

**OVERVIEW  
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FISCAL YEAR 2018-19**

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# CITY OF PIEDMONT CALIFORNIA

April 30, 2018

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

## **Budget Message for 2018-19 Proposed Budget**

### **OVERVIEW**

I am pleased to submit the 2018-19 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 by year end we are projecting a slight increase in the General Fund reserve.

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, on-going prudent and conservative financial management by all departments, and actions taken by the City Council to contain pension benefits and future retiree medical costs.

The Proposed Budget projects an Operating Net Income of \$1.3 million in the General Fund for 2018-19. After proposed Capital Transfers of \$1.3 million, Net Income is estimated at \$-0-, which results in a projected ending General Fund Balance of \$5.3 million, or 20% of operating expenditures.

The City continues to benefit from an active real estate market. Secured property tax revenue is projected to increase 5% over 2017-18 levels based on the estimated assessed valuations provided by Alameda County. We continue to budget Real Property Transfer Tax (RPTT) revenue at \$2.8 million in 2018-19. We realize this projection is conservative when compared to average annual receipts of \$3.6 million 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.

As a general practice, in years when revenues exceed budget estimates, the City Council prudently treats the surplus as “one-time” revenue and has directed the funds to address facility maintenance, equipment replacement, and unfunded liabilities. This practice is and will continue to be extremely important to the long term health of the City, especially when considering an expanded definition of “facilities maintenance” to include such critical civic infrastructure as our streets, sidewalks, storm drains and parks.

In addition to the above referenced allocation of any net revenue, there is an acknowledged “best-practice” to annually set funds aside to support future maintenance and capital replacement needs. As such, I am proposing an allocation of \$850,000 from the General Fund to the Facilities Maintenance Fund, an increase of \$50,000 over the 2017-18 appropriation of \$800,000, bringing the estimated FY 2018-19 beginning Fund balance to \$4.3 million. I am also proposing a transfer of \$400,000 from the General Fund to the Equipment Replacement Fund, bringing the estimated FY 2018-19 beginning Fund balance to \$3.8 million. Additionally, a transfer of \$100,000 from the General Fund to the Sidewalk Repair Fund is being proposed.

Although our revenue stream has been relatively stable over the past five years, there is no assurance that this will continue. 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 our escalating pension costs. Toward that end, the City partnered with the Public Agency Retirement Services (PARS) to establish a Section 115 Trust Fund. The account was funded with a \$2.0 million transfer from the General Fund. The trust will allow the City to smooth the effect of rising pension costs, which are expected to increase significantly over the next ten years, and will contribute to our ability to maintain a reasonable unappropriated General Fund balance to address unforeseen and emergency circumstances.

While the overall budget news is positive, two programs run by our Recreation Department, Aquatics and Schoolmates, are coming under financial pressure. Schoolmates is a very popular program with our residents and has historically generated sufficient revenue to fully cover operational costs. However, in 2017-18 revenues declined 27% as a consequence of the Piedmont Unified School District’s decision to extend Kindergarten to a full day schedule. This expanded schedule had the effect of reducing the total number of participation hours by 40%. As a result, operating costs are projected to exceed revenue by approximately \$113,000 in this Fiscal Year. While this is a significant amount, it is important to note that the creative and diligent work by staff a year ago under tight and stressful timelines mitigated what would have been a \$350,000 deficit had we simply run the program status quo for 2017-18. Due to the popularity of Schoolmates and its importance to Piedmont families, we propose to continue the program and adjust the personnel and fee structure to reduce the projected loss to \$11,800 in 2018-19. Since we have built up a reserve in the Schoolmates Fund of approximately \$213,000 from prior years, we will not have to consider subsidizing operations from the General Fund for several years. In the interim, we hope to make further program adjustments to again achieve full cost recovery.

Relative to Aquatics, we are nearing a decision point regarding the future of the pool. The present facility is more than 50 years old and no longer meets the needs of the community. Given its age and the lack of substantial investment over its life, the pool has become increasingly costly to maintain. Starting this month, we will be initiating a comprehensive condition assessment of the entire facility and associated operating

systems. The information gained will inform the Council as to the expected life and the extent of investment that will be required to keep the aquatic facility safe and operational in its current form. In the meantime, we are conservatively estimating our maintenance and contract services costs to be approximately \$134,000 over the next year. In addition, we are proposing to increase lifeguard salaries to be competitive with other area pools as retention has become an issue. The increased hourly wage will add approximately \$40,000 to our costs. Overall, we are projecting an operating loss of \$261,200. In order to maintain a reasonable reserve in the Aquatics Fund, we propose a subsidy transfer from the General Fund of \$250,000. This is a \$120,000 increase from prior years.

## GENERAL FUND REVENUES

The City is projecting General Fund revenues in 2018-19 of \$27,923,000 compared to the 2017-18 projection of \$27,878,600. Revenue is reported and tracked in the following categories:

Category	2018-19		2017-18		\$ Change	%
	Proposed Budget	% of Budget	Projected	% of Total		
Property Related Taxes	\$18,935,000	68%	\$18,592,000	67%	\$ 343,000	2%
Other Taxes & Franchises	2,383,000	9%	2,322,000	8%	61,000	3%
Revenues from Other Agencies	1,518,000	5%	2,004,000	7%	(486,000)	-24%
Charges for Current Services	3,582,000	13%	3,469,600	12%	112,400	3%
Other	1,505,000	5%	1,491,000	5%	14,000	1%
<b>Total Budget</b>	<b>\$ 27,923,000</b>	<b>100%</b>	<b>\$ 27,878,600</b>	<b>100%</b>	<b>\$ 44,400</b>	<b>0%</b>

The major sources of revenue in each category are as follows:

