

CITY OF PIEDMONT 2016—17 BUDGET



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FISCAL YEAR 2016-17**

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CITY OF PIEDMONT CALIFORNIA

May 2, 2016

Mayor and City Councilmembers
City of Piedmont
120 Vista Avenue
Piedmont, CA 94611

Budget Message for 2016-17 Proposed Budget

OVERVIEW

I am pleased to submit the 2016-17 Proposed City Budget for your review and consideration. The Proposed Budget outlines the City's financial plan and work program for the upcoming fiscal year. As a comprehensive statement of the City's organization, operations, and projected revenues and estimated expenditures, the Proposed Budget is intended as a tool in communicating, implementing, and monitoring City Council direction related to City operations.

The Proposed Budget continues recent years' proactive efforts in containing expenditures and conservatively projecting revenues. In balancing the budget, no "one-time" revenues are used to support on-going operations and only a small draw-down in General Fund reserves is proposed.

On the whole, the City is in a financially sound and stable position. In large part, this can be credited to continued growth in property related revenues, assumption of an expanded share of retirement and medical benefit costs by City's employees, creation of revised retirement benefit formulas for newer hires, the impact of refinancing the CalPERS Side Fund in 2014, and to day-to-day management efforts to judiciously manage funds in all departments. For perspective, the benefit cost-sharing agreements negotiated with employees together with creation of new tiers of retirement benefits, account for a savings to the City, in 2016-17 alone, of just under \$1,000,000.

The Proposed Budget projects an Operating Net Income of \$756,619 in the General Fund for 2016-17. Net Income after Capital Transfers of \$850,000 amounts to a deficit of \$93,381 and an ending Fund Balance at \$4,071,643 in the General Fund, or 19% of operating expenditures.

The City continues to benefit from the region's robust real estate market. Secured property revenue is projected to increase 5% over 2015-16 levels. Real Property Transfer Tax revenue continues to be projected at \$2,800,000 in 2016-17. Recognizing that Transfer Tax revenue significantly fluctuates year to year, the proposed revenue, in accordance with the Budget Advisory and Financial Planning Committee recommendation and the direction of the City Council, is conservatively estimated. I would note that in years where Transfer Tax revenues exceed estimates, the City prudently treats the excess as "one-time" revenue and directs the proceeds to address maintenance and equipment needs, as well as unfunded liabilities.

Given the continued stability of our revenue sources and controls over expenditures, the proposed budget ensures that the full range and quality of services the City provides to the community are maintained. Additionally, with continued investments in the Facilities Maintenance Fund and the Equipment Replacement Fund, the City is able to give additional attention to deferred maintenance and needed improvements to public facilities, including both buildings and parks, and is able to replace essential equipment on a reasonable schedule.

GENERAL FUND REVENUES

The City is budgeting revenues of \$23,896,800 in the General Fund. The major sources of revenue to the General Fund, accounting for \$22,818,800 or 95% of total revenue, are as follows:

Property Tax

Property related taxes are the City's primary revenue sources accounting for \$16,265,100 or 68% of General Fund revenues. This amount is an increase of \$588,400 over the projected amount in the 2015-16 budget. The 2016-17 Proposed Budget projects these revenues as follows:

- Property Tax revenues at \$11,725,100. The main component is secured property taxes (real property), and represents an increase of \$537,400 or 5% over the current fiscal year (the City is 8th out of 14 on the list of increases in assessed value for Alameda County's cities).
- Real Property Transfer Tax revenue at \$2,800,000 (projected at the average annual revenue amount over the past 10-years).
- Parcel Tax revenue, based on the measure approved by voters in November 2012, is estimated at \$1,740,000. Revenues are projected to increase by \$51,000 in 2016-17 based on the applicable change in CPI of 3%. Measure F, an extension of and increase in the Parcel Tax, would become effective July 1, 2017 if approved by the voters in June.

The housing market continues to be a strength for City revenues. As shown in the table below, real property transfer tax receipts have been near projections through the first eight months of the fiscal year, with the historically high revenue months still to come.

Yearly Summary of Real Property Transfer Tax Revenue

Fiscal Year	No. Sold	Average Sales Price	Real Prop Tfr Tax Revenue
2006-07	158	1,430,421	2,930,089
2007-08	95	1,486,625	1,973,888
2008-09	99	1,376,505	1,711,738
2009-10	100	1,421,017	1,843,651
2010-11	151	1,312,972	2,628,921
2011-12	148	1,341,700	2,700,925
2012-13	155	1,582,243	3,186,001
2013-14	168	1,839,248	4,001,012
2014-15	154	1,971,270	3,901,252
2015-16 (thru March 2016)	63		1,781,745

Other Taxes & Franchises

Other Taxes and Franchises revenue relates to Business License, Sales and Utility Users taxes, and Franchise fees. These revenues are budgeted at \$2,290,000, an increase of \$40,000 over the 2015-16 budget. In 2016-17, the City is projecting small increases in both Sales (\$20,000) and Business License tax (\$8,000) receipts and unchanged revenues from Utility User taxes.

Revenues from Other Agencies

Revenues from Other Agencies is revenue received from state and regional agencies. These funds are unrestricted, except for limited revenue directed to public safety purposes, and are all allocated for General Fund use. The budget projects revenues of \$1,386,000, the largest component of which is Motor Vehicle License fees projected at \$1,070,000.

Charges for Current Services

Charges for Current Services, projected at \$2,877,700 in 2016-17, are revenues derived from fees generated by Recreation, Planning and Plan Check services, and Ambulance Service charges. Of this total, Planning and Plan Check fees are projected at \$465,000, Recreation revenue is projected at \$2,075,000 (an increase of \$170,000 from the 2015-16 budget), and Ambulance Service charges are projected at \$225,000 (an increase of \$25,000 from the 2015-16 budget).

GENERAL FUND EXPENDITURES

The City is budgeting \$22,744,445 in General Fund expenditures (Departmental, Capital Outlay, and Non-Departmental). In developing the Proposed Budget, the City continued efforts to control and contain operating costs in all departments. The following is a summary by cost categories.

General Fund Budget by Expenditure Category

Category	\$ Budget	% of Budget
Personnel Costs	\$16,219,400	72%
Maintenance & Operations	\$ 4,807,574	20%
Capital Outlay	\$ 19,000	0%
Non-Departmental	\$ 1,698,471	8%
Total Budget	\$22,744,445	100%

Personnel Costs

No new positions have been added to the Proposed Budget in 2016-17. Personnel related costs are the largest overall expenditure in the General Fund at \$16,219,400. As the table above shows, salary and benefit costs make up 72% of total 2016-17 General Fund budget. This personnel cost share of the budget is characteristic of municipal service agencies. The table below summarizes projected personnel costs by department, with the public safety departments accounting for 64% of the total budget.

Personnel Budget by Department

Department	Personnel Budget	% of Total
Administration	\$1,419,300	9%
Public Works	\$2,662,600	17%
Recreation	\$1,793,900	10%
Police	\$5,202,000	32%
Fire	\$5,141,600	32%
Total	\$16,219,400	100%

Comparing the current 2015-2016 budget to the 2016-17 Proposed Budget, the most significant changes in personnel costs are as follows:

- Salaries. A 3% wage increase effective July 1 for employees in accordance with the existing MOUs, brings total regular salaries to \$9,864,000, an increase of \$283,800 in 2016-17. Part-time salaries increase by \$97,000, primarily for Recreation middle school enrichment and pre-school programs, and the mandated increase in minimum wage.
- Retirement benefits. Employee retirement benefit costs total \$1,937,297, an increase of \$62,195 compared to the 2015-16 budget. In keeping with the current MOUs, Miscellaneous employees will contribute an additional 2% toward the Employee Contribution rate. This shift in costs from the City to employees results in a savings to the City of \$65,000. With this added 2% contribution, all City employees will have assumed the full cost of the "Employee Contribution". The CalPERS Employer rates for the six City retirement plans (Miscellaneous and Safety) increased between 1 and 1.5 percentage points.
- Medical benefits. Employee health benefit costs amount to \$2,401,545, an increase of \$38,825. Premiums increase on January 1, 2017 and any increase above an established baseline is now shared equally between the City and employees.
- Reclassification of two positions. Two positions, one in Administration and one in the Police Department, are reclassified to Human Resources Administrator and to Support Services Commander to reflect increased responsibilities and enhanced organizational effectiveness. These reclassifications result in an increased total expenditure of \$14,800.

As noted above, in 2016-17, Miscellaneous employees will contribute an additional 2% toward the Employee Contribution rate (previously negotiated over time to be a City paid benefit in lieu of salary adjustments). This change is the final transition of significant retirement and medical benefit costs from the City to Miscellaneous and Safety employees agreed to in the various bargaining unit MOUs effective January 1, 2013.

Over the term of these MOUs, CalPERS retirement plans available to eligible employees hired after August 2012 and again after January 2013 establish lower retirement benefit formulas (saving the City \$350,000 in 2016-17), the Employee Contribution costs shift from City paid to fully employee paid, increases in the Employer Contribution rates above set percentage amounts are shared equally between the City and employees, and medical premium increases above a baseline are shared equally between the City and employees (reapportioning costs from the City to employees outlined in these last three provisions amount to \$640,000 in 2016-17).

The changes in retirement and medical benefits implement each of the employee cost curtailment recommendations promoted by the Piedmont Municipal Tax Review Committee in 2011. The modifications are significant for the 2016-17 Proposed Budget. Absent these changes, City retirement benefit costs would have been \$900,000 higher and medical benefits \$90,000 higher in the 2016-17 Proposed Budget.

Maintenance and Operations

Maintenance and operations costs are budgeted at \$4,807,574, 20% of the 2016-17 General Fund budget. The 2016-17 budget for Maintenance and Operations is \$399,536 more than the 2015-16 budget. Maintenance and Operations include costs for Personnel Expenses (conferences, meetings, and training), Department Supplies (office supplies, uniforms), Equipment Maintenance (vehicle maintenance, fuel), Contract Services (City Attorney, crossing guards), Other Expenses (emergency preparedness, Recreation classes, street patching) and other services, maintenance, and operations line items. The following summarizes maintenance and operations costs by Department:

Operations and Maintenance Budget by Department

Department	\$ Budget	% of Maintenance & Operations
Administration	\$1,287,985	26%
Public Works	\$1,457,321	31%
Recreation	\$ 932,600	19%
Police	\$ 752,918	16%
Fire	\$ 376,750	8%
Total	\$4,807,574	100%

The most significant changes in Maintenance and Operations costs in the 2016-17 Proposed Budget from 2015-16 are as follows:

- Information Services, Administration (\$225,000). Includes the first component of IT consultant staffing for network maintenance in accordance with the Information Technology Strategic Plan.
- Other Contract Services, Police (\$25,000). Includes higher costs related to the East Bay Regional Communications Systems Authority contractual and annual maintenance/service costs for public safety radios.
- Other Expenses, Recreation (\$100,000). Includes higher independent contractor payments related to middle school enrichment and pre-school programs. It should be noted that these costs are largely offset by associate revenue.

Non Departmental

Non-Departmental costs are budgeted at \$1,698,471, 7% of the 2016-17 General Fund budget. This covers costs, unchanged from 2015-16, related to premiums for General Liability (\$384,000) and Workers Compensation (\$365,500), other claim costs for General Liability (\$60,000) and Workers Compensation (\$206,500), payment to the City of Oakland for library services (\$350,471), and the General Fund transfer to the OPEB Trust (\$312,000).

GENERAL FUND BALANCE

The 2016-17 Proposed Budget projects an Operating Net Income of \$756,619. Beyond operating costs, an \$850,000 transfer is proposed for essential capital needs (\$450,000 to the Facilities Maintenance Fund and \$400,000 to the Equipment Replacement Fund). The General Fund, following these transfers, will have a deficit Net Income of \$93,381, and an ending Fund Balance at \$4,071,643 in the General Fund.

An updated Seven-Year Projection is included in the 2016-17 Proposed Budget document. The forecast of revenues and expenditures (and increasing level of transfers) assist in identifying long range issues and inform future planning and decision making through 2022-23. The following table shows details of the forecast through the next budget period in 2017-18.

Fund Balance 2015-16 through 2017-18

	2015-16 Budget (Projected)	2016-17 Budget (Proposed)	2017-18 Budget (Estimated)
GF Beginning Balance	\$4,617,679	\$4,165,024	\$4,071,643
GF Revenue	\$23,771,932	\$23,896,800	\$24,675,000
GF Operating Expenditures	\$20,575,512	\$21,045,974	\$21,731,800
GF Non Dept Expense	\$1,698,471	\$1,698,471	\$1,721,615
Net Operating Transfers	(\$325,013)	(\$395,736)	(\$442,993)
Capital Transfers	\$1,625,591	\$850,000	\$850,000
Net Operating Income	(\$452,655)	(\$93,381)	(\$71,408)
Ending GF Balance	\$4,165,024	\$4,071,643	\$4,000,235
% Operating Expenditures	20%	19%	18%

The Seven-Year Projection incorporates salary and benefit adjustments established by current Memorandum of Understandings with the various bargaining groups through June 30, 2017. The projection assumes that the terms of current agreements remain unchanged into the future. Operating expenses, other than personnel costs, are projected to grow at a rate of 2% per year.

Property values are projected to increase 5% in 2016-17. In the following years, the projections incorporate a more conservative growth rate of between 4 and 5%. The projection assumes that Real Property Transfer tax revenue continue to be conservatively budgeted and that the parcel tax is extended by voter approval by 2017-18 at the present rate.

OTHER FUNDS

In addition to the General Fund, the City maintains a number of major Funds to provide for long-term capital needs of the organization.

Equipment Replacement Fund

The Equipment Replacement Fund sets aside funds in anticipation of the orderly replacement of City vehicles, heavy equipment, general equipment, and computers. A replacement schedule has been developed including the replacement year(s) and an estimated replacement cost. The amount of reserves to be held in the Equipment Replacement Fund is determined by adoption of the annual budget.

The Equipment Replacement Fund is estimated to have a Fund Balance of \$2,970,428 as of June 30, 2016. The following is a detail of proposed Equipment Replacement expenditures for 2016-17 totaling \$485,750.

Equipment Replacement Expenditure Detail

Category	Date Acquired	Replacement Budget
Video Equipment Upgrade	2007	\$50,000
Dodge Pickup Truck, No. 20, Public Works	2005	\$50,000
Taser Guns (22), Police	various	\$30,000
Chief's Car (Fire)	2009	\$60,000
Ambulance Gurney Loading System	new	\$25,000
PC Computer Upgrade	annual	\$45,000
New World Upgrade (Fire)	new	\$30,000
Applications and Departmental Systems	IT Plan	\$42,500
IT Infrastructure	IT Plan	\$47,250
IT Operations	IT Plan	\$2,500
IT Security	IT Plan	\$3,500
Telecommunications (IT)	2011	\$100,000
		\$485,750

The fund balance at the end of 2016-17 is projected at \$2,891,678, with an unrestricted fund balance of \$2,291,678 and a restricted balance of \$600,000. The restriction is the City Council approved system rehabilitation loan to the Sewer Fund.

Facilities Maintenance Fund

The City Council approved establishing the Facilities Maintenance Fund to provide a long-term plan for addressing City-owned facilities (similar in design to the Equipment Replacement Fund). The Public Works Department has undertaken a methodical and comprehensive approach to building a sustainable facilities maintenance program. The City is working to complete an assessment of each facility's basic systems, condition, and space allocations. Based on this information, a plan and schedule for maintenance and investment will be developed to ensure that priorities and essential needs are addressed.

The Facilities Maintenance Fund is estimated to have a Fund Balance of \$3,572,095 as of June 30, 2016. The adopted budget includes 9 new proposed projects amounting to \$2,708,760 (including the Hampton Park Improvements Project). An additional \$379,274 is carried forward for projects previously approved by the City Council.

Facilities Maintenance Project Overview

Project/Plan	Project Appropriations as of June 30, 2016	New Project Appropriations
801 Magnolia East Wing Renovation Project	\$4,384	
Aquatics Center Building Improvements Project	\$15,398	
Aquatics Center Roof Replacement/Ventilation Project	\$4,563	
Aquatics Main Pool Filter System Project	\$6,276	
City Facilities Assessment	\$56,770	
City Hall Basement Renovation Design	\$37,000	
City Hall Council Seating Restoration Project	\$25,000	
City Hall Electric Design/Construction Project	\$47,104	
City Hall Fuel Tank Rehabilitation Project	\$5,067	
City Hall Seismic Analysis & Design	\$25,000	
Community Hall Seismic Analysis & Design	\$25,000	
Courtyard Stucco Fence Project	\$97,088	
Engineer Service-Coastland	\$13,163	
Recreation Department Electrical Assessment	\$10,000	
Recreation Department Low Voltage Assessment	\$10,000	
Recreation Center Renovation Design/Construction Project	\$30,000	
Various City Facilities Maintenance	(\$32,539)	\$300,000
Recreation Center Tot Lot Improvements Project		\$80,000
Recreation Center Tennis Courts Resurfacing Project		\$50,000
City Hall Restroom Project		\$50,000
Corporation Yard Back-Up Generator Project		\$80,000
Police Dispatch Center Project		\$75,000
Police Department Locker Room Project		\$30,000
Police Department Security Fencing Project		\$50,000
Fire Department Laundry Facility Project		\$15,000
Hampton Park Improvements Project		\$1,978,760
Total	\$379,274	\$2,708,760

The estimated fund balance at the end of 2016-17 will be \$1,461,386, with an unrestricted fund balance of \$1,261,386 and a restricted balance of \$200,000. The restriction is the City Council approved loan to the Sewer Fund for system rehabilitation.

Capital Improvement Fund

The Capital Improvement Fund is used to account for resources that are restricted and committed to expenditures for capital outlays, including the acquisition or construction of capital facilities and other capital assets. Historically, prior to creation of the Facilities Maintenance Fund and the Equipment Replacement Fund, the Capital Improvement Fund was used to account for a very wide range of projects and activities.

Appropriation of resources to this Fund will be considered following a receipt of a report on projects recommended by the Capital Improvement Project Review Committee. The Committee, on an annual basis, initiates a process to solicit community input, conduct site visits, and analyze the merits of potential projects.

The Capital Improvement Committee is currently evaluating projects to be presented to Council for consideration. Based on City Council direction, the Capital Improvement Fund may be adjusted to incorporate new projects and initiatives.

Capital Improvement Fund Overview

Project/Plan	Project Appropriations as of June 30, 2016	New Project Appropriation
Courtyard Stucco Wall Project	\$882	
Crocker Park Garage Project	\$19,000	
Beach Access/Landscape Plan	\$8,971	
Linda/Kingston Triangle Project	\$155,000	
Corporation Yard Vehicle Storage Structure Project	\$165,000	
Aquatics Center Assessment & Master Plan	\$30,000	
Total	\$378,853	\$0

The Capital Improvement Fund has an estimated balance of \$409,393 as of June 30, 2016, with remaining project appropriations of \$378,853.

2014 Taxable Pension Obligation Fund

In May 2014, the City Council authorized issuing \$7,305,000 in Taxable Pension Obligation Bonds to refinance the CalPERS Side Fund debt with an annual interest rate of 2.79%. The bonds mature on March 30, 2020.

In 2003, CalPERS required pension plans with less than 100 active members to be assigned to risk sharing pools with other agencies offering similar benefits. The City's Miscellaneous and Safety plans had small numbers of active members and CalPERS assigned these plans to risk pools and established Side Fund debt equal to the unfunded accrued liability for the plans. CalPERS amortized the obligation over a fixed period and charged interest at 7.5%.

The debt refinancing saves the City approximately \$1,194,099 over the 7-year life of the bonds, with annual savings of approximately \$170,586. This Fund was established to account for the annual principle and interest payments. In the 2016-17 Proposed Budget, the total payment is \$1,346,736.

Sewer Fund

The Sewer Fund is used to account for the sanitary sewer and storm sewer system in the City. In July 2014, the City and other East Bay jurisdictions entered into a Consent Decree (CD) mandated by the U.S. Environmental Protection Agency. The Consent Decree requires the City to complete a rehabilitation of the sewer system and to establish a comprehensive monitoring of system performance. With the CD finalized, and all of the mandated improvement measures identified, the City is positioned to establish definitive plans to achieve full compliance.

To this end, the City Council approved a loan totaling \$800,000 to the Sewer Fund from the Equipment Replacement Fund and the Facilities Maintenance Fund. This loan made the need for increasing the Sewer Tax or Property Transfer Tax unnecessary and provided the resources needed to initiate the next phase of required sewer rehabilitation.

At this time, the City is finalizing planning and design work related to the application being reviewed by the State Water Resources Control Board (SWRCB) for a low-interest loan. Assuming approval by the SWRCB, construction of Phase V of the sewer rehabilitation will begin in 2016-17, with all phases of rehabilitation projected to be completed over the next decade, ahead of the schedule established under the CD.

Sewer Fund Balances for 2015-16 and 2016-17

	2015-16 Budget (Projected)	2016-17 Budget (Proposed)
Sewer Beginning Fund Balance	\$1,296,051	\$920,234
Sewer Service Charges/Interest	\$2,329,000	\$2,391,118
Loan Proceeds	\$0	\$3,761,696
Total Revenue	\$2,329,000	\$6,152,814
Operating Costs	\$1,446,054	\$1,212,658
Capital Costs	\$702,000	\$3,878,004
Debt Service	\$556,763	\$557,963
Total Expenditures	\$2,704,817	\$5,648,625
Revenues over Expenditures	(\$375,817)	\$504,189
Sewer Ending Fund Balance	\$920,234	\$1,424,423

The Sewer Fund reimburses the General Fund for sewer related expenses charged to the General Fund. Public Works and Finance continue to refine expense estimates and capture actual costs related to personnel, supplies and services. Based on the data collected to date, the proposed transfer for 2016-17 is projected \$728,000.

CONCLUSION

The City Council took responsible initiative to address the City's recent financial challenges. This work, combined with a healthy regional economy, has sustained the City's ability to continue the high level of service to our residents and has allowed an opportunity to consider needed investment in Information Technology, City-owned facilities, sewer infrastructure, and acquiring essential equipment.

Maintaining our current stable position and promoting a strong, resilient City into the future, requires constant focus and agility. Essential facilities and infrastructure will require on-going investment and our need to attract and retain talented, top-quality employees will be essential. To our good fortune, we have a talented workforce, committed and forward-thinking political leadership, and residents who are supportive and engaged in the community. This reality is one that not many cities enjoy and will serve us well into the future.

In closing, I want to acknowledge the residents of Piedmont for supporting past Parcel Tax measures and recognizing how critical this revenue source is to sustaining a high level of essential services. I also want to thank the City's management leadership team for their service and for diligently managing their budgets. Lastly, I want to particularly recognize the City's Finance team, Interim Finance Director Jim O'Leary, Accountant Ken Lee, and Administrative Services Technician Stacy Jennings and Fiscal Services Technician Barbara MacLean for their focus and dedication in preparing this budget.

Piedmont is a special place, with a bright future. I am honored to serve as your City Administrator and I look forward to working with Mayor Fujioka, Vice-Mayor Wieler, and Council Members Robert McBain, Teddy-Gray King, and Tim Rood, together with City staff and the residents of Piedmont over the years ahead.



Paul Benoit
City Administrator

**CITY OF PIEDMONT
FY 2016-17 BUDGET SUMMARY**

City of Piedmont
Proposed 2016 - 17 Budget

Financial Summaries

OPERATING BUDGET

	Current Budget 15/16	Actual Expenditures 15/16	Adopted Budget 16/17	Budget % Change
Expenditures:				
Administration	\$2,384,180	\$2,271,092	\$2,707,285	13.55%
Public Works	4,106,289	3,895,930	4,119,921	0.33%
Recreation	2,688,680	2,613,672	2,745,500	2.11%
Police	5,825,235	5,517,402	6,079,816	4.37%
Fire	5,463,900	5,326,749	5,518,350	1.00%
Non-Departmental	2,198,471	4,513,432	1,698,471	-22.74%
TOTAL General Fund	22,666,755	24,138,277	22,869,343	0.89%
Other Operating Funds				
Aquatics Fund	707,900	598,935	698,650	-1.31%
Schoolmates Fund	826,925	827,678	873,275	5.61%
Workers Compensation Fund	572,000	412,868	572,000	0.00%
Liability Insurance Fund	444,000	449,758	444,000	0.00%
TOTAL Other Operating Expenditures	2,550,825	2,289,238	2,587,925	1.45%
Total Operating Expenditures	\$25,217,580	\$26,427,516	\$25,457,268	0.95%

OTHER FUNDS BUDGET

	Current Budget 15/16	Actual Expenditures 15/16	Adopted Budget 16/17	Budget % Change
Expenditures:				
Special Revenue Funds				
Athletic Facility Preservation Fund	35,000	37,229	35,000	0.00%
Measure B Fund	533,187	479,537	465,609	-12.67%
Measure BB Fund	365,000	470,751	401,000	9.86%
Measure D Fund	21,000	22,400	21,000	0.00%
Measure F - VRF	61,000	75,597	45,000	-26.23%
GRANT FUND	0	226,774	0	N/A
Sidewalk Repair Fund	3,000	0	3,000	0.00%
Total Special Revenue Funds	1,018,187	1,312,288	970,609	-4.67%
Capital Project Funds				
Capital Improvement Fund	444,677	144,779	303,820	-31.68%
Urban County CDBG Fund	130,000	0	90,000	-30.77%
Equipment Replacement Fund	1,134,087	991,466	485,750	-57.17%
Facility Maintenance Fund	1,320,384	1,048,524	2,908,840	120.30%
Total Capital Project Funds	3,029,148	2,184,769	3,788,410	25.07%
Debt Service Fund				
2014 Pension Obligation Fund	1,337,013	1,338,248	1,346,736	0.73%
Total Debt Service Fund	1,337,013	1,338,248	1,346,736	0.73%
Enterprise Fund				
Sewer Fund	1,648,817	1,690,825	4,920,626	198.43%
Total Enterprise Fund	1,648,817	1,690,825	4,920,626	198.43%
Internal Service Fund				
Employee Benefit Fund	1,400,000	464,399	1,400,000	0.00%
Total Internal Service Fund	1,400,000	464,399	1,400,000	0.00%
TOTAL Other Funds	\$8,433,166	\$6,990,528	\$12,426,380	47.35%
Grand Total	\$ 33,650,746	\$ 33,418,044	\$ 37,883,648	12.58%

GENERAL FUND SUMMARY

	Adopted Budget FY 16/17	% of Budget
<u>Administration (Total)</u>	<u>\$2,707,285</u>	<u>10.74%</u>
Personal Services	1,419,300	5.63%
Maintenance & Operations	1,287,985	5.11%
Capital Outlay	0	0.00%
<u>Public Works (Total)</u>	<u>4,119,921</u>	<u>16.35%</u>
Personal Services	2,662,600	10.57%
Maintenance & Operations	1,457,321	5.78%
Capital Outlay	0	0.00%
<u>Recreation (Total)</u>	<u>2,745,500</u>	<u>10.90%</u>
Personal Services	1,793,900	7.12%
Maintenance & Operations	932,600	3.70%
Capital Outlay	19,000	0.08%
<u>Police (Total)</u>	<u>6,079,816</u>	<u>24.13%</u>
Personal Services	5,202,000	20.65%
Maintenance & Operations	877,816	3.48%
Capital Outlay	0	0.00%
<u>Fire (Total)</u>	<u>5,518,350</u>	<u>21.90%</u>
Personal Services	5,141,600	20.41%
Maintenance & Operations	376,750	1.50%
Non-Departmental (Total)	1,698,471	6.74%
Transfer Out (Total)	<u>2,326,736</u>	<u>9.23%</u>
General Fund: Expenditures/Transfers Out	<u><u>\$25,196,079</u></u>	<u><u>100.00%</u></u>

GENERAL FUND
2012-13 to 2016-17

	Actual FY 12/13	Actual FY 13/14	Actual FY 14/15	Actual FY 15/16	Adopted FY 16/17
General Fund Beginning Balance	\$ 4,007,294	\$ 4,198,390	\$ 4,489,854	\$4,617,679	\$4,717,679
Revenues					
Property Taxes	\$9,594,197	\$10,148,610	\$10,846,057	\$11,922,775	\$11,725,100
Real Property Transfer Tax	3,186,001	4,001,012	3,901,252	3,117,999	2,800,000
Parcel Tax	1,606,178	1,606,229	1,647,223	1,628,601	1,740,000
Other Taxes and Franchises	2,270,909	2,361,098	2,359,212	2,384,439	2,290,000
License and Permits	427,115	474,389	516,580	585,132	448,500
Revenue from Use of Money or Property	496,624	424,733	547,512	528,814	548,000
Revenue from Other Agencies	1,215,028	1,294,976	1,477,124	1,525,353	895,779
Charges for Current Services	2,598,322	2,771,554	2,869,845	3,155,372	2,877,700
Other Revenue	91,895	125,772	139,506	1,201,344	80,000
	\$21,486,270	\$23,208,373	\$24,304,311	\$26,049,829	\$23,405,079
Operating Transfers in					
Sewer Fund Reimbursement	\$900,000	\$900,000	\$780,000	724,000	\$728,000
Traffic Safety Fund Reimbursement	50,000	59,600	-	50,000	50,000
EECBG Reimbursement	-	-	5,459	-	-
Schoolmates Fund Reimbursement	-	-	46,436	47,122	31,000
Private Contribution Fund Donation	4,725	-	3,347	36,392	5,000
Gas Tax Supplement	200,000	300,000	320,000	250,000	250,000
COPS	36,875	-	8,980	6,823	-
Urban County CDBG	-	30,123	-	-	-
Measure D Reimbursement	12,296	14,356	17,737	37,951	17,000
	\$1,203,896	\$1,304,079	\$1,181,959	\$1,152,289	\$1,081,000
Total Income	\$22,690,166	\$24,512,452	\$25,486,270	\$27,202,117	\$24,486,079
Departmental Expenditures					
Administration	\$2,261,203	\$2,465,103	\$2,239,446	\$2,271,092	\$2,707,285
Public Works	3,875,590	4,144,867	3,928,797	3,895,930	4,119,921
Recreation	2,524,705	2,440,384	2,331,245	2,604,778	2,726,500
Police	5,049,006	5,224,978	5,530,746	5,517,402	6,079,816
Fire	5,161,463	4,956,822	4,988,747	5,326,749	5,518,350
	\$18,871,967	\$19,232,154	\$19,018,980	\$19,615,951	\$21,151,872
Operating Capital Outlay	\$43,924	\$82,476	\$22,385	\$8,895	\$19,000
Non Departmental Expenditures					
Library	\$350,471	\$350,471	\$350,471	\$350,471	\$350,471
Unemployment Insurance	7,553	4,693	28,844	12,966	20,000
Workers Compensation	550,000	525,000	1,126,875	572,000	572,000
Liability Insurance	450,000	410,000	425,000	444,000	444,000
Other Expense	-	-	66,608	-	-
OPEB	512,000	916,504	913,875	776,399	312,000
	\$1,870,024	\$2,206,667	\$2,911,673	\$2,155,836	\$1,698,471
Operating Transfers-out					
Aquatics	138,156	160,000	120,000	-	130,000
2014 Pension Obligation Fund	-	100,984	1,231,658	1,338,248	1,346,736
	\$138,156	\$260,984	\$1,351,658	1,338,248	\$1,476,736
Total Expenditures and Transfers-out	\$20,924,070	\$21,782,281	\$23,304,696	\$23,118,931	\$24,346,079
Operating Net Income	\$1,766,096	\$2,730,171	\$2,181,574	\$4,083,187	\$140,000
Capital Transfers-out					
Capital Improvement fund	\$150,000	-	-	-	-
Facility Maintenance	800,000	1,219,353	1,051,875	2,770,488	450,000
Equipment Replacement Fund	625,000	1,219,353	1,001,875	1,212,698	400,000
Total Capital Transfers	\$1,575,000	\$2,438,706	\$2,053,750	\$3,983,186	\$850,000
Net Income after Capital Transfers	\$191,096	\$291,465	\$127,824	\$100,000	(\$710,000)
General Fund Ending Fund Balance	\$4,198,390	\$4,489,854	\$4,617,679	\$4,717,679	\$4,007,679
Fund Balance as % of Operating Exp	22%	23%	24%	24%	19%
Fund Balance as % of Exp & Debt	20%	21%	20%	20%	17%

GENERAL FUND BUDGET SUMMARY				
Expenditures and Sources				
FUND USES			Difference	
	Adopted	Actual		
	16/17	15/16	%	\$
EXPENDITURES				
Administration	\$2,707,285	\$2,271,092	19.21%	\$436,193
Public Works	4,119,921	3,895,930	5.75%	223,991
Recreation	2,745,500	2,613,672	5.04%	131,828
Police	6,079,816	5,517,402	10.19%	562,414
Fire	5,518,350	5,326,749	3.60%	191,601
Non-Departmental	1,698,471	4,513,432	-62.37%	-2,814,961
TOTAL Expenditures	22,869,343	24,138,277	-5.26%	(1,268,935)
TRANSFER OUT:				
2014 Pension Obligation Fund	1,346,736	1,338,248	0.63%	8,487
Equipment Replacement Fund	400,000	1,212,698	-67.02%	(812,698)
Aquatics	130,000	0	#DIV/0!	130,000
Facility Maintenance	450,000	2,770,488	-83.76%	(2,320,488)
TOTAL Transfer Out	2,326,736	5,321,434	-56.28%	(2,994,699)
TOTAL Expenditures/Transfer Out	\$25,196,079	\$29,459,712	-14.47%	-\$4,263,633
FUND SOURCES			Difference	
	Adopted	Actual		
	16/17	15/16	%	\$
REVENUE				
Property Tax	\$11,725,100	\$11,922,775	-1.66%	-\$197,675
Property Transfer Tax & Parcel Tax	4,540,000	4,746,600	-4.35%	(206,600)
Other Taxes and Franchises	2,290,000	2,384,439	-3.96%	(94,439)
Licenses and Permits	448,500	585,132	-23.35%	(136,632)
Use of Money and Property	548,000	528,814	3.63%	19,186
Revenue from Other Agencies	895,779	1,525,353	-41.27%	(629,574)
Charges for Current Services	2,877,700	3,155,372	-8.80%	(277,672)
Other	80,000	1,201,344	-93.34%	(1,121,344)
TOTAL Revenue	23,405,079	26,049,829	-10.15%	(2,644,750)
TRANSFER IN:				
Private Contribution Fund	5,000	36,392	-86.26%	(31,392)
Traffic Safety Fund	50,000	50,000	0.00%	-
State Gas Tax Fund	250,000	250,000	0.00%	0
Sewer Fund	728,000	724,000	0.55%	4,000
COPS	0	6,823	-100.00%	(6,823)
Measure D Fund	17,000	37,951	-55.21%	(20,951)
Schoolmates Program Fund	31,000	47,122	-34.21%	(16,122)
TOTAL Transfer In	1,081,000	1,152,289	-6.19%	(71,289)
TOTAL Revenue/Transfer In	\$24,486,079	\$27,202,117	-9.98%	-\$2,716,038
Excess: Revenues over Expenditures	(710,000)	(2,257,595)		
Beginning Fund Balance:	2,360,084	4,617,678		
Estimated Ending Fund Balance:	\$1,650,084	\$2,360,084		

