

CITY OF PIEDMONT 2017—18 BUDGET





CITY OF PIEDMONT CALIFORNIA

May 1, 2017

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

Budget Message for 2017-18 Proposed Budget

OVERVIEW / STATE OF THE CITY

I am pleased to submit the 2017-18 Proposed City Budget for your review and consideration. The Budget outlines the City's financial plan and work program for the upcoming fiscal year; provides a comprehensive statement of the City's organization, operations, projected revenues and estimated expenditures; and serves as a strategic tool in communicating, implementing, and monitoring City Council direction related to City operations.

As has been the case in recent years, expenditures are well contained and revenue projections are conservatively projected. 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.

While not in a financial position to consider adding new programs, the City remains in a sound and stable position. On the whole, this can be credited to consistent and predictable property related revenues; savings associated with employee sharing in retirement and medical benefit costs and with revised retirement benefit formulas for new hires; the impact of refinancing the CalPERS Side Fund in 2014; and on-going prudent and judicious financial management by all departments. Relative to the impact of the benefit cost-sharing agreements negotiated with employees, together with creation of new tiers of retirement benefits, the City will realize a projected savings of \$1,430,000 in this budget year alone. This represents a net increase of \$226,500 over 2016-17.

The Proposed Budget projects an Operating Net Income (i.e. total income net of total expenditures and transfers out) of \$1,271,496 in the General Fund for 2017-18. Net Income, after proposed Capital Transfers of \$1,200,000, amounts to \$71,496 and leaves an ending Fund Balance of \$4,559,627 in the General Fund, or 18% of operating expenditures.

The City continues to benefit from an active real estate market. Secured property tax revenue is projected to increase, reflecting a 5% increase in assessed valuation over

2016-17 levels. While Real Property Transfer Tax (RPTT) revenue continues to be projected at \$2,800,000 in 2017-18, it should be understood that this projection is conservative when compared to average annual receipts of \$3,300,000 over the last 5-years. However, the projection is fully in line with the average annual revenue generated over the last 10-years. Given the volatile nature of the RPTT, it is prudent to utilize a 10 year rolling average for budgeting purposes and to continue following the Budget Advisory and Financial Planning Committee's advice of treating this revenue source in a conservative manner. I would note that, as a general practice, in any year when revenues exceed budget estimates, the City Council prudently treats the excess as "one-time" revenue and has directed the funds to facility maintenance, equipment replacement, and unfunded liabilities funds.

Given the stability of our revenue sources and controls over expenditures, this budget ensures continued delivery of the full range and quality of services that our community is known for. It also maintains a reasonable unappropriated ending balance in the General Fund to address unforeseen and emergency circumstances.

While the City has consistently appropriated funds for facility maintenance, equipment replacement, and unfunded liabilities, there is a clear need to apply added focus and attention to deferred maintenance issues at City facilities. In addition to on-going and deferred maintenance, there is an acknowledged "best-practice" to, whenever possible, set aside reserves to support future anticipated maintenance and capital replacement needs. As such, I am proposing an allocation of \$800,000 from the General Fund to the Facilities Maintenance Fund, an increase of \$350,000 over the 2016-17 appropriation of \$450,000.

While this transfer is insufficient to fully address the need, it is nonetheless significant and signals a commitment to work toward developing an appropriately funded Facility Maintenance program. For perspective relative to maintenance needs, a survey of just four City buildings concluded that the estimated cost to address the known backlog of basic deferred maintenance needs is in the range of \$4,000,000. This estimate does not account for anticipated seismic, ADA, and electrical system issues which are likely to add many more millions in expenses.

Relative to infrastructure maintenance, the City has traditionally focused its attention on buildings and park improvements. In this fiscal year, and in future years, it would be prudent to expand consideration of facilities maintenance to include street paving and sidewalk repair. On a scale of 1 to 100, Piedmont's streets have been rated by the Metropolitan Transportation Commission at an average Pavement Condition Index (PCI) of 63 (PCI of 70 or greater = Very Good to Excellent, PCI of 50 to 69 = good, PCI of 25 to 49 = Poor).

While this rating may be favorable in comparison to neighboring jurisdictions, it is not where the City should be - particularly considering that 40 street segments in the City have a PCI of less than 40. The cost to address the poor condition of just these 40

segments alone is estimated at approximately \$8,000,000. If the City were to prevent further deterioration, with a goal of maintaining all streets at the current PCI of 63, it would require an estimated annual paving expenditure of \$1,100,000. In past years, our annual paving budget has been in the range of \$500,000. With recent passage of SB1 by the state legislature, our annual paving budget may be in the range of \$700,000, approximately \$300,000 to \$400,000 short of the investment required to maintain conditions at the status quo.

Apart from streets, the City's sidewalks would also benefit from substantial annual investment. Sidewalks are significantly impacted by our street trees and dense urban forest. Approximately \$200,000 is appropriated annually for sidewalk repair work. This level of funding is meager and allows for repair of only the most hazardous conditions. To address both streets and sidewalks, the City has traditionally relied almost exclusively on county and state revenue sources which, by their nature, have no nexus or relation to actual conditions or need.

This discussion of City facilities, inclusive of streets and sidewalks - let alone sanitary and storm sewers, is not intended to dampen what is otherwise a positive budget and a comparatively healthy financial condition. Instead, it is meant simply to bring attention to the fact that, while the City enjoys a high quality of life - with robust programs and responsive services, we have significantly underinvested in the maintenance of our civic infrastructure. Going forward, whenever the budget can support it, additional investment in the upkeep of our buildings, recreational facilities, streets and sidewalks should be considered a priority.

Given this broad overview of the proposed budget and considering accomplishments and progress made over the last year I am happy to report that the State of the City is strong and healthy.

As to accomplishments and progress we have a number of items, large and small, that are worth celebrating. Of note, the Hampton Park renovation project was completed and supported with very generous donations by residents and community organizations; investigative work to support improving Linda Beach Playfield, the Recreation Center, Veterans Hall, and Coaches Field was initiated; Jeremy Bowers was appointed to succeed Rikki Goede as Chief of Police; implementation of the IT Strategic Plan is moving forward and making a difference; the Linda Kingston Triangle was completed; a renewed and expanded Municipal Services (Parcel) Tax was supported by 71% of Piedmont voters; Chapter 17 of the City Code was revised and adopted; the Community Hall interior was refurbished; purchasing policies have been revised and adopted; this year's extreme weather conditions were met with outstanding emergency management and response by City staff; the RFP for waste collection services was completed and issued; and temporary repairs to Cavendish Lane were completed.

Piedmont enjoys a talented work force, engaged and supportive residents, and enlightened, dedicated political leadership. That combination of assets serve Piedmont

well and will help ensure that our City maintains its reputation as an attractive, service-oriented, well-functioning, and engaging community.

GENERAL FUND REVENUES

The City is anticipating General Fund revenues in 2017-18 of \$25,508,564, a total of \$1,611,764 more than the 2016-17 budget. The major sources of this revenue, accounting for \$24,405,400 or 96% of the General Fund total, are as follows:

Property Taxes

Property-related taxes are the City's primary revenue source and account for \$17,572,400 or 69% of General Fund revenues. This amount is an increase of \$1,307,300 over the projected amounts in the 2016-17 budget. The 2017-18 Proposed Budget projects these revenues as follows:

- Property Tax revenues at \$12,580,000. The main component is secured property taxes (real property), and represents an increase of \$854,900 over the current fiscal year.
- Real Property Transfer Tax revenue at \$2,800,000.
- Parcel Tax revenue, based on the measure approved by 71% of voters in June 2016, is estimated at \$2,192,400, an increase of \$452,400 over 2016-2017. The additional funds in 2017-18 are directed to repairing and upgrading the City's aging infrastructure and modernizing outdated IT systems.

The housing market continues to be strong and is a key factor in maintaining the stability of City revenues. The table below indicates that 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
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	120	1,836,197	3,117,999
2016-17 (through March 2017)	64		2,047,524

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 \$2,250,000, a decrease of \$50,000 over the 2016-17 budget due to a decrease in Business Tax receipts.

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 allocated for General Fund use. The budget projects revenues of \$1,418,000, the largest component of which is Motor Vehicle License fees projected at \$1,100,000.

Charges for Current Services

Charges for Current Services, projected at \$3,185,030 in 2017-18, 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 \$475,000, Recreation revenue is projected at \$2,323,700 (an increase of \$248,700 from the 2016-17 budget), and Ambulance Service charges are projected at \$275,000 (an increase of \$50,000 from the 2016-17 budget, based on the City Council approved increase in the Ambulance User fee). While not part of the General Fund, it should be noted that revenues in the Schoolmates program, accounted for in the Schoolmates Fund, are projected at \$652,300, which is \$267,700 lower than the amount received in 2016-17 based on PUSD implementation of extended day kindergarten.

GENERAL FUND EXPENDITURE

The City is budgeting \$23,836,144 in General Fund expenditures (Departmental, Capital Outlay, and Non-Departmental). In developing the Proposed Budget, the City continues 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	\$16,810,360	71%
Maintenance & Operations	\$ 5,308,313	22%
Capital Outlay	\$ 19,000	0%
Non-Departmental	\$ 1,698,471	7%
Total Budget	\$23,836,144	100%

Personnel Costs

Two additional full-time positions are proposed in this budget. One is a new, non-sworn Records Clerk in the Police Department and the second is a Recreation Coordinator, filling and replacing the long vacant position of Recreation Supervisor in the Recreation Department. Personnel related costs are the largest overall expenditure in the General Fund at \$16,810,360. As the table above shows, salary and benefit costs make up 71% of the total 2017-18 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 65% of the total budget.

Personnel Budget by Department

Department	Personnel Budget	% of Total
Administration	\$1,438,275	9%
Public Works	\$2,725,350	16%
Recreation	\$1,875,585	10%
Police	\$5,462,150	33%
Fire	\$5,309,000	32%
Total	\$16,810,360	100%

Comparing the current 2016-17 budget to the 2017-18 Proposed Budget, the most significant changes in personnel costs are as follows:

- The addition of a Police Records Clerk increases Police Department personnel costs \$90,400. The Recreation Coordinator adds \$99,900 in personnel costs to the Recreation Department. In the case of the Police Department, new legislatively mandated data collection and reporting requirements, next Generation 911, and the data generated by ALPR technology have moved records retention and processing responsibilities beyond the capacity of existing personnel to manage.

With respect to the Recreation Department, one of three Recreation Supervisors retired in 2014, shortly after Sara Lillevand was hired as the new Director. At Ms. Lillevand's request we held off filling the vacant position to allow sufficient time to study and fully understand the on-going and future needs of the Department. With the experience of the previous two years, it is now proposed that the Recreation Supervisor position be filled at the lower Recreation Coordinator level. Key responsibilities of the position will be focused on Facility Operations and Reservations, Game Day Operations, and working with the Piedmont Unified School District to schedule facilities in support of recreation programming for students and the general community.

- Salaries. A 2% employee wage adjustment for all full-time employees, effective July 1, is included as a place-holder pending conclusion of negotiations with bargaining units on employment and benefit terms beyond June 30, 2017. Total budgeted regular salaries amount to \$9,993,300, an increase of \$529,500 in 2017-18. Part-time salaries decrease by \$217,000. This decrease is driven largely by the fact that two Part-time positions, one in Public Works and one in Recreation, were reclassified to Full-time.
- Retirement benefits. Employee retirement benefit costs total \$2,408,700, an increase of \$161,650 compared to the 2016-17 budget. After a 4-year phased approach to benefit cost sharing, all City employees have now assumed the full cost of their "Employee Contribution". Assumption of these costs by employees result in savings to the City of \$280,450 in 2017-18. Employee cost-sharing of the "Employer Contribution" amounts to an additional savings to the City of \$591,400. Overall, the CalPERS Employer rates for the various City retirement plans (Miscellaneous and Safety, across three tiers) increased between 1 and 1.5 percentage points.
- Medical benefits. Employee health benefit costs amount to \$2,279,035 in 2017-18, no change from 2016-17. Premiums next change on January 1, 2018 and any increase above the established baseline will be shared equally between the City and employees.

To control the costs of retirement plans for City employees, the City Council took action in 2012 to establish lower benefit formulas for new employees. Shortly after the City Council took that action, the state legislature enacted a law to standardize pension benefit levels for new employees across the state. These two changes will save the City an estimated \$440,000 in 2017-18. Additionally, employee cost sharing of both retirement and medical benefits amount to a savings to the City of \$990,000 in 2017-18. Absent the cost sharing agreements and the changes to retirement benefits for new hires, City retirement benefit costs would have been \$1,310,000 higher and medical benefits \$120,000 higher than the amounts budgeted for in the 2017-18 Proposed Budget.

Maintenance and Operations

Maintenance and operations costs are budgeted at \$5,308,313, amounting to 22% of the 2017-18 General Fund budget. The 2017-18 budget for Maintenance and Operations is \$500,739 more than the 2016-17 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	\$1,420,810	27%
Public Works	\$1,576,013	30%
Recreation	\$1,083,400	19%
Police	\$ 826,340	16%
Fire	\$ 401,750	8%
Total	\$5,308,313	100%

The most significant increases in Maintenance and Operations costs in the 2017-18 Proposed Budget from 2016-17 are as follows:

- Information Services, Administration (\$152,800); Includes the additional component of IT consultant staffing for network maintenance in accordance with the Information Technology Strategic Plan.
- Other Expense, Recreation (\$136,800): 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 associated revenue.
- Personnel Expenses, Police (\$60,000): Includes higher costs for undertaking Marijuana Training for officers. The training expenditure is offset by grant revenue received in 2016-17.

Non Departmental

Non-Departmental costs are budgeted at \$1,698,471, comprising 7% of the 2017-18 General Fund budget. This covers costs, unchanged from 2016-17, related to premiums for General Liability (\$384,000) and Workers Compensation (\$365,500), other self-insured claim costs for General Liability (\$60,000) and Workers Compensation (\$206,500), payment to the City of Oakland for library services (\$350,471), and a General Fund transfer to the OPEB Trust (\$312,000).

GENERAL FUND BALANCE

The 2017-18 Proposed Budget projects an Operating Net Income of \$1,271,496. Beyond operating costs, a \$1,200,000 transfer is proposed for essential capital needs (\$800,000 to the Facilities Maintenance Fund and \$400,000 to the Equipment Replacement Fund). The General Fund, following these transfers, will have a Net Income of \$71,496 and an ending Fund Balance at \$4,559,627, 19% of Operating Expenses compared with 20% in 2016-17.

An updated Seven-Year Projection is included in the 2017-18 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 2023-24. The following table shows details of the forecast through the next budget period in 2019-20.

Fund Balance 2017-18 through 2019-20

	2017-18 Budget (Projected)	2018-19 Budget (Proposed)	2019-20 Budget (Estimated)
GF Beginning Balance	\$5,314,030	\$5,385,527	\$5,111,084
GF Revenue	\$25,508,564	\$26,110,000	\$27,024,000
GF Operating Expenditures	\$22,137,673	\$22,976,870	\$23,852,032
GF Non Dept Expense	\$1,698,471	\$1,730,624	\$1,763,779
Net Operating Transfers	(\$400,923)	(\$426,949)	(\$100,764)
Capital Transfers	(\$1,200,000)	(\$1,250,000)	(\$1,250,000)
Net Operating Income	\$71,497	(\$274,442)	\$57,424
Ending GF Balance	\$5,385,526	\$5,111,084	\$5,168,509
% Operating Expenditures	24%	22%	22%

The Seven-Year Projection incorporates salary and benefit adjustments established by current Memoranda of Understanding and employment resolutions for 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 2017-18 and in future years. The projection assumes that Real Property Transfer tax revenue continues to be conservatively budgeted and that the recently approved parcel tax continues at the adjusted higher rate.

The CalPERS Board of Administration approved lowering the CalPERS discount rate assumption, the long term rate of return, from 7.5% to 7% over three years beginning in 2018-19. This increases the City's, as well as other public agencies', Employer Contribution costs. Lowering the discount rate means plans will see increases in both the normal costs and accrued liabilities. The City's change in Employer Contribution as

a result of the adjusted discount rate have been incorporated in the Seven-Year Projection beginning in 2018-19.

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, as well as IT infrastructure. A replacement schedule has been developed including the replacement year(s) and an estimated replacement cost.

The Equipment Replacement Fund is estimated to have a Fund Balance of \$3,622,523 as of June 30, 2017. The following is a detail of proposed Equipment Replacement expenditures for 2017-18 totaling \$988,800.

Equipment Replacement Expenditure Detail

Category	Date Acquired	Replacement Budget
Video Equipment Upgrade, KCOM		\$30,000
Flatbed Pickup Truck, Public Works, No. 24	2003	\$60,000
Flatbed Pickup Truck, Public Works, No. 22	2003	\$60,000
Pickup Truck, Public Works		\$55,000
Patrol Car, Police (2)		\$100,000
Traffic Motorcycle, Police	2010	\$35,000
Automated License Plate Reader		\$40,000
Ambulance, Fire	2007	\$220,000
PC Computer Upgrade	annual	\$70,000
iPads	2012	\$3,000
Applications and Departmental Systems	IT Plan	\$220,000
IT Infrastructure	IT Plan	\$80,800
Telecommunications (IT)	2011	\$15,000
		\$988,800

The fund balance at the end of 2017-18 is projected at \$3,024,223, with an unrestricted fund balance of \$2,424,223 and a restricted balance of \$600,000. The restriction is the City Council approved system rehabilitation loan to the Sewer Fund. The proposed General Fund transfer in 2017-18 amounts to \$400,000.

Facilities Maintenance Fund

The City Council established the Facilities Maintenance Fund in 2013 to provide a long-term plan for addressing City-owned facilities. In 2014, responsibility for facilities was transferred from the Recreation Department to the Public Works Department. Since that time staff has been working to develop a thorough and well-documented plan that addresses deferred maintenance, routine and on-going maintenance and repair, and, importantly, the desire to build reserves to address long-term, life-cycle maintenance and replacement costs. While advances have been made in refining the plan since 2013, it should be viewed as a work in progress and will continue to evolve and improve as facility investigations present new, more detailed data.

The Facilities Maintenance Fund is estimated to have a Fund Balance of \$1,879,528 as of June 30, 2017. The proposed General Fund transfer in 2017-2018 is \$800,000.

The fund balance at the end of 2017-18 is estimated at \$1,432,428, with an unrestricted fund balance of \$932,428 and a restricted balance of \$500,000. The restriction is the City Council-approved loan to the Sewer Fund for system rehabilitation and the Facility Maintenance Scheduled Reserve.

Capital Improvement Projects 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 Projects 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 Projects Review Committee. The Committee, on an annual basis, initiates a process to solicit community input, conduct site visits, analyze the merits of potential projects, and make recommendations to the City Council as to which projects should be funded.

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

Capital Improvement Fund Overview

Project/Plan	Project Appropriations as of June 30, 2017	New Project Appropriation
Coaches Field Feasibility Plan	\$25,000	
Linda Beach Playfield Access/Landscape Plan	\$7,334	
Corporation Yard Vehicle Storage Structure Project	\$139,000	
Linda Beach Playfield Master Plan	\$35,000	
Total	\$206,334	\$0

The Capital Improvement Fund has an estimated balance of \$157,124 as of June 30, 2017. After a proposed transfer of \$50,000 from the Gas Tax Fund and after anticipated expenditures of \$206,334, an ending balance of \$790 is projected for 17-18.

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 2017-18 Proposed Budget, the total payment is \$1,387,924.

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 which 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 loans totaling \$800,000 to the Sewer Fund from the Equipment Replacement Fund and the Facilities Maintenance Fund. These loans 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.

With the approval of a low-interest loan by the State Water Resources Control Board (SWRCB), construction of Phase V of the sewer rehabilitation project will begin in 2017-18. All phases of rehabilitation are projected to be completed over the next decade, ahead of the schedule established under the CD.

Sewer Fund Balances for 2016-17 and 2017-18

	2016-17 Budget (Projected)	2017-18 Budget (Proposed)
Sewer Beginning Fund Balance	\$801,035	\$883,509
Sewer Service Charges/Interest	\$2,332,100	\$2,394,371
Loan Proceeds	\$0	\$4,300,000
Total Revenue	\$2,332,100	\$6,694,371
Operating Costs	\$1,512,658	\$1,542,599
Capital Costs	\$179,005	\$6,498,679
Debt Service	\$557,963	\$557,963
Total Expenditures	\$2,249,626	\$5,753,679
Revenues over Expenditures	\$82,474	\$195,692
Sewer Ending Fund Balance	\$883,509	\$1,079,202

In addition to the construction of rehabilitation projects, the Sewer Fund reimburses the General Fund for sewer related expenses charged to the General Fund. Public Works and Finance have refined expense estimates and capture actual costs related to personnel, supplies and services. Based on the data collected, the proposed transfer for 2017-18 is projected at \$745,000.

CONCLUSION

The implementation of benefit cost sharing with employees combined with a healthy regional economy and recent approval by Piedmont voters of a renewal and increase in the Parcel Tax, has sustained the City's ability to continue the provision of a high level of services to our residents and has positioned the City to make needed investments in Information Technology, City-owned facilities, sewer infrastructure, and equipment replacement.

Maintaining a stable financial position and promoting a strong, resilient City into the future, requires constant focus and agility. Essential facilities and infrastructure, as noted throughout this message, require significant additional investment and on-going attention. Additionally, our need to attract and retain talented, top-quality employees is critical. To our good fortune, we have an outstanding 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 thank the residents of Piedmont whose volunteerism and on-going financial support enables the City to sustain the provision of responsive and high level of service. I also want to acknowledge the City's management team for their service and for diligently managing Departmental budgets. Lastly, I want to particularly recognize the City's Finance team—Interim Finance Director Jim O'Leary, Accountant Ken Lee and Human Resources Administrator Stacy Jennings for their focus and dedication in preparing this budget.

Piedmont is a special place. I am honored to serve as your City Administrator and I look forward to working together with you, City staff, and the residents of Piedmont over the years ahead.



Paul Benoit
City Administrator

CITY OF PIEDMONT
FY 2017-18 BUDGET SUMMARY

City of Piedmont
Proposed 2017 - 18 Budget

Financial Summaries

OPERATING BUDGET

Expenditures:	Current Budget 16/17	Actual Expenditures 16/17	Proposed Budget 17/18	Budget % Change
Administration	\$2,756,188	\$2,527,851	\$2,859,085	3.73%
Public Works	4,236,161	4,160,551	4,301,363	1.54%
Recreation	2,745,500	2,771,670	2,977,985	8.47%
Police	6,139,816	5,757,399	6,288,490	2.42%
Fire	5,518,350	5,440,638	5,710,750	3.49%
Non-Departmental	1,698,471	3,660,910	1,698,471	0.00%
TOTAL General Fund	23,094,485	24,319,019	23,836,144	3.21%
Other Operating Funds				
Aquatics Fund	698,650	573,562	690,150	-1.22%
Schoolmates Fund	873,275	870,135	744,750	-14.72%
Workers Compensation Fund	572,000	555,206	572,000	0.00%
Liability Insurance Fund	444,000	434,911	444,000	0.00%
TOTAL Other Operating Expenditures	2,587,925	2,433,812	2,450,900	-5.29%
Total Operating Expenditures	\$25,682,410	\$26,752,832	\$26,287,044	2.35%

OTHER FUNDS BUDGET

Expenditures:	Current Budget 16/17	Actual Expenditures 16/17	Proposed Budget 17/18	Budget % Change
Special Revenue Funds				
Athletic Facility Preservation Fund	35,000	42,938	35,000	0.00%
Gas Tax Fund	0	0	120,000	N/A
Measure B Fund	465,609	470,515	445,308	-4.36%
Measure BB Fund	401,000	212,509	439,517	9.61%
Measure D Fund	21,000	4,210	21,000	0.00%
Measure F - VRF	45,000	45,897	29,130	-35.27%
Sidewalk Repair Fund	3,000	0	3,000	0.00%
Total Special Revenue Funds	970,609	776,070	1,092,955	12.61%
Capital Project Funds				
Capital Improvement Fund	363,820	306,080	206,334	-43.29%
Urban County CDBG Fund	90,000	30,427	35,085	-61.02%
Equipment Replacement Fund	485,750	215,169	1,048,800	115.91%
Facility Maintenance Fund	2,934,670	2,667,459	1,248,000	-57.47%
Total Capital Project Funds	3,874,240	3,219,134	2,538,219	-34.48%
Debt Service Fund				
2014 Pension Obligation Fund	1,346,736	1,346,991	1,387,924	3.06%
Total Debt Service Fund	1,346,736	1,346,991	1,387,924	3.06%
Enterprise Fund				
Sewer Fund	1,187,012	1,187,012	5,815,131	389.90%
Total Enterprise Fund	1,187,012	1,187,012	5,815,131	389.90%
Internal Service Fund				
Employee Benefit Fund	1,400,000	777,360	1,400,000	0.00%
Total Internal Service Fund	1,400,000	777,360	1,400,000	0.00%
TOTAL Other Funds	\$8,778,596	\$7,306,567	\$12,234,229	39.36%
Grand Total	\$ 34,461,007	\$ 34,059,399	\$ 38,521,273	11.78%

OPERATING BUDGET

ALL OPERATING DEPARTMENTS

	Budget 16/17	Actual Expenditures 16/17	Proposed Expenditures 1718	Proposed % Change
SALARIES	12,370,500	12,087,857	12,703,800	3%
FRINGE BENEFITS	5,085,525	4,606,978	5,245,960	3%
PERSONNEL EXPENSES	338,285	220,277	339,710	0%
SUPPLIES & SERVICES	5,102,129	5,149,707	5,243,603	3%
CAPITAL EXPENDITURES	71,500	36,872	39,500	-45%
OTHER	2,714,471	4,651,026	2,714,471	0%
TOTAL - ALL DEPARTMENTS	25,682,410	26,752,718	26,287,044	2%
EXPENDITURE DETAIL:				
SALARIES				
Regular Salaries	9,864,000	9,332,859	10,388,300	5%
Part Time Salaries	1,888,000	1,693,484	1,593,000	-16%
Overtime Salaries	618,500	1,061,515	722,500	17%
Subtotal	12,370,500	12,087,857	12,703,800	3%
FRINGE BENEFITS				
Health Insurance	2,401,545	2,133,255	2,393,485	0%
Retirement	2,374,950	2,183,917	2,535,000	7%
Other Benefits	309,030	289,806	317,475	3%
Subtotal	5,085,525	4,606,978	5,245,960	3%
PERSONNEL EXPENSES				
Memberships/Conferences/Training	338,285	220,277	339,710	0%
SUPPLIES & SERVICES				
Department Supplies	445,450	392,465	467,450	5%
Utilities/Telephone/Radio	539,680	583,915	530,400	-2%
Equipment/Maintenance/Gas/Oil	260,050	261,860	265,450	2%
Contract Services	2,091,599	2,050,877	2,108,253	1%
Buildings/Grounds Maintenance	89,000	79,108	75,000	-16%
Other Expenses	1,038,250	1,350,511	1,121,050	8%
Information Services	638,100	430,971	676,000	6%
Subtotal	5,102,129	5,149,707	5,243,603	3%
CAPITAL EXPENDITURES				
Capital Outlay	71,500	36,872	39,500	-45%
OTHER				
General Fund Non Departmental	1,698,471	3,660,910	1,698,471	0%
Workers Comp Fund	572,000	555,206	572,000	0%
Liability Insurance Fund	444,000	434,911	444,000	0%
Subtotal	2,714,471	4,651,026	2,714,471	0%
TOTAL - ALL DEPARTMENTS	\$25,682,410	\$26,752,718	\$26,287,044	2%

GENERAL FUND BUDGET SUMMARY				
Expenditures and Sources				
FUND USES			Difference	
	Proposed	Actual		
EXPENDITURES	17/18	16/17	%	\$
Administration	\$2,859,085	\$2,527,851	13.10%	\$331,234
Public Works	4,301,363	4,160,551	3.38%	140,812
Recreation	2,977,985	2,771,670	7.44%	206,315
Police	6,288,490	5,757,399	9.22%	531,091
Fire	5,710,750	5,440,638	4.96%	270,112
Non-Departmental	1,698,471	3,660,910	-53.61%	(1,962,439)
TOTAL Expenditures	23,836,144	24,319,019	-1.99%	(482,875)
TRANSFER OUT:				
2014 Pension Obligation Fund	1,387,924	1,346,991	3.04%	40,933
Equipment Replacement Fund	400,000	400,000	0.00%	-
Aquatics	130,000	130,000	0.00%	-
Facility Maintenance	800,000	450,000	77.78%	350,000
TOTAL Transfer Out	2,717,924	2,326,991	16.80%	390,933
TOTAL Expenditures/Transfer Out	\$26,554,068	\$26,646,011	-0.35%	-\$91,943
FUND SOURCES			Difference	
	Proposed	Actual		
REVENUE	17/18	16/17	%	\$
Property Tax	12,579,205	\$12,512,001	0.54%	\$67,203
Property Transfer Tax & Parcel Tax	4,992,400	5,267,611	-5.22%	(275,211)
Other Taxes and Franchises	2,336,793	2,473,923	-5.54%	(137,130)
Licenses and Permits	577,031	577,031	0.00%	0
Use of Money and Property	579,634	615,611	-5.84%	(35,977)
Revenue from Other Agencies	1,409,807	1,699,190	-17.03%	(289,384)
Charges for Current Services	3,223,250	3,342,416	-3.57%	(119,166)
Other	78,598	169,747	-53.70%	(91,149)
TOTAL Revenue	25,776,717	26,657,532	-3.30%	(880,815)
TRANSFER IN:				
Private Contribution Fund	5,000	1,431	249.47%	3,569
Traffic Safety Fund	50,000	50,000	0.00%	-
State Gas Tax Fund	300,000	250,000	20.00%	50,000
Sewer Fund	745,000	728,000	2.34%	17,000
Measure D Fund	17,000	25,010	-32.03%	(8,010)
Schoolmates Program Fund	0	48,895	-100.00%	(48,895)
TOTAL Transfer In	1,117,000	1,109,453	0.68%	7,547
TOTAL Revenue/Transfer In	\$26,893,717	\$27,766,984	-3.14%	-\$873,267
Excess: Revenues over Expenditures	339,649	1,120,974		
Beginning Fund Balance:	5,838,653	4,717,679		
Estimated Ending Fund Balance:	\$6,178,302	\$5,838,653		

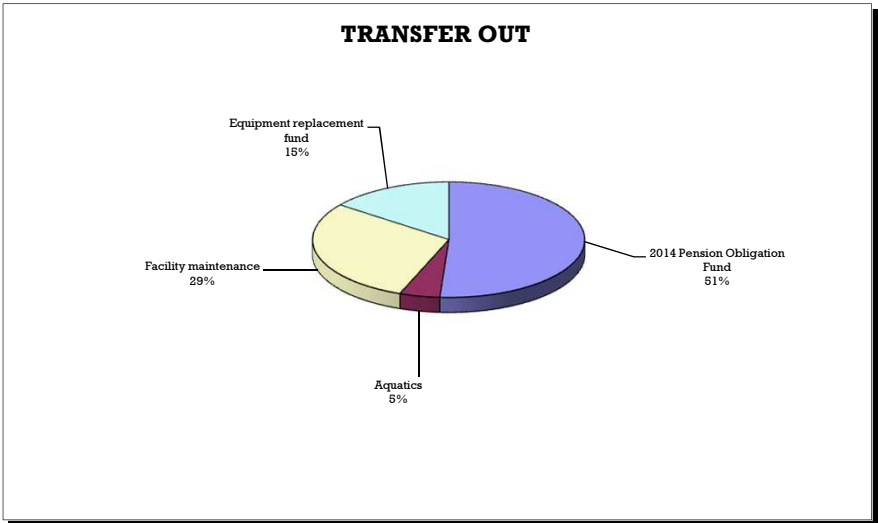
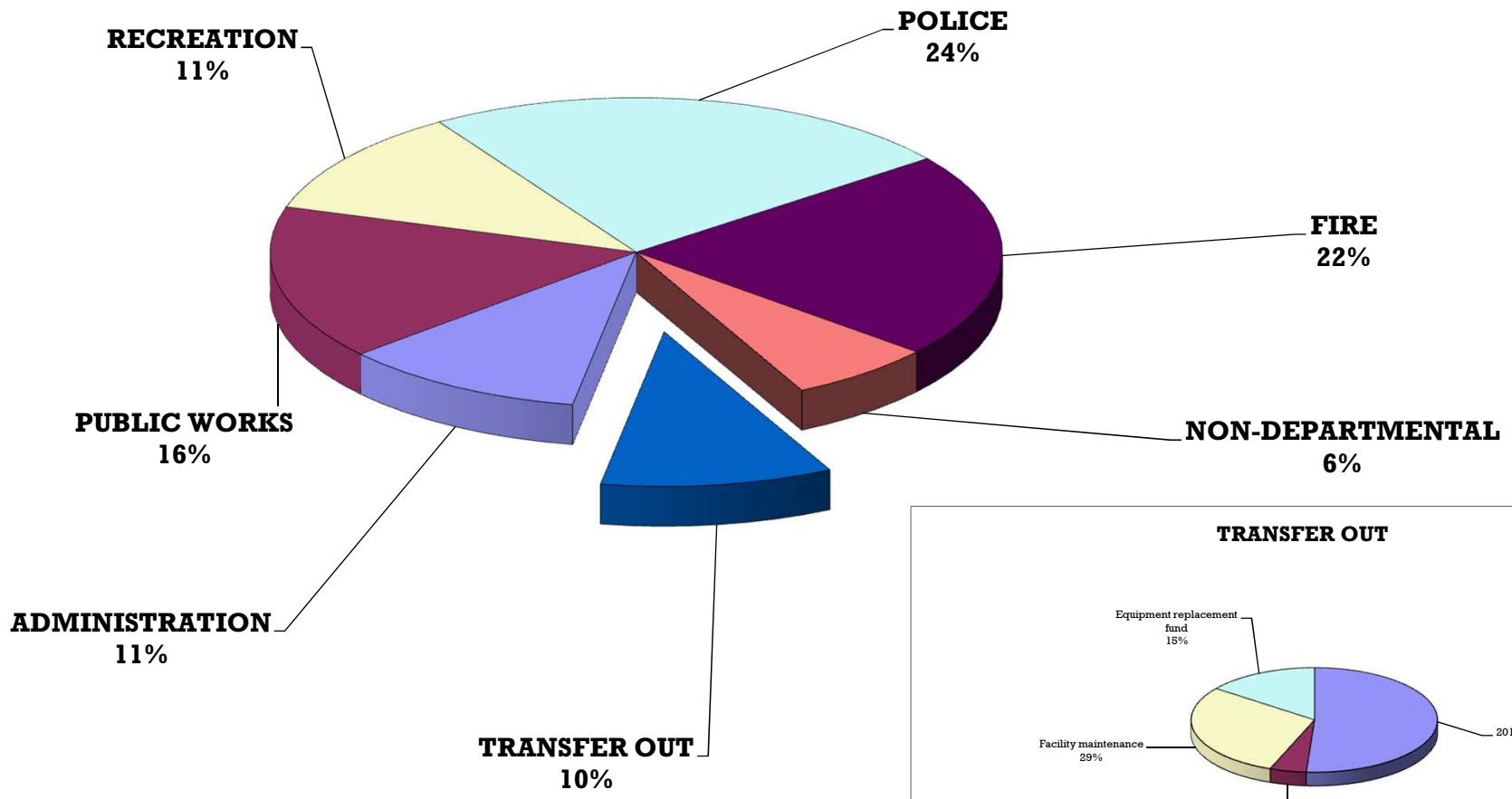
GENERAL FUND
2013-14 to 2017-18