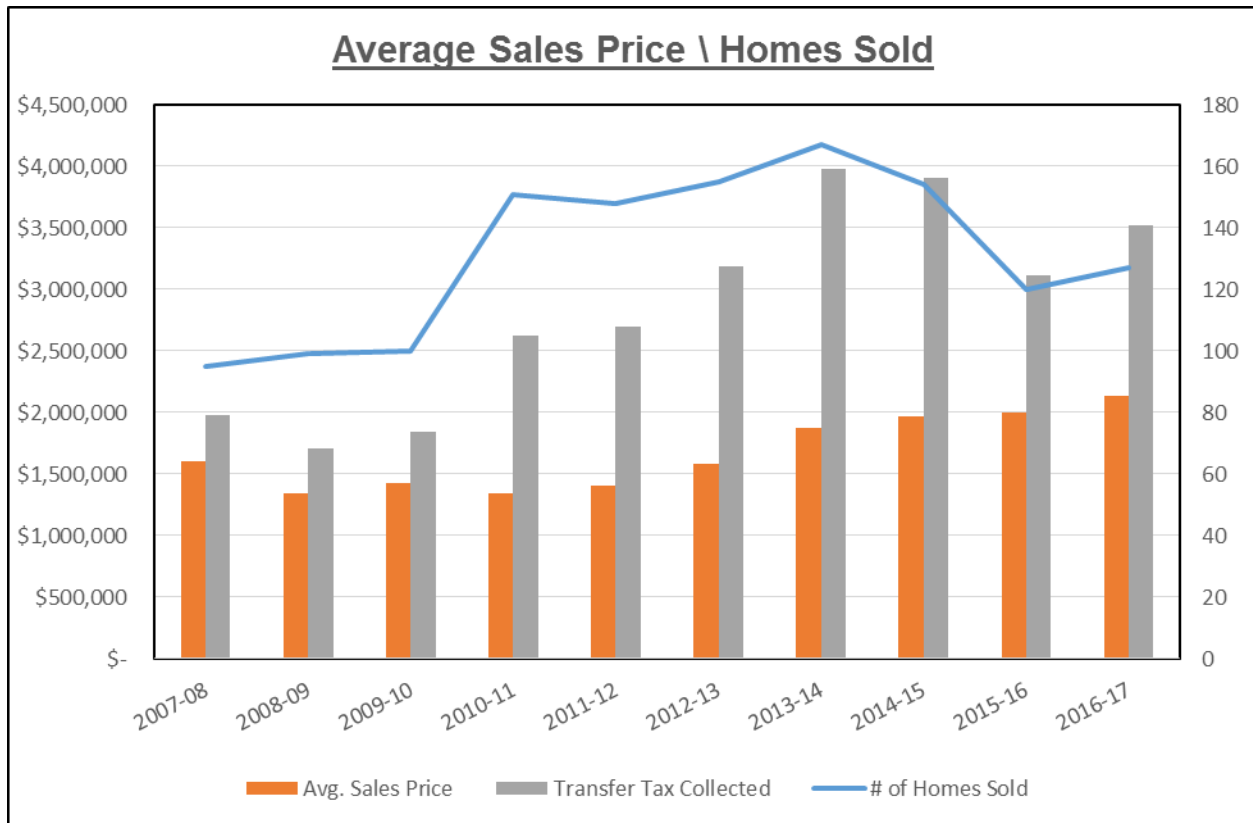
### Property Related Taxes

Property-related taxes are the City's primary revenue source and account for \$18,935,000 or 68% of General Fund revenues. This amount is an increase of \$343,000 over the 2017-18 projected actual. The 2018-19 Proposed Budget consists of:

- Property Tax revenues, which consists of tax on secured and unsecured property, is budgeted at \$13,873,000, an increase of \$679,000 or 5% as compared to the 2017-18 projection.
- Real Property Transfer Tax revenue is budgeted at \$2,800,000, this is \$400,000 below our projection for 2017-18, but consistent with the prior fiscal year budget.
- Parcel Tax revenue, based on the measure approved by 71% of voters in June 2016, is estimated at \$2,262,000, an increase of \$64,000 over the 2017-2018 projection.

The housing market continues to be strong and is a key factor in maintaining the stability of City revenues. Real Property Transfer Tax receipts have been higher than budget through the first eight months of the fiscal year, and are trending to surpass the budget by approximately \$400,000. Below is a table which summarizes the strength of the housing market over the last several years.

### Annual Statistics related to Real Property Transfer Tax Revenue



### 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 \$2,383,000, an increase of \$61,000 over the 2017-18 projection.

### 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 \$1,518,000, which is \$486,000 less than 2017-18. The decline is primarily due to \$475,000 in revenue received for our mutual aid assistance in last year's wildfires. We have not included any revenue for this in the 2018-19 budget due to its unpredictability. In addition, the Alameda County FRALS (First Responder Advanced Life Support) program, from which we received \$70,000 in revenue in 2017, has been discontinued.

The decline is partially offset by the largest component of this section, the Motor Vehicle License Fee, which is budgeted at \$1,271,000, and \$49,000 higher than the 207-18 projection.

**Charges for Current Services**

Charges for Current Services consists of revenues generated from service fees and is budgeted at \$3,582,000 in 2018-19. The major components are:

- Recreation revenue is projected at \$2,623,000, an increase of approximately \$100,000 over 2017-18 projection. Recreation revenue has been strong as contract programs have grown in popularity.
- Ambulance Service charges are budgeted at \$300,000, the same as last year’s projection.
- Planning and Plan Check fees are projected at \$525,000, flat to last year.

**Other Revenue**

Other Revenue consists of the following:

- Licenses and Permits – Building permits, dog licenses, and other permits.
- Revenue from use of Money and Property – Rent (Community and Veterans Hall, telecom) and interest
- Other – Employee contribution to OPEB and miscellaneous one time receipts,

**GENERAL FUND EXPENDITURES**

The City is budgeting \$26,060,929 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	2018-19		2017-18		\$ Change	%
	Proposed Budget	% of Budget	Projected	% of Total		
Personnel Costs	\$ 17,935,100	69%	\$ 17,226,358	67%	\$ 708,742	4%
Maintenance & Operations	5,839,358	22%	5,563,130	22%	276,228	5%
Capital Outlay	22,000	0%	26,015	0%	(4,015)	-15%
Non-Departmental	2,264,471	9%	2,791,171	11%	(526,700)	-19%
<b>Total Budget</b>	<b>\$ 26,060,929</b>	<b>100%</b>	<b>\$ 25,606,674</b>	<b>100%</b>	<b>\$ 454,255</b>	<b>2%</b>

**Personnel Costs**

Personnel related costs, which includes salaries & wages, benefits, and retirement costs, is the largest overall expenditure in the General Fund at \$17,935,100, which is

\$708,742 (4%) higher than the prior year projection. Such costs make up 69% of the total 2018-19 General Fund budget.