**Appropriation Increases
Through June 30, 2017**

		2016-17 Adopted Budget	2016-17 Revised Budget	Appropriation Increase
General Fund	101			
Administration	400	2,502,985	2,551,888	48,903
KCOM	401	204,300	204,300	-
		2,707,285	2,756,188	48,903
Public Works	402	4,119,921	4,207,161	87,240
Recreation	404	2,235,550	2,235,550	-
Community Hall	405	97,020	97,020	-
Veterans' Hall	406	53,080	53,080	-
Pre-School Division	407	348,650	348,650	-
801 Magnolia	414	11,200	11,200	-
Recreation Total		2,745,500	2,745,500	-
Police	408	6,079,816	6,079,816	-
Firefighters	411	5,010,150	5,010,150	-
Paramedics	412	508,200	508,200	-
Fire Total		5,518,350	5,518,350	-
Non-Departmental	419	370,471	370,471	-
Other Financing Use	439	1,328,000	1,328,000	-
General Fund Total		22,869,343	23,005,485	136,143
Internal Service Fund	104	1,400,000	1,400,000	-
Workers' Compensation	105	572,000	572,000	-
Liability Insurance	108	444,000	444,000	-
COPS	109	-	-	-
Equipment Replacement	110	485,750	485,750	-
Athletic Facility Preservation	113	35,000	35,000	-
Schoolmates	114	873,275	873,275	-
Aquatics	117	698,650	698,650	-
Sewer	124	4,920,626	4,920,626	-
Capital Improvement	127	303,820	363,820	60,000
CDBG	129	90,000	90,000	-
Measure B Sales Tax	131	465,609	465,609	-
Measure D	134	21,000	21,000	-
Sidewalk Repair	135	3,000	3,000	-
Measure BB	136	401,000	401,000	-
Facilities Maintenance	137	2,908,840	2,908,840	-
2014 Pension Obligation Fund	140	1,346,736	1,346,736	-
Measure F	143	45,000	45,000	-
Total Other Funds		15,014,305	15,074,305	60,000
Grand Total		37,883,648	38,079,790	196,143

Appropriation Increases by City Council Resolution			
FY 2016-17			
Department	Resolution #	Account #	Appropriation Increase
Admin: 400			
CIVIL SERVICE: Bob Murray & A	109-16	101-0400-056-001	24,400
SOFTWARE: OpenGov	110-16	101-0400-060-002	24,503
Total Admin			\$48,903
Public Works: 402			
CITY PLANNER BACKUP:R3	93-16	101-0402-059-004	87,240
Total Public Works			\$87,240
Fund 127			
Linda Beach Playfield Master Pla	83-16	127-0434-002-000	\$35,000
Coaches Field Feasibility Plan	83-16	127-0434-013-000	\$25,000
Total Fund 127			\$60,000
Appropriation Increases			\$196,143

FUND BALANCE SUMMARY
Fiscal Years 2008-2017

FUNDS	6/30/2008		6/30/2009		6/30/2010		6/30/2011		6/30/2012		6/30/2013		6/30/2014		6/30/2015		6/30/2016		6/30/2017	
	Actual Fund Balance	Estimated Fund Balance	Actual Fund Balance	Estimated Fund Balance	Actual Fund Balance	Estimated Fund Balance	Actual Fund Balance	Estimated Fund Balance	Actual Fund Balance	Estimated Fund Balance	Actual Fund Balance	Estimated Fund Balance	Actual Fund Balance	Estimated Fund Balance	Actual Fund Balance	Estimated Fund Balance	Actual Fund Balance	Estimated Fund Balance	Actual Fund Balance	Estimated Fund Balance
GENERAL FUND	\$ 2,776,471		\$ 2,715,526		\$ 2,194,122		\$ 3,101,066		\$ 4,007,291		\$ 4,198,390		\$ 4,489,854		\$ 4,617,678		\$ 4,717,679		\$ 4,007,679	
SPECIAL REVENUE FUNDS																				
Abandoned Vehicle	61,638		64,842		47,210		51,645		55,948		35,278		39,843		41,911		45,472		49,472	
Athletic Facility Preservation	-		-		-		-		-		32,166		28,570		129,574		25,016		45,016	
COPS	-		-		-		3,405		5,459		152,504		213,466		297,881		283,216		393,566	
EECBG	-		-		-		207,622		370,419		441,668		489,279		495,332		498,212		498,212	
Gas Tax	163,137		250,738		137,396		680,945		420,534		558,322		396,135		117,959		84,666		84,666	
Measure B Sales Tax	186,701		410,886		316,887		-		-		-		-		79,133		23,751		23,751	
Measure BB Sales Tax	-		-		-		136,385		150,099		148,491		142,723		86,781		48,227		45,227	
Measure D	120,250		145,504		107,329		100,098		219,555		94,409		141,877		30,452		3,184		3,184	
Measure F	-		-		-		4,576		4,020		7,292		15		51,394		8,876		13,876	
Private Contribution	88,098		205,774		56,961		195,298		78,091		93,108		226,979		316,387		344,698		361,523	
Proposition 1B	400,000		-		-		42,363		59,087		62,515		47,907		54,860		60,231		60,231	
Schoolmates Program	477,155		441,796		393,362		40,520		40,520		78,091		78,091		78,091		78,091		78,091	
Sidewalk Repair	78,977		67,227		40,520		-		-		-		-		-		-		-	
TDA Grant	-		-		-		-		-		-		-		-		-		-	
Traffic Congestion Relief	-		71,551		195,260		4,576		4,020		7,292		15		51,394		8,876		13,876	
Traffic Safety	554		4,676		4,676		-		-		30,123		3,543		1,791		1,791		(47,720)	
Urban County CDBG	-		90,000		-		-		-		-		-		-		-		-	
TOTAL SPECIAL REVENUE FUNDS	1,576,510		1,752,994		1,299,601		1,422,337		1,646,953		1,902,902		1,865,193		1,844,606		1,473,888		1,572,552	
CAPITAL PROJECT FUNDS																				
Capital Improvement	3,084,229		2,962,708		2,063,671		1,743,257		1,072,137		1,195,023		493,334		475,216		330,437		26,617	
Equipment Replacement	2,866,770		2,213,505		2,188,165		2,282,991		2,017,019		2,173,174		2,861,650		2,958,928		3,702,889		3,624,139	
Signal @ Grand, Arroyo	-		9,057		24,692		24,692		-		-		-		-		-		-	
Facilities Maintenance	264,183		306,312		286,760		282,516		139,907		918,655		2,114,247		2,123,889		4,375,941		2,444,426	
TOTAL CAPITAL PROJECT FUNDS	6,215,182		5,491,582		4,563,288		4,333,456		3,229,063		4,286,852		5,469,231		5,558,033		8,409,267		6,095,183	
DEBT SERVICE FUND																				
2014 Taxable Pension Obligation	-		-		-		-		-		-		-		(0)		(0)		(0)	
ENTERPRISE FUNDS																				
Aquatics	-		-		-		48,951		(124,650)		(72,477)		12,763		43,188		28,741		10,091	
Sewer	2,221,890		1,062,651		1,185,722		1,174,710		1,203,721		1,153,481		680,087		1,296,051		801,035		1,305,224	
TOTAL ENTERPRISE FUNDS	2,221,890		1,062,651		1,185,722		1,223,661		1,079,071		1,081,004		692,850		1,339,240		829,777		1,315,315	
INTERNAL SERVICE FUNDS																				
Employee Benefits	-		-		(1,152,107)		(2,328,650)		(3,212,055)		(3,852,737)		(3,874,525)		(4,135,522)		(4,135,522)		(4,823,522)	
PERS Medical	1,498,309		1,606,308		16,866		16,866		-		-		-		-		-		-	
Liability Insurance	310,938		314,573		214,573		214,573		214,573		265,151		282,171		292,863		287,106		287,106	
Workers Compensation	734,856		735,829		335,829		335,829		328,829		257,623		328,447		586,435		745,568		745,568	
TOTAL INTERNAL SERVICE FUNDS	2,544,103		2,656,710		(584,839)		(1,761,382)		(2,668,653)		(3,329,963)		(3,263,907)		(3,256,223)		(3,102,848)		(3,790,848)	
TOTAL FUNDS	\$ 15,334,156		\$ 13,679,463		\$ 8,657,894		\$ 8,319,138		\$ 7,293,725		\$ 8,139,185		\$ 9,253,221		\$ 10,103,334		\$ 12,327,762		\$ 9,199,881	
TRUST FUNDS																				
Police & Fire Pension Fund	\$ 8,782,091		\$ 7,579,825		\$ 8,230,357		\$ 9,418,154		\$ 8,967,953		\$ 10,164,732		\$ 11,719,273		\$ 11,645,257		\$ 10,853,164		\$ 11,303,164	
OPEB Fund	-		-		1,761,610		2,446,826		3,052,875		3,427,173		4,353,290		5,530,561		6,194,988		7,372,259	
TOTAL TRUST FUNDS	\$ 8,782,091		\$ 7,579,825		\$ 9,991,967		\$ 11,864,980		\$ 12,020,828		\$ 13,591,905		\$ 16,072,563		\$ 17,175,819		\$ 17,048,153		\$ 18,675,424	

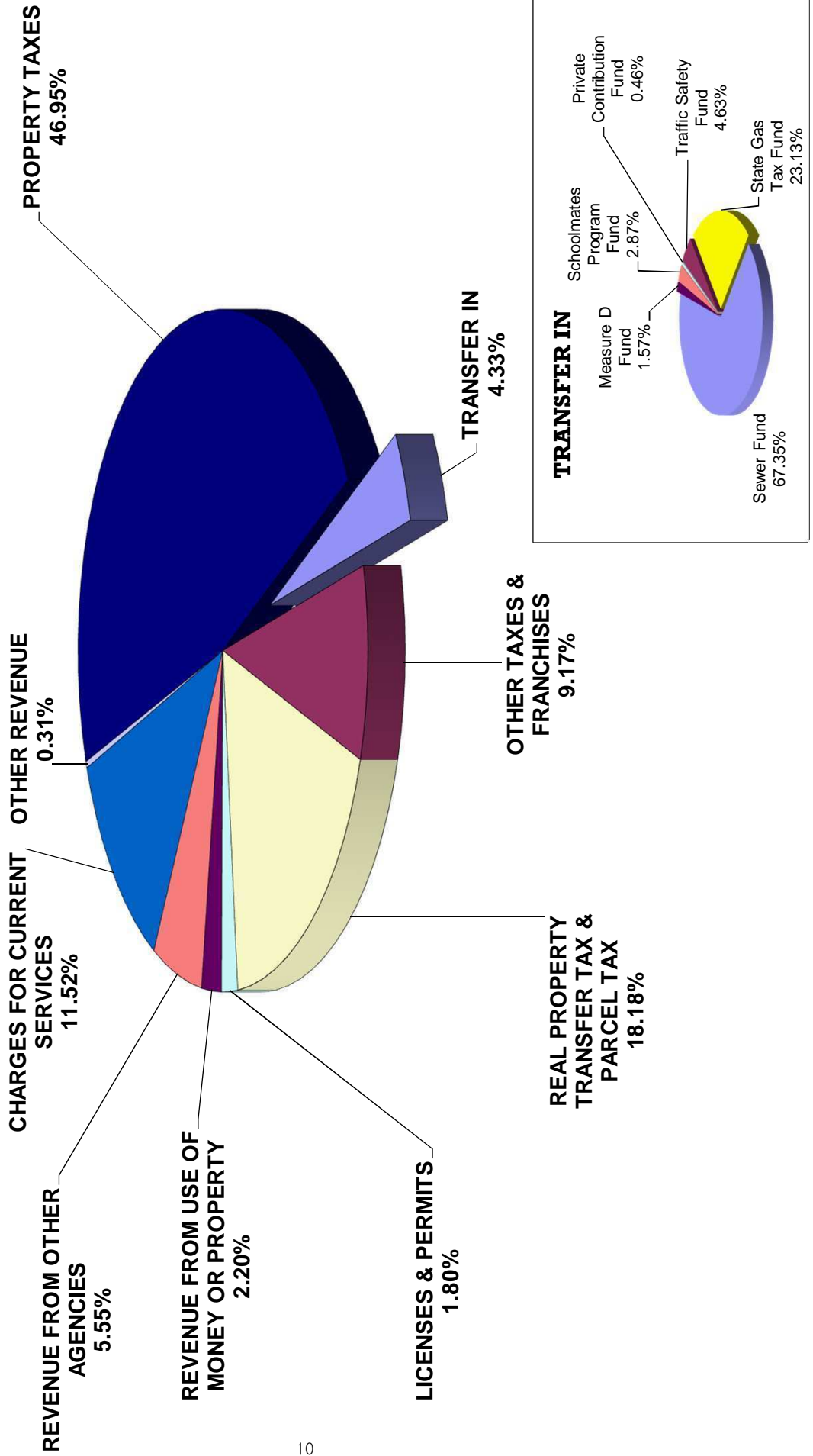
FUND BALANCE DETAIL
2015 - 16

Fund Type	Fund Name	7/1/2015	2015-16		2015-16		6/30/2016
		Actual	2015-16	2015-16	Transfer	Transfer	Actual
		Fund Balance	Actual Revenue	Actual Expenditures	In	Out	Fund Balance
GENERAL FUND	General Fund	\$ 4,617,678	\$26,049,829	\$ 24,138,277	\$ 1,152,289	\$ 2,963,839	\$ 4,717,679
SPECIAL REVENUE FUNDS	Abandoned Vehicle	41,911	3,561	-	-	-	45,472
	Athletic Facility Preservation	129,574	107,670	37,229	50,000	225,000	25,016
	COPS	297,881	115,449	-	-	130,113	283,216
	Gas Tax	495,332	252,879	-	-	250,000	498,212
	Measure B	117,959	446,244	479,537	-	-	84,666
	Measure BB	79,133	415,369	470,751	-	-	23,751
	Measure D	86,781	21,797	22,400	-	37,951	48,227
	Measure F	30,452	48,329	75,597	-	-	3,184
	Grant Fund	-	226,774	226,774	-	-	-
	Private Contribution	141,151	293,142	-	-	387,745	46,548
	Schoolmates Program	316,387	903,111	827,678	-	47,122	344,698
	Sidewalk Repair	54,860	5,372	-	-	-	60,231
Traffic Safety	51,394	57,482	-	-	100,000	8,876	
CAPITAL PROJECT FUNDS	Capital Improvement	475,216	-	144,779	-	-	330,437
	Urban County CDBG	1,791	-	-	-	-	1,791
	Equipment Replacement	2,958,928	830,138	991,466	905,290	-	3,702,889
	Facilities Maintenance	2,123,889	1,548,631	1,048,524	1,751,945	-	4,375,941
DEBT SERVICE FUND	2014 Taxable Pension Oblig.	-	-	1,338,248	1,338,248	-	(0)
ENTERPRISE FUNDS	Aquatics	43,188	584,488	598,935	-	-	28,741
	Sewer	1,296,051	2,251,809	1,690,825	-	1,056,000	801,035
INTERNAL SERVICE FUNDS	Employee Benefits	(4,135,522)	464,399	464,399	-	-	(4,135,522)
	Liability Insurance	292,863	444,000	449,758	-	-	287,106
	Workers Compensation	586,435	572,000	412,868	-	-	745,568
TOTAL		\$ 10,103,334	\$ 35,642,473	\$ 33,418,044	\$ 5,197,772	\$ 5,197,772	\$ 12,327,762

**ESTIMATED FUND BALANCE DETAIL
2016 - 17**

		7/1/2016					6/30/2017
		Actual	2016-17	2016-17			Estimated
		Fund	Estimated	Estimated	Transfer	Transfer	Fund
Fund		Balance	Revenue	Expenditures	In	Out	Balance
GENERAL FUND	General Fund	\$ 4,717,679	\$ 23,405,079	\$22,869,343	\$ 1,081,000	\$ 2,326,736	\$ 4,007,679
SPECIAL REVENUE FUNDS	Abandoned Vehicle	45,472	4,000	-	-	-	49,472
	Athletic Facility Preservation	25,016	55,000	35,000	-	-	45,016
	COPS	283,216	110,350	-	-	-	393,566
	Gas Tax	498,212	250,000	-	-	250,000	498,212
	Measure B	84,666	465,609	465,609	-	-	84,666
	Measure BB	23,751	401,000	401,000	-	-	23,751
	Measure D	48,227	35,000	21,000	-	17,000	45,227
	Measure F	3,184	45,000	45,000	-	-	3,184
	Grant Fund	-	-	-	-	-	-
	Private Contribution	46,548	-	-	-	5,000	41,548
	Schoolmates Program	344,698	921,100	873,275	-	31,000	361,523
Sidewalk Repair	60,231	3,000	3,000	-	-	60,231	
Traffic Safety	8,876	55,000	-	-	50,000	13,876	
CAPITAL PROJECT FUNDS	Capital Improvement	330,437	-	303,820	-	-	26,617
	Urban County CDBG	1,791	40,489	90,000	-	-	(47,720)
	Equipment Replacement	3,702,889	7,000	485,750	400,000	-	3,624,139
	Facilities Maintenance	4,375,941	527,325	2,908,840	450,000	-	2,444,426
DEBT SERVICE FUND	2014 Taxable Pension Oblig.	(0)	-	1,346,736	1,346,736	-	(0)
ENTERPRISE FUNDS	Aquatics	28,741	550,000	698,650	130,000	-	10,091
	Sewer	801,035	6,152,814	4,920,626	-	728,000	1,305,224
INTERNAL SERVICE FUNDS	Employee Benefits Fund	(4,135,522)	712,000	1,400,000	-	-	(4,823,522)
	Liability Insurance	287,106	444,000	444,000	-	-	287,106
	Workers Compensation	745,568	572,000	572,000	-	-	745,568
TOTAL		<u>\$ 12,327,762</u>	<u>\$ 34,755,766</u>	<u>\$ 37,883,648</u>	<u>\$ 3,407,736</u>	<u>\$ 3,407,736</u>	<u>\$ 9,199,881</u>

**CITY OF PIEDMONT
GENERAL FUND
PROPOSED REVENUES AND TRANSFERS 2016-17**



GENERAL FUND REVENUE ANALYSIS

	Actual Revenue 2013-14	Actual Revenue 2014-15	Actual Revenue 2015-16	Adopted Revenue 2016-17
PROPERTY TAXES				
Property Tax - Secured	\$9,380,023	\$9,947,967	\$11,003,014	\$10,985,100
Property Tax - Unsecured	525,643	575,113	585,269	560,000
Supplemental Assessment	238,193	315,514	331,354	175,000
Delinquent Taxes & Penalties	4,751	7,463	3,138	5,000
TOTAL Property Taxes	10,148,610	10,846,057	11,922,775	11,725,100
PROPERTY TRANSFER TAX & PARCEL TAX				
Real Property Transfer Tax	4,001,012	3,901,252	3,117,999	2,800,000
Parcel Tax	1,606,229	1,647,223	1,628,601	1,740,000
TOTAL Transfer Tax and Parcel Tax	5,607,241	5,548,475	4,746,600	4,540,000
OTHER TAXES & FRANCHISES				
Other Taxes				
Sales & Use Tax	201,310	260,223	197,333	200,000
Business License Tax	488,834	511,611	557,842	475,000
TOTAL Other Taxes	690,144	771,834	755,176	675,000
Franchises				
Gas & Electric	73,068	84,509	67,178	70,000
Waste Management/Republic	150,675	152,169	166,680	150,000
Cable Television /Comcast	239,918	208,912	217,103	200,000
TOTAL Franchises	463,660	445,589	450,961	420,000
Utility Users Tax				
Gas & Electric	754,637	721,258	756,122	750,000
Telephone	407,512	375,407	378,714	400,000
Water	45,145	45,125	43,466	45,000
TOTAL Utility Users Tax	1,207,294	1,141,789	1,178,303	1,195,000
TOTAL Other Taxes & Franchises	2,361,098	2,359,212	2,384,439	2,290,000
LICENSES & PERMITS				
Dog License	21,870	17,191	25,397	20,000
Building Permits	420,389	469,551	522,086	400,000
Other Permits	22,424	19,172	22,274	20,000
Fines & Forfeitures	9,707	10,666	15,375	8,500
TOTAL Licenses & Permits	474,389	516,580	585,132	448,500
REVENUE FROM USE OF MONEY OR PROPERTY				
Interest Earnings	11,426	14,420	27,164	13,000
Community Hall Rental	264,243	383,154	334,419	390,000
Veterans' Building	76,697	77,352	91,817	80,000
801 Magnolia	0	0	0	0
Piedmont Post	0	0	678	0
City Hall Rental (Telecommunications)	72,368	72,587	74,735	65,000
TOTAL Revenue from Use of Money or Property	424,733	547,512	528,814	548,000

GENERAL FUND REVENUE ANALYSIS

	Actual Revenue 2013-14	Actual Revenue 2014-15	Proposed Revenue 2015-16	Adopted Revenue 2016-17
REVENUE FROM OTHER AGENCIES				
State of California				
Avoid 21 Grant	4,840	0	0	8,000
Forestry & Fire Protection	0	64,438	72,161	0
Homeowner's Property Tax Relief	87,582	85,567	86,183	87,000
Trailer coach in Lieu	10	0	0	0
POST Fund	2,687	15,534	15,812	10,000
Mandated Costs/ State and County Grants/ Misc.	0	88,127	30,456	1,000
Motor Vehicle License Fees	969,667	1,017,941	1,101,511	579,779
1/2 Cent Sales Tax (Public Safety)	89,046	78,461	87,844	70,000
TOTAL State of California	1,153,830	1,350,069	1,393,966	755,779
County of Alameda				
County of Alameda-FRALS	71,698	57,638	64,521	70,000
County Paramedic Tax	69,447	69,418	66,865	70,000
TOTAL County of Alameda	141,145	127,056	131,387	140,000
TOTAL Revenue from Other Agencies	1,294,976	1,477,124	1,525,353	895,779
CHARGES FOR CURRENT SERVICES				
Planning Fees	243,484	298,960	315,477	235,000
Plan Check Fees	237,439	258,609	288,194	230,000
Emeryville Animal Control	89,415	93,421	93,421	92,700
Ambulance Service Charges	349,220	290,931	372,301	225,000
Recreation	1,799,718	1,849,686	2,040,542	2,075,000
Police Services	52,279	77,688	43,547	20,000
Variance Appeal		550	1,890	0
TOTAL Charges for Current Services	2,771,554	2,869,845	3,155,372	2,877,700
OTHER REVENUE				
Sale of Property	24,205	12,094	40,229	5,000
Other Revenue	101,567	127,412	1,161,115	75,000
TOTAL Other Revenue	125,772	139,506	1,201,344	80,000
TOTAL GENERAL FUND REVENUE	\$23,208,373	\$24,304,311	\$26,049,829	\$23,405,079

OTHER FUNDS REVENUE ANALYSIS

	Actual Revenue 2013-14	Actual Revenue 2014-15	Actual Revenue 2015-16	Adopted Revenue 2016-17
<u>SPECIAL REVENUE FUNDS</u>				
<u>ABANDONED VEHICLE ABATEMENT FUND</u>				
Alameda County	4,566	4,663	3,561	4,000
TOTAL	4,566	4,663	3,561	4,000
<u>ATHLETIC FACILITY PRESERVATION FUND</u>				
Facility Fee/Contributions	28,729	130,584	107,670	55,000
TOTAL	28,729	130,584	107,670	55,000
<u>COPS</u>				
State of California	100,512	113,164	114,618	110,000
Interest	368	525	830	350
TOTAL	100,880	113,689	115,449	110,350
<u>GAS TAX FUND</u>				
HUT 2103 Allocation	149,082	119,164	58,326	56,500
HUT 2105 Allocation	74,028	66,758	63,654	64,000
HUT 2106 Allocation	42,091	48,056	45,320	38,000
HUT 2107 Allocation	78,769	85,968	81,765	88,500
HUT 2107.5 Allocation	3,000	6,000	3,700	3,000
Interest	641	106	114	-
TOTAL	347,611	326,053	252,879	250,000
<u>MEASURE B SALES TAX FUND</u>				
ACTC/Interest	488,739	467,572	446,244	465,609
TOTAL	488,739	467,572	446,244	465,609
<u>MEASURE BB SALES TAX FUND</u>				
ACTC	-	79,133	415,369	401,000
TOTAL	-	79,133	415,369	401,000
<u>MEASURE D FUND</u>				
Measure D Allocation/Mitigation Fees/Interest	22,844	37,721	21,797	30,000
Recycling Funds	5,000	-	-	5,000
TOTAL	27,844	37,721	21,797	35,000
<u>MEASURE F FUND</u>				
ACTC/Interest	47,468	48,676	48,329	45,000
TOTAL	47,468	48,676	48,329	45,000
<u>GRANT FUND</u>				
Grant - Federal	-	-	226,774	-
TOTAL	-	-	226,774	-
<u>PRIVATE CONTRIBUTION FUND</u>				
Miscellaneous	(17,171)	16,203	293,142	5,000
TOTAL	(17,171)	16,203	293,142	5,000
<u>SCHOOLMATES PROGRAM FUND</u>				
Interest Income	433	923	2,095	1,100
Schoolmates Fees	910,737	912,533	901,017	920,000
TOTAL	911,170	913,456	903,111	921,100
<u>SIDEWALK REPAIR FUND</u>				
Miscellaneous	(14,607)	6,953	5,372	3,000
TOTAL	(14,607)	6,953	5,372	3,000
<u>TRAFFIC SAFETY FUND</u>				

OTHER FUNDS REVENUE ANALYSIS

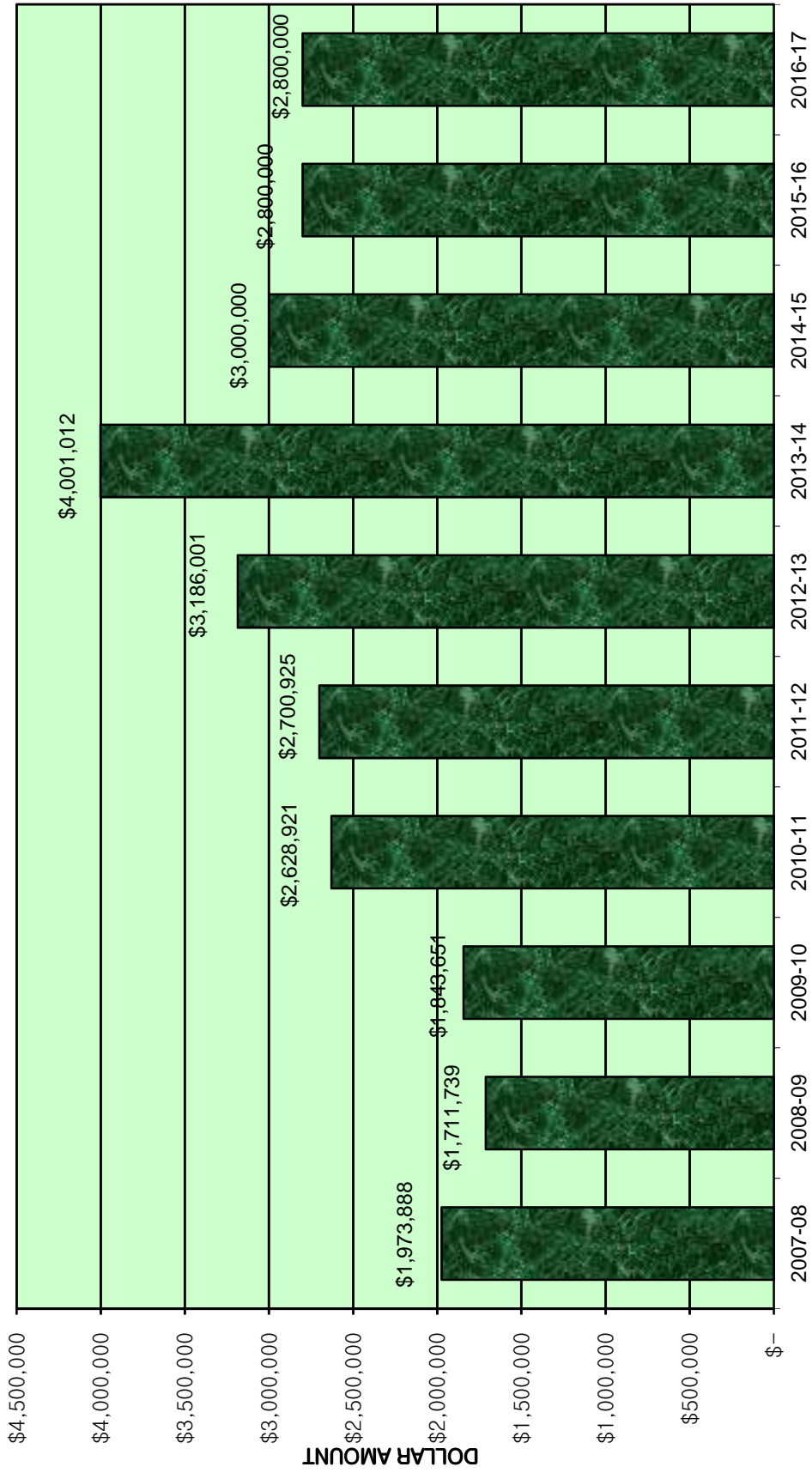
	Actual Revenue 2013-14	Actual Revenue 2014-15	Actual Revenue 2015-16	Adopted Revenue 2016-17
State of California	52,323	51,379	57,482	55,000
TOTAL	52,323	51,379	57,482	55,000
<u>CAPITAL PROJECT FUNDS</u>				
URBAN COUNTY CDBG FUND				
Alameda County	119,664	32,428	-	40,489
TOTAL	119,664	32,428	-	40,489
EQUIPMENT REPLACEMENT FUND				
Interest	7,753	9,788	17,440	7,000
TOTAL	7,753	9,788	17,440	7,000
FACILITIES MAINTENANCE FUND				
Contributions/Interest	-	282	3,733	527,325
TOTAL	-	282	3,733	527,325
<u>DEBT SERVICE FUND</u>				
2014 PENSION OBLIGATION FUND				
Bond Proceeds	7,305,000	-	-	-
TOTAL	7,305,000	-	-	-
<u>ENTERPRISE FUNDS</u>				
AQUATICS				
Charge for Service	552,455	525,874	584,488	550,000
TOTAL	552,455	525,874	584,488	550,000
SEWER FUND				
Sewer Service Charges	2,220,408	2,270,835	2,245,450	2,387,078
Sewer Loan Proceeds	-	800,000	-	3,761,696
Interest	3,613	5,443	6,358	4,040
TOTAL	2,224,021	3,076,279	2,251,809	6,152,814
<u>INTERNAL SERVICE FUNDS</u>				
Employee Benefits Fund				
Non Departmental Revenue	-	601,875	464,399	712,000
TOTAL	-	601,875	464,399	712,000
LIABILITY INSURANCE				
Non Departmental Revenue	410,000	425,000	444,000	444,000
TOTAL	410,000	425,000	444,000	444,000
WORKERS COMPENSATION				
Non Departmental Revenue	525,000	1,126,875	572,000	572,000
TOTAL	525,000	1,126,875	572,000	572,000
TOTAL REVENUE - OTHER FUNDS	13,121,443	7,994,482	7,235,049	11,355,687
TOTAL REVENUE - ALL FUNDS	\$36,329,816	\$32,298,794	\$33,284,877	\$34,760,766

**City of Piedmont
Real Property Transfer Tax
Ten Fiscal Years**

	2007-08	2008-09	2009-10	2010-11	2011-12
July	184,145	214,942	99,888	292,883	346,451
August	214,569	130,553	152,118	283,252	262,314
September	33,554	267,657	228,103	168,918	190,768
October	373,655	127,836	193,907	140,902	128,329
November	203,380	53,825	217,641	296,296	160,968
December	32,204	87,146	71,255	154,638	169,509
Sub-total	1,041,506	881,958	962,911	1,336,889	1,258,338
January	15,014	68,776	79,730	52,712	48,948
February	120,430	131,690	35,609	103,050	98,522
March	154,606	101,260	139,353	194,488	176,668
April	74,049	142,345	148,690	384,022	271,789
May	330,241	120,247	240,016	244,519	281,138
June	238,043	265,462	237,342	313,241	565,523
Sub-total	932,382	829,780	880,740	1,292,032	1,442,587
Total	1,973,888	1,711,738	1,843,651	2,628,921	2,700,925

	2012-13	2013-14	2014-15	2015-16	2016-17
July	425,855	332,328	288,813	282,328	350,398
August	368,287	302,523	487,629	221,679	267,712
September	221,180	185,428	282,242	240,762	319,329
October	294,937	251,647	362,364	427,046	228,809
November	242,797	146,917	235,333	197,250	174,900
December	206,659	108,217	139,080	80,553	244,380
Sub-total	1,759,714	1,327,059	1,795,460	1,449,618	1,585,528
January	101,154	336,347	126,810	34,158	72,959
February	166,443	151,898	232,870	17,334	124,214
March	143,241	383,419	322,464	280,635	264,823
April	290,244	497,929	553,675	586,053	
May	389,425	972,438	429,821	410,247	
June	335,781	331,923	440,152	339,954	
Sub-total	1,426,287	2,673,953	2,105,792	1,668,381	461,996
Total	3,186,001	4,001,012	3,901,252	3,117,999	2,047,524

**CITY OF PIEDMONT
REAL PROPERTY TRANSFER TAX**



OPERATING BUDGET

ALL OPERATING DEPARTMENTS

	Budget 15/16	Actual Expenditures 15/16	Adopted Budget 16/17	Budget % Change
SALARIES	12,180,400	11,644,543	12,370,501	2%
FRINGE BENEFITS	4,979,155	4,526,301	5,085,525	2%
PERSONNEL EXPENSES	265,383	243,070	278,285	5%
SUPPLIES & SERVICES	4,535,271	4,613,779	4,936,987	9%
CAPITAL EXPENDITURES	42,900	23,767	71,500	67%
OTHER	3,214,471	5,376,057	2,714,471	-16%
TOTAL - ALL DEPARTMENTS	25,217,580	26,427,516	25,457,269	1%

EXPENDITURE DETAIL:

SALARIES

Regular Salaries	9,580,200	9,081,084	9,864,000	3%
Part Time Salaries	1,859,800	1,727,680	1,888,000	2%
Overtime Salaries	740,400	835,779	618,500	-16%
Subtotal	12,180,400	11,644,543	12,370,501	2%

FRINGE BENEFITS

Health Insurance	2,362,720	2,133,959	2,401,545	2%
Retirement	2,312,755	2,106,925	2,374,950	3%
Other Benefits	303,680	285,417	309,030	2%
Subtotal	4,979,155	4,526,301	5,085,525	2%

PERSONNEL EXPENSES

Memberships/Conferences/Training	265,383	243,070	278,285	5%
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SUPPLIES & SERVICES

Department Supplies	443,950	393,552	445,450	0%
Utilities/Telephone/Radio	539,280	535,780	539,680	0%
Equipment/Maintenance/Gas/Oil	255,974	247,268	260,050	2%
Contract Services	1,916,491	1,912,086	1,989,359	4%
Buildings/Grounds Maintenance	89,000	93,098	89,000	0%
Other Expenses	996,324	1,181,075	999,850	0%
Information Services	294,252	250,919	613,598	109%
Subtotal	4,535,271	4,613,779	4,936,987	9%