	Actual 2013-14	Actual 2014-15	Actual 2015-16	Estimated 2016-17	Proposed 2017-18
General Fund Beginning Balance	\$ 4,198,390	\$ 4,489,854	\$4,617,679	\$4,717,679	\$7,838,653
Revenues					
Property Taxes	\$10,148,610	\$10,846,057	\$11,922,775	\$12,512,001	\$12,579,205
Real Property Transfer Tax	4,001,012	3,901,252	3,117,999	3,522,078	2,800,000
Parcel Tax	1,606,229	1,647,223	1,628,601	1,745,533	2,192,400
Other Taxes and Franchises	2,361,098	2,359,212	2,384,439	2,473,923	2,336,793
License and Permits	474,389	516,580	585,132	577,031	577,031
Revenue from Use of Money or Property	424,733	547,512	528,814	615,611	579,634
Revenue from Other Agencies	1,294,976	1,477,124	1,525,353	1,699,190	1,409,807
Charges for Current Services	2,771,554	2,869,845	3,155,372	3,342,416	3,223,250
Other Revenue	125,772	139,506	1,201,344	169,747	78,598
	\$23,208,373	\$24,304,311	\$26,049,829	\$26,657,532	\$25,776,717
Operating Transfers in					
Sewer Fund Reimbursement	\$900,000	\$780,000	724,000	\$728,000	\$745,000
Traffic Safety Fund Reimbursement	59,600	-	50,000	50,000	50,000
EECBG Reimbursement	-	5,459	-	-	-
Schoolmates Fund Reimbursement	-	46,436	47,122	48,895	-
Private Contribution Fund	-	3,347	36,392	1,431	5,000
Gas Tax Supplement	300,000	320,000	250,000	250,000	300,000
COPS	-	8,980	6,823	6,117	-
Urban County CDBG	30,123	-	-	-	-
Measure D Reimbursement	14,356	17,737	37,951	25,010	17,000
	\$1,304,079	\$1,181,959	\$1,152,289	\$1,109,453	\$1,117,000
Total Income	\$24,512,452	\$25,486,270	\$27,202,117	\$27,766,984	\$26,893,717
Departmental Expenditures					
Administration	\$2,465,103	\$2,239,446	\$2,271,092	\$2,527,851	\$2,859,085
Public Works	4,144,867	3,928,797	3,895,930	4,160,551	4,301,363
Recreation	2,440,384	2,331,245	2,604,778	2,769,775	2,958,985
Police	5,224,978	5,530,746	5,517,402	5,757,399	6,288,490
Fire	4,956,822	4,988,747	5,326,749	5,440,638	5,710,750
	\$19,232,154	\$19,018,980	\$19,615,951	\$20,656,214	\$22,118,673
Operating Capital Outlay	\$82,476	\$22,385	\$8,895	1,895	19,000
Non Departmental Expenditures					
Library	\$350,471	\$350,471	\$350,471	\$350,471	\$350,471
Unemployment Insurance	4,693	28,844	12,966	8,323	20,000
Workers Compensation	525,000	1,126,875	572,000	555,206	572,000
Liability Insurance	410,000	425,000	444,000	434,911	444,000
Other Expense	-	66,608	-	-	-
OPEB	916,504	913,875	776,399	312,000	312,000
	\$2,206,667	\$2,911,673	\$2,155,836	\$1,660,910	\$1,698,471
Operating Transfers-out					
Aquatics	160,000	120,000	-	130,000	130,000
2014 Pension Obligation Fund	100,984	1,231,658	1,338,248	1,346,991	1,387,924
	\$260,984	\$1,351,658	\$1,338,248	\$1,476,991	\$1,517,924
Total Expenditures and Transfers-out	\$21,782,281	\$23,304,696	\$23,118,931	\$23,796,011	\$25,354,068
Operating Net Income	\$2,730,171	\$2,181,574	\$4,083,187	\$3,970,974	\$1,539,649
Capital Transfers-out					
Facility Maintenance	1,219,353	1,051,875	2,770,488	450,000	800,000
Equipment Replacement Fund	1,219,353	1,001,875	1,212,698	400,000	400,000
Total Capital Transfers	\$2,438,706	2,053,750	\$3,983,186	\$850,000	\$1,200,000
Net Income after Capital Transfers	\$291,465	\$127,824	\$100,000	\$3,120,974	\$339,649
General Fund Ending Fund Balance	\$4,489,854	\$4,617,679	\$4,717,679	\$7,838,653	\$8,178,302
Fund Balance as % of Operating Exp	23%	24%	24%	38%	37%
Fund Balance as % of Exp & Debt	21%	20%	20%	33%	32%

GENERAL FUND SUMMARY

	<u>Proposed Budget 2017-18</u>	<u>% of Budget</u>
<u>Administration (Total)</u>	<u>\$2,859,085</u>	<u>10.77%</u>
Personal Services	1,438,275	5.42%
Maintenance & Operations	1,420,810	5.35%
Capital Outlay	0	0.00%
<u>Public Works (Total)</u>	<u>4,301,363</u>	<u>16.20%</u>
Personal Services	2,725,350	10.26%
Maintenance & Operations	1,576,013	5.94%
Capital Outlay	0	0.00%
<u>Recreation (Total)</u>	<u>2,977,985</u>	<u>11.21%</u>
Personal Services	1,875,585	7.06%
Maintenance & Operations	1,083,400	4.08%
Capital Outlay	19,000	0.07%
<u>Police (Total)</u>	<u>6,288,490</u>	<u>23.68%</u>
Personal Services	5,462,150	20.57%
Maintenance & Operations	826,340	3.11%
Capital Outlay	0	0.00%
<u>Fire (Total)</u>	<u>5,710,750</u>	<u>21.51%</u>
Personal Services	5,309,000	19.99%
Maintenance & Operations	401,750	1.51%
Capital Outlay	0	0.00%
Non-Departmental (Total)	1,698,471	6.40%
Transfer Out (Total)	<u>2,717,924</u>	<u>10.24%</u>
General Fund: Expenditures/Transfers Out	<u><u>\$26,554,068</u></u>	<u><u>100.00%</u></u>

**CITY OF PIEDMONT
GENERAL FUND
PROPOSED EXPENDITURES AND TRANSFERS 2017-18**



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CITY OF PIEDMONT

SUMMARY OF FUND TYPES

GENERAL FUND – The City’s primary operating fund and accounts for all financial resources of the City, except those required to be accounted for in another fund.

OTHER FUND TYPES

SPECIAL REVENUE FUNDS – Funds to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditures for specified purposes other than Debt Service or Capital Projects.

CAPITAL PROJECTS FUNDS – Funds used to account for and report financial resources that are restricted, committed or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets.

DEBT SERVICE FUND – Fund used to account for and report financial resources that are restricted, committed, or assigned to expenditure for principal and interest.

ENTERPRISE FUNDS – Funds used to report any activity for which a fee is charged to external users for good or services.

INTERNAL SERVICE FUNDS – Funds used to report activity that provides goods or services to other funds, departments, or agencies of the primary government or other governments on a cost reimbursement basis.

TRUST FUNDS – Funds used to report resources that are required to be held in trust for the members and beneficiaries of defined benefit pension plans, defined contribution plans, other postemployment benefits, or other employee benefit plans.

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FUND BALANCE SUMMARY
Fiscal Years 2009-2018

FUND	2008-09 Actual Fund Balance	2009-10 Actual Fund Balance	2010-11 Actual Fund Balance	2011-12 Actual Fund Balance	2012-13 Actual Fund Balance	2013-14 Actual Fund Balance	2014-15 Actual Fund Balance	2015-16 Actual Fund Balance	2016-17 Actual Fund Balance	2017-18 Proposed Fund Balance
GENERAL FUND	\$ 2,715,526	\$ 2,194,122	\$ 3,101,066	\$ 4,007,291	\$ 4,198,390	\$ 4,489,854	\$ 4,617,678	\$ 4,717,679	\$ 4,688,649	\$ 5,028,298
SPECIAL REVENUE FUNDS										
Abandoned Vehicle	64,842	47,210	51,645	55,948	35,278	39,843	41,911	45,472	52,740	21,740
Athletic Facility Preservation	-	-	-	-	32,166	28,570	129,574	25,016	85,136	103,136
COPS	-	-	-	234,333	152,504	213,466	297,881	283,216	406,932	537,882
EECBG	-	-	3,405	5,459	5,459	5,459	-	-	-	-
Gas Tax	250,738	137,396	207,622	370,419	441,668	489,279	495,332	498,212	152,283	35,433
Measure B Sales Tax	410,886	316,887	680,945	420,534	558,322	396,135	117,959	84,666	75,556	74,611
Measure BB Sales Tax	-	-	-	-	-	-	79,133	23,751	238,316	216,792
Measure D	145,504	107,329	136,385	150,099	148,491	142,723	86,781	48,227	68,033	65,033
Measure F	-	-	-	49,408	94,409	141,877	30,452	3,184	4,931	20,134
Private Contribution	205,774	56,961	100,098	219,555	241,567	129,396	141,151	46,548	872,071	902,071
Schoolmates Program	441,796	393,362	195,298	78,091	93,108	226,979	316,387	344,698	326,316	234,666
Sidewalk Repair	67,227	40,520	42,363	59,087	62,515	47,907	54,860	60,231	62,053	62,053
Traffic Congestion Relief	71,551	195,260	-	-	-	-	-	-	-	-
Traffic Safety	4,676	4,676	4,576	4,020	7,292	15	51,394	8,876	5,306	11,306
TOTAL SPECIAL REVENUE FUNDS	1,752,994	1,299,601	1,422,337	1,646,953	1,902,902	1,865,193	1,844,606	1,473,888	2,349,529	2,284,713
CAPITAL PROJECT FUNDS										
Capital Improvement	2,962,708	2,063,671	1,743,257	1,072,137	1,195,023	493,334	475,216	330,437	440,456	284,122
Urban County CDBG	90,000	-	-	-	30,123	3,543	1,791	1,791	(144)	(144)
Equipment Replacement	2,213,505	2,188,165	2,282,991	2,017,019	2,173,174	2,861,650	2,958,928	3,702,889	3,937,414	3,364,814
Signal @ Grand, Arroyo	9,057	24,692	24,692	-	-	-	-	-	-	-
Facilities Maintenance	306,312	286,760	282,516	139,907	918,655	2,114,247	2,123,889	4,375,941	3,782,199	3,753,799
TOTAL CAPITAL PROJECT FUNDS	5,581,582	4,563,288	4,333,456	3,229,063	4,316,975	5,472,775	5,559,824	8,409,267	8,159,925	7,402,591
ENTERPRISE FUNDS										
Aquatics	-	-	48,951	(124,650)	(72,477)	12,763	43,188	28,741	129,500	119,350
Sewer	1,062,651	1,185,722	1,174,710	1,203,721	1,153,481	680,087	1,296,051	801,035	1,303,950	1,546,334
TOTAL ENTERPRISE FUNDS	1,062,651	1,185,722	1,223,661	1,079,071	1,081,004	692,850	1,339,240	829,777	1,433,450	1,665,684
INTERNAL SERVICE FUNDS										
Employee Benefits	-	(1,152,107)	(2,328,650)	(3,212,055)	(3,852,737)	(3,874,525)	(4,135,522)	(4,440,846)	(5,218,206)	(5,906,206)
PERS Medical	1,606,308	16,866	16,866	-	-	-	-	-	-	-
Liability Insurance	314,573	214,573	214,573	214,573	265,151	282,171	292,863	287,106	287,106	287,106
Workers Compensation	735,829	335,829	335,829	328,829	257,623	328,447	586,435	745,568	745,568	745,568
TOTAL INTERNAL SERVICE FUNDS	2,656,710	(584,839)	(1,761,382)	(2,668,653)	(3,329,963)	(3,263,907)	(3,256,223)	(3,102,848)	(4,185,532)	(4,873,532)
TOTAL FUNDS	\$ 13,679,463	\$ 8,657,894	\$ 8,319,138	\$ 7,293,725	\$ 8,139,185	\$ 9,253,221	\$ 10,103,334	\$ 12,327,762	\$ 10,495,528	\$ 9,557,262
TRUST FUNDS										
Police & Fire Pension Fund	\$ 7,579,825	\$ 8,230,357	\$ 9,418,154	\$ 8,967,953	\$ 10,164,732	\$ 11,719,273	\$ 11,645,257	\$ 10,853,164	\$ 11,933,986	\$ 12,916,050
Pension Rate Stabilization	-	-	-	-	-	-	-	-	\$ 2,000,000	\$ 2,000,000
OPEB Fund	-	1,761,610	2,446,826	3,052,875	3,427,173	4,353,290	5,530,561	6,194,988	7,171,296	7,983,296
TOTAL TRUST FUNDS	\$ 7,579,825	\$ 9,991,967	\$ 11,864,980	\$ 12,020,828	\$ 13,591,905	\$ 16,072,563	\$ 17,175,819	\$ 17,048,152	\$ 21,105,282	\$ 22,899,347

FUND BALANCE DETAIL
2016 - 17

Fund Type	Fund Name	7/1/2016	2016-17	2016-17	Transfer In	Transfer Out	6/30/2017
		Actual	2016-17	2016-17			Actual
		Fund Balance	Actual Revenue	Actual Expenditures			Fund Balance
GENERAL FUND	General Fund	\$ 4,717,679	\$26,657,532	\$ 24,319,023	\$ 1,109,453	\$ 3,476,991	\$ 4,688,649
SPECIAL REVENUE FUNDS	Abandoned Vehicle	45,472	7,268	-	-	-	52,740
	Athletic Facility Preservation	25,016	103,059	42,938	-	-	85,136
	COPS	283,216	131,532	-	-	7,816	406,932
	Gas Tax	498,212	219,512	-	-	565,441	152,283
	Measure B	84,666	461,405	470,515	-	-	75,556
	Measure BB	23,751	427,074	212,509	-	-	238,316
	Measure D	48,227	49,027	4,210	-	25,010	68,033
	Measure F	3,184	47,643	45,897	-	-	4,931
	Grant Fund	-	-	-	-	-	-
	Private Contribution	46,548	943,969	-	-	118,446	872,071
	Schoolmates Program	344,698	900,647	870,135	-	48,895	326,316
Sidewalk Repair	60,231	1,821	-	-	-	62,053	
Traffic Safety	8,876	54,431	-	-	58,000	5,306	
CAPITAL PROJECT FUNDS	Capital Improvement	330,437	-	306,080	416,099	-	440,456
	Urban County CDBG	1,791	78,492	30,427	-	50,000	(144)
	Equipment Replacement	3,702,889	39,994	215,169	409,699	-	3,937,414
	Facilities Maintenance	4,375,941	407,360	2,667,459	1,679,000	12,643	3,782,199
DEBT SERVICE FUND	2014 Taxable Pension Oblig.	(0)	-	1,346,991	1,346,991	-	(0)
ENTERPRISE FUNDS	Aquatics	28,741	544,321	573,562	130,000	-	129,500
	Sewer	801,035	2,417,926	1,187,012	-	728,000	1,303,949
INTERNAL SERVICE FUNDS	Employee Benefits	(4,440,846)	-	777,360	-	-	(5,218,206)
	Liability Insurance	287,106	434,911	434,911	-	-	287,106
	Workers Compensation	745,568	555,206	555,206	-	-	745,568
TOTAL		\$ 12,022,438	\$ 34,483,129	\$ 34,059,403	\$ 5,091,242	\$ 5,091,242	\$ 12,446,164

**ESTIMATED FUND BALANCE DETAIL
2017 - 18**

	Fund	6/30/2017 Estimated Fund Balance	2017 - 18 Estimated Revenue	2017 - 18 Estimated Expenditures	Transfer In	Transfer Out	6/30/2018 Estimated Fund Balance
GENERAL FUND	General Fund	\$4,688,649	\$25,776,717	\$23,836,144	\$1,117,000	\$2,717,924	\$5,028,298
SPECIAL REVENUE FUNDS	Abandoned Vehicle	52,740	4,000	-	-	35,000	21,740
	Athletic Facility Preservation	85,136	53,000	35,000	-	-	103,136
	COPS	406,932	130,950	-	-	-	537,882
	Gas Tax	152,283	353,150	120,000	-	350,000	35,433
	Measure B	75,556	444,363	445,308	-	-	74,611
	Measure BB	238,316	417,993	439,517	-	-	216,792
	Measure D	68,033	35,000	21,000	-	17,000	65,033
	Measure F	4,931	44,333	29,130	-	-	20,134
	Private Contribution	872,071	35,000	-	-	5,000	902,071
	Schoolmates Program	326,316	653,100	744,750	-	-	234,666
	Sidewalk Repair	62,053	3,000	3,000	-	-	62,053
Traffic Safety	5,306	56,000.00	-	-	50,000	11,306	
CAPITAL PROJECT FUNDS	Capital Improvement	440,456	-	206,334	50,000	-	284,122
	Urban County CDBG	(144)	35,085	35,085	-	-	(144)
	Equipment Replacement	3,937,414	41,200	1,048,800	435,000	-	3,364,814
	Facilities Maintenance	3,782,199	419,600	1,248,000	800,000	-	3,753,799
DEBT SERVICE FUND	2014 Taxable Pension Oblig.	(0)	-	1,387,924	1,387,924	-	(0)
ENTERPRISE FUNDS	Aquatics	129,500	550,000	690,150	130,000	-	119,350
	Sewer	1,303,949	6,802,516	5,815,131	-	745,000	1,546,334
INTERNAL SERVICE FUNDS	Employee Benefits Fund	(5,218,206)	712,000	1,400,000	-	-	(5,906,206)
	Liability Insurance	287,106	444,000	444,000	-	-	287,106
	Workers Compensation	745,568	572,000	572,000	-	-	745,568
TOTAL		\$12,446,164	\$37,583,007	\$38,521,273	\$3,919,924	\$3,919,924	\$11,507,898

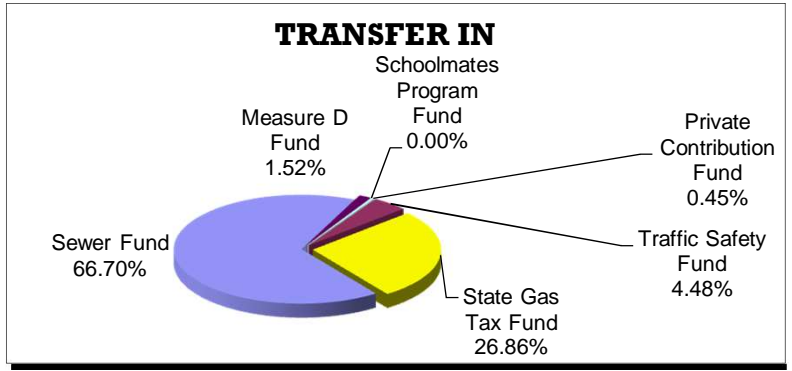
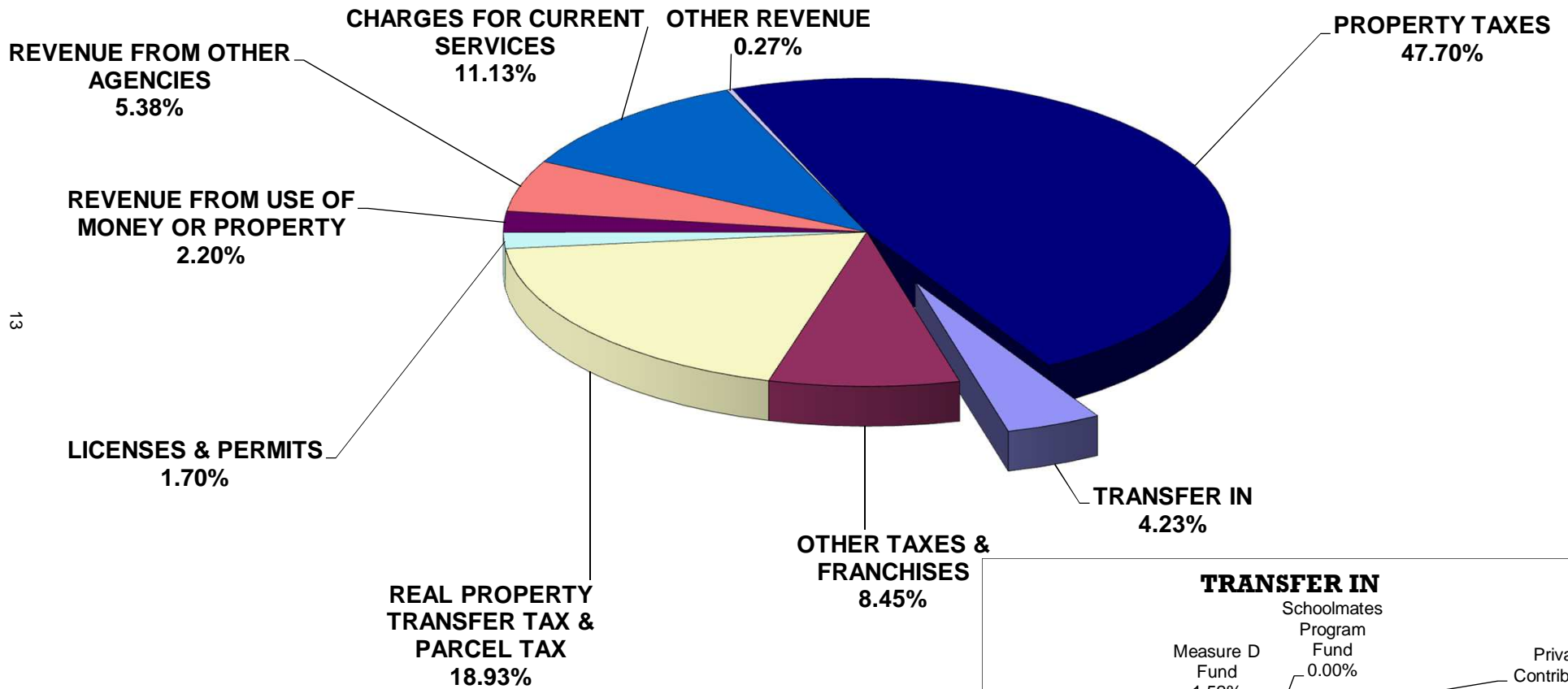
**GENERAL FUND REVENUE ANALYSIS
2017 - 18**

	Actual Revenue 2014-15	Actual Revenue 2015-16	Actual Revenue 2016-17	Proposed Revenue 2017-18
PROPERTY TAXES				
Property Tax - Secured	\$9,947,967	11,003,014	11,521,025	11,790,000
Property Tax - Unsecured	575,113	585,269	564,062	585,000
Supplemental Assessment	315,514	331,354	422,709	200,000
Delinquent Taxes & Penalties	7,463	3,138	4,205	4,205
TOTAL Property Taxes	10,846,057	11,922,775	12,512,001	12,579,205
PROPERTY TRANSFER TAX & PARCEL TAX				
Real Property Transfer Tax	3,901,252	3,117,999	3,522,078	2,800,000
Parcel Tax	1,647,223	1,628,601	1,745,533	2,192,400
TOTAL Transfer Tax and Parcel Tax	5,548,475	4,746,600	5,267,611	4,992,400
OTHER TAXES & FRANCHISES				
Other Taxes				
Sales & Use Tax	260,223	197,333	166,852	166,852
Business License Tax	511,611	557,842	539,177	425,000
TOTAL Other Taxes	771,834	755,176	706,029	591,852
Franchises				
Gas & Electric	84,509	67,178	74,053	74,053
Waste Management	152,169	166,680	157,834	157,834
Cable Television	208,912	217,103	212,954	190,000
TOTAL Franchises	445,589	450,961	444,841	421,887
Utility Users Tax				
Gas & Electric	721,258	756,122	888,332	888,332
Telephone	375,407	378,714	389,600	389,600
Water	45,125	43,466	45,121	45,121
TOTAL Utility Users Tax	1,141,789	1,178,303	1,323,053	1,323,053
TOTAL Other Taxes & Franchises	2,359,212	2,384,439	2,473,923	2,336,793
LICENSES & PERMITS				
Dog License	17,191	25,397	25,256	25,256
Building Permits	469,551	522,086	527,874	527,874
Other Permits	19,172	22,274	20,055	20,055
Fines & Forfeitures	10,666	15,375	3,847	3,847
TOTAL Licenses & Permits	516,580	585,132	577,031	577,031

**GENERAL FUND REVENUE ANALYSIS
2017 - 18**

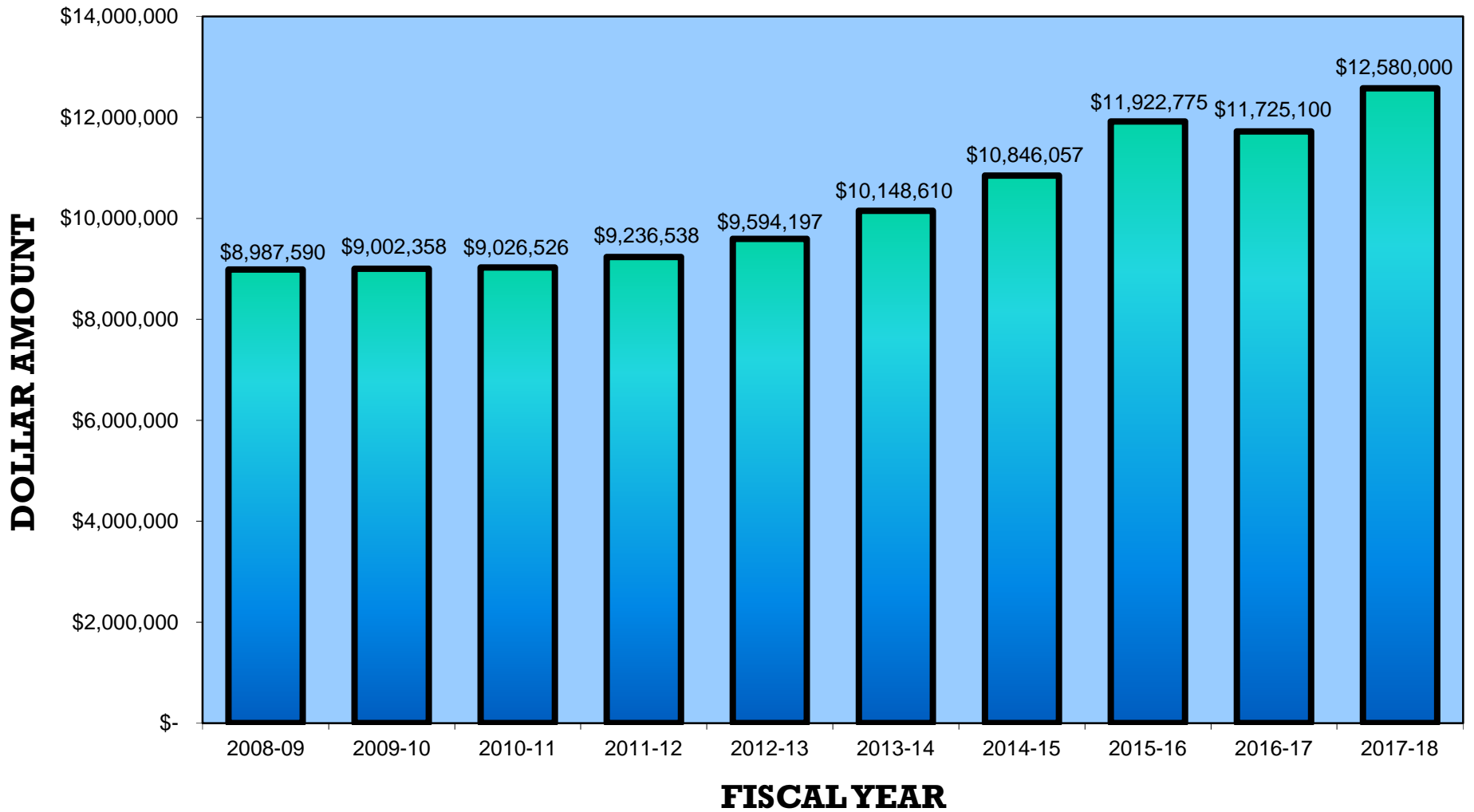
	Actual Revenue 2014-15	Actual Revenue 2015-16	Actual Revenue 2016-17	Proposed Revenue 2017-18
REVENUE FROM USE OF MONEY OR PROPERTY				
Interest Earnings	14,420	27,164	43,865	29,000
Community Hall Rental	383,154	334,419	410,767	390,000
Veterans' Building	77,352	91,817	81,654	90,000
Piedmont Post	-	678	1950	634
City Hall Rental (Telecommunications)	72,587	74,735	77,374	70,000
TOTAL Revenue from Use of Money or Property	<u>547,512</u>	<u>528,814</u>	<u>615,611</u>	<u>579,634</u>
REVENUE FROM OTHER AGENCIES				
State of California				
Forestry & Fire Protection	64,438	72,161	193,932	0
Homeowner's Property Tax Relief	85,567	86,183	85,451	85,451
POST Fund	15,534	15,812	3,945	3,945
Mandated Costs/ State & County Grants/ Misc.	88,127	30,456	15,108	1,000
Motor Vehicle License Fees	1,017,941	1,101,511	1,164,584	1,100,000
1/2 Cent Sales Tax (Public Safety)	78,461	87,844	116,810	80,000
TOTAL State of California	<u>1,350,069</u>	<u>1,393,966</u>	<u>1,579,829</u>	<u>1,270,396</u>
County of Alameda				
County of Alameda-FRALS	57,638	64,521	49,950	70,000
County Paramedic Tax	69,418	66,865	69,411	69,411
TOTAL County of Alameda	<u>127,056</u>	<u>131,387</u>	<u>119,361</u>	<u>139,411</u>
TOTAL Revenue from Other Agencies	1,477,124	1,525,353	1,699,190	1,409,807
CHARGES FOR CURRENT SERVICES				
Planning Fees	298,960	315,477	317,935	245,000
Plan Check Fees	258,609	288,194	267,499	267,499
Emeryville Animal Control	93,421	93,421	93,421	93,421
Ambulance Service Charges	290,931	372,301	391,115	275,000
Recreation	1,849,686	2,040,542	2,225,454	2,323,700
Other Services: Police & Fire	77,688	43,547	46,363	18,000
Variance Appeal	550	1,890	630	630
TOTAL Charges for Current Services	<u>2,869,845</u>	<u>3,155,372</u>	<u>3,342,416</u>	<u>3,223,250</u>
OTHER REVENUE				
Sale of Property	12,094	40,229	8,598	8,598
Other Revenue	127,412	1,161,115	161,149	70,000
TOTAL Other Revenue	<u>139,506</u>	<u>1,201,344</u>	<u>169,747</u>	<u>78,598</u>
TOTAL GENERAL FUND REVENUE	<u><u>\$24,304,311</u></u>	<u><u>\$26,049,829</u></u>	<u><u>\$26,657,532</u></u>	<u><u>\$25,776,717</u></u>

**CITY OF PIEDMONT
GENERAL FUND
PROPOSED REVENUES AND TRANSFERS 2017-18**



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CITY OF PIEDMONT PROPERTY TAXES

