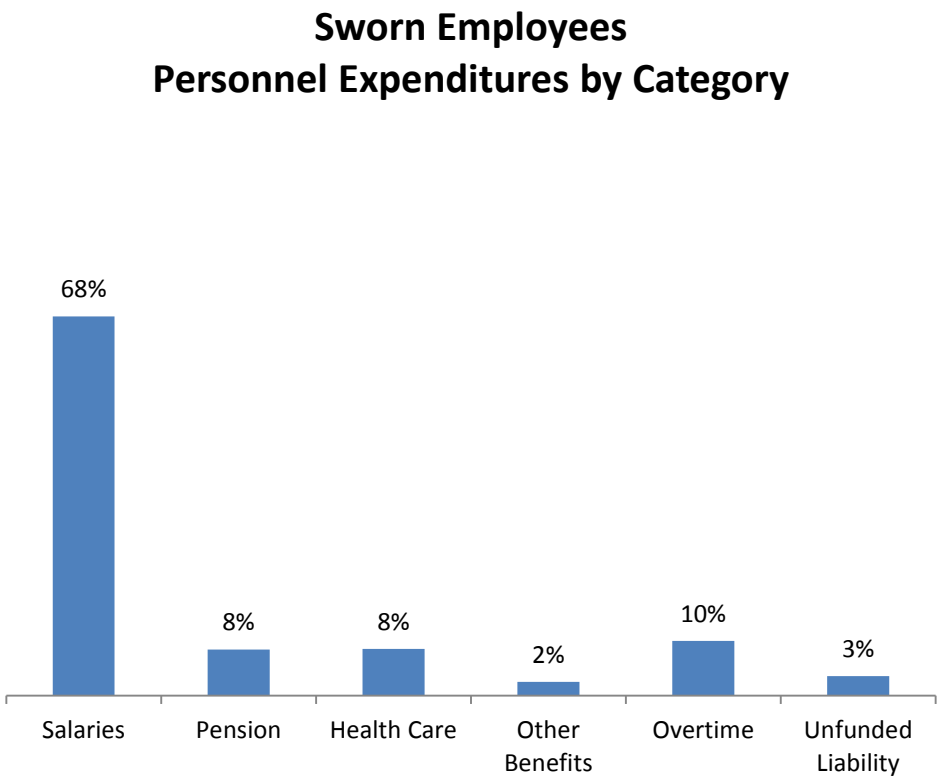
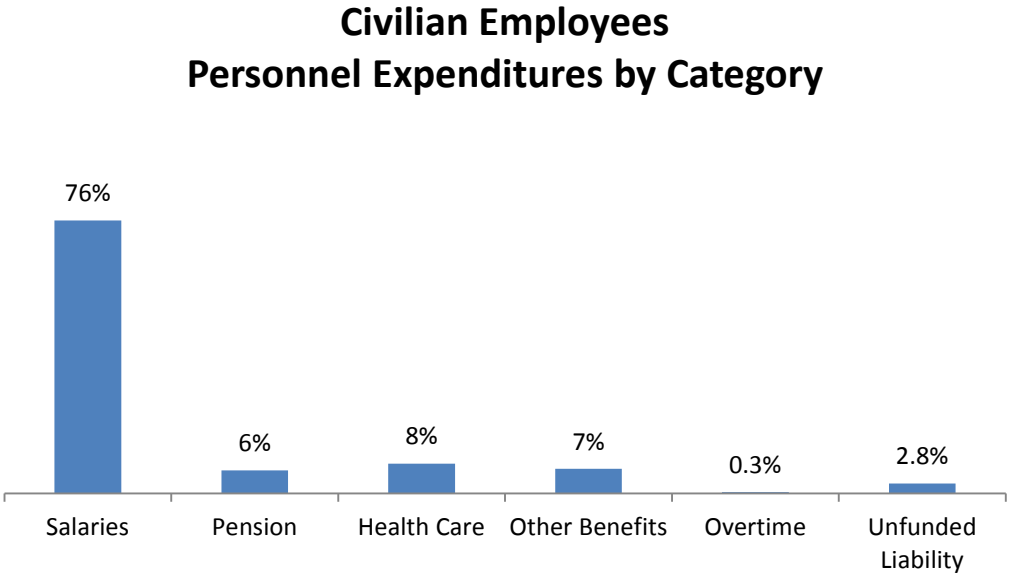


Chart 10. FY 2015/16 Personnel Expenditures by Category – Civilian Employees



The relative allocation of expenditures across Town departments is illustrated in Chart 11 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 $117,000 annually to cover the annual debt payments associated with the 2010 Certificates of Participation (COP) for Town Office Improvements.

Chart 11. General Fund Expenditures by Department – FY 2015/16

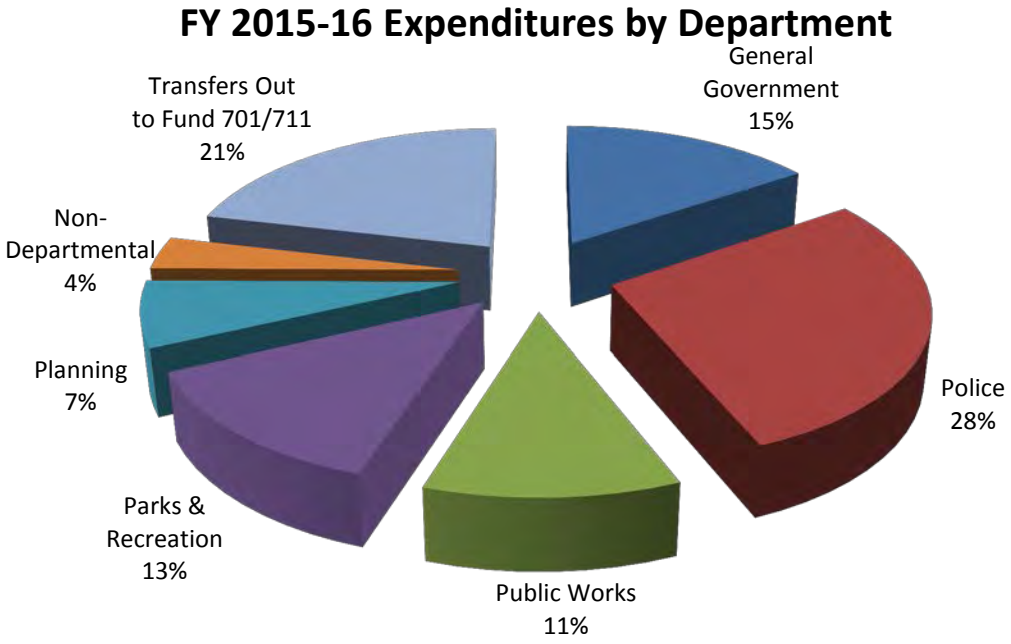
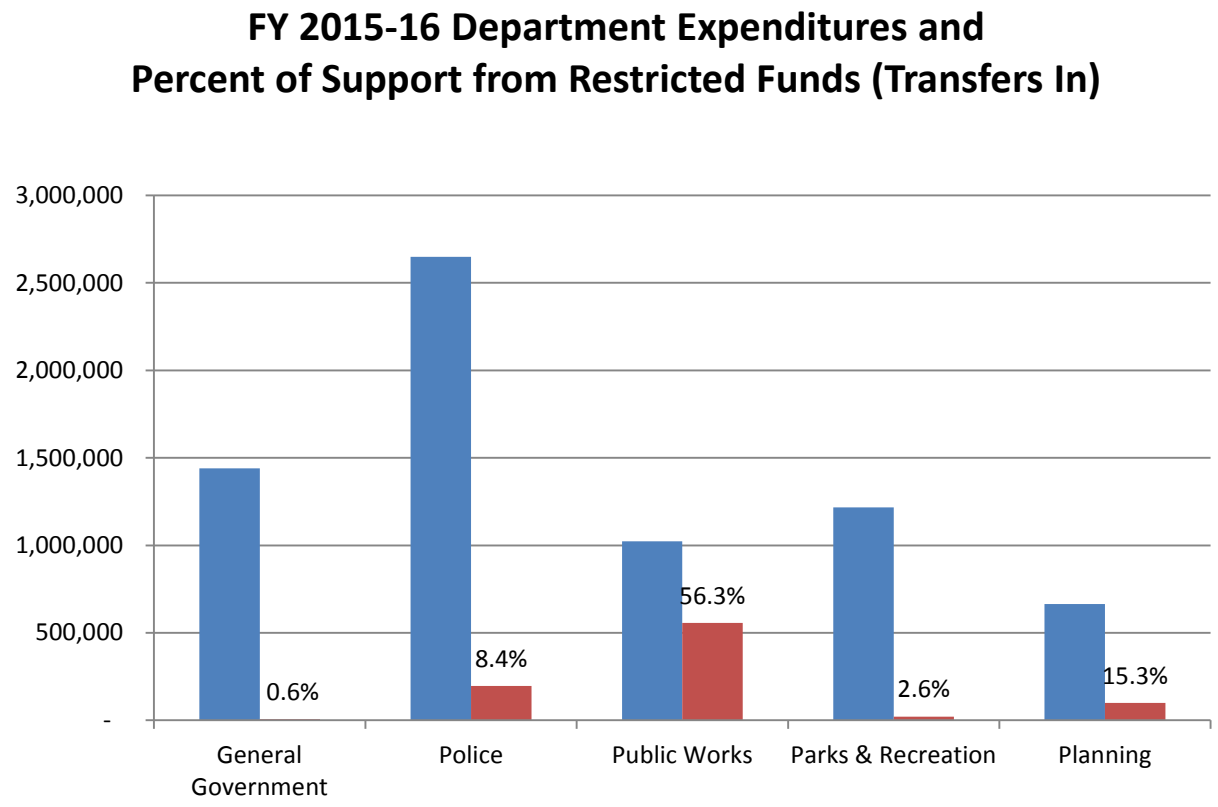


Chart 12 provides a different view of departmental expenditures for FY 2015/16. The chart shows the total General Fund expenditures for each department with a corresponding percentage that represents the portion of the General Fund budget that is offset by transfers in from other funds, and which are restricted in their use.

Chart 12. General Fund Expenditures by Department Compared with the Percent of Expenditures Supported by Restricted Funds – FY 2015/16



Major Town Initiatives

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 2015/16 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.

Capital Projects

Local Sales Tax Has 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 $1.6M 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 $2.15M 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.

The second year 2014 Pavement Repair Project applied $2.7M for Hot Mix Asphalt (HMA) and Rubberized Hot Mix Asphalt (RHMA) "overlays" and "mill and overlays" on streets with a Pavement Condition Index (PCI) rated a "poor." The Town repaired 28 street segments. The 2014 work also consisted of removing and replacing portions of curb, gutter and other existing concrete improvements that caused water ponding problems and exacerbated premature pavement failures; upgrading curb ramps to current Americans with Disabilities Act standards; repairing failed asphalt concrete structural sections; sealing cracks to prevent water intrusion, paving HMA or RHMA "overlays" or "mill and overlays;" replacing traffic striping and markings; and other related work.

In its second review of the receipts and expenditures of these funds for road repair, the Measure K Local Sales Tax Oversight Committee completed its 2013/14 annual independent report with the following conclusions:

1. The revenue from Measure K is being appropriately and routinely tracked, reported and monitored.
2. Based on a sampling of expensed invoices totaling $2.4 million for the Fiscal Year of July 1, 2013 through June 30, 2014 expenditures appeared to be consistent with, and in support of, the stated objectives of Measure K.

3. Staff costs incurred to directly oversee the street pavement program are eligible expenses under Measure K.
4. FY 2013/2014 program phase goals and objectives have been accomplished on time and under budget and a Certificate of Completion for the pavement improvements completed by VSS International, Inc. was filed with the County on November 14, 2013.
5. The Pavement Repair Project is proceeding in a manner consistent with the commitments made to the voters of Moraga.

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

Results from the past two years of pavement repair projects have yielded an increase in the Town's Pavement Condition Index (PCI) from 48 to a significant 64, which was recognized in November 2014 by the Metropolitan Transportation Commission with the 2013 Best All-Around Pavement Management Program award. The Town is also being viewed as a model for other public agencies and was invited by the League of California Cities to present the Town's Measure K success story.

For 2015, the pavement program will focus on ten streets in failed condition, while three (3) of the street segments previously planned for reconstruction were delayed until 2016 because of required advance utility work.

Remodel of Town Council Chambers and Community Meeting Room Near Completion

The remodel of the Town Corporation Yard into a Council chambers and community meeting room has been a focus this year, requiring separate bids for each component in order to minimize costs, even though it has increased construction time. Exterior work includes brick pavers, placement of a bronze Town seal in the center of the plaza, installation of a stucco fence to match the building exterior, and installation of lighting fixtures and landscaping. The landscaping will include drought tolerant grasses, naturalized boulders, a plaza, trellises and seat walls and decorative pots. The interior remodel includes a new ADA-compliant restroom, building façade, and Spanish-style roof. The interior remodel will also include new assistive-listening devices, high definition monitors, and automated camera and production capabilities to enable Council and other meetings at 335 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.

Hacienda de las Flores

Earlier this year, the Town Council directed staff to negotiate contract terms with Gould Evans Architecture for conceptual design services for a financially sustainable community-oriented Hacienda de las Flores. In the meantime, the Hacienda continues to be the venue of choice for a large number of annual events the Parks and Recreation Department initiates, plans, and hosts.

Community Events: Mother/Son dance, Breakfast with Santa, Mother/Daughter Tea, Cinco de Mayo, Oktoberfest, Art and Wine Event, Camp Hacienda, and the Summer Camp Expo.

Electronic Community Information Sign

The Town continues to focus on increasing transparency and communication, including the upcoming installation of a new electronic community information sign located across the street from the Moraga Commons on Moraga Road, and plans are underway for web-streaming public meetings.

Community Priorities and Revenue Enhancement

The Town Council approved funding for a town-wide community priorities survey. The survey is intended to determine the community's priorities with respect to additional police officer(s), the ongoing repair and maintenance of Town facilities, the construction of new parks and recreation facilities, and a sports field, and the acquisition of Open Space as required by the General Plan, as well as other Town initiatives.

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 community benefit, together with required Development Impact Fees, has an estimated value to the Town of $2.9 million. SummerHill Homes has begun grading work, with construction of the first homes starting in late 2015/early 2016.

- 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 17 homes on the 1.96 acre parcel known as the former bowling alley site on Moraga Road. The Vesting Tentative Map, and General and Precise Development Plans for the project were approved in FY 2014-15, with construction expected to begin in 2015.

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 approved 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 completed an update of the sign ordinance, Municipal Code Chapter 8.88. The update amended 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, were also approved.

Hillside and Ridgeline Review

As part of the 2014 Town Council goals, the Council continues 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 Council received community input on key hillside development issues and endorsed the key list of issues to address. Public outreach has included 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. While public outreach has been significant, the Town Council directed staff and funded a community survey to gain further input from the larger community.

Partnership with Saint Mary's College

A continued focus this past year has been to partner and work in partnership with Saint Mary's College. Recent examples of that partnership include a training of all Boards, Commission and Council members on the Brown Act, ethics, and meeting functionality; 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 fourth 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 and Moraga Town Council adeptly express their support 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) and agreeing to only modest increases in salaries, cost of living adjustments and benefits that fit within the Town's lean and modest budget.

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 2015/16 General Fund revenue budget includes a modest 2.45% ($204,000) increase from the FY 2014/15 unaudited revenue. Almost 64%, or $131,000, of this increase is a pass-through of Measure K local add-on sales tax from the General Fund to Fund 711: Pavement Rehabilitation Program. The remaining $73,000 is made up of estimated increases in property tax, Bradley-Burns sales tax, franchise fees, and other revenues as follows:

Property Tax: The adopted budget assumed a 3% ($97,300) increase in property tax revenue receipts compared to the FY 2014/15 mid-year budget. For FY 2014/15, however, the Town received $179,305 or 5.7% higher than budgeted. The result is that the adopted budget for FY 2015/16 now understates what we anticipate for FY 15/16, likely requiring a mid-year adjustment to reflect an increase in property tax received.

Sales Tax: The Bradley-Burns sales tax budgeted revenue is 11.8% ($130,000) higher than the FY 2014/15 unaudited amount, based upon the most recent analysis and data provided by the Town's sales tax consultant, MuniServices Inc. using actual revenue receipts through March 2015. As mentioned earlier, the 2004 state "triple flip" will be ending in FY 2015/16 and the Town will begin receiving its full Bradley-Burns 1% local tax rate in the form of direct sales taxes, as opposed to 0.75% in direct sales taxes and 0.25% of sales tax receipts in the form of "property taxes in lieu of sales tax." Generally, the Town will continue to receive sales tax revenues as estimated but the timing and mechanism in which the Town receives the revenues will be expedited and streamlined as a result of the sunset of the "triple flip."

Measure K local Add-on sales tax revenues have been healthy. While the Town is expected to receive about $1.58 million in the current year, the estimate for FY 2015/16 is $1.69 million, a 6.8% increase. All revenues from the Measure K and Garbage Vehicle Impact Fees are transferred to the Street Pavement Program immediately upon receipt and do not have an impact on the Town's operating budget.

Franchise fees assume a reasonable 1% ($8,800) increase from the current year-end estimate based on current year actual revenue receipts.

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. Revenue estimates have been adjusted from prior years to reflect recent changes in the marketplace. For example, Parks & Recreation revenues for events is lowered to reflect a decrease in activity over the past few years.

In addition to the General Fund revenues, the budget assumes about $881,000 from restricted revenue sources to offset expenditures in the General Fund for which these restricted funds may be applied.

Expenditure Assumptions

The expenditure plan in this budget includes the terms in the five employee agreements and compensation resolutions valid through June 30, 2017, including cost-of-living adjustments and cost-sharing of the CalPERS Employer Rate for all employees.

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

Town Council
The total FY 2015/16 budget remains unchanged from the prior year FY 2014/15. Slight adjustments between accounts are made to reflect an increase in the League of California Cities membership.

Town Manager
The FY 2015/16 budget includes a $25,000 contingency amount, down from $50,000 in FY 2012/13.

Town Clerk
The FY 2015/16 budget includes $15,000 for a wholesale update to the Municipal Code to codify ordinance changes from prior years. The Clerk's budget also removes $14,500 placed in the FY 2014/15 budget for the November 2014 election.

Town Attorney
The total FY 2015/16 budget remains unchanged from the prior year FY 2014/15.

Administrative Services
The Administrative Services budget has been reorganized in FY 2015/16 such that town-wide expenditures are now moved to a new category called Non-Departmental. The isolation of town-wide expenditures into the Non-Departmental category is fairly common practice in municipal government budgeting and presents a more accurate breakdown of expenditure activities. For example, general liability insurance coverage is not under Non-Departmental and is an expenditure that covers all departments, not just Administrative Services. An increase of $6,800 is provided for the approved increase in independent audit services and publication of the Comprehensive Annual Financial Report (CAFR).

Information Technology Services
The IT Services budget has been increased by $1,500 to cover the additional incremental costs of network services to 335 Rheem Blvd. for the Council Chambers/Community Meeting Room.

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 2015/16 budget for Contract Services - Dispatch shows an increase of $9,300, which is an estimate based on the most current information available. In FY 2012/13 and FY 2013/14, the Town was able to take advantage of some temporary savings related to a fund balance to Town had with the County. However, that fund balance was exhausted. The table below illustrates the historical costs of dispatch services for the Town.

Police Dispatch Services - Contracted with Sheriff of Contra Costa County

	Actual 2010-11	Actual 2011-12	Actual 2012-13	Actual 2013-14	Unaudited 2014-15	Adopted 2015-16
Moraga Share of CCC Dispatch	99,948	99,948	144,889	163,104	160,904	168,950
Percent Change	*0.0%*	*0.0%*	*45.0%*	*12.6%*	*-1.3%*	*5.0%*
Credit Applied from Moraga's Acquisition Fund with CCC			74,439	70,246	-	-
Amount Paid for Dispatch Services	99,948	99,948	70,450	92,858		
Percent Change	*0.0%*	*0.0%*	*-29.5%*	*31.8%*		

The FY 2015/16 Police budget removes funding for a part-time (0.50 FTE) Community Services Officer that was approved during FY 2013/14, but retains the CSO as an authorized FTE. The reasoning for removing the funding is that the Town has not been able to fill the position since it was reestablished in FY 2013/14. The Police Department has secured the critical services of maintaining the Evidence Room through a contract. The FY 2015/16 includes about $9,100 for these contract services. Other contract services also increased by $9,000, including slight increases for Bay Alarm, crossing guard services, ARIES, forensic services, etc. The CSO position will not be filled unless funding is identified.

Police expenditures also include one-time appropriations for ballistic vests for new officers under capital outlay, which is funded by Fund 103 – COPS/SLESF funds.

Police expenditures are offset by restricted funding sources totaling $196,605, including $103,174 from Fund 103-COPS/SLESF, $58,356 from Fund 109-Prop 172 Public Safety Sales Tax, and $35,075 from Fund 230-Traffic Safety.

Public Works/Engineering

The Public Works/Engineering budget includes an increase of $7,000 for a large format plotter/scanner to be shared with the Planning Department and software licenses for GIS and project management software. The Street Maintenance budget is reduced by $45,000 and placed in the Fund 500-Lighting Assessment District budget for the maintenance and servicing of traffic signals. 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.

Public Works/Engineering expenditures also include one-time appropriations for the replacement of 329 Rheem Blvd security cameras in the estimated amount of $25,000.

Public Works/Engineering expenditures are offset by restricted funding sources totaling $557,294, including $306,764 from Fund 205–Gas Tax, $47,607 from Fund 210-Measure J, and $202,923 from Fund 510-NPDES.

Parks and Recreation

The Parks and Recreation budget includes a continued expenditure for the Lamorinda Spirit Van for $9,000.[6] In FY 2015/16, this cost is offset by a transfer in from Measure J in the amount of $9,000.

[6] The Lamorinda Spirit Van Program budget request is for $15,000 for FY 2015/16.

The Parks and Recreation department assumes continued funding in the amount of $5,000 for Library maintenance to support the Friends of the Moraga Library sponsorship of Sunday library hours. At their April Board meeting, the Friends of the Moraga Library unanimously approved an allocation of $28,000 to pay for maintaining Sunday hours at the Moraga Library for next fiscal year.

Increases for various activities in the Parks and Recreation budget include $1,500 for the triathlon, $3,400 for activity guide publications, and $2,000 for July 4 celebration. An amount of $84,000 has been budgeted across various departments for contracted janitorial services, including the use of this contract for Facility Attendant services for events. The $84,000 is up from $38,500 in FY 2014/15.

One-time appropriations include $10,986 for various replacement items at the Hacienda such as foyer furniture, Garden Conference Room furniture, tables, triathlon bike racks, and an outback brush mower, offset with use of the Asset Replacement Fund (Fund 750). One-time appropriations from FY 2014/15 are removed including $13,500 for the Town of Moraga's 40th Anniversary Celebration in November along with the Pear Festival.

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 2015/16, the Planning department budget includes an increase of $10,000 for contract services to provide GIS Services and another $10,000 for on-call planning services.

Planning expenditures are offset by restricted funding totaling $100,000 from Fund 210-Measure J.

Non-Departmental
The Non-Departmental budget is new in FY 2015/16. It effectively reorganizes the Administrative Services budget such that town-wide expenditures are now moved to a new category called Non-Departmental. The isolation of town-wide expenditures into the Non-Departmental category is fairly common practice in municipal government budgeting and presents a more accurate breakdown of expenditure activities. The Non-Departmental budget includes personnel expenditures for CalPERS unfunded liability and unemployment claims, as well as services/supplies expenditures for insurance (liability, vehicles, property, and employee theft), claims, and town-wide training.

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 2015/16 annual operating budget. The primary components of this document include:

1. Budget Message
2. Five-Year Financial Projections
3. Fiscal Year 2015/16 Operating and Capital Projects Budget
4. Financial Management Policies
5. Five-Year Capital Improvement Program

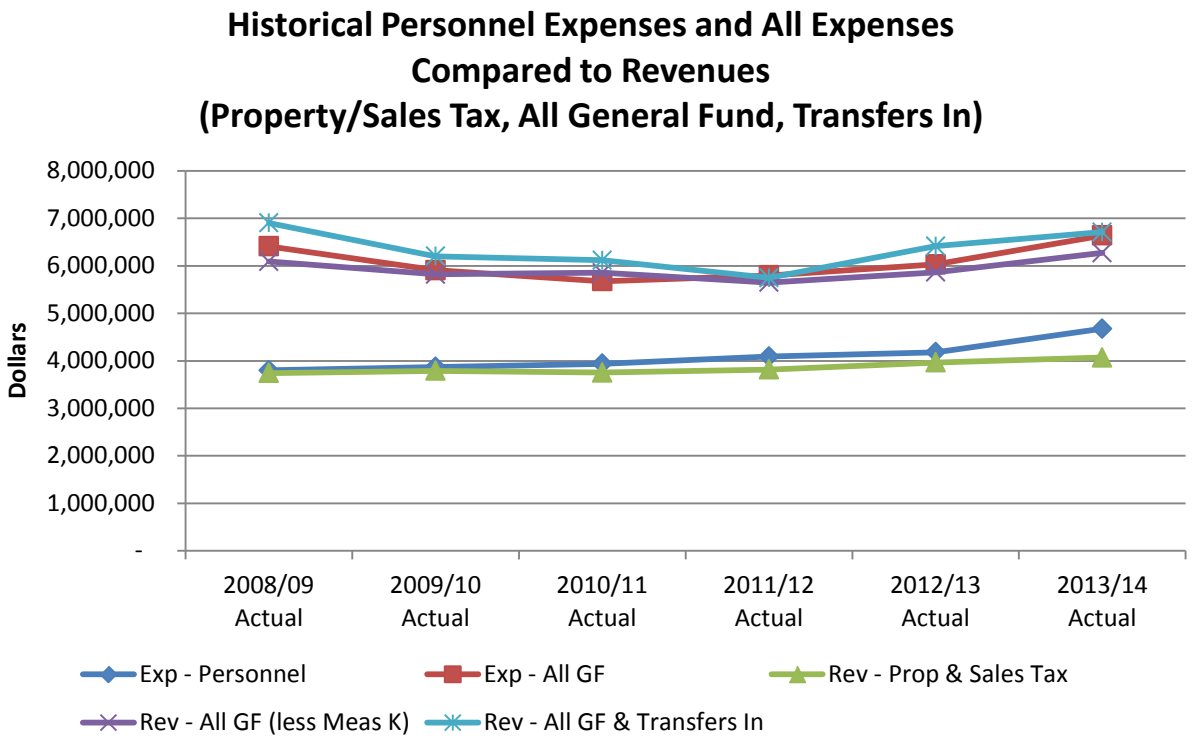
These components, when viewed in totality, provide a robust tool for the prudent management, allocation, and oversight of the Town's use of public monies to operate and implement the Town's goals and responsibilities.

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.

The historical combination of property and sales tax revenues, the Town's two largest discretionary sources, have 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 and storm drain maintenance.

Chart 13. Historical Trend of Expenditures (Personnel and All Expenditures) Compared to Revenues (Property/Sales Taxes and All Revenues).

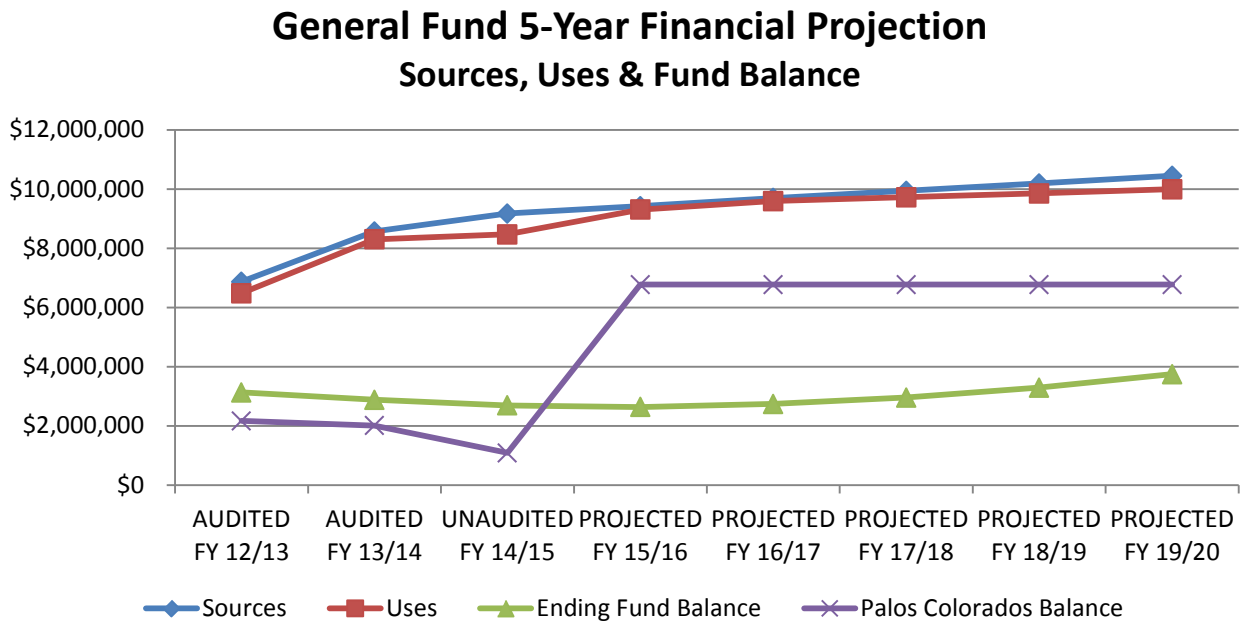


In this document, the format of the Five-Year Financial Projections (page 3) has been refined to better reflect the use of annual revenues for annual expenditures and to separate the use of one-time, non-recurring resources for one-time, non-recurring expenditures such as capital improvement projects. 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 3% annually in property taxes, 0.25% in franchise fees, and 0 – 1% in departmental revenues, and a range of 3.5% -6% 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 14. General Fund Five-Year Financial Projection



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.

In accordance with Town Council policy (Resolution No. 83-2014), 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 2015/16 Operating Budget

The FY 2015/16 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 furniture 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 10/11	ACTUAL FY 11/12	ACTUAL FY 12/13	ACTUAL FY 13/14	UNAUDITED FY 14/15	ADOPTED FY 15/16
Sources	$6,359,175	$6,298,957	$6,870,191	$8,566,536	$9,173,9117	$9,420,911
Uses	$5,877,051	$6,145,652	$6,477,915	$8,303,785	$8,471,340	$9,307,016
Surplus/(Defici)	$482,124	$153,305	$392,277	$262,751	$701,777	$113,885
Estimated Ending (Unassigned) Fund alance						$2,637,090
Estimated General Purpose Fund Reserve Percentage[7]						36.0%

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-recurring 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, which has been merged with the Asset Replacement Fund; 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, FY 2014/15 and FY 2015/16 budgets, there is a use of the General Fund balance to fund several projects within the Capital Improvement Program for parks and planning activities.

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. Balanced Budget Policy (Resolution No. 83-2014)
2. General Purpose Fund Reserve Policy (Resolution No. 5-2015)
3. Fixed Asset Capitalization Policy (Resolution No. 60-2009)
4. GASB 54 – Fund Balance Definitions Policy (Resolution No. 24-2011)
5. Investment Policy (Resolution No. 44-2010)

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

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.

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FIVE YEAR FINANCIAL PROJECTIONS

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

	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	Multiplier	ADOPTED FY 2015-16	Multiplier	PROJECTED FY 2016-17	Multiplier	PROJECTED FY 2017-18	Multiplier	PROJECTED FY 2018-19	Multiplier	PROJECTED FY 2019-20
Beginning Fund Balance	2,982,932	3,260,554	3,331,885		3,278,469		3,218,376		3,319,191		3,535,200		3,872,207
Sources													
General Fund Revenues													
Property Tax	1,687,967	1,724,527	1,869,527		1,876,415		1,932,218		1,989,695		2,048,896		2,109,873
Property Tax - In Lieu	1,266,002	1,342,531	1,448,086		1,479,603		1,523,991		1,569,711		1,616,802		1,665,306
Real Property Transfer Tax	116,309	137,329	133,023		133,133		134,464		134,464		134,464		134,464
Sales & Use Tax / In-Lieu	1,009,739	1,001,911	969,333		1,099,225		1,143,223		1,186,202		1,230,613		1,275,772
Sales Tax - 1% Local Add On	333,008	1,492,885	1,556,513		1,687,243		1,760,153		1,835,976		1,915,034		1,995,712
Franchise Fees	749,227	767,634	785,850		779,197		781,145		783,098		785,056		787,018
Vehicle Impact Fees		55,667	169,333		174,000		174,000		174,000		174,000		174,000
Interest	15,843	11,502	12,224		11,028		11,056		11,083		11,111		11,139
Property Rent	29,402	29,060	41,285		88,959		90,738		92,553		94,404		96,292
Planning Fees	383,755	477,558	490,812		401,400		405,414		409,468		413,563		417,698
Parks & Recreation Fees	398,321	352,551	357,212		360,350		360,350		360,350		360,350		360,350
Police Fees	80,288	81,505	91,047		63,316		63,316		63,316		63,316		63,316
Public Works Fees	115,651	219,098	244,784		230,550		232,805		235,083		237,383		239,706
Misc Fees, Fines & Revenue, MVL	10,775	70,222	166,920		155,599		158,691		161,845		165,062		168,343
Subtotal	6,196,286	7,763,980	8,335,949	2.45%	8,540,018	2.71%	8,771,564	2.68%	9,006,843	2.70%	9,250,053	2.69%	9,498,990
Transfers In													
Fund 103 - COPS / SLESF - Public Safety	-	120,080	108,107		103,174		100,000		100,000		100,000		100,000
Fund 109 - Prop 172 Public Safety Sales Tax	42,493	61,261	57,514		58,366		59,533		60,724		61,938		63,177
Fund 205 - Gas Tax	309,721	285,000	293,332		306,764		313,800		320,977		328,298		335,765
Fund 210 - Measure C/J	53,697	38,383	92,355		156,617		189,000		189,000		189,000		189,000
Fund 230 - Traffic Safety	43,136	42,273	50,743		35,075		35,450		35,905		36,364		36,827
Fund 500 - Lighting Assessment	4,817	5,952	5,583		6,000		6,000		6,000		6,000		6,000
Fund 510 - NPDES	196,560	231,866	211,457		202,923		218,180		218,180		218,180		218,180
Fund 740 - Comm Facilities/Open Space		449	-		1,000		1,000		1,000		1,000		1,000
Fund 750 - Asset Replacement	23,481	13,035	18,077		10,986		-		-		-		-
Fund XXX - Other Misc		4,256											
Subtotal	673,905	802,555	837,168	5.22%	880,905	4.77%	922,964	0.96%	931,786	0.97%	940,780	0.97%	949,949
Total Sources	**6,870,191**	**8,566,535**	**9,173,117**	**2.70%**	**9,420,923**	**2.90%**	**9,694,528**	**2.52%**	**9,938,629**	**2.54%**	**10,190,833**	**2.53%**	**10,448,940**
Uses													
Operating Programs													
General Government	1,379,011	1,475,196	1,408,203		1,435,962		1,471,554		1,474,630		1,477,721		1,480,828
Police	2,182,194	2,450,231	2,442,760		2,649,791		2,726,816		2,731,197		2,735,609		2,740,051
Public Works/Engineering	910,960	947,726	923,312		1,023,950		1,047,087		1,049,222		1,051,367		1,053,523
Parks & Recreation / Parks Maint	1,122,021	1,138,555	1,143,537		1,217,086		1,240,277		1,243,339		1,246,416		1,249,508
Planning	434,138	628,707	716,560		666,688		686,743		687,432		688,124		688,819
Non-Departmental					335,102		372,163		410,606		451,136		493,838
Subtotal - Operating Programs	6,028,324	6,640,415	6,634,372	10.46%	7,328,579	2.95%	7,544,640	0.69%	7,596,426	0.71%	7,650,373	0.73%	7,706,568
Transfers Out (from General Fund) for Debt Service													
Fund 701 - 2010 COP Town Hall Improve	116,583	114,818	111,122		117,194		114,919		116,219		114,419		116,519
Pass-Through from General Fund (Transfer Out) for Capital Improvement Program													
Fund 711 - Street Pavement Program	333,008	1,548,552	1,725,846		1,861,243		1,934,153		2,009,976		2,089,034		2,169,712
Subtotal	449,591	1,663,370	1,836,968	7.70%	1,978,437	3.57%	2,049,072	3.76%	2,126,195	3.63%	2,203,453	3.76%	2,286,231
Total Uses	**6,477,915**	**8,303,785**	**8,471,340**	**9.86%**	**9,307,016**	**3.08%**	**9,593,712**	**1.34%**	**9,722,621**	**1.35%**	**9,853,826**	**1.41%**	**9,992,799**
Operating Surplus / (Deficit)	**392,277**	**262,750**	**701,777**		**113,907**		**100,815**		**216,008**		**337,008**		**456,141**
Non-Recurring Uses of General Fund (Transfers Out) for Capital Improvement Program													
Fund 700 - Capital Projects	5,813	79,929	755,193		174,000		-		-		-		-
Fund 705 - Infrastruct Preserve/Improv		111,490	-										
Ending Fund Balance	**3,369,396**	**3,331,885**	**3,278,469**		**3,218,376**		**3,319,191**		**3,535,200**		**3,872,207**		**4,328,348**
(1) *Adjustments to Fund Balance*	*243,742*	*451,983*	*185,496*										
Ending (Unassigned) Fund Balance	**3,125,654**	**2,879,902**	**3,092,973**		**3,218,376**		**3,319,191**		**3,535,200**		**3,872,207**		**4,328,348**
(2) *General Fund Reserve*	*51.8%*	*43.4%*	*46.6%*		*43.9%*		*44.0%*		*46.5%*		*50.6%*		*56.2%*