CAPITAL EXPENDITURES

Capital Outlay	42,900	23,767	71,500	67%
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OTHER

General Fund Non Departmental	2,198,471	4,513,432	1,698,471	-23%
Workers Comp Fund	572,000	412,868	572,000	0%
Liability Insurance Fund	444,000	449,758	444,000	0%
Subtotal	3,214,471	5,376,057	2,714,471	-16%

TOTAL - ALL DEPARTMENTS	25,217,580	26,427,516	25,457,269	1%
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City of Piedmont
 Adopted 2016 - 17 Budget

Administration		Budget	Actual	Adopted	Budget
Description	Account #	15/16	15/16	16/17	% Change
Salaries					
Regular Salaries	400-010-001	842,000	759,607	872,000	4%
Part Time Salaries	400-010-002	25,000	13,966	25,000	0%
Overtime Salaries	400-010-003	3,500	1,120	3,500	0%
Object Total	400-010	870,500	774,693	900,500	3%
Health Insurance					
Medical Insurance	400-011-001	168,000	150,554	178,000	6%
Dental Insurance	400-011-002	15,000	13,867	15,900	6%
Vision Plan	400-011-003	2,650	2,291	2,700	2%
Object Total	400-011	185,650	166,713	196,600	6%
Retirement					
PERS	400-012-001	113,700	98,890	114,000	0%
FICA	400-012-002	56,000	40,462	57,000	2%
Object Total	400-012	169,700	139,351	171,000	1%
Other Benefits					
Life Insurance	400-013-001	3,300	2,858	3,400	3%
Disability Insurance	400-013-002	2,500	2,042	2,600	4%
Medicare Insurance	400-013-005	13,000	11,363	13,400	3%
Object Total	400-013	18,800	16,264	19,400	3%
Personnel Expenses					
Memberships/conf/training	400-031-001	43,780	36,083	56,185	28%
Auto Allowance	400-031-002	12,600	11,600	12,600	0%
Reimbursements	400-031-003	10,000	8,004	10,000	0%
M.L. King Celebration	400-031-004	1,000	1,000	0	-100%
Object Total	400-031	67,380	56,687	78,785	17%
Department Supplies					
Office Supplies	400-051-001	30,000	21,664	30,000	0%
Postage	400-051-002	20,000	16,099	20,000	0%
Object Total	400-051	50,000	37,763	50,000	0%
Equipment Maintenance					
Hardware Maint. Contracts	400-053-001	9,000	7,864	9,000	0%
Object Total	400-053	9,000	7,864	9,000	0%

City of Piedmont
 Adopted 2016 - 17 Budget

Administration		Budget	Actual	Adopted	Budget
Description	Account #	15/16	15/16	16/17	% Change
Contract Services					
Legal Services	400-054-001	280,000	291,415	280,000	0%
Audit Fees	400-054-002	50,000	54,801	50,000	0%
Legal Fees - Undergrounding	400-054-003	80,000	85,750	-	-100%
Negotiator	400-054-004	5,000	0	70,000	1300%
Minute Clerk	400-054-007	27,500	24,435	27,500	0%
Interim Finance Director	400-054-008	-	17,985	-	N/A
Flex 125 Admin Fee	400-054-015	2,000	1,836	2,000	0%
CALPERS Med Admin Fee	400-054-016	7,000	7,068	7,000	0%
Interdistrict PUSD Expense	400-054-019	97,500	98,103	98,000	1%
Records Storage	400-054-022	6,000	4,391	6,000	0%
211 Referral	400-054-026	5,000	5,000	0	-100%
Alameda County Local Agency Com	400-054-027	1,500	1,154	0	-100%
Data Processing of City Taxes	400-054-030	5,500	4,984	5,500	0%
Object Total	400-054	567,000	596,921	546,000	-4%
Other Expenses					
Civil Service	400-056-001	100,000	143,040	100,000	0%
Election Expense	400-056-003	35,000	41,600	35,000	0%
Miscellaneous Expenses	400-056-006	5,000	7,777	6,000	20%
Bank Charges	400-056-008	10,000	10,462	10,000	0%
Sales and use Tax Expense	400-056-009	-	135	-	N/A
Disability Access and Education	400-056-011	-	288	-	N/A
Object Total	400-056	150,000	203,301	151,000	1%
Information Services					
Hardware	400-060-001	2,000	1,059	3,000	50%
Software	400-060-002	52,000	48,334	50,400	-3%
Labor	400-060-003	42,800	35,494	267,800	526%
IT Strategic Plan Operations	400-060-004	-	-	59,500	
Object Total	400-060	96,800	84,887	380,700	293%
Total Administration		2,184,830	2,084,443	2,502,985	15%

City of Piedmont
 Adopted 2016 - 17 Budget

CATV (KCOM-TV)					
Description	Account #	Budget 15/16	Actual 15/16	Adopted 16/17	Budget % Change
Salaries					
Regular Salaries	401-010-001	92,600	95,228	95,300	3%
Overtime	401-010-003	1,000	284	1,000	0%
Object Total	401-010	93,600	95,513	96,300	3%
Health Insurance					
Medical Insurance	401-011-001	8,600	8,395	8,750	2%
Dental Insurance	401-011-002	850	793	850	0%
Vision Plan	401-011-003	200	162	200	0%
Object Total	401-011	9,650	9,350	9,800	2%
Retirement					
PERS	401-012-001	17,500	17,003	17,500	0%
FICA	401-012-002	5,900	5,607	6,050	3%
Object Total	401-012	23,400	22,610	23,550	1%
Other Benefits					
Life Insurance	401-013-001	400	356	400	0%
Disability Insurance	401-013-002	300	278	300	0%
Medicare Insurance	401-013-005	1,400	1,311	1,450	4%
Object Total	401-013	2,100	1,945	2,150	2%
Personnel Expenses					
Memberships/conf/training	401-031-001	300	80	1,500	400%
Training	401-031-002	300	240	1,000	233%
Object Total	401-031	600	320	2,500	317%
Office Supplies	401-051-001	2,500	2,605	2,500	0%
Equipment Maintenance	401-053-001	2,000	2,100	2,000	0%
Contract Services	401-054-001	42,500	31,421	42,500	0%
Information Services					
Hardware	401-060-001	-	-	-	#DIV/0!
Software	401-060-002	23,000	20,785	23,000	0%
Object Total	401-060	23,000	20,785	23,000	0%
Total KCOM		199,350	186,649	204,300	2%

City of Piedmont
 Adopted 2016 - 17 Budget

Public Works		Budget	Actual	Adopted	Budget
Description	Account #	15/16	15/16	16/17	% Change
Salaries					
Regular Salaries	402-010-001	1,543,000	1,407,805	1,585,000	3%
Part Time Salaries	402-010-002	192,000	187,684	196,000	2%
Overtime Salaries	402-010-003	50,000	34,073	50,000	0%
Object Total	402-010	1,785,000	1,629,562	1,831,000	3%
Health Insurance					
Medical Insurance	402-011-001	390,000	341,459	380,000	-3%
Dental Insurance	402-011-002	37,000	30,922	35,000	-5%
Vision Plan	402-011-003	6,600	5,338	6,000	-9%
Object Total	402-011	433,600	377,719	421,000	-3%
Retirement					
PERS	402-012-001	287,000	263,233	255,000	-11%
FICA	402-012-002	114,000	96,465	116,000	2%
Object Total	402-012	401,000	359,698	371,000	-7%
Other Benefits					
Life Insurance	402-013-001	6,650	5,888	6,800	2%
Disability Insurance	402-013-002	5,300	4,495	5,300	0%
Medicare Insurance	402-013-005	27,000	23,884	27,500	2%
Object Total	402-013	38,950	34,267	39,600	2%
Personnel Expenses					
Memberships/conf/training	402-031-001	7,500	8,613	7,500	0%
Auto Allowance	402-031-002	31,200	31,200	31,200	0%
Underground Service Alert	402-031-003	500	184	500	0%
Object Total	402-031	39,200	39,997	39,200	0%
Department Supplies					
Office Supplies	402-051-001	19,000	21,162	19,000	0%
Street Paint / Signs	402-051-002	50,000	40,835	50,000	0%
Miscellaneous PW Supplies	402-051-003	15,000	14,813	15,000	0%
Object Total	402-051	84,000	76,810	84,000	0%
Utilities/Telephone/Radio					
Utilities	402-052-001	128,000	145,348	128,000	0%
Street Lighting - (PG&E)	402-052-002	70,000	71,071	70,000	0%
Traffic Lights	402-052-003	8,000	4,829	8,000	0%
Radio/Cell Phone Expense	402-052-004	500	0	500	0%
Object Total	402-052	206,500	221,249	206,500	0%
Equipment Main./Gas/Oil					
Equipment Rental	402-053-001	5,000	8,049	5,000	0%
Equipment Maintenance	402-053-002	108,000	98,436	108,000	0%
Object Total	402-053	113,000	106,485	113,000	0%
Buildings/Ground Maint.					
Yard Maintenance	402-055-001	36,000	36,222	36,000	0%
Janitorial Supplies	402-055-002	24,000	27,118	24,000	0%
Miscellaneous Maintenance	402-055-003	14,000	14,522	14,000	0%
Object Total	402-055	74,000	77,862	74,000	0%

City of Piedmont
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Public Works		Budget	Actual	Adopted	Budget
Description	Account #	15/16	15/16	16/17	% Change
Other Expenses					
Street Patching	402-056-002	5,000	6,568	5,000	0%
Miscellaneous Repairs	402-056-004	12,500	4,507	12,500	0%
Planning&Park Comm., CIP Committe	402-056-008	5,500	5,092	5,500	0%
Object Total	402-056	23,000	16,168	23,000	0%
Contract Services(Land)					
Public Land Brush/Fire Clearance	402-057-001	35,000	40,019	35,000	0%
Supplemental Park Maint.	402-057-002	95,000	98,599	95,000	0%
Contract Landscape Maint.	402-057-004	306,998	290,145	318,121	4%
Park Stabilization & Storm Related Dama	402-057-005	125,000	141,645	125,000	0%
Weed & Pest Abatement	402-057-006	20,000	27,997	20,000	0%
Object Total	402-057	581,998	598,404	593,121	2%
Contract Serv. (Tree Service)					
Street Tree Pruning	402-058-001	145,000	152,289	145,000	0%
Street Tree Planting	402-058-003	30,000	32,981	30,000	0%
Object Total	402-058	175,000	185,270	175,000	0%
Contract Services (Administration)					
City Engineer Service	402-059-002	75,000	78,925	75,000	0%
Planning Department Services	402-059-003	40,000	54,950	40,000	0%
Fuel Tank Maintenance	402-059-005	15,000	20,134	15,000	0%
Continuum of Care	400-054-031	1,541	1,541	-	-100%
CAL/OSHA Compliance	402-059-010	13,000	16,890	13,000	0%
Object Total	402-059	144,541	172,440	143,000	-1%
Information Services					
Hardware	402-060-001	2,000	0	2,000	0%
Software	402-060-002	4,000	0	4,000	0%
Labor	402-060-003	500	0	500	0%
Object Total	402-060	6,500	0	6,500	0%
Total Public Works		4,106,289	3,895,930	4,119,921	0%

City of Piedmont
 Adopted 2016 - 17 Budget

Recreation		Budget	Actual	Adopted	Budget
Description	Account #	15/16	15/16	16/17	% Change
Salaries					
Regular Salaries	404-010-001	468,000	442,675	483,000	3%
Part Time Salaries	404-010-002	570,000	444,789	585,000	3%
Overtime Salaries	404-010-003	1,500	1,805	1,500	0%
Object Total	404-010	1,039,500	889,268	1,069,500	3%
Health Insurance					
Medical Insurance	404-011-001	112,000	116,904	140,000	25%
Dental Insurance	404-011-002	10,000	10,398	12,000	20%
Vision Plan	404-011-003	2,000	1,769	2,100	5%
Object Total	404-011	124,000	129,071	154,100	24%
Retirement					
PERS	404-012-001	74,500	61,049	65,000	-13%
FICA	404-012-002	70,000	52,800	66,000	-6%
Object Total	404-012	144,500	113,849	131,000	-9%
Other Benefits					
Life Insurance	404-013-001	2,100	1,821	2,100	0%
Disability Insurance	404-013-002	1,650	883	1,650	0%
Medicare Insurance	404-013-005	16,000	12,788	16,000	0%
Object Total	404-013	19,750	15,492	19,750	0%
Personnel Expenses					
Memberships/conf/training	404-031-001	10,000	3,623	7,000	-30%
Auto Allowance	404-031-002	5,000	6,810	5,000	0%
Auto Expense	404-031-003	12,000	7,505	12,000	0%
Object Total	404-031	27,000	17,938	24,000	-11%
Department Supplies					
Office Supplies	404-051-001	11,000	6,805	11,000	0%
Commission/Concerts	404-051-002	1,000	676	1,000	0%
Object Total	404-051	12,000	7,482	12,000	0%
Utilities/Telephone/Radio					
Recreation Utilities	404-052-001	14,000	12,680	14,000	0%
City Hall/Fire Utilities	404-052-002	40,000	41,010	40,000	0%
Police Utilities	404-052-003	12,000	10,066	12,000	0%
801 Magnolia Utilities	404-052-004	-	-	-	N/A
Object Total	404-052	66,000	63,756	66,000	0%
Contract Services					
Recreation Contract Services	404-054-001	10,000	9,337	7,000	-30%
Skatepark Contract Services	404-054-011	1,500	350	0	-100%
Object Total	404-054	11,500	9,687	7,000	-39%
Building & Ground Maintenance	404-055	0	0	0	N/A
Other Expenses					
Self-Support	404-056-001	719,000	853,333	725,000	1%
Fourth of July	404-056-003	20,000	23,162	17,000	-15%
Harvest Festival	404-056-008	3,000	8,068	7,200	140%
Object Total	404-056	742,000	884,563	749,200	1%

City of Piedmont
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Recreation		Budget	Actual	Adopted	Budget
Description	Account #	15/16	15/16	16/17	% Change
Capital Outlay					
Second Floor Furniture	404-081-009	-	-	3,000	N/A
Capital Outlay Object Total	404-081	-	-	3,000	N/A
Total Recreation					
		2,186,250	2,131,106	2,235,550	2%

City of Piedmont
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Community Hall		Budget	Actual	Adopted	Budget
Description	Account #	15/16	15/16	16/17	% Change
Salaries					
Regular Salaries	405-010-001	11,500	10,430	12,200	6%
Part Time Salaries	405-010-002	50,000	50,616	50,000	0%
Object Total	405-010	61,500	61,045	62,200	1%
Health Insurance					
Medical Insurance	405-011-001	1,300	2,431	3,400	162%
Dental Insurance	405-011-002	125	307	400	220%
Vision Plan	405-011-003	35	50	70	100%
Object Total	405-011	1,460	2,788	3,870	165%
Retirement					
PERS	405-012-001	1,200	769	900	-25%
FICA	405-012-002	4,000	3,757	4,000	0%
Object Total	405-012	5,200	4,527	4,900	-6%
Other Benefits					
Life Insurance	405-013-001	75	37	75	0%
Disability Insurance	405-013-002	50	28	50	0%
Medicare Insurance	405-013-005	925	879	925	0%
Object Total	405-013	1,050	944	1,050	0%
Supplies	405-051-001	5,000	6,977	5,000	0%
Utilities	405-052-001	10,000	8,851	10,000	0%
Contract Services	405-054-001	12,000	8,780	7,000	-42%
Capital Outlay					
Tables and Chairs	405-081-054	2,500	4,824	3,000	20%
Capital Outlay Total	405-081	2,500	4,824	3,000	20%
Total Community Hall		98,710	98,735	97,020	-2%

City of Piedmont
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Veterans' Hall		Budget	Actual	Adopted	Budget
Description	Account #	15/16	15/16	16/17	% Change
Salaries					
Regular Salaries	406-010-001	7,600	6,953	8,100	7%
Part Time Salaries	406-010-002	24,000	14,305	24,000	0%
Object Total	406-010	31,600	21,257	32,100	2%
Health Insurance					
Medical Insurance	406-011-001	850	1,620	2,300	171%
Dental Insurance	406-011-002	85	205	275	224%
Vision Plan	406-011-003	25	33	50	100%
Object Total	406-011	960	1,859	2,625	173%
Retirement					
PERS	406-012-001	755	513	600	-21%
FICA	406-012-002	2,000	1,300	2,000	0%
Object Total	406-012	2,755	1,813	2,600	-6%
Other Benefits					
Life Insurance	406-013-001	45	25	45	0%
Disability Insurance	406-013-002	30	19	30	0%
Medicare Insurance	406-013-005	480	304	480	0%
Object Total	406-013	555	347	555	0%
Supplies	406-051-001	4,000	1,567	4,000	0%
Utilities	406-052-001	4,200	3,355	4,200	0%
Contract Services	406-054-001	5,000	1,624	3,000	-40%
Capital Outlay					
Tables and Chairs	406-081-014	3,000	3,000	4,000	33%
Capital Outlay Total	406-081	3,000	3,000	4,000	33%
Total Veterans' Hall		52,070	34,821	53,080	2%

City of Piedmont
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Pre-School Division		Budget	Actual	Adopted	Budget
Description	Account #	15/16	15/16	16/17	% Change
Salaries					
Regular Salaries	407-010-001	8,000	8,178	8,200	3%
Part Time Salaries	407-010-002	275,000	273,187	275,000	0%
Object Total	407-010	283,000	281,365	283,200	0%
Health Insurance					
Medical Insurance	407-011-001	2,300	2,183	2,300	0%
Dental Insurance	407-011-002	300	245	300	0%
Vision Plan	407-011-003	50	40	50	0%
Object Total	407-011	2,650	2,468	2,650	0%
Retirement					
PERS	407-012-001	1,550	1,663	1,500	-3%
FICA	407-012-002	13,000	17,434	18,000	38%
Object Total	407-012	14,550	19,098	19,500	34%
Other Benefits					
Life Insurance	407-013-001	50	31	50	0%
Disability Insurance	407-013-002	50	24	50	0%
Medicare Insurance	407-013-005	3,150	4,077	4,200	33%
Object Total	407-013	3,250	4,132	4,300	32%
Personnel Expenses					
Memberships/conf/training	407-031-001	2,000	988	2,000	0%
Object Total	407-031	2,000	988	2,000	0%
Supplies	407-051-001	25,000	28,234	27,000	8%
Contract Services	407-054-001	4,000	3,325	4,000	0%
Capital Outlay					
Tables and Chairs	407-081-001	6,000	1,071	6,000	0%
Capital Outlay Total	407-081	6,000	1,071	6,000	0%
Total Pre-School Division		340,450	340,679	348,650	2%

City of Piedmont
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801 Magnolia		Budget	Actual	Adopted	Budget
Description	Account #	15/16	15/16	16/17	% Change
Salaries					
Part Time Salaries	414-010-002	-	549	-	N/A
Object Total	414-010	-	549	-	N/A
Retirement					
FICA	414-012-002	-	34	-	N/A
Object Total	414-012	-	34	-	N/A
Other Benefits					
Medicare Insurance	414-013-005	-	8	-	N/A
Object Total	414-013	-	8	-	N/A
Personnel Expenses					
Memberships/conf/training	414-031-001	-	-	-	N/A
Object Total	414-031	-	-	-	N/A
Supplies	414-051-001	5,000	3,826	2,000	-60%
Utilities/Telephone/Radio	414-052-001	4,200	3,913	4,200	0%
Contract Services	414-054-001	2,000	-	2,000	0%
Capital Outlay					
Tables and Chairs	414-081-001	-	-	3,000	N/A
Capital Outlay Total	414-081	-	-	3,000	N/A
Total 801 Magnolia		11,200	8,330	11,200	0%

City of Piedmont
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Schoolmates		Budget	Actual	Adopted	Budget
Description	Account #	15/16	15/16	16/17	% Change
Salaries					
Regular Salaries	415-010-001	326,000	317,748	336,000	3%
Part Time Salaries	415-010-002	230,000	244,583	225,000	-2%
Overtime Salaries	415-010-003	3,000	1,425	3,000	0%
Object Total	415-010	559,000	563,756	564,000	1%
Health Insurance					
Medical Insurance	415-011-001	83,000	79,331	84,000	1%
Dental Insurance	415-011-002	8,900	8,603	8,950	1%
Vision Plan	415-011-003	1,650	1,487	1,650	0%
Object Total	415-011	93,550	89,421	94,600	1%
Retirement					
PERS	415-012-001	60,850	59,303	61,000	0%
FICA	415-012-002	34,000	34,416	35,100	3%
Object Total	415-012	94,850	93,719	96,100	1%
Other Benefits					
Life Insurance	415-013-001	1,300	1,254	1,350	4%
Disability Insurance	415-013-002	1,025	961	1,025	0%
Medicare Insurance	415-013-005	8,000	8,049	8,200	3%
Object Total	415-013	10,325	10,264	10,575	2%
Personnel Expenses					
Memberships/conf/training	415-031-001	-	-	2,000	N/A
Object Total	415-031	-	-	2,000	N/A
Department Supplies					
Supplies	415-051-001	32,000	37,511	30,000	-6%
Nutrition	415-051-002	25,000	23,386	26,000	4%
Object Total	415-051	57,000	60,897	56,000	-2%
Utilities	415-052-001	5,100	5,091	6,000	18%
Contract Services	415-054-001	4,100	2,221	4,000	-2%
Capital Outlay					
Equipment	415-081-031	3,000	2,309	40,000	1233%
Capital Outlay Total	415-081	3,000	2,309	40,000	1233%
Total Schoolmates		826,925	827,678	873,275	6%

City of Piedmont
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Aquatics		Budget	Actual	Adopted	Budget
Description	Account #	15/16	15/16	16/17	% Change
Salaries					
Regular Salaries	417-010-001	63,000	51,488	64,200	2%
Part Time Salaries	417-010-002	328,800	322,898	338,000	3%
Overtime Salaries	417-010-003	1,500	0	1,500	0%
Object Total	417-010	393,300	374,386	403,700	3%
Health Insurance					
Medical Insurance	417-011-001	26,000	21,126	26,200	1%
Dental Insurance	417-011-002	2,450	2,028	2,450	0%
Vision Plan	417-011-003	500	369	500	0%
Object Total	417-011	28,950	23,524	29,150	1%
Retirement					
PERS	417-012-001	6,800	5,286	6,800	0%
FICA	417-012-002	25,000	23,214	25,000	0%
Object Total	417-012	31,800	28,500	31,800	0%
Other Benefits					
Life Insurance	417-013-001	500	349	500	0%
Disability Insurance	417-013-002	350	266	350	0%
Medicare Insurance	417-013-005	5,800	5,429	5,850	1%
Object Total	417-013	6,650	6,045	6,700	1%
Personnel Expenses					
Memberships/conf/training	417-031-001	3,800	3,968	6,200	63%
Object Total	417-031	3,800	3,968	6,200	63%
Department Supplies					
Pool Chemicals	417-051-001	20,000	13,867	20,000	0%
Pool Equipment	417-051-002	7,500	4,601	7,500	0%
Misc. Repair Supplies	417-051-003	5,000	3,107	5,000	0%
Office Supplies and Materials	417-051-004	3,000	2,813	3,000	0%
Printing/Graphics	417-051-005	7,500	1,840	6,000	-20%
Postage	417-051-006	5,300	4,993	5,300	0%
Other	417-051-007	2,500	2,177	2,500	0%
Concessions	417-051-008	10,000	7,944	10,000	0%
Janitorial	417-051-009	5,000	5,648	5,000	0%
Health and Safety Classes	417-051-010	2,500	1,558	2,500	0%
Swim Lessons	417-051-011	1,500	949	1,500	0%
Camps	417-051-012	2,000	2,381	2,000	0%
Adult/Masters Program	417-051-013	500	371	500	0%
Uniform	417-051-014	5,000	1,027	5,000	0%
Special Events	417-051-015	3,500	2,573	3,500	0%
Site Furnishings	417-051-016	2,500	1,888	2,500	0%
Object Total	417-051	83,300	57,737	81,800	-2%
Utilities	417-052	67,000	52,607	65,000	-3%
Contract Services	417-054	61,926	39,331	59,300	-4%
Other Expenses	417-056	274	274	0	-100%

City of Piedmont
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Aquatics		Budget	Actual	Adopted	Budget
Description	Account #	15/16	15/16	16/17	% Change
Information Services					
Hardware	417-060-001	625	0	625	0%
Software	417-060-002	625	0	625	0%
Labor	417-060-003	1,250	0	1,250	0%
Object Total	417-060	2,500	0	2,500	0%
Capital Outlay					
Plumbing Repair/Women's Locker Room	417-081-006	6,500	-	6,500	0%
Pool Vacuum	417-081-013	5,000	-	-	-100%
Lifeguard Chairs	417-081-014	4,500	4,520	3,500	-22%
Digital Chemical Test Kit	417-081-015	1,200	1,313	-	-100%
Pool Cover Reel Main Pool	417-081-016	6,000	5,821	-	-100%
Water Slide for Medium Pool	417-081-017	5,200	909	-	-100%
Recreational Equipment	417-081-018	-	-	2,500	N/A
Capital Outlay Total	417-081	28,400	12,563	12,500	-56%
Total Aquatics		707,900	598,935	698,650	-1%

City of Piedmont
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Police		Budget	Actual	Adopted	Budget
Description	Account #	15/16	15/16	16/17	% Change
Salaries					
Regular Salaries	408-010-001	3,021,000	2,903,180	3,114,000	3%
Part Time Salaries	408-010-002	165,000	175,104	170,000	3%
Overtime Salaries	408-010-003	305,000	325,326	300,000	-2%
Object Total	408-010	3,491,000	3,403,610	3,584,000	3%
Health Insurance					
Medical Insurance	408-011-001	764,000	686,507	764,000	0%
Dental Insurance	408-011-002	57,000	50,718	57,000	0%
Vision Plan	408-011-003	10,500	8,648	10,500	0%
Object Total	408-011	831,500	745,873	831,500	0%
Retirement					
PERS	408-012-001	566,500	531,071	598,500	6%
FICA	408-012-002	77,500	48,286	81,000	5%
Object Total	408-012	644,000	579,358	679,500	6%
Other Benefits					
Life Insurance	408-013-001	11,750	10,170	12,000	2%
Disability Insurance	408-013-002	3,000	2,885	3,000	0%
Uniform Allowance	408-013-003	39,000	37,914	39,000	0%
Medicare Insurance	408-013-005	51,500	49,522	53,000	3%
Object Total	408-013	105,250	100,491	107,000	2%
Personnel Expenses					
Memberships/conf/training	408-031-001	20,500	19,354	15,600	-24%
Auto Allowance	408-031-002	3,000	3,000	3,000	0%
P.O.S.T.	408-031-004	50,000	48,537	50,000	0%
Object Total	408-031	73,500	70,892	68,600	-7%
Department Supplies					
Office Supplies	408-051-001	16,500	16,692	16,500	0%
Photographic Expense	408-051-002	1,500	525	1,500	0%
Object Total	408-051	18,000	17,217	18,000	0%
Utilities/Telephone/Radio					
Radio & Telephone	408-052-001	169,780	170,457	171,280	1%
Object Total	408-052	169,780	170,457	171,280	1%
Equipment/Main/Gas/Oil					
Auto Expense	408-053-001	27,500	33,821	33,600	22%
Oil & Gasoline	408-053-002	35,474	22,878	37,450	6%
Object Total	408-053	62,974	56,699	71,050	13%
Contract Services					
Jail Services	408-054-001	15,000	12,523	15,000	0%
Animal Regulation	408-054-002	44,366	44,366	44,366	0%
CAL-ID Program	408-054-003	10,500	7,467	10,500	0%
Other Contract Services	408-054-005	183,713	144,813	272,822	49%
Object Total	408-054	253,579	209,170	342,688	35%

City of Piedmont
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Police		Budget	Actual	Adopted	Budget
Description	Account #	15/16	15/16	16/17	% Change
Other Expenses					
Police Reserves	408-056-002	5,000	774	2,500	-50%
Crime Prevention	408-056-003	2,500	921	2,500	0%
Miscellaneous Expenses	408-056-008	43,500	41,762	43,500	0%
Tuition Reimbursement	408-056-009	7,200	7,200	4,800	-33%
Object Total	408-056	58,200	50,657	53,300	-8%
Information Services					
Hardware	408-060-001	3,000	1,604	5,000	67%
Software	408-060-002	89,452	89,452	122,898	37%
Labor	408-060-003	25,000	21,923	25,000	0%
Object Total	408-060	117,452	112,979	152,898	30%
Total Police		5,825,235	5,517,402	6,079,816	4%

City of Piedmont
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Fire		Budget	Actual	Adopted	Budget
Description	Account #	15/16	15/16	16/17	% Change
Salaries					
Regular Salaries	411-010-001	2,965,000	2,843,219	3,035,000	2%
Overtime Salaries	411-010-003	337,900	436,710	221,000	-35%
Object Total	411-010	3,302,900	3,279,929	3,256,000	-1%
Health Insurance					
Medical Insurance	411-011-001	548,000	487,356	548,000	0%
Dental Insurance	411-011-002	53,000	48,797	53,000	0%
Vision Plan	411-011-003	9,500	8,060	9,500	0%
Object Total	411-011	610,500	544,213	610,500	0%
Retirement					
PERS	411-012-001	721,000	683,207	778,000	8%
FICA	411-012-002	2,000	1,901	2,000	0%
Object Total	411-012	723,000	685,108	780,000	8%
Other Benefits					
Life Insurance	411-013-001	10,800	10,084	11,000	2%
Disability Insurance	411-013-002	2,000	1,738	2,000	0%
Uniform Allowance	411-013-003	30,000	28,844	30,000	0%
Medicare Insurance	411-013-005	47,000	47,692	47,500	1%
Object Total	411-013	89,800	88,358	90,500	1%
Personnel Expenses					
Memberships/conf/training	411-031-001	35,853	36,234	40,000	12%
Department Supplies					
Office Supplies	411-051-001	5,150	3,611	5,150	0%
Other Supplies	411-051-002	43,000	43,474	43,000	0%
Clothing/Boots	411-051-003	15,000	8,779	15,000	0%
Object Total	411-051	63,150	55,864	63,150	0%
Radio & Telephone	411-052-003	6,500	6,500	6,500	0%
Equipment Main/Gas/Oil					
Vehicle Maintenance	411-053-001	40,000	56,273	35,000	-13%
Oil & Gasoline	411-053-002	15,000	7,885	12,000	-20%
Object Total	411-053	55,000	64,159	47,000	-15%
Contract Services	411-054	28,097	30,649	35,000	25%
Building Maintenance	411-055-001	15,000	15,236	15,000	0%
Other Expense					
Emergency Preparedness	411-056-003	10,000	10,115	10,000	0%
Fire Prevention	411-056-004	6,500	6,500	7,000	8%
Public Safety Committee	411-056-005	1,500	6,397	1,500	0%
Object Total	411-056	18,000	23,012	18,500	3%

City of Piedmont
 Adopted 2016 - 17 Budget

Information Services					
Hardware	411-060-001	3,500	322	3,500	0%
Software	411-060-002	40,000	30,657	40,000	0%
Labor	411-060-003	4,500	1,290	4,500	0%
Object Total	411-060	48,000	32,268	48,000	0%
Total: Fire		4,995,800	4,861,530	5,010,150	0%

City of Piedmont
 Adopted 2016 - 17 Budget

Fire: Paramedics		Budget	Actual	Adopted	Budget
Description	Account #	15/16	15/16	16/17	% Change
Salaries					
Regular Salaries	412-010-001	232,500	234,573	251,000	8%
Overtime Salaries	412-010-003	37,000	35,036	37,000	0%
Object Total	412-010	269,500	269,609	288,000	7%
Health Insurance					
Medical Insurance	412-011-001	35,500	36,178	40,000	13%
Dental Insurance	412-011-002	4,000	4,110	4,400	10%
Vision Plan	412-011-003	750	673	750	0%
Object Total	412-011	40,250	40,962	45,150	12%
Retirement					
PERS	412-012-001	58,000	59,263	64,000	10%
Object Total	412-012	58,000	59,263	64,000	10%
Other Benefits					
Life Insurance	412-013-001	900	782	950	6%
Disability Insurance	412-013-002	100	54	100	0%
Uniform Allowance	412-013-003	2,200	2,276	2,200	0%
Medicare Insurance	412-013-005	4,000	3,747	4,200	5%
Object Total	412-013	7,200	6,860	7,450	3%
Personnel Expenses					
Memberships/conf/training	412-031-002	16,050	16,047	15,000	-7%
Department Supplies					
Medical Supplies	412-051-001	35,000	36,573	40,000	14%
Equipment Main/Gas/Oil					
Ambulance Maintenance	412-053-001	5,000	3,996	10,000	100%
Oil & Gasoline	412-053-002	9,000	5,965	8,000	-11%
Object Total	412-053	14,000	9,961	18,000	29%
Contract Services					
Contract Services	412-054-001	20,000	19,062	22,500	13%
Medical Radio Rental	412-054-002	3,250	3,782	3,250	0%
Object Total	412-054	23,250	22,844	25,750	11%
Other Expense					
Special Equipment	412-056-001	2,850	2,850	2,850	0%
Back-up Transportation	412-056-002	2,000	250	2,000	0%
Object Total	412-056	4,850	3,100	4,850	0%
Total: Paramedics		468,100	465,220	508,200	9%
TOTAL: Fire/Paramedics		5,463,900	5,326,750	5,518,350	1%

City of Piedmont
 Adopted 2016 - 17 Budget

Other		Budget	Actual	Adopted	Budget
Description	Account #	15/16	15/16	16/17	% Change
General Fund Non Departmental					
Library	419-001-000	350,471	350,471	350,471	0%
Unemployment	419-004-000	20,000	6,927	20,000	0%
Bounced Checks	419-005-000	-	6,039	-	N/A
Non Departmental : Workers Comp	439-100-123	572,000	572,000	572,000	0%
Non Departmental : Liability Insuranc	439-100-124	444,000	444,000	444,000	0%
Non Departmental : Facility Maint.	439-100-125	500,000	1,544,897	-	N/A
Non Departmental : Equipment Rplc	439-100-126	-	812,698	-	N/A
Non Departmental : OPEB	439-100-127	312,000	776,399	312,000	0%
Sub-Total		2,198,471	4,513,432	1,698,471	-23%
Employee Benefit Fund					
OPEB Expense	438-010-002	1,400,000	464,399	1,400,000	0%
Sub-Total		1,400,000	464,399	1,400,000	0%
Workers Comp					
W/C Injury	419-002-001				
Workers Comp Injury Admin Fee/Inju	419-002-002	206,500	85,171	206,500	0%
Workers Comp Ins Premium	419-002-003	365,500	355,658	365,500	0%
Workers Comp Injury/Salary Pay	419-002-005		(27,961)		
Sub-Total		572,000	412,868	572,000	0%
Liability Insurance					
Premium & Liability	419-003-000	384,000	431,856	384,000	0%
Claims Payable	419-003-002	60,000	17,902	60,000	0%
Sub-Total		444,000	449,758	444,000	0%
Total		4,614,471	5,840,456	4,114,471	-11%

ABANDONED VEHICLE FUND

<u>2016-17 Adopted Budget</u>	<u>2016-17 Budget</u>
Fund Balance, July 1, 2016	\$ 45,472
Proposed Revenue 2016-17 Vehicle Registration Fee	4,000
Estimated Fund Balance, June 30, 2017	<u>\$ 49,472</u>

In 1990, the state enacted legislation allowing creation of county-based vehicle service authorities.