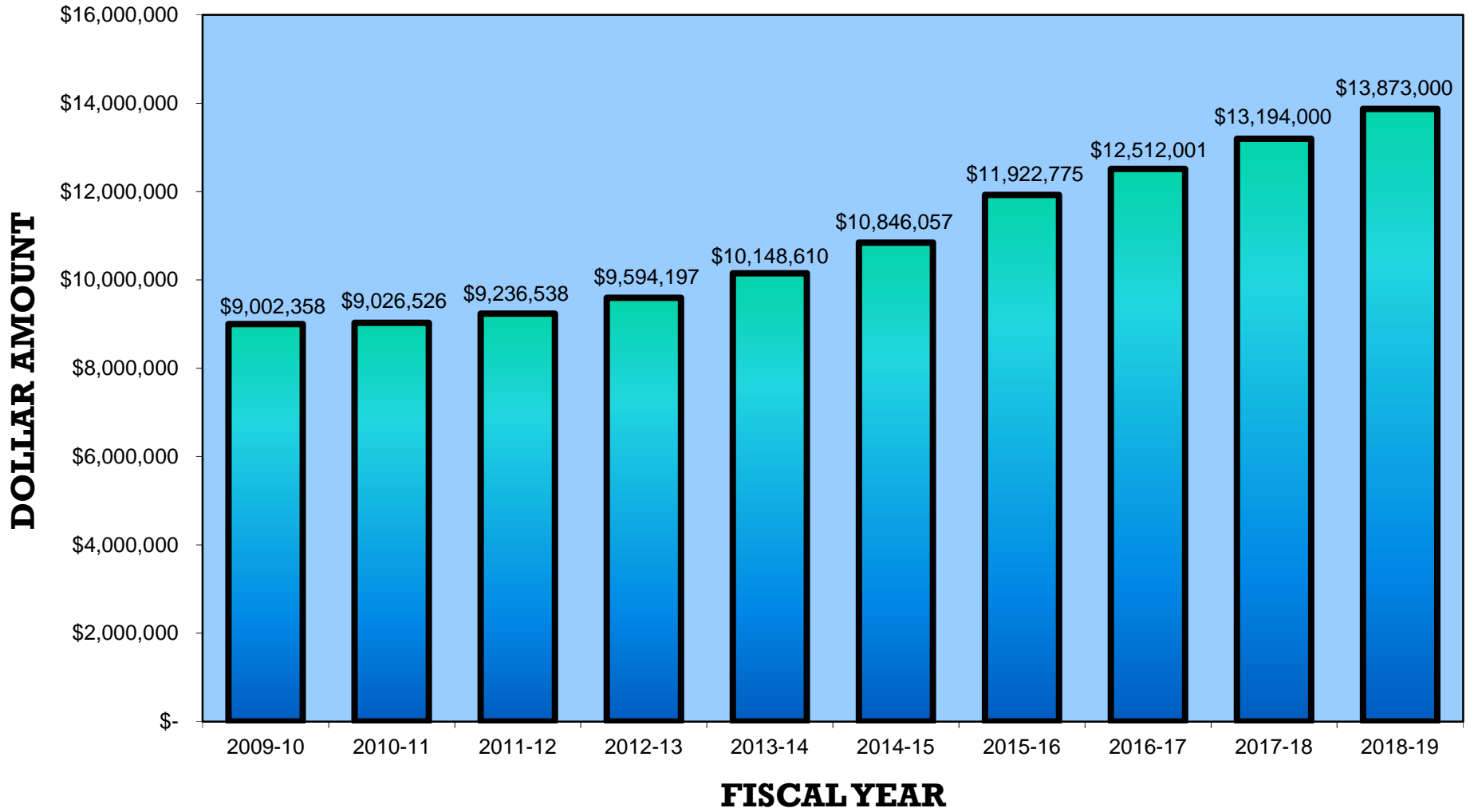


**City of Piedmont
Real Property Transfer Tax
Ten Fiscal Years**

	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 PROPERTY TAXES



**OTHER FUNDS REVENUE ANALYSIS
2017 - 18**

	Actual Revenue 2014-15	Actual Revenue 2015-16	Actual Revenue 2016-17	Proposed Revenue 2017-18
<u>SPECIAL REVENUE FUNDS</u>				
<u>ABANDONED VEHICLE ABATEMENT FUND</u>				
Alameda County	4,663	3,561	7,268	4,000
TOTAL	4,663	3,561	7,268	4,000
<u>ATHLETIC FACILITY PRESERVATION FUND</u>				
Facility Fee/Contributions	130,584	107,670	103,059	53,000
TOTAL	130,584	107,670	103,059	53,000
<u>COPS</u>				
State of California	113,164	114,618	129,324	130,000
Interest	525	830	2,208	950
TOTAL	113,689	115,449	131,532	130,950
<u>GAS TAX FUND</u>				
HUT 2103 Allocation	119,164	58,326	29,551	47,000
HUT 2105 Allocation	66,758	63,654	63,055	59,000
HUT 2106 Allocation	48,056	45,320	43,089	40,000
HUT 2107 Allocation	85,968	81,765	80,711	74,000
HUT 2107.5 Allocation	6,000	3,700	2,990	3,000
SB1 RMRP	-	-	-	130,000
Interest	106	114	116	150
TOTAL	326,053	252,879	219,512	353,150
<u>MEASURE B SALES TAX FUND</u>				
ACTC/Interest	467,572	446,244	461,405	444,363
TOTAL	467,572	446,244	461,405	444,363
<u>MEASURE BB SALES TAX FUND</u>				
ACTC	79,133	415,369	427,074	417,993
TOTAL	79,133	415,369	427,074	417,993
<u>MEASURE D FUND</u>				
Measure D Allocation/Mitigation Fees/Int Recycling Funds	37,721	21,797	44,027	30,000
TOTAL	37,721	21,797	49,027	35,000
<u>MEASURE F FUND</u>				
ACTC/Interest	48,676	48,329	47,643	44,333
TOTAL	48,676	48,329	47,643	44,333
<u>PRIVATE CONTRIBUTION FUND</u>				
Miscellaneous	16,203	293,142	943,969	35,000
TOTAL	16,203	293,142	943,969	35,000
<u>SCHOOLMATES PROGRAM FUND</u>				
Interest Income	923	2,095	3,033	3,100
Schoolmates Fees	912,533	901,017	897,614	650,000
TOTAL	913,456	903,111	900,647	653,100
<u>SIDEWALK REPAIR FUND</u>				
Miscellaneous	6,953	5,372	1,821	3,000
TOTAL	6,953	5,372	1,821	3,000

**OTHER FUNDS REVENUE ANALYSIS
2017 - 18**

	Actual Revenue 2014-15	Actual Revenue 2015-16	Actual Revenue 2016-17	Proposed Revenue 2017-18
TRAFFIC SAFETY FUND				
State of California	51,379	57,482	54,431	56,000
TOTAL	51,379	57,482	54,431	56,000
<u>CAPITAL PROJECT FUNDS</u>				
URBAN COUNTY CDBG FUND				
Alameda County	32,428	-	78,492	35,085
TOTAL	32,428	-	78,492	35,085
EQUIPMENT REPLACEMENT FUND				
Interest	9,788	17,440	39,994	41,200
TOTAL	9,788	17,440	39,994	41,200
FACILITIES MAINTENANCE FUND				
Contributions/Interest	282	3,733	407,360	419,600
TOTAL	282	3,733	407,360	419,600
<u>ENTERPRISE FUNDS</u>				
AQUATICS				
Charge for Service	525,874	584,488	544,321	550,000
TOTAL	525,874	584,488	544,321	550,000
SEWER FUND				
Sewer Service Charges	2,270,835	2,245,450	2,406,895	2,491,116
Sewer Loan Proceeds	800,000	-	-	4,300,000
Interest	5,443	6,358	11,031	11,400
TOTAL	3,076,279	2,251,809	2,417,926	6,802,516
<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	425,000	444,000	434,911	444,000
TOTAL	425,000	444,000	434,911	444,000
WORKERS COMPENSATION				
Non Departmental Revenue	1,126,875	572,000	555,206	572,000
TOTAL	1,126,875	572,000	555,206	572,000
TOTAL REVENUE - OTHER FUNDS	7,994,482	7,235,049	7,825,597	11,806,290
TOTAL REVENUE - ALL FUNDS	\$32,298,794	\$33,284,877	34,483,129	37,583,007

**CITY OF PIEDMONT
Roster of Authorized
Full-Time Positions**

	<u>2016-17</u>	<u>2017-18</u>
<u>ADMINISTRATION</u>		
City Administrator	1	1
City Clerk/MIS Director	1	1
Finance Director	1	1
Accountant	1	1
Administrative Assistant	1	1
Administrative Services Technician II	1	1
Human Resources Administrator	1	1
Television Station Manager	1	1
	<u>8</u>	<u>8</u>
<u>POLICE</u>		
Police Chief	1	1
Captain	1	1
Support Services Commander	1	1
Administrative Assistant	1	1
Animal Control Officer	2	2
Dispatcher	5	5
Police Officer	13	13
Records Clerk	0	1
Sergeant	4	4
	<u>28</u>	<u>29</u>
<u>FIRE</u>		
Fire Chief	1	1
Captain	2	2
Captain/Paramedic	1	1
Lieutenant	1	1
Lieutenant/Paramedic	2	2
Firefighter	4	4
Firefighter/Paramedic	11	11
Fire Engineer	3	3
Fiscal Services Technician (40% Fire - 60% Recreation)	0.4	0.4
	<u>25.4</u>	<u>25.4</u>
<u>PUBLIC WORKS</u>		
Public Works Director	1	1
Planning Director	1	1
Administrative Assistant	2	2
Assistant Planner	2	2
Building Official	1	1
Maintenance Worker I	1	1
Maintenance Worker II	4	4
Parks & Project Manager	1	1
Planning Technician I	1	1
Plans Examiner	1	1
Public Works Maintenance Supervisor	1	1
Senior Maintenance Worker	2	2
Senior Planner	1	1
	<u>19</u>	<u>19</u>

	<u>2016-17</u>	<u>2017-18</u>
RECREATION		
Recreation Director	1	1
Administrative Assistant	2	2
Assistant Childcare Site Coordinator (a)	2	2
Childcare Site Coordinator	3	3
Fiscal Services Technician (40% Fire - 60% Recreation)	0.6	0.6
Pool Manager	1	1
Recreation Coordinator	0	1
Recreation Supervisor	2	2
Sports Coordinator	1	1
	<u>12.6</u>	<u>13.6</u>
TOTAL	<u>93</u>	<u>95</u>
Part-Time Positions with Benefits *		
Public Works: Administrative Assistant	1	1
Recreation: Assistant Pool Manager	1	1
	<u>2</u>	<u>2</u>
*Employees who work over 1,000 hours, but aren't classified	<u>2</u>	<u>2</u>

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	•
	<u>7</u>				

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		
	<u>8</u>				

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	•
	<u>21</u>				

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		

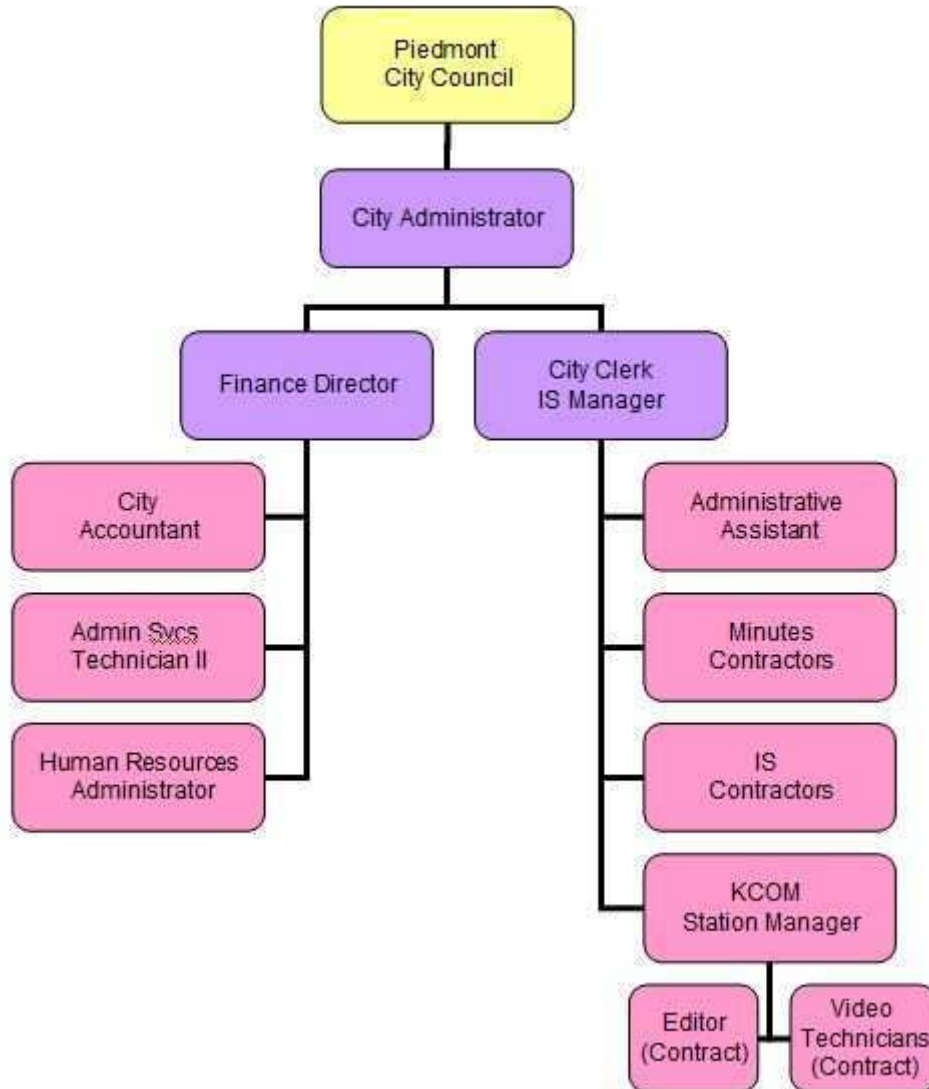
Number of Employees & Open Positions 95

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, an Information Technology Support Firm and several 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

2017-18

BUDGET SUMMARY FOR ADMINISTRATION (INCLUDING KCOM)

	Approved Budget 16-17	Estimated Expenditures 16-17	Approved Budget 17-18	Budget % Change
SALARIES	\$ 996,800	\$ 954,500	\$ 1,015,200	1.85%
FRINGE BENEFITS	422,500	422,500	423,075	0.14%
PERSONNEL EXPENSES	81,285	77,805	87,310	7.41%
SUPPLIES & SERVICES	1,255,603	1,038,053	1,333,500	6.20%
TOTAL	\$ 2,756,188	\$ 2,492,858	\$ 2,859,085	3.73%

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	-	14,000
	3		
CONFIDENTIAL			
Accountant w/ 2% EDU	1	6,525	7,932
Administrative Assistant w/ 2% EDU	1	5,019	6,104
Administrative Services Technician II	1	6,396	7,778
Television Station Mgr. w/ 2% EDU	1	6,525	7,932
	4		
PROFESSIONAL/TECHNICAL/ SUP.			
Human Resources Administrator	1	6,848	8,326
Total	8		

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City of Piedmont
Proposed 2017 - 18 Budget

Administration		Budget	Actual	Proposed	Budget
Description	Account #	16/17	16/17	17/18	% Change
Salaries					
Regular Salaries	400-010-001	872,000	828,342	900,000	3%
Part Time Salaries	400-010-002	25,000	5,420	15,000	-40%
Overtime Salaries	400-010-003	3,500	2,014	2,000	-43%
Object Total	400-010	900,500	835,776	917,000	2%
Health Insurance					
Medical Insurance	400-011-001	178,000	146,400	170,000	-4%
Dental Insurance	400-011-002	15,900	13,586	15,900	0%
Vision Plan	400-011-003	2,700	2,061	1,750	-35%
Object Total	400-011	196,600	162,047	187,650	-5%
Retirement					
PERS	400-012-001	114,000	118,668	121,000	6%
FICA	400-012-002	57,000	44,749	58,000	2%
Object Total	400-012	171,000	163,417	179,000	5%
Other Benefits					
Life Insurance	400-013-001	3,400	3,214	3,500	3%
Disability Insurance	400-013-002	2,600	2,284	2,700	4%
Medicare Insurance	400-013-005	13,400	12,048	13,600	1%
Object Total	400-013	19,400	17,547	19,800	2%
Personnel Expenses					
Memberships/conf/training	400-031-001	56,185	57,343	61,210	9%
Auto Allowance	400-031-002	12,600	11,800	12,600	0%
Reimbursements	400-031-003	10,000	1,062	10,000	0%
Object Total	400-031	78,785	70,205	83,810	6%
Department Supplies					
Office Supplies	400-051-001	30,000	21,325	30,000	0%
Postage	400-051-002	20,000	12,621	20,000	0%
Object Total	400-051	50,000	33,946	50,000	0%
Equipment Maintenance					
Hardware Maint. Contracts	400-053-001	9,000	7,985	9,000	0%
Object Total	400-053	9,000	7,985	9,000	0%

City of Piedmont
Proposed 2017 - 18 Budget

Administration		Budget	Actual	Proposed	Budget
Description	Account #	16/17	16/17	17/18	% Change
Contract Services					
Legal Services	400-054-001	280,000	294,939	280,000	0%
Audit Fees	400-054-002	50,000	58,356	50,000	0%
Negotiator	400-054-004	70,000	82,314	70,000	0%
Minute Clerk	400-054-007	27,500	20,805	27,500	0%
Interim Finance Director	400-054-008	-	-	-	NA
Flex 125 Admin Fee	400-054-015	2,000	1,830	2,000	0%
CALPERS Med Admin Fee	400-054-016	7,000	6,640	7,000	0%
Interdistrict PUSD Expense	400-054-019	98,000	98,500	98,000	0%
Records Storage	400-054-022	6,000	4,300	6,000	0%
Data Processing of City Taxes	400-054-030	5,500	6,765	5,500	0%
Object Total	400-054	546,000	574,449	546,000	0%
Other Expenses					
Civil Service	400-056-001	124,400	160,390	100,000	-20%
Election Expense	400-056-003	35,000	15,538	2,000	-94%
Miscellaneous Expenses	400-056-006	6,000	5,141	6,000	0%
Bank Charges	400-056-008	10,000	9,836	10,000	0%
Sales and use Tax Expense	400-056-009	-	10	-	#DIV/0!
Disability Access and Education	400-056-011	-	244	-	#DIV/0!
Object Total	400-056	175,400	191,160	118,000	-33%
Information Services					
Hardware	400-060-001	3,000	3,968	14,500	383%
Software	400-060-002	74,903	72,716	54,450	-27%
Labor	400-060-003	267,800	154,830	298,550	11%
IT Strategic Plan Operations	400-060-004	59,500	37,745	166,000	179%
Object Total	400-060	405,203	269,260	533,500	32%
Total Administration		2,551,888	2,325,792	2,643,760	4%

ADMINISTRATION

PERSONNEL EXPENSES

Membership and Meetings

101-400-031-001

2016-17 Budgeted Amount	\$ 56,185
2016-17 12-Month Estimate	\$ 54,105
2017-18 Proposed	\$ 61,210

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.

	<u>Budget</u> <u>2016-17</u>	<u>Estimated</u> <u>2016-17</u>	<u>Proposed</u> <u>2017-18</u>
<u>Membership Costs</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	\$ 75	\$ 75	\$ 100
<u>Ceremonial Events</u>			
Volunteer Reception	\$ 3,000	\$ 3,000	\$ 3,000
Employee Appreciation Day	\$ 3,000	\$ 3,000	\$ 3,000
Mayor's Conference Dinner	\$ 2,500	\$ 2,500	\$ 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	\$ 0	\$ 2,000
City Council Conferences	\$ 0	\$ 2,000	\$ 5,000
<u>Miscellaneous</u>			
Alameda Co. Local Agency Formation Comm.	\$ 1,500	\$ 1,500	\$ 1,500
Appreciating Diversity Film Series	\$ 1,200	\$ 1,200	\$ 1,200
Continuum of Care	\$ 1,600	\$ 1,600	\$ 1,600
Martin Luther King Day Celebration	\$ 1,000	\$ 1,000	\$ 1,000
211 Referral Contribution	\$ 5,000	\$ 5,000	\$ 5,000
Miscellaneous Meeting Expenses	\$ 2,000	\$ 2,000	\$ 2,000
TOTAL	\$ 56,185	\$ 54,105	\$ 61,210

Auto Expense

101-400-031-002

2016-17 Budgeted Amount	\$ 12,600
2016-17 12-Month Estimate	\$ 11,200
2017-18 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 2017-18.

Reimbursements

101-400-031-003

2016-17 Budgeted Amount	\$ 10,000
2016-17 12-Month Estimate	\$ 10,000
2017-18 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.

DEPARTMENTAL SUPPLIES

Office Supplies

101-0400-051-001

2016-17 Budgeted Amount	\$ 30,000
2016-17 12-Month Estimate	\$ 30,000
2017-18 Proposed	\$ 30,000

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

Postage

101-400-051-002

2016-17 Budgeted Amount	\$ 20,000
2016-17 12-Month Estimate	\$ 20,000
2017-18 Proposed	\$ 20,000

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

EQUIPMENT MAINTENANCE

101-400-053-001

2016-17 Budgeted Amount	\$ 9,000
2016-17 12-Month Estimate	\$ 8,000
2017-18 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

2016-17 Budgeted Amount	\$280,000
2016-17 12-Month Estimate	\$260,000
2017-18 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. 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

2016-17 Budgeted Amount	\$ 50,000
2016-17 12-Month Estimate	\$ 50,000
2017-18 Proposed	\$ 50,000

In March 2015, Council approved a contract with Mann, Urrita, and Nelson, CPA to conduct the City's annual financial audit for fiscal years 2016-17 through 2017-18. This allocation will cover the cost of the annual audits.

Labor Negotiator

101-400-054-004

2016-17 Budgeted Amount	\$ 70,000
2016-17 12-Month Estimate	\$ 20,000
2017-18 Proposed	\$ 70,000

An allocation ensures 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

2016-17 Budgeted Amount	\$ 27,500
2016-17 12-Month Estimate	\$ 27,000
2017-18 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

2016-17 Budgeted Amount	\$ 2,000
2016-17 12-Month Estimate	\$ 2,000
2017-18 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

2016-17 Budgeted Amount	\$ 7,000
2016-17 12-Month Estimate	\$ 7,000
2017-18 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

2016-17 Budgeted Amount	\$ 98,000
2016-17 12-Month Estimate	\$ 94,500
2017-18 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

2016-17 Budgeted Amount	\$ 6,000
2016-17 12-Month Estimate	\$ 4,000
2017-18 Proposed	\$ 6,000

Due to the lack of storage space at City Hall, Piedmont contracts for off-site records storage. In 2017-18, 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.

Data Processing – City Taxes

101-400-054-030

2016-17 Budgeted Amount	\$ 5,500
2016-17 12-Month Estimate	\$ 5,500
2017-18 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

2016-17 Budgeted Amount	\$124,000
2016-17 12-Month Estimate	\$100,000
2017-18 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

2016-17 Budgeted Amount	\$ 35,000
2016-17 12-Month Estimate	\$ 26,500
2017-18 Proposed	\$ 2,000

Election related expenses are paid from this account. The City's General Municipal Election in November 2016 was funded out of this account during the 2016-17 fiscal year. As no election is anticipated in 2017-18, a small allocation is requested to keep current on election related activities.

Miscellaneous Expenses

101-400-056-006

2016-17 Budgeted Amount	\$ 6,000
2016-17 12-Month Estimate	\$ 6,000
2017-18 Proposed	\$ 6,000

Unusual and unexpected expenses not covered in any department budget, such as honorary plaques, newspaper subscriptions, employee recognition, city pins, nameplates, etc. are paid from this account.

Bank Charges

101-400-056-008

2016-17 Budgeted Amount	\$ 10,000
2016-17 12-Month Estimate	\$ 10,000
2017-18 Proposed	\$ 10,000

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

Information Services

101-0400-060

2016-17 Budgeted Amount	\$405,203
2016-17 12-Month Estimate	\$282,053
2017-18 Proposed	\$533,500

The Administration budget includes 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. For 2018-19, most departmental allocations for miscellaneous Information Services expenses were consolidated into this budget, resulting in an increase in this request, but a decrease in other departments.

This is the second budget to begin implementing the City's Information Technology Strategic Plan. Some of the costs of implementation are in this account and others come from capital accounts. This year's proposal includes increased spending on IT staffing and management as well as allocations to fulfill specific initiatives in the plan.

Each of the items in the IT Strategic Plan Operations sub-account is 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.

Hardware	Budget	Estimated	Proposed
101-400-060-001	FY 16-17	FY 16-17	FY 17-18
Hardware	\$ 3,000	\$ 3,000	\$ 14,500
Sub-Total	\$ 3,000	\$ 3,000	\$ 14,500
Software			
101-400-060-002			
Government Financial System	\$ 4,000	\$ 3,700	\$ 4,000
HRIS (Human Resources)	\$ 2,000	\$ 2,000	\$ 2,000
Paymate	\$ 3,750	\$ 3,500	\$ 3,750
Fixed Assets	\$ 1,850	\$ 1,600	\$ 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)	\$ 3,500	\$ 3,500	\$ 3,500
Backup Internet Access for Finance	\$ 750	\$ 550	\$ 750
OpenGov	\$ 24,503	\$ 24,503	\$ -
Treeworks	\$ 750	\$ -	\$ -
Mail Server Software	\$ 3,000	\$ 2,800	\$ 5,000
Symantec (Anti-Virus)	\$ 2,200	\$ 2,000	\$ -
CRW Software License Fees	\$ 15,000	\$ 14,000	\$ 16,000
Microsoft Upgrades	\$ 5,000	\$ 5,000	\$ 5,000
Miscellaneous Software	\$ -	\$ -	\$ 4,000
Sub-Total	\$ 74,903	\$ 71,753	\$ 54,450
Labor Costs			
101-400-060-003			
Consultant Staffing	\$ 260,000	\$ 130,000	\$ 265,000
IT Management	\$ -	\$ 30,000	\$ 25,000
Web Site Maintenance	\$ 3,750	\$ 3,750	\$ 3,750
Web Server (ABAG)	\$ 800	\$ 800	\$ 800
ACS Software Training	\$ 3,250	\$ 3,250	\$ 4,000
Sub-Total	\$ 267,800	\$ 167,800	\$ 298,550
IT Strategic Plan Operations			
101-400-060-004			
Return on Investment (Initiative 1)	\$ -	\$ -	\$ 3,000
IT Governance (Initiative 2)	\$ 5,000	\$ 5,000	\$ 5,000
Applications Management (Initiative 3)	\$ 5,000	\$ -	\$ 5,000
User Training & Support (Initiative 5)	\$ -	\$ -	\$ 20,000
IT Policies & Procedures (Initiative 9)	\$ 3,500	\$ 3,500	\$ -
GIS Improvements (Initiative 21)	\$ -	\$ -	\$ 25,000
Citizen Request Management (Initiative 35)	\$ 15,000	\$ -	\$ 15,000
Web Site Update (Initiative 39)	\$ 10,000	\$ 10,000	\$ 60,000
Internet Connectivity Backup (Initiatives 44 & 45)	\$ -	\$ -	\$ 8,000
Fiber Planning Study (Initiative 54)	\$ -	\$ -	\$ 15,000
Network Management Tools (Initiative 60)	\$ -	\$ -	\$ 1,000
Backups (Initiative 63)	\$ 21,000	\$ 21,000	\$ 12,000
Sub-Total	\$ 59,500	\$ 39,500	\$ 166,000
Object Total	\$ 405,203	\$ 282,053	\$ 533,500

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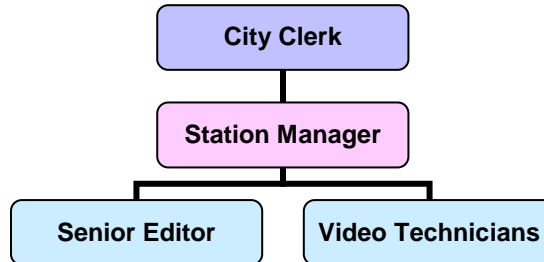
KCOM



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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 four independent contractors and additional part-time contractors as needed.

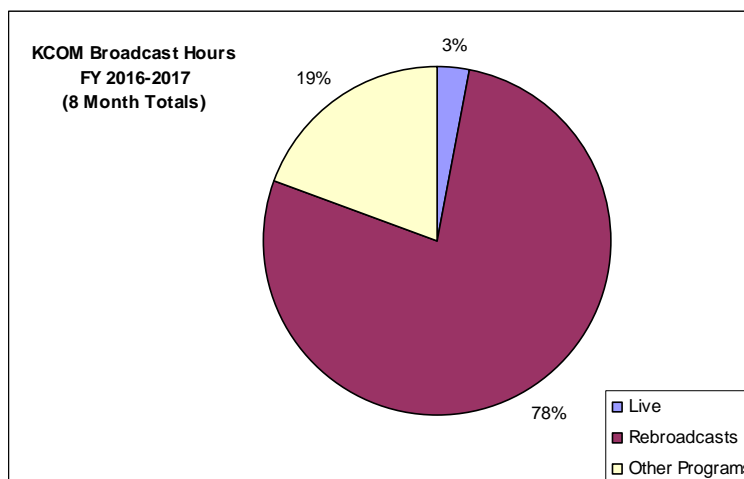
The station was created under a franchise agreement for cable TV in 1988. The city's franchise agreement with Comcast expired on September 18, 2012. Piedmont receives approximately \$182,700 in franchise fee revenue per year. This is a General Fund contribution and does not directly offset KCOM operations. 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	2015-2016	Estimated 2016-2017 (8 Month Totals)
Total Viewers	2197	3284	2712	2245	2020	2673	1953	3503	2023

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 premiere an original eight chapter Public Safety documentary series based on the *Get Ready, Piedmont Disaster Preparedness Guide* created by the Piedmont Public Safety Committee, the Piedmont Fire Department, and the Piedmont Police Department. The eight video chapters will help Piedmonters learn how to protect themselves and their families against all types of hazards, including important information and tips regarding earthquakes, fires, storms, floods, landslides, power outages, living in a disaster area and neighborhood preparedness. Shortly, KCOM will also debut a one hour documentary about the *Hampton Park Improvement Project*. KCOM has filmed almost every aspect of the project from the beginning, including interviews with city staff and construction since June 2016.

For the first 8 months in 2016-17, the following chart breaks down KCOM's broadcast time by subject matter.



In addition to public meetings and self produced programs, KCOM created original readerboard and public service announcements for EBMUD, 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, Community Information from the Police, Fire Recreation and Public Works Departments, Dr. Martin Luther King, Jr. Celebration, EBMUD Water Update Information, Election Information, Fourth of July Parade, Harvest Festival, Holiday Tree Lighting, Lunar New Year and PUSD Community 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.

City of Piedmont
Proposed 2017 - 18 Budget

CATV (KCOM-TV)		Budget	Actual	Proposed	Budget
Description	Account #	16/17	16/17	17/18	% Change
Salaries					
Regular Salaries	401-010-001	95,300	92,368	97,200	2%
Overtime	401-010-003	1,000	0	1,000	0%
Object Total	401-010	96,300	92,368	98,200	2%
Health Insurance					
Medical Insurance	401-011-001	8,750	8,451	8,650	-1%
Dental Insurance	401-011-002	850	803	850	0%
Vision Plan	401-011-003	200	182	250	25%
Object Total	401-011	9,800	9,436	9,750	-1%
Retirement					
PERS	401-012-001	17,500	20,005	18,500	6%
FICA	401-012-002	6,050	5,667	6,200	2%
Object Total	401-012	23,550	25,672	24,700	5%
Other Benefits					
Life Insurance	401-013-001	400	367	400	0%
Disability Insurance	401-013-002	300	286	300	0%
Medicare Insurance	401-013-005	1,450	1,325	1,475	2%
Object Total	401-013	2,150	1,978	2,175	1%
Personnel Expenses					
Memberships/conf/training	401-031-001	1,500	1,366	2,000	33%
Training	401-031-002	1,000	507	1,500	50%
Object Total	401-031	2,500	1,872	3,500	40%
Office Supplies	401-051-001	2,500	2,569	3,500	40%
Equipment Maintenance	401-053-001	2,000	301	5,000	150%
Contract Services	401-054-001	42,500	46,597	45,500	7%
Information Services					
Software	401-060-002	23,000	21,266	23,000	0%
Object Total	401-060	23,000	21,266	23,000	0%
Total KCOM		204,300	202,060	215,325	5%

MEMBERSHIPS/CONFERENCES/TRAINING

Memberships/Meetings

101-401-031-001

2016-17 Budgeted Amount	\$ 1,500
2016-17 12-Month Estimate	\$ 1,500
2017-18 Proposed Amount	\$ 2,000

Training

101-401-031-002

2016-17 Budgeted Amount	\$ 1,000
2016-17 12-Month Estimate	\$ 1,000
2017-18 Proposed Amount	\$ 1,500

In order to keep KCOM staff and contractors up to date with current training and trends, there is an increased budget proposed in 2017-18. The proposed increase will allow staff to obtain royalty free photo, video and audio memberships and attend the National Alliance for Broadcasters Spring Conference, Alliance for Community Media Conference and/or the SCAN/NATOA Conference in 2018.

Departmental Supplies

101-401-051-001

2016-17 Budgeted Amount	\$ 2,500
2016-17 12-Month Estimate	\$ 2,500
2017-18 Proposed Amount	\$ 3,500

In FY 2016-17, KCOM purchased High Definition (HD) video cameras for all productions. For 2017-18, there is an increased budget proposed. This slight increase will allow KCOM to purchase additional HD media supplies, which are more expensive than our previous Standard Definition video cameras. All office and video supplies are funded from this account. We make a master DVD copy of every meeting and upon request DVD's are loaned out to residents for two weeks.