The tables below summarize projected personnel costs by department and by type:

### Personnel Budget by Department

Category	2018-19		2017-18		\$ Change	%
	Proposed Budget	% of Budget	Projected	% of Total		
Administration	\$ 1,524,400	8%	\$ 1,419,933	8%	\$ 104,467	7%
Public Works	2,897,700	16%	2,744,542	16%	153,158	6%
Recreation	1,907,100	11%	1,855,197	11%	51,903	3%
Police	5,799,800	32%	5,396,958	31%	402,842	7%
Fire	5,806,100	32%	5,809,728	34%	(3,628)	0%
<b>Total Budget</b>	<b>\$ 17,935,100</b>	<b>100%</b>	<b>\$ 17,226,358</b>	<b>100%</b>	<b>\$ 708,742</b>	<b>4%</b>

### Personnel Budget by Type

Category	2018-19		2017-18		\$ Change	%
	Proposed Budget	% of Budget	Projected	% of Total		
Salaries	\$ 12,845,000	72%	\$ 12,667,000	74%	\$ 178,000	1%
Health Insurance	2,067,800	12%	1,801,400	10%	266,400	15%
Retirement	2,693,500	15%	2,443,600	14%	249,900	10%
Other Benefits	328,800	2%	314,358	2%	14,442	5%
<b>Total Budget</b>	<b>\$ 17,935,100</b>	<b>100%</b>	<b>\$ 17,226,358</b>	<b>100%</b>	<b>\$ 708,742</b>	<b>4%</b>

Between 2010 and 2012 City employees did not receive pay raises. Between 2013 and 2016 the City provided its workforce with annual cost of living adjustments of 3%. That adjustment, however, was offset by employees assuming a greater share of the cost of medical and retirement benefits. For a majority of employees, the increased cost-sharing resulted in a net decrease in take-home pay over the last four years.

During 2017-18, the City finalized negotiations and entered into multi-year (3 or 4) labor agreements with its four unions and all unrepresented employees. Recognizing the continued challenges we face with the rising cost of benefits, our employees have agreed with a City proposal to restructure post-retirement health insurance benefits for future employees. This restructuring will significantly reduce the ongoing cost of maintaining a retiree health plan, saving the City an estimated \$6.6 million in the first fifteen years alone. In addition to containing costs for retiree healthcare, the benefit cost-sharing agreements negotiated in 2012 remain in place.

While continuing the cost-sharing agreements and significantly reducing our future obligations for retiree medical, the new contracts approved by the City Council include adjustments to base pay designed to bring employee compensation to within -3% of the median for comparable Cities in our region. In addition, employees will receive compensation adjustments in each of the next three years designed to result in a 3%



annual net pay increase. These compensation changes, after almost 7 years of declining net pay, bring our employees closer to median a result in an overall 9% increase in salaries as compared to the prior year budget, which conservatively assumed a 2% salary increase.

In addition, as compared to the prior year projection (2017-18), the most significant changes in personnel costs are as follows:

- Health Insurance – Increasing \$266,400 over last year primarily due to an estimated 10% increase in medical premiums and the conversion of two positions from non-benefited to benefit eligible. Premiums are adjusted by health care providers on January 1, 2019 and any increase above the established baseline will be shared equally between the City and employees.
- Retirement - Employee retirement costs are increasing \$249,900 over last year. After a 4-year phased approach to benefit cost sharing, all City employees have assumed the full cost of their “Employee Contribution” in 2017-18. In addition, employees will continue to contribute a portion of the Employer’s Contribution. In 2018-19, CalPERS will begin phasing in the lowering of the discount rate from 7.5% to 7.0%. As a result, we expect our employer contribution and unfunded liability payments to increase by 10%. In total, we expect to pay approximately 18.3% of salaries in 2018-19 compared to 17.0% in the prior year.

### **Maintenance and Operations**

Maintenance and operations costs are budgeted at \$5,839,358, amounting to 22% of the 2018-19 General Fund budget, and is an increase of \$276,228 as compared to the 2017-18 projection.

This category includes the following major expenses:

- Employee related – Conferences, travel, training, and memberships.
- Supplies – Department supplies
- Equipment – vehicle maintenance and repair, fuel, and rentals.
- Contract Services – Third party recreational activity providers, legal, crossing guards.
- IT related – Computer Courage contract, Software licenses and Strategic Planning.
- Other – Public works services (including street patching, landscaping, and tree pruning)
- Utilities – Please note we moved the utility budget for the City Hall building from the Recreation Department to the Administration Department this year. We adjusted the prior year budget for comparison purposes.

The following summarizes maintenance and operations costs by department:

### Operations and Maintenance Budget by Department

Category	2018-19		2017-18		\$ Change	%
	Proposed Budget	% of Budget	Projected	% of Total		
Administration	\$ 1,488,660	25%	\$ 1,439,245	26%	\$ 49,415	3%
Public Works	1,705,273	29%	1,589,513	29%	115,760	7%
Recreation	1,388,750	24%	1,284,432	23%	104,318	8%
Police	829,925	14%	803,190	14%	26,735	3%
Fire	426,750	7%	446,750	8%	(20,000)	-4%
<b>Total Budget</b>	<b>\$ 5,839,358</b>	<b>100%</b>	<b>\$ 5,563,130</b>	<b>100%</b>	<b>\$ 276,228</b>	<b>5%</b>

The most significant increases in Maintenance and Operations costs in the 2018-19 Proposed Budget as compared to the 2017-18 projection are as follows:

- Recreation – Contract Services, which are payments to third party vendors who operate recreational activities, are increasing \$101,000. These costs are fully offset by associated revenue and entail minimal involvement of City staff and resources.
- Public Works – We are projecting an increase of approximately \$116,000 over last year due to the following special projects slated for this year:
  - Planning Department Services:
    - A comprehensive update and expansion of the Interim Design Guidelines (which have not been updated since 1988) to conform to the goals and policies of the 2009 General Plan.
    - The development of design standards and regulations related to wireless communication facilities.
  - The development of a FEMA required Hazard Mitigation Plan in partnership with the Fire Department.
- Administration – \$50,000 and \$10,000 are budgeted in the current year for election expenses and employee development, respectively, compared with \$-0- in the prior year. This increase is offset by the absence of legal costs associated with the negotiation of labor agreements, as they were completed last year.

### Non Departmental

Non-Departmental costs are budgeted at \$2,264,471, comprising 9% of the 2018-19 General Fund budget. The following costs are included:

- Insurance costs, which include General Liability, Workers Compensation, and Unemployment, comprise \$1,250,000 and is a \$110,000 increase from the estimated 2017-18 actual expense. The increase is due to higher premium costs due to increased payroll and overall actuarial adjustments to the risk pool.
- Library services – \$350,471 is budgeted as a contribution to the City of Oakland, unchanged from prior years.

