

Town of Moraga

A Year of Opportunity and Recovery



FISCAL YEAR 2018/19 OPERATING & CAPITAL IMPROVEMENT PROGRAM BUDGET



**TOWN OF MORAGA
329 RHEEM BOULEVARD
MORAGA, CA 94556
WWW.MORAGA.CA.US**



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Fiscal Year 2018/19 Operating and Five-Year Capital Improvement Program Budget

TOWN COUNCIL

Dave Trotter, Mayor
Teresa Onoda, Vice Mayor
Jeanette Fritzky, Councilmember
Kymberleigh Korpus, Councilmember
Roger Wykle, Councilmember

AUDIT AND FINANCE COMMITTEE

Bradley Ward, Town Treasurer /Chair
Dave Trotter, Mayor
Roger Wykle, Councilmember
Tim Freeman, Committee Member
Robert Kennedy, Committee Member

TOWN MANAGER

Cynthia Battenberg

DEPARTMENT DIRECTORS

Breyana Brandt, Parks and Recreation Director
Derek Farmer, Planning Director
Jon King, Chief of Police
Edric Kwan, Public Works Director/Town Engineer
Marty McInturf, Town Clerk
Joseph M. Tanner, Administrative Services Director



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TOWN COUNCIL AND COMMUNITY GOALS FOR 2018
GETTING THINGS DONE: A YEAR OF OPPORTUNITY AND RECOVERY



- 1. Work Aggressively to Obtain Reimbursement from Federal Highway Administration's Emergency Relief Program for the Town's Sinkhole Repair and Canyon Road Bridge Emergency Demolition and Temporary Bridge Costs, and Restore Town's General Fund Reserves.**
 - Submit application and claims for Rheem Boulevard sinkhole repairs to obtain maximum reimbursement, up to \$2.58 million, in FY 2018/19.
 - Advocate for Federal funding of the California 2017 Disaster and the Town's approved claim for up to \$2.92 million in reimbursements of Canyon Road temporary bridge costs.
 - Enlist support of local legislative delegation to obtain reimbursement funding.
- 2. Maintain and Improve Fiscal Discipline by Adopting a Balanced Budget, Continuing High Quality Fiscal Reporting, Building Up General Fund Reserves, and Positioning the Town for Long-Term Fiscal Sustainability and Operational Efficiency.**
 - Develop and adopt a balanced budget for FY 2018/19.
 - Consider rescinding Declaration of Fiscal Emergency before end of FY 2017/18.
- 3. Town Council Approval and Implementation of Hillside and Ridgeline Steering Committee Recommendations to Protect Ridgelines and Open Space Hillside Areas from Development, Consistent with MOSO and General Plan Policies.**
 - Develop and adopt General Plan and zoning amendments and update the Town's Design Guidelines in line with Steering Committee recommendations.
 - Partner with other organizations and the community for the long-term protection and acquisition of open space, consistent with General Plan policies.
- 4. Work to Develop Dedicated Funding Source to Pay for Necessary Capital Improvements to, and Long-Term Maintenance and Operation of, the Town's Storm Drain System.**
 - Approve and place proposed Storm Drain Fee Measure on ballot for vote and decision by all affected Moraga property owners in compliance with Proposition 218 requirements.
 - If measure passes, adopt Ordinance and begin work immediately on development of an implementation plan that includes funding strategy, timeline for priority projects, and roll-out of the annual operations and maintenance program consistent with the tasks identified in the 2015 Storm Drain Master Plan.

- 5. Continue to Implement Annual Measure K Neighborhood Streets and Roads Repair Program for Moraga.**
 - Complete construction of the 2018 Joint Moraga-Orinda Full Depth Reclamation project consisting of Tharp Drive and if funding is available, portions of Ascot Drive and Crossbrook Drive.
 - Complete design of the Moraga Way and Canyon/Camino Pablo Improvements project.
 - Complete design of 2019 Surface Seal project.
 - Pursue grants and other third-party funding sources to further maintain the Town's streets and roads.
- 6. Develop Economically Feasible Recommendations for Use of the Hacienda Property as a Quality Restaurant, and for Other Public Uses.**
 - Negotiate commercial restaurant lease with Jeff Assadi for "La Finestra at the Hacienda."
 - If lease is approved, take steps necessary to facilitate a 2018 opening of La Finestra.
- 7. Support Ongoing Community Efforts to Preserve the Rheem Theatre.**
 - Support efforts of Moraga Community Foundation and others to reopen the Rheem Theatre.
- 8. Support New Retail and Revitalization Efforts in the Rheem and Moraga Shopping Centers.**
- 9. Make Measurable Progress on Moraga Center Specific Plan Implementation Process.**
- 10. Outreach and Partner with Moraga School District (MSD) Board on Matters of Common Interest.**
 - Building on 2016 joint use agreement between MSD and the Town, continue a mutual dialogue with the MSD Board to explore and develop potential funding mechanisms for new, joint use recreational facilities and sports fields.
- 11. Pursue a Fair Resolution of the Town's Claims, and if Necessary Litigation, Against Any Third Parties with Legal Responsibility for Damage to Canyon Road Bridge.**
- 12. Work to Improve Alignment of the Town's Three-Step Planned Development Process, Development Regulations and Needs, and Design Guidelines with the Residents' Sentiments and Expectations.**
- 13. Improve Interconnectedness and Public Awareness of Moraga's Trail System and Develop Electronic and Paper Maps of the Town's Trail System.**
- 14. Maintain and Improve Public Safety by Enabling the Provision of High Quality Police and Emergency Response Services.**

FISCAL YEAR 2017/18 ACCOMPLISHMENTS

In FY 2017-18 the Town accomplished many of its priority goals.

- Rescinded the Fiscal Emergency declared in June 2017 and made progress restoring the General Fund Reserves to the target level of 50% of General Fund expenditures
- Stabilized the management team
- Repaired the Rheem sinkhole and secured reimbursement funding for \$2.5 million, approximately 90% of costs (2017 and 2018 Goal)
- Updated the Town's plans, codes and guidelines to strengthen hillside and ridgeline regulations (2017 and 2018 Goal)
- Invested annually approximately \$1.7 million in the Town's streets and roads (2017 and 2018 Goal)
- Approved a lease for a restaurant, La Finestra at the Hacienda, to increase public access and decrease costs (2017 and 2018 Goal)
- Managed a Proposition 218 property-based stormwater fee initiative to provide dedicated funding for high-priority capital projects, operations and maintenance of the storm drain system and implementation of cleanwater mandates (2017 and 2018 Goal)
- Adopted a new Commercial Planned Development (PD-C) zoning district to encourage revitalization of Moraga's existing commercial centers (2017 and 2018 Goal)
- Opened the temporary Canyon Road bridge and obtained approval for reimbursement of \$2.9 million, or 89% of the Town's cost (2018 Goal)
- Implemented the 2017-2019 MOU with employee bargaining groups which shifted 1% of the Employer paid CalPERS contribution to employees on July 1, 2017 and an additional 1% on July 1, 2018.
- Installed video surveillance systems throughout the town to enhance public safety, with funding assistance from the Moraga Community Foundation.
- Joined Marin Clean Energy offering reduced rates for clean energy to the community.
- Opened West Commons Park enhancing passive park space in the community.
- Completed the All-Access Playground in the Moraga Commons Park in partnership with the Rotary Club of Moraga.
- Entered into a Memorandum of Understanding for the Rheem Theatre establishing a path for the preservation of this important community asset. (2017 and 2018 Goal)
- Adopted an ordinance to regulate the development of Accessory Dwelling Units consistent with changes in State law.
- Secured \$600,000 in WW Urban Creeks grant funding from the East Bay Regional Park District for the Laguna Creek Restoration Project.
- Adopted a firearms safe storage policy and partnered with the community on public outreach efforts.
- Received a \$140,000 Priority Development Area grant from Bay Area Metro to complete the Moraga Center Specific Plan Implementation Plan. (2017 and 2018 Goal)



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BUDGET MESSAGE



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Town of Moraga

TOWN MANAGER

June 27, 2018

Honorable Mayor and Councilmembers

I am pleased to submit the Fiscal Year (FY) 2018/19 Preliminary Budget for the Town of Moraga. The total proposed budget for FY 2018/19 is \$15.82 million, including a \$9.45 million Operating Budget, and a \$6.37 million Capital Improvement Program (CIP) budget. The budget projects a small surplus of \$58,272 and a General Fund Reserve level of \$3.9 million, or 43.9%, by year-end FY 2018/19.

This budget represents the Town's financial plan for the coming fiscal year and resource allocations within our legal funding limits. The budget and programs have been developed to further the Town Council's goals and to efficiently deliver cost effective services the community has stated are important, and upon which the public depends for health, safety and quality of life.

The Town's financial situation has improved over the last year. The two infrastructure failures, the Rheem sinkhole and Canyon Road bridge, have been repaired and reopened in November 2017. Reimbursements for \$2.5 million, or 90% of the cost to repair the Rheem sinkhole, are scheduled to be received in FY 2017/18 and FY 2018/19. The Town's responsiveness in implementing cost saving measures restored \$881,636 to the Town's General Fund Reserves and on May 9, 2018, the Town rescinded the fiscal emergency, declared on June 28, 2017 as part of the FY 2017/18 Budget process.

One of the leading causes of the fiscal emergency was the possibility of a dangerously low cash position. Sufficient cash flow for day-to-day operations no longer poses a risk to the Town. However, there is insufficient funding for infrastructure needs, including repairs to the Town's storm drain system, asset replacement program and streets and roads. The estimated annual shortfall in these programs is approximately \$1,542,000. In 2014 and 2015, staff in collaboration with the Audit and Finance Committee developed an Asset Replacement Schedule which recommends an annual funding level of \$600,000 to maintain the Town's facilities. The asset replacement schedule has not been funded in years with a current accumulated backlog of \$1.7 million. Although Measure K generated much needed revenue to support the streets and roads, there is also an annual shortfall of \$400,000 in funding of the Town's Pavement Management Program. Following three years of significant investment funded by the issuance of Certificates of Participation in 2013, the Town's Pavement Condition Index reached its high of 70 in 2015, and since then has been steadily declining approximately one point a year. The annual shortfall



to keep the PCI at its current level of 67 is an estimated \$400,000 (\$550,000 annually to bring it back up to a 70 PCI). The shortfall in funding of the Town's stormwater program is estimated to be \$542,000 annually, given the allocation in the FY 2018/19 budget of \$245,000 to a portion of the recommended operations and maintenance and cleanwater programs. A revenue source will need to be identified in the future to address the Town's aging infrastructure and prevent future emergencies that could be costly and disruptive.

In FY 2018/19 property taxes are projected to generate \$4,438,042, or 46.7% of the total General Fund revenue used to fund the Town's operations. While property taxes are the single largest source of revenue, the Town receives only 5.32% of every property tax dollar paid by property owners. This rate is the lowest in the County with some cities receiving over 20% of property tax revenue. See additional details regarding property taxes included in the General Fund Budget Highlights in the General Fund Operating Budget section of the budget. The Town's receipt of only a small amount of property tax revenue places the Town at a disadvantage in funding basic municipal services. The Town has adopted a minimalist approach to funding services which makes it challenging to meet community demands and other mandates and has resulted in strained resources. While the Town's allocation is fixed at the 1978 level when Proposition 13 was passed, the Town has benefited in recent years by the overall increase in housing prices.

The strong local real estate market has provided the Town much needed additional property tax revenue. General Fund revenue in FY 2018/19 is projected to increase by \$725,550 or 8.26% to \$9,505,055. This includes a \$250,000 transfer in from the Palos Colorados Reserve to fund the Town's anticipated legal costs to defend the Hillside and Ridgeline Regulations adopted by the Council in April 2017. The increase in General Fund revenue, less this one-time transfer of reserves is \$475,550. Some of this new revenue was necessary to cover increases in the cost of providing services, such as legal fees, insurance premiums, personnel costs, CalPERS unfunded liability and elections costs. The budget does not restore service level reductions approved last year (with the exception of \$15,000 for janitorial services) which reduced park and facility maintenance; outside contract services for department operations; funding for elected, appointed and staff travel, training and educational conferences; and other operational streamlining/eliminating redundancies. In FY 2018/19 \$30,000 has been budgeted for improvements to the Town's software system in order to increase efficiencies and transparency. The remaining revenue was allocated to infrastructure needs, including: \$245,000 budgeted for a stormwater program that addresses a portion of the operations and maintenance and cleanwater program shortfalls; \$55,000 budgeted for vehicle replacement; \$30,000 budgeted for emergency asset replacement needs that may arise; and, \$20,000 budgeted for information technology hardware and application needs.

The Town allocates approximately 59.04% of the operating budget to personnel expenditures. The Town continues to use seasonal workers and the County Work-Alternative program to complete important work at a lower cost. Given the Town's staffing levels, third-party consultants are used on an ongoing basis for Public Works and Planning design, review, and inspection work related to new development and Public Works projects as well as other special



projects as needed. Consistent with the past two years, the Budget includes funding for 36.5 full-time equivalent positions.

In FY 2017/18, the Town incurred significant legal expenses that were not included in the budget. These unanticipated expenditures were related to necessary legal work on the Stormwater Fee measure, Hillside and Ridgeline regulations, Canyon Road bridge permanent and temporary replacement advice, the Rheem Theatre Memorandum of Understanding, and personnel issues related to interim and permanent Town Manager recruitments. Vacancies in four of the seven Town management positions as well as unanticipated litigation were responsible for some of these unanticipated expenditures. The FY 2018/19 Budget includes \$541,000 for legal services, including pending legal services for the Canyon Road bridge reimbursement efforts and litigation of the Hillside and Ridgeline regulations.

In FY 2018/19, \$1.82 million from Measure K sales tax revenue, Garbage vehicle impact fees and Road Maintenance & Rehabilitation (SB1) funding will be dedicated to maintaining the Town's streets and roads. The Town relies heavily on Measure K, the local one-cent sales tax approved by the voters in 2012, for funding the Town's Pavement Management Program. While technically a General Fund revenue source, these funds are deposited directly in the Pavement Management Program for exclusive use on local road repair and maintenance projects. Measure K revenue, which includes the Town's fair share of internet sales and vehicle sales, is projected to increase by 4.0% in FY 2018/19 performing slightly better than the Town's portion of the State sales tax which is projected to increase by 2.7%.

This past year the Town negotiated a higher Garbage vehicle impact fee, which is reflective of the wear and tear the heavy trucks have on our streets and roads. In FY 2018/19, the Town is projected to receive \$333,000, almost twice the amount received in FY 2016/17 (\$179,074). These funds will also go to improving the Town's streets and roads.

Grant funds are an essential funding source that enables the Town to execute its Capital Improvement Program (CIP). The Fiscal Year 2018/19 CIP identifies \$6.37 million in projects supported by eleven (11) different funding sources, including \$4.1 million in various grants. In addition to the \$1.8 million Pavement Management Program, there are two major grant funded CIP projects slated to begin in FY 2018/19: the Canyon Road Replacement Bridge project; and, the Laguna Creek Restoration project at Hacienda de las Flores. The Canyon Road bridge replacement project is funded by a Federal Highway Bridge grant which will provide \$6.3 million of the estimated \$7.2 million cost to address structural issues and reconfigure the deck geometry for the bridge. The remaining funds will come from Measure J (\$543,000) and the Contra Costa Transit Agency (\$393,000). Given that the Highway Bridge grant is a reimbursement grant, the project is scheduled to be constructed over three years to ensure adequate reserves are available to fund the work.

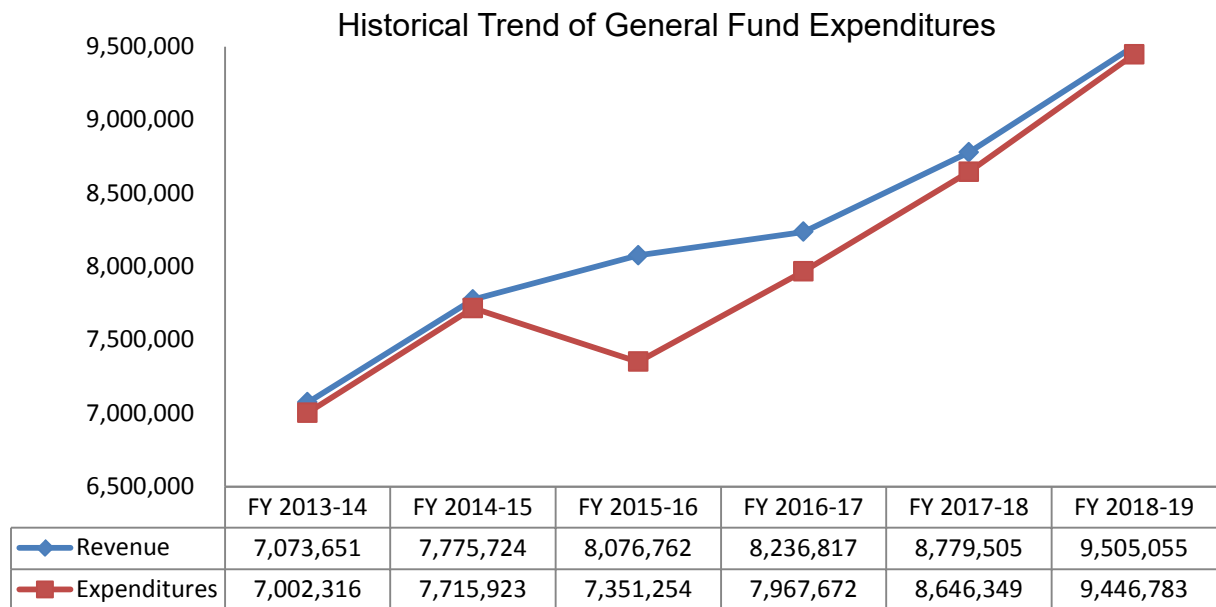
Design work on the \$1.5 million Laguna Creek Restoration project is also scheduled to begin in FY 2018/19. This project will remove the failing stormwater pipe and open the creek in order to reduce the potential for flooding of the Pavilion building. The project is currently funded by an East Bay Regional Park District Measure WW Urban Creeks Grant (\$600,000) and a California



River Parkway Grant (\$400,000). Additional project funding of \$495,000 may be available from the Federal Emergency Management Agency Hazard Mitigation Grant Program.

BUDGET OVERVIEW

The Budget incorporates the estimated revenues and planned expenditures for the General Fund and the Town's Capital Improvement Program. The Town's General Fund revenue has increased by an average of 6.1% over the past five years. Given the increasing cost of providing services, the Town has had to cut costs to balance the budget. Grant funds and other fund sources are an important source of income. Chart 1 below shows the five-year historical trend of General Fund revenue and expenditures.



The FY 2018/19 General Fund operating budget is balanced, meaning that ongoing, annual revenues surpass annual ongoing expenses, and fund balance (reserve funding) is used to support one-time projects. However, the annual operating surplus is very small at \$58,272 and reflects the Town Council's past decisions to reduce operating expenses in order to achieve a balanced budget. The budget does not include funding of the Town's Asset (Infrastructure) Replacement Schedule to address needed repairs, and replace assets such as major equipment, facilities, or Town infrastructure. The operating budget, however, does include \$245,000 in funding for a portion of the operations and maintenance and cleanwater mandates necessary to begin addressing the Town's stormwater system needs.

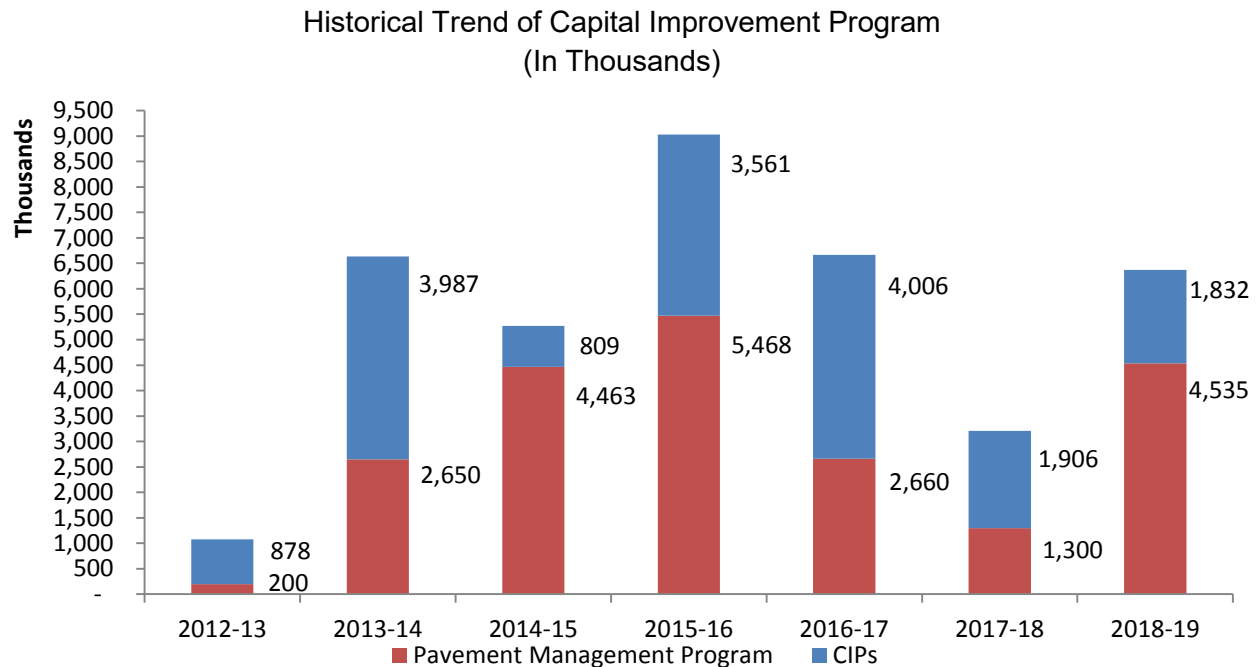
General Fund budget highlights, including details regarding major revenue and expense projections, personnel and department's operating budgets for FY 2018/19 are detailed in the General Fund Operating Budget section of the budget.

Capital Improvement Program

In FY 2018/19, only \$105,000 of the Town's \$6.37 million Capital Improvement Program is funded by General Fund revenue. The remaining funds come from Federal, State and local



grants and dedicated fees. The annual Pavement Management Program, funded primarily by Measure K, is an important part of the Town's annual program. The Town's FY 2018/19 CIP is robust and represents 40% of the Town's \$15.82 million budget.



The Five-Year Capital Improvement Program (CIP), a planning effort to document the current and long-term needs of the Town with respect to construction projects, major repair and maintenance projects, and capitalized equipment purchase, can be found in the Five-Year Capital Improvement Program section of the budget. The Five-Year Capital Improvement Program includes \$6.37 million of funded projects along with \$2.52 million of scheduled, but unfunded projects in FY 2018/19. The five-year summary of unfunded CIP projects is extensive and totals over \$95 million.

Palos Colorados

The One-Time Developer Fees/Palos Colorados Fund, Fund 100, was created following litigation with a developer. It has an anticipated ending fund balance of \$1,716,181, as of June 30, 2018. Significant one-time revenue could be available to the Town in the future but payments are based on milestones such as grading and building permits and certificates of occupancy and it is not known when and if the homes will be constructed. \$86,364 in reimbursement funding for the Rheem sinkhole is projected to be received in FY 2018/19. The FY 2018/19 Budget also includes the transfer of \$250,000 to the General Fund for anticipated litigation costs. The projected ending fund balance as of June 30, 2019 is \$1,552,545. The Council has directed staff to prepare a future agenda item to discuss possible uses of the funds.

Reserves

Reimbursement by the Federal Highway Administration (FHWA) Emergency Relief program of a projected \$2.5 million of the Town's cost to repair the Rheem sinkhole should restore the Town's depleted reserves. Last year's budget predicted a reserve/fund balance in the General



Fund, Fund 101, and Palos Colorados, Fund 100, of \$2.28 million on June 30, 2017. These reserves are projected to more than double and reach \$5.45 million as of June 30, 2019. The Town also plans to continue to advocate for the approved FHWA Emergency Relief program reimbursement of the \$2.9 million in costs associated with the Canyon Road temporary bridge project. Should this reimbursement be received, approximately \$900,000 would be returned to Palos Colorados, Fund 100 and \$1.8 million to the General Fund, Fund 101.

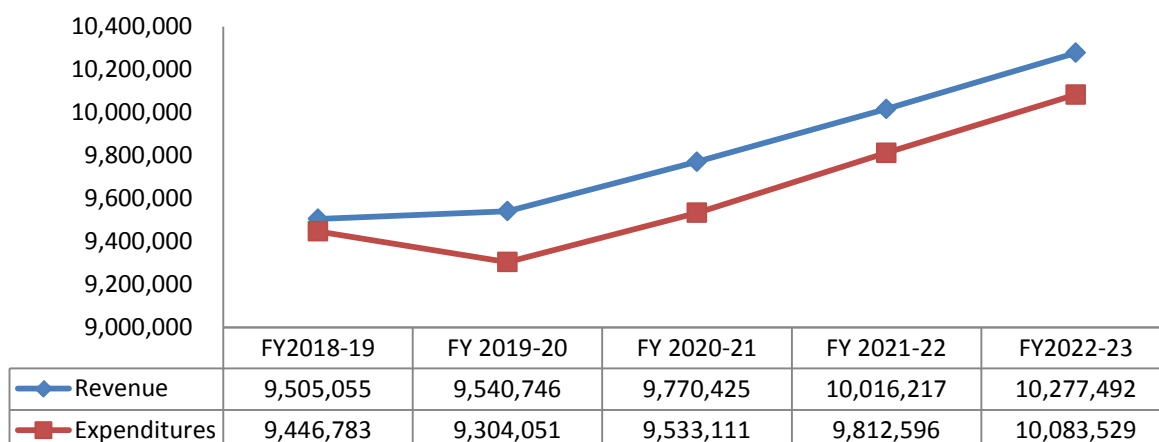
General Fund Reserves (Projected 6/30/18)	\$2,442,432
Fund 101 FY 2018/19 Operating Budget Surplus	\$58,272
FHWA Emergency Relief Reimbursement (Rheem sinkhole)	<u>\$1,400,000</u>
Total General Fund Reserves (Projected 6/30/19)	\$3,900,704
Fund 100 Palos Colorados (Projected 6/30/18)	\$1,716,181
Transfer to General Fund for Litigation	(\$ 250,000)
FHWA Emergency Relief Reimbursement (Rheem sinkhole)	<u>\$86,364</u>
Fund 100 Palos Colorados (6/30/19)	\$1,552,545
Total Funds Available in Funds 100 and 101 (Projected 6/30/19)	\$5,453,249

OVERVIEW OF FIVE-YEAR FINANCIAL PLAN

In 2011, the Town Council adopted a goal to develop a five-year financial plan with the intent of building long-term sustainability. The Town of Moraga updates its five-year financial projections as a strategic planning tool to better manage the Town's limited financial resources and expand upon the one-year outlook provided in the annual operating budget. All the components of the budget document provide a tool to understand, allocate, and provide oversight for the Town's use of public monies to operate and implement the Town Council's goals and deliver essential services.

This forecast 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 existing and future revenue sources and expenditures.

Five Year General Fund Revenue and Expenditure Projections





Key assumptions built into the projections over the next five years include a 5.0% annual increase in property taxes; a less than 1.0% annual increase for sales tax; 2.9% increase in Measure K sales tax; 2% increase in franchise fees; and fluctuating changes in departmental revenues depending upon anticipated activity. The expenditure side assumes a 1.5% increase in operating costs across all departments (less the FY 2018/19 \$250,000 in one-time legal fees) and a 15-20% increase in non-departmental costs which includes insurance and CalPERS unfunded liability. These assumptions result in a balanced operating budget for the next five years.

The General Fund Reserve level is projected to increase from 43.9% in FY 2018/19 to 49.6% in FY 2022/23. The projections do not include the Federal Highway Administration Emergency Relief program reimbursement of \$2.9 million

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 deserve review as a best practice; these policies are included in the budget document on Pages D-1 through D-28 for easy reference. The Town received a Certificate of Achievement for Excellence in Financial Reporting by the Government Financial Officers Association of the United States and Canada (GFOA) for the Town's FY 2016/17 Comprehensive Annual Financial Report (CAFR). This Budget similarly adheres to the policies above and was developed to clearly communicate the Town's financial story.

FUTURE CHALLENGES

The Town of Moraga is rebuilding after serious infrastructure failures. General Fund Reserves are increasing and anticipated to reach 43.9% by the end of FY 2018/19, close to the Town Council goal of 50%. While staff and the Town Council took positive steps to introduce a dedicated revenue source, a Stormwater Fee, the defeat of the measure leaves the Town without sufficient revenue to address ongoing infrastructure needs. Due to the Town's small budget and ongoing lack of sufficient investment in its infrastructure, the Town could be one emergency away from another cash flow problem.

Like many cities and towns across the state, another challenge is paying down the CalPERS unfunded liability. According to 2016 estimates, 75% of Moraga's future CalPERS liabilities are funded, placing the Town in a relatively better position than most other jurisdictions. However, CalPERS estimates significant annual increases to future year payments based on the decrease in the discount rate from 7.5% to 7.0% and a reduction in the amortization period from 30 to 20 years. CalPERS estimates annual compounding increases of \$88,400 in FY 2019/20, \$118,080 in FY 2020/21, \$125,290 in FY 2021/22, and \$115,850 in FY 2022/23.



The short term budget-balancing solutions, maintenance and repair deferrals, and cost cutting measures have made it possible to adopt a balanced budget. The increase in property tax revenues has enabled the Town to identify \$245,000 to augment the Storm Drain Maintenance program, as well as funding to make a small investment in technology, replace two vehicles that have passed their useful life and set aside \$30,000 in funding for emergency capital improvement projects.

Staff intends to continue working with the Town Council, Audit and Finance Committee, and community over the next two years to identify an approach to restoring operating services to prior levels; fund the needed \$1.5 million annual infrastructure investment in the Town's Asset Replacement Fund, storm drain system and streets and roads; and maintain a 50% General Fund Reserve.

I would like to thank all of the Town staff for their contributions toward balancing the budget. I am proud of our employees; it is obvious that they care deeply about the Town. I, along with the Town staff, look forward to serving the community, executing the Town's ambitious capital projects and other goals, and working together to build and maintain long-term fiscal sustainability.

Respectfully Submitted,

Cynthia Battenberg, Town Manager



MORAGA'S HISTORY

The following synopsis of the rich history of the Town of Moraga was written by Maggie Skinner, Archivist, Moraga Historical Society.

The Town of Moraga is named for Joaquin Moraga, the grandson of Joseph Joaquin Moraga who was second in command of the Anza expedition of 1776, the founder of San Francisco, Mission Dolores and the founder and first commandant of the Presidio. Joaquin Moraga, who also served in the military with his father Gabriel Moraga at the Presidio of San Francisco, left the Army in 1819. He and his cousin, Juan Bernal, received a 13,316 acre land grant from the Mexican government in 1835. The original land grant, known as Rancho Laguna De Los Palos Colorados (Ranch of The Lake of The Redwoods), included parts of Orinda and Lafayette and the communities of Canyon, Redwood, Rheem, and Moraga.

Joaquin Moraga built an adobe on a hill overlooking the Moraga Valley in 1841. The adobe home still stands on a knoll in Orinda above Miramonte High School with a poplar tree-lined driveway going up to the house. It was designated a California Historical Landmark in 1954. It is probably the oldest existing building in Contra Costa County. The original adobe was built with three rooms; living room (salon-dancing room), bedroom, a long veranda, and an outside kitchen. In 1848, when Joaquin's son Jose De Jesus moved in, the adobe was expanded to accommodate a large growing family. The Don Manuel family made considerable changes in a remodel done in the 1960s. The adobe today is a private home and not open to the public.

The Moraga rancho was a cattle ranch. Hides and tallow were sold to San Francisco shipping lines or exchanged for merchandise. Life at the adobe was successful and comfortable for the Moraga family. It included Indian servants that lived in a lean-to on either side of the adobe. There were many fandangos (festive dinner-dances), barbecues, and all night dancing in the adobe salon, which was the only room in the house with a wooden floor (built with Canyon redwood).

Joaquin sold three pieces of his rancho. 1) The Redwoods of Canyon to Elam Brown in 1853. Joaquin Moraga was a cattleman, not a lumber man, so his property in the Redwood Canyon was overrun with trespassers. Many were disappointed gold miners who were looking for means to make money and destroyed the magnificent redwood grove in a rush to fill the demand for lumber. Joaquin was glad to sell the Redwoods to Elam Brown the founder of Lafayette. 2) Six acres to John Courter in 1854. John Courter established the Moraga Valley Store which was on the road that led from The Redwoods to the shipping port at Martinez (today's Larch Avenue and Canyon Road). The Moragas were often in debt to Mr. Courter. 3) Forty acres to Isaac Gann in 1855. He was a squatter from Tennessee whose ranch was in today's Sanders Ranch.

When California became a State in 1850, all the land grants had to be confirmed by the new state. Hiring an attorney to fight for their land was very difficult for the Moragas as they were Spanish speaking, illiterate, and had no money - only land! With the Gold rush came many settlers, who were



squatters on the Rancho and this led to much trouble for the Moragas. A dishonest, land-hungry attorney from Oakland, Horace Walpole Carpentier, using all his legal knowledge, gained ownership of the rancho by 1886. The naive, illiterate Moragas had lost their rancho.

By 1912, the bulk of the rancho was purchased by James Irvine. He started the Moraga Land Company. It was during this period that the Moraga Company headquarters was established next to what today is The Moraga Shopping Center. The Moraga Company planted many acres of pear and walnut trees, grazed cattle on the hillsides and had many sharecroppers in the Moraga Valley. There were as many as 150 workers at The Moraga Company Ranch. The Portuguese sharecroppers were told what to plant and paid the Moraga Company rent in crops.

The Moraga Company also sold land to developers and subdivided land itself. They established the Townsite of Moraga in 1913 and tried unsuccessfully to sell lots there.

This period, 1912-1913, brought The Oakland-Antioch Railroad to Moraga with service from Oakland to Chico through Moraga. Later, this line would become the Sacramento Northern Railroad which served many early residents of The Moraga Valley. The Moraga Company built a two-story hotel in Moraga as a promotion to help the sale of land in The Valley. It later became a mercantile store, library, and eventually a bar - today called The Moraga Barn.

Much of the early real estate development for the Moraga Company was in what today is Orinda. Moraga extended to and included The Crossroads. Most of the early Crossroads businesses used the word Moraga in their name. Some of the developments along Moraga Way were Moraga Oaks and Encinas De Moraga. Fifteen tracts with the Moraga name were built in what today is Orinda.

In 1927, The Moraga Company offered 100 acres free to Saint Mary's College and College of Holy Names. They felt a college would bring culture and people to a very barren area and help the Moraga Company sell homes. Only Saint Mary's College accepted the offer and bought an additional 300 acres. In 1935, most of the land was bought by Utah Construction Company. Many subdivisions and homes were started. Utah later sold the remaining land to Russell Bruzzone, a Lafayette developer who developed much of the property.

Most of the homes, roads, and businesses in present day Moraga were built since 1960. For many years, The Rancho was owned by a single person and used for farming, agriculture and cattle grazing. Only 20 farm families remained on The Rancho for many years. One of these farm families, the Jesse Williams family, was the only farmer on the entire rancho who never gave up his property to Carpentier. His farm was later sold to the Lucas Family. They sold a 20 acre parcel to two young women who built a one story Spanish style ranch house. In 1934, Donald Rheem bought the house and property. He was the son of William S. Rheem, President of Standard Oil Company. Rheem transformed the home into a lavish estate where the famous were entertained. He bought many acres in Rheem Valley and built many homes and subdivided his properties.



When James Irvine died in 1947, Rheem was approached as a likely buyer of the Moraga Rancho, but Utah Construction and Mining became the buyer. Since the early Utah Construction subdivision days, Moragans banded together to keep developers from overbuilding and changing the rural peaceful community. This formed a pattern for resident participation in local affairs. Moragans can brag of true commitment to their Town. This led to incorporation as the Town of Moraga in November, 1974.





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FIVE YEAR FINANCIAL PROJECTIONS



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

	ACTUAL FY 2014-15	ACTUAL FY 2015-16	ACTUAL FY 2016-17	ADJUSTED FY 2017-18	Multiplier	Increase / (Decrease)	Proposed FY 2018-19	Multiplier	PROJECTED FY 2019-20	Multiplier	PROJECTED FY 2020-21	Multiplier	PROJECTED FY 2021-22	Multiplier	PROJECTED FY 2022-23
Beginning Fund Balance	3,331,885	3,391,689	4,117,197	2,309,276			2,442,432		3,900,704		4,137,398		4,374,711		4,578,332
Sources															
General Fund Revenues															
Property Tax	1,869,527	1,982,959	2,110,849	2,237,175	10.11%	226,096	2,463,271	5.00%	2,586,435	5.00%	2,715,756	5.00%	2,851,544	5.00%	2,994,121
Property Tax - In Lieu	1,448,086	1,533,346	1,622,029	1,712,048	6.00%	102,723	1,814,771	5.00%	1,905,510	5.00%	2,000,785	5.00%	2,100,824	5.00%	2,205,865
Real Property Transfer Tax	149,620	157,140	155,746	168,000	-4.76%	(8,000)	160,000	5.00%	168,000	5.00%	176,400	5.00%	185,220	5.00%	194,481
Sales Tax	791,900	867,823	1,006,620	998,109	2.69%	26,891	1,025,000	0.60%	1,031,150	0.70%	1,038,368	0.80%	1,046,675	0.80%	1,055,048
Sales Tax In-Lieu	253,333	201,338	-	-		-	-		-		-		-		-
Measure K - Local Funding Measure ¹	1,709,913	-	-	-		-	-		-		-		-		-
Franchise Fees	785,850	832,431	844,456	835,977	4.12%	34,403	870,380	2.00%	887,788	2.00%	905,543	2.00%	923,654	2.00%	942,127
Garbage - Vehicle Impact Fees	169,333	174,704	179,074	234,333	42.11%	98,667	333,000	1.00%	336,330	1.00%	339,693	1.00%	343,090	1.00%	346,521
Interest	12,228	20,164	40,582	45,000	0.00%	-	45,000		45,000		45,000		45,000		45,000
Property Rent	41,285	89,867	92,653	95,000	3.59%	3,415	98,415	3.00%	101,367	3.00%	104,408	3.00%	107,540	3.00%	110,766
Planning Fees	528,548	535,714	476,409	647,450	-4.86%	(31,450)	616,000	-5.00%	616,000	-5.00%	585,200	-5.00%	555,940	-5.00%	528,143
Parks & Recreation Fees	357,278	387,884	436,950	387,300	19.60%	75,915	463,215	1.50%	470,163	1.50%	477,216	1.50%	484,374	1.50%	491,640
Police Fees	79,151	83,766	76,424	56,407	-4.44%	(2,507)	53,900		53,900		53,900		53,900		53,900
Public Works Fees	255,857	259,709	231,808	211,500	18.91%	40,000	251,500	-5.00%	251,500	-5.00%	238,925	-5.00%	226,979	-5.00%	215,630
Misc Fees, Fines & Revenue, MVL	172,367	146,514	168,523	145,200	12.26%	17,800	163,000	-5.00%	163,000	-5.00%	154,850	-5.00%	147,108	-5.00%	139,752
Subtotal	8,624,276	7,273,359	7,442,123	7,773,499	7.51%	583,953	8,357,452	3.10%	8,616,142	2.55%	8,836,045	2.67%	9,071,848	2.77%	9,322,996
Transfers In															
Fund 100 - Palos Colorados						250,000	250,000		-						
Fund 103 - COPS / SLESF - Public Safety	108,107	103,174	103,300	105,000	-2.38%	(2,500)	102,500		100,000		100,000		100,000		100,000
Fund 109 - Prop 172 Public Safety Sales Tax	67,977	82,970	65,892	48,000	46.67%	22,400	70,400	2.70%	72,301	2.80%	74,325	2.80%	76,406	2.70%	78,469
Fund 205 - Gas Tax	303,252	270,883	304,650	397,205	-4.33%	(17,205)	380,000	2.00%	387,600	2.00%	395,352	2.00%	403,259	2.00%	411,324
Fund 210 - Measure C/J	92,355	107,838	58,686	75,000	40.00%	30,000	105,000		105,000		105,000		105,000		105,000
Fund 230 - Traffic Safety	50,717	35,042	36,317	17,757		-	17,757		17,757		17,757		17,757		17,757
Fund 500 - Lighting Assessment	5,583	-	330	6,000		-	6,000		6,000		6,000		6,000		6,000
Fund 510 - NPDES	212,923	191,828	214,646	209,174	2.76%	5,772	214,946		214,946		214,946		214,946		214,946
Fund 700 - CIP 16-702 Reimbursement, FY17-18 portion				125,562	-100.00%	(125,562)									
Fund 740 - Comm Facilities/Open Space	-	1,000	1,000	1,000		-	1,000		1,000		1,000		1,000		1,000
Fund 750 - Asset Replacement	20,447	10,668	9,873	1,308	-100.00%	(1,308)	-		-		-		-		-
Fund 7xx - Development Impact Fees	-	-	-	20,000	-100.00%	(20,000)	-		20,000		20,000		20,000		20,000
Subtotal	861,361	803,403	794,694	1,006,006	14.08%	141,597	1,147,603	-19.43%	924,604	1.06%	934,380	1.07%	944,368	1.07%	954,497
Total Sources	9,485,637	8,076,762	8,236,817	8,779,505	8.26%	725,550	9,505,055	0.38%	9,540,746	2.41%	9,770,425	2.52%	10,016,217	2.61%	10,277,492
Uses															
Operating Programs															
(4) General Government	1,438,998	1,304,487	1,329,983	1,596,415	13.43%	214,402	1,810,817	1.50%	1,584,229	1.50%	1,607,992	1.50%	1,632,112	1.50%	1,656,594
Police	2,493,677	2,537,270	2,564,426	2,896,883	2.30%	66,619	2,963,502	1.50%	3,007,955	1.50%	3,053,074	1.50%	3,098,870	1.50%	3,145,353
Public Works/Engineering	940,965	918,184	1,049,269	1,177,465	23.80%	280,246	1,457,711	1.50%	1,479,577	1.50%	1,501,770	1.50%	1,524,297	1.50%	1,547,161
Parks & Recreation / Parks Maint	1,159,102	1,187,465	1,220,187	1,286,318	3.62%	46,519	1,332,837	1.50%	1,352,830	1.50%	1,373,122	1.50%	1,393,719	1.50%	1,414,625
Planning	720,128	550,688	686,417	790,707	-5.75%	(45,449)	745,258	1.50%	756,437	1.50%	767,783	1.50%	779,300	1.50%	790,990
Non-Departmental		304,309	345,841	535,008	9.20%	49,231	584,239	15.00%	671,875	15.00%	772,656	20.00%	927,187	15.00%	1,066,265
Subtotal - Operating Programs	6,752,870	6,802,403	7,196,123	8,282,796	7.38%	611,568	8,894,364		8,852,901		9,076,398		9,355,485		9,620,988
Transfers Out (from General Fund) for Debt Service															
Fund 701 - 2010 COP Town Hall Improve	111,122	117,193	109,457	117,220	-2.39%	(2,801)	114,419		114,820		117,020		114,020		116,020
Non-Recurring Uses of General Fund (Transfers Out) for Capital Improvement Program															
Fund 700 - Capital Projects	503,292	256,954	483,018	12,000	775.00%	93,000	105,000								
(1) Fund 100 - Developer Fees	179,306					-									
Pass-Through from General Fund (Transfer Out) for Capital Improvement Program															
Fund 711 - Street Pavement Program	1,879,246	174,704	179,074	234,333	42.11%	98,667	333,000	1.00%	336,330	1.00%	339,693	1.00%	343,090	1.00%	346,521
Subtotal	2,672,966	548,851	771,549	363,553	51.95%	188,866	552,419	-18.33%	451,150	1.23%	456,713	0.09%	457,110	1.19%	462,541
Total Uses	9,425,836	7,351,254	7,967,672	8,646,349	9.26%	800,434	9,446,783	-1.51%	9,304,051	2.46%	9,533,111	2.93%	9,812,596	2.76%	10,083,529
Operating Surplus / (Deficit)	59,801	725,508	269,145	133,156	-56.24%	(74,884)	58,272		236,694		237,314		203,621		193,963
(2) Adjustments to Fund Balance															
Assigned Fund Balance - CIP 16-702 Rheem Sinkhole			1,164,731			-									
Assigned Fund Balance - CIP 17-701 Canyon Bridge Emergency			912,335			-									
FHWA Expected Reimbursement - CIP 16-702 Rheem Sinkhole							(1,400,000)								
Ending (Unassigned) Fund Balance	3,391,689	4,117,197	2,309,276	2,442,432	59.71%		3,900,704		4,137,398		4,374,711		4,578,332		4,772,295
(3) General Fund Reserve	50.2%	60.5%	32.1%	29.5%	48.72%		43.9%		46.7%		48.2%		48.9%		49.6%

(1) Resolution 67-2015 - Transfer Property Tax Revenue in Excess of FY 2014-15 Adjusted Budget.

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

(3) 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.

(4) A one-time expentirue of \$250,000 was removed from FY 2019/20.



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GENERAL FUND OPERATING BUDGET



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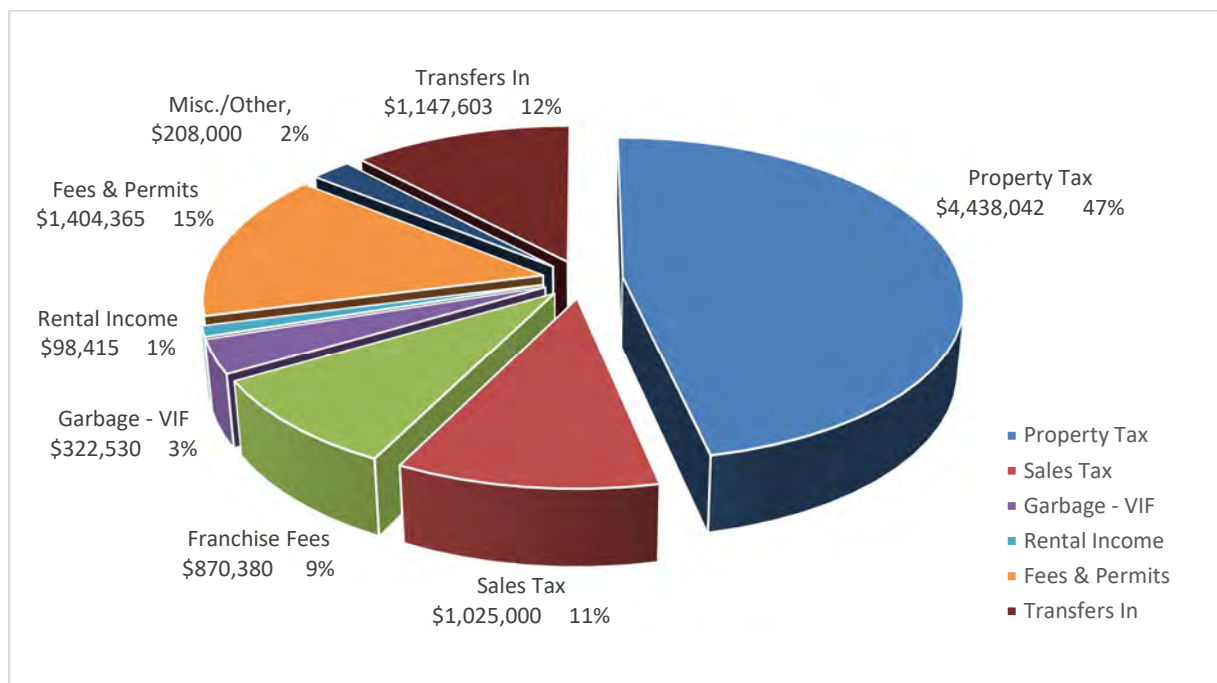


REVENUE SUMMARY

The Town's revenue sources support daily operations of all departments. The two main General Fund revenue sources, property tax and return to source (Bradley-Burns) sales tax, primarily support services such as police, public works maintenance, parks, recreation, planning, administrative services, and general government. Revenue from franchise fees, department generated revenue, and interest income are also collected and classified as General Fund revenue to support ongoing operations. Eight other funding sources, in the amount of approximately \$897,603 supplement General Fund revenue in the operating budget. An additional \$250,000 from the Palos Colorados Fund (Fund 100) is allocated for legal fees and brings the total Transfers In to \$1,147,603.