Equipment Maintenance

101-401-053-001

2016-17 Budgeted Amount	\$ 2,000
2016-17 12-Month Estimate	\$ 2,000
2017-18 Proposed Amount	\$ 5,000

For 2017-18, there is an increased budget proposed in 2017-18. The proposed increase will allow staff to replace aging equipment and obtain new video microphones and lighting kits for KCOM Productions. Additionally, this amount generally covers periodic maintenance and repair for KCOM's digital equipment, computer and specialized video equipment needs.

Contract Services

101-401-054-001

2016-17 Budgeted Amount	\$ 42,500
2016-17 12-Month Estimate	\$ 42,500
2017-18 Proposed Amount	\$ 45,500

For FY 2017-18, an increase in the contract services budget has been requested because by utilizing contract staff, KCOM plans to increase the amount of original programs we create. Additionally, we will be able to continue KCOM's high level of service in the fulfillment of the city's enhanced focus on community outreach in such areas as Public Safety, Educational Resources and Recreation.

Also, telecasting live weekly meetings requires a varied amount of time. 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 per meeting. 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

2016-17 Budgeted Amount	\$ 23,000
2016-17 12-Month Estimate	\$ 23,000
2017-18 Proposed Amount	\$ 23,000

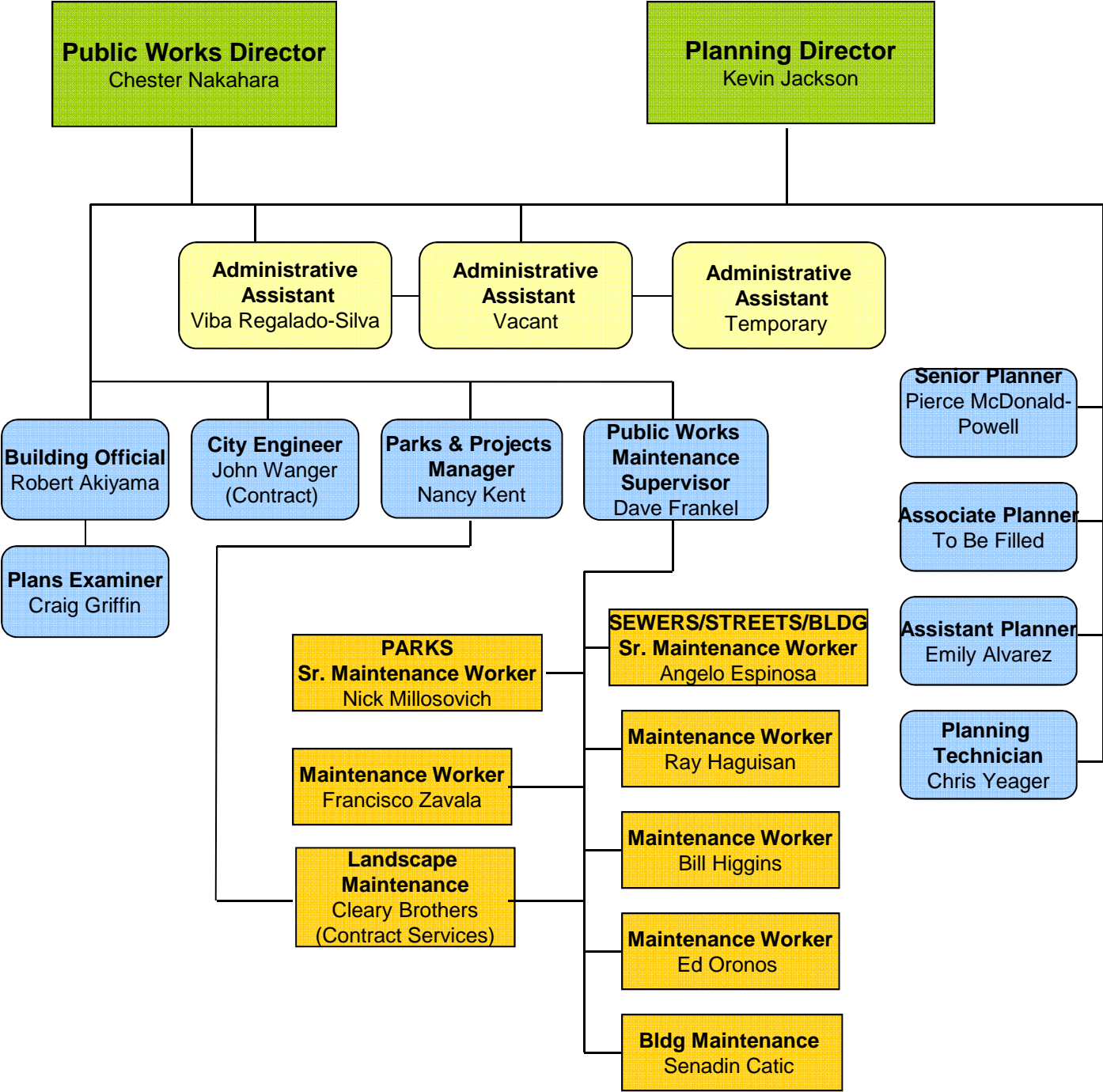
For 2017-18, \$19,986 is the estimated one-year maintenance fee for Granicus (streaming video equipment) and \$1,300 is the quoted one-year maintenance fee from Playbox (broadcast servers and playback systems). A modest amount is included for additional software needs as they may arise during the year.

Public Works



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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. The Planning Department also manages the City's solid waste collection services.

- 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.

- 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.
- 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.
- 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.
- Managing the City's solid waste collection services includes: procuring those services with an independent contractor; oversight of the contractor's performance; enforcement of City Code regulations of garbage and rubbish; ensuring conformance with state laws related to waste collection, diversion and recycling; and public engagement intended to increase diversion of waste from the landfill.

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PUBLIC WORKS
2017-18

	Approved Budget 16-17	Estimated Expenditures 16-17	Approved Budget 17-18	Budget % Change
SALARIES	\$ 1,831,000	\$ 1,746,000	\$ 1,895,000	3%
FRINGE BENEFITS	831,600	831,600	830,350	0%
PERSONNEL EXPENSES	39,200	39,200	41,700	6%
SUPPLIES & SERVICES	1,520,361	1,544,361	1,534,313	1%
TOTAL	\$ 4,222,161	\$ 4,161,161	\$ 4,301,363	2%

STAFF			
	<u>Employees</u>	<u>First Step</u>	<u>Last Step</u>
MANAGEMENT			
Planning Director	1	-	11,250
Public Works Director	1	-	13,717
	<u>2</u>		
MID-MANAGEMENT			
Building Official	1	-	9,613
Parks & Projects Manager	1	9,090	11,043
Plans Examiner	1	to be determined	
	<u>3</u>		
PROFESSIONAL/TECHNICAL/ SUP.			
Assistant Planner	2	5,663	6,883
Planning Tech II	1	4,589	5,577
Public Works Maint. Supv + Arb/Pest/PACP	1	7,337	8,921
Senior Planner	1	6,719	8,167
	<u>5</u>		
PUBLIC WORKS - LOCAL 1021			
Maintenance Worker I & Class B License	1	4,020	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	5,029	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
Total	<u><u>20</u></u>		

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City of Piedmont
Proposed 2017 - 18 Budget

Public Works		Budget	Actual	Proposed	Budget
Description	Account #	16/17	16/17	17/18	% Change
Salaries					
Regular Salaries	402-010-001	1,585,000	1,493,028	1,780,000	12%
Part Time Salaries	402-010-002	196,000	215,521	60,000	-69%
Overtime Salaries	402-010-003	50,000	49,468	55,000	10%
Object Total	402-010	1,831,000	1,758,017	1,895,000	3%
Health Insurance					
Medical Insurance	402-011-001	380,000	317,119	360,000	-5%
Dental Insurance	402-011-002	35,000	29,519	35,000	0%
Vision Plan	402-011-003	6,000	4,769	4,850	-19%
Object Total	402-011	421,000	351,407	399,850	-5%
Retirement					
PERS	402-012-001	255,000	278,787	270,000	6%
FICA	402-012-002	116,000	100,938	120,000	3%
Object Total	402-012	371,000	379,725	390,000	5%
Other Benefits					
Life Insurance	402-013-001	6,800	6,092	7,000	3%
Disability Insurance	402-013-002	5,300	4,634	5,400	2%
Medicare Insurance	402-013-005	27,500	24,336	28,100	2%
Object Total	402-013	39,600	35,062	40,500	2%
Personnel Expenses					
Memberships/conf/training	402-031-001	7,500	11,578	10,000	33%
Auto Allowance	402-031-002	31,200	30,400	31,200	0%
Underground Service Alert	402-031-003	500	372	500	0%
Object Total	402-031	39,200	42,350	41,700	6%
Department Supplies					
Office Supplies	402-051-001	19,000	23,731	19,000	0%
Street Paint / Signs	402-051-002	50,000	49,587	50,000	0%
Miscellaneous PW Supplies	402-051-003	15,000	15,072	15,000	0%
Object Total	402-051	84,000	88,390	84,000	0%
Utilities/Telephone/Radio					
Utilities	402-052-001	128,000	209,066	130,000	2%
Street Lighting - (PG&E)	402-052-002	70,000	63,246	70,000	0%
Traffic Lights	402-052-003	8,000	8,796	8,000	0%
Radio/Cell Phone Expense	402-052-004	500	0	500	0%
Object Total	402-052	206,500	281,109	208,500	1%
Equipment Main./Gas/Oil					
Equipment Rental	402-053-001	5,000	6,131	6,000	20%
Equipment Maintenance	402-053-002	108,000	104,017	108,000	0%
Object Total	402-053	113,000	110,148	114,000	1%
Buildings/Ground Maint.					
Yard Maintenance	402-055-001	36,000	31,172	36,000	0%
Janitorial Supplies	402-055-002	24,000	20,542	24,000	0%
Miscellaneous Maintenance	402-055-003	14,000	14,000	0	
Object Total	402-055	74,000	65,713	60,000	-19%

City of Piedmont
Proposed 2017 - 18 Budget

Public Works		Budget	Actual	Proposed	Budget
Description	Account #	16/17	16/17	17/18	% Change
Other Expenses					
Street Patching	402-056-002	5,000	20,730	6,000	20%
Miscellaneous Repairs	402-056-004	26,500	11,755	26,500	0%
Planning&Park Comm., CIP Committe	402-056-008	5,500	7,231	5,500	0%
Object Total	402-056	37,000	39,716	38,000	3%
Contract Services(Land)					
Public Land Brush/Fire Clearance	402-057-001	35,000	37,857	35,000	0%
Supplemental Park Maint.	402-057-002	95,000	109,828	95,000	0%
Contract Landscape Maint.	402-057-004	318,121	320,402	329,573	4%
Park Stabilization & Storm Related Damag	402-057-005	125,000	145,692	125,000	0%
Weed & Pest Abatement	402-057-006	20,000	14,107	20,000	0%
Object Total	402-057	593,121	627,886	604,573	2%
Contract Serv. (Tree Service)					
Street Tree Pruning	402-058-001	160,000	176,112	160,000	0%
Street Tree Planting	402-058-003	30,000	27,763	30,000	0%
Object Total	402-058	190,000	203,875	190,000	0%
Contract Services (Administration)					
City Engineer Service	402-059-002	75,000	99,905	80,000	7%
Planning Department Services	402-059-003	40,000	(4,747)	40,000	0%
City Planner Backup:R3	402-059-004	87,240	65,811	87,240	0%
Fuel Tank Maintenance	402-059-005	15,000	11,392	15,000	0%
Continuum of Care	400-054-031	-	-	-	#DIV/0!
Housing Element of General Plan	402-059-008	-	(5,763)	-	#DIV/0!
CAL/OSHA Compliance	402-059-010	13,000	7,908	13,000	0%
Object Total	402-059	230,240	174,507	235,240	2%
Information Services					
Hardware	402-060-001	2,000	846	-	-100%
Software	402-060-002	4,000	1,800	-	-100%
Labor	402-060-003	500	0	-	-100%
Object Total	402-060	6,500	2,646	-	-100%
Total Public Works		4,236,161	4,160,551	4,301,363	2%

PUBLIC WORKS

MEMBERSHIPS/CONFERENCES/TRAINING

Memberships/Meetings

101-402-031-001

2016-17 Budgeted Amount	\$ 7,500
2016-17 12-Month Estimate	\$ 7,500
2017-18 Proposed Amount	\$ 10,000

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

2016-17 Budgeted Amount	\$ 31,200
2016-17 12-Month Estimate	\$ 31,200
2017-18 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

2016-17 Budgeted Amount	\$ 500
2016-17 12-Month Estimate	\$ 500
2017-18 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

2016-17 Budgeted Amount	\$ 19,000
2016-17 12-Month Estimate	\$ 19,000
2017-18 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

2016-17 Budgeted Amount	\$ 50,000
2016-17 12-Month Estimate	\$ 50,000
2017-18 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

2016-17 Budgeted Amount	\$ 15,000
2016-17 12-Month Estimate	\$ 15,000
2017-18 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

2016-17 Budgeted Amount	\$128,000
2016-17 12-Month Estimate	\$135,000
2017-18 Proposed Amount	\$130,000

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

2016-17 Budgeted Amount	\$ 70,000
2016-17 12-Month Estimate	\$ 70,000
2017-18 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**

2016-17 Budgeted Amount	\$ 8,000
2016-17 12-Month Estimate	\$ 8,000
2017-18 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**

2016-17 Budgeted Amount	\$ 500
2016-17 12-Month Estimated	\$ 0
2017-18 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**

2016-17 Budgeted Amount	\$ 5,000
2016-17 12-Month Estimate	\$ 6,500
2017-18 Proposed Amount	\$ 6,000

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**

2016-17 Budgeted Amount	\$108,000
2016-17 12-Month Estimate	\$108,000
2017-18 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**

2016-17 Budgeted Amount	\$ 36,000
2016-17 12-Month Estimate	\$ 36,000
2017-18 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**

2016-17 Budgeted Amount	\$ 24,000
2016-17 12-Month Estimate	\$ 24,000
2017-18 Proposed Amount	\$ 24,000

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

OTHER EXPENSES

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

2016-17 Budgeted Amount	\$ 5,000
2016-17 12-Month Estimate	\$ 6,000
2017-18 Proposed Amount	\$ 6,000

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**

2016-17 Budgeted Amount	\$ 26,500
2016-17 12-Month Estimate	\$ 26,500
2017-18 Proposed Amount	\$ 26,500

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**

2016-17 Budgeted Amount	\$ 5,500
2016-17 12-Month Estimate	\$ 5,500
2017-18 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 for the various commissions, as well as expenses associated with Planning Commission Design Awards.

CONTRACT SERVICES (LANDSCAPING)

Public Land Brush/Fire Clearance

101-402-057-001

2016-17 Budgeted Amount	\$ 35,000
2016-17 12-Month Estimate	\$ 35,000
2017-18 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

2016-17 Budgeted Amount	\$ 95,000
2016-17 12-Month Estimate	\$ 95,000
2017-18 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

2016-17 Budgeted Amount	\$318,121
2016-17 12-Month Estimate	\$318,121
2017-18 Proposed Amount	\$329,573

This category consists of five (5) separate functions:

This provides for the care and maintenance of landscaped city facilities by an outside contractor. Cost increases are due to provisions in the approved contract based on the change in the Consumer Price Index. The current rate increase is 3.60%.

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.

Park Stabilization and Storm Related Damage

101-402-057-005

2016-17 Budgeted Amount	\$ 125,000
2016-17 12-Month Estimate	\$ 125,000
2017-18 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

2016-17 Budgeted Amount	\$ 20,000
2016-17 12-Month Estimate	\$ 20,000
2017-18 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

2016-17 Budgeted Amount	\$145,000
2016-17 12-Month Estimate	\$165,000
2017-18 Proposed Amount	\$160,000

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

2016-17 Budgeted Amount	\$ 30,000
2016-17 12-Month Estimate	\$ 30,000
2017-18 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

2016-17 Budgeted Amount	\$ 75,000
2016-17 12-Month Estimate	\$ 85,000
2017-18 Proposed Amount	\$ 80,000

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

2016-17 Budgeted Amount	\$ 40,000
2016-17 12-Month Estimate	\$ 40,000
2017-18 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); and regional matters such as the annual housing allocation requirements of the Association of Bay Area Governments (Barry Miller). Special projects for 2017-18 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.

Solid Waste Consultant Services

101-402-059-004

2016-17 Budgeted Amount	\$ 87,240
2016-17 12-Month Estimate	\$ 87,240
2017-18 Proposed Amount	\$ 87,240

Currently, R3 Consulting Group provides the City professional services related to the City's Solid Waste Collection Service Agreement. The Agreement provides that the hauler shall reimburse the City the full costs associated with the procurement of services, oversight of transition to new services, the review of annual rate adjustment requests, and performance reviews. This budget line item, fully reimbursed by the hauler, is expected to vary from year to year in response to anticipated services and reviews scheduled for the fiscal year.

Fuel Tank Maintenance

101-402-059-005

2016-17 Budgeted Amount	\$ 15,000
2016-17 12-Month Estimate	\$ 15,000
2017-18 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

2016-17 Budgeted Amount	\$ 13,000
2016-17 12-Month Estimate	\$ 13,000
2017-18 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

2016-17 Budgeted Amount	\$ 2,000
2016-17 12-Month Estimate	\$ 2,000
2017-18 Proposed Amount	\$ 0

Computer Software

101-402-060-002

2016-17 Budgeted Amount	\$ 4,000
2016-17 12-Month Estimate	\$ 4,000
2017-18 Proposed Amount	\$ 0

Computer Services

101-402-060-003

2016-17 Budgeted Amount	\$ 500
2016-17 12-Month Estimate	\$ 500
2017-18 Proposed Amount	\$ 0

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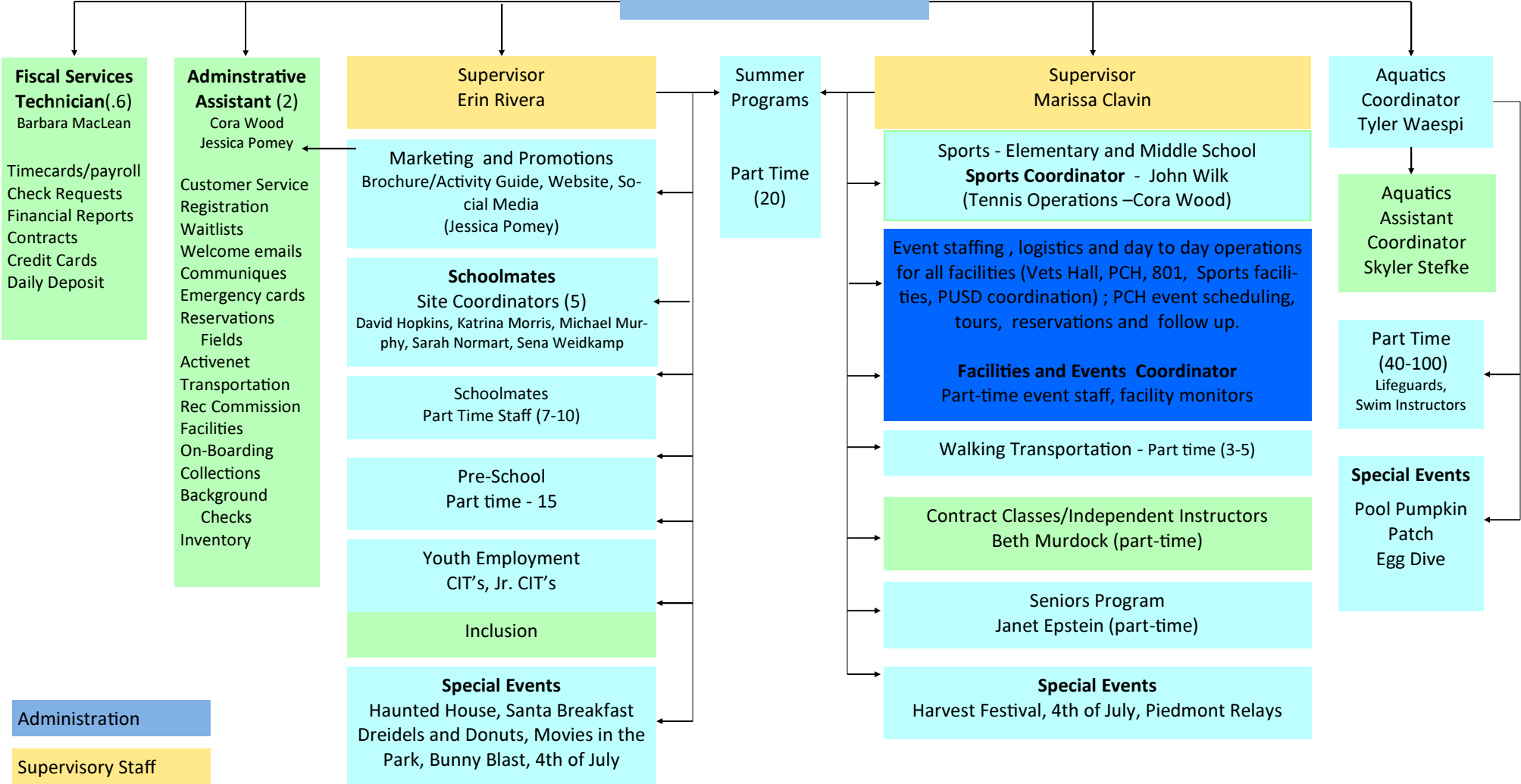
Recreation



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PIEDMONT RECREATION DEPARTMENT
Organizational Chart
2017-18 PROPOSED

Recreation Director
Sara Lillevand



- Administration
- Supervisory Staff
- Support Staff
- Program Staff



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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 40,000 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
2017-18

BUDGET SUMMARY FOR RECREATION

	Approved Budget 16-17	Estimated Expenditures 16-17	Approved Budget 17-18	Budget % Change
SALARIES	\$ 2,414,700	\$ 2,295,700	\$ 2,371,600	-1.78%
FRINGE BENEFITS	615,825	599,625	643,385	4.48%
PERSONNEL EXPENSES	34,200	27,500	27,200	-20.47%
SUPPLIES & SERVICES	1,181,200	1,287,541	1,331,200	12.70%
CAPITAL EXPENDITURES	71,500	72,000	39,500	-44.76%
TOTAL	\$ 4,317,425	\$ 4,282,366	\$ 4,412,885	2.21%

STAFF			
	Employees	First Step	Last Step
MANAGEMENT			
Recreation Director	1	-	13,261
PROFESSIONAL/TECHNICAL/ SUP.			
Recreation Supervisor	2	5,541	6,738
Recreation Coordinator	1	to be determined	
	3		
CHILDCARE			
Assistant Site/Recreation Program Coord	2	3,439	4,604
Childcare Site/Recreation Program Coord	3	3,980	5,334
Pool Manager/Recreation Program Coord	1	3,980	5,334
Sports Coordinator	1	to be determined	
	7		
CONFIDENTIAL			
Administrative Assistant	2	4,919	5,981
Fiscal Services Technician w/ 2% EDU	0.6	5,478	6,654
	2.6		
PART-TIME EMPLOYEE WITH BENEFITS			
Assistant Pool Manager	1	-	\$20.00/Hour
Total	14.6		

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City of Piedmont
Proposed 2017 - 18 Budget

Recreation		Budget	Actual	Proposed	Budget
Description	Account #	16/17	16/17	17/18	% Change
Salaries					
Regular Salaries	404-010-001	483,000	453,257	600,000	24%
Part Time Salaries	404-010-002	585,000	418,696	500,000	-15%
Overtime Salaries	404-010-003	1,500	2,849	2,000	33%
Object Total	404-010	1,069,500	874,802	1,102,000	3%
Health Insurance					
Medical Insurance	404-011-001	140,000	130,683	165,000	18%
Dental Insurance	404-011-002	12,000	11,903	16,000	33%
Vision Plan	404-011-003	2,100	1,824	1,800	-14%
Object Total	404-011	154,100	144,410	182,800	19%
Retirement					
PERS	404-012-001	65,000	64,275	71,000	9%
FICA	404-012-002	66,000	50,754	70,000	6%
Object Total	404-012	131,000	115,028	141,000	8%
Other Benefits					
Life Insurance	404-013-001	2,100	1,889	2,400	14%
Disability Insurance	404-013-002	1,650	1,430	1,800	9%
Medicare Insurance	404-013-005	16,000	12,487	16,600	4%
Object Total	404-013	19,750	15,806	20,800	5%
Personnel Expenses					
Memberships/conf/training	404-031-001	7,000	2,517	7,000	0%
Auto Allowance	404-031-002	5,000	7,805	5,000	0%
Auto Expense	404-031-003	12,000	7,062	5,000	-58%
Object Total	404-031	24,000	17,383	17,000	-29%
Department Supplies					
Office Supplies	404-051-001	11,000	5,314	11,000	0%
Commission/Concerts	404-051-002	1,000	1,081	1,000	0%
Object Total	404-051	12,000	6,395	12,000	0%
Utilities/Telephone/Radio					
Recreation Utilities	404-052-001	14,000	12,887	14,000	0%
City Hall/Fire Utilities	404-052-002	40,000	41,562	40,000	0%
Police Utilities	404-052-003	12,000	9,705	12,000	0%
Object Total	404-052	66,000	64,154	66,000	0%
Contract Services					
Recreation Contract Services	404-054-001	7,000	10,782	8,000	14%
Other Expenses					
Self-Support	404-056-001	725,000	1,035,430	860,000	19%
Fourth of July	404-056-003	17,000	15,205	18,000	6%
Harvest Festival	404-056-008	7,200	8,281	8,000	11%
Object Total	404-056	749,200	1,058,915	886,000	18%

EXPENDITURES

City of Piedmont
 Proposed 2017 - 18 Budget

Recreation		Budget	Actual	Proposed	Budget
Description	Account #	16/17	16/17	17/18	% Change
Capital Outlay					
Second Floor Furniture	404-081-009	3,000	-	3,000	0%
Capital Outlay Object Total	404-081	3,000	-	3,000	0%
Total Recreation		2,235,550	2,307,674	2,438,600	9%

RECREATION

PERSONNEL EXPENSES

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

2016-17 Budgeted Amount	\$ 7,000
2016-17 12-Month Estimate	\$ 5,000
2017-18 Proposed	\$ 7,000

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

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

2016-17 Budgeted Amount	\$ 5,000
2016-17 12-Month Estimate	\$ 5,000
2017-18 Proposed	\$ 5,000

This account funds the Recreation Director's Auto Allowance.

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

2016-17 Budgeted Amount	\$ 12,000
2016-17 12-Month Estimate	\$ 10,000
2017-18 Proposed	\$ 5,000

This account funds vehicle repair and maintenance for the four department vehicles (Sedan, 3 vans). Two of the four vehicles will be surplus in July 2017.

DEPARTMENT SUPPLIES

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

2016-17 Budgeted Amount	\$ 11,000
2016-17 12-Month Estimate	\$ 11,000
2017-18 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**

2016-17 Budgeted Amount	\$ 1,000
2016-17 12-Month Estimate	\$ 1,000
2017-18 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

2016-17 Budgeted Amount	\$ 66,000
2016-17 12-Month Estimate	\$ 66,000
2017-18 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>2016-17 Budgeted</u>	<u>2016-17 Estimated</u>	<u>2017-18 Proposed</u>
<u>Expense Breakdown:</u>			
Recreation Department	\$14,000	\$14,000	\$14,000
City Hall/Fire Department	\$40,000	\$40,000	\$40,000
Police Department	<u>\$12,000</u>	<u>\$12,000</u>	<u>\$12,000</u>
Total	\$66,000	\$66,000	\$66,000

CONTRACT SERVICES

101-0404-054-001

2016-17 Budgeted Amount	\$ 7,000
2016-17 12-Month Estimate	\$ 7,500
2017-18 Proposed	\$ 8,000

Account covers contract services such as the copier contract, drinking water filtering service, laundry service for door mats, document shredding service. A modest increase is requested over the 2016-17 estimate.

OTHER EXPENSES

101-0404-056

2016-17 Budgeted Amount	\$749,200
2016-17 12-Month Estimate	\$874,991
2017-18 Proposed	\$886,000

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. Increased expenses are the result of increased program offerings. Expenses are offset by associated revenues.

This account also funds the July 4th Parade and Celebration as well as the Harvest Festival.

	<u>2016-17 Budgeted</u>	<u>2016-17 Estimated</u>	<u>2017-18 Proposed</u>
Programs & Classes	\$ 725,000	\$ 850,000	\$ 860,000
July 4 th	\$ 17,000	\$ 17,000	\$ 18,000
Harvest Festival	<u>\$ 7,200</u>	<u>\$ 7,991</u>	<u>\$ 8,000</u>
Total	\$ 749,200	\$ 874,991	\$ 886,000

CAPITAL OUTLAY**101-0404-081**

2016-17 Budgeted Amount	\$ 3,000
2016-17 12-Month Estimate	\$ 3,000
2017-18 Proposed	\$ 3,000

This will fund the purchase of Recreation Department office furniture.

City of Piedmont
Proposed 2017 - 18 Budget

Community Hall		Budget	Actual	Proposed	Budget
Description	Account #	16/17	16/17	17/18	% Change
Salaries					
Regular Salaries	405-010-001	12,200	9,239	12,450	2%
Part Time Salaries	405-010-002	50,000	55,751	60,000	20%
Object Total	405-010	62,200	64,990	72,450	16%
Health Insurance					
Medical Insurance	405-011-001	3,400	4,860	3,400	0%
Dental Insurance	405-011-002	400	550	400	0%
Vision Plan	405-011-003	70	78	50	-29%
Object Total	405-011	3,870	5,487	3,850	-1%
Retirement					
PERS	405-012-001	900	928	900	0%
FICA	405-012-002	4,000	4,042	4,100	3%
Object Total	405-012	4,900	4,970	5,000	2%
Other Benefits					
Life Insurance	405-013-001	75	58	75	0%
Disability Insurance	405-013-002	50	44	50	0%
Medicare Insurance	405-013-005	925	945	950	3%
Object Total	405-013	1,050	1,047	1,075	2%
Supplies	405-051-001	5,000	4,533	5,000	0%
Utilities	405-052-001	10,000	9,004	10,000	0%
Contract Services					
Object Total	405-054	7,000	28,491	27,000	286%
Capital Outlay					
Tables and Chairs	405-081-054	3,000	0	3,000	0%
Capital Outlay Total	405-081	3,000	0	3,000	0%
Total Community Hall		97,020	118,522	127,375	31%

RECREATION COMMUNITY HALL DIVISION

DEPARTMENT SUPPLIES

101-0405-051-001

2016-17 Budgeted Amount	\$ 5,000
2016-17 12-Month Estimate	\$ 5,000
2017-18 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

2016-17 Budgeted Amount	\$ 10,000
2016-17 12-Month Estimate	\$ 10,000
2017-18 Proposed	\$ 10,000

Utility expense for Community Hall.

CONTRACT SERVICES

101-0405-054-001

2016-17 Budgeted Amount	\$ 7,000
2016-17 12-Month Estimate	\$ 26,000
2017-18 Proposed	\$ 27,000

This funds the maintenance and cleaning of the Community Hall including deep cleaning of the kitchen, as well as floor maintenance. This account also funds special set-up for weddings and events such as outdoor market lighting. This cost for special set-ups are offset by associated rental revenue.

CAPITAL OUTLAY

101-0405-081

2016-17 Budgeted Amount	\$ 3,000
2016-17 12-Month Estimate	\$ 3,000
2017-18 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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City of Piedmont
Proposed 2017 - 18 Budget

Veterans' Hall		Budget	Actual	Proposed	Budget
Description	Account #	16/17	16/17	17/18	% Change
Salaries					
Regular Salaries	406-010-001	8,100	6,159	8,300	2%
Part Time Salaries	406-010-002	24,000	12,135	15,000	-38%
Object Total	406-010	32,100	18,294	23,300	-27%
Health Insurance					
Medical Insurance	406-011-001	2,300	2,667	2,300	0%
Dental Insurance	406-011-002	275	301	275	0%
Vision Plan	406-011-003	50	43	30	-40%
Object Total	406-011	2,625	3,012	2,605	-1%
Retirement					
PERS	406-012-001	600	550	600	0%
FICA	406-012-002	2,000	1,143	1,500	-25%
Object Total	406-012	2,600	1,693	2,100	-19%
Other Benefits					
Life Insurance	406-013-001	45	34	45	0%
Disability Insurance	406-013-002	30	26	30	0%
Medicare Insurance	406-013-005	480	267	350	-27%
Object Total	406-013	555	327	425	-23%
Supplies	406-051-001	4,000	214	4,000	0%
Utilities	406-052-001	4,200	3,235	4,200	0%
Contract Services	406-054-001	3,000	3,711	3,000	0%
Capital Outlay					
Tables and Chairs	406-081-014	4,000	637	4,000	0%
Capital Outlay Total	406-081	4,000	637	4,000	0%
Total Veterans' Hall		53,080	31,123	43,630	-18%

RECREATION VETERANS' HALL DIVISION

DEPARTMENT SUPPLIES

101-0406-051-001

2016-17 Budgeted Amount	\$ 4,000
2016-17 12-Month Estimate	\$ 4,000
2017-18 Proposed	\$ 4,000

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

UTILITIES

101-0406-052-001

2016-17 Budgeted Amount	\$ 4,200
2016-17 12-Month Estimate	\$ 4,000
2017-18 Proposed	\$ 4,200

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

CONTRACT SERVICES

101-0406-054-001

2016-17 Budgeted Amount	\$ 3,000
2016-17 12-Month Estimate	\$ 2,500
2017-18 Proposed	\$ 3,000

This fund covers kitchen equipment service as required.