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

(2) The General Fund Reserve calculation is based on *actual* operating program expenditures from the same fiscal year, while adjusted 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	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	Multiplier	ADOPTED FY 2015-16	Multiplier	PROJECTED FY 2016-17	Multiplier	PROJECTED FY 2017-18	Multiplier	PROJECTED FY 2018-19	Multiplier	PROJECTED FY 2019-20
Revenue														
100 Developer Fee Fund (Palos)	-	-	-	-		5,750,000		-		-		-		-
103 COPS / AVA Grant	106,272	102,493	102,652	114,339		100,380		100,380		100,380		100,380		100,380
109 Public Safety Sales Tax (Prop 172)	54,348	57,141	61,303	47,793		58,366		59,533		60,724		61,938		63,177
140 Lighting Special District	115,779	116,567	128,112	140,222		117,925		121,449		125,079		128,818		132,669
205 Gas Tax	468,873	382,203	523,380	423,889		356,764		363,800		370,977		378,298		385,765
210 Measure J - Return to Source	285,399	266,597	282,952	351,537		314,630		320,897		327,289		333,808		340,458
211 Measure J - Program 28C Funds	-	-	60,794	16,390		27,623		27,623		27,623		27,623		27,623
220 Traffic Congestion Refief (Prop 42)	3	3	-	-		-		-		-		-		-
230 Traffic Safety (Vehicle Code Fines)	51,511	50,106	31,174	33,649		45,075		45,525		45,980		46,439		46,902
250 Park Dedication (Quimby Act)	22,522	306	10,217	10,259		28		28		28		28		28
260 Asset Forfeiture	35	27	23	22		25		25		25		25		25
500 Lighting Assessment District	222,679	222,145	221,856	221,917		222,374		222,374		222,374		222,374		222,374
510 NPDES	234,898	247,528	234,793	228,562		238,180		238,180		238,180		238,180		238,180
Total Sources	**1,562,318**	**1,445,117**	**1,657,255**	**1,588,579**	**355.21%**	**7,231,370**	**-79.26%**	**1,499,814**	**1.26%**	**1,518,659**	**1.27%**	**1,537,911**	**1.28%**	**1,557,582**
Expenditures														
Operating Programs														
103 COPS / SLESF - Public Safety	61,095	64,934	-	-		-		-		-		-		-
140 Lighting Special District	24,984	24,984	24,984	-		120,134		120,134		120,134		120,134		120,134
500 Lighting Assessment District	221,940	98,885	141,390	125,064		211,774		211,774		211,774		211,774		211,774
Subtotal - Direct Charges to Fund	308,019	188,803	166,374	125,064		331,908		331,908		331,908		331,908		331,908
Transfers Out (to General Fund)														
103 COPS / SLESF - Public Safety			120,080	108,107		103,174		100,000		100,000		100,000		100,000
109 Public Safety Sales Tax (Prop 172)	54,348	42,493	61,261	57,514		58,366		59,533		60,724		61,938		63,177
205 Gas Tax	329,766	309,721	285,000	293,332		306,764		313,800		320,977		328,298		335,765
210 Measure J - Transportation	25,864	53,697	38,383	92,355		156,617		189,000		189,000		189,000		189,000
230 Traffic Safety (Vehicle Code Fines)	39,357	43,136	42,273	50,743		35,075		35,450		35,905		36,364		36,827
500 Lighting Assessment District	6,162	4,817	5,952	5,583		6,000		6,000		6,000		6,000		6,000
510 NPDES	187,802	196,560	231,866	211,457		202,923		218,180		218,180		218,180		218,180
740 Community Facilities/Open Space			449	-		1,000		1,000		1,000		1,000		1,000
750 Asset Replacement	5,600	23,481	13,035	18,077		10,986		-		-		-		-
7xx Development Impact Fees	1,012													
Subtotal - Transfers Out	649,910	673,905	798,299	837,168		880,905		922,964		931,786		940,780		949,949
Total Uses (Operating Programs)	**957,929**	**862,708**	**964,673**	**962,232**	**26.04%**	**1,212,813**	**3.47%**	**1,254,872**	**0.70%**	**1,263,694**	**0.71%**	**1,272,688**	**0.72%**	**1,281,857**

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FUND BALANCE SUMMARY

FUND	DESCRIPTION	AUDITED FY 2012-13	AUDITED FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16	
GENERAL GOVERNMENTAL FUNDS						
Fund 100	**One-Time Developer Fees (Palos Colorados**	2,165,737	2,007,900	1,086,117	6,342,076	(1)
Fund 101	**General Fund**					
	Nonspendable	629	672	185,496	-	
	Restricted					
	Committed					
	Assigned	243,113	451,311	755,193	174,000	
	Unassigned	3,125,652	2,879,905	3,092,973	3,218,376	
	Total - General Governmental Funds:	5,535,131	5,339,788	5,119,779	9,734,452	
OTHER GOVERNMENTAL FUNDS						
Fund 103	**COPS / SLESF Fund**	184,093	166,664	132,397	85,644	
Fund 109	**Public Safety Sales Tax (Prop 172)**	14,647	14,689	4,968	4,942	
Fund 140	**Lighting Special District**	147,425	250,553	365,792	122,414	
Fund 205	**Gas Tax**	352,122	349,540	245,985	237,850	
Fund 210	**Measure J - Return to Source, 18%**	711,562	694,561	529,730	23,759	
Fund 211	**Measure J - Program 28c**		60,794	77,184	81,796	
Fund 220	**Traffic Congestion Relief (Prop 42)**	-	-	-	-	
Fund 230	**Traffic Safety (Vehicle Code Fines)**	40,263	29,164	2,070	19,249	
Fund 250	**Park Dedication (fee in lieu/Quimby Act)**	7,071	17,288	27,547	17,316	
Fund 260	**Asset Forfeiture**	10,018	10,041	10,063	10,104	
Fund 500	**Lighting Assessment District**	357,152	420,937	467,935	291,965	
Fund 510	**NPDES**	168,255	39,952	37,057	45,209	
	Total - Other Governmental Funds:	1,992,608	2,054,183	1,900,728	940,248	
CAPITAL PROJECTS FUNDS						
Fund 700	**Capital Projects (Grants/Reimbursements)**	282,213	352,682	n/a	n/a	
Fund 701	**2010 COP - Town Hall Improvements**	296,718	145,356	121,292	121,859	
Fund 702	**2013 COP - Infrastructure Improvements**		5,697,912	2,401,424	1,746,912	
Fund 705	**Infrastructure Preservation & Improvemen**	186,002	294,068	-	-	(2)
Fund 710	**Proposition 1B State Grant - Streets**	52	-	-	-	(2)
Fund 711	**Street Pavement Management Program**	333,008	1,384,125	803,586	717,043	
Fund 715	**Comcast Grant Unrestricted**	86,233	86,233	-	-	
Fund 716	**Comcast PEG Restricted**	385,704	395,144	208,909	241,957	
Fund 740	**Community Facilities/Open Space**	8,106	9,550	9,550	7,550	
Fund 750	**Asset Replacement**	604,581	434,873	115,421	-	
Fund 720	**Public Safety Impact Fees**	7,088	2,043	2,877	2,043	
Fund 760	**Local Transportation Impact Fees**	12,184	9,762	10,363	9,762	
Fund 770	**Storm Drain Impact Fees**	200,969	90,488	74,540	65,488	
Fund 780	**General Govt Facilities Impact Fees**	31,228	19,295	24,262	-	
Fund 790	**Park Impact Fees**	19,203	3,733	7,413	3,733	
Fund 799	**Lamorinda Fee and Financing Authority**	128,572	95,393	101,897	95,393	
	Total - Capital Project Funds:	2,581,861	9,020,657	3,881,534	3,011,740	
FIDUCIARY FUNDS (Cash In Hand)						(3)
Fund 405	**Special Gifts & Donations**	17,639	18,606	19,489	19,489	
Fund 410	**Skatepark Maintenance**	43,507	26,167	24,938	24,938	
Fund 420	**Park Facility Deposits**	12,049	16,245	18,307	18,307	
Fund 430	**Planning Deposits**	242,303	228,678	232,388	232,388	
Fund 440	**Public Works Performance Bonds**	82,029	167,069	367,979	367,979	
Fund 600	**Moraga Youth Involvement Committee**	4,382	5,797	6,067	6,067	
	Total - Deposits in Trust	401,909	462,561	669,168	669,168	

(1) Based on a settlement agreement, the Town expects to receive a second installment of funds within 120 days of grading permit issuance, whicl is anticipated in Winter 2015. Absent the receipt of this second installment of funds, the FY 2015/16 Year-End Projected Balance is $592,076.

(2) Fund is closed.

(3) Fiduciary funds estimated cash in hand for FY 2014-15 and FY 2015-16 is as of April 30, 2015.

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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, promissory note due on the purchase of the 331 Rheem Boulevard property, and various capital improvement projects.

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, the State resolved the uncertainty and 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. In addition, to the Town now receives some odd dollars above the $100,000 minimum, which has become an annual component of the COPS grant for revenues collected from the Vehicle License Fee above the basic allocation and is distributed on a per capital basis.

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. This fund was closed in FY 2012/13.

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 development-related projects. These deposits are drawn upon as the Public Works/Engineering Department bills a deposit account for work completed to process public works and engineering services related to development applications. Unused portions of deposits are refunded to the customer. This fund also houses deposits required for 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 – 2010 COP / Town Hall Improvements
In 2010, the $1.525 million Certificates of Participation (COP) were issued for Town Hall Improvements, including funding for the purchase of the 331 Rheem Blvd property and renovations of the 329 Rheem and 331 Rheem buildings. Fund 701 accounts for the COP proceeds as well as annual payments.

Fund 702 – 2013 COP / Infrastructure Improvements
In 2013, the $7.72 million Certificates of Participation (COP) were issued for Infrastructure Improvements, including street and storm drains improvements. The 2013 COP leverages annual revenues received from the Measure K One-Cent Local Add-On Sales Tax approved by voters in November 2012. Fund 702 accounts for the COP proceeds as well as annual payments.

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. In 2015, through Resolution No. 8-2015, the Town Council merged Fund 705-IPI with the existing Fund 750-Asset Replacement. As a result, the fund balance will be transferred to Fund 750-Asset Replacement and the fund will be closed at the end of FY 2014/15.

Fund 710 – Proposition 1B: Local Streets and Roads
This fund was established to account for the Town's allocation of State Proposition 1B bond funds ($19.925 billion) approved by California voters in November 2006 for a variety of transportation priorities. Specific uses included improvements to transportation facilities that assist in reducing local traffic congestion, improving traffic flow, or increasing traffic safety, as well as street pavement maintenance and rehabilitation. The fund was closed in FY 2013/14.

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 No. 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 used 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. In 2015, per Resolution No. 8-2015, annual surplus revenues are transferred from Fund 101-General Purpose Fund to Fund 750-Asset Replacement fund.

Comcast Grants
The Town has two Comcast 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.

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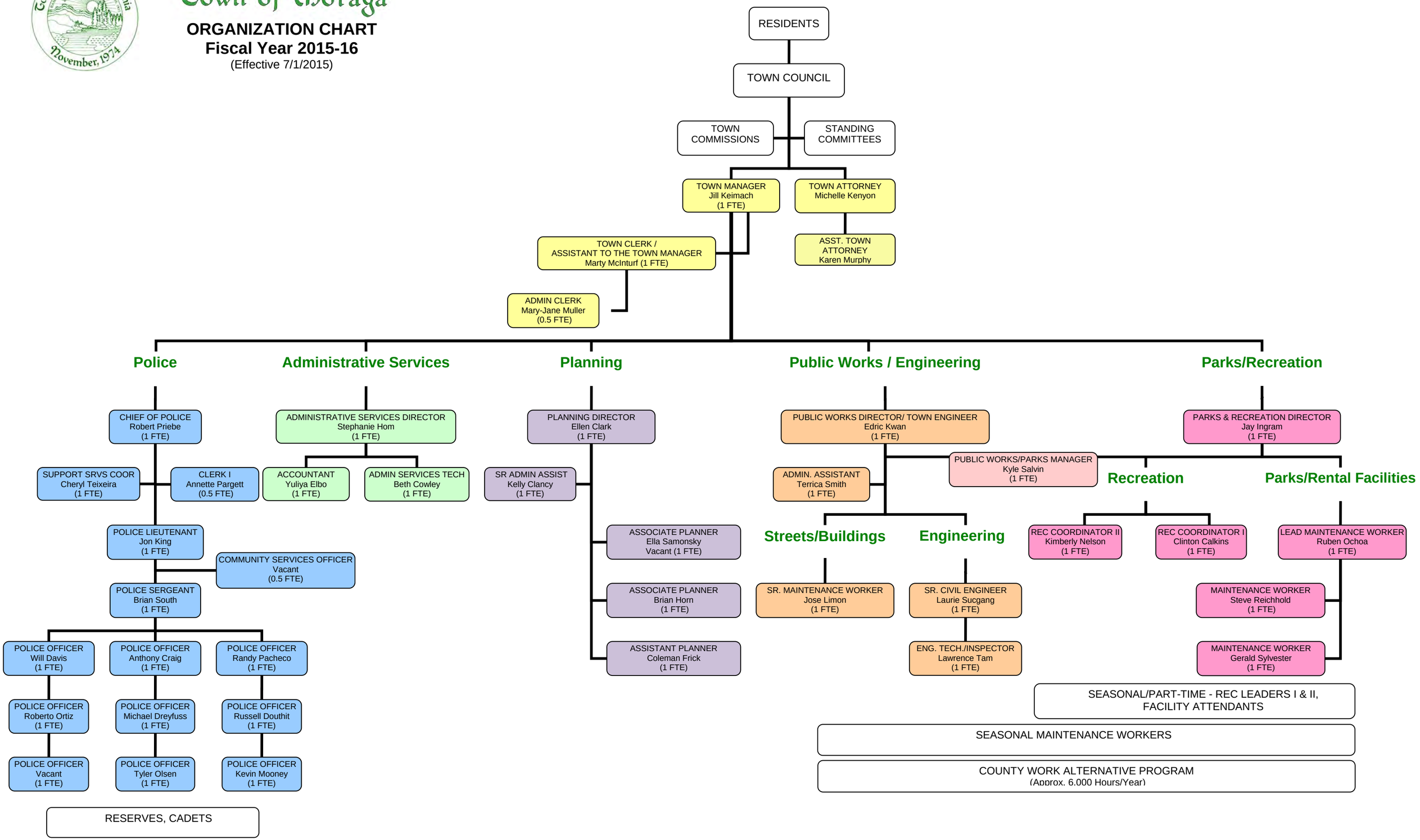
FISCAL YEAR 2015 – 2016 BUDGET

Town of Moraga

ORGANIZATION CHART
Fiscal Year 2015-16
(Effective 7/1/2015)



Authorized Positions by Department

Full Time Equivalents (FTE)

	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
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	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	**5.25**	**5.75**	**5.50**	**5.50**	**5.50**
Planning					
Planning Director	1.00	1.00	1.00	1.00	1.00
Senior Planner	1.00		1.00		
Senior Planner / Economic Dev Coord		1.00	1.00	1.00	1.00
Associate Planner			1.00	2.00	1.00
Assistant Planner	1.00	1.00			1.00
Administrative Assistant	0.75	0.75	1.00	1.00	1.00
Subtotal	**3.75**	**3.75**	**5.00**	**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	3.00
Police Officer	8.00	9.00	6.00	6.00	6.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Community Services Officer				0.50	0.50 (1)
Clerk I, PT	0.50	0.50	0.50	0.50	0.50
Subtotal	**12.50**	**13.50**	**13.50**	**14.00**	**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	1.00
Staff Engineer	1.00	1.00			
Engineering Technician/Inspector			1.00	1.00	1.00
Engineering Inspector	1.00	1.00			
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Superintendent of Public Works	1.00	1.00			
Manager, Public Works/Parks Maint					0.50
Lead, Maintenance Worker	1.00	1.00	1.00	1.00	0.15
Senior, Maintenance Worker					0.85
Maintenance Worker	3.00	3.00	1.00	1.00	0.30
Subtotal	**9.00**	**9.00**	**6.00**	**6.00**	**5.80**
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	1.00	1.00	1.00	1.00	1.00
Superintendent of Public Works			1.00	1.00	
Manager, Public Works/Parks Maint					0.50
Lead, Maintenance Worker					0.85
Senior, Maintenance Worker			1.00	1.00	0.15
Maintenance Worker			1.00	1.00	1.70
Subtotal	**3.00**	**3.00**	**6.00**	**6.00**	**6.20**
TOTAL PERSONNEL	**33.50**	**35.00**	**36.00**	**36.50**	**36.50**

(1) Position is authorized but not funded in FY 2015/16.

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GENERAL PURPOSE FUND

FISCAL YEAR 2015 – 2016
OPERATING BUDGET

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GENERAL PURPOSE FUND (Fund 101)
REVENUE & EXPENDITURE SUMMARY

	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16
Revenue					
General Fund Revenues					
Property Tax	1,693,952	1,687,967	1,724,527	1,869,527	1,876,415
Property Tax - In Lieu	1,255,380	1,266,002	1,342,531	1,448,086	1,479,603
Real Property Transfer Tax		116,309	137,329	133,023	133,133
Sales & Use Tax	728,891	746,182	746,643	716,000	876,934
Sales & Use Tax - In Lieu	235,322	263,557	255,268	253,333	222,291
Sales Tax - 1% Local Add On	-	333,008	1,492,885	1,556,513	1,687,243
Franchise Fees	738,186	749,227	767,634	785,850	779,197
Vehicle Impact Fees	43,316	-	55,667	169,333	174,000
Interest	19,788	15,843	11,502	12,224	11,028
Property Rent	47,404	29,402	29,060	41,285	88,959
Planning Fees	289,690	383,755	477,559	490,812	401,400
Parks & Recreation Fees	379,171	398,321	352,551	357,212	360,350
Police Fees	70,289	80,288	81,505	91,047	63,316
Public Works Fees	135,533	115,651	219,098	244,784	230,550
Misc Fees, Fines & Revenue	12,125	10,775	70,222	166,920	155,599
Subtotal	5,649,046	6,196,286	7,763,981	8,335,949	8,540,016
Transfers In (from other funds)					
Fund 103 - COPS / SLESF - Public Safety	-	-	120,080	108,107	103,174
Fund 109 - Prop 172 Public Safety Sales Tax	54,348	42,493	61,261	57,514	58,356
Fund 205 - Gas Tax	329,766	309,721	285,000	293,332	306,764
Fund 210 - Measure C/J	25,864	53,697	38,383	92,355	156,617
Fund 230 - Traffic Safety	39,357	43,136	42,273	50,743	35,075
Fund 500 - Lighting Assessment	6,162	4,817	5,952	5,583	6,000
Fund 510 - NPDES	187,802	196,560	231,866	211,457	202,923
Fund 740 - Comm Facilities/Open Space			449	-	1,000
Fund 750 - Asset Replacement	5,600	23,481	13,035	18,077	10,986
Fund 7xx - Development Impact Fees	1,012	-	4,256		
Subtotal	649,910	673,905	802,555	837,168	880,895
Total Sources	**6,298,957**	**6,870,191**	**8,566,536**	**9,173,117**	**9,420,911**
Expenditures					
General Fund Expenditures					
General Government	1,204,523	1,379,011	1,475,196	1,408,203	1,435,962
Police	2,191,402	2,182,194	2,450,231	2,442,760	2,649,791
Public Works / Engineering	1,423,037	910,960	947,726	923,312	1,023,950
Parks & Recreation / Parks Maint	554,466	1,122,021	1,138,555	1,143,537	1,217,086
Planning	433,880	434,138	628,707	716,560	666,688
Non-Departmental					335,102 (1)
Subtotal	5,807,308	6,028,324	6,640,415	6,634,372	7,328,579
Transfers Out (from General Fund) for Debt Service					
Fund 701 - 2010 COP Town Hall Improve	338,344	116,583	114,818	111,122	117,194
Pass-Through from General Fund (Transfer Out) for Capital Improvement Program					
Fund 711 - Street Pavement Program		333,008	1,548,552	1,725,846	1,861,243
Subtotal	338,344	449,591	1,663,370	1,836,968	1,978,437
Total Uses	**6,145,652**	**6,477,915**	**8,303,785**	**8,471,340**	**9,307,016**
Operating Surplus / (Deficit)	153,305	392,277	262,751	701,777	113,895

(1) Non-Departmental established in FY 2015/16 to include townwide expenditures not falling under any particular department.

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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 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 Councilmembers, 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 2015 was to enhance community by preserving historic structures, creating a financially sustainable vision for the Hacienda, analyzing hillside and ridgeline regulations, increasing public input on a variety of efforts on Moraga Road and increasing communication through an electronic community sign and broadcasting public meetings through TV and the Town's website, maintaining the Town's previously declining infrastructure, and creating initiatives for new revenue enhancement.

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 guide and assist staff in excelling in their individual positions; to ensure the elected and appointed Boards, Commissions and Committees have the ability to make informed decisions; and to direct the organization based on the Council's direction. The Town Manager provides 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 2014/15 initiated a number of Planning efforts, including a potential design of Moraga Road in the Livable Moraga Road project, a review and clarification of the Town's existing hillside development policies in the Hillside and Ridgeline community outreach project, development of a new Sign Ordinance, Administrative Citations and Code Enforcement Ordinances, and a new Historic Preservation Ordinance.

Another Town Council goal for 2014/15 was the "minimal" remodel of the Corporation Yard into a Council Chambers. Purchased in 2010, the Town corporation yard at 335 (formerly 331) Rheem Boulevard required extensive structural review prior to the 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 load-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, the room could then be converted into 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. The remodeled community meeting room is expected to be completed by the end of summer 2015.

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 twice 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." This past year, the Town Clerk added the posting of one-directional information to Nextdoor.com. 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 2014-15

- Implemented Second Year of Three-Year Measure K Road Repair Program
- Developed a balanced budget with an operating surplus for FY 2014/15.
- Adopted all five employee group agreements which value staff and maintain personnel costs for the FY15/16 and 16/17 budgets.
- 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.
- Created Historic Preservation Ordinance to protect the long-term viability of The New Rheem Theatre.
- 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 though a Memorandum of Understanding and longer-term vision for Moraga.

GOALS FOR FY 2015-16

- Exercise Continued Fiscal Discipline.
- 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.
- Conduct a transparent and smoothly-run election.
- Host informational seminars for all potential candidates.
- Continue to increase transparency with improved communications through broadcasting public meetings through TV and the Town's website and creating a paperless agenda.
- Conduct a follow-up training session in Ethics (AB 1234) for all appointed Boards, Commissions and Committees.
- Complete the minimal remodel of 335 Rheem Boulevard (formerly 331) Council Chambers and Community Meeting Room.

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

Account Number	Description	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16	FY 2014-15 TO FY 2015-16 $ INC(DEC)	% INC(DEC)
101-510-310-01	Property Taxes - Secured	1,508,370	1,582,814	1,661,977	1,740,230	1,782,416	42,186	2.4%
101-510-310-04	Property Tax - Unsecured	58,436	59,596	6,343	62,690	62,214	(476)	-0.8%
101-510-310-07	Property Tax - Supplemental	(2,865)	30,263	32,046	35,260	9,124	(26,136)	-74.1%
101-510-310-09	Property Tax - Unitary	41,114	20,681	22,224	21,807	23,686	1,879	8.6%
101-510-310-11	Property Tax Prior Yr Secure	(14,353)	(18,000)	(14,269)	(4,997)	(20,376)	(15,379)	307.8%
101-510-310-14	Property Tax Prior Yr Unsecure	(1,319)	(3,707)	120	(1,020)	3,031	4,051	-397.2%
101-510-310-20	Prior secured--Chevron	(9,091)	-	-	-	-	-	
101-510-360-05	Homeowner's Prop Tax Relief	16,869	16,320	16,086	15,557	16,320	763	4.9%
	TOTAL Property Tax	**1,597,161**	**1,687,967**	**1,724,527**	**1,869,527**	**1,876,415**	**6,887**	**0.4%**
101-510-310-12	Property Tax - In Lieu	1,255,380	1,266,002	1,342,531	1,448,086	1,479,603	31,517	2.2%
101-510-320-14	Real Property Transfer Tax	96,790	116,309	137,329	133,023	133,133	110	0.1%
101-510-320-01	Sales & Use Tax	728,891	746,182	746,643	716,000	876,934	160,934	22.5%
101-510-320-03	Sales & Use Tax - In Lieu	235,322	263,557	255,268	253,333	222,291	(31,042)	-12.3%
101-510-320-10	Add On Local Sales Tax - 1%		333,008	1,492,885	1,556,513	1,687,243	130,730	8.4%
	TOTAL Sales Tax	**964,213**	**1,342,747**	**2,494,796**	**2,525,846**	**2,786,468**	**260,622**	**10.3%**
101-510-320-04	Franchise Fees - Garbage	282,748	285,979	283,698	298,105	300,000	1,895	0.6%
101-510-320-05	Franchise Fees - PG&E/Electric	125,016	125,083	128,914	125,583	125,600	17	0.0%
101-510-320-06	Franchise Fees - PG&E/Gas	54,773	48,931	49,986	48,392	48,000	(392)	-0.8%
101-510-320-07	Franchise Fees - Cable	275,648	289,234	305,036	313,770	305,597	(8,173)	-2.6%
	TOTAL Franchise Fees	**738,185**	**749,227**	**767,634**	**785,850**	**779,197**	**(6,653)**	**-0.8%**
101-510-320-08	Garbage - Vehicle Impact Fees			55,667	169,333	174,000	4,667	2.8%
101-510-360-01	Motor Vehicle License Fees [1]	43,316	7,011		6,772	-	(6,772)	
101-510-350-01	Interest - General Fund	19,788	15,843	11,502	12,224	11,028	(1,196)	-9.8%

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

Account Number	Description	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16	FY 2014-15 TO FY 2015-16 $ INC(DEC)	% INC(DEC)
101-510-351-01	Property Rent - Moraga Country Club	4,200	4,200	4,200	15,813	63,252	47,439	300.0%
101-510-351-07	Property Rent - Mulberry Tree	23,603	24,275	24,860	25,472	25,707	235	0.9%
101-510-351-09	Property Rent - 329 Rheem Blvd	19,601	927	-	-	-	-	
	TOTAL Property Rent	**47,404**	**29,402**	**29,060**	**41,285**	**88,959**	**47,674**	**115.5%**
101-510-370-40	Sale of Documents / Agenda	35	10	-	-	-		
101-510-380-01	Overhead Recovery			78,101	159,296	154,599	(4,697)	-2.9%
101-510-380-10	Other Revenue - Admin	10,548	3,754	(7,879)	852	1,000	148	17.4%
101-510-385-01	Reimbrse-Mandated Costs SB90	1,542	-	-	-	-	-	
	TOTAL Other	**12,125**	**3,764**	**70,222**	**160,148**	**155,599**	**(4,549)**	**-2.8%**
	Total Revenues	**4,774,362**	**5,218,271**	**6,633,268**	**7,152,094**	**7,484,401**	**332,307**	**4.6%**

1 Motor Vehicle License Fees eliminated effective FY 11-12. State revenue used to provide for continued COPS / AVA funding for public safety (Fund 103).

TRANSFERS IN FROM:					
Fund 500 - Lighting Assess Dist	6,162	4,817	5,952	5,583	6,000
TRANSFERS OUT TO:					
Fund 700 - Capital Projects					
General Plan Projects			-	55,000	60,000
Housing Element Update			27,420	32,308	
Hacienda ADA Accessibility to Upper Floors			6,120	3,880	
Nexus Study / Update Dev Impact Fees			31,248	118,524	
Springbrook Financial System Upgrade		5,813	11,172		
335 (331) Rheem - Community Room Improvement			-	519,581	
Community Priorities and Revenue Enhancement				25,900	
Local Hazard Mitigation Plan Update					40,000
Municipal Code Updates					50,000
PG&E Undergrounding - Moraga Road					24,000
Fund 701 - COP 329 Rheem Renovation		116,583	114,818	111,122	117,194
Fund 711 - Street Pavement Program		333,008	1,548,552	1,725,846	1,861,243

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

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16	FY 2014-15 TO FY 2015-16 $ INC(DEC)	% INC(DEC)
SERVICES/SUPPLIES:								
101-500-022-01	SUPPLIES AND MATERIALS	458	1,139	578	1,243	1,500	257	44.5%
101-500-025-01	RENTS/LEASES/TAXES--JM Auditorium	4,609	6,309	4,394	1,699	3,000	1,301	29.6%
101-500-026-01	CONTRACTUAL SVCS/PROF-Minutes	20,963	15,438	18,200	21,905	18,000	(3,905)	-21.5%
101-500-040-01	MEMBERSHIPS & DUES [1]	12,501	16,547	12,013	12,495	13,100	605	5.0%
101-500-040-04	MAYORS' CONFERENCE [2]	2,833	3,591	1,937	3,284	4,000	716	37.0%
101-500-041-xx	TRAVEL & CONFERENCES [3]	2,747	3,259	1,817	1,407	2,850	1,443	79.4%
101-500-050-01	COMMUNITY PROMOTIONS	2,096	1,524	2,161	4,323	2,500	(1,823)	-84.3%
	TOTAL SERVICES/SUPPLES	**46,207**	**47,806**	**41,100**	**46,356**	**44,950**	**(1,406)**	**-3.0%**
	TOTAL OPERATING COSTS	**46,207**	**47,806**	**41,100**	**46,356**	**44,950**	**(1,406)**	**-3.0%**

1 Memberships & Dues

Association of Bay Area Governments (ABAG)	7,102	3,694	3,600	3,600
Local Agency Formation Commission (LAFCO)	1,703	1,327	2,000	2,000
ICLEI - Int'l Council for Local Environ Initiatives	600	-	-	-
Moraga Chamber of Commerce	200		200	200
League of California Cities	6,342	6,442	6,400	6,600
League of California Cities, East Bay Division	600	550	700	700
	16,547	12,013	12,900	13,100

2 Mayor's Conferences

Mayor's Conference Registration	2,100	150	1,500	1,500
Contra Costa County Mayor's Conf - Annual Dues	591	1,787	1,800	1,800
Town of Moraga Hosted Mayor's Conference Event	900	-	700	700
	3,591	1,937	4,000	4,000

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.

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

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16	FY 2014-15 TO FY 2015-16 $ INC(DEC)	% INC(DEC)
PERSONNEL:								
101-510-001-01	SALARIES	177,768	193,814	200,133	214,154	226,026	11,872	5.5%
101-510-002-01	RETIREMENT - PERS	26,664	29,500	20,640	23,611	15,530	(8,081)	-34.2%
101-510-002-03	RETIREMENT - ICMA	-	13,900	-	-	7,200	7,200	#DIV/0!
101-510-002-07	RETIREMENT - 401A			35,572	28,991	21,088	(7,903)	-27.3%
101-510-003-01	HEALTH INSURANCE	14,800	4,718	-	-	-	-	
101-510-003-02	DENTAL INSURANCE	1,046	1,956	1,916	737	2,016	1,279	173.5%
101-510-003-07	VISION INSURANCE				183	337	154	84.2%
101-510-003-03	LIFE INSURANCE	210	211	235	235	254	19	8.1%
101-510-003-04	WORKERS' COMPENSATION	1,848	3,992	5,618	7,473	7,383	(90)	-1.2%
101-510-003-05	DISABILITY INSURANCE	774	887	951	938	2,056	1,118	119.2%
101-510-004-02	MEDICARE	2,630	3,072	2,867	3,195	3,216	21	0.7%
101-510-005-01	AUTO ALLOWANCE	6,000	6,000	6,000	6,000	6,000	-	0.0%
101-510-005-04	CELL PHONE ALLOWANCE			600	600	600	-	0.0%
101-510-007-01	EMPLOYEE ASSISTANCE PROG	47	48	48	48	48	-	0.0%
	TOTAL PERSONNEL COSTS	**231,787**	**258,098**	**274,580**	**286,165**	**291,754**	**5,589**	**2.0%**
	FTE	*1.00*	*1.00*	*1.00*	*1.00*	*1.00*		
SERVICES/SUPPLIES:								
101-510-021-01	COMMUNICATIONS	1,392	971	60	62	1,400	1,338	2158.1%
101-510-022-01	SUPPLIES AND MATERIALS	742	137	-	107	800	693	647.7%
101-510-026-01	CONTRACT SERVICES	5,557	13,660	6,134	5,732	8,000	2,268	39.6%
101-510-030-03	POSTAGE	97	-	-	-	-		
101-510-031-04	COPYING CHARGES	116	320	248	256	200	(56)	-21.9%
101-510-040-01	MEMBERSHIP & DUES	1,600	1,556	1,606	1,656	2,000	344	20.8%
101-510-041-01	TRAVEL/CONFERENCES	3,466	2,780	2,892	4,441	2,500	(1,941)	-43.7%
101-510-042-01	SUBSCRIPTIONS	258	269	336	562	400	(162)	-28.8%
101-510-050-01	COMM PROMO/MGR CONTINGENCY	754	2,485	13,383	6,827	25,000	18,173	266.2%
101-510-050-11	PROPERTY TAXES	1,199	1,222	1,101	965	1,300	335	34.7%
101-510-053-11	ECONOMIC DEVELOPMENT COMMITTEE	505	-	-	-	-	-	
101-510-060-01	CAPITAL OUTLAY (Non-Capitalized)	1,879	-	-	269	-	(269)	
	TOTAL SERVICES/SUPPLES	**17,566**	**23,400**	**25,759**	**20,877**	**41,600**	**20,723**	**99.3%**
	TOTAL OPERATING COSTS	**249,353**	**281,498**	**300,339**	**307,042**	**333,354**	**26,312**	**8.6%**

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

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16	FY 2014-15 TO FY 2015-16 $ INC(DEC)	% INC(DEC)
PERSONNEL:								
101-515-001-01	SALARIES	109,163	112,812	117,709	121,338	129,364	8,026	6.6%
101-515-001-06	OVERTIME	278	-	71	-	-	-	
101-515-002-01	RETIREMENT - PERS	13,885	14,599	11,928	12,663	9,702	(2,961)	-23.4%
101-515-002-03	RETIREMENT - ICMA	7,200	3,963	2,137	-	3,600	3,600	
101-515-002-06	MEDICAL - IN LIEU				3,150	-	(3,150)	-100.0%
101-515-003-01	HEALTH INSURANCE	1,182	8,400	16,906	20,289	24,284	3,995	19.7%
101-515-003-02	DENTAL INSURANCE	2,061	1,949	1,966	1,981	2,016	35	1.8%
101-515-003-07	VISION INSURANCE				183	337	154	84.2%
101-515-003-03	LIFE INSURANCE	263	266	293	338	382	44	13.0%
101-515-003-04	WORKERS' COMPENSATION	1,048	2,741	3,390	4,255	4,237	(18)	-0.4%
101-515-003-05	DISABILITY INSURANCE	691	765	911	978	1,180	202	20.7%
101-515-004-02	MEDICARE	1,784	1,778	1,799	1,862	1,846	(16)	-0.9%
101-515-005-01	AUTO ALLOWANCE	6,000	6,000	6,000	6,000	6,000	-	0.0%
101-515-005-04	CELL PHONE ALLOWANCE			600	600	600	-	0.0%
101-515-007-01	EMPLOYEE ASSISTANCE PROG	59	75	70	92	96	4	4.3%
	TOTAL PERSONNEL COSTS	**143,614**	**153,348**	**163,780**	**173,729**	**183,644**	**9,915**	**5.7%**
	FTE	*1.25*	*1.75*	*1.50*	*1.50*	*1.50*		
SERVICES/SUPPLIES:								
101-515-021-01	COMMUNICATIONS	357	408	535	503	420	(83)	-16.5%
101-515-022-01	SUPPLIES AND MATERIALS	1,401	951	2,380	1,741	1,700	(41)	-2.4%
101-515-026-01	CONTRACT SERVICES	-	38	151	1,803	250	(1,553)	-86.1%
101-515-030-03	POSTAGE	302	139	160	125	200	75	60.0%
101-515-031-04	COPIER COSTS	3,766	2,928	2,295	2,531	3,000	469	18.5%
101-515-038-01	ADVERTISING & LEGAL	-	-	22	376	1,000	624	166.0%
101-515-040-01	MEMBERSHIPS & DUES	280	280	520	740	350	(390)	-52.7%
101-515-041-01	TRAVEL/CONFERENCES/TRAINING	1,974	1,017	1,206	1,361	2,000	639	47.0%
101-515-050-13	SUBSCRIPTIONS - CODE UPDATE	(339)	1,460	500	500	15,000	14,500	2900.0%
101-515-053-01	ELECTIONS	-	13,966	-	11,096	-	(11,096)	-100.0%
	TOTAL SERVICES/SUPPLES	**7,741**	**21,187**	**7,769**	**20,776**	**23,920**	**3,144**	**15.1%**
	TOTAL OPERATING COSTS	**151,354**	**174,535**	**171,549**	**194,505**	**207,564**	**13,059**	**6.7%**

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

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16	FY 2014-15 TO FY 2015-16 $ INC(DEC)	% INC(DEC)
SERVICES/SUPPLIES:								
101-520-026-14	Legal Fees - General	112,555	140,319	143,770	113,925	200,000	86,075	75.6%
101-520-026-15	Legal Fees - Litigation	59,226	23,016	50,852	18,379	25,000	6,621	36.0%
101-520-026-26	Legal Fees - Personnel Issues	18,521	54,913	94,335	5,330	30,000	24,670	462.9%
	TOTAL SERVICES/SUPPLIES	**190,303**	**218,248**	**288,957**	**137,634**	**255,000**	**117,366**	**85.3%**

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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 receivable, 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

Since 1999, the Town has used Springbrook Financial System to help manage the organization's financial and accounting needs. The most recent upgrade to the current version 7.NET occurred in November 2012.

Annually, the Town develops a Comprehensive Annual Financial Report (CAFR) for each fiscal year end. The CAFR is audited by Maze & Associates, based in Pleasant Hill, California, who has served as the Town's independent auditor since 2012. Each year the audit process is an iterative process and takes more than six months to complete. For the most recent audit for the year ended June 30, 2014, Maze & Associates opined that the Town's financial statements are clean and conform to generally accepted accounting principles. In addition, for the second consecutive year, the Town has received the prestigious Certificate of Achievement for Excellence in Financial Reporting from the national Government Finance Officers Association (GFOA).

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 policies and procedures for human resource management are governed by federal and state laws, the Town's Personnel Rules, Regulations and Procedures (first adopted by the Town Council in 2013), and respective Compensation Resolutions and Memoranda of Understanding with various employee groups. These policies and procedures are fundamental to an organization in providing high quality internal and external customer service. Each contributes to an overall 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, vehicle 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 2014-15

- Updated Five Year Financial Plan.
- Approved Mid-Year Budget for FY 2014-15 with estimated surplus of $120,000.
- Developed balanced budget for FY 2015-16.
- Completed second Comprehensive Annual Financial Report (CAFR) for the fiscal year ended June 30, 2014.
- Received prestigious Certificate of Achievement for Excellence in Financial Reporting from the national Government Finance Officers Association (GFOA) for 2013 and 2014.
- Issued regular, quarterly Revenue and Expenditure reports to the Audit and Finance Committee and Town Council.
- Managed finances related to the $7.72 million 2013 Certificates of Participation issued 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.
- Continued to improve 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 2015-16

- Update Five Year Financial Plan.
- Develop balanced budget for FY 2016-17.
- Complete the Comprehensive Annual Financial Report for the year ending June 30, 2015, including compliance with new Governmental Accounting Standards Board (GASB) pronouncements.
- 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.