Budget assumptions are made based on a review of historical trends, current year estimated receipts, and the most current economic data available during the preparation process, including projections from Town consultants, Contra Costa County, local and national economics, and other subject matter experts. Revenue assumptions are made conservatively and reviewed at the mid-point of the fiscal year for necessary adjustments. Using a conservative approach for revenue projections, prevents over spending and allows for budget adjustments during the year that will not have a negative impact on operations and delivery of critical services.

FY 2018/19 General Fund Revenue Summary by Source



A robust national, state and local economy has helped drive Town revenue upward. General Fund revenue is projected to increase by \$725,550, or 8.26%, to \$9,505,055 in FY 2018/19. Major contributing causes of the increase include a \$250,000 one-time transfer from the Palos Colorados fund for anticipated one-time legal fees related to the Hillside and Ridgeline regulations, growth in property taxes, Garbage – vehicle impact fees, property rental income, public works fees and franchise fees.



Unfortunately, not all revenues are as strong and stable. Sales Tax revenue is projected to remain relatively flat due to lack of retail investment and the popularity of online shopping. Measure K, the one percent local sales tax, is not handled as a General Fund revenue source. See section C in the Other Funds section of the Budget for more information on Measure K. Planning and public works fees also vary year-to-year and are affected by changes in the economy.

General Purpose Fund Revenue Assumptions FY 2018/19	
Category	Detail
Property Taxes	Assumes a 7.8% increase per MuniServices from the FY 2017/18 adjusted budget totaling \$4,438,042 for the fiscal year.
Sales Tax	<u>Bradley-Burns</u> – Assumes 2.69% increase over the 2017/18 adjusted budget per MuniServices. FY 2018/19 projection is \$1,025,000. <u>Measure K</u> – Tax revenue is deposited directly to the Pavement Management Program (Fund 711) and assumes a 4.02% increase from FY 2017/18 adjusted budget, totaling \$1,820,000 for the fiscal year.
Franchise Fees	Assumptions based on historical trends, assumes 4% increase, totaling \$870,380.
Interest	Assumes 0% increase from adjusted FY 2017/18 estimate. Interest rates have increased however, due to market conditions and volatility, no increase is projected. Total projected interest is \$45,000
Property Rent	<u>Moraga Country Club</u> – Lease is projected at \$69,787; rent is adjusted annually based on CPI. <u>Mulberry Tree Preschool</u> – Lease is projected at \$28,628.
Department Fees (Planning, Parks & Rec, Police, Public Works)	Assumptions based on anticipated workload and associated recoverable costs, recreation program activity, and historical trends. All fees total \$1,547,615.
Transfers In	Total transfers in to the General Fund account for \$1,1147,603 including a one-time transfer of \$250,000 for Hillside and Ridgeline regulation litigation.

General Fund Revenue Categories

Property Tax

Property taxes are imposed on real and tangible personal property located within the Town. Valuation is determined annually on March 1 by the County Assessor. Property related taxes include regular Property Taxes, Property Taxes – In Lieu and Real Property Transfer Taxes. For FY 2018/19 all property taxes, \$4,438,042 represent 47% of the total General Fund revenue received. This projection includes an increase of 7.8% growth rate based on information provided by MuniServices. While property tax revenue is the single largest source of revenue to the General Fund, the Town receives only 5.32% of every property tax dollar paid by its property owners. This equates to \$500 to the Town for every home



with an assessed value of one million dollars. The balance of property tax collected is committed to Contra Costa County, public schools, and special districts. The Five-Year Financial Plan assumes a 5% future growth in property taxes, assuming a steady increase in total assessed property value, and stable average sales prices for homes and inventory.

Distribution of Property Tax Dollars



Property Tax Rate of Select Contra Costa Cities

Contra Costa County Cities	Property Tax Rate
Richmond	28.51%
El Cerrito	22.23%
Pinole	18.84%
Martinez	15.92%
Walnut Creek	9.41%
Danville	7.63%
Orinda	7.39%
Lafayette	6.66%
Clayton	6.63%
Hercules	5.42%
Moraga	5.32%
Source: HdL Coren & Cone	

Sales Tax

The sales and use tax is imposed on retailers for the privilege of selling retail, or on users in California. Local sales tax revenue is distributed on a quarterly basis. The sales tax on transactions occurring in Moraga totals 9.25% comprised of the three major categories shown below: (1) the Basic Statewide rate which is imposed under the Bradley-Burns Uniform Sales and Use Tax Law (return to source sales tax); (2) the Transit Add-On Taxes; and (3) Moraga's Local Funding Measure - "Measure K" dedicated to local street and road repairs.

- (1) Basic Statewide Sales and Use Taxes (Total 7.25%):
 - 6.00% State
 - 1.00% 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 (Total 1.00%):
 - 0.50% Contra Costa Transportation Authority (CCTA, until 2034)
 - 0.50% Bay Area Rapid Transit District (BART)
- (3) Local Sales Transactions and Use Taxes (Total 1.00%):
 - 1.00% Town of Moraga – Local Funding (until 2033)



The Bradley-Burns tax is a 'Point of Sale/Seller' based tax. Taxes collected are based on the location of the business and the Town receives point of sales regardless of where the item is shipped. In addition, the Town receives revenue from County Pools and the pools are disbursed based on the total receipts of the Town in relation to countywide receipts. Bradley-Burns sales tax assumes a modest increase of 2.69% over last year's adjusted budget for a total of \$1,025,000.

The Transactions and Use Tax or Measure K (local funding measure) Tax is a "Destination" based tax. Taxes are collected from residents regardless of where they are purchased. Construction, auto sales and catering are calculated on the location of the buyer. While technically a General Fund revenue source, these funds are not included in the General Fund calculations noted above. Revenue collected from Measure K are deposited directly into the Pavement Management Program account (Fund 711) per Town Council Resolution #98-2015. Comparable to past fiscal years, receipts are expected to remain strong, generating approximately \$1.82 million in locally controlled revenue.

Franchise Fees

A franchise fee is imposed on various utilities based on long-standing agreements with Town utility providers (i.e. Pacific Gas and Electric, Comcast, Recycle Smart). Generally, a portion of gross annual receipts are distributed to the Town for use in the General Fund. Franchise Fees are projected at \$870,380 for FY 2018/19 (or 9% of total General Fund revenue) and assume a reasonable increase of \$34,403 from the previous year.

Garbage Vehicle Impact Fee (through Central Contra Costa Solid Waste Authority)

All receipts from the Garbage Vehicle Impact Fee (VIF) are deposited to the General Fund and transferred directly to the Town's Pavement Management Program (Fund 711) for repair and maintenance of local streets and roads. The projected revenue is scheduled to be \$333,000 which is an increase of \$98,667 from FY 2018/19. The impact fee study was updated last year, and findings were made that resulted in the increase.

Department Generated Revenue (Planning, Police, Public Works, Parks and Recreation)

Departmental fees are imposed upon the user of a service provided by the Town. Generally, a service charge can be levied when the service can be measured and sold to an identified user. Department activities generate revenue for various fees for services (planning permits, charges for police reports, facility rentals, and recreation class fees) as listed in the Town's Master Fee Schedule. Revenues are anticipated to be \$1,547,615 for FY 2018/19. These revenues are reflective of the local economy and can fluctuate from year to year. FY 2018/19 departmental revenue estimates are projected to remain relatively flat except for an estimated \$40,000 increase in Public Works Fees which is attributable to an increase of encroachment permits and additional cost recovery and a \$75,000 in Parks and Recreation due to rental activity of the Hacienda and recreation classes.



Transfers In/Special Funds /Restricted Use Funds

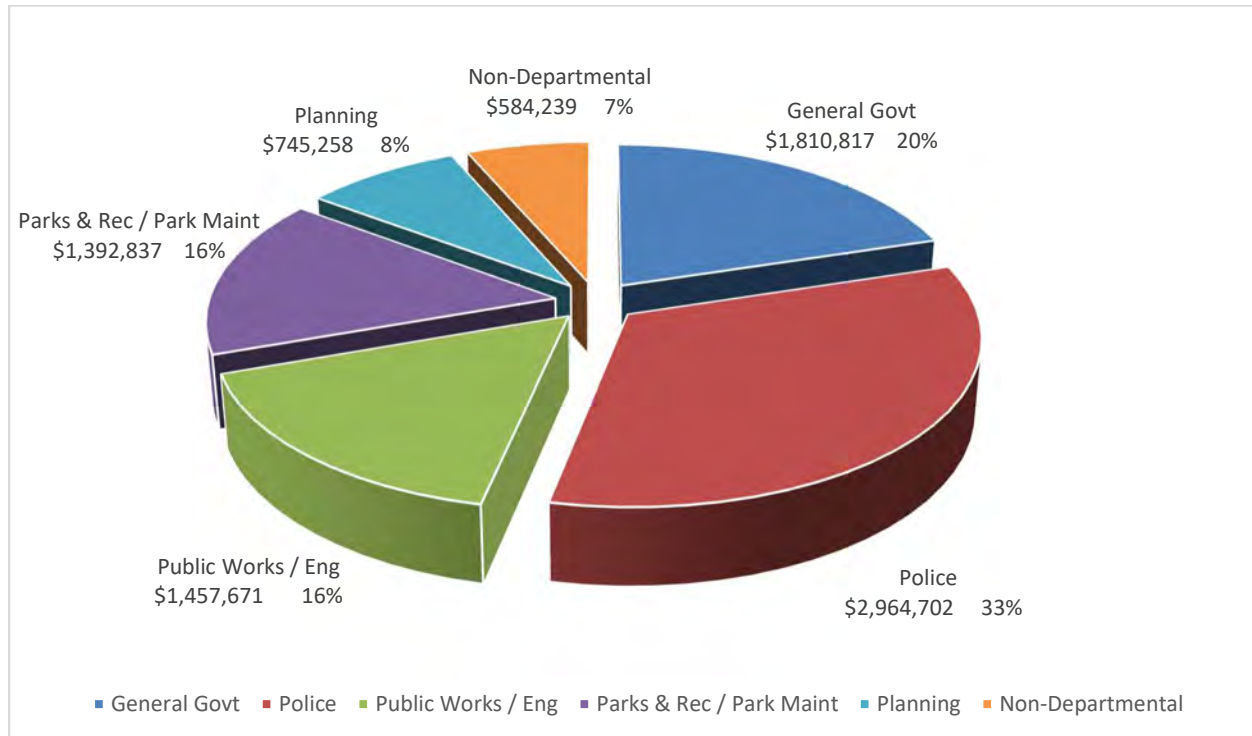
Other funds are established to track fees received for specific activities. Money in these accounts can only be spent on specific programs. Generally, special or restricted funds cannot be spent for general purpose items unless there is a specific cost reimbursement or administrative fee associated with a project or program. For example, Citizens Option for Public Safety (COPS), Proposition 172 Public Safety Sales Tax and Traffic Safety (vehicle code fines) revenue is used to fund some of the activities of the Moraga Police Department. Similarly, Gas Tax, Measure J and National Pollutant Discharge Elimination System (NPDES) funds support the Public Works Department's implementation of the Town's storm drain program, crosswalks, and street maintenance. The FY 2018/19 Operating Budget projects revenues of \$1,147,603, from nine (9) sources of funding (including the one-time transfer of \$250,000 from Palos Colorados for anticipated litigation costs). Without these funding sources, the Town would need to rely on General Fund reserves to maintain daily operations.

Reimbursements

A Federal Highway Administration (FHWA) Emergency Relief program reimbursement payment of \$881,636 was paid in Fiscal Year 2017/18 and \$86,364 is expected in FY 2018/19 for the Rheem Sinkhole which is projected to restore the Palos Colorados, Fund 100 balance to approximately \$1,552,545 on June 30, 2019. The reimbursement of \$1,400,000 to the General Fund for Rheem sinkhole expenses, anticipated to be received in Fiscal Year 2018/19, is reflected in the Five-year projection. The reimbursement is anticipated to increase the General Fund Reserve to 43.9%, close to the Town Council goal of 50%. The reimbursement for Measure J and Gas Tax funds expended on the Rheem sinkhole should be reimbursed at 89% of the costs. The \$2,900,000 FHWA Emergency Relief reimbursement for the Canyon Road bridge project is not included in budget projections as it is unclear when and if funding will be received.

**EXPENDITURE SUMMARY**

The Town's General Fund operating budget expenditures are projected to be \$9,505,055. Budget expenditures in this document are categorized by department. The allocation of expenditures across Town departments is illustrated in the chart below.

General Fund Expenditure Summary by Department

General Fund expenses are projected to increase by \$800,434 or 9.26%, to total \$9,446,783. Town staff was directed to hold the line on costs. The expense reductions implemented in FY 2017/18 remain with the exception of restoring \$15,000 to the janitorial contract (as the reduction had a significant impact on service and staff resources) and \$1,000 to the activity guide (as the full \$6,000 in anticipated savings was not able to be realized). Personnel costs, including salary and benefits for all employees, increased by 3%. Unfortunately, some costs which are outside of the Town's control also increased. This includes the cost for litigation, Police Dispatch Services, Animal Control Services, gas and utilities, and CalPERS Unfunded Liability payments. Funding was also included for the November 2018 election, an expense that occurs every other year.

The increase in revenue enables the Town to absorb the above expenditure increases and fund some of the many outstanding needs. The proposed budget includes \$541,000 for legal fees (\$250,000 for anticipated one-time Hillside and Ridgeline litigation costs which are funded by a transfer in from the Palos Colorados account), a \$245,000 General Fund contribution to Storm Water Maintenance, as well as a \$105,000 contribution to the Town's Capital Improvement Program which includes \$55,000 for



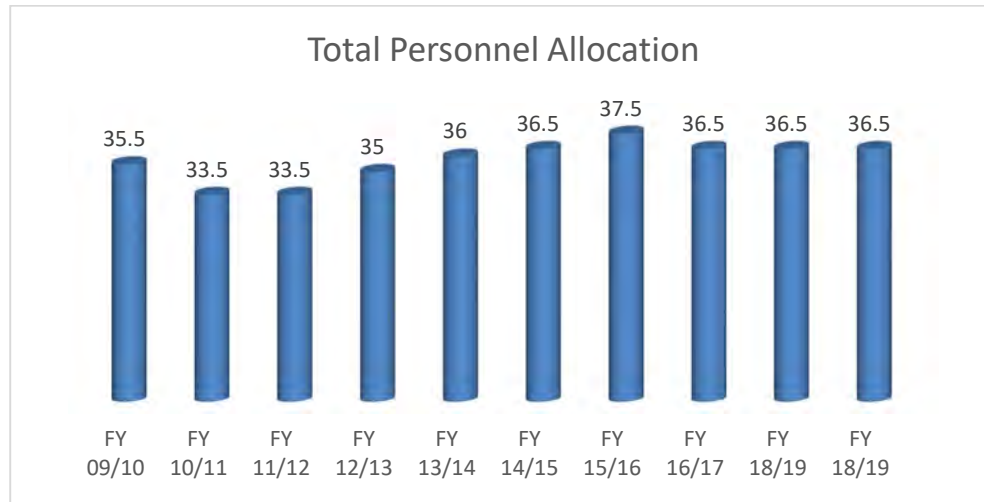
vehicle replacement, \$20,000 for improvements to software systems and \$30,000 for the Minor Capital Improvement Program.

The table below summarizes information about the FY 2018/19 expenditure projections.

General Purpose Fund Expenditure Assumptions FY 2018/19	
Category	Detail
Insurance Premiums	Insurance Premiums, classified has a Non-Departmental expense, are projected to increase \$33,491 to \$202,739
Personnel Costs	Personnel Costs include salary and benefits for all Town employees, are projected to increase \$182,348 (3%) to \$5,577,471
CalPERS Unfunded Liability payments	CalPERS unfunded liability increased by \$77,740 to \$323,500.
Elections	Election costs are based on the number of voters in the community and the November 2018 election is projected to cost \$15,000
Storm Water System	A GF contribution of \$245,000 is budgeted in Fund 730 Storm Water Maintenance to fund a new operations and maintenance program as well as a portion of the shortfall for NPDES clean water mandates
Vehicle Replacement	<u>Public Works</u> -A heavy truck is recommended for replacement at a total cost of \$40,000 <u>Police</u> -One patrol car is recommended for replacement at a cost of \$45,000. Funds will be split between GF, \$15,000 and Citizens Option for Public Safety (Fund 103) \$30,000
IT & Software	\$30,000 is budgeted to implement improvements to the Town's software systems to increase transparency and improve operational efficiencies. \$20,000 is budgeted in the Town's CIP for hardware and application needs.
Minor CIP Program	\$30,000 is budgeted to address emergency asset replacement needs that may arise.
Legal Fees	\$250,000 was added as a General Government expense line item to litigate the Hillside and Ridgeline ordinance. Total legals fees projected at \$541,000.

Personnel Allocation

The Town budgeted \$5,557,037 for personnel expenditures (such as salaries and benefits). As is typical in any service organization, expenditures associated with personnel constitute the largest, single expenditure in the operating budget. Over the years staffing levels have remained consistent despite the growing demand for services and increasing community and legal mandates, shifting between 33.5 and 37.5 Full-Time Equivalent employees over the past ten years.



As is typical in municipal agencies, the largest expense is in the Police Department, followed by Public Works/Engineering and Planning.

Personnel Cost by Department FY 2018/19			
Department	Personnel Costs	% of Total Personnel Costs	% of Total Operating Budget
General Government	\$483,396	8.67%	5.12%
Administrative Services	\$457,214	8.2%	4.84%
Police	\$2,452,652	43.97%	25.96%
Public Works /Engineering	\$1,100,553	19.73%	11.65%
Parks & Recreation /Parks Maint.	\$408,670	7.33%	4.33%
Planning	\$674,986	12.1%	7.15%
TOTAL Personnel Costs	\$5,577,471	100.00%	59.04%

CalPERS Unfunded Liability.

According to the most recent information provided by CalPERS the Town's total unfunded liability is \$5.22 million and the Town's pension plan is funded at 75% (funding ratio). Compared to other agencies, the Town is in a relatively good position. If the Town were to exit CalPERS the estimated cost would be \$48.6 million dollars.

Since the economic downturn and to assure pension sustainability, the CalPERS Board has periodically reviewed specific factors and policies to determine if adjustments to municipalities unfunded liability payments are necessary. Adjustments have been made to demographic assumptions such as higher salaries and retirement rates, and the expectation that retired employees are living longer. Since these assumptions ultimately impact employer pension costs, the Board also developed a strategic plan to spread out costs to local public agencies over 20 years, with increases phased in over five years beginning in Fiscal Year 2016/17. The CalPERS Board has also recently adjusted the discount rate (assumed rate of return), which will also impact public agencies. The discount rate will be incrementally lowered from 7.5% to 7.0% within the next three years, beginning in Fiscal Year 2018/19. Lowering the discount rate lowers the Town's funding ratio and increases the Town's unfunded liability. CalPERS is also decreasing their amortization payment schedule from 30 years to 20 years for agencies to pay off their unfunded liabilities. This change in methodology will increase the Town's unfunded liability payment schedule. The estimated future CalPERS unfunded liability payments are outlined below.

Fiscal Year	2018/19	2019/20	2020/21	2021/22	2022/23
Est. Payment	\$323,500	\$411,900	\$529,980	\$655,270	\$771,120

OTHER FUNDS

Financial activities for local government include a wide range of funding types. The Other Funds Operating Budget section of the Budget, Section C, includes highlights and details of all other City funds except for the General Fund. These funds are typically not used for general operations and must be used for a specific project or program. The Town's other funds includes multiple restricted or special use, development impact fees, and debt service funds.

CAPITAL IMPROVEMENT PROGRAM

The Town's Capital Improvement Program (CIP) consists of projects aimed at improving the Town's public infrastructure. The Five-Year Capital Improvement Program section of the budget includes: CIP highlights; a summary of active/funded projects scheduled for FY 2018/19 – FY 2022/23; a summary of unfunded projects; and a project sheet for all projects which includes the project name, objective, a description, information on the schedule and cost as well as funding sources.



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Authorized Positions by Department

Full Time Equivalents (FTE)

	FY 2014/15	FY 2015/16	FY 2016/17	FY 2017/18	FY 2018/19
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	-	-	0.75	0.75	0.75
Clerk Assistant	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	5.50	5.50	5.75	5.75	5.75
Planning					
Planning Director	1.00	1.00	1.00	1.00	1.00
Senior Planner	-	-	1.00	1.00	1.00
Senior Planner / Economic Dev Coord	1.00	1.00	-	-	-
Associate Planner	2.00	1.00	2.00	2.00	2.00
Assistant Planner	-	1.00	-	-	-
Administrative Assistant, Senior	1.00	1.00	1.00	1.00	1.00
Subtotal	5.00	5.00	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	-	-
Police Corporal	3.00	3.00	3.00	4.00	4.00
Police Officer	6.00	6.00	6.00	6.00	6.00
Administrative Assistant	1.00	-	-	-	-
Support Services Coordinator	-	1.00	1.00	1.00	1.00
Police Services Technician	-	-	0.75	0.75	0.75
Community Services Officer	0.50	0.50	-	-	-
Clerk I, PT	0.50	0.50	-	-	-
Subtotal	14.00	14.00	13.75	13.75	13.75
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	1.00	1.00
Senior Construction Inspector	-	1.00	-	-	-
Engineering Technician/Asst Engineer	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Manager, Public Works/Parks Maint	-	0.50	0.62	0.62	0.62
Lead, Maintenance Worker	1.00	0.15	0.69	0.69	0.69
Senior, Maintenance Worker	-	0.85	0.15	0.15	0.15
Maintenance Worker	1.00	0.30	0.40	0.40	0.40
Subtotal	6.00	6.80	5.86	5.86	5.86
Parks & Recreation					
Parks & Recreation Director	1.00	1.00	1.00	1.00	1.00
Recreation Coordinator I/II	1.00	1.00	2.00	2.00	2.00
Recreation Assistant	1.00	1.00	-	-	-
Superintendent of Public Works	1.00	-	-	-	-
Manager, Public Works/Parks Maint	-	0.50	0.38	0.38	0.38
Lead, Maintenance Worker	-	0.85	0.31	0.31	0.31
Senior, Maintenance Worker	1.00	0.15	0.85	0.85	0.85
Maintenance Worker	1.00	1.70	1.60	1.60	1.60
Subtotal	6.00	6.20	6.14	6.14	6.14
TOTAL PERSONNEL	36.50	37.50	36.50	36.50	36.50

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

(2) Position authorized per Reso # 83-2015, not filled; contracting for services.

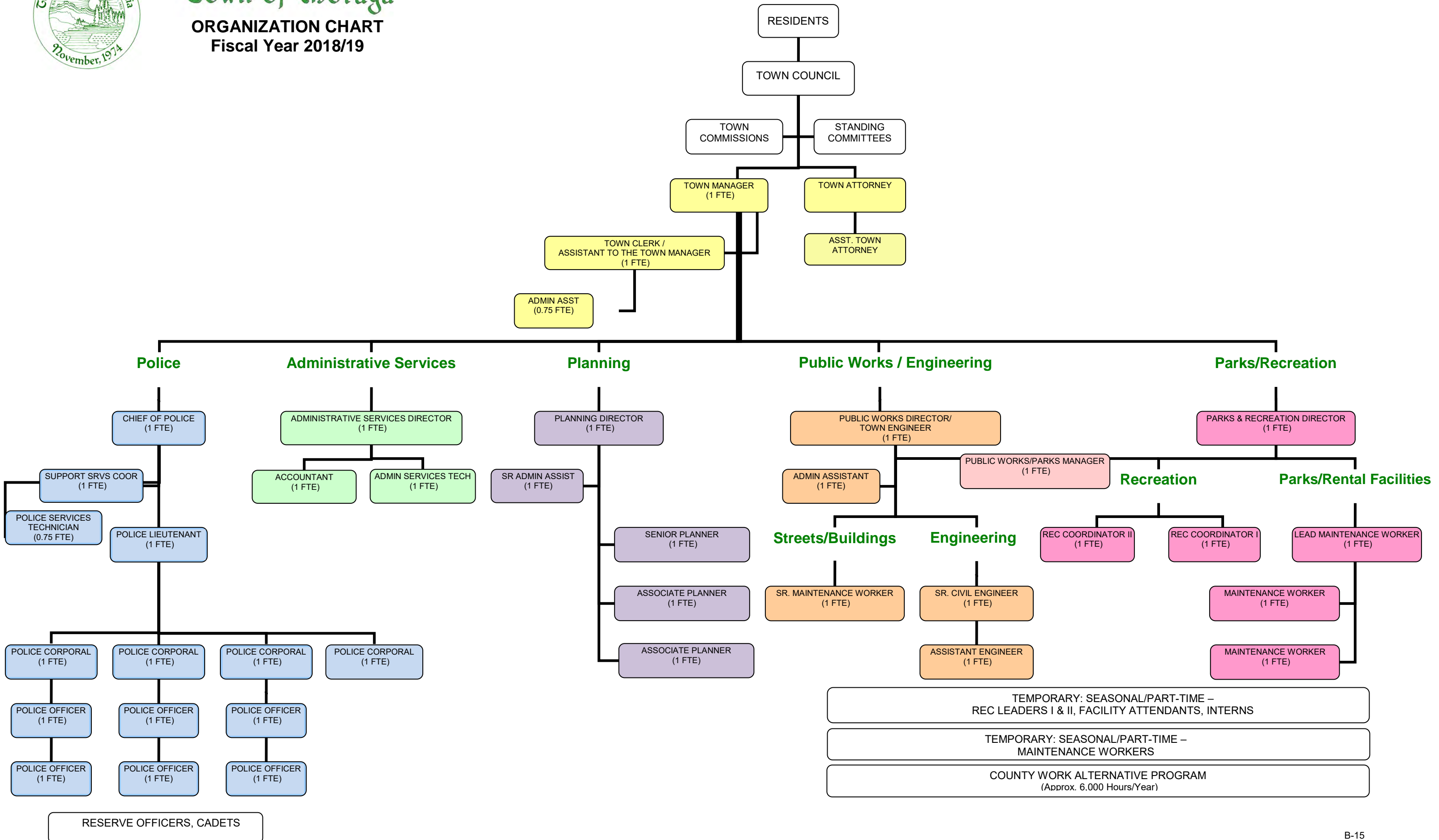


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Town of Moraga

ORGANIZATION CHART Fiscal Year 2018/19





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**OPERATING BUDGET
REVENUE & EXPENDITURE SUMMARY**

	ACTUAL FY 2014-15	ACTUAL FY 2015-16	ACTUAL FY 2016-17	ADJUSTED FY2017-18	ADOPTED FY2018-19
Sources					
General Fund Revenues					
Property Tax	1,869,527	1,982,959	2,110,849	2,237,175	2,463,271
Property Tax - In Lieu	1,448,086	1,533,346	1,622,029	1,712,048	1,814,771
Real Property Transfer Tax	149,620	157,140	155,746	168,000	160,000
Sales & Use Tax	791,900	867,823	1,006,620	998,109	1,025,000
Sales & Use Tax - In Lieu	253,333	201,338	-	-	-
Measure K - Local Funding Measure ¹	1,709,913	-	-	-	- (1)
Franchise Fees	785,850	832,431	844,456	835,977	870,380
Garbage - Vehicle Impact Fees	169,333	174,704	179,074	234,333	333,000
Interest	12,228	20,164	40,582	45,000	45,000
Property Rent	41,285	89,867	92,653	95,000	98,415
Planning Fees	528,548	535,714	476,409	647,450	616,000
Parks & Recreation Fees	357,278	387,884	436,950	387,300	463,215
Police Fees	79,151	83,766	76,424	56,407	53,900
Public Works Fees	255,857	259,709	231,808	211,500	251,500
Misc Fees, Fines & Revenue	172,367	146,514	168,523	145,200	163,000
Subtotal	8,624,276	7,273,359	7,442,123	7,773,499	8,357,452
Transfers In (from other funds)					
Fund 100 - Palos Colorados					250,000
Fund 103 - COPS / SLESF - Public Safety	108,107	103,174	103,300	105,000	102,500
Fund 109 - Prop 172 Public Safety Sales Tax	67,977	82,970	65,892	48,000	70,400
Fund 205 - Gas Tax	303,252	270,883	304,650	397,205	380,000
Fund 210 - Measure C/J	92,355	107,838	58,686	75,000	105,000
Fund 230 - Traffic Safety	50,717	35,042	36,317	17,757	17,757
Fund 500 - Lighting Assessment	5,583		330	6,000	6,000
Fund 510 - NPDES	212,923	191,828	214,646	209,174	214,946
Fund 700 - CIP 16-702 Reimbursement, FY17-18 portion				125,562	
Fund 740 - Comm Facilities/Open Space		1,000	1,000	1,000	1,000
Fund 750 - Asset Replacement	20,447	10,668	9,873	1,308	
Fund 7xx - Development Impact Fees	-	-	-	20,000	
Subtotal	861,361	803,403	794,694	1,006,006	1,147,603
Total Sources	9,485,637	8,076,762	8,236,817	8,779,505	9,505,055
Uses					
General Fund Expenditures					
General Government	1,438,998	1,304,487	1,329,983	1,596,415	1,810,817
Police	2,493,677	2,537,270	2,564,426	2,896,883	2,963,502
Public Works / Engineering	940,965	918,184	1,049,269	1,177,465	1,457,711
Parks & Recreation / Parks Maint	1,159,102	1,187,465	1,220,187	1,286,318	1,332,837
Planning	720,128	550,688	686,417	790,707	745,258
Non-Departmental	-	304,309	345,841	535,008	584,239
Subtotal	6,752,870	6,802,403	7,196,123	8,282,796	8,894,364
Transfers Out (from General Fund) for Debt Service					
Fund 701 - 2010 COP Town Hall Improve	111,122	117,193	109,457	117,220	114,419
Pass-Through from General Fund (Transfer Out) for Capital Improvement Programs					
Fund 100 - One-Time Developer Fee	179,306				
Fund 700 - Capital Projects	503,292	256,954	483,018	12,000	105,000
Fund 705 - Infrastructure Reserve					
Fund 711 - Pavement Management Program	1,879,246	174,704	179,074	234,333	333,000
Subtotal	2,672,966	548,851	771,549	363,553	552,419
Total Uses	9,425,836	7,351,254	7,967,672	8,646,349	9,446,783
Operating Surplus / (Deficit)	59,801	725,508	269,145	133,156	58,272

(1) Per Council Resolution #98-2015, Sales Tax - \$1 Local Add On (Measure K) to be reported as separate fund. Recognized in Fund 711 beginning FY 15/16.



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GENERAL GOVERNMENT

The General Government program area 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 daily operations.

TOWN COUNCIL

The Town Council establishes overall goals and objectives for the Town through the adoption of policies aimed at enhancing the community to benefit 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 determines what is in the best interest of the public given the Town's limited resources. The Town Council is engaged in the community hearing directly from citizens and communicating Council actions related to the prioritization of existing Town services. Town Councilmembers can also request new initiatives either through the annual goal-setting workshop, or incrementally throughout the year by asking for a particular item to be placed on a future Council agenda for public discussion.

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.



TOWN ATTORNEY

The Town contracts for a Town Attorney who provides legal consultation through a respected legal firm on a variety of matters including land use and planning, labor relations, and other fiscal and liability issues. The firm represents the Town in litigation (brought against, or initiated by, the Town), contracts, and labor negotiations. The firm also provides legal advice on questions of law and procedure, enforcement of certain provisions of the Moraga Municipal Code, and personnel issues. When needed, the firm provides written opinions on Town-related matters, and representation for 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 Attorneys assisted the Town on a number of development projects and draft ordinances, and provided legal advice on both internal and external issues.

TOWN CLERK

The Town Clerk's office provides administration 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, administering all elections, noticing public hearings and official meetings; producing official minutes of Council 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 public meetings and ceremonial and procedural functions of the Council, and responds to requests pursuant to the Public Records Act, the legally required process for requesting public documents. Additionally, the Town Clerk 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 meeting items have been enhanced and expanded. The primary method of communication with the community is one-directional, through the Town website which is continually updated with new information on upcoming activities, agenda items and projects. Additional avenues of communication include: NextDoor.com; Nixle.com; the Town's electronic newsletter "About Town;" and Livestream of public meetings via the Town's website. The Town Clerk also legally notices meetings, and coordinates and creates Town Council meeting packets, in both written and electronic format. In addition to these one-way communication methods, the Town Clerk is the "voice and face" of the Town, meaning that most general calls to the government are channeled through the Clerk's Office and directed to the appropriate department, if the call cannot be answered directly.



ACCOMPLISHMENTS FOR FY 2017-18

- Repair of the Rheem sinkhole, caused by the March 2016 storms, was completed in November 2017 and the Town secured reimbursement funding from the Federal Highway Administration Emergency Relief program for approximately \$2,585,000, or 90%, of the \$2,868,000 cost. The first reimbursement check for \$886,000 should be received in Fiscal Year 2017/18 with the remaining balance due in Fiscal Year 2018/19. (2017 Goal)
- In April 2018, the Town Council made the necessary findings and amended the General Plan, Municipal Code, and Moraga Open Space Guidelines and Design Guidelines to clarify and improve the Town's regulations that apply to hillside areas and ridgelines to ensure consistency with the Moraga Open Space Ordinance (MOSO). (2017 and 2018 Goal)
- In August of 2017, a pavement overlay project was completed on Buckingham Drive, Corte Royal and Shuey Drive and in February of 2018 reconstruction work was completed on Bollinger Canyon Road. The 2018 full depth reclamation program to repair Tharpe Drive, and sections of Crossbrook Drive and Ascot Drive is underway with the work scheduled to occur in Summer 2018. (2017 and 2018 Goal)
- The Town Council approved a lease for a restaurant, La Finestra at the Hacienda, in May 2018. The restaurant would bring an upscale dining establishment to the Town; increase public access to the park; and reduce the cost to the Town for the operation of the Hacienda. The Hacienda would continue to serve as an event space and public park. (2017 and 2018 Goal)
- In order to address urgent infrastructure needs, the Town Council initiated a Proposition 218 property-based stormwater fee measure in March 2018 to provide dedicated funding for high-priority capital improvement projects, operations and maintenance of the storm drain system and implementation of cleanwater mandates. 58% of parcels voted and the measure was narrowly defeated with 1,744 voting against the measure and 1,607 in support. Addressing the Town's urgent infrastructure needs remains a 2018 Goal. (2017 Goal)
- Adopted a new Commercial Planned Development (PD-C) zoning district to encourage revitalization of Moraga's existing commercial centers. (2017 Goal)
- Opened the temporary Canyon Road Bridge in November 2017 restoring access between Moraga and the City of Oakland. Obtained approval of reimbursement of 89% of the Town's cost from the Federal Highway Administration Emergency Relief Program.
- Rescinded the Fiscal Emergency declared in June 2017 and made progress restoring the General Fund Reserves to the target level of 50% of General Fund expenditures.
- Implemented the 2017-2019 MOU with employee bargaining groups which shifted 1% of the Employer paid CalPERS contribution to employees on July 1, 2017 and an additional 1% on July 1, 2018.
- Hired a new Town Manager and stabilized the management team bringing on board an Administrative Services Director, Parks and Recreation Director and Planning Director.
- Installed video surveillance systems throughout the town to enhance public safety, with funding assistance from the Moraga Community Foundation.
- Joined Marin Clean Energy offering reduced rates for clean energy to the community.
- Opened West Commons Park enhancing passive park space in the community.
- Completed the All-Access Playground in the Moraga Commons Park in partnership with the Rotary Club of Moraga.



Town of Moraga

- Entered into a Memorandum of Understanding for the Rheem Theatre establishing a path for the preservation of this important community asset. (2017 and 2018 Goal)
- Adopted an ordinance to regulate the development of Accessory Dwelling Units consistent with changes in State law.
- Secured \$600,000 in WW Urban Creeks grant funding from the East Bay Regional Park District for the Laguna Creek Restoration Project.
- Adopted a firearms safe storage policy and partnered with the community on public outreach efforts.
- Received a \$140,000 Priority Development Area grant from Bay Area Metro to complete the Moraga Center Specific Plan Implementation Plan. (2017 and 2018 Goal)

REVENUE
General Government

Account	Description	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY17-18	Adopted FY 18-19	\$ Change	% Change
PROPERTY TAX								
101-000-310-01	Property Tax - Secured	1,740,230	1,849,637	1,963,001	2,138,675	2,353,193	214,518	10%
101-000-310-04	Property Tax - Unsecured	62,690	58,822	57,746	59,300	59,342	42	0%
101-000-310-07	Property Tax - Supplemental	35,260	42,882	52,398	11,000	13,176	2,176	20%
101-000-310-09	Property Tax - Unitary	21,807	24,632	25,407	26,200	28,119	1,919	7%
101-000-310-11	Property Tax Prior Year Secure	(4,997)	(5,975)	(4,471)	(10,000)	(7,739)	2,261	-23%
101-000-310-14	Property Tax Prior Year Unsecure	(1,020)	(2,189)	1,869	-	1,984	1,984	-
101-000-360-05	Homeowner's Property Tax Relief	15,557	15,150	14,899	12,000	15,196	3,196	27%
	SUBTOTAL PROPERTY TAX	1,869,527	1,982,959	2,110,849	2,237,175	2,463,271	226,096	10%
101-000-310-12	Property Tax - In Lieu	1,448,086	1,533,346	1,622,029	1,712,048	1,814,771	102,723	6%
101-000-320-14	Real Property Transfer Tax	149,620	157,140	155,746	168,000	160,000	(8,000)	-5%
SALES TAX								
101-000-320-01	Sales & Use Tax	791,900	867,823	1,006,620	998,109	1,025,000	26,891	3%
101-000-320-03	Sales & Use Tax - In Lieu	253,333	201,338	-	-	-	-	-
101-000-320-10	Measure K - Local Funding Meas 1	1,709,913	-	-	-	-	-	-
	SUBTOTAL SALES TAX	2,755,146	1,069,161	1,006,620	998,109	1,025,000	26,891	3%
FRANCHISE FEES								
101-000-320-04	Franchise Fees - Garbage	298,106	324,025	322,724	310,400	338,214	27,814	9%
101-000-320-05	Franchise Fees - PG&E/Electric	125,583	130,556	136,250	136,250	138,975	2,725	2%
101-000-320-06	Franchise Fees - PG&E/Gas	48,392	50,897	53,223	53,000	54,287	1,287	2%
101-000-320-07	Franchise Fees - Cable	313,770	326,953	332,259	336,327	338,904	2,577	1%
	SUBTOTAL FRANCHISE FEES	785,851	832,431	844,456	835,977	870,380	34,403	4%

REVENUE
General Government

Account	Description	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY17-18	Adopted FY 18-19	\$ Change	% Change
101-000-320-08	Garbage - Vehicle Impact Fees	169,333	174,704	179,074	234,333	322,530	88,197	38%
101-000-360-01	Motor Vehicle License Fees ²	6,772	6,644	7,398	-	2,000	2,000	-
101-000-350-01	Interest - General Fund	12,224	20,164	40,582	45,000	45,000	-	0%
PROPERTY RENT								
101-510-351-01	Property Rent - Moraga Country Club	15,813	63,726	65,701	67,365	69,787	2,422	4%
101-510-351-07	Property Rent - Mulberry Tree	25,472	26,141	26,952	27,635	28,628	993	4%
	SUBTOTAL PROPERTY RENT	41,285	89,867	92,653	95,000	98,415	3,415	4%
OTHER								
101-510-380-01	Overhead Recovery	150,794	133,971	124,768	144,200	160,000	15,800	11%
101-510-380-10	Other Revenue - Admin	852	12,543	43,745	1,000	1,000	-	0%
101-510-385-01	Reimb-Mandated Costs SB90	-	-	-	-	-	-	-
	SUBTOTAL OTHER	151,646	146,514	168,513	145,200	161,000	15,800	11%
	TOTAL REVENUES	7,389,490	6,012,930	6,227,920	6,470,842	6,962,367	491,525	8%

1 Beginning FY 2015-16 Measure K - Local Funding Measure is recognized in Major Fund 711: per Resolution 98-2015

See Other Funds: 711 Pavement Management Program for Detail. Proposed FY 2018-19 revenue: \$1,820,000

2 Motor Vehicle License Fees eliminated effective FY 2011-12. Motor Vehicle License Fee in Excess only is allocated annually to General Fund. State revenue used to provide for continued COPS / AVA funding for public safety (Fund 103).

REVENUE
General Government

Source Summary		Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY17-18	Adopted FY 18-19
	Fund 101: General Purpose Fund	7,389,490	6,012,930	6,227,920	6,470,842	6,962,367
	Fund 500: Lighting Assess Dist	5,583	-	6,000	6,000	-
750-000-099-01	Fund 750: Asset Replacement	-	-	-	-	-
	Fund 770: Storm Drain Impact Fees	-	-	-	-	-
TOTAL SOURCES		7,395,073	6,012,930	6,233,920	6,476,842	6,962,367

Transfers Out:		Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY17-18	Adopted FY 18-19
Fund 700: Capital Projects						
	13-601 General Plan Projects	55,000	7,898	1,553		-
	14-601 Housing Element Update	32,308	-	-		-
	14-301 Hacienda ADA Accessibility to Upper Floors	3,880	309	-		-
	14-602 Nexus Study/Update Dev Impact Fees	118,524	46,050	-		-
	12-303 Springbrook Financial System Upgrade	-	-	-		-
	10-303 335 (331) Rheem - Community Room Improvem	519,581	183,604	-		-
	15-305 Community Priorities	25,900	-	-		-
	16-601 Local Hazard Mitigation Plan Update	-	-	-		-
	16-306 Library HVAC Uograde			8,101		
	16-602 Municipal Code Updates	-	19,093	44,242		-
	14-104 PG&E Undergrounding - Moraga Road	-	-	-		-
	13-302 Minor Capital Improvement Program	-	-	-		30,000
	15-103 Moraga Rd Pedestrian Improvements	-	-	23,889		-
	14-306 IT Infrastructure Program	-	-	12,407	12,000	20,000
	14-501 Vehicles and Operating Equipment	-	-	9,892		55,000
	16-702 Sinkhole Repair: Rheem Blvd at Center St	-	-	235,269		-
	17-701 Canyon Road Bridge Reopening	-	-	147,665		-
Fund 701: COP 329 Rheem Renovation		111,122	117,194	109,458	117,220	114,419
Fund 711: Street Pavement Program		1,879,246	174,704	179,074	234,333	322,530
TOTAL TRANSFERS OUT		2,745,561	548,852	771,549	351,553	541,949

Department:
500 Town Council

Account	Description	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adopted FY 17-18	Adopted FY 18-19	\$ Change	% Change
SERVICES & SUPPLIES								
101-500-022-01	Supplies and Materials	1,243	6,257	1,339	1,200	1,200	-	0%
101-500-025-01	Rents/Leases/Taxes	5,040	1,100	-	500	500	-	0%
101-500-026-01	Contractual Svcs/Prof-Minutes	21,905	24,477	22,473	20,400	20,400	-	0%
101-500-040-01	Memberships & Dues	12,495	12,860	11,024	13,400	13,400	-	0%
	Association of Bay Area Govts (ABAG)	3,818	3,938	-	-	-	-	-
	Local Agency Formation Comm (LAFCO)	1,633	1,619	-	-	-	-	-
	Moraga Chamber of Commerce	-	-	-	-	-	-	-
	League of California Cities	6,494	6,728	-	-	-	-	-
	League of California Cities, East Bay	550	575	-	-	-	-	-
101-500-040-04	Mayors' Conference	3,284	1,272	2,211	3,100	3,100	-	0%
	Mayors' Conference Registration	1,497	-	-	-	-	-	-
	CCC Mayors' Conference - Annual Dues	1,787	-	-	-	-	-	-
	Town of Moraga Hosted Mayors' Conf	-	-	-	-	-	-	-
101-500-041-xx	Travel & Conferences	1,407	1,723	3,594	3,150	3,150	-	0%
101-500-050-01	Community Promotions	4,323	1,891	-	2,000	2,000	-	0%
101-500-055-01	Moraga Chamber of Commerce	-	-	9,000	-	-	-	-
101-500-055-05	Special Contributions	-	-	14,458	10,000	-	(10,000)	-100%
	TOTAL SERVICES & SUPPLIES	49,697	49,580	64,099	53,750	43,750	(10,000)	-19%
	TOTAL OPERATING EXPENSE	49,697	49,580	64,099	53,750	43,750	(10,000)	-19%

Department:
500 Town Council

Source Summary	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adopted FY 17-18	Adopted FY 18-19
Fund 101: General Purpose Fund	49,697	49,580	64,099	53,750	43,750
Fund 770: Storm Drain Impact Fees	-	-	-	-	-
TOTAL SOURCES	49,697	49,580	64,099	53,750	43,750

Personnel Summary	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adopted FY 17-18	Adopted FY 18-19
Mayor	1.00	1.00	1.00	1.00	1.00
Vice Mayor	1.00	1.00	1.00	1.00	1.00
Town Council Members	3.00	3.00	3.00	3.00	3.00
TOTAL PERSONNEL	5.00	5.00	5.00	5.00	5.00

Department:
510 Town Manager

Account	Description	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adopted FY 17-18	Adopted FY 18-19	\$ Change	% Change
PERSONNEL								
101-510-001-01	Salaries	214,154	249,140	213,064	229,578	214,699	(14,879)	-6%
101-510-001-04	Salaries - Temporary	-	-	-	55,000	-	(55,000)	-100%
101-510-002-01	Retirement - PERS	23,611	21,173	17,220	12,106	10,372	(1,734)	-14%
101-510-002-06	Medical - In Lieu	-	-	-	-	7,200	7,200	-
101-510-002-07	Retirement - 401a	28,991	19,477	7,125	10,640	-	(10,640)	-100%
101-510-003-01	Health Insurance	-	9,368	20,881	24,448	-	(24,448)	-100%
101-510-003-02	Dental Insurance	737	1,794	1,211	1,302	1,341	39	3%
101-510-003-07	Vision Insurance	183	294	194	203	203	(0)	0%
101-510-003-03	Life Insurance	235	258	242	192	192	-	0%
101-510-003-04	Workers' Compensation	7,473	7,379	7,148	7,953	9,331	1,378	17%
101-510-003-05	Disability Insurance	939	1,087	1,056	1,766	1,759	(7)	0%
101-510-004-01	Social Security - FICA	-	-	-	-	-	-	-
101-510-004-02	Medicare	3,195	2,361	-	-	3,074	3,074	-
101-510-005-01	Auto Allowance	6,000	3,692	4,385	6,000	6,000	-	0%
101-510-005-02	Uniform Allowance	-	426	283	-	-	-	-
101-510-005-04	Cell Phone Allowance	600	369	-	600	-	(600)	-100%
101-510-007-01	Employee Assistance Program	48	50	44	48	48	-	0%
TOTAL PERSONNEL COSTS		286,166	316,868	272,852	349,836	254,219	(95,617)	-27%
							0	-
							0	-
SERVICES & SUPPLIES								
101-510-021-01	Communications	62	58	760	800	1,580	780	98%
101-510-022-01	Supplies and Materials	107	418	331	500	500	-	0%
101-510-026-01	Contract Services	5,732	2,540	7,642	6,000	-	(6,000)	-100%
101-510-031-04	Copier Charges	255	31	37	-	-	-	-
101-510-040-01	Memberships & Dues	1,656	1,670	330	1,800	1,800	-	0%
101-510-041-01	Travel/Conf/Meetings/Training	4,441	3,633	1,550	2,250	2,250	-	0%
101-510-042-01	Subscriptions	562	422	557	-	650	650	-
101-510-050-01	Community Promo/Mgr Contingency	6,827	16,067	30,142	57,327	25,000	(32,327)	-56%
101-510-050-11	Property Taxes	965	631	1,155	1,200	1,200	-	0%
101-510-060-01	Capital Outlay (Non-Capitalized)	269	-	-	-	-	-	-
TOTAL SERVICES & SUPPLIES		20,876	25,470	42,504	69,877	32,980	(36,897)	-53%
TOTAL OPERATING EXPENSE		307,042	342,338	315,356	419,713	287,199	(132,514)	-32%

Source Summary	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adopted FY 17-18	Adopted FY 18-19
Fund 101: General Purpose Fund	307,042	342,338	315,356	419,713	287,199
TOTAL SOURCES	307,042	342,338	315,356	419,713	287,199

Personnel Summary	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adopted FY 17-18	Adopted FY 18-19
Town Manager	1.00	1.00	1.00	1.00	1.00
TOTAL PERSONNEL	1.00	1.00	1.00	1.00	1.00

Department:
515 Town Clerk

Account	Description	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19	\$ Change	% Change
PERSONNEL								
101-515-001-01	Salaries	121,338	130,972	147,707	159,950	170,158	10,208	6%
101-515-001-06	Overtime	-	-	35	-	-	-	-
101-515-002-01	Retirement - PERS	12,663	8,944	9,527	8,923	8,735	(188)	-2%
101-515-002-03	Retirement - ICMA / In Lieu	-	-	-	-	-	-	-
101-515-002-06	Medical - In Lieu	3,150	3,600	5,175	5,400	5,400	-	0%
101-515-003-01	Health Insurance	20,289	23,884	21,424	24,654	25,773	1,119	5%
101-515-003-02	Dental Insurance	1,981	2,006	1,309	2,106	2,170	64	3%
101-515-003-07	Vision Insurance	183	330	211	332	332	0	0%
101-515-003-03	Life Insurance	338	363	363	336	336	-	0%
101-515-003-04	Workers' Compensation	4,255	4,208	5,048	5,852	7,117	1,265	22%
101-515-003-05	Disability Insurance	979	1,132	1,394	1,342	1,383	41	3%
101-515-004-02	Medicare	1,862	2,026	2,296	2,270	2,345	75	3%
101-515-005-01	Auto Allowance	6,000	5,769	6,000	6,000	6,000	-	0%
101-515-005-04	Cell Phone Allowance	600	577	600	600	600	-	0%
101-515-007-01	Employee Assistance Program	92	96	88	96	96	-	0%
TOTAL PERSONNEL COSTS		173,730	183,907	201,176	217,861	230,446	12,585	6%

SERVICES & SUPPLIES

101-515-021-01	Communications	503	511	507	500	500	-	0%
101-515-022-01	Supplies and Materials	1,741	1,495	742	1,200	1,200	-	0%
101-515-026-01	Contract Services	1,803	1,832	125	1,892	250	(1,642)	-87%
101-515-030-03	Postage	164	163	154	150	150	-	0%
101-515-031-04	Copier Charges	2,531	2,900	3,786	2,500	2,500	-	0%
101-515-038-01	Advertising & Legal	376	538	476	500	500	-	0%
101-515-040-01	Memberships & Dues	740	613	420	500	200	(300)	-60%
101-515-041-01	Travel/Conferences/Training	1,361	1,209	-	1,800	1,800	-	0%
101-515-050-13	Subscriptions - Code Update	500	6,407	3,699	2,000	2,000	-	0%
101-515-053-01	Elections	11,096	-	10,456	-	15,000	15,000	-
TOTAL SERVICES & SUPPLIES		20,815	15,668	20,365	11,042	24,100	13,058	118%
TOTAL OPERATING EXPENSE		194,545	199,575	221,541	228,903	254,546	25,642	11%

Source Summary	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19
Fund 101: General Purpose Fund	194,545	199,575	221,541	228,903	254,546
TOTAL SOURCES	194,545	199,575	221,541	228,903	254,546

Personnel Summary	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19
Town Clerk/Asst to Town Manager	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	-	-	0.75	0.75	0.75
Clerk	0.50	0.50	-	-	-
TOTAL PERSONNEL	1.50	1.50	1.75	1.75	1.75

Department:
520 Legal Services

Account	Description	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19	\$ Change	% Change
SERVICES & SUPPLIES								
101-520-026-14	Legal Fees - General	141,119	150,686	111,576	136,000	197,000	61,000	45%
101-520-026-15	Legal Fees - Litigation	18,379	-	46,232	65,000	320,000	255,000	392%
101-520-026-16	Legal Fees - Litigation Preparation a& Support				60,000		(60,000)	-100%
101-520-026-26	Legal Fees - Personnel Issues	5,330	26,921	22,618	48,000	24,000	(24,000)	-50%
	TOTAL SERVICES & SUPPLIES	164,828	177,607	180,427	309,000	541,000	232,000	75%

Source Summary	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19
Fund 101: General Purpose Fund	164,828	177,607	180,427	309,000	541,000
TOTAL SOURCES	164,828	177,607	180,427	309,000	541,000

Personnel Summary	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19
Contract Service	-	-	-	-	
TOTAL PERSONNEL	-	-	-	-	



ADMINISTRATIVE SERVICES DEPARTMENT

MISSION

The Administrative Services Department provides high 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, focused on customer service, increasing transparency, and enhancing the public trust.