CAPITAL OUTLAY

101-0406-081

2016-17 Budgeted Amount	\$ 4,000
2016-17 12-Month Estimate	\$ 3,000
2017-18 Proposed	\$ 4,000

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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City of Piedmont
Proposed 2017 - 18 Budget

Pre-School Division		Budget	Actual	Proposed	Budget
Description	Account #	16/17	16/17	17/18	% Change
Salaries					
Regular Salaries	407-010-001	8,200	8,086	8,350	2%
Part Time Salaries	407-010-002	275,000	249,854	283,000	3%
Object Total	407-010	283,200	257,940	291,350	3%
Health Insurance					
Medical Insurance	407-011-001	2,300	2,346	2,300	0%
Dental Insurance	407-011-002	300	265	300	0%
Vision Plan	407-011-003	50	39	30	-40%
Object Total	407-011	2,650	2,650	2,630	-1%
Retirement					
PERS	407-012-001	1,500	2,010	1,600	7%
FICA	407-012-002	18,000	15,979	18,200	1%
Object Total	407-012	19,500	17,989	19,800	2%
Other Benefits					
Life Insurance	407-013-001	50	33	50	0%
Disability Insurance	407-013-002	50	25	50	0%
Medicare Insurance	407-013-005	4,200	3,737	4,300	2%
Object Total	407-013	4,300	3,795	4,400	2%
Personnel Expenses					
Memberships/conf/training	407-031-001	2,000	555	2,000	0%
Object Total	407-031	2,000	555	2,000	0%
Supplies					
	407-051-001	27,000	24,891	27,000	0%
Contract Services					
	407-054-001	4,000	870	4,000	0%
Capital Outlay					
Tables and Chairs	407-081-001	6,000	1,258	6,000	0%
Capital Outlay Total	407-081	6,000	1,258	6,000	0%
Total Pre-School Division		348,650	309,947	357,180	2%

RECREATION PRE-SCHOOL DIVISION

MEMBERSHIPS/TRAINING/CONFERENCES

101-0407-031-001

2016-17 Budgeted Amount	\$ 2,000
2016-17 12-Month Estimate	\$ 1,500
2017-18 Proposed	\$ 2,000

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

DEPARTMENT SUPPLIES

101-0407-051-001

2016-17 Budgeted Amount	\$ 27,000
2016-17 12-Month Estimate	\$ 25,000
2017-18 Proposed	\$ 27,000

All supplies for the operation of the Pre-School division are funded by this account.

CONTRACT SERVICES

101-0407-054-001

2016-17 Budgeted Amount	\$ 4,000
2016-17 12-Month Estimate	\$ 4,000
2017-18 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

2016-17 Budgeted Amount	\$ 6,000
2016-17 12-Month Estimate	\$ 6,000
2017-18 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 2017-18.

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City of Piedmont
Proposed 2017 - 18 Budget

801 Magnolia		Budget	Actual	Proposed	Budget
Description	Account #	16/17	16/17	17/18	% Change
Salaries					
Part Time Salaries	414-010-002	-	106	-	NA
Object Total	414-010	-	106	-	NA
Retirement					
FICA	414-012-002	-	7	-	#DIV/0!
Object Total	414-012	-	7	-	#DIV/0!
Other Benefits					
Medicare Insurance	414-013-005	-	2	-	#DIV/0!
Object Total	414-013	-	2	-	#DIV/0!
Supplies	414-051-001	2,000	-	2,000	0%
Utilities/Telephone/Radio	414-052-001	4,200	4,290	4,200	0%
Contract Services	414-054-001	2,000	-	2,000	0%
Capital Outlay					
Tables and Chairs	414-081-001	3,000	-	3,000	0%
Capital Outlay Total	414-081	3,000	-	3,000	0%
Total 801 Magnolia		11,200	4,404	11,200	0%

RECREATION 801 MAGNOLIA (Center for the Arts) DIVISION

DEPARTMENT SUPPLIES

101-0414-051-001

2016-17 Budgeted Amount	\$ 2,000
2016-17 12-Month Estimate	\$ 2,000
2017-18 Proposed	\$ 2,000

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

UTILITIES

101-0414-052-001

2016-17 Budgeted Amount	\$ 4,200
2016-17 12-Month Estimate	\$ 4,200
2017-18 Proposed	\$ 4,200

Utility expense for 801 Magnolia.

CONTRACT SERVICES

101-0414-054-001

2016-17 Budgeted Amount	\$ 2,000
2016-17 12-Month Estimate	\$ 2,000
2017-18 Proposed	\$ 2,000

This account funds services required to maintain and manage this multi-use space.

CAPITAL OUTLAY

101-0414-081

2016-17 Budgeted Amount	\$ 3,000
2016-17 12-Month Estimate	\$ 3,000
2017-18 Proposed	\$ 3,000

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

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City of Piedmont
Proposed 2017 - 18 Budget

Schoolmates		Budget	Actual	Proposed	Budget
Description	Account #	16/17	16/17	17/18	% Change
Salaries					
Regular Salaries	415-010-001	336,000	326,106	343,000	2%
Part Time Salaries	415-010-002	225,000	222,782	135,000	-40%
Overtime Salaries	415-010-003	3,000	3,173	1,000	-67%
Object Total	415-010	564,000	552,061	479,000	-15%
Health Insurance					
Medical Insurance	415-011-001	84,000	80,457	84,000	0%
Dental Insurance	415-011-002	8,950	8,708	8,950	0%
Vision Plan	415-011-003	1,650	1,426	1,300	-21%
Object Total	415-011	94,600	90,591	94,250	0%
Retirement					
PERS	415-012-001	61,000	70,378	65,000	7%
FICA	415-012-002	35,100	33,406	30,000	-15%
Object Total	415-012	96,100	103,784	95,000	-1%
Other Benefits					
Life Insurance	415-013-001	1,350	1,289	1,400	4%
Disability Insurance	415-013-002	1,025	988	1,100	7%
Medicare Insurance	415-013-005	8,200	7,813	7,000	-15%
Object Total	415-013	10,575	10,089	9,500	-10%
Personnel Expenses					
Memberships/conf/training	415-031-001	2,000	527	2,000	0%
Object Total	415-031	2,000	527	2,000	0%
Department Supplies					
Supplies	415-051-001	30,000	41,626	30,000	0%
Nutrition	415-051-002	26,000	29,824	20,000	-23%
Object Total	415-051	56,000	71,451	50,000	-11%
Utilities	415-052-001	6,000	4,497	6,000	0%
Contract Services	415-054-001	4,000	2,158	4,000	0%
Capital Outlay					
Equipment	415-081-031	40,000	34,977	5,000	-88%
Capital Outlay Total	415-081	40,000	34,977	5,000	-88%
Total Schoolmates		873,275	870,135	744,750	-15%

RECREATION SCHOOLMATES DIVISION

MEMBERSHIPS/TRAINING/CONFERENCES

114-0415-031-001

2016-17 Budgeted Amount	\$ 2,000
2016-17 12-Month Estimate	\$ 2,000
2017-18 Proposed	\$ 2,000

This account funds memberships and trainings for Schoolmates staff.

DEPARTMENT SUPPLIES

114-0415-051-001

2016-17 Budgeted Amount	\$ 56,000
2016-17 12-Month Estimate	\$ 59,000
2017-18 Proposed	\$ 50,000

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

2016-17 Budgeted Amount	\$ 6,000
2016-17 12-Month Estimate	\$ 6,000
2017-18 Proposed	\$ 6,000

Utility expense for Schoolmates sites.

CONTRACT SERVICES

114-0415-054-001

2016-17 Budgeted Amount	\$ 4,000
2016-17 12-Month Estimate	\$ 4,000
2017-18 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

2016-17 Budgeted Amount	\$ 40,000
2016-17 12-Month Estimate	\$ 40,000
2017-18 Proposed	\$ 5,000

This account typically funds the purchase of additional and replacement furniture (tables, chairs, appliances) which need to be replaced on a regular rotational basis. Air Conditioning at Havens Schoolmates was funded from this account in 2016-17.

DEPARTMENT OF RECREATION											
SCHOOLMATES COST RECOVERY											
		2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18
		Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Proposed	Proposed
		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	7.50 per hr
Revenue											
	Schoolmates Fees	\$ 763,067	\$ 720,349	\$ 698,154	\$ 655,870	\$ 787,177	\$ 910,737	\$ 912,533	\$ 901,017	\$ 905,000	\$ 650,000
	Interest	10,553	2,918	1,926	567	207	433	923	2,095	2,200	2,300
	Total Revenue	773,620	723,267	700,080	656,436	787,385	911,170	913,456	903,111	907,200	652,300
Expenditures											
	Regular Salaries	283,135	285,705	277,738	287,049	289,753	297,295	308,563	316,091	341,000	344,000
	Part-time Salaries	217,465	176,905	161,793	174,035	193,239	204,650	204,294	247,666	225,000	135,000
	Health Benefits	55,307	58,606	62,178	73,146	79,187	89,116	88,065	89,421	94,600	94,250
	Retirement Benefits	110,366	113,143	107,884	116,489	120,559	118,716	92,154	93,719	96,100	95,000
	Other Benefits	10,471	10,190	9,458	8,615	8,929	9,242	9,570	10,264	10,575	9,500
	Memberships/conf/training	-	-	-	-	-	-	-	-	2,000	2,000
	Supplies	45,103	35,522	27,490	25,317	34,854	30,991	34,073	37,511	33,000	30,000
	Nutrition & Breakfast/Lunch	14,399	18,741	19,137	21,484	14,586	16,782	20,360	23,386	26,000	20,000
	Utilities	5,152	4,149	2,997	2,792	3,791	3,823	4,105	5,091	6,000	6,000
	Contract Services	11,271	16,240	19,864	55,153	22,757	3,042	2,082	2,221	4,000	4,000
	Capital Outlay	6,313	-	4,478	9,561	4,713	3,642	14,346	2,309	40,000	5,000
	Total Expenditures	758,981	719,201	693,018	773,642	772,367	777,299	777,612	827,678	878,275	744,750
Transfer Out											
	General Fund*	50,000	52,500	55,125	-	-	-	46,436	47,122	31,000	-
	CIP	-	-	150,000	-	-	-	-	-	-	-
	Total Transfers	50,000	52,500	205,125	-	-	-	46,436	47,122	31,000	-
	Total Expenditures/Transfers	808,981	771,701	898,143	773,642	772,367	777,299	824,048	874,800	909,275	744,750
Excess of Revenue over											
	Expenditures/Transfers	(35,361)	(48,434)	(198,063)	(117,206)	15,018	133,871	89,407	28,311	(2,075)	(92,450)
Fund Balance											
	Beginning of Year	477,157	441,796	393,361	195,298	78,092	93,109	226,980	316,388	344,699	342,624
	End of Year	\$ 441,796	\$ 393,361	\$ 195,298	\$ 78,092	\$ 93,109	\$ 226,980	\$ 316,388	\$ 344,699	\$ 342,624	\$ 250,174
	Schoolmate Revenue % Recovery	95.63%	93.72%	77.95%	84.85%	101.94%	117.22%	110.85%	103.24%	99.77%	87.59%

City of Piedmont
Proposed 2017 - 18 Budget

Aquatics		Budget	Actual	Proposed	Budget
Description	Account #	16/17	16/17	17/18	% Change
Salaries					
Regular Salaries	417-010-001	64,200	32,635	52,000	-19%
Part Time Salaries	417-010-002	338,000	351,891	350,000	4%
Overtime Salaries	417-010-003	1,500	896	1,500	0%
Object Total	417-010	403,700	385,422	403,500	0%
Health Insurance					
Medical Insurance	417-011-001	26,200	7,010	18,000	-31%
Dental Insurance	417-011-002	2,450	1,070	1,700	-31%
Vision Plan	417-011-003	500	255	500	0%
Object Total	417-011	29,150	8,335	20,200	-31%
Retirement					
PERS	417-012-001	6,800	4,305	5,800	-15%
FICA	417-012-002	25,000	23,794	25,500	2%
Object Total	417-012	31,800	28,099	31,300	-2%
Other Benefits					
Life Insurance	417-013-001	500	192	400	-20%
Disability Insurance	417-013-002	350	149	300	-14%
Medicare Insurance	417-013-005	5,850	5,565	5,950	2%
Object Total	417-013	6,700	5,907	6,650	-1%
Personnel Expenses					
Memberships/conf/training	417-031-001	6,200	3,375	6,200	0%
Object Total	417-031	6,200	3,375	6,200	0%
Department Supplies					
Pool Chemicals	417-051-001	20,000	15,790	18,000	-10%
Pool Equipment	417-051-002	7,500	4,225	6,000	-20%
Misc. Repair Supplies	417-051-003	5,000	940	5,000	0%
Office Supplies and Materials	417-051-004	3,000	444	3,000	0%
Printing/Graphics	417-051-005	6,000	3,589	6,000	0%
Postage	417-051-006	5,300	3,800	5,300	0%
Other	417-051-007	2,500	1,629	2,500	0%
Concessions	417-051-008	10,000	6,009	10,000	0%
Janitorial	417-051-009	5,000	4,632	5,000	0%
Health and Safety Classes	417-051-010	2,500	1,681	2,500	0%
Swim Lessons	417-051-011	1,500	520	1,000	-33%
Camps	417-051-012	2,000	1,003	2,000	0%
Adult/Masters Program	417-051-013	500	434	500	0%
Uniform	417-051-014	5,000	4,900	6,000	20%
Special Events	417-051-015	3,500	732	3,500	0%
Site Furnishings	417-051-016	2,500	-	2,500	0%
Object Total	417-051	81,800	50,328	78,800	-4%
Utilities	417-052	65,000	58,049	65,000	0%
Contract Services	417-054	59,300	34,048	60,500	2%

EXPENDITURES

City of Piedmont
Proposed 2017 - 18 Budget

Aquatics		Budget	Actual	Proposed	Budget
Description	Account #	16/17	16/17	17/18	% Change
Information Services					
Hardware	417-060-001	625	-	625	0%
Software	417-060-002	625	-	625	0%
Labor	417-060-003	1,250	-	1,250	0%
Object Total	417-060	2,500	-	2,500	0%
Capital Outlay					
Site Furnishings	417-081-005	-	-	3,000	NA
Plumbing Repair/Women's Locker Room	417-081-006	6,500	-	6,500	0%
Pool Vacuum	417-081-013	-	-	-	NA
Lifeguard Chairs	417-081-014	3,500	-	3,500	0%
Recreational Equipment	417-081-018	2,500	-	2,500	0%
Capital Outlay Total	417-081	12,500	-	15,500	24%
Total Aquatics		698,650	573,562	690,150	-1%

RECREATION AQUATICS DIVISION

MEMBERSHIPS/TRAINING/CONFERENCES AND CERTIFICATIONS

117-0417-031-001

2016-17 Budgeted Amount	\$ 6,200
2016-17 12-Month Estimate	\$ 4,000
2017-18 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 previously reflected in Contract Services (117-0417-054-008) have been consolidated here.

DEPARTMENT SUPPLIES

117-0417-051

2016-17 Budgeted Amount	\$ 81,800
2016-17 12-Month Estimate	\$ 65,550
2017-18 Proposed	\$ 78,800

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

	<u>2016-17 Estimated</u>	<u>2017-18 Proposed</u>
001 Pool Chemicals	\$ 15,000	\$ 18,000
002 Pool Equipment	\$ 5,500	\$ 6,000
003 Misc. Pool/Locker Room Repair Supplies	\$ 3,500	\$ 5,000
004 Office Supplies and Materials	\$ 2,000	\$ 3,000
005 Printing/Graphics	\$ 3,000	\$ 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	\$ 2,000	\$ 2,500
011 Swim Lesson Equipment	\$ 750	\$ 1,000
012 Camp – Summer (includes snack)	\$ 2,000	\$ 2,000
013 Adult/Masters Program	\$ 500	\$ 500
014 Uniforms-Staff	\$ 5,500	\$ 6,000
015 Special Events	\$ 2,000	\$ 3,500
016 Site Furnishings *	<u>\$ 2,500</u>	<u>\$ 2,500</u>
 Total	 \$ 65,550	 \$ 78,800

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

UTILITIES

117-0417-052-001

2016-17 Budgeted Amount	\$ 65,000
2016-17 12-Month Estimate	\$ 53,000
2017-18 Proposed	\$ 65,000

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

CONTRACT SERVICES

117-0417-054

2016-17 Budgeted Amount	\$ 59,300
2016-17 12-Month Estimate	\$ 48,300
2017-18 Proposed	\$ 60,500

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

	2016-17 <u>Estimated</u>	2017-18 <u>Proposed</u>
003 Pool Maintenance	\$ 20,000	\$ 30,000
004 Plumbing	\$ 2,500	\$ 4,000
005 Electrical	\$ 4,000	\$ 4,000
007 Janitorial	\$ 16,300	\$ 16,500
011 Marketing/Promotions	\$ 3,000	\$ 3,000
012 Inspections	<u>\$ 2,500</u>	<u>\$ 3,000</u>
Total	\$ 48,300	\$ 60,500

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

2016-17 Budgeted Amount	\$ 12,500
2016-17 12-Month Estimate	\$ 14,000
2017-18 Proposed	\$ 15,500

	2016-17 <u>Estimated</u>	2017-18 <u>Proposed</u>
005 Site Furnishings	\$ -	\$ 3,000
006 Plumbing Repair/Women's Locker Room	\$ 3,000	\$ 6,500
013 Pool Vacuum	\$ 5,000	\$ 0
014 Lifeguard Chair (Medium Pool)	\$ 3,500	\$ 3,500
018 Recreational Equipment	<u>\$ 2,500</u>	<u>\$ 2,500</u>
Total	\$ 14,000	\$ 15,500

Police



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CHIEF OF POLICE
Jeremy Bowers

**Administrative Assistant
to Police/Fire Chiefs**
Sheila March

OPERATIONS
Captain
Vacant

PATROL

Sergeant
Catherine Carr
George Phifer
Steve DeWarms
Robert Jaime

Traffic Officer
George Tucker
Joe Garcia

Officer
Todd Mather
Kristina Foster
John Lagros
David Cutler
Jeff Spranza
Nicole Bolden
Stephen Hill
Nicole Casalnuovo
Brian Castillo
Vacant

**INVESTIGATIONS &
SUPPLEMENTAL
OPERATIONS**

Detective
Willie Wright
Bob Coffey (Part Time)

Animal Control Officer
Monica Hueston
Robin Swanson

SUPPORT SERVICES
Commander
Lisa Douglas

COMMUNICATIONS

5 Dispatchers
Renee Mohoff
Sabrina Bell
Ricco Nicholas
Mercedes Bolts
Erica Iniguez

PARKING ENFORCEMENT

Part Time PEOs
Richard Ma
Miguel Lopez
Vacant

V.I.P.S.
Volunteer Members
of the Public Allen
Tom Lister
Stanley Silverman
Greg Keller

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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; ALPR 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>20</u>	<u>201</u>	<u>201</u>	<u>201</u>
Total calls for service		10,200		14,648
Case files opened				1028
Serious Offenses				
Homicide	0	0	0	0
Rape	0	0		5
Robbery				
Assault				12
Burglary			51	
Theft				
Auto Theft				
Arson	—	—	<u>0</u>	<u>0</u>
Total				
Auto Accidents				
Fatal	0	0		0
Injury				
Non-Injury				
Hit & Run				
Total	—			—

Citations Issued

Parking Citations

Progress Report

Serious Offenses – The City of Piedmont experienced an overall _____ in reported crimes from 201 _____. This _____.

Our total number of reported crimes was _____.

. The average of reported crimes for the last four years was 2 _____.

Traffic – The total number of accidents _____ from 7 in 201 _____ to 7 in 201 _____. Injury accidents increased from _____ the previous year to _____ in 201 _____, and hit and runs _____ to 3 _____. There were no fatalities in 201 _____. The average number of accidents in the last four years was _____.

State of California (Citizens Option for Public Safety Program – COPS) – Funds from this program provided \$1 _____ 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

2016 (Full-time employee)

Animal Control Officer Robin Swanson

Dispatcher Erika Iriquez

2016 Promotions

Jeremy Bowers

2016 Retirements

Rikki Goede

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POLICE
2017-18

	Approved Budget 16-17	Estimated Expenditures 16-17	Approved Budget 17-18	Budget % Change
SALARIES	\$ 3,584,000	\$ 3,654,000	\$ 3,765,000	5%
FRINGE BENEFITS	1,618,000	1,618,000	1,697,150	5%
PERSONNEL EXPENSES	128,600	128,600	128,500	0%
SUPPLIES & SERVICES	809,216	788,366	697,840	-14%
TOTAL	\$ 6,139,816	\$ 6,188,966	\$ 6,288,490	2%

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
	2		
POLICE			
Sergeant with 7% POST	1	-	10,661
Sergeant with 7% POST + Supv Cert	1	-	10,875
Sergeant with 7% POST, Supv Cert + SD	2	-	11,307
Police Officer with 5% POST	2	7,294	8,801
Police Officer with 5% POST + SD	2	7,585	9,153
Police Officer with 7% POST	3	7,433	8,969
Police Officer with 7% POST + SD	3	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
	17		
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 2% POST & Shift Diff.	2	5,665	6,883
Dispatcher with 2% POST Certificate	3	5,448	6,619
Records Clerk	1	to be determined	
	8		
CONFIDENTIAL			
Administrative Assistant w/ 1% EDU	1	4,968	6,042
Total	29		

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EXPENDITURES

City of Piedmont
Proposed 2017 - 18 Budget

Police		Budget	Actual	Proposed	Budget
Description	Account #	16/17	16/17	17/18	% Change
Salaries					
Regular Salaries	408-010-001	3,114,000	3,034,973	3,270,000	5%
Part Time Salaries	408-010-002	170,000	161,435	175,000	3%
Overtime Salaries	408-010-003	300,000	365,349	320,000	7%
Object Total	408-010	3,584,000	3,561,757	3,765,000	5%
Health Insurance					
Medical Insurance	408-011-001	764,000	709,010	775,000	1%
Dental Insurance	408-011-002	57,000	51,917	60,000	5%
Vision Plan	408-011-003	10,500	8,106	7,150	-32%
Object Total	408-011	831,500	769,032	842,150	1%
Retirement					
PERS	408-012-001	598,500	559,528	655,000	9%
FICA	408-012-002	81,000	51,664	88,000	9%
Object Total	408-012	679,500	611,192	743,000	9%
Other Benefits					
Life Insurance	408-013-001	12,000	9,974	12,600	5%
Disability Insurance	408-013-002	3,000	2,749	2,400	-20%
Uniform Allowance	408-013-003	39,000	39,556	42,000	8%
Medicare Insurance	408-013-005	53,000	50,844	55,000	4%
Object Total	408-013	107,000	103,123	112,000	5%
Personnel Expenses					
Memberships/conf/training	408-031-001	15,600	8,395	20,500	31%
Auto Allowance	408-031-002	3,000	3,000	3,000	0%
P.O.S.T.	408-031-004	50,000	35,308	45,000	-10%
Marijuana Training	408-031-005	60,000	0	60,000	N/A
Object Total	408-031	128,600	46,703	128,500	0%
Department Supplies					
Office Supplies	408-051-001	16,500	13,059	16,500	0%
Photographic Expense	408-051-002	1,500	0	1,500	0%
Object Total	408-051	18,000	13,059	18,000	0%
Utilities/Telephone/Radio					
Radio & Telephone	408-052-001	171,280	154,047	160,000	-7%
Object Total	408-052	171,280	154,047	160,000	-7%
Equipment/Main/Gas/Oil					
Auto Expense	408-053-001	33,600	39,681	35,000	4%
Oil & Gasoline	408-053-002	37,450	22,355	37,450	0%
Object Total	408-053	71,050	62,036	72,450	2%
Contract Services					
Jail Services	408-054-001	15,000	26,322	25,000	67%
Animal Regulation	408-054-002	44,366	44,366	49,363	11%
CAL-ID Program	408-054-003	10,500	13,769	8,000	-24%
Other Contract Services	408-054-005	272,822	207,798	232,327	-15%
Object Total	408-054	342,688	292,255	314,690	-8%

EXPENDITURES

City of Piedmont
Proposed 2017 - 18 Budget

Police		Budget	Actual	Proposed	Budget
Description	Account #	16/17	16/17	17/18	% Change
Other Expenses					
Police Reserves	408-056-002	2,500	1,758	2,500	0%
Crime Prevention	408-056-003	2,500	2,397	2,500	0%
Miscellaneous Expenses	408-056-008	43,500	30,206	43,500	0%
Tuition Reimbursement	408-056-009	4,800	5,053	7,200	50%
Object Total	408-056	53,300	39,413	55,700	5%
Information Services					
Hardware	408-060-001	5,000	5,039	-	-100%
Software	408-060-002	122,898	87,735	67,000	-45%
Labor	408-060-003	25,000	12,008	10,000	-60%
Object Total	408-060	152,898	104,781	77,000	-50%
Total Police		6,139,816	5,757,399	6,288,490	2%

POLICE

PERSONNEL EXPENSES

Memberships/Conferences/Training

101-0408-031-001

2016-17 Budgeted Amount	\$ 15,600
2016-17 12-Month Estimate	\$ 15,600
2017-18 Proposed Amount	\$ 20,500

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. Historically, the Department sent only one person, the Support Services Commander or Captain, to the Department's information systems conference. This is inadequate to the proper maintenance of our systems. Sending an additional person presents an opportunity to involve and train the City's Information Technology support staff on the technical aspects of the software.

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

2016-17 Budgeted Amount	\$ 3,000
2016-17 12-Month Estimate	\$ 3,000
2017-18 Proposed Amount	\$ 3,000

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

P.O.S.T

101-0408-031-004

2016-17 Budgeted Amount	\$ 50,000
2016-17 12-Month Estimate	\$ 50,000
2017-18 Proposed Amount	\$ 45,000

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. The reduction in training costs reflects a more accurate budgeting for the Training Management and Lexipol software from the P.O.S.T. account to the more accurate, Other Contract Services account. Therefore, the proposed budget reflects anticipated training costs for 2017-18.

BSCC Grant Drug Training

101-0408-031-005

2016-17 Budgeted Amount	\$ 60,000
2016-17 12-Month Estimate	\$ 60,000
2017-18 Proposed Amount	\$ 60,000

Grant funds have been provided by the Board of State & Community Corrections to increase positive outcomes between municipal law enforcement and high-risk populations. Specifically the Department will use these funds to research, build and deliver a comprehensive education program on the impacts and implications of legal marijuana to middle and high school students and their parents.

DEPARTMENTAL SUPPLIES

Office Supplies

101-408-051-001

2016-17 Budgeted Amount	\$ 16,500
2016-17 12-Month Estimate	\$ 16,500
2017-18 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

2016-17 Budgeted Amount	\$ 1,500
2016-17 12-Month Estimate	\$ 1,500
2017-18 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

101-0408-052-001

2016-17 Budgeted Amount	\$ 171,280
2016-17 12-Month Estimate	\$ 171,280
2017-18 Proposed Amount	\$ 160,000

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 (\$16,800) as well as the annual cost for Verizon wireless connection fees associated with the mobile computers contained in the police vehicles and with the ALPR camera system (\$48,000) are included in this budget category. The reduction in Telephone/Radio reflects the consolidation of services from providers as well as the elimination of T-1 lines (11,280). The City is in the process of replacing its business telephone system and costs have yet to be fully determined.

EQUIPMENT/MAINTENANCE/GAS/OIL

Vehicle Maintenance

101-0408-053-001

2016-17 Budgeted Amount	\$ 33,600
2015-16 12-Month Estimate	\$ 43,000
2016-17 Proposed Budget	\$ 35,000

This category includes replacement and repair of tires, brakes, lights, body damage and routine preventive servicing of police vehicles. The Department continues to see increases in transmission and brake issues that are not necessarily unexpected given the hilly nature of Piedmont. In 2016-17, the Department averaged \$3,600 a month in maintenance, upkeep, and cleaning of our fleet. There was an anticipated increase in fleet maintenance costs from the prior year, however the extent of the increase was underestimated. These costs should subside and return to \$2,800 monthly cost should the Department's equipment replacement request for two new patrol vehicles be approved.

Oil & Gasoline

101-0408-053-002

2016-17 Budgeted Amount	\$ 37,450
2016-17 12-Month Estimate	\$ 37,450
2017-18 Proposed Budget	\$ 37,450

The Department calculated the 2017-18 costs by using the average annual usage (10,700 gallons) and 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

2016-17 Budgeted Amount	\$ 15,000
2016-17 12-Month Estimate	\$ 29,250
2017-18 Proposed Budget	\$ 25,000

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. Crime and DNA laboratory services are also included in this account. Arrests and criminal citations increased substantially from 2015-16 to 2016-17 (from 113 arrests from July 1, 2015 to March 13, 2016 to 162 arrests from July 1, 2016 to March 13, 2017, a 43% increase). Additionally, this account experienced unanticipated crime scene processing fees for the "call out" response of Alameda Crime Scene Investigators to process three home invasion robbery scenes (\$2,900). To date the Department has averaged approximately \$2,400 a month on Jail Services.

Animal Regulations

101-0408-054-002

2016-17 Budgeted Amount	\$ 44,366
2016-17 12-Month Estimate	\$ 44,366
2017-18 Proposed Budget	\$ 49,363

This account includes contract services to the City of Berkeley for animal shelter facilities. The City of Emeryville contracts with the City of Piedmont for their animal services and shares the costs. 2017-18 increase is due to higher percentage of live animals from Piedmont & Emeryville which were brought to the shelter.

CAL-ID Program

101-0408-054-003

2016-17 Budgeted Amount	\$ 10,500
2016-17 12-Month Estimate	\$ 16,000
2017-18 Proposed Budget	\$ 8,000

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. Fees from Alameda County for latent fingerprint services were taken from Jail Services in FY 15-16. The decision to apply those fees to the Cal-Id account was made for FY 16-17. Additionally, this account experienced unanticipated criminalist fees for the "call out" response of Alameda Crime Scene Investigators to process three home invasion robbery scenes. The latent fingerprint fees and criminalist fees totaled \$3,800. The reduction in FY 17-18 budget reflects the costs for future latent fingerprint and criminalist services accounted for in the Jail Services account.

Other Contract Services

101-0408-054-005

2016-17 Budgeted Amount	\$272,822
2016-17 12-Month Estimate	\$222,822
2017-18 Proposed Budget	\$232,327

This account contains the following contracts:

2FA - Provides security for access to the Department's information systems and mobile devices.

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

Aladtec - The Department's new shift scheduling software which will replace the paper and pen system thereby increasing accuracy and efficiency.

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.

CRIMS - The Consolidated Records Information Management System (CRIMS) is a browser-based criminal justice application developed and managed by the IT Department of Alameda County.

Critical Reach - Computer system used to create and distribute wanted flyers on suspected criminals and other information sharing purposes amongst law enforcement agencies state-wide.

CopWare - Law enforcement specific digital reference repository which includes the California Legal Sourcebook.

Data Ticket - Contract for processing and collecting parking ticket fines and accompanying administrative reports including auditing. 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.

Forensic Logic - Search engine and information network for information sharing between law enforcement agencies.

Lexipol - Provider of Department policies and associated training delivered through a web-based development system.

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.

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

Public Engines - Provider of CrimeReports.com services for the City of Piedmont.

Training Innovations - Training management software which the Department uses to track all training provided to Department members.

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.

	<u>2016-17</u> <u>Budgeted</u>	<u>2016-17</u> <u>Estimated</u>	<u>2017-18</u> <u>Proposed</u>
2FA*	\$ (350)	\$ (350)	\$ 350
3M Technology	\$ 1,600	\$ 1,600	\$ 1,600
Aladtec****	\$ 0	\$ 0	\$ 2,495
All City Management Services**	\$ 83,640	\$ 83,640	\$ 90,950
All Traffic Solutions	\$ 1,600	\$ 1,600	\$ 1,600
Capture	\$ 1,800	\$ 1,800	\$ 1,800
CopWare***	\$ (600)	\$ (600)	\$ 600
Calico	\$ 1,500	\$ 1,500	\$ 1,500
CRIMS****	\$ 0	\$ 0	\$ 2,400
Critical Reach*****	\$ (300)	\$ (300)	\$ 300
Data Ticket	\$ 8,000	\$ 8,000	\$ 9,000
East Bay Regional Communication Systems Authority (EBRCSA)	\$ 45,000	\$ 45,000	\$ 50,000
Evidence.Com	\$ 5,682	\$ 5,682	\$ 5,682
Forensic Logic*	\$ (1,800)	\$ (1,800)	\$ 1,800
Hewlett Packard*****	\$ (1,000)	\$ (1,000)	\$ 1,000
Lexipol*****	\$ (5,800)	\$ (5,800)	\$ 5,800
Net Motion****	\$ (2,000)	\$ (2,000)	\$ 2,000
Odin Systems	\$ 52,000	\$ 52,000	\$ 52,000
Public Engines*	\$ (588)	\$ (588)	\$ 700
Training Innovations*****	<u>\$ (750)</u>	<u>\$ (750)</u>	<u>\$ 750</u>
Total	\$ 272,822	\$ 272,822	\$ 232,327

* 2FA, Forensic Logic and Public Engines were all contracts which were budgeted and paid out of IT Software for a total of \$2,738 during 2016-17.

** All City Management Services has proposed to increase costs by \$7,310 in 2017-18 due to increases to the minimum wage.