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

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16	FY 2014-15 TO FY 2015-16 $ INC(DEC)	% INC(DEC)
PERSONNEL:								
101-525-001-01	SALARIES - REGULAR	225,793	280,877	300,629	304,896	317,379	12,483	4.1%
101-525-001-04	SALARIES - TEMPORARY	2,911	-	-	-	-	-	
101-525-002-01	RETIREMENT - PERS	29,659	36,961	30,789	33,250	21,807	(11,443)	-34.4%
101-525-003-01	HEALTH INSURANCE	40,314	37,671	40,958	34,427	34,405	(22)	-0.1%
101-525-003-02	DENTAL INSURANCE	5,139	5,869	5,743	4,534	3,977	(557)	-12.3%
101-525-003-07	VISION INSURANCE				384	676	292	76.0%
101-525-003-03	LIFE INSURANCE	569	633	705	703	763	60	8.5%
101-525-003-04	WORKERS' COMPENSATION	2,575	6,389	8,288	10,494	10,367	(127)	-1.2%
101-525-003-05	DISABILITY INSURANCE	1,454	1,841	2,133	2,173	2,887	714	32.9%
101-525-003-06	UNEMPLOYMENT CLAIMS [1]	9,390	468	7,541	4,252	-	(4,252)	-100.0%
101-525-004-02	MEDICARE	3,361	4,100	4,226	4,396	4,515	119	2.7%
101-525-005-01	AUTO ALLOWANCE	4,269	6,000	6,000	6,000	6,000	-	0.0%
101-525-005-04	CELL PHONE ALLOWANCE	-	-	600	600	600	-	0.0%
101-525-007-01	EMPLOYEE ASSISTANCE PROG	129	144	144	144	144	-	0.0%
	TOTAL PERSONNEL COSTS	**325,565**	**380,953**	**407,756**	**406,253**	**403,520**	**(2,733)**	**-0.7%**
	FTE	*3.00*	*3.00*	*3.00*	*3.00*	*3.00*		
SERVICES/SUPPLIES:								
101-525-021-01	COMMUNICATIONS	308	263	224	240	400	160	66.7%
101-525-022-01	SUPPLIES AND MATERIALS	4,739	2,420	3,405	2,811	3,500	689	24.5%
101-525-026-01	CONTRACT SERVICES	12,876	10,103	6,941	18,815	20,000	1,185	6.3%
101-525-026-03	CONTRACT SVCS - AUDIT	27,900	24,500	28,601	44,085	36,500	(7,585)	-17.2%
101-525-030-03	POSTAGE	1,676	1,390	1,208	1,121	1,500	379	33.8%
101-525-031-04	COPIER CHARGES	3,897	4,156	4,046	4,023	4,000	(23)	-0.6%
101-525-033-01	MILEAGE REIMBURSEMENT	273	224	165	257	200	(57)	-22.2%
101-525-038-01	ADVERTISING/LEGAL NOTICES	70	-	72	72	600	528	733.3%
101-525-039-01	INSURANCE - LIABILITY [1]	47,848	82,134	101,649	110,281	-	(110,281)	-100.0%
101-525-039-02	INSURANCE - VEHICLES [1]	450	702	194	152	-	(152)	-100.0%
101-525-039-03	INSURANCE - PROPERTY [1]	6,406	6,972	8,027	10,707	-	(10,707)	-100.0%
101-525-039-04	INSURANCE - EMPLOYEE BOND [1]	560	560	1,252	-	-	-	
101-525-039-05	INSURANCE - ERMA [1]	12,806	12,347	4,665	-	-	-	
101-525-039-13	CLAIMS PAID [1]	17,485	12,719	1,626	10,523	-	(10,523)	-100.0%

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

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16	FY 2014-15 TO FY 2015-16 $ INC(DEC)	% INC(DEC)
101-525-039-15	WELLNESS PROGRAM	632	436	396	645	775	130	20.2%
101-525-040-01	MEMBERSHIPS & DUES	428	439	629	778	800	22	2.8%
101-525-041-01	TRAVEL/CONF/MEETINGS/TRAINING [1]	2,090	1,881	1,398	3,817	5,000	1,183	31.0%
101-525-050-15	SAFTEY PROGRAM	-	5,000	-	-	-	-	
101-525-050-12	SPRINGBROOK SOFTWARE MAINT	15,958	16,756	13,049	15,854	16,500	646	4.1%
101-525-053-02	RECRUITMENT	9,005	6,977	3,194	9,659	8,000	(1,659)	-17.2%
101-525-053-10	BANKING FEES	1,119	503	924	247	2,000	1,753	709.7%
101-525-053-11	MERCHANT CARD PROCESSING FEES	8,280	8,100	8,771	-	-	-	
101-525-059-02	EMPLOYEE APPRECIATION	1,924	398	190	946	1,500	554	58.6%
101-525-060-01	CAPITAL OUTLAY (Non-Capitalized)		1,764	1,135	33	-	(33)	
	TOTAL SERVICES/SUPPLES	**176,730**	**200,744**	**191,761**	**235,066**	**101,275**	**(133,791)**	**-56.9%**
	TOTAL OPERATING COSTS	**502,294**	**581,697**	**599,517**	**641,319**	**504,795**	**(136,524)**	**-21.3%**

[1] Town-wide activities such as CalPERS unfunded liability, legal claims, insurance, unemployment claims, and Town-wide training are budgeted in the Non-Departmental budget as of FY 2015/16. 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	5,583	6,000

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

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16	FY 2014-15 TO FY 2015-16 $ INC(DEC)	% INC(DEC)
SERVICES/SUPPLIES:								
101-540-021-01	Communication	36,190	37,326	29,735	30,623	34,000	3,377	11.0%
101-540-026-01	Contractual Services	25,483	30,900	31,060	30,148	34,800	4,652	15.4%
101-540-026-02	Network Services	513	4,018	9,518	11,610	14,000	2,390	20.6%
101-540-060-01	Capital Outlay (Non Capitalized)	2,824	2,981	3,421	8,966	7,500	(1,466)	-16.4%
	TOTAL SERVICES/SUPPLES	**65,010**	**75,225**	**73,733**	**81,347**	**90,300**	**8,953**	**11.0%**
	TOTAL OPERATING COSTS	**65,010**	**75,225**	**73,733**	**81,347**	**90,300**	**8,953**	**11.0%**

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 2014-15

- Conducted an Emergency Operations Center (EOC) exercise as part of the Great California 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), beginning work on evacuation plans.
- Continued training of Town Staff in disaster preparedness, including NIMS/SEMS, FEMA ICS, and Emergency Operation Center (EOC) functions.
- Continued testing the backup EOC with MOFD, and the Radio Amateur Civil Emergency Service (RACES) volunteer communication system.
- Continued participation on CERT steering committee and provided traffic control training to CERT volunteers.
- Purchased a new trailer for EOC equipment storage.
- Promoted Nixle community notification system participation, increasing registered SMS users from 1577 to 2536 and email users from 1355 to 1881.
- Passed California Commission on Peace Officer Standards and Training (POST), state, and county compliance audits.
- Conducted an audit of Property and Evidence, purging 57 boxes of police reports and documents, and disposed of old property.
- Participated in a regional Active Shooter training exercise with Lafayette and Orinda PD's, SMC, MOFD, and AMR ambulance services.
- Trained all MPD personnel in the "Below 100" program, a national safety program to reduce the number of on-duty deaths to below 100.
- Worked with local school districts on Active Shooter training, and participated on Moraga School District Safety Committee.
- Provided presentations to schools and community groups on internet safety, crime prevention, and personal safety.
- Worked with the Moraga Citizen Corps Council to address community safety issues.
- Continued daily on-line training linked to department policy manual.
- Maintained involvement with several county-wide committees, the California Police Chiefs Association, the Contra Costa County Chiefs Association, and the East Bay Regional Communications System Authority.
- Maintained the Pharmaceutical Disposal Bin in the police lobby, disposing over 4,600 pounds of pharmaceuticals since inception of the program in 2010.
- 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 Community Faire, and The California Independent Film Festival at the New Rheem Theatre.
- Continued participation in, and support of, the Avoid the 25 DUI campaign.
- Implemented a new body-worn camera program for all patrol officers.
- Continued MPD website to expand community interaction and provide on-line services such as requests for extra patrol, vacation house watch, and personnel complaints.
- Participated with other Town departments to review several new planned developments in Moraga and to provide traffic safety coordination with neighborhood groups.
- 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 raised 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.

GOALS FOR FY 2015-16

- Continue to address police staffing issues and potential 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 335 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, 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.
- 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 4th, to promote crime prevention.

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TYPE: **REVENUE**
FUND: **101 GENERAL FUND**
DEPT: **POLICE**

Account Number	Description	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16	FY 2014-15 TO FY 2015-16 $ INC(DEC)	% INC(DEC)
101-610-330-33	Licenses and Other Permits	1,150	1,350	1,150	1,300	1,300	-	0.0%
101-610-340-03	Municipal Code Fines	3,753	5,466	6,922	2,839	3,000	161	5.7%
101-610-340-05	Alarm Ordinance Fines	6,180	8,800	11,900	8,900	9,000	100	1.1%
101-610-360-11	POST - Police Training	12,519	17,612	4,818	5,345	5,000	(345)	-6.5%
101-610-360-16	Abandoned Vehicle Abatement	5,363	7,397	6,835	7,048	6,950	(98)	-1.4%
101-610-370-03	Police - Staff Time Special Projects				952	750	(202)	-21.2%
101-610-370-12	Police - Special Services	-	901	2,753	-	-	-	
101-610-370-14	Police - DUI response	-			-	-	-	
101-610-370-16	Police - Fingerprinting	6,185	4,789	4,244	5,895	5,000	(895)	-15.2%
101-610-370-17	Police - Vehicle Impound	2,875	2,875	2,370	2,975	2,550	(425)	-14.3%
101-610-370-18	Police - Crossing Guards	14,357	14,342	14,255	14,744	15,866	1,122	7.6%
101-610-370-20	Police - Juvenile Diversion	3,300	2,100	2,500	1,200	1,300	100	8.3%
101-610-370-25	Police - Booking Fees	4,100	4,877	4,247	1,703	1,400	(303)	-17.8%
101-610-370-41	Sale of Documents / Police	4,941	4,783	5,909	4,658	4,200	(458)	-9.8%
101-610-370-50	Sale of Property	-		1,000	2,000	1,500	(500)	-25.0%
101-610-370-51	Sale of Unclaimed Property	1,063		-	-	-	-	
101-610-380-11	Other Revenue - Police	4,504	4,995	12,603	31,488	5,500	(25,988)	-82.5%
	Total Revenues	**70,290**	**80,288**	**81,506**	**91,047**	**63,316**	**(27,731)**	**-30.5%**
	TRANSFERS IN FROM:							
	Fund 103: COPS			120,080	108,107	103,174		
	Fund 109: Prop 172 Public Safety Sales Tax	54,348	42,493	61,261	57,514	58,356		
	Fund 230: Traffic Safety	39,357	43,136	42,273	50,743	35,075		
	Fund 750: Asset Replacement	1,922						

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

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16	FY 2014-15 TO FY 2015-16 $ INC(DEC)	% INC(DEC)
PERSONNEL:								
101-610-001-01	SALARIES - REGULAR SWORN	287,973	294,783	299,461	275,767	336,556	60,789	22.0%
101-610-002-01	RETIREMENT - PERS SAFETY	54,690	56,566	52,389	55,033	42,956	(12,077)	-21.9%
101-610-002-03	RETIREMENT - ICMA				4,565	7,200	2,635	
101-610-003-01	HEALTH INSURANCE	32,059	32,125	31,840	20,536	20,827	291	1.4%
101-610-003-02	DENTAL INSURANCE	3,786	3,913	3,263	2,647	4,032	1,385	52.3%
101-610-003-07	VISION INSURANCE				295	675	380	128.8%
101-610-003-03	LIFE INSURANCE	420	422	401	403	509	106	26.3%
101-610-003-04	WORKERS' COMPENSATION	2,961	6,318	7,930	9,640	10,563	923	9.6%
101-610-003-05	DISABILITY INSURANCE	1,523	1,639	1,593	1,784	2,941	1,157	64.9%
101-610-004-02	MEDICARE	-			1,533	4,601	3,068	200.1%
101-610-005-02	UNIFORM ALLOWANCE	2,100	2,100	1,817	1,817	2,100	283	15.6%
101-610-007-01	EMPLOYEE ASSISTANCE PROG	94	96	80	84	96	12	14.3%
	TOTAL PERSONNEL COSTS	**385,606**	**397,963**	**398,774**	**374,104**	**433,056**	**58,952**	**15.8%**
	FTE	*2.00*	*2.00*	*2.00*	*2.00*	*2.00*		
SERVICES/SUPPLIES:								
101-610-021-01	COMMUNICATIONS	7,587	5,872	13,678	15,637	17,740	2,103	13.4%
101-610-022-01	SUPPLIES AND MATERIALS	6,978	6,091	6,618	6,123	7,000	877	14.3%
101-610-026-01	CONTRACT SERVICES- DISPATCH	99,948	70,450	92,858	120,679	168,950	48,271	40.0%
101-610-026-02	CONTRACT SVCS - ANIMAL CONTROL	86,724	85,045	85,767	86,224	90,895	4,671	5.4%
101-610-026-03	CONTRACT SVCS - OTHER	90,149	83,719	87,618	106,856	112,272	5,416	5.1%
101-610-030-03	POSTAGE	969	707	892	570	700	130	22.8%
101-610-031-04	COPIER LEASE	3,942	3,550	3,560	3,843	4,000	157	4.1%
101-610-038-01	ADVERTISING & LEGAL	319	1,215	-	-	1,300	1,300	#DIV/0!
101-610-040-01	MEMBERSHIPS & DUES	950	950	1,070	1,180	1,100	(80)	-6.8%
101-610-041-01	TRAVEL/CONF/MEETINGS/TRAINING	828	1,318	2,476	2,360	2,000	(360)	-15.3%
101-610-050-01	COMMUNITY PROMOTIONS	392	337	380	476	500	24	5.0%
101-610-051-08	EMERGENCY PREPAREDNESS	1,959	7,436	6,958	8,468	8,000	(468)	-5.5%

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

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16	FY 2014-15 TO FY 2015-16 $ INC(DEC)	% INC(DEC)
101-610-053-04	RESERVE PROGRAM/VOLUNTEERS	833	439	-	37	1,000	963	2602.7%
101-610-060-01	CAPITAL OUTLAY (Non-Capitalized)	1,922	2,090		4,909		(4,909)	-100.0%
	TOTAL SUPPLIES & SERVICES	**303,501**	**269,220**	**301,874**	**357,362**	**415,457**	**58,095**	**16.3%**
	TOTAL OPERATING COSTS	**689,107**	**667,183**	**700,648**	**731,466**	**848,513**	**117,047**	**16.0%**
	Transfers in from:							
103-000-099-01	Fund 103: COPS							
	Offset for capital outlay				8,107			
230-000-099-01	Fund 230: Traffic Safety							
	Offset School Crossing Guards contract (Town's share)	14,357	14,342	14,255	14,743	15,900		
750-000-099-01	Fund 750: Asset Replacement							
	Offset capital outlay expenditure	1,922						

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

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16	FY 2014-15 TO FY 2015-16 $ INC(DEC)	% INC(DEC)
PERSONNEL:								
101-620-001-01	SALARIES - REGULAR SWORN	747,967	764,519	886,846	856,913	984,270	127,357	14.9%
101-620-001-06	SALARIES - OVERTIME	174,185	155,564	210,987	240,244	200,000	(40,244)	-16.8%
101-620-001-07	SALARIES - COURT TIME	30,442	26,235	24,107	16,036	30,000	13,964	87.1%
101-620-001-08	SALARIES - DETECTIVE DIFFER	967	581	1,983	2,044	2,125	81	4.0%
101-620-001-09	SALARIES - EDUC INCENTIVE	7,226	9,124	13,840	11,908	16,202	4,294	36.1%
101-620-001-10	SALARIES - PAGER PAY	3,134	3,075	2,240	3,066	3,188	122	4.0%
101-620-001-11	SALARIES - SHIFT DIFFERENTIAL	8,442	8,238	11,448	10,992	5,779	(5,213)	-47.4%
101-620-002-01	RETIREMENT - PERS SAFETY	168,806	174,425	174,371	163,277	125,319	(37,958)	-23.2%
101-620-002-03	RETIREMENT - ICMA	7,931	9,847	14,134	14,467	14,400	(67)	-0.5%
101-620-003-01	HEALTH INSURANCE	82,844	88,694	80,640	83,977	103,625	19,648	23.4%
101-620-003-02	DENTAL INSURANCE	11,985	11,829	14,914	14,859	16,072	1,213	8.2%
101-620-003-07	VISION INSURANCE				1,398	3,034	1,636	117.0%
101-620-003-03	LIFE INSURANCE	898	946	2,249	2,112	2,544	432	20.5%
101-620-003-04	WORKERS' COMPENSATION	7,947	18,744	24,052	27,788	30,802	3,014	10.8%
101-620-003-05	DISABILITY INSURANCE	4,531	5,037	6,573	6,487	8,577	2,090	32.2%
101-620-004-02	MEDICARE	14,340	14,280	16,782	16,791	13,416	(3,375)	-20.1%
101-620-005-02	UNIFORM ALLOWANCE	9,005	8,985	9,980	9,400	10,500	1,100	11.7%
101-620-007-01	EMPLOYEE ASSISTANCE PROG	404	408	460	432	480	48	11.1%
	TOTAL PERSONNEL COSTS	**1,281,054**	**1,300,528**	**1,495,606**	**1,482,191**	**1,570,333**	**88,142**	**5.9%**
	FTE	*9.00*	*9.00*	*10.00*	*10.00*	*10.00*		
SERVICES/SUPPLIES:								
101-620-022-01	SUPPLIES AND MATERIALS	9,035	8,733	9,020	6,299	8,500	2,201	34.9%
101-620-031-02	MAINTENANCE - EQUIPMENT	938	276	545	1,257	1,500	243	19.3%
101-620-036-02	EQUIPMENT MAINT - VEHICLES	16,054	20,277	18,515	16,379	14,500	(1,879)	-11.5%
101-620-037-01	GAS AND OIL	36,603	39,489	41,154	30,502	41,000	10,498	34.4%
101-620-040-01	MEMBERSHIP & DUES	445	370	220	256	400	144	56.3%
101-620-041-01	TRAVEL/CONFERENCES/MTGS	588	45	372	291	500	209	71.8%
101-620-042-01	SUBSCRIPTIONS	361	374	436	477	550	73	15.3%
101-620-043-02	POST TRAINING	17,168	15,243	25,070	15,383	18,800	3,417	22.2%
101-620-051-12	SPECIAL INVESTIGATIONS	-	-	3,404	10,638	3,000	(7,638)	-71.8%
101-620-053-01	BOOKING FEES	1,128	340		6	2,820	2,814	47696.6%
101-620-053-11	SAFETY COMPLIANCE	-	128		-	750	750	#DIV/0!

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

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16	FY 2014-15 TO FY 2015-16 $ INC(DEC)	% INC(DEC)
101-620-060-01	CAPITAL OUTLAY (Non-Capitalized)	11,658	2,089	25,681	13,067	3,174	(9,893)	-75.7%
101-620-061-06	CAPITAL OUTLAY - VEHICLES	3,773	3,000	-	-	-	-	
	TOTAL SUPPLIES & SERVICES	**97,751**	**90,363**	**124,416**	**94,555**	**95,494**	**939**	**1.0%**
	TOTAL OPERATING COSTS	**1,378,805**	**1,390,891**	**1,620,023**	**1,576,746**	**1,665,827**	**89,081**	**5.6%**
	Transfers in from:							
103-000-099-01	Fund 103: COPS							
	Offset police patrol expenditures			100,000	100,000	100,000		
	One-Time Offset for Capital Outlay			20,080		3,174		
109-000-099-01	Fund 109: Prop 172 Public Safety Sales Tax							
	Supplement of police patrol expenditures	54,348	42,493	61,261	47,767	58,356		
	One-Time Offset for Capital Outlay				9,747			
230-000-099-01	Fund 230: Traffic Safety							
	Offset police patrol expenditures	25,000	28,794	28,018	36,000	19,175		

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.

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

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16	FY 2014-15 TO FY 2015-16 $ INC(DEC)	% INC(DEC)
PERSONNEL:								
101-630-001-01	SALARIES - REGULAR	87,993	92,066	96,658	97,376	99,762	2,386	2.5%
101-630-001-06	SALARIES - OVERTIME	444	449	337	54	-	(54)	
101-630-002-01	RETIREMENT - PERS	11,457	12,164	10,013	10,786	6,972	(3,814)	-35.4%
101-630-002-03	RETIREMENT - ICMA			5,133	7,232	7,200	(32)	-0.4%
101-630-003-01	HEALTH INSURANCE	17,228	12,563	8,332	8,872	10,117	1,245	14.0%
101-630-003-02	DENTAL INSURANCE	1,169	756	2,048	2,211	2,254	43	1.9%
101-630-003-07	VISION INSURANCE				112	206	94	83.9%
101-630-003-03	LIFE INSURANCE	315	317	353	352	382	30	8.5%
101-630-003-04	WORKERS' COMPENSATION	965	2,113	2,650	3,355	3,315	(40)	-1.2%
101-630-003-05	DISABILITY INSURANCE	574	648	761	786	923	137	17.4%
101-630-004-02	MEDICARE	1,234	1,285	1,400	1,428	1,444	16	1.1%
101-630-005-02	UNIFORM ALLOWANCE				-	-	-	#DIV/0!
101-630-007-01	EMPLOYEE ASSISTANCE PROG	94	96	96	96	96	-	0.0%
	TOTAL PERSONNEL COSTS	**121,473**	**122,456**	**127,780**	**132,660**	**132,671**	**11**	**0.0%**
	FTE	*1.50*	*1.50*	*2.00*	*2.00*	*2.00* [(1)]		
SERVICES/SUPPLIES								
101-630-022-01	SUPPLIES AND MATERIALS	1,953	1,664	1,780	1,716	2,500	784	45.7%
101-630-041-01	TRAVEL/CONF/MEETINGS/TRAINING	63	-	-	172	280	108	62.8%
	TOTAL SUPPLIES & SERVICES	**2,016**	**1,664**	**1,780**	**1,888**	**2,780**	**892**	**47.2%**
	TOTAL OPERATING COSTS	**123,489**	**124,120**	**129,560**	**134,548**	**135,451**	**903**	**0.7%**

[(1)] In FY 2015-16, 0.50 FTE Community Services Officer is authorized but not funded. Services being provided through Contract Services.

PUBLIC WORKS

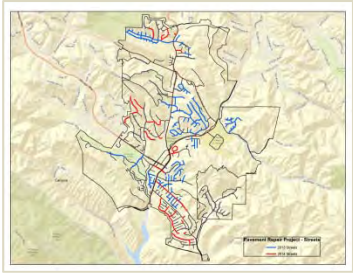
MISSION

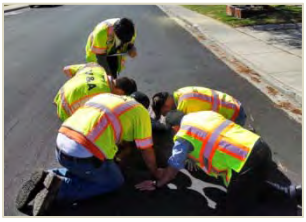
The mission of the Public Works Department is to provide residents, property owners, and visitors to the Town of Moraga with high quality well-maintained roadways, storm drains and public facilities through thoughtful planning, engineering, inspection, and maintenance of Town's public works and capital 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 develops the Capital Improvement Program, 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, coordinates matters related to Town right-of-ways with outside utility agencies like EBMUD, CCCSD, PG&E, AT&T, and Comcast, 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 known as Measure K. By leveraging the sales tax revenue, the department has completed the second 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. Measure K funds were further leveraged with a CalRecycle grant by incorporating recycled rubber into the paving program while diverting 42,000 tires from landfills. Results from the two years of pavement repair projects have yielded an increase in the Town's Pavement Condition Index (PCI) from 48 to a significant 64 which was recognized in November 2014 by the Metropolitan Transportation Commission with the 2013 Best All-Around Pavement Management Program award. Additionally, the Town is being viewed as a model for other public agencies and was invited by the League of California Cities to present the Town's Measure K success story. The department will begin construction on the 2015 Pavement Repair project in July.





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, including its creeks and their culverts in Town, has aged and continues to deteriorate with few to no repairs since the Town's incorporation, the department is comprehensively

analyzing the system as part of the Storm Drain Master Plan, scheduled to be completed Summer 2015. The project approved by Town Council on 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 2014-15

1. 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:
   a. Completed construction of the 2014 Pavement Repair project and the design phase and bidding process for the 2015 Pavement Repair project.
   b. Garnered Pavement Management Technical Assistance Program (P-TAP) Round 16 grant to inspect all Town streets and update Pavement Condition Index (PCI) scores.
   c. Received a positive annual independent report from the Measure K Local Sales Tax Oversight Committee with the following conclusions:
      i. The revenue from Measure K is being appropriately and routinely tracked, reported and monitored.
      ii. Based on a sampling of expensed invoices totaling $2.4 million for the Fiscal Year of July 1, 2013 through June 30, 2014 expenditures are consistent with, and in support of, the stated objectives of Measure K.
      iii. Staff costs incurred to directly oversee the Pavement Repair Program are eligible expenses under Measure K.
      iv. FY2013/14 program phase goals and objectives have been accomplished on time and under budget and a Certificate of Completion for the pavement improvements completed by VSS International, Inc. was filed with the County on November 14, 2013.
      v. The Pavement Repair Program is proceeding in a manner consistent with the commitments made to the voters of Moraga.

2. Completed the following phases of the Storm Drain Master Plan and anticipate Town Council adoption on June 24, 2015:
   a. System Mapping: Researched existing as-built drawings and documents, collected field data, and developed Geographic Information System (GIS) layer of Town's storm drain collection system.
   b. Condition Assessment: Televised older pipelines, assessed and rated conditions, and developed capital improvement program-level costs for repair of collection system.
   c. Current Land Use Condition Analysis: Developed 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.
   d. Future Land Use Condition Analysis: Developed 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.
   e. Creeks and its Culverts: Amended 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.

3. Delivered project management services to capital improvement projects at various stages of completion:
   a. Canyon Road Bridge Replacement (began public outreach and continued design)
   b. Commons Park ADA Pathway (start construction in partnership with the Parks & Recreation Department)
   c. Council Chambers/Community Room Renovation (continued construction)
   d. Electronic Community Information Sign (completed design, infrastructure, and procurement in partnership with the Parks & Recreation Department)
   e. Moraga Library Restroom Improvements (completed design)
   f. Moraga Road Pedestrian Improvements (commenced design of sidewalk)
   g. Moraga Road (St. Mary's to Draeger) Resurfacing (commenced design)
   h. Pavilion Turf Improvements (completed installation)
   i. PG&E Undergrounding (established District and initiated utility coordination)
   j. Street Light Master Plan (pending Livable Moraga Road project street light standards)
   k. Town Hall Exterior Building Repainting (completed)

4. Assisted the Audit & Finance Committee with conducting an in-depth and comprehensive study of the Town's needs and priorities with respect to the Asset Replacement Fund and incorporated asset replacement projects into the Capital Improvement Program for funding consideration.

5. Completed the following department efficiency projects:
   a. Established various on-call contracts to build efficiency when procuring professional services and encourage cost-effective contracting of work that is beyond the capacity or capability of Town staff for Street Sweeping, Weed Abatement, and Excavation.
   b. Implemented Records Improvement Program (RIP) to efficiently manage and store 2,487 linear filing inches or 6,839 pounds of Public Works records.
   c. Updated and created customer friendly Engineering Permit Forms and Checklists.
   d. Implemented new portable radar sign program and offered limited in-house traffic data collection services to manage and evaluate traffic issues better.

6. Completed review of Improvement Plans, Landscape Plans, Final Map for a variety of development projects:
   a. Subdivision 9321 Harvest Court (formerly Camino Ricardo), 26-lot single family residential development off Camino Ricardo
   b. Subdivision 9330 Rancho Laguna II, 27-lot single family residential development off Camino Ricardo including Lower Rheem Boulevard Stabilization and Road Repair work (anticipated Town Council approval scheduled for June 2015)

GOALS FOR FY 2015-16

1. Continue aggressive pavement management program:
   a. Continue to seek grant opportunities in order to further leverage sales tax and other pavement funds.
   b. Complete construction of the 2015 Pavement Repair project consisting of pavement reconstruction and design and bid the 2016 Pavement Repair project consisting of additional pavement reconstruction.
   c. Provide Pavement Management Report update and future pavement repair strategy for remaining 17 years of the 20-year one-cent local sales tax.

2. Provide project management services to capital improvement projects at various stages of completion:
   a. Canyon Road Bridge Replacement (start construction)
   b. Council Chambers/Community Room Renovation (complete construction)
   c. Moraga Road Pedestrian Improvements (start construction)
   d. Moraga Road (St. Mary's to Draeger) Resurfacing (start construction)
   e. PG&E Undergrounding (start construction)
   f. Street Light Master Plan (complete study)

3. 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:
   a. Subdivision 8378 Palos Colorado, 123 single family residences off Moraga Road
   b. Subdivision 9051 Hetfield Estates, 7 single family residences on Hetfield Place
   c. Subdivision 9317 Via Moraga, 17 small lot single family residential development on Moraga Road
   d. Minor Subdivision 601-14, 2 single family homes, located on Camino Pablo

4. Manage and coordinate the inspection of improvements for various development projects:
   a. Subdivision 7351 & 7747 Moraga Country Club
   b. Subdivision 8444 Los Encinos
   c. Subdivision 9321 Harvest Court (formerly Camino Ricardo)
   d. Subdivision 9330 Rancho Laguna II

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

Account Number	Description	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16	FY 2014-15 TO FY 2015-16 $ INC(DEC)	% INC(DEC)
101-710-330-14	Encroachment Permits	35,110	9,579	34,239	54,248	12,000	(42,248)	-77.9%
101-710-370-03	Staff Time	64,971	99,681	162,433	171,476	178,500	7,024	4.1%
101-710-370-05	Erosion Control Fees	11,200	-	-	-	-	-	
101-710-370-06	Grading Fees	14,563	-	9,998	-	35,000	35,000	
101-710-370-07	Hauling Fees	2,700	-		-	-	-	
101-710-370-50	Sale of Property	-	-	-	1,000	-	(1,000)	-100.0%
101-710-380-10	Other Revenue - PW/Engineering	1,180	450	348	16,331	-	(16,331)	
101-740-350-00	Reimbursement for Damages	5,809	5,941	12,080	1,729	5,050	3,321	192.1%
101-756-380-10	Nusiance Abatement			-	-	-	-	
	Total Revenues	**135,533**	**115,651**	**219,098**	**244,784**	**230,550**	**(14,234)**	**-5.8%**
	TRANSFERS IN FROM:							
	Fund 205: Gas Tax	329,764	308,913	285,000	293,332	306,764		
	Fund 210: Measure J			682	14,765	47,607		
	Fund 510: NPDES	187,804	196,260	231,866	211,457	202,923		

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

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16	FY 2014-15 TO FY 2015-16 $ INC(DEC)	% INC(DEC)
PERSONNEL:								
101-710-001-01	SALARIES - REGULAR	207,566	184,637	212,749	197,693	222,660	24,967	12.6%
101-710-001-04	SALARIES - TEMPORARY	6,902	17,676	6,070	31,231	20,000	(11,231)	-36.0%
101-710-001-06	SALARIES - OVERTIME	100	166	-	63	-	(63)	
101-710-001-10	SALARIES - PAGER PAY	60	1,140	-	-	-	-	
101-710-002-01	RETIREMENT - PERS	25,079	24,242	20,592	19,657	15,051	(4,606)	-23.4%
101-710-002-03	RETIREMENT - ICMA	3,450	-		-	-	-	
101-710-003-01	HEALTH INSURANCE	17,224	13,810	17,636	12,501	12,369	(132)	-1.1%
101-710-003-02	DENTAL INSURANCE	3,314	2,305	2,603	1,772	1,946	174	9.8%
101-710-003-07	VISION INSURANCE				174	338	164	
101-710-003-03	LIFE INSURANCE	447	404	541	462	559	97	21.0%
101-710-003-04	WORKERS' COMPENSATION	2,569	5,199	5,733	7,455	7,348	(107)	-1.4%
101-710-003-05	DISABILITY INSURANCE	1,121	1,273	1,579	1,444	2,046	602	41.7%
101-710-004-01	SOCIAL SECURITY - FICA	-	980	376	976	600	(376)	
101-710-004-02	MEDICARE	2,580	2,410	3,147	3,131	3,200	69	2.2%
101-710-005-01	AUTO ALLOWANCE	2,342	4,038	4,200	4,200	4,200	-	0.0%
101-710-005-02	UNIFORM ALLOWANCE	543	373	420	210	350	140	66.7%
101-710-007-01	EAP	97	95	110	94	106	12	12.8%
	TOTAL PERSONNEL COSTS	**273,394**	**258,749**	**275,756**	**281,063**	**290,773**	**9,710**	**3.5%**
	FTE	*2.55*	*2.55*	*2.30*	*2.30*	*2.20*		
SERVICES/SUPPLIES:								
101-710-021-01	COMMUNICATIONS	1,816	1,872	1,557	1,273	3,600	2,327	182.8%
101-710-022-01	SUPPLIES AND MATERIALS	1,565	7,804	6,857	7,029	6,500	(529)	-7.5%
101-710-026-01	CONTRACT SVCS	4,209	11,701	12,518	15,591	23,175	7,584	48.6%
101-710-030-03	POSTAGE	1,358	492	391	1,910	1,000	(910)	-47.6%
101-710-031-04	COPIER COSTS	5,040	3,080	3,790	3,826	8,080	4,254	111.2%
101-710-033-01	MILEAGE REIMBURSEMENT	-	-	-	18	50	32	177.8%
101-710-036-02	MAINTENANCE - VEHICLES	1,318	104	1,521	567	1,500	933	164.6%
101-710-038-01	ADVERTISING/LEGAL	-	2,211	628	108	900	792	733.3%
101-710-040-01	MEMBERSHIPS & DUES	585	174	478	627	500	(127)	-20.3%
101-710-041-01	TRAVEL/CONF/MTGS/TRAINING	3,308	3,755	2,537	1,836	1,504	(332)	-18.1%
101-710-042-01	SUBSCRIPTIONS	82	50	50	-	100	100	
101-710-060-01	CAPITAL OUTLAY (Non-Capitalized)		5,977		1,364	-	(1,364)	
	TOTAL SERVICES/SUPPLES	**19,281**	**37,219**	**30,326**	**34,149**	**46,909**	**12,760**	**37.4%**
	TOTAL OPERATING COSTS	**292,675**	**295,968**	**306,082**	**315,212**	**337,682**	**22,470**	**7.1%**
	Transfers in from:							
210-000-393-01	Fund 210: Measure J			682	14,765	15,000		

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

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16	FY 2014-15 TO FY 2015-16 $ INC(DEC)	% INC(DEC)
PERSONNEL:								
101-730-001-01	SALARIES - REGULAR	123,967	95,680	146,803	130,068	111,528	(18,540)	-14.3%
101-730-001-04	SALARIES - TEMPORARY	1,479	16,070	-	10,870	-	(10,870)	
101-730-001-06	SALARIES - OVERTIME	284	860	398	272	1,500	1,228	451.5%
101-730-001-10	SALARIES - PAGER PAY	10	860	-	-	-	-	
101-730-002-01	RETIREMENT - PERS	14,858	12,083	14,392	12,959	7,564	(5,395)	-41.6%
101-730-002-03	RETIREMENT - ICMA	3,450	-	-	4	-	(4)	
101-730-003-01	HEALTH INSURANCE	10,018	8,058	11,190	7,193	7,095	(98)	-1.4%
101-730-003-02	DENTAL INSURANCE	2,275	1,352	1,778	1,132	1,108	(24)	-2.1%
101-730-003-07	VISION INSURANCE				108	196	88	
101-730-003-03	LIFE INSURANCE	328	258	423	348	356	8	2.3%
101-730-003-04	WORKERS' COMPENSATION	1,422	2,946	3,986	5,180	3,699	(1,481)	-28.6%
101-730-003-05	DISABILITY INSURANCE	738	670	1,131	993	1,030	37	3.7%
101-730-004-01	SOCIAL SECURITY - FICA		979	-	-	-	-	
101-730-004-02	MEDICARE	1,767	1,548	2,015	1,839	1,611	(228)	-12.4%
101-730-005-01	AUTO ALLOWANCE	502	866	900	900	900	-	0.0%
101-730-005-02	UNIFORM ALLOWANCE	497	404	560	446	525	79	17.7%
101-730-007-01	EMPLOYEE ASSISTANCE PROG	72	60	86	71	67	(4)	-5.6%
	TOTAL PERSONNEL COSTS	**161,667**	**142,693**	**183,663**	**172,383**	**137,179**	**(35,204)**	**-20.4%**
	FTE	*1.70*	*1.70*	*1.80*	*1.83*	*1.40*		
SERVICES/SUPPLIES:								
101-730-021-01	COMMUNICATIONS	881	308	454	414	1,200	786	189.9%
101-730-022-01	SUPPLIES AND MATERIALS	1,269	376	-	1,000	2,250	1,250	125.0%
101-730-025-01	RENTS/LEASES/TAXES	7,279	7,279	9,594	8,740	9,594	854	9.8%
101-730-026-01	CONTRACT SVCS - ENGINEERING	9,791	37,393	45,691	21,816	34,500	12,684	58.1%
101-730-033-07	MAINTENANCE - BLDG/GROUNDS	-	4,789	1,400	51	-	(51)	
101-730-036-02	EQUIP MAINT - VEHICLES	8	-	505	-	1,500	1,500	
101-730-038-01	ADVERTISING/LEGAL	-	996	698	-	7,500	7,500	
101-730-040-01	MEMBERSHIPS/DUES	246	252	253	-	275	275	
101-730-041-01	TRAVEL/CONF/MEETINGS/TRAINING	669	766	1,875	475	1,925	1,450	305.3%
101-730-050-18	EDUCATION/OUTREACH	5,994	4,709	5,253	6,579	7,000	421	6.4%
	TOTAL SERVICES/SUPPLES	**26,137**	**56,867**	**65,723**	**39,075**	**65,744**	**26,669**	**68.3%**
	TOTAL OPERATING COSTS	**187,804**	**199,560**	**249,386**	**211,458**	**202,923**	**(8,535)**	**-4.0%**
	Transfers in from:							
510-000-099-01	Fund 510: NPDES	187,804	199,560	231,866	211,457	202,923		