- OPEB Trust - We plan to transfer only the employee contributions, estimated at \$110,000, into the Trust. Last year, the City supplemented the employee contributions and contributed a total of \$312,000. The City has suspended its supplemental contributions as it believes it will eventually be able to use funds from the overfunded Police and Fire Pension plan to satisfy the liability.
- Retiree Medical Premiums - Please note we moved the budget for all retiree medical premiums from each operating department into Non-Departmental this year. We adjusted the prior year budget for comparison purposes. Premiums are budgeted at \$554,000 compared to \$450,700 last year. The increase is due to a 10% budgeted increase in premium costs coupled with 2018-19's planned retirements.

## GENERAL FUND BALANCE

The 2018-19 Proposed Budget projects an Operating Net Income of approximately \$1,348,000. Capital transfers are proposed for essential capital needs as follows:

- \$850,000 - Facilities Maintenance Fund
- \$400,000 - Equipment Replacement Fund
- \$100,000 – Sidewalk Repair Fund

After these transfers, the General Fund ending balance will be approximately \$5,295,000, or 20% of Operating Expenses.

We have extended the traditional Seven Year Projection to Ten Years and have included it in the 2018-19 Proposed Budget document. We extended the forecast to understand the effect rising pension costs will have on the City's General Fund. 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 2027-28. The following table shows details of the forecast through fiscal 2020-21.

**General Fund Balance 2016-17 through 2020-21**

	Actual	Projected	Proposed	Estimated	
	2016-17	2017-18	2018-19	2019-20	2020-21
Beginning Balance	\$ 4,717,975	\$ 4,688,649	\$ 5,296,901	\$ 5,294,922	\$ 5,386,850
Revenue	26,657,232	27,878,600	27,923,000	28,824,000	29,762,000
Expenditures:					
Operating	(20,658,109)	(22,815,503)	(23,796,458)	(24,889,112)	(26,083,103)
Non-Department	(3,660,910)	(2,791,171)	(2,264,471)	(2,408,196)	(2,538,181)
Operating Transfers	(367,539)	(430,924)	(514,050)	(184,764)	966,000
Capital Transfers	(2,000,000)	(1,232,750)	(1,350,000)	(1,250,000)	(1,800,000)
Net	(29,326)	608,252	(1,979)	91,928	306,715
Ending Balance	\$ 4,688,649	\$ 5,296,901	\$ 5,294,922	\$ 5,386,850	\$ 5,693,565
% of Operating Exp	19%	21%	20%	20%	20%

The major assumptions used to build the Ten Year Projection are as follows:

Revenues:

- Property Taxes are assumed to grow 4.5% annually, which approximates the actual growth rate over the past 10 years.
- Real Property Transfer tax revenue is budgeted at \$2.8 million each year.
  - Transfer tax revenue has averaged \$3.5 million annually over the past 5 years and \$2.8 million over the past 10 years.
- Parcel Tax - The tax was last approved on the June 2016 ballot and is subject to voter approval every four years. We have assumed the tax will continue to be approved and have increased it each year by 3% (estimated CPI).
- The growth rate for all other revenue categories averages 2.4%

Expenditures:

- Salary and other compensation expenses are based on the three and four year labor agreements entered into this year. Upon expiration of the agreements, compensation costs are assumed to increase 3% per year.
- Medical and other benefit costs assume a 4%-5% growth rate, which approximates the historical trend.
- Pension costs are based on an actuarial study prepared by Bartel and Associates. The CalPERS Board of Administration approved lowering the CalPERS discount rate assumption, the long term rate of return, from 7.5% to 7.0% over three years beginning in 2018-19. The study assumes the rate will continue to decline, and eventually settle around 6.0%. This decline causes pension costs to rise approximately 130% over the next 10 years. During 2018 the City established a Pension Rate Stabilization Trust with PARS to aid in funding our future pension expense.
- Operating expenses, other than personnel costs, are projected to grow at a rate of 2% per year.
- Transfers to subsidize the Aquatics operation increase to \$250,000 in 2018-19.

## OTHER FUNDS

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

### Recreation Department \ Schoolmates \ Aquatics

While the Recreation department is a component of the General Fund, two programs under its purview, Schoolmates and Aquatics, are accounted for in separate funds. Below is a recap of the proposed 2018-19 budget and the prior two years.

	Recreation	School- mates	Aquatics	Total
<b>ACTUAL 2016-17</b>				
Revenues	\$ 2,717,875	\$ 900,647	\$ 544,321	\$ 4,162,843
Expenses:				
Salary & Benefits	1,532,240	756,525	427,762	2,716,527
Other	1,183,916	113,609	169,800	1,467,325
Less: July 4th & Harvest	(23,486)			(23,486)
Total Expenses	2,692,670	870,134	597,562	4,160,366
<b>Revenues less Expenses</b>	<b>\$ 25,205</b>	<b>\$ 30,513</b>	<b>\$ (53,241)</b>	<b>\$ 2,477</b>
<b>Cost Recovery %</b>	<b>101%</b>	<b>104%</b>	<b>91%</b>	<b>100%</b>
<b>PROJECTED 2017-18</b>				
Revenues	\$ 3,048,000	\$ 654,000	\$ 540,000	\$ 4,242,000
Expenses:				
Salary & Benefits	1,855,197	684,058	439,800	2,979,055
Other	1,310,447	83,000	249,715	1,643,162
Less: July 4th & Harvest	(25,273)			(25,273)
Total Expenses	3,140,371	767,058	689,515	4,596,944
<b>Revenues less Expenses</b>	<b>\$ (92,371)</b>	<b>\$ (113,058)</b>	<b>\$ (149,515)</b>	<b>\$ (354,944)</b>
<b>Cost Recovery %</b>	<b>97%</b>	<b>85%</b>	<b>78%</b>	<b>92%</b>
<b>BUDGET 2018-19</b>				
Revenues	\$ 3,149,000	\$ 690,000	\$ 540,000	\$ 4,379,000
Expenses:				
Salary & Benefits	1,907,100	634,800	507,400	3,049,300
Other	1,405,750	67,000	293,800	1,766,550
Less: July 4th & Harvest	(26,000)			(26,000)
Total Expenses	3,286,850	701,800	801,200	4,789,850
<b>Revenues less Expenses</b>	<b>\$ (137,850)</b>	<b>\$ (11,800)</b>	<b>\$ (261,200)</b>	<b>\$ (410,850)</b>
<b>Cost Recovery %</b>	<b>96%</b>	<b>98%</b>	<b>67%</b>	<b>91%</b>

We have historically targeted the Recreation Department to be cost neutral. In 2018-19, we are projecting approximately 91% total department cost recovery (96% General Recreation; 98% Schoolmates; and 67% Aquatics). General Recreation cost recovery is projected to be down \$45,000 in 2018-19 due to the addition of a Recreation

Coordinator in 2017-18, higher overall personnel costs due to the new labor agreements, and an increase in the minimum wage.