***CopWare was budgeted and paid out of the "Other" category for a total of \$600 during 2016-17.

****The City of Piedmont historically paid fees for like-services for CORPUS, the predecessor to CRIMS, and other systems. It should be noted that the \$2,400 dollar amount represents one third of the eventual fee which will increase by that amount each year to an eventual approximate cost of \$7,200 in 2019-20.

*****Hewlett Packard and Net Motion were contract services paid out of the 2016-17 Other Contract category and will remain so.

***** Critical Reach was a service which was budgeted for and paid out of the Crime Prevention account. Both Training Innovations and Lexipol were budgeted for and paid out of the Training account.

OTHER EXPENSE

Police Reserves

101-0408-056-002

2016-17 Budgeted Amount	\$ 2,500
2016-17 12-Month Estimate	\$ 2,500
2017-18 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

2016-17 Budgeted Amount	\$ 2,500
2016-17 12-Month Estimate	\$ 2,500
2017-18 Proposed Amount	\$ 2,500

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

Miscellaneous Expense

101-0408-056-008

2016-17 Budgeted Amount	\$ 43,500
2016-17 12-Month Estimate	\$ 43,500
2017-18 Proposed Amount	\$ 43,500

Flares, batteries, safety equipment, bullet resistant vest replacement, uniforms, citations, etc. are included in this account.

Tuition Reimbursement

101-0408-056-009

2016-17 Budgeted Amount	\$ 4,800
2016-17 12-Month Estimate	\$ 4,800
2017-18 Proposed Amount	\$ 7,200

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

INFORMATION SERVICES

Hardware

101-408-060-001

2016-17 Budget Amount	\$ 5,000
2016-17 12-Month Estimate	\$ 5,000
2017-18 Proposed Amount	\$ 0

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.

(This sub-category has been consolidated with Information Services, #400-060-001 thus resulting in the reduction to zero and the elimination of this sub-category in the FY17-18 budget)

Software

101-0408-060-002

2016-17 Budget Amount	\$ 122,898
2016-17 12-Month Estimate	\$ 122,898
2017-18 Proposed Amount	\$ 67,000

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. The reduction in Software reflects the transfer of 2FA, Public Engines and Forensic Logic to the Other Contracts category (\$3,000). Therefore, the proposed budget reflects anticipated Software costs for 2017-18.

Labor

101-0408-060-003

2016-17 Budget Amount	\$ 25,000
2016-17 12-Month Estimate	\$ 25,000
2017-18 Proposed Amount	\$ 10,000

The Department uses a personal computer repair technician for servicing and maintenance of computers not covered by the Other Contracts Services account. 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.

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Police Department COPS expenditures 17/18

ALPR Cameras \$40,000
(2 Mobile)

7 New Mobile Computers \$62,000
(These are for the computers which are used in the parked patrol units as well tablets for the captain and chief & Detectives)

Speed Trailer \$11,000

Fire



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FIRE DEPARTMENT

Mission Statement

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

Functional Responsibilities of the Fire Department

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.

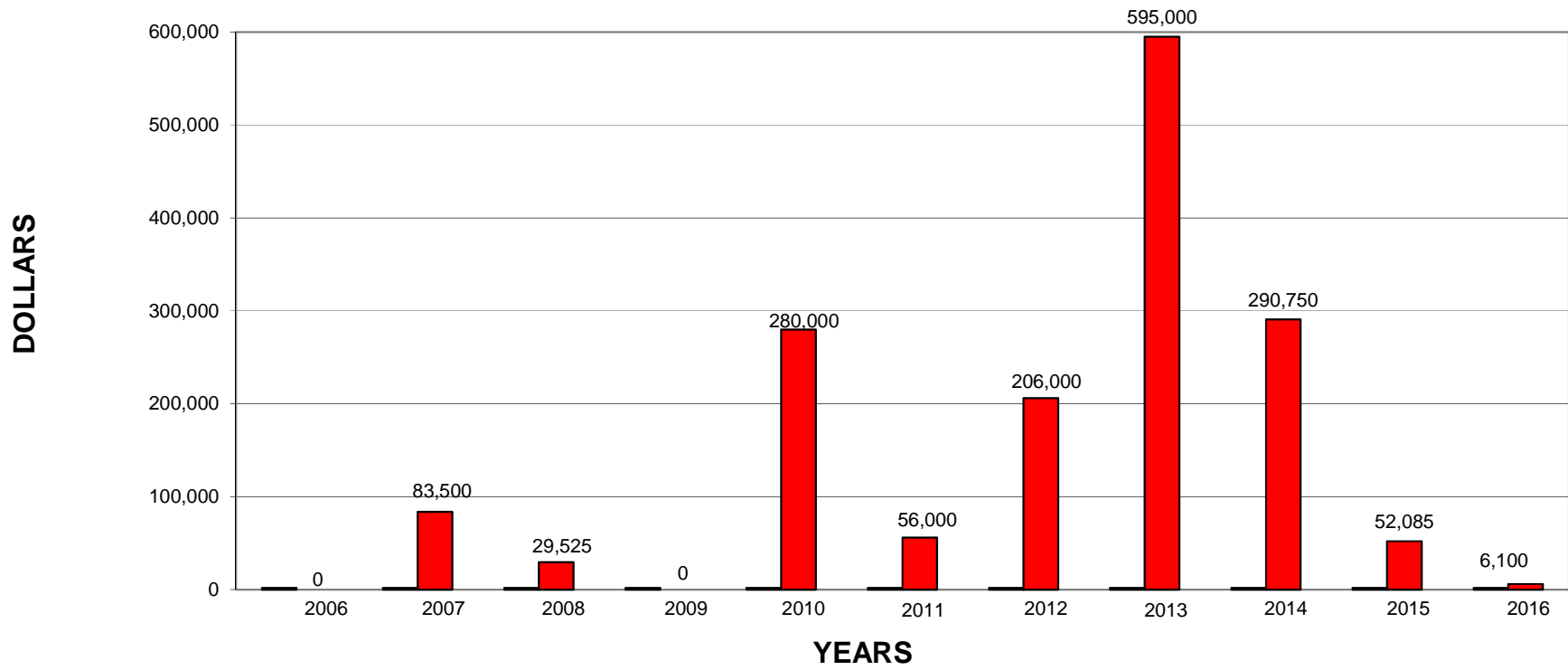
Emergency Preparedness: the Fire Department provides CPR/AED and First Aid courses for the community as well as Piedmont Unified School District employees. Community disaster awareness and training are provided through the use of the Sparky Fire Training Trailer and informational booths at community 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.

ANNUAL RUN REPORT

The following is a summary of the fire department responses for the calendar years 2012 through 2016

<u>Calls for Service</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
Emergency Medical Transports	359	341	396	557	589
Emergency Medical Non-Transports	<u>140</u>	<u>215</u>	<u>282</u>	<u>208</u>	<u>240</u>
Total EMS Calls for Service	499	556	678	765	829
Cancelled En-route including EMS responses	67	83	108	142	194
Smoke and or CO Detectors	98	69	53	92	119
False Alarms	9	19	33	53	33
Smoke Investigation	41	57	49	43	46
Fires (Buildings, Vehicle or Outside)	16	20	15	17	18
Motor Vehicle Accidents	8	17	11	15	22
Public Service and Good Intent	53	57	48	35	43
Water Issues Indoor/Outside	46	43	63	46	75
Lock In/Out	7	16	17	15	16
HAZ MAT					31
Miscellaneous (Police Assist, Animal Rescue, Flood Assessment, Extrication, High/Low Angle Rescue and invalid entries)					100
Wires Down & Electrical	<u>24</u>	<u>51</u>	<u>15</u>	<u>15</u>	<u>30</u>
Total Non-EMS Responses	369	432	412	473	727
Total Responses	868	988	1090	1238	1556

PIEDMONT FIRE DEPARTMENT 2006 - 2016 FIRE LOSS CHART



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FIRE & PARAMEDIC

2017-18

BUDGET SUMMARY FOR FIRE (INCLUDING PARAMEDIC)

	Approved Budget 16-17	Estimated Expenditures 16-17	Approved Budget 17-18	Budget % Change
SALARIES	\$ 3,544,000	\$ 3,851,000	\$ 3,657,000	3.19%
FRINGE BENEFITS	1,597,600	1,601,600	1,652,000	3.41%
PERSONNEL EXPENSES	55,000	55,000	55,000	0.00%
SUPPLIES & SERVICES	321,750	326,750	346,750	7.77%
	-			
TOTAL	\$ 5,518,350	\$ 5,834,350	\$ 5,710,750	3.49%

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
	3		
FIRE FIGHTERS			
Lieutenant with 5% FOC	1	-	9,848
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	7	7,998	9,187
Firefighter with FO & Paramedic	4	8,398	9,646
Engineer with 5% FOC	2	7,873	9,042
Engineer with FO & Paramedic	1	8,818	10,127
	21		
CONFIDENTIAL			
Fiscal Services Technician w/ 2% EDU	0.4	5,478	6,654
Total	25.4		

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City of Piedmont
Proposed 2017 - 18 Budget

Fire		Budget	Actual	Proposed	Budget
Description	Account #	16/17	16/17	17/18	% Change
Salaries					
Regular Salaries	411-010-001	3,035,000	2,814,449	3,065,000	1%
Overtime Salaries	411-010-003	221,000	588,609	300,000	36%
Object Total	411-010	3,256,000	3,403,058	3,365,000	3%
Health Insurance					
Medical Insurance	411-011-001	548,000	491,418	542,000	-1%
Dental Insurance	411-011-002	53,000	47,575	55,000	4%
Vision Plan	411-011-003	9,500	7,110	5,800	-39%
Object Total	411-011	610,500	546,103	602,800	-1%
Retirement					
PERS	411-012-001	778,000	798,231	835,000	7%
FICA	411-012-002	2,000	1,937	2,100	5%
Object Total	411-012	780,000	800,168	837,100	7%
Other Benefits					
Life Insurance	411-013-001	11,000	9,944	11,100	1%
Disability Insurance	411-013-002	2,000	1,765	2,000	0%
Uniform Allowance	411-013-003	30,000	27,359	30,000	0%
Medicare Insurance	411-013-005	47,500	49,242	49,500	4%
Object Total	411-013	90,500	88,310	92,600	2%
Personnel Expenses					
Memberships/conf/training	411-031-001	40,000	25,711	40,000	0%
Department Supplies					
Office Supplies	411-051-001	5,150	6,354	5,150	0%
Other Supplies	411-051-002	43,000	32,544	43,000	0%
Clothing/Boots	411-051-003	15,000	17,791	40,000	167%
Object Total	411-051	63,150	56,689	88,150	40%
Radio & Telephone	411-052-003	6,500	5,530	6,500	0%
Equipment Main/Gas/Oil					
Vehicle Maintenance	411-053-001	35,000	54,487	35,000	0%
Oil & Gasoline	411-053-002	12,000	3,890	12,000	0%
Object Total	411-053	47,000	58,378	47,000	0%
Contract Services	411-054	35,000	26,045	38,000	9%
Building Maintenance	411-055-001	15,000	13,394	15,000	0%
Other Expense					
Emergency Preparedness	411-056-003	10,000	10,000	10,000	0%
Fire Prevention	411-056-004	7,000	6,952	7,000	0%
Public Safety Committee	411-056-005	1,500	1,505	1,500	0%
Object Total	411-056	18,500	18,457	18,500	0%
Information Services					
Hardware	411-060-001	3,500	0	-	-100%
Software	411-060-002	40,000	33,018	40,000	0%
Labor	411-060-003	4,500	0	-	-100%
Object Total	411-060	48,000	33,018	40,000	-17%
Total: Fire		5,010,150	5,074,862	5,190,650	4%

FIRE

MEMBERSHIP & MEETINGS

Memberships, Conferences & Training

101-411-031-001

2016-17 Budgeted Amount	\$ 40,000
2016-17 12-Month Estimate	\$ 40,000
2017-18 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.

DEPARTMENTAL SUPPLIES

Office Supplies

101-411-051-001

2016-17 Budgeted Amount	\$ 5,150
2016-17 12-Month Estimate	\$ 5,150
2017-18 Proposed Amount	\$ 5,150

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

Fire Equipment and Supplies

101-411-051-002

2016-17 Budgeted Amount	\$ 43,000
2016-17 12-Month Estimate	\$ 43,000
2017-18 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

2016-17 Budgeted Amount	\$ 15,000
2016-17 12-Month Estimate	\$ 20,000
2017-18 Proposed Amount	\$ 40,000

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 Personal Protective Equipment replacement program. This fiscal year more of the existing turnouts and wildland coats and pants will need to be replaced. An additional \$20,000 is requested to cover this expense.

UTILITIES / TELEPHONE / RADIO

Radios & Telephone

101-411-052-003

2016-17 Budgeted Amount	\$ 6,500
2016-17 12-Month Estimate	\$ 6,500
2017-18 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

2016-17 Budgeted Amount	\$ 35,000
2016-17 12-Month Estimate	\$ 35,000
2017-18 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

2016-17 Budgeted Amount	\$ 12,000
2016-17 12-Month Estimate	\$ 12,000
2017-18 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

2016-17 Budgeted Amount	\$ 35,000
2016-17 12-Month Estimate	\$ 35,000
2017-18 Proposed Amount	\$ 38,000

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 cover the cost of professional hose testing as per ISO requirement and NFPA standards.

BUILDING / GROUNDS MAINTENANCE

Building Maintenance

101-411-055-001

2016-17 Budgeted Amount	\$ 15,000
2016-17 12-Month Estimate	\$ 15,000
2017-18 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

2016-17 Budgeted Amount	\$ 10,000
2016-17 12-Month Estimate	\$ 10,000
2017-18 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 2016-17 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

2016-17 Budgeted Amount	\$ 7,000
2016-17 12-Month Estimate	\$ 7,000
2017-18 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.

Public Safety Committee

101-411-056-005

2016-17 Budgeted Amount	\$ 1,500
2016-17 12-Month Estimate	\$ 1,500
2017-18 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

2016-17 Budgeted Amount	\$ 3,500
2016-17 12-Month Estimate	\$ 3,500
2017-18 Proposed Amount	\$ 0

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

(This sub-category has been consolidated with Information Services, #400-060-001 thus resulting in the reduction to zero and the elimination of this sub-category in the FY17-18 budget)

Software

101-411-060-002

2016-17 Budgeted Amount	\$ 40,000
2016-17 12-Month Estimate	\$ 40,000
2017-18 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 New World maintenance and updates.

Labor

101-411-060-003

2016-17 Budgeted Amount	\$ 4,500
2016-17 12-Month Estimate	\$ 4,500
2017-18 Proposed Amount	\$ 0

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

(This sub-category has been consolidated with Information Services #400-060-003 thus resulting in the reduction to zero and the elimination of this sub-category in the FY17-18 budget)

City of Piedmont
Proposed 2017 - 18 Budget

Fire: Paramedics		Budget	Actual	Proposed	Budget
Description	Account #	16/17	16/17	17/18	% Change
Salaries					
Regular Salaries	412-010-001	251,000	234,216	252,000	0%
Overtime Salaries	412-010-003	37,000	49,158	40,000	8%
Object Total	412-010	288,000	283,374	292,000	1%
Health Insurance					
Medical Insurance	412-011-001	40,000	36,121	40,000	0%
Dental Insurance	412-011-002	4,400	4,036	4,500	2%
Vision Plan	412-011-003	750	589	450	-40%
Object Total	412-011	45,150	40,746	44,950	0%
Retirement					
PERS	412-012-001	64,000	(67,821)	67,000	5%
Object Total	412-012	64,000	(67,821)	67,000	5%
Other Benefits					
Life Insurance	412-013-001	950	764	950	0%
Disability Insurance	412-013-002	100	54	100	0%
Uniform Allowance	412-013-003	2,200	2,126	2,200	0%
Medicare Insurance	412-013-005	4,200	3,873	4,300	2%
Object Total	412-013	7,450	6,816	7,550	1%
Personnel Expenses					
Memberships/conf/training	412-031-002	15,000	11,595	15,000	0%
Department Supplies					
Medical Supplies	412-051-001	40,000	40,000	45,000	13%
Equipment Main/Gas/Oil					
Ambulance Maintenance	412-053-001	10,000	19,255	10,000	0%
Oil & Gasoline	412-053-002	8,000	3,757	8,000	0%
Object Total	412-053	18,000	23,012	18,000	0%
Contract Services					
Contract Services	412-054-001	22,500	22,989	22,500	0%
Medical Radio Rental	412-054-002	3,250	2,215	3,250	0%
Object Total	412-054	25,750	25,204	25,750	0%
Other Expense					
Special Equipment	412-056-001	2,850	2,850	2,850	0%
Back-up Transportation	412-056-002	2,000	0	2,000	0%
Object Total	412-056	4,850	2,850	4,850	0%
Total: Paramedics		508,200	365,776	520,100	2%
TOTAL: Fire/Paramedics		5,518,350	5,440,638	5,710,750	3%

PARAMEDIC

FIRE DEPARTMENT / PARAMEDIC PROGRAM

Medical Training

101-412-031-002

2016-17 Budgeted Amount	\$ 15,000
2016-17 12-Month Estimate	\$ 15,000
2017-18 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

2016-17 Budgeted Amount	\$ 40,000
2016-17 12-Month Estimate	\$ 40,000
2017-18 Proposed Amount	\$ 45,000

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

2016-17 Budgeted Amount	\$ 10,000
2016-17 12-Month Estimate	\$ 10,000
2017-18 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

2016-17 Budgeted Amount	\$ 8,000
2016-17 12-Month Estimate	\$ 8,000
2017-18 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

2016-17 Budgeted Amount	\$ 22,500
2016-17 12-Month Estimate	\$ 22,500
2017-18 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

2016-17 Budgeted Amount	\$ 3,250
2016-17 12-Month Estimate	\$ 3,250
2017-18 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

2016-17 Budgeted Amount	\$ 2,850
2016-17 12-Month Estimate	\$ 2,850
2017-18 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

2016-17 Budgeted Amount	\$ 2,000
2016-17 12-Month Estimate	\$ 2,000
2017-18 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.

Vehicle Replacement

2017-2018 Proposed Amount	\$220,000
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The Fire Department's reserve ambulance is scheduled for replacement in F/Y 2017-2018.

The Ambulance replacement schedule is based on a ten year cycle (five years as a front line unit and five years as a reserve unit). The reserve ambulance is maintained in a response ready mode and can be placed into service immediately. It must be reliable and free of mechanical issues.

The current reserve ambulance, a 2007 Ford E-450 Type 3 Ambulance, has been maintained on a regular basis and is in fair condition. However, it does have some mechanical issues with the fuel delivery system.

Since the purchase of this vehicle in 2007, State and Federal Emergency Vehicle standards have changed thereby improving the safety for patients and attendants (Paramedics) in the event of a rollover incident, side impact or a frontal impact crash. Restraint systems, airbag mechanisms, and impact zones have been upgraded along with interior protection in the patient module.

Any equipment (such as the radios, gurney and Oxygen equipment) meeting current standards and are in use will be transferred to a new vehicle, thereby reducing the overall cost.

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Non-Departmental



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**Proposed General Fund Non Departmental Budget
Fiscal Year 2017-18**

GENERAL FUND NON DEPARTMENTAL

	Budget 16/17	Actual Expenditures 16/17	Proposed Budget 17/18	Budget % Change
NON DEPARTMENTAL	<u>\$ 1,254,471</u>	<u>\$ 1,660,833</u>	<u>\$ 1,698,471</u>	<u>35.39%</u>

EXPENDITURE DETAIL:

NON DEPARTMENTAL

Library	\$ 350,471	\$ 350,471	\$ 350,471	0.00%
Unemployment & Bounced Check	20,000	8,246	20,000	0.00%
Workers Compensation	572,000	555,206	572,000	0.00%
Liability Insurance	-	434,911	444,000	NA
OPEB Trust	312,000	312,000	312,000	0.00%
TOTAL NON DEPARTMENTAL	<u>\$ 1,254,471</u>	<u>\$ 1,660,833</u>	<u>\$1,698,471</u>	<u>35.39%</u>

Other Funds



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ABANDONED VEHICLE FUND

<u>2017-18 Proposed Budget</u>	<u>2017-18 Proposed</u>
Fund Balance, July 1, 2017	\$ 52,740
Proposed Revenue 2017-18 Vehicle Registration Fee	4,000
Proposed Transfers 2017-18 Transfer-Out	<u>(35,000)</u>
Estimated Fund Balance, June 30, 2018	<u>\$ 21,740</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>2017-18 Proposed Budget</u>	<u>2017-18 Proposed</u>
Fund Balance, July 1, 2017	\$ 85,136
Proposed Revenue 2017-18 Participant Fees	53,000
Proposed Expenditures 2017-18 (a)	<u>(35,000)</u>
Estimated Fund Balance, June 30, 2018	<u>\$ 103,136</u>
 <u>(a) Proposed Expenditures 2017-18 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>2017-18 Proposed Budget</u>	<u>2017-18 Proposed</u>
Fund Balance, July 1, 2017	\$ 406,932
Proposed Revenue 2017-18	130,950
Estimated Fund Balance, June 30, 2018	<u>\$ 537,882</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 and equipment needed by the Police Department.

GAS TAX FUND

<u>2017-18 Proposed Budget</u>	<u>2017-18 Proposed</u>
Fund Balance, July 1, 2017	\$ 152,283
Proposed Revenue 2017-18	
State Gas Tax Funds	223,150
Added SB1 RMRP	<u>130,000</u>
Total Proposed Revenue 2017-18	353,150
Proposed Transfers 2017-18	
Transfer-Out: General Fund Public Works Operations	(300,000)
Transfer-Out: Capital Improvement Projects	<u>(50,000)</u>
	(350,000)
Proposed Expenditures 2017-18 (a)	<u>(120,000)</u>
Estimated Fund Balance, June 30, 2018	<u><u>\$ 35,433</u></u>
<u>(a) Proposed Expenditures 2017-18 Detail</u>	
Street Resurfacing	120,000

Senate Bill 1 establishes the Road Maintenance and Rehabilitation Program to address deferred maintenance on state highway and local street and road systems. The RMRP will receive revenue from a new 12-cent/gallon gasoline excise tax and vehicle registration surcharges. This new "Gas Tax" can be used for construction, maintenance and operation of public streets and highways.

The Gas Tax Fund accounts for for the revenue, a transfer to the General Fund for Public Works operations and maintenance on public streets, and a limited amount of street resurfacing construction.

MEASURE B FUND

<u>2017-18 Proposed Budget</u>	<u>2017-18 Proposed</u>
Fund Balance, July 1, 2017	\$ 75,556
Proposed Revenue 2017-18	
Local Street & Road	412,363
Bicycle & Pedestrian	<u>32,000</u>
Total Proposed Revenue 2017-18	444,363
Proposed Expenditures 2017-18 (a)	<u>(445,308)</u>
Estimated Fund Balance, June 30, 2018	<u>\$ 74,611</u>
 <u>(a) Proposed Expenditures 2017-18 Detail</u>	
Street Resurfacing	\$ 277,900
Bicycle & Pedestrian Projects	78,145
Sidewalk/Curbs/Gutters	<u>89,263</u>
Total Proposed Expenditures	<u>\$ 445,308</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>2017-18 Proposed Budget</u>	<u>2017-18 Proposed</u>
Fund Balance, July 1, 2017	\$ 238,316
Proposed Revenue 2017-18	
Local Street & Road	390,679
Bicycle & Pedestrian	<u>27,314</u>
Total Proposed Revenue 2017-18	417,993
Proposed Expenditures 2017-18 (a)	<u>439,517</u>
Estimated Fund Balance, June 30, 2018	<u><u>\$ 216,792</u></u>

(a) Proposed Expenditures 2017-18 Detail

Street Resurfacing	\$ 439,517
Total Proposed Expenditures	<u><u>\$ 439,517</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>2017-18 Proposed Budget</u>	<u>2017-18 Proposed</u>
Fund Balance, July 1, 2017	\$ 68,033
Proposed Revenue 2017-18 Surcharge and Recycling Funds	35,000
Proposed Transfers 2017-18 Transfer-Out: General Fund	(17,000)
Proposed Expenditures 2017-18 (a)	<u>(21,000)</u>
Estimated Fund Balance, June 30, 2018	<u>\$ 65,033</u>
 <u>(a) Proposed Expenditures 2017-18 Detail</u>	
Measure D Program	\$ 16,000
Beverage Container Recycling	<u>5,000</u>
Total Proposed Expenditures	<u><u>\$ 21,000</u></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>2017-18 Proposed Budget</u>	<u>2017-18 Proposed</u>
Fund Balance, July 1, 2017	\$ 4,931
Proposed Revenue 2017-18	44,333
Proposed Expenditures 2017-18 (a)	<u>(29,130)</u>
Estimated Fund Balance, June 30, 2018	<u>\$ 20,134</u>
<u>(a) Proposed Expenditures 2017-18 Detail</u>	
Street Resurfacing	<u>\$ 29,130</u>
Total Proposed Expenditures	<u>29,130</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>2017-18 Proposed Budget</u>	<u>2017-18 Proposed</u>
Fund Balance, July 1, 2017	62,053
Proposed Revenue 2017-18 Sidewalk Reimbursement Program	3,000
Proposed Expenditures 2017-18	<u>(3,000)</u>
Estimated Fund Balance, June 30, 2018	<u>\$ 62,053</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>2017-18 Proposed Budget</u>	<u>Budget 2017-18 Proposed</u>
Fund Balance, July 1, 2017	\$ (144)
Proposed Revenue 2017-18	35,085
Proposed Expenditures 2017-18	<u>(35,085)</u>
Estimated Fund Balance, June 30, 2018	<u>\$ (144)</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 2017-2018 will be for the Linda avenue Mid-Block Crosswalk Project.

TRAFFIC SAFETY FUND

<u>2017-18 Proposed Budget</u>	<u>2017-18 Proposed</u>
Fund Balance, July 1, 2017	\$ 5,306
Proposed Revenue 2017-18 Fees & Fines	56,000
Proposed Transfers 2017-18 Transfer-Out: General Fund	(50,000)
Estimated Fund Balance, June 30, 2018	<u>\$ 11,306</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>2017-18 Proposed Budget</u>	<u>2017-18 Proposed</u>
Fund Balance, July 1, 2017	\$ 872,071
Proposed Revenue 2017-18	35,000
Proposed Transfers 2017-18 Transfer-Out	<u>(5,000)</u>
Estimated Fund Balance, June 30, 2018	<u>\$ 902,071</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

<u>2017-18 Proposed Budget</u>	<u>2017-18 Proposed</u>
Fund Balance, July 1, 2017	\$ 440,456
Proposed Transfers 2017-18	50,000
Proposed Expenditures 2017-18	<u>(206,334)</u>
Estimated Fund Balance, June 30, 2018	<u>\$ 284,123</u>

(a) Proposed Expenditures 2017-18 Detail

Projects		2016-17 Remaining Budget	2016-17 Budget Increased	2016-17 Estimate	2017-18 Carry Forward	2017-18 New Projects	Total 2017-18 Projects
Corp yard Vehicle Storage	127-0433-004-000	\$ 165,000		\$ 26,000	\$ 139,000	\$0	\$139,000
Aquatics Ctr. Assessment & Master Plan	127-0433-005-000	6,938		6,336	-	-	-
Courtyard Stucco Wall	127-0433-007-000	882	12,643	13,525	-	-	-
Linda Beach Playfield Master Plan	127-0434-002-000	35,000		-	35,000	-	35,000
Beach Access/Landscape Plan	127-0434-008-000	9,334		2,000	7,334	-	7,334
Coaches Field Feasibility Plan	127-0434-013-000	25,000		-	25,000	-	25,000
Linda/Kingston Triangle	127-0434-040-000	129,780	147,906	277,686	0	-	-
		<u>\$ 371,935</u>		<u>\$ 325,547</u>	<u>\$ 206,334</u>	<u>\$0</u>	<u>\$206,334</u>

EQUIPMENT REPLACEMENT FUND

<u>2017-18 Proposed Budget</u>	<u>2017-18 Proposed</u>
Fund Balance, July 1, 2017	\$ 3,937,414
Proposed Revenue 2017-18 Interest	41,200
Proposed Transfers 2017-18 General Fund	400,000
Abandoned Vehicle	35,000
Total Proposed Transfers	<u>435,000</u>
Total Revenue & Transfers	<u>476,200</u>
Proposed Expenditures 2017-18 (a)	<u>(1,048,800)</u>
Estimated Fund Balance, June 30, 2018	<u>\$ 3,364,814</u>
<u>Fund Balance Detail</u>	
Estimated Fund Balance, June 30, 2017	\$ 3,364,814
Restricted for Loan to Sewer Fund *	(600,000)
Non Restricted Estimated Fund Balance	<u>\$ 2,764,814</u>

*City Council Approved Resolution 116-14, loan to the Sewer Fund for \$600,000 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 FY 2027-28 and repaid by FY 2034-35.

<u>(a) Proposed Expenditures 2017-18 Detail</u>	<u>Amount</u>
KCOM: Video Equipment Upgrade	\$ 30,000
PW:GMC Flatbed Pickup Truck	60,000
PW: GMC Flatbed Pickup Truck	60,000
PW: Dodge Pickup Truck	55,000
Police: 2 Patrol Units	100,000
Police: Motorcycle	35,000
Police: Automated License Plate Reader	40,000
Police: Mobile Computers	60,000
Fire: Ambulance	220,000
IT: PC Computer Upgrade	70,000
IT: iPads	3,000
IT: Applications & Departmental Systems	220,000
IT: Infrastructure	80,800
IT: Telecommunications	15,000
Total Proposed Expenditures	<u>\$ 1,048,800</u>

FACILITY MAINTENANCE FUND

<u>2017-18 Proposed Budget</u>	<u>2017-18 Proposed</u>
Fund Balance, July 1, 2017	\$ 3,782,199
Interest	419,600
Proposed Transfers 2017-18	800,000
Proposed Expenditures 2017-18 (a)	<u>(1,248,000)</u>
Estimated Fund Balance, June 30, 2018	<u>\$ 3,753,799</u>
 <u>Fund Balance Detail</u>	
Estimated Fund Balance, June 30, 2018	\$ 3,753,799
Restricted for Loan to Sewer Fund *	(200,000)
Restricted for Fac.Maint. Scheduled Reserve	<u>(300,000)</u>
Non Restricted Estimated Fund Balance	<u>\$ 3,253,799</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 FY 2027-28 and repaid by FY 2034-35.

<u>(a) Proposed Expenditures 2017-18 Detail</u>	
Annual Operations	153,000
Annual Maintenance & Repairs	210,000
Consultant Services	255,000
Deferred Maintenance Projects	210,000
Capital Projects	120,000
Facilities Maint. Scheduled Reserve	<u>300,000</u>
TOTAL PROPOSED EXPENSES 2017-18	1,248,000

**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
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	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

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FACILITY MAINTENANCE FUND

<u>2017-18 Proposed Budget</u>	<u>2017-18 Proposed</u>
Estimated Fund Balance, July 1, 2017	\$ 1,879,528
Interest	900
Proposed Transfers 2017-18	800,000
Proposed Expenditures 2017-18 (a)	<u>(1,248,000)</u>
Estimated Fund Balance, June 30, 2018	<u>\$ 1,432,428</u>
 <u>Fund Balance Detail</u>	
Estimated Fund Balance, June 30, 2018	\$ 1,432,428
Restricted for Loan to Sewer Fund *	(200,000)
Restricted for Fac.Maint. Scheduled Reserve	<u>(300,000)</u>
Non Restricted Estimated Fund Balance	<u>\$ 932,428</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 FY 2027-28 and repaid by FY 2034-35.