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

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16	FY 2014-15 TO FY 2015-16 $ INC(DEC)	% INC(DEC)
PERSONNEL:								
101-740-001-01	SALARIES - REGULAR	117,673	123,248	117,299	110,203	141,588	31,385	28.5%
101-740-001-04	SALARIES - TEMPORARY	1,479	438	-	4,659	-	(4,659)	
101-740-001-06	SALARIES - OVERTIME	996	2,097	1,130	1,177	1,500	323	27.4%
101-740-001-10	SALARIES - PAGER PAY	10,100	2,545	-	-	-	-	
101-740-002-01	RETIREMENT - PERS	15,034	16,130	12,236	12,015	9,692	(2,323)	-19.3%
101-740-002-03	RETIREMENT - IN LIEU	-	-	-	8	-	(8)	
101-740-003-01	HEALTH INSURANCE	12,076	10,242	10,303	10,791	11,592	801	7.4%
101-740-003-02	DENTAL INSURANCE	1,738	1,713	1,576	1,505	1,702	197	13.1%
101-740-003-07	VISION INSURANCE				130	297	167	
101-740-003-03	LIFE INSURANCE	330	326	376	361	484	123	34.1%
101-740-003-04	WORKERS' COMPENSATION	1,355	2,772	3,229	4,602	4,700	98	2.1%
101-740-003-05	DISABILITY INSURANCE	716	849	900	841	1,309	468	55.6%
101-740-004-02	MEDICARE	1,464	1,492	1,624	1,575	2,047	472	30.0%
101-740-005-01	AUTO ALLOWANCE	502	864	900	900	900	-	0.0%
101-740-005-02	UNIFORM ALLOWANCE	875	875	910	1,094	875	(219)	-20.0%
101-740-007-01	EMPLOYEE ASSISTANCE PROG	73	75	77	74	91	17	23.0%
	TOTAL PERSONNEL COSTS	**164,411**	**163,666**	**150,561**	**149,935**	**176,777**	**26,842**	**17.9%**
	FTE	*1.55*	*1.55*	*1.60*	*1.87*	*1.90*		
SERVICES/SUPPLIES:								
101-740-020-01	UTILITIES	7,765	8,056	8,465	7,399	10,000	2,601	35.2%
101-740-021-01	COMMUNICATIONS	908	739	644	682	2,900	2,218	325.2%
101-740-022-01	SUPPLIES AND MATERIALS	1,614	1,188	26	1,032	2,000	968	93.8%
101-740-026-01	CONTRACT SVCS	19,536	28,500	19,894	20,562	23,000	2,438	11.9%
101-740-030-03	POSTAGE	-	-	-	47	-	(47)	
101-740-033-07	STREET MAINTENANCE	124,289	93,249	91,200	102,028	109,500	7,472	7.3%
101-740-036-02	EQUIP MAINT - VEHICLES	5,253	8,423	4,047	6,190	2,500	(3,690)	-59.6%
101-740-037-01	FUEL & OIL	4,786	2,794	4,437	4,068	4,200	132	3.2%
101-740-038-01	ADVERTISING AND LEGAL			169			-	
101-740-040-01	MEMBERSHIPS/DUES	120	120	-	451	140	(311)	-69.0%
101-740-041-01	TRAVEL/CONF/MEETINGS/TRAINING	1,082	135	742	938	854	(84)	-9.0%
101-740-080-01	PROPERTY DAMAGE - REIMBURSED	-	2,850	4,815	-	7,500	7,500	
	TOTAL SERVICES/SUPPLES	**165,353**	**146,054**	**134,439**	**143,397**	**162,594**	**19,197**	**13.4%**
	TOTAL OPERATING COSTS	**329,764**	**309,720**	**285,000**	**293,332**	**339,371**	**46,039**	**15.7%**
	Transfers in from:							
205-000-393-01	Fund 205: Gas Tax	329,764	309,720	285,000	293,332	306,764		
210-000-393-01	Fund 210: Measure J				-	32,607		

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

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16	FY 2014-15 TO FY 2015-16 $ INC(DEC)	% INC(DEC)
PERSONNEL:								
101-754-001-01	SALARIES - REGULAR	14,776	14,906	6,525	7,951	12,609	4,658	58.6%
101-754-001-06	SALARIES - OVERTIME	73	160	80	65	150	85	130.8%
101-754-001-10	PAGER PAY	18	408	-	-	-	-	
101-754-002-01	RETIREMENT - PERS	2,155	2,252	684	885	891	6	0.7%
101-754-003-01	HEALTH INSURANCE	1,032	907	440	517	1,089	572	110.6%
101-754-003-02	DENTAL INSURANCE	126	136	70	90	168	78	86.7%
101-754-003-07	VISION INSURANCE				8	29	21	262.5%
101-754-003-03	LIFE INSURANCE	32	34	24	31	46	15	48.4%
101-754-003-04	WORKERS' COMPENSATION	157	326	181	325	420	95	29.2%
101-754-003-05	DISABILITY INSURANCE	90	98	52	64	117	53	82.8%
101-754-004-02	MEDICARE	86	92	97	118	183	65	55.1%
101-754-005-02	UNIFORM ALLOWANCE	112	112	70	107	126	19	17.8%
101-754-007-01	EMPLOYEE ASSISTANCE PROG	7	8	5	6	9	3	50.0%
	TOTAL PERSONNEL COSTS	**18,664**	**19,438**	**8,227**	**10,167**	**15,837**	**5,670**	**55.8%**
	FTE	*0.16*	*0.16*	*0.10*	*0.15*	*0.18*		
SERVICES/SUPPLIES:								
101-754-020-01	UTILITIES	22,262	24,860	27,510	25,274	26,000	726	2.9%
101-754-021-01	COMMUNICATIONS	748	1,348	1,197	1,194	1,000	(194)	-16.2%
101-754-022-01	SUPPLIES AND MATERIALS	315	56	586	-	-	-	
101-754-026-01	CONTRACT SVCS	14,749	18,138	17,044	19,257	35,144	15,887	82.5%
101-754-033-07	BLDGS/GRNDS MAINT	12,556	20,798	17,188	19,047	38,000	18,953	99.5%
101-754-050-xx	LOAN REPAYMENT - Energy Efficiency			271	271	271	-	0.0%
101-754-080-01	PROPERTY DAMAGE - REIMBURSED			-	-	-	-	
	TOTAL SERVICES/SUPPLES	**50,630**	**65,201**	**63,796**	**65,043**	**100,415**	**35,372**	**54.4%**
	TOTAL OPERATING COSTS	**69,294**	**84,639**	**72,022**	**75,210**	**116,252**	**41,042**	**54.6%**

TYPE: **EXPENDITURE**
FUND: **101 GENERAL FUND**
DEPT: **755 PW 335 (formerly 331) RHEEM BUILDING MAINTENANCE**

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16	FY 2014-15 TO FY 2015-16 $ INC(DEC)	% INC(DEC)
PERSONNEL:								
101-755-001-01	SALARIES - REGULAR	5,113	4,305	12,888	8,561	8,893	332	3.9%
101-755-001-06	SALARIES - OVERTIME	4	-	96	64	150	86	134.4%
101-755-001-10	PAGER PAY	6	114	-	-	-	-	
101-755-002-01	RETIREMENT - PERS	630	530	1,230	810	628	(182)	-22.5%
101-755-003-01	HEALTH INSURANCE	458	203	860	535	741	206	38.5%
101-755-003-02	DENTAL INSURANCE	39	27	147	93	112	19	20.4%
101-755-003-07	VISION INSURANCE				8	20	12	150.0%
101-755-003-03	LIFE INSURANCE	10	8	49	31	30	(1)	-3.2%
101-755-003-04	WORKERS' COMPENSATION	54	112	358	363	296	(67)	-18.5%
101-755-003-05	DISABILITY INSURANCE	30	27	102	69	82	13	18.8%
101-755-004-02	MEDICARE	18	7	191	127	129	2	1.6%
101-755-005-02	UNIFORM ALLOWANCE	33	27	147	96	84	(12)	-12.5%
101-755-007-01	EMPLOYEE ASSISTANCE PROG	2	2	10	6	6	-	0.0%
	TOTAL PERSONNEL COSTS	**6,397**	**5,363**	**16,077**	**10,763**	**11,171**	**408**	**3.8%**
	FTE	*0.05*	*0.05*	*0.21*	*0.16*	*0.12*		
SERVICES/SUPPLIES:								
101-755-020-01	UTILITIES	3,827	2,467	2,649	2,918	3,250	332	11.4%
101-755-021-01	COMMUNICATIONS	542	518	563	671	500	(171)	-25.5%
101-755-022-01	SUPPLIES AND MATERIALS	1,202	1,492	540	465	500	35	7.5%
101-755-026-01	CONTRACT SVCS	6,512	7,798	9,422	8,798	7,300	(1,498)	-17.0%
101-755-033-07	BLDGS/GRNDS MAINT	3,555	5,180	5,985	4,485	5,000	515	11.5%
101-756-033-07	PRIVATE PROPERTY ABATEMENT		1,250		-	-	-	
	TOTAL SERVICES/SUPPLES	**15,638**	**18,705**	**19,160**	**17,337**	**16,550**	**(787)**	**-4.5%**
	TOTAL OPERATING COSTS	**22,035**	**24,068**	**35,237**	**28,100**	**27,721**	**(379)**	**-1.3%**

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.

The department mission suggests that parks and recreation activities and programs 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, and Boy Scout Troops 212, 234 and 246. 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 department has two Recreation and Facilities Coordinators (I and II). The Recreation and Facilities Coordinator II 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 Coordinator I works closely with the Moraga Movers, seasonal part-time camp staff and programs, various special events and a variety of general office tasks. The Public Works/Parks Manager, Lead Maintenance Worker, Maintenance Workers and seasonal maintenance workers maintain public parks, open space and rental facilities.

Parks and Recreation staff coordinate 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 2014-15

- Co-Sponsored Oktoberfest and Cinco de Mayo with Hacienda Foundation.
- Repaired roof leaks in the La Sala and Hacienda, replaced vinyl flooring in the Hacienda and Pavilion and improved the subdrain system for the Hacienda building, through Town Council funded Capital Improvement Program - 14-302.
- Initiated resource sharing discussions with Moraga School District, Saint Mary's College and Campolindo High School through the Joint Ad Hoc Facilities Planning Subcommittee.
- Prepared a Memorandum of Understanding (MOU) for shared use of facilities with Saint Mary's College.
- Completed year two of a financially efficient five-year Capital Improvement Plan program for the Hacienda and Commons Park properties and started to address needed maintenance items in other town-owned facilities/parks.
- Continued successful Town events: Mother/Son Dance, Mother/Daughter Tea, Summer Camp Expo, Moraga Beautiful, Community Garage Sale, 9th Annual Triathlon, 4th of July, Pear and Wine Festival, Holiday Tree Lighting, Santa Visits Moraga and Breakfast with Santa.
- Successfully completed three 40th Anniversary events, celebrating Town incorporation.
- Partnered with the Moraga Junior Women's Club on the Annual Egg Hunt.

- Partnered with the Moraga Park Foundation to complete the frontage landscaping project at the Moraga Library.
- Developed plans, specifications and estimates for the Moraga Library ADA accessible public restroom at the Moraga Library and received funding approval from Town Council for the construction phase.
- Completed a use policy for the new electronic community information sign
- Completed CIP 15-302 Electronic Community Information Sign on Moraga Road.
- Completed the study phase for CIP 14-301, Hacienda Building ADA Accessibility to Upper Floors.
- Completed CIP 15-303 Turf Improvement Project, Phase 1 – Pavilion turf replacement.
- 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.
- Added two successful events, Community Garage Sale and Family Campout at Rancho Laguna Park.
- Completed construction of an ADA accessible pathway located at the Commons Park Band Shell.
- Worked with contractor and community volunteers to replace the Moraga Commons Band Shell redwood stage flooring.
- Facilitated an architectural consultant selection process for the Hacienda de las Flores conceptual plan process

GOALS FOR FY 2015-16

- Finalize joint use agreement with both Saint Mary's College and Moraga School District.
- Work with an architectural firm to complete conceptual designs and begin feasibility discussions with investors and developers for the Hacienda de las Flores property.
- Support the Park Foundation in project efforts as well as another successful summer concert series.
- Support Hacienda Foundation with continued community events.
- Consider taking over the After School Enrichment Program (ASEP) program for Moraga School District if requested by the District.
- As a Department and Commission, participate in the Moraga Pedestrian and Bicycle and Wayfinding Plan and the Moraga Center Specific Plan Steering Committee.
- Complete CIP 15-304 Commons Park Sand Volleyball Court Renovation, if funding is allocated.

- Complete CIP 08-305 Hacienda de las Flores Main Power Replacement, between November 2015 and March 2016.
- Maintain and enhance successful community-wide events.
- Provide more training opportunities for Park and Recreation Commissioners.
- Complete the installation of the Moraga Road Electronic Community Information Sign.

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

Account Number	Description	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16	FY 2014-15 TO FY 2015-16 $ INC(DEC)	% INC(DEC)
DEPT 810: RECREATION								
101-810-351-02	Property Rent - Rancho Laguna	7,386	2,643	6,354	6,574	4,000	(2,574)	-39.2%
101-810-351-03	Property Rent - Moraga Commons	10,366	11,937	19,024	19,475	15,000	(4,475)	-23.0%
101-810-351-08	Property Rent-Mulholland Graze	2,250	2,313	2,378	2,384	2,450	66	2.8%
101-810-351-11	Property Rent - Library	2,405	1,971	2,164	2,463	2,600		0.0%
101-810-370-03	Staff Time - Special Projects				3,268	4,000	732	22.4%
101-810-370-22	Recreation Class Fees	69,105	82,330	66,567	71,252	72,000	748	1.0%
101-810-370-23	Online Registration Fees	1,264	2,535	1,346	1,330	1,300	(30)	-2.3%
101-810-370-25	Moraga Movers	7,748	7,930	5,469	7,210	8,000	790	11.0%
101-810-380-04	July 4th Donations	13,154	37,927	32,133	18,724	25,000	6,276	33.5%
101-810-380-05	Buy A Bulb - Tree Lights	960	1,225	1,940	835	1,000	165	19.8%
101-810-380-13	P&R - Triathlon	25,456	33,026	26,120	29,961	28,000	(1,961)	-6.5%
101-810-380-14	P&R - Marquee Revenues	2,114	4,254	2,462	2,233	4,500	2,267	101.5%
101-810-380-15	P&R - Other Revenues	1	1,691	2,565	5,057	-	(5,057)	
101-810-380-17	P&R Special Events	500		-	-	-	-	
101-810-380-19	Pear Festival	2,652	3,380	2,355	3,776	2,500	(1,276)	-33.8%
	Subtotal Revenues	**145,361**	**193,162**	**170,876**	**174,542**	**170,350**	**(4,329)**	**-2.5%**
DEPT 850: HACIENDA EVENTS & RENTALS								
101-850-351-04	Property Rent - Hacienda/Pavilion	95,522	84,041	80,314	79,287	85,000	5,713	7.2%
101-850-351-06	Non-refundable Application Fee	6,000	7,000	6,750	7,500	7,000	(500)	-6.7%
101-850-370-22	Hacienda Recreation Class Fees	130,393	111,667	90,148	90,971	98,000	7,029	7.7%
101-850-370-23	Online Registration Fees	1,895	2,451	1,656	1,629	-	(1,629)	
101-850-380-17	P&R Special Events - Hacienda	-		2,806	3,283	-	(3,283)	
	Subtotal Revenues	**233,810**	**205,159**	**181,674**	**182,670**	**190,000**	**7,330**	**4.0%**
	Total Revenues	**379,171**	**398,321**	**352,549**	**357,212**	**360,350**	**3,001**	**0.8%**
	TRANSFER IN FROM:							
	Fund 210: Measure J		9,000	9,000	9,000	9,000		
	Fund 740: Community Facilities/Open Space			450	-	1,000		
	Fund 750: Asset Replacement		17,981	13,589	18,077	10,986		

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

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16	FY 2014-15 TO FY 2015-16 $ INC(DEC)	% INC(DEC)
PERSONNEL:								
101-810-001-01	SALARIES - REGULAR	89,970	85,812	101,483	109,997	101,978	(8,019)	-7.3%
101-810-001-04	SALARIES - TEMPORARY	8,615	5,017	606	923	1,500	577	62.5%
101-810-001-06	SALARIES - OVERTIME	-		247	220	500	280	
101-810-002-01	RETIREMENT - PERS	11,701	11,427	9,845	11,140	7,077	(4,063)	-36.5%
101-810-002-03	RETIREMENT - ICMA			180			-	
101-810-003-01	HEALTH INSURANCE	12,472	9,870	9,168	10,242	9,113	(1,129)	-11.0%
101-810-003-02	DENTAL INSURANCE	1,815	1,651	1,504	1,584	1,314	(270)	-17.0%
101-810-003-07	VISION INSURANCE				150	228	78	
101-810-003-03	LIFE INSURANCE	252	219	297	317	305	(12)	-3.8%
101-810-003-04	WORKERS' COMPENSATION	1,042	2,052	2,864	3,686	3,364	(322)	-8.7%
101-810-003-05	DISABILITY INSURANCE	564	584	772	830	937	107	12.9%
101-810-004-01	SOCIAL SECURITY - FICA	534	311	53	57	200	143	250.9%
101-810-004-02	MEDICARE	1,427	1,338	1,517	1,645	1,465	(180)	-10.9%
101-810-005-01	AUTO ALLOWANCE	2,700	2,700	3,000	3,000	2,100	(900)	-30.0%
101-810-005-04	CELL PHONE ALLOWANCE			300	300	210	(90)	-30.0%
101-810-007-01	EMPLOYEE ASSISTANCE PROG	57	49	62	65	58	(7)	-10.8%
	TOTAL PERSONNEL COSTS	**131,149**	**121,030**	**131,900**	**144,156**	**130,349**	**(13,807)**	**-9.6%**
	FTE	*1.05*	*1.05*	*1.35*	*1.35*	*1.20*		
SERVICES/SUPPLIES:								
101-810-021-01	COMMUNICATIONS	107	110	107	118	175	57	48.3%
101-810-022-01	SUPPLIES AND MATERIALS	3,913	2,542	1,548	1,874	3,500	1,626	86.8%
101-810-026-01	CONTRACT SVCS - INSTRUCTORS	40,585	52,444	44,952	43,980	39,000	(4,980)	-11.3%
101-810-026-03	CONTRACT SVCS - SCHOOL FIELDS	33,000	22,000	11,000	-	-	-	
101-810-030-03	POSTAGE	394	51	169	217	400	183	84.3%
101-810-031-04	COPIER COSTS	1,738	929	1,880	1,877	1,000	(877)	-46.7%
101-810-034-04	CONTRACT SVCS - WEED ABATE/MULH	-	4,022	3,137	7,609	-	(7,609)	-100.0%
101-810-036-02	MAINTENANCE - VEHICLE	-	-	72	4	300	296	7400.0%
101-810-037-01	GAS & OIL	480	45	314	248	600	352	141.9%
101-810-038-01	ADVERTISING/LEGAL	2,912	2,707	4,046	2,674	5,600	2,926	109.4%
101-810-040-01	MEMBERSHIPS	575	665	1,161	725	700	(25)	-3.4%

FUND: **101 GENERAL FUND**
DEPT: **810 RECREATION**

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16	FY 2014-15 TO FY 2015-16 $ INC(DEC)	% INC(DEC)
101-810-041-01	TRAVEL/CONFERENCES/MTGS	911	1,205	383	2,100	1,000	(1,100)	-52.4%
101-810-050-09	LAMORINDA SPIRIT VAN	9,000	9,000	9,000	9,000	9,000	-	0.0%
101-810-052-01	TRIATHLON	15,534	16,393	15,985	19,389	16,000	(3,389)	-17.5%
101-810-053-01	BROCHURE ACTIVITY GUIDE/CRIER	8,437	8,525	9,823	7,595	7,500	(95)	-1.3%
101-810-053-02	JULY 4TH	19,393	19,292	19,264	22,071	19,500	(2,571)	-11.6%
101-810-053-05	WEB-BASED REGISTRATION	1,000	1,250	1,250	1,000	1,500	500	50.0%
101-810-053-07	PEAR FESTIVAL	2,127	2,364	1,781	16,496	3,000	(13,496)	-81.8%
101-810-053-08	MORAGA MOVERS Programs	1,434	3,155	2,216	3,955	2,900	(1,055)	-26.7%
101-810-053-11	CREDIT CARD PROCESSING FEES				11,016	9,000	(2,016)	-18.3%
101-810-053-17	P&R SPECIAL EVENTS EXPENSES	789	36	425	3,002		(3,002)	-100.0%
	TOTAL SERVICES/SUPPLIES	**142,329**	**146,735**	**128,513**	**154,950**	**120,675**	**(34,275)**	**-22.1%**
	TOTAL OPERATING COSTS	**273,478**	**267,764**	**260,412**	**299,106**	**251,024**	**(48,082)**	**-16.1%**
	Transfers in from:							
210-000-099-01	Fund 210: Measure J - for Lamorinda Spirit Van		9,000	9,000	9,000	9,000		

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

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16	FY 2014-15 TO FY 2015-16 $ INC(DEC)	% INC(DEC)
PERSONNEL:								
101-850-001-01	SALARIES - REGULAR	121,661	141,651	122,097	130,854	130,515	(339)	-0.3%
101-850-001-04	SALARIES - TEMPORARY	20,056	16,524	17,903	16,472	19,000	2,528	15.3%
101-850-001-06	SALARIES - OVERTIME	-	115	76	313	500	187	
101-850-002-01	RETIREMENT - PERS	15,747	17,720	11,982	13,450	9,066	(4,384)	-32.6%
101-850-002-03	RETIREMENT - ICMA			180		-	-	
101-850-003-01	HEALTH INSURANCE	17,961	17,376	10,403	11,499	11,263	(236)	-2.1%
101-850-003-02	DENTAL INSURANCE	2,642	2,873	1,714	1,796	1,630	(166)	-9.2%
101-850-003-07	VISION INSURANCE				171	283	112	
101-850-003-03	LIFE INSURANCE	378	405	367	387	394	7	1.8%
101-850-003-04	WORKERS' COMPENSATION	1,448	3,406	3,438	4,412	4,310	(102)	-2.3%
101-850-003-05	DISABILITY INSURANCE	801	959	935	999	1,200	201	20.1%
101-850-004-01	SOCIAL SECURITY/FICA	1,244	1,032	1,115	1,027	1,200	173	16.8%
101-850-004-02	MEDICARE	2,127	2,297	2,057	2,166	1,877	(289)	-13.3%
101-850-005-01	AUTO ALLOWANCE	3,300	3,300	3,000	3,000	2,400	(600)	-20.0%
101-850-005-04	CELL PHONE ALLOWANCE			300	300	240	(60)	-20.0%
101-850-007-01	EMPLOYEE ASSISTANCE PROG	84	91	77	79	74	(5)	-6.3%
	TOTAL PERSONNEL	**187,449**	**207,749**	**175,642**	**186,925**	**183,952**	**(2,973)**	**-1.6%**
	FTE	*1.95*	*1.95*	*1.65*	*1.65*	*1.55*		
SERVICES/SUPPLIES:								
101-850-021-01	COMMUNICATIONS	737	749	795	816	700	(116)	-14.2%
101-850-022-01	SUPPLIES AND MATERIALS	3,528	2,083	4,645	2,810	2,500	(310)	-11.0%
101-850-026-01	CONTRACT SVCS	52,588	46,724	37,530	43,543	57,000	13,457	30.9%
101-850-030-03	POSTAGE	732	95	226	319	600	281	88.1%
101-850-031-04	COPIER COSTS	3,228	1,726	2,751	2,713	2,500	(213)	-7.9%
101-850-036-02	MAINTENANCE - VEHICLE	-	-	-	82	200	118	143.9%
101-850-038-01	ADVERTISING/LEGAL	12,542	16,873	15,022	16,856	14,000	(2,856)	-16.9%
101-850-039-01	INSURANCE - EVENT HAZARD	6,644	5,741	4,100	3,202	9,900	6,698	209.2%
101-850-041-01	TRAVEL/CONF/MTGS/TRNG	190	1,139	259	829	1,000	171	20.6%
101-850-053-01	BROCHURE/ACTIVITY GUIDE	5,744	5,519	5,210	10,311	9,000	(1,311)	-12.7%
101-850-053-03	STAFF FINGERPRINTING	2,752	1,280	608	640	2,000	1,360	212.5%
101-850-053-05	WEB BASED REGISTRATION	2,000	2,250	2,250	2,000	2,500	500	25.0%

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

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16	FY 2014-15 TO FY 2015-16 $ INC(DEC)	% INC(DEC)
101-850-053-08	MORAGA MOVERS Programs	701	1,426	1,787	795	2,500	1,705	214.5%
101-850-053-17	P&R SPECIAL EVENTS	2,152	2,977	2,442	2,479	3,500	1,021	41.2%
101-850-060-01	CAPITAL OUTLAY (Non-Capitalized)		17,981	13,589	18,077	10,986	(7,091)	-39.2%
	TOTAL SERVICES/SUPPLES	**93,539**	**106,561**	**91,216**	**105,472**	**118,886**	**13,414**	**12.7%**
	TOTAL OPERATING EXPENSES	**280,988**	**314,310**	**266,858**	**292,397**	**302,838**	**10,441**	**3.6%**
	Transfers in from:							
750-000-099-01	Fund 750: Asset Replacement Offset for capital outlay		17,981	13,589	18,077	10,986		

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

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16	FY 2014-15 TO FY 2015-16 $ INC(DEC)	% INC(DEC)
PERSONNEL:								
101-751-001-01	SALARIES - REGULAR	72,670	71,944	75,418	59,168	58,673	(495)	-0.8%
101-751-001-06	SALARIES - OVERTIME	774	1,350	572	740	750	10	1.4%
101-751-001-10	PAGER PAY	70	2,270		-	-	-	
101-751-002-01	RETIREMENT - PERS	9,352	9,471	7,846	6,084	4,152	(1,932)	-31.8%
101-751-002-03	RETIREMENT - IN LIEU	-	-	-	15			
101-751-003-01	HEALTH INSURANCE	11,434	9,839	10,597	7,325	8,875	1,550	21.2%
101-751-003-02	DENTAL INSURANCE	1,432	1,498	1,314	962	1,125	163	16.9%
101-751-003-07	VISION INSURANCE				89	190	101	
101-751-003-03	LIFE INSURANCE	241	246	253	181	226	45	24.9%
101-751-003-04	WORKERS' COMPENSATION	794	1,644	2,056	2,072	1,953	(119)	-5.7%
101-751-003-05	DISABILITY INSURANCE	464	497	573	413	544	131	31.7%
101-751-004-02	MEDICARE	888	912	734	619	851	232	37.5%
101-751-005-02	UNIFORM ALLOWANCE	788	789	756	492	623	131	26.6%
101-751-007-01	EMPLOYEE ASSISTANCE PROG	54	56	52	37	43	6	16.2%
	TOTAL PERSONNEL COSTS	**98,961**	**100,515**	**100,170**	**78,197**	**78,005**	**(177)**	**-0.2%**
	FTE	*1.18*	*1.18*	*1.08*	*0.80*	*0.89*		
SERVICES/SUPPLIES:								
101-751-020-01	UTILITIES	23,193	20,585	24,352	22,894	23,000	106	0.5%
101-751-021-01	COMMUNICATIONS	170	104	307	251	525	274	
101-751-022-01	SUPPLIES AND MATERIALS	2,795	2,412	2,171		-	-	
101-751-026-01	CONTRACT SVCS	14,811	13,325	16,250	15,791	28,300	12,509	79.2%
101-751-026-18	CONTRACT SVCS - MAINTENANCE	150					-	
101-751-033-07	BLDG/GRNDS MAINT	27,326	49,135	37,550	28,719	38,300	9,581	33.4%
101-751-036-02	EQUIP MAINT - VEHICLES	777	846	603	-	1,000	1,000	
101-751-037-01	FUEL AND OIL	2,938	3,035	3,217	2,189	2,000	(189)	-8.6%
101-751-041-01	TRAVEL/CONF/MEETINGS/TRAINING	32	42	75	-	125	125	
101-751-050-xx	LOAN REPAYMENT - Energy Efficiency			6,644	6,644	6,644	-	0.0%
101-751-053-01	PLANTS	4,029	3,285	4,634	3,667	3,500	(167)	-4.6%
101-751-060-01	CAPITAL OUTLAY - NON COPITALIZED	-	-	-	1,085	-	(1,085)	
	TOTAL SERVICES/SUPPLES	**76,220**	**92,769**	**95,802**	**81,240**	**103,394**	**22,154**	**27.3%**
	TOTAL OPERATING COSTS	**175,181**	**193,284**	**195,972**	**159,437**	**181,399**	**21,977**	**13.8%**

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

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16	FY 2014-15 TO FY 2015-16 $ INC(DEC)	% INC(DEC)
PERSONNEL:								
101-752-001-01	SALARIES - REGULAR	21,908	19,944	30,326	31,204	40,786	9,582	30.7%
101-752-001-06	SALARIES - OVERTIME	89	130	148	197	100	(97)	-49.2%
101-752-001-10	PAGER PAY	26	568				-	
101-752-002-01	RETIREMENT - PERS	2,709	2,512	3,125	3,075	2,872	(203)	-6.6%
101-752-002-03	RETIREMENT - IN LIEU	-	-	-	11	-	(11)	
101-752-003-01	HEALTH INSURANCE	2,216	1,526	2,585	2,363	4,611	2,248	95.1%
101-752-003-02	DENTAL INSURANCE	248	225	319	328	600	272	82.9%
101-752-003-07	VISION INSURANCE				30	103	73	
101-752-003-03	LIFE INSURANCE	52	49	77	82	135	53	64.6%
101-752-003-04	WORKERS' COMPENSATION	234	485	809	1,100	1,354	254	23.1%
101-752-003-05	DISABILITY INSURANCE	133	132	222	203	376	173	85.2%
101-752-004-02	MEDICARE	136	110	160	265	589	324	122.3%
101-752-005-01	AUTO ALLOWANCE					300	300	
101-752-005-02	UNIFORM ALLOWANCE	178	162	231	210	336	126	60.0%
101-752-005-04	CELL PHONE ALLOWANCE					30	30	
101-752-007-01	EMPLOYEE ASSISTANCE PROG	12	11	16	17	25	8	47.1%
	TOTAL PERSONNEL COSTS	**27,941**	**25,854**	**38,018**	**39,085**	**52,217**	**13,132**	**33.6%**
	FTE	*0.26*	*0.26*	*0.33*	*0.37*	*0.53*		
SERVICES/SUPPLIES:								
101-752-020-01	UTILITIES	25,575	28,809	26,128	24,418	29,125	4,707	19.3%
101-752-021-01	COMMUNICATIONS			143	251		(251)	
101-752-022-01	SUPPLIES AND MATERIALS	461	2	517	-	-	-	
101-752-026-01	CONTRACT SVCS	16,862	15,887	24,883	19,238	31,900	12,662	65.8%
101-752-033-07	BLDG/GRNDS MAINT	12,945	12,428	14,233	12,327	15,875	3,548	28.8%
101-752-050-xx	LOAN REPAYMENT - Energy Efficiency			6,351	6,351	6,351	-	0.0%
	TOTAL SERVICES/SUPPLES	**55,843**	**57,126**	**72,255**	**62,585**	**83,251**	**20,666**	**33.0%**
	TOTAL OPERATING COSTS	**83,784**	**82,980**	**110,273**	**101,670**	**135,468**	**33,798**	**33.2%**

Note: As of FY 2013-14, Council approved additional funding to support additional maintenance costs associated with Sunday open hours at the Moraga Library. The Friends of the Moraga Library pay for the Sunday hours library staff costs. The maintenance budget for the Sunday hours is $5,000 annually.

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

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16	FY 2014-15 TO FY 2015-16 $ INC(DEC)	% INC(DEC)
PERSONNEL:								
101-753-001-01	SALARIES - REGULAR	95,478	93,983	132,032	126,645	139,919	13,274	10.5%
101-753-001-04	SALARIES - TEMPORARY	11,240	8,964	10,883	10,884	12,000	1,116	10.3%
101-753-001-06	SALARIES - OVERTIME	1,358	1,468	1,296	2,480	2,000	(480)	-19.4%
101-753-001-10	SALARIES - PAGER/ON CALL	110	2,495		-	-	-	
101-753-002-01	RETIREMENT - PERS	12,125	12,155	13,649	12,674	9,851	(2,823)	-22.3%
101-753-002-03	RETIREMENT - IN LIEU	-	-	-	39	-	(39)	
101-753-003-01	HEALTH INSURANCE	11,862	9,798	15,155	14,204	24,617	10,413	73.3%
101-753-003-02	DENTAL INSURANCE	1,636	1,692	2,042	1,965	3,076	1,111	56.5%
101-753-003-07	VISION INSURANCE				181	515	334	
101-753-003-03	LIFE INSURANCE	318	322	371	345	516	171	49.6%
101-753-003-04	WORKERS' COMPENSATION	1,169	2,333	3,547	4,378	4,640	262	6.0%
101-753-003-05	DISABILITY INSURANCE	610	647	979	843	1,292	449	53.3%
101-753-004-01	FICA/SOCIAL SECURITY	724	561	682	721	600	(121)	-16.8%
101-753-004-02	MEDICARE	1,309	1,275	1,060	1,334	2,021	687	51.5%
101-753-005-01	AUTO ALLOWANCE					1,200	1,200	
101-753-005-02	UNIFORM ALLOWANCE	1,080	1,065	1,106	875	1,281	406	46.4%
101-753-005-04	CELL PHONE ALLOWANCE					120	120	
101-753-007-01	EMPLOYEE ASSISTANCE PROG	71	73	76	70	98	28	40.0%
	TOTAL PERSONNEL COSTS	**139,090**	**136,830**	**182,879**	**177,638**	**203,746**	**26,108**	**14.7%**
	FTE	*1.55*	*1.55*	*1.58*	*1.52*	*1.83*		
SERVICES/SUPPLIES:								
101-753-020-01	UTILITIES	43,259	42,517	40,219	26,939	42,000	15,061	55.9%
101-753-021-01	COMMUNICATIONS	269	183	545	398	975	577	145.0%
101-753-022-01	SUPPLIES AND MATERIALS	1,247	1,597	1,407	-	-	-	
101-753-025-01	RENTS/LEASES/TAXES	4,966	5,076	5,187	251	6,000	5,749	2290.4%
101-753-026-01	CONTRACT SVCS	28,815	29,695	31,253	33,657	43,775	10,118	30.1%
101-753-033-07	BLDG/GRNDS MAINT	29,442	34,828	31,980	39,285	32,300	(6,985)	-17.8%
101-753-033-08	MULHOLLAND RIDGE - MAINT			450	-	1,000	1,000	
101-753-036-02	EQUIP MAINT - VEHICLES	8,464	6,602	5,903	4,360	5,000	640	14.7%
101-753-037-01	FUEL & OIL	6,505	6,045	4,850	2,614	5,000	2,386	91.3%
101-753-041-01	TRAVEL/CONF/MEETINGS/TRAINING	440	306	366	896	560	(336)	-37.5%
101-753-080-01	PROPERTY DAMAGE - REIMBURSED	-	-	-	-	6,000	6,000	
	TOTAL SERVICES/SUPPLES	**123,407**	**126,848**	**122,159**	**108,400**	**142,610**	**34,210**	**31.6%**
	TOTAL OPERATING COSTS	**262,497**	**263,679**	**305,038**	**286,038**	**346,356**	**60,318**	**21.1%**

FUND: **101 GENERAL FUND**
DEPT: **753 PARKS & OPEN SPACE MAINTENANCE**

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16	FY 2014-15 TO FY 2015-16 $ INC(DEC)	% INC(DEC)
	Transfers in from:							
740-000-099-01	Fund 740: Community Facilities/Open Space							
	Mulholland Ridge Pond/Grounds Maintenance			450	-	1,000		

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PLANNING

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 consultant services as needed 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 2014, the planning department helped to develop and adopt new sign regulations, an historic preservation ordinance, and new nuisance abatement and code enforcement procedures. This past year saw additional progress on the Livable Moraga Road project to identify ways to accommodate bicycles, pedestrians and automobiles in a safe, aesthetically-pleasing manner, and the Hillside and Ridgeline study.

ACCOMPLISHMENTS FOR FY 2014-15

In FY 2014-15, the Planning Department saw some staffing changes with appointment of a new Planning Director (formerly the Senior Planner), and hiring of a new Assistant Planner to backfill the vacant position. 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:

- Adopted a new Sign Ordinance, Historic Preservation Ordinance, and Nuisance Abatement and Code Enforcement regulations;
- Adopted and received State (HCD) certification of the 2015-2023 Housing Element, one of the first Contra Costa cities to achieve this important milestone;
- Successfully processed several major development applications, including a Development Agreement, and the Final Map for the Camino Ricardo project (26-lot subdivision, SummerHill Homes); Conceptual Development Plan and Vesting Tentative Map for Rancho Laguna II (27-lot subdivision, SummerHill Homes); and Conceptual and General Development Plan and Vesting Map for the Via Moraga Project (17-lot subdivision, Signature Homes)
- Made substantial progress on Nexus Studies that will update the Town's Impact Fee Schedule, and the Lamorinda Fee and Finance Authority (LFFA) Traffic Impact Fee Schedule.
- Made substantial progress on the Livable Moraga Road project, including development of additional design options to address pedestrian, bicycle and automobile use;
- Completed background report and updated landslide hazard maps for the Hillside and Ridgeline Study, through well-attended public workshops and input from a Steering Committee, and developed a list of key policy issues to be further studied and developed into updated and clarified regulations for hillside development.
- Accepted the Climate Action Plan and committed to implementation of strategies identified in the plan aimed at reducing the Town's greenhouse gas emissions; received grants for an update of the Pedestrian and Bicycle Master Plan, and for a project to develop implementing zoning regulations for the Moraga Center Specific Plan. Consultants were retained for both projects and began work in early 2015.

GOALS FOR FY 2015-16

- Complete additional amendments to the zoning ordinance and General Plan, particularly related to hillside and ridgeline development, implementation of the Climate Action Plan, home-based winery businesses, and clarification of the subdivision (Planned Development) process (CIP).
- Complete the Hillside and Ridgeline project, including adoption of amendments to clarify and reduce ambiguity in the existing MOSO guidelines and related regulations.
- Complete the Livable Moraga Road project (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;

- Process development applications as submitted, including additional applications for Moraga Town Center Homes project (36-unit townhouse development, City Ventures), Rancho Laguna II (27 lot subdivision) and Hetfield Estates (7 lot subdivision);
- Process the application for annexation of a portion of the Carr Ranch property and development application for a single-family subdivision on this site;
- Assist Saint Mary's College with Campus Master Plan, including the Environmental Impact Report;
- Complete the Bicycle-Pedestrian Master Plan Update and Wayfinding Plan in partnership with the Parks and Recreation and Public Works/Engineering Departments (CIP);
- Complete the Moraga Center Specific Plan Implementation Project (CIP)
- Complete the Comprehensive Development Impact Fee Study in partnership with all the Town's departments (CIP).