In 1993, the Alameda County Abandoned Vehicle Abatement Authority was formed and imposed a \$1 annual registration fee on vehicles registered to owners with addresses in the County. The fees are collected by the DMV and distributed to the Authority. Fees are then allocated to participating agencies based on a percentage of vehicles abated, population, and land area of each agency. The program must be renewed every 10 years and is set to expire May 31, 2023.

The City can use Abandoned Vehicle funds for personnel and equipment related to the abatement of abandoned vehicles.

ATHLETIC FACILITY PRESERVATION FUND

<u>2016-17 Adopted Budget</u>	<u>2016-17 Budget</u>
Fund Balance, July 1, 2016	\$ 25,016
Proposed Revenue 2016-17	
Participant Fees	55,000
Proposed Expenditures 2016-17 (a)	<u>(35,000)</u>
Estimated Fund Balance, June 30, 2017	<u>\$ 45,016</u>
 <u>(a) Proposed Expenditures 2016-17 Detail</u>	
PUSD PAYMENT	\$ 35,000
Total Proposed Expenditures	<u>\$ 35,000</u>

In July 2012, the City Council approved Resolution 77-12 that established an Athletic Facilities Preservation fee of \$25 per participant in City Recreation Department athletic programs. Proceeds from the surcharge generated by programs taking place at PUSD facilities are paid to the District. Proceeds from programs taking place at City facilities will be retained in the City's Athletic Facilities Preservation Fund.

The fees are to be used for significant repair, restoration, and refurbishment of athletic facilities. Facility improvements include but are not limited to replacement of artificial turf, new track surfaces, and resurfacing tennis courts. City expenditures from the Athletic Facilities Preservation Fund require City Council approval.

COPS FUND

<u>2016-17 Adopted Budget</u>	<u>2016-17 Budget</u>
Fund Balance, July 1, 2016	\$ 283,216
Proposed Revenue 2016-17	110,350
Estimated Fund Balance, June 30, 2017	<u>\$ 393,566</u>

The Citizens Option for Public Safety (COPS) program is a supplemental funding source for local governments. Funds are allocated annually by the State Controller to local governments for front line law enforcement services. COPS funds are allocated among cities and counties and special districts that provide law enforcement services based on population. Each agency is to be allocated a minimum of \$100,000.

The City has used COPS funds for overtime (related to special events, the July 4th) and equipment (radios) needed by the Police Department.

GAS TAX FUND

<u>2016-17 Adopted Budget</u>	<u>2016-17 Budget</u>
Fund Balance, July 1, 2016	\$ 498,212
Proposed Revenue 2016-17	
State Gas Tax Funds	<u>250,000</u>
Proposed Transfers 2016-17	
Transfer-Out: General Fund Public Works Operations	<u>(250,000)</u>
Estimated Fund Balance, June 30, 2017	<u><u>\$ 498,212</u></u>

The Motor Vehicle Fuel Tax is a per gallon excise tax on transportation fuel. The State Controller collects and allocates the revenues and audits use of the funds. Gas tax can be used for construction, maintenance and operation of public streets and highways.

The Gas Tax Fund accounts for the tax and revenue and a transfer to the General Fund supplements the maintenance and operations efforts on public streets by the Public Works Department.

MEASURE B FUND

<u>2016-17 Adopted Budget</u>	<u>2016-17 Budget</u>
Fund Balance, July 1, 2016	\$ 84,666
Proposed Revenue 2016-17	
Local Street & Road	393,000
Bicycle & Pedestrian	32,000
Bicycle & Pedestrian Reimbursement	40,609
Total Proposed Revenue 2016-17	<u>465,609</u>
Proposed Expenditures 2016-17 (a)	<u>(465,609)</u>
Estimated Fund Balance, June 30, 2017	<u>\$ 84,666</u>
 <u>(a) Proposed Expenditures 2016-17 Detail</u>	
Street Resurfacing	\$ 211,198
Bicycle & Pedestrian Projects	88,411
Sidewalk/Curbs/Gutters	166,000
Total Proposed Expenditures	<u>\$ 465,609</u>

Under Measure B, approved by the voters of Alameda County in 1986 and 2000, the City receives a portion of the proceeds of an additional one-half cent sales tax to be used for transportation-related expenditures. These measures were adopted with the intention that the funds generated by the additional sales tax will not fund expenditures previously paid by property taxes, but rather, would be used for additional projects and programs.

Measure BB FUND

<u>2016-17 Adopted Budget</u>	<u>2016-17 Budget</u>
Fund Balance, July 1, 2016	\$ 23,751
Proposed Revenue 2016-17	
Local Street & Road	374,000
Bicycle & Pedestrian	27,000
Total Proposed Revenue 2016-17	<u>401,000</u>
Proposed Expenditures 2016-17 (a)	<u>401,000</u>
Estimated Fund Balance, June 30, 2017	<u><u>\$ 23,751</u></u>
<u>(a) Proposed Expenditures 2016-17 Detail</u>	
Street Resurfacing	\$ 401,000
Total Proposed Expenditures	<u><u>\$ 401,000</u></u>

Measure BB is a tax that was approved by the voters of Alameda County in November 2014, which implemented a 30 year Transportation Expenditure Plan. The measure extended Measure B which was the original 0.5 percent transportation sales tax approved in 2000 from ending April 1, 2022 to April 1, 2045 and increased the tax by 0.5 percent. This result in a 1 percent total sales tax in the County dedicated to transportation expenses. The City receives a portion of the proceeds to be used for transportation-related expenditures. The Measure BB Fund accounts for the direct funding from the measure for local street projects and bicycle and pedestrian projects based on population and road mileage provided by the additional 0.5 percent.

MEASURE D FUND

<u>2016-17 Adopted Budget</u>	<u>2016-17 Budget</u>
Fund Balance, July 1, 2016	\$ 48,227
Proposed Revenue 2016-17 Surcharge and Recycling Funds	35,000
Proposed Transfers 2016-17 Transfer-Out: General Fund	(17,000)
Proposed Expenditures 2016-17 (a)	<u>(21,000)</u>
Estimated Fund Balance, June 30, 2017	<u>\$ 45,227</u>
 <u>(a) Proposed Expenditures 2016-17 Detail</u>	
Measure D Program	\$ 16,000
Beverage Container Recycling	<u>5,000</u>
Total Proposed Expenditures	<u>\$ 21,000</u>

The Alameda County Waste Reduction and Recycling Initiative (Measure D) levies a surcharge on solid waste landfilled in Alameda County. Specified percentages of surcharge funds are disbursed to cities and sanitary districts that meet certain criteria contained in the law. Measure D funds must be used for the continuation and expansion of municipal waste reduction programs.

The City's Measure D funds include funding from the State Beverage Container Recycling payment program encouraging further recycling of bottles and cans.

MEASURE F FUND

<u>2016-17 Adopted Budget</u>	<u>2016-17 Budget</u>
Fund Balance, July 1, 2016	\$ 3,184
Proposed Revenue 2016-17	45,000
Proposed Expenditures 2016-17 (a)	<u>(45,000)</u>
Estimated Fund Balance, June 30, 2017	<u>\$ 3,184</u>
<u>(a) Proposed Expenditures 2016-17 Detail</u>	
Street Resurfacing	<u>\$ 45,000</u>
Total Proposed Expenditures	<u>45,000</u>

The Measure F Alameda County Vehicle Registration Fee (Measure F Program) was approved by the voters in November 2010. The collection of the \$10 per year vehicle registration fee started in 2011. The goal of the VRF program is to sustain the transportation network and reduce traffic congestion and vehicle related pollution.

The Measure F Fund accounts for this funding for local street maintenance projects. The City's use of Measure F funds relates to street resurfacing projects, roadway safety improvements, and curb, gutter, cuts and sidewalk replacement.

SIDEWALK REPAIR FUND

<u>2016-17 Adopted Budget</u>	<u>2016-17 Budget</u>
Sidewalk Repair	\$ 3,000
Fund Balance, July 1, 2016	60,231
Proposed Revenue 2016-17	
Sidewalk Reimbursement Program	3,000
Proposed Expenditures 2016-17 (a)	<u>(3,000)</u>
Estimated Fund Balance, June 30, 2017	<u>\$ 60,231</u>

Under City Code, homeowners are required to repair/replace City sidewalks when the following conditions apply: when the real property is developed for any use; in conjunction with the issuance of any permit or aggregate of permits in the amount of \$5,000 or more on the real property; in conjunction with the sale of the real property.

The owner has two options:

1. Submit a building permit application for the sidewalk or driveway repair or have a C-8 licensed concrete contractor apply for a permit for the sidewalk work.
2. In lieu of a permit application, the City will retain a contractor and perform the required sidewalk or driveway repair at a competitive square foot rate.

The Sidewalk Repair Fund was established to record and account for homeowner payments to the City for the required repairs.

URBAN COUNTY CDBG FUND

<u>2016-17 Adopted Budget</u>	<u>2016-17 Budget</u>
Fund Balance, July 1, 2016	\$ 1,791
Proposed Revenue 2016-17	40,489
Proposed Expenditures 2016-17 (a)	<u>(90,000)</u>
Estimated Fund Balance, June 30, 2017	<u><u>\$ (47,720)</u></u>

The U.S. Department of Housing and Urban Development (HUD) awards Community Development Block Grant (CDBG) funds annually to cities and counties. Funds may be used for projects including housing rehabilitation, new construction and housing utilization, economic development, handicap-accessible, public improvements, and fair housing. Funds are received by the Alameda County Board of Supervisors for the Urban County entitlement jurisdictions that include the cities of Piedmont, Albany, Dublin, Emeryville, and Newark.

CDBG funds are made available effective July 1 each year and are disbursed to jurisdictions after approved projects are completed. The City has used these funds in the past for the removal of architectural barriers to make public facilities handicap accessible. The funds received for 2016-2017 will be for the Linda Beach Park - Howard Avenue ADA Ramp Project.

TRAFFIC SAFETY FUND

<u>2016-17 Adopted Budget</u>	<u>2016-17 Budget</u>
Fund Balance, July 1, 2016	\$ 8,876
Proposed Revenue 2016-17 Fees & Fines	55,000
Proposed Transfers 2016-17 Transfer-Out: General Fund	(50,000)
Estimated Fund Balance, June 30, 2017	<u>\$ 13,876</u>

The Traffic Safety Fund was established to record City revenue from Vehicle Code fines and fees, and parking ticket citation fees. The revenue comes to the City from Alameda County and the Superior Court of California as a result of Vehicle Code violations and parking enforcement efforts by the Police Department. At the end of each fiscal year, revenue in the Fund is transferred to the General Fund.

PRIVATE CONTRIBUTION FUND

<u>2016-17 Adopted Budget</u>	<u>2016-17 Budget</u>
Fund Balance, July 1, 2016	\$ 46,548
Proposed Revenue 2016-17	5,000
Proposed Transfers 2016-17 Transfer-Out	<u>(5,000)</u>
Estimated Fund Balance, June 30, 2017	<u><u>\$ 46,548</u></u>

Over its history, the City has undertaken equipment acquisitions and capital projects due in large part to the generous contributions by individuals, families, and organizations in the Piedmont community. The Piedmont spirit includes residents and the community making private contributions toward public projects. The Private Contributions Fund was established to record and account for private donations to the City. The Fund allows for acknowledging and adhering to any restricted use provisions related to each donation.

CAPITAL IMPROVEMENTS PROJECTS

2016-17 Adopted Budget	2016-17 Budget
Fund Balance, July 1, 2016	\$ 330,437
Proposed Expenditures 2016-17	(378,853)
Estimated Fund Balance, June 30, 2017	\$ (48,417)

(a) Proposed Expenditures 2016-17 Detail

Projects		2015-16 Remaining Budget	2015-16 Estimate	2016-17 Carry Forward	2016-17 New Projects	Total 2016-17 Projects
Beach Access/Landscape Plan	127-0434-008-000	\$ 29,971	\$ 21,000	\$ 8,971	\$ 0	\$ 8,971
Courtyard Stucco Wall	127-0433-007-000	3,929	3,047	\$ 882	-	882
Crocker Park Garage	127-0433-039-000	20,777	1,776	\$ 19,000	-	19,000
Linda/Kingston Triangle	127-0434-040-000	175,000	20,000	\$ 155,000	-	155,000
Corp yard Vehicle Storage	127-0433-004-000	165,000	-	\$ 165,000	-	165,000
Aquatics Ctr. Assessment & Mstr Plan	127-0433-005-000	30,000	-	\$ 30,000	-	30,000
Comm. Hall Plaza Master Plan	127-0433-012-000	20,000	20,000	\$ -	-	-
		\$ 444,677	\$ 65,823	\$ 378,853	\$ 0	\$ 378,853

EQUIPMENT REPLACEMENT FUND

<u>2016-17 Adopted Budget</u>	<u>2016-17 Budget</u>
Fund Balance, July 1, 2016	\$ 3,702,889
Proposed Revenue 2016-17	
Interest	7,000
Proposed Transfers 2016-17	
General Fund	400,000
Total Proposed Transfers	<u>400,000</u>
Total Revenue & Transfers	<u>407,000</u>
Proposed Expenditures 2016-17 (a)	<u>(183,250)</u>
Estimated Fund Balance, June 30, 2017	<u><u>\$ 3,926,639</u></u>

<u>(a) Proposed Expenditures 2016-17 Detail</u>	<u>Amount</u>
Video Equipment Upgrade	\$ 50,000
Dodge Pickup Truck (P/W)	50,000
22 Taser Guns (Police)	30,000
Chief's Vehicle(Fire)	0
Ambulance Gurney Loading System(Fire)	0
PC Computer Upgrade(IT)	0
New World Upgrade (Fire)	0
Applications & Departmental Systems(IT)	0
IT Infrastructure	0
IT Operations	47,250
IT Security	2,500
Telecommunications(IT)	3,500
Total Proposed Expenditures	<u><u>\$ 183,250</u></u>

**EQUIPMENT REPLACEMENT FUND
SUMMARY OF ESTIMATED COSTS**

	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018
Administration/KCOM	0	7,038	8,424	50,000	30,000
Public Works	60,098	99,565	354,254	50,000	175,000
Recreation	0	0	0	0	0
Police	81,622	83,665	401,036	47,205	235,000
Fire	406,023	543,689	172,254	85,000	220,000
IT	30,805	152,810	55,433	271,161	388,800
Total	578,548	886,767	991,401	503,366	1,048,800

	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023
Administration/KCOM	0	200,000	50,000	0	11,265
Public Works	110,000	200,000	325,000	0	121,265
Recreation	46,000	0	0	0	8,614
Police	190,000	90,000	115,000	589,000	334,000
Fire	700,000	0	0	250,000	109,028
IT	559,650	466,700	293,100	22,500	44,236
Total	1,605,650	956,700	783,100	861,500	628,407

	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028
Administration/KCOM	0	35,000	50,000	0	0
Public Works	65,000	100,000	60,000	150,000	55,000
Recreation	0	32,000	0	34,000	12,000
Police	205,000	40,000	216,000	136,000	235,000
Fire	330,000	250,000	28,000	0	0
IT	52,500	210,000	52,500	20,000	22,500
Total	652,500	667,000	406,500	340,000	324,500

**CITY OF PIEDMONT
EQUIPMENT REPLACEMENT FUND**

	Acquired	Life	Replace	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022
KCOM										
1	Video Equipment Upgrade	2006	11	2017		50,000	30,000			50,000
2	Video Server	2015	10	2025	8,424					
3	Station Renovation	2009	10	2019				200,000		
Public Works										
4	Copy Machine (Public Works)	2013	9	2022						
5	Dodge 2500 Truck (#21)	2006	12	2018			50,000			
6	GMC Dump Truck F450 (#26)	2013	10	2023						
7	Dodge 2500 Truck (#23)	2006	12	2018			60,000			
8	GMC Flatbed Pickup (#24)	2003	15	2018		60,000				
9	GMC Flatbed Pickup(#22)	2003	15	2018		60,000				
10	GMC Dump Truck (#29)	2015	10	2025						
11	Schwarze Street Sweeper(#32)	2005	15	2020					200,000	
12	Street Sweeper (#31)	2008	11	2019				200,000		
13	GMC Flusher Truck 95 (#30)	2016	15	2031	354,254					
14	Dodge Pickup Truck (#20)	2005	12	2017		50,000				
15	2001 Dodge Pickup	2001	17	2018			55,000			
16	Backhoe 580K Case (#35)	2000	N/A	-					125,000	
22	GMC Dump Truck 3500H/D	2014	10	2024						
23	CASE 1840 SKID Steer (#41)	2022	N/A	-						
Recreation										
24	Ford Van E350	2004	15	2019			34,000			
25	Copy Machine	2013	6	2019			12,000			
26	1999 GMC Savana Van	1999	N/A							
Police										
27	Ford Car - Detective Unit	2015	7	2022						50,000
28	Animal Control Truck	2013	8	2021						50,000
29	Parking Enforcement Unit	2013	7	2020					25,000	
30	Car-Chief's Unit	2014	7	2021						35,000
31	Car - Captain's Unit	2013	8	2021						35,000
32	Cars-2 Patrol Units	2013	5	2018	18,136	100,000	100,000	50,000	50,000	
33	Harley-Davidson Motorcycle	2010	8	2018		35,000				35,000
34	Copy Machine	2013	6	2019			10,000			10,000
35	City Telephone System	2011	15	2026						
36	ALPR Mobile	2017	6	2023		15,000				
37	ALPR Fixed 39/15 intersections (Phase1)	2014	N/A			40,000	40,000	40,000	40,000	40,000
38	Body Worn Cameras	2018	4	2022			10,000			
39	Communication Equipment(COPS)	2016	6	2022	100,000					100,000
40	Hand Guns	2009	10	2019			30,000			
41	Radio Equipment	2016	7	2023	200,000					
42	Safety Gear	2016	10	2026	13,859					
43	Mobile Radar Units (5 in-Car)	2022	10	2032						
44	911 Phone Equipment	2021	10	2031						200,000
45	Taser Guns	2017	5	2022		32,205				34,000
46	Mobile Computers	2018	10	2028		60,000				
47	Speed Signs	2016	N/A		45,751					
48	Police Bicycles	2025	10	2035						
49	COPS Grant				23,290					

**CITY OF PIEDMONT
EQUIPMENT REPLACEMENT FUND**

	Acquired	Life	Replace	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	
Fire											
50	Fire Engine #1-Pumper (#2841)	1999	20	2019			700,000				
51	Fire Engine-57" Pumper (#1071)	2012	20	2032							
1	Emergency Generator	2008	17	2025							
52	SCBA	2014	10	2024							
2	Chief's Vehicle	2017	6	2023		60,000					
53	Ambulance (#2891)	2007	10	2017		220,000					
3	Ambulance (#1079)	2013	10	2023							
54	2015 F550 Ford Truck	2015	15	2030							
4	P25 Compatable Radios	2016	6	2022	150,000					250,000	
55	Truck (Grant)	2013	10	2023							
5	Mobile Pumping Unit	2016	10	2026	22,254						
56	Ambulance Gurney Loading System	2017	N/A			25,000					
IT											
57	PC Computer Upgrade	2014	5	Vary	16,459	45,000	70,000	20,000	20,000	20,000	
58	Server 1 (Athena) Records Mgmt	2014	10	2024							
59	Server 2 (Zeus) Shared Application	2014	10	2024							
60	Server 3 (Hermes) E-Mail	2013	10	2023							
61	iPads	2014	3	2017	2,483	411	3,000		2,500	2,500	
62	Server 6 (CDW-G)	2009	10	2019				15,000			
63	Computer System/Software (Rec)	1999	N/A	-							
64	Computer System Update (Police)	2015	10	2025	31,997						
65	Dispatch Center Printer (Police)	2018	7	2025			10,000				
66	New World Upgrade (Fire)	2016	10	2026		30,000					
67	Records Mgmt Software Upgrade	2009	10	2019			10,000				
68	Applications & Departmental Systems					42,500	220,000	420,000	345,500	248,000	
69	Gov 2.0					-	-	5,000	7,500	20,000	
70	IT Infrastructure					47,250	80,800	63,400	66,200	5,100	
71	IT Operations					2,500		1,250	-	-	
72	IT Security					3,500	-	15,000	25,000	-	
73	Telecommunications					100,000	15,000	-	-	-	
74	Network Equipment				4,494						
Total - All Departments					991,401	503,366	1,048,800	1,605,650	956,700	783,100	861,500

**CITY OF PIEDMONT
EQUIPMENT REPLACEMENT FUND**

	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028
KCOM						
1	Video Equipment Upgrade			50,000		
2	Video Server		20,000			
3	Station Renovation					
Public Works						
4	Copy Machine (Public Works)	11,265				
5	Dodge 2500 Truck (#21)				45,000	
6	GMC Dump Truck F450 (#26)	50,000				
7	Dodge 2500 Truck (#23)				55,000	
8	GMC Flatbed Pickup (#24)					
9	GMC Flatbed Pickup(#22)			60,000		
10	GMC Dump Truck (#29)		100,000			
11	Schwarze Street Sweeper(#32)					
12	Street Sweeper (#31)					
13	GMC Flusher Truck 95 (#30)					
14	Dodge Pickup Truck (#20)				50,000	
15	2001 Dodge Pickup					55,000
16	Backhoe 580K Case (#35)					
22	GMC Dump Truck 3500H/D		65,000			
23	CASE 1840 SKID Steer (#41)	60,000				
Recreation						
24	Ford Van E350				34,000	
25	Copy Machine	8,614				12,000
26	1999 GMC Savana Van		32,000			
Police						
27	Ford Car - Detective Unit					
28	Animal Control Truck					
29	Parking Enforcement Unit				37,000	
30	Car-Chief's Unit					35,000
31	Car - Captain's Unit					
32	Cars-2 Patrol Units	100,000	100,000			100,000
33	Harley-Davidson Motorcycle		35,000			
34	Copy Machine					
35	City Telephone System			120,000		
36	ALPR Mobile	15,000	30,000			
37	ALPR Fixed 39/15 intersections (Phase1)	40,000	40,000	40,000	40,000	40,000
38	Body Worn Cameras	10,000			10,000	
39	Communication Equipment(COPS)					
40	Hand Guns					
41	Radio Equipment	160,000				
42	Safety Gear			-	15,000	
43	Mobile Radar Units (5 in-Car)	9,000				
44	911 Phone Equipment					
45	Taser Guns				34,000	
46	Mobile Computers					60,000
47	Speed Signs			50,000		
48	Police Bicycles			6,000		
49	COPS Grant					

**CITY OF PIEDMONT
EQUIPMENT REPLACEMENT FUND**

	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	
Fire							
50	Fire Engine #1-Pumper (#2841)						
51	Fire Engine-57" Pumper (#1071)						
1	Emergency Generator		100,000				
52	SCBA		150,000				
2	Chief's Vehicle	80,000					
53	Ambulance (#2891)						
3	Ambulance (#1079)		275,000				
54	2015 F550 Ford Truck						
4	P25 Compatable Radios	29,028					
55	Truck (Grant)		55,000				
5	Mobile Pumping Unit			28000			
56	Ambulance Gurney Loading System						
IT							
57	PC Computer Upgrade	20,000	20,000	20,000	20,000	20,000	
58	Server 1 (Athena) Records Mgmt		15,000				
59	Server 2 (Zeus) Shared Application		15,000				
60	Server 3 (Hermes) E-Mail	24,236					
61	iPads		2,500	2,500		2,500	
62	Server 6 (CDW-G)						
63	Computer System/Software (Rec)						
64	Computer System Update (Police)		180,000				
65	Dispatch Center Printer (Police)		10,000				
66	New World Upgrade (Fire)			30,000			
67	Records Mgmt Software Upgrade						
68	Applications & Departmental Systems						
69	Gov 2.0						
70	IT Infrastructure						
71	IT Operations						
72	IT Security						
73	Telecommunications						
74	Network Equipment						
Total - All Departments		628,407	652,500	667,000	406,500	340,000	324,500

FACILITY MAINTENANCE FUND

<u>2016-17 Adopted Budget</u>		<u>2016-17 Budget</u>	
Fund Balance, July 1, 2016		\$	4,375,941
Fund Balance, July 1, 2016			
Measure WW	507,325		
Interest	<u>20,000</u>		527,325
Proposed Transfers 2016-17			450,000
Proposed Expenditures 2016-17 (a)			<u>(3,088,034)</u>
Estimated Fund Balance, June 30, 2017		\$	<u>2,265,232</u>
<u>Fund Balance Detail</u>			
Estimated Fund Balance, June 30, 2017		\$	2,265,232
Restricted for Loan to Sewer Fund *			<u>(200,000)</u>
Non Restricted Estimated Fund Balance		\$	<u>2,065,232</u>

*City Council Approved Resolution 116-14, loan to the Sewer Fund for \$200,000 to complete sewer rehabilitation. Loan bears simple interest rate based on LAIF with a maximum rate of 1%. Loan repayment is estimated to begin in 2027-28 and repaid by 2034-35.

(a) Proposed Expenditures 2016-17 Detail	2015/16 Approved (A)	2015/16 Estimated Costs	2015/16 Carry Forward	2016/17 New Project(B)	2016/17 Projects
801 Magnolia East Wing Renovation	137-0433-053-001	21,006	16,622	4,384	4,384
Aquatics Center Building Improvements	137-0433-053-002	63,925	48,527	15,398	15,398
Aquatics Center Roof Replacement/Ventilatic	137-0433-052-000	\$ 33,638	\$ 29,075	\$ 4,563	\$ 4,563
Aquatics Main Pool Filter System	137-0433-053-007	30,000	23,724	6,276	6,276
Aquatics MDM Pool Deck Replacement(C)	137-0433-053-008	20,000	-	-	-
City Facilities Assessment	137-0433-053-003	56,770	-	56,770	56,770
City Hall Basement Renovation Design	137-0433-048-000	37,000	-	37,000	37,000
City Hall Council Seating Restoration	137-0433-053-019	25,000	-	25,000	25,000
City Hall Electrical Design/Construction	137-0433-053-017	50,000	2,896	47,104	47,104
City Hall Entry Renovation	137-0433-053-016	100,000	99,797	-	-
City Hall Fuel Tank Rehabilitation	137-0433-047-000	23,852	18,785	5,067	5,067
City Hall Seismic Analysis&Design	137-0433-053-018	25,000	-	25,000	25,000
Community Hall Floor Replacement	137-0433-053-013	90,514	90,514	-	-
Community Hall Seismic Analysis	137-0433-053-014	25,000	-	25,000	25,000
Courtyard Stucco Fence	137-0433-053-000	98,450	1,362	97,088	97,088
Engineer Service-Coastland	137-0433-044-000	13,862	699	13,163	13,163
Linda Beach Tennis Courts Resurfacing(D)	137-0433-053-005	30,087	-	-	-
Police Electrical Design	137-0433-053-009	50,000	12,145	-	-
Rec Electrical Assessment	137-0433-053-012	10,000	-	10,000	10,000
Rec Low Voltage Assessment	137-0433-053-011	10,000	-	10,000	10,000
Vet Hall Renovation Design/Co	137-0433-053-015	30,000	-	30,000	30,000
Various City Facilities Maintenance	137-0433-054	280,000	312,539	(32,539)	300,000
Recreation Center Tot Lot Improvements	new			80,000	80,000
Recreation Center Tennis Courts Resurfacin	new			50,000	50,000
City Hall Restroom	new			50,000	50,000
Corporation Yard Back-Up Generator	new			80,000	80,000
Police Dispatch Center	new			75,000	75,000
Police Dept. Locker Room	new			30,000	30,000
Police Dept. Security Fencing	new			50,000	50,000
Fire Dept. Laundry Facility	new			15,000	15,000
Hampton Park Improvements Project	new			1,978,760	1,978,760
Total		\$ 1,124,104	\$ 656,685	\$ 379,274	\$ 2,708,760
					\$ 3,088,034

(A) Projects established by the Facilities Maintenance Plan approved by City Council for 2015-16.

(B) Proposed list subject to City Council approval.

(C) Project withdrawn.

(D) Project work completed in 2014-15.

2014 TAXABLE PENSION OBLIGATION FUND

<u>2016-17 Adopted Budget</u>	<u>2016-17 Budget</u>
Debt Payment	\$ 1,346,736
Total Proposed Expenditures	<u>\$ 1,346,736</u>
Fund Balance, July 1, 2016	\$ (0)
General Fund	<u>1,346,736</u>
Proposed Expenditures 2016-17 (a)	<u>(1,346,736)</u>
Estimated Fund Balance, June 30, 2017	<u>\$ (0)</u>

In May 2014, the City authorized the issuance of \$7,305,000 in Taxable Pension Obligation Bonds to refinance the CalPERS Side Fund debt which carries an annual interest rate of 2.79% and mature son March 30, 2020. The refinancing will save the City approximately \$1,188,000 over seven years. The fund accounts for the principal and interest payments.

SEWER FUND

<u>2016-17 Adopted Budget</u>	<u>Budget 2016-17 Budget</u>
Fund Balance, July 1, 2016	\$ 801,035
Proposed Revenue 2016-17	
Sewer Service Fees	2,387,078
Phase V loan proceeds	3,761,696
Interest	4,040
	<u>6,152,814</u>
Proposed Transfers 2016-17	
General Fund	(728,000)
Proposed Expenditures 2016-17 (a)	<u>(4,920,626)</u>
Estimated Fund Balance, June 30, 2017	<u>\$ 1,305,224</u>
<u>(a) Expenditure Detail</u>	
General Sewer Maintenance	\$ 385,013
Sewer Equipment Maintenance	61,602
Sewer Projects: EPA Compliance	300,000
County of Alameda Clean Water Program	38,043
Sewer Replacement	154,005
Sewer Phase V	3,424,000
Sewer Debt Service	557,963
Total Estimated Expenditures	<u>\$ 4,920,626</u>

CITY OF PIEDMONT SEWER FUND PROJECTION FUND 124	ASSUMPTIONS:						
				Interest Income	1.00%		
				CPI	2.67%		
			Salaries and Benefits	3.00%			
	ACTUAL						ADOPTED
	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17
Beginning Fund Balance	\$1,185,723	\$1,174,710	\$1,203,723	\$1,033,104	\$680,087	\$1,296,052	\$920,235
Revenues							
Current Revenues							
Interest	1,929	10,940	13,227	3,613	5,443	4,000	4,040
General Fund Transfer		275,682					
Sewer Service Charge	2,072,726	2,103,329	2,170,620	2,220,408	2,270,835	2,325,000	2,387,078
Total Current Revenues	2,074,655	2,389,952	2,183,847	2,224,021	2,276,279	2,329,000	2,391,118
Loan Proceeds							
Sewer Loan (b)					800,000		
Phase IV loan proceeds	1,276,715						
Phase V loan proceeds							3,761,696
Phase VI loan proceeds (TBD)							
Phase VII loan proceeds (TBD)							
Total Loan Proceeds	1,276,715	0	0	0	800,000	0	3,761,696
Total Revenue	3,351,370	2,389,952	2,183,847	2,224,021	3,076,279	2,329,000	6,152,814
Expenditures							
Operating Costs							
General Fund (a)	900,000	900,000	900,000	900,000	780,000	724,000	728,000
Sewer Maintenance (a)	103,308	82,000	260,510	102,444	435,583	375,000	385,013
Equipment Maintenance	19,490	11,730	36,281	83,893	5,709	60,000	61,602
EPA Compliance	418,951	652,447	241,616	301,744	177,423	250,000	300,000
County Clean Water Program			3,124	36,090	36,090	37,054	38,043
Total Operating Costs	1,441,749	1,646,177	1,441,531	1,424,171	1,434,805	1,446,054	1,512,658
Capital Costs							
Major Equipment Purchases			120,377			332,000	
General Sewer Replacement:	114,951	171,786	238,595	598,903	352,723	150,000	154,005
Major Sewer Replacement:							
Phase IV Sewer Rehabilitation	1,358,048						
Phase V Sewer Rehabilitation		95,341			117,696	220,000	3,424,000
Phase VI Sewer Rehabilitation							
Phase VII Sewer Rehabilitation							
Total Capital Costs	1,472,999	267,127	358,972	598,903	470,419	702,000	3,578,005
Debt Service							
Phase I Loan	144,342	144,342	144,342	144,342	144,342	144,342	144,342
Phase II Loan	141,780	141,780	141,780	141,780	141,780	141,780	141,780
Phase III Loan	161,513	161,513	161,513	161,513	161,513	161,513	161,513
Phase IV Loan (Paid off FY2031-32)			106,328	106,328	106,328	106,328	106,328
Phase V Loan (c)							
Phase VI Loan (c)							
Phase VII Loan (c)							
Loan Interest Accrued (b)					1,127	2,800	4,000
Total Debt Service	447,635	447,635	553,963	553,963	555,090	556,763	557,963
Total Expenditure	3,362,383	2,360,939	2,354,466	2,577,037	2,460,314	2,704,817	5,648,626
Excess of Revenues over Expenditures	(11,013)	29,013	(170,619)	(353,017)	615,964	(375,817)	504,188
Ending Fund Balance	\$1,174,710	\$1,203,723	\$1,033,104	\$680,087	\$1,296,052	\$920,235	\$1,424,423
(a) Prior to FY 2014-15, \$150,000 for minor sewer maintenance costs were expensed in the General Fund and funds were transferred from the Sewer Fund to reimburse the costs. For FY 2014-15, these costs will be expensed directly from the Sewer Fund.							
(b) On October 6, 2014, the City Council Approved Resolution 116-14, loan to the Sewer Fund for \$800,000 to assist in completing the sewer rehabilitation from Equipment Replacement for \$600,000 and Facilities Maintenance for \$200,000. Loan bears simple interest rate based on LAIF with a maximum rate of 1%. Loan repayment is estimated to begin in FY 2027-28 and repaid by FY 2034-35.							
(c) Debt Service	Principal	Annual Principal & Interest	Rate	Repayment Terms - In Years			
Phase V Loan (d)	\$3,822,000	\$216,081	1.25%	20			
Phase VI Loan (d)	\$3,940,612	\$228,183	1.50%	20			
Phase VII Loan (d)	\$4,590,942	\$272,222	1.75%	20			
Loan Repayment (b)	\$800,000	\$104,095	1.00%	8			
(d) Estimated total costs	Lineal Feet	Cost per Lineal Foot	Total				
Phase V	28,773	\$120.00	\$3,822,000				
Phase VI	29,750	\$132.46	\$3,940,612				
Phase VII	31,400	\$146.21	\$4,590,942				
	89,923	60	\$12,353,554				

**SEWER FUND TRANSFER
FY 2016-17 Budget**

SEWER FUND TRANSFER - SUMMARY	
PERSONNEL COSTS (A.)	\$675,997
TOTAL MATERIALS & SUPPLIES (B.)	\$7,317
TOTAL EQUIPMENT MAINTENANCE (C.)	\$28,398
TOTAL EQUIPMENT FUEL (D.)	\$15,983
TOTAL SEWER	\$727,696
TOTAL SEWER TRANSFER (ROUNDED)	\$728,000

A. PERSONNEL COSTS			
JOB DESCRIPTION	SALARY & BENEFITS	FACTOR	TOTAL
<i>PUBLIC WORKS DEPARTMENT</i>			
Public Works Director	\$234,300	50%	\$117,150
PW Administration Asst.	\$116,283	25%	\$29,071
PW Administration Asst.	\$116,283	20%	\$23,257
Maintenance Supervisor	\$160,841	60%	\$96,505
Senior Maintenance	\$111,789	75%	\$83,842
Senior Maintenance	\$105,024	2%	\$2,100
Maintenance Worker II	\$110,560	65%	\$71,864
Maintenance Worker II	\$110,560	65%	\$71,864
Maintenance Worker II	\$104,206	85%	\$88,575
Maintenance Worker II	\$101,136	0.5%	\$506
Maintenance Worker	\$77,123	4.5%	\$3,471
Overtime & Other Pay (Standby & Callback)			\$50,000
TOTAL PUBLIC WORKS DEPARTMENT COSTS		4.52	\$638,203
<i>ADMINISTRATION COSTS</i>			
City Administrator	\$270,898	2.50%	\$6,772
Finance (Based on FTE=4.57/94)	\$645,136	4.81%	\$31,021
TOTAL ADMINISTRATION COSTS			\$37,794
TOTAL PERSONNEL COSTS (PUBLIC WORKS + ADMINISTRATION)			\$675,997

B. TOTAL MATERIALS & SUPPLIES	\$7,317
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C. EQUIPMENT MAINTENANCE				
VEHICLE	VEHICLE ID	SEWER FACTOR (1)	TOTAL MAINT. COSTS (2)	SEWER MAINT. COSTS (1*2)
Dodge 1500 PU Truck	20	60%	\$3,817	\$2,290
Dodge 2500 PU Truck	21	75%	\$2,054	\$1,541
Dodge 2500 PU Truck	23	65%	\$3,100	\$2,015
GMC Sierra 3500 PU Truck	24	100%	\$187	\$187
Freightliner CCTV Van	28	100%	\$1,419	\$1,419
Intl Schwarze Sweepr	31	100%	\$7,587	\$7,587
Intl Schwarze Sweepr	32	100%	\$4,942	\$4,942
Freightliner Tymco Sweepr	33	100%	\$7,104	\$7,104
Case 580 Super L Backhoe	35	50%	\$2,629	\$1,315
TOTAL MAINTENANCE COSTS			\$32,838	\$28,398

D. EQUIPMENT FUEL COSTS							
VEHICLE	VEHICLE ID	2014 MILEAGE (3)	AVER. MPG (4)	TOTAL GALLONS (3*4)=5	SEWER FACTOR (6)	SEWER GALLONS (5*6)=(7)	COSTS OF FUEL \$3.50 PER GALLON (7)*\$3.50
Dodge 1500 PU Truck	20	7,865	9.5	828	60%	497	\$1,739
Dodge 2500 PU Truck	21	3,993	7.7	519	75%	389	\$1,361
Dodge 2500 PU Truck	23	3,739	7.2	519	65%	338	\$1,181
GMC Sierra 3500 PU Truck	24	152	6.5	23	100%	23	\$82
Freightliner CCTV Van	28	952	4.7	203	100%	203	\$709
GMC Top Kick Dump Truck	29	228	1.7	134	100%	134	\$469
GMC Top Kick Flusher Truck	30	62	2	31	100%	31	\$109
Intl Schwarze Sweepr	31	1,140	1.5	760	100%	760	\$2,660
Intl Schwarze Sweepr	32	1,245	1.4	889	100%	889	\$3,113
Freightliner Tymco Sweepr	33	1,057	2.2	480	100%	480	\$1,682
Case 580 Super L Backhoe	35	78 Hours	4 gal./hour	312	50%	156	\$546
GMC W5500 Sewer Rodder	37	25	5.5	5	100%	5	\$16
Intl 4400 Sewer Flusher	40	794	1.2	662	100%	662	\$2,316
TOTAL EQUIPMENT FUEL COSTS						4,566	\$15,983

**CITY OF PIEDMONT
APPROPRIATIONS LIMIT CALCULATION
AS OF JUNE 30, 2017**



INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES

To The Honorable Mayor and
Members of the City Council
City of Piedmont
Piedmont, California

We have performed the procedures enumerated below to the accompanying Appropriations Limit Calculation of the City of Piedmont, CA, (the City) for the year ended June 30, 2017. These procedures, which were agreed to by the City and the League of California Cities (as presented in the publication entitled Agreed-upon Procedures Applied to Appropriations Limitation Prescribed by Article XIII-B of the California Constitution), were performed solely to assist the City in meeting the requirements of Section 1.5 of Article XIII B of the California Constitution. City of Piedmont's management is responsible for the Appropriations Limit Calculation.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of those parties specified in the report. Consequently, we make no representation regarding the sufficiency of the procedures described below, either for the purpose for which this report has been requested or for any other purpose.