<u>(a) Proposed Expenditures 2017-18 Detail</u>	
Annual Operations	153,000
Annual Maintenance & Repairs	210,000
Consultant Services	255,000
Deferred Maintenance Projects	210,000
Capital Projects	120,000
Facilities Maint. Scheduled Reserve	<u>300,000</u>
TOTAL PROPOSED EXPENSES 2017-18	<u>1,248,000</u>

ANNUAL OPERATIONS 2017-2018	Type of Service	2017/18 Estimated Costs	2017/18 Budget Total
Security Central	Alarm System	1,700	1,700
Bay Alarm	Alarm System	18,000	18,000
Stanley Access Tech	Auto Door Control	1,000	1,000
Maximum Carpet Cleaning	Carpet Cleaning	1,000	1,000
Acme Fire Extinguisher	Fire Extinguishers	3,200	3,200
American Air	HVAC Service	6,000	6,000
Atlas Heating	HVAC Service	6,000	6,000
Alahimi/Ali R.	Janitorial	85,000	85,000
All Ways Green Services	Janitorial	10,000	10,000
Clark Pest Control	Rodent Control	8,000	8,000
Attic Cat	Rodent Control	1,600	1,600
Fidelity Roof	Roof Inspection	5,000	5,000
Mr. Sparkle	Window Cleaning	4,000	4,000
Rochester Midland	Janitorial	2,500	2,500
TOTAL CONSULTING SERVICES		153,000	153,000
ANNUAL MAINTENANCE & REPAIRS 2017-2018	Account No.	2017/18 Estimated Costs	2017/18 Budget Total
General Facilities Maintenance	137-0433-054-000	20,000	20,000
Administration/KCOM	137-0433-054-001	5,000	5,000
Recreation Center	137-0433-054-003		
Police	137-0433-054-004		
City Hall/120 Vista Ave.	137-0433-054-006	25,000	25,000
Fire Department/120 Vista Ave	137-0433-054-007	25,000	25,000
Recreation Center	137-0433-054-008	15,000	15,000
Veterans Hall - 401 Highland A	137-0433-054-009	10,000	10,000
Police Department - 403 Highla	137-0433-054-010	15,000	15,000
Community Hall	137-0433-054-011	15,000	15,000
Aquatics Center - 777 Magnolia	137-0433-054-012	10,000	10,000
PCA & East Wing - 801 Magnolia	137-0433-054-014	10,000	10,000
Corporation Yard - 898 Red Ro	137-0433-054-015	5,000	5,000
Parks & Triangles	137-0433-054-016	25,000	25,000
Public Restrooms (Free Standi	137-0433-054-018	10,000	10,000
Schoolmates	137-0433-054-019	10,000	10,000
Tennis Courts	137-0433-054-020	5,000	5,000
Janitor Service	137-0433-054-022		
Piedmont Playschool - 401 Har	137-0433-054-024	5,000	5,000
TOTAL ANNUAL MAINTENANCE & REPAIRS		210,000	210,000

CAPITAL PROJECTS 2017-2018	Account No.	2016/17 Approved	2017/18 Estimated New Costs	2017/18 Budget Total
City Hall Restroom Remodel	137-0433-053-022	50,000	50,000	100,000
City Hall Finance Dept. Office Partitions	New		25,000	25,000
Fire Dept. Laundry Facility	137-0433-053-027	15,000	45,000	60,000
Police Dept. Security Fencing	137-0433-053-026	50,000	0	50,000
Corporation Yard Back-Up Generator	137-0433-053-023	80,000	0	80,000
TOTAL CAPITAL PROJECTS		195,000	120,000	315,000
CONSULTING SERVICES 2017-2018	Account No.	2016/17 Approved (A)	2017/18 Estimated New Costs	2017/18 Budget Total
Engineer Service-Coastland	137-0433-044-000	13,163	25,000	25,000
Project Management	New		100,000	100,000
City Facilities Assessment	137-0433-053-003	53,120		52,295
City Hall Electrical Design	137-0433-053-017	47,104	0	47,104
City Hall Seismic Analysis & Design	137-0433-053-018	25,000	0	25,000
City Hall Geotechnical Analysis & Report	New		10,000	10,000
City Hall Fire Sprinkler Investigation	New		10,000	10,000
City Hall & Fire Dept. ADA Compliance Study	New		25,000	25,000
City Hall Basement Renovation Design	137-0433-048-000	37,000	50,000	61,755
Community Hall Seismic Analysis	137-0433-053-014	25,000	0	25,000
Community Hall Fire Sprinkler Investigation	New		10,000	10,000
Community Hall ADA Compliance Study	New		25,000	25,000
Recreation Center/Vets Hall Master Plan	137-0433-053-015	30,000	0	30,000
TOTAL CONSULTING SERVICES		230,387	255,000	446,154

DEFERRED MAINTENANCE PROJECTS 2017-2018	Account No.	2016/17 Approved (A)	2017/18 Estimated New Costs	2017/18 Budget Total	
City Hall Window Replacement @ Public Works	New		10,000	10,000	
City Hall Fuel Tank Decommission	137-0433-047-000	5,068	75,000	80,068	
City Hall Council Seating Restoration	137-0433-053-019	25,000	0	25,000	
Police Dispatch Center	137-0433-053-024	75,000	0	75,000	
Police Dept. Locker Room	137-0433-053-025	30,000	100,000	130,000	
Community Hall Sound System Replacement	New		25,000	25,000	
Recreation Center Tot Lot Improvements	137-0433-053-020	80,000	0	15,381	
Recreation Center Tennis Courts Improvements	137-0433-053-021	50,000	0	50,000	
TOTAL DEFERRED MAINTENANCE PROJECTS		265,068	210,000	410,449	
FAC. MAINTENANCE SCHEDULED RESERVE SUMMARY					
BUILDINGS		2017	2018	2021	2022
CITY HALL - 120 Vista Ave.		50,000			
FIRE DEPT. - 120 Vista Ave.		20,000			
RECREATION CENTER - 358 Hillside Ave.		50,000			
VETERANS HALL - 401 Highland Ave.		50,000			
POLICE DEPT. - 403 Highland Ave.		20,000			
COMMUNITY HALL - 711 Highland Ave.		20,000			
AQUATICS BUILDING - 777 Magnolia Ave.		-			
AQUATICS FACILITIES - 777 Magnolia Ave.		-			
CARRAIGE HOUSE - 799 Magnolia Ave.		-			
801 MAGNOLIA AVE.		5,000			
PIEDMONT PLAYSHCOOL - 401 Hampton Rd		5,000			
CORPORATION YARD - 898 Red Rock Rd.		5,000			
SCHOOLMATES - Beach		5,000			
SCHOOLMATES - Wildwood		5,000			
SCHOOLMATES - Havens		5,000			
TOTAL BUILDINGS		240,000	-	-	-
PARKS		2017	2018	2021	2022
BLAIR PARK		-			
COACHES FIELD		10,000			
CROCKER PARK		5,000			
DRACENA PARK		20,000			
HAMPTON PARK		5,000			
LINDA BEACH PLAYFIELD & DOG PARK		-			
MAIN PARK		20,000			
TOTAL PARKS		60,000			
TOTAL BUILDINGS & PARKS RESERVE		300,000			

2014 TAXABLE PENSION OBLIGATION FUND

<u>2017-18 Proposed Budget</u>	<u>2017-18 Proposed</u>
Debt Payment	\$ 1,387,924
Total Proposed Expenditures	<u>\$ 1,387,924</u>
Fund Balance, July 1, 2017	\$ (0)
General Fund	<u>1,387,924</u>
Proposed Expenditures 2017-18 (a)	<u>(1,387,924)</u>
Estimated Fund Balance, June 30, 2018	<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>2017-18 Proposed Budget</u>	<u>Budget 2017-18 Proposed</u>
Fund Balance, July 1, 2017	\$ 1,303,949
Proposed Revenue 2017-18	
Sewer Service Fees	2,491,116
Phase V loan proceeds	4,300,000
Interest	11,400
	<u>6,802,516</u>
Proposed Transfers 2017-18	
General Fund	(745,000)
Proposed Expenditures 2017-18 (a)	<u>(5,815,131)</u>
Estimated Fund Balance, June 30, 2018	<u><u>\$ 1,546,334</u></u>
<u>(a) Expenditure Detail</u>	
General Sewer Maintenance	\$ 228,433
Sewer Equipment Maintenance	54,279
Sewer Projects: EPA Compliance	300,000
County of Alameda Clean Water Program	37,054
Sewer Replacement	82,402
Sewer Phase V	4,555,000
Sewer Debt Service	557,963
Total Estimated Expenditures	<u><u>\$ 5,815,131</u></u>

PROPOSED									
2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
\$1,546,334	\$2,025,980	\$2,288,066	\$5,780,821	\$6,065,094	\$3,150,663	\$2,745,154	\$7,862,580	\$4,450,596	\$4,942,890
11,514	11,629	11,745	11,862	11,981	12,101	12,222	12,344	12,467	12,592
2,563,000	2,631,432	2,701,691	2,773,826	2,847,887	2,923,926	3,001,995	3,082,148	3,164,441	3,248,932
2,574,514	2,643,061	2,713,436	2,785,688	2,859,868	2,936,027	3,014,217	3,094,492	3,176,908	3,261,524
		3,940,612				4,590,942			
0	0	3,940,612	0	0	0	4,590,942	0	0	0
2,574,514	2,643,061	6,654,048	2,785,688	2,859,868	2,936,027	7,605,159	3,094,492	3,176,908	3,261,524
824,000	849,000	874,000	900,000	927,000	955,000	984,000	1,014,000	1,044,000	1,075,000
234,532	240,794	247,223	253,824	260,601	267,559	274,703	282,038	289,568	297,300
55,728	57,216	58,744	60,312	61,922	63,575	65,272	67,015	68,804	70,641
300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000
38,043	39,059	40,102	41,173	42,272	43,401	44,560	45,750	46,972	48,226
1,452,303	1,486,069	1,520,069	1,555,309	1,591,795	1,629,535	1,668,535	1,708,803	1,749,344	1,791,167
84,602	30,000	60,000	76,500	94,006	96,516	99,093	300,000	104,455	107,244
	86,861	89,180	91,562				101,739		
		714,000		3,226,612					
84,602	116,861	863,180	168,062	3,320,618	850,116	99,093	3,837,342	104,455	107,244
144,342	144,342	144,342	144,342						
141,780	141,780	141,780	141,780	141,780	141,780				
161,513	161,513	161,513	161,513	161,513	161,513	161,513			
106,328	106,328	106,328	106,328	106,328	106,328	106,328	106,328	106,328	106,328
	216,081	216,081	216,081	216,081	216,081	216,081	216,081	216,081	216,081
				228,183	228,183	228,183	228,183	228,183	228,183
4,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	104,095
557,963	778,044	778,044	778,044	861,885	861,885	720,105	558,592	830,814	926,909
2,094,868	2,380,974	3,161,294	2,501,415	5,774,299	3,341,537	2,487,733	6,506,476	2,684,614	2,825,320
479,646	262,087	3,492,754	284,273	(2,914,431)	(405,510)	5,117,426	(3,411,984)	492,294	436,204
\$2,025,980	\$2,288,066	\$5,780,821	\$6,065,094	\$3,150,663	\$2,745,154	\$7,862,580	\$4,450,596	\$4,942,890	\$5,379,094
	Principal	Annual Principal & Interest	Rate	Repayment Terms - In Years					
	\$3,822,000	\$216,081	1.25%	20					
	\$3,940,612	\$228,183	1.50%	20					
	\$4,590,942	\$272,222	1.75%	20					
	\$800,000	\$104,095	1.00%	8					
	Lineal Feet	Cost per Lineal Foot	Total						
	28,773	\$120.00	\$3,822,000						
	29,750	\$132.46	\$3,940,612						
	31,400	\$146.21	\$4,590,942						
	89,923		\$12,353,554						

**SEWER FUND TRANSFER
FY 2017-18 Budget**

SEWER FUND TRANSFER - SUMMARY	
PERSONNEL COSTS (A.)	\$687,988
TOTAL MATERIALS & SUPPLIES (B.)	\$7,317
TOTAL EQUIPMENT MAINTENANCE (C.)	\$32,535
TOTAL EQUIPMENT FUEL (D.)	\$17,182
TOTAL SEWER	\$745,023
TOTAL SEWER TRANSFER (ROUNDED)	\$745,000

A. PERSONNEL COSTS			
JOB DESCRIPTION	SALARY & BENEFITS	FACTOR	TOTAL
<i>PUBLIC WORKS DEPARTMENT</i>			
Public Works Director	\$240,048	50%	\$120,024
PW Administration Asst.	\$118,477	25%	\$29,619
PW Administration Asst.	\$103,529	20%	\$20,706
Maintenance Supervisor	\$164,320	60%	\$98,592
Senior Maintenance	\$114,250	75%	\$85,688
Senior Maintenance	\$107,737	2%	\$2,155
Maintenance Worker II	\$112,593	65%	\$73,185
Maintenance Worker II	\$106,443	65%	\$69,188
Maintenance Worker II	\$112,593	85%	\$95,704
Maintenance Worker II	\$96,751	0.5%	\$484
Maintenance Worker	\$78,434	4.5%	\$3,530
Overtime & Other Pay (Standby & Callback)			\$50,000
TOTAL PUBLIC WORKS DEPARTMENT COSTS		4.52	\$648,874
<i>ADMINISTRATION COSTS</i>			
City Administrator	\$275,535	2.50%	\$6,888
Finance (Based on FTE =4.57/94)	\$670,184	4.81%	\$32,226
TOTAL ADMINISTRATION COSTS			\$39,114
TOTAL PERSONNEL COSTS (PUBLIC WORKS + ADMINISTRATION)			\$687,988

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%	1,890	\$1,134
Dodge 2500 PU Truck	21	75%	1,038	\$778
Dodge 2500 PU Truck	23	65%	702	\$456
GMC Sierra 3500 PU Truck	24	100%	490	\$490
Freightliner CCTV Van	28	100%	566	\$566
Intl Schwarze Sweepr	31	100%	12,729	\$12,729
Intl Schwarze Sweepr	32	100%	15,302	\$15,302
Freightliner Tymco Sweeper	33	100%	1,080	\$1,080
Case 580 Super L Backhoe	35	50%	0	\$0
TOTAL MAINTENANCE COSTS			\$33,796	\$32,535

D. EQUIPMENT FUEL COSTS							
VEHICLE	VEHICLE ID	2016 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	9,907	10	991	60%	594	\$2,080
Dodge 2500 PU Truck	21	3,467	8	433	75%	325	\$1,138
Dodge 2500 PU Truck	23	3,997	7	571	65%	371	\$1,299
GMC Sierra 3500 PU Truck	24	135	7	19	100%	19	\$68
Freightliner CCTV Van	28	2,103	5	421	100%	421	\$1,472
GMC Top Kick Dump Truck	29	402	1.7	236	100%	236	\$828
GMC Top Kick Flusher Truck	30	112	2	56	100%	56	\$196
Intl Schwarze Sweepr	31	1,524	2	762	100%	762	\$2,667
Intl Schwarze Sweepr	32	1,431	2	716	100%	716	\$2,504
Freightliner Tymco Sweeper	33	1,160	2	580	100%	580	\$2,030
Case 580 Super L Backhoe	35	115hrs	4 gal./hour	312	50%	156	\$546
GMC W5500 Sewer Rodder	37	99	6	17	100%	17	\$58
Intl 4400 Sewer Flusher	40	656	1	656	100%	656	\$2,296
TOTAL EQUIPMENT FUEL COSTS						4,909	\$17,182

LIABILITY INSURANCE

<u>2017-18 Proposed Budget</u>	<u>2017-18 Proposed</u>
Fund Balance, July 1, 2017	\$ 287,106
Proposed Contributions 2017-18 From General Fund	444,000
Proposed Expenditures 2017-18 Premium and Liability	<u>(444,000)</u>
Estimated Fund Balance, June 30, 2018	<u>\$ 287,106</u>

The City's General Liability Insurance is through Bay Cities Joint Powers Insurance Authority (BCJPIA) which covers claims, including excess liability, in the amount of up to \$29 million. The City has a deductible or uninsured liability of up to \$10 thousand per claim.

WORKERS' COMPENSATION

<u>2017-18 Proposed Budget</u>	<u>2017-18 Proposed</u>
Fund Balance, July 1, 2017	\$ 745,568
Proposed Contributions 2017-18 From General Fund	572,000
Proposed Expenditures 2017-18 Workers' Comp. Insurance Premium, Admin. Fee/Injury/Salary	<u>(572,000)</u>
Estimated Fund Balance, June 30, 2018	<u><u>\$ 745,568</u></u>

The City's Workers' Compensation Insurance is through Bay Cities Joint Powers Insurance Authority (BCJPIA) which covers liability up to \$1 million per claim. The City has a deductible or uninsured liability of up to \$150 thousand per claim.

**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

Fee Schedule



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SCHEDULE OF FEES AND CHARGES

I. ADMINISTRATION		
DESCRIPTION	FEE	COMMENTS
Home Occupation Permit Application Fee	\$100	
Street Use Permit Application Fee	\$40	
State Disability Access Fee	\$1	Added to Business Licenses pursuant to GC4467
Bank Non-Sufficient Funds Fee	\$35	
Bank Stop Payment Fee	\$31	
II. PUBLIC WORKS		
Building Permit & Inspection Fees		
Job Value of work being done:		Fee based on value of work
\$1 to \$500	Base Fee of \$60.00	
\$501 to \$2,000	Base Fee of \$65.10 + ([Job Value - \$501] / \$100*\$3.70)	
\$2,001 to \$25,000	Base Fee of \$120.60 + ([Job Value - \$2,001] / \$1,000*\$17.15)	
\$25,001 to \$50,000	Base Fee of \$538.90 + ([Job Value - \$25,001] / \$1,000*\$12.35)	
\$50,001 to \$100,000	Base Fee of \$866.95 + ([Job Value - \$50,001] / \$1,000*\$8.55)	
\$100,001 to \$500,000	Base Fee of \$1,321.60 + ([Job Value - \$100,001] / \$1,000*\$6.85)	
\$500,001 to \$1,000,000	Base Fee of \$3,975.20 + ([Job Value - \$500,001] / \$1,000*\$5.80)	
Over \$1,000,000	Base Fee of \$7,317.00 + ([Job Value - \$1,000,001] / \$1,000*\$3.85)	

Plan Check Fee	FEE	COMMENTS
Job Value of work being done:		Fee based on value of work
\$1 to \$500	Base Fee of \$19.80	
\$501 to \$2,000	Base Fee of \$22.40 + ([Job Value - \$501] / \$100*\$2.60)	
\$2,001 to \$25,000	Base Fee of \$58.40 + ([Job Value - \$2,001] / \$1,000*\$11.15)	
\$25,001 to \$50,000	Base Fee of \$330.35 + ([Job Value - \$25,001] / \$1,000*\$8.00)	
\$50,001 to \$100,000	Base Fee of \$543.55 + ([Job Value - \$50,001] / \$1,000*\$5.55)	
\$100,001 to \$500,000	Base Fee of \$839.15 + ([Job Value - \$100,001] / \$1,000*\$4.45)	
\$500,001 to \$1,000,000	Base Fee of \$2,570.35 + ([Job Value - \$500,001] / \$1,000*\$3.75)	
Over \$1,000,000	Base Fee of \$4,736.15 + ([Job Value - \$1,000,001] / \$1,000*\$2.50)	
SMIP* (Determined by State)		Fee based on value of work
Job Value of work being done:		
\$1 to \$3,850	Base Fee of \$0.50	
Over \$3,850	Base Fee of \$0.50 + ([Job Value - \$3,850] / \$1*\$0.0001)	
Calif SB 1473 Fee (Determined by State Effective 1/1/2009)		Fee based on value of work
Job Value of work being done:		
\$1 to \$25,000	Base Fee of \$1.00	
\$25,001 to \$50,000	Base Fee of \$2.00	
\$50,001 to \$75,000	Base Fee of \$3.00	
\$75,001 to \$100,000	Base Fee of \$4.00	
Over \$100,000	Base Fee of \$4.00 + ([Job Value - \$100,001] / \$25,000*\$1.00)	

Other Fees & Permits	FEE	COMMENTS
Change in Approved Building Permit (CAP)	\$51	
Solar Energy Related Permits	\$300	
Banner Hanging Fee	\$100	Piedmont Groups
Banner Hanging Fee	\$286	Outside Piedmont Groups
Change of Address Fee	\$66	
Drop Box	\$34	
Encroachment Permit	\$738	
Excavation Permits (Utilities)	\$0	
Garage Sale Permit	\$28	
Hourly Rate - Building Official	\$114 hr.	
Hourly Rate - City Planner	\$114 hr.	
Hourly Rate - Plan Checker	\$114 hr.	
Housing Records Search	\$57	
New Sewer Connection	\$1,145	
Penalty Fee - Starting Construction without Permit	50%	Permit/Inspection Fee + 50%
Planning Commission Mailing List	\$0	
Sidewalk Inspection	\$34	
Special Use of Street	\$45	
Title 24 Plan Check		
Prescriptive Compliance	\$57	
No increase in conditioned floor area	\$114	
Addition area only	\$143	
Addition plus existing area combined	\$200	
New home or structure	\$229	
*SMIP - Strong Motion Instrumentation & Seismic Hazard Mapping Program		
III. PLANNING¹		
Design Review Permit – Expedited Review		
General Applications	\$175	
Windows & Doors	\$205	
Changes to Previously Approved Permits	\$285	
Design Review Permit – Director Review		
Construction <\$5,000	\$360	
Construction is \$5,001 - \$45,000	\$565	
Construction is \$45,001 - \$85,000	\$700	
Construction is \$85,001 - \$125,000	\$1,050	

	FEE	COMMENTS
Sequential SDRs referred to PC	\$120 Surcharge	
Design Review Permit - Planning Commission Review		
Construction is \$125,001 - \$175,000	\$1,410	
Construction cost is \$175,000 or more	\$1,690	
New House	\$4,225	
Variance		
One Variance with Design Review	\$845	
One Variance without Design Review	\$1,110	
Each Additional Variance	\$420	
Conditional Use Permit		
Conditional Use Permit	\$2,115	
Conditional Use Permit (Minor Modification)	\$655	
Other Review		
Administrative Extension	\$300	
Appeal	\$655	
Encroachment Permit	\$845	
Accessory Dwelling Unit Permit (with or without Exception)	\$780	
Fence Design Review Permit	\$495	
Sign Design Review Permit	\$845	
Zoning Amendment	\$2,500	
Subdivision/Map Act		
Parcel Merger deposit/cost to process	\$1,445	Deposit for cost to process ²
Lot Line Adjustment	\$1,710	Deposit for cost to process ²
Parcel Map	\$3,665	Deposit for cost to process ²
Tentative Map	\$6,345	Deposit for cost to process ²
California Environmental Quality Act (CEQA)		
Initial Study/Negative Declaration	\$30,000	Deposit for cost to process ²
Environmental Impact Report (EIR)	\$50,000	Deposit for cost to process ²
CA Dept. of Fish & Game ³ Fee	Fee per CA DFG ³ + \$400 City processing fee	

DESCRIPTION	FEE	COMMENTS
Filming Permit		
Still Photography	\$1,410	
Commercial Video	\$1,690	
Motion Picture Video	\$2,115	
Wireless Communication Facility (WCF) Permit		
WCF Permit	\$2,815	Deposit for cost to process ²
WCF Independent Technical Review	\$5,635	Deposit for cost to process ²
Other Fees		
Reasonable Accommodation	No Fee	Fee(s) required for other related permit(s)
Development Agreement	\$5,000 + 30% Admin. Fee	Deposit for cost to process ² + admin. fee
Applications and Reviews not listed above	\$2,815	Deposit for cost to process ²
¹ All fees are additive: for example, an application for a new house (\$4,225) with a fence (\$495), totals \$4,720.		
² An initial deposit is required at application submittal. If the deposit declines to less than \$1,000, an additional deposit is required. Applicant may apply for return of unused funds at completion of project.		
³ DFG is the California Department of Fish and Game, which requires a separate, additional fee.		

IV. RECREATION			
DESCRIPTION	Current Fee	Proposed FY 2017-18	Last Adjustment
Tennis Fees			
Adult Tennis Decal	\$45.00	\$48.00	07-01-2015
Youth Tennis Decal	\$25.00	\$27.00	07-01-2015
Weekday Tennis Court	\$6.00/hr	\$6.00/hr	07-01-2015
Weekend Tennis Court	\$8.00/hr	\$8.00/hr	07-01-2015
Weekend Tennis Court - Youth	\$5.00/hr	\$6.00/hr	07-01-2015
Weekday Tennis Court - Youth	\$0.00/hr	\$0.00/hr	07-01-1994
Community Non-Profit	\$7.00/hr	\$7.00/hr	N/A
Annual Tennis Team Fee	\$180.00	\$180.00	07-01-2016
City Recreation Facilities - Fields and Picnic Area			
Piedmont Resident	\$170.00	\$170.00	07-01-2016
Piedmont Non-Profit	\$140.00	\$140.00	07-01-2016
Piedmont Resident - Business Use	\$300.00	\$300.00	07-01-2006
Community Hall			
Weekday (Monday-Thursday and Friday before 3:00pm) 2 hour minimum			
Base Rental Rate	\$200.00/hr	\$200.00/hr	01-01-2016
Resident Discount Rate	\$150.00/hr	\$150.00/hr	01-01-2016
Non-Profit Rate	\$100.00/hr	\$100.00/hr	01-01-2016
Friday Evening and Sunday - (8 hours)			
Base Rental Rate	\$3,500.00	\$3,500.00	01-01-2016
Additional time	\$200.00/hr	\$200.00/hr	01-01-2016
Resident Discount Rate	\$2,750.00	\$2,750.00	01-01-2016
Additional time	\$150.00/hr	\$150.00/hr	01-01-2016
Additional time requested within 7 days of rental	\$250.00/hr	\$250.00/hr	01-01-2016
Saturday - (8 hours)			
Base Rental Rate	\$4,250.00	\$4,250.00	01-01-2016
Additional time	\$250.00/hr	\$250.00/hr	01-01-2016
Resident Discount Rate	\$3,000.00	\$3,000.00	01-01-2016
Additional time	\$200.00/hr	\$200.00/hr	01-01-2016
Additional time requested within 7 days of rental	\$300.00/hr	\$300.00/hr	01-01-2016
Deposit	\$1,000.00	\$1,000.00	01-01-2016

DESCRIPTION	Current Fee	Proposed FY 2016/17	Last Adjustment
Tea House			
In conjunction with Community Hall rental	\$425.00	\$425.00	01-01-2016
3 hour base rate	\$625.00	\$625.00	01-01-2016
Amphitheater			
With Hall Rental			
Base Rate	\$325.00	\$325.00	01-01-2016
Resident Discount Rate	\$250.00	\$250.00	01-01-2016
Without Hall Rental (Mon-Thurs only)			
Base Rate	\$425.00	\$425.00	01-01-2016
Resident Discount Rate	\$350.00	\$350.00	01-01-2016
Excedra Plaza (4 hours and up to 200 chairs)			
With Hall Rental (Community or Veteran's)			
Base Rate	\$450.00	\$450.00	01-01-2016
Resident Discount Rate	\$375.00	\$375.00	01-01-2016
Without Hall Rental			
Base Rate	\$600.00	\$600.00	01-01-2016
Resident Discount Rate	\$425.00	\$425.00	01-01-2016
Piedmont Veterans' Memorial Building			
Weekday (Monday-Thursday and Friday before 3:00pm) 2 hour minimum			
Base Rental Rate	\$175.00/hr	\$175.00/hr	01-01-2016
Resident Discount Rate	\$125.00/hr	\$125.00/hr	01-01-2016
Non-Profit Rate	\$90.00/hr	\$90.00/hr	01-01-2016
Friday 3:00pm-Sunday (8 hours)			
Base Rental Rate	\$2,000.00	\$2,000.00	01-01-2016
Additional time	\$200.00/hr	\$200.00/hr	01-01-2016
Resident Discount Rate	\$1,500.00	\$1,500.00	01-01-2016
Additional time	\$150.00/hr	\$150.00/hr	01-01-2016
Additional time requested within 7 days of rental	\$250.00/hr	\$250.00/hr	01-01-2016
Deposit	\$750.00	\$750.00	01-01-2016

DESCRIPTION	Current Fee	Proposed FY 2016/17	Last Adjustment
Schoolmates Program			
Scholarship	\$6.75/hr	\$7.00/hr	07-01-2015
Aggregate Discount for Monthly Users	\$7.25/hr	\$8.00/hr	07-01-2015
Pre-Registered Monthly	\$7.50/hr	\$8.25/hr	07-01-2015
Drop In	\$9.75/hr	\$10.50/hr	07-01-2015
Minimates TK Program			
Pre-Registered 5 days/week	n/a	\$29.00/day	New program
Pre-Registered < 5 days/week	n/a	\$40.00/day	New program
Pre-School Program			
First Step *	\$49.00/day	\$50.00/day	07-01-2016
Tiddlywinks*	\$48.00/day	\$49.00/day	07-01-2016
Playschool*	\$56.00/day	\$58.00/day	07-01-2016
Pre-K *	\$52.00/day	\$54.00/day	07-01-2016
Tot Zone - Base Rate	\$67.00/day	\$69.00/day	09-01-2015
Tot Zone - Resident Discount	\$57.00/day	\$59.00/day	09-01-2015
* Non Residents are charged an additional \$30/month			
Piedmont Community Pool Fees			
Annual Passes (12 months from date of purchase)			
Family All Hours - Base Rate	\$990.00	\$990.00	02-19-2013
Family All Hours - Resident Discount Rate	\$890.00	\$890.00	02-19-2013
Adult Individual - Base Rate	\$850.00	\$850.00	03-05-2012
Adult Individual - Resident Discount Rate	\$750.00	\$750.00	03-05-2012
Senior Individual - Base Rate	\$650.00	\$650.00	02-19-2013
Senior Individual - Resident Discount Rate	\$575.00	\$575.00	02-19-2013
Seasonal Passes (May through October)			
Family All Hours - Base Rate	\$640.00	\$640.00	07-01-2016
Family All Hours - Resident Discount Rate	\$565.00	\$565.00	07-01-2016
Adult Individual - Base Rate	\$540.00	\$540.00	07-01-2016
Adult Individual - Resident Discount Rate	\$460.00	\$460.00	07-01-2016
Senior Individual - Base Rate	\$460.00	\$460.00	07-01-2016
Senior Individual - Resident Discount Rate	\$380.00	\$380.00	07-01-2016

DESCRIPTION	Current Fee	Proposed FY 2017/18	Last Adjustment
Gate (Walk-up) Fees			
Monday - Friday 8:00am - 5:00pm			
Adult - Base Rate	\$20.00	\$20.00	03-05-2012
Adult - Resident Discount Rate	\$10.00	\$10.00	03-05-2012
Youth - Resident and Non-Resident	\$5.00	\$5.00	02-19-2013
Observer - Resident and Non-Resident	\$5.00	\$5.00	07-01-2014
Saturday 2:00pm - 6:00pm			
Adult – Resident Discount Rate	\$15.00	\$15.00	03-05-2012
Youth – Resident and Non-Resident	\$7.00	\$7.00	02-19-2013
Observer - Resident and Non-Resident	\$7.00	\$7.00	07-01-2014
No gate/walk-ups on Sundays. Pass holders only.			

IV. POLICE			
DESCRIPTION	Current Fee	Proposed 2017/18	Comments
Animal Control Services			
Animal Releases	\$46	\$46	
Dog License Fees			
Spayed/Neutered:			
1 year	\$17	\$17	
2 year	\$28	\$28	
3 year	\$38	\$38	
Senior (55 years or older)/Disabled	\$5	\$5	
Non-spayed/Non-neutered:			
1 year	\$33	\$33	
2 year	\$55	\$55	
3 year	\$77	\$77	
Senior (55 years or older)/Disabled	\$10	\$10	
Lost Dog License Replacement	\$10	\$10	
Lost Dog License Replacement (55 years or older)/Disabled	\$3	\$3	
<i>Late Fees as stated in section 4.26 of Piedmont City Ordinance</i>			
Off Leash Area License Fees			
Spayed/Neutered:			
1 year	\$18	\$18	
2 year	\$28	\$28	
3 year	\$38	\$38	
Non-spayed/Non-neutered:			
1 year	\$43	\$43	
2 year	\$65	\$65	
3 year	\$87	\$87	
Lost License Replacement	\$10	\$10	
Out of Jurisdiction – Off Leash Area:			
Annually Non-spayed	\$70	\$70	
Annually Spayed	\$38	\$38	
Civil Court Subpoenas			
Police Employees	\$275	\$275	Deposit and actual cost after appearance

DESCRIPTION	Current Fee	Proposed 2017/18	Comments
False Alarm Responses			
1-3 in any 12-month period	\$0	\$0	
4 in any 12-month period	\$55	\$55	
5 in any 12-month period	\$155	\$155	
6 in any 12-month period	\$310	\$310	
7 or more in any 12-month period (\$100 increase for each subsequent false alarm)			
LiveScan Fingerprinting			
Resident	\$31	\$31	
Non-Resident	\$56	\$56	
Additional Non-Piedmont PD Fee:			
Department of Justice	\$33	\$33	
Federal Bureau of Investigation	\$20	\$20	
Firearms	\$29	\$29	
Child Abuse	\$15	\$15	
Non-listed Agency fees upon request			
Police Clearances			
Alien/U.S. Immigration	\$26	\$26	
Naturalization Service	\$26	\$26	
U.S. Citizenship/Travel Abroad	\$26	\$26	
Alcoholic Beverage Control	\$26	\$26	
Police Reports			
Traffic Accident Reports	.10 /page	.10/page	
Public Records	.10/page	.10/page	
Police Photographs			
Photographs	\$5.00 each	\$5.00 each	
Digital Images	\$5.00 each	\$5.00 each	
Video/Audio Duplication	Actual cost	\$15	
Safekeeping			
Weapons	\$50	\$50	
(Family Codes 6218 & 6304 and Penal Code 12021.3)			

DESCRIPTION		Current Fee	Proposed 2017/18	Comments
Vehicle Release				
Vehicle		\$110	\$110	
Repossession Release				
Vehicle		\$15	\$15	
(Government Code 41612)				
Solicitors Permit (requires City Business License)		\$26	\$30	
Party Responses				
Multiple Responses		Hourly Rate - \$1,000 limit	Hourly Rate - \$1,000 limit	
Driving Under the Influence Emergency Response Cost Recovery				
Per Accident caused by DUI		Officer(s) Rate + Expenses -	Officer(s) Rate + Expenses -	
Charged to arrestee		\$12,000 limit	\$12,000 limit	
PARKING PENALTY SCHEDULE				
Section	Description	1st P/A	1st P/A	2nd P/A
11.38	Obedience to Signs	\$61	\$61	\$76
11.47a	Within divisional island unless marked	\$61	\$61	\$76
11.47b	Within 15' of property line of another street	\$61	\$61	\$76
11.47d	Public steps, public walks when indicated by signs/red paint	\$71	\$71	\$86
11.47e	As indicated by sign or red curb	\$71	\$71	\$86
11.48	Parking within allotted space	\$61	\$61	\$76
11.5	Park wrong way on one-way street	\$61	\$61	\$76
11.51	Parked inside limit markers for funeral service	\$61	\$61	\$76
11.52	Park for consecutive	\$76	\$76	\$92
11.53	Parked on street to be	\$61	\$61	\$76
11.55	Parked on grades exceeding 3%	\$61	\$61	\$76
11.56	Parallel parking	\$61	\$61	\$76
11.57	Angle parking	\$61	\$61	\$76
11.58	Parking for more than 10 minutes 6:00 p.m. to 5:00 a.m.	\$61	\$61	\$76

Section	Description	1st P/A	1st P/A	2nd P/A
11.59	Temporary, emergency "No Parking" signs	\$71	\$71	\$86
11.6	Repairing, greasing vehicle in street	\$61	\$61	\$76
11.61	Parking on private property	\$128	\$128	\$148
11.62	Parking more than legal time	\$71	\$71	\$86
11.64	Green curb marking	\$71	\$71	\$86
11.65	Yellow curb marking	\$71	\$71	\$86
11.66	White curb marking	\$71	\$71	\$86
	Special passenger loading Zone	\$71	\$71	\$86
11.68	Loading zone generally	\$71	\$71	\$86
11.75.1	Removal of key from unattended vehicle	\$61	\$61	\$76
11.82	Parking District Violation	\$61	\$61	\$76
21.5	Vehicles over 80" wide between 10:00 p.m. and 6:00 a.m.	\$61	\$61	\$76
21.7	Parked commercial vehicle in residential	\$61	\$61	\$76
11.84	Blocking Driveway in Civic Center Area	\$128	\$128	\$148
California Vehicle Code				
21113(a)	Parking on School Grounds	\$61	\$61	\$76
22500 (A-H,J,K)	Illegal Parking	\$61	\$61	\$76
22500 (I)	Bus Zone	\$306	\$306	\$335
22500 (L)	Disabled Ramps	\$306	\$306	\$335
22502	Improper Curb Parking	\$61	\$61	\$76
22507.8 (A-C)	Disabled Zone	\$306	\$306	\$335
	Second offense of 22507.8	\$556	\$556	\$582
	Third offense of 22507.8	\$791	\$791	\$816
22511.56 (b)	Misuse of Disabled Permit	\$306	\$306	\$335
22514	Blocking Fire Hydrant	\$61	\$61	\$76
22515	Unattended Vehicles	\$61	\$61	\$76
22516	Locked Vehicle	\$61	\$61	\$76
22522	Access Ramps	\$306	\$306	\$335
Fine and Penalty Assessment following issuance of written notice to pay fine.				
Fine and Second Penalty Assessment 30 days after notice and forward to Department of Motor Vehicles for collection on registration payment.				