DESCRIPTION OF RESPONSIBILITIES AND SERVICES

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

Finance

- Accounting—accounts payable, accounts receivable, payroll, general ledger, and grants administration
- 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
- Provide staff support to the Audit and Finance Committee

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. The yearly audit process takes about six months to complete. For the most recent audit year, ended June 30, 2017, Maze & Associates opined that the Town's financial statements are clean and conform to generally accepted accounting principles. In addition, for the fourth 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 strategic in developing and maintaining a Five-Year Financial Plan. Each year, the Adopted Budget includes five year projections of both revenues and expenditures. The Plan is used 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/Safety 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 the 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 Town of Moraga is a member of the Municipal Pooling Authority (MPA). 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 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 unreliable, obsolete or unsupported.



ACCOMPLISHMENTS FOR FY 2017-18

- Updated Five-Year Financial Plan and developed balanced FY 2017-18 budget.
- Completed Comprehensive Annual Financial Report (CAFR) for the Fiscal Year ended June 30, 2017.
- Submitted for Certificate of Achievement for Excellence in Financial Reporting from the national Government Finance Officers Association (GFOA) for Fiscal Year ended June 30, 2017.
- Issued regular, quarterly Revenue and Expenditure status reports to the Audit and Finance Committee and Town Council.
- Supported the Measure K Local Sales Tax Oversight Committee administering finances related to the \$7.72 million 2013 Certificates of Participation issued for streets and storm drain infrastructure improvements, leveraging Measure K local sales tax revenue.
- 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.
- Provided financial information and reporting to the Town Council, State Controller's Office, staff, and community.

GOALS FOR FY 2018-19

- Update Five-Year Financial Plan.
- Develop balanced budget for FY 2018-19.
- Complete the Comprehensive Annual Financial Report for the year ending June 30, 2018 meeting the requirements for Certificate of Achievement for Excellence in Financial Reporting from the national Government Finance Officers Association (GFOA), including compliance with new Governmental Accounting Standards Board (GASB) pronouncements.
- Evaluate and enhance internal processes and systems for further 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 (LSTOC).
- Review the Town's health benefit costs
- Develop and propose a plan to address CalPERS unfunded liability



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Department:
525 Administrative Services

Account	Description	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adopted FY 17-18	Proposed FY 18-19	\$ Change	% Change
PERSONNEL								
101-525-001-01	Salaries - Regular	304,896	279,362	308,702	336,854	351,239	14,385	4%
101-525-001-04	Salaries - Temporary	-	16,938	-	-	-	-	-
101-525-001-06	Salaries - Overtime	-	107	-	-	-	-	-
101-525-002-01	Retirement - PERS	33,250	17,351	19,743	18,650	21,677	3,027	16%
101-525-002-03	Retirement - ICMA / In Lieu	-	3,900	6,900	7,200	-	(7,200)	-100%
101-525-002-06	Medical - In Lieu	-	1,200	-	-	-	-	-
101-525-003-01	Health Insurance	34,427	19,922	21,612	25,480	46,194	20,714	81%
101-525-003-02	Dental Insurance	4,534	3,211	3,634	3,905	4,851	946	24%
101-525-003-07	Vision Insurance	384	528	587	612	742	130	21%
101-525-003-03	Life Insurance	703	668	725	576	576	-	0%
101-525-003-04	Workers' Compensation	10,494	9,888	10,382	12,312	15,119	2,807	23%
101-525-003-05	Disability Insurance	2,173	2,204	2,572	2,794	2,909	115	4%
101-525-003-06	Unemployment Claims ¹	4,252	-	-	-	-	-	-
101-525-004-02	Medicare	4,396	4,344	4,547	4,777	4,981	204	4%
101-525-005-01	Auto Allowance	6,000	4,001	6,000	6,000	6,000	-	0%
101-525-005-04	Cell Phone Allowance	600	400	600	600	600	-	0%
101-525-007-01	Employee Assistance Program	144	132	132	144	144	-	0%
TOTAL PERSONNEL COSTS		406,253	364,156	386,134	419,904	455,032	35,128	8%

Department:
525 Administrative Services

Account	Description	Actual FY 14-15	Actual FY 15-16	Adj Budget FY 16-17	Adopted FY 17-18	Proposed FY 18-19	\$ Change	% Change
SERVICES & SUPPLIES								
101-525-021-01	Communications	240	264	256	415	415	-	0%
101-525-022-01	Supplies and Materials	2,812	2,555	2,038	3,500	3,000	(500)	-14%
101-525-026-01	Contract Services	18,815	11,410	17,168	19,060	17,000	(2,060)	-11%
101-525-026-03	Contract Services - Audit	44,085	27,339	29,949	39,582	40,610	1,028	3%
101-525-030-03	Postage	1,279	1,185	640	1,500	1,500	-	0%
101-525-031-04	Copier Charges	4,023	4,574	2,883	4,000	4,000	-	0%
101-525-033-01	Mileage Reimbursement	257	266	516	500	500	-	0%
101-525-038-01	Advertising/Legal Notices	72	944	722	800	800	-	0%
101-525-039-01	Insurance - Liability ¹	110,281	-	-	-	-	-	-
101-525-039-02	Insurance - Vehicles ¹	152	-	-	-	-	-	-
101-525-039-03	Insurance - Property ¹	10,707	-	-	-	-	-	-
101-525-039-04	Insurance - Employee Bond ¹	-	-	-	-	-	-	-
101-525-039-05	Insurance - ERMA ¹	-	-	-	-	-	-	-
101-525-039-13	Claims Paid ¹	10,523	-	-	-	-	-	-
101-525-039-15	Wellness Program	645	484	707	900	900	-	0%
101-525-040-01	Membership & Dues	778	1,064	1,120	1,360	1,310	(50)	-4%
101-525-041-01	Travel/Conf/Meetings/Training	3,817	2,198	2,681	4,342	2,700	(1,642)	-38%
101-525-050-12	Springbrook Software Maintenance	15,854	16,647	17,479	18,500	29,500	11,000	59%
101-525-050-15	Safety Program	-	-	-	-	-	-	-
101-525-053-02	Recruitment	9,718	10,811	7,544	33,000	7,500	(25,500)	-77%
101-525-053-10	Banking Fees	247	794	50	2,000	-	(2,000)	-100%
101-525-053-11	Merchant Card Processing Fees	-	-	-	-	-	-	-
101-525-059-02	Employee Appreciation	945	361	-	600	600	-	0%
101-525-060-01	Capital Outlay (Non-Capitalized)	33	2,126	361	1,500	1,500	-	0%
TOTAL SERVICES & SUPPLIES		235,283	83,022	84,114	131,559	111,835	(19,724)	-15%
TOTAL OPERATING EXPENSE		641,536	447,178	470,248	551,463	566,867	15,404	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/Recreation.

Department:
525 Administrative Services

Source Summary		Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adopted FY 17-18	Proposed FY 18-19
	Fund 101: General Purpose Fund	635,536	447,178	464,248	545,463	560,867
500-000-099-01	Fund 500: Lighting Assessment					
	Offset for Administrative Costs	6,000	-	6,000	6,000	6,000
TOTAL SOURCES		641,536	447,178	470,248	551,463	566,867

Personnel Summary		Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adopted FY 17-18	Proposed FY 18-19
	Administrative Services Director	1.00	1.00	1.00	1.00	1.00
	Accountant	1.00	1.00	1.00	1.00	1.00
	Administrative Services Technician	1.00	1.00	1.00	1.00	1.00
TOTAL PERSONNEL		3.00	3.00	3.00	3.00	3.00

Department:
540 IT Services

Account	Description	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adopted FY 17-18	Proposed FY 18-19	\$ Change	% Change
SERVICES & SUPPLIES								
101-540-021-01	Communication	30,623	30,447	29,939	34,840	34,840	-	0%
101-540-026-01	Contractual Services	30,148	40,259	35,424	36,475	56,475	20,000	55%
101-540-026-02	Network Services	11,610	12,943	12,488	17,660	20,060	2,400	14%
101-540-026-17	Hardware and Software	-	1,080	-	1,080	1,080	-	0%
101-540-060-01	Capital Outlay (Non-Capitalized)	8,966	3,482	-	4,500	5,000	500	11%
TOTAL SERVICES & SUPPLIES		81,347	88,211	77,851	94,555	117,455	22,900	24%
TOTAL OPERATING EXPENSE		81,347	88,211	77,851	94,555	117,455	22,900	24%

Source Summary		Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adopted FY 17-18	Proposed FY 18-19
	Fund 101: General Purpose Fund	81,347	88,211	77,851	94,555	117,455
TOTAL SOURCES		81,347	88,211	77,851	94,555	117,455

Personnel Summary		Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adopted FY 17-18
	Contract Service	-	-	-	-
TOTAL PERSONNEL		-	-	-	-



POLICE DEPARTMENT

MISSION

The mission of the Moraga Police Department is to create and maintain a sense of well-being and security for every resident and visitor in Moraga.

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, criminal investigations, development of disaster response plans, and other activities related to delivering and ensuring the safety of the public. The department consists of twelve Full-Time Equivalent (FTE) sworn police officers, including the police chief, one lieutenant, four corporals, and six patrol officers. Additionally, the department has 1.75 FTE non-sworn employees consisting of a support services coordinator and a part-time police services technician. The patrol force is supplemented by six reserve officers who 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 2017-18

- Conducted training exercises in the Town's Emergency Operations Center (EOC) at the council chambers (335 Rheem) with the Moraga Orinda Fire District (MOFD), CERT, the Radio Amateur Civil Emergency Service (RACES) volunteers and purchased new equipment for the EOC.
- Issued over 981 citations, made 63 arrests and wrote 970 incident reports during the year.
- Recorded 143 Part 1 crimes, which is the lowest level in over 15 years.
- Upgraded the body-worn cameras issued to and used by all patrol officers.
- Accepted a \$60,000 donation from the Moraga Community Foundation and purchased and installed video surveillance systems throughout the Town.
- Participated in regional Active Shooter training exercises with Lafayette and Orinda Police Departments, MOFD, and AMR ambulance services.
- Promoted Nixle community notification system participation, increasing registered SMS users from 4,014 to 8,250 and email users from 2,766 to 3,672.
- Held Coffee with a Cop and other programs to interact with a variety of citizens in an informal setting.
- Continued the "Lunch with the Law" program in which officers have lunch with elementary and middle school students in the school cafeteria, providing younger community members an opportunity to meet and talk with officers.
- Continued training of Town Staff in disaster preparedness, including NIMS/SEMS, FEMA ICS, and Emergency Operation Center (EOC) functions.
- Continued participation on CERT steering committee and provided classroom and traffic control training to CERT volunteers.
- Successfully completed California Commission on Peace Officer Standards and Training (POST), state, and county compliance audits.
- Expanded the Department's less lethal capabilities to provide additional options when confronting dangerous and combative individuals.
- Conducted an audit of Property and Evidence, purging over 100 boxes of police reports and documents per adopted records retention schedule, and purged property as legally allowed.
- Participated on the Moraga School District Safety Committee and assisted in training school staff regarding active shooting response.
- Provided presentations to schools and community groups on internet safety, crime prevention, and personal safety.
- 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 of over 8,425 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, regional enforcement programs, such as the Vehicle Suppression Enforcement Team (VSET) and the Internet Crimes Against Children (ICAC) task force.



- 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 new planned developments in Moraga and to provide traffic safety coordination with neighborhood groups.
- In conjunction with the Moraga Police Officers Association, participated in the Bike to Bridges event supporting the Special Olympics and sponsored a Toys for Tots event, collecting over 5 barrels filled with toys.

GOALS FOR FY 2018-19

- Continue to support the Lamorinda Community Court with Lafayette and Orinda to provide a non-criminal alternative for some non-violent misdemeanor offenders and the Department's Juvenile Diversion Program to provide a non-judicial alternative for juvenile traffic offenders.
- Conduct a police officer hiring process to return the Department to full staffing.
- Continue community outreach efforts and meetings, such as Coffee with a Cop, and research the possibility of sponsoring a Citizen's Academy program.
- Continue training staff in their EOC roles and responsibilities and conduct another simulated disaster exercise at 335 Rheem Blvd.
- Coordinate with MOFD to develop and formalize an evacuation plan for the Town, including enhancements to the Community Warning System.
- Continue to work with MOFD, SMC, Lafayette and Orinda on regional disaster training.
- Maintain the Department's policy manual and continue to provide daily training on policies and procedures.
- Continue participation with CERT, ADAPT, county/regional and statewide committees, and Citizen Corps Council.
- Continue cooperative efforts with Saint Mary's College to address campus safety issues and develop an MOU for the reporting and investigation of sexual assaults.
- Maintain cost efficiencies and minimize overtime needs.
- Continue Pharmaceutical Disposal Program.
- Continue participation in, and support of, regional enforcement programs, such as the Avoid the 25 DUI campaign, Slowdown Lamorinda and Vehicle Suppression Enforcement Team (VSET).
- Increase traffic and municipal code enforcement and work with neighborhoods to address traffic concerns using directed patrols and informational communications.
- Promote and participate in Moraga's National Night Out on August 7th, to promote crime prevention.



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REVENUE
Police

Account	Description	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adj Budget FY 17-18	Adopted FY 18-19	\$ Change	% Change
101-610-330-33	Licenses and Other Permits	1,300	850	380	500	500	-	0%
101-610-340-03	Municipal Code Fines	3,635	10,825	9,903	5,500	6,000	500	9%
101-610-340-05	Alarm Ordinance Fines	8,900	7,900	9,100	7,000	7,000	-	0%
101-610-360-11	POST - Police Training	5,345	1,626	6,977	2,500	2,500	-	0%
101-610-360-16	Abandoned Vehicle Abatement	7,048	7,083	7,810	6,950	7,000	50	1%
101-610-370-03	Police - Staff Time Special Projects	952	-	-	-	-	-	-
101-610-370-12	Police - Special Services	-	-	-	-	-	-	-
101-610-370-16	Police - Fingerprinting	5,895	3,595	4,703	4,000	4,000	-	0%
101-610-370-17	Police - Vehicle Impound	2,975	2,900	1,425	1,200	1,500	300	25%
101-610-370-18	Police - Crossing Guards	14,744	15,867	16,317	17,757	18,000	243	1%
101-610-370-20	Police - Juvenile Diversion	1,200	605	1,100	1,000	1,000	-	0%
101-610-370-21	Citations - Community Court	-	-	600	1,000	1,000	-	0%
101-610-370-25	Police - Booking Fees	1,703	2,356	1,154	1,000	1,000	-	0%
101-610-370-41	Sale of Documents / Police	4,658	4,227	2,027	2,500	1,400	(1,100)	-44%
101-610-370-50	Sale of Property	2,000	3,000	-	1,500	-	(1,500)	-100%
101-610-380-11	Other Revenue - Police	12,024	11,054	7,530	5,000	3,000	(2,000)	-40%
101-610-385-01	Reimburse - Mandated Cost SB90	19,721	11,878	-	-	-	-	-
TOTAL REVENUES		92,100	83,766	69,026	57,407	53,900	(3,507)	-6%

Source Summary	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adj Budget FY 17-18	Adopted FY 18-19
Fund 101: General Purpose Fund	92,100	83,766	68,426	57,407	53,900
Fund 103: COPS	108,107	103,174	103,300	105,000	102,500
Fund 109: Prop 172 Public Safety Sales Tax	57,514	82,970	65,892	48,000	48,000
Fund 230: Traffic Safety	50,743	35,042	36,317	17,757	17,757
TOTAL SOURCES	308,464	304,952	273,935	228,164	222,157

Department:
Police - Summary

Account	Description	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19	\$ Change	% Change
PERSONNEL								
101-***-001-01	Salaries	1,230,056	1,313,552	1,349,982	1,546,786	1,581,540	34,754	2%
101-***-001-06	Salaries - Overtime	240,298	237,407	231,446	245,000	245,000	-	0%
101-620-001-07	Salaries - Court Time	16,036	21,148	33,796	38,000	38,000	-	0%
101-620-001-08	Salaries - Detective Differential	2,045	2,108	829	2,126	2,169	43	2%
101-620-001-09	Salaries - Education Incentive	11,909	13,813	14,887	18,672	12,826	(5,846)	-31%
101-620-001-10	Salaries - Pager Pay	3,067	3,162	893	-	-	-	-
101-620-001-11	Salaries - Shift Differential	10,993	14,079	14,797	12,710	15,370	2,660	21%
101-610-002-01	Retirement - PERS	229,096	164,293	168,767	179,356	187,269	7,913	4%
101-630-002-06	Medical - In Lieu	-	300	-	-	-	-	-
101-***-002-03	Retirement - ICMA / In Lieu	26,264	28,238	30,600	28,800	28,800	-	0%
101-***-003-01	Health Insurance	113,385	113,165	101,946	143,655	162,572	18,917	13%
101-***-003-02	Dental Insurance	19,718	20,080	19,949	23,558	24,773	1,215	5%
101-***-003-07	Vision Insurance	1,805	3,274	3,230	3,621	3,700	79	2%
101-***-003-03	Life Insurance	2,866	3,110	3,061	2,640	2,640	-	0%
101-***-003-04	Workers' Compensation	40,781	44,365	48,170	54,851	63,936	9,085	17%
101-***-003-05	Disability Insurance	9,056	10,107	11,760	12,466	12,713	247	2%
101-***-004-02	Medicare	19,752	22,154	24,418	21,282	21,723	441	2%
101-***-005-02	Uniform Allowance	11,217	11,648	12,033	14,400	14,400	-	0%
101-***-007-01	Employee Assistance Program	612	634	564	672	672	-	0%
TOTAL PERSONNEL COSTS		1,988,956	2,026,637	2,071,128	2,348,595	2,418,102	69,507	3%

Department:
Police - Summary

Account	Description	Actual FY 14-15	Actual FY 15-16	Adj Budget FY 16-17	Adjusted FY 17-18	Adopted FY 18-19	\$ Change	% Change
SERVICES & SUPPLIES								
101-610-021-01	Communications	16,112	18,886	18,090	18,400	20,170	1,770	10%
101-***-022-01	Supplies and Materials	14,612	15,513	17,996	19,900	19,900	-	0%
101-610-026-01	Contract Svcs - Dispatch	160,906	147,450	158,193	170,000	170,000	-	0%
101-610-026-02	Contract Svcs - Animal Control	86,224	90,895	94,515	98,088	101,900	3,812	4%
101-610-026-03	Contract Svcs - Other	110,210	134,756	105,628	132,670	122,000	(10,670)	-8%
101-610-030-03	Postage	667	869	720	700	750	50	7%
101-610-031-04	Copier Charges	3,843	3,589	3,769	4,200	4,200	-	0%
101-620-031-02	Maintenance - Equipment	1,257	933	340	1,500	1,500	-	0%
101-620-036-02	Equipment Maint - Vehicles	17,373	15,540	14,652	14,500	15,000	500	3%
101-620-037-01	Gas and Oil	32,655	23,817	26,116	41,000	41,000	-	0%
101-610-038-01	Advertising and Legal	-	332	-	1,300	1,000	(300)	-23%
101-***-040-01	Memberships & Dues	1,436	1,552	1,600	1,600	1,600	-	0%
101-***-041-01	Travel/Conf/Meetings/Training	2,823	5,173	2,216	2,580	2,280	(300)	-12%
101-610-041-10	Tuition Reimbursement	-	-	-	-	1,050	1,050	-
101-620-042-01	Subscriptions	477	698	627	550	750	200	36%
101-620-043-02	POST Training	15,383	18,845	27,178	20,000	20,000	-	0%
101-610-050-01	Community Promotions	476	588	1,544	1,500	1,500	-	0%
101-610-051-08	Emergency Preparedness	8,467	5,418	5,599	8,000	8,000	-	0%
101-620-051-12	Special Investigations	10,638	11,343	-	500	1,500	1,000	200%
101-620-053-01	Booking Fees	6	2,820	3,948	3,000	3,000	-	0%
101-610-053-04	Reserve Program/Volunteers	37	698	1,740	1,250	1,250	-	0%
101-620-053-11	Safety Compliance	-	-	-	750	750	-	0%
101-***-060-01	Capital Outlay (Non-Capitalized)	21,119	10,918	8,826	6,300	6,300	-	0%
TOTAL SERVICES & SUPPLIES		504,721	510,633	493,296	548,288	545,400	(2,888)	-1%
TOTAL OPERATING EXPENSE		2,493,677	2,537,270	2,564,424	2,896,883	2,963,502	66,619	2%

Department:
Police - Summary

Source Summary		Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19
	Fund 101: General Purpose Fund	2,277,313	2,316,083	2,365,700	2,726,126	2,772,845
103-000-099-01	Fund 103: COPS	108,107	103,174	103,300	105,000	102,500
109-000-099-01	Fund 109: Prop 172	57,514	82,970	59,085	48,000	70,400
230-000-099-01	Fund 230: Traffic Safety	50,743	35,043	36,339	17,757	17,757
TOTAL SOURCES		2,493,677	2,537,270	2,564,424	2,896,883	2,963,502

Personnel Summary		Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19
	Police Chief	1.00	1.00	1.00	1.00	1.00
	Lieutenant	1.00	1.00	1.00	1.00	1.00
	Police Sergeant	1.00	1.00	1.00	1.00	-
	Police Corporal	3.00	3.00	3.00	3.00	4.00
	Police Officer	6.00	6.00	6.00	6.00	6.00
	Administrative Assistant	1.00	-	-	-	-
	Support Services Technician	-	1.00	1.00	1.00	1.00
	Police Services Technician	-	-	0.75	0.75	0.75
	Community Services Officer	0.50	0.50	-	-	-
	Clerk I, PT	0.50	0.50	-	-	-
TOTAL PERSONNEL		14.00	14.00	13.75	13.75	13.75

Department:
610 Police Administration

Account	Description	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19	\$ Change	% Change
PERSONNEL								
101-610-001-01	Salaries - Regular Sworn	275,767	249,992	258,399	332,150	354,757	22,607	7%
101-610-002-01	Retirement - PERS Safety	55,033	32,301	33,355	38,934	42,452	3,518	9%
101-610-002-03	Retirement - ICMA / In Lieu	4,565	7,135	6,900	-	-	-	-
101-610-003-01	Health Insurance	20,536	11,004	11,498	39,044	44,688	5,644	14%
101-610-003-02	Dental Insurance	2,647	2,688	3,409	4,213	4,339	126	3%
101-610-003-07	Vision Insurance	295	441	554	665	665	(0)	0%
101-610-003-03	Life Insurance	403	373	420	384	384	-	0%
101-610-003-04	Workers' Compensation	9,639	10,533	11,173	12,065	14,962	2,897	24%
101-610-003-05	Disability Insurance	1,783	1,316	2,060	2,699	2,838	139	5%
101-610-004-02	Medicare	1,533	2,179	3,876	4,681	4,929	248	5%
101-610-005-02	Uniform Allowance	1,817	1,593	1,817	2,400	2,400	-	0%
101-610-007-01	Employee Assistance Program	84	74	76	96	96	-	0%
TOTAL PERSONNEL COSTS		374,102	319,629	333,536	437,331	472,510	35,179	8%
SERVICES & SUPPLIES								
101-610-021-01	Communications	16,112	18,886	18,090	18,400	20,170	1,770	10%
101-610-022-01	Supplies and Materials	6,464	6,580	5,718	7,000	7,000	-	0%
101-610-026-01	Contract Services - Dispatch	160,906	147,450	158,193	170,000	170,000	-	0%
101-610-026-02	Contract Services - Animal Control	86,224	90,895	94,515	98,088	101,900	3,812	4%
101-610-026-03	Contract Services - Other	110,210	134,756	105,628	132,670	122,000	(10,670)	-8%
101-610-030-03	Postage	667	869	720	700	750	50	7%
101-610-031-04	Copier Charges	3,843	3,589	3,769	4,200	4,200	-	0%
101-610-038-01	Advertising & Legal	-	332	-	1,300	1,000	(300)	-23%
101-610-040-01	Memberships & Dues	1,180	1,106	1,106	1,100	1,100	-	0%
101-610-041-01	Travel/Conf/Meetings/Training	2,360	2,534	1,757	1,800	1,600	(200)	-11%
101-610-041-10	Tuition Reimbursement	-	-	-	-	1,050	1,050	-
101-610-050-01	Community Promotions	476	588	1,544	1,500	1,500	-	0%
101-610-051-08	Emergency Preparedness	8,467	5,418	5,599	8,000	8,000	-	0%
101-610-053-04	Reserve Program/Volunteers	37	698	1,740	1,250	1,250	-	0%
101-610-060-01	Capital Outlay (Non-Capitalized)	4,909	-	-	-	-	-	-
TOTAL SERVICES & SUPPLIES		401,855	413,701	398,377	446,008	441,520	(4,488)	-1%
TOTAL OPERATING EXPENSE		775,957	733,330	731,914	883,339	914,030	30,691	3%

Department:
610 Police Administration

Source Summary		Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19
	Fund 101: General Purpose Fund	753,107	714,289	715,575	865,582	896,273
103-000-099-01	Fund 103: COPS					
	Capital Outlay	8,107	3,174	-	-	-
230-000-099-01	Fund 230: Traffic Safety					
	School Crossing Guards	14,743	15,867	16,339	17,757	17,757
TOTAL SOURCES		775,957	733,330	731,914	883,339	914,030

Personnel Summary		Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19
	Police Chief	1.00	1.00	1.00	1.00	1.00
	Lieutenant	1.00	1.00	1.00	1.00	1.00
TOTAL PERSONNEL		2.00	2.00	2.00	2.00	2.00

Department:
620 Police Patrol

Account	Description	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19	\$ Change	% Change
PERSONNEL								
101-620-001-01	Salaries - Regular Sworn	856,913	966,989	996,050	1,088,908	1,095,393	6,485	1%
101-620-001-06	Salaries - Overtime	240,244	236,657	229,934	245,000	245,000	-	0%
101-620-001-07	Salaries - Court Time	16,036	21,148	33,796	38,000	38,000	-	0%
101-620-001-08	Salaries - Detective Differential	2,045	2,108	829	2,126	2,169	43	2%
101-620-001-09	Salaries - Education Incentive	11,909	13,813	14,887	18,672	12,826	(5,846)	-31%
101-620-001-10	Salaries - Pager Pay	3,067	3,162	893	-	-	-	-
101-620-001-11	Salaries - Shift Differential	10,993	14,079	14,797	12,710	15,370	2,660	21%
101-620-002-01	Retirement - PERS Safety	163,277	125,357	129,248	133,315	137,688	4,373	3%
101-620-002-03	Retirement - ICMA / In Lieu	14,467	14,268	16,800	21,600	21,600	-	0%
101-620-003-01	Health Insurance	83,977	95,435	89,452	101,325	114,435	13,110	13%
101-620-003-02	Dental Insurance	14,859	15,447	15,147	17,482	18,515	1,033	6%
101-620-003-07	Vision Insurance	1,398	2,632	2,450	2,658	2,737	79	3%
101-620-003-03	Life Insurance	2,111	2,411	2,352	1,920	1,920	-	0%
101-620-003-04	Workers' Compensation	27,787	30,519	32,999	38,179	43,301	5,122	13%
101-620-003-05	Disability Insurance	6,487	7,973	8,805	8,695	8,757	62	1%
101-620-004-02	Medicare	16,791	18,523	19,036	14,813	14,925	112	1%
101-620-005-02	Uniform Allowance	9,400	10,055	10,216	12,000	12,000	-	0%
101-620-007-01	Employee Assistance Program	432	480	428	480	480	-	0%
TOTAL PERSONNEL COSTS		1,482,193	1,581,056	1,618,119	1,757,883	1,785,116	27,233	2%

Department:
620 Police Patrol

Account	Description	Actual FY 14-15	Actual FY 15-16	Adj Budget FY 16-17	Adjusted FY 17-18	Adopted FY 18-19	\$ Change	% Change
SERVICES & SUPPLIES								
101-620-022-01	Supplies and Materials	6,299	7,406	10,051	10,400	10,400	-	0%
101-620-031-02	Maintenance - Equipment	1,257	933	340	1,500	1,500	-	0%
101-620-036-02	Equipment Maint - Vehicles	17,373	15,540	14,652	14,500	15,000	500	3%
101-620-037-01	Gas and Oil	32,655	23,817	26,116	41,000	41,000	-	0%
101-620-040-01	Memberships & Dues	256	446	494	500	500	-	0%
101-620-041-01	Travel/Conferences/Meetings	291	2,639	209	500	400	(100)	-20%
101-620-042-01	Subscriptions	477	698	627	550	750	200	36%
101-620-043-02	POST Training	15,383	18,845	27,178	20,000	20,000	-	0%
101-620-051-12	Special Investigations	10,638	11,343	-	500	1,500	1,000	200%
101-620-053-01	Booking Fees	6	2,820	3,948	3,000	3,000	-	0%
101-620-053-11	Safety Compliance	-	-	-	750	750	-	0%
101-620-060-01	Capital Outlay (Non-Capitalized)	16,210	10,918	8,826	6,300	6,300	-	0%
TOTAL SERVICES & SUPPLIES		100,845	95,405	92,441	99,500	101,100	1,600	2%
TOTAL OPERATING EXPENSE		1,583,038	1,676,461	1,710,560	1,857,383	1,886,216	28,833	2%

Department:
620 Police Patrol

Source Summary		Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19
	Fund 101: General Purpose Fund	1,389,524	1,474,315	1,528,175	1,704,383	1,713,316
103-000-099-01	Fund 103: COPS					
	Police Patrol Expense	100,000	100,000	103,300	105,000	102,500
109-000-099-01	Fund 109: Prop 172 Public Safety Sales Tax					
	Supplemental Police Patrol Expense	47,767	82,970	59,085	48,000	70,400
	Capital Outlay	9,747	-	-	-	-
230-000-099-01	Fund 230: Traffic Safety					
	Police Patrol Expense	36,000	19,176	20,000	-	-
TOTAL SOURCES		1,583,038	1,676,461	1,710,560	1,857,383	1,886,216

Personnel Summary		Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19
	Police Sergeant	1.00	1.00	1.00	1.00	0.00
	Police Corporal	3.00	3.00	3.00	3.00	4.00
	Police Officer	6.00	6.00	6.00	6.00	6.00
TOTAL PERSONNEL		10.00	10.00	10.00	10.00	10.00

Department:
630 Police Support Services

Account	Description	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19	\$ Change	% Change
PERSONNEL								
101-630-001-01	Salaries - Regular	97,376	96,571	95,533	125,728	131,390	5,662	5%
101-630-001-06	Salaries - Overtime	54	750	1,512	-	-	-	-
101-630-002-01	Retirement - PERS	10,786	6,635	6,164	7,107	7,129	22	0%
101-630-002-03	Retirement - ICMA / In Lieu	7,232	6,835	6,900	7,200	7,200	-	0%
101-630-002-06	Medical - In Lieu	-	300	-	-	-	-	-
101-630-003-01	Health Insurance	8,872	6,726	996	3,286	3,449	163	5%
101-630-003-02	Dental Insurance	2,212	1,945	1,393	1,863	1,918	55	3%
101-630-003-07	Vision Insurance	112	201	226	298	298	0	0%
101-630-003-03	Life Insurance	352	326	289	336	336	-	0%
101-630-003-04	Workers' Compensation	3,355	3,313	3,998	4,607	5,673	1,066	23%
101-630-003-05	Disability Insurance	786	818	895	1,072	1,118	46	4%
101-630-004-02	Medicare	1,428	1,452	1,506	1,788	1,869	81	5%
101-630-007-01	Employee Assistance Program	96	80	60	96	96	-	0%
	TOTAL PERSONNEL COSTS	132,661	125,952	119,472	153,381	160,476	7,095	5%
SERVICES & SUPPLIES								
101-630-022-01	Supplies & Materials	1,849	1,527	2,228	2,500	2,500	-	0%
101-630-041-01	Travel/Conf/Meetings/Training	172	-	250	280	280	-	0%
	TOTAL SERVICES & SUPPLIES	2,021	1,527	2,478	2,780	2,780	-	0%
	TOTAL OPERATING EXPENSE	134,682	127,479	121,950	156,161	163,256	7,095	5%

Department:
630 Police Support Services

Source Summary	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19
Fund 101: General Purpose Fund	134,682	127,479	121,950	156,161	163,256
TOTAL SOURCES	134,682	127,479	121,950	156,161	163,256

Personnel Summary	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19
Administrative Assistant	1.00	-	-	-	-
Support Services Technician	-	1.00	1.00	1.00	1.00
Police Services Technician	-	-	0.75	0.75	0.75
Community Services Officer	0.50	0.50	-	-	-
Clerk I, PT	0.50	0.50	-	-	-
TOTAL PERSONNEL	2.00	2.00	1.75	1.75	1.75



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PUBLIC WORKS

MISSION

The Public Works Department provides residents, property owners, businesses, 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. The Department reviews and inspects proposed public and private projects 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 maintain the Town's 56 miles of streets, 30 miles of storm drains, and public facilities. Public Works develops and administers the Capital Improvement Program, 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 Town right-of-way matters with outside utility agencies like EBMUD, Central Contra Costa Sanitary District, PG&E, AT&T, and Comcast; and performs inspection services related to encroachment permits, capital projects, and subdivision improvements.

Pavement Infrastructure

The Department remains committed to repairing the Town's roads with Measure K, the voter approved 20-year one-cent local sales tax passed in 2012. By leveraging the sales tax revenue, a Certificate of Participation (COP) was issued to complete a three-year expedited road repair program, significantly increasing the Town's Pavement Condition Index (PCI) from 49 to 70. With all Measure K COP funds spent, much smaller sized paving projects are planned with the remaining unleveraged Measure K sales tax revenue. The \$1.82 million included in the FY 2018/19 Budget for the Pavement Management Program is funded by Measure K, Garbage Vehicle Impact Fees, and Road Maintenance and Rehabilitation Account¹. An additional \$400,000 is needed annually to maintain the current PCI of 67. At the current funding level, the PCI will steadily decline by one point annually. To maximize the Town's PCI, the 2015 Pavement Management Report recommends the Town:

- 1) focus on one treatment per year to maximize quantities and lower unit bid;
- 2) allocate approximately 17%, 33%, and 50% of funding to overlay, reconstruction, and surface seal treatments respectively;
- 3) partner with other agencies to combine projects as a way to reduce costs; and
- 4) leverage Measure K as local match for grant funding.

Storm Drain Infrastructure

The adopted 2015 Storm Drain Master Plan identified \$26 million of capital improvement projects and \$240,000 of needed operation and maintenance funding. The Town's storm drain infrastructure is 50- 60 years old and is in need of repair. The Moraga Sinkhole, developed on

¹ RMRA created through the passing of Senate Bill 1, the Road Recovery and Repair Act of 2017 is subjected to be rescinded up the results of the November 2018 elections.



March 13, 2016, highlighted the findings and revealed that relying on the lengthy emergency funding process is not reliable or sustainable to address failed storm drain infrastructure. In 2016, a community priority survey identified maintaining and repairing storm drain as third highest priority (out of 26 areas surveyed). As directed by one of the 2016 Town Council adopted goals, the Department developing a sustainable funding strategy which prompted a Proposition 218 Property Related Stormwater Fee measure to ensure Town storm drains can be maintained into the future.

Although the Stormwater Fee measure was defeated in May 2018 by a narrow margin, the Town still has significant storm drain infrastructure needs that should be addressed in order to prevent costly system failures. Staff evaluated the elements intended to be funded by the Stormwater Fee, and proposes a reduced stormwater program to address portions of the Operations and Maintenance and Cleanwater Program Requirement shortfalls. The reduced stormwater program in an amount of \$245,000 will 1) defer all current capital improvement needs; 2) fund some of the ongoing maintenance repairs in an effort to keep medium and low priority capital improvement projects from becoming high priority projects; and 3) fund some of the cleanwater requirements but not set aside funds for the future mandated green infrastructure.

<i>Program Elements</i>	<i>Fully Funded</i>	<i>Reduced Program</i>
High Priority Capital Improvement Projects	\$ 378,100	\$ 0
Operations and Maintenance Shortfall	\$ 254,400	\$ 170,000
Cleanwater Program Requirement Shortfall	<u>\$ 155,000</u>	<u>\$ 75,000</u>
Total	\$ 787,500	\$ 245,000

The proposed Operations and Maintenance program will establish an inspection schedule and retain the services of vendors to complete video inspections, cleaning, and limited repair work of the Town's storm drain system. The additional cleanwater program funding will address some of the more urgent unfunded National Pollutant Discharge Elimination System permit mandates including completing implementation of the trash capture project, participating in the countywide cleanwater GIS project, and developing the green infrastructure plan.

ACCOMPLISHMENTS FOR FY 2017/18

- Continued administration of the Pavement Management Program:
 - Completed construction of the 2017 Pavement Overlay Project.
 - Completed construction of Bollinger Canyon Road culvert replacement and final lift of pavement overlay, the remaining portion of the 2016 Full Depth Reclamation Project.
 - Partnered with Orinda to design and begin construction on the 2018 Joint Moraga-Orinda Full Depth Reclamation project.
 - Garnered Pavement Technical Assistant (P-TAP) grant for FY18/19 to reinspect all Town roads and provide accurate pavement condition data for StreetSaver, the Town's pavement asset management program.
 - Received a positive annual independent report from the Measure K Local Sales Tax Oversight Committee.
- Delivered project management services for capital projects inclusive of the roadway projects above at various stages of completion:
 - Canyon Road Bridge Reopening
 - Lamorinda All-Access Playground at Moraga Commons



- Livable Moraga Road Short-Term Segment 3 (Corliss to Donald)
 - Livable Moraga Road Short-Term Segment 4 (St. Mary's to Corliss)
 - Moraga Road Overhead Utility Underground (St. Mary's to Devin)
 - Moraga Road Resurfacing (St. Mary's to Draeger)
 - Moraga Road Sidewalk Gap Closure, Phase 1 (Draeger to Devin)
 - Moraga Road Sidewalk Gap Closure, Phase 2 (Corliss to Draeger)
 - Sinkhole Repair on Rheem Boulevard at Center Street
- Achieved milestones in the following major grant applications:
 - 2018 Joint Moraga-Orinda Full Depth Reclamation - Department of Resources Recycling and Recovery (CalRecycle) Rubberized Pavement
 - Canyon Road Bridge Reopening – FHWA Emergency Relief Program
 - Laguna Creek Restoration at Hacienda de las Flores - California River Parkways, WW Urban Creeks and FEMA's Hazard Mitigation (pending results)
 - Sinkhole Repair on Rheem Boulevard at Center Street - FHWA Emergency Relief
- Approved Improvement Plans, Final/Parcel Map, and associated documents for Town Center Homes/City Ventures (Subdivision 9381)

GOALS FOR FY 2018/19

- Continue administration of the Pavement Management Program with support from the voter approved one-cent local sales tax initiative, Measure K.
- Develop and implement a reduced stormwater program.
- Manage planned Capital Improvement Projects including 2018 Joint Moraga-Orinda Full Depth Reclamation, Canyon Road Bridge Replacement, Commercial Centers Street Lighting, Laguna Creek Restoration at Hacienda de las Flores, Moraga Way and Canyon/Camino Pablo Improvements, Street Light Master Plan, and design of the St. Mary's Road Roundabouts at Rheem Boulevard and at Bollinger Canyon Road.
- Complete review of Improvement Plans, Final Map, and inspection of subdivision improvements at Hetfield Estates, Rancho Laguna II/Bella Vista, and Via Moraga.