In 2017-18, Schoolmates cost recovery dropped from 104% to 85% due to significant revenue decline associated with PUSD's change to full day Kindergarten. Due to this decline, we are projecting Schoolmates expenditures will exceed revenue by approximately \$113,000 in 2017-18. In 2018-19 we are proposing to adjust the personnel and fee structures to reduce the loss to approximately \$12,000 and 98% cost recovery.

For Aquatics, in 2018-19, we are proposing to add \$40,000 to the budget for lifeguard salaries to be more competitive with other area pools and increase the budget for maintenance and contract services by \$13,500. This results in an annual projected loss of \$261,000. In order to maintain a reasonable reserve in the Aquatics Fund, we propose to transfer a subsidy from the General Fund of \$250,000.

### **Street Infrastructure Maintenance & Replacement**

The City's FY2018-19 budget for street infrastructure maintenance and replacement is \$1.6 million. Funding sources include Measure B, Measure BB, Measure F, and the Gas Tax, which also now includes funds from SB-1 that was recently approved by the state legislature. The majority of available funding is to be employed for street resurfacing and sidewalk repair work, but portions of the funding are restricted to be spent on important sub-categories such as the implementation of projects prioritized by the approved Pedestrian & Bicycle Master Plan, and those related to the Complete Streets program.

	<b>Gas Tax</b>	<b>Measure B</b>	<b>Measure BB</b>	<b>Measure F</b>	<b>Total Street</b>
<b>PROJECTED 2017-18</b>					
<b>Beginning Balance</b>	\$ 152,283	\$ 75,556	\$ 238,316	\$ 4,932	\$ 471,087
HUTA	235,000				235,000
SB 1	76,150				76,150
Alameda County		449,000	417,993	44,333	911,326
Total Revenues	311,150	449,000	417,993	44,333	1,222,476
Expenses:					
Street/Sidewalk Work	(60,000)	(490,000)	(585,000)	(44,000)	(1,179,000)
General Fund transfer	(300,000)				(300,000)
Total Expenses	(360,000)	(490,000)	(585,000)	(44,000)	(1,479,000)
<b>Ending Balance</b>	<b>\$ 103,433</b>	<b>\$ 34,556</b>	<b>\$ 71,309</b>	<b>\$ 5,265</b>	<b>\$ 214,563</b>
<b>PROJECTED 2018-19</b>					
<b>Beginning Balance</b>	\$ 103,433	\$ 34,556	\$ 71,309	\$ 5,265	\$ 214,563
HUTA	276,000				276,000
SB 1	199,000				199,000
Alameda County		450,000	415,000	47,500	912,500
Total Revenues	475,000	450,000	415,000	47,500	1,387,500
Expenses:					
Street/Sidewalk Work	(265,000)	(470,000)	(475,000)	(47,500)	(1,257,500)
General Fund transfer	(300,000)				(300,000)
Total Expenses	(565,000)	(470,000)	(475,000)	(47,500)	(1,557,500)
<b>Ending Balance</b>	<b>\$ 13,433</b>	<b>\$ 14,556</b>	<b>\$ 11,309</b>	<b>\$ 5,265</b>	<b>\$ 44,563</b>

## **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 approximately \$3,416,000 as of June 30, 2018. The proposed General Fund transfer in 2018-2019 is \$850,000.

The fund balance at the end of 2018-19 is estimated at \$1,932,000, with an unrestricted fund balance of \$1,122,000 and a restricted balance of \$810,000. 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 will be adjusted to incorporate new projects and initiatives.

The Capital Improvement Fund has an estimated balance of \$278,000 as of June 30, 2018. Of this amount, we are projecting spending \$177,000 on projects that were approved in prior years and have been carried forward to FY 2018-19.

## **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 approximately \$3,350,000 as of June 30, 2018. The fund balance at the end of 2018-19

is projected at \$1,819,000, with an unrestricted fund balance of \$1,219,000 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 2018-19 is \$400,000.

The following is the detail of proposed Equipment Replacement expenditures for 2018-19 of \$1,984,600:

### Equipment Replacement Expenditure Detail

Description	Replacement Budget
<b><u>Administration:</u></b>	
Video Server (KCOM)	\$ 15,000
<b><u>Public Works:</u></b>	
Automobiles: 2 Trucks	110,000
<b><u>Recreation:</u></b>	
Automobile: Van	34,000
Copy Machine	12,000
<b><u>Police:</u></b>	
2 Patrol Units	110,000
Motorcycle	35,000
Copy Machine	10,000
Automated License Plate Readers	60,000
<b><u>Fire:</u></b>	
Fire Engine (Pumper)	700,000
Cardiac EKG Monitor	35,000
<b><u>IT:</u></b>	
Applications & Systems	522,500
Infrastructure & Operations	241,100
Hardware	100,000
Total Proposed Expenditures	<b>\$ 1,984,600</b>

### Sewer Fund

The Sewer Fund is used to account for costs related to the inspection, maintenance, repair, and replacement of 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 (EPA) 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 has moved forward with definitive plans to achieve full compliance.



To this end, the City Council previously 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 began in 2017-18 and will be completed in the first quarter of FY 2018-19. Thereafter, Phase VI design work will begin in FY 2018-19 with construction anticipated to begin in FY 20-21. All phases of rehabilitation are projected to be completed over the next decade, ahead of the schedule established under the CD.

A significant benchmark affirming Piedmont’s strategy for compliance to the EPA Consent Decree was reinforced in April of 2018. After the first EPA performance review of all participants, it was determined that Piedmont was in compliance and would not be assessed any stipulated penalties.

### Sewer Fund Recap

SEWER FUND	2017-18 Projected	2018-19 Proposed Budget
<b>Beginning Balance</b>	\$1,303,950	\$ 1,177,049
Sewer Service Charges \ Interest	2,502,516	2,574,514
Loan Proceeds	2,883,000	1,417,000
Total Revenue	5,385,516	3,991,514
Operating Costs	(1,272,051)	(1,590,152)
Capital Costs	(3,682,402)	(394,602)
Debt Service	(557,963)	(557,963)
Total Expenditures	(5,512,416)	(2,542,717)
<b>Ending Balance</b>	<b>\$ 1,177,049</b>	<b>\$ 2,625,846</b>

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 2018-19 is projected at \$824,000, an increase of \$79,000 over last fiscal year.