V. FIRE			
DESCRIPTION	Current Fee	Proposed 2017/18	Comments
Ambulance Fees			
Base Rate	\$2,054.50	\$2,099.50	Fees effective as of 06/01/2017, set by Alameda County Board of Supervisors
Mileage	\$48.81	\$48.81	
Oxygen	\$161.61	\$161.61	
Treatment/Non-Transport	\$483.44	\$483.44	

7 Year Projections



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Seven Year Projections 2017-18 through 2023-24

Item	Page
Assumptions	1
Seven Year Forecast	2 and 3
Revenue growth & structure	4
Expenditures forecast	5
Expenditures forecast labor	6
Detail on benefits	7-8

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Assumptions for seven year forecast									
Revenues									
Revenues	Actual		Estimated						
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Property Taxes	\$11,922,775	2.75%	2.69%	4.85%	5.00%	5.00%	5.00%	5.00%	5.00%
Real Property Transfer Tax	\$3,117,999	-0.58%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Parcel Tax	\$1,628,601	3.71%	1.17%	2.95%	3.00%	3.00%	3.00%	3.00%	3.00%
Other Taxes and Franchises	\$2,384,439	-4.38%	-7.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
License and Permits	\$585,132	-23.35%	0.00%	2.50%	2.75%	2.85%	3.00%	3.00%	3.00%
Revenue from Use of Money or Property	\$528,814	6.68%	2.75%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
Revenue from Other Agencies	\$1,525,353	9.02%	-14.73%	1.75%	2.00%	2.00%	2.00%	2.00%	2.00%
Charges for Current Services	\$3,155,372	-10.81%	4.33%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
Other Revenue	\$1,201,344	-93.76%	0.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
Sub-Total: General Fund Revenues	\$26,049,829	\$24,884,964	\$25,259,864	\$26,110,000	\$27,024,000	\$27,975,000	\$28,969,000	\$30,007,000	\$31,089,000
Overall growth rate		-4.47%	1.51%	3.37%	3.50%	3.52%	3.55%	3.58%	3.61%
FY 17/18 is the base year for expenditure growth									
1 Salaries increase 3% a year									
2 Safety continues to share on Employer portion of PERS increases 50/50 above 18.921% (Tier I, Side Fund Refinanced).									
3 Miscellaneous began picking up Employee portion of PERS 2% a year beginning FY13/14 & share increases on Employer portion 50/50 above 14.025% (Tier I, Side Fund Refinanced).									
4 Medical increases beginning January 1, 2014 will be shared 50/50									
5 Dental and vision benefit costs are based on current MOUs									
6 Other general fund expenses are assumed to grow at 2% per year									
		Budget		Estimated %					
		FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22-23	FY 23-24	
Expenditures		Base Year							
Miscellaneous salaries	\$4,625,588		3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
Safety salaries	\$5,758,712		3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
Other salaries	\$1,096,900		1.40%	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%
Miscellaneous benefits	\$2,191,726		5.14%	4.90%	5.63%	4.06%	3.39%	3.59%	
Safety benefits	\$2,970,121		6.98%	6.97%	7.04%	4.66%	4.00%	3.72%	
Other benefits	\$83,913		1.40%	2.78%	4.09%	5.27%	6.30%	7.17%	
Personnel services	\$334,510		2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	
Supplies and services	\$5,076,203		2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	
Total	\$22,137,673	22,976,870		23,852,032	24,791,791	25,650,411	26,498,681	27,371,387	
Overall growth rate			3.79%	3.81%	3.94%	3.46%	3.31%	3.29%	
		Budget		Estimated %					
		FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22-23	FY 23-24	
Expenditures		Base Year							
3% Miscellaneous salaries		\$171,508	\$349,849	\$535,904	\$728,864	\$928,421	\$1,134,981		
3% Safety salaries		\$222,983	\$457,228	\$703,637	\$960,401	\$1,227,251	\$1,504,239		
Miscellaneous salaries	\$4,625,588	\$4,625,588	\$4,625,588	\$4,625,588	\$4,625,588	\$4,625,588	\$4,625,588	\$4,625,588	
Safety salaries	\$5,758,712	\$5,758,712	\$5,758,712	\$5,758,712	\$5,758,712	\$5,758,712	\$5,758,712	\$5,758,712	
Other salaries	\$1,096,900	\$1,112,257	\$1,127,828	\$1,143,618	\$1,159,628	\$1,175,863	\$1,192,325		
Miscellaneous benefits	\$2,191,726	\$2,304,288	\$2,417,213	\$2,553,203	\$2,656,948	\$2,746,978	\$2,845,564		
Safety benefits	\$2,970,121	\$3,177,519	\$3,398,855	\$3,638,209	\$3,807,715	\$3,960,136	\$4,107,469		
Other benefits	\$83,913	\$85,088	\$87,454	\$91,028	\$95,826	\$101,867	\$109,167		
Personnel services	\$334,510	\$341,200	\$348,024	\$354,985	\$362,084	\$369,326	\$376,713		
Supplies and services	\$5,076,203	\$5,177,727	\$5,281,282	\$5,386,907	\$5,494,645	\$5,604,538	\$5,716,629		
Total	\$22,137,673	22,976,870	23,852,032	24,791,791	25,650,411	26,498,681	27,371,387		

Summary

	Projection						
	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
General Fund Beginning Balance	\$5,094,330	\$4,917,127	\$4,642,685	\$4,700,109	\$4,446,327	\$4,316,752	\$4,365,683
General Fund Revenues	25,259,864	26,110,000	27,024,000	27,975,000	28,969,000	30,007,000	31,089,000
<i>Growth rate of revenues</i>		3.37%	3.50%	3.52%	3.55%	3.58%	3.61%
General Fund Operating Expenditures	22,137,673	22,976,870	23,852,032	24,791,791	25,650,411	26,498,681	27,371,387
<i>Growth rate of expenditures</i>		3.79%	3.81%	3.94%	3.46%	3.31%	3.29%
General Fund Non Departmental Expenditures	1,698,471	1,730,624	1,763,779	2,485,992	2,521,163	2,557,388	2,594,731
Net operating transfers	(400,923)	(426,949)	(100,764)	1,049,000	1,073,000	1,098,000	1,124,000
Operating net income	1,022,797	975,557	1,307,425	1,746,217	1,870,425	2,048,931	2,246,882
<i>Growth rate of operating income</i>		-4.62%	34.02%	33.56%	7.11%	9.54%	9.66%
Capital Transfers	1,200,000	1,250,000	1,250,000	2,000,000	2,000,000	2,000,000	2,000,000
Net income	(177,203)	(274,443)	57,425	(253,783)	(129,575)	48,931	246,882
Ending General Fund Balance	\$4,917,127	\$4,642,685	\$4,700,109	\$4,446,327	\$4,316,752	\$4,365,683	\$4,612,565
Fund balance as a % of operating expenditures	22.21%	20.21%	19.71%	17.93%	16.83%	16.48%	16.85%
Fund balance as % of expenditures & debt service	19.49%	17.76%	17.58%	16.30%	15.32%	15.03%	15.39%

	2	3	4	5	6	7	8
	Detail Summary						
	Estimated FY 17-18	Estimated FY 18-19	Estimated FY 19-20	Estimated FY 20-21	Estimated FY 21-22	Estimated FY 22-23	Estimated FY 23-24
General Fund Beginning Balance	\$5,094,330	\$4,917,127	\$4,642,685	\$4,700,109	\$4,446,327	\$4,316,752	\$4,365,683
Revenues							
Property Taxes	\$12,580,000	\$13,190,000	\$13,850,000	\$14,543,000	\$15,270,000	\$16,034,000	\$16,836,000
Real Property Transfer Tax	2,800,000	2,800,000	2,800,000	2,800,000	2,800,000	2,800,000	2,800,000
Parcel Tax	2,192,400	2,257,000	2,325,000	2,395,000	2,467,000	2,541,000	2,617,000
Other Taxes and Franchises	2,230,000	2,275,000	2,321,000	2,367,000	2,414,000	2,462,000	2,511,000
License and Permits	448,500	460,000	473,000	486,000	501,000	516,000	531,000
Revenue from Use of Money or Property	579,634	585,000	591,000	597,000	603,000	609,000	615,000
Revenue from Other Agencies	1,418,000	1,443,000	1,472,000	1,501,000	1,531,000	1,562,000	1,593,000
Charges for Current Services	2,936,330	3,024,000	3,115,000	3,208,000	3,304,000	3,403,000	3,505,000
Other Revenue	75,000	76,000	77,000	78,000	79,000	80,000	81,000
Total Revenue	\$25,259,864	\$26,110,000	\$27,024,000	\$27,975,000	\$28,969,000	\$30,007,000	\$31,089,000
Growth of revenues	1.51%	3.37%	3.50%	3.52%	3.55%	3.58%	3.61%
Operating Transfers in							
Reimbursement from sewer fund	\$745,000	\$767,000	\$790,000	\$814,000	\$838,000	\$863,000	\$889,000
Traffic safety ticket revenue	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Revenues from schoolmates fund	0	0	0	0	0	0	0
Revenues from private contribution fund	5,000	5,000	5,000	5,000	5,000	5,000	5,000
State gas tax supplement for public works	300,000	300,000	300,000	300,000	300,000	300,000	300,000
COPS	0	0	0	0	0	0	0
Measure D reimbursement	17,000	15,000	15,000	15,000	15,000	15,000	15,000
	\$1,117,000	\$1,137,000	\$1,160,000	\$1,184,000	\$1,208,000	\$1,233,000	\$1,259,000
Growth of transfers-in	3.33%	1.79%	2.02%	2.07%	2.03%	2.07%	2.11%
Total income	\$26,376,864	\$27,247,000	\$28,184,000	\$29,159,000	\$30,177,000	\$31,240,000	\$32,348,000
Growth of income	1.58%	3.30%	3.44%	3.46%	3.49%	3.52%	3.55%
Expenditures							
3% Miscellaneous salaries & benefits	0	171,508	349,849	535,904	728,864	928,421	1,134,981
3% Safety salaries & benefits	0	222,983	457,228	703,637	960,401	1,227,251	1,504,239
Miscellaneous salaries	4,625,588	4,625,588	4,625,588	4,625,588	4,625,588	4,625,588	4,625,588
Safety salaries	5,758,712	5,758,712	5,758,712	5,758,712	5,758,712	5,758,712	5,758,712
Other salaries	1,096,900	1,112,257	1,127,828	1,143,618	1,159,628	1,175,863	1,192,325
Miscellaneous benefits	2,191,726	2,304,288	2,417,213	2,553,203	2,656,948	2,746,978	2,845,564
Safety benefits	2,970,121	3,177,519	3,398,855	3,638,209	3,807,715	3,960,136	4,107,469
Other benefits	83,913	85,088	87,454	91,028	95,826	101,867	109,167
Personnel services	334,510	341,200	348,024	354,985	362,084	369,326	376,713
Supplies and services	5,076,203	5,177,727	5,281,282	5,386,907	5,494,645	5,604,538	5,716,629
Total	\$22,137,673	\$22,976,870	\$23,852,032	\$24,791,791	\$25,650,411	\$26,498,681	\$27,371,387
Growth of expenditures	3.17%	3.79%	3.81%	3.94%	3.46%	3.31%	3.29%
Non Departmental Expenditures							
Library	350,471	350,471	350,471	350,471	350,471	350,471	350,471
Unemployment insurance	20,000	20,758	21,549	22,398	23,174	23,940	24,728
PERS medical/OPEB	312,000	312,000	312,000	1,000,000	1,000,000	1,000,000	1,000,000
Workers compensation	572,000	589,675	607,896	626,680	646,044	666,007	686,587
Liability insurance	444,000	457,720	471,863	486,444	501,475	516,970	532,945
	1,698,471	1,730,624	1,763,779	2,485,992	2,521,163	2,557,388	2,594,731
Operating transfers-out							
Aquatics	130,000	135,000	135,000	135,000	135,000	135,000	135,000
2014 Pension Obligation Fund	1,387,923	1,428,949	1,125,764	0	0	0	0
	1,517,923	1,563,949	1,260,764	135,000	135,000	135,000	135,000
Growth of transfers-out	2.79%	3.03%	-19.39%	-89.29%	0.00%	0.00%	0.00%
Total expenditures and transfers-out	25,354,067	26,271,443	26,876,575	27,412,783	28,306,575	29,191,069	30,101,118
Operating net income	1,022,797	975,557	1,307,425	1,746,217	1,870,425	2,048,931	2,246,882
Growth of operating income	-16.62%	-4.62%	34.02%	33.56%	7.11%	9.54%	9.66%
Capital transfer-out							
Facility maintenance	800,000	850,000	850,000	1,400,000	1,400,000	1,400,000	1,400,000
Equipment replacement fund	400,000	400,000	400,000	600,000	600,000	600,000	600,000
Total capital transfers	1,200,000	1,250,000	1,250,000	2,000,000	2,000,000	2,000,000	2,000,000
Net income after capital transfers	(\$177,203)	(\$274,443)	\$57,425	(\$253,783)	(\$129,575)	\$48,931	\$246,882
General Fund Ending Fund Balance	4,917,127	4,642,685	4,700,109	4,446,327	4,316,752	4,365,683	4,612,565
Growth of general fund balance	-3.48%	-5.58%	1.24%	-5.40%	-2.91%	1.13%	5.66%
Fund balance as % of operating expenditures	22.21%	20.21%	19.71%	17.93%	16.83%	16.48%	16.85%
Fund balance as % of expenditures & debt serv	19.49%	17.76%	17.58%	16.30%	15.32%	15.03%	15.39%

Historical Growth Rate Averages:						
Revenues	30 Yr Average	25 Yr Average	20 Yr Average	15 Yr Average	10 Yr Average	5 Yr Average
Property Taxes	6.26%	5.31%	6.15%	5.91%	4.71%	6.26%
Real Property Transfer Tax	10.54%	11.67%	7.44%	5.56%	1.56%	11.67%
Parcel Tax	-2.53%	-2.69%	-3.03%	-5.64%	-12.56%	1.17%
Other Taxes and Franchises	3.70%	3.62%	3.81%	3.08%	1.82%	3.81%
License and Permits & Fines Forfeitures	7.36%	6.96%	7.11%	5.99%	4.72%	7.36%
Revenue from Use of Money or Property	4.93%	4.62%	4.89%	4.31%	0.46%	9.35%
Revenue from Other Agencies	12.56%	5.25%	4.48%	3.36%	2.69%	12.56%
Charges for Current Services	7.41%	7.06%	7.70%	8.10%	4.70%	8.10%
Other Revenue	74.34%	22.99%	33.18%	31.81%	43.84%	38.51%
Sub-Total: General Fund Revenues	6.80%	6.37%	5.40%	4.72%	4.17%	4.12%

Revenues	Actual	Assumed Growth Rates:							
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Property Taxes	\$11,922,775	2.75%	2.69%	4.85%	5.00%	5.00%	5.00%	5.00%	5.00%
Real Property Transfer Tax	3,117,999	-0.58%	-9.68%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Parcel Tax	1,628,601	3.71%	29.80%	2.95%	3.00%	3.00%	3.00%	3.00%	3.00%
Other Taxes and Franchises	2,384,439	-4.38%	-2.19%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
License and Permits & Fines Forfeitures	585,132	-23.35%	0.00%	2.50%	2.75%	2.85%	3.00%	3.00%	3.00%
Revenue from Use of Money or Property	528,814	6.68%	2.75%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
Revenue from Other Agencies	1,525,353	9.02%	-14.73%	1.75%	2.00%	2.00%	2.00%	2.00%	2.00%
Charges for Current Services	3,155,372	-10.81%	4.33%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
Other Revenue	1,201,344	-93.76%	0.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
Sub-Total: General Fund Revenues	\$26,049,829								

Revenues	Actual	Impact Based on Assumed Growth Rates:							
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Property Taxes	\$11,922,775	\$12,251,000	\$12,580,000	\$13,190,000	\$13,850,000	\$14,543,000	\$15,270,000	\$16,034,000	\$16,836,000
Real Property Transfer Tax	3,117,999	3,100,000	2,800,000	2,800,000	2,800,000	2,800,000	2,800,000	2,800,000	2,800,000
Parcel Tax	1,628,601	1,689,000	2,192,400	2,257,000	2,325,000	2,395,000	2,467,000	2,541,000	2,617,000
Other Taxes and Franchises	2,384,439	2,280,000	2,230,000	2,275,000	2,321,000	2,367,000	2,414,000	2,462,000	2,511,000
License and Permits & Fines Forfeitures	585,132	448,500	448,500	460,000	473,000	486,000	501,000	516,000	531,000
Revenue from Use of Money or Property	528,814	564,134	579,634	585,000	591,000	597,000	603,000	609,000	615,000
Revenue from Other Agencies	1,525,353	1,663,000	1,418,000	1,443,000	1,472,000	1,501,000	1,531,000	1,562,000	1,593,000
Charges for Current Services	3,155,372	2,814,330	2,936,330	3,024,000	3,115,000	3,208,000	3,304,000	3,403,000	3,505,000
Other Revenue	1,201,344	75,000	75,000	76,000	77,000	78,000	79,000	80,000	81,000
Sub-Total: General Fund Revenues	\$26,049,829	\$24,884,964	\$25,259,864	\$26,110,000	\$27,024,000	\$27,975,000	\$28,969,000	\$30,007,000	\$31,089,000

Revenues	Actual	% of total
	FY 15-16	
Property Taxes	\$11,922,775	45.77%
Real Property Transfer Tax	3,117,999	11.97%
Parcel Tax	1,628,601	6.25%
Other Taxes and Franchises	2,384,439	9.15%
License and Permits	585,132	2.25%
Revenue from Use of Money or Property	528,814	2.03%
Revenue from Other Agencies	1,525,353	5.86%
Charges for Current Services	3,155,372	12.11%
Other Revenue	1,201,344	4.61%
Sub-Total: General Fund Revenues	\$26,049,829	100.00%

General Fund Expenditures

Growth amounts							
	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24
Expenditures							
3% Miscellaneous salaries & benefits		\$171,508	\$349,849	\$535,904	\$728,864	\$928,421	\$1,134,981
3% Safety salaries & benefits		\$222,983	\$457,228	\$703,637	\$960,401	\$1,227,251	\$1,504,239
Miscellaneous salaries	\$4,625,588	\$4,625,588	\$4,625,588	\$4,625,588	\$4,625,588	\$4,625,588	\$4,625,588
Safety salaries	\$5,758,712	\$5,758,712	\$5,758,712	\$5,758,712	\$5,758,712	\$5,758,712	\$5,758,712
Other Salaries (i.e. Part Time Recreation & Overtime)	\$1,096,900	\$1,112,257	\$1,127,828	\$1,143,618	\$1,159,628	\$1,175,863	\$1,192,325
Miscellaneous benefits	\$2,191,726	\$2,304,288	\$2,417,213	\$2,553,203	\$2,656,948	\$2,746,978	\$2,845,564
Safety benefits	\$2,970,121	\$3,177,519	\$3,398,855	\$3,638,209	\$3,807,715	\$3,960,136	\$4,107,469
Other Benefits (i.e. Part Time Recreation)	\$83,913	\$85,088	\$87,454	\$91,028	\$95,826	\$101,867	\$109,167
Personnel services	\$334,510	\$341,200	\$348,024	\$354,985	\$362,084	\$369,326	\$376,713
Supplies and services	\$5,076,203	\$5,177,727	\$5,281,282	\$5,386,907	\$5,494,645	\$5,604,538	\$5,716,629
	\$22,137,673	\$22,976,870	\$23,852,032	\$24,791,791	\$25,650,411	\$26,498,681	\$27,371,387
Over-all growth		3.79%	3.81%	3.94%	3.46%	3.31%	3.29%
Growth rates							
	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24
Expenditures							
Miscellaneous salaries	\$4,625,588	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
Safety salaries	\$5,758,712	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
Other Salaries (i.e. Part Time Recreation & Overtime)	\$1,096,900	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%
Miscellaneous benefits	\$2,191,726	5.14%	4.90%	5.63%	4.06%	3.39%	3.59%
Safety benefits	\$2,970,121	6.98%	6.97%	7.04%	4.66%	4.00%	3.72%
Other Benefits (i.e. Part Time Recreation)	\$83,913	1.40%	2.78%	4.09%	5.27%	6.30%	7.17%
Personnel services	\$334,510	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Supplies and services	\$5,076,203	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Over-all	\$22,137,673	3.79%	3.81%	3.94%	3.46%	3.31%	3.29%

Benefit Estimates							
FY 17/18							
	Miscellaneous	% of Benefits	Safety	% of Benefits	Other	% of Benefits	Total
Medical	\$969,217	44.22%	\$1,201,433	40.45%	\$0	0.00%	\$2,170,650
Dental	\$98,977	4.52%	\$99,898	3.36%	\$0	0.00%	\$198,875
Vision	\$13,108	0.60%	\$10,852	0.37%	\$0	0.00%	\$23,960
PERS	\$672,423	30.68%	\$1,438,977	48.45%	\$0	0.00%	\$2,111,400
FICA	\$317,389	14.48%	\$38,203	1.29%	\$68,008	81.05%	\$423,600
Life insurance	\$18,537	0.85%	\$21,383	0.72%	\$0	0.00%	\$39,920
Disability	\$14,216	0.65%	\$2,014	0.07%	\$0	0.00%	\$16,230
Medicare	\$74,359	3.39%	\$96,661	3.25%	\$15,905	18.95%	\$186,925
Uniform	\$13,500	0.62%	\$60,700	2.04%	\$0	0.00%	\$74,200
Total	\$2,191,726	100.01%	\$2,970,121	100.00%	\$83,913	100.00%	\$5,245,760
		41.78%					
Safety		56.62%					
Other		1.61%					
Miscellaneous based upon above FY 16/17 estimates using \$100							
	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24
Medical	\$44.22	\$46.43	\$48.75	\$51.19	\$53.75	\$56.44	\$59.26
Dental	\$4.52	\$4.75	\$4.98	\$5.23	\$5.49	\$5.77	\$6.06
Vision	\$0.60	\$0.61	\$0.61	\$0.62	\$0.62	\$0.63	\$0.64
PERS Misc.	\$30.68	\$33.36	\$35.92	\$39.42	\$41.31	\$42.43	\$43.80
FICA	\$14.48	\$14.48	\$14.48	\$14.48	\$14.48	\$14.48	\$14.48
Life insurance	\$0.85	\$0.86	\$0.87	\$0.88	\$0.88	\$0.89	\$0.90
Disability	\$0.65	\$0.66	\$0.66	\$0.67	\$0.68	\$0.68	\$0.69
Medicare	\$3.39	\$3.39	\$3.39	\$3.39	\$3.39	\$3.39	\$3.39
Uniform	\$0.62	\$0.62	\$0.63	\$0.63	\$0.63	\$0.63	\$0.63
	\$100.01	\$105.15	\$110.30	\$116.50	\$121.24	\$125.35	\$129.85
Over-all growth		5.14%	4.90%	5.63%	4.06%	3.39%	3.59%
Safety based upon above FY 16/17 estimates using \$100							
	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24
Medical	\$40.45	\$42.47	\$44.60	\$46.83	\$49.17	\$51.63	\$54.21
Dental	\$3.36	\$3.53	\$3.70	\$3.89	\$4.08	\$4.29	\$4.50
Vision	\$0.37	\$0.37	\$0.38	\$0.38	\$0.39	\$0.39	\$0.39
PERS Safety	\$48.45	\$53.23	\$58.25	\$63.72	\$66.78	\$69.17	\$71.24
FICA	\$1.29	\$1.29	\$1.39	\$1.52	\$1.60	\$1.64	\$1.69
Life insurance	\$0.72	\$0.73	\$0.73	\$0.73	\$0.73	\$0.73	\$0.73
Disability	\$0.07	\$0.07	\$0.07	\$0.07	\$0.07	\$0.07	\$0.07
Medicare	\$3.25	\$3.25	\$3.28	\$3.32	\$3.35	\$3.38	\$3.42
Uniform	\$2.04	\$2.04	\$2.04	\$2.04	\$2.04	\$2.04	\$2.04
	\$100.00	\$106.98	\$114.43	\$122.49	\$128.20	\$133.33	\$138.29
Over-all growth		6.98%	6.97%	7.04%	4.66%	4.00%	3.72%
Other based upon above FY 16/17 estimates using \$100							
	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24
FICA	\$81.05	\$81.05	\$81.05	\$81.05	\$81.05	\$81.05	\$81.05
Medicare	\$18.95	\$18.95	\$18.95	\$18.95	\$18.95	\$18.95	\$18.95
	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00
Over-all growth		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

Expense: Employer PERS Rates					
Historical PERS Actual Rates - Tier 1			Projected PERS Rates from Bartel Associates (Actuarial Firm) Based upon 7.50% return (b)		
Fiscal Year	Miscellaneous	Safety	Fiscal Year	Miscellaneous	Safety
FY 07/08	20.229%	32.412%	FY 13/14	15.64%	28.52%
FY 08/09	20.522%	38.667%	FY 14/15	15.34%	28.57%
FY 09/10	20.471%	38.268%	FY 15/16	15.24%	28.77%
FY 10/11	20.338%	38.952%	FY 16/17	15.04%	28.97%
FY 11/12	22.089%	42.220%	FY 17/18	14.84%	29.07%
FY 12/13	22.724%	44.003%			
FY 13/14 (a)	15.724%	27.877%			
FY 14/15	16.786%	29.556%			
FY 15/16	19.078%	33.064%			
FY 16/17	21.837%	36.051%			
FY 17/18	22.500%	39.700%			
Estimated PERS Rates - Tiers 1, 2 and 3 Weighted					
Fiscal Year	Miscellaneous	Safety		% Miscellaneous Inc	% Safety Inc
FY 16/17 **	16.262%	29.981%		-14.760%	-9.325%
FY 17/18	16.676%	32.561%		2.547%	8.607%
FY 18/19	18.900%	37.199%		13.338%	14.243%
FY 19/20	21.105%	42.028%		11.663%	12.981%
FY 20/21	23.891%	47.341%		13.201%	12.643%
FY 21/22	25.568%	50.472%		7.019%	6.614%
FY 22/23	26.672%	52.905%		4.320%	4.822%
FY 23/24	27.922%	55.027%		4.684%	4.010%
(a) Adjusted CalPERS and Bartel's estimated rates due to CalPERS Side Fund refinancing in FY 2013-14.					
* CalPERS approved a revised smoothing and amortization periods which will increase employer rates beginning in FY 2015-16 over a 5 year period.					
** CalPERS approved a revised mortality schedule which will increase employer rates beginning in FY 2016-17 over a 5 year period.					
Expense: Employer Paid Member Contribution (EPMC)					
Miscellaneous PERS Rates					
Fiscal Year	Miscellaneous (b)			% Miscellaneous Dec	
FY 13/14	7.000%				
FY 14/15	4.000%			-42.857%	
FY 15/16	2.000%			-50.000%	
FY 16/17	0.000%			-100.000%	
(b) The City and Miscellaneous Employees negotiated to phase out the EPMC over the 4 years beginning January 1, 2014 from 8% to 6% and would decrease 2% each fiscal year thereafter.					
Estimated PERS Rates Paid by City of Piedmont - Tiers 1, 2 and 3 Weighted					
Fiscal Year	Miscellaneous (c)	Safety (d)		% Miscellaneous Inc	% Safety Inc
FY 16/17	13.822%	23.494%		-25.494%	-7.445%
FY 17/18	14.029%	24.784%		1.498%	5.491%
FY 18/19	15.254%	27.230%		8.730%	9.867%
FY 19/20	16.427%	29.796%		7.694%	9.423%
FY 20/21	18.027%	32.594%		9.735%	9.393%
FY 21/22	18.891%	34.160%		4.797%	4.803%
FY 22/23	19.402%	35.381%		2.706%	3.576%
FY 23/24	20.027%	36.442%		3.220%	2.998%
(c) Miscellaneous - Employer portion base at 14.025% split 50/50 with employees for overage based on current MOUs.					
(d) Safety - Employer portion base at 18.921% and split 50/50 with employees for overage plus an additional 0.6085% based on current MOUs.					

Historical benefit rate increases (non-PERS)							
	FY 10/11	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17
Medical	5.81%	7.60%	9.53%	11.08%	-3.50%	2.11%	-0.98%
Dental	2.95%	3.20%	2.60%	0.00%	3.50%	2.04%	0.00%
Vision	0.00%	3.98%	0.00%	0.00%	2.00%	0.00%	0.00%
FICA	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Life insurance	-6.90%	-40.74%	0.00%	0.00%	0.00%	0.00%	0.00%
Disability	-3.30%	-31.82%	5.00%	0.00%	0.00%	0.00%	0.00%
Medicare	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Uniform	0.85%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Projected benefit rate increases							
	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24
Medical	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%
Dental	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%
Vision	-43.06%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
PERS Safety	2.58%	9.87%	9.42%	9.39%	4.80%	3.58%	3.00%
PERS Misc.	0.41%	8.73%	7.69%	9.73%	4.80%	2.71%	3.22%
FICA	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Life insurance	0.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
Disability	0.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
Medicare	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Uniform	0.00%	0.00%	1.00%	0.00%	0.00%	1.00%	0.00%
Projected costs based upon above projected rate increases							
	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24
Medical	\$2,170,650	\$2,279,183	\$2,393,142	\$2,512,799	\$2,638,439	\$2,770,361	\$2,908,879
Dental	\$198,875	\$208,819	\$219,260	\$230,223	\$241,734	\$253,820	\$266,512
Vision	\$23,960	\$24,200	\$24,442	\$24,686	\$24,933	\$25,182	\$25,434
PERS Safety	\$1,438,977	\$1,580,966	\$1,729,938	\$1,892,433	\$1,983,328	\$2,054,252	\$2,115,836
PERS Misc.	\$672,423	\$731,124	\$787,376	\$864,024	\$905,473	\$929,973	\$959,915
FICA	\$423,600	\$423,600	\$423,600	\$423,600	\$423,600	\$423,600	\$423,600
Life insurance	\$39,920	\$40,319	\$40,722	\$41,130	\$41,541	\$41,956	\$42,376
Disability	\$16,230	\$16,392	\$16,556	\$16,722	\$16,889	\$17,058	\$17,228
Medicare	\$186,925	\$186,925	\$186,925	\$186,925	\$186,925	\$186,925	\$186,925
Uniform	\$74,200	\$74,200	\$74,942	\$74,942	\$74,942	\$75,691	\$75,691
Total	\$5,245,760	\$5,565,727	\$5,896,903	\$6,267,482	\$6,537,803	\$6,778,819	\$7,022,396
% increase		6.10%	5.95%	6.28%	4.31%	3.69%	3.59%
Growth Amounts Per Growth Tab		\$5,565,727	\$5,896,903	\$6,267,482	\$6,537,803	\$6,778,819	\$7,022,396
Growth Amounts Per Expenses Tab		\$5,566,895	\$5,903,522	\$6,282,440	\$6,560,489	\$6,808,982	\$7,062,200
\$ Difference		(\$1,168)	(\$6,619)	(\$14,958)	(\$22,686)	(\$30,163)	(\$39,804)
% Difference		-0.02%	-0.11%	-0.24%	-0.35%	-0.44%	-0.56%