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TYPE: **REVENUE**
FUND: **101 GENERAL FUND**
DEPT: **PLANNING**

Account Number	Description	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16	FY 2014-15 TO FY 2015-16 $ INC(DEC)	% INC(DEC)
101-910-370-01	Planning Fees	54,550	36,404	32,380	50,072	40,000	(10,072)	-20.1%
101-910-370-02	Planning Staff Time	106,250	198,294	267,347	260,265	200,000	(60,265)	-23.2%
101-910-370-10	Building Permit Surcharge	129,179	148,705	175,768	176,682	161,400	(15,282)	-8.6%
101-910-370-42	Sale of Documents - Planning	12	-	-	-	-	-	
101-910-380-16	Other Revenue - Planning	(301)	351	2,063	3,793	-	(3,793)	
	Total Revenues	**289,690**	**383,755**	**477,558**	**490,812**	**401,400**	**(89,412)**	**-18.2%**
	TRANSFERS IN FROM							
	Fund 210: Measure J	25,864	44,698	28,701	68,590	100,000		
	Fund 750: Asset Replacement	3,678						

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

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16	FY 2014-15 TO FY 2015-16 $ INC(DEC)	% INC(DEC)
PERSONNEL:								
101-910-001-01	SALARIES - REGULAR	313,175	268,681	414,388	397,841	439,161	41,320	10.4%
101-910-001-04	SALARIES - TEMPORARY	-	36,615	17,292	2,552	12,000	9,448	
101-910-001-06	SALARIES - OVERTIME	834	2,096	1,717	1,414	2,000	586	41.4%
101-910-002-01	RETIREMENT - PERS	37,233	33,761	42,574	41,439	29,503	(11,936)	-28.8%
101-910-002-03	RETIREMENT - ICMA	6,300	8,700	10,018	1,472	-	(1,472)	-100.0%
101-910-003-01	HEALTH INSURANCE	16,167	9,388	21,682	27,412	32,408	4,996	18.2%
101-910-003-02	DENTAL INSURANCE	3,539	3,721	5,765	4,820	4,880	60	1.2%
101-910-003-07	VISION INSURANCE				453	854	401	88.5%
101-910-003-03	LIFE INSURANCE	726	627	1,105	1,097	1,272	175	16.0%
101-910-003-04	WORKERS' COMPENSATION	3,047	7,428	12,328	15,450	14,580	(870)	-5.6%
101-910-003-05	DISABILITY INSURANCE	1,823	1,702	3,109	3,110	4,060	950	30.5%
101-910-004-01	SOCIAL SECURITY - FICA	-	2,290	1,079	-	300	300	
101-910-004-02	MEDICARE	3,626	4,683	6,504	5,879	6,350	471	8.0%
101-910-005-01	AUTO ALLOWANCE	6,277	6,000	6,000	5,769	6,000	231	4.0%
101-910-005-04	CELL PHONE ALLOWANCE			600	577	600	23	4.0%
101-910-007-01	EMPLOYEE ASSISTANCE PROG	161	145	230	224	240	16	7.1%
	TOTAL PERSONNEL COSTS	**392,908**	**385,837**	**544,392**	**509,509**	**554,208**	**44,699**	**8.8%**
	FTE	*3.75*	*4.00*	*5.00*	*5.00*	*5.00*		
SERVICES/SUPPLIES:								
101-910-021-01	COMMUNICATIONS	754	412	351	377	500	123	32.6%
101-910-022-01	SUPPLIES AND MATERIALS	4,194	8,966	4,143	5,939	6,000	61	1.0%
101-910-026-01	CONTRACT SVCS	22,345	18,804	45,955	185,819	77,500	(108,319)	-58.3%
101-910-030-03	POSTAGE	2,305	3,259	4,825	669	2,600	1,931	288.6%
101-910-031-04	COPIER COSTS	4,638	6,082	3,643	(357)	10,580	10,937	-3063.6%
101-910-033-01	MILEAGE REIMBURSEMENT	682	542	510	270	700	430	159.3%
101-910-038-01	ADVERTISING/LEGAL	50	390	10,236	930	4,000	3,070	330.1%
101-910-040-01	MEMBERSHIPS & DUES	424	445	475	590	600	10	1.7%
101-910-041-01	TRAVEL/CONF/MEETINGS/TRAINING	1,903	2,028	13,873	11,824	8,000	(3,824)	-32.3%
101-910-042-01	SUBSCRIPTIONS	-	-	-	-		-	
101-910-053-11	CREDIT CARD PROCESSING FEES				990	2,000	1,010	102.0%
101-910-060-01	CAPITAL OUTLAY (Non-Capitalized)	3,678	7,373	304	-	-	-	

FUND: **101 GENERAL FUND**
DEPT: **910 PLANNING**

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16	FY 2014-15 TO FY 2015-16 $ INC(DEC)	% INC(DEC)
	TOTAL SERVICES/SUPPLES	**40,973**	**48,301**	**84,315**	**207,051**	**112,480**	**(94,571)**	**-45.7%**
	TOTAL OPERATING COSTS	**433,881**	**434,138**	**628,707**	**716,560**	**666,688**	**(49,872)**	**-7.0%**
	Transfers in from:							
210-000-099-01	Fund 210: Measure J	25,864	53,697	28,701	68,590	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	401,000		
	Measure J Offset for Transportation Planning	25,864	53,697	28,701	68,590	100,000		
	General Fund Support	118,327	(3,313)	122,448	263,135	165,688		
	Recovery Rate	73%	101%	81%	63%	75%		

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NON-DEPARTMENTAL

The Non-Departmental budget is new in FY 2015/16. It effectively reorganizes the Administrative Services budget such that town-wide expenditures are now moved to a new category called Non-Departmental. The isolation of town-wide expenditures into the Non-Departmental category is a fairly common practice in municipal government budgeting and presents a more accurate breakdown of expenditure activities. For example, general liability insurance coverage is now under Non-Departmental and is an expenditure that covers all departments, not just Administrative Services.

The Non-Departmental budget includes personnel expenditures for the CalPERS unfunded liability and unemployment claims, as well as services/supplies expenditures for insurance (liability, vehicles, property, and employee theft), claims, and town-wide training.

TYPE: **EXPENDITURE**
FUND: **101 GENERAL FUND**
DEPT: **999 NON-DEPARTMENTAL**

ACCOUNT CODE	EXPENDITURE DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16	FY 2014-15 TO FY 2015-16 $ INC(DEC)	% INC(DEC)
PERSONNEL:								
101-999-002-09	UNFUNDED LIABILTY - PERS MISC					81,378	81,378	
101-999-002-10	UNFUNDED LIABILTY - PERS SAFETY					71,024	71,024	
101-999-003-06	UNEMPLOYMENT CLAIMS					5,000	5,000	
	TOTAL PERSONNEL COSTS	**-**	**-**	**-**	**-**	**157,402**	**157,402**	
SERVICES/SUPPLIES:								
101-999-039-01	INSURANCE - LIABILITY					117,000	117,000	
101-999-039-02	INSURANCE - VEHICLES					1,000	1,000	
101-999-039-03	INSURANCE - PROPERTY					12,000	12,000	
101-999-039-04	INSURANCE - EMPLOYEE BOND					700	700	
101-999-039-05	INSURANCE - ERMA					12,000	12,000	
101-999-039-13	CLAIMS PAID / DEDUCTIBLE RESERVE					25,000	25,000	
101-999-041-01	TOWNWIDE TRAINING					10,000	10,000	
	TOTAL SERVICES/SUPPLES	**-**	**-**	**-**	**-**	**177,700**	**177,700**	
	TOTAL OPERATING COSTS	**-**	**-**	**-**	**-**	**335,102**	**335,102**	

Note: Town-wide activities such as CalPERS unfunded liability, legal claims, insurance, unemployment claims, and Town-wide training are transferred from the Administrative Services Department to the Non-Departmental budget as of FY 2015/16.

OTHER FUNDS

FISCAL YEAR 2015 – 2016
OPERATING AND CAPITAL PROJECTS BUDGET

TYPE: **OTHER FUNDS**
FUND: **100 ONE TIME DEVELOPER FEES**

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16
REVENUE							
100-000-370-07	DEVELOPER FEES	-	-	-	-		5,750,000 [2]
100-510-350-01	INTEREST EARNINGS [1]	-	-	-	-		-
	TOTAL Revenue	**-**	**-**	**-**	**-**		**5,750,000**
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				25,837	44,163	
	Commons Park Improvement Program				25,450	42,550	
	Hillsides and Ridgelines Regulations				106,550	286,050	
	Hacienda Bldg ADA Accessibility to Upper Floors					40,000	
	Commons Park ADA Pathway					58,000	
	Library Restroom Remodel/ADA					279,450	
	Pavilion Turf Improvements					20,920	
	Hacienda - Public-Private Partnerships					150,650	
	Commons Park Master Plan Update						65,000
	Commons Park San Volleyball Court Renovation						107,000
	Municipal Parking Lots & Pathways Resurfacing						37,000
	Moraga Library HVAC System Replacement						285,041
	TOTAL Expenses	**-**	**225,000**	**-**	**157,837**	**921,783**	**494,041**
	Change in Fund Balance	-	(225,000)	-	(157,837)	(921,783)	5,255,959
	Beginning Fund Balance	2,390,737	2,390,737	2,165,737	2,165,737	2,007,900	1,086,117
	Ending Fund balance	**2,390,737**	**2,165,737**	**2,165,737**	**2,007,900**	**1,086,117**	**6,342,076**

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

[2] In accordance with the settlement agreement between the Town and Richfield Investment Corporation, the Town expects to receive the second installment of settlement funds within 120 days upon issuance of the grading permit. Based on current plan review activity, it is expected that the final map approval and grading permit issuance will occur concurrently in Winter 2015, with expected construction to begin in Spring 2016. The applicant's tentative map expires in May 2016 and may be extended up to 24 months per the Town's Subdivision Ordinance. Absent the receipt of this second installment of funds, the Ending Fund Balance for FY 2015/16 is $592,076.

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	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16
REVENUE:							
103-610-360-18	COPS GRANT	100,000	105,904	102,130	102,245	113,973	100,000
103-610-350-01	INTEREST EARNINGS	507	368	363	407	366	380
	TOTAL REVENUE	**100,507**	**106,272**	**102,493**	**102,652**	**114,339**	**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	100,000
	Police Patrol - one-time offset for capital outlay				20,080	8,107	3,174
	Fund 700 - CAPITAL PROJECTS						
	Vehicle & Operating Equip Replacement Prog (Annual)					40,501	30,000
	TOTAL Expenses	**146,825**	**61,093**	**64,934**	**120,080**	**148,608**	**133,174**
	Change in Fund Balance	(46,318)	45,178	37,559	(17,428)	(34,269)	(32,794)
	Beginning Fund Balance	147,675	101,357	146,535	184,094	166,666	132,397
	Ending Fund balance	**101,357**	**146,535**	**184,094**	**166,666**	**132,397**	**99,603**

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	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16
REVENUE							
109-510-320-02	SALES TAX - PUBLIC SAFETY		54,348	57,116	61,261	47,767	58,346
109-510-350-01	INTEREST REVENUE			24	42	26	10
	TOTAL Revenue	**-**	**54,348**	**57,140**	**61,303**	**47,793**	**58,356**
EXPENDITURES:							
Supplies/Services							
	TRANSFERS OUT TO:						
109-000-099-01	Fund 101 - GENERAL FUND						
	Police Patrol		54,348	42,493	61,261	47,767	58,356
	Capital Outlay (Non-Capitalized)					9,747	
	TOTAL Expenses	**-**	**54,348**	**42,493**	**61,261**	**57,514**	**58,356**
	Change in Fund Balance		-	14,647	42	(9,721)	-
	Beginning Fund Balance		-	-	14,647	14,689	4,968
	Ending Fund Balance		**-**	**14,647**	**14,689**	**4,968**	**4,968**

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	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16
REVENUE							
140-510-390-01	Property Tax - Lighting 4285		115,698	116,209	127,691	139,533	117,475
140-510-350-01	INTEREST REVENUE		81	359	421	689	450
	TOTAL Revenue		**115,779**	**116,568**	**128,112**	**140,222**	**117,925**
EXPENDITURES:							
	TRANSFERS OUT TO:						
140-000-099-01	Fund 500 - LIGHTING ASSESSMENT						
	General Benefit		24,143	24,143	24,143	24,143	24,143
	In lieu Public Agency Contingency		754	754	754	754	754
	In lieu Town Contribution		87	87	87	87	87
	General Benefit Street Light Master Plan - CIP						6,050
	General Benefit Maint. of Traffic Signals						18,150
	General Benefit Street Lighting Undergrounding Imp. Moraga Rd - CIP						70,950
	Fund 700 - CAPITAL PROJECTS						
	Streetlights for Crosswalks at Corliss & Woodford			34,954	-		
	PG&E Undergrounding - Moraga Road						215,000
	TOTAL Expenses		**24,984**	**59,938**	**24,984**	**24,984**	**335,134**
	Change in Fund Balance		90,795	56,630	103,128	115,239	(217,209)
	Beginning Fund Balance		-	90,795	147,425	250,553	365,792
	Ending Fund Balance		**90,795**	**147,425**	**250,553**	**365,792**	**148,583**

TYPE: **OTHER FUNDS**
FUND: **205 GAS TAX**

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16
REVENUE							
205-710-360-03	Gas Tax Section 2103	156,456	222,215	129,825	228,142	152,975	74,851
205-710-360-05	Gas Tax Section 2105	84,780	75,189	71,499	111,373	89,510	94,411
205-710-360-06	Gas Tax Section 2106	59,438	57,891	58,468	59,775	61,868	53,475
205-710-360-07	Gas Tax Section 2107	113,229	107,922	117,161	119,140	114,556	129,077
205-710-360-08	Gas Tax Section 2107.5	4,000	4,000	4,000	4,000	4,000	4,000
205-710-350-05	Interest Earnings	1,264	1,656	1,250	950	980	950
205-000-393-01	TRANSFERS IN				498		
	TOTAL Revenue	**419,167**	**468,873**	**382,203**	**523,878**	**423,889**	**356,764**
EXPENDITURES:							
	TRANSFERS OUT TO:						
205-000-099-01	Fund 101 - GENERAL FUND						
	Street Maintenance	174,935	329,765	309,721	285,000	293,332	306,764
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	206,847	50,000
	TOTAL Expenses	**323,083**	**461,593**	**435,089**	**526,461**	**527,444**	**356,764**
	Change in Fund Balance	96,084	7,280	(52,886)	(2,584)	(103,555)	-
	Beginning Fund Balance	301,646	397,729	405,010	352,123	349,540	245,985
	Ending Fund Balance	**397,729**	**405,010**	**352,123**	**349,540**	**245,985**	**245,985**

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	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16
REVENUE							
210-910-320-03	MEASURE J	273,253	283,932	265,243	281,652	349,690	313,330
210-910-350-01	INTEREST EARNINGS	898	1,467	1,354	1,300	1,847	1,300
210-000-393-01	TRANSFERS IN				5,453		
	TOTAL Revenue	**274,151**	**285,399**	**266,597**	**288,405**	**351,537**	**314,630**
EXPENDITURES:							
	TRANSFERS OUT TO:						
210-000-099-01	Fund 101 - GENERAL FUND	38,667					
	Lamorinda Spirit Van			9,000	9,000	9,000	9,000
	Growth Mgmt/Transportation Planning		25,864	44,697	28,701	56,412	100,000
	Street Maintenance				-	14,765	32,617
	Transportation Engineering/Grants				682	12,178	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				
	ADA Compliance Streets Program (On-going)				-	20,000	10,000
	Livable Moraga Road			3,701	45,943	90,356	
	ADA Self-Evaluation & Transition Plan				-	30,000	
	Canyon Bridge Replacement				2,617	47,383	185,000
	Minor Traffic Safety Program (Annual)				13,244	20,000	20,000
	Rheem Blvd/St Mary's Rd Roundabout				5,219	36,274	
	Moraga Ped & Bike Master Plan Update					23,000	10,000
	Moraga Road Pedestrian Improvements					40,000	15,000
	Moraga Road (St Mary's-Draeger) Resurfacing					92,000	20,000
	Nexus Study / Update Development Impact Fees					25,000	
	Bollinger Canyon Road Hillside Stabilization						65,000
	329/335 (331) Rheem Renovation - Crosswalk						200,000
210-000-099-01	Fund 711 - STREET PAVEMENT PROGRAM						
	Annual Pavement Program			-	200,000	-	-
	TOTAL Expenses	**120,376**	**121,097**	**69,436**	**305,406**	**516,368**	**681,617**
	Change in Fund Balance	153,775	164,302	197,161	(17,001)	(164,831)	(366,987)
	Beginning Fund Balance	196,324	350,099	514,401	711,562	694,561	529,730
	Ending Fund Balance	**350,099**	**514,401**	**711,562**	**694,561**	**529,730**	**162,743**

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

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16
REVENUE						
211-910-320-01	MEASURE J - PROGRAM 28C			60,776	16,231	27,603
211-910-350-01	INTEREST EARNINGS			18	159	20
	TOTAL Revenue	**-**	**-**	**60,794**	**16,390**	**27,623**
EXPENDITURES:						
	TRANSFERS OUT TO:					
211-000-099-01	Fund 700 - CAP PROJECTS					
	Municipal Wayfinding Signage Program					
	Moraga Center Pedestrian & Bicycle Improvements					60,000
	TOTAL Expenses	**-**	**-**	**-**	**-**	**60,000**
	Change in Fund Balance				16,390	(32,377)
	Beginning Fund Balance			60,794	60,794	77,184
	Ending Fund Balance			**60,794**	**77,184**	**44,807**

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	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16
REVENUE							
230-610-340-01	Vehicle Code Fines	47,944	51,271	49,895	31,102	33,600	45,000
230-610-350-01	Interest Earnings	436	240	212	72	49	75
	TOTAL Revenue	**48,380**	**51,511**	**50,107**	**31,174**	**33,649**	**45,075**
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	19,175
	School Crossing Guards		14,357	14,342	14,255	14,743	15,900
	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	10,000
	TOTAL Expenses	**104,015**	**40,148**	**85,606**	**42,273**	**60,743**	**45,075**
	Change in Fund Balance	(55,635)	11,363	(35,499)	(11,099)	(27,094)	-
	Beginning Fund Balance	120,034	64,399	75,761	40,263	29,164	2,070
	Ending Fund Balance	**64,399**	**75,761**	**40,263**	**29,164**	**2,070**	**2,070**

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	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16
REVENUE							
250-810-320-22	PARK DEDICATION FEES		22,100		10,200	10,200	-
250-810-350-01	INTEREST EARNINGS	654	422	306	17	59	28
250-810-380-09	COMMONS PATIO BRICKS						
	TOTAL Revenue	**654**	**22,522**	**306**	**10,217**	**10,259**	**28**
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	10,259	28
	Beginning Fund Balance	132,172	115,908	111,851	7,071	17,288	27,547
	Ending Fund Balance	**115,908**	**111,851**	**7,071**	**17,288**	**27,547**	**27,575**

TYPE: **OTHER FUNDS**
FUND: **260 ASSET FORFEITURE**

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16
REVENUE							
260-000-350-01	INTEREST EARNINGS	49	35	27	23	22	25
260-000-380-17	ASSET FORFEITURE		-	-	-	-	-
	TOTAL Revenue	**49**	**35**	**27**	**23**	**22**	**25**
EXPENDITURES:							
Supplies/Services							
260-630-022-01	Supplies and Materials	1,341	-	-			
	TOTAL Expenses	**1,341**	**-**	**-**	**-**	**-**	**-**
	Change in Fund Balance	(1,292)	35	27	23	22	25
	Beginning Fund Balance	11,248	9,956	9,991	10,018	10,041	10,063
	Ending Fund Balance	**9,956**	**9,991**	**10,018**	**10,041**	**10,063**	**10,088**

TYPE: **OTHER FUNDS**
FUND: **500 LIGHTING ASSESSMENT DISTRICT**

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16	FY 2014-15 TO FY 2015-16 $ INC(DEC)	% INC(DEC)
REVENUE								
500-710-350-01	INTEREST EARNINGS	817	731	819	995	800	(195)	-19.60%
500-710-390-01	PROPERTY TAXES - LIGHTING 4285							
500-710-390-02	PROPERTY TAXES--STREET LIGHTS 4215	196,878	196,431	196,053	195,938	196,590	652	0.33%
	Subotal	197,695	197,162	196,872	196,933	197,390	457	0.23%
	TRANSFERS IN:							
500-000-393-01	General Benefit	24,143	24,143	24,143	24,143	24,143	-	0.00%
500-000-393-01	In lieu Public Agency Contingency	754	754	754	754	754	-	0.00%
500-000-393-01	In lieu Town Contribution	87	87	87	87	87	-	0.00%
	General Benefit Street Light Master Plan - CIP					6,050	6,050	
	General Benefit Maint. of Traffic Signals					18,150	18,150	
	General Benefit Street Lighting Undergrounding Imp. Moraga Rd - CIP					70,950	70,950	
	Subotal	24,984	24,984	24,984	24,984	120,134	95,150	380.85%
	TOTAL Revenue	**222,679**	**222,146**	**221,856**	**221,917**	**317,524**	**95,607**	**43.08%**
EXPENDITURES:								
Supplies/Services								
500-710-026-01	Contract Services - LAD Engineer	10,800	7,145	13,271	3,764	13,000	9,236	245.38%
500-740-022-01	Supplies & Materials	223		-	-	-	-	
500-740-028-01	Staff Time/Labor Costs	11,862		2,609	936	10,000	9,064	968.38%
500-740-026-01	Contract Services - Other	65,761		-	-	10,000	10,000	
500-740-020-01	Utilities	124,351	89,400	121,776	115,726	120,000	4,274	3.69%
500-740-033-04	Maintenance	8,688	2,340	-	-	55,000	55,000	
500-740-038-01	Advertising and Legal	255		311	314	350	36	11.46%
500-740-040-01	Memberships & Dues				900			
500-740-050-xx	Loan Repayment - Energy Efficiency			3,424	3,424	3,424	-	0.00%
	Subotal	221,939	98,885	141,390	125,064	211,774	86,710	69.33%
	TRANSFERS OUT TO:							
500-000-099-01	Fund 101 - GENERAL FUND							
	Administrative Costs	6,162	4,817	5,952	5,583	6,000	417	7.47%
	Fund 700 - CAPITAL PROJECTS							
	Street Light Master Plan			10,729	44,271			
	PG&E Undergrounding - Moraga Road					215,000		
	Subotal	6,162	4,817	16,681	49,854	221,000	171,146	343.29%
	TOTAL Expenses	**228,101**	**103,702**	**158,071**	**174,918**	**432,774**	**257,856**	**147.42%**
	Change in Fund Balance	(5,422)	118,444	63,785	46,999	(115,251)		
	Beginning Fund Balance	244,130	238,708	357,152	420,937	467,935		
	Ending Fund Balance	**238,708**	**357,152**	**420,937**	**467,935**	**352,685**		

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	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16
REVENUE							
510-710-350-01	INTEREST EARNINGS	275	329	361	271	68	280
510-710-399-01	NPDES FEE ASSESSMENTS	240,525	234,569	247,167	234,522	228,494	237,900
	TOTAL Revenue	**240,800**	**234,898**	**247,528**	**234,793**	**228,562**	**238,180**
EXPENDITURES:							
	TRANSFERS OUT TO:						
510-000-099-01	Fund 101 - GENERAL FUND						
	Storm Water/Drainage Operations	214,590	187,802	196,560	231,866	211,457	202,923
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	20,000
	Storm Drain Master Plan				40,000		
	Calle La Mesa Storm Drain				85,391		
	Trash Load Reduction Program (Annual)						10,000
	TOTAL Expenses	**214,590**	**187,802**	**221,060**	**363,096**	**231,457**	**232,923**
	Change in Fund Balance	26,210	47,096	26,468	(128,303)	(2,895)	5,257
	Beginning Fund Balance	68,481	94,691	141,787	168,255	39,952	37,057
	Ending Fund Balance	**94,691**	**141,787**	**168,255**	**39,952**	**37,057**	**42,314**

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

REVENUE ACCOUNT CODE	EXPENDITURE ACCOUNT CODE	FUND SOURCE	PROJECT #	PROJECT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	BUDGET FY 2014-15	ADOPTED FY 2015-16
PROJECTS BY REVENUE SOURCE									
		GRANTS - CCTA (Contra Costa Transportation Authority)							
700-740-360-46	700-740-062-46		14-101	CANYON BRIDGE REPLACEMENT			16,393	3,168,984	1,422,000
700-740-360-84	700-740-062-84		13-101	LIVABLE MORAGA ROAD		-	184,375	150,625	
	700-740-062-33		15-103	MORAGA ROAD PEDESTRIAN IMPROVEMENTS					24,000
				RHEEM BLVD LANDSLIDE REPAIR & REPAVING					729,000
		GRANTS - Contra Costa County							
	700-754-062-92		08-302	329/335 (331) RHEEM RENOVATION					80,900
		GRANTS - East Bay Regional Parks (Measure WW Funds)							
700-810-360-64	700-810-062-64		10-401	CAMINO PABLO SCHOOL FIELD IMPROVEMENT	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	329/335 (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	9,085	94,051	894,270		
		GRANT - PG&E (Pacific Gas & Electric)							
700-740-360-99	700-754-062-99		14-307	329 RHEEM HVAC REPLACEMENT	6,000				
				PG&E UNDERGROUNDING - MORAGA ROAD (Rule 20A Funds)					1,717,573
		GRANTS - STATE INTEGRATED WASTE MANAGEMENT							
700-760-365-02	700-760-062-05			CAL RECYCLE PROGRAM			5,000	5,000	
				329/335 (331) RHEEM RENOVATION / CAL RECYCLE PROGRAM					5,000
		GRANTS - TDA (Transportation Development Act)							
700-740-361-74	700-740-062-74		09-103	CROSSWALKS AT CORLISS & WOODFORD	33,344	18,010			
700-740-360-86	700-740-062-86		13-102	MORAGA BICYCLE AND PEDESTRIAN MASTER PLAN UPDATE				50,000	
		GRANTS - MTC OneBayArea Grant Program							
	700-740-062-32		15-102	MORAGA ROAD (ST MARY'S-DRAEGER) RESURFACING					79,000

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

REVENUE ACCOUNT CODE	EXPENDITURE ACCOUNT CODE	FUND SOURCE	PROJECT #	PROJECT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	BUDGET FY 2014-15	ADOPTED FY 2015-16
		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		
700-810-360-35	700-810-062-35	Kiwanis D(	15-302	ELECTRONIC COMMUNITY INFORMATIONAL SIGN				2,000	
		Develop Contrib/Waivers		RHEEM BLVD LANDSLIDE REPAIR & REPAVING					1,150,303
		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			25,837	44,163	
	700-753-062-61		14-304	COMMONS PARK IMPROVEMENT PROGRAM			25,450	42,550	
	700-910-062-40		14-603	HILLSIDE/RIDGELINES REGULATIONS STUDY AND AMENDMENTS			106,550	286,050	
	700-751-062-56		14-301	HACIENDA ADA ACCESSIBILITY TO UPPER FLOORS				40,000	
	700-752-062-34		15-301	MORAGA LIBRARY RESTROOM IMPROVEMENTS				279,450	
	700-753-062-37		15-304	COMMONS PARK ADA PATHWAY				58,000	
	700-753-062-36		15-303	TURF IMPROVEMENTS				20,920	
	700-751-062-28		15-306	HACIENDA - PUBLIC/PRIVATE PARTNERSHIPS				150,650	
				COMMONS PARK MASTER PLAN UPDATE					65,000
				COMMONS PARK SAND VOLLEYBALL COURT RENOVATION					107,000
				MUNICIPAL PARKING LOTS & PATHWAYS RESURFACING PROGRAM					37,000
				MORAGA LIBRARY HVAC SYSTEM REPLACEMENT					285,041
700-000-393-01		**FUND 101 GENERAL FUND**							
	700-525-069-50		12-303	SPRINGBROOK FINANCIAL SYSTEM UPGRADE	13,965	4,918	11,172		
	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	329/335 (331) RHEEM RENOVATION			-	519,581	
	700-910-062-41		13-601	GENERAL PLAN UPDATES			-	55,000	60,000
	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			27,692	32,308	
	700-910-062-43		14-602	NEXUS STUDY / UPDATE DEVELOPMENT IMPACT FEES			30,976	118,524	
	700-510-062-29		15-305	COMMUNITY PRIORITIES & REVENUE ENHANCEMENT				25,900	
				LOCAL HAZARD MITIGATION PLAN UPDATE					40,000
				MUNICIPAL CODE UPDATES					50,000
				PG&E UNDERGROUNDING - MORAGA ROAD					24,000

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

REVENUE ACCOUNT CODE	EXPENDITURE ACCOUNT CODE	FUND SOURCE	PROJECT #	PROJECT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	BUDGET FY 2014-15	ADOPTED FY 2015-16
700-000-393-01		**FUND 103 COPS/SLESF**							
	700-610-062-49		14-501	VEHICLE & OPERATING EQUIP REPLACEMENT PROGRAM (Annual)				40,501	30,000
700-000-393-01		**FUND 140 PROPERTY TAX LIGHTING SPECIAL DISTRICT**							
	700-740-062-74		09-103	CROSSWALKS AT CORLISS & WOODFORD - STREETLIGHTS		34,954			
				PG&E UNDERGROUNDING - MORAGA ROAD					215,000
700-000-393-01		**FUND 205 GAS TAX**							
	700-740-062-79		08-101	ADA COMPLIANCE STREETS PROGRAM (On-going)	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					
	700-740-062-85/87		08-202/08-203	LAGUNA CREEK EMBANKMENT RESTABILIZATION / REHAB					
	700-740-069-59		REC-11	RECON - STREET REPAIR PROGRAM		12,038			
	700-740-062-84		13-101	LIVABLE MORAGA ROAD		3,701	45,943	90,356	
	700-740-062-79		08-101	ADA COMPLIANCE STREETS PROGRAM (On-going)			-	20,000	10,000
	700-710-062-45		14-102	ADA SELF-EVALUATION & TRANSITION PLAN			-	30,000	
	700-740-062-46		14-101	CANYON BRIDGE REPLACEMENT			2,617	47,383	185,000
	700-740-062-48		14-104	MINOR TRAFFIC SAFETY PROGRAM (Annual)			13,244	20,000	20,000
	700-910-062-44		14-604	RHEEM BLVD/ST MARY'S RD ROUNDABOUT			5,219	36,274	
	700-740-062-86		13-102	MORAGA PEDESTRIAN AND BICYCLE MASTER PLAN UPDATE				23,000	10,000
	700-740-062-32		15-102	MORAGA ROAD (ST MARY'S-DRAEGER) RESURFACING				92,000	20,000
	700-740-062-33		15-103	MORAGA ROAD PEDESTRIAN IMPROVEMENTS				40,000	15,000
	700-910-062-43		14-602	NEXUS STUDY / UPDATE DEVELOPMENT IMPACT FEES				25,000	
				BOLLINGER CANYON ROAD HILLSIDE STABILIZATION					65,000
	700-754-062-92		08-302	329/335 (331) RHEEM RENOVATION - CROSSWALK					200,000
700-000-393-01		**FUND 211 MEASURE J - PROGRAM 28c**							
	700-910-062-31		15-601	MUNICIPAL WAYFINDING SIGNAGE PROGRAM				35,000	
				MORAGA CENTER PED & BIKE IMPROVEMENTS					60,000
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)			-	10,000	10,000

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

REVENUE ACCOUNT CODE	EXPENDITURE ACCOUNT CODE	FUND SOURCE	PROJECT #	PROJECT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	BUDGET FY 2014-15	ADOPTED FY 2015-16
700-000-393-01		**Fund 250 PARK DEDICATION FEES**							
	700-753-062-63		10-301	MORAGA COMMONS OFF-STREET PARKING	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 Fu	30,459				
	700-740-062-47		14-103	STREET LIGHT MASTER PLAN			10,729	44,271	
				PG&E UNDERGROUNDING - MORAGA ROAD					215,000
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	20,000	20,000
	700-740-062-65		14-201	STORM DRAIN MASTER PLAN			40,000		
	700-730-069-44		14-105	199 CALLE LA MESA, STORM DRAIN			85,391		
				TRASH LOAD REDUCTION PROGRAM (Annual)					10,000
700-000-393-01		**Fund 701 COP BOND CAPITAL FUND**							
	700-754-062-92		08-302	329/335 (331) RHEEM RENOVATION	100,140	197,997	151,719		
	700-750-062-58		14-303	MUNICIPAL BUILDINGS (TOWN HALL) REPAINTING			-	23,500	
700-000-393-01		**FUND 705 INFRASTRUCTURE PRESERVATION AND IMPROVEMENT**							
	700-740-062-65		14-201	STORM DRAIN MASTER PLAN			3,424	221,576	
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 711 STREET PAVEMENT PROGRAM**							
				RHEEM BLVD LANDSLIDE REPAIR & REPAVING					358,545
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	329/335 (331) RHEEM RENOVATION			26,177	221,788	

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

REVENUE ACCOUNT CODE	EXPENDITURE ACCOUNT CODE	FUND SOURCE	PROJECT #	PROJECT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	BUDGET FY 2014-15	ADOPTED FY 2015-16
700-000-393-01		**FUND 750 ASSET REPLACEMENT**							
	700-810-062-99		12-401	RANCHO LAGUNA PARK PLAY GROUND REPLACEMENT	17,772				
	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	329/335 (331) RHEEM RENOVATION			10,864	93,845	
	700-750-062-55		13-302	MINOR CAPITAL IMPROVEMENT PROGRAM (Annual)			8,171	30,000	30,000
	700-525-069-40		14-306	INFORMATION TECH INFRASTRUCTURE PROGRAM (Annual)			31,903	25,150	20,600
	700-610-062-49		14-501	VEHICLE & OPERATING EQUIP REPLACEMENT PROGRAM (Annual)			66,634	28,000	81,000
	700-754-062-99		14-307	329 RHEEM HVAC REPLACEMENT			37,007		
	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	
				MORAGA LIBRARY HVAC SYSTEM REPLACEMENT					41,959
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		
	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		
				MINOR IMPROVEMENTS - GOVT FACILITIES PROGRAM					19,295
700-000-393-01		**FUND 790 PARK IMPACT FEES**							
	700-910-062-43		14-602	NEXUS STUDY / UPDATE DEVELOPMENT IMPACT FEES			19,000		
			TOTAL		**949,693**	**965,922**	**2,020,978**	**6,534,107**	**7,512,216**

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	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOOPTED FY 2015-16
REVENUE								
701-754-350-01	INTEREST						1,219	
701-755-350-01	EARNINGS	532	3,222	1,732	1,070	1,408	1,161	-
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	111,122	117,194
	Loan Repayment			450,000				
	TOTAL Revenue	**2,005,094**	**96,331**	**565,076**	**117,653**	**116,226**	**113,502**	**117,194**
EXPENDITURES:								
Supplies/Services								
701-754-050-09	Loan Principal Expense		30,000	55,000	60,000	60,000	60,000	65,000
701-754-050-10	Loan Interest Expense		63,176	58,394	56,669	54,869	53,069	51,194
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	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			
	335 (331) Rheem Blvd - Community Room Remodel				9,856	151,719		
	Municipal Buildings (Town Hall) Repainting					-	23,500	
	TOTAL Expenses	**1,253,794**	**255,814**	**664,322**	**313,503**	**267,588**	**137,569**	**117,194**
	Change in Fund Balance	751,300	(159,483)	(99,246)	(195,850)	(151,362)	(24,067)	0
	Beginning Fund Balance	-	751,300	591,817	492,571	296,721	145,359	121,292
	Ending Fund Balance	**751,300**	**591,817**	**492,571**	**296,721**	**145,359**	**121,292**	**121,292**
	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**	**27,740**	**3,673**	**3,673**

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	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16
REVENUE							
702-000-395-01	2013 COP PROCEEDS				7,979,947	13,512	
702-740-350-01	EARNINGS				7,207		
	TRANSFERS IN:						
702-000-393-01	From Fund 711 - Street Program (Measure K)				498,347	597,850	597,450
	TOTAL Revenue				**8,485,501**	**611,362**	**597,450**
EXPENDITURES:							
Supplies/Services							
702-740-050-09	Principal Expense				295,000	270,000	275,000
702-740-050-10	Interest Expense				203,347	326,850	321,450
702-740-026-xx	COP Delivery Costs				168,866		
702-740-026-01	Contract Services					1,000	1,000
	TRANSFERS OUT TO:						
702-000-099-01	Fund 711 - STREET PAVEMENT PROGRAM						
	Annual Pavement Program				2,120,376	3,310,000	641,000
	TOTAL Expenses				**2,787,589**	**3,907,850**	**1,238,450**
	Change in Fund Balance				5,697,912	(3,296,488)	(641,000)
	Beginning Fund Balance				-	5,697,912	2,401,424
	Ending Fund Balance				**5,697,912**	**2,401,424**	**1,760,424**
	Debt Service Reserve Requirement				299,925	299,925	299,925
	Ending Available Fund Balance				**5,397,987**	**2,101,499**	**1,460,499**

TYPE: **OTHER FUNDS**
FUND: **705 INFRASTRUCTURE PRESERVATION AND IMPROVEMENT**

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16
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	221,576	
	Fund 750 - ASSET REPLACEMENT						
	Merge Fund 705-IPI and Fund 750-Asset Replacement per Reso 5-2015					72,492	
	TOTAL Expenses		**-**	**-**	**3,424**	**294,068**	**-**
	Change in Fund Balance	`	186,002	-	108,066	(294,068)	-
	Beginning Fund Balance		-	186,002	186,002	294,068	-
	Ending Fund Balance		**186,002**	**186,002**	**294,068**	**-**	**-**

Note. Per Resolution 5-2015, Fund 705-Infrastructure Preservation and Improvement is merged with Fund 750-Asset Replacement. Available fund balance in Fund 705 transferred to Fund 750 in FY 2014/15. Fund 705 will be closed.