## **2014 Taxable Pension Obligation Fund**

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%.

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%. Debt service for 2018-19 will be approximately \$1,430,000. The final payment is scheduled for March 30, 2020. After this date, the City plans to use the newly available funds to address long term facilities needs and underfunded liabilities.

## **Pension Rate Stabilization Fund**

In 2016-17, we established a Pension Rate Stabilization Fund with a \$2.0 million transfer from the General Fund to address our future pension costs. In 2018, we partnered with the Public Agency Retirement Services (PARS) to establish a Section 115 Trust. The trust will allow us to smooth the effect of rising pension costs which are expected to more than double over the next ten years. Through the deposit of funds into the Section 115 Trust Program, the City could expect to earn a rate of return greater than what would be attained through the City's investment with the State of California Local Agency Investment Fund (LAIF). The higher return is made possible because the Section 115 Trust Program is not prohibited by the State law from making purchases of higher yield equities.

We are recommending \$750,000 be transferred into this trust in 2017-18. This will allow us to have enough funds in this trust to pay pension costs in future years and continue to maintain a reasonably healthy General Fund Reserve, which we are targeting at a minimum of 18% of total expenditures.

## **CONCLUSION**

The continued implementation of benefit cost sharing agreements with employees and the recent agreement with employees to significantly reduce retiree healthcare benefits for future hires, combined with a healthy regional economy and support of Piedmont residents to renew and increase 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 — Finance Director Mike Szczech, 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.

A handwritten signature in blue ink that reads "Paul Benoit". The signature is fluid and cursive, with the first name "Paul" and last name "Benoit" clearly legible.

Paul Benoit  
City Administrator

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**OPERATING BUDGET**

	Current Budget 17/18	Estimated Expenditures 17/18	Proposed Budget 18/19	Budget % Change
<b>Expenditures:</b>				
Administration	\$ 2,881,185	\$ 2,859,178	\$ 3,018,060	4.8%
Public Works	4,256,763	4,334,055	4,602,973	8.1%
Recreation	2,915,844	3,165,644	3,312,850	13.6%
Police	6,063,190	6,200,148	6,629,725	9.3%
Fire	5,648,850	6,256,478	6,232,850	10.3%
Non-Departmental	2,149,171	2,791,171	2,264,471	5.4%
<b>TOTAL General Fund</b>	<b>23,915,003</b>	<b>25,606,674</b>	<b>26,060,929</b>	<b>9.0%</b>
<b>Other Operating Funds</b>				
Aquatics Fund	731,150	689,515	801,200	9.6%
Schoolmates Fund	744,750	767,058	701,800	-5.8%
<b>TOTAL Other Operating Expenditures</b>	<b>1,475,900</b>	<b>1,456,573</b>	<b>1,503,000</b>	<b>1.8%</b>
<b>Total Operating Expenditures</b>	<b>\$ 25,390,903</b>	<b>\$ 27,063,247</b>	<b>\$ 27,563,929</b>	<b>8.6%</b>

**OTHER FUNDS BUDGET**

	Current Budget 17/18	Estimated Expenditures 17/18	Proposed Budget 18/19	Budget % Change
<b>Expenditures:</b>				
<b>Special Revenue Funds</b>				
Athletic Facility Preservation Fund	\$ 35,000	\$ 40,000	\$ 40,000	14.3%
COPS Fund	537,874	300,000	380,600	-29.2%
Gas Tax Fund	120,000	60,000	215,000	79.2%
Measure B Fund	445,308	490,000	470,000	5.5%
Measure BB Fund	539,517	585,000	475,000	-12.0%
Measure D Fund	21,000	21,000	40,000	90.5%
Measure F - VRF	29,130	44,000	47,500	63.1%
Sidewalk Repair Fund	3,000	3,000	203,000	6666.7%
<b>Total Special Revenue Funds</b>	<b>1,730,829</b>	<b>1,543,000</b>	<b>1,871,100</b>	<b>8.1%</b>
<b>Capital Project Funds</b>				
Capital Improvement Fund	206,334	295,219	176,763	-14.3%
Urban County CDBG Fund	35,085	-	34,000	-3.1%
Equipment Replacement Fund	1,331,287	1,076,800	1,984,600	49.1%
Facility Maintenance Fund	1,851,626	1,298,254	2,349,000	26.9%
<b>Total Capital Project Funds</b>	<b>3,424,332</b>	<b>2,670,273</b>	<b>4,544,363</b>	<b>32.7%</b>
<b>Debt Service Fund</b>				
2014 Pension Obligation Fund	1,387,924	1,387,924	1,430,050	3.0%
<b>Total Debt Service Fund</b>	<b>1,387,924</b>	<b>1,387,924</b>	<b>1,430,050</b>	<b>3.0%</b>
<b>Enterprise Fund</b>				
Sewer Fund	6,068,679	4,767,416	1,718,717	-71.7%
<b>Total Enterprise Fund</b>	<b>6,068,679</b>	<b>4,767,416</b>	<b>1,718,717</b>	<b>-71.7%</b>
<b>Internal Service Fund</b>				
Employee Benefit Fund	1,400,000	1,400,000	1,400,000	0.0%
<b>Total Internal Service Fund</b>	<b>1,400,000</b>	<b>1,400,000</b>	<b>1,400,000</b>	<b>0.0%</b>
<b>TOTAL Other Funds</b>	<b>\$ 14,011,763</b>	<b>\$ 11,768,613</b>	<b>\$ 10,964,230</b>	<b>-21.7%</b>
<b>Grand Total</b>	<b>\$ 39,402,666</b>	<b>\$ 38,831,861</b>	<b>\$ 38,528,159</b>	<b>-2.2%</b>