Our procedures and findings are as follows:

1. We obtained the completed internal calculations and compared the limit and annual adjustment factors included in those calculations to the limit and annual adjustment factors that were adopted by a resolution of the City Council. We compared the population and inflation options included in the aforementioned calculations to those that were selected by a recorded vote of the City Council.

Finding: No exceptions were noted as a result of our procedures.
2. For the Appropriations Limit Calculation, we added the appropriations limit at June 30, 2016 to the annual permitted adjustments and agreed the resulting amount to the June 30, 2017 appropriations limit.

Finding: No exceptions were noted as a result of our procedures.
3. We compared current year information presented in the appropriations limit calculation to supporting worksheets.

Finding: No exceptions were noted as a result of our procedures.
4. We compared the June 30, 2016 appropriations limit presented in the appropriations limit calculation to the prior year appropriations limit adopted by the City Council during the prior year.

Finding: The City Council approved a revised June 30, 2016 appropriations limit during the year. This revised limit was used in the current year calculation. Therefore, no exceptions were noted as a result of our procedures.

We were not engaged to, and did not, conduct an audit, the objective of which would be the expression of an opinion, on the specified elements, accounts, or items. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you. No procedures have been performed with respect to the determination of the appropriations limit for the base year, as defined by Article XIII B of the California Constitution.

This report is intended solely for the information and use of the specified users listed above and is not intended to be and should not be used by anyone other than those specified parties. However, this report is a matter of public record and its distribution is not limited.

Annam Yvonne Nelson CPA &

Sacramento, California
January 31, 2017

CITY OF PIEDMONT
APPROPRIATIONS LIMIT CALCULATION
JUNE 30, 2017

	<u>Amount</u>	<u>Source</u>
Total revised prior year's appropriation limit (at June 30, 2016)	\$ 21,031,843	
Revised prior year's Measure Y voter approved increase	<u>(1,689,000)</u>	
A. Revised prior year's appropriations limit (at June 30, 2016)	<u>19,342,843</u>	
B. Adjustment factors for the current fiscal year:		
1. Population change	1.0106	* State Finance
2. Inflation (per capita personal income change)	<u>1.0537</u>	* State Finance
Total adjustment	<u>1.0649</u>	* (B1 x B2)
C. Annual adjustment	1,255,351	A x (B - 1)
D. Other Adjustments		
Lost responsibility (-)	-	
Transfer to fees (-)	-	
Voter Approved Increase (+)	1,740,000	
Assumed Responsibility (+)	<u>-</u>	
	<u>1,740,000</u>	
E. Total adjustments	<u>2,995,351</u>	C+D
F. Current year's appropriations limit (at June 30, 2017)	<u>\$ 22,338,194</u>	A+E

* Rounded to the nearest ten thousandth

CITY OF PIEDMONT
MONTHLY SALARIES
as of July 1, 2017

PUBLIC WORKS - LOCAL 1021

Contract expired 6/30/17 This salary effective as of: 7/1/16 - 6/30/17	# of EEs	First Step	Last Step	Top Step Annual Salary	Subject to O/T
Maintenance Worker I & Class B License	1	4,020	4,886	58,632	•
Maintenance Worker II	1	0	4,982	59,784	•
Maintenance Worker II/ w/ CWEA, PACP & Class B License	3	0	5,603	67,236	•
Sr. Maintenance Worker w/CWEA & PACP	1	5,029	6,106	73,272	•
Sr. Maintenance Worker w/ CWEA, Arborist & Class B License	1	5,179	6,288	75,456	•
	7				

GENERAL - LOCAL 1021

Contract expired 6/30/17 This salary effective as of: 7/1/16 - 6/30/17	# of EE's	First Step	Last Step	Annual Salary	Subject to O/T
Animal Control Officer	0	4,192	5,093	61,116	•
Animal Control Officer w/ 1% EDU	1	4,233	5,143	61,716	•
Animal Control Officer w/ 2% EDU	1	4,275	5,195	62,340	•
Dispatcher	0	5,341	6,488	77,856	•
Dispatcher with 2% POST & Shift Diff.	2	5,665	6,883	82,602	•
Dispatcher with 2% POST Certificate	3	5,448	6,619	79,425	•
Records Clerk	1		to be determined		
	8				

FIRE

Contract expired 6/30/17 This salary effective as of: 7/1/16 - 6/30/17	# of EE's	First Step	Last Step	Annual Salary	Subject to O/T
Lieutenant	0		9,380	112,560	•
Lieutenant with 5% FOC	1		9,848	118,176	•
Lieutenant with 12% Paramedic	0		10,505	126,060	•
Lieutenant with FO & Paramedic	2		11,031	132,372	•
Firefighter	3	7,141	8,202	98,424	•
Firefighter with 5% FOC	1	7,498	8,612	103,344	•
Firefighter with 12% Paramedic	7	7,998	9,187	110,244	•
Firefighter with FO & Paramedic	4	8,398	9,646	115,752	•
Engineer	0	7,498	8,612	103,344	•
Engineer with 5% FOC	2	7,873	9,042	108,504	•
Engineer with 5% FOC & Paramedic	1	8,818	10,127	121,528	•
	21				

POLICE

Contract expired 6/30/17 This salary effective as of: 7/1/16 - 6/30/17	# of EE's	First Step	Last Step	Annual Salary	Subject to O/T
Sergeant with 7% POST	1		10,661	127,932	•
Sergeant with 7% POST + Supv Cert	1		10,875	130,500	•
Sergeant with 7% POST, Supv Cert + SD	2		11,307	135,684	•
Police Officer	0	6,946	8,382	100,584	•
Police Officer + Shift Differential	0	7,224	8,718	104,616	•
Police Officer with 5% POST	2	7,293	8,802	105,624	•
Police Officer with 5% POST + SD	2	7,586	9,154	109,848	•
Police Officer with 7% POST	3	7,432	8,969	107,628	•
Police Officer with 7% POST + SD	3	7,730	9,329	111,948	•
Detective with 7% POST	1	7,805	9,417	113,004	•
Traffic Officer with 7% POST	1	7,805	9,417	113,004	•
Traffic Officer with 5% POST	1	7,659	9,241	110,892	•
	17				

CONFIDENTIAL

Contract expired 6/30/17 This salary effective as of: 7/1/16 - 6/30/17	# of EE's	First Step	Last Step	Annual Salary	Subject to O/T
Accountant w/ 2% EDU	1	6,525	7,932	95,184	•
Administrative Assistant	4	4,919	5,981	71,772	•
Administrative Assistant w/ 1% EDU	1	4,968	6,042	72,504	•
Administrative Assistant w/ 2% EDU	1	5,019	6,104	73,248	•
Administrative Services Technician II	1	6,396	7,778	93,336	•
Fiscal Services Technician w/ 2% EDU	1	5,478	6,654	79,848	•
Television Station Mgr. w/ 2% EDU	1	6,525	7,932	95,184	•
	10				

CHILDCARE

Contract expired 6/30/17 This salary effective as of: 7/1/16 - 6/30/17	# of EE's	First Step	Last Step	Annual Salary	Subject to O/T
Assistant Site/Recreation Program Coord	2	3,439	4,604	55,248	•
Childcare Site/Recreation Program Coord	3	3,980	5,334	64,008	•
Pool Manager/Recreation Program Coord	1	3,980	5,334	64,008	•
Sports Coordinator	1		to be determined		
	7				

PROFESSIONAL/TECHNICAL/ SUP.

Contract expired 6/30/17 This salary effective as of: 7/1/16 - 6/30/17	# of EE's	First Step	Last Step	Annual Salary	Subject to O/T
Assistant Planner	2	5,663	6,883	82,602	
Human Resources Administrator	1	6,848	8,326	99,912	
Planning Technician I	1	4,172	5,070	60,840	•
Planning Technician II	0	4,589	5,577	66,924	•
Public Works Maint. Supv + Arb/Pest/PACP	1	7,337	8,921	107,052	
Recreation Coordinator	1		to be determined		
Recreation Supervisor	2	5,541	6,738	80,856	
Senior Planner	1	6,719	8,167	98,004	
	9				

MID-MANAGEMENT

Contract expired 6/30/17 This salary effective as of: 7/1/16 - 6/30/17	# of EE's	First Step	Last Step	Annual Salary	Subject to O/T
Fire Captain w/5% FOC	1	9,370	11,385	136,620	•
Fire Captain w/ 6% FOC	1	9,461	11,493	137,916	•
Fire Captain w/FOC & Paramedic	1	10,596	12,871	154,452	•

Contract expired 6/30/17

This salary effective as of: 7/1/16 - 6/30/17

Police Captain with 6% POST	1	11,751	14,282	171,384
Support Services Commander	1	-	10,761	129,132

Contract expired 6/30/17

This salary effective as of: 7/1/16 - 6/30/17

Building Official	1		9,613	115,356
Parks & Projects Manager	1	9,090	11,043	132,516
Plans Examiner	1		to be determined	
	8			

MANAGEMENT

			Last Step	Top Step Annual Salary
City Administrator	Effective 7/1/2016	1	17,682	212,180
City Clerk	Effective 7/1/2016	1	10,432	125,186
Finance Director	Effective 5/18/2016	1	14,000	168,000
Fire Chief	Effective 7/1/2016	1	15,007	180,081
Planning Director	Effective 7/18/2016	1	11,250	135,000
Police Chief	Effective 7/1/2016	1	16,197	194,366
Public Works Director	Effective 7/1/2016	1	13,717	164,600
Recreation Director	Effective 7/1/2016	1	13,261	159,135
		8		

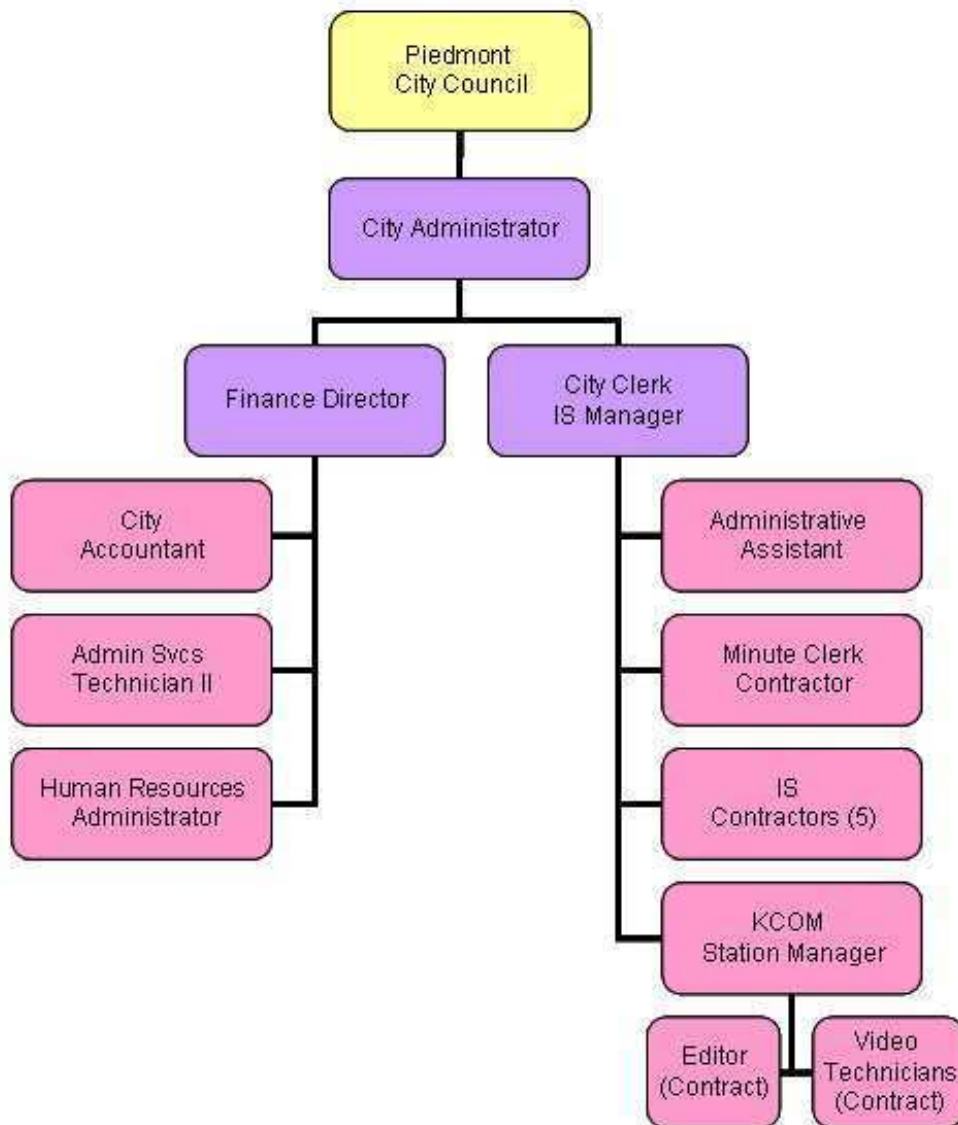
Number of Employees & Open Positions 95

Administration



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Functional Description



City Administrator

The City of Piedmont operates under a council/manager form of government. Under the city charter, the City Administrator is responsible for supervising and coordinating all city departments to insure that public services are efficiently delivered. The City Administrator may also:

- Appoint, discipline and, when necessary, suspend or remove city employees
- Attend City Council meetings and have the right to take part in discussion, but not to vote
- Prepare and submit the annual budget to the City Council and supervise its administration after adoption

- Advise the City Council about the future needs of the city and make recommendations concerning its affairs
- Together with the City Attorney, the City Administrator coordinates the legal defense of the city with independent counsel from the city's insurance pools.

City Clerk/IS Manager

The City Clerk has the following areas of responsibility:

- Manages the City Clerk's office to provide all statutory duties of a City Clerk, a citywide records management program and administrative support for the City Administrator and City Council
- Serves as the risk manager, and processes claims against the city
- Oversees the city's information systems including television, web site, Geographic Information System (GIS), e-mail and all shared data applications
- Collects business license taxes

The clerk is assisted in these duties by two full-time employees and eight part-time contractors.

Finance Director

The Finance Director has the following areas of responsibility:

- Management and analysis of all financial records of the City of Piedmont including investment funds
- Coordination of payroll and benefit administration
- Staff support to the Police & Fire Pension Board and the Municipal Services Tax Review Committee
- Serves as a member of the Board of the Bay Cities' Joint Powers Insurance Authority

The Finance Director is assisted by three full-time employees.

City Attorney

The City Attorney is a contract position and is filled by Michelle Marchetta Kenyon of the Burke, Williams, and Sorensen Law Firm. Ms. Kenyon served as Acting City Attorney until January 2015, when she was appointed at City Attorney.



ADMINISTRATION & KCOM

	Approved Budget 15/16	Estimated Expenditures 15/16	Approved Budget 16-17	Budget % Change
SALARIES	\$ 964,100	\$ 964,100	\$ 996,800	3%
FRINGE BENEFITS	409,300	409,300	422,500	3%
PERSONNEL EXPENSES	67,980	61,705	81,285	20%
SUPPLIES & SERVICES	942,800	946,119	1,206,700	28%
TOTAL	\$ 2,384,180	\$ 2,381,224	\$ 2,707,285	14%

STAFF			
	<u>Employees</u>	<u>First Step</u>	<u>Last Step</u>
MANAGEMENT			
City Administrator	1	-	17,682
City Clerk	1	-	10,432
Finance Director	1	-	13,131
	<u>3</u>		
CONFIDENTIAL			
Accountant w/ 2% EDU	1	6,525	7,932
Administrative Assistant w/ 2% EDU	1	5,019	6,101
Administrative Services Technician II	1	6,396	7,778
Deputy City Clerk*	1	6,525	7,932
Television Station Mgr. w/ 2% EDU	1	6,525	7,932
	<u>5</u>		
PROFESSIONAL/TECHNICAL/ SUP.			
Human Resources Administrator	1	-	8,326
Total	<u><u>9</u></u>		

*Vacant and not budgeted

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ADMINISTRATION

PERSONNEL EXPENSES

Membership and Meetings

101-400-031-001

2015-16 Budgeted Amount	\$ 43,780
2015-16 12-Month Estimate	\$ 38,905
2016-17 Proposed	\$ 56,185

This account contains the costs of the City's memberships in various state, regional, and local organizations. It also includes the cost of memberships in professional organizations and meeting attendance for the City Administrator, Finance Director and City Clerk. This account also funds events sponsored by the City Council such as the annual Volunteer Reception, the Alameda County Mayor's Conference dinner, and Employee Appreciation Day. The City's contributions to other miscellaneous organizations, events, and groups are funded out of this account.

Several of the items in the miscellaneous section (Alameda County LAFCO, Continuum of Care, Martin Luther King Day Celebration, and 211 Referral Contribution) were previously funded in separate accounts and have been moved into this account for 2016-17.

<u>Membership Costs</u>	<u>Budget 2015-16</u>	<u>Estimated 2015-16</u>	<u>Proposed 2016-17</u>
League of California Cities	\$ 7,000	\$ 6,500	\$ 7,000
ABAG	\$ 2,750	\$ 2,750	\$ 2,750
Alameda Co. Mayors Conference	\$ 3,500	\$ 3,200	\$ 3,500
Alameda Co. Transportation Commission	\$ 6,000	\$ 6,000	\$ 6,000
Economic Development Alliance	\$ 2,000	\$ 600	\$ 2,000
International City Management Assn.	\$ 1,600	\$ 1,600	\$ 1,600
Govt. Finance Officers Assn.	\$ 250	\$ 250	\$ 250
California Society of Finance Directors	\$ 250	\$ 250	\$ 250
International Institute of Municipal Clerks	\$ 150	\$ 150	\$ 150
California Association of City Clerks	\$ 120	\$ 120	\$ 150
Municipal Information Systems Assoc.	\$ 160	\$ 160	\$ 160
Municipal Managers Assn. of Northern CA	\$ 0	\$ 75	\$ 75
<u>Ceremonial Events</u>			
Volunteer Reception	\$ 2,500	\$ 2,500	\$ 3,000
Employee Appreciation Day	\$ 2,500	\$ 2,500	\$ 3,000
Mayor's Conference Dinner	\$ 2,000	\$ 2,000	\$ 2,500
<u>Meetings & Conference</u>			
League of California Cities Annual	\$ 1,000	\$ 1,000	\$ 1,000
City Manager's Annual	\$ 2,500	\$ 2,500	\$ 2,500
City Clerk's Annual & Bi-Monthly	\$ 1,000	\$ 1,000	\$ 1,500
Finance Director's Annual & Monthly	\$ 1,500	\$ 750	\$ 1,500
City Council Special Events	\$ 3,000	\$ 3,000	\$ 3,000
National Conference of Mayors	\$ 2,000	\$ 2,000	\$ 2,000
<u>Miscellaneous</u>			
Alameda Co. Local Agency Formation Comm.	\$ 0	\$ 0	\$ 1,500
Appreciating Diversity Film Series	\$ 0	\$ 0	\$ 1,200
Continuum of Care	\$ 0	\$ 0	\$ 1,600
Martin Luther King Day Celebration	\$ 0	\$ 0	\$ 1,000
211 Referral Contribution	\$ 0	\$ 0	\$ 5,000
Miscellaneous Meeting Expenses	\$ 2,000	\$ 2,000	\$ 2,000
TOTAL	\$ 43,780	\$ 38,905	\$ 56,185

Auto Expense **101-400-031-002**

2015-16 Budgeted Amount	\$ 12,600
2015-16 12-Month Estimate	\$ 11,200
2016-17 Proposed	\$ 12,600

Contractual auto reimbursement for the City Administrator, City Clerk and Finance Director are budgeted from this account. No change is expected in 2016-17.

Reimbursements **101-400-031-003**

2015-16 Budgeted Amount	\$ 10,000
2015-16 12-Month Estimate	\$ 10,000
2016-17 Proposed	\$ 10,000

Contractual reimbursements for employee tuition, the City Administrator's expense account and department head reimbursements are handled under this account. This item also contains Councilmember reimbursements for attending events on behalf of the City. This item also contains the contractually obligated amount to reimburse the Finance Director to maintain the CPA certification.

Martin Luther King Day Celebration **101-400-031-004**

2015-16 Budgeted Amount	\$ 1,000
2015-16 12-Month Estimate	\$ 1,000
2016-17 Proposed	\$ 0

The appropriation for this community tradition has been moved to the Membership and Meetings account. It will remain at \$1,000.

DEPARTMENTAL SUPPLIES

Office Supplies **101-0400-051-001**

2015-16 Budgeted Amount	\$ 30,000
2015-16 12-Month Estimate	\$ 30,000
2016-17 Proposed	\$ 30,000

All office supplies, copier paper and consumables, personal computer supplies, and miscellaneous printing costs are included.

Postage **101-400-051-002**

2015-16 Budgeted Amount	\$ 20,000
2015-16 12-Month Estimate	\$ 20,000
2016-17 Proposed	\$ 20,000

The majority of the city's expenses for postage are paid from this account.

EQUIPMENT MAINTENANCE

101-400-053-001

2015-16 Budgeted Amount	\$ 9,000
2015-16 12-Month Estimate	\$ 8,000
2016-17 Proposed	\$ 9,000

Hardware maintenance contracts cover both the Administration and Public Works multifunction devices (copier/scanner/fax) plus the maintenance contract for the City's only postage meter.

CONTRACT SERVICES

Legal Services

101-400-054-001

2015-16 Budgeted Amount	\$280,000
2015-16 12-Month Estimate	\$260,000
2016-17 Proposed	\$280,000

The City's legal services are provided by City Attorney Michelle Marchetta Kenyon of the law firm of Burke, Williams, and Sorensen. All of the City's general legal services are paid from this account. 2015-16 was the first year of paying for legal services on retainer for Basic City Attorney Services. The City has received timely, high-quality legal advice from Ms. Kenyon and her firm. Charges for work outside of the definition of Basic City Attorney Services are not included in the retainer and are paid by the hour. Some of the expenses incurred in this account are a direct result of planning applications and will be reimbursed through fees charged to the applicant. Occasional expenses for Judith Robbins, the Deputy City Attorney are also paid from this account.

Audit Fees

101-400-054-002

2015-16 Budgeted Amount	\$ 50,000
2015-16 12-Month Estimate	\$ 43,000
2016-17 Proposed	\$ 50,000

In March of 2015, Council approved a contract with Mann, Urrita, and Nelson, CPA to conduct the City's annual financial audit for fiscal years 2015-16 through 2017-18. This allocation will cover the cost of the annual audits.

Legal – Undergrounding

101-400-054-003

2015-16 Budgeted Amount	\$ 80,000
2015-16 12-Month Estimate	\$ 90,000
2016-17 Proposed	\$ 0

This account was established to pay for legal for legal advice to the city directly related to private undergrounding projects. During 2015-16, the City settled the suits filed against both Harris and Associates and Robert Gray & Associates, receiving a combined total of \$917,000 from the engineering firms.

As both suits have now settled, there is no further need for appropriations in this account.

Labor Negotiator

101-400-054-004

2015-16 Budgeted Amount	\$ 5,000
2015-16 12-Month Estimate	\$ 5,000
2016-17 Proposed	\$ 70,000

An allocation is requested in this category to ensure funding for labor negotiations as the Memoranda of Understanding and/or Employment Resolutions for each of the City's bargaining units expire June 30, 2017.

Minute Clerk

101-400-054-007

2015-16 Budgeted Amount	\$ 27,500
2015-16 12-Month Estimate	\$ 27,000
2016-17 Proposed	\$ 27,500

The City contracts with several firms and individuals to produce meeting minutes for its legislative bodies.

Flex 125 Administrative Fee

101-400-054-015

2015-16 Budgeted Amount	\$ 2,000
2015-16 12-Month Estimate	\$ 2,000
2016-17 Proposed	\$ 2,000

TLC Administrators manages the city's flexible benefit plan which allows employees to deduct certain pre-tax costs.

CAL PERS Administration Fee

101-400-054-016

2015-16 Budgeted Amount	\$ 7,000
2015-16 12-Month Estimate	\$ 7,000
2016-17 Proposed	\$ 7,000

The City pays PERS an administrative fee based on the total of health premiums for all active employees and retirees. The percentage changes on a yearly basis, but has ranged from as little as 0.20% to as high as 0.45% in the last few years.

Inter-district Transfer Expense

101-400-054-019

2015-16 Budgeted Amount	\$ 97,500
2015-16 12-Month Estimate	\$ 94,500
2016-17 Proposed	\$ 98,000

The City has an agreement with Piedmont Unified School District to reimburse the district for expenses incurred through approved inter-district transfers for children of city employees.

Records Storage

101-400-054-022

2015-16 Budgeted Amount	\$ 6,000
2015-16 12-Month Estimate	\$ 4,000
2016-17 Proposed	\$ 6,000

Due to the lack of storage space at City Hall, Piedmont contracts for off-site records storage. In 2016-17, it is anticipated that additional records now stored at City Hall will be sent off-site, which will increase costs, given the under-budget estimate for the current fiscal year, no increase is requested.

211 Referral

101-400-054-026

2015-16 Budgeted Amount	\$ 5,000
2015-16 12-Month Estimate	\$ 5,000
2016-17 Proposed	\$ 0

The City's contribution to the countywide 211 referral system has been moved to the Membership & Meetings account.

Alameda County Local Agency Formation Commission 101-400-054-027

2015-16 Budgeted Amount	\$ 1,500
2015-16 12-Month Estimate	\$ 1,319
2016-17 Proposed	\$ 0

The City's contribution to Alameda County LAFCO has been moved to the Membership & Meetings account.

Data Processing – City Taxes

101-400-054-030

2015-16 Budgeted Amount	\$ 5,500
2015-16 12-Month Estimate	\$ 5,500
2016-17 Proposed	\$ 5,500

This category funds the preparation of tax data for City taxes such as the Municipal Services Special Tax, the Municipal Sewer Tax, the Water Users Tax, and the Paramedic Tax for inclusion on the property tax bills of each parcel in Piedmont.

OTHER EXPENSES

Civil Service

101-400-056-001

2015-16 Budgeted Amount	\$100,000
2015-16 12-Month Estimate	\$100,000
2016-17 Proposed	\$100,000

Recruitment, testing, training, medical evaluation of new employees and the cost of disciplinary actions as well as personnel related legal costs are handled through this account.

Election Expense **101-400-056-003**

2015-16 Budgeted Amount	\$ 35,000
2015-16 12-Month Estimate	\$ 35,000
2016-17 Proposed	\$ 35,000

An allocation was made for 2015-16 to fund the special election to renew the Municipal Services Special Tax, which will take place in June 2016. A request for the same amount is included for 2016-17 to fund the City's General Municipal Election in November 2016. This election will include seats on the City Council and Board of Education. This amount is estimated by taking the low end of the Registrar of Voters estimated cost for placing a measure on a statewide consolidated election ballot and multiplying it by the number of registered voters in Piedmont and adding a small amount. Experience has shown that costs are usually less than their estimate.

Miscellaneous Expenses **101-400-056-006**

2015-16 Budgeted Amount	\$ 5,000
2015-16 12-Month Estimate	\$ 7,000
2016-17 Proposed	\$ 6,000

Unusual and unexpected expenses not covered in any department budget, such as honorary plaques, newspaper subscriptions, city pins, nameplates, etc. are paid from this account. An increase is requested in this category to provide for additional avenues for employee recognition for outstanding work.

Bank Charges **101-400-056-008**

2015-16 Budgeted Amount	\$ 10,000
2015-16 12-Month Estimate	\$ 10,000
2016-17 Proposed	\$ 10,000

The City uses the local Wells Fargo Bank for its accounts and pays for bank charges each year.

Information Services **101-0400-060**

2015-16 Budgeted Amount	\$ 96,800
2015-16 12-Month Estimate	\$ 91,800
2016-17 Proposed	\$380,700

The Administration budget shows two separate types of computer related expenses: costs for departmental software and maintenance as well as costs for the network. The City's shared infrastructure includes e-mail, internet, GIS, records management and data storage.

This is the first budget to begin implementing the City's Information Technology Strategic Plan. Some of the costs of implementation are in this account and other come from capital accounts. The biggest changes in this account are the increased staffing costs for 2016-17 and the addition of a new sub-account related to operational costs of the implementation of the IT Strategic Plan.

The items in the list are tied back to a specific initiative in the strategic plan. Each of the allocations included in the budget for these items are estimates and will be finalized when the project comes to fruition. Capital expenses related to the IT Strategic Plan are included in the Equipment Replacement budget.

		Budget	Estimated	Proposed
		<u>2015-16</u>	<u>2015-16</u>	<u>2016-17</u>
<u>Hardware</u>	101-0400-060-001	\$ 2,000	\$ 2,000	\$ 3,000
<u>Software</u>	101-0400-060-002			
Government Financial System		\$ 3,700	\$ 3,700	\$ 4,000
HRIS (Human Resources)		\$ 2,000	\$ 2,000	\$ 2,000
Paymate		\$ 3,500	\$ 3,500	\$ 3,750
Fixed Assets		\$ 1,600	\$ 1,100	\$ 1,850
New Vision Software Support		\$ 1,600	\$ 1,600	\$ 1,600
TRIM (Records Management)		\$ 7,000	\$ 7,000	\$ 7,000
CD-Data (Alameda County APN Data)		\$ 1,500	\$ 1,500	\$ 3,500
Backup Internet Access for Finance		\$ 550	\$ 550	\$ 750
Treeworks		\$ 750	\$ 750	\$ 750
Backup/Disaster Recovery		\$ 1,000	\$ 1,000	\$ 0
Kerio (Mailserver)		\$ 2,800	\$ 2,800	\$ 3,000
Symantec (Anti-Virus)		\$ 2,000	\$ 2,000	\$ 2,200
CRW Software License Fees		\$ 14,000	\$ 14,000	\$ 15,000
Microsoft Office Upgrades		\$ 10,000	\$ 5,000	\$ 5,000
<u>Labor</u>	101-0400-060-003			
Consultant Staffing		\$ 35,000	\$ 35,000	\$ 260,000
Web Site Maintenance		\$ 3,750	\$ 3,750	\$ 3,750
Web Server (ABAG)		\$ 800	\$ 800	\$ 800
ACS Software Training		\$ 3,250	\$ 3,250	\$ 3,250
<u>IT Strategic Plan Operations</u>	101-0400-060-004			
IT Governance (Initiative 2)		\$ 0	\$ 0	\$ 5,000
Applications Management (Initiative 3)		\$ 0	\$ 0	\$ 5,000
IT Policies (Initiative 9)		\$ 0	\$ 0	\$ 3,500
Citizen Request Management (Initiative 35)		\$ 0	\$ 0	\$ 15,000
Web Site Update Foundation (Initiative 39)		\$ 0	\$ 0	\$ 10,000
Backups (Initiative 63)		\$ 0	\$ 0	\$ 21,000
		<u>\$ 96,800</u>	<u>\$ 91,800</u>	<u>\$ 380,700</u>

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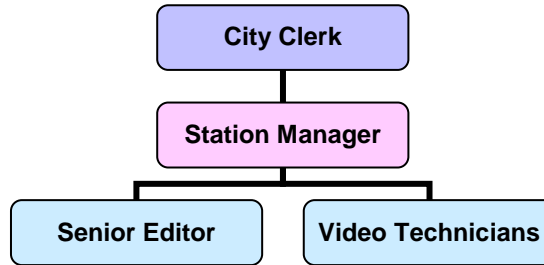
KCOM



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KCOM-TV

Functional Description & Work Objectives



KCOM-TV, Comcast Channel 27, is an educational/government access television station operated by the City of Piedmont. The purpose of the station is to educate and inform the residents of Piedmont about their local government and its services and to enhance community life by providing programs which focus on local, social, cultural and historic events. KCOM regularly telecasts live meetings of the City Council, Board of Education, Park Commission, Planning Commission, and Recreation Commission. The station is managed by Kenya Davis and employs three independent contractors and additional part-time video or audio contractors as required.