TYPE: **OTHER FUNDS**
FUND: **711 STREET PAVEMENT MANAGEMENT PROGRAM**

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16
REVENUE							
711-740-360-73	Grant - CalRecycle			-	126,000	270,597	106,840
711-710-350-01	Interest Earnings				914	2,194	
711-000-393-01	**TRANSFERS IN:**						
	Fund 101 - General Fund (Local Sales Tax)			333,008	1,492,885	1,580,000	1,687,243
	Fund 101 - General Fund (Garbage Vehicle Impact Fee)				55,667	222,667	174,000
	Fund 205 - Gas Tax			50,594	241,462	100,000	50,000
	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	641,000
	Fund 710 - Proposition 1B: Local Streets and Roads				52		
	TOTAL Revenue	**-**	**-**	**384,600**	**4,237,356**	**5,485,458**	**2,659,083**
EXPENDITURES:							
711-740-062-73	08-106 Annual Pavement Program			51,592	2,687,890	5,468,149	1,516,840
	By source:						
	Fund 205 - Gas Tax			*50,594*	*241,462*	*206,847*	*50,000*
	Fund 210 - Measure J				*200,000*		*-*
	Garbage Vehicle Impact Fee					*222,667*	*174,000*
	Measure K - Unleveraged				*-*	*1,728,636*	*545,000*
	Measure K - Leveraged				*2,120,376*	*3,310,000*	*641,000*
	Fund 220 - Traffic Congestion Relief (Prop 42)			*998*			
	Fund 710 - Proposition 1B				*52*		
	Grants - CalRecycle				*126,000*		*106,840*
	TRANSFERS OUT TO:						
711-000-099-01	Fund 702 - 2013 COP (Infrastructure Improvement Proj)						
	Base Rental Payments / Annual Debt Service				498,347	597,850	597,450
	Fund 700 - CAPITAL PROJECTS						
	Rheem Blvd Landslide Repair & Repaving						358,545
	TOTAL Expenses	**-**	**-**	**51,592**	**3,186,237**	**6,065,999**	**2,472,835**
	Change in Fund Balance	-	-	333,008	1,051,119	(580,541)	186,248
	Beginning Fund Balance	-	-	-	333,008	1,384,127	803,586
	Ending Fund Balance	**-**	**-**	**333,008**	**1,384,127**	**803,586**	**989,834**

TYPE: **OTHER FUNDS**
FUND: **715 COMCAST UNRESTRICTED**

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16
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 Fund 716 - Comcast Restricted			69,467			
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**	**-**	**-**

TYPE: **OTHER FUNDS**
FUND: **716 COMCAST PEG RESTRICTED**

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16
REVENUE							
716-000-320-08	Comcast PEG	34,635	34,301	34,337	35,617	35,552	34,300
	Reclassification of prior year revenue from Fund 715 - Comcast Unrestricted			69,467			
	TOTAL Revenue	**34,635**	**34,301**	**103,804**	**35,617**	**35,552**	**34,300**
EXPENDITURES:							
	TRANSFER OUT TO:						
716-000-099-01	Fund 700 - Capital Project Fund Town Hall Improvements (329/335 (331) Rheem)			-	26,177	221,788	
	TOTAL Expenses	**-**	**-**	**-**	**26,177**	**221,788**	**-**
	Change in Fund Balance	34,635	34,301	103,804	9,441	(186,236)	34,300
	Beginning Fund Balance	212,964	247,599	281,900	385,704	395,145	208,909
	Ending Fund Balance	**247,599**	**281,900**	**385,704**	**395,145**	**208,909**	**243,209**

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 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16
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**	**-**	**1,000**
	Change in Fund Balance	10,000	-	-	1,443	-	(1,000)
	Beginning Fund Balance	(1,893)	8,107	8,107	8,107	9,550	9,550
	Ending Fund Balance	**8,107**	**8,107**	**8,107**	**9,550**	**9,550**	**8,550**

TYPE: **OTHER FUNDS**
FUND: **750 ASSET REPLACEMENT**

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16
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	13,035	18,077	10,986
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	30,000
	329 Rheem Renovation			-	10,864	93,845	
	329 Rheem HVAC Replacement				37,007		
	Info Technology Infrastructure Program (Annual)				31,903	25,150	20,600
	Vehicle & Operating Equip Replacement Prog (Annual)				66,634	28,000	81,000
	Electronic Community Informational Sign					17,000	
	Moraga Library Restroom Improvements					20,000	
	Turf Improvements					50,000	
	Moraga Library HVAC System Replacement						41,959
	TOTAL Expenses	**105,997**	**38,041**	**58,941**	**169,708**	**319,452**	**184,545**
	Change in Fund Balance	(105,997)	(34,317)	(58,941)	(169,708)	(319,452)	(184,545)
	Beginning Fund Balance	803,836	697,839	663,522	604,581	434,872	115,421
	Ending Fund Balance	**697,839**	**663,522**	**604,581**	**434,872**	**115,421**	**(69,124)**

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	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16
REVENUE							
720-620-315-01	Development Impact Fees		2,226	2,750	788	828	-
720-710-350-01	Interest Earnings	9	10	13	14	6	-
	TOTAL Revenue	**9**	**2,236**	**2,763**	**802**	**834**	**-**
EXPENDITURES:							
Supplies/Services							
720-620-051-01	Impact Fee Refund				1,847		
	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**	**-**	**5,847**	**-**	**-**
	Change in Fund Balance	9	2,191	2,763	(5,045)	834	-
	Beginning Fund Balance	2,125	2,134	4,325	7,088	2,043	2,877
	Ending Fund Balance	**2,134**	**4,325**	**7,088**	**2,043**	**2,877**	**2,877**

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	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16
REVENUE							
760-740-315-01	Development Impact Fees		1,554	9,151	551	578	-
760-710-350-01	Interest Earnings	7	7	11	27	23	
	TOTAL Revenue	**7**	**1,561**	**9,162**	**578**	**601**	**-**
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	(2,422)	601	-
	Beginning Fund Balance	1,485	1,492	3,022	12,184	9,762	10,363
	Ending Fund Balance	**1,492**	**3,022**	**12,184**	**9,762**	**10,363**	**10,363**

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	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16
REVENUE							
770-730-315-01	Development Impact Fees		23,745	169,410	8,414	8,834	-
770-710-350-01	Interest Earnings	111	111	182	281	218	-
	TOTAL Revenue	**111**	**23,856**	**169,592**	**8,695**	**9,052**	**-**
EXPENDITURES:							
Supplies/Services							
770-730-051-01	Impact Fee Refund				96,176		
	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			14,800			
	Storm Drain Master Plan				10,000		
	Nexus Study/Update Dev Impact Fees				13,000	25,000	
	TOTAL Expenses	**-**	**475**	**14,800**	**119,176**	**25,000**	**-**
	Change in Fund Balance	111	23,381	154,792	(110,481)	(15,948)	-
	Beginning Fund Balance	22,685	22,796	46,177	200,969	90,488	74,540
	Ending Fund Balance	**22,796**	**46,177**	**200,969**	**90,488**	**74,540**	**74,540**

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	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16
REVENUE							
780-510-315-01	Development Impact Fees		13,206	5,471	4,680	4,914	-
780-710-350-01	Interest Earnings	63	62	72	61	53	-
	TOTAL Revenue	**63**	**13,268**	**5,543**	**4,741**	**4,967**	**-**
EXPENDITURES:							
Supplies/Services							
780-510-051-01	Impact Fee Refund				3,674		
	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	-	-
	Minor Improvements - Gov't Facilities Program						19,295
	TOTAL Expenses	**-**	**264**	**-**	**16,674**	**-**	**19,295**
	Change in Fund Balance	63	13,004	5,543	(11,933)	4,967	(19,295)
	Beginning Fund Balance	12,618	12,681	25,685	31,228	19,295	24,262
	Ending Fund Balance	**12,681**	**25,685**	**31,228**	**19,295**	**24,262**	**4,967**

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

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2010-11	ACTUAL FY 2011-12	ACTUAL FY 2012-13	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16
REVENUE							
790-810-315-01	Development Impact Fees		9,846	-	3,489	3,664	-
790-710-350-01	Interest Earnings	46	46	53	41	16	-
	TOTAL Revenue	**46**	**9,892**	**53**	**3,530**	**3,680**	**-**
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	(15,470)	3,680	-
	Beginning Fund Balance	9,409	9,455	19,150	19,203	3,733	7,413
	Ending Fund Balance	**9,455**	**19,150**	**19,203**	**3,733**	**7,413**	**7,413**

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	ACTUAL FY 2013-14	UNAUDITED FY 2014-15	ADOPTED FY 2015-16
REVENUE							
799-510-315-01	lffa Developer Impact Fees					4,958	
799-510-315-02	LFFA Local SetAside Impact Fee			49,072	(33,343)	1,332	-
799-510-315-03	LFFA Local Regional Fee Disbursement			29,379	-	-	-
799-510-350-01	Interest			21	164	214	-
	TOTAL Revenue	**-**	**-**	**78,472**	**(33,179)**	**6,504**	**-**
EXPENDITURES:							
	TOTAL Expenses	**-**	**-**	**-**	**-**	**-**	**-**
	Change in Fund Balance		-	78,472	(33,179)	6,504	-
	Beginning Fund Balance		-	50,100	128,572	95,393	101,897
	Ending Fund Balance		**50,100**	**128,572**	**95,393**	**101,897**	**101,897**

FINANCIAL MANAGEMENT POLICIES

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BEFORE THE TOWN COUNCIL OF THE TOWN OF MORAGA

In the Matter of:

Establishing a Balanced Budget Policy)

Resolution No. 83 - 2014

WHEREAS, the Town Council adopts an annual budget establishing a spending plan before the start of each fiscal year, July 1; 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, the budget is developed and maintained in accordance with generally accepted accounting principles (GAAP); and

WHEREAS, the State of California requires that a jurisdiction's annual budget shall not exceed the annually calculated Gann Appropriations Limit.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Moraga that the Town Council will adopt and maintain a structurally balanced budget, which means that operating revenues shall fully cover operating expenditures, including debt service; and

BE IT FURTHER RESOLVED, in the event of economic hardship and/or a natural disaster, the General Fund reserve, or balance of non-recurring revenues, is intended to temporarily support ongoing operating expenditures in order for the Town to continue providing services; and

BE IT FURTHER RESOLVED, that prior to an event where non-recurring revenues are used for a non-recurring expenditure, such as the purchase or construction of a building for new or expanded programs, there must be ongoing revenues to support the ongoing maintenance and operations of the new purchase and/or construction and associated programs.

PASSED AND ADOPTED by the Town Council of the Town of Moraga at a special meeting held on November 18, 2014 by the following vote:

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

Ken Chew, Mayor

Attest:

Marty C. McInturf, Town Clerk

BEFORE THE TOWN COUNCIL OF THE TOWN OF MORAGA

In the Matter of:

Establishing a General Purpose Fund Reserve Policy of Fifty Percent (50%) and Transferring Any Additional Net Surplus at Each Fiscal Year End to the Asset Replacement Fund, and Rescinding Resolution 8-2012	)	Resolution No. 5 - 2015

WHEREAS, the Town Council desires to achieve and maintain a General Purpose Fund Reserve (unassigned fund balance) equal to fifty percent (50%) of General Purpose Fund expenditures and first established such policy in 2009; and

WHEREAS, the Fund 750 – Asset Replacement Fund was established in 1989 as a mechanism for setting aside monies for the expected replacement of Town's assets, such as vehicles, roofs and other building components and has an estimated ending fund balance for fiscal year FY 2014/15 of only $114,000; and

WHEREAS, the Fund 705 – Infrastructure Preservation and Improvement (IPI) Fund was established in 2009 and intended to provide funding for capital projects toward preserving or improving the Town's infrastructure assets such as its streets, storm drains and buildings or facilities and has an estimated ending fund balance for FY 2014/15 of only $72,492; and

WHEREAS, with the passage of Measure K in November 2012 implementing a one-cent general sales tax over 20 years and the issuance of the 2013 Certificates of Participation for Infrastructure Improvements, the Town's streets and storm drain infrastructure has a dedicated source of funding in accordance with Town Council direction on the use of the general sales tax revenues; and

WHEREAS, the Audit and Finance Committee has conducted an in-depth and comprehensive study of the Town's needs with respect to asset replacement and recommended to the Town Council to re-establish the Asset Replacement Program and funding structure, including the merging of the IPI and Asset Replacement funds; and

WHEREAS, IPI and Asset Replacement Fund both serve to provide funding toward preserving and improving the Town's infrastructure assets and there is a sound rationale for merging the two funds into one; and

WHEREAS, the Audit and Finance Committee further recommended to the Town Council to modify the Town's reserve policy such that when the General Purpose Fund balance exceeds the 50% target, any excess is transferred to the Asset Replacement Fund; and

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

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

BE IT FURTHER RESOLVED, that the Town Manager merge the Infrastructure Preservation and Improvement Fund with the Asset Replacement Fund, and transfer the uncommitted fund balance of Fund 705 – IPI to Fund 750 – Asset Replacement Fund.

BE IT FURTHER RESOLVED, that any additional net revenues at each fiscal year end above the amount needed to satisfy the General Purpose Fund Reserve target of 50% be transferred to the Asset Replacement Fund.

BE IT FURTHER RESOLVED, that previously adopted Resolution 8-2012 is 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 January 14, 2015 by the following vote:

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

Roger Wykle, 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

Dave Trotter, Mayor

Attest:

Marty C. McInturf

Marty C. McInturf, Town Clerk

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:

Infrastructure/Betterments

Network	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

Karen Mendonca, Mayor

Attest:

Marty C. McInturf

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 Audit and Finance Committee	)))))	Resolution No. 44 - 2010

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.

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:

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.

- 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.

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:

- 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.

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.

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.

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:

Confirming the Engineer's Report for the Town of Moraga Street Lighting Assessment District 1979-1, Approving Assessments and Assessment Diagram, and Levying Assessments for the Fiscal Year 2015/16	))))))	Resolution No. 64 - 2015

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 25, 2015 ordered in Resolution 20-2015, 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 13, 2015, the Town Council approved the Engineer's Report, declared its intention to levy and collect assessments for the fiscal year 2015/16 and set a public hearing for June 10, 2015; and

WHEREAS, notice of the June 10, 2015 Public Hearing was given on May 29, 2015 as provided in Section 22626 of the Streets and Highways Code; and

WHEREAS, on June 10, 2015, 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 13, 2015, it approved it in the following respects:

1. The gross amount to be assessed shall be $200,258.

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 improvements for fiscal year 2015/16 consist of the maintenance or servicing or both of existing street lighting facilities and traffic signals within the existing assessment District, as well as the capital improvement project street lighting aspect of the undergrounding improvement project on a portion of Moraga Road.

5. The Town will make a contribution to the Lighting Assessment District in the amount of $120,134 as required to fund the general benefit received by all Moraga residents, using Fund 140-Property Tax Lighting Special District.

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 2015/16; 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 10, 2015 by the following vote:

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

Roger N. Wykle, Mayor

Attest:

Marty C. McInturf, Town Clerk

BEFORE THE TOWN COUNCIL OF THE TOWN OF MORAGA

In the Matter of:

Establishing the Annual Gann Appropriations Limit for the Fiscal Year 2015/16 Budget	)))	Resolution No. 66 - 2015

WHEREAS, the Article XIIIB 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 2015/16 proposed budget of $9,307,016 is well below the calculated appropriations limit of $13,052,718.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Moraga, California, that in accordance with Article XIIIB of the California Constitution, the Town of Moraga does hereby adopt the price factor as the California per capita personal income change of 3.82% and percent change in the Town of Moraga population of 0.63% to calculate the appropriations limit of $13,052,718 as reflected in Exhibit A for the Fiscal Year 2015/16.

PASSED AND ADOPTED by the Town Council of the Town of Moraga at a regular meeting held on June 10, 2015 by the following vote:

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

Roger N. Wykle, Mayor

Attest:

Marty C. McInturf, Town Clerk

EXHIBIT A

GANN APPROPRIATIONS LIMIT CALCULATION
FOR THE FISCAL YEAR ENDING JUNE 30, 2016

A.	PRIOR YEAR APPROPRIATIONS LIMIT		$	12,493,740
B.	ADJUSTMENT FACTORS			
	Population	1.0063		
	Personal Income	1.0382		
	Total Adjustment Factors			1.044741
C.	ANNUAL DOLLAR ADJUSTMENT			558,978
D.	OTHER ADJUSTMENTS			
	Lost Responsibility			0
	Transfer to Private			0
	Transfer to Fees			0
	Assumed Responsibility			0
	Total Adjustments			0
E.	TOTAL ADJUSTMENTS			558,978
F.	APPROPRIATIONS LIMIT FOR FY 2015-16		$	13,052,718
	FY 2015-16 BUDGET		$	9,307,016

BEFORE THE TOWN COUNCIL OF THE TOWN OF MORAGA

In the Matter of:

Adopting the Fiscal Year 2015/16 Operating and Capital Improvement Budgets, including the Five-Year Financial Plan and Five-Year Capital Improvement Program	)))))	Resolution No. 67 - 2015

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.

WHEREAS, on May 27, 2015, the Town Council reviewed, discussed and provided staff with direction on the proposed FY 2015/16 Operating and Capital Improvement Budgets, Five-Year Financial Plan, Five-Year Capital Improvement Program and Asset Replacement Schedule and funding needs; and

WHEREAS, the proposed FY 2015/16 Budget is structurally balanced, meaning that ongoing, annual expenditures are supported by annual revenue sources and one-time reserves and fund balances are used for one-time, periodic expenditures such as capital improvement projects in accordance with Resolution No. 83-2014; and

WHEREAS, the proposed FY 2015/16 Budget totals $7.3 million for operating program expenditures with an anticipated surplus of $113,885 and $9.0 million in new funding for capital improvement projects; and

WHEREAS, the proposed FY 2015/16 Capital Improvement Program includes an amount of $494,041 appropriated from Fund 100 One-Time Developer Fee (Palos Colorados) for four capital improvement projects as follows:

Project	FY 2015/16 Appropriation
Commons Park Master Plan Update	$65,000
Commons Park Sand Volleyball Court Renovation	107,000
Municipal Parking Lots & Pathways Resurfacing	37,000
Moraga Library HVAC System Replacement	285,041
Total:	**$494,041**

WHEREAS, the Town Council provided direction to transfer any additional surplus of FY 2014/15 General Purpose Funds to Fund 100 One-Time Developer Fee (Palos Colorados) to reimburse Fund 100 One-Time Developer Fee for these FY 2015/16 appropriations.

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 2015/16 as presented to the Town Council on June 10, 2015 in Attachment A of the staff report; and

BE IT FURTHER RESOLVED that the Town Council authorizes the transfer of additional FY 2014/15 General Purpose Fund revenues in the form of Property Taxes that exceed the FY 2014/15 initial budget amount of $3,138,307 to Fund 100 One-Time Developer Fee (Palos Colorados) to reimburse Fund 100 One-Time Developer Fee up to the amount of these FY 2015/16 capital project appropriations; 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, 2015; 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 10, 2015 by the following vote:

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

Roger N. Wykle, Mayor

Attest:

Marty C. McInturf, Town Clerk

2015 – 2020 (FIVE YEAR)
CAPITAL IMPROVEMENT PROGRAM

2015 – 2020 Capital Improvement Program

Elected Officials

Roger Wykle, Mayor

Michael Metcalf, Vice Mayor

Phil Arth, Councilmember

Teresa Onoda, Councilmember

Dave Trotter, Councilmember

Planning Commission

Tom Marnane, Chair

Christine Kuckuk, Vice Chair

Steve Woehleke, Commissioner

Ferenc Kovac, Commissioner

Suzanne D'Arcy, Commissioner

Ravi Mallela, Commissioner

Lindsay Carr, Commissioner

Town Manager

Jill Keimach

Department Directors

Ellen Clark, 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 10, 2015

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
- New Facilities

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 (i.e. Pavement Management Program, Asset Replacement projects, etc.), and projects required by the State for Clean Water (i.e. Trash Load Reduction Program) and mandated planning programs (i.e. Local Hazard Mitigation Plan 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 2015/16 CAPITAL IMPROVEMENT PROGRAM BUDGET

Included in the 5-Year Capital Improvement Program is the FY 2015/16 Capital Improvement Program Budget. Funding for the FY 2015/16 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 March 24, 2015. For projects that span multi-years, remaining budget at the end of FY 2014/15 will carry forward into FY 2015/16 while those for annual projects will be returned to the respective fund balances.

At its meeting of May 4, 2015, 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.

Illustrative Picture of Project

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 contraints 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 3/24/15 displayed) for multi-year projects at end of FY14/15 will carryforward into FY15/16.

5 - Year Capital Improvement Program (CIP)
FY 2015/16 to FY 2019/20
Summary

No.	Location	Account	Project #	Project	AMENDED FY14/15	BUDGET FY15/16	PROJECTED FY16/17	PROJECTED FY17/18	PROJECTED FY18/19	PROJECTED FY19/20	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	835,214	85,900					
	2100 Donald Drive - Hacienda de las Flores										
2		700-751-062-56	14-301	Hacienda Building ADA Accessiblity to Upper Floors	43,880		*484,000*				
3		TBD	TBD	Hacienda Building Exterior & Interior Light Replacement				*85,000*			
4		TBD	TBD	Hacienda Building Kitchen Refurbishment						*145,000*	
5		TBD	TBD	Hacienda Building Window Replacement Project				*154,000*			
6		TBD	TBD	Hacienda de las Flores Conceptual Plan	150,650						
7		700-751-062-71	08-305	Hacienda de las Flores Main Power Replacement	37,380						
8		700-751-062-57	14-302	Hacienda de las Flores Improvement Program	44,163		*33,000*	*52,000*	*15,000*	*16,000*	
9		700-750-062-14	16-305	Minor Improvements to Government Facilities Program		19,295	*20,000*	*20,000*	*20,000*	*20,000*	
10		TBD	TBD	Pavilion Building Flagstone Staircase Replacement			*163,000*				
	1500 St. Mary's Road - Library										
11		700-752-062-15	16-306	Moraga Library HVAC System Replacement		327,000					
12		700-752-062-70	08-308	Moraga Library Improvement Program			*36,000*	*45,000*	*22,000*	*68,000*	
13		700-752-062-34	15-301	Moraga Library Restroom Improvements	299,450						
	Various Locations										
14		700-750-062-54	13-301	ADA Compliance Facilities Program		*20,000*	*20,000*	*20,000*	*20,000*	*20,000*	
15		700-750-062-55	13-302	Minor Capital Improvement Program (Annual)	30,000	30,000	30,000	30,000	30,000	30,000	
16		TBD	TBD	Municipal Fence Replacement Program			*31,000*		*48,000*	*20,000*	
17		700-750-062-58	14-303	Municipal Building Repainting Program	23,500		*60,000*	*17,000*	*16,000*	*24,000*	
18		TBD	TBD	Municipal Building Restrooms Refurbishment				*25,000*	*85,000*	*193,000*	
	New Facilities										
19		TBD	TBD	Multi-Generational Community Center							*8,500,000*
				Funded Subtotal	**1,464,237**	**662,195**	**30,000**	**30,000**	**30,000**	**30,000**	
				Unfunded (Italicized) Subtotal		***20,000***	***847,000***	***418,000***	***226,000***	***506,000***	***8,500,000***
CREEKS & DRAINAGE											
	Storm Drain Collection System										
20		700-740-062-65	14-201	Storm Drain Master Plan	221,576						
	Creek & Flood Protection										
21		700-740-062-16	16-201	Laguna Creek Restoration at Hacienda de las Flores		*144,000*	*132,000*	*915,000*			
22		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	
	National Pollutant Discharge Elimination System (NPDES)										
23		700-740-062-17	16-202	Trash Load Reduction Program (Annual)		10,000	10,000	10,000	10,000	10,000	
				Funded Subtotal	**241,576**	**30,000**	**30,000**	**30,000**	**30,000**	**30,000**	
				Unfunded (Italicized) Subtotal		***144,000***	***132,000***	***915,000***			
PARKS & OPEN SPACE											
	Moraga Commons Park										
24		700-753-062-37	15-304	Commons Park ADA Pathway	58,000						
25		700-753-062-61	14-304	Commons Park Improvement Program	42,550		*18,000*	*11,000*	*13,000*		
26		700-753-062-18	16-301	Commons Park Master Plan Update		65,000					

5 - Year Capital Improvement Program (CIP)
FY 2015/16 to FY 2019/20
Summary

No.	Location	Account	Project #	Project	AMENDED FY14/15	BUDGET FY15/16	PROJECTED FY16/17	PROJECTED FY17/18	PROJECTED FY18/19	PROJECTED FY19/20	TBD UNSCHEDULED
PARKS & OPEN SPACE (CONTINUE)											
	Moraga Commons Park (Continue)										
27		700-753-062-19	19	Commons Park Sand Volleyball Court Renovation		107,000					
	Open Space										
28		TBD	TBD	Mulholland Open Space Preserve Improvements							*347,000*
	Rancho Laguna Park										
29		TBD	TBD	Rancho Laguna Park Master Plan Update							*47,000*
30		TBD	TBD	Rancho Laguna Park Sewer System Replacement				*68,000*			
	Trails										
31		TBD	TBD	Buckingham Trail (Moraga Rd to Fayhill)							*254,000*
32		TBD	TBD	Heritage Trail (Library to Moraga Rd)							*87,000*
33		TBD	TBD	Indian Ridge Trail							*1,191,000*
34		TBD	TBD	Indian Valley Trail							*906,000*
35		TBD	TBD	Rheem Hiking Trail (Coyote Creek)							*180,000*
36		TBD	TBD	Rheem Hiking Trail (Fayhill)							*180,000*
37		TBD	TBD	Rheem Reservoir Trail (Campolindo Ridge)							*812,000*
38		TBD	TBD	Utah Easement Trail (Library to Old Moraga Ranch Trail)							*621,000*
	Various Locations										
39		700-753-062-20	16-303	Municipal Parking Lots & Pathways Resurfacing Program		37,000	*132,000*	*27,000*	*58,000*	*40,000*	
40		700-753-062-21	16-304	Parks, Trails, Hacienda, Open Space Survey		*15,000*					
41		700-753-062-36	15-303	Turf Improvements Project	70,920				*210,000*		*525,000*
	New Facilities										
42		TBD	TBD	Community Sports Field							*10,375,000*
43		TBD	TBD	Neighborhood Parks							*4,621,000*
				Funded Subtotal	**171,470**	**209,000**					
				Unfunded (Italicized) Subtotal		***15,000***	***150,000***	***106,000***	***281,000***	***40,000***	***20,146,000***
TRANSPORTATION											
	Bridges										
44		700-740-360-46	14-101	Canyon Road Bridge Replacement	3,216,367	1,607,000					
	Pedestrian & Bike Paths										
45		TBD	TBD	Bollinger Canyon Trail (to Las Trampas Wilderness)							*1,740,000*
46		TBD	TBD	Canyon Road Bicycle Improvements (County to Constance)							*570,000*
47		700-740-360-86	13-102	Moraga Bicycle & Pedestrian Master Plan (MBPP) Update	73,000	10,000					
48		TBD	TBD	Moraga Center Pedestrian & Bicycle Improvements		60,000					*750,000*
49		700-740-062-33	15-103	Moraga Road Pedestrian Improvements	40,000	39,000	81,000				
50		TBD	TBD	Moraga Way Bicycle and Pedestrian Improvements							*87,000*
51		TBD	TBD	Rheem Blvd Bike & Pedestrian (Moraga Rd to St. Mary's Rd)							*259,000*
52		TBD	TBD	Rheem Blvd Bike Route Improvements (Orinda to Moraga Rd)							*44,000*
	Roadways										
53		700-740-062-79	08-101	ADA Compliance Streets Program	47,265	10,000	10,000	10,000	10,000	10,000	
54		700-740-062-46	14-102	ADA Self-Evaluation Plan (Phase 1: ROW)	30,000		*30,000*	*30,000*			
55		700-740-062-23	16-102	Bollinger Canyon Road Hillside Stabilization		65,000					*462,000*
56		700-740-062-84	13-101	Livable Moraga Road - Corridor Plan and Improvements	240,982						*6,100,000*
57		700-740-062-32	15-102	Moraga Road (St Mary's - Draeger) Resurfacing	92,000	99,000	609,000				
58		711-740-062-73	08-106	Pavement Management Program	5,468,150	1,516,840	2,659,000	1,235,000	1,267,000	1,300,000	*20,900,000*

5 - Year Capital Improvement Program (CIP)
FY 2015/16 to FY 2019/20
Summary

No.	Location	Account	Project #	Project	AMENDED FY14/15	BUDGET FY15/16	PROJECTED FY16/17	PROJECTED FY17/18	PROJECTED FY18/19	PROJECTED FY19/20	TBD UNSCHEDULED
TRANSPORTATION (CONTINUE)											
	Roadways (Continue)										
59		700-740-062-24	16-103	Rheem Boulevard Landslide Repair & Repaving		2,237,848					
	Streetlights										
60		700-740-062-25	16-104	PG&E Undergrounding		2,171,573					
61		700-740-062-47	14-103	Street Light Master Plan	44,271						
	Traffic / Transit										
62		700-740-062-48	14-104	Minor Traffic Safety Program (Annual)	30,000	30,000	30,000	30,000	30,000	30,000	
63		700-910-062-31	15-601	Municipal Wayfinding Signage Program	35,000		*35,000*	*35,000*	*35,000*	*35,000*	
64		700-910-062-44	14-604	St Mary's Rd/Rheem Blvd/Bollinger Canyon Rd Roundabouts	36,274		450,000 & *6,533,000*				
				Funded Subtotal	**9,353,309**	**7,846,261**	**3,839,000**	**1,275,000**	**1,307,000**	**1,340,000**	
				Unfunded (Italicized) Subtotal			***6,598,000***	***65,000***	***35,000***	***35,000***	***30,912,000***
GENERAL GOVERNMENT											
	Communications										
65		700-510-062-29	15-305	Community Priorities & Revenue Enhancement Survey	25,900						
66		700-810-062-35	15-302	Electronic Community Information Sign	105,233		*105,000*	*105,000*	*105,000*		
	Information Technology										
67		700-525-069-40	14-306	Information Technology Infrastructure Program	25,150	20,600	19,700	13,100			
	Fleet / Equipment										
68		700-610-062-49	14-501	Vehicle & Operating Equipment Program (Annual)	68,501	111,000	*96,000*	*106,000*	*92,000*	*71,000*	
	Planning										
69		700-910-062-41	13-601	General Plan Projects	55,000	60,000					
70		700-810-062-40	14-603	Hillsides and Ridgeline Ordinance Update	286,050						
71		700-910-062-26	16-601	Local Hazard Mitigation Plan Update		40,000					
72		700-910-062-27	16-602	Municipal Code Update		50,000	50,000	50,000	50,000	50,000	
73		700-910-062-43	14-602	Nexus Study/Update Development Impact Fees	168,524						
				Funded Subtotal	**734,358**	**281,600**	**69,700**	**63,100**	**50,000**	**50,000**	
				Unfunded (Italicized) Subtotal			***201,000***	***211,000***	***197,000***	***71,000***	
				FUNDED TOTAL	**11,964,950**	**9,029,056**	**3,968,700**	**1,398,100**	**1,417,000**	**1,450,000**	
				UNFUNDED (ITALICIZED) TOTAL		***179,000***	***7,928,000***	***1,715,000***	***739,000***	***652,000***	***59,558,000***

Project Name: **Council Chambers/Community Room Renovations**

Project Number: **08-302** **CIP Type:** **Bldg**

Account: **700-754-062-92** **Dept:** **TM**

Status: **335 Rheem Renovation in Progress**

Project Objective: Renovate 335 Rheem to serve as the Council Chambers and Community Room. (Formally 331 Rheem).

Project Description:

Work to be Completed:
Complete renovations at 335 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. Based on the May 27, 2015 Town Council meeting, direction was provided to

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. In FY14/15, the roof was placed, windows and doors were installed, outside sidewalk/driveways were poured, cable trenched and installed to connect with Town Hall, and restroom was built.

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. High-visibility mid-block crossing is based on the Moraga Road at Corliss and Woodford project. Funds would include first floor work from the Comcast grant for public involvement improvements, County Park Impact Fees for public park area in front of 335 Rheem Boulevard, and a CalRecycle grant for trash receptacles.

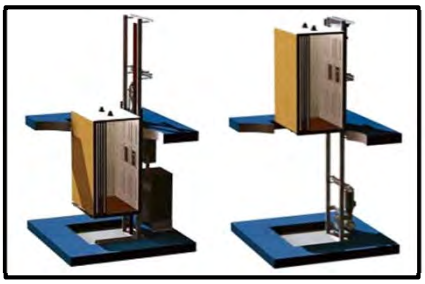
Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Fund 101: General Fund	$ 235	$ 285							**$ 520**
Fund 210: Measure J			$ 200						**$ 200**
Fund 700: Co. Park Imp. Fee			$ 81						**$ 81**
Fund 700: CalRecycle Grant			$ 5						**$ 5**
Fund 701: COP Bond	$ 164								**$ 164**
Fund 716: Comcast PEG	$ 98	$ 150							**$ 248**
Fund 750: Assset Replace		$ 105							**$ 105**
TOTAL	**$ 497**	**$ 540**	**$ 286**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,323**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Const Mgmt/Admin	$ 50								**$ 50**
Design	$ 83								**$ 83**
Construction	$ 349	$ 540	$ 86						**$ 975**
Contingency									**$ -**
Other:	$ 15								**$ 15**
Hi-Vis Mid-Blk Xing			$ 200						**$ 200**
TOTAL	**$ 497**	**$ 540**	**$ 286**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,323**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 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 3/24/15 displayed) for multi-year projects at end of FY14/15 will carryforward into FY15/16.

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



Status: **Carry Forward Design**

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. (Complete)

Phase 2: Design and develop project plans, specifications, and estimate. (Carryforward from FY 14/15)

Phase 3: Construction of ADA improvements. Option # 3 offers the least amount of impact on the historic fabric of the building. It is an interal modification which works within an existing closet on the first and

Basis for Schedule: 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 was funded in FY 2014/15 and will carryforward into FY 2015/16. Phase 3 construction is proposed in FY 2016/17.

Basis for Cost: Garavaglia conducted the ADA study with a recommendation for Option #3. Potential funding opportunities include ADA and/or historical grants.

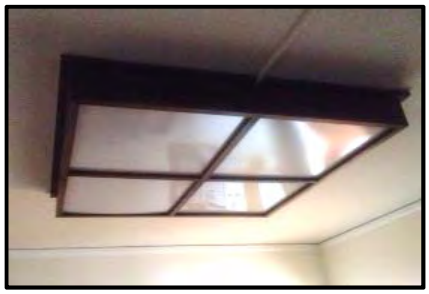
Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Fund 100: Palos Colorados		$ 40							**$ 40**
Fund 101: Gen Fund	$ 9	$ 1							**$ 10**
Unfunded				$ 484					**$ 484**
TOTAL	**$ 9**	**$ 41**	**$ -**	**$ 484**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 534**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Phase 1: Study	$ 9	$ 1							**$ 10**
Phase 2: Design		$ 40							**$ 40**
Phase 3: Construction									**$ -**
Construction				$ 387					**$ 387**
Construction Management				$ 39					**$ 39**
Contingency				$ 58					**$ 58**
TOTAL	**$ 9**	**$ 41**	**$ -**	**$ 484**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 534**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 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 3/24/15 displayed) for multi-year projects at end of FY14/15 will carryforward into FY15/16.

Project Name: **Hacienda Building Exterior & Interior Light Replacement**
Project Number: **TBD** **CIP Type:** **Bldg**
Account: **TBD** **Dept:** **P&R**



Status: **New Project with Funding Undetermined**

Project Objective: Replace lighting at the end of its life cycle that shows signs of disrepair with more efficient lighting while maintaining historical characteristics.

Project Description: Replace both interior and exterior lighting attached to the building to address inefficiencies in the current system. This includes new fixtures and time clocks but does not address landscape lighting.

Basis for Schedule: Use Asset Replacement schedule as an initial decsiion making tool.

Basis for Cost: Lighting contractor estimates. Potential sources of funds are Asset Replacement, Palos Colorados, General Fund, or any combination thereof.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Undetermined					$ 85				**$ 85**
									$ -
									$ -
									$ -
									$ -
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ 85**	**$ -**	**$ -**	**$ -**	**$ 85**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Administration					$ 3				**$ 3**
Study									**$ -**
Environmental									**$ -**
Right-of-Way									**$ -**
Design					$ 6				**$ 6**
Construction					$ 58				**$ 58**
Const Mgmt/Inspection					$ 6				**$ 6**
Contingency					$ 9				**$ 9**
Other: Permits					$ 3				**$ 3**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ 85**	**$ -**	**$ -**	**$ -**	**$ 85**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Labor				$ (6)	$ (6)		**$ (12)**
Materials				$ (0.5)	$ (0.5)		**$ (1.0)**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ (6.5)**	**$ (6.5)**	**$ -**	**$ (13.0)**

Project Name: **Hacienda Building Kitchen Refurbishment**
Project Number: **TBD** **CIP Type:** **Bldg**
Account: **TBD** **Dept:** **P&R**

Status: **New Project with Funding Undetermined**

Project Objective: Provide a well maintained commercial grade kitchen facility.

Project Description: Maintain the commercial grade kitchen facilities at the Hacienda so it can continue to be used by the community, private rentals and the Parks and Recreation Department. The kitchen was last upgraded (equipment included) in 2003.

Basis for Schedule: Used Asset Replacement schedule as an initial decision making tool to identify the need.

Basis for Cost: Based on kitchen remodel estimates provided by a contractor. Potential sources of funds are Asset Replacement, Palos Colorados, General Fund, or any combination thereof.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Undetermined							$ 145		**$ 145**
									$ -
									$ -
									$ -
									$ -
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 145**	**$ -**	**$ 145**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Administration							$ 5		**$ 5**
Study									**$ -**
Environmental									**$ -**
Right-of-Way									**$ -**
Design							$ 10		**$ 10**
Construction							$ 100		**$ 100**
Const Mgmt/Inspection							$ 10		**$ 10**
Contingency							$ 15		**$ 15**
Other: Permits							$ 5		**$ 5**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 145**	**$ -**	**$ 145**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other: Stove/Fridge/Freezer Calls for Repair						$ (0.5)	**$ (0.5)**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ (0.5)**	**$ (0.5)**

Project Name: **Hacienda Building Window Replacement Project**
Project Number: **TBD** **CIP Type:** **Bldg**
Account: **TBD** **Dept:** **P&R**

Status: **New Project with Funding Undetermined**

Project Objective: Replace the majority of windows in the Hacienda building at the end of its life cycle that show signs of disrepair.

Project Description: There is a mix of steel, wooden and aluminum. The Hacienda Site Assesment recommends replacing all the windows to match the steel windows to maintain the historical integrity.

Basis for Schedule: Used the Hacienda Site Assessment as an intial decision making tool to identify priority projects to address maintenance items. The majority of window are not up to current energy standards.

Basis for Cost: Based on Asset Replacement schedule costs. Potential sources of funds are Asset Replacement, Palos Colorados, General Fund, or any combination thereof.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Undetermined					$ 154				**$ 154**
									$ -
									$ -
									$ -
									$ -
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ 154**	**$ -**	**$ -**	**$ -**	**$ 154**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Administration					$ 5				**$ 5**
Study									**$ -**
Environmental									**$ -**
Right-of-Way									**$ -**
Design					$ 11				**$ 11**
Construction					$ 106				**$ 106**
Const Mgmt/Inspection					$ 11				**$ 11**
Contingency					$ 16				**$ 16**
Other: Permits					$ 5				**$ 5**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ 154**	**$ -**	**$ -**	**$ -**	**$ 154**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Name: **Hacienda de las Flores Conceptual Plan**
Project Number: **15-306** **CIP Type:** **Bldg**
Account: **700-751-062-28** **Dept:** **P&R**

Status: **Carry Forward Project**

Project Objective: Develop a conceptual plan to enhance and preserve the Hacienda de las Flores and identify potential public-private partnerships for future development.

Project Description: The Gould Evans firm was approved by Town Council on May 20, 2015 to complete the conceptual plan project with the following objectives:

1) Improve the unique mixed-use area as a community asset with a focus on increased usage of the property
2) Develop/improve facilities based on high quality design standards
3) Establish consistent design principles throughout the property
4) Provide public cultural, recreational and entertainment space
5) Attract quality commercial operations to create additional revenue in order to make the facility financially sustainable
6) Address existing and future needs for community events
7) Be consistent with the Town's General Plan

The development of the conceptual plan will follow the following guiding principles:

1) Think creatively with the entire 9.6 acre parcel
2) Optimize the uses of the property and increase revenue opportunities
3) Display an ability to work successfully with developers and investors
4) Optimize the public-private partnership opportunities
5) Exhibit an ability to create balance between a community center destination and income generating activities
6) Retain the historical and architectural characteristics of the property even if some structures are significantly remodeled or demolished

Basis for Schedule: Since the early 2000's the Town has been trying to identify how to maximize the use of the nine acre Hacienda de las Flores property. The Hacienda is known region-wide as a top outdoor special event venue, but since the early 1990's it has struggled to function as the community center it once was in the late 70's and through the better part of the 80's.

Basis for Cost: Based on Gould Evan cost proposal.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Fund 100: Palos Colorados		$ 151							**$ 151**
TOTAL	**$ -**	**$ 151**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 151**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Conceptual Plan		$ 131							**$ 131**
Contingency		$ 20							**$ 20**
TOTAL	**$ -**	**$ 151**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 151**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation & Maintenance							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

* Unspent remaining budget (as of 3/24/15 displayed) for multi-year projects at end of FY14/15 will carryforward into FY15/16.

Project Name: **Hacienda de las Flores Main Power Replacement**
Project Number: **TBD** **CIP Type:** **Bldg**
Account: **TBD** **Dept:** **P&R**

Status: **Carry Forward Project (PG&E design work in progress)**

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 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: PG&E design in process. Construction to be completed after event season (November 2015 to March 2016).

Basis for Cost: Based on preliminary cost estimate.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Fund 750: Asset Replace	$ 4	$ 36							**$ 40**
									$ -
									$ -
TOTAL	**$ 4**	**$ 36**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 40**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Administration	$ 3	$ 1							**$ 4**
Construction	$ 1	$ 23							**$ 24**
Contingency		$ 6							**$ 6**
PG&E Permits		$ 6							**$ 6**
TOTAL	**$ 4**	**$ 36**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 40**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation & Maintenance							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

* Unspent remaining budget (as of 3/24/15 displayed) for multi-year projects at end of FY14/15 will carryforward into FY15/16.