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**OPERATING BUDGET**

ALL OPERATING DEPARTMENTS

	Budget 17/18	Estimated Expenditures 17/18	Proposed Expenditures 18/19	Proposed % Change
SALARIES	\$ 12,703,800	\$ 13,538,000	\$ 13,730,000	8.1%
FRINGE BENEFITS	4,795,260	4,812,216	5,347,300	11.5%
PERSONNEL EXPENSES	339,710	270,645	345,060	1.6%
SUPPLIES & SERVICES	5,353,462	5,609,400	5,838,098	9.1%
CAPITAL EXPENDITURES	49,500	41,815	39,000	-21.2%
OTHER	2,149,171	2,791,171	2,264,471	5.4%
<b>TOTAL - ALL DEPARTMENTS</b>	<b>\$ 25,390,903</b>	<b>\$ 27,063,247</b>	<b>\$ 27,563,929</b>	<b>8.6%</b>
<b>EXPENDITURE DETAIL:</b>				
<b>SALARIES</b>				
Regular Salaries	\$ 10,388,300	\$ 10,750,000	\$ 11,284,000	8.6%
Part Time Salaries	1,593,000	1,613,000	1,658,000	4.1%
Overtime Salaries	722,500	1,175,000	788,000	9.1%
Subtotal	12,703,800	13,538,000	13,730,000	8.1%
<b>FRINGE BENEFITS</b>				
Health Insurance	1,942,785	1,913,400	2,203,500	13.4%
Retirement	2,535,000	2,568,100	2,798,400	10.4%
Other Benefits	317,475	330,716	345,400	8.8%
Subtotal	4,795,260	4,812,216	5,347,300	11.5%
<b>PERSONNEL EXPENSES</b>				
Memberships/Conferences/Training	339,710	270,645	345,060	1.6%
<b>SUPPLIES &amp; SERVICES</b>				
Department Supplies	473,309	450,874	465,700	-1.6%
Utilities/Telephone/Radio	529,900	514,800	548,700	3.5%
Equipment/Maintenance/Gas/Oil	265,450	306,600	281,950	6.2%
Contract Services	2,151,753	2,165,053	2,180,298	1.3%
Buildings/Grounds Maintenance	116,000	134,000	135,000	16.4%
Other Expenses	1,121,050	1,438,323	1,547,650	38.1%
Information Services	696,000	599,750	678,800	-2.5%
Subtotal	5,353,462	5,609,400	5,838,098	9.1%
<b>CAPITAL EXPENDITURES</b>				
Capital Outlay	49,500	41,815	39,000	-21.2%
<b>OTHER</b>				
General Fund Non Departmental	2,149,171	2,791,171	2,264,471	5.4%
<b>TOTAL - ALL DEPARTMENTS</b>	<b>\$ 25,390,903</b>	<b>\$ 27,063,247</b>	<b>\$ 27,563,929</b>	<b>8.6%</b>

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<b>GENERAL FUND BUDGET SUMMARY</b>				
<b>Expenditures and Sources</b>				
<b>FUND USES</b>			<b>Difference</b>	
	Proposed	Estimated		
	18/19	17/18	%	\$
<b>EXPENDITURES</b>				
Administration	\$ 3,018,060	\$ 2,859,178	5.6%	\$ 158,882
Public Works	4,602,973	4,334,055	6.2%	268,918
Recreation	3,312,850	3,165,644	4.7%	147,206
Police	6,629,725	6,200,148	6.9%	429,577
Fire	6,232,850	6,256,478	-0.4%	(23,628)
Non-Departmental	2,264,471	2,791,171	-18.9%	(526,700)
<b>TOTAL Expenditures</b>	<b>26,060,929</b>	<b>25,606,674</b>	<b>1.8%</b>	<b>454,255</b>
<b>TRANSFER OUT:</b>				
2014 Pension Obligation Fund	1,430,050	1,387,924	3.0%	42,126
Equipment Replacement Fund	400,000	400,000	0.0%	-
Aquatics	250,000	130,000	92.3%	120,000
Capital Improvement Fund	-	1,750	-100.0%	(1,750)
Sidewalk Fund	100,000			
Facility Maintenance	850,000	831,000	2.3%	19,000
<b>TOTAL Transfer Out</b>	<b>3,030,050</b>	<b>2,750,674</b>	<b>10.2%</b>	<b>279,376</b>
<b>TOTAL Expenditures/Transfer Out</b>	<b>\$ 29,090,979</b>	<b>\$ 28,357,348</b>	<b>2.6%</b>	<b>\$ 733,631</b>
<b>FUND SOURCES</b>			<b>Difference</b>	
	Proposed	Estimated		
	18/19	17/18	%	\$
<b>REVENUE</b>				
Property Tax	\$ 13,873,000	\$ 13,194,000	5.1%	\$ 679,000
Property Transfer Tax & Parcel Tax	5,062,000	5,398,000	-6.2%	(336,000)
Other Taxes and Franchises	2,383,000	2,322,000	2.6%	61,000
Licenses and Permits	550,000	550,000	0.0%	-
Use of Money and Property	710,000	700,000	1.4%	10,000
Revenue from Other Agencies	1,518,000	2,004,000	-24.3%	(486,000)
Charges for Current Services	3,582,000	3,469,600	3.2%	112,400
Other	245,000	241,000	1.7%	4,000
<b>TOTAL Revenue</b>	<b>27,923,000</b>	<b>27,878,600</b>	<b>0.2%</b>	<b>44,400</b>
<b>TRANSFER IN:</b>				
Measure D Fund	17,000	17,000	0.0%	-
Private Contribution Fund	5,000	5,000	0.0%	-
State Gas Tax Fund	300,000	300,000	0.0%	-
Sewer Fund	824,000	745,000	10.6%	79,000
Traffic Safety Fund	20,000	20,000	0.0%	-
<b>TOTAL Transfer In</b>	<b>1,166,000</b>	<b>1,087,000</b>	<b>7.3%</b>	<b>79,000</b>
<b>TOTAL Revenue/Transfer In</b>	<b>\$ 29,089,000</b>	<b>\$ 28,965,600</b>	<b>0.4%</b>	<b>\$ 123,400</b>
<b>Excess: Revenues over Expenditures</b>	<b>(1,979)</b>	<b>608,252</b>		
<b>Beginning Fund Balance:</b>	<b>5,296,901</b>	<b>4,688,649</b>		
<b>Estimated Ending Fund Balance:</b>	<b>\$ 5,294,922</b>	<b>\$ 5,296,901</b>		

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**GENERAL FUND**  
**2014-15 to 2018-19**

	Actual 2014-15	Actual 2015-16	Actual 2016-17	Estimated 2017-18	Proposed 2018-19
<b>General Fund Beginning Balance</b>	<b>\$ 4,489,854</b>	<b>\$ 4,617,679</b>	<b>\$ 4,717,975</b>	<b>\$ 4,688,649</b>	<b>\$ 5,296,901</b>
<b>Revenues</b>					
Property Taxes	10,846,057	11,922,775	12,512,001	13,194,000	13,873,000
Real Property Transfer Tax	3,901,252	3,117,999	3,522,078	3,200,000	2,800,000
Parcel Tax	1,647,223	1,628,601	1,745,533	2,198,000	2,262,000
Other Taxes and Franchises	2,359,212	2,384,439	2,473,923	2,322,000	2,383,000
License and Permits	516,580	585,132	577,031	550,000	550,000
Revenue from Use of Money or Property	547,512	528,814	615,611	700,000	710,000
Revenue from Other Agencies	1,477,124	1,525,353	1,699,190	2,004,000	1,518,000
Charges for Current Services	2,869,845	3,155,372	3,342,416	3,469,600	3,582,000
Other Revenue	139,506	1,201,344	169,447	241,000	245,000
	<b>24,304,311</b>	<b>26,049,829</b>	<b>26,657,232</b>	<b>27,878,600</b>	<b>27,923,000</b>
<b>Operating Transfers in</b>					
Sewer Fund Reimbursement	780,000	724,000	728,000	745,000	824,000
Traffic Safety Fund Reimbursement	-	50,000	50,000	20,000	20,000
EECBG Reimbursement	5,459	-	-	-	-
Schoolmates Fund Reimbursement	46,436	47,122	48,895	-	-
Private Contribution Fund	3,347	36,392	1,431	5,000	5,000
Gas Tax Supplement	320,000	250,000	250,000	300,000	300,000
COPS	8,980	6,823	6,117	-	-
Measure D Reimbursement	17,737	37,951	25,010	17,000	17,000
	<b>1,181,959</b>	<b>1,152,289</b>	<b>1,109,453</b>	<b>1,087,000</b>	<b>1,166,000</b>
<b>Total Income</b>	<b>25,486,270</b>	<b>27,202,117</b>	<b>27,766,684</b>	<b>28,965,600</b>	<b>29,089,000</b>
<b>Departmental Expenditures</b>					
Administration	2,239,446	2,271,092	2,527,851	2,859,178	3,013,060
Public Works	3,928,797	3,895,930	4,160,551	4,334,055	4,602,973
Recreation	2,331,245	2,604,778	2,771,670	3,139,629	3,295,850
Police	5,530,746	5,517,402	5,757,399	6,200,148	6,629,725
Fire	4,988,747	5,326,749	5,440,638	6,256,478	6,232,850
	<b>19,018,980</b>	<b>19,615,951</b>	<b>20,658,109</b>	<b>22,789,488</b>	<b>23,774,458</b>
<b>Operating Capital Outlay</b>	<b>22,385</b>	<b>8,895</b>	<b>-</b>	<b>26,015</b>	<b>22,000</b>
<b>Non Departmental Expenditures</b>					
Library	350,471	350,471	350,471	350,471	350,471
Unemployment Insurance	28,844	12,670	8,323	20,000	20,000
Workers Compensation	1,126,875	572,000	555,206	580,000	590,000
Liability Insurance	425,000	444,000	434,911	540,000	640,000
Other Expense	66,608	-	-	-	-
Pension Rate Stabilization	-	-	2,000,000	750,000	-
OPEB - Retiree Payments	-	-	-	450,700	554,000
OPEB - Contributions	913,875	776,399	312,000	100,000	110,000
	<b>2,911,673</b>	<b>2,155,540</b>	<b>3,660,910</b>	<b>2,791,171</b>	<b>2,264,471</b>
<b>Operating Transfers-out</b>					
Aquatics	120,000	-	130,000	130,000	250,000
2014 Pension Obligation Fund	1,231,658	1,338,248	1,346,991	1,387,924	1,430,050
	<b>1,351,658</b>	<b>1,338,248</b>	<b>1,476,991</b>	<b>1,517,924</b>	<b>1,680,050</b>
<b>Total Expenditures and Transfers-out</b>	<b>23,304,696</b>	<b>23,118,635</b>	<b>25,796,011</b>	<b>27,124,598</b>	<b>27,740,979</b>
<b>Operating Net Income</b>	<b>2,181,574</b>	<b>4,083,483</b>	<b>1,970,674</b>	<b>1,841,002</b>	<b>1,348,021</b>
<b>Capital Transfers-out</b>					
Capital Improvement Fund	-	-	-	1,750	-
Sidewalk Fund	-	-	-	-	100,000
Facility Maintenance	1,051,875	2,770,488	1,600,000	831,000	850,000
Equipment Replacement Fund	1,001,875	1,212,698	400,000	400,000	400,000
	<b>2,053,750</b>	<b>3,983,186</b>	<b>2,000,000</b>	<b>1,232,750</b>	<b>1,350,000</b>
<b>Net Income after Capital Transfers</b>	<b>127,824</b>	<b>100,296</b>	<b>(29,326)</b>	<b>608,252</b>	<b>(1,979)</b>
<b>General Fund Ending Fund Balance</b>	<b>\$ 4,617,679</b>	<b>\$ 4,717,975</b>	<b>\$ 4,688,649</b>	<b>\$ 5,296,901</b>	<b>\$ 5,294,922</b>
<b>Fund Balance as % of Operating Exp</b>	<b>21%</b>	<b>22%</b>	<b>19%</b>	<b>21%</b>	<b>20%</b>
<b>Fund Balance as % of Exp &amp; Debt</b>	<b>20%</b>	<b>20%</b>	<b>18%</b>	<b>20%</b>	<b>19%</b>

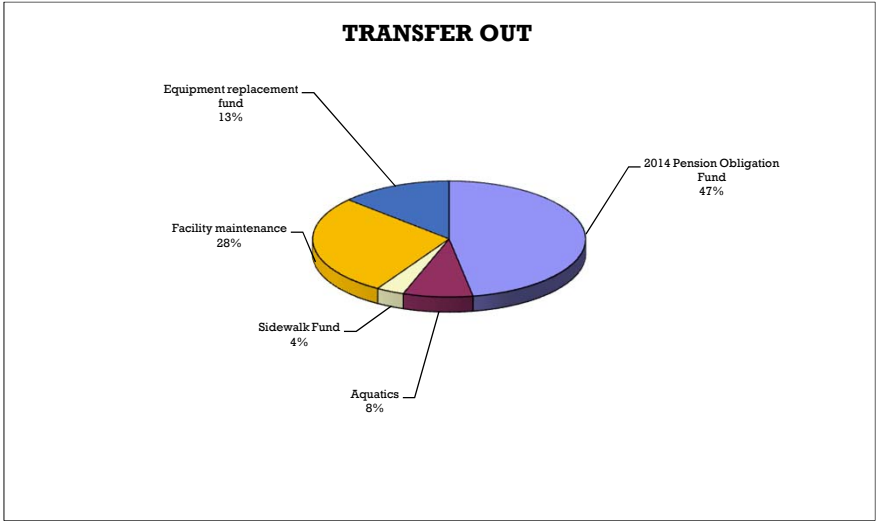