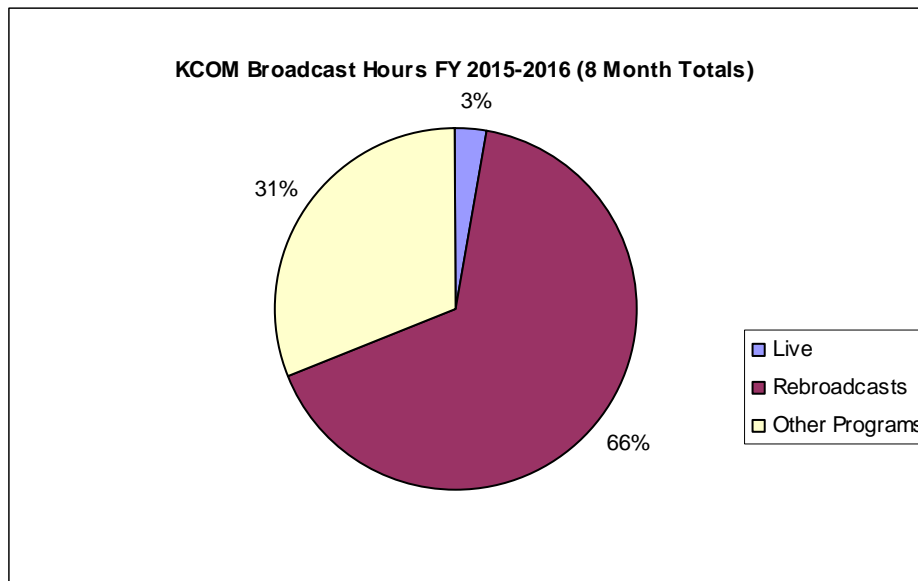
The station was created under a franchise agreement for cable TV in 1988. The city's franchise agreement with Comcast expired on September 18, 2012. Piedmont receives approximately \$173,500 in franchise fee revenue per year. This is a General Fund contribution and does not directly offset KCOM operations. The rate increases proportionately to customer fee increases. Since September 2012, Comcast has served Piedmont under a state franchise, in accordance with the Digital Infrastructure and Video Competition Act of 2006, passed by the California Legislature, which removes franchise authority from local governments and places it with the state. This act, however, ensures that the franchise fee is still remitted to the City. Additionally, in January 2016, KCOM programming began airing on AT&T U-verse, the other state franchise holder for the area.

In 2008, KCOM began streaming its broadcasts of public meetings on the City's Web site. Viewership has gone up and down depending on whether or not there are topics of community interest being discussed by the City Council, Planning Commission or Board of Education.

	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	Estimated 2015-2016 (8 Month Totals)
Board of Education	835	572	726	693	433	871	595	946
City Council	772	1581	769	812	765	951	764	1469
Planning Commission	405	674	540	389	372	611	396	607
Other	185	457	677	351	450	240	198	481
Total Viewers	2197	3284	2712	2245	2020	2673	1953	3503

The KCOM broadcast day is between 12 hours and 18 hours. Under the Council's current policy, the majority of KCOM's broadcast day or telecast schedule is spent on live or rebroadcast public government meetings. KCOM focuses on producing short (5-15 minute) community and educational Public Service Announcements (PSA's). This year KCOM will debut a series of seven video chapters based on the *Get Ready, Piedmont Disaster Preparedness Guide* created by the Piedmont Public Safety Committee and continue to showcase safety tips provided by the Piedmont Fire and Police Departments.

For the first 8 months in FY 15-16, the following chart breaks down KCOM's broadcast time by subject matter. There is an increase in the number of hours of informational programs broadcast by almost 10%.



In addition to public meetings and self produced programs, KCOM created original readerboard and public service announcements for Piedmont Appreciating Diversity Committee, Piedmont Unified School District and the Piedmont Administration, Fire, Police, Public Works and Recreation departments.

Topics included: Annual Bird Calling Contest, 50 Years of Bird Calling, City & PUSD Holiday Book Drive, Community Information from the Fire Department, Community Information from the Police Department, Community Information from Public Works, Dr. Martin Luther King, Jr. Celebration, Election Information, Fourth of July Parade, Harvest Festival, Holiday Tree Lighting, Lunar New Year, PUSD Community Information and Recreation Department Program Information

KCOM also broadcasts programs produced by local groups and agencies. This year, viewers have enjoyed programs produced by the Ad Council, East Bay Regional Park District, National Fire Protection Association, Shakeout.org and StopWaste.org.

MEMBERSHIPS/CONFERENCES/TRAINING

Memberships/Meetings **101-401-031-001**

2015-16 Budgeted Amount	\$ 300
2015-16 12-Month Estimate	\$ 300
2016-17 Proposed Amount	\$ 1,500

Training **101-401-031-002**

2015-16 Budgeted Amount	\$ 300
2015-16 12-Month Estimate	\$ 300
2016-17 Proposed Amount	\$ 1,000

In order to keep KCOM staff and contractors up to date with current training and trends, there is an increased budget proposed in 2016-17. The proposed increase will allow staff to attend the National Alliance for Broadcasters Spring Conference and the SCAN/NATOA Conference in 2017.

Departmental Supplies **101-401-051-001**

2015-16 Budgeted Amount	\$ 2,500
2015-16 12-Month Estimate	\$ 2,500
2016-17 Proposed Amount	\$ 2,500

For 2016-17, there are no proposed increases for supply expenses. All office and video supplies are funded from this account. We make DVD copies of every meeting for the press and upon request DVD's are loaned out to residents for two weeks.

Equipment Maintenance **101-401-053-001**

2015-16 Budgeted Amount	\$ 2,000
2015-16 12-Month Estimate	\$ 2,000
2016-17 Proposed Amount	\$ 2,000

KCOM's digital equipment needs periodic maintenance and repair. This modest amount generally covers repairs to computer and specialized video equipment.

Contract Services **101-401-054-001**

2015-16 Budgeted Amount	\$ 42,500
2015-16 12-Month Estimate	\$ 42,500
2016-17 Proposed Amount	\$ 42,500

No increase in the contract services budget has been requested because contract staff has been brought on to continue KCOM's level of service in the fulfillment of the city's enhanced focus on community outreach in such areas as Public Safety and Recreation.

It is hard to estimate a meeting's total running time. Pre-production and post-production

combined with the actual meeting time ranges from 2-10 hours. Although the agenda can give some clue as to the length of a meeting, it is not necessarily accurate.

Information Services

101-401-060-001

2015-16 Budgeted Amount	\$ 23,000
2015-16 12-Month Estimate	\$ 23,000
2016-17 Proposed Amount	\$ 23,000

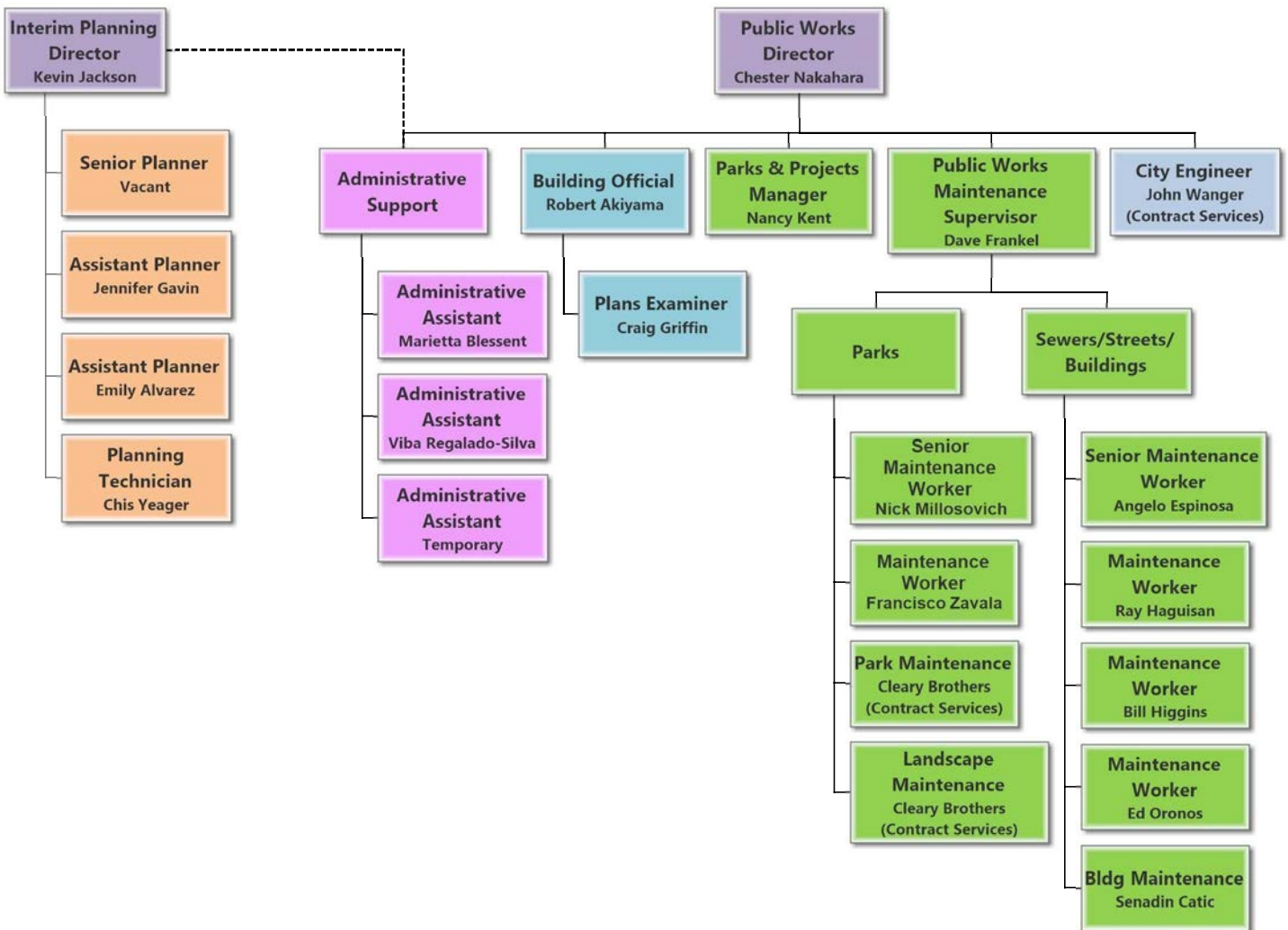
For 2016-17, \$19,986 is the estimated one-year maintenance fee for Granicus (streaming video equipment) and \$1,300 is the quoted one-year maintenance fee from Playbox (broadcast servers and playback systems). A modest amount is included for additional software needs as they may arise during the year.

Public Works



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**Fiscal Year 2016 - 2017
City of Piedmont
Department of Public Works**



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FUNCTIONAL DESCRIPTIONS

The Public Works Department is responsible for oversight of city functions relating to construction within the city, sanitary and storm sewers, streets and infrastructures, parks maintenance, facilities maintenance, project management, and contract engineering services. Adjunct to Public Works is the Planning Department, which regulates the character of design of building construction within the city. The Planning Department is a separate, distinct department currently operating under the umbrella of Public Works.

BUILDING DEPARTMENT

- Regulates the application, processing, issuance and completion of building permits.
- Assures that construction within the City of Piedmont is in accordance with the current adopted building codes and city ordinances.
- Coordinates with the Planning Department to assure that specified Conditions of Approval are implemented.
- Provides assistance to the Public Works Director with respect to design and project management tasks related to the goals of the Facilities Maintenance Division.

SANITARY & STORM SEWERS DIVISION

- Inspects, services, and coordinates maintenance of the city's sanitary and storm sewer system.
- Coordinates vendors for required repairs to system components.
- Provide emergency response to backups.
- Coordinates with EBMUD with respect to the regional sanitary sewer system.
- Performs all required tasks, data collection, and reporting to assure compliance with local, state and federal mandates, including the EPA Consent Decree of 2014.
- Provides support to the Building Department for inspections related to the replacement or repair of private sewer laterals.
- Provides support to assure compliance with regulations related to the Alameda Countywide Clean Water Program.

STREETS & INFRASTRUCTURE DIVISION

- Inspects, services, and coordinates maintenance of the city's streets, curbs/gutters, sidewalks, pathways, street lighting, street signage and painting, and traffic signals.
- Coordinating with the City Engineer for the annual paving project.
- Coordinates vendors for the on-going repair of city sidewalks.
- Coordinates with Alameda County Public Works to maintain the street lights and traffic signals.
- Interface with the various utility companies that provide and maintain water, power, phone, cable, and internet service to Piedmont residents.
- Implements the annual street sweeping program from September through February.
- Coordinates with the Police Department to address on-going traffic and pedestrian safety issues.
- Provides project planning and management services for construction projects related to the Bike & Pedestrian Master Plan.

PARKS DIVISION

- Inspects, services, and coordinates maintenance of the city's park system, landscaped areas, and street trees. This includes passive use parks, athletic fields, children's play areas, medians, triangles, and civic center gardens.
- Manages the city's Landscape Maintenance Contract.
- The Parks & Project Manager coordinates activities related to the Park Commission, the Capital Improvement Committee, and provides direct liaison support for the Piedmont Beautification Foundation.
- Maintains the city's 7,500 street trees, plants new street trees for continual renewal of the urban forest, and manages the annual street tree pruning contract.

FACILITIES MAINTENANCE DIVISION

- Plans and manages the city's Facilities Maintenance Program, which includes the on-going repairs, replacement, and upkeep of all components related to city owned facilities.
- Plans and manages vendors to implement projects related to facilities maintenance, including both day-to-day activities and long-term needs.

PLANNING DEPARTMENT

Through its service to the City Council and Planning Commission, the Piedmont Planning Department is responsible for guiding the physical development of the City of Piedmont. The Department works closely with the Public Works Department and Building Division in its oversight of the built environment. Always accessible to property owners and their professionals, Piedmont's planning staff strives to serve the public with consistency and professionalism.

Responsibilities & Services

The Planning Department is responsible for long-term planning, transportation planning, housing & community development, design review, zoning, and environmental assessment & sustainability.

- Long-term planning involves the preparation, maintenance and implementation of the City's General Plan.
- Transportation planning includes the preparation, maintenance and implementation of the City's Pedestrian & Bicycle Master Plan; the development and implementation of the County's Congestion Management Program and Countywide Transportation Plan; the development and implementation of the City's Complete Streets Policy; and the pursuit of grant funds to cover the cost of transportation planning and improvements. For these tasks, planning staff represents the City's interests on the technical advisory committee of the Alameda County Transportation Commission.
- Housing & community development includes the development and implementation of programs to address and/or assist affordable housing, homelessness, first-time home buyers; and housing rehabilitation for low-income residents. For these tasks, planning staff represents the City's interests on the technical advisory committee of the Alameda County Housing and Community Development Department.
- Design review involves providing staff services to the City's Planning Commission, processing design review applications, conducting public hearings, and implementing the City's design guidelines.

- Zoning includes the administration of Chapter 17 (the Zoning Ordinance) and other development regulations of the Piedmont Municipal Code and providing zoning and regulatory information to homeowners and their professionals. This responsibility includes the processing of applications for conditional use permit, nonresidential signs, second unit permit, wireless communication facilities, subdivision, lot line adjustment and parcel merge.
- Environmental assessment involves the preparation of environmental documents as required for both private and municipal project consistent with the provisions of the California Environmental Quality Act.
- Environmental sustainability includes: the preparation, maintenance and implementation of the City's Climate Action Plan; compliance with National Pollutant Discharge Elimination System Permit; the preparation and maintenance of the waste and recycling collection services agreement; the development and implementation of recycling programs and waste reduction measures; compliance with state waste diversion regulations; the administration of water efficiency regulations; and the pursuit of grant funds to cover the cost of these efforts. For these tasks, planning staff represents the City's interests on the technical advisory committees of StopWaste.Org and the Alameda County Energy Council.

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PUBLIC WORKS

	Approved Budget 15/16	Estimated Expenditures 15/16	Approved Budget 16-17	Budget % Change
SALARIES	\$ 1,785,000	\$ 1,785,000	\$ 1,831,000	4%
FRINGE BENEFITS	873,550	873,550	831,600	1%
PERSONNEL EXPENSES	39,200	39,200	39,200	14%
SUPPLIES & SERVICES	1,408,539	1,408,039	1,418,121	0%
TOTAL	\$ 4,106,289	\$ 4,105,789	\$ 4,119,921	0%

STAFF			
	<u>Employees</u>	<u>First Step</u>	<u>Last Step</u>
MANAGEMENT			
Planning Director	1	-	12,022
Public Works Director	1	-	13,717
	<u>2</u>		
MID-MANAGEMENT			
Building Official	1	-	9,613
Parks & Projects Manager	1	9,090	11,043
	<u>2</u>		
PROFESSIONAL/TECHNICAL/ SUP.			
Assistant Planner	2	5,663	6,883
Public Works Maint. Supv + Arb/Pest/PACP	1	7,337	8,921
Senior Planner w/1% AICP	1	6,786	8,248
	<u>4</u>		
PUBLIC WORKS - LOCAL 1021			
Maintenance Worker I & Class B License	1	4,021	4,886
Maintenance Worker II	1	-	4,982
Maintenance Worker II (w/CWEA,PACP & CB)	3	-	5,603
Sr. Maintenance Worker (w/CWEA & PACP)	1	5,028	6,106
Sr. Maintenance Worker (w/ CWEA, Arborist & Class B License)	1	5,179	6,288
	<u>7</u>		
CONFIDENTIAL			
Administrative Assistant	2	4,919	5,981
	<u>2</u>		
PART-TIME EMPLOYEE WITH BENEFITS			
Administrative Assistant	1		\$20.60/Hour
Plan Examiner	1	-	\$54.64/Hour
Planning Consultant	1	-	\$25.67/Hour
	<u>3</u>		
Total	<u>20</u>		

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PUBLIC WORKS

MEMBERSHIPS/CONFERENCES/TRAINING

Memberships/Meetings

101-402-031-001

2015-16 Budgeted Amount	\$ 7,500
2015-16 12-Month Estimate	\$ 7,500
2016-17 Proposed Amount	\$ 7,500

This accounts for the cost of certifications, licenses, training, memberships, conferences and meetings attended by the Director of Public Works, Director of Planning, Senior Planner, Associate Planner, Assistant Planner, Planning Technician, Building Official, Parks & Project Manager, Supervisor of Public Works, Public Works Assistant, Administrative Assistant and Maintenance Staff.

Auto Allowance

101-402-031-002

2015-16 Budgeted Amount	\$ 31,200
2015-16 12-Month Estimate	\$ 31,200
2016-17 Proposed Amount	\$ 31,200

Contractual automobile reimbursement for the Director of Public Works, Planning Director, Parks & Project Manager, Senior Planner, Assistant Planners, and Building Official.

Underground Service Alert

101-402-031-003

2015-16 Budgeted Amount	\$ 500
2015-16 12-Month Estimate	\$ 500
2016-17 Proposed Amount	\$ 500

Underground Service Alert Company notifies the City whenever a contractor proposes to excavate underground utilities. In addition, this company is called upon to locate underground utilities when City staff is performing major excavation projects.

DEPARTMENT SUPPLIES

Office Supplies

101-402-051-001

2015-16 Budgeted Amount	\$ 19,000
2015-16 12-Month Estimate	\$ 19,000
2016-17 Proposed Amount	\$ 19,000

Office supplies cover the cost of forms, maps, applications, permits, agreements, licenses, Planning and Park Commission materials, film, plans, office supplies, office equipment maintenance and repairs, code books, computer software and associated materials.

Street Paint/Signs

101-402-051-002

2015-16 Budgeted Amount	\$ 50,000
2015-16 12-Month Estimate	\$ 50,000
2016-17 Proposed Amount	\$ 50,000

This provides for the cost of materials, and special equipment related to minor paving projects, pavement and curb painting, and street signs and poles. The City continues to have a comprehensive program of replacing street signs, restriping and repainting curbs and streets. Additionally, new street signage and pavement markings to increase safety are included in this category.

Misc. Public Works Supplies

101-402-051-003

2015-16 Budgeted Amount	\$ 15,000
2015-16 12-Month Estimate	\$ 15,000
2016-17 Proposed Amount	\$ 15,000

Cost of new and replacement miscellaneous small tools, supplies, and parts that are typically needed for the maintenance department operations and activities.

UTILITIES/TELEPHONE/RADIO

Utilities

101-402-052-001

2015-16 Budgeted Amount	\$128,000
2015-16 12-Month Estimate	\$128,000
2016-17 Proposed Amount	\$128,000

This category includes utility costs for some city buildings and facilities as well as irrigation costs for parks, medians, Corporation Yard and additional public areas. Staff continually renovates the City's irrigation systems in an attempt to be more efficient in our water usage and to save money. Additionally, the cost of providing power to the various wireless transmitters is included in this sub-object.

Street Lighting

101-402-052-002

2015-16 Budgeted Amount	\$ 70,000
2015-16 12-Month Estimate	\$ 70,000
2016-17 Proposed Amount	\$ 70,000

This provides for costs associated with City street lights, including on-going maintenance of existing street lights, as well as installation costs associated with new street light requests. The utility costs related to the automatic license plate readers are included in this category.

Traffic Lights **101-402-052-003**

2015-16 Budgeted Amount	\$ 8,000
2015-16 12-Month Estimate	\$ 8,000
2016-17 Proposed Amount	\$ 8,000

The City contracts with Alameda County for routine maintenance and emergency repair of traffic lights. This sub-object also includes the associated electricity costs from PG&E for traffic lights.

Radio/Cell Phone Expense **101-402-052-004**

2015-16 Budgeted Amount	\$ 500
2015-16 12-Month Estimated	\$ 0
2016-17 Proposed Amount	\$ 500

This represents the cost of maintaining and upgrading the Public Works mobile, short-wave communication equipment in conjunction with the Police and Fire Departments.

EQUIPMENT MAINTENANCE/FUEL/OIL

Equipment Rental **101-402-053-001**

2015-16 Budgeted Amount	\$ 5,000
2015-16 12-Month Estimate	\$ 5,000
2016-17 Proposed Amount	\$ 5,000

This covers the cost of special rental equipment. Occasionally, the need arises to rent specialized equipment to accomplish specific tasks. This is more cost-effective than purchasing equipment required infrequently. As an example, the lighting of Community Hall Christmas tree requires the rental of a man-lift a minimum of twice per season.

Equipment Maintenance **101-402-053-002**

2015-16 Budgeted Amount	\$108,000
2015-16 12-Month Estimate	\$108,000
2016-17 Proposed Amount	\$108,000

Covers cost of fuel, lubricants, tires and the maintenance and repair of Public Works vehicles and equipment.

BUILDING AND GROUNDS MAINTENANCE

Yard Maintenance **101-402-055-001**

2015-16 Budgeted Amount	\$ 36,000
2015-16 12-Month Estimate	\$ 36,000
2016-17 Proposed Amount	\$ 36,000

This covers cost of uniforms, yard maintenance and supplies, and miscellaneous repairs and maintenance at the Corporation Yard.

Janitorial Supplies **101-402-055-002**

2015-16 Budgeted Amount	\$ 24,000
2015-16 12-Month Estimate	\$ 24,000
2016-17 Proposed Amount	\$ 24,000

This covers the janitorial supplies and equipment required for city facilities.

Miscellaneous Maintenance **101-402-055-003**

2015-16 Budgeted Amount	\$ 14,000
2015-16 12-Month Estimate	\$ 14,000
2016-17 Proposed Amount	\$ 14,000

Unforeseen maintenance issues arise that call for immediate attention not covered under a specific category. This also includes the repair of city fencing and guard railings throughout the city.

OTHER EXPENSES

Street Patching **101-402-056-002**

2015-16 Budgeted Amount	\$ 5,000
2015-16 12-Month Estimate	\$ 5,000
2016-17 Proposed Amount	\$ 5,000

This covers the cost of materials for on-going pothole patching and repairing of City streets which are not a part of the major street repair projects.

Miscellaneous Repairs **101-402-056-004**

2015-16 Budgeted Amount	\$ 12,500
2015-16 12-Month Estimate	\$ 12,500
2016-17 Proposed Amount	\$ 12,500

Funds in this account are utilized for vehicular damage and vandalism to public property including traffic medians, destruction of park benches, concrete trash containers, and removal of graffiti.

**Planning Commission, Park Commission,
CIP Committee** **101-402-056-008**

2015-16 Budgeted Amount	\$ 5,500
2015-16 12-Month Estimate	\$ 5,500
2016-17 Proposed Amount	\$ 5,500

This covers the cost of general expenses related to the CIP Committee, and the Planning and Park Commissions. Specifically, it pays for meals, materials, books and registration fees for seminars and conferences, as well as expenses associated with Planning Commission Design Awards.

CONTRACT SERVICES (LANDSCAPING)

Public Land Brush/Fire Clearance

101-402-057-001

2015-16 Budgeted Amount	\$ 35,000
2015-16 12-Month Estimate	\$ 35,000
2016-17 Proposed Amount	\$ 35,000

This account provides for brush clearance in Moraga Canyon including areas adjacent to the Corporation Yard, Maxwellton Road, Blair Park, and Mountain View Cemetery. Given the fire danger, the Fire Department has recommended expanding fire break areas. This account also provides for brush clearance in all City parks and selected easement areas.

Supplemental Park Maintenance

101-402-057-002

2015-16 Budgeted Amount	\$ 95,000
2015-16 12-Month Estimate	\$ 95,000
2016-17 Proposed Amount	\$ 95,000

This account funds four areas of park maintenance:

Plant Material and Fertilizer and Mulch - The City on an annual basis plants replacement plant materials (trees & shrubs) throughout the City's median and park sites. This also includes the application of fertilizers to the various planting beds located throughout the City's open spaces. The city is aggressively applying mulch to all medians, parks and planted areas to reduce evapotranspiration, reducing our water usage.

Irrigation Repair - In many of the City's park sites and medians, the existing irrigation systems are antiquated and are in need of renovation.

Supplemental Park Maintenance - This function allows for the clearing and debris removal of invasive plants (acacias, eucalyptus & other noxious weeds) in the City's park sites and medians. This is especially important along the City's many stream banks by keeping the areas free of debris thereby preventing flooding and clearing areas where standing water collects acting as breeding grounds for mosquitoes.

Annual Park Landscaping - This provides for the annual and perennial color located throughout the City's parks and median. Last year the City planted over 10,000 spring blooming bulbs and hundreds of flats of annual color. Given the drought conditions over the last three years, the city has selected plant material requiring less water and maintenance.

Contract Landscape Maintenance

101-402-057-004

2015-16 Budgeted Amount	\$306,998
2015-16 12-Month Estimate	\$306,998
2016-17 Proposed Amount	\$318,121

This category consists of five (5) separate functions:

This provides for the care and maintenance of landscaped city facilities by Cleary Bros. Landscape, Inc. which was awarded the contract on December 16, 2013. Per the contract provisions, it has been mutually agreed upon to extend their contract for 2016. Cost increases are due to provisions in the approved contract, allowing Cleary Bros. a cost of living increase. The rate increase is 3.17%.

Parks include Piedmont Park, Crocker Park, and Dracena Park. **Medians** include landscaped areas at the Moraga Ave. Cemetery Wall, Lower Grand Ave., Fairview Ave., San Carlos Ave., Highland Ave. Strip, Hall Fenway, Inverleith Terrace, and Trestle Glen Rd. **Triangles** includes landscape islands at Nova Circle, Piedmont Court, Scenic Ave., Jerome Ave., Wildwood Ave., Seven Corners, Oakmont Ave., Caperton Ave., Indian/Hampton Rd., and St. James Dr. **Civic Center Facilities** include City Hall, 801 Magnolia Ave., Recreation Center, Aquatics Center, Veterans Hall, and the Bus Stop along Highland Way. **Athletic Facilities** include Linda Beach Park, Coaches Field, and Hampton Sports Field & Park. **Contract Maintenance** is the estimated Additional Services requested of Cleary Bros. under the contract for a variety of supplemental tasks including but not limited to extra planting, soil amendment, pest and weed control, irrigation replacement, sod replacement, storm response and restoration, and general maintenance tasks in a variety of locations throughout the city.

	<u>2015-16 Budgeted</u>	<u>2015-16 Estimated</u>	<u>2016-17 Proposed</u>
Parks Maintenance	\$ 26,435	\$ 26,435	\$ 27,149
Medians & Triangles	\$ 50,241	\$ 50,241	\$ 52,105
Civic Center Facilities	\$ 36,438	\$ 36,438	\$ 36,753
Athletic Fields	\$ 30,194	\$ 30,194	\$ 31,314
Contract Maintenance	<u>\$ 164,690</u>	<u>\$ 164,690</u>	<u>\$ 170,800</u>
	\$ 306,998	\$ 306,998	\$ 381,121

Park Stabilization and Storm Related Damage

101-402-057-005

2015-16 Budgeted Amount	\$ 125,000
2015-16 12-Month Estimate	\$ 125,000
2016-17 Proposed Amount	\$ 125,000

This includes the removal of hazardous and/or diseased trees, brush removal, pruning branches encroaching on right-of-ways, and provisions for erosion control by planting and removal of trees, shrubs and groundcover. Costs related to storm damage including downed trees and creek debris clearing are also included in this sub-object. These costs are also incurred for the maintenance and emergency services associated with street, park and median trees.

Weed and Pest Abatement

101-402-057-006

2015-16 Budgeted Amount	\$ 20,000
2015-16 12-Month Estimate	\$ 20,000
2016-17 Proposed Amount	\$ 20,000

This is for the eradication of weeds and pests in the City's landscape areas. The City adopted an Integrated Pest Management policy in 2011 and it states that the City will explore, whenever feasible, non-pesticide remedies, such as physical controls (hand weeding, traps and barriers). Staff has implemented other biological controls, such as the release of beneficial insects (green lacewings, praying mantis) that are natural enemies to some pests.

CONTRACT SERVICES

Street Tree Pruning

101-402-058-001

2015-16 Budgeted Amount	\$145,000
2015-16 12-Month Estimate	\$145,000
2016-17 Proposed Amount	\$145,000

This is to fund the annual Street Tree Pruning Project contract. It is imperative that we maintain our street trees on a three to five year pruning cycle to maintain the health, beauty, and safety of our urban forest.

Street Tree Planting

101-402-058-003

2015-16 Budgeted Amount	\$ 30,000
2015-16 12-Month Estimate	\$ 30,000
2016-17 Proposed Amount	\$ 30,000

This account ensures the continued health and vigor of the City's mature urban forest. These funds support the ongoing Public Works schedule of replanting trees and makes it possible to respond to citizen requests for additional street trees. Due to the mature nature of the City's urban forest, money is needed to assist in the in-fill replacement of selected dying trees located throughout the City such that the aesthetic impact of this process is gradual.

City Engineering Services

101-402-059-002

2015-16 Budgeted Amount	\$ 75,000
2015-16 12-Month Estimate	\$ 75,000
2016-17 Proposed Amount	\$ 75,000

Coastland Engineering provides on-call professional engineering and inspection services, which may vary from year to year based on the number and type of projects. Projects requiring engineering services within the purview of the Department of Public Works include street resurfacing, sewer rehabilitation, civic improvements to parks and public spaces, and traffic management. Additionally, the planning and building departments require on-going engineering services and analysis for issues relating to subdivisions, easements, plan review and geotechnical report peer review. Other city departments also rely on City Engineer for various degrees of consultation depending on their project needs.

Planning Department Services

101-402-059-003

2015-16 Budgeted Amount	\$ 40,000
2015-16 12-Month Estimate	\$ 40,000
2016-17 Proposed Amount	\$ 40,000

Each year, the Planning Department needs consulting services for assistance with routine and special projects. Routine services include engineering consultation, technical advice and survey services (Coastland Engineering, Moran Engineering); the review of the annual rate increase requested by Richmond Sanitary Service under the Franchise Agreement with the City (R-3 Consulting Group); and regional matters such as the annual housing allocation requirements of the Association of Bay Area Governments (Barry Miller). Special projects for 2016-17 include revisions to the Zoning Code and the Residential Design Guidelines, (which have not been updated since 1988) will be required to implement the goals and policies of the General Plan and to address current planning practices. Staff will manage these projects, but professional services will be needed for certain aspects of the project, such as the preparation of special studies, the preparation of the graphics and illustrations and printing costs for the Design Guidelines; and legal services and printing costs for the Zoning Code update. Another special project is the implementation of the Pedestrian and Bicycle Master Plan and the preparation of grant applications to fund implementation, which may require professional assistance from a Traffic Engineer or Consultant (Eisen-Letunic). Finally, a minor special project for the Planning Department is the Hazard Mitigation Plan, the development of which is managed by the Fire Department with its integration into the General Plan being the responsibility of the Planning Department.

Fuel Tank Maintenance

101-402-059-005

2015-16 Budgeted Amount	\$ 15,000
2015-16 12-Month Estimate	\$ 15,000
2016-17 Proposed Amount	\$ 15,000

This category is for cleaning and maintaining City fuel tanks and nozzles used by Police, Fire, Public Works and Recreation. Routine maintenance cleaning of these tanks is necessary to insure that the City's fuel is not contaminated with water, dirt or other contaminants. Additionally, Alameda County Health Services and CAL-EPA requires additional modifications to the City's fuel pumps to meet new CAL-EPA standards.

CAL/OSHA Compliance

101-402-059-010

2015-16 Budgeted Amount	\$ 13,000
2015-16 12-Month Estimate	\$ 13,000
2016-17 Proposed Amount	\$ 13,000

This represents the cost of specialized consultants to assist the Department with compliance to CAL/OSHA safety requirements. It includes review and revision of Standard Operating Procedures, training, and annual reviews and up-dates as required.