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

Status: **On-Going Program with Funding Undetermined**

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:

FY15/16: None

FY16/17: *Hacienda:* assessment of entire HVAC system to address inefficiencies with ducting and thermostat controls (note 2 new furnaces installed in 2012) (see Municipal Building Repainting Program CIP, Municipal Parking Lots & Pathways Resurfacing Program CIP, and Municpal Fence Replacement Program CIP)
Pavilion: replace exterior lights (see separate Pavilion Building Flagstone Staircase Replacement CIP)

FY17/18: *Hacienda:* repair fireplace/chimney (see separate Hacienda Building Exterior & Interior Light Replacement CIP and Hacienda Window Replacement CIP)
Pavilion: repair fireplace (see separate Municipal Building Repainting Program CIP)

FY18/19: *Hacienda:* replace carpet (see separate Municipal Building Repainting Program CIP, Municipal Parking Lots & Pathways Resurfacing Program CIP, Municipal Fence Replacement Program CIP, and Turf Improvements CIP)

FY19/20: *Hacienda:* replace sewer lateral from La Sala (see separate Hacienda Building Kitchen Refurbishment CIP and Municipal Building Restroom Refurbishment CIP)

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.

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

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

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Fund 100: Palos Colorados	$ 33	$ 42							**$ 75**
Undetermined				$ 33	$ 52	$ 15	$ 16		**$ 116**
TOTAL	**$ 33**	**$ 42**	**$ -**	**$ 33**	**$ 52**	**$ 15**	**$ 16**	**$ -**	**$ 191**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Construction/Installation	$ 11	$ 38		$ 7	$ 43	$ 12	$ 13		**$ 124**
Administration	$ 3	$ 4		$ 5	$ 5	$ 2	$ 2		**$ 21**
Study/Design	$ 19			$ 20					**$ 39**
Contingency				$ 1	$ 4	$ 1	$ 1		**$ 7**
TOTAL	**$ 33**	**$ 42**	**$ -**	**$ 33**	**$ 52**	**$ 15**	**$ 16**	**$ -**	**$ 191**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Pavilion Heater Calls for Repair (FY14/15)		$ (0.5)	$ (0.5)	$ (0.5)	$ (0.5)	$ (0.5)	**$ (2.5)**
Pavilion Lighting Calls for Repair			$ (0.5)	$ (0.5)	$ (0.5)	$ (0.5)	**$ (2.0)**
TOTAL	**$ -**	**$ (0.5)**	**$ (1.0)**	**$ (1.0)**	**$ (1.0)**	**$ (1.0)**	**$ (4.5)**

* Unspent remaining budget (as of 3/24/15 displayed) for multi-year projects at end of FY14/15 will carryforward into FY15/16.

Project Name: **Minor Improvements to Government Facilities Program**
Project Number: **16-305** **CIP Type:** **Bldg**
Account: **700-750-062-14** **Dept:** **PWD**

Status: **New Program**

Project Objective: Minor improvements on government facilities to accommodate growing population from new development.

Project Description: The program may be used to construct new facilities, upgrade existing facilities, purchase vehicles and equipment, enhance the utility of existing technology systems and/or perform refurbishment to accommodate new development in the Town as allowed by the General Government Impact Fee restrictions.

In FY15/16, clear and consistent department signage is necessary to direct increasing customers that visit Town Hall. Currently, the first floor has header signs for the Police and Planning departments. The second floor is missing signage for Engineering and Administrative Services departments. Unfamiliar customers constantly roam into the wrong department, taking away staff time to redirect customers to the correct department.

Basis for Schedule: Consistently, customers visiting Town Hall have been confused with where departments are located.

Basis for Cost: Cost estimate based on contractor quote. General Government Impact Fees can only be programmed when its revenues are received. FY15/16 has programmed all available fees. When future fees become available, funding will be programmed into future unfunded fiscal years

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Fund 780: Gov't Impact Fee			$ 19						**$ 19**
Unfunded				$ 20	$ 20	$ 20	$ 20		**$ 80**
									$ -
TOTAL	**$ -**	**$ -**	**$ 19**	**$ 20**	**$ 20**	**$ 20**	**$ 20**	**$ -**	**$ 99**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Administration			$ 1	$ 2	$ 2	$ 2	$ 2		**$ 9**
Right-of-Way									**$ -**
Design									**$ -**
Construction			$ 18	$ 18	$ 18	$ 18	$ 18		**$ 90**
Const Mgmt/Inspection									**$ -**
Contingency									**$ -**
Other: Permits									**$ -**
TOTAL	**$ -**	**$ -**	**$ 19**	**$ 20**	**$ 20**	**$ 20**	**$ 20**	**$ -**	**$ 99**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Name: Pavilion Building Flagstone Staircase Replacement
Project Number: TBD **CIP Type:** Bldg
Account: TBD **Dept:** P&R

Status: New Project with Funding Undetermined

Project Objective: Provide safer access to and from the Pavilion.

Project Description: Replace existing exterior flagstone staircase between Hacienda and Pavilion Garden entrance.

Basis for Schedule: Staircase riser and run is currently uneven after many years of settling.

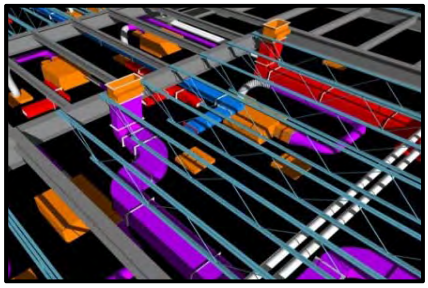
Basis for Cost: Based on a quote received from an on-call architect for project costs based on similar projects for other agencies. Potential sources of funds are Asset Replacement, Palos Colorados, or General Fund.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Undetermined				$ 163					**$ 163**
									$ -
									$ -
									$ -
									$ -
TOTAL	**$ -**	**$ -**	**$ -**	**$ 163**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 163**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Administration				$ 5					**$ 5**
Design				$ 32					**$ 32**
Construction				$ 89					**$ 89**
Const Mgmt/Inspection				$ 9					**$ 9**
Contingency				$ 13					**$ 13**
Other: Permits				$ 15					**$ 15**
TOTAL	**$ -**	**$ -**	**$ -**	**$ 163**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 163**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Name: Moraga Library HVAC System Replacement
Project Number: 16-306 **CIP Type:** Bldg
Account: 700-752-062-15 **Dept:** P&R



Status: New Project with Funding Undetermined

Project Objective: Replace Library HVAC system, which is at the end of its life cycle and showing signs of disrepair.

Project Description: The Moraga Library receives the highest use of all Town-owned facilities and has one of the oldest HVAC systems. The system often fails in the heat of summer, which is not extremely effective, as the Library is a "cooling station" serving some of our residents during hot summer temperatures. The HVAC ducting is in place, but the old unit needs to be replaced to service the library more efficiently.

Basis for Schedule: The HVAC system hasn't been replaced since originally installed in the mid 1970s.

Basis for Cost: HVAC contractor estimate. Potential sources of funds are Asset Replacement, Palos Colorados, or General Fund.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Fund 100: Palos Colorados			$ 285						**$ 285**
Fund 750: Asset Replace			$ 42						**$ 42**
									$ -
									$ -
									$ -
TOTAL	**$ -**	**$ -**	**$ 327**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 327**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Administration			$ 11						**$ 11**
Study									**$ -**
Environmental									**$ -**
Design			$ 23						**$ 23**
Construction			$ 225						**$ 225**
Const Mgmt/Inspection			$ 23						**$ 23**
Contingency			$ 34						**$ 34**
Other: Permits			$ 11						**$ 11**
TOTAL	**$ -**	**$ -**	**$ 327**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 327**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
HVAC Calls for Repair		$ (5)	$ (5)	$ (5)	$ (5)	$ (5)	**$ (25)**
Other:							**$ -**
TOTAL	**$ -**	**$ (5)**	**$ (5)**	**$ (5)**	**$ (5)**	**$ (5)**	**$ (25)**

Project Name: Moraga Library Improvement Program
Project Number: 08-308 **CIP Type:** Bldg
Account: 700-752-062-70 **Dept:** P&R

Status: New Program with Funding Undetermined

Project Objective: Provide minor improvements to the Moraga Library building and grounds aimed at improving customer safety and enjoyment.

Project Description: The following are potential projects:
FY15/16: none (see separate Moraga Library HVAC System Replacement CIP)
FY16/17: replace carpet
FY17/18: replace aggregate patio
FY18/19: replace exterior lighting
FY19/20: replace interior lighting

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

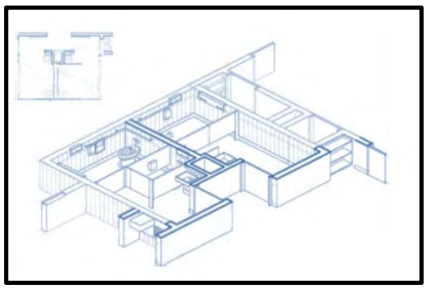
Basis for Cost: Costs estimates are based on contractor and staff estimates. Potential sources of funds are Asset Replacement, Palos Colorados, or General Fund.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Undetermined				$ 36	$ 45	$ 22	$ 68		**$ 171**
									$ -
									$ -
									$ -
									$ -
TOTAL	**$ -**	**$ -**	**$ -**	**$ 36**	**$ 45**	**$ 22**	**$ 68**	**$ -**	**$ 171**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Administration				$ 3	$ 4	$ 2	$ 6		**$ 15**
Construction/Installation				$ 30	$ 37	$ 18	$ 56		**$ 141**
Contingency				$ 3	$ 4	$ 2	$ 6		**$ 15**
TOTAL	**$ -**	**$ -**	**$ -**	**$ 36**	**$ 45**	**$ 22**	**$ 68**	**$ -**	**$ 171**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

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



Status: **Carry Forward Project (design phase complete)**

Project Objective: Upgrade restrooms to meet ADA compliance and reduce annual maintenance costs.

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.

Phase 1: FY14/15 Design & Plans, Specifications, and Estimates
Phase 2: FY15/16 Construction

Basis for Schedule: Final design to be completed summer of 2015 with construction scheduled for fall/winter 2015.

Basis for Cost: Construction based on current and similar projects in municipal restroom, provdided by architect.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Fund 750: Asset Replace	$ 9	$ 11							**$ 20**
Fund 100: Palos Colorados		$ 279							**$ 279**
									$ -
									$ -
									$ -
TOTAL	**$ 9**	**$ 290**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 299**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Administration	$ 4	$ 5							**$ 9**
Study									**$ -**
Environmental									**$ -**
Design	$ 5	$ 16							**$ 21**
Construction		$ 218							**$ 218**
Const Mgmt/Inspection		$ 20							**$ 20**
Contingency		$ 28							**$ 28**
Other: Permits		$ 3							**$ 3**
TOTAL	**$ 9**	**$ 290**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 299**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance		$ (6)	$ (6)	$ (6)	$ (6)		**$ (24)**
Other:							**$ -**
TOTAL	**$ -**	**$ (6)**	**$ (6)**	**$ (6)**	**$ (6)**	**$ -**	**$ (24)**

* Unspent remaining budget (as of 3/24/15 displayed) for multi-year projects at end of FY14/15 will carryforward into FY15/16.

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 Americans with Disabilities Act (ADA) Self-Evaluation Plan (CIP 14-102) 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: Based on similar plans prepared for other agencies.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Unfunded			$ 20	$ 20	$ 20	$ 20	$ 20		**$ 100**
									$ -
									$ -
									$ -
TOTAL	**$ -**	**$ -**	**$ 20**	**$ 20**	**$ 20**	**$ 20**	**$ 20**	**$ -**	**$ 100**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Administration			$ 2	$ 2	$ 2	$ 2	$ 2		**$ 10**
Design			$ 2	$ 2	$ 2	$ 2	$ 2		**$ 10**
Environmental									**$ -**
Right-of-Way									**$ -**
Construction			$ 16	$ 16	$ 16	$ 16	$ 16		**$ 80**
Const Mgmt/Inspection									
Contingency									**$ -**
Other:									**$ -**
TOTAL	**$ -**	**$ -**	**$ 20**	**$ 20**	**$ 20**	**$ 20**	**$ 20**	**$ -**	**$ 100**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

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*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Fun 750: Asset Replace	$ 8	$ 30	$ 30	$ 30	$ 30	$ 30	$ 30		**$ 188**
									$ -
									$ -
TOTAL	**$ 8**	**$ 30**	**$ 30**	**$ 30**	**$ 30**	**$ 30**	**$ 30**	**$ -**	**$ 188**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Administration	$ 1	$ 5	$ 5	$ 5	$ 5	$ 5	$ 5		**$ 31**
Construction	$ 7	$ 25	$ 25	$ 25	$ 25	$ 25	$ 25		**$ 157**
									$ -
									$ -
TOTAL	**$ 8**	**$ 30**	**$ 30**	**$ 30**	**$ 30**	**$ 30**	**$ 30**	**$ -**	**$ 188**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation & Maintenance							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

* Unspent remaining budget (as of 3/24/15 displayed) for annual projects at end of FY14/15 will return to fund balance.

Project Name: **Municipal Fence Replacement Program**
Project Number: **TBD** **CIP Type:** **Bldg/Park**
Account: **TBD** **Dept:** **P&R**

Status: **New Program with Undetermined Funding**

Project Objective: Replace fences at the end of its life cycle that show signs of disrepair.

Project Description:
FY15/16: None
FY16/17: Hacienda fence portion along Casita and Rancho Laguna Park frontage fence
FY17/18: None
FY18/19: Mulholland lower gate and chainlink fence leading up to entrance gate and Hacienda wrought iron gate and fence at entrance
FY19/20: Rancho Laguna Park playground perimeter fence

Basis for Schedule: Used Asset Replacement schedule as an initial decision making tool to identify fence locations then refine actual year of treatment based on staff experience.

Basis for Cost: Costs based on similar fence repair costs. Potential sources of funds are Asset Replacement, Palos Colorados, General Fund, or any combination thereof.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Undetermined				$ 31		$ 48	$ 20		**$ 99**
									$ -
									$ -
									$ -
									$ -
TOTAL	**$ -**	**$ -**	**$ -**	**$ 31**	**$ -**	**$ 48**	**$ 20**	**$ -**	**$ 99**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Administration				$ 2		$ 4	$ 2		**$ 8**
Construction				$ 25		$ 38	$ 16		**$ 79**
Contingency				$ 4		$ 6	$ 2		**$ 12**
									$ -
TOTAL	**$ -**	**$ -**	**$ -**	**$ 31**	**$ -**	**$ 48**	**$ 20**	**$ -**	**$ 99**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

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

Status: **Undetermined (329 Rheem exterior completed in FY14/15**

Project Objective: Paint all municipal buildings.

Project Description:

FY 15/16	None
FY 16/17	Exterior Hacienda and Library buildings
FY 17/18	Exterior Pavilion building
FY 18/19	Interior Hacienda building
FY 19/20	Interior Library & Commons Park exterior & interior bandshell

Basis for Schedule: Buildings are in need of being repainted to protect exterior building surfaces from damage caused by environmental (sun and rain) exposure and maintain interior surfaces for users of facilities.

In FY14/15, the program painted the exterior of Town Hall (329 Rheem Boulevard).

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*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Fund 701: COP Bond	$ 1	$ 23							**$ 24**
Undetermined				$ 60	$ 17	$ 16	$ 24		**$ 117**
									$ -
									$ -
TOTAL	**$ 1**	**$ 23**	**$ -**	**$ 60**	**$ 17**	**$ 16**	**$ 24**	**$ -**	**$ 141**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Administration	$ 1			$ 5	$ 1	$ 1	$ 2		**$ 10**
Paint Building(s)		$ 23		$ 55	$ 16	$ 15	$ 22		**$ 131**
Contingency									**$ -**
Other:									**$ -**
TOTAL	**$ 1**	**$ 23**	**$ -**	**$ 60**	**$ 17**	**$ 16**	**$ 24**	**$ -**	**$ 141**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

* Unspent remaining budget (as of 3/24/15 displayed) for multi-year projects at end of FY14/15 will carryforward into FY15/16.

Project Name: **Municipal Building Restrooms Refurbishment**
Project Number: **TBD** **CIP Type:** **Bldg**
Account: **TBD** **Dept:** **P&R**

Status: **New Program with Funding Undetermined**

Project Objective: Refurbish municipally owned restrooms that are at the end of its life cycle that show signs of disrepair.

Project Description: Refurbishment and potential Americans with Disabilities Act (ADA) compliance of restrooms may entail replacing all fixtures, appurtenances, lighting, new paint, and flooring for the following locations:

FY15/16: None
FY16/17: None
FY17/18: Rancho Laguna Park's restroom including roof
FY18/19: Commons Park's 7 restrooms including roofs
FY19/20 Library Staff restroom and Hacienda building's 3 restrooms (requires upgrades for ADA compliance) located on first floor

Basis for Schedule: Used Asset Replacement schedule as an initial tool.

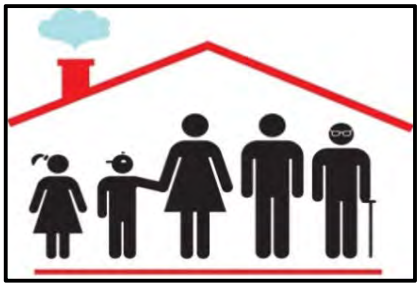
Basis for Cost: Cost estimates based on per square foot cost for the 2015 Moraga Library public restroom renovation project ($900/sf) or consultant budget-level estimates. Potential sources of funds are Asset Replacement, Palos Colorados, General Fund, or any combination thereof.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Undetermined					$ 25	$ 85	$ 193		**$ 303**
									$ -
									$ -
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ 25**	**$ 85**	**$ 193**	**$ -**	**$ 303**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Administration					$ 2	$ 3	$ 6		**$ 11**
Right-of-Way									**$ -**
Design					$ 2	$ 6	$ 13		**$ 21**
Construction					$ 16	$ 56	$ 127		**$ 199**
Const Mgmt/Inspection					$ 2	$ 6	$ 13		**$ 21**
Contingency					$ 2	$ 9	$ 22		**$ 33**
Other: Permits					$ 1	$ 5	$ 12		**$ 18**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ 25**	**$ 85**	**$ 193**	**$ -**	**$ 303**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Labor				$ (5.0)	$ (10.0)	$ (18.0)	**$ (33.0)**
Material				$ (1.0)	$ (2.0)	$ (3.0)	**$ (6.0)**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ (6.0)**	**$ (12.0)**	**$ (21.0)**	**$ (39.0)**

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 recreational 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 foot 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, art venues, such as gallery space and outdoor sculpture area, 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*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Unfunded								$ 8,500	**$ 8,500**
									$ -
									$ -
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 8,500**	**$ 8,500**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 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)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation (6.5 FTE)						$ 360	**$ 360**
Maintenance						$ 295	**$ 295**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 655**	**$ 655**

Project Name: Storm Drain Master Plan
Project Number: 14-201 **CIP Type:** Storm
Account: 700-740-062-65 **Dept:** PWD

Status: Carry Forward (Phases 1 & 2 Completed)

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
- Televise 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 amended professional services contract with Phase 5 so that Storm Drain Impact Fee analysis will be complete.

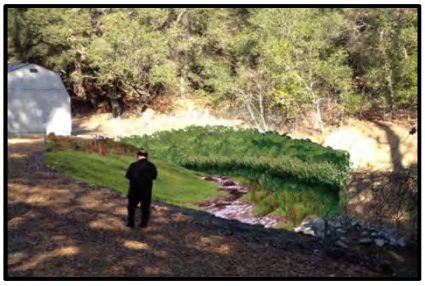
Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Fund 510: NPDES	$ 40								$ 40
Fund 770: SD Impact Fee	$ 10								$ 10
Fund 705: Infra Preserve	$ 99	$ 126							$ 225
TOTAL	**$ 149**	**$ 126**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 275**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Administration	$ 48	$ 8							$ 56
Study	$ 98	$ 118							$ 216
Other: Software, etc.	$ 3								$ 3
TOTAL	**$ 149**	**$ 126**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 275**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation & Maintenance							$ -
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

* Unspent remaining budget (as of 3/24/15 displayed) for multi-year projects at end of FY14/15 will carryforward into FY15/16.

Project Name: **Laguna Creek Restoration at Hacienda de las Flores**
Project Number: **16-201** **CIP Type:** **Storm**
Account: **700-740-062-16** **Dept:** **PWD**



Status: **Continue Search for Grant Funding**

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

Project Description: Concept to daylight the creek was approved by Council on April 23, 2014. Once funding is secured, next steps are to 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: Work schedule is dependent on funding from potential grants: State Department of Water Resources Urban Streams Restoration Program (USRP), or the Bay Area Integrated Regional Water Management Plan. The Town applied for a USRP grant in 2014 but was unsuccessful.

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*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 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*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 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)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

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 estimate 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 impedes flow, 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 the chance for 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 crossings 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 crossings may be addressed each fiscal year. Initial work consisted of mapping CMP pipes in GIS to better understand CMP system.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Fund 510: NPDES	$ 21	$ 5	$ 20	$ 20	$ 20	$ 20	$ 20		**$ 126**
									$ -
									$ -
TOTAL	**$ 21**	**$ 5**	**$ 20**	**$ 20**	**$ 20**	**$ 20**	**$ 20**	**$ -**	**$ 126**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Administration	$ 21	$ 5	$ 5	$ 5	$ 5	$ 5	$ 5		**$ 51**
Construction			$ 15	$ 15	$ 15	$ 15	$ 15		**$ 75**
TOTAL	**$ 21**	**$ 5**	**$ 20**	**$ 20**	**$ 20**	**$ 20**	**$ 20**	**$ -**	**$ 126**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation & Maintenance							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

* Unspent remaining budget (as of 3/24/15 displayed) for annual projects at end of FY14/15 will return to fund balance.

Project Name: Trash Load Reduction Program (Annual)
Project Number: 16-202 **CIP Type:** Storm
Account: 700-740-062-17 **Dept:** PWD

Status: On-going Until Compliance Achieved

Project Objective: Reduce trash load from the Town's Municipal Separate Storm Sewer Systems (MS4s).

Project Description: The general scope of work is to implement and reduce trash discharges with the following schedule to stay in compliance with the NPDES Municipal Regional Stormwater Permit Provision C.10, Trash Load Reduction: 60% by July 1, 2016; 70% by July 1, 2017; 80% by July 1, 2019; and 100%, or no adverse impact to receiving waters from trash, by July 1, 2022.

Basis for Schedule: Schedule is dependent on NPDES MRP Provision C.10's schedule requirements as shown above. Grant funding opportunities are available from CalRecyle's Used Oil Competitive Grant Program on an annual basis, which is anticipated to open in March 2016.

Basis for Cost: Initial grant funding from Association of Bay Area Governments (ABAG) of $20,448 to install 31 full trash capture devices. Basis for cost from manufacturer/contractor of trash capture devices for inlets for one small and one large trash capture device. Construction cost is estimated as 5 units installed per year.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Fund 510: NPDES			$ 10	$ 10	$ 10	$ 10	$ 10		**$ 50**
									$ -
									$ -
									$ -
									$ -
TOTAL	**$ -**	**$ -**	**$ 10**	**$ 10**	**$ 10**	**$ 10**	**$ 10**	**$ -**	**$ 50**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Administration			$ 1	$ 1	$ 1	$ 1	$ 1		**$ 5**
Construction			$ 6	$ 6	$ 6	$ 6	$ 6		**$ 30**
Permit Inspection Rqmts			$ 2	$ 2	$ 2	$ 2	$ 2		**$ 10**
Contingency			$ 1	$ 1	$ 1	$ 1	$ 1		**$ 6**
Other:			$ -	$ -	$ -	$ -	$ -		**$ -**
TOTAL	**$ -**	**$ -**	**$ 10**	**$ 10**	**$ 10**	**$ 10**	**$ 10**	**$ -**	**$ 51**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance Contract	$ 3.7	$ 4.4	$ 5.1	$ 5.7	$ 6.4	$ 7.1	**$ 32.4**
Other:							**$ -**
TOTAL	**$ 3.7**	**$ 4.4**	**$ 5.1**	**$ 5.7**	**$ 6.4**	**$ 7.1**	**$ 32.4**

* Unspent remaining budget (as of 3/24/15 displayed) for annual projects at end of FY14/15 will return to fund balance.

Project Name: Commons Park ADA Pathway
Project Number: 15-304 **CIP Type:** Park
Account: 700-753-062-37 **Dept:** P&R

Status: Carryforward Project (Design phase complete)

Project Objective: Provide an accessible path to the grass ski hill near the bandshell.

Project Description: The Park and Recreation Commission established the proposed ADA compliant pathway as one of their 10 goals for 2014, and the 2008 Parks and Recreation Master Plan recommended the path. The project includes the study, design, and construction of an accessible pathway from the existing paved area near the bandshell, up the grassy hill, and will terminate partway up the hill in a flat viewing area.

Basis for Schedule: Based on an approval from Council on February 25, 2015 to proceed to the construction phase.

Basis for Cost: Based on a proposal and estimate received from consultant.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Fund 100: Palos Colorados	$ 5	$ 53							**$ 58**
									$ -
									$ -
									$ -
									$ -
TOTAL	**$ 5**	**$ 53**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 58**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Administration		$ 4							**$ 4**
Prelim Design/Survey	$ 5								**$ 5**
Design		$ 28							**$ 28**
Construction		$ 17							**$ 17**
Const Mgmt/Inspection		$ 1							**$ 1**
Contingency		$ 3							**$ 3**
Other:									**$ -**
TOTAL	**$ 5**	**$ 53**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 58**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

* Unspent remaining budget (as of 3/24/15 displayed) for multi-year projects at end of FY14/15 will carryforward into FY15/16.

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

Status: **On-Going Program with Funding Undetermined**

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

Project Description: The following are potential projects:

FY 15/16 None (see separate Sand Volleyball Court CIP)
FY 16/17 Repair flagpole, replace swing sets, and repair Biondi fountain (also see separate Municipal Parking Lot & Pathways Resurfacing Program CIP)
FY 17/18 Seal coat and restripe basketball court surface
FY 18/19 Reshingle bandshell roof
FY 19/20 None (see separate Municipal Repainting Program CIP and Municipal Parking Lots & Pathways Resurfacing Program CIP)

Basis for Schedule: Current list is based on deferred maintenance and asset replacement list.

Basis for Cost: Potential sources of funds are Asset Replacement, Palos Colorados, 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.

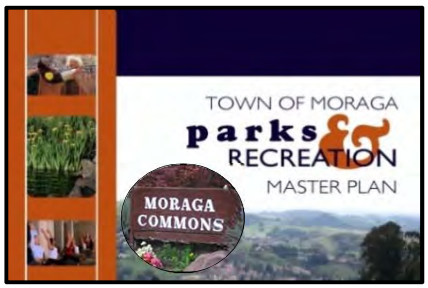
Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Fund 100: Palos Colorados	$ 65	$ 5							**$ 70**
Undetermined				$ 18	$ 11	$ 13			**$ 42**
									$ -
									$ -
									$ -
TOTAL	**$ 65**	**$ 5**	**$ -**	**$ 18**	**$ 11**	**$ 13**	**$ -**	**$ -**	**$ 112**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Design	$ 1								**$ 1**
Administration	$ 12	$ 1		$ 2	$ 1	$ 1			**$ 17**
Construction/Installation	$ 52	$ 4		$ 14	$ 9	$ 11			**$ 90**
Contingency				$ 2	$ 1	$ 1			**$ 4**
TOTAL	**$ 65**	**$ 5**	**$ -**	**$ 18**	**$ 11**	**$ 13**	**$ -**	**$ -**	**$ 112**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Labor			$ (4.5)	$ (4.5)	$ (4.5)	$ (4.5)	**$ (18.0)**
Materials			$ (1.0)	$ (1.0)	$ (1.0)	$ (1.0)	**$ (4.0)**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ (5.5)**	**$ (5.5)**	**$ (5.5)**	**$ (5.5)**	**$ (22.0)**

* Unspent remaining budget (as of 3/24/15 displayed) for multi-year projects at end of FY14/15 will carryforward into FY15/16.

Project Name: Commons Park Master Plan Update
Project Number: 16-301 **CIP Type:** Parks
Account: 700-753-062-18 **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*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Fund 100: Palos Colorados			$ 65						**$ 65**
									$ -
									$ -
									$ -
									$ -
TOTAL	**$ -**	**$ -**	**$ 65**	**$ -**	**$ -**	**$ -**	**$ -**		**$ 65**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Administration			$ 7						**$ 7**
Study (consultant)			$ 48						**$ 48**
Contingency			$ 10						**$ 10**
Other:									**$ -**
TOTAL	**$ -**	**$ -**	**$ 65**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 65**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Name: **Commons Park Sand Volleyball Court Renovation**
Project Number: **16-302** **CIP Type:** **Parks**
Account: **700-753-062-19** **Dept:** **P&R**

Status: **Undetermined Funding**

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

Project Description: Remove existing sand and replace with proper sand specified for volleyball, 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 Saint Mary's College and local youth sand volleyball clubs.

Basis for Cost: Based on a quote received from a contractor for construction and cost for volleyball sand as provided by Saint Mary's College. The need for 400 tons (200/court) of sand is estimated to be needed at a cost of $70/ton. Potential sources of funds are Asset Replacement, Palos Colorados, or General Fund.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Fund 100: Palos Colorados			$ 107						**$ 107**
									$ -
									$ -
									$ -
									$ -
TOTAL	**$ -**	**$ -**	**$ 107**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 107**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Administration			$ 4						**$ 4**
Environmental									**$ -**
Design			$ 8						**$ 8**
Construction			$ 75						**$ 75**
Const Mgmt/Inspection			$ 8						**$ 8**
Contingency			$ 12						**$ 12**
Other:									**$ -**
TOTAL	**$ -**	**$ -**	**$ 107**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 107**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance		$ (4)	$ (4)	$ (4)	$ (4)		**$ (16)**
Other:							**$ -**
TOTAL	**$ -**	**$ (4)**	**$ (4)**	**$ (4)**	**$ (4)**	**$ -**	**$ (16)**

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 and 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 permited 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 (escalated). Potential funding from developer impact fees and contributions.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Unfunded								$ 347	**$ 347**
									$ -
									$ -
									$ -
									$ -
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 347**	**$ 347**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 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)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

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.

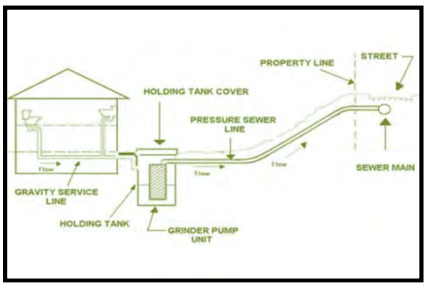
Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Unfunded								$ 47	**$ 47**
									$ -
									$ -
									$ -
									$ -
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 47**	**$ 47**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Administration								$ 5	**$ 5**
Study (consultant)								$ 35	**$ 35**
Contingency								$ 7	**$ 7**
Other:									**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 47**	**$ 47**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Name: **Rancho Laguna Park Sewer System Replacement**
Project Number: **TBD** **CIP Type:** **Parks**
Account: **TBD** **Dept:** **P&R**

Status: **New Project with Funding Undetermined**



Project Objective: Replace Rancho Laguna Park's sewer system at the end of its life cycle that show signs of disrepair.

Project Description: Replace grinder pump, sewer overflow tank, and sewer lateral.

Basis for Schedule: Current list is based on deferred maintenance and asset replacement list.

Basis for Cost: Cost estimates are based on contractor and staff estimates. Potential sources of funds are Asset Replacement, Palos Colorados, or General Fund.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Undetermined					$ 68				**$ 68**
									$ -
									$ -
									$ -
									$ -
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ 68**	**$ -**	**$ -**	**$ -**	**$ 68**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Administration					$ 3				**$ 3**
Design					$ 5				**$ 5**
Construction					$ 44				**$ 44**
Const Mgmt/Inspection					$ 5				**$ 5**
Contingency					$ 8				**$ 8**
Other: Permits					$ 3				**$ 3**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ 68**	**$ -**	**$ -**	**$ -**	**$ 68**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

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 (escalated). Potential funding from developer impact fees and contributions.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Unfunded								$ 254	**$ 254**
									$ -
									$ -
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 254**	**$ 254**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 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)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

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.

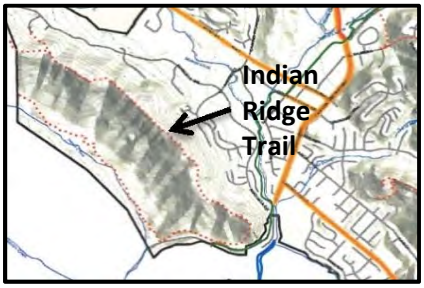
Basis for Cost: Based on cost estimates provided in the adopted 2004 Moraga Bicycle and Pedestrian Plan (escalated).

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Unfunded								$ 87	**$ 87**
									$ -
									$ -
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 87**	**$ 87**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 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)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Name: Indian Ridge 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 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.

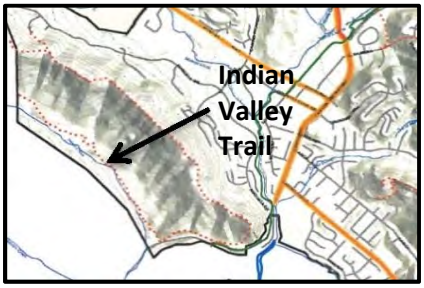
Basis for Cost: Based on cost estimates provided in the adopted 2004 Moraga Bicycle and Pedestrian Plan (escalated). Potential funding from developer impact fees and contributions.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Unfunded								$ 1,919	**$ 1,919**
									$ -
									$ -
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,919**	**$ 1,919**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 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)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Name: Indian Valley 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 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 (escalated). Potential funding from developer impact fees and contributions.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Unfunded								$ 906	**$ 906**
									$ -
									$ -
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 906**	**$ 906**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 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)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

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 (escalated). Potential funding from developer impact fees and contributions.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Unfunded								$ 180	**$ 180**
									$ -
									$ -
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 180**	**$ 180**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 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)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Name: Rheem Hiking Trail (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 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 (escalated). Potential funding from developer impact fees and contributions.

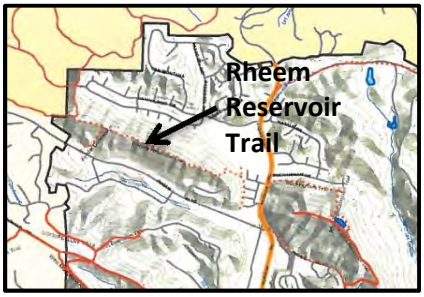
Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Unfunded								$ 180	**$ 180**
									$ -
									$ -
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 180**	**$ 180**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 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)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

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 (escalated). Potential funding from developer impact fees and contributions.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Unfunded								$ 812	**$ 812**
									$ -
									$ -
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 812**	**$ 812**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 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)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**

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, approximatley 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 (escalated). Potential funding from developer impact fees and contributions.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Unfunded								$ 621	**$ 621**
									$ -
									$ -
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 621**	**$ 621**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 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)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Name: **Municipal Parking Lots & Pathways Resurfacing Program**
Project Number: **16-303** **CIP Type:** **Bldg/Park**
Account: **700-753-062-20** **Dept:** **P&R/PWD**

Status: **New Program with Funding Undetermined**

Project Objective: Provide well maintained municipal parking lots and pathways.

Project Description: Maintain municipal parking lots and pathways with appropriate resurfacing treatments to extend the life of pavement through seal coats, overlays, and reconstruction. All resurfacing work shall include as-needed base repairs, crack sealing, asphalt grinding, adjustment of utility covers, and restriping.

FY15/16: Seal Coat Rancho Laguna Park pathways.
FY16/17: Overlay Library Parking Lot. Overlay Hacienda interior pathway (service road). Seal Coat Commons Park main parking lot off St. Mary's Road.
FY17/18: Seal Coat 329 Rheem Boulevard Parking Lot.
FY18/19: Seal Coat Hacienda parking lot.
FY19/20 Seal Coat Rancho Laguna Park parking lot. Seal Coat Commons Park skatepark parking lot off of Moraga Road.

Basis for Schedule: Use Asset Replacement schedule as an initial decision making tool to identify parking lot and pathway locations then refine actual year of treatment based on staff experience.

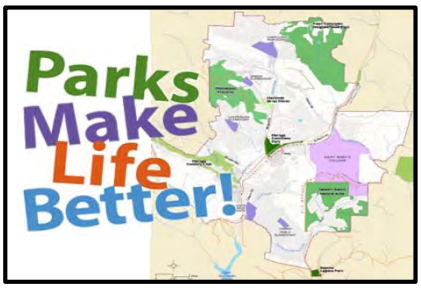
Basis for Cost: Based on unit costs from the Commons Park interior and and exterior pathways seal coat project completed in FY 2013/14 and FY 2014/15. Potential sources of funds are Asset Replacement, Palos Colorados, General Fund, or any combination thereof.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Fund 100: Palos Colorados			$ 37						**$ 37**
Undetermined				$ 132	$ 27	$ 58	$ 40		**$ 257**
									$ -
TOTAL	**$ -**	**$ -**	**$ 37**	**$ 132**	**$ 27**	**$ 58**	**$ 40**	**$ -**	**$ 294**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Rancho Laguna Pathway			$ 37						**$ 37**
Commons Main Parking				$ 36					**$ 36**
Hacienda Pathway				$ 43					**$ 43**
Library Parking				$ 53					**$ 53**
329 Rheem Parking					$ 27				**$ 27**
Hacienda Parking						$ 58			**$ 58**
Rancho Laguna Parking							$ 25		**$ 25**
Commons Skate Parking							$ 15		**$ 15**
TOTAL	**$ -**	**$ -**	**$ 37**	**$ 132**	**$ 27**	**$ 58**	**$ 40**	**$ -**	**$ 294**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Name: Parks, Trails, Hacienda, Open Space Survey
Project Number: 16-304 **CIP Type:** Parks
Account: 700-753-062-21 **Dept:** P&R



Status: Unfunded

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: Costs based on Measure K experience.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Unfunded			$ 15						$ 15
									$ -
									$ -
									$ -
									$ -
TOTAL	$ -	$ -	$ 15	$ -	$ -	$ -	$ -	$ -	$ 15

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Survey			$ 15						$ 15
Contingency									$ -
Other:									$ -
TOTAL	$ -	$ -	$ 15	$ -	$ -	$ -	$ -	$ -	$ 15

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							$ -
Maintenance							$ -
Other:							$ -
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -	$ -

Project Name: Turf Improvements Project
Project Number: 15-303 **CIP Type:** Parks
Account: 700-753-062-36 **Dept:** P&R

Status: Funding Undetermined (Phase 1 completed FY 14/15)

Project Objective: Improvements to turf at various park facilities.