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REVENUE
Public Works / Engineering

Account	Description	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adj. Budget FY 17-18	Adopted FY 18-19	\$ Change	% Change
101-710-330-14	Encroachment Permits	53,730	56,596	53,348	20,000	40,000	20,000	100%
101-710-370-03	Staff Time	184,067	152,608	162,689	180,000	204,000	24,000	13%
101-710-370-06	Grading Fees	-	-	-	-	-	-	-
101-710-370-50	Sale of Property	1,000	750	-	-	-	-	-
101-710-380-10	Other Revenue - PW/Engineering	16,332	38,939	3,722	4,000	-	(4,000)	-100%
101-740-350-00	Reimbursement for Damages	1,729	4,172	12,049	7,500	7,500	-	0%
TOTAL REVENUES		256,858	253,065	231,808	211,500	251,500	40,000	19%

Source Summary	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adj. Budget FY 17-18	Adopted FY 18-19
Fund 101: General Purpose Fund	256,858	253,065	231,808	211,500	251,500
Fund 205: Gas Tax	293,332	270,885	304,650	397,205	380,000
Fund 210: Measure J	14,765	3,502	-	-	10,000
Fund 510: NPDES	211,457	191,829	214,646	194,174	214,946
TOTAL SOURCES	776,412	719,281	751,104	802,879	856,446

Department:

710 Public Works Administration/Engineering

Account	Description	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19	\$ Change	% Change
PERSONNEL								
101-710-001-01	Salaries - Regular	197,693	199,481	213,983	248,797	268,562	19,765	8%
101-710-001-04	Salaries - Temporary	31,231	19,188	10,908	12,500	20,000	7,500	60%
101-710-001-06	Salaries - Overtime	63	-	285	-	-	-	-
101-710-002-01	Retirement - PERS	19,657	13,657	13,068	13,920	13,915	(5)	0%
101-710-002-03	Retirement - ICMA / In Lieu	-	-	720	4,320	-	(4,320)	-100%
101-710-002-06	Medical - In Lieu Payments	-	-	-	-	4,320	4,320	-
101-710-003-01	Health Insurance	12,501	15,407	24,268	27,173	29,651	2,478	9%
101-710-003-02	Dental Insurance	1,772	1,973	2,980	3,256	3,353	97	3%
101-710-003-07	Vision Insurance	174	330	485	517	517	0	0%
101-710-003-03	Life Insurance	462	438	468	422	422	0	0%
101-710-003-04	Workers' Compensation	7,455	7,790	7,888	9,105	11,275	2,170	24%
101-710-003-05	Disability Insurance	1,444	1,520	1,685	2,066	2,167	101	5%
101-710-004-01	Social Security - FICA	977	702	6,885	775	1,240	465	60%
101-710-004-02	Medicare	3,131	3,104	3,339	3,533	3,715	182	5%
101-710-005-01	Auto Allowance	4,200	4,039	4,200	4,200	4,200	-	0%
101-710-005-02	Uniform Allowance	210	175	-	-	-	-	-
101-710-005-04	Cell Phone Allowance	-	339	420	420	420	-	0%
101-710-007-01	Employee Assistance Program	94	87	85	106	106	(0)	0%
TOTAL PERSONNEL COSTS		281,064	268,230	291,666	331,110	363,864	32,754	10%

Department:

710 Public Works Administration/Engineering

Account	Description	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19	\$ Change	% Change
SERVICES & SUPPLIES								
101-710-021-01	Communications	1,351	860	800	900	950	50	6%
101-710-022-01	Supplies and Materials	7,526	5,127	3,681	5,700	5,000	(700)	-12%
101-710-026-01	Contract Services	15,591	20,219	2,738	6,000	6,500	500	8%
101-710-030-03	Postage	2,484	1,250	1,159	1,250	750	(500)	-40%
101-710-031-04	Copier Costs	3,826	7,319	4,926	7,100	7,100	-	0%
101-710-033-01	Mileage Reimbursement	18	411	149	400	200	(200)	-50%
101-710-036-02	Maintenance - Vehicles	568	928	-	2,500	2,500	-	0%
101-710-038-01	Advertising/Legal	108	-	218	300	500	200	67%
101-710-040-01	Memberships & Dues	627	756	990	720	720	-	0%
101-710-041-01	Travel/Conf/Meetings/Training	1,892	4,097	2,410	2,466	2,466	-	0%
101-710-042-01	Subscriptions	-	-	99	100	100	-	0%
101-710-060-01	Capital Outlay (Non-Capitalized)	1,826	-	-	-	-	-	-
TOTAL SERVICES & SUPPLIES		35,817	40,967	17,170	27,436	26,786	(650)	-2%
TOTAL OPERATING EXPENSE		316,881	309,197	308,836	358,546	390,650	32,104	9%

Source Summary		Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19
	Fund 101: General Purpose Fund	302,116	305,695	283,836	333,545	380,650
210-000-099-01	Fund 210: Measure J	14,765	3,502	25,000	25,001	10,000
TOTAL SOURCES		316,881	309,197	308,836	358,546	390,650

Personnel Summary		Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	
	PW Director/Town Engineer	-	0.70	0.70	0.70	0.70
	Senior Civil Engineer	-	0.60	0.60	0.60	0.60
	Eng Technician/Inspector	-	0.50	-	-	-
	Assistant Engineer	-	-	0.50	0.50	0.50
	Senior Construction Inspector	-	0.40	-	-	-
	Administrative Assistant	-	0.40	0.40	0.40	0.40
TOTAL PERSONNEL		2.30	2.60	2.20	2.20	2.20

Department:
730 Storm Drain Maintenance

Account	Description	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19	\$ Change	% Change
PERSONNEL								
101-730-001-01	Salaries - Regular	130,068	97,614	105,695	120,708	127,920	7,212	6%
101-730-001-04	Salaries - Temporary	10,870	5,706	-	-	-	-	-
101-730-001-06	Salaries - Overtime	272	153	114	1,125	1,125	-	0%
101-730-002-01	Retirement - PERS	12,959	6,673	6,595	6,906	6,992	86	1%
101-730-002-03	Retirement - ICMA / In Lieu	4	296	-	1,440	-	(1,440)	-100%
101-730-002-06	Medical - In Lieu Payments	-	-	240	-	1,440	-	-
101-730-003-01	Health Insurance	7,193	7,674	13,683	15,721	16,875	1,154	7%
101-730-003-02	Dental Insurance	1,132	1,089	1,681	1,869	1,880	11	1%
101-730-003-07	Vision Insurance	108	187	277	300	293	(7)	-2%
101-730-003-03	Life Insurance	348	283	300	255	255	0	0%
101-730-003-04	Workers' Compensation	5,180	3,883	3,749	4,429	5,477	1,048	24%
101-730-003-05	Disability Insurance	993	795	909	1,016	1,064	48	5%
101-730-004-02	Medicare	1,839	1,438	1,557	1,718	1,805	87	5%
101-730-005-01	Auto Allowance	900	866	900	900	900	-	0%
101-730-005-02	Uniform Allowance	446	438	301	366	366	(1)	0%
101-730-005-04	Cell Phone Allowance	-	73	90	90	90	-	0%
101-730-007-01	Employee Assistance Program	71	56	55	64	64	(0)	0%
TOTAL PERSONNEL COSTS		172,383	127,224	136,146	156,907	166,546	9,639	6%
SERVICES & SUPPLIES								
101-730-021-01	Communications	455	362	317	400	300	(100)	-25%
101-730-022-01	Supplies and Materials	1,000	-	-	2,250	2,250	-	0%
101-730-025-01	Rents/Leases/Taxes	8,740	6,869	8,980	9,000	9,000	-	0%
101-730-026-01	Contract Services - Engineering	23,241	48,612	40,538	36,300	21,300	(15,000)	-41%
101-730-033-07	Maintenance - Buildings/Grounds	51	-	22,124	10,000	255,000	245,000	2450%
101-730-036-02	Equipment Maintenance - Vehicles	-	325	-	1,800	1,500	(300)	-17%
101-730-038-01	Advertising/Legal	-	-	215	-	-	-	-
101-730-040-01	Memberships/Dues	-	194	-	200	200	-	0%
101-730-041-01	Travel/Conf/Meetings/Training	475	1,650	283	1,850	1,850	-	0%
101-730-050-18	Education/Outreach	6,579	6,593	6,037	2,000	2,000	-	0%
TOTAL SERVICES & SUPPLIES		40,541	64,605	78,493	63,800	293,400	229,600	360%
TOTAL OPERATING EXPENSE		212,924	191,829	214,640	220,707	459,946	239,239	108%

Department:
730 Storm Drain Maintenance

Source Summary		Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19
	Fund 101: General Purpose Fund	-	-	(39,565)	(33,498)	245,000
510-000-099-01	Fund 510: NPDES	212,924	191,829	254,205	254,205	214,946
TOTAL SOURCES		212,924	191,829	214,640	220,707	459,946

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Personnel Summary		Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19
	PW Director/Town Engineer	-	0.15	0.15	0.15	0.15
	Senior Civil Engineer	-	0.20	0.20	0.20	0.20
	Eng Technician/Inspector	-	0.25	-	-	-
	Assistant Engineer	-	-	0.25	0.25	0.25
	Senior Construction Inspector	-	0.30	-	-	-
	Administrative Assistant	-	0.30	0.30	0.30	0.30
	PW/Parks Maint Manager	-	0.20	0.15	0.15	0.15
	Senior, Maintenance Worker	-	0.25	0.20	0.20	0.20
	Maintenance Worker	-	0.05	0.08	0.08	0.08
TOTAL PERSONNEL		1.83	1.70	1.33	1.33	1.33

Department:
740 Street Maintenance

Account	Description	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19	\$ Change	% Change
PERSONNEL								
101-740-001-01	Salaries - Regular	110,203	126,807	156,027	175,482	183,653	8,171	5%
101-740-001-04	Salaries - Temporary	4,659	5,706	-	-	-	-	-
101-740-001-06	Salaries - Overtime	1,177	626	601	1,125	1,125	-	0%
101-740-002-01	Retirement - PERS	12,015	8,740	9,866	9,855	9,724	(131)	-1%
101-740-002-03	Retirement - ICMA / In Lieu	8	592	-	1,440	-	(1,440)	-100%
101-740-002-06	Medical - In Lieu Payments	-	-	240	-	1,440	1,440	-
101-740-003-01	Health Insurance	10,791	11,601	18,869	21,862	23,529	1,667	8%
101-740-003-02	Dental Insurance	1,505	1,655	2,372	2,639	2,644	5	0%
101-740-003-07	Vision Insurance	130	282	394	425	415	(10)	-2%
101-740-003-03	Life Insurance	361	405	469	390	390	(0)	0%
101-740-003-04	Workers' Compensation	4,602	4,863	5,416	6,422	7,865	1,443	22%
101-740-003-05	Disability Insurance	841	1,051	1,380	1,477	1,533	56	4%
101-740-004-02	Medicare	1,574	1,878	2,302	2,491	2,591	100	4%
101-740-005-01	Auto Allowance	900	865	900	900	900	-	0%
101-740-005-02	Uniform Allowance	1,094	788	791	960	961	1	0%
101-740-005-04	Cell Phone Allowance	-	73	90	90	90	-	0%
101-740-007-01	Employee Assistance Program	74	80	85	97	97	0	0%
TOTAL PERSONNEL COSTS		149,934	166,012	199,802	225,655	236,956	11,301	5%
SERVICES & SUPPLIES								
101-740-020-01	Utilities	7,994	7,994	8,879	9,500	12,800	3,300	35%
101-740-021-01	Communications	754	518	443	600	600	-	0%
101-740-022-01	Supplies & Materials	1,032	262	-	1,000	500	(500)	-50%
101-740-026-01	Contract Services	20,562	35,240	95,863	75,500	74,500	(1,000)	-1%
101-740-030-03	Postage	47	-	-	-	-	-	-
101-740-033-07	Building/Grounds Maintenance	110,959	52,458	79,596	110,400	107,400	(3,000)	-3%
101-740-036-02	Equipment Maintenance - Vehicles	6,190	3,319	3,143	7,000	7,000	-	0%
101-740-037-01	Fuel & Oil	4,377	3,545	2,465	3,600	3,600	-	0%
101-740-038-01	Advertising/Legal	451	-	-	-	-	-	-
101-740-040-01	Memberships/Dues	-	610	200	1,350	1,350	-	0%
101-740-041-01	Travel/Conf/Meetings/Training	952	927	475	1,400	1,400	-	0%
101-740-080-01	Property Damage - Reimbursed	-	-	-	7,500	7,500	-	0%
TOTAL SERVICES & SUPPLIES		153,318	104,873	191,063	217,850	216,650	(1,200)	-1%
TOTAL OPERATING EXPENSE		303,252	270,885	390,865	443,505	453,606	10,101	2%

Department:
740 Street Maintenance

Source Summary		Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19
	Fund 101: General Purpose Fund	-	-	(34,110)	18,530	73,606
205-000-099-01	Fund 205: Gas Tax	303,252	270,885	304,650	304,650	380,000
210-000-099-01	Fund 210: Measure J	-	-	120,325	120,325	-
TOTAL SOURCES		303,252	270,885	390,865	443,505	453,606

Personnel Summary		Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19
	PW Director/Town Engineer	-	0.15	0.15	0.15	0.15
	Senior Civil Engineer	-	0.20	0.20	0.20	0.20
	Eng Technician/Inspector	-	0.25	-	-	-
	Assistant Engineer	-	-	0.25	0.25	0.25
	Senior Construction Inspector	-	0.30	-	-	-
	Administrative Assistant	-	0.30	0.30	0.30	0.30
	PW/Parks Maint Manager	-	0.20	0.30	0.30	0.30
	Lead, Maintenance Worker	-	0.10	0.10	0.10	0.10
	Senior, Maintenance Worker	-	0.45	0.45	0.45	0.45
	Maintenance Worker	-	0.25	0.28	0.28	0.28
TOTAL PERSONNEL		1.87	2.20	2.03	2.03	2.03

Department:
754 PW 329 Rheem Building Maintenance

Account	Description	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19	\$ Change	% Change
PERSONNEL								
101-754-001-01	Salaries - Regular	7,951	12,345	13,396	14,688	14,981	293	2%
101-754-001-06	Salaries - Overtime	65	121	61	125	125	-	0%
101-754-002-01	Retirement - PERS	885	881	867	780	719	(61)	-8%
101-754-003-01	Health Insurance	517	1,068	1,010	1,182	1,283	101	9%
101-754-003-02	Dental Insurance	90	167	142	153	158	5	3%
101-754-003-07	Vision Insurance	8	29	24	25	25	0	1%
101-754-003-03	Life Insurance	31	43	36	29	29	(0)	-1%
101-754-003-04	Workers' Compensation	325	410	444	534	641	107	20%
101-754-003-05	Disability Insurance	64	108	125	122	124	2	2%
101-754-004-02	Medicare	119	183	197	207	211	4	2%
101-754-005-02	Uniform Allowance	107	126	105	127	128	1	0%
101-754-007-01	Employee Assistance Program	6	9	7	7	7	0	3%
TOTAL PERSONNEL COSTS		10,168	15,490	16,415	17,979	18,430	451	3%
SERVICES & SUPPLIES								
101-754-020-01	Utilities	28,212	28,541	27,076	29,500	26,600	(2,900)	-10%
101-754-021-01	Communications	1,308	2,066	2,116	2,100	3,600	1,500	71%
101-754-022-01	Supplies and Materials	-	-	-	-	-	-	-
101-754-026-01	Contract Services	19,257	28,463	22,896	28,700	30,000	1,300	5%
101-754-033-07	Buildings/Grounds Maintenance	20,315	20,017	22,305	24,010	20,600	(3,410)	-14%
101-754-050-xx	Loan Repayment - Energy Efficiency	271	271	271	271	-	(271)	-100%
101-754-080-01	Property Damage - Reimbursed	-	-	-	-	-	-	-
TOTAL SERVICES & SUPPLIES		69,363	79,358	74,664	84,581	80,800	(3,781)	-4%
TOTAL OPERATING EXPENSE		79,531	94,848	91,079	102,560	99,230	(3,330)	-3%

Department:
754 PW 329 Rheem Building Maintenance

Source Summary	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19
Fund 101: General Purpose Fund	79,531	94,848	91,079	102,560	99,230
TOTAL SOURCES	79,531	94,848	91,079	102,560	99,230

Personnel Summary	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19
PW/Parks Maint Manager	-	0.05	0.10	0.10	0.10
Lead, Maintenance Worker	-	0.03	0.03	0.03	0.03
Senior, Maintenance Worker	-	0.10	0.02	0.02	0.02
TOTAL PERSONNEL	0.15	0.18	0.15	0.15	0.15

Department:
755 PW 335 (formerly 331) Rheem Building Maintenance

Account	Description	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19	\$ Change	% Change
PERSONNEL								
101-755-001-01	Salaries - Regular	8,561	8,732	11,744	12,842	12,992	150	1%
101-755-001-06	Salaries - Overtime	64	75	42	125	125	-	0%
101-755-002-01	Retirement - PERS	810	622	760	709	666	(43)	-6%
101-755-003-01	Health Insurance	535	726	913	1,131	1,114	(17)	-2%
101-755-003-02	Dental Insurance	93	112	130	162	144	(18)	-11%
101-755-003-07	Vision Insurance	8	19	22	26	23	(3)	-11%
101-755-003-03	Life Insurance	32	29	36	29	29	(0)	-1%
101-755-003-04	Workers' Compensation	363	289	387	469	558	89	19%
101-755-003-05	Disability Insurance	69	77	110	108	109	1	1%
101-755-004-02	Medicare	127	129	173	182	184	2	1%
101-755-005-02	Uniform Allowance	96	84	105	128	128	(1)	0%
101-755-007-01	Employee Assistance Program	6	6	7	7	7	0	3%
TOTAL PERSONNEL COSTS		10,764	10,900	14,428	15,918	16,079	161	1%
SERVICES & SUPPLIES								
101-755-020-01	Utilities	3,185	6,657	8,435	8,200	9,000	800	10%
101-755-021-01	Communications	680	1,856	1,469	1,900	1,600	(300)	-16%
101-755-022-01	Supplies and Materials	465	150	29	500	500	-	0%
101-755-026-01	Contract Services	8,798	10,703	10,067	9,760	12,300	2,540	26%
101-755-033-07	Buildings/Grounds Maintenance	4,485	8,163	3,282	14,800	14,800	-	0%
TOTAL SERVICES & SUPPLIES		17,613	27,529	23,282	35,160	38,200	3,040	9%
TOTAL OPERATING EXPENSE		28,377	38,429	37,710	51,078	54,279	3,201	6%

Department:
755 PW 335 (formerly 331) Rheem Building Maintenance

Source Summary	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19
Fund 101: General Purpose Fund	28,377	38,429	37,710	51,078	54,279
TOTAL SOURCES	28,377	38,429	37,710	51,078	54,279

Personnel Summary	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19
PW/Parks Maint Manager	-	0.05	0.07	0.07	0.07
Lead, Maintenance Worker	-	0.02	0.02	0.02	0.02
Senior, Maintenance Worker	-	0.05	0.02	0.02	0.02
Maintenance Worker	-	-	0.04	0.04	0.04
TOTAL PERSONNEL	0.16	0.12	0.15	0.15	0.15



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PARKS AND RECREATION

MISSION

The Parks and Recreation Department 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, furthering 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 asserts 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 on both a small and large scale, whether in a one-on-one interaction at a park with a young child, or at an event with thousands of people, such as at Commons Park or the 4th of July fireworks show. Through our special events and general daily interaction with the public we strengthen community image and create a sense of place. We promote health and wellness through recreation opportunities and fitness classes. 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, Lamorinda Movers, Moraga Junior 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 provides staff support to the Park and Recreation Commission and the Art in Public Spaces Committee. 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 Coordinators (I and II). The Recreation 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 Lamorinda Movers, seasonal part-time camp staff. 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; as well as 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 2017-18

- Completed the All-Access Playground in Moraga Commons Park with a generous donation from the Rotary Club of Moraga.
- Initiated implementation of the Hacienda Restaurant Lease for La Finestra at the Hacienda and repositioned the property to accommodate general community uses and remain open to the public seven days per week.
- Supported the Art in Public Spaces Committee to forward an additional four public art sculptures accepted by Town Council under the new Public Art Policy.
- Continued successful Town events: 4th of July Celebration, Pear and Wine Festival, Family Campout, Santa Visits Moraga, Breakfast with Santa, Leisure Sport Triathlon, Community Garage Sale, Family Campout at Rancho Laguna Park, and Community Garage Sale
- Co-Sponsored community events with the Moraga Park Foundation – Hacienda Nights and Summer Concerts Series.
- Co-Sponsored community events with the Hacienda Foundation of Moraga including Hacienda Nights and the Holiday Craft Faire.
- Completed year five of a financially efficient five-year Capital Improvement Plan program for the Hacienda and Commons Park properties.
- Partnered with the Moraga Junior Women's Club on the Annual Egg Hunt at the Commons Park.
- *Accepted possession of West Commons Park enhancing passive park space available to the community.*
- MYIC continued working area-wide with the Lamorinda Teen Association (LTA) on area-wide events for teens.
- MYIC hosted a summer movie night at Commons Park.
- MYIC, in cooperation with the teen committees of Lafayette and Orinda, offered a Rock Band Showcase, teen event.
- Continued discussions with Lamorinda city staff regarding joint programming for teens and seniors.
- Continued to partner with the Moraga School District on items of commons interest.
- Participated in the Moraga Walk | Bike Plan Update, Wayfinding Plan, and the Moraga Center Specific Plan Steering Committee.
- Completed year three of the Diablo Fire Safe Council Grant, reducing fire fuels at the Hacienda and Mulholland Open Space Preserve.
- Provided a community hike for the new Carr Ranch Open Space property.

GOALS FOR FY 2018-19

- Provide staff support to the Parks and Recreation Commission, Art in Public Spaces Committee and the Moraga Youth Involvement Committee.



- Continue to partner with the Moraga Park Foundation and Hacienda Foundation of Moraga
- Work with the Moraga Community Foundation on new ADA compliant restrooms for Commons Park.
- Support the Art in Public Spaces Committee to bring more public art to Moraga.
- Continue successful Town events including: 4th of July Celebration, Hacienda Nights, Family Campout, Leisure Sport Triathlon, Pear and Wine Festival, Holiday Tree Lighting, Santa Visits Moraga, Breakfast with Santa, and Community Garage Sale.
- In consultation with the Park and Recreation Commission, complete and implement the Tri-City Trail mapping project and the Moraga Specific Trails PDF.
- Moraga to provide enhanced recreational opportunities and community-wide events.
- Continue to partner with multiple stakeholders and community groups on items of common community interest.
- Execute prioritized Capital Improvement Projects at the Hacienda de las Flores, Commons Park and Rancho Laguna Park.
- Leverage technology and software resources to improve scheduling and track usage of Town facilities.
- Continue conceptual design plans and feasibility discussions with investors and developers for the Hacienda de las Flores property.
- Provide training opportunities for Park and Recreation Commissioners.
- Continue to maintain aging community facilities through limited funds.
- Continue existing partnerships and seek out additional ones wherever possible.
- With community assistance, raise at least \$30,000 for the 2019 fireworks show and holiday tree lighting.
- Continue to partner with the Moraga School District on items of commons interest and develop a proposal for the Town to assume management responsibility of the after-school enrichment program currently offered at the three elementary schools.
- Continue the work with the Diablo Fire Safe Council to reduce fire fuels at the Hacienda and Mulholland Open Space Preserve.
- Continue to administer and provide safe and enjoyable enrichment offerings, and facilities, for residents of all ages and abilities.



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REVENUE
Parks and Recreation

Account	Description	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adj Budget FY 17-18	Adopted FY 18-19	\$ Change	% Change
DEPT 810: RECREATION								
101-810-351-02	Property Rent - Rancho Laguna	6,574	6,447	6,902	6,000	6,000	-	0%
101-810-351-03	Property Rent - Moraga Commons	19,475	15,228	28,599	23,000	23,000	-	0%
101-810-351-08	Property Rent - Mulholland Graze	2,449	2,513	2,581	2,650	2,650	-	0%
101-810-351-11	Property Rent - Library	2,464	2,592	2,925	2,800	2,940	140	5%
101-810-370-03	Staff Time - Special Projects	3,268	-	-	-	-	-	-
101-810-370-22	Recreation Class Fees	71,252	69,723	68,469	71,000	91,000	20,000	28%
101-810-370-23	Online Registration Fees	1,330	1,242	1,123	1,400	1,200	(200)	-14%
101-810-370-25	Moraga Movers	7,210	3,255	3,899	5,500	5,500	-	0%
101-810-380-04	July 4th Donations	18,724	39,774	23,910	28,000	30,000	2,000	7%
101-810-380-05	Buy A Bulb - Tree Lights	835	575	1,225	750	-	(750)	-100%
101-810-380-13	P&R - Triathlon	29,961	27,930	22,675	-	-	-	-
101-810-380-14	P&R - Marquee Revenues	2,233	3,600	5,608	4,500	4,725	225	5%
101-810-380-15	P&R - Other Revenues	5,057	2,820	450	-	500	500	-
101-810-380-17	P&R Special Events	-	-	5,855	2,500	2,500	-	0%
101-810-380-19	Pear Festival	3,775	3,536	3,129	3,600	3,600	-	0%
SUBTOTAL REVENUES		174,607	179,235	177,348	151,700	173,615	21,915	14%
DEPT 850: HACIENDA EVENTS & RENTALS								
101-850-351-04	Property Rent - Hacienda/Pavilion	79,287	110,787	144,510	123,000	143,500	20,500	17%
101-850-351-06	Non-Refundable Application Fee	7,500	13,000	14,500	15,000	17,500	2,500	17%
101-850-351-08	Property Rent - Restaurant	-	-	-	-	-	-	-
101-850-351-09	Property Rent - Catering	-	-	-	-	50,000	50,000	-
101-850-370-22	Hacienda recreation Class fees	90,971	80,010	88,920	90,000	70,000	(20,000)	-22%
101-850-370-23	Online Registration Fees	1,629	1,199	1,278	1,600	1,600	-	0%
101-850-380-17	P&R Special Events - Hacienda	3,283	3,653	10,392	6,000	6,000	-	0%
SUBTOTAL REVENUES		182,670	208,649	259,600	235,600	288,600	53,000	22%
TOTAL REVENUES		357,277	387,884	436,948	387,300	462,215	74,915	19%
Source Summary								
		Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adj Budget FY 17-18	Adopted FY 18-19		
Fund 101: General Purpose Fund		357,277	387,884	436,948	387,300	462,215		
Fund 210: Measure J		9,000	9,000	-	-	-		
Fund 740: Comm Fac/Open Space		-	1,000	1,000	1,000	1,000		
Fund 750: Asset Replacement		18,077	10,668	9,873	1,308	-		
TOTAL SOURCES		384,354	408,552	447,821	389,608	463,215		

Department:
810 Recreation

Account	Description	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19	\$ Change	% Change
PERSONNEL								
101-810-001-01	Salaries - Regular	109,997	100,137	106,395	111,527	118,348	6,821	6%
101-810-001-04	Salaries - Temporary	923	872	799	12,500	12,500	-	0%
101-810-001-06	Salaries - Overtime	220	1,105	497	-	-	-	-
101-810-002-01	Retirement - PERS	11,140	6,788	6,778	6,275	6,295	20	0%
101-810-002-03	Retirement - ICMA / In Lieu	-	-	-	-	5,112	5,112	-
101-810-003-01	Health Insurance	10,242	8,937	9,183	10,469	2,385	(8,084)	-77%
101-810-003-02	Dental Insurance	1,584	1,308	1,277	1,367	1,926	559	41%
101-810-003-07	Vision Insurance	150	223	215	224	300	76	34%
101-810-003-03	Life Insurance	317	290	290	232	232	-	0%
101-810-003-04	Workers' Compensation	3,686	3,326	3,575	4,081	5,061	980	24%
101-810-003-05	Disability Insurance	830	797	903	936	983	47	5%
101-810-004-01	Social Security - FICA	57	54	50	775	775	-	0%
101-810-004-02	Medicare	1,645	1,501	1,581	1,583	1,668	85	5%
101-810-005-01	Auto Allowance	3,000	2,019	2,100	2,040	2,040	-	0%
101-810-005-04	Cell Phone Allowance	300	202	210	204	204	-	0%
101-810-007-01	Employee Assistance Program	65	58	53	58	58	-	0%
TOTAL PERSONNEL COSTS		144,156	127,617	133,906	152,271	157,887	5,616	4%

Department:
810 Recreation

Account	Description	Actual FY 14-15	Actual FY 15-16	Adj Budget FY 16-17	Adjusted FY 17-18	Adopted FY 18-19	\$ Change	% Change
SERVICES & SUPPLIES								
101-810-020-01	Utilities	118	85	-	-	-	-	-
101-810-021-01	Communications	1,980	1,238	1,450	1,000	1,000	-	0%
101-810-022-01	Supplies and Materials	-	2,533	567	2,800	2,800	-	0%
101-810-026-01	Contract Svcs - Instructors	43,979	37,187	37,332	40,000	67,000	27,000	68%
101-810-026-03	Contract Svcs - School Fields	-	-	-	-	-	-	-
101-810-030-03	Postage	335	192	73	100	500	400	400%
101-810-031-04	Copier Costs	1,925	1,510	1,492	825	425	(400)	-48%
101-810-034-04	Contract Svcs - Weed Abate/Mul	7,609	-	-	-	-	-	-
101-810-036-02	Maintenance - Vechicle	4	478	-	400	400	-	0%
101-810-037-01	Gas & Oil	248	180	-	250	250	-	0%
101-810-038-01	Advertising/Legal	2,674	3,228	2,993	4,000	4,000	-	0%
101-810-040-01	Memberships	725	648	900	800	800	-	0%
101-810-041-01	Travel/Conferences/Meetings	2,100	639	4,377	900	1,600	700	78%
101-810-050-09	Lamorinda Spirit Van	9,000	9,000	-	-	-	-	-
101-810-052-01	Triathlon	20,395	22,970	22,916	-	-	-	-
101-810-053-01	Brochure Activity Guide/Crier	7,595	8,319	8,815	5,500	9,750	4,250	77%
101-810-053-02	July 4th	22,071	22,810	20,686	23,000	23,000	-	0%
101-810-053-05	Web-Based Registration	1,000	1,000	1,000	1,750	1,750	-	0%
101-810-053-07	Pear Festival	16,496	4,421	2,797	3,000	3,000	-	0%
101-810-053-08	Moraga Movers Programs	3,955	3,579	2,498	3,300	5,000	1,700	52%
101-810-053-11	Credit Card Processing Fee	11,016	14,031	11,377	16,000	14,000	(2,000)	-13%
101-810-053-17	P&R Special Events Expenses	3,002	3,658	5,613	3,500	3,900	400	11%
TOTAL SERVICES & SUPPLIES		156,227	137,706	124,887	107,125	139,175	32,050	30%
TOTAL OPERATING EXPENSE		300,383	265,323	258,793	259,396	297,062	37,666	15%

Department:
810 Recreation

Source Summary		Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19
	Fund 101: General Purpose Fund	291,383	256,323	258,793	259,396	297,062
210-000-099-01	Fund 210: Measure J - Lamorinda	9,000	9,000	-	-	-
TOTAL SOURCES		300,383	265,323	258,793	259,396	297,062

Personnel Summary		Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19
	Parks & Recreation Director	-	0.35	0.35	0.34	0.34
	Recreation Coordinator I/II	-	0.85	0.85	0.87	0.87
TOTAL PERSONNEL		1.35	1.20	1.20	1.21	1.21

Department:
850 Hacienda Events & Rentals

Account	Description	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19	\$ Change	% Change
PERSONNEL								
101-850-001-01	Salaries - Regular	130,854	128,447	136,054	122,409	129,768	7,359	6%
101-850-001-04	Salaries - Temporary	16,472	23,721	18,913	20,000	20,000	-	0%
101-850-001-06	Salaries - Overtime	313	1,105	497	-	-	-	-
101-850-002-01	Retirement - PERS	13,450	8,775	8,678	6,864	6,838	(26)	0%
101-850-002-03	Retirement - ICMA / In Lieu	-	-	-	-	6,120	6,120	-
101-850-003-01	Health Insurance	11,499	11,040	11,335	11,196	2,385	(8,811)	-79%
101-850-003-02	Dental Insurance	1,796	1,622	1,584	1,471	2,230	759	52%
101-850-003-07	Vision Insurance	171	277	268	241	346	105	44%
101-850-003-03	Life Insurance	387	375	374	259	259	-	0%
101-850-003-04	Workers' Compensation	4,412	4,271	4,578	4,488	5,550	1,062	24%
101-850-003-05	Disability Insurance	999	1,035	1,167	1,030	1,078	48	5%
101-850-004-01	Social Security - FICA	1,027	847	1,173	1,240	1,240	-	0%
101-850-004-02	Medicare	2,166	2,099	2,268	1,741	1,828	87	5%
101-850-005-01	Auto Allowance	3,000	2,308	2,400	2,040	2,040	-	0%
101-850-005-04	Cell Phone Allowance	300	231	240	204	204	-	0%
101-850-007-01	Employee Assistance Program	79	74	68	65	65	-	0%
TOTAL PERSONNEL COSTS		186,925	186,227	189,596	173,248	179,951	6,703	4%

Department:
850 Hacienda Events & Rentals

Account	Description	Actual FY 14-15	Actual FY 15-16	Adj Budget FY 16-17	Adjusted FY 17-18	Adopted FY 18-19	\$ Change	% Change
SERVICES & SUPPLIES								
101-850-021-01	Communications	816	837	845	800	800	-	0%
101-850-022-01	Supplies and Materials	2,916	4,210	3,957	5,000	11,000	6,000	120%
101-850-026-01	Contract Svcs - Instructors	43,713	50,858	40,838	72,000	35,000	(37,000)	-51%
101-850-026-03	Contract Svcs - Facility Attendant	-	-	18,675	33,000	38,000	5,000	15%
101-850-030-03	Postage	538	320	105	400	-	(400)	-100%
101-850-031-04	Copier Costs	2,824	3,651	3,791	3,325	3,325	-	0%
101-850-033-04	Auto Allowance - Mileage	-	-	22	-	-	-	-
101-850-036-02	Maintenance - Vehicle	82	-	761	200	200	-	0%
101-850-038-01	Advertising/Legal	16,856	13,901	15,320	16,000	16,000	-	0%
101-850-039-01	Insurance - Event Hazard	5,185	7,669	3,948	8,000	11,000	3,000	38%
101-850-040-01	Memberships and Dues	-	-	55	-	-	-	-
101-850-041-01	Travel/Conferences/Meetings	829	579	-	700	-	(700)	-100%
101-850-053-01	Brochure/Activity Guide	10,311	9,048	8,815	7,000	3,250	(3,750)	-54%
101-850-053-03	Staff Fingerprinting	640	1,152	928	1,500	1,500	-	0%
101-850-053-05	Web Based Registration	2,000	2,000	2,000	2,750	2,750	-	0%
101-850-053-08	Moraga Movers Programs	796	88	1,024	1,700	-	(1,700)	-100%
101-850-053-17	P&R Special Events	2,479	3,437	12,429	8,500	12,500	4,000	47%
101-850-060-01	Capital Outlay (Non-Capitalized)	20,447	10,668	12,477	12,400	12,400	-	0%
TOTAL SERVICES & SUPPLIES		110,432	108,418	125,991	173,275	147,725	(25,550)	-15%
TOTAL OPERATING EXPENSE		297,357	294,645	315,587	346,523	327,676	(18,847)	-5%

Source Summary	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19
Fund 101: General Purpose Fund	279,280	283,977	315,587	346,523	327,676
750-000-099-01 Fund 750: Asset Replacement	18,077	10,668	-	-	-
TOTAL SOURCES	297,357	294,645	315,587	346,523	327,676

Personnel Summary	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19
Parks & Recreation Director	-	0.40	0.40	0.34	0.34
Recreation Coordinator I/II	-	1.15	1.15	1.01	1.01
TOTAL PERSONNEL	1.35	1.55	1.55	1.35	1.35

Department:

751 Hacienda Buildings & Grounds Maintenance

Account	Description	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19	\$ Change	% Change
PERSONNEL								
101-751-001-01	Salaries - Regular	59,168	56,934	55,747	69,478	70,487	1,009	1%
101-751-001-04	Salaries - Temporary	-	-	-	-	-	-	-
101-751-001-06	Salaries - Overtime	740	944	845	-	-	-	-
101-751-002-01	Retirement - PERS	6,084	3,983	3,619	3,832	3,605	(227)	-6%
101-751-002-03	Retirement - ICMA / In Lieu	15	1,185	-	-	576	576	-
101-751-003-01	Health Insurance	7,325	6,753	7,329	9,851	9,378	(473)	-5%
101-751-003-02	Dental Insurance	962	1,020	935	1,229	1,209	(20)	-2%
101-751-003-07	Vision Insurance	89	172	155	196	189	(7)	-3%
101-751-003-03	Life Insurance	181	215	196	171	171	(0)	0%
101-751-003-04	Workers' Compensation	2,072	1,894	1,843	2,539	3,036	497	20%
101-751-003-05	Disability Insurance	413	499	522	587	596	9	2%
101-751-004-01	Social Security - FICA	-	-	-	-	-	-	-
101-751-004-02	Medicare	619	867	830	985	1,001	16	2%
101-751-005-01	Auto Allowance	-	-	-	240	240	-	0%
101-751-005-02	Uniform Allowance	492	623	567	689	689	(1)	0%
101-751-005-04	Cell Phone Allowance	-	-	-	24	24	-	0%
101-751-007-01	Employee Assistance Program	37	43	36	43	43	(0)	0%
TOTAL PERSONNEL COSTS		78,197	75,132	72,623	89,864	91,242	1,378	2%
SERVICES & SUPPLIES								
101-751-020-01	Utilities	26,154	26,103	25,804	23,000	17,750	(5,250)	-23%
101-751-021-01	Communications	269	289	212	500	500	-	0%
101-751-022-01	Supplies and Materials	476	75	156	-	-	-	-
101-751-026-01	Contract Services	15,790	29,207	21,752	24,980	27,480	2,500	10%
101-751-033-07	Buildings/Grounds Maintenance	28,244	50,143	42,282	36,100	36,100	-	0%
101-751-036-02	Equipment Maintenance - Vehicles	-	1,023	44	800	800	-	0%
101-751-037-01	Fuel and Oil	2,343	895	-	2,000	2,000	-	0%
101-751-041-01	Travel/Conf/Meetings/Training	-	-	-	-	-	-	-
101-751-050-xx	Loan Repayment - Energy Efficiency	6,644	6,644	6,644	6,644	-	(6,644)	-100%
101-751-053-01	Plants	3,668	3,609	6,234	4,000	4,000	-	0%
101-751-060-01	Capital Outlay (Non-Capitalized)	1,085	-	-	11,095	11,095	-	0%
TOTAL SERVICES & SUPPLIES		84,673	117,988	103,129	109,119	99,725	(9,394)	-9%
TOTAL OPERATING EXPENSE		162,870	193,120	175,752	198,983	190,967	(8,016)	-4%

Department:**751 Hacienda Buildings & Grounds Maintenance**

Source Summary	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19
Fund 101: General Purpose Fund	162,870	193,120	175,752	198,983	190,967
TOTAL SOURCES	162,870	193,120	175,752	198,983	190,967

Personnel Summary	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19
Parks & Recreation Director	-	-	-	0.04	0.04
Recreation Coordinator I/II	-	-	-	0.04	0.04
Public Works/Parks Maint Mgr	-	0.20	0.15	0.15	0.15
Senior, Maintenance Worker	-	0.06	0.03	0.03	0.03
Lead, Maintenance Worker	-	0.20	0.20	0.20	0.20
Maintenance Worker	-	0.43	0.43	0.43	0.43
TOTAL PERSONNEL	0.80	0.89	0.81	0.89	0.89

Department:
752 Library Maintenance

Account	Description	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19	\$ Change	% Change
PERSONNEL								
101-752-001-01	Salaries - Regular	31,204	39,656	56,098	60,813	61,766	953	2%
101-752-001-04	Salaries - Temporary	-	-	-	-	-	-	-
101-752-001-06	Salaries - Overtime	198	375	143	-	-	-	-
101-752-002-01	Retirement - PERS	3,075	2,750	3,625	3,336	3,130	(206)	-6%
101-752-002-03	Retirement - ICMA / In Lieu	12	888	-	-	504	504	-
101-752-003-01	Health Insurance	2,362	3,061	4,534	5,369	4,528	(841)	-16%
101-752-003-02	Dental Insurance	328	522	638	756	749	(7)	-1%
101-752-003-07	Vision Insurance	30	90	109	124	120	(4)	-3%
101-752-003-03	Life Insurance	82	128	174	142	142	(0)	0%
101-752-003-04	Workers' Compensation	1,100	1,310	1,849	2,221	2,658	437	20%
101-752-003-05	Disability Insurance	203	336	512	513	520	7	1%
101-752-004-01	Social Security - FICA	-	-	-	-	-	-	-
101-752-004-02	Medicare	265	603	828	862	876	14	2%
101-752-005-01	Auto Allowance	-	289	300	180	180	-	0%
101-752-005-02	Uniform Allowance	210	336	469	570	570	(1)	0%
101-752-005-04	Cell Phone Allowance	-	29	30	18	18	-	0%
101-752-007-01	Employee Assistance Program	17	25	32	35	35	0	0%
TOTAL PERSONNEL COSTS		39,086	50,398	69,339	74,939	75,795	856	1%
SERVICES & SUPPLIES								
101-752-020-01	Utilities	27,232	29,782	27,849	28,000	28,000	-	0%
101-752-021-01	Communications	113	210	168	210	210	-	0%
101-752-022-01	Supplies and Materials	-	2	-	-	-	-	-
101-752-026-01	Contract Services	19,238	26,252	22,342	20,000	22,500	2,500	13%
101-752-033-07	Building/Grounds Maintenance	12,327	11,171	10,540	19,400	19,400	-	0%
101-752-050-xx	Loan Repayment - Energy Efficiency	6,351	6,352	6,351	6,351	6,351	-	0%
TOTAL SERVICES & SUPPLIES		65,261	73,769	67,250	73,961	76,461	2,500	3%
TOTAL OPERATING EXPENSE		104,347	124,167	136,589	148,900	152,256	3,356	2%

Department:
752 Library Maintenance

Source Summary	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19
Fund 101: General Purpose Fund	104,347	124,167	136,589	148,900	152,256
TOTAL SOURCES	104,347	124,167	136,589	148,900	152,256

Personnel Summary	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19
Parks & Recreation Director	-	0.05	0.05	0.03	0.03
Recreation Coordinator I/II	-	-	-	0.04	0.04
Public Works/Parks Maint Mgr	-	0.20	0.20	0.20	0.20
Senior, Maintenance Worker	-	0.06	0.25	0.25	0.25
Lead, Maintenance Worker	-	0.05	0.05	0.05	0.05
Maintenance Worker	-	0.17	0.17	0.17	0.17
TOTAL PERSONNEL	0.37	0.53	0.72	0.74	0.74

Department:
753 Parks & Open Space Maintenance

Account	Description	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19	\$ Change	% Change
PERSONNEL								
101-753-001-01	Salaries - Regular	126,645	135,621	135,815	155,204	157,726	2,522	2%
101-753-001-04	Salaries - Temporary	10,884	8,058	8,836	10,000	10,000	-	0%
101-753-001-06	Salaries - Overtime	2,480	3,031	3,457	3,000	3,000	-	0%
101-753-002-01	Retirement - PERS	12,674	9,422	8,770	8,516	8,043	(473)	-6%
101-753-002-03	Retirement - ICMA / In Lieu	39	2,961	-	-	2,088	2,088	-
101-753-003-01	Health Insurance	14,204	19,256	20,845	26,147	22,739	(3,408)	-13%
101-753-003-02	Dental Insurance	1,965	2,814	2,615	3,168	3,090	(78)	-2%
101-753-003-07	Vision Insurance	181	469	430	501	478	(23)	-5%
101-753-003-03	Life Insurance	344	491	449	375	375	(0)	0%
101-753-003-04	Workers' Compensation	4,378	4,523	4,498	5,664	6,820	1,156	20%
101-753-003-05	Disability Insurance	843	1,143	1,218	1,309	1,336	27	2%
101-753-004-01	FICA/Social Security	722	482	552	620	620	-	0%
101-753-004-02	Medicare	1,334	2,209	2,185	2,197	2,247	50	2%
101-753-005-01	Auto Allowance	-	1,154	1,200	1,500	1,500	-	0%
101-753-005-02	Uniform Allowance	875	1,281	1,162	1,411	1,411	-	0%
101-753-005-04	Cell Phone Allowance	-	116	120	150	150	-	0%
101-753-007-01	Employee Assistance Program	70	97	82	94	94	(0)	0%
TOTAL PERSONNEL COSTS		177,638	193,128	192,235	219,856	221,716	1,860	1%

Department:
753 Parks & Open Space Maintenance

Account	Description	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19	\$ Change	% Change
SERVICES & SUPPLIES								
101-753-020-01	Utilities	27,397	43,938	42,000	44,300	44,300	-	0%
101-753-021-01	Communications	426	397	700	700	700	-	0%
101-753-022-01	Supplies and Materials	217	-	-	1,500	1,500	-	0%
101-753-025-01	Rents/Leases/Taxes	5,286	5,381	6,000	6,000	6,000	-	0%
101-753-026-01	Contract Services	35,711	33,354	42,000	38,860	41,360	2,500	6%
101-753-033-07	Buildings/Grounds Maintenance	39,308	32,840	33,000	29,700	29,700	-	0%
101-753-033-08	Mulholland Ridge - Maintenance	-	-	1,000	6,000	8,000	2,000	33%
101-753-036-02	Equipment Maintenance - Vehicles	4,360	6,588	5,000	6,000	7,000	1,000	17%
101-753-037-01	Fuel & Oil	2,906	3,126	5,000	4,000	4,000	-	0%
101-753-041-01	Travel/Conf/Meetings/Training	896	921	600	600	600	-	0%
101-753-060-01	Capital Outlay (Non-Capitalized)	-	3,543	-	-	-	-	-
101-753-080-01	Property Damage - Reimbursed	-	-	-	-	-	-	-
TOTAL SERVICES & SUPPLIES		116,507	130,088	135,300	137,660	143,160	5,500	4%
TOTAL OPERATING EXPENSE		294,145	323,216	327,535	357,516	364,876	7,360	2%

Department:
753 Parks & Open Space Maintenance

Source Summary		Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19
	Fund 101: General Purpose Fund	294,145	322,216	326,535	356,516	363,876
740-000-099-01	Fund 740: Community Facilities/Open Space/Mulholland Ridge Pond/Ground Maintenance					
		-	1,000	1,000	1,000	1,000
	TOTAL SOURCES	294,145	323,216	327,535	357,516	364,876

Personnel Summary		Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19
	Parks & Recreation Director	-	0.20	0.20	0.25	0.25
	Recreation Coordinator I/II	-	-	-	0.04	0.04
	Public Works/Parks Maint Mgr	-	0.10	0.03	0.03	0.03
	Senior, Maintenance Worker	-	0.03	0.03	0.03	0.03
	Lead, Maintenance Worker	-	0.60	0.60	0.60	0.60
	Maintenance Worker		1.10	1.00	1.00	1.00
	TOTAL PERSONNEL	1.52	2.03	1.86	1.95	1.95



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PLANNING

MISSION

The Planning Department's mission is to make Moraga a great community by helping the public 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 includes five full-time employees providing Moraga with land use and development services. Working directly with homeowners, architects, business owners, developers, special interest groups, organizations and other government agencies, Planning Staff provides the public land use information, reviewing and processing project development plans, and working with neighbors and stakeholders to gain input and revise plans and notifying citizens and organizations about projects. Planning Staff also works with businesses and the Chamber of Commerce, helping navigate the process to open a new business or expand an existing business. Planners assist homeowners, developers, businesses and community members to collaborate and find solutions. Planners apply other regulations to help preserve Moraga's aesthetic qualities and work with other departments and agencies to make sure new developments will be safe, address community needs like parks and infrastructure, and include things such as pedestrian and bicycle connections.

The Planning Department takes a strategic, long-range approach to Moraga's growth and development, and identifies ways the Town can modify its regulations so they reflect the community's long-term desires. Moraga values its open space, its semi-rural environment and its scenic qualities. It's zoning regulations and design guidelines are designed to preserve these attributes and values.

ACCOMPLISHMENTS FOR FY 2017-18

The Planning Department was fully staffed for a portion of the 2017-18 fiscal year, due to staffing changes and vacancies. The Senior Planner position was filled in August, then became the acting Planning Director in early December with the resignation of the Planning Director and one of the Associate Planners, thus leaving the Department with two of the four planner positions filled, until a new Senior Planner position was filled in May 2018. Despite these major obstacles, the Department continues to make progress on a number of key projects, and to process a high volume of large and small planning applications. Key accomplishments include:

- Hillside and Ridgeline Project: Complete and adopt the Hillside and Ridgeline project, including changes to the Moraga General Plan, Titles 8 and 14 of the Moraga Municipal Code, Guidelines for Interpreting and Implementing MOSO, and the Moraga Design Guidelines. This project has been in development since 2013 and implements longstanding Town goals for development in Moraga's hillside and ridgeline areas that will protect their aesthetic values and scenic attributes.



- Accessory Dwelling Unit Ordinance: Complete and adopt an Accessory Dwelling Unit ordinance replacing the Town's existing Secondary Unit ordinance. The ordinance update would bring the Town's regulations into compliance with new State laws which went into effect on January 1, 2017 and January 1, 2018, and are intended to streamline and simplify the process of obtaining approval to construct an Accessory Dwelling Unit.
- Accessory Buildings in MOSO and Non-MOSO Lands: Complete and adopt revisions to the Town's Accessory Dwelling Unit ordinance to address the construction of accessory buildings within MOSO and Non-MOSO zoned lands.
- Moraga Center Specific Plan Implementation Project: Procured additional funding through Bay Area Metro to complete and adopt zoning standards, as well as standards for the design of civic spaces and streetscapes, for the Moraga Center Specific Plan area.
- Commercial Planned Development (PD-Z) Zoning: Adopted a new Commercial Planned Development (PD-Z) zoning district, intending to encourage revitalization of Moraga's existing commercial centers.
- Implemented the St. Mary's College Campus Master Plan, including approval of the design for the reconstruction of the McKeon Pavilion at St. Mary's College, as well as several other related infrastructure projects at the college.
- Adopted focused "cleanup" zoning amendments to establish regulations for parking of commercial and oversize vehicles on Town streets.
- Continued processing various land development entitlements, including the new Chase Bank in the Moraga Center and major upgrade to the former Burger King Restaurant as the location for a new Starbucks.
- Processed the development application for the Canyon Club brewery/restaurant.
- Began processing the proposed mixed-use development at the parcel adjacent the Rheem Theatre.
- Continued processing major subdivisions, including the Bollinger Valley and Indian Valley subdivisions.

GOALS FOR FY 2018-19

- Finalize the Environmental Impact Report and complete the processing of the Conceptual Development Plan for the Bollinger Valley and Indian Valley residential subdivisions.
- Complete updated Planned Development regulations.
- Work with the business community, including the two major shopping centers, to streamline and improve the permitting process for commercial businesses.
- Initiate review and update of the Design Guidelines to ensure they provide appropriate parameters for new development in Moraga.
- Adopt an updated Accessory Dwelling Unit Ordinance, consistent with new requirements of State law.
- Complete Moraga Center Specific Plan Implementation Project.