INFORMATION SERVICES

Computer Hardware

101-402-060-001

2015-16 Budgeted Amount	\$ 2,000
2015-16 12-Month Estimate	\$ 2,000
2016-17 Proposed Amount	\$ 2,000

Computer Software

101-402-060-002

2015-16 Budgeted Amount	\$ 4,000
2015-16 12-Month Estimate	\$ 4,000
2016-17 Proposed Amount	\$ 4,000

Computer Services

101-402-060-003

2015-16 Budgeted Amount	\$ 500
2015-16 12-Month Estimate	\$ 500
2016-17 Proposed Amount	\$ 500

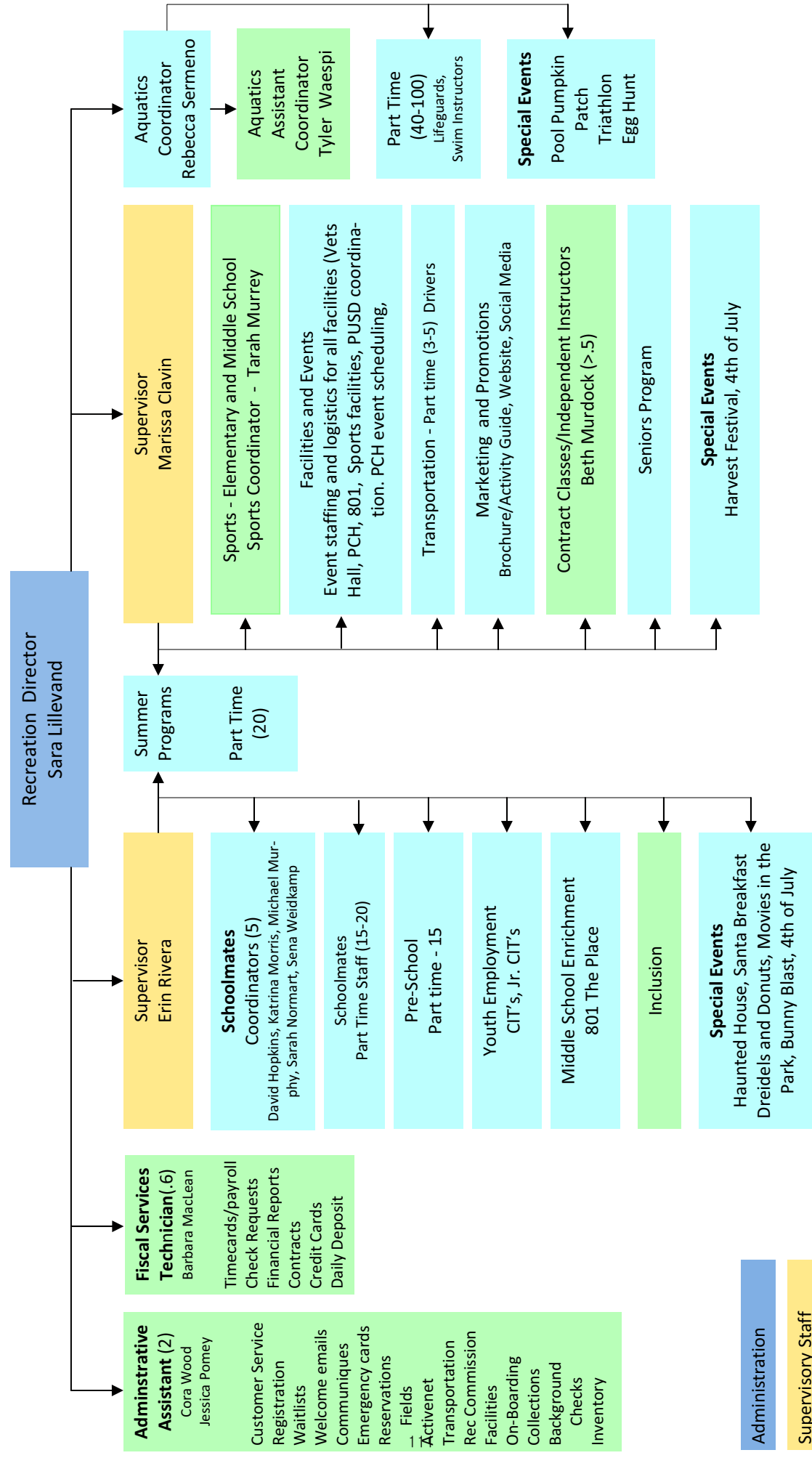
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Recreation



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PIEDMONT RECREATION DEPARTMENT Organizational Chart 2016-2017



- Administration
- Supervisory Staff
- Support Staff
- Program Staff

Note : The following authorized positions are vacant and unfunded :
Schoolmates Assistant Site Coordinator (2)
Recreation Supervisor (1)

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FUNCTIONAL DESCRIPTION

The Recreation Department has the following functional responsibilities:

- Management of the Recreation Division including many recreation special interest classes, PMS sports, pre-schools and special events.
- Management of the Schoolmates Program.
- Management and operation of the Piedmont Community Pool.
- Management of the city's rental facilities (Veterans' Building, Community Hall, Japanese Tea House, Excedra Plaza and 801 Magnolia – East Wing).
- Preparation and distribution of comprehensive program activity guides.
- Organization and support of more than 20,000 transactions (rentals, registrations, reservations, phone registrations, credit cards) per year.
- Provide staff support to the Recreation Commission.
- Coordinate all field use, reservations and allocations.
- Personnel management (department level) including training, management, payroll, record keeping, evaluation.
- Management of the Piedmont Seniors Program.
- Management of the city's tennis program including maintenance, decals, reservations, rules and signage.
- Review, audit, and preparation of all accounts payables and payroll

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RECREATION
(Including Rental Facilities, Schoolmates & Aquatics)

	Approved Budget 15/16	Estimated Expenditures 15/16	Approved Budget 16-17	Budget % Change
SALARIES	\$ 2,347,900	\$ 2,347,900	\$ 2,414,701	3%
FRINGE BENEFITS	586,805	586,805	615,825	5%
PERSONNEL EXPENSES	32,800	27,500	34,200	4%
SUPPLIES & SERVICES	1,191,100	1,131,600	1,181,200	-1%
CAPITAL EXPENDITURES	44,900	33,155	36,500	-19%
TOTAL	\$ 4,203,505	\$ 4,126,960	\$ 4,282,426	2%

STAFF			
	<u>Employees</u>	<u>First Step</u>	<u>Last Step</u>
MANAGEMENT			
Recreation Director	1	-	13,261
PROFESSIONAL/TECHNICAL/ SUP.			
Recreation Supervisor*	3	5,541	6,738
CHILDCARE			
Assistant Site/Recreation Program Coord**	4	3,439	4,604
Childcare Site/Recreation Program Coord	3	3,980	5,334
Pool Manager/Recreation Program Coord	1	3,980	5,334
	<u>8</u>		
CONFIDENTIAL			
Administrative Assistant	2	4,919	5,981
Fiscal Services Technician w/ 2% EDU	0.6	5,478	6,654
	<u>2.6</u>		
PART-TIME EMPLOYEE WITH BENEFITS			
Assistant Pool Manager	1	-	\$20.00/Hour
Assistant Sports Coordinator	1	-	\$27.00/Hour
	<u>2</u>		
Total	<u>16.6</u>		

* One position vacant and not budgeted
**Two positions vacant and not budgeted

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RECREATION

PERSONNEL EXPENSES

Memberships/Conferences/Training **101-0404-031-001**

2015-16 Budgeted Amount	\$ 10,000
2015-16 12-Month Estimate	\$ 6,000
2016-17 Proposed	\$ 7,000

This account funds professional development which includes memberships, conferences and training.

Auto Allowance **101-0404-031-002**

2015-16 Budgeted Amount	\$ 5,000
2015-16 12-Month Estimate	\$ 5,000
2016-17 Proposed	\$ 5,000

This account funds the Recreation Director's Auto Allowance.

Auto Expense **101-0404-031-003**

2015-16 Budgeted Amount	\$ 12,000
2015-16 12-Month Estimate	\$ 12,000
2016-17 Proposed	\$ 12,000

This account funds vehicle repair and maintenance for the four department vehicles (Sedan, 3 vans).

DEPARTMENT SUPPLIES

Office Supplies **101-0404-051-001**

2015-16 Budgeted Amount	\$ 11,000
2015-16 12-Month Estimate	\$ 11,000
2016-17 Proposed	\$ 11,000

Basic office supplies and materials including copier and disposable computer supplies. Office supplies include stationary, envelopes, printed forms, labels, binders, graphic/signage supplies, filing supplies and toner.

Commission Expense **101-0404-051-002**

2015-16 Budgeted Amount	\$ 1,000
2015-16 12-Month Estimate	\$ 1,000
2016-17 Proposed	\$ 1,000

Betty C. Howard Award plaques and related expense are covered by this account. Expenses related to their term (Commission Binders) are also funded by this account.

UTILITIES

101-0404-052

2015-16 Budgeted Amount	\$ 66,000
2015-16 12-Month Estimate	\$ 64,000
2016-17 Proposed	\$ 66,000

This account funds utilities for the Recreation Department, Tennis Courts at Vista and Bonita, Coaches Field, City Hall, Fire Department and Police Department. 801 Magnolia Avenue has been renovated and will provide additional rental space and room for additional recreation programs.

	<u>2015-16 Budgeted</u>	<u>2015-16 Estimated</u>	<u>2016-17 Proposed</u>
<u>Expense Breakdown:</u>			
Recreation Department	\$14,000	\$13,500	\$14,000
City Hall/Fire Department	\$40,000	\$39,000	\$40,000
Police Department	<u>\$12,000</u>	<u>\$11,500</u>	<u>\$12,000</u>
Total	\$66,000	\$64,000	\$66,000

CONTRACT SERVICES

101-0404-054-001

2015-16 Budgeted Amount	\$ 11,500
2015-16 12-Month Estimate	\$ 6,000
2016-17 Proposed	\$ 7,000

Account covers contract services such as the copier contract, drinking water filtering service, laundry service for door mats, document shredding service.

OTHER EXPENSES

101-0404-056

2015-16 Budgeted Amount	\$742,000
2015-16 12-Month Estimate	\$742,000
2016-17 Proposed	\$742,000

This account funds expenses for all Department classes, events and programs (except pre-school). Expenses include all supplies, equipment, uniforms, class materials, specialty items, marketing, promotions and independent contractor payments. This account also funds the July 4th Parade and Celebration as well as the Harvest Festival both of which include live music with sound system.

	<u>2015-16 Budgeted</u>	<u>2015-16 Estimated</u>	<u>2016-17 Proposed</u>
Programs & Classes	\$ 719,000	\$ 713,286	\$725,000
July 4 th	\$ 20,000	\$ 21,429	\$ 17,000
Harvest Festival	<u>\$ 3,000</u>	<u>\$ 7,285</u>	<u>\$ 0</u>
Total	\$ 742,000	\$ 742,000	\$ 742,000

CAPITAL OUTLAY

101-0404-081

2015-16 Budgeted Amount	\$ 0
2015-16 12-Month Estimate	\$ 0
2016-17 Proposed	\$ 3,000

Recreation Department second floor signage and furniture.

Recreation Department Cost Recovery												
	Actual 2007-08	Actual 2008-09	Actual 2009-10	Actual 2010-11	Actual 2011-12	Actual 2012-13	Actual 2013-14	Actual 2014-15	Proposed 2015-16	Proposed 2016-17		
Expenditures												
Recreation: 404	\$2,299,343	\$2,235,526	\$2,296,440	\$2,192,654	\$2,287,026	\$2,388,209	\$2,333,630	\$1,969,378	\$2,174,750	\$2,235,550		
Less: City Hall/Police/Fire Utilities	(49,716)	(43,050)	(46,656)	(49,928)	(50,474)	(50,404)	(49,548)	(46,070)	(50,500)	(52,000)		
Less: Ground Maintenance	(53,176)	(29,074)	(32,368)	(26,514)	(27,648)	(33,948)	(27,912)	(273)	-	-		
Less: Contract Services*	(109,465)	(112,591)	(107,005)	(95,473)	(99,941)	(124,698)	(118,979)	-	-	-		
Less: 4th of July	(11,000)	(11,875)	(13,246)	(14,783)	(12,749)	(13,238)	(16,029)	(14,567)	(21,429)	(17,000)		
Less: Harvest Festival	(9,299)	(11,035)	(12,650)	(10,335)	(11,740)	(13,608)	(14,639)	(8,204)	(7,285)	(17,000)		
Sub-total	(232,656)	(207,625)	(211,926)	(197,032)	(202,552)	(235,897)	(227,106)	(69,115)	(79,214)	(86,000)		
Net Recreation Budget	2,066,687	2,027,901	2,084,514	1,995,622	2,084,474	2,152,312	2,106,524	1,900,263	2,095,536	2,149,550		
Community Hall: 405	95,674	104,332	83,814	96,112	103,478	92,174	97,634	94,274	92,710	97,020		
Veterans' Hall: 406	52,813	51,661	43,094	54,855	49,951	46,579	51,610	35,843	48,870	53,080		
PRESCHOOL PROGRAM: 407	-	-	-	-	-	-	-	242,809	339,950	348,650		
801 Magnolia : 414	-	-	-	-	-	-	-	-	11,200	11,200		
Total Expenditures	2,215,174	2,183,894	2,211,422	2,146,589	2,237,904	2,291,065	2,255,768	2,273,189	2,588,266	2,659,500		
Recreation Revenue	1,649,348	1,786,124	1,784,196	1,770,294	1,881,932	1,807,374	1,799,718	1,782,400	2,020,000	2,075,000		
Community Hall Revenue	171,443	244,922	222,566	223,313	241,063	258,611	264,243	367,001	307,000	390,000		
Veterans' Hall Revenue	75,795	76,856	54,832	57,970	65,825	82,197	76,697	77,352	80,000	80,000		
Schoolmates Revenue	46,160	50,000	52,500	55,125	-	-	-	46,436	81,000	31,000		
Sub-total	1,942,745	2,157,902	2,114,095	2,106,702	2,188,820	2,148,182	2,140,658	2,273,189	2,488,000	2,576,000		
Net General Fund Support	\$272,428	\$25,991	\$97,328	\$39,887	\$49,084	\$142,883	\$115,110	\$0	\$100,266	\$83,500		
Recreation Revenue % Recovery	87.70%	98.81%	95.60%	98.14%	97.81%	93.76%	94.90%	100.00%	96.13%	96.86%		
* Contract Services for City Hall, Main Park Restroom Weekend Cleaning/ Opening and Closing which was transferred to Facilities Maintenance Fund and overseen by Public Works Department beginning in FY 2014-15.												

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COMMUNITY HALL

DEPARTMENT SUPPLIES

101-0405-051-001

2015-16 Budgeted Amount	\$ 5,000
2015-16 12-Month Estimate	\$ 5,000
2016-17 Proposed	\$ 5,000

All cleaning and maintenance supplies for Community Hall (upper level only) rental facility operation. Proper maintenance and cleanliness are essential for this beautiful facility. No increase proposed.

UTILITIES

101-0405-052-001

2015-16 Budgeted Amount	\$ 10,000
2015-16 12-Month Estimate	\$ 10,000
2016-17 Proposed	\$ 10,000

Utility expense for Community Hall.

CONTRACT SERVICES

101-0405-054-001

2015-16 Budgeted Amount	\$ 12,000
2015-16 12-Month Estimate	\$ 6,000
2016-17 Proposed	\$ 7,000

This funds the maintenance and deep cleaning Community Hall kitchen, as well as floor maintenance.

CAPITAL OUTLAY

101-0405-081

2015-16 Budgeted Amount	\$ 2,500
2015-16 12-Month Estimate	\$ 2,500
2016-17 Proposed	\$ 3,000

This will fund the purchase of new tables and new chairs which need to be replaced on a regular rotational basis.

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VETERANS' HALL

DEPARTMENT SUPPLIES

101-0406-051-001

2015-16 Budgeted Amount	\$ 4,000
2015-16 12-Month Estimate	\$ 4,000
2016-17 Proposed	\$ 4,000

All cleaning and maintenance supplies for Veterans' Hall operation. No increase proposed.

UTILITIES

101-0406-052-001

2015-16 Budgeted Amount	\$ 4,200
2015-16 12-Month Estimate	\$ 4,000
2016-17 Proposed	\$ 4,200

Utility expense for second floor (rental facility) of Veterans' Hall.

CONTRACT SERVICES

101-0406-054-001

2015-16 Budgeted Amount	\$ 5,000
2015-16 12-Month Estimate	\$ 2,000
2016-17 Proposed	\$ 3,000

This fund covers kitchen equipment service as required.

CAPITAL OUTLAY

101-0406-081

2015-16 Budgeted Amount	\$ 3,000
2015-16 12-Month Estimate	\$ 3,000
2016-17 Proposed	\$ 4,000

This will fund the purchase of new tables and new chairs which need to be replaced on a regular basis.

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PRE-SCHOOL

MEMBERSHIPS/TRAINING/CONFERENCES

101-0407-031-001

2015-16 Budgeted Amount	\$ 2,000
2015-16 12-Month Estimate	\$ 1,500
2016-17 Proposed	\$ 2,000

This account funds memberships and trainings for the Pre-School programs.

DEPARTMENT SUPPLIES

101-0407-051-001

2015-16 Budgeted Amount	\$ 25,000
2015-16 12-Month Estimate	\$ 25,000
2016-17 Proposed	\$ 27,000

All supplies for the operation of the Pre-School division are funded by this account. As this is a new division, estimates and proposed amounts are to serve as a base line for the six programs that now comprise this division.

CONTRACT SERVICES

101-0407-054-001

2015-16 Budgeted Amount	\$ 4,000
2015-16 12-Month Estimate	\$ 4,000
2016-17 Proposed	\$ 4,000

This funds non-city staff programs used to supplement class activities and brochures, as well as, pre-school specific marketing brochures and posters.

CAPITAL OUTLAY

101-0407-081

2015-16 Budgeted Amount	\$ 6,000
2015-16 12-Month Estimate	\$ 6,000
2016-17 Proposed	\$ 6,000

This will fund the purchase of additional and replacement furniture (tables, chairs, cubby storage units) which need to be replaced on a regular rotational basis. Outdoor storage and outdoor toys are also priority needs for 2016-17.

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801 MAGNOLIA EAST WING

DEPARTMENT SUPPLIES

101-0414-051-001

2015-16 Budgeted Amount	\$ 5,000
2015-16 12-Month Estimate	\$ 5,000
2016-17 Proposed	\$ 2,000

Cleaning, maintenance, and storage supplies not covered by janitorial service.

UTILITIES

101-0414-052-001

2015-2016 Budgeted Amount	\$ 4,200
2015-2016 12-Month Estimate	\$ 4,200
2016-2017 Proposed	\$ 4,200

Utility expense for 801 Magnolia.

CONTRACT SERVICES

101-0414-054-001

2015-2016 Budgeted Amount	\$ 2,000
2015-2016 12-Month Estimate	\$ 2,000
2016-2017 Proposed	\$ 2,000

This account funds non-janitorial services required to manage this multi-use space.

CAPITAL OUTLAY

101-0414-081

2015-2016 Budgeted Amount	\$ 0
2015-2016 12-Month Estimate	\$ 0
2016-2017 Proposed	\$ 3,000

This account funds furniture and equipment to support multiuse programming in this facility.

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SCHOOLMATES

MEMBERSHIPS/TRAINING/CONFERENCES

114-0415-031-001

2015-16 Budgeted Amount	\$	0
2015-16 12-Month Estimate	\$	0
2016-17 Proposed	\$	2,000

This account funds memberships and trainings for Schoolmates staff.

DEPARTMENT SUPPLIES

114-0415-051-001

2015-16 Budgeted Amount	\$	55,000
2015-16 12-Month Estimate	\$	55,000
2016-17 Proposed	\$	56,000

This account funds supplies and materials as well as nutrition which as a licensed program is required by state law.

UTILITIES

114-0415-052-001

2015-16 Budgeted Amount	\$	4,200
2015-16 12-Month Estimate	\$	6,000
2016-17 Proposed	\$	6,000

Utility expense for Schoolmates sites.

CONTRACT SERVICES

114-0415-054-001

2015-16 Budgeted Amount	\$	5,000
2015-16 12-Month Estimate	\$	4,000
2016-17 Proposed	\$	4,000

This funds non-janitorial contract services for the Schoolmates sites including carpet cleaning and painting and non-city staff programs used to supplement class activities.

CAPITAL OUTLAY

114-0415-081

2015-16 Budgeted Amount	\$	5,000
2015-16 12-Month Estimate	\$	5,000
2016-17 Proposed	\$	5,000

This will fund the purchase of additional and replacement furniture (tables, chairs, appliances) which need to be replaced on a regular basis.

DEPARTMENT OF RECREATION												
SCHOOLMATES COST RECOVERY												
	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17		
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Proposed	Proposed		
	5.50 per hr	5.50 per hr	5.50 per hr	6.00 per hr	6.00 per hr	6.50 per hr	7.00 per hr	7.00 per hr	7.25 per hr	7.25 per hr		
Revenue												
Schoolmates Fees	\$ 686,396	\$ 763,067	\$ 720,349	\$ 698,154	\$ 655,870	\$ 787,177	\$ 910,737	\$ 912,533	\$ 920,000	\$ 920,000		
Interest	22,639	10,553	2,918	1,926	567	207	433	923	1,100	1,100		
Total Revenue	709,035	773,620	723,267	700,080	656,436	787,385	911,170	913,456	921,100	921,100		
Expenditures												
Regular Salaries	253,556	283,135	285,705	277,738	287,049	289,753	297,295	308,563	329,000	339,000		
Part-time Salaries	169,684	194,801	170,890	157,607	158,606	174,643	183,893	189,025.23	203,000	218,000		
Part-time Custodial	22,134	22,664	6,015	4,186	15,429	18,596	20,757	15,269	7,000	7,000		
Medical/Dental Benefits	51,010	55,307	58,606	62,178	73,146	79,187	89,116	88,065	93,550	94,600		
Retirement Benefits	102,119	110,366	113,143	107,884	116,489	120,559	118,716	92,154	94,850	96,100		
Other Benefits	9,559	10,471	10,190	9,458	8,615	8,929	9,242	9,570	10,325	10,575		
Memberships/conf/training	-	-	-	-	-	-	-	-	-	2,000		
Supplies	29,725	45,103	35,522	27,490	25,317	34,854	30,991	34,073	30,000	30,000		
Nutrition & Breakfast/Lunch	14,839	14,399	18,741	19,137	21,484	14,586	16,782	20,360	25,000	26,000		
Utilities	5,549	5,152	4,149	2,997	2,792	3,791	3,823	4,105	6,000	6,000		
Contract Services	9,908	11,271	16,240	19,864	55,153	22,757	3,042	2,082	4,000	4,000		
Capital Outlay	41,010	6,313	-	4,478	9,561	4,713	3,642	14,346	5,000	5,000		
Total Expenditures	709,093	758,982	719,201	693,018	773,642	772,367	777,299	777,613	807,725	838,275		
Transfer Out												
General Fund*	46,160	50,000	52,500	55,125	-	-	-	46,436	81,000	31,000		
CIP	-	-	-	150,000	-	-	-	-	-	-		
Total Transfers	46,160	50,000	52,500	205,125	-	-	-	46,436	81,000	31,000		
Total Expenditures/Transfers	755,253	808,982	771,701	898,143	773,642	772,367	777,299	824,048	888,725	869,275		
Excess of Revenue over Expenditures/Transfers	(46,218)	(35,361)	(48,434)	(198,064)	(117,206)	15,017	133,871	89,407	32,375	51,825		
Fund Balance												
Beginning of Year	523,375	477,157	441,796	393,361	195,298	78,091	93,109	226,980	316,387	348,762		
End of Year	\$ 477,157	\$ 441,796	\$ 393,361	\$ 195,298	\$ 78,091	\$ 93,109	\$ 226,980	\$ 316,387	\$ 348,762	\$ 400,587		
Schoolmate Revenue % Recovery	93.88%	95.63%	93.72%	77.95%	84.85%	101.94%	117.22%	110.85%	103.64%	105.96%		

AQUATICS

MEMBERSHIPS/TRAINING/CONFERENCES AND CERTIFICATIONS

117-0417-031-001

2015-16 Budgeted Amount	\$ 3,800
2015-16 12-Month Estimate	\$ 3,000
2016-17 Proposed	\$ 6,200

This account funds trainings and memberships and certifications for Aquatics Coordinator and staff. Includes California Park & Recreation Society, Bay Area Public Pool Operators Group, Red Cross and California Aquatics Management School. "Training and Certifications" expenses currently reflected in Contract Services (117-0417-054-008) have been consolidated here.

DEPARTMENT SUPPLIES

117-0417-051

2015-16 Budgeted Amount	\$ 83,300
2015-16 12-Month Estimate	\$ 76,300
2016-17 Proposed	\$ 81,800

This account funds supplies and materials required to operate the swimming pool, associated buildings and grounds.

	2015-16 <u>Estimated</u>	2016-17 <u>Proposed</u>
001 Pool Chemicals	\$ 17,000	\$ 20,000
002 Pool Equipment	\$ 7,500	\$ 7,500
003 Misc. Pool/Locker Room Repair Supplies	\$ 5,000	\$ 5,000
004 Office Supplies and Materials	\$ 3,000	\$ 3,000
005 Printing/Graphics	\$ 5,000	\$ 6,000
006 Postage	\$ 5,300	\$ 5,300
007 Other	\$ 2,500	\$ 2,500
008 Concessions	\$ 8,500	\$ 10,000
009 Janitorial Supplies	\$ 5,000	\$ 5,000
010 Health and Safety Class Supplies	\$ 2,500	\$ 2,500
011 Swim Lesson Equipment	\$ 1,500	\$ 1,500
012 Camp – Summer (includes snack)	\$ 2,000	\$ 2,000
013 Adult/Masters Program	\$ 500	\$ 500
014 Uniforms-Staff	\$ 5,000	\$ 5,000
015 Special Events	\$ 3,500	\$ 3,500
016 Site Furnishings *	<u>\$ 2,500</u>	<u>\$ 2,500</u>
 Total	 \$ 76,300	 \$ 81,800

*Site furnishings need to be replaced on a regular basis.

UTILITIES

117-0417-052-001

2015-16 Budgeted Amount	\$ 67,000
2015-16 12-Month Estimate	\$ 53,000
2016-17 Proposed	\$ 65,000

Utility expense for the swimming pool, associated buildings and grounds.

CONTRACT SERVICES

117-0417-054

2015-16 Budgeted Amount	\$ 62,200
2015-16 12-Month Estimate	\$ 39,600
2016-17 Proposed	\$ 59,300

This funds all contract services for the operation of the swimming pool, associated buildings and grounds.

	<u>2015-16 Estimated</u>	<u>2016-17 Proposed</u>
003 Pool Maintenance	\$ 17,000	\$ 30,000
004 Plumbing	\$ 2,000	\$ 4,000
005 Electrical	\$ 1,200	\$ 4,000
007 Janitorial	\$ 12,000	\$ 15,300
008 Training/Certifications (moved to 117-0417-031 for 16-17)	\$ 2,400	\$ 0
011 Marketing/Promotions	\$ 3,000	\$ 3,000
012 Inspections	\$ 2,000	\$ 3,000
014 Alarm Monitoring (moved to Facilities Maintenance)	\$ 0	\$ 0
Total	\$ 39,600	\$ 59,300

INFORMATION SERVICES

117-0417-060

2015-2016 Budgeted Amount	\$ 2,500
2015-2016 12-Month Estimate	\$ 2,500
2016-2017 Proposed	\$ 2,500

Funding for computer equipment for the Pool Office.

CAPITAL OUTLAY

117-0417-081

2015-16 Budgeted Amount	\$ 28,400
2015-16 12-Month Estimate	\$ 16,655
2016-17 Proposed	\$ 12,500

	<u>2015-16 Estimated</u>	<u>2016-17 Proposed</u>
006 Plumbing Repair/Women's Locker Room	\$ 0	\$ 6,500
013 Pool Vacuum	\$ 5,000	\$ 0
014 Lifeguard Chair (Medium Pool)	\$ 4,521	\$ 3,500
015 Digital Chemical Test Kit	\$ 1,313	\$ 0
016 Pool Cover Reel Main Pool	\$ 5,821	\$ 0
017 Water Slide for Medium Pool	\$ 0	\$ 0
018 Recreational Equipment	\$ 0	\$ 2,500
Total	\$ 16,655	\$ 12,500

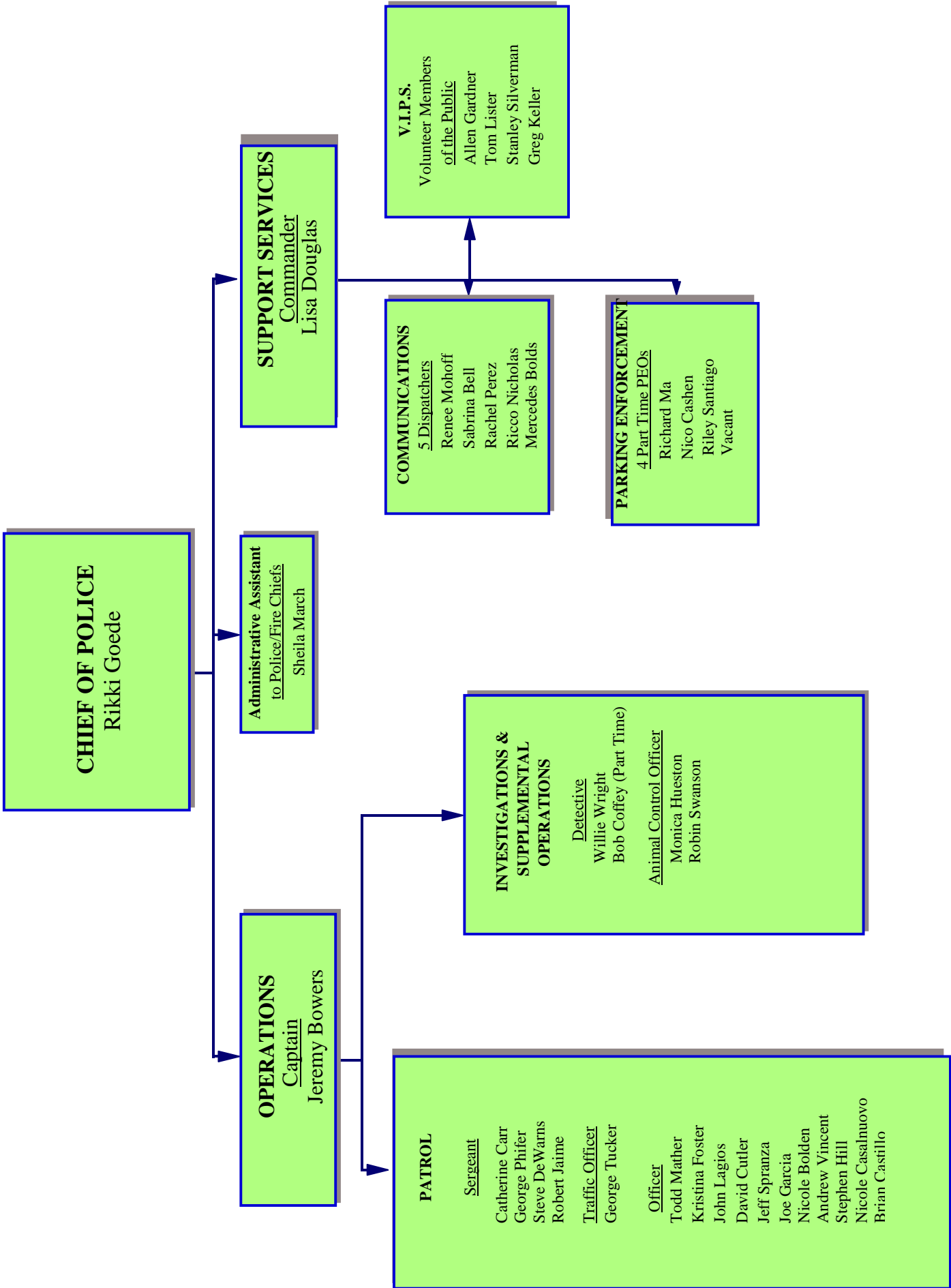
DEPARTMENT OF RECREATION									
AQUATICS COST RECOVERY									
	FY 10/11	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17		
	Actual	Actual	Actual	Actual	Actual	Proposed	Proposed		
Beginning Fund Balance	\$0	\$48,951	(\$124,650)	(\$72,477)	\$12,763	\$43,189	\$71,434		
Revenue	\$37,364	\$491,024	\$526,165	\$552,455	525,874	550,000	550,000		
Expenditures	98,413	664,624	612,148	627,214	615,448	651,755	698,650		
Excess of Expenditure over Revenue	(61,049)	(173,601)	(85,983)	(74,760)	(89,575)	(101,755)	(148,650)		
Net General Fund Support	110,000	0	138,156	160,000	120,000	130,000	130,000		
Ending Fund Balance	\$48,951	(\$124,650)	(\$72,477)	\$12,763	\$43,189	\$71,434	\$52,784		
Aquatics Revenue % Recovery	38%	74%	86%	88%	85%	84%	79%		

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Police



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FUNCTIONAL DESCRIPTION

Under the city charter, the police department is charged to preserve the peace, protect life and property, and enforce the local, state and federal statutes. The Piedmont Police Department is a full-service, community law enforcement agency. To accomplish all tasks assigned to the police department, the organization is divided into three functional areas, Administration, Operations (Patrol), and Support Services, which includes full-time/part-time personnel and volunteers.

➤ **Administration** - Police Chief's Office

All management, supervisors and employees (sworn and non-sworn) within the department are under the authority and direction of the chief of police. Specifically, administration functions include personnel; appointment and retention of employees; employee grievances; citizen clearance letters; council reports; citizen complaints; employee discipline; traffic surveys; personnel files; development and enforcement of department policies; supervision of volunteers; monthly Department of Justice statistical reports; and staff reports. The chief also issues concealed weapons permits; attends council meetings; and consults with department heads, city engineers, and legal counsel to make recommendations to ensure that all city ordinances, and state and federal laws are observed and enforced. In addition, the chief serves as the department representative to citizen groups, press relations, and professional organizations; and interacts with department union representatives and legal counsel.

➤ **Operations** - Captain

Responsible for operations of officers, includes the management of patrol and traffic; criminal investigations; juvenile investigations; recruitment and background investigations; Neighborhood Watch and community outreach; response to all calls for service; report writing; police reserves; canines; animal control; dog licenses; training; administrative reviews; internal affairs; range; scheduling; payroll; peddlers/solicitors; contract services; crossing guards; press releases; Department Policies; equipment purchase and upkeep; and review and preparation of POST/DOJ audits.

➤ **Support Services** - Manager

Coordinates dispatch center; CAD/RMS systems; EBRCSA systems; records; parking and traffic citations; volunteer programs; contract services; balance and oversee the collection of report fees; parking citation hearings; budget; purchasing; accounts payable; city telephones; court liaison; crime analysis, statistics and mapping; property/evidence; computers; fleet maintenance; equipment purchase and upkeep; Live Scan fingerprinting; and review and preparation of DOJ audits.

STATISTICS

The following is a summary of police activities for the past four years:

	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
Total calls for service	9,340	10,846	10,200	12,848
Case files opened	739	753	789	986
Serious Offenses				
Homicide	0	0	0	0
Rape	0	0	0	5
Robbery	6	13	4	2
Assault	14	10	6	12
Burglary	135	116	80	51
Theft	150	126	111	116
Auto Theft	47	50	40	38
Arson	<u>0</u>	<u>2</u>	<u>0</u>	<u>0</u>
Total	353	317	241	224
Auto Accidents				
Fatal	0	0	0	0
Injury	6	5	3	5
Non-Injury	55	37	47	37
Hit & Run	<u>29</u>	<u>39</u>	<u>29</u>	<u>35</u>
Total	90	81	79	77
Citations Issued				
Moving Violation	1,396	2,041	2,633	1,212
Parking Citations	1,141	1,404	1,680	1,482

Progress Report

Serious Offenses – The City of Piedmont experienced an overall 7% decrease in reported crimes from 2014. This represents three straight years of decreasing crime with burglaries decreasing by 36% from 2014. Our total number of reported crimes was 224. The average of reported crimes for the last four years was 284.