Project Description:
Phase 1: Pavilion Irrigation, Turf, Drainage, and Rodent Barrier (Completed FY 14/15)
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*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Fund 750: Asset Replace	$ 17	$ 33							**$ 50**
Fund 100: Palos Colorados		$ 21							**$ 21**
Undetermined						$ 210		$ 525	**$ 735**
									$ -
									$ -
TOTAL	**$ 17**	**$ 54**	**$ -**	**$ -**	**$ -**	**$ 210**	**$ -**	**$ 525**	**$ 806**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Phase 1	$ 17	$ 54							**$ 71**
Phase 2									**$ -**
Administration						$ 10			**$ 10**
Design						$ 16			**$ 16**
Construction						$ 160			**$ 160**
Contingency						$ 24			**$ 24**
Phase 3								$ 525	**$ 525**
TOTAL	**$ -**	**$ 54**	**$ -**	**$ -**	**$ -**	**$ 210**	**$ -**	**$ 525**	**$ 806**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Fix Breaks, Repairs, Adjustments to Irrigation					$ (10.5)	$ (18.5)	**$ (29.0)**
Maintenance Savings for Turf & Rodent Control					$ (1)	$ (3)	**$ (4.0)**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ (12)**	**$ (22)**	**$ (33)**

* Unspent remaining budget (as of 3/24/15 displayed) for multi-year projects at end of FY14/15 will carryforward into FY15/16.

Project Name: **Community Sports Field**
Project Number: **TBD** **CIP Type:** **Parks**
Account: **TBD** **Dept:** **P&R**

Status: **Unfunded & Unscheduled**

Project Objective: Pursue development of a 5 acre community sports field.

Project Description: As recommended by the 2007 Parks and Recreation Master Plan, provide development of additional sports fields and/or partner with the Moraga School District to consider reconfiguring the Joaquin Moraga Intermediate School fields to increase capacity.

Basis for Schedule: Currently unscheduled.

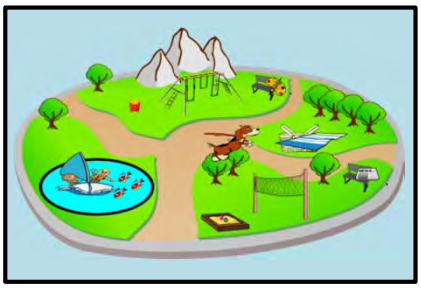
Basis for Cost: Construction costs are based on esimates provided by SSA Landscape Architects for developing Joaquin Moraga Intermediate School (9.9 acres scaled down to 5 acres). Land acquisition costs are based on $1.3M per acre per the Nexus Study/Update Development Impact Fee project (CIP 14-602). Maintenance costs are based on similar costs for maintaining neighborhood parks at $5K per acre per year from the 2007 Parks and Recreation Master Plan.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Unfunded								$ 10,375	**$ 10,375**
									$ -
									$ -
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 10,375**	**$ 10,375**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Administration								$ 125	**$ 125**
Study								$ 125	**$ 125**
Environmental								$ 125	**$ 125**
Design								$ 250	**$ 250**
Land Acquisition								$ 6,500	**$ 6,500**
Construction								$ 2,500	**$ 2,500**
Const Mgmt/Inspection								$ 250	**$ 250**
Contingency								$ 500	**$ 500**
Other:									**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 10,375**	**$ 10,375**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance						$ 25	**$ 25**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 25**	**$ 25**

Project Name: Neighborhood Parks
Project Number: TBD **CIP Type:** Parks
Account: TBD **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 Bouelvard, 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: Table 1 (page 34) from 2007 Park &Recreation Master Plan is used for cost estimate. Costs based on two average 2.5 acre sized parks.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Unfunded								$ 4,621	**$ 4,621**
									$ -
									$ -
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 4,621**	**$ 4,621**

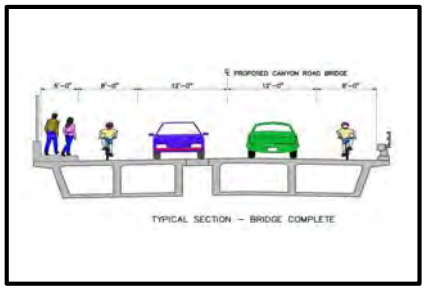
Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Administration								$ 27	**$ 27**
Study								$ 20	**$ 20**
Environmental								$ 45	**$ 45**
Design								$ 45	**$ 45**
Right of Way								$ 4,250	**$ 4,250**
Construction								$ 180	**$ 180**
Const Mgmt/Inspection								$ 27	**$ 27**
Contingency								$ 27	**$ 27**
Other:									**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 4,621**	**$ 4,621**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance						$ 31	**$ 31**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 31**	**$ 31**

Project Name: Canyon Road Bridge Replacement
Project Number: 14-101 **CIP Type:** Trans
Account: 700-740-360-46 **Dept:** PWD

Status: Carry Forward Project (Prelim Eng Completed, Agency

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 obsolence, 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 categorically excluded.

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. HBP grant fund increased due to increase radii of roadway curvature to accommodate for current design speed.

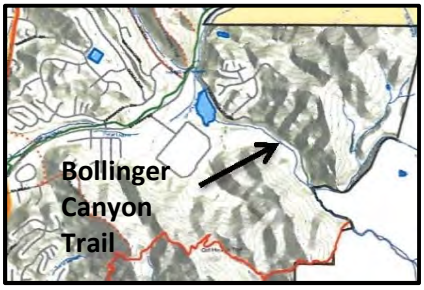
Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Fund 700: HBP Grant	$ 124	$ 2,696	$ 1,422						**$ 4,242**
Fund 700: CCTA Major St	$ 26	$ 367							**$ 393**
Fund 210: Measure J	$ 25	$ 25	$ 185						**$ 235**
Unfunded									**$ -**
TOTAL	**$ 175**	**$ 3,088**	**$ 1,607**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 4,870**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Administration	$ 15	$ 63							**$ 78**
Prelim Engineering	$ 160	$ 307	$ 244						**$ 711.0**
Right-of-Way		$ 100							**$ 100**
Construction		$ 1,870	$ 973						**$ 2,843**
Const Mgmt/Insp		$ 280	$ 147						**$ 427.0**
Contingency		$ 468	$ 243						**$ 711.0**
TOTAL	**$ 175**	**$ 3,088**	**$ 1,607**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 4,870**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation & Maintenance							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

* Unspent remaining budget (as of 3/24/15 displayed) for multi-year projects at end of FY14/15 will carryforward into FY15/16.

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*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Unfunded								$ 1,740	**$ 1,740**
									$ -
									$ -
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,740**	**$ 1,740**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Administration								$ 34	**$ 34**
Study								$ -	**$ -**
Environmental								$ 41	**$ 41**
Design								$ 164	**$ 164**
Right of Way								$ 14	**$ 14**
Construction								$ 1,050	**$ 1,050**
Const Mgmt/Inspection								$ 109	**$ 109**
Contingency								$ 315	**$ 315**
Other:								$ 14	**$ 14**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,740**	**$ 1,740**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

* Unspent remaining budget (as of 5/1/15 displayed) for multi-year projects at end of FY14/15 will carryforward into FY15/16.

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 (escalated).

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Unfunded								$ 570	**$ 570**
									$ -
									$ -
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 570**	**$ 570**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 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)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Name: **Moraga Pedestrian & Bicycle Master Plan (MPBP) Update**
Project Number: **13-102** **CIP Type:** **Trans**
Account: **700-740-360-86** **Dept:** **PLN**

Status: **Carry Forward Study**

Project Objective: Complete comprehensive update of 2004 MBPP, to identify needed bicycle and pedestrian facilities improvements town-wide including implementation of recommended system improvements.

Project Description: The project will comprehensively update the existing MBPP to complete new mapping of existing conditions, destinations and system gaps; conduct public outreach, including formation of an 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 will also include programs and implementation strategies for system construction, management and maintenance. The plan will be coordinated with the Wayfinding Plan (CIP 15-601) to achieve efficienciesa and better integration of the two projects. A consultant was selected and is under contract for the study which will begin in Spring 2015.

Basis for Schedule: Estimate for completion of MPBP update consistent with grant expenditure requirements and anticipated level of effort. Construction schedule to be determined based on available funding and priorities identified in plan.

Basis for Cost: Cost for plan update based on approved consultant contract and estimate of related staff hours. Construction cost estimates will be developed as part of the plan update.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Fund 700: TDA Grant	$ -	$ 50							**$ 50**
Fund 210: Measure J	$ 8	$ 15	$ 10						**$ 33**
									$ -
									$ -
									$ -
TOTAL	**$ 8**	**$ 65**	**$ 10**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 83**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Administration	$ 8	$ 2	$ 10						**$ 20**
Study		$ 57							**$ 57**
Environmental		$ 6							**$ 6**
Right-of-Way									**$ -**
Contingency									**$ -**
Other:									**$ -**
TOTAL	**$ 8**	**$ 65**	**$ 10**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 83**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

* Unspent remaining budget (as of 3/24/15 displayed) for multi-year projects at end of FY14/15 will carryforward into FY15/16.

Project Name: **Moraga Center Pedestrian & Bicycle Improvements**
Project Number: **CIP Type:** **Trans**
Account: **Dept:** **PLN**

Status: **Planning Phase**

Project Objective: Construct new sidewalks and pedestrian path facilities to close critical gaps, install bike facilities and screetscape improvements along streets in Moraga Center Specific Plan/PDA.

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 inlcuding 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*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 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*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 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)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**

Project Name: Moraga Road Pedestrian Improvements
Project Number: 15-103 **CIP Type:** Trans
Account: 700-740-062-33 **Dept:** PWD

Status: Carry Forward (Began Design)

Project Objective: Construct 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.

Basis for Schedule: Based on the grant funding program for Safe Routes to School; construction funding programmed for 2016.

Basis for Cost: Based on grant funding estimates.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Fund 210: Measure J	$ 5	$ 35	$ 15	$ 5					**$ 60**
Fund 700: SRTS Grant			$ 24	$ 76					**$ 100**
TOTAL	**$ 5**	**$ 35**	**$ 39**	**$ 81**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 160**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Admin	$ 1	$ 4	$ 15	$ 5					**$ 25**
Environmental		$ 15							**$ 15**
Right-of-Way		$ 3							**$ 3**
Design	$ 4	$ 13							**$ 17**
Construction			$ 20	$ 60					**$ 80**
Const Mgmt/Insp			$ 2	$ 8					**$ 10**
Contingency			$ 2	$ 8					**$ 10**
TOTAL	**$ 5**	**$ 35**	**$ 39**	**$ 81**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 160**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

* Unspent remaining budget (as of 3/24/15 displayed) for multi-year projects at end of FY14/15 will carryforward into FY15/16.

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 pedestiran 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 (escalated).

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Unfunded								$ 87	**$ 87**
									$ -
									$ -
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 87**	**$ 87**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 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)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Name: Rheem Blvd Bike & Pedestrian (Moraga Rd to St. Mary's 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 - 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 Precise Development Plan currently includes bike/ped facilities along the north side of the street from Fayhill Road to approximatley 1,700 feet east, and is required by condition of approval to construct the improvements and dedicate any necessary access easements (construction anticipated for 2015).

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

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Unfunded								$ 259	**$ 259**
									$ -
									$ -
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 259**	**$ 259**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 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)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

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 (escalated).

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Unfunded								$ 44	**$ 44**
									$ -
									$ -
									$ -
									$ -
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 44**	**$ 44**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 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)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

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. Improvements to the sidewalk along the frontage of 331 Rheem was completed in FY14/15.

Basis for Cost:

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Fund 210: Measure J	$ 7	$ 13	$ 10	$ 10	$ 10	$ 10	$ 10		**$ 70**
Fund 205: Gas Tax	$ 27								**$ 27**
									$ -
									$ -
									$ -
TOTAL	**$ 34**	**$ 13**	**$ 10**	**$ 10**	**$ 10**	**$ 10**	**$ 10**	**$ -**	**$ 97**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Administration	$ 2	$ 1	$ 1	$ 1	$ 1	$ 1	$ 1		**$ 8**
Study									**$ -**
Environmental									**$ -**
Right-of-Way									**$ -**
Design	$ 3	$ 2	$ 1	$ 1	$ 1	$ 1	$ 1		**$ 10**
Construction	$ 28	$ 10	$ 8	$ 8	$ 8	$ 8	$ 8		**$ 78**
Const Mgmt/Inspection	$ 1								
Contingency	$ 1								**$ 1**
TOTAL	**$ 34**	**$ 13**	**$ 10**	**$ 10**	**$ 10**	**$ 10**	**$ 10**	**$ -**	**$ 97**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

* Unspent remaining budget (as of 3/24/15 displayed) for multi-year projects at end of FY14/15 will carryforward into FY15/16.

Project Name: ADA Self-Evaluation Plan (Phase 1: ROW)
Project Number: 14-102 **CIP Type:** Trans
Account: 700-710-062-45 **Dept:** PWD

Status: Carry Forward 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 municpalities 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*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 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*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 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)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operations & Maintenance							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

* Unspent remaining budget (as of 3/24/15 displayed) for multi-year projects at end of FY14/15 will carryforward into FY15/16.

Project Name: **Bollinger Canyon Road Hillside Stabilization**
Project Number: **16-102** **CIP Type:** **Trans**
Account: **700-740-062-23** **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. A study is scheduled for FY15/16 to better define a short-term solution with cost estimates to remove areas that have a high potential for failure by removing potentially unstable materials and trees from the slope face, especially where the bedrock has been undermine or where tree roots have been exposed.

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: Cost based on estimates from consultant based on recommendations from a preliminary study in 2012.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Fund 210: Measure J			$ 65					$ 462	**$ 527**
									$ -
									$ -
									$ -
									$ -
TOTAL	**$ -**	**$ -**	**$ 65**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 462**	**$ 527**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Administration			$ 20						**$ 20**
Study (Geotech Assmt)			$ 20						**$ 20**
Environmental								$ 2	**$ 2**
Right-of-Way			$ 5						**$ 5**
Design			$ 20						**$ 20**
Construction								$ 400	**$ 400**
Const Mgmt/Inspection								$ 20	**$ 20**
Contingency								$ 40	**$ 40**
Other:									**$ -**
TOTAL	**$ -**	**$ -**	**$ 65**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 462**	**$ 527**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 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)**

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 (Carry Forward)

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. Studied and developed alternatives based on community input between late 2014 and 2015. Additional public outreach, final concept, 35% design, and CEQA in FY15/16.

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. On March 25, 2015, Town Council appropriated an additional $40K from Measure J to fund a community survey.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Fund 210: Measure J	$ 41	$ 99							**$ 140**
Fund 700: TLC Grant	$ 234	$ 101							**$ 335**
PG&E Rule 20A									**$ -**
Developer Contributions								$ 55	**$ 55**
Unfunded								$ 6,045	**$ 6,045**
TOTAL	**$ 275**	**$ 200**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 6,100**	**$ 6,575**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Phase 1: Public Outreach									**$ -**
Administration	$ 67	$ 33							**$ 100**
Study & Public Outreach	$ 203	$ 122							**$ 325**
35% Design	$ 4	$ 11							**$ 15**
Environmental	$ 1	$ 34							**$ 35**
Phase 2: Final Design								$ 475	**$ 475**
Phase 3: Construction								$ 5,625	**$ 5,625**
TOTAL	**$ 275**	**$ 200**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 6,100**	**$ 6,575**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Landscape Operations						$ 3.5	**$ 3.5**
Accident Clean-up/Flagging						$ (0.5)	**$ (0.5)**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 3**	**$ 3**

* Unspent remaining budget (as of 3/24/15 displayed) for multi-year projects at end of FY14/15 will carryforward into FY15/16.

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 (Prelim Engineering began)

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, including 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 gases (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 2016.

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 $708,000, in addition to an estimated $92,000 of project design and overhead costs.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Fund 700: OBAG Grant			$ 79	$ 600					**$ 679**
Fund 210: Measure J	$ 10	$ 82	$ 20	$ 9					**$ 121**
TOTAL	**$ 10**	**$ 82**	**$ 99**	**$ 609**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 800**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Administration	$ 4	$ 13	$ 20	$ 9					**$ 46**
Design	$ 6	$ 54							**$ 60**
Construction			$ 65	$ 500					**$ 565**
Const Mgmt/Insp			$ 7	$ 50					**$ 57**
Contingency		$ 15	$ 7	$ 50					**$ 72**
TOTAL	**$ 10**	**$ 82**	**$ 99**	**$ 609**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 800**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation & Maintenance							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

* Unspent remaining budget (as of 3/24/15 displayed) for multi-year projects at end of FY14/15 will carryforward into FY15/16.

Project Name: Pavement Management Program
Project Number: 08-106 **CIP Type:** Trans
Account: 711-740-062-73 **Dept:** PWD

Status: 2015 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 apppropriate 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 2015 Pavement Repair project will treat 10 street segments with surface reconstruction pavement treatments. Three Full-Depth Reclamation street segments that was part of the 2015 project will be deferred to 2016 due to utility work that will need to occur prior to paving.

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 mainteannce 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*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Fund 711: Street	Fund 205: Gas Tax	$ 293	$ 207	$ 50						**$ 550**
	Fund 210: Measure J	$ 200								**$ 200**
	Fund 220: Traf Congest	$ 1								**$ 1**
	Garbage Vehicle Impact		$ 223	$ 174	$ 174	$ 174	$ 174	$ 174		**$ 1,093**
	1¢ Sales Tax (Unlvrgd)	$ 1,174	$ 554	$ 641	$ 1,030	$ 1,061	$ 1,093	$ 1,126		**$ 6,678**
	1¢ Sales Tax (Lvrgd)	$ 4,865	$ 565	$ 545	$ 1,455					**$ 7,430**
	CalRecycle Grant	$ 126		$ 107						**$ 233**
2023 Deferred Maintenance									$ 20,900	**$ 20,900**
	TOTAL	**$ 6,659**	**$ 1,549**	**$ 1,517**	**$ 2,659**	**$ 1,235**	**$ 1,267**	**$ 1,300**	**$ 20,900**	**$ 37,085**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
2013 Pvmt Repair Project	$ 2,492								**$ 2,492**
2014 Pvmt Repair Project	$ 3,968	$ 191							**$ 4,159**
2015 Pvmt Repair Project									**$ -**
Administration	$ 26	$ 74							**$ 100**
Design	$ 173	$ 173							**$ 346**
Const Mgmt/Insp		$ 89	$ 126						**$ 215**
Construction		$ 889	$ 1,018						**$ 1,907**
Contingency		$ 133	$ 153						**$ 286**
2016 Pvmt Repair Project			$ 220	$ 2,659					**$ 2,879**
2017 Pvmt Repair Project					$ 1,235				**$ 1,235**
2018 Pvmt Repair Project						$ 1,267			**$ 1,267**
2019 Pvmt Repair Project							$ 1,300		**$ 1,300**
2023 Deferred Maintenance								$ 20,900	**$ 20,900**
TOTAL	**$ 6,659**	**$ 1,549**	**$ 1,517**	**$ 2,659**	**$ 1,235**	**$ 1,267**	**$ 1,300**	**$ 20,900**	**$ 37,086**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation & Maintenance							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

* Unspent remaining budget (as of 3/24/15 displayed) for multi-year projects at end of FY14/15 will carryforward into FY15/16.

Project Name: **Rheem Boulevard Landslide Repair & Repaving**
Project Number: **16-103** **CIP Type:** **Trans**
Account: **700-740-062-24** **Dept:** **PWD**

Status: **Design complete. Construction in 2015**

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: Construction began in 2015. Repair schedule will depend on the construction schedule for the Rancho Laguna II Project. The developer of the Rancho Laguna II Project will repair the slide in the Upper Valley area where unengineered fill had been placed previously, and 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 $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*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Fund 700: CCTA Major Street			$ 729						**$ 729**
Developer Contribution			$ 500						**$ 500**
Developer Split Responsibility			$ 260						**$ 260**
Impact Fee or Fee Waiver			$ 390						**$ 390**
Fund 711: 1¢ Sales Tax (Unlvrgd)			$ 359						**$ 359**
TOTAL	**$ -**	**$ -**	**$ 2,238**		**$ -**	**$ -**	**$ -**	**$ -**	**$ 2,238**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Administration									**$ -**
Engineering			$ 298						**$ 298**
Construction			$ 1,523						**$ 1,523**
Const Mgmt/Inspection			$ 156						**$ 156**
Contingency			$ 261						**$ 261**
TOTAL	**$ -**	**$ -**	**$ 2,238**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 2,238**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

* Unspent remaining budget (as of 3/24/15 displayed) for multi-year projects at end of FY14/15 will carryforward into FY15/16.

Project Name: PG&E Undergrounding
Project Number: 16-104 **CIP Type:** Trans
Account: 700-740-062-25 **Dept:** PWD

Status: Design

Project Objective: Underground overhead utilities along portions of Moraga Road.

Project Description: Conversion of overhead utilities to underground along Moraga Road, between St. Mary's Road and Devin Drive. Established the Moraga Road Underground Utility District, Phases 1A and 1B, from St. Mary's Road to Devin Drive. Future Phase 2 will be from Devin Drive to Ascot Drive.

Basis for Schedule: Town is lead agency and anticipates construction to begin in 2016.

Basis for Cost: Costs based on consultant engineer's estimate. As of May 31, 2014, the Town's allocation of credits was $1,497,113, plus 5 years of borrowed future allocations, the total available Rule 20A funds is $1,717,573.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Rule 20A Funds			$ 1,718						**$ 1,718**
Fund 500: Light Asmt Dist			$ 215						**$ 215**
Fund 140: SL Spec Dist			$ 215						**$ 215**
Fund 100: General Fund			$ 24						**$ 24**
									$ -
TOTAL	**$ -**	**$ -**	**$ 2,172**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 2,172**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Administration			$ 50						**$ 50**
Study			$ -						**$ -**
Environmental			$ -						**$ -**
Private Property Conversion			$ 24						**$ 24**
Design			$ 100						**$ 100**
Construction			$ 1,490						**$ 1,490**
Const Mgmt/Inspection			$ 120						**$ 120**
Contingency			$ 220						**$ 220**
Other:			$ 168						**$ 168**
TOTAL	**$ -**	**$ -**	**$ 2,172**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 2,172**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

* Unspent remaining budget (as of 3/24/15 displayed) for multi-year projects at end of FY14/15 will carryforward into FY15/16.

Project Name: Street Light Master Plan
Project Number: 14-103 **CIP Type:** Trans
Account: 700-740-062-47 **Dept:** PWD

Status: Carry Forward Project

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. Pending incorporation of streetlight standards from the Livable Moraga Road project.

Basis for Cost: Based on proposal from consultant.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Fund 500: Light Dist	$ 24	$ 31							$ 55
									$ -
									$ -
TOTAL	**$ 24**	**$ 31**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 55**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Administration	$ 4	$ 6							$ 10
Study	$ 20	$ 25							$ 45
TOTAL	**$ 24**	**$ 31**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 55**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation & Maintenance							$ -
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

* Unspent remaining budget (as of 3/24/15 displayed) for multi-year projects at end of FY14/15 will carryforward into FY15/16.

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, such as 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 file with the court. The surveys are valid for five years.

Basis for Cost:

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Fund 230: Traffic Safety	$ 13	$ 10	$ 10	$ 10	$ 10	$ 10	$ 10		**$ 73**
Fund 210: Measure J	$ 8	$ 12	$ 20	$ 20	$ 20	$ 20	$ 20		**$ 120**
									$ -
									$ -
TOTAL	**$ 21**	**$ 22**	**$ 30**	**$ 30**	**$ 30**	**$ 30**	**$ 30**	**$ -**	**$ 193**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Administration	$ 10	$ 8	$ 10	$ 10	$ 10	$ 10	$ 10		**$ 68**
Traffic Safety Improvements	$ 10	$ 14	$ 20	$ 20	$ 20	$ 20	$ 20		**$ 124**
Consultant	$ 1								**$ 1**
TOTAL	**$ 21**	**$ 22**	**$ 30**	**$ 30**	**$ 30**	**$ 30**	**$ 30**	**$ -**	**$ 193**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

* Unspent remaining budget (as of 3/24/15 displayed) for annual projects at end of FY14/15 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: **Carryforward Developing 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. The Wayfinding Plan will be coordinated with the Pedestrian Bicycle Master Plan Update (CIP 13-102) to achieve efficiencies and better integration of the two projects. A consultant was retained in Spring 2015 and the project will proceed in coordination with the Moraga Bicycle & Pedestrian Master Plan (CIP 13-102).

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: Consultant proposal for signage plan, development of design specifications and installation is based on the assumption of approximately 100 signs 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*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 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*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 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)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

* Unspent remaining budget (as of 3/24/15 displayed) for multi-year projects at end of FY14/15 will carryforward into FY15/16.

Project Name: St Mary's Rd/Rheem/Bollinger Canyon Roundabouts
Project Number: 14-604 **CIP Type:** Trans
Account: 700-910-062-44 **Dept:** PLN/PWD

Status: Seek Grant Funding Opportunities

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. Improvements at this intersection are also necessary to accommodate projected growth of the SMC campus, and to address safety issues at the intersection. In FY14-15 the Town contracted with an engineering consultant to conduct a Feasibility Anaysis to identify fatal flaws, provide cost estimates, and conduct a detailed survey of the project site. Because of the topography and short distance between the Rheem and Bollinger Valley Intersections, the consultant suggests that a pair of roundabouts would most effectively address the issues, and could be constructed to minimize encroachments into nearby creeks.

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*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Unfunded				$ 6,533					**$ 6,533**
Fund 210: Measure J	$ 17								**$ 17**
Fund 211: Meas J 28C	$ 19	$ 6							**$ 25**
Fund 700: CCTA Major Street				$ 450					**$ 450**
TOTAL	**$ 36**	**$ 6**	**$ -**	**$ 6,983**	**$ -**	**$ -**	**$ -**		**$ 7,025**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Admin - Planning				$ 50					**$ 50**
Admin - Engineering				$ 175					**$ 175**
Feasibility Analysis	$ 36	$ 6							**$ 42**
Project Initiation Doc				$ 50					**$ 50**
Environmental				$ 216					**$ 216**
Right-of-Way				$ 50					**$ 50**
Design				$ 648					**$ 648**
Construction				$ 4,475					**$ 4,475**
Const Mgmt/Insp				$ 648					**$ 648**
Contingency				$ 671					**$ 671**
TOTAL	**$ 36**	**$ 6**	**$ -**	**$ 6,983**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 7,025**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 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 3/24/15 displayed) for multi-year projects at end of FY14/15 will carryforward into FY15/16.

Project Name: **Community Priorities & Revenue Enhancement Survey**
Project Number: **15-305** **CIP Type:** **Gov't**
Account: **700-510-062-29** **Dept:** **TM**

Status: **Carry Forward**

Project Objective: A 2015 Council goal is to pursue a community preference survey in order to allow the community to prioritize its needs and identify achievable funding sources.

Project Description: Resolution 33-2015 authorized the Town Manager to execute a Professional Services Contract with Godbe Research for a total amount not to exceed $25,900 for completion of a community preference survey and appropriate $25,900 from General Fund revenues.

On January 22, 2015, the Mayor and Town Council requested staff consider a range of previously stated community 'needs' and pursue several potential revenue measures to meet community expectations and priorities. Specifically, the Council adopted goals were as follows:

1. Develop and execute a strategy (similar to initial Measure K survey) to determine the public's priorities with respect to additional police officer(s), the ongoing repair/maintenance of Town facilities, the construction of new parks and recreation facilities, and a sports field, and the acquisition of Open Space as required by the General Plan, as well as other Town initiatives.

2. Review the Revenue Enhancement Committee Report and select the next set of recommendations to enhance revenue to the Town, including consideration of an early enactment of a Transient Occupancy Tax (TOT).

Basis for Schedule: The survey was requested as a Town Council goal for 2015.

Basis for Cost: Based on past surveys that the Town conducted with Godbe Research.

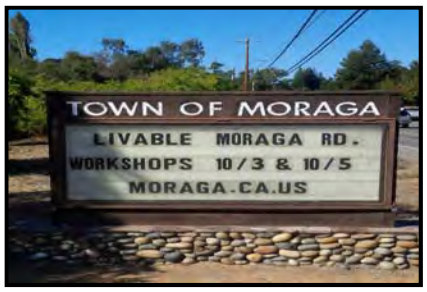
Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Fund 100: General Fund		$ 26							**$ 26**
									$ -
									$ -
									$ -
TOTAL	**$ -**	**$ 26**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 26**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Study		$ 26							**$ 26**
									$ -
									$ -
TOTAL	**$ -**	**$ 26**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 26**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

* Unspent remaining budget (as of 3/24/15 displayed) for multi-year projects at end of FY14/15 will carryforward into FY15/16.

Project Name: Electronic Community Informational Sign
Project Number: 15-302 **CIP Type:** Gov't
Account: 700-810-062-35 **Dept:** P&R



Status: Carry Forward Project

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 electrical work for the sign on Moraga Road was completed FY14/15 and construction anticipated in 2015. 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*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Fund 700: Kiwanis		$ 2							**$ 2**
Fund 715: Comcast Unrestrict	$ 26	$ 60							**$ 86**
Fund 750: Asset Replace		$ 17							**$ 17**
Unfunded Future Signs				$ 105	$ 105	$ 105			**$ 315**
TOTAL	**$ 26**	**$ 79**	**$ -**	**$ 105**	**$ 105**	**$ 105**	**$ -**	**$ -**	**$ 420**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Administration	$ 1	$ 3							**$ 4**
PG&E Coordination	$ 2	$ 1							**$ 3**
Design		$ 6							**$ 6**
Construction	$ 23	$ 43							**$ 66**
Const Mgmt/Inspection		$ 7							**$ 7**
Contingency		$ 13							**$ 13**
Other: Bldg Permit, PG&E Meter		$ 7							**$ 7**
Future Signs				$ 105	$ 105	$ 105			**$ 315**
TOTAL	**$ 26**	**$ 79**	**$ -**	**$ 105**	**$ 105**	**$ 105**	**$ -**	**$ -**	**$ 420**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 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 3/24/15 displayed) for multi-year projects at end of FY14/15 will carryforward into FY15/16.

Project Name: **Information Technology Infrastructure Program (Annual)**
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, enrypted 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.

This annual program started in FY 2013/14. Actuals to Date are cumulative. Unspent budget is returned to fund balance each year.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Fund 750: Asset Replace	$ 56		$ 21	$ 20	$ 13				**$ 110**
TOTAL	**$ 56**	**$ -**	**$ 21**	**$ 20**	**$ 13**	**$ -**	**$ -**	**$ -**	**$ 110**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Administration									**$ -**
Equipment	$ 56		$ 21	$ 20	$ 13				**$ 110**
Contingency									**$ -**
TOTAL	**$ 56**	**$ -**	**$ 21**	**$ 20**	**$ 13**	**$ -**	**$ -**	**$ -**	**$ 110**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation (increases or decreases)							**$ -**
Maintenance (increases or decreases)							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

* Unspent remaining budget (as of 3/24/15 displayed) for annual projects at end of FY14/15 will return to fund balance.

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.

Fiscal Year 2015/2016 is intended to replace Police vehicles #131 (2002 Chevy Impala) and #136 (2010 Ford Crown Victoria) and Public Works vehicle (1991 Ford Super Duty). Costs include required vehicle equipment.

Basis for Schedule: State of vehicles and equipment are reviewed annually to determine the appropriate candidate(s) for replacement, based upon age, mileage, and current/anticipated service expenditures.

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*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Fund 103: COPS		$ 41	$ 30	$ 30	$ 30	$ 30	$ 30		**$ 191**
Fund 750: Asset Replace		$ 28	$ 81						**$ 109**
Unscheduled				$ 66	$ 76	$ 62	$ 41		**$ 245**
									$ -
TOTAL	**$ -**	**$ 69**	**$ 111**	**$ 96**	**$ 106**	**$ 92**	**$ 71**	**$ -**	**$ 545**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Vehicles (Police)		$ 41	$ 77	$ 45	$ 77	$ 64	$ 45		**$ 349**
Equipment (PWD)		$ 28	$ 34	$ 51	$ 29	$ 28	$ 26		**$ 196**
Other:									**$ -**
TOTAL	**$ -**	**$ 69**	**$ 111**	**$ 96**	**$ 106**	**$ 92**	**$ 71**	**$ -**	**$ 545**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

* Unspent remaining budget (as of 3/24/15 displayed) for annual projects at end of FY14/15 will return to fund balance.

Project Name: General Plan Updates for Rheem Park Area
Project Number: 13-601 **CIP Type:** Gov't
Account: 700-910-062-41 **Dept:** PLN

Status: Carryforward

Project Objective: Implement 2002 General Plan and Town Council 2014 Goals by Updating 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. Work to adopt a Historic Preservation Ordinance was completed in FY14/15. 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).

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 has not been completed. Separate CIPs address some of the General Plan programs, including revisions to hillside and ridgeline regulations; and separately, updates to the Municipal Code, including the Zoning Ordinance and Design Guidelines.

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*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Fund 101: General Fund	$ 16	$ 39	$ 60						**$ 115**
Operating Budget[1]	$ 1	$ 9	$ 10						**$ 20**
									$ -
TOTAL	**$ 17**	**$ 48**	**$ 70**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 135**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Administration[1]	$ 1	$ 9	$ 10						**$ 20**
Outreach/Policies/Regulation	$ 16	$ 24	$ 60						**$ 100**
Environmental		$ 15							**$ 15**
Contingency									**$ -**
Other: Planning									**$ -**
TOTAL	**$ 17**	**$ 48**	**$ 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)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

* Unspent remaining budget (as of 3/24/15 displayed) for multi-year projects at end of FY14/15 will carryforward into FY15/16.

Project Name: Hillsides and Ridgelines Regulations Update
Project Number: 14-603 **CIP Type:** Gov't
Account: 700-810-062-40 **Dept:** PLN

Status: Carry Forward Project

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; first phase of work including issues identification completed in 2014. Council approved a revised/updated scope of work in March/April 2015, reflecting necessary work to study options and update policies, and conduct an enhanced public outreach process.

Basis for Cost: Request for Proposal process and negotiated contract price. On April 8, 2015, Town Council appropriated an additional $123K for additional public outreach and associated work.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Fund 100: Palos Colorado	$ 142	$ 251							**$ 393**
									$ -
									$ -
TOTAL	**$ 142**	**$ 251**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 393**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Admin	$ 24	$ 16							**$ 40**
Planning Consultant	$ 3	$ 48							**$ 51**
Legal		$ 25							**$ 25**
Public Outreach Consultant		$ 23							**$ 23**
Geotech Consultant	$ 8	$ 17							**$ 25**
Study	$ 104	$ 95							**$ 199**
Contingency	$ 3	$ 27							**$ 30**
TOTAL	**$ 142**	**$ 251**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 393**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

* Unspent remaining budget (as of 3/24/15 displayed) for multi-year projects at end of FY14/15 will carryforward into FY15/16.

Project Name: Local Hazard Mitigation Plan Update
Project Number: 16-601 **CIP Type:** Gov't
Account: 700-910-062-26 **Dept:** PLN

Status: New Project

Project Objective: Develop and complete an update of the 2011 Local Hazard Mitigation Plan to comply with FEMA and CalOES guidelines for disaster preparedness.

Project Description: FEMA requires all jurisdictions to plan for natural hazards through creation and adoption of a Local Hazard Mitigation Plan (LHMP). In 2010, The Town annexed into the Association of Bay Area Government's (ABAG) update of the 2005 LHMP. The 2010 LHMP is set to expire in March of 2016. Changes by FEMA and CalOES to the requirements for this LHMP cycle have do not allow local jurisdictions to annex into the ABAG plan, and Moraga must create a Town specific LHMP or work with neighboring jurisdictions to do so. The LHMP update must be completed by the 2016 calendar year.

Basis for Schedule: Due to current and expected backlogs, jurisdictions must submit plans by January 1, 2016 to CalOES (which will forward plans to FEMA after reviewing and approving them).

Basis for Cost: Based on costs of similar study from other agencies.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Fund 101: General Fund			$ 40						**$ 40**
									$ -
									$ -
									$ -
									$ -
TOTAL	**$ -**	**$ -**	**$ 40**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 40**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Administration			$ 4						**$ 4**
Study			$ 36						**$ 36**
Environmental									**$ -**
Right-of-Way									**$ -**
Contingency									**$ -**
Other:									**$ -**
TOTAL	**$ -**	**$ -**	**$ 40**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 40**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Name: Municipal Code Updates
Project Number: 16-602 **CIP Type:** Gov't
Account: 700-910-062-27 **Dept:** PLN

Status: Various Elements Underway

Project Objective: Update of Moraga Municipal Code, including Zoning Ordinance.

Project Description: Undertake updates of the Municipal Code chapters and sections to respond to community needs and issues; reflect directives of documents including the Housing Element, Climate Action Plan; to become legally compliant with State Law; and improve the quality and consistency of the Town's zoning regulations and administrative provisions to achieve the community vision and objectives. Initially, focused updates to key chapters will be made, with the goal of comprehensively revising the Municipal Code within 5 years. In the first phase (FY15-16), targetted updates/initiatives include:

- Animal-keeping (chicken) Ordinance
- Solar Permit Streamlining Ordinance and Adoption of PACE programs
- Amendments to Clarify Planned Development Process
- Special Events Regulations/Permitting Process
- Clarification of Non-Conforming Uses and Structures, Accessory Buildings and Structures Regulations

Basis for Schedule: Typical timeframes for similar comprehensive code updates in other similar jurisdictions.

Basis for Cost: Estimate of staff time/hours for near term updates. Comprehensive code update costs based on cost for similar size jurisdictions.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Fund 101: General Fund			$ 50	$ 50	$ 50	$ 50	$ 50		**$ 250**
									$ -
									$ -
TOTAL	**$ -**	**$ -**	**$ 50**	**$ 50**	**$ 50**	**$ 50**	**$ 50**	**$ -**	**$ 250**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Administration			$ 50	$ 50	$ 50	$ 50	$ 50		**$ 250**
Study									**$ -**
Environmental									**$ -**
Right-of-Way									**$ -**
Contingency									**$ -**
Other:									**$ -**
TOTAL	**$ -**	**$ -**	**$ 50**	**$ 50**	**$ 50**	**$ 50**	**$ 50**	**$ -**	**$ 250**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

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 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. The process includes integration of work to update the Lamorinda Fee and Finance Committee (LFFA) Fee, which is also being updated and pertains to the local traffic impact fee charged for new development in Moraga.

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*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Fund 101: Gen Fund	$ 98	$ 52							**$ 150**
Fund 210: Measure J		$ 25							**$ 25**
Fund 720: Pub Safe Impact	$ 4								**$ 4**
Fund 760: Trans Impact	$ 3								**$ 3**
Fund 770: SD Impact Fee	$ 13	$ 25							**$ 38**
Fund 780: Govt Impact	$ 13								**$ 13**
Fund 790: Park Impact	$ 19								**$ 19**
TOTAL	**$ 150**	**$ 102**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 252**

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Administration	$ 17	$ 10							**$ 27**
Study, Meetings, Adoption	$ 132	$ 92							**$ 224**
Legal	$ 1								**$ 1**
Other:									**$ -**
TOTAL	**$ 150**	**$ 102**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 252**

Maintenance Costs (in 1000's)	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	TBD	Project Total
Operation							**$ -**
Maintenance							**$ -**
Other:							**$ -**
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

* Unspent remaining budget (as of 3/24/15 displayed) for multi-year projects at end of FY14/15 will carryforward into FY15/16.

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