REVENUE

Planning

Account	Description	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19	\$ Change	% Change
DEPT 910: PLANNING								
101-910-360-99	General/Specific Plan Fees	-	-	-	247,450	-	(247,450)	-100%
101-910-370-01	Planning Fees	50,072	65,604	53,932	55,000	70,000	15,000	27%
101-910-370-02	Planning Staff Time	240,428	202,505	176,854	134,000	205,000	71,000	53%
101-910-370-10	Building Permit Surcharge	234,255	267,515	244,570	210,000	340,000	130,000	62%
101-910-370-42	Sale of Documents - Planning	-	-	-	-	-	-	-
101-910-380-16	Other Revenue - Planning	3,793	90	1,053	1,000	1,000	-	0%
TOTAL REVENUES		528,548	535,714	476,409	647,450	616,000	(31,450)	-5%

Source Summary		Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19
	Fund 101: General Purpose Fund	528,548	535,714	476,409	647,450	616,000
210-000-099-01	Fund 210: Measure J	68,590	95,336	58,686	75,000	95,000
750-000-099-01	Fund 750: Asset Replacement	-	-	-	-	-
TOTAL SOURCES		597,138	631,050	535,095	722,450	711,000

Department:
910 Planning

Account	Description	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19	\$ Change	% Change
PERSONNEL								
101-910-001-01	Salaries - Regular	397,841	427,380	485,345	529,612	523,523	(6,089)	-1%
101-910-001-04	Salaries - Temporary	2,552	1,163	-	-	-	-	-
101-910-001-06	Salaries - Overtime	1,414	694	568	500	500	-	0%
101-910-002-01	Retirement - PERS	41,439	29,063	29,049	29,330	29,627	297	1%
101-910-002-03	Retirement - ICMA / In Lieu	1,472	-	-	-	-	-	-
101-910-003-01	Health Insurance	27,412	31,275	31,231	49,809	54,819	5,010	10%
101-910-003-02	Dental Insurance	4,820	4,734	4,501	6,456	7,221	765	12%
101-910-003-07	Vision Insurance	-	812	764	1,046	1,122	76	7%
101-910-003-03	Life Insurance	1,097	1,169	1,124	960	960	-	0%
101-910-003-04	Workers' Compensation	15,450	13,935	16,206	19,576	22,699	3,123	16%
101-910-003-05	Disability Insurance	3,110	3,530	3,993	4,453	4,388	(65)	-1%
101-910-004-01	Social Security - FICA	453	-	-	-	-	-	-
101-910-004-02	Medicare	5,879	6,281	6,735	7,595	7,479	(116)	-2%
101-910-005-01	Auto Allowance	5,769	5,769	6,000	6,000	6,000	-	0%
101-910-005-04	Cell Phone Allowance	577	577	600	600	600	-	0%
101-910-007-01	Employee Assistance Program	224	232	204	240	240	-	0%
TOTAL PERSONNEL COSTS		509,509	526,614	586,319	656,177	659,178	3,001	0%

Department:
910 Planning

Account	Description	Actual FY 14-15	Actual FY 15-16	Adj Budget FY 16-17	Adjusted FY 17-18	Adopted FY 18-19	\$ Change	% Change
SERVICES & SUPPLIES								
101-910-021-01	Communications	377	406	409	500	500	-	0%
101-910-022-01	Supplies and Materials	5,939	6,289	4,931	6,000	6,000	-	0%
101-910-026-01	Contract Services	188,722	(429)	76,322	56,150	55,500	(650)	-1%
101-910-026-21	Moraga Center Specific Plan	-	-	24,919	48,000	-	(48,000)	-100%
101-910-030-03	Postage	1,306	1,608	2,185	1,600	1,500	(100)	-6%
101-910-031-04	Copier Costs	(357)	3,570	8,617	9,830	9,830	-	0%
101-910-033-01	Mileage Reimbursement	297	830	1,318	750	750	-	0%
101-910-038-01	Advertising/Legal	930	4,286	-	4,000	4,000	-	0%
101-910-040-01	Memberships & Dues	590	1,174	745	750	1,500	750	100%
101-910-041-01	Travel/Conf/Meetings/Training	11,824	5,133	3,882	4,950	4,500	(450)	-9%
101-910-053-11	Credit Card Processing Fees	990	1,207	2,551	2,000	2,000	-	0%
101-910-060-01	Capital Outlay (Non-Capitalized)	-	-	-	-	-	-	-
TOTAL SERVICES & SUPPLIES		210,618	24,074	125,879	134,530	86,080	(48,450)	-36%
TOTAL OPERATING EXPENSE		720,127	550,688	712,198	790,707	745,258	(45,449)	-6%

Source Summary		Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19
	Fund 101: General Purpose Fund	651,537	455,352	712,198	715,707	650,258
210-000-099-01	Fund 210: Measure J	68,590	95,336	-		95,000
TOTAL SOURCES		720,127	550,688	712,198	790,707	745,258

Personnel Summary		Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adjusted FY 17-18	Adopted FY 18-19
	Planning Director	1.00	1.00	1.00	1.00	1.00
	Senior Planner	-	-	1.00	1.00	1.00
	Senior Planner/Econ Dev Coord	1.00	1.00	-	-	-
	Asst./Assoc. Planner	2.00	2.00	2.00	2.00	2.00
	Administrative Assistant	1.00	1.00	1.00	1.00	1.00
TOTAL PERSONNEL		5.00	5.00	5.00	5.00	5.00



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NON-DEPARTMENTAL

The Non-Departmental budget was created in FY 2015/16. It effectively reorganized town-wide expenditures into this new Non-Departmental category. The separation of town-wide expenditures into the Non-Departmental classification is a common practice in municipal government budgeting and presents a more accurate representation of expenditure activities that span multiple departments. For example, general liability insurance coverage is an expenditure that covers all departments.

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



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Department:
999 Non-Departmental

Account	Description	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adopted FY 17-18	Adopted FY 18-19	\$ Change	% Change
PERSONNEL								
101-999-001-99	One Time Vacation Accrual Conversion	-	-	-	75,000	-	(75,000)	-100%
101-999-002-09	Unfunded Liability - PERS Misc	-	81,378	102,817	130,767	146,931	16,164	12%
101-999-002-10	Unfunded Liability - PERS Safety	-	71,024	89,479	112,851	173,196	60,345	53%
101-999-002-19	Unfunded Liability - PERS PEPRA Misc	-	-	-	1,041	2,035	994	95%
101-999-002-20	Unfunded Liability - PERS PEPRA Safety	-	-	-	1,101	1,338	237	22%
101-999-003-06	Unemployment Claims	-	8,260	7,500	7,500	7,500	-	0%
TOTAL PERSONNEL COSTS		-	160,662	199,796	328,260	331,000	2,740	1%
SERVICES & SUPPLIES								
101-999-039-01	Insurance - Liability	-	114,899	134,550	146,972	177,907	30,935	21%
101-999-039-02	Insurance - Vehicles	-	791	1,050	935	1,088	153	16%
101-999-039-03	Insurance - Property	-	10,481	13,200	10,558	11,825	1,267	12%
101-999-039-04	Insurance - Employee Bond	-	425	700	440	440	-	0%
101-999-039-05	Insurance - ERMA	-	7,666	13,200	10,343	11,479	1,136	11%
101-999-039-13	Claims Paid / Deductible Reserve	-	1,137	25,000	45,000	45,000	-	0%
101-999-041-01	Townwide Training	-	8,248	9,000	5,500	5,500	-	0%
TOTAL SERVICES & SUPPLIES		-	143,647	196,700	219,748	253,239	33,491	15%
TOTAL OPERATING EXPENSE		-	304,309	396,496	548,008	584,239	36,231	7%

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

Source Summary	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adopted FY 17-18	Adopted FY 18-19
Fund 101: General Purpose Fund	-	304,309	396,496	548,008	584,239
TOTAL SOURCES	-	304,309	396,496	548,008	584,239

Personnel Summary	Actual FY 14-15	Actual FY 15-16	Actual FY 16-17	Adopted FY 17-18	Adopted FY 18-19
N/A	-	-	-	-	-
TOTAL PERSONNEL	-	-	-	-	-



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OTHER FUNDS OPERATING BUDGET



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OTHER FUNDS

Other funds are established to track fees received for specific activities. Money in these accounts can only be spent on specific programs. Generally, special or restricted funds cannot be spent for general purpose items unless there is a specific cost reimbursement or administrative fee associated with a project or program. For example, Citizens Option for Public Safety (COPS), Proposition 172 Public Safety Sales Tax and Traffic Safety (vehicle code fines) revenue is used to fund some of the activities of the Moraga Police Department. Similarly, Gas Tax, Measure J and National Pollutant Discharge Elimination System (NPDES) funds support the Public Works Department's implementation of the Town's storm drain program, crosswalks, and street maintenance. The FY 2018/19 Operating Budget projects revenues of \$1,147,603, from nine (9) sources of funding (including the one-time transfer of \$250,000 from Palos Colorados for anticipated litigation costs). Without these funding sources, the Town would need to rely on General Fund reserves to maintain daily operations.

This Budget section includes: Descriptions of all funds on page D-3; Other Funds Fund Balance Summary on page D-9; and, Account details starting on page D-10. A summary of FY 2018/19 changes in funding follows.

Palos Colorados Fund

The Palos Colorados Fund (Fund 100) includes an expense of \$250,000 transfer out to the General Fund (Fund 101) for litigation expenses related to the Hillside and Ridgeline ordinance. No revenue is projected in FY 2018/19, however, a reimbursement payment of \$86,364 is expected and will be reflected in fund balance.

Citizens Option for Public Safety

COPS / SLESF fund (Fund 103) includes \$102,500 to offset patrol costs and a one-time \$30,000 capital expenditure to purchase a vehicle. Revenue is projected to be \$100,800.

Gas Tax

Fund (Fund 205) revenue is increasing by \$177,765 and totals \$651,142. The large increase is generated from SB1. SB1 was created to address deferred maintenance on the local streets. These funds are included in the Capital Improvement Program budget.

Lighting Assessment District

FY 2018/19 projected revenues total \$239,725. Projected operating expenditures total \$271,350 for utilities, repairs, engineering consulting services, maintenance of the Town's existing street lights and traffic signals, and administrative costs associated with the assessment. Expenditures also include a one-time capital project expense of \$60,000 for continuation of the Commercial Centers Street Lighting study.

Pavement Management Fund

The Pavement Management Fund (Fund 711) is funded by multiple sources including: \$1,220,000 from Measure K; \$279,000 from Gas Tax (Fund 205); and, \$333,000 from the Garbage Vehicle Impact Fee. Measure K was approved by the voters in 2012 and is the signal largest revenue source for this fund. Measure K is projected to increase by 4.02% this fiscal year. Approximately \$600,000 is scheduled for debt service and the remaining funds are allocated for maintenance and improvements to the Town's streets and roads.

Other Funds Summary

The table below outlines revenues, expenses and ending fund balance for all Other Funds. The expenses include \$1,147,603 of transfers out to the General Fund and funding of capital improvements.

Fund #	Fund Description	Revenue	Expense	Ending Fund Balance
100	Developer Fee Fund (Palos)	\$0	\$250,000	\$1,552,545
103	COPS / SLESF - Public Safety	\$100,800	\$132,500	\$383
109	Public Safety Sales Tax (Prop 172)	\$70,430	\$70,400	\$5,322
140	Property Tax Lighting Special District	\$158,566	\$43,134	\$641,227
205	Gas Tax	\$651,142	\$659,000	\$ 7,222
210	Measure J - Return to Source, 18%	\$356,652	\$346,000	\$261,162
211	Measure J - Program 28c	\$18,330	\$0	\$58,566
230	Traffic Safety Fund	\$37,675	\$27,757	\$12,552
250	Park Quimby Fees	\$0	\$0	\$10,844
260	Asset Forfeiture	\$50	\$0	\$10,226
500	Lighting Assessment District	\$239,725	\$211,279	\$273,279
510	NPDES	\$235,150	\$214,946	\$(1,393)
701	2010 COP	\$114,419	\$114,419	273,611
702	2013 COP	\$598,850	\$598,850	\$321,772
711	Pavement Management Program	\$2,439,500	\$2,962,850	\$1,395,342
715	Comcast Grant Unrestricted	\$0	\$0	\$15,453
716	Comcast PEG Restricted	\$35,500	\$0	\$349,858
720	Public Safety Impact Fees	\$200	\$0	\$57,177
740	Community Facilities/Open Space	\$0	\$1,000	\$5,550
750	Asset Replacement	\$0	\$0	\$0
760	Local Transportation Impact Fees	\$100	\$0	\$30,783
770	Storm Drain Impact Fees	\$1,200	\$0	\$256,734
780	General Govt Facilities Impact Fees	\$150	\$25,000	\$193,324
790	Park Impact Fees	\$150	\$5,000	\$(214)
799	Lamorinda Fee and Financing Authority	\$500	\$140,707	\$169,565
TOTAL		\$5,062,716	\$5,806,333	\$5,900,890



GENERAL OBLIGATION

Fund 101 - General Fund

This 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 Fund revenue include property tax, sales tax, franchise fees, and parks and recreation fees and expenses include general government, police, public works, planning, salaries and insurance. This fund is the heartbeat of the Town; a healthy General Fund is essential to providing quality Town services and programs.

Fund 100 – One Time Developer Fees (Palos Colorados Settlement Funds)

This is a general obligation fund. The source of revenue for this fund is the result of a settlement agreement related to the Palos Colorados development project (Resolution No. 26-99). Since receipt of the initial deposits, the Town has used these funds for one-time expenditures such as an accelerated payment of the CalPERS unfunded liability, promissory note due on the purchase of the 335 (formerly 331) Rheem Boulevard property, All Access Playground, and loans to fund the Rheem Sinkhole repairs and Canyon Road temporary bridge, and various capital improvement projects.

SPECIAL/RESTRICTED FUNDS

The Town also receives a variety of other funding sources that help support the Town's operations and fund various capital projects and 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 or separate reporting requirements.

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

This is funding received from the State of California to augment public safety services, including front line law enforcement services and capital projects that directly support front line law enforcement services (Assembly Bill 3229).

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 fund 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 134 – Art in Public Spaces

This fund was established by Town Council Resolution No. 91-2015, to dedicate funding for Art in Public Spaces. This account may be credited annually, with any funds allocated by the Town Council through the budgetary process and monies received through donations or grants or otherwise obtained.

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. This funding source is set to expire in 2034.

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 a program eligible under the provisions of Measure J. Funds are administered by the Contra Costa Transportation Authority.

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 250 – Quimby Act Funds

The Quimby Act authorizes the Town to require the dedication of land or impose fees for park or recreational purposes. Revenue collected can be used only for the purposes of developing or rehabilitating neighborhood or community park or recreational facilities.

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 for 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

This is 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, resulting in total initial funding of \$81,000. The tri-city agreement calls for a meet and confer process 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.

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 project 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 detached single-family residence within the district.

Fund 510 – National Pollutant Discharge Elimination System (NPDES)

This fund derives from an annual assessment (via property tax) 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. Stormwater utility assessment revenues can only be spent on the NPDES program activities and storm drain system maintenance. Replacement of failing storm drain system is a maintenance activity if the replacement facility is equal in capacity and a comparable type of facility, i.e., pipe storm drain is replaced by another pipe storm drain. These funds can only be used to address cleanwater activities.

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 335 (formerly 331) Rheem Blvd. property and renovations of the 329 Rheem and 335 (formerly 331) Rheem buildings. Fund 701 accounts for the COP proceeds as well as annual payments. Payments are scheduled through October 2029.

Fund 702 – 2013 COP / Infrastructure Improvements

In August 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 711 – Pavement Management Program

This fund was established to account for all capital activities related to the rehabilitation of the Town's streets. The Town's Pavement Management Program is funded by multiple sources, including Fund 205 – Gas Tax, Fund 210 – Measure J, and Garbage vehicle impact fees. The largest source of funding is from Measure K which are deposited directly into Fund 711 per Town Council Resolution No. 98-2015.

Funds 715 & 716 – Cable Franchise Fees

In 2006 the California Legislature adopted DIVCA to establish a state video franchising regime that gave California Public Utilities Commission authority to issue state video franchises. The Town has two funds, Fund 715 - Comcast Fee and Fund 716 - Comcast Public, Education, and Governmental Access Channel ("PEG"), both funds do have limitations on how the Town may use these monies. Generally, Comcast funds are to be used for technology that enhances communications. The Town appropriated some of these funds for the audio/video/televising of Town Council meetings.



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 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 were deferred while expenditures continued. Per Resolution No. 8-2015, if the Town Council's goal of a 50% General Purpose Fund Reserve is reached at the end of each fiscal year, any additional net revenue is transferred from Fund 101-General Purpose Fund to Fund 750-Asset Replacement Fund. This fund was depleted in FY 2016/17.

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

all funds whose revenues derive from development and collected to mitigate impacts of new development. Impact fees can only be used on items identified in the Master Fee Schedule and not ongoing operations.

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 was 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. The new fee schedule became effective June 10, 2016.



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FUND BALANCE SUMMARY

FUND	DESCRIPTION	AUDITED FY 2014-15	AUDITED FY 2015-16	AUDITED FY 2016-17	ADJUSTED FY 2017-18	PROPOSED FY 2018-19
GENERAL GOVERNMENTAL FUNDS						
Fund 100 ⁽¹⁾	One-Time Developer Fees (Palos Colorados)	1,971,270	3,193,821	2,615,013	1,716,181	1,552,545
Fund 101	General Fund					
	Nonspendable	646	327	330	-	-
	Restricted					
	Committed					
	Assigned	319,488		2,077,066		
	Unassigned	3,071,555	4,116,870	2,308,946	2,444,432	3,900,704
Total - General Governmental Funds:		5,362,959	7,311,018	7,001,355	4,160,613	5,453,249
OTHER GOVERNMENTAL FUNDS						
Fund 103	COPS / SLESF Fund	132,397	124,041	111,126	32,083	383
Fund 109	Public Safety Sales Tax (Prop 172)	10,280	(9,638)	(9,623)	5,292	5,322
Fund 134	Art in Public Spaces	-	4,916	4,296	0	0
Fund 140	Lighting Special District	365,792	472,796	415,404	525,794	641,227
Fund 205	Gas Tax	230,435	26,229	42,208	15,080	7,222
Fund 210	Measure J - Return to Source, 18%	824,089	587,489	581,962	250,510	261,162
Fund 211	Measure J - Program 28c	77,184	87,532	81,906	40,236	58,566
Fund 230	Traffic Safety (Vehicle Code Fines)	3,997	(3,723)	(3,554)	2,634	12,552
Fund 250	Park Dedication (fee in lieu/Quimby Act)	27,547	201,151	192,515	10,844	10,844
Fund 260	Asset Forfeiture	10,063	10,098	10,151	10,176	10,226
Fund 500	Lighting Assessment District	481,056	355,338	287,447	244,904	273,279
Fund 510	NPDES	46,842	73,480	(12,786)	(21,597)	(1,393)
Total - Other Governmental Funds:		2,209,681	1,929,708	1,701,052	1,115,954	1,279,389
CAPITAL PROJECTS FUNDS						
Fund 700	Capital Projects (Grants/Reimbursements)	420,946	489,984	1,234,985	n/a (4)	n/a (4)
Fund 701	2010 COP - Town Hall Improvements	277,593	279,044	273,611	273,611	273,611
Fund 702	2013 COP - Infrastructure Improvements	2,966,674	1,621,683	321,772	321,772	321,772
Fund 711	Pavement Management Program	1,356,281	1,653,703	1,916,268	1,918,692	1,395,342
Fund 715	Comcast Grant Unrestricted	49,725	15,453	15,453	15,453	15,453
Fund 716	Comcast PEG Restricted	351,521	243,358	278,858	314,358	349,858
Fund 750	Asset Replacement	234,110	64,557	1,308	(0)	(0)
Fund 720	Public Safety Impact Fees	2,878	40,226	110,127	56,977	57,177
Fund 740	Community Facilities/Open Space	9,550	8,550	7,550	6,550	5,550
Fund 760	Local Transportation Impact Fees	10,362	29,945	30,716	30,683	30,783
Fund 770	Storm Drain Impact Fees	74,540	373,300	382,934	255,534	256,734
Fund 780	General Govt Facilities Impact Fees	24,262	244,760	394,410	218,174	193,324
Fund 790	Park Impact Fees	7,413	71,328	39,561	4,636	(214)
Fund 799	Lamorinda Fee and Financing Authority	96,938	212,390	308,772	168,565	169,565
Total - Capital Project Funds:		5,882,792	5,348,281	5,316,327	3,585,006	3,068,956
FIDUCIARY FUNDS (Cash In Hand) ⁽²⁾						
Fund 405	Special Gifts & Donations	19,489	21,519	24,430	24,430	29,294
Fund 410	Skatepark Maintenance	24,938	23,465	23,554	23,554	22,996
Fund 420	Park Facility Deposits	18,307	33,787	38,858	51,266	36,68.65
Fund 430	Planning Deposits	232,388	287,127	174,952	147,273	89,735
Fund 440	Public Works Performance Bonds	355,415	823,828	768,074	746,990	689,550
Fund 600	Moraga Youth Involvement Committee	6,116	5,431	7,149	6,140	6,150
Total - Deposits in Trust		656,653	1,195,157	1,037,017	999,652	837,725

(1) Fund 100 - See "Other Fund Summary" for information on timing of future payments.

(2) Fiduciary funds estimated cash in hand for FY 2017-18 and FY 2018-19 is as of April 30, 2018



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**FUND TRANSFERS SUMMARY
FISCAL YEAR 2018-2019 BUDGET**

Transfer From:		Transfer To:							TOTAL
Fund #	Fund Description	100 Developer Fee Fund (Palos)	101 General Purpose Fund	500 Lighting Assessment District	700 Construction in Progress	711 Pavement Management Program	701 210 COP - Town Hall Improvements	702 2013 COP - Infrastructure Improvements	
100	Developer Fee Fund (Palos)		250,000.00						250,000.00
101	General Purpose Fund				105,000.00	333,000.00	114,419.00		552,419.00
103	COPS / SLESF - Public Safety		102,500.00		30,000.00				132,500.00
109	Public Safety Sales Tax (Prop 172)		70,400.00						70,400.00
140	Property Tax Lighting Special District			43,134.00					43,134.00
205	Gas Tax		380,000.00		283,097.00				663,097.00
210	Measure J - Return to Source, 18%		105,000.00	241,000.00					346,000.00
211	Measure J - Program 28c								-
230	Traffic Safety Fund (Veh. Code Violations)		17,757.00		10,000.00				27,757.00
500	Lighting Assessment District		6,000.00						6,000.00
510	NPDES		214,946.00						214,946.00
711	Pavement Management Program							598,850.00	598,850.00
715	Comcast Grant Unrestricted								-
716	Comcast PEG Restricted								-
740	Community Facilities/Open Space		1,000.00						1,000.00
750	Asset Replacement								-
720	Public Safety Impact Fees								-
760	Local Transportation Impact Fees								-
770	Storm Drain Impact Fees								-
780	General Govt Facilities Impact Fees				25,000.00				25,000.00
790	Park Impact Fees				5,000.00				5,000.00
799	Lamorinda Fee and Financing Authority								-
TOTAL		-	1,147,603.00	284,134.00	458,097.00	333,000.00	114,419.00	598,850.00	2,936,103.00



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TYPE: OTHER FUNDS
FUND: 100 ONE TIME DEVELOPER FEES

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2014-15	ACTUAL FY 2015-16	ACTUAL FY 2016-17	ADJUSTED FY 2017-18	PROPOSED FY 2018-19
REVENUE						
100-000-370-07	DEVELOPER FEES ²	-	2,250,000	-	-	-
100-510-350-01	INTEREST EARNINGS ¹	-	-	-	-	-
	TOTAL Revenue	-	2,250,000	-	-	-
EXPENDITURES:						
	TRANSFERS OUT TO:					
100-000-099-01	Fund 700 - CAPITAL PROJECTS					
	Hacienda de las Flores Improvement Program	20,303	-	4,873	34,987	-
	Hacienda de las Flores Community Priorities/Survey	-	26,408		-	-
	Commons Park Improvement Program	43,210	-		-	-
	Hillsides and Ridgelines Regulations	76,024	161,730	105,126	58,169	-
	Hacienda Bldg ADA Accessibility to Upper Floors	-	2,050		37,950	-
	Commons Park ADA Pathway	49,932	1,507		-	-
	Library Restroom Remodel/ADA	4,058	226,191		-	-
	Pavilion Turf Improvements	16,317	-		-	-
	Hacienda - Public-Private Partnerships	6,091	138,350	6,503	-	-
	Reimbursement from Excess Property Tax (Reso #67-2015)	(179,305)	-		-	-
	Commons Park Master Plan Update		1,962	64,627	-	-
	Commons Park Sand Volleyball Court Renovation		149,155	14,041	-	-
	Municipal Parking Lots & Pathways Resurfacing		35,055			-
	Moraga Library HVAC System Replacement		285,041			-
	Art in Public Spaces			704	4,296	-
	Sinkhole Repair on Rheem Blvd at Center St ⁽³⁾ ⁽⁴⁾			235,269	833,731	-
	Canyon Road Bridge Emergency - Initial Response ⁽⁴⁾			147,665	852,335	
	All Access Playground			-	60,000	
	Fund 100 - General Fund - Legal Services					
	Litigation for Hillside and Ridgeline Ordinance ⁽⁶⁾					250,000
	TOTAL Expenses	36,630	1,027,449	578,808	1,881,468	250,000
	Change in Fund Balance	(36,630)	1,222,551	(578,808)	(1,881,468)	(250,000)
Adjustment to Fund balance ⁽⁵⁾						
	<i>Project Expenditure Savings - CIP 16-702 Rheem Sinkhole</i>				(101,000)	
	<i>FHWA Expected Reimbursement - CIP 16-702 Rheem Sinkhole</i>				(881,636)	
	<i>FHWA Expected Reimbursement - CIP 16-702 Rheem Sinkhole</i>					(86,364)
	Beginning Fund Balance	2,007,900	1,971,270	3,193,821	2,615,013	1,716,181
	Ending (Unassigned) Fund Balance	1,971,270	3,193,821	2,615,013	1,716,181	1,552,545

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

² In accordance with the February 2016 agreement between the Town and Richfield Real Estate Corporation, the Town expects to receive the second installment of funds (\$1,250,000) after issuance of the grading permit. As outlined in this agreement, developer will make best effort to complete grading permit process by December 31, 2017. Per TC Direction, any reimbursement funds received for repair of Sinkhole at Rheem Blvd/Center St will be deposited back to Fund 100 first.

³ Reduction of \$331,000 (from original \$1.4 million allocation) TC approved 06-14-17

⁴ This allocation is categorised as Assigned Balance in FY2016-17

⁵ Adjustments for non-spendable, committed and assigned fund balances, including use of Fund Balance for prior year approved capital projects

⁶ Council Direction on June 13, 2018

TYPE: OTHER FUNDS

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

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2014-15	ACTUAL FY 2015-16	ACTUAL FY 2016-17	ADJUSTED FY 2017-18	ADOPTED FY 2018-19
REVENUE:						
103-610-360-18	COPS GRANT	113,973	114,618	129,324	100,000	100,000
103-610-350-01	INTEREST EARNINGS	366	483	778	400	800
TOTAL REVENUE		114,339	115,101	130,102	100,400	100,800
EXPENDITURES:						
TRANSFERS OUT TO:						
103-000-099-01	Fund 101 - GENERAL FUND					
	Police Patrol - offset patrol costs	100,000	100,000	103,300	105,000	102,500
	Police Patrol - one-time offset for capital outlay	8,107	3,174			
	Fund 700 - CAPITAL PROJECTS					
	Vehicle & Operating Equip Replacement Prog (Annual	40,501	20,283	39,717	30,000	30,000
TOTAL Expenses		148,608	123,457	143,017	135,000	132,500
Change in Fund Balance		(34,269)	(8,356)	(12,915)	(34,600)	(31,700)
Beginning Fund Balance		166,666	132,397	124,041	111,126	32,083
Ending Fund balance		132,397	124,041	111,126	32,083	383

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

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2014-15	ACTUAL FY 2015-16	ACTUAL FY 2016-17	ADJUSTED FY 2017-18	ADOPTED FY 2018-19
REVENUE						
109-510-320-02	SALES TAX - PUBLIC SAFETY	63,542	63,037	65,892	62,900	70,400
109-510-350-01	INTEREST REVENUE	26	16	15	15	30
TOTAL Revenue		63,568	63,053	65,907	62,915	70,430
EXPENDITURES:						
TRANSFERS OUT TO:						
109-000-099-01	Fund 101 - GENERAL FUND					
	Police Patrol	58,230	82,970	65,892	48,000	70,400
	Capital Outlay (Non-Capitalized)	9,747		-	-	-
TOTAL Expenses		67,977	82,970	65,892	48,000	70,400
Change in Fund Balance		(4,409)	(19,918)	15	14,915	30
Beginning Fund Balance		14,689	10,280	(9,638)	(9,623)	5,292
Ending Fund Balance		10,280	(9,638)	(9,623)	5,292	5,322

TYPE: OTHER FUNDS
 FUND: 134 ART IN PUBLIC SPACES

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2014-15	ACTUAL FY 2015-16	ACTUAL FY 2016-17	ADJUSTED FY 2017-18	ADOPTED FY 2018-19
REVENUE						
134-810-360-01	ART IN PUBLIC SPACES		-	-		
TRANSFERS IN FROM						
134-000-393-01	FUND 100 - ONE TIME DEVELOPER FEES		5,000	-	-	-
TOTAL Revenue		-	5,000	-	-	-
EXPENDITURES:						
Supplies and Services						
134-810-053-01	SUPPLIES AND MATERIALS		84		-	-
	Subtotal	-	84	-	-	-
TRANSFERS OUT TO:						
134-000-099-01	Fund 700 - CAPITAL PROJECTS					
	CIP #: 17-302 Transferred to CIP: Available for Projects			620	4,296	
	Subtotal	-	-	620	4,296	-
TOTAL Expenses		-	84	620	4,296	-
Change in Fund Balance		-	4,916	(620)	(4,296)	-
Beginning Fund Balance		-	-	4,916	4,296	0
Ending Fund Balance		-	4,916	4,296	0	0

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

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2014-15	ACTUAL FY 2015-16	ACTUAL FY 2016-17	ADJUSTED FY 2017-18	ADOPTED FY 2018-19
REVENUE						
140-510-390-01	Property Tax - Lighting 4285	139,533	148,615	158,482	153,074	157,666
140-510-350-01	INTEREST REVENUE	689	1,522	3,062	450	900
TOTAL Revenue		140,222	150,138	161,544	153,524	158,566
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	-	-	-	-	-
	General Benefit Maint. of Traffic Signals	-	18,150	18,150	18,150	18,150
	General Benefit Street Lighting Undergrounding Imp. Moraga Rd - CIP	-	-	-	-	-
	Fund 700 - CAPITAL PROJECTS					
	Streetlights for Crosswalks at Corliss & Woodford	-	-	-	-	-
	PG&E Undergrounding - Moraga Road	-	-	175,801	-	-
TOTAL Expenses		24,984	43,134	218,935	43,134	43,134
Change in Fund Balance		115,239	107,004	(57,391)	110,390	115,432
Beginning Fund Balance		250,553	365,792	472,796	415,404	525,794
Ending Fund Balance		365,792	472,796	415,404	525,794	641,227

TYPE: OTHER FUNDS

FUND: 205 GAS TAX

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2014-15	ACTUAL FY 2015-16	ACTUAL FY 2016-17	ADJUSTED FY 2017-18	ADOPTED FY 2018-19
REVENUE						
205-710-360-03	Gas Tax Section 2103	152,975	84,585	44,074	67,859	63,820
205-710-360-05	Gas Tax Section 2105	89,510	92,448	92,785	97,378	97,577
205-710-360-06	Gas Tax Section 2106	61,868	62,565	64,497	66,007	66,134
205-710-360-07	Gas Tax Section 2107	114,556	120,380	117,637	120,876	121,130
205-710-360-08	Gas Tax Section 2107.5	4,000	4,000	4,000	4,000	4,000
205-710-360-01	Gas Tax Govt Code Section 16321	-	-	-	18,958	18,958
205-710-360-02	Gas Tax Section 2030 Rd Maint & Rehab	-	-	-	97,374	279,023
205-710-350-01	Interest Earnings	980	1,117	320	925	500
205-000-393-01	TRANSFERS IN					
TOTAL Revenue		423,889	365,096	323,313	473,377	651,142

TYPE: OTHER FUNDS

FUND: 205 GAS TAX

ACCOUNT		ACTUAL	ACTUAL	ACTUAL	ADJUSTED	ADOPTED
CODE	DESCRIPTION	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19

EXPENDITURES:

TRANSFERS OUT TO:

205-000-099-01	Fund 101 - GENERAL FUND					
	Street Maintenance	303,252	270,883	304,650	397,205	380,000
205-000-099-01	Fund 700 - CAPITAL PROJECTS					
	ADA Compliance (Streets)	32,892	2,434	2,685		
	Crosswalks - Corliss & Woodford					
	Minor Corrugated Metal Pipe Repair				10,000	
	Sinkhole Repair on Rheem Blvd at Center St		245,985			
205-000-099-01	Fund 711 - STREET PAVEMENT PROGRAM					
	Annual Pavement Program	206,847	50,000		93,300	279,000

TOTAL Expenses	542,991	569,302	307,335	500,505	659,000
Change in Fund Balance	(119,102)	(204,206)	15,978	(27,128)	(7,858)
Beginning Fund Balance	349,537.29	230,435	26,229	42,208	15,080
Ending Fund Balance	230,435	26,229	42,208	15,080	7,222

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

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2014-15	ACTUAL FY 2015-16	ACTUAL FY 2016-17	ADJUSTED FY 2017-18	PROPOSED FY 2018-19
REVENUE						
210-910-320-03	MEASURE J	349,690	328,807	353,840	340,000	353,652
210-910-350-01	INTEREST EARNINGS	1,847	3,430	4,448	1,500	3,000
210-000-393-01	TRANSFERS IN					
TOTAL Revenue		351,537	332,237	358,287	341,500	356,652

EXPENDITURES:

TRANSFERS OUT TO:

210-000-099-01	Fund 101 - GENERAL FUND					
	Lamorinda Spirit Van	9,000	9,000	-	-	-
	Growth Mgmt/Transportation Planning	56,412	126,044	42,545	75,000	95,000
	Street Maintenance, Admin	14,765			-	10,000
	Transportation Engineering/Grants	12,178	31,833	21,016	-	
210-000-099-01	Fund 700 - CAPITAL PROJECTS					
	RECON - Street Repair Program Dev				-	
	08-101 ADA Compliance Streets Program (On-going)	10,000			52,254	10,000
	Livable Moraga Road	21,419	44,498	1,502	22,937	
	ADA Self-Evaluation & Transition Plan		202	7,869	21,929	
	14-101 Canyon Bridge Replacement	5,967	431	413	225,573	174,000
	14-104 Minor Traffic Safety Program (Annual)	3,348			40,000	20,000
	Rheem Blvd/St Mary's Rd Roundabout			654	871	-
	Moraga Ped & Bike Master Plan Update		28,607	4,393		-
	Moraga Road Pedestrian Improvements	10,211	21,466	58,322		-
	Moraga Road (St Mary's-Draeger) Resurfacing	18,960	36,572	65,468		-

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

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2014-15	ACTUAL FY 2015-16	ACTUAL FY 2016-17	ADJUSTED FY 2017-18	PROPOSED FY 2018-19
	Nexus Study / Update Development Impact Fees	25,000	-	-		-
	Bollinger Canyon Road Hillside Stabilization	34,749	12,971	65,601		-
	329/335 (331) Rheem Renovation - Crosswalk		99,228	-		-
	Sinkhole Repair on Rheem Blvd at Center St		157,985	96,030		-
	Canyon Bridget Emergency Repair				234,388	
	18-XXX Traffic Equipment Replacement Program					20,000
	18-XXX Moraga Center Specific Plan Implementation Program					17,000
210-000-099-01	Fund 711 - STREET PAVEMENT PROGRAM					
	Annual Pavement Program	-	-	-		
	FHWA Expected Reimbursement - CIP 16-702 Rheem Sinkhole					
TOTAL Expenses		222,009	568,837	363,814	672,952	346,000
	Change in Fund Balance	129,528	(236,600)	(5,526)	(331,452)	10,652
	Beginning Fund Balance	694,561	824,089	587,489	581,962	250,510
	Ending Fund Balance	824,089	587,489	581,962	250,510	261,162

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

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2014-15	ACTUAL FY 2015-16	ACTUAL FY 2016-17	ADJUSTED FY 2017-18	ADOPTED FY 2018-19
REVENUE						
211-910-320-01	MEASURE J - PROGRAM 28C	16,231	16,991	17,850	18,200	18,200
211-910-350-01	INTEREST EARNINGS	159	313	513	130	130
TOTAL Revenue		16,390	17,304	18,363	18,330	18,330
EXPENDITURES:						
TRANSFERS OUT TO:						
211-000-099-01	Fund 700 - CAPITAL PROJECTS					
	Municipal Wayfinding Signage Program		6,957	2,305	-	-
	Moraga Center Pedestrian & Bicycle Improvements			21,684	60,000	-
TOTAL Expenses		-	6,957	23,989	60,000	-
Change in Fund Balance		16,390	10,347	(5,626)	(41,670)	18,330
Beginning Fund Balance		60,794	77,184	87,532	81,906	40,236
Ending Fund Balance		77,184	87,532	81,906	40,236	58,566

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

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2014-15	ACTUAL FY 2015-16	ACTUAL FY 2016-17	ADJUSTED FY 2017-18	ADOPTED FY 2018-19
REVENUE						
230-610-340-01	Vehicle Code Fines	35,500	32,408	47,615	37,600	37,600
230-610-350-01	Interest Earnings	49	17	39	75	75
TOTAL Revenue		35,549	32,425	47,654	37,675	37,675
EXPENDITURES:						
TRANSFERS OUT TO:						
230-000-099-01	Fund 101 - GENERAL FUND					
	Police Patrol	36,000	19,175	20,000	-	-
	School Crossing Guards	14,717	15,867	16,318	17,757	17,757
	Capital Outlay (Non-Capitalized)					
	Fund 700 - CAPITAL PROJECTS					
	Solar Radar Display Units					
	Traffic Survey/Radar Study			11,167		
	Replacement of PD Vehicle #130					
	Minor Traffic Safety Program (Annual)	10,000	5,103		13,730	10,000
TOTAL Expenses		60,716.73	40,145	47,485	31,487	27,757
Change in Fund Balance		(25,168)	(7,720)	169	6,188	9,918
Beginning Fund Balance		29,164.35	3,997	(3,723)	(3,554)	2,634
Ending Fund Balance		3,997	(3,723)	(3,554)	2,634	12,552

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

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2014-15	ACTUAL FY 2015-16	ACTUAL FY 2016-17	ADJUSTED FY 2017-18	ADOPTED FY 2018-19
REVENUE						
250-810-320-22	PARK DEDICATION FEES	10,200	173,400	20,400	-	-
250-810-350-01	INTEREST EARNINGS	59	204	1,093	-	-
250-810-380-09	COMMONS PATIO BRICKS	-	-	-	-	-
TOTAL Revenue		10,259	173,604	21,493	-	-
EXPENDITURES:						
Supplies/Services						
250-810-053-11	COMMONS PATIO BRICKS	-	-	-	-	-
TRANSFERS OUT TO:						
250-000-099-01	Fund 700 - CAPITAL PROJECTS					
	Moraga Commons Off Street Parking	-	-	-	-	-
	All Access Playground			30,128	181,672	
TOTAL Expenses		-	-	30,128	181,672	-
Change in Fund Balance		10,259	173,604	(8,635)	(181,672)	-
Beginning Fund Balance		17,288	27,547	201,151	192,515	10,844
Ending Fund Balance		27,547	201,151	192,515	10,844	10,844

* Receipts through 03/31/17

TYPE: OTHER FUNDS
 FUND: 260 ASSET FORFEITURE

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2014-15	ACTUAL FY 2015-16	ACTUAL FY 2016-17	ADJUSTED FY 2017-18	PROPOSED FY 2018-19
REVENUE						
260-000-350-01	INTEREST EARNINGS	22	35	53	25	50
260-000-380-17	ASSET FORFEITURE	-	-	-	-	-
TOTAL Revenue		22	35	53	25	50
EXPENDITURES:						
Supplies/Services						
260-630-022-01	Supplies and Materials	-	-	-	-	-
TOTAL Expenses		-	-	-	-	-
Change in Fund Balance		22	35	53	25	50
Beginning Fund Balance		10,040	10,063	10,098	10,151	10,176
Ending Fund Balance		10,063	10,098	10,151	10,176	10,226

TYPE: OTHER FUNDS
 FUND: 500 LIGHTING ASSESSMENT DISTRICT

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2014-15	ACTUAL FY 2015-16	ACTUAL FY 2016-17	ADJUSTED FY 2017-18	ADOPTED FY 2018-19
REVENUE						
500-000-350-01	INTEREST EARNINGS	995	1,768	1,641	800	1,600
500-000-390-02	PROPERTY TAXES--STREET LIGHTS 4215	195,938	195,080	194,514	194,991	194,991
	Subtotal	196,933	196,848	196,155	195,791	196,591
TRANSFERS IN:						
500-000-393-01	General Benefit	24,143	24,143	24,143	24,143	24,143
500-000-393-01	In lieu Public Agency Contingency	754	754	754	754	754
500-000-393-01	In lieu Town Contribution	87	87	87	87	87
	General Benefit Street Light Master Plan - CIP		-	-	-	-
	General Benefit Maint. of Traffic Signals		18,150	18,150	18,150	18,150
	General Benefit Street Lighting Undergrounding Imp. Moraga Rd - CIP			-	-	-
	Subtotal	24,984	43,134	43,134	43,134	43,134
TOTAL Revenue		221,917	239,982	239,289	238,925	239,725

TYPE: OTHER FUNDS
 FUND: 500 LIGHTING ASSESSMENT DISTRICT

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2014-15	ACTUAL FY 2015-16	ACTUAL FY 2016-17	ADJUSTED FY 2017-18	ADOPTED FY 2018-19
EXPENDITURES:						
Supplies/Services						
500-710-026-01	Contract Services - LAD Engineer	10,210	4,600	9,900	10,000	10,000
500-740-028-01	Staff Time/Labor Costs	936			10,000	10,000
500-740-026-01	Contract Services - Other	-			10,000	10,000
500-740-020-01	Utilities	126,294	136,980	130,584	120,000	120,000
500-740-033-04	Maintenance	-	20,156	35,672	55,000	55,000
500-740-038-01	Advertising and Legal	314	-		350	350
500-740-040-01	Memberships & Dues	900	900	900		-
500-740-050-xx	Loan Repayment - Energy Efficiency	3,424	3,424	3,424	3,424	
	Subtotal	142,078	166,060	180,480	208,774	205,350
TRANSFERS OUT TO:						
500-000-099-01	Fund 101 - GENERAL FUND					
	Administrative Costs	5,583	-	330	6,000	6,000
	Fund 700 - CAPITAL PROJECTS					
	Street Light Master Plan	14,137	11,298	12,142	6,694	
	PG&E Undergrounding - Moraga Road	-	100,771	114,229		
	PG&E LED Turnkey Program		87,570			
	Commercial Centers Streetlighting	-	-	-		60,000
	FHWA Expected Reimbursement - CIP 16-702 Rheem Sinkhole					
	Subtotal	19,720	199,639	126,700	12,694	66,000
	TOTAL Expenses	161,798	365,700	307,181	221,468	271,350
	Change in Fund Balance	60,119	(125,718)	(67,892)	17,457	(31,625)
	Beginning Fund Balance	420,937	481,056	355,338	287,447	304,904
	Ending Fund Balance	481,056	355,338	287,447	304,904	273,279

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

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2014-15	ACTUAL FY 2015-16	ACTUAL FY 2016-17	ADJUSTED FY 2017-18	ADOPTED FY 2018-19
REVENUE						
510-710-350-01	INTEREST EARNINGS	68	119	223	75	150
510-710-399-01	NPDES FEE ASSESSMENTS	234,437	226,326	215,157	235,000	235,000
TOTAL Revenue		234,505	226,445	215,380	235,075	235,150
EXPENDITURES:						
TRANSFERS OUT TO:						
510-000-099-01	Fund 101 - GENERAL FUND					
	Storm Water/Drainage Operations	212,924	191,828	214,646	194,174	214,946
510-000-099-01	Fund 700 - CAPITAL PROJECTS					
	Moraga Commons Off Street Parking					
	Minor Corrugated Metal Pipe Repair Prog (Annual)	14,693	1,492	51,812	28,188	
	Storm Drain Master Plan		5,180	25,269	7,751	
	Calle La Mesa Storm Drain					
	Trash Load Reduction Program (Annual)		1,308	9,920	13,773	-
TOTAL Expenses		227,616	199,808	301,646	243,886	214,946
Change in Fund Balance		6,889	26,638	(86,266)	(8,811)	20,204
Beginning Fund Balance		39,953	46,842	73,480	(12,786)	(21,597)
Ending Fund Balance		46,842	73,480	(12,786)	(21,597)	(1,393)

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

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2014-15	ACTUAL FY 2015-16	ACTUAL FY 2016-17	ADJUSTED FY 2017-18	ADOPTED FY 2018-19
REVENUE						
701-755-350-01	EARNINGS	2,380	5,112	28	-	-
	TRANSFERS IN:					
701-000-393-01	Fund 101: Debt Service Payments Loan Repayment	111,122	117,193	109,458	117,220	114,419
	TOTAL Revenue	113,502	122,305	109,486	117,220	114,419
EXPENDITURES:						
	Supplies/Services					
701-754-050-09	Loan Principal Expense	60,000	65,000	65,000	70,000	70,000
701-754-050-10	Loan Interest Expense	53,069	51,194	48,919	46,220	43,419
702-755-026-01	Contract Services	1,000	1,000	1,000	1,000	1,000
701-755-050-11	Property Tax					
	TRANSFERS OUT TO:					
701-000-099-01	Fund 700 - CAPITAL PROJECTS Municipal Buildings (Town Hall) Repainting	18,915	3,661			-
	TOTAL Expenses	132,984	120,854	114,919	117,220	114,419
	Change in Fund Balance	(19,482)	1,451	(5,433)	-	-
	Beginning Fund Balance	297,075	277,593	279,044	273,611	273,611
	Ending Fund Balance	277,593	279,044	273,611	273,611	273,611
	Debt Service Reserve Requirement	117,619	117,619	117,619	117,619	117,619
	Ending Available Fund Balance	159,974	161,425	155,992	155,992	155,992

TYPE: OTHER FUNDS
FUND: 702 - 2013 CERTIFICATES OF PARTICIPATION (COP) - INFRASTRUCTURE IMPROVEMENTS
ISSUANCE: April 1, 2013

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2014-15	ACTUAL FY 2015-16	ACTUAL FY 2016-17	ADJUSTED FY 2017-18	ADOPTED FY 2018-19
REVENUE						
702-740-350-01	EARNINGS	13,512	26,560	93	-	-
	TRANSFERS IN:					
702-000-393-01	From Fund 711 - Street Program (Measure K)	597,850	597,423	598,196	600,650	598,850
	TOTAL Revenue	611,362	623,983	598,289	600,650	598,850
EXPENDITURES:						
	Supplies/Services					
702-740-050-09	Principal Expense	270,000	275,000	285,000	285,000	305,000
702-740-050-10	Interest Expense	326,850	321,450	312,200	314,650	292,850
702-740-026-xx	COP Delivery Costs					
702-740-026-01	Contract Services	1,000	1,000	1,000	1,000	1,000
	TRANSFERS OUT TO:					
702-000-099-01	Fund 711 - STREET PAVEMENT PROGRAM					
	Annual Pavement Program	2,744,750	1,371,524	1,300,000		-
	TOTAL Expenses	3,342,600	1,968,974	1,898,200	600,650	598,850
	Change in Fund Balance	(2,731,238)	(1,344,991)	(1,299,911)	-	-
	Beginning Fund Balance	5,697,912	2,966,674	1,621,683	321,772	321,772
	Ending Fund Balance	2,966,674	1,621,683	321,772	321,772	321,772
	Debt Service Reserve Requirement	299,925	299,925	299,925	299,925	299,925
	Ending Available Fund Balance	2,666,749	1,321,758	21,847	21,847	21,847

TYPE: OTHER FUNDS
FUND: 711 PAVEMENT MANAGEMENT PROGRAM

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2014-15	ACTUAL FY 2015-16	ACTUAL FY 2016-17	ADJUSTED FY 2017-18	PROPOSED FY 2018-19
REVENUE						
711-000-320-10	Measure K - Local Funding Measure		1,629,441	1,709,325	1,659,300	1,820,000
711-740-360-73	Grants / PG&E Reimbursements	56,647	-	83,742	53,774	-
711-710-350-01	Interest Earnings	2,194	4,376	7,100	5,000	7,500
711-000-393-01	TRANSFERS IN:					
	Fund 101 - General Fund (Local Sales Tax)	1,709,913	-	-	-	-
	Fund 101 - General Fund (Garbage Vehicle Impact Fee)	169,333	174,704	179,074	185,000	333,000
	Fund 205 - Gas Tax	206,847	50,000	-	-	-
	Fund 205 - Gas Tax, Prop SB1				93,300	279,000
	Fund 210 - Measure J			-	-	-
	Fund 220 - Traffic Congestion Relief (Prop 42)			-	-	-
	Fund 702 - 2013 COP (Infrastructure Improvement Proj)	2,744,750	1,371,524	1,300,000	-	-
	Fund 710 - Proposition 1B: Local Streets and Roads			-	-	-
TOTAL Revenue		4,889,685	3,230,044	3,279,241	1,996,374	2,439,500

TYPE: OTHER FUNDS
 FUND: 711 PAVEMENT MANAGEMENT PROGRAM

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2014-15	ACTUAL FY 2015-16	ACTUAL FY 2016-17	ADJUSTED FY 2017-18	PROPOSED FY 2018-19
EXPENDITURES:						
711-740-062-73	08-106 Annual Pavement Program	4,319,680	2,320,888	2,362,318	1,393,300	1,832,000
	By source:					
	Fund 205 - Gas Tax	206,847	50,000	-	-	
	Fund 205 - Gas Tax. Prop SB1				93,300	279,000
	Fund 210 - Measure J		-	-	-	
	Garbage Vehicle Impact Fee	169,333	-	44,203	185,000	333,000
	PG&E Reimbursement	56,647	-	-	-	
	Measure K - Unleveraged	1,142,102	899,364	934,373	1,061,000	1,220,000
	Measure K - Leveraged	2,744,750	1,371,524	1,300,000		
	Fund 220 - Traffic Congestion Relief (Prop 42)	-	-	-	-	
	Fund 710 - Proposition 1B	-	-	-	-	-
	Grants - CalRecycle	-	-	83,742	54,000	-
TRANSFERS OUT TO:						
711-000-099-01	Fund 702 - 2013 COP (Infrastructure Improvement Proj)					
	Base Rental Payments / Annual Debt Service	597,850	597,443	598,196	600,650	598,850
	Fund 700 - CAPITAL PROJECTS					
	Moraga Rd. Resurfacing			56,041		
	Rheem Blvd Landslide Repair & Repaving	-	14,291	121	-	532,000
TOTAL Expenses		4,917,530	2,932,622	3,016,676	1,993,950	2,962,850
Change in Fund Balance		(27,845)	297,423	262,565	2,424	(523,350)
Beginning Fund Balance		1,384,126	1,356,281	1,653,703	1,916,268	1,918,692
Ending Fund Balance		1,356,281	1,653,703	1,916,268	1,918,692	1,395,342

TYPE: OTHER FUNDS
 FUND: 715 COMCAST UNRESTRICTED

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2014-15	ACTUAL FY 2015-16	ACTUAL FY 2016-17	ADJUSTED FY 2017-18	ADOPTED FY 2018-19
REVENUE						
715-710-360-01	Comcast Grant	-	-	-	-	-
715-710-350-01	Interest Revenue					
TOTAL Revenue		-	-	-	-	-
EXPENDITURES:						
SERVICES/SUPPLIES:						
715-740-061-03	Capital Outlay					
TRANSFER OUT TO:						
Reclassification of prior year revenue to						
Fund 716 - Comcast Restricted						
715-000-099-01	Fund 700 - CAPITAL PROJECTS					
	Electronic Community Informational Sign	36,508	34,272	-	-	-
TOTAL Expenses		36,508	34,272	-	-	-
Change in Fund Balance		(36,508)	(34,272)	-	-	-
Beginning Fund Balance		86,233	49,725	15,453	15,453	15,453
Ending Fund Balance		49,725	15,453	15,453	15,453	15,453

TYPE: OTHER FUNDS
 FUND: 716 COMCAST PEG RESTRICTED

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2014-15	ACTUAL FY 2015-16	ACTUAL FY 2016-17	ADJUSTED FY 2017-18	ADOPTED FY 2018-19
REVENUE						
716-000-320-08	Comcast PEG Reclassification of prior year revenue from Fund 715 - Comcast Unrestricted	35,552	34,449	35,500	35,500	35,500
TOTAL Revenue		35,552	34,449	35,500	35,500	35,500
EXPENDITURES:						
TRANSFER OUT TO:						
716-000-099-01	Fund 700 - Capital Project Fund Town Hall Improvements (329/335 (331) Rheem)	79,176	142,612	-	-	-
TOTAL Expenses		79,176	142,612	-	-	-
Change in Fund Balance		(43,624)	(108,163)	35,500	35,500	35,500
Beginning Fund Balance		395,145	351,521	243,358	278,858	314,358
Ending Fund Balance		351,521	243,358	278,858	314,358	349,858

TYPE: OTHER FUNDS
 FUND: 750 ASSET REPLACEMENT

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2014-15	ACTUAL FY 2015-16	ACTUAL FY 2016-17	ADJUSTED FY 2017-18	ADOPTED FY 2018-19
REVENUE						
750-510-350-01	INTEREST EARNINGS	-	-			
750-510-096-70	CONTRIB TO ASSET REPL	-	-	-	-	-
750-000-393-03	TRANSFERS IN (Fund 705 transfer per Reso 5-2015)	77,859				
TOTAL Revenue		77,859	-	-	-	-

TYPE: OTHER FUNDS
 FUND: 750 ASSET REPLACEMENT

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2014-15	ACTUAL FY 2015-16	ACTUAL FY 2016-17	ADJUSTED FY 2017-18	ADOPTED FY 2018-19
EXPENDITURES:						
	TRANSFER OUT TO:					
750-000-099-01	Fund 101 - GENERAL FUND					
	Capital Outlay (Non-Capitalized)	20,447	10,668	5,000	1,308	-
750-000-099-01	Fund 700 - Capital Project Fund					
	Hacienda Main Power Replacement	3,809	35,297			
	Minor Capital Improvement Program (Annual)	23,337	10,142	17,488		
	329 Rheem Renovation	93,845				
	329 Rheem HVAC Replacement	1,672				
	Info Technology Infrastructure Program (Annual)	20,512	25,880			
	Vehicle & Operating Equip Replacement Prog (Annual)	28,000	81,000			
	Electronic Community Informational Sign	17,000				
	Moraga Library Restroom Improvements	20,000				
	Turf Improvements	50,000				
	Storm Drain Master Plan (transferred from Fund 705)		5,367			
	Moraga Library HVAC System Replacement		1,198	40,761		
TOTAL Expenses		278,622	169,553	63,249	1,308	-
	Change in Fund Balance	(200,763)	(169,553)	(63,249)	(1,308)	-
	Beginning Fund Balance	434,873	234,110	64,557	1,308	(0)
	Ending Fund Balance	234,110	64,557	1,308	(0)	(0)

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

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2014-15	ACTUAL FY 2015-16	ACTUAL FY 2016-17	ADJUSTED FY 2017-18	ADOPTED FY 2018-19
REVENUE						
720-620-315-01	Development Impact Fees	828	37,293	75,280	-	-
720-710-350-01	Interest Earnings	6	55	363	100	200
TOTAL Revenue		834	37,348	75,643	100	200
EXPENDITURES:						
Supplies/Services						
720-620-051-01	Impact Fee Refund					
TRANSFERS OUT TO:						
720-000-099-01	Fund 101 - GENERAL FUND					
	Administration Fee (2%)					
720-000-099-01	Fund 700 - Capital Project Fund					
	Nexus Study/Update Dev Impact Fees					
	Police Camera at Town Entrance			5,742		
	Town Hall Backup Generator Replacement				53,250	
TOTAL Expenses		-	-	5,742	53,250	-
	Change in Fund Balance	834	37,348	69,902	(53,150)	200
	Beginning Fund Balance	2,043	2,878	40,226	110,127	56,977
Ending Fund Balance		2,878	40,226	110,127	56,977	57,177

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

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2014-15	ACTUAL FY 2015-16	ACTUAL FY 2016-17	ADJUSTED FY 2017-18	ADOPTED FY 2018-19
REVENUE						
740-753-380-08	Muholland Pond Donation/Endowment	-	-	-	-	-
740-000-393-01	Transfers In					
TOTAL Revenue		-	-	-	-	-
EXPENDITURES:						
TRANSFER OUT TO:						
740-000-099-01	Fund 101 - GENERAL FUND					
	Mulholland Ridge Pond/Grounds Maintenance	-	1,000	1,000	1,000	1,000
TOTAL Expenses		-	1,000	1,000	1,000	1,000
Change in Fund Balance		-	(1,000)	(1,000)	(1,000)	(1,000)
Beginning Fund Balance		9,550	9,550	8,550	7,550	6,550
Ending Fund Balance		9,550	8,550	7,550	6,550	5,550

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

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2014-15	ACTUAL FY 2015-16	ACTUAL FY 2016-17	ADJUSTED FY 2017-18	ADOPTED FY 2018-19
REVENUE						
760-740-315-01	Development Impact Fees	578	19,524	613	-	-
760-710-350-01	Interest Earnings	23	59	158	50	100
TOTAL Revenue		601	19,583	771	50	100
EXPENDITURES:						
TRANSFERS OUT TO:						
760-000-099-01	Fund 101 - GENERAL FUND					
	Administration Fee (2%)					
760-000-099-01	Fund 700 - Capital Project Fund					
	Nexus Study/Update Dev Impact Fees					
TOTAL Expenses		-	-	-	-	-
Change in Fund Balance		601	19,583	771	50	100
Beginning Fund Balance		9,761	10,362	29,945	30,633	30,683
Ending Fund Balance		10,362	29,945	30,716	30,683	30,783

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

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2014-15	BUDGET FY 2015-16	ACTUAL FY 2016-17	ADJUSTED FY 2017-18	ADOPTED FY 2018-19
REVENUE						
770-730-315-01	Development Impact Fees	8,834	298,152	37,444	-	-
770-710-350-01	Interest Earnings	218	609	2,046	600	1,200
TOTAL Revenue		9,052	298,761	39,490	600	1,200
EXPENDITURES:						
Supplies/Services						
770-730-051-01	Impact Fee Refund					
TRANSFERS OUT TO:						
770-000-099-01	Fund 101 - GENERAL FUND					
	Administration Fee (2%)					
	Fiscal Sustainability Initiative **				20,000	
770-000-099-01	Fund 700 - Capital Project Fund					
	Storm Drain Master Plan					
	Nexus Study/Update Dev Impact Fees	25,000				
	Storm Drain Funding Initiative			29,856	108,000	
TOTAL Expenses		25,000	-	29,856	128,000	-
Change in Fund Balance		(15,948)	298,761	9,634	(127,400)	1,200
Beginning Fund Balance		90,488	74,540	373,300	382,934	255,534
Ending Fund Balance		74,540	373,300	382,934	255,534	256,734

** Fiscal Sustainability Initiative \$21,000 - TC approved 06/14/17

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

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2014-15	ACTUAL FY 2015-16	ACTUAL FY 2016-17	ADJUSTED FY 2017-18	ADOPTED FY 2018-19
REVENUE						
780-510-315-01	Development Impact Fees	4,914	221,245	162,534		-
780-710-350-01	Interest Earnings	53	362	1,741	75	150
TOTAL Revenue		4,967	221,607	164,275	75	150
EXPENDITURES:						
Supplies/Services						
780-510-051-01	Impact Fee Refund					
TRANSFERS OUT TO:						
780-000-099-01	Fund 101 - GENERAL FUND					
	Administration Fee (2%)	-	-			
780-000-099-01	Fund 700 - Capital Project Fund					
	ADA Compliance Program - Buildings/Structures				-	-
	Nexus Study/Update Dev Impact Fees	-	-		-	-
	Town Hall Backup Generator Replacement				123,750	
	Minor Improvements - Gov't Facilities Program		1,109	14,624	52,562	25,000
TOTAL Expenses		-	1,109	14,624	176,312	25,000
Change in Fund Balance		4,967	220,498	149,650	(176,237)	(24,850)
Beginning Fund Balance		19,295	24,262	244,760	394,410	218,174
Ending Fund Balance		24,262	244,760	394,410	218,174	193,324

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

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2014-15	ACTUAL FY 2015-16	ACTUAL FY 2016-17	ADJUSTED FY 2017-18	PROPOSED FY 2018-19
REVENUE						
790-810-315-01	Development Impact Fees	3,664	63,835	7,774	-	-
790-710-350-01	Interest Earnings	16	80	389	75	150
TOTAL Revenue		3,680	63,915	8,163	75	150
EXPENDITURES:						
TRANSFERS OUT TO:						
790-000-099-01	Fund 101 - GENERAL FUND					
	Administration Fee (2%)	-	-	-	-	-
790-000-099-01	Fund 700 - Capital Project Fund					
	Nexus Study/Update Dev Impact Fees	-	-	-	-	-
	West Commons Park - Water Meter			39,930	-	-
	All Access Playground				35,000	5,000
	ADA Upgrades - Moraga Commons Park				-	-
TOTAL Expenses		-	-	39,930	35,000	5,000
Change in Fund Balance		3,680	63,915	(31,767)	(34,925)	(4,850)
Beginning Fund Balance		3,734	7,413	71,328	39,561	4,636
Ending Fund Balance		7,413	71,328	39,561	4,636	(214)

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

ACCOUNT CODE	DESCRIPTION	ACTUAL FY 2014-15	ACTUAL FY 2015-16	ACTUAL FY 2016-17	ADJUSTED FY 2017-18	PROPOSED FY 2018-19
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REVENUE

799-510-315-01	LFFA Developer Impact Fees			-	-	-
799-510-315-02	LFFA Local SetAside Impact Fee	1,332	59,620	94,907	-	-
799-510-315-03	LFFA Local Regional Fee Disbursement	-	55,295	-		
799-510-350-01	Interest	214	537	1,476	500	1,000
TOTAL Revenue		1,546	115,452	96,382	500	1,000

EXPENDITURES:

TRANSFERS OUT TO:

799-000-099-01	Fund 700 - Capital Project Fund					
	St Mary's Road Roundabouts			-	140,707	
TOTAL Expenses		-	-	-	140,707	-

Change in Fund Balance	1,546	115,452	96,382	(140,207)	1,000
Beginning Fund Balance	95,393	96,938	212,390	308,772	168,565
Ending Fund Balance	96,938	212,390	308,772	168,565	169,565

* Receipts through 03/31/17



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2018 - 2023 (FIVE YEAR) CAPITAL IMPROVEMENT PROGRAM



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CAPITAL IMPROVEMENT PROGRAM HIGHLIGHTS

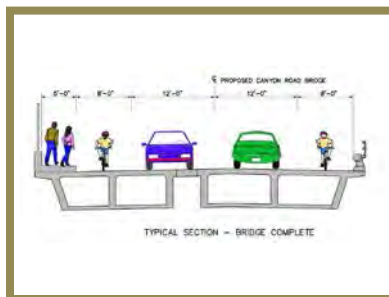
The Capital Improvement Program (CIP) includes \$6.37 million in project appropriations for Fiscal Year (FY) 2018/19 using eleven (11) different categories of funding including grants, transportation funding, Measure K Local One-Cent Sales Tax Measure, Traffic Safety funds, One-Time Developer Fees, and General Fund. Cumulatively, the CIP includes approximately \$2.52 million in unfunded projects for FY 2018/19. Of this amount, approximately \$1.5 million is related to needed Building and Facility repairs and maintenance.

Similar to prior years, the draft Five-Year (FY 2018/19 to 2022/23) CIP incorporates findings from a thorough analysis of all asset replacement projects throughout Town. As part of this process Staff reviewed the Asset Replacement Schedule that was developed in collaboration with the Audit and Finance Asset (Infrastructure) Replacement Subcommittee and further refined the schedule to correspond with the draft Five-Year (FY 2018/19 to 2022/23) CIP.

The depletion of the Asset Replacement Fund has resulted in \$1.7 million of deferred unfunded annual projects. To ensure Town operations function smoothly and efficiently, these projects should be funded annually, however for the last three years, these projects have received little to no funding. Adequately maintaining and upgrading assets is far less costly than future repairs; continued postponement of maintenance and repairs due to lack of funds has a detrimental impact on the community's health, safety and quality of life.

Although there are continued issues with dedicated funding for asset replacements, there are many upcoming projects that provide needed improvements to the Town. The following is a summary of highlighted Town projects that will be underway in FY 2018/19:

CIP #14-101: Canyon Road Bridge Replacement



In 2014, the Town garnered a Highway Bridge Program (HBP) grant to replace the aging 1936 Canyon Road Bridge that needed structural rehabilitation and reconfiguration to address a safety issue for pedestrians and bicycles due to the inadequate deck geometry. The bridge was on schedule for replacement in the 2018 construction season until a landslide damaged and closed the bridge in April 2017. To restore traffic, a temporary one-lane bridge was installed and funded by the

Federal Highway Administration (FHWA) Emergency Relief Program. This unanticipated emergency postponed the construction of a permanent bridge which is now scheduled to be completed in two phases: Phase 1, construct one-lane of permanent bridge and remove temporary one-lane bridge (2019) and Phase 2, construct the second lane and fully open the bridge (2020).

The replacement bridge costs have also increased from \$4.87 million to \$7.22 million due to modifications caused by the landslide. The HBP grant was approved to be increased; however, additional local match in the form of Measure J was required. Funding for the multi-year project



is composed of HBP Grant (\$6,280K); Contra Costa Transportation Authority (CCTA) Major Streets Program Grant (\$393K); and Measure J (\$543K) for a total amount of \$7.216 million.

CIP #08-106: Pavement Management Program



The Town's annual Pavement Management Program will continue for FY 2018/19 with construction of the 2018 Joint Moraga-Orinda Full Depth Reclamation project and with design of the 2019 Surface Seal project. This year, the Town garnered a Pavement Management Technical Assistance Program (P-TAP) grant through the Metropolitan Transportation Commission (MTC) to 1- reassess pavement conditions based on distress information for all Town streets and roads; 2- update the Town's database used in StreetSaver, the Town's pavement asset management software; and 3- maintain certification status so that the Town continues being eligible for regional discretionary funds. The Town's pavement projects include street segments that are recommended by StreetSaver to maximize the Town's overall Pavement Condition Index (PCI).

The Pavement Management Program is primarily funded by Measure K – a local funding measure dedicated to street, road, and related infrastructure repairs on Moraga's roadways. Funding for FY 2018/19 is composed of Measure K (\$1,220K); Road Maintenance and Rehabilitation Account (\$279K); and Garbage Vehicle Impact Fees (\$333K) for a total amount of \$1.832 million. In order to maintain the current PCI of 67, the annual shortfall of funding amounts to \$400K.

CIP #18-101: Moraga Way and Canyon/Camino Pablo Improvements



In 2017, the Town garnered an OneBayArea Grant (OBAG) to

1. Resurface, close sidewalk gap, and improve bicycle facilities on Moraga Way;
2. Extend existing Orinda bicycle and pedestrian improvements on Moraga Way through Moraga; and
3. Improve pedestrian crossing safety at the intersection of Canyon Road and Camino Pablo.

The OBAG funding consists of three funding programs: MTC Local Streets and Roads Preservation (LS&R), MTC Safe Routes to School (SR2S), and CCTA Transportation for Livable Communities (TLC) programs.

LS&R funding, which is for agencies with a certified Pavement Management Program, is non-competitive and allocated by formula to the Town to address the resurfacing portion and associated improvements of the project. SR2S funding was allocated because the project will improve bicycle and pedestrian access for students to nearby Miramonte High School, Saklan School, and Joaquin Moraga Intermediate School. TLC funding was allocated because the project improves access to transit by closing the pedestrian gap to bus stops on Moraga Way.



Since the majority of the project is to resurface Moraga Way, Measure K funding served as the local match requirement for the grant. This funding was transferred from the FY 2019/20 portion of the 2019 Surface Seal project budget. Funding for the multi-year project is composed of MTC LS&R (\$596K); MTC SR2S (\$607K); CCTA TLC (\$603K); and Measure K (\$822K) for a total amount of \$2.628 million.

CIP #16-201: Laguna Creek Restoration at Hacienda de las Flores



In 2017, the Town garnered two grants and is waiting for results of a third grant to remove an existing 8-foot culvert pipe and to create a channel to meander like a natural stream adjacent to the Pavilion building at the Hacienda de las Flores grounds. Although the two approved grants will allow for the project to proceed with modest improvements, the third grant will allow for flexibility to add enhancements. Benefits of this project include:

1. Funding one of the High Priority projects identified in the Storm Drain Master Plan;
2. Eliminate maintenance and replacement costs related to a piped system;
3. Provide sufficient capacity to convey the 100-year storm event;
4. Prevent flooding to the Pavilion building;
5. Create a natural amenity to the public with educational opportunities;
6. Improve views from Moraga Road; and
7. Encourage California red-legged frog habitat by creating aquatic habitat.

Funding for the multi-year project is composed of the River Parkway Grant (\$400K); WW Urban Creeks Grant (\$600K); and pending Federal Emergency Management Agency's Hazard Mitigation Grant Program (\$495K) for a total amount of \$1.495 million.

CIP #18-TBD: Moraga Center Specific Plan Implementation



In 2018, the Town garnered a Priority Development Area (PDA) Planning Grant from Bay Area Metro to develop zoning ordinance provisions and design guidelines consistent with the land use goals and policies of the adopted Moraga Center Specific Plan. Local match requirements will be in the form of Measure J. Funding for the project is composed of Bay Area Metro Grant (\$140K) and Measure J (\$17K) for a total amount of \$157,000.



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**Five-Year Capital Improvement Program (CIP)
FY 2018/19 to FY 2022/23
Summary by Active (Funded or Carry Forward) Projects**

Pg. #	Project #	Account	Project	AMENDED FY17/18	BUDGET FY18/19	PROJECTED FY19/20	PROJECTED FY20/21	PROJECTED FY21/22	PROJECTED FY22/23
BUILDINGS & FACILITIES (MUNICIPAL FACILITIES)									
CIP-17	14-301	700-751-062-56	Hacienda Building ADA Accessibility to Upper Floors	37,950					
CIP-18	14-302	700-751-062-57	Hacienda de las Flores Improvement Program	34,987					
CIP-19	13-302	700-750-062-55	Minor Capital Improvement Program	30,000	30,000				
CIP-20	16-305	700-750-062-14	Minor Improvements to Government Facilities Program	49,470	30,000				
Funded Subtotal				152,406	60,000	-	-	-	-
CREEKS & DRAINAGE (STORM DRAIN SYSTEM)									
CIP-21	16-201	700-740-062-16	Laguna Creek Restoration at Hacienda de las Flores		220,000	1,275,000			
CIP-22	14-202	700-740-062-66	Minor Corrugated Metal Pipe Repair Program	52,245	5,000	20,000	20,000	20,000	20,000
CIP-23	14-201	700-740-062-65	Storm Drain Master Plan	6,122					
CIP-24	16-202	700-740-062-17	Trash Load Reduction Program	6,906	5,000	10,000	10,000	10,000	10,000
Funded Subtotal				65,273	230,000	1,305,000	30,000	30,000	30,000
TRANSPORTATION									
CIP-25	08-101	700-740-062-79	ADA Compliance Streets Program	124,858	10,000	10,000	10,000	10,000	10,000
CIP-26	14-102	700-710-062-45	ADA Self-Evaluation Plan (Phase 1 ROW)	21,929					
CIP-27	14-101	700-740-062-46	Canyon Road Bridge Replacement	491,000	2,370,000	2,523,000	1,832,000		
CIP-28	17-501	700-750-062-05	Central Video Surveillance System	45,676					
CIP-29	17-101	700-740-062-09	Commercial Centers Streetlighting	60,000		300,000			
CIP-30	14-104	700-740-062-48	Minor Traffic Safety Program	45,984	30,000	30,000	30,000	30,000	30,000
CIP-31	16-101	700-740-062-22	Moraga Center Pedestrian & Bicycle Improvements	60,000					
CIP-32	18-101	700-740-062-69	Moraga Way and Canyon/ Camino Pablo Improvements	323,086	1,553,000	822,000			
CIP-33	15-601	700-910-062-31	Municipal Wayfinding Signage Program	29,000					
CIP-34	08-106	711-740-062-73	Pavement Management Program	660,605	1,832,000	1,891,000	1,952,000	2,014,000	2,075,000
CIP-35	16-103	700-740-062-24	Rheem Boulevard Landslide Repair & Repaving	1,217,000					
CIP-36	14-604	700-910-062-44	St. Mary's Road/Rheem/Bollinger Canyon Roundabouts	400,739					
CIP-37	14-103	700-740-062-47	Street Light Master Plan	6,419					
CIP-38	18-103	700-740-062-03	Traffic Signal Equipment Replacement Program		20,000	20,000	20,000	20,000	20,000
Funded Subtotal				3,486,296	5,815,000	5,596,000	3,844,000	2,074,000	2,135,000
GENERAL GOVERNMENT									
CIP-39	17-302	700-810-062-07	Art in Public Spaces Program	4,296					
CIP-40	14-306	700-525-069-40	Information Technology Infrastructure Program	12,093	20,000				
CIP-41	18-601	700-910-062-50	Moraga Center Specific Plan Implementation		157,000				
CIP-42	14-501	700-610-062-49	Vehicle & Operating Equipment Program	41,646	85,000	30,000	30,000	30,000	30,000
Funded Subtotal				58,035	262,000	30,000	30,000	30,000	30,000
FUNDED TOTAL				3,762,011	6,367,000	6,931,000	3,904,000	2,134,000	2,195,000



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**Five-Year Capital Improvement Program (CIP)
FY 2018/19 to FY 2022/23
Summary by Unfunded Portions of Projects**

Pg. #	Project #	Account	Project	SCHEDULED FY18/19	BUDGET FY19/20	PROJECTED FY20/21	PROJECTED FY21/22	PROJECTED FY22/23	TBD UNSCHEDULED
BUILDINGS & FACILITIES (MUNICIPAL FACILITIES)									
CIP-45	13-301	700-750-062-54	ADA Compliance Facilities Program	57,000	57,000	20,000	20,000	20,000	
CIP-26	14-102	700-710-062-45	ADA Self-Evaluation Plan (Phase 2 & 3: Buildings & Programs)	60,000					
CIP-17	14-301	700-751-062-56	Hacienda Building ADA Accessibility to Upper Floors		643,000				
CIP-46	TBD	TBD	Hacienda Building Exterior & Interior Light Replacement	101,000					
CIP-47	TBD	TBD	Hacienda Building Window Replacement	180,000					
CIP-18	14-302	700-751-062-57	Hacienda de las Flores Improvement Program	100,000	21,000	2,000	15,000	25,000	
CIP-19	13-302	700-750-062-55	Minor Capital Improvement Program		30,000	30,000	30,000	30,000	
CIP-20	16-305	700-750-062-14	Minor Improvements to Government Facilities Program		25,000	25,000	25,000	25,000	
CIP-48	08-308	700-752-062-70	Moraga Library Improvement Program	118,000	82,000	60,000			
CIP-49	TBD	TBD	Multi-Generational Community Center						9,286,000
CIP-50	14-303	700-750-062-58	Municipal Building Repainting Program	107,000	31,000		37,000		
CIP-51	TBD	TBD	Municipal Building Restrooms Refurbishment Program	186,000	237,000				
CIP-52	16-303	700-753-062-20	Municipal Parking Lots & Pathways Resurfacing Program	320,000	51,000	49,000	237,000		
CIP-53	TBD	TBD	Pavillion Building Flagstone Staircase Replacement	180,000					
CIP-54	TBD	TBD	Rancho Laguna Park Sewer System Replacement	73,000					
CIP-55	TBD	TBD	Restroom Replacement at Moraga Commons Park	290,000					
Unfunded Subtotal				1,482,000	1,177,000	186,000	364,000	100,000	9,286,000
CREEKS & DRAINAGE (STORM DRAIN SYSTEM)									
CIP-56	TBD	TBD	Storm Drain Improvement Program						25,534,000
Unfunded Subtotal				-	-	-	-	-	25,534,000
PARKS & OPEN SPACE									
CIP-57	TBD	TBD	Buckingham Trail (Moraga Road to Fayhill)						272,000
CIP-58	14-304	700-753-062-61	Commons Park Improvement Program	54,000					
CIP-59	TBD	TBD	Community Sport Field						11,071,000
CIP-60	TBD	TBD	Heritage Trail (Library to Moraga Road)						95,000
CIP-61	TBD	TBD	Indian Ridge Trail						1,276,000
CIP-62	TBD	TBD	Indian Valley Trail						966,000
CIP-63	TBD	TBD	Mulholland Open Space Preserve Improvements						376,000
CIP-64	TBD	TBD	Municipal Fence Replacement Program	89,000	25,000	10,000			
CIP-65	TBD	TBD	Neighborhood Parks						4,936,000
CIP-66	16-304	700-753-062-21	Parks, Trails, Hacienda, Open Space Survey	15,000					
CIP-67	TBD	TBD	Rancho Laguna Park Master Plan Update						65,000
CIP-68	TBD	TBD	Rheem Hiking Trail (Coyote Creek)						192,000
CIP-69	TBD	TBD	Rheem Hiking Trail (Fayhill)						192,000
CIP-70	TBD	TBD	Rheem Reservoir Trail (Campolindo Ridge)						873,000
CIP-71	15-303	700-753-062-36	Turf Improvements Program	253,000		671,000			
CIP-72	TBD	TBD	Utah Easement Trail (Library to Old Moraga Ranch Trail)						664,000
Unfunded Subtotal				411,000	25,000	681,000	-	-	20,978,000

**Five-Year Capital Improvement Program (CIP)
FY 2018/19 to FY 2022/23
Summary by Unfunded Portions of Projects**

Pg. #	Project #	Account	Project	SCHEDULED FY18/19	BUDGET FY19/20	PROJECTED FY20/21	PROJECTED FY21/22	PROJECTED FY22/23	TBD UNSCHEDULED
TRANSPORTATION									
CIP-73	16-102	700-740-062-73	Bollinger Canyon Road Hillside Stabilization						493,000
CIP-74	TBD	TBD	Bollinger Canyon Trail (to Las Trampas Wilderness)						1,858,000
CIP-75	TBD	TBD	Canyon Road Bicycle Improvements (County to Constance Place)						608,000
CIP-76	13-101	700-740-062-84	Livable Moraga Road - Corridor Plan and Improvements						6,450,000
CIP-31	16-101	700-740-062-22	Moraga Center Pedestrian & Bicycle Improvements						771,000
CIP-77	13-102	700-740-062-86	Moraga Pedestrian & Bicycle Master Plan (MPBP) Improvements						3,175,000
CIP-78	16-311	700-510-062-11	Municipal Monument Gateway Signage Program						82,000
CIP-33	15-601	700-910-062-31	Municipal Wayfinding Signage Program	35,000	35,000	35,000			
CIP-34	08-106	711-740-062-73	Pavement Management Program	400,000	400,000	400,000	400,000	400,000	13,300,000
CIP-79	16-104	700-740-062-25	PG&E Undergrounding						1,078,000
CIP-80	TBD	TBD	Rheem Boulevard Bike & Pedestrian (Moraga Road to St. Mary's Road)						277,000
CIP-81	16-105	TBD	Rheem Boulevard High Visibility Crosswalk						213,000
CIP-36	14-604	700-910-062-44	St. Mary's Rd/Rheem/Bollinger Canyon Roundabouts		384,000	5,994,000			
Unfunded Subtotal				435,000	819,000	6,429,000	400,000	400,000	28,305,000
GENERAL GOVERNMENT									
CIP-82	15-302	700-810-062-35	Electronic Community Informational Signs						288,000
CIP-40	14-306	700-525-069-40	Information Technology Infrastructure Program	44,000	28,000	29,000	30,000		
CIP-42	14-501	700-610-062-49	Vehicle & Operating Equipment Program	151,000	61,000		56,000	70,000	
Unfunded Subtotal				195,000	89,000	29,000	86,000	70,000	288,000
UNFUNDED TOTAL				2,523,000	2,110,000	7,325,000	850,000	570,000	84,391,000

**Five-Year Capital Improvement Program (CIP)
FY 2018/19 to FY 2022/23
Summary by Funding Source**

Fund No.	Fund Description	BUDGET FY18/19	PROJECTED FY19/20	PROJECTED FY20/21	PROJECTED FY21/22	PROJECTED FY22/23
100	Palos Colorados					
101	General Fund	105,000				
103	Citizens Option for Public Safety (COPS)	30,000	30,000	30,000	30,000	30,000
205	Gas Tax		10,000	10,000	10,000	10,000
210	Measure J (Return to Source 18% Funds)	241,000	246,000	198,000	50,000	50,000
230	Traffic Safety (Vehicle Code Violations)	10,000	10,000	10,000	10,000	10,000
500	Lighting Assessment District		300,000			
510	National Pollutant Discharge Elimination System (NPDES)	10,000	20,000	20,000	20,000	20,000
700	Capital Improvements (Grants)	4,109,000	3,602,000	1,684,000		
711	Street Pavement Program	1,832,000	1,891,000	1,952,000	2,014,000	2,075,000
780	Government Impact Fees	25,000				
790	Park Development Impact Fees	5,000				
FUNDED TOTAL		6,367,000	6,109,000	3,904,000	2,134,000	2,195,000



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ACTIVE (FUNDED OR CARRY FORWARD) CAPITAL IMPROVEMENT PROJECTS



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

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

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 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*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 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)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 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	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

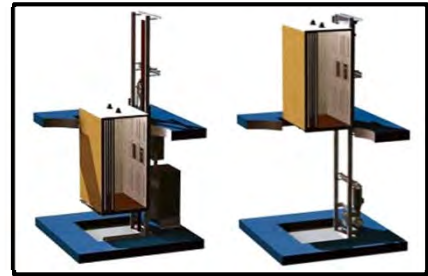


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Project Name: Hacienda Building ADA Accessibility to Upper Floors
Project Number: 14-301 **CIP Type:** Bldg
Account: 700-751-062-56 **Dept:** P&R

Status: 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 pending completion of the Hacienda de las Flores Conceptual Plan (CIP 15-306). (Carry Forward from FY 14/15)

Phase 3: Construction of ADA improvements. Option #2 of the January 2015 Garavaglia study offers limited impact on the historic fabric of the building, given current conceptual plans for the building. It is an internal modification which would work best, given proposed modifications, requiring a limited amount of structural modifications.

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 was carry forward into FY 2018/19. Phase 3 construction is proposed in FY 2019/20 but unfunded.

Basis for Cost: Garavaglia conducted the ADA study with recommended locations. Potential funding opportunities include CDBG, ADA and/or historical grants. Costs inflated annually by the Construction Cost Index.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Fund 100: Palos Colorados	\$ 2	\$ 38							\$ 40
Fund 101: Gen Fund	\$ 10								\$ 10
Unfunded				\$ 643					\$ 643
TOTAL	\$ 12	\$ 38	\$ -	\$ 643	\$ -	\$ -	\$ -	\$ -	\$ 693

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Phase 1: Study	\$ 10								\$ 10
Phase 2: Design	\$ 2	\$ 38							\$ 40
Phase 3: Construction									\$ -
Construction				\$ 515					\$ 515
Construction Management				\$ 51					\$ 51
Contingency				\$ 77					\$ 77
TOTAL	\$ 12	\$ 38	\$ -	\$ 643	\$ -	\$ -	\$ -	\$ -	\$ 693

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation & Maintenance		\$ 2.5	\$ 2.5	\$ 2.5	\$ 2.5		\$ 10.0
TOTAL	\$ -	\$ 2.5	\$ 2.5	\$ 2.5	\$ 2.5	\$ -	\$ 10.0

* Unspent remaining budget (as of 5/31/18 displayed) for multi-year projects at end of FY17/18 will carry forward into FY18/19.

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:

- FY18/19: Hacienda: replace carpet (\$14K scheduled) and assessment of entire HVAC system to address inefficiencies with ducting and thermostat controls (note 2 new furnaces installed in 2012) (\$40K deferred from FY 16/17)
Pavilion: repair fireplace (\$21K deferred from FY 17/18)
Casita: Floors/Slate (\$8K reprioritized from FY 24/25); Interior lights (\$8K reprioritized from FY 29/30); and Interior paint (\$9K reprioritize from FY 20/21)
 FY19/20: Hacienda: replace sewer lateral from La Sala
 FY20/21: Pavilion: replace water heater (gas)
 FY21/22: Casita: replace HVAC (gas) and water heater (electric)
Pavilion: replace HVAC
 FY22/23: Casita: Roof Tile, Sewer Lateral

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. In 2018, La Finestra Restaurant relocated to the Hacienda building. As a result, the Hacienda building facility rentals were displaced. Recommendation to reprioritize replacements of other building facilities to increase rentals.

Basis for Cost: Cost estimates are based on contractor and staff estimates and inflated annually by the Construction Cost Index. Major capital improvements will be separated as their own CIP. Potential sources of funds are Asset Replacement, Palos Colorados, or General Fund. Conversion of the two fireplaces from woodburning to gas is currently unfunded with potential funding from the Hacienda Foundation.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Fund 100: Palos Colorados	\$ 51								\$ 51
Undetermined			\$ 100	\$ 21	\$ 2	\$ 15	\$ 25		\$ 163
TOTAL	\$ 51	\$ -	\$ 100	\$ 21	\$ 2	\$ 15	\$ 25	\$ -	\$ 214

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Construction/Installation	\$ 29		\$ 82	\$ 17	\$ 2	\$ 12	\$ 25		\$ 167
Administration	\$ 3		\$ 5	\$ 2		\$ 2			\$ 12
Study/Design	\$ 19								\$ 19
Contingency			\$ 13	\$ 2		1			\$ 16
TOTAL	\$ 51	\$ -	\$ 100	\$ 21	\$ 2	\$ 15	\$ 25	\$ -	\$ 214

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Maintenance & Operation							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/31/18 displayed) for multi-year projects at end of FY17/18 will carry forward into FY18/19.

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

Status: As-Needed Program

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 unexpected asset replacements. Major capital improvements not included as part of this program shall be programmed separately.

Basis for Schedule: Reserved for unexpected asset replacements on an as-needed basis.

Basis for Cost:

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Fund 101: Gen. Fund	\$ 7	\$ 23	\$ 30						\$ 60
Fund 750: Asset Replace	\$ 35								\$ 35
Undetermined				\$ 30	\$ 30	\$ 30	\$ 30		\$ 120
TOTAL	\$ 42	\$ 23	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ -	\$ 215

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration		\$ 5	\$ 5	\$ 5	\$ 5	\$ 5	\$ 5		\$ 30
Construction	\$ 42	\$ 18	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25		\$ 185
									\$ -
TOTAL	\$ 42	\$ 23	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ -	\$ 215

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation and Maintenance							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Any unspent budget at end of FY18/19 for annual programs will return to fund balance.

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



Status: On-Going Depending on Available Impact Fees

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 FY18/19, Town Hall and Town Council Chambers' existing key system will be replaced with a card reader system to provide enhanced security of varying access levels. Town Hall will receive necessary ADA improvements. Hacienda de las Flores will improve on-site wayfinding signage.

Basis for Schedule: Assist with meeting ADA requirements.

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

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Fund 780: Gov't Impact Fee	\$ 19	\$ 49	\$ 25						\$ 93
Fund 790: Park Impact Fee			\$ 5						\$ 5
Unfunded				\$ 25	\$ 25	\$ 25	\$ 25		\$ 100
TOTAL	\$ 19	\$ 49	\$ 30	\$ 25	\$ 25	\$ 25	\$ 25	\$ -	\$ 198

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration	\$ 1	\$ 5	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2		\$ 16
Right-of-Way									\$ -
Design									\$ -
Construction	\$ 18	\$ 44	\$ 28	\$ 23	\$ 23	\$ 23	\$ 23		\$ 182
Const Mgmt/Inspection									\$ -
Contingency									\$ -
Other: Permits									\$ -
TOTAL	\$ 19	\$ 49	\$ 30	\$ 25	\$ 25	\$ 25	\$ 25	\$ -	\$ 198

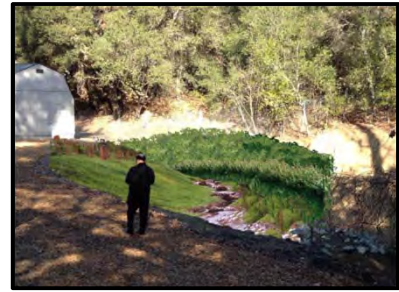
Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/31/18 displayed) for multi-year projects at end of FY17/18 will carry forward into FY18/19.

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: Carry Forward

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, provide sufficient capacity to convey the 100-year flow, create an amenity for the public and an educational opportunity, recreate aquatic habitat and improving fish passage, 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, and provide ADA access from Devin Drive to the Hacienda trail.

Basis for Schedule: The Town has been selected to receive a California River Parkways grant and a WW Urban Creeks grant. The Town is waiting for the results for results on the Town's application to receive CalOES FEMA Hazard Mitigation Grant Program (HMGP) to fully fund the project.

Basis for Cost: The consultant that completed a hydraulic study of the creek provided preliminary cost estimates for all feasible alternatives. This project also removes one of the high priority projects identified in the Storm Drain Master Plan that would have upsized the existing culvert instead of daylighting the creek.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Fund 700: River Parkway Grant			\$ 86	\$ 314					\$ 400
Fund 700: WW Urban Creeks Grant			\$ 134	\$ 466					\$ 600
Fund 700: FEMA HMGP (pending)				\$ 495					\$ 495
TOTAL	\$ -	\$ -	\$ 220	\$ 1,275	\$ -	\$ -	\$ -	\$ -	\$ 1,495

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration			\$ 35	\$ 35					\$ 70
Survey			\$ 20						\$ 20
Environmental/Permitting			\$ 100						\$ 100
Design			\$ 65	\$ 110					\$ 175
Construction				\$ 770					\$ 770
Const Mgmt/Inspection				\$ 120					\$ 120
Contingency				\$ 120					\$ 120
Misc Expenses				\$ 70					\$ 70
Post-Const Monitoring				\$ 50					\$ 50
TOTAL	\$ -	\$ -	\$ 220	\$ 1,275	\$ -	\$ -	\$ -	\$ -	\$ 1,495

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/31/18 displayed) for multi-year projects at end of FY17/18 will carry forward into FY18/19.

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

Status: As-Needed Program

Project Objective: Repair various small diameter culvert crossings and connections to creeks made predominately of corrugated metal pipe that are at the end of their 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 costs 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 their life expectancy and need to be addressed before they become larger problems.

Basis for Cost: Depending on culvert issues 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 the CMP system.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Fund 510: NPDES	\$ 44	\$ 32	\$ 5	\$ 10	\$ 10	\$ 10	\$ 10		\$ 121
Fund 205: Gas Tax	\$ 30	\$ 20		\$ 10	\$ 10	\$ 10	\$ 10		\$ 90
									\$ -
TOTAL	\$ 74	\$ 52	\$ 5	\$ 20	\$ 20	\$ 20	\$ 20	\$ -	\$ 211

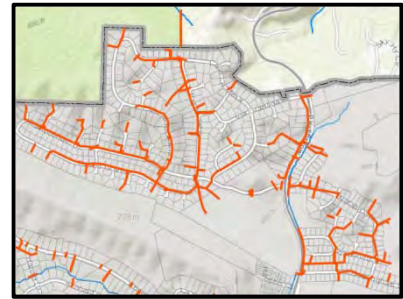
Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration	\$ 25	\$ 8	\$ 1	\$ 5	\$ 5	\$ 5	\$ 5		\$ 54
Construction	\$ 49	\$ 44	\$ 4	\$ 15	\$ 15	\$ 15	\$ 15		\$ 157
TOTAL	\$ 74	\$ 52	\$ 5	\$ 20	\$ 20	\$ 20	\$ 20	\$ -	\$ 211

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation & Maintenance							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/31/18 displayed) for multi-year projects at end of FY17/18 will carry forward into FY18/19.

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

CIP Type: Storm
Dept: PWD



Status: Carry Forward (Private Property Study)

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.

On July 8, 2015, Town Council adopted the Master Plan developed by Schaaf & Wheeler (S&W). Recommended capital improvement projects can be found in the Storm Drain Improvements Program. Additionally, Town Council appropriated \$38,200 of NPDES funds to amend S&W's contract to investigate property ownership for high and moderate priority storm drain improvement projects involving private properties.

Basis for Schedule: An evaluation of the Storm Drains 36-inches or larger was conducted in August 2008. The Storm Drain Master Plan incorporated the evaluation's findings to create a comprehensive plan for addressing the storm drain collection system.

Basis for Cost: Costs are based on actual contract costs.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Fund 510: NPDES	\$ 72	\$ 6							\$ 78
Fund 770: SD Impact Fee	\$ 10								\$ 10
Fund 705: Infra Preserve	\$ 225								\$ 225
TOTAL	\$ 307	\$ 6	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 313

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration	\$ 54	\$ 2							\$ 56
Storm Drain Master Plan	\$ 216								\$ 216
Private Property Study	\$ 34	\$ 4							\$ 38
Other: Software, etc.	\$ 3								\$ 3
TOTAL	\$ 307	\$ 6	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 313

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation & Maintenance							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/31/18 displayed) for multi-year projects at end of FY17/18 will carry forward into FY18/19.

Project Name: Trash Load Reduction Program
Project Number: 16-202
Account: 700-740-062-17

CIP Type: Storm
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 CalRecycle's Used Oil Competitive Grant Program on an annual basis.

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 at 5 units installed per year.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Fund 510: NPDES	\$ 2	\$ 7	\$ 5	\$ 10	\$ 10	\$ 10	\$ 10		\$ 54
									\$ -
									\$ -
									\$ -
									\$ -
TOTAL	\$ 2	\$ 7	\$ 5	\$ 10	\$ 10	\$ 10	\$ 10	\$ -	\$ 54

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration	\$ 2	\$ 1	\$ 1	\$ 1	\$ 1	\$ 1	\$ 1		\$ 8
Construction		\$ 4	\$ 4	\$ 6	\$ 6	\$ 6	\$ 6		\$ 32
Permit Inspection Rqmts		\$ 1		\$ 2	\$ 2	\$ 2	\$ 2		\$ 9
Contingency		\$ 1		\$ 1	\$ 1	\$ 1	\$ 1		\$ 6
Other:									\$ -
TOTAL	\$ 2	\$ 7	\$ 5	\$ 10	\$ 10	\$ 10	\$ 10	\$ -	\$ 55

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation							\$ -
Maintenance Contract	\$ 5.7	\$ 6.4	\$ 7.1	\$ 7.8	\$ 8.4		\$ 35.5
Other:							\$ -
TOTAL	\$ 5.7	\$ 6.4	\$ 7.1	\$ 7.8	\$ 8.4	\$ -	\$ 35.5

* Unspent remaining budget (as of 5/31/18 displayed) for multi-year projects at end of FY17/18 will carry forward into FY18/19.

Project Name: ADA Compliance Streets Program
Project Number: 08-101
Account: 700-740-062-79
CIP Type: Trans
Dept: PWD
Status: On-Going ADA Improvements in the Right of Way (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 to continue to make the Town more accessible to all.

Basis for Schedule: This is an ongoing program. It will fund \$10,000 worth of improvements each year. If locations are not identified each year, the funds will accumulate until appropriate projects are identified. \$10,000 will fund two or three accessible ramps each year.

Basis for Cost: FY17/18, a Transportation Development (TDA) grant of \$80K was awarded to close a critical sidewalk gap along Moraga Road between Draeger and Corliss Drives, linking the Lafayette-Moraga Regional Trail to Hacienda de Las Flores while conforming to the Town Council adopted Livable Moraga Road plan.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Fund 210: Measure J	\$ 28	\$ 47	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10		\$ 125
Fund 205: Gas Tax	\$ 27								\$ 27
Fund 700: TDA Grant	\$ 2	\$ 78							\$ 80
									\$ -
									\$ -
TOTAL	\$ 57	\$ 125	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ -	\$ 232

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Streets ADA Program	\$ 55	\$ 47	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10		\$ 152
Administration		\$ 5							\$ 5
Right-of-Way		\$ -							\$ -
Design	\$ 1	\$ 4							\$ 5
Construction		\$ 54							\$ 54
Const Mgmt/Inspection	\$ 1	\$ 8							\$ 9
Contingency		\$ 7							\$ 7
TOTAL	\$ 57	\$ 125	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ -	\$ 232

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/31/18 displayed) for multi-year projects at end of FY17/18 will carry forward into FY18/19.

Project Name: ADA Self-Evaluation Plan
Project Number: 14-102
Account: 700-710-062-45

CIP Type: Bldg
Dept: PWD



Status: Carry Forward Phase 1

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 each of the Town's services, programs, and activities, when viewed in their entirety, to be readily accessible and usable by individuals with disabilities. Since the Town has less than 50 employees, the Town is only required to do a "self-evaluation" rather than a full transition plan and assigning a coordinator.

The self-evaluation identifies and corrects those policies and practices that are inconsistent with Title II's requirements. Self-evaluations should consider all of a Town's programs, activities, and services, as well as the policies and practices that the Town has put in place to implement its various programs and services. Remedial measures necessary to bring the programs, policies, and services into compliance with Title II should be specified -- including, but not limited to: (1) relocation of programs to accessible facilities; (2) offering programs in an alternative accessible manner; (3) structural changes to provide program access; (4) policy modifications to ensure nondiscrimination; and (5) auxiliary aids needed to provide effective communication.

Basis for Schedule: All municipalities were required to complete a self-evaluation of their facilities, programs, policies, and practices by January 26, 1993. When self-evaluations are not conducted, the Town is ill-equipped to implement accessibility changes required by the ADA. Without a complete assessment of the Town's various facilities, services, and programs, it is difficult to plan or budget for necessary changes, and the Town 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*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Fund 210: Measure J	\$ 8	\$ 22							\$ 30
Unfunded			\$ 60						\$ 60
TOTAL	\$ 8	\$ 22	\$ 60	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 90

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration	\$ 1	\$ 9	\$ 20						\$ 30
Phase 1: Right-of-Way	\$ 7	\$ 13							\$ 20
Phase 2: Facilities			\$ 20						\$ 20
Phase 3: Programs			\$ 20						\$ 20
TOTAL	\$ 8	\$ 22	\$ 60	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 90

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operations & Maintenance							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

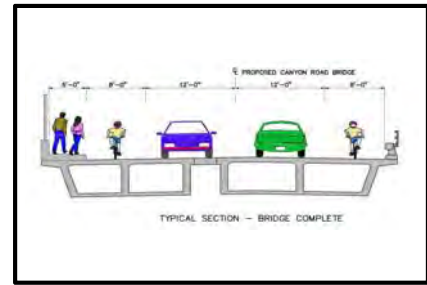
* Unspent remaining budget (as of 5/31/18 displayed) for multi-year projects at end of FY17/18 will carry forward into FY18/19.

Project Name: Canyon Road Bridge Replacement
Project Number: 14-101
Account: 700-740-062-46

CIP Type: Trans
Dept: PWD

Status: Carry Forward Project

Project Objective: A permanent bridge is needed to replace the temporary one-lane bridge that replaced the original landslide damaged bridge in 2017.



Project Description: The Canyon Road Bridge is one of five critical access points to Moraga. Previous Caltrans inspections of the original bridge determined that it qualified for replacement funding through the Caltrans Highway Bridge Program (HBP). The Town has completed the environmental and preliminary engineer studies.

A 2017 FHWA Emergency Relief (ER) project removed the landslide damaged 1936 two-lane bridge and replaced with one-lane metal truss rental bridge. FHWA ER funds for the rental bridge expire on 9/30/19, at which the Town would be fully responsible for those costs. The original engineering and construction estimates have been increased to address building the new longer bridge adjacent to a hillside failure.

The Town is currently working on the final bridge engineering design with the intent to bid Phase 1 construction building of one-lane of permanent bridge and remove the temporary one-lane bridge in 2019. Phase 2 would construct the final lane of the bridge and fully open the bridge in 2020.

Basis for Schedule: The construction work schedule is dependent on HBP authorizations by Caltrans. Originally permanent bridge construction funds were to begin in Federal FY 17/18, starting October 2017. Due to shortfalls in HBP funding, Caltrans has moved bridge construction funding to FY 20/21. The Town has requested funding be moved back to FY 17/18 or allow the Town to proceed with Advance Construction (AC). AC authorization allows the Town begin early construction at their own expense until Caltrans can back-fund costs when HBP funds become available. The advantage for the Town to begin AC is removal of the temporary bridge to eliminate \$11,800 in monthly rental charges.

Basis for Cost: A preliminary engineer's estimate was developed by Nolte Verticle 5 and is on file for reference; however, bridge costs have increased due to modifications caused by the landslide. HBP grant funding was increased due to revisions in bridge design to address adjacent landslide issues. As a result, additional local match is required in the form of additional Measure J funds.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Fund 700: HBP Grant	\$ 394	\$ 4	\$ 2,047	\$ 2,225	\$ 1,610				\$ 6,280
Fund 700: CCTA Major St	\$ 67	\$ 1	\$ 149	\$ 102	\$ 74				\$ 393
Fund 210: Measure J	\$ 25		\$ 174	\$ 196	\$ 148				\$ 543
TOTAL	\$ 486	\$ 5	\$ 2,370	\$ 2,523	\$ 1,832	\$ -	\$ -	\$ -	\$ 7,216

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration	\$ 18	\$ 3	\$ 20	\$ 42	\$ 38				\$ 121
Design	\$ 460		\$ 429	\$ 91					\$ 980
Right-of-Way			\$ 150						\$ 150
Construction			\$ 1,280	\$ 1,708	\$ 1,281				\$ 4,269
Const Mgmt/Insp			\$ 192	\$ 256	\$ 192				\$ 640
Contingency	\$ 8	\$ 2	\$ 299	\$ 426	\$ 321				\$ 1,056
TOTAL	\$ 486	\$ 5	\$ 2,370	\$ 2,523	\$ 1,832	\$ -	\$ -	\$ -	\$ 7,216

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation & Maintenance							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/31/18 displayed) for multi-year projects at end of FY17/18 will carry forward into FY18/19.

Project Name: Central Video Surveillance System
Project Number: 700-750-062-05
Account: 17-501

CIP Type: Trans
Dept: PD



Status: Carry Forward Project

Project Objective: Conduct pilot surveillance camera program to determine if expansion to five (5) key locations at the Town limits is warranted.

Project Description: The Central Video Surveillance system would consist of cameras installed at five (5) strategic locations at or near all entrances to the Town. Each installation would include a license plate recognition camera and high definition color overview cameras. The license plate recognition cameras would be directed at vehicles leaving or entering Moraga and can recognize and record license plate numbers. The overview cameras would provide an overall view of the roadway area so that the color, make and model of a vehicle could be identified. Initially, each camera system would work independently and allow investigators to download images through an encrypted link for use in specific investigations. However, in the future, they would have the ability to be connected by a secure wireless network and would transmit the recorded images to a secure server located at MPD.

The license plate information would be stored for one year, while the recordings from the overview cameras would be stored for 30 days before being deleted and overwritten.

Basis for Schedule: Based upon preliminary information from vendors, there is a 3-4 month project timeline from award of contract and equipment ordering to completion. The first pilot camera has been installed at one of the Town's entrances.

Basis for Cost: The Town worked with a local vendor to develop a preliminary scope of project and has reviewed systems in use or being planned by other local jurisdictions. \$5.7K to establish a pilot program was added to the budget during the FY16/17 mid-year adjustment. The Moraga Community Foundation is currently engaged in a fundraising effort to support this program with a goal of \$60,000.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Fund 700: MCF Donation	\$ 14	\$ 46							\$ 60
Fund 720: Public Safety Impact	\$ 6								\$ 6
									\$ -
TOTAL	\$ 20	\$ 46	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 66

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Pilot Program	\$ 6								\$ 6
Administration									\$ -
Construction	\$ 14	\$ 41							\$ 55
Contingency		\$ 5							\$ 5
TOTAL	\$ 20	\$ 46	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 66

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/31/18 displayed) for multi-year projects at end of FY17/18 will carry forward into FY18/19.

Project Name: Commercial Centers Streetlighting
Project Number: 17-101
Account: 700-740-062-08

CIP Type: Trans
Dept: PWD



Status: Carry Forward

Project Objective: Determine, prioritize, and estimate capital improvement safety and street lighting needs at the two commercial centers in Town.

Project Description: The Town Council goals for 2016 identified a need for increased lighting around the Rheem and the Moraga Center areas, including outside the Town Council Chambers with funding for installation and maintenance determined through the annexation process of affected properties into the existing Street Light Assessment District. This project will determine the locations that do not meet current standards or the Town's policy for safety lighting, and estimate costs for enhancing the existing street lights or installing new street lights in these areas. Examples of streetlight improvements may include but not limited to the following:

1. Increase luminance or wattage of existing street lights
2. Relocate street lights to areas of need
3. Install new street lights

Basis for Schedule: The schedule of the process is (1) Study to determine streetlight options and associated costs; (2) Survey property owners on which options they will support if annexed into the Streetlighting Assessment District; (3) Annex property owners into District; and (4) Design and install streetlighting.

Basis for Cost: Study will determine which street light option to pursue and associated costs in FY18/19.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Fund 500: Light Dist		\$ 60		\$ 300					\$ 360
									\$ -
									\$ -
TOTAL	\$ -	\$ 60	\$ -	\$ 300	\$ -	\$ -	\$ -	\$ -	\$ 360

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration		\$ 15							\$ 15
Study, Survey, & Annexation		\$ 45							\$ 45
Design				\$ 50					\$ 50
Construction				\$ 250					\$ 250
Construction Management				\$ 25					\$ 25
Contingency				\$ 25					\$ 25
Misc.				\$ 5					\$ 5
TOTAL	\$ -	\$ 60	\$ -	\$ 300	\$ -	\$ -	\$ -	\$ -	\$ 360

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation & Maintenance							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/31/18 displayed) for multi-year projects at end of FY17/18 will carry forward into FY18/19.

Project Name: Minor Traffic Safety Program
Project Number: 14-104
Account: 700-740-062-48

CIP Type: Trans
Dept: PWD

Status: As-Needed Program

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.

Basis for Schedule: Funding will allow approximately 1 to 2 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 surveys 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*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Fund 230: Traffic Safety	\$ 22	\$ 5	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10		\$ 77
Fund 210: Measure J	\$ 29	\$ 41	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20		\$ 170
									\$ -
									\$ -
TOTAL	\$ 51	\$ 46	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ -	\$ 247

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration	\$ 28	\$ 16	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10		\$ 94
Traffic Safety Improvements	\$ 17	\$ 30	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20		\$ 147
Consultant	\$ 6								\$ 6
TOTAL	\$ 51	\$ 46	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ -	\$ 247

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/31/18 displayed) for multi-year projects at end of FY17/18 will carry forward into FY18/19.

Project Name: Moraga Center Pedestrian & Bicycle Improvements
Project Number: 16-101 **CIP Type:** Trans
Account: 700-740-062-22 **Dept:** PLN

Status: Carry Forward (Planning Phase)

Project Objective: Construct new sidewalks and pedestrian path facilities to close critical gaps, install bike facilities and streetscape improvements along streets in Moraga Center Specific Plan/Planned Development Area (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. Facilities would be developed in accordance with streetscape standards included in the MCSP Zoning currently under development.

Basis for Schedule: The proposed project addresses transportation problems associated with the fragmented and discontinuous network of ped and bike facilities within the Moraga Center Area. The current pattern presents a challenging environment for safe ped and bike travel and is inconsistent with the Moraga Center Specific Plan vision for the area as a vibrant, well-connected, pedestrian-friendly mixed use "village." The project will achieve a number of key transportation goals including non-auto connections to regional transit (bus to BART), reduced congestion, and safe routes to nearby schools and between areas residential and employment centers.

Basis for Cost: Planning cost estimate from consultants. Construction cost estimates from earlier studies.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Fund 211: Meas J 28C	\$ 1	\$ 59							\$ 60
Unfunded								\$ 771	\$ 771
TOTAL	\$ 1	\$ 59	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 771	\$ 831

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Admin - Planning		\$ 5							\$ 5
Admin - Engineering	\$ 1	\$ 4						\$ 21	\$ 26
Environmental								\$ 51	\$ 51
Right-of-Way								\$ 5	\$ 5
Prelim Eng/Design		\$ 50						\$ 26	\$ 76
Construction								\$ 514	\$ 514
Const Mgmt/Insp								\$ 77	\$ 77
Contingency								\$ 77	\$ 77
TOTAL	\$ 1	\$ 59	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 771	\$ 831

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -

* Unspent remaining budget (as of 5/31/18 displayed) for multi-year projects at end of FY17/18 will carry forward into FY18/19.

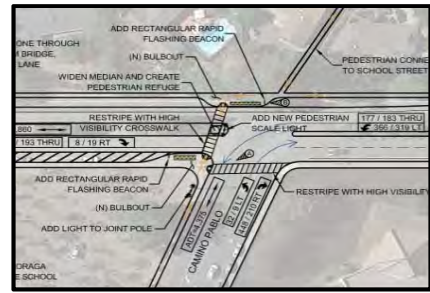
Project Name: Moraga Way and Canyon/Camino Pablo Improvements
Project Number: 18-101
Account: 700-740-062-69

CIP Type: Trans
Dept: PWD

Status: Carry Forward

Project Objective: Resurface, close sidewalk gap, and improve bicycle facilities on Moraga Way and install crosswalk improvements at Canyon Road/Camino Pablo intersection.

Project Description: This project will improve several intersections and corridors within and adjacent to the Moraga Center Planned Development Area in accordance with the Town Council adopted Bike | Walk Plan.



The first part of this project improves Moraga Way from Moraga Road to Ivy Drive by completing the bicycle and pedestrian network along the corridor, extending similar improvements completed by the City of Orinda in 2014. The project resurfaces Moraga Way to provide an even surface for bicyclists and restripes the roadway with buffered Class II bicycle lanes. Additionally, the project will install sidewalks and pedestrian pathways and replace curb ramps and driveways to provide an accessible path of travel linking Miramonte High School, residents, County Connection transit stops, and the Moraga Center.

The second part of this project improves the intersection of Camino Pablo and Canyon Road, which is a key route for students walking to Joaquin Moraga Intermediate School. At this location, there is a large pedestrian demand to cross Canyon Road but parents' report vehicles traveling at high rates of speed as they approach the intersection. The project reduces the through travel lanes from two to one in each direction and assign the remaining area to bulb-outs while adding a pedestrian refuge reducing the crossing distance and narrowing the roadway to calm traffic. Additional improvements at the intersection include rectangular rapid flash beacons, improved intersection lighting, and a speed feedback sign in the northbound direction to advise drivers of their speed as they enter the Town's inhabited limits. Finally, the project provides green street elements within the bulb-outs to meet cleanwater requirements.

Basis for Schedule: The Town secured OneBayArea Grant funding from Safe Routes to School (SR2S), Local Streets & Roads (LS&R), and Transportation for Livable Communities (TLC) and a CalRecycle grant to include rubberized asphalt. Construction is estimated to start in 2019.

Basis for Cost: Based on a preliminary engineer's estimate.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Fund 700: MTC SRTS			\$ 607						\$ 607
Fund 700: MTC LS&R			\$ 596						\$ 596
Fund 700: CCTA TLC	\$ 2	\$ 251	\$ 350						\$ 603
Fund 700: CalRecycle		\$ 72							\$ 72
Fund 711: 1¢ Sales Tax				\$ 822					\$ 822
TOTAL	\$ 2	\$ 323	\$ 1,553	\$ 822	\$ -	\$ -	\$ -	\$ -	\$ 2,700

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration	\$ 2	\$ 61							\$ 63
Design		\$ 190							\$ 190
Construction		\$ 72	\$ 1,078	\$ 822					\$ 1,972
Const Mgmt/Insp			\$ 190						\$ 190
Contingency			\$ 285						\$ 285
TOTAL	\$ 2	\$ 323	\$ 1,553	\$ 822	\$ -	\$ -	\$ -	\$ -	\$ 2,700

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation & Maintenance							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/31/18 displayed) for multi-year projects at end of FY17/18 will carry forward into FY18/19.

Project Name: Municipal Wayfinding Signage Program
Project Number: 15-601 **CIP Type:** Trans
Account: 700-910-062-31 **Dept:** PWD

Status: Carry Forward

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 throughout Town. Scope of work includes vehicular, pedestrian and bicycle signage (including replacing existing placards and consolidating 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. Work on planning and design phase was initiated in FY 15/16.

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 and development of design specifications. Cost of installation based on consultant estimate for planned number and type of signs.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Fund 211: Meas J 28C	\$ 17	\$ 29							\$ 46
Unfunded			\$ 35	\$ 35	\$ 35				\$ 105
									\$ -
									\$ -
TOTAL	\$ 17	\$ 29	\$ 35	\$ 35	\$ 35	\$ -	\$ -	\$ -	\$ 151

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration	\$ 2	\$ 4							\$ 6
Study									\$ -
Environmental									\$ -
Right-of-Way									\$ -
Design									\$ -
Construction	\$ 15	\$ 25	\$ 35	\$ 35	\$ 35				\$ 145
Const Mgmt/Inspection									\$ -
Contingency									\$ -
Other:									\$ -
TOTAL	\$ 17	\$ 29	\$ 35	\$ 35	\$ 35	\$ -	\$ -	\$ -	\$ 151

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/31/18 displayed) for multi-year projects at end of FY17/18 will carry forward into FY18/19.

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

Status: 2018 Joint Moraga-Orinda Project in Construction

Project Objective: Annually review Pavement Management System analysis, assess current needs, and allocate appropriate funds to provide cost-effective pavement maintenance.

Project Description: 2018 is scheduled for roads in need of reconstruction.

Basis for Schedule: The Town utilizes StreetSaver, an industry standard pavement asset management software to preliminarily select candidate street segments to repair because it is objective and it is a valuable tool to guide the Town on how to invest the Town's limited pavement funds to maintain the Town's entire pavement network in the best possible condition. Furthermore, the Town's pavement maintenance strategy is to focus on one type of treatment per year rather than multiple treatments so that the Town may receive lower bid prices due to increased treatment quantities when pavement projects go out to bid.

Basis for Cost: The 2015 Pavement Management Report recommends approximately 17%, 33%, and 50% of funding be allocated to overlay, reconstruction, and surface seal treatments respectively to maximize the overall pavement condition network. The report also recommends partnering with other agencies to combine projects as a way to reduce costs. In these cost saving occasions, funding from regularly scheduled projects may be shifted to these partnering opportunities. Currently, there is \$13.3M of deferred maintenance needs and a annual shortfall of \$400K to maintain the current PCI of 67. Note that the 2019 Surface Seal Project transferrer \$822K (FY2019/20) toward leveraging grant funding for the resurfacing portion of the Moraga Way and Canyon/Camino Pablo improvement project.



	Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Fund 711: Street	Fund 205: Gas Tax	\$ 550								\$ 550
	Fund 205: RMRA		\$ 93	\$ 279	\$ 285	\$ 291	\$ 297	\$ 303		\$ 1,548
	Fund 210: Measure J	\$ 200								\$ 200
	Fund 220: Traf Congest	\$ 1								\$ 1
	EBMUD Reimburse	\$ 57								\$ 57
	Garbage Vehicle Impact	\$ 757	\$ 333	\$ 333	\$ 333	\$ 333	\$ 333	\$ 333		\$ 2,755
	1C Sales Tax	\$ 11,700	\$ 2	\$ 1,220	\$ 1,273	\$ 1,328	\$ 1,384	\$ 1,439		\$ 18,346
	CalRecycle Grant	\$ 126	\$ 233							\$ 359
	Deferred Maintenance			\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 13,300	\$ 15,300
	TOTAL	\$ 13,391	\$ 661	\$ 2,232	\$ 2,291	\$ 2,352	\$ 2,414	\$ 2,475	\$ 13,300	\$ 39,116

	Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
	Past Projects as of 2013	\$ 13,214								\$ 13,214
	2018 Reconstruct (33%)	\$ 177	\$ 566	\$ 1,567						\$ 2,310
	2019 Surface Seal (50%)		\$ 95	\$ 265	\$ 1,691					\$ 2,051
	2020 Overlay (17%)				\$ 200	\$ 885				\$ 1,085
	2021 Reconstruct (33%)					\$ 1,067	\$ 929			\$ 1,996
	2022 Surface Seal (50%)						\$ 1,085	\$ 1,653		\$ 2,738
	2023 Overlay (17%)							\$ 422		\$ 422
	Deferred Maintenance			\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 13,300	\$ 15,300
	TOTAL	\$ 13,391	\$ 661	\$ 2,232	\$ 2,291	\$ 2,352	\$ 2,414	\$ 2,475	\$ 13,300	\$ 39,116

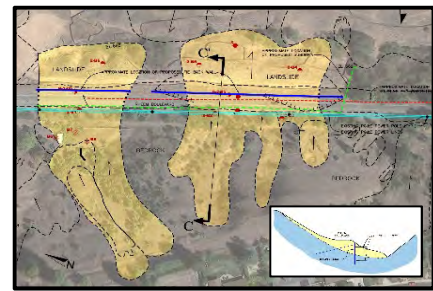
	Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
	Operation & Maintenance							\$ -
	TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/31/18 displayed) for multi-year projects at end of FY17/18 will carry forward into FY18/19.

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

Status: Carry Forward (Pending Final Payments)

Project Objective: Repair the landslide below Rheem Boulevard between St. Mary's Road and Moraga Road, and repave as required.



Project Description: On March 9, 2016, Town Council approved changing landslide repair methods from a geogrid reinforced system to a structural retention system and appropriated additional funds to stabilize the landslide that continuously undermines Rheem Boulevard and to reconstruct the pavement. The new design reduces construction time by half (from 6 to 3 months) and minimizes risk associated with triggering existing landslides.

Basis for Schedule: Construction began in 2016. 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, the Town Council waived the Developer's development impact fees and Quimby Act fees for a total amount of \$472,365 to help fund this project.

Basis for Cost: Costs are based on the latest estimate presented to Town Council on March 9, 2016. 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*	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	TBD	Project Total
Fund 700: CCTA Major Street	\$ 656	\$ 73							\$ 729
Developer Contribution	\$ 500								\$ 500
Developer Split Responsibility	\$ 198	\$ 236							\$ 434
Impact Fee or Fee Waiver		\$ 390							\$ 390
Fund 711: 1¢ Sales Tax (Unlvr)	\$ 14	\$ 518							\$ 532
TOTAL	\$ 1,368	\$ 1,217	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,585

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	TBD	Project Total
Administration									\$ -
Engineering	\$ 210								\$ 210
Construction	\$ 1,018	\$ 982							\$ 2,000
Const Mgmt/Inspection	\$ 100								\$ 100
Contingency		\$ 235							\$ 235
Bonds & Insurance	\$ 40								\$ 40
TOTAL	\$ 1,368	\$ 1,217	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,585

Maintenance Costs (in 1000's)	FY16/17 Budget	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	TBD	Project Total
Operation							\$ -
Maintenance	\$ (7.5)	\$ (7.5)	\$ (7.5)	\$ (7.5)	\$ (7.5)		\$ (37.5)
TOTAL	\$ (7.5)	\$ (7.5)	\$ (7.5)	\$ (7.5)	\$ (7.5)	\$ -	\$ (37.5)

* Unspent remaining budget (as of 5/31/18 displayed) for multi-year projects at end of FY17/18 will carry forward into FY18/19.

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



Status: Carry Forward & Seek Construction Grant Funding

Project Objective: Construct two roundabouts on St. Mary's Road at Rheem Boulevard and Bollinger Canyon 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 at St. Mary's Road and Rheem Boulevard 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 conducted a Feasibility Analysis to incorporate the neighboring intersection at Bollinger Canyon Road to identify fatal flaws, provide cost estimates, and conduct a detailed survey of the project site. Due to the topography and short distance between the Rheem and Bollinger Canyon 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: A 2016 Town Council goal is to complete the design of the two roundabouts. Due to required lengthy environmental studies, conceptual plans equivalent to a 35% design can be partially completed in 2016. Partial funding has been secured through the Measure J 2013 Strategic Plan: Major Streets category. On November 9, 2016, Town Council approved a design contract to complete preliminary engineering.

Basis for Cost: An analysis of the Return on Investment for a 20-year design life will be conducted to better position the project to compete for restricted transportation grant funds. Preliminary estimate for a mini-roundabout instead of a full-sized one at Bollinger Canyon Road may reduce remaining project costs to \$3.7M.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Unfunded				\$ 384	\$ 5,994				\$ 6,378
Fund 210: Measure J	\$ 17								\$ 17
Fund 211: Meas J 28C	\$ 25								\$ 25
Fund 700: CCTA Major Street	\$ 156	\$ 308							\$ 464
Fund 799: LFFA	\$ 48	\$ 93							\$ 141
TOTAL	\$ 246	\$ 401	\$ -	\$ 384	\$ 5,994	\$ -	\$ -	\$ -	\$ 7,025

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration	\$ 7	\$ 8		\$ 11	\$ 200				\$ 226
Feasibility Analysis	\$ 42								\$ 42
Preliminary Engineering	\$ 197	\$ 393							\$ 590
Design				\$ 323					\$ 323
Right-of-Way				\$ 50					\$ 50
Construction					\$ 4,475				\$ 4,475
Const Mgmt/Insp					\$ 648				\$ 648
Contingency					\$ 671				\$ 671
between 4/1/15 and 6/30/15)	\$ 246	\$ 401	\$ -	\$ 384	\$ 5,994	\$ -	\$ -	\$ -	\$ 7,025

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 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)
TOTAL	\$ -	\$ -	\$ 3	\$ 3	\$ 3	\$ 3	\$ 12

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Project Name: Street Light Master Plan
Project Number: 14-103
Account: 700-740-062-47

CIP Type: Trans
Dept: PWD

Status: Carry Forward

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*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Fund 500: Light Dist	\$ 49	\$ 6							\$ 55
									\$ -
									\$ -
TOTAL	\$ 49	\$ 6	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 55

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration	\$ 8	\$ 2							\$ 10
Study	\$ 41	\$ 4							\$ 45
TOTAL	\$ 49	\$ 6	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 55

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation & Maintenance							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/31/18 displayed) for multi-year projects at end of FY17/18 will carry forward into FY18/19.

Project Name: Traffic Signal Equipment Replacement Program
Project Number: 18-103 **CIP Type:** Trans
Account: 700-740-062-03 **Dept:** PWD

Status: New Program

Project Objective: Replace outdated Town owned Traffic Signal components and systems.



Project Description: The Town of Moraga owns 11-1/2 traffic signals which includes a shared signal with the City of Orinda at the Moraga Way and Ivy Drive intersection. In addition the Town owns 4 high visibility crosswalks with enhanced signage, lighted beacons, and lighting. This program's initial priority is to fund the replacement of battery backup systems for each Town traffic signals systems (TSS), as the batteries typically have a short 10 year lifespan. This replacement program will be used to avoid potentially costly failures and disruption to Town traffic like the past March 2018 battery failure at Moraga Road and St. Mary's Road. The Town contracts with the CC County Signal Shop for maintenance and repair our existing TSS.

Basis for Schedule: The Town would schedule 3 traffic signal battery backup replacements per year based on priority for malfunction or aged of existing equipment.

Basis for Cost: The CC County Signal Shop obtain replacment battery backup equipment and labor qoutes.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Fund 210: Measure J			\$ 20	\$ 20	\$ 20	\$ 20	\$ 20		\$ 100
									\$ -
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ -	\$ 100

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Installation			\$ 20	\$ 20	\$ 20	\$ 20	\$ 20		\$ 100
									\$ -
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ -	\$ 100

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/31/18 displayed) for multi-year projects at end of FY17/18 will carry forward into FY18/19.

Project Name: Art in Public Spaces Program
Project Number: 17-302
Account: 700-750-062-07

CIP Type: Gov't
Dept: P&R



Status: On-Going Program

Project Objective: Install public art in accordance with direction of the Art in Public Spaces Committee.

Project Description: Since public art is a cultural reflection of a community and its residents, it is important that procedures be in place for the acquisition and acceptance of art by the Town of Moraga to further the education and appreciation of art. The Art in Public Spaces Policy is to set forth procedures for the following:
 A. selection and acceptance of loaned, commissioned or donated artwork;
 B. placement or site selection;
 C. funding project installation and maintenance; and
 D. deaccessioning or removal of artwork.
 The Town's intention is to create a limited public forum for the display of artwork that meets the Town's standards as set forth herein.

Basis for Schedule: The Art in Public Spaces Committee installed art pieces in FY 2016/17.

Basis for Cost: Funding is based on fund accruals in the Art in Public Spaces Fund (Fund 134).

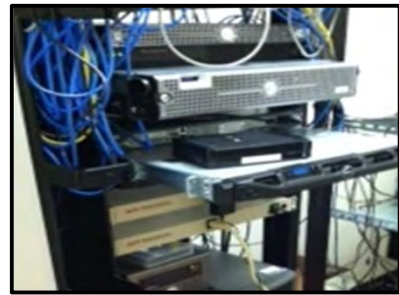
Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Fund 134: Public Spaces Art	\$ 1	\$ 4							\$ 5
									\$ -
									\$ -
TOTAL	\$ 1	\$ 4	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Installation	\$ 1	\$ 4							\$ 5
Planning Consultant									\$ -
Legal									\$ -
Public Outreach Consultant									\$ -
Geotech Consultant									\$ -
Study									\$ -
Contingency									\$ -
TOTAL	\$ 1	\$ 4	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/31/18 displayed) for multi-year projects at end of FY17/18 will carry forward into FY18/19.

Project Name: Information Technology Infrastructure Program
Project Number: 14-306 **CIP Type:** Gov't
Account: 700-525-069-40 **Dept:** ASD



Status: On-Going Program

Project Objective: Provide Information Technology (IT) infrastructure that supports the efficient and effective operation of Town business.

Project Description: Maintain the Information Technology (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 Department of Justice and County regional network; (4) telephone services; and (4) secure, encrypted remote access.

Basis for Schedule: The schedule is based on estimated life-cycle of hardware (including laptop and desktop computers, servers, switches, etc.), hardware warranties, and expected updates to network and software security tools.

Software licenses and maintenance agreements are provided for in the annual operating budget.

Basis for Cost: The cost schedule is based on the replacement and upgrade schedule provided by the Town's contracted IT firm (Silicon Connections, LLC) and adjusted annually by the Construction Cost Index. \$12,500 of the needed \$25,000 for FY 2016/17 was appropriated during the mid-year adjustment with the remaining needed amount deferred, inflated, and added to FY 2017/18 unfunded needs.

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*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Fund 101: General Purpose	\$ 13		\$ 20						\$ 33
Fund 750: Asset Replace	\$ 77								\$ 77
Undetermined			\$ 44	\$ 28	\$ 29	\$ 30			\$ 131
TOTAL	\$ 90	\$ -	\$ 64	\$ 28	\$ 29	\$ 30	\$ -	\$ -	\$ 208

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration									\$ -
Equipment	\$ 90		\$ 64	\$ 28	\$ 29	\$ 30	\$ 27		\$ 268
Contingency									\$ -
TOTAL	\$ 90	\$ -	\$ 64	\$ 28	\$ 29	\$ 30	\$ 27	\$ -	\$ 268

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation (increases or decreases)							\$ -
Maintenance (increases or decreases)							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/31/18 displayed) for multi-year projects at end of FY17/18 will carry forward into FY18/19.

Project Name: Moraga Center Specific Plan Implementation
Project Number: 18-601 **CIP Type:** Gov't
Account: 700-910-062-50 **Dept:** PLN



Status: New Project

Project Objective: Development of zoning ordinance provisions and design guidelines consistent with the Moraga Center Specific Plan.

Project Description: Completion of the Moraga Center Specific Plan Implementation Project, resulting in zoning ordinance provisions and design guidelines consistent with the land use goals and policies of the adopted Moraga Center Specific Plan.

Basis for Schedule: Award of grant funding by Bay Area Metro (MTC and ABAG) includes stipulations that the project must be completed within 30 months of the effective date of the funding agreement between the Town and Bay Area Metro.

Basis for Cost: Project cost based on scope and budgets provided by Opticos Design (\$96K) and Fehr and Peers (up to \$20K), as well as additional Town staff time. Town Council adopted Resolution No. 11-2018 supporting Bay Area Metro grant funding of \$140K and the required grant funding of 12% matching (\$17K) for a total project cost of \$157K.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Fund 210: Measure J			\$ 17						\$ 17
Fund 700: BA Metro Grant			\$ 140						\$ 140
									\$ -
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ 157	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 157

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration			\$ 41						\$ 41
Study			\$ 116						\$ 116
Environmental									\$ -
Right-of-Way									\$ -
Design									\$ -
Construction									\$ -
Const Mgmt/Inspection									\$ -
Contingency									\$ -
Other:									\$ -
TOTAL	\$ -	\$ -	\$ 157	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 157

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/31/18 displayed) for multi-year projects at end of FY17/18 will carry forward into FY18/19.

Project Name: Vehicle & Operating Equipment Program
Project Number: 14-501 **CIP Type:** Gov't
Account: 700-610-062-49 **Dept:** PWD/PD



Status: On-Going Program

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.

In FY18/19, Public Works' 1997 Ford F-250 and Police's 2011 Ford Crown Victoria (#138) will be replaced while Public Works' 1997 Ford Explorer (pool car) will be deferred from FY17/18 and Public Works' 1991 Ford Superduty and 2002 John Deer 1445 Mower and Police's 2005 Ford Crown Victoria (#134) will be deferred from FY16/17

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 and adjusted annually by the Construction Cost Index. Costs include required vehicle equipment. Insufficient funding to replace vehicles; however, \$30K of COPS funding is programmed with the intent of carrying forward the amount into the following FY to accrue until sufficient funding is acquired to replace Police vehicle.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Fund 101: Gen. Fund			\$ 55						\$ 55
Fund 103: COPS	\$ 103	\$ 42	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30		\$ 295
Fund 720: Public Safety Impact	\$ 12								\$ 12
Fund 750: Asset Replace	\$ 176								\$ 176
Undetermined			\$ 151	\$ 61		\$ 56	\$ 70		\$ 338
TOTAL	\$ 291	\$ 42	\$ 236	\$ 91	\$ 30	\$ 86	\$ 100	\$ -	\$ 876

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Vehicles (Police)	\$ 230	\$ 42	\$ 75	\$ 57	\$ 30	\$ 59			\$ 494
Equipment (PWD)	\$ 61		\$ 161	\$ 34		\$ 26	\$ 100		\$ 382
Other:									\$ -
TOTAL	\$ 291	\$ 42	\$ 236	\$ 91	\$ 30	\$ 86	\$ 100	\$ -	\$ 876

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/31/18 displayed) for multi-year projects at end of FY17/18 will carry forward into FY18/19.



UNFUNDED CAPITAL IMPROVEMENT PROJECTS



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

Status: Unfunded

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.

FY18/19: Regrade picnic areas at the Commons Park
 FY19/20: Regrade pathway between upper and lower playgrounds at the Commons Park
 FY20/21: Miscellaneous As-Needed ADA Upgrades
 FY21/22: Miscellaneous As-Needed ADA Upgrades
 FY22/23: Miscellaneous As-Needed ADA Upgrades

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*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Unfunded			\$ 57	\$ 57	\$ 20	\$ 20	\$ 20		\$ 174
									\$ -
TOTAL	\$ -		\$ 57	\$ 57	\$ 20	\$ 20	\$ 20	\$ -	\$ 174

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration			\$ 2	\$ 2	\$ 2	\$ 2	\$ 2		\$ 10
Design			\$ 4	\$ 4	\$ 2	\$ 2	\$ 2		\$ 14
Environmental									\$ -
Right-of-Way									\$ -
Construction			\$ 40	\$ 40	\$ 16	\$ 16	\$ 16		\$ 128
Const Mgmt/Inspection			\$ 4	\$ 4					\$ 8
Contingency			\$ 6	\$ 6					\$ 12
Other:			\$ 1	\$ 1					\$ 2
TOTAL	\$ -	\$ -	\$ 57	\$ 57	\$ 20	\$ 20	\$ 20	\$ -	\$ 174

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

Status: Unfunded

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 decision-making tool. This project was scheduled for FY17/18 but was deferred due to lack of funding.

Basis for Cost: Based on lighting contractor estimates and inflated annually by the Construction Cost Index. 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*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Undetermined			\$ 101						\$ 101
									\$ -
									\$ -
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ 101	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 101

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration			\$ 3						\$ 3
Study									\$ -
Environmental									\$ -
Right-of-Way									\$ -
Design			\$ 7						\$ 7
Construction			\$ 70						\$ 70
Const Mgmt/Inspection			\$ 7						\$ 7
Contingency			\$ 11						\$ 11
Other: Permits			\$ 3						\$ 3
TOTAL	\$ -	\$ -	\$ 101	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 101

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Labor	\$ (6)	\$ (6)	\$ (6)	\$ (6)	\$ (6)		\$ (30)
Materials	\$ (0.5)	\$ (0.5)	\$ (0.5)	\$ (0.5)	\$ (0.5)		\$ (2.5)
Other:							\$ -
TOTAL	\$ (7)	\$ (7)	\$ (6.5)	\$ (6.5)	\$ (6.5)	\$ -	\$ (32.5)

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



Status: Unfunded

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

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

Basis for Schedule: Used the Hacienda Site Assessment as an initial decision-making tool to identify priority projects to address maintenance items. The majority of windows are not up to current energy standards. This project was scheduled for FY17/18 but was deferred due to lack of funding.

Basis for Cost: Based on Asset Replacement schedule costs and inflated annually by the Construction Cost Index. 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*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Undetermined			\$ 180						\$ 180
									\$ -
									\$ -
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ 180	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 180

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration			\$ 6						\$ 6
Study									\$ -
Environmental									\$ -
Right-of-Way									\$ -
Design			\$ 12						\$ 12
Construction			\$ 127						\$ 127
Const Mgmt/Inspection			\$ 12						\$ 12
Contingency			\$ 18						\$ 18
Other: Permits			\$ 5						\$ 5
TOTAL	\$ -	\$ -	\$ 180	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 180

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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



Status: On-Going 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:

- FY18/19: Replace exterior lighting (scheduled); Replace aggregate patio (deferred from FY17/18); and Replace carpet (deferred from FY16/17)
- FY19/20: Replace interior lighting
- FY20/21: Replace landscape along the roadway frontage
- FY21/22: None
- FY22/23: None

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 and inflated annually by the Construction Cost Index. Potential sources of funds are Asset Replacement, Palos Colorados, or General Fund.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Undetermined			\$ 118	\$ 82	\$ 60				\$ 260
									\$ -
									\$ -
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ 118	\$ 82	\$ 60	\$ -	\$ -	\$ -	\$ 260

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration			\$ 6	\$ 4	\$ 3				\$ 13
Construction/Installation			\$ 102	\$ 71	\$ 52				\$ 225
Contingency			\$ 10	\$ 7	\$ 5				\$ 22
TOTAL	\$ -		\$ 118	\$ 82	\$ 60	\$ -	\$ -	\$ -	\$ 260

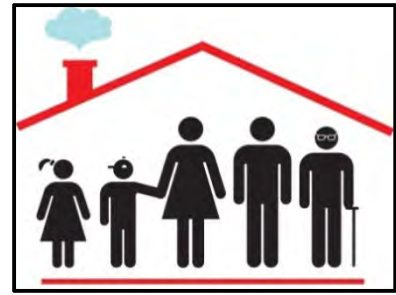
Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/31/18 displayed) for multi-year projects at end of FY17/18 will carry forward into FY18/19.

Project Name: Multi-Generational Community Center
Project Number: TBD **CIP Type:** Bldg
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 from 2014 costs) and similar projects. Potential funding from developer impact fees and contributions.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Unfunded								\$ 9,286	\$ 9,286
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,286	\$ 9,286

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration								\$ 274	\$ 274
Study								\$ 274	\$ 274
Land Acquisition								\$ 1,067	\$ 1,067
Environmental								\$ 274	\$ 274
Design								\$ 548	\$ 548
Construction								\$ 5,479	\$ 5,479
Const Mgmt/Inspection								\$ 548	\$ 548
Contingency								\$ 822	\$ 822
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,286	\$ 9,286

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation (6.5 FTE)						\$ 396	\$ 396
Maintenance						\$ 324	\$ 324
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 720	\$ 720

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

Status: Scheduled but Unfunded

Project Objective: Paint all municipal buildings.



Project Description: FY 18/19 Interior Hacienda building (scheduled), Exterior Pavilion building (FY 17/18 deferred), and Exterior Hacienda and Library Buildings (FY 16/17 deferred)
 FY 19/20 Interior Library & Commons Park exterior & interior bandshell
 FY 20/21 None
 FY 21/22 Exterior La Sala building and exterior and interior Casita building
 FY 22/23 None

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 to maintain interior surfaces for users of facilities.

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 their own CIP. These costs have been increased by the Construction Cost Index.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Fund 701: COP Bond	\$ 24								\$ 24
Undetermined			\$ 107	\$ 31		\$ 37			\$ 175
									\$ -
									\$ -
TOTAL	\$ 24	\$ -	\$ 107	\$ 31	\$ -	\$ 37	\$ -	\$ -	\$ 199

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration	\$ 1		\$ 10	\$ 3		\$ 3			\$ 17
Paint Building(s)	\$ 23		\$ 97	\$ 28		\$ 34			\$ 182
Contingency									\$ -
Other:									\$ -
TOTAL	\$ 24	\$ -	\$ 107	\$ 31	\$ -	\$ 37	\$ -	\$ -	\$ 199

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/31/18 displayed) for multi-year projects at end of FY17/18 will carry forward into FY18/19.

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



Status: On-Going Program with Partial Funding

Project Objective: Refurbish municipally owned restrooms at the end of their 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:

FY18/19: Casita restroom including ADA (\$50K reprioritized from FY29/30); Commons Park's 7 restrooms including roofs (\$90K scheduled); and Rancho Laguna Park's restroom including roof (\$46K deferred from FY17/18)

FY19/20 Library Staff restroom and Hacienda building's 3 restrooms (requires upgrades for ADA compliance) located on first floor and Hacienda building's 3 restrooms

FY20/21: None
 FY21/22: None
 fy22/23: None

Basis for Schedule: Used Asset Replacement schedule as an initial tool. In 2018, La Finestra Restaurant relocated to the Hacienda building. As a result, the Hacienda building facility rentals were displaced. Recommendation to reprioritize replacements of other building facilities to increase rentals.

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 and inflated annually by the Construction Cost Index. Potential sources of funds are Asset Replacement, Palos Colorados, General Fund, or any combination thereof.

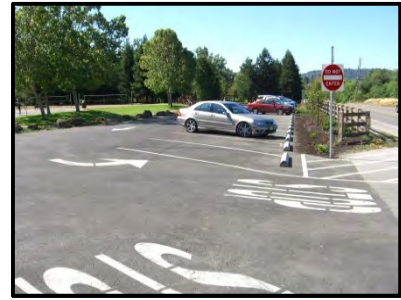
Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Undetermined			\$ 186	\$ 237					\$ 423
TOTAL	\$ -	\$ -	\$ 186	\$ 237	\$ -	\$ -	\$ -	\$ -	\$ 423

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration			\$ 8	\$ 7					\$ 15
Right-of-Way									\$ -
Design			\$ 13	\$ 16					\$ 29
Construction			\$ 125	\$ 162					\$ 287
Const Mgmt/Inspection			\$ 13	\$ 16					\$ 29
Contingency			\$ 19	\$ 24					\$ 43
Other: Permits			\$ 8	\$ 12					\$ 20
TOTAL	\$ -	\$ -	\$ 186	\$ 237	\$ -	\$ -	\$ -	\$ -	\$ 423

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Labor		\$ (5)	\$ (10)	\$ (18)	\$ (18)		\$ (51)
Material		\$ (1)	\$ (2)	\$ (3)	\$ (3)		\$ (9)
Other:							\$ -
TOTAL	\$ -	\$ (6)	\$ (12)	\$ (21)	\$ (21)	\$ -	\$ (60)

* Unspent remaining budget (as of 5/31/18 displayed) for multi-year projects at end of FY17/18 will carry forward into FY18/19.

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: On-Going 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.

FY18/19: Seal coat Hacienda Parking Lot (\$70K scheduled); Seal coat 329 Rheem Boulevard Parking Lot (\$32K deferred from FY17/18); Seal coat Commons Park main parking lot off St. Mary's Road (\$42K deferred from FY17/18); Overlay Library Parking Lot (\$96K deferred from FY16/17); and Overlay Hacienda interior pathway/service road (\$80K deferred from FY16/17).

FY19/20: Seal Coat Rancho Laguna Park parking lot and seal coat Commons Park skatepark parking lot off of Moraga Road.

FY20/21: Seal coat Rancho Laguna Park pathway

FY21/22: Overlay Commons Park main parking lot off St. Mary's Road; Seal coat Library parking lot; and Seal coat Commons Park pathway

FY22/23: None

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 exterior pathways seal coat project completed in FY 2013/14 and FY 2014/15. All costs inflated annually by the Construction Cost Index. 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*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Fund 100: Palos Colorados	\$ 37								\$ 37
Undetermined			\$ 320	\$ 51	\$ 49	\$ 237			\$ 657
									\$ -
TOTAL	\$ 37	\$ -	\$ 320	\$ 51	\$ 49	\$ 237	\$ -	\$ -	\$ 694

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Rancho Laguna Pathway	\$ 37				\$ 49				\$ 86
Commons Main Parking			\$ 42			\$ 97			\$ 139
Hacienda Pathway			\$ 78						\$ 78
Library Parking			\$ 96			\$ 45			\$ 141
329 Rheem Parking			\$ 32						\$ 32
Hacienda Parking			\$ 72						\$ 72
Rancho Laguna Parking				\$ 32					\$ 32
Commons Skate Parking				\$ 19					\$ 19
Commons Pathway						\$ 95			\$ 95
TOTAL	\$ 37	\$ -	\$ 320	\$ 51	\$ 49	\$ 237	\$ -	\$ -	\$ 694

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation & Maintenance							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Unspent remaining budget (as of 5/31/18 displayed) for multi-year projects at end of FY17/18 will carry forward into FY18/19.

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

Status: Unfunded

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. A trip and fall claim was submitted to the Town in FY15/16. Replacement originally scheduled for FY16/17 but deferred due to lack of funds.

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

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Undetermined			\$ 180						\$ 180
									\$ -
									\$ -
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ 180	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 180

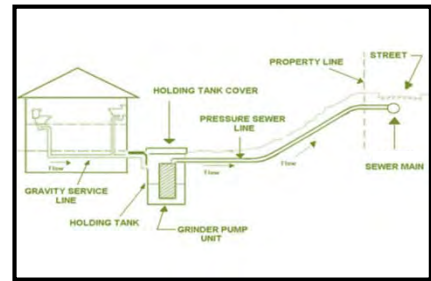
Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration			\$ 11						\$ 11
Design			\$ 16						\$ 16
Construction			\$ 105						\$ 105
Const Mgmt/Inspection			\$ 16						\$ 16
Contingency			\$ 16						\$ 16
Other: Permits			\$ 16						\$ 16
TOTAL	\$ -	\$ -	\$ 180	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 180

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

Status: Unfunded

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. Replacement originally scheduled for FY17/18 but deferred due to lack of funds.

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

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Undetermined			73						\$ 73
									\$ -
									\$ -
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ 73	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 73

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration			\$ 3						\$ 3
Design			\$ 5						\$ 5
Construction			\$ 48						\$ 48
Const Mgmt/Inspection			\$ 5						\$ 5
Contingency			\$ 9						\$ 9
Other: Permits			\$ 3						\$ 3
TOTAL	\$ -	\$ -	\$ 73	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 73

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Project Name: Restroom Replacement at Moraga Commons Park
Project Number: TBD **CIP Type:** Parks
Account: TBD **Dept:** P&R

Status:

Project Objective: Replace existing restroom building at Moraga Commons Park.



Project Description: Remove existing restroom structure at Moraga Commons Park and install a new restroom structure consisting of 4 Americans with Disabilities Act (ADA) all gender restrooms with two drinking fountains including water bottle filling stations. This project was removed from the ADA Compliance Facilities to create this standalone CIP since scope has increased from upgrades to replacement.

Basis for Schedule: Public Restroom Company estimates a 150 day schedule to complete scope of work. Demolition, site preparation and required building pad will need to be completed by the Town and it is recommended that work at Moraga Commons Park be scheduled towards late Summer, early Fall 2018.

Basis for Cost: On April 2, 2018 the Moraga Community Foundation (MCF) submitted to the Town design specifications for a pre-fabricated restroom structure inclusive of turnkey installation. MCF plans to fundraise for the entire cost of the project.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Undetermined			\$ 290						\$ 290
									\$ -
									\$ -
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ 290	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 290

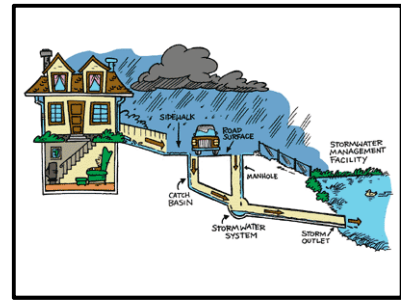
Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration			\$ 4						\$ 4
Design & Survey			\$ 8						\$ 8
Demolition			\$ 10						\$ 10
Foundation & Utilities			\$ 20						\$ 20
Install Pre-Fab Restrooms			\$ 213						\$ 213
Contingency			\$ 32						\$ 32
Other: Permits			\$ 3						\$ 3
TOTAL	\$ -	\$ -	\$ 290	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 290

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Project Name: Storm Drain Improvement Program
Project Number: TBD **CIP Type:** Storm
Account: TBD **Dept:** PWD

Status: Unfunded & Unscheduled

Provide well maintained storm drain system.



Project Description: The Storm Drain Master Plan, adopted by Town Council on July 8, 2015 identifies \$25.9M in capital improvement projects such as replacing, upsizing, and rerouting storm drain pipelines and culverts. The improvements are further defined into \$12.1M of culvert projects, \$10.1M of capacity projects, and remaining \$2.9M of condition-related projects. These costs have been increased by the Construction Cost Index. In 2018, property owners voted to not pass a Proposition 218 property related fee to address the high priority projects first.

Basis for Schedule: The 2015 Master Plan has prioritized the projects with \$8.9M as high priority, \$10.9M as medium priority, and the remaining \$6.1M as low priority. These costs have been increased by the Construction Cost Index.

Basis for Cost: The Master Plan provided estimates for all project costs. Also provided is a recommended annual \$240K to maintain, clean, and inspect the storm drain system. These costs have been increased by the Construction Cost Index. The Town secured grant funding to address one of the high priority projects through the Laguna Creek Restoration at Hacienda de las Flores (CIP 16-201) rather than upsizing the existing culvert thus reducing the needs by \$1.05M.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Undetermined								\$ 25,534	\$ 25,534
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,534	\$ 25,534

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
High Priority Projects								\$ 8,009	\$ 8,009
Medium Priority Projects								\$ 11,139	\$ 11,139
Low Priority Projects								\$ 6,386	\$ 6,386
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,534	\$ 25,534

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation & Maintenance	\$ 254	\$ 262	\$ 269	\$ 286	\$ 294		\$ 1,365
TOTAL	\$ 254	\$ 262	\$ 269	\$ 286	\$ 294	\$ -	\$ 1,365

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*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Unfunded								\$ 272	\$ 272
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 272	\$ 272

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration								\$ 2	\$ 2
Study									\$ -
Environmental								\$ 8	\$ 8
Design								\$ 11	\$ 11
Right of Way								\$ 181	\$ 181
Construction								\$ 54	\$ 54
Const Mgmt/Inspection								\$ 8	\$ 8
Contingency								\$ 8	\$ 8
Other:									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 272	\$ 272

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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 Carry Forward Funding

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



Project Description: The following are potential projects:
 FY 18/19 Reshingle bandshell roof (scheduled); Seal coat and restripe basketball court surface (deferred from FY17/18); and repair flagpole, Biondi fountain, and swing sets (deferred from FY16/17)
 FY 19/20 None
 FY 20/21 None
 FY 21/22 None
 FY 22/23 None

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 on contractor estimates and staff estimates and inflated annually by the Construction Cost Index. Major capital improvements will be separated as its own CIP project. On April 16, 2017, Town Council accepted a \$15K Municipal Pooling Authority grant for safety improvements.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Fund 100: Palos Colorados	\$ 70								\$ 70
Undetermined			\$ 54						\$ 54
									\$ -
									\$ -
TOTAL	\$ 70	\$ -	\$ 54	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 124

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Design	\$ 1								\$ 1
Administration	\$ 13		\$ 3						\$ 16
Construction/Installation	\$ 56		\$ 45						\$ 101
Contingency			\$ 6						\$ 6
TOTAL	\$ 70	\$ -	\$ 54	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 124

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Labor	\$ (1.5)	\$ (1.5)	\$ (1.5)	\$ (1.5)	\$ (1.5)		\$ (7.5)
Materials	\$ (0.5)	\$ (0.5)	\$ (0.5)	\$ (0.5)	\$ (0.5)		\$ (2.5)
Other:							\$ -
TOTAL	\$ (2.0)	\$ (2.0)	\$ (2.0)	\$ (2.0)	\$ (2.0)	\$ -	\$ (10.0)

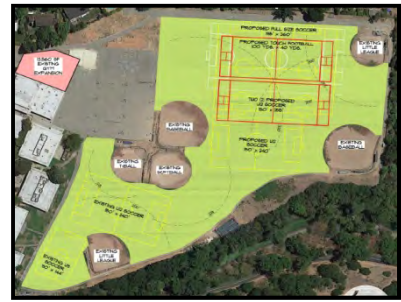
* Unspent remaining budget (as of 5/31/18 displayed) for multi-year projects at end of FY17/18 will carry forward into FY18/19.

Project Name: Community Sports Field
Project Number: TBD
Account: TBD

CIP Type: Parks
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 estimates 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. Costs are inflated annually by the Construction Cost Index.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Unfunded								\$ 11,071	\$ 11,071
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,071	\$ 11,071

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration								\$ 133	\$ 133
Study								\$ 133	\$ 133
Environmental								\$ 133	\$ 133
Design								\$ 267	\$ 267
Land Acquisition								\$ 6,936	\$ 6,936
Construction								\$ 2,668	\$ 2,668
Const Mgmt/Inspection								\$ 267	\$ 267
Contingency								\$ 534	\$ 534
Other:									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,071	\$ 11,071

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation							\$ -
Maintenance						\$ 26	\$ 26
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 26	\$ 26

Project Name: Heritage Trail (Library to Moraga Rd)
Project Number: TBD
Account: TBD

CIP Type: Parks
Dept: P&R



Status: Unfunded & Unscheduled

Project Objective: Implement recommendations from adopted 2004 Moraga Bicycle and Pedestrian Plan - develop off-street trail 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*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Unfunded								\$ 95	\$ 95
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 95	\$ 95

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration								\$ 5	\$ 5
Study									\$ -
Environmental								\$ 8	\$ 8
Design								\$ 13	\$ 13
Right of Way									\$ -
Construction								\$ 51	\$ 51
Const Mgmt/Inspection								\$ 8	\$ 8
Contingency								\$ 10	\$ 10
Other:									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 95	\$ 95

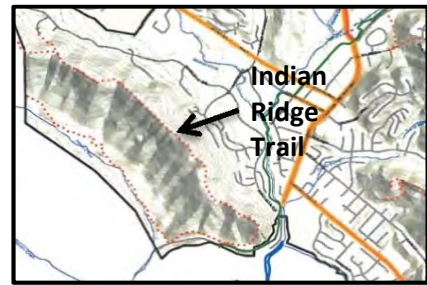
Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Project Name: Indian Ridge Trail
Project Number: TBD
Account: TBD

CIP Type: Parks
Dept: P&R

Status: Unfunded & Unscheduled

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



Project Description: Both the 2004 Moraga Bicycle and Pedestrian Plan and the 2007 Parks and Recreation Master Plan recommend the development and improvement of the trail system in Town to connect neighborhoods and improve access to major destinations. This project will develop a trail to connect the EBMUD Valle Vista staging area and the EBRPD Lafayette-Moraga Trail to trails within Orinda to Gateway Boulevard. This proposed trail will begin at the foot of Indian Ridge off of Canyon Road and continue northwesterly along the top of the ridge overlooking the Moraga Country Club and into Orinda, approximately 2.1 miles. There are also potential spur trails off of the ridge down to Augusta Drive and Westchester Drive 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*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Unfunded								\$ 1,276	\$ 1,276
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,276	\$ 1,276

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration								\$ 9	\$ 9
Study									\$ -
Environmental								\$ 31	\$ 31
Design								\$ 50	\$ 50
Right of Way								\$ 907	\$ 907
Construction								\$ 208	\$ 208
Const Mgmt/Inspection								\$ 31	\$ 31
Contingency								\$ 40	\$ 40
Other:									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,276	\$ 1,276

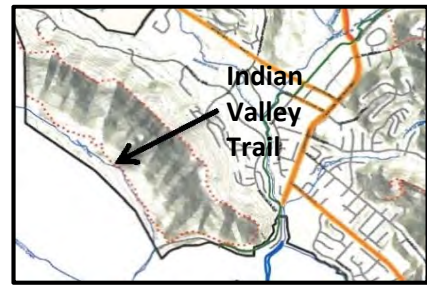
Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Project Name: Indian Valley Trail
Project Number: TBD
Account: TBD

CIP Type: Parks
Dept: P&R

Status: Unfunded & Unscheduled

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



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

Basis for Schedule: Currently unscheduled.

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

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Unfunded								\$ 966	\$ 966
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 966	\$ 966

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration								\$ 7	\$ 7
Study									\$ -
Environmental								\$ 24	\$ 24
Design								\$ 39	\$ 39
Right of Way								\$ 689	\$ 689
Construction								\$ 154	\$ 154
Const Mgmt/Inspection								\$ 23	\$ 23
Contingency								\$ 30	\$ 30
Other:									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 966	\$ 966

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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 permitted by the Moraga Open Space Ordinance and with consideration of environmental impacts.

Basis for Schedule: Currently unscheduled.

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

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Unfunded								\$ 376	\$ 376
									\$ -
									\$ -
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 376	\$ 376

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration								\$ 6	\$ 6
Environmental								\$ 12	\$ 12
Design								\$ 38	\$ 38
Construction								\$ 258	\$ 258
Const Mgmt/Inspection								\$ 37	\$ 37
Contingency								\$ 24	\$ 24
Other:									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 376	\$ 376

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

Status: On-Going Program with Undetermined Funding

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



Project Description:

FY18/19: Mulholland lower gate and chainlink fence leading up to entrance gate and Hacienda wrought iron gate and fence at entrance (scheduled) and Hacienda fence portion along Casita and Rancho Laguna Park frontage fence (deferred from FY16/17)

FY19/20: Rancho Laguna Park playground perimeter fence

FY20/21: 335 Rheem wooden fence

FY21/22: None

FY22/23: None

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 and inflated annually by Construction Cost Index. 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*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Undetermined			\$ 89	\$ 25	\$ 10	\$ -	\$ -		\$ 124
									\$ -
									\$ -
									\$ -
									\$ -
TOTAL	\$ -		\$ 89	\$ 25	\$ 10	\$ -	\$ -	\$ -	\$ 124

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration			\$ 5	\$ 2	\$ 1				\$ 8
Construction			\$ 76	\$ 21	\$ 8				\$ 105
Contingency			\$ 8	\$ 2	\$ 1				\$ 11
									\$ -
TOTAL	\$ -	\$ -	\$ 89	\$ 25	\$ 10	\$ -	\$ -	\$ -	\$ 124

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

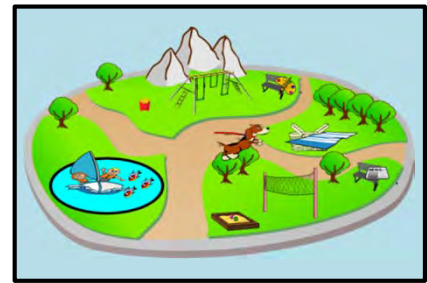
* Unspent remaining budget (as of 5/31/18 displayed) for multi-year projects at end of FY17/18 will carry forward into FY18/19.

Project Name: Neighborhood Parks
Project Number: TBD
Account: TBD

CIP Type: Parks
Dept: P&R

Status: Unfunded & Unscheduled

Project Objective: Pursue development of two new neighborhood parks to service underserved areas in Town.



Project Description: The 2007 Parks & Recreation Master Plan identified two areas in Town that were underserved. This project will pursue development of neighborhood parks to serve these two areas, generally described as (1) area west of Rheem Boulevard, known as Rheem Valley Manor, and (2) the area located northeast of Bollinger Canyon Road, known as The Bluffs. Neighborhood parks are generally 2 to 5 acres, are located within walking and bicycling distance of the neighborhood it serves, and provides basic recreation opportunities (i.e. benches, drinking fountain, bike storage, open turf area, landscaping, playground equipment, accessible pathways, basketball court).

Basis for Schedule: Currently unscheduled.

Basis for Cost: 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*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Unfunded								\$ 4,936	\$ 4,936
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,936	\$ 4,936

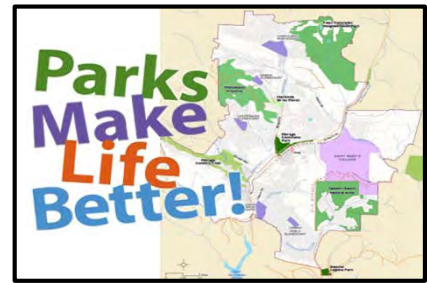
Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration								\$ 29	\$ 29
Study								\$ 22	\$ 22
Environmental								\$ 48	\$ 48
Design								\$ 48	\$ 48
Right of Way								\$ 4,535	\$ 4,535
Construction								\$ 196	\$ 196
Const Mgmt/Inspection								\$ 29	\$ 29
Contingency								\$ 29	\$ 29
Other:									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,936	\$ 4,936

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation							\$ -
Maintenance						\$ 32	\$ 32
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 32	\$ 32

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*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Unfunded			\$ 15						\$ 15
									\$ -
									\$ -
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ 15	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Survey			\$ 15						\$ 15
Contingency									\$ -
Other:									\$ -
TOTAL	\$ -	\$ -	\$ 15	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 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 (escalated).

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Unfunded								\$ 65	\$ 65
									\$ -
									\$ -
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 65	\$ 65

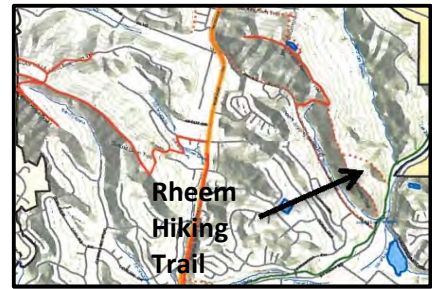
Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration								\$ 7	\$ 7
Study (consultant)								\$ 48	\$ 48
Contingency								\$ 10	\$ 10
Other:									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 65	\$ 65

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 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.

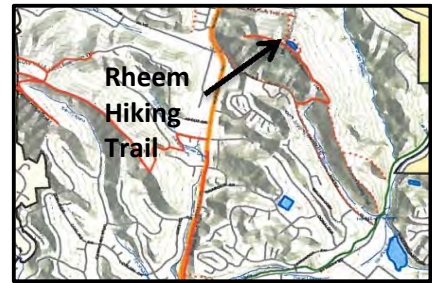
Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Unfunded								\$ 192	\$ 192
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 192	\$ 192

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration								\$ 5	\$ 5
Study									\$ -
Environmental								\$ 7	\$ 7
Design								\$ 7	\$ 7
Right of Way								\$ 130	\$ 130
Construction								\$ 30	\$ 30
Const Mgmt/Inspection								\$ 7	\$ 7
Contingency								\$ 6	\$ 6
Other:									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 192	\$ 192

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

CIP Type: Parks
Dept: P&R



Status: Unfunded & Unscheduled

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

Project Description: Both the 2004 Moraga Bicycle and Pedestrian Plan and the 2007 Parks and Recreation Master Plan recommend the development and improvement of the trail system in Town to connect neighborhoods and improve access to major destinations. This project will develop a hiking trail from Fayhill Road near the EBMUD reservoir, through rolling grassland, to a flat area to the west of the reservoir, connecting to proposed Palos Colorado 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 Colorado 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*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Unfunded								\$ 192	\$ 192
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 192	\$ 192

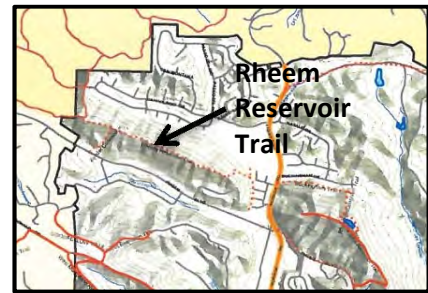
Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration								\$ 5	\$ 5
Study									\$ -
Environmental								\$ 7	\$ 7
Design								\$ 7	\$ 7
Right of Way								\$ 130	\$ 130
Construction								\$ 30	\$ 30
Const Mgmt/Inspection								\$ 7	\$ 7
Contingency								\$ 6	\$ 6
Other:									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 192	\$ 192

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 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 (335 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*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Unfunded								\$ 873	\$ 873
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 873	\$ 873

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration								\$ 7	\$ 7
Study									\$ -
Environmental								\$ 21	\$ 21
Design								\$ 34	\$ 34
Right of Way								\$ 617	\$ 617
Construction								\$ 139	\$ 139
Const Mgmt/Inspection								\$ 21	\$ 21
Contingency								\$ 34	\$ 34
Other:									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 873	\$ 873

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -

Project Name: Turf Improvements Program
Project Number: 15-303
Account: 700-753-062-36

CIP Type: Parks
Dept: P&R



Status: Unfunded

Project Objective: Improvements to turf at various park facilities.

Project Description:
 Phase 1: Pavilion Irrigation, Turf, Drainage, and Rodent Barrier (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 on contractor estimates and staff estimates and adjusted annually by the Construction Condition Index.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Fund 750: Asset Replace	\$ 50								\$ 50
Fund 100: Palos Colorados	\$ 21								\$ 21
Undetermined			\$ 253		\$ 671				\$ 924
									\$ -
									\$ -
TOTAL	\$ 71	\$ -	\$ 253	\$ -	\$ 671	\$ -	\$ -	\$ -	\$ 995

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Phase 1	\$ 71								\$ 71
Phase 2									\$ -
Administration			\$ 5						\$ 5
Design			\$ 20						\$ 20
Construction			\$ 198						\$ 198
Contingency			\$ 30						\$ 30
Phase 3					\$ 671				\$ 671
TOTAL	\$ 71	\$ -	\$ 253	\$ -	\$ 671	\$ -	\$ -	\$ -	\$ 995

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Fix Breaks, Repairs, Adjustments to Irrigation		\$ (11.0)	\$ (11.0)	\$ (19.0)	\$ (19.0)		\$ (60.0)
Maintenance Savings for Turf & Rodent Control		\$ (1)	\$ (1)	\$ (3)	\$ (3)		\$ (8.0)
Other:							\$ -
TOTAL	\$ -	\$ (12)	\$ (12.0)	\$ (22.0)	\$ (22)	\$ -	\$ (68)

Project Name: Utah Easement Trail (Library to Old Moraga Ranch Trail)
Project Number: TBD **CIP Type:** Parks
Account: TBD **Dept:** P&R

Status: Unfunded & Unscheduled

Project Objective: Implement recommendations from adopted 2004 Moraga Bicycle and Pedestrian Plan - develop off-street trail to connect Commons Park to Old Moraga Ranch Trail.



Project Description: Both the 2004 Moraga Bicycle and Pedestrian Plan and the 2007 Parks and Recreation Master Plan recommend the development and improvement of the trail system in Town to connect neighborhoods and improve access to major destinations. This project will develop a trail to connect the Commons Park to the Old Moraga Ranch Trail, and would begin behind the Library on St. Mary's Road, continuing uphill following the PG&E power lines, through walnut orchards and connecting to the Old Moraga Ranch Trail, approximately 1.1 miles.

Basis for Schedule: Currently unscheduled; however, as development is proposed on properties off of Country Club Drive and Alta Mesa, improvements and dedication of trail access easements may be required as a condition of project approval.

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

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Unfunded								\$ 664	\$ 664
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 664	\$ 664

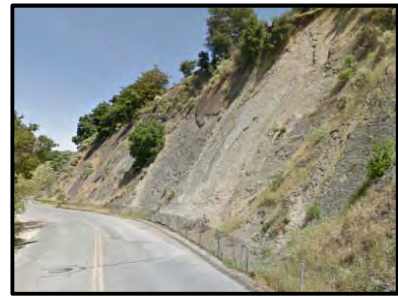
Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration								\$ 5	\$ 5
Study									\$ -
Environmental								\$ 15	\$ 15
Design								\$ 27	\$ 27
Right of Way								\$ 471	\$ 471
Construction								\$ 109	\$ 109
Const Mgmt/Inspection								\$ 15	\$ 15
Contingency								\$ 22	\$ 22
Other:									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 664	\$ 664

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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. In 2016, a short-term solution was implemented 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 undermined or where tree roots have been exposed. Permanent stabilization is unfunded.

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. These costs have been increased by the Construction Cost Index.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Fund 210: Measure J	\$ 65							\$ 493	\$ 558
									\$ -
									\$ -
									\$ -
									\$ -
TOTAL	\$ 65	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 493	\$ 558

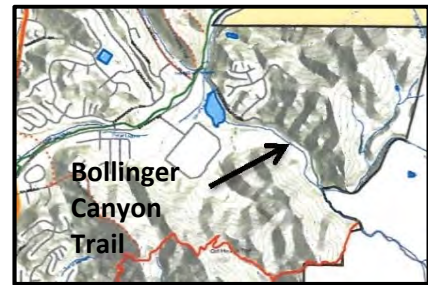
Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration									\$ -
Study (Geotech Assmt)	\$ 17								\$ 17
Environmental								\$ 2	\$ 2
Right-of-Way									\$ -
Design									\$ -
Construction	\$ 48							\$ 427	\$ 475
Const Mgmt/Inspection								\$ 21	\$ 21
Contingency								\$ 43	\$ 43
Other: Title Reports									\$ -
TOTAL	\$ 65	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 493	\$ 558

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 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: 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 2017 dollars). Potential funding from developer impact fees and contributions.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Unfunded								\$ 1,858	\$ 1,858
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,858	\$ 1,858

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration								\$ 36	\$ 36
Study								\$ -	\$ -
Environmental								\$ 44	\$ 44
Design								\$ 175	\$ 175
Right of Way								\$ 15	\$ 15
Construction								\$ 1,120	\$ 1,120
Const Mgmt/Inspection								\$ 117	\$ 117
Contingency								\$ 336	\$ 336
Other:								\$ 15	\$ 15
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,858	\$ 1,858

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Unfunded								\$ 608	\$ 608
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 608	\$ 608

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration								\$ 9	\$ 9
Study									\$ -
Environmental								\$ 35	\$ 35
Right-of-Way								\$ 18	\$ 18
Design								\$ 88	\$ 88
Construction								\$ 352	\$ 352
Const Mgmt/Inspection								\$ 53	\$ 53
Contingency								\$ 53	\$ 53
Other:									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 608	\$ 608

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Project Name: Livable Moraga Road - Corridor Plan and Improvements
Project Number: 13-101
Account: 700-740-062-84

CIP Type: Trans
Dept: PLN/PWD



Status: Unfunded & Unscheduled

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 use by all modes, and beautification. Phase I includes workshops, traffic analysis, and development of alternatives for entire corridor and for major intersections (St. Mary's Road, Corliss Drive, Rheem Boulevard and Campolindo Drive). FY14/15 work included study and development of alternatives; FY15/16 work included additional outreach and community survey for Segment 3 (Donald to Corliss); FY16/17 work completed final concepts and 35% design; and FY17/18 planned work to complete CEQA.

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: Phase 1 timeline based on grant expenditure deadline. Phase 2 and 3 schedule depends on grant funding.

Basis for Cost: Construction cost estimates based on earlier studies and updated annually by the Construction Cost Index. A \$55K contribution from SummerHill has been secured for a portion of construction (slurry/restripe remaining Segment 3 portion that's outside the limits of the Moraga Road Resurfacing CIP #15-102). 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. On March 25, 2015, Town Council appropriated an additional \$40K from Measure J to fund a community survey. This project may need to incorporate Green Infrastructure and its costs to comply with the NPDES permit.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Fund 210: Measure J	\$ 51	\$ 89							\$ 140
Fund 700: TLC Grant	\$ 335								\$ 335
Fund 700: Developer		\$ 55							\$ 55
Unfunded								\$ 6,450	\$ 6,450
TOTAL	\$ 386	\$ 144	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,450	\$ 6,980

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Phase 1: Public Outreach									\$ -
Administration	\$ 80	\$ 20							\$ 100
Study & Public Outreach	\$ 301	\$ 24							\$ 325
35% Design	\$ 4	\$ 11							\$ 15
Environmental	\$ 1	\$ 34							\$ 35
Phase 2: Final Design								\$ 507	\$ 507
Phase 3: Construction		\$ 55						\$ 5,943	\$ 5,998
between 4/1/15 and 6/30/15	\$ 386	\$ 144	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,450	\$ 6,980

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Landscape Operations						\$ 3.5	\$ 3.5
Accident Clean-up/Flagging						\$ (0.5)	\$ (0.5)
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3	\$ 3

Project Name: Moraga Pedestrian & Bicycle Master Plan Improvements
Project Number: 13-102 **CIP Type:** Trans
Account: 700-740-062-86 **Dept:** PWD



Status: Town Council adopted MPBP; Improvements Unfunded

Project Objective: Complete comprehensive update of 2004 MPBP, 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 MPBP to create the "Moraga Walk | Bike Plan," including new mapping of existing conditions and assessed needs, work with an Advisory Committee to identify desired facilities, development of a future Town-wide system of pedestrian and bicycle needs and priorities, and a program of implementation strategies. The Town Council adopted the MPBP on November 9, 2016.

All recommended improvements are included in this CIP (except wayfinding improvements, see CIP 15-601). Recommended programs (\$345K) are not included in the CIP and will be shown in the operation budget when funds become available.

Basis for Schedule: Construction schedule to be determined based on available funding and priorities identified in plan. Once funded, a separate CIP will be developed with associated costs removed from this CIP.

Basis for Cost: Cost for plan update based on approved consultant contract and estimate of related staff hours. Construction cost estimates based on the MPBP will be adjusted annually by the Construction Cost Index.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Fund 700: TDA Grant	\$ 50								\$ 50
Fund 210: Measure J	\$ 33								\$ 33
Undetermined								\$ 3,175	\$ 3,175
									\$ -
									\$ -
TOTAL	\$ 83	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,175	\$ 3,258

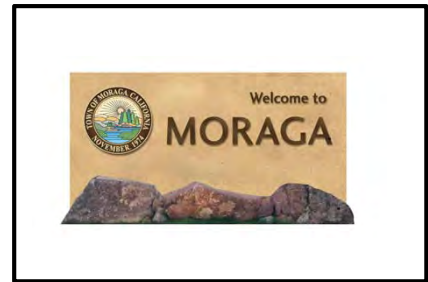
Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration	\$ 20								\$ 20
Study	\$ 57								\$ 57
Environmental	\$ 6								\$ 6
Crossing Improvements								\$ 1,360	\$ 1,360
Sidewalk Improvements								\$ 1,310	\$ 1,310
Bike Route Improvements								\$ 219	\$ 219
Bike Lane Improvements								\$ 286	\$ 286
TOTAL	\$ 83	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,175	\$ 3,258

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Project Name: Municipal Monument Gateway Signage Program
Project Number: 16-311 **CIP Type:** Trans
Account: 700-510-062-11 **Dept:** PLN/PWD

Status: Unfunded & Unscheduled

Project Objective: Replace four existing gateway signs along arterial roads new the Town limits.



Project Description: The Town has four existing gateway signs located along arterial roads near the Town limits. Each sign is located adjacent to a designated Scenic Corridor. The existing wooden signs are showing signs of age, and are increasingly difficult to maintain and repair. The signs are also situated fairly low to the ground and, therefore are often obscured by vegetation growing nearby. Overall, their size, height, and faded appearance make them difficult to see, reducing their ability to effectively demarcate the Town gateways.

Basis for Schedule: Schedule two monument gateway signs to replace each fiscal year.

Basis for Cost: Cost based on consultant estimate. \$10K community donation from Moraga Movers was reimbursed by Resolution 23-2017 from the budget since the improvements were not completed in FY16/17.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Unfunded			\$ -					\$ 82	\$ 82
									\$ -
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 82	\$ 82

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration								\$ 2	\$ 2
Manufacturing								\$ 37	\$ 37
Installation								\$ 37	\$ 37
Boulders								\$ 6	\$ 6
Contingency									\$ -
Other:									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 82	\$ 82

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Project Name: PG&E Undergrounding
Project Number: 16-104
Account: 700-740-062-25

CIP Type: Trans
Dept: PWD



Status: Phase 1A and 1B Complete (Phase 2 Unfunded)

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; completed in 2017 Phases 1A and 1B, from St. Mary's Road to Devin Drive; and will complete future Phase 2, from Devin Drive to Ascot Drive when Town accrues additional Rule 20A credits.

Basis for Schedule: Town is lead agency and will need to wait until sufficient Rule 20A credits accrue to complete Phase 2.

Basis for Cost: Costs based on consultant engineer's estimate. As of March 31, 2018, the Town has a balance of \$236,284 in Rule 20A credits. At an annual accrual rate of approximately \$43K, it may take approximately 20 years to accrue sufficient Rule 20A credits to underground Phase 2.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Fund 700: Rule 20A	\$ 1,718							\$ 236	\$ 1,954
Fund 500: Light Asmt Dist	\$ 122	\$ 75							\$ 197
Fund 140: SL Spec Dist	\$ 123	\$ 74							\$ 197
Fund 100: General Fund	\$ 24								\$ 24
Undetermined								\$ 842	\$ 842
TOTAL	\$ 1,987	\$ 149	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,078	\$ 3,214

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Phase 1A and 1B	\$ 1,987	\$ 149							\$ 2,136
Phase 2								\$ 1,078	\$ 1,078
Contingency									\$ -
Other:									\$ -
TOTAL	\$ 1,987	\$ 149	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,078	\$ 3,214

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 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, in 2016, the Rancho Laguna II developer constructed bike/pedestrian facilities along the north side of the street from Fayhill Road to approximately 1,700 feet east and dedicated any necessary access easements as required by their Precise Development Plan.

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*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Unfunded								\$ 277	\$ 277
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 277	\$ 277

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration								\$ 5	\$ 5
Study									\$ -
Environmental								\$ 12	\$ 12
Design								\$ 21	\$ 21
Right of Way								\$ 131	\$ 131
Construction								\$ 84	\$ 84
Const Mgmt/Inspection								\$ 16	\$ 16
Contingency								\$ 8	\$ 8
Other:									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 277	\$ 277

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Project Name: Rheem Boulevard High Visibility Crosswalk
Project Number: 16-105 **CIP Type:** Trans
Account: TBD **Dept:** PWD

Status: Unfunded & Unscheduled

Project Objective: Install a high visibility crosswalk on Rheem Blvd from the Council Chambers at 335 Rheem Blvd to the private businesses across the street.



Project Description: Improve Rheem Blvd by providing ADA compliant curb ramps, a striped crosswalk with high visibility pavement markings, pedestrian actuated rapid rectangular flashing beacons (RRFB), and advanced warning signs.

Basis for Schedule: Currently unscheduled.

Basis for Cost: Based on cost of similar high visibility crosswalk on Moraga Road at Woodford Drive and at Corliss Drive. These costs have been increased by the Construction Cost Index.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Unfunded								\$ 213	\$ 213
									\$ -
									\$ -
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 213	\$ 213

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration								\$ 2	\$ 2
Study								\$ 2	\$ 2
Environmental								\$ 2	\$ 2
Right-of-Way								\$ 32	\$ 32
Design								\$ 21	\$ 21
Construction								\$ 122	\$ 122
Const Mgmt/Inspection								\$ 16	\$ 16
Contingency								\$ 16	\$ 16
Other:								\$ -	\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 213	\$ 213

Maintenance Costs (in 1000's)	FY17/18 Budget	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	TBD	Project Total
Operation							\$ -
Maintenance							\$ -
Other:							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

Status: Unfunded & Unscheduled

Project Objective: Improve public notification program for community information, emergency notification, public safety, community events, etc.



Project Description: In FY 15/16, installation of Moraga Road Electronic Community Information Sign was complete. Seeking 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: All other potential signs are currently unscheduled.

Basis for Cost: Costs based on actual cost for the Moraga Road Electronic Community Information Sign and adjusted annually by the Construction Cost Index.

Fund Source (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Fund 700: Kiwanis	\$ 2								\$ 2
Fund 715: Comcast Unrestricted	\$ 71	\$ 16							\$ 87
Fund 750: Asset Replace	\$ 17								\$ 17
Unfunded Future Signs								\$ 288	\$ 288
TOTAL	\$ 90	\$ 16	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 288	\$ 394

Cost Category (in 1000's)	Actuals to Date	Project Balance*	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Administration	\$ 4								\$ 4
PG&E Coordination									\$ -
Design	\$ 1	\$ 3							\$ 4
Construction	\$ 78								\$ 78
Const Mgmt/Inspection									\$ -
Contingency		\$ 13							\$ 13
Other: Bldg Permit, PG&E Meeting	\$ 7								\$ 7
Future Signs								\$ 288	\$ 288
TOTAL	\$ 90	\$ 16	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 288	\$ 394

Maintenance Costs (in 1000's)	FY18/19 Budget	FY19/20 Budget	FY20/21 Budget	FY21/22 Budget	FY22/23 Budget	TBD	Project Total
Operation	\$ 1	\$ 1	\$ 1	\$ 1	\$ 1		\$ 5
Maintenance	\$ (5)	\$ (5)	\$ (5)	\$ (5)	\$ (5)		\$ (25)
Other:							\$ -
TOTAL	\$ (4)	\$ (4)	\$ (4)	\$ (4)	\$ (4)	\$ -	\$ (20)



CAPITAL IMPROVEMENT PROJECT REFERENCE INDEX



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ACTIVE (FUNDED OR CARRY FORWARD) CAPITAL IMPROVEMENT PROJECTS

Buildings & Facilities (Municipal Facilities)

CIP-17	14-301	Hacienda Building ADA Accessibility to Upper Floors
CIP-18	14-302	Hacienda de las Flores Improvement Program
CIP-19	13-302	Minor Capital Improvement Program (Annual)
CIP-20	16-305	Minor Improvements to Government Facilities Program

Creeks & Drainage (Storm Drain System)

CIP-21	16-201	Laguna Creek Restoration at Hacienda de las Flores
CIP-22	14-202	Minor Corrugated Metal Pipe Repair Program
CIP-23	14-201	Storm Drain Master Plan
CIP-24	16-202	Trash Load Reduction Program

Transportation

CIP-25	08-101	ADA Compliance Streets Program
CIP-26	14-102	ADA Self-Evaluation Plan
CIP-27	14-101	Canyon Road Bridge Replacement
CIP-28	17-501	Central Video Surveillance System
CIP-29	17-101	Commercial Centers Streetlighting
CIP-30	14-104	Minor Traffic Safety Program
CIP-31	16-101	Moraga Center Pedestrian & Bicycle Improvements
CIP-32	18-101	Moraga Way and Canyon/Camino Pablo Improvements
CIP-33	15-601	Municipal Wayfinding Signage Program
CIP-34	08-106	Pavement Management Program
CIP-35	16-103	Rheem Boulevard Landslide Repair & Repaving
CIP-36	14-604	St Mary's Rd/Rheem/Bollinger Canyon Roundabouts
CIP-37	14-103	Street Light Master Plan
CIP-38	18-103	Traffic Signal Equipment Replacement Program

General Government

CIP-39	17-302	Art in Public Spaces Program
CIP-40	14-306	Information Technology Infrastructure Program
CIP-41	18-601	Moraga Center Specific Plan Implementation
CIP-42	14-501	Vehicle & Operating Equipment Program

UNFUNDED CAPITAL IMPROVEMENT PROJECTS

Buildings & Facilities (Municipal Facilities)

CIP-45	13-301	ADA Compliance Facilities Program
CIP-46	TBD	Hacienda Building Exterior & Interior Light Replacement
CIP-47	TBD	Hacienda Building Window Replacement
CIP-48	08-308	Moraga Library Improvement Program
CIP-49	TBD	Multi-Generational Community Center
CIP-50	14-303	Municipal Building Repainting Program
CIP-51	TBD	Municipal Building Restrooms Refurbishment Program
CIP-52	16-303	Municipal Parking Lots & Pathways Resurfacing Program
CIP-53	TBD	Pavilion Building Flagstone Staircase Replacement
CIP-54	TBD	Rancho Laguna Park Sewer System Replacement
CIP-55	TBD	Restroom Replacement at Moraga Commons Park

Creeks & Drainage (Storm Drain System)

CIP-56	TBD	Storm Drain Improvement Program
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Parks & Open Space

CIP-57	TBD	Buckingham Trail (Moraga Road to Fayhill)
CIP-58	TBD	Commons Park Improvement Program
CIP-59	TBD	Community Sports Field
CIP-60	TBD	Heritage Trail (Library to Moraga Road)
CIP-61	TBD	Indian Ridge Trail
CIP-62	TBD	Indian Valley Trail
CIP-63	TBD	Mulholland Open Space Preserve Improvements
CIP-64	TBD	Municipal Fence Replacement Program
CIP-65	TBD	Neighborhood Parks
CIP-66	16-304	Parks, Trails, Hacienda, Open Space Survey
CIP-67	TBD	Rancho Laguna Park Master Plan Update
CIP-68	TBD	Rheem Hiking Trail (Coyote Creek)
CIP-69	TBD	Rheem Hiking Trail (Fayhill)
CIP-70	TBD	Rheem Reservoir Trail (Campolindo Ridge)
CIP-71	15-303	Turf Improvements Program
CIP-72	TBD	Utah Easement Trail (Library to Old Moraga Ranch Trail)

Transportation

CIP-73	16-102	Bollinger Canyon Road Hillside Stabilization
CIP-74	TBD	Bollinger Canyon Trail (to Las Trampas Wilderness)
CIP-75	TBD	Canyon Road Bicycle Improvements (County to Constance Place)
CIP-76	13-101	Livable Moraga Road - Corridor Plan and Improvements
CIP-77	13-102	Moraga Pedestrian & Bicycle Master Plan (MPBP) Improvements
CIP-78	16-311	Municipal Monument Gateway Signage Program
CIP-79	16-104	PG&E Undergrounding
CIP-80	TBD	Rheem Boulevard Bike & Pedestrian (Moraga Road to St. Mary's Road)
CIP-81	16-105	Rheem Boulevard High Visibility Crosswalk

General Government

CIP-82	15-302	Electronic Community Informational Signs
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FINANCIAL MANAGEMENT POLICIES



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BEFORE THE TOWN COUNCIL OF THE TOWN OF MORAGA

In the Matter of:

Establishing a 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, Mayor

Attest:


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:

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

Equipment

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

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

FORMS

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

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

BEFORE THE TOWN COUNCIL OF THE TOWN OF MORAGA

In the Matter of:

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

Resolution No. 24- 2011

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

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

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

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

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

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

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



Karen Mendonca, Mayor

Attest:



Marty C. McInturf, Town Clerk

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

Nonspendable Fund Balance:

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

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

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

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

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

Restricted Fund Balance:

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

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

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

Committed Fund Balance:

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

Assigned Fund Balance:

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

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

Unassigned Fund Balance:

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

BEFORE THE TOWN COUNCIL OF THE TOWN OF MORAGA

In the Matter of:

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

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

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

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

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

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

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

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

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

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

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



Ken Chew, Mayor

Attest:



Marty C. McInturf, Town Clerk

TOWN OF MORAGA INVESTMENT POLICY

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

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

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

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

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

4. **Investment Strategies.**

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

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

TOWN OF MORAGA INVESTMENT POLICY

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

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

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

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

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

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

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

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

TOWN OF MORAGA INVESTMENT POLICY

Collateralized or insured bank savings accounts and demand deposits.

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

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

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

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

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

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

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

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

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

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

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

Commercial paper.

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

TOWN OF MORAGA INVESTMENT POLICY

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

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

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

Medium term corporate notes.

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

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

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

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

TOWN OF MORAGA INVESTMENT POLICY

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

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

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

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

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

TOWN OF MORAGA INVESTMENT POLICY

- A narrative discussion of the performance of the investment portfolio, with comparisons to appropriate benchmarks.
 - Detailed information for each investment, including information such as: description, par amount, maturity date, interest rate, yield to maturity, current market value and percentage of total portfolio.
 - A statement that projected cash flow is adequate to meet expected obligations over the next six months or the circumstances under which projected cash flow will not be adequate to meet expected obligations.
 - A statement that the portfolio is in compliance with this policy or how it deviates, if not in compliance.
14. **Investment Policy Review.** As required under Government Code Sections 16481.2 and 53646, the Council will review the Investment Policy annually. This investment policy shall be reviewed first by the Audit and Finance Committee (AFC) to ensure its consistency with the overall objectives of safety, liquidity and return, as well as its relevance to current law and financial/economic trends. The committee will send any recommended changes to the Town Council for approval.

TOWN OF MORAGA INVESTMENT POLICY

GLOSSARY

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

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

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

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

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

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

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

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

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

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

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

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

TOWN OF MORAGA INVESTMENT POLICY

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

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

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

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

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

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

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

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

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

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

Principal: the face or par value of an instrument.

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

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

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

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

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

TOWN OF MORAGA INVESTMENT POLICY

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

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

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

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

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

BEFORE THE TOWN COUNCIL OF THE TOWN OF MORAGA

In the Matter of:

Classifying Measure K Sales Tax)
Revenue as a Major Fund as Defined in)
Governmental Accounting Standards)
Board Statement No. 54)

Resolution No. 98 - 2015

WHEREAS, on November 6, 2012, Moraga voters approved Measure K – a one-cent local transaction and use (add-on sales) tax with a 70% approval rate; and

WHEREAS, Measure K, approved for general use purposes, became effective on April 1, 2013, and will sunset in 20 years; and

WHEREAS, since passage of Measure K the Town Council has directed that the revenue be dedicated to the Town's most critical infrastructure needs, specifically repair of failing streets, storm drains, and related infrastructure; and

WHEREAS, on January 23, 2013, the Town Council passed Resolution No. 4-2013, establishing a Local Sales Tax Oversight Committee (LSTOC) Charter, with the purpose of appointing a community panel to annually review Measure K revenue and expenditures and annually issue a report regarding the appropriate use of these funds; and

WHEREAS, the LSTOC has issued two annual reports verifying that Measure K funds have been used through the Town's Pavement Management Program for road and related infrastructure maintenance and repairs as directed by the Town Council; and

WHEREAS, to establish greater clarity and transparency over the use of Measure K funds, the LSTOC has recommended that Measure K funds be examined and reported as a separate Major Fund in the Town's annual Comprehensive Annual Financial Report; and

WHEREAS, Governmental Accounting Standards Board (GASB) Statement No. 54 was issued with the intent of improving financial reporting by providing fund balance classifications that will be more easily understood and reflecting a classification approach that focuses on the degree of spending restraint assigned to funding sources; and


WHEREAS, GASB Statement 54 requires that the Town Council take formal action to commit a revenue source for a specific purpose and report it as a separate Major Fund; and

WHEREAS, the Town Council has considered the LSTOC's recommendation that Measure K be reported as a separate Major Fund and agrees that classifying the revenue as such will provide greater clarity and transparency about the intent and use of Measure K funds for street and related infrastructure maintenance and repairs.

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Moraga hereby authorizes the designation of Measure K funds as a separate Major Fund for accounting purposes and authorizes the Town Manager take the necessary administrative actions needed to prepare financial reports which accurately classify Measure K fund balance and provide other disclosures as required by GASB 54.

PASSED AND ADOPTED by the Town Council of the Town of Moraga at a regular meeting held on December 9, 2015 by the following vote:

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



Roger N. Wykle, Mayor

Attest:



Marty C. McInturf, Town Clerk

BEFORE THE TOWN COUNCIL OF THE TOWN OF MORAGA

In the Matter of:

Declaring the Town of Moraga's Intention)
to Levy and Collect Assessments Under)
Assessment District No. 1979-1, Town of)
Moraga Street Lighting in Fiscal Year)
2018/19 and Setting a Public Hearing)
Date of June 13, 2018)

Resolution No. 34 - 2018

WHEREAS, the Town Council of the Town of Moraga on May 30, 1979 by Resolution 28-79 has heretofore ordered the improvements and formation of Assessment District 1979-1, Town of Moraga Street Lighting, under the Landscaping & Lighting Act of 1972 (Streets & Highways Code, Sections 22500 et seq.); 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 14, 2018 by Resolution 8-2018, ordered 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 9, 2018 the Town Council considered and approved the Engineer's Report as filed with the Clerk of this Council; and

WHEREAS, in the Engineer's Report, assessments are not proposed to be increased over the previous year; and

WHEREAS, the proposed assessments were authorized by a special ballot proceeding conducted in spring of 2010 pursuant to the procedures and approval process set forth in Section 4 of Article XIII D of the State constitution and Section 53753 of the Government Code.

NOW, THEREFORE, BE IT RESOLVED THAT

1. The Town Council of the Town of Moraga declares its intention to levy and collect assessments within the Assessment District for the Fiscal Year 2018/19; and

2. The improvements for the Fiscal Year 2018/19 consist of the maintenance or servicing or both of public street lighting facilities within the existing assessment District; and

3. The Town intends to program future capital improvement projects upon the completion of the street light master plan, which will assist the Town in determining future needs, costs, and priorities associated with streetlight improvements; and

4. The Town intends to continue exploring installation of street lighting on streets fronting commercial centers; and

5. The Assessment District is designated as "Assessment District 1979-1, Town of Moraga Street Lighting," consisting of all the territory within the boundaries as described in the report of the Engineer and comprising in general those areas within the Town which are served with public street lighting facilities; and

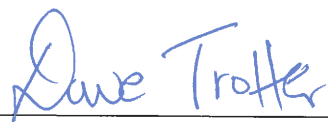
6. The report of the Engineer, which is on file with the Town Clerk, contains a full and detailed description of the improvements, boundaries of the Assessment District and any zones within it, and the proposed assessments upon assessable lots and parcels of land within the District; and

7. The Town Council will hold a Public Hearing on June 13, 2018 at 7:00 p.m., in the Town Council Chambers and Community Meeting Room, 335 Rheem Boulevard, Moraga, California, on the question of the levy of the proposed assessment; and

8. The Town Clerk is directed to give notice of the Public Hearing by having the Resolution published and posted under Section 6061 of the Government Code and Sections 22552 and 22554 of the Streets and Highways Code.


PASSED AND ADOPTED by the Town Council of the Town of Moraga at a regular meeting held on May 9, 2018 by the following vote:

AYES:	Mayor Trotter, Vice Mayor Onoda, Councilmembers Fritzky, Korpus and Wykle
NOES:	None
ABSTAIN:	None
ABSENT:	None



Dave Trotter, Mayor

Attest:



Marty C. McInturf, Town Clerk

BEFORE THE TOWN COUNCIL OF THE TOWN OF MORAGA

In the Matter of:

Adopting the Fiscal Year 2018/19)
Operating and Capital Improvement)
Budgets, Including the Five-Year)
Financial Plan and Five-Year Capital)
Improvement Program)

Resolution No. 46 - 2018

WHEREAS, the Town Council's adoption of the fiscal year (FY) spending plan is the beginning of a continuous financial management process with fiscal accountability and transparency in mind; and

WHEREAS, the Town's ongoing fiscal accountability and transparency efforts include:

1. Public Quarterly Revenue and Expenditure Reports presented to the Audit and Finance Committee ("AFC") and Town Council to assist in monitoring the Town's financial condition relative to the budget;
2. Town Council Goals Update Report to monitor the progress of major Town goals adopted by the Town Council and reports to the community;
3. Mid-Year Budget Review to review the Town's financial condition and adjust revenues and expenditures, as necessary; and
4. Comprehensive Annual Financial Report ("CAFR") as the Town's year-end report showing the Council and the public results of the Town's financial operations for all funds, including the audited financial statements by the Town's independent certified public accountant; and
5. Provide the Town Council and public with Accounts Payable report in every Town Council Agenda Packet; and
6. Provide the Council and public with updates on a monthly basis in "About Town;" and

WHEREAS, the Town's Audit and Finance Committee, Park and Recreation Commission, Planning Commission, and Town Council have held public meetings and provided input on the budget documents to ensure conformance with regulations and the community's priorities; and

WHEREAS, on June 13, 2018, the Town Council reviewed and considered the budget documents and received input from the public on the FY 2018/19 Operating and Capital Improvement Budgets, Five-Year Financial Plan, Five-Year Capital Improvement Program; and

WHEREAS, the proposed FY 2018/19 budget is balanced, meaning that ongoing, annual expenditures are supported by annual revenue sources, in accordance with Resolution 83-2014; and

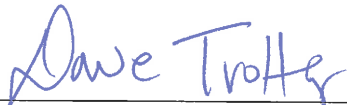
WHEREAS, Article XIIB of the State of California Constitution requires local government agencies to annually adopt an appropriation limit; and

NOW, THEREFORE, BE IT RESOLVED, as follows:

1. That the Town Council of the Town of Moraga approves the Fiscal Year 2018/19 Proposed Operating and Capital Budget totaling \$15.82 Million as summarized on Attachment A of the staff report and a carryover of unspent Capital appropriation from Fiscal Year 2017/18.
2. The Town Council approves the FY 2018/19 Gann Appropriation Limit as required by Article XIIB of the State Constitution as shown on Attachment C.
3. The Town Manager has the authority to carry out and make administrative adjustments to the budget if those changes are consistent with Town Council policy and will not increase the allocation of funding for any specific fund in either the Operating or Capital Improvement Program budget.
4. Upon publication, a copy of the budget document will be made available for the public review at Town Hall and on the Town's website.


PASSED AND ADOPTED by the Town Council of the Town of Moraga at a regular meeting held on June 27, 2018 by the following vote:

AYES: Mayor Trotter, Vice Mayor Onoda, Councilmembers Korpus and Wykle
NOES: None
ABSTAIN: None
ABSENT: Councilmember Fritzky



Dave Trotter, Mayor

Attest:



Marty C. McInturf, Town Clerk