Traffic – The total number of accidents decreased 3% from 79 in 2014 to 77 in 2015. Injury accidents increased from 3 the previous year to 5 in 2015, and hit and runs increased 21% from 29 to 35. There were no fatalities in 2015. The average number of accidents in the last four years was 82.

State of California (Citizens Option for Public Safety Program – COPS) – Funds from this program provided \$113,000 to supplement existing police services; not used to supplant any existing funding for law enforcement services currently being provided by the City of Piedmont.

New Employees

2015 (Full-time employee)

Police Officer Nicole Casalnuovo
Police Officer Brian Castillo
Animal Control Officer Robin Swanson

2015 Promotions

Sergeant Robert Jaime

2015 Retirements

None

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POLICE

	Approved Budget 15/16	Estimated Expenditures 15/16	Approved Budget 16-17	Budget % Change
SALARIES	\$ 3,491,000	\$ 3,491,000	\$ 3,584,000	3%
FRINGE BENEFITS	1,580,750	1,580,750	1,618,000	2%
PERSONNEL EXPENSES	73,500	73,500	68,600	-7%
SUPPLIES & SERVICES	810,719	811,869	684,318	-16%
CAPITAL EXPENDITURES	-	-	42,000	N/A
TOTAL	\$ 5,955,969	\$ 5,957,119	\$ 5,996,918	1%

STAFF			
	<u>Employees</u>	<u>First Step</u>	<u>Last Step</u>
MANAGEMENT			
Police Chief	1	-	16,197
MID-MANAGEMENT			
Police Captain with 6% POST	1	11,751	14,282
Support Services Commander	1	-	10,761
	<u>2</u>		
POLICE			
Sergeant with 5% Post	1	-	10,462
Sergeant with 7% POST	1	-	10,661
Sergeant with 7% POST & SD	1	-	11,087
Sergeant with 7% POST, Supv Cert + SD	1	-	11,309
Police Officer with 5% POST	1	7,294	8,801
Police Officer with 5% POST + SD	3	7,585	9,153
Police Officer with 7% POST	4	7,433	8,969
Police Officer with 7% POST + SD	2	7,730	9,328
Detective with 7% POST	1	7,804	9,417
Traffic Officer with 7% POST	1	7,804	9,417
Traffic Officer with 5% POST	1	7,658	9,241
	<u>17</u>		
GENERAL - LOCAL 790			
Animal Control Officer w/ 1% EDU	1	4,233	5,143
Animal Control Officer w/ 2% EDU	1	4,275	5,195
Dispatcher with Shift Differential	1	5,554	6,749
Dispatcher with 2% POST & Shift Diff.	1	5,665	6,883
Dispatcher with 2% POST Certificate	3	5,448	6,619
	<u>7</u>		
CONFIDENTIAL			
Administrative Assistant w/ 1% EDU	1	4,968	6,041
Total	<u>28</u>		

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POLICE

PERSONNEL EXPENSES

Memberships/Conferences/Training

101-0408-031-001

2015-16 Budgeted Amount	\$ 20,500
2015-16 12-Month Estimate	\$ 20,500
2016-17 Proposed Amount	\$ 15,600

Conferences provide the opportunity to attend a variety of workshops on current police practices, new legislation and programs. The police chief attends the California Police Chief and International Association of Chiefs of Police conferences each year. The command officers also attend one (1) conference during each fiscal year to enhance their career development, as well as that of the Department's. In addition, the Department has begun sending the part-time Property Room Clerk and the Support Services Commander to the annual CAPE (California Association of Property and Evidence) Conference. Attendance at this conference is necessary for maintaining best practices in property and evidence collection and storage and the mitigation of errors that could result in liability to the Department and City.

Additionally, Department members maintain memberships in a variety of police and law enforcement associations in the state and Bay Area. The associations frequently meet on a monthly basis to exchange ideas.

Auto Allowance

101-0408-031-002

2015-16 Budgeted Amount	\$ 3,000
2015-16 12-Month Estimate	\$ 3,000
2016-17 Proposed Amount	\$ 3,000

Contractual auto allowance for the Support Services Commander (\$250 per month).

P.O.S.T

101-0408-031-004

2015-16 Budgeted Amount	\$ 50,000
2015-16 12-Month Estimate	\$ 50,000
2016-17 Proposed Amount	\$ 50,000

Peace Officer Standards and Training (P.O.S.T.) representatives annually inspect our training and recruitment records to ensure the police department is in compliance with P.O.S.T. regulations and legislative mandates. With six of the Department's thirteen officers having less than five years of police experience, proper and timely training is necessary and essential. The P.O.S.T. Commission reimburses the City for training courses, however, due to state funding cuts, P.O.S.T. has decreased the amount of training reimbursement funds being provided to agencies. Nevertheless, training is an absolute necessity in law enforcement and, regardless if the training is mandated or discretionary, it is essential to the development of officers. Therefore, the proposed budget reflects anticipated training costs for 2016-17.

DEPARTMENTAL SUPPLIES

Office Supplies

101-408-051-001

2015-16	Budgeted Amount	\$ 16,500
2015-16	12-Month Estimate	\$ 16,500
2016-17	Proposed Amount	\$ 16,500

These funds cover the purchase of all office and departmental supplies. The Department routinely utilizes volume retail outlets when purchasing office supplies to minimize expenditures.

Photographic Expense

101-408-051-002

2015-16	Budgeted Amount	\$ 1,500
2015-16	12-Month Estimate	\$ 1,500
2016-17	Proposed Amount	\$ 1,500

Officers use digital and/or video cameras to photograph crime and accident scenes, evidence, and individuals taken into custody. Some of the cost for developing, printing and photographic accessories is offset by the sale of photographs to insurance companies.

TELEPHONE/RADIO

101-0408-051-001

2015-16	Budgeted Amount	\$ 169,780
2015-16	12-Month Estimate	\$ 169,780
2016-17	Proposed Amount	\$ 171,280

This account includes charges for the telephone system for all City operations, telephone lines, long distance and toll charges, pay telephone rental fee, cellular telephones, e-mail and monthly internet fees, and dedicated telephone lines for fax machines. Telephone equipment and services for City Administration, Finance/Human Resources, Public Works, Recreation, Fire and Police are covered under this account.

Police Department - This account also funds costs that are related directly to the Department. The Department maintains the dedicated frame relay lines for direct connections to the Alameda County Sheriff's Office and to provide wireless communications to our patrol vehicles. Additionally, Alameda County Sheriff's Department invoices a switcher fee that permits access to Department of Motor Vehicles and Department of Justice (stolen vehicles, property, wanted persons, arrest records) information. Currently, the county is upgrading the law enforcement IT line known as LawNet in order to provide increased and enhanced data sharing abilities between all of the county law enforcement agencies. The yearly cost for LawNet (\$5,880) as well as the annual cost for Verizon connection fees associated with the ALPR camera system (\$11,000) are included in this budget category.

Other Departments - The City upgraded the internet connectivity to City Hall, as well as the Corporation Yard and Recreation Center, and the above budget includes the yearly provider cost (\$32,400). The 2015-16 budget only included 11 months of the upgraded service, thus the increase reflected above represents a full 12 months of service. Lastly, the Fire Department has six iPads for reporting paramedic claims that incur a yearly cellular charge (\$3,000).

EQUIPMENT/MAINTENANCE/GAS/OIL

Vehicle Maintenance

101-0408-053-001

2015-16 Budgeted Amount	\$ 27,500
2015-16 12-Month Estimate	\$ 33,600
2016-17 Proposed Budget	\$ 33,600

This category includes replacement and repair of tires, brakes, lights, body damage and routine preventive servicing of police vehicles. It should be noted, with the police department at full staffing, the vehicles have incurred additional miles and wear and tear than in budget years of recent past. The Department continues to see increases in transmission and brake issues that are not necessarily unexpected given the hilly nature of Piedmont. In 2015-16, the Department averaged \$2,800 a month in maintenance, upkeep, and cleaning of our fleet. It is anticipated the fleet maintenance costs will remain the same and, possibly, slightly increase with another year of wear and tear, however, the budget amount and increase reflected above remains based on an average monthly cost of \$2,800.

Oil & Gasoline

101-0408-053-002

2015-16 Budgeted Amount	\$ 40,000
2015-16 12-Month Estimate	\$ 37,450
2016-17 Proposed Budget	\$ 37,450

The Department calculated the 2016-17 costs by multiplying average annual usage (10,700 gallons) and an estimated cost of \$3.50 per gallon (down from \$4.50 per gallon in 2015-16). The estimated per gallon cost includes product cost, taxes and delivery fees, all of which may vary due to market volatility.

CONTRACT SERVICES

Jail Service

101-0408-054-001

2015-16 Budgeted Amount	\$ 15,000
2015-16 12-Month Estimate	\$ 15,000
2016-17 Proposed Budget	\$ 15,000

Jail contracts with the City of Oakland and the Alameda County Sheriff's Office includes booking fees and the housing of prisoners. This category is also used for the maintenance of the Department's booking area and related booking materials.

Animal Regulations

101-0408-054-002

2015-16 Budgeted Amount	\$ 44,366
2015-16 12-Month Estimate	\$ 44,366
2016-17 Proposed Budget	\$ 44,366

This account includes contract services to the City of Berkeley for animal shelter facilities. It also includes the cost of emergency veterinary care for sick or injured animals. The City of Emeryville contracts with the City of Piedmont for their animal services and shares the costs for all of the aforementioned.

CAL-ID Program

101-0408-054-003

2015-16 Budgeted Amount	\$ 10,500
2015-16 12-Month Estimate	\$ 10,500
2016-17 Proposed Budget	\$ 10,500

CAL-ID is a statewide effort to increase the identification of criminal suspects through the comparison of latent fingerprints found at crime scenes with those on file with the State of California. The City of Piedmont and other Alameda County law enforcement agencies jointly fund this program. The City's fee assessment is based on the population, however, Live Scan services are also reflected in the budgeted amount.

Other Contract Services

101-0408-054-005

2015-16 Budgeted Amount	\$257,022
2015-16 12-Month Estimate	\$257,022
2016-17 Proposed Budget	\$200,822

This account contains the following contracts:

Capture - Contract is for the 24-hour recorder and playback units in the dispatch center. This unit records police phone, Emergency 911, and police and fire radio transmissions as required by state law. It also includes the audio log and video recording system for the Department's detective offices and prisoner booking room. The Department has utilized Customer Premise Equipment (CPE) funds to offset some of the cost, and the savings is reflected in the decrease noted below.

Calico - Yearly contribution/fee for use of the interview facilities, consulting services, and support personnel specifically related to child abuse cases.

Data Ticket - Contract for processing and collecting parking ticket fines and the accompanying administrative reports. Fees are based on the number of citations written and processed and both the fees, as well as the number of parking tickets written in a year.

East Bay Regional Communications Systems Authority (EBRCSA) - Contractual service fees for public safety (both police and fire) radios, as well as yearly radio maintenance/service costs.

All City Management Services - Contracted company that provides trained school crossing guards for the City of Piedmont. The City pays for crossing guard services at Oakland/Grand, Oakland/Bonita, Oakland/Highland, and Oakland/EI Cerrito (\$54,538). The budgeted amount also includes crossing guard services provided at Highland/Craig and Linda/Lake (\$29,102) which is reimbursed to the City by the Piedmont Unified School District.

3M Technology - Contract for the yearly maintenance for the Automated License Plate Reader (ALPR) system installed on the patrol vehicle.

Odin Systems - Contract for yearly maintenance and equipment for the 39 fixed ALPR cameras throughout the City of Piedmont.

Evidence.Com - Contract with TASER International for evidence storage related to the body-worn cameras.

All Traffic Solutions - Contractual renewal for the data analysis and remote access to the City's two digital speed signs located on Highland and Oakland Avenues purchased in 2015-16.

	2015-16 <u>Budgeted</u>	2015-16 <u>Estimated</u>	2016-17 <u>Proposed</u>
3M Technology	\$ 1,600	\$ 1,600	\$ 1,600
All City Management Services	\$ 83,640	\$ 83,640	\$ 83,640
All Traffic Solutions	\$ 0	\$ 0	\$ 1,600
Capture	\$ 5,200	\$ 5,200	\$ 1,800
Calico	\$ 1,500	\$ 1,500	\$ 1,500
Data Ticket	\$ 4,200	\$ 4,200	\$ 8,000
East Bay Regional Communication Systems Authority (EBRCSA)*	\$ 98,500	\$ 98,500	\$ 45,000
Evidence.Com	\$ 5,682	\$ 5,682	\$ 5,682
Odin Systems	\$ 52,000	\$ 52,000	\$ 52,000
Piedmont Unified School District	\$ 4,700	\$ 4,700	\$ 0
Total	\$ 257,022	\$ 257,022	\$ 200,822

*This replaces the \$16,500 previously budgeted each fiscal year to the City of Oakland for radio services.

OTHER EXPENSE

Police Reserves

101-0408-056-002

2015-16 Budgeted Amount	\$ 5,000
2015-16 12-Month Estimate	\$ 2,600
2016-17 Proposed Amount	\$ 2,500

Uniforms and safety equipment for the reserve police officers, citizen volunteers, part-time parking enforcement officers and volunteer Explorer Scouts are purchased from this account. The account also funds the expense for recruiting, testing and P.O.S.T. mandatory reserve officer training requirements.

Crime Prevention

101-0408-056-003

2015-16 Budgeted Amount	\$ 2,500
2015-16 12-Month Estimate	\$ 2,500
2016-17 Proposed Amount	\$ 2,500

Crime prevention pamphlets, community outreach materials, Bike Rodeo and other public information brochures are paid from this account.

Other Expense

101-0408-056-008

2015-16 Budgeted Amount	\$ 43,500
2015-16 12-Month Estimate	\$ 43,500
2016-17 Proposed Amount	\$ 43,500

Flares, batteries, safety equipment, bullet resistant vest replacement, uniforms, citations, forms, crime and DNA laboratory service, etc. are included in this account.

Tuition Reimbursement

101-0408-056-009

2015-16 Budgeted Amount	\$ 7,200
2015-16 12-Month Estimate	\$ 7,200
2016-17 Proposed Amount	\$ 4,800

Tuition reimbursement is provided as a benefit in Memorandum of Understanding between the City of Piedmont and Employee Groups. Currently, the Department has one employee requesting tuition reimbursement benefits this fiscal year.

INFORMATION SERVICES

Hardware

101-408-060-001

2015-16 Budget Amount	\$ 3,000
2015-16 12-Month Estimate	\$ 3,000
2016-17 Proposed Amount	\$ 5,000

This covers the replacement of worn and/or outdated computer-related hardware. The Department incurred additional costs with the New World upgrade which may carry over to the next fiscal year.

Software

101-0408-060-002

2015-16 Budget Amount	\$ 142,350
2015-16 12-Month Estimate	\$ 142,350
2016-17 Proposed Amount	\$ 70,000

New World Systems provides the servicing and maintenance of the computer software in the Department. The service covers both the Standard and 24/7 Emergency Software Maintenance contracts for the police computer aided dispatch (CAD) system and records management system (RMS). It also pays for various investigative and analytical subscription services. Costs in this budget category are based on contractual agreement.

Labor

101-0408-060-003

2015-16 Budget Amount	\$ 25,000
2015-16 12-Month Estimate	\$ 25,000
2016-17 Proposed Amount	\$ 25,000

The Department uses a personal computer repair technician for servicing and maintenance of computers not covered by the other service contacts. The Department has upgraded and improved our radio, fingerprinting, photography, dispatch, and mobile computer systems which continue to require increased technician assistance. Technical assistance is also provided on inter-agency and County networking programs in which this Department participates. The budgeted increase is a direct result of the current upgrade and the necessity for increased technical assistance as we move forward in the process.

Fire



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Fire Department Orgaztional Chart



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FUNCTIONAL RESPONSIBILITIES

“The Piedmont Fire Department provides our community with comprehensive and superior emergency service to protect life, property and the environment”

Fire Suppression: includes residential, automobile, and wildland/urban interface fires. Piedmont Fire Department practices fast attack firefighting in order to minimize risk to life, property and the environment. Once a fire has been extinguished, thorough salvage and overhaul operations are conducted to preserve resident’s property, and to protect the environment.

Emergency Medical Services: requests for medical aid constitute the majority of calls answered by the Fire Department. Fire Department Paramedics, operating state of the art medical equipment, respond to medical emergencies 24 hours per day, with a response time of approximately three minutes.

Fire Prevention: is responsible for hazard abatement enforcement, approval of building plans, public education, environmental protection, and fire safety inspections. The small number of structure fires fought annually in Piedmont is an indication of the prevention bureau’s efficacy.

Training: of Fire Department personnel is conducted in accordance with county, state and federal standards. Firefighters and Paramedics receive updates on advances in techniques and technology, and participate in continuing education.

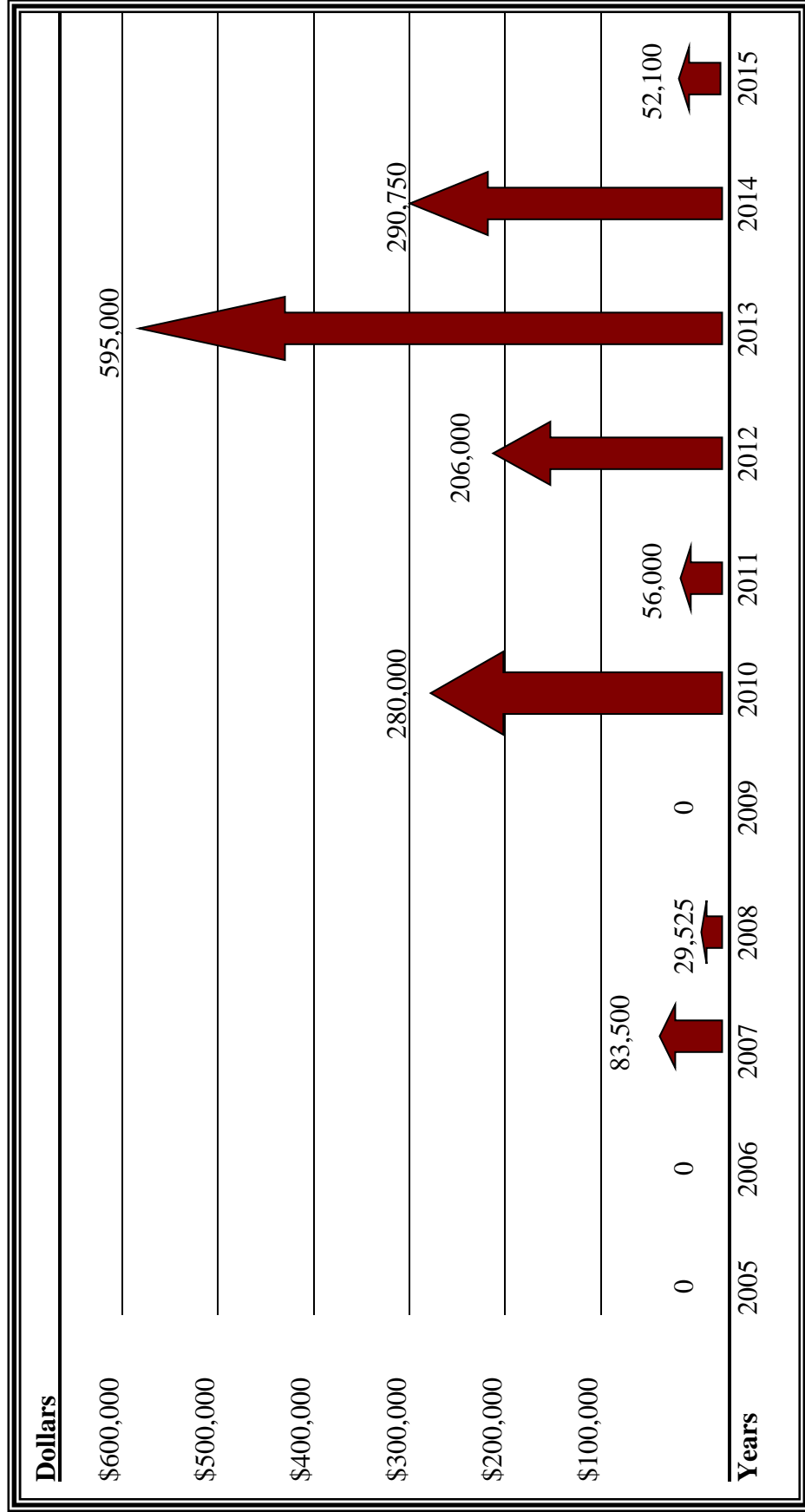
Emergency Preparedness: the Fire Department provides CPR/AED and First Aid courses for the community as well as Piedmont Unified School District employees. Community disaster awareness and training are provided through the use of the Sparky Fire Training Trailer and informational booths at community events. In partnership with the Public Safety Committee, neighborhoods are being mapped to improve disaster readiness at the neighborhood level and teach neighbors to rely on each other during the hours or days before fire, medical, police or utility responders arrive.

**FIRE DEPARTMENT
 Annual Run Report**

The following is a summary of the fire department responses for the calendar years 2012 through 2015

<u>Calls for Service</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
Emergency Medical Transports	359	341	396	557
Emergency Medical Non-Transports	140	215	282	208
Total EMS Calls for Service	499	556	678	765
Cancelled En-route including EMS responses	67	83	108	142
Smoke and or CO Detectors	98	69	53	92
False Alarms	9	19	33	53
Smoke Investigation	41	57	49	43
Fires (Buildings, Vehicle or Outside)	16	20	15	17
Motor Vehicle Accidents	8	17	11	15
Public Service and Good Intent	53	57	48	35
Water Issues Indoor/Outside	46	43	63	46
Lock In/Out	7	16	17	15
Wires Down	24	51	15	15
Total Non-EMS Responses	369	432	412	473
Total EMS Calls for Service	499	556	678	765
Total Responses Combined	868	988	1,090	1,238

FIRE DEPARTMENT
Fire Loss Chart
Ten Year Comparison



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FIRE & PARAMEDIC

	Approved Budget 15/16	Estimated Expenditures 15/16	Approved Budget 16-17	Budget % Change
SALARIES	\$ 3,572,400	\$ 3,572,400	\$ 3,544,000	-1%
FRINGE BENEFITS	1,528,750	1,528,750	1,597,600	5%
PERSONNEL EXPENSES	50,000	50,000	55,000	10%
SUPPLIES & SERVICES	312,750	312,750	321,750	3%
	-			
TOTAL	\$ 5,463,900	\$ 5,463,900	\$ 5,518,350	1%

STAFF			
	<u>Employees</u>	<u>First Step</u>	<u>Last Step</u>
MANAGEMENT			
Fire Chief	1	-	15,007
MID-MANAGEMENT			
Fire Captain w/ 5% FOC	1	9,370	11,385
Fire Captain w/ 6% FOC	1	9,461	11,493
Fire Captain w/COC & Paramedic	1	10,596	12,871
	<u>3</u>		
FIRE FIGHTERS			
Lieutenant with 5% FOC	1	-	9,849
Lieutenant with FO & Paramedic	2	-	11,031
Firefighter	3	7,141	8,202
Firefighter with 5% FOC	1	7,498	8,612
Firefighter with 12% Paramedic	6	7,998	9,186
Firefighter with FO & Paramedic	5	8,398	9,645
Engineer with 5% FOC	2	7,873	9,042
Engineer with FO & Paramedic	1	8,818	10,128
	<u>21</u>		
CONFIDENTIAL			
Fiscal Services Technician w/ 2% EDU	0.4	5,478	6,654
Total	<u><u>25.4</u></u>		

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FIRE

MEMBERSHIP & MEETINGS

Memberships, Conferences & Training

101-411-031-001

2015-16 Budgeted Amount	\$ 35,000
2015-16 12-Month Estimate	\$ 35,000
2016-17 Proposed Amount	\$ 40,000

Professional meetings, association memberships, training conferences, periodical subscriptions, training certification fees along with federal, state and local mandated training are funded through this account.

Maintaining a professional fire department requires all company officers, apparatus operators and fire fighters stay up-to-date and current on specific certifications. These mandates include, but are not limited to first responder responsibilities and hazardous materials awareness, confined space awareness, heavy rescue operations, motor vehicle operations and basic fire fighting operations.

Agencies governing this mandated training include: California State Fire Marshal, Occupational Safety and Health Administration, Environmental Protection Agency, Federal Department of Transportation, California Department of Motor Vehicles, and the Insurance Service Organization. Portions of the training can be conducted in-house by our own qualified personnel. However, we must look outside the department to complete the low frequency, high risk intense training that is required by law.

Increases in instructor fees, new requirements set by the State Fire Marshal Certification program and California Specialized Training Institute are leading to higher cost in maintaining the department standards.

DEPARTMENTAL SUPPLIES

Office Supplies

101-411-051-001

2015-16 Budgeted Amount	\$ 5,150
2015-16 12-Month Estimate	\$ 5,150
2016-17 Proposed Amount	\$ 5,150

This account funds all office supplies, including consumable computer related items.

Fire Equipment and Supplies

101-411-051-002

2015-16 Budgeted Amount	\$ 43,000
2015-16 12-Month Estimate	\$ 43,000
2016-17 Proposed Amount	\$ 43,000

Firefighting equipment and supplies such as: hand tools, power tools, fire hose, fittings and nozzles, as well as other emergency response equipment are purchased and maintained through this non-capital account.

Clothing/Boots

101-411-051-003

2015-16 Budgeted Amount	\$ 15,000
2015-16 12-Month Estimate	\$ 15,000
2016-17 Proposed Amount	\$ 15,000

Personal Protective Equipment (turnouts, wildland coats & pants and safety boots) is scheduled for replacement based on a ten year life expectancy. This standard has been set by the Occupational Safety and Health Administration, the National Fire Protection Association, and the personal protective equipment manufactures. It is recommended by the International Fire Fighter's Association and the International Fire Chief's Association that these standards be adhered to.

The Department maintains an ongoing replacement program, thus reducing the need to replace a large portion of Personal Protective Equipment this year.

UTILITIES / TELEPHONE / RADIO

Radios & Telephone

101-411-052-003

2015-16 Budgeted Amount	\$ 6,500
2015-16 12-Month Estimate	\$ 6,500
2016-17 Proposed Amount	\$ 6,500

This account funds maintenance, repairs, annual re-programming, and access fees for department owned radio equipment.

EQUIPMENT MAINTENANCE / GAS / OIL

Vehicle Maintenance

101-411-053-001

2015-16 Budgeted Amount	\$ 35,000
2015-16 12-Month Estimate	\$ 35,000
2016-17 Proposed Amount	\$ 35,000

Annual maintenance and semi-annual services are performed on the Department's two fire engines, ladder truck, utility vehicle, fire chief's vehicle and the City's emergency stand-by generator. Tires, brakes, lights, batteries, mobile mechanic and shop labor rates comprise the bulk of the yearly expenditures.

Fuel, Gasoline, Diesel & Oil

101-411-053-002

2015-16 Budgeted Amount	\$ 15,000
2015-16 12-Month Estimate	\$ 15,000
2016-17 Proposed Amount	\$ 12,000

This sub-object funds the cost for diesel, gasoline and lubrication products for the Department's vehicles (ambulances not included) and the City Hall generator.

CONTRACT SERVICES

101-411-054-001

2015-16 Budgeted Amount	\$ 30,000
2015-16 12-Month Estimate	\$ 30,000
2016-17 Proposed Amount	\$ 35,000

This account funds our laundry services, overhead door maintenance, injury/illness prevention, fitness training, servicing exercise equipment, servicing and certifying fire extinguishers, maintaining the fire station fire protection system, and the annual ladder testing & certification. In addition this fund supports the Emergency Operations Plan and the Hazard Mitigation Plan.

An increase is requested to fund rising cost of these services.

BUILDING / GROUNDS MAINTENANCE

Building Maintenance

101-411-055-001

2015-16 Budgeted Amount	\$ 15,000
2015-16 12-Month Estimate	\$ 15,000
2016-17 Proposed Amount	\$ 15,000

The Fire Station is used as a residence, business office and an emergency response facility. The Department oversees a major portion of this facility's ongoing and required maintenance. This account funds the maintenance and repair of the Department's living quarters, business offices, apparatus floor, storage areas and garages.

OTHER EXPENSES

Emergency Preparedness

101-411-056-003

2015-16 Budgeted Amount	\$ 10,000
2015-16 12-Month Estimate	\$ 10,000
2016-17 Proposed Amount	\$ 10,000

This account funds emergency preparedness supplies, equipment, repairs and maintenance of the City's disaster containers, and the Emergency Operations Center. In 2015-2016 disaster preparedness classes, fire extinguisher training and home exit drills were provided to residents, city staff, and school district employees.

Fire Prevention

101-411-056-004

2015-16 Budgeted Amount	\$ 6,500
2015-16 12-Month Estimate	\$ 6,500
2016-17 Proposed Amount	\$ 7,000

This account funds fire prevention publications, annual fire inspection forms and supplies, annual subscriptions to the California Fire Code; National Fire Protection Association and the Uniform Building Code. Also, this includes public education supplies, including primary school Learn Not to Burn programs, Stop-Drop-and-Roll and Home Exit Fire Drills.

An increase in this fund is requested to cover the rising cost of supplies.

Public Safety Committee

101-411-056-005

2015-16 Budgeted Amount	\$ 1,500
2015-16 12-Month Estimate	\$ 1,500
2016-17 Proposed Amount	\$ 1,500

This account funds the Piedmont's Public Safety Committee cost related to public safety announcements, brochures, and mailings in support of the Committee's charge.

INFORMATION SERVICES

Hardware

101-411-060-001

2015-16 Budgeted Amount	\$ 3,500
2015-16 12-Month Estimate	\$ 3,500
2016-17 Proposed Amount	\$ 3,500

Maintaining the Department's computers requires constant attention, upgrading specific drivers, monitors, keyboards, cables and other parts. This equipment is funded through this account.

Software

101-411-060-002

2015-16 Budgeted Amount	\$ 40,000
2015-16 12-Month Estimate	\$ 40,000
2016-17 Proposed Amount	\$ 40,000

This account funds and maintains software used to file reports, track staffing and payroll, maintain the medical records data base, and the Code Red notification system.

Labor

101-411-060-003

2015-16 Budgeted Amount	\$ 4,500
2015-16 12-Month Estimate	\$ 4,500
2016-17 Proposed Amount	\$ 4,500

Tasks such as implementing software updates, managing security and file sharing are a major portion of this account.

EQUIPMENT REPLACEMENT

New World Up-grade

2016-17 Proposed Amount	\$ 30,000
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This expense was approved for FY 2015-16. Shortly after approval New World Systems and the Police /Fire Dispatch Center upgraded their computer operating systems. These upgrades have lead to a delay in the Fire Department's plan to up-grade to the Mobil Data Transmitting program.

The New World upgrade will allow the Police/Fire Dispatch Center to provide data, pre-fire plans, hydrant and street information directly to units in the field using the Computer Aided Dispatch system. In addition this up-grade will provide Automatic Vehicle Locating and tracking, in-vehicle mapping and in-vehicle routing.

PARAMEDIC

FIRE DEPARTMENT / PARAMEDIC PROGRAM

Medical Training

101-412-031-002

2015-16 Budgeted Amount	\$ 15,000
2015-16 12-Month Estimate	\$ 15,000
2016-17 Proposed Amount	\$ 15,000

This account funds continuing education and re-certification for the Department's Emergency Medical Technicians and Paramedics. Paramedics are required by the Alameda County Emergency Medical Services District to maintain current certifications in Basic Life Support, Advanced Life Support, Pre-Hospital Trauma Life Support, and Pediatric Advanced Life Support. In addition, this account funds the annual State mandated, specialized training in the following areas: cardiac emergencies, trauma, communicable disease, sudden infant death syndrome, pediatric and geriatric medical emergencies.

In addition this account funds CPR and First Aid classes taught to public.

DEPARTMENTAL SUPPLIES

Medical Supplies

101-412-051-001

2015-16 Budgeted Amount	\$ 35,000
2015-16 12-Month Estimate	\$ 35,000
2016-17 Proposed Amount	\$ 40,000

This account funds disposable items used in the provision of basic and advanced life support. In accordance with blood borne pathogen protocols, almost all items that come in contact with a patient must be discarded. Items funded include: bandages, pharmaceuticals, oxygen administration supplies, personal protective equipment, and cardiac monitor parts and supplies.

An increase in this account is requested due to the increase in ambulance transports and the rising cost of medical supplies.

EQUIPMENT MAINTENANCE /GAS/OIL

Ambulance Maintenance

101-412-053-001

2015-16 Budgeted Amount	\$ 10,000
2015-16 12-Month Estimate	\$ 10,000
2016-17 Proposed Amount	\$ 10,000

Annual maintenance and semi-annual services are performed on the Department's two ambulances. Tires, brakes, lights, batteries, including mobile mechanic and shop labor rates comprise the bulk of the yearly expenditures.

Oil / Gasoline **101-412-053-002**

2015-16 Budgeted Amount	\$ 9,000
2015-16 12-Month Estimate	\$ 9,000
2016-17 Proposed Amount	\$ 8,000

Diesel, gasoline, oil and other fluids required to operate the Department's two ambulances are funded through this account.

CONTRACT SERVICES

Medical Contract Services **101-412-054-001**

2015-16 Budgeted Amount	\$ 20,000
2015-16 12-Month Estimate	\$ 20,000
2016-17 Proposed Amount	\$ 22,500

This account funds services provided by outside contractors serving the Emergency Medical Services Division of Piedmont Fire Department. Among these are the Quality Assurance Nurse, medical waste removal service, oxygen supply, cardiac monitor calibration and service.

An increase in this account is requested due to the rising cost of materials and labor rates.

Medical Radio Rental **101-412-054-002**

2015-16 Budgeted Amount	\$ 3,250
2015-16 12-Month Estimate	\$ 3,250
2016-17 Proposed Amount	\$ 3,250

This account funds an on-going lease for air-time required by Alameda County Communications. This system enables our Department paramedics to communicate with neighboring fire departments and area hospitals. Alameda County provides maintenance and upgrades to the radio equipment on a continuing basis as required by the local Emergency Medical Services Authority.

OTHER EXPENSES

Special Equipment **101-412-056-001**

2015-16 Budgeted Amount	\$ 2,850
2015-16 12-Month Estimate	\$ 2,850
2016-17 Proposed Amount	\$ 2,850

This account funds specialized medical equipment. The Department's equipment is evaluated regularly to determine if replacement is required.

Back-up Transportation **101-412-056-002**

2015-16 Budgeted Amount	\$ 2,000
2015-16 12-Month Estimate	\$ 2,000
2016-17 Proposed Amount	\$ 2,000

This account funds an Alameda County Contract Ambulance when it provides service to a Piedmont resident. This occurs when Piedmont's ambulance is on a medical response and a request is received for a second medical emergency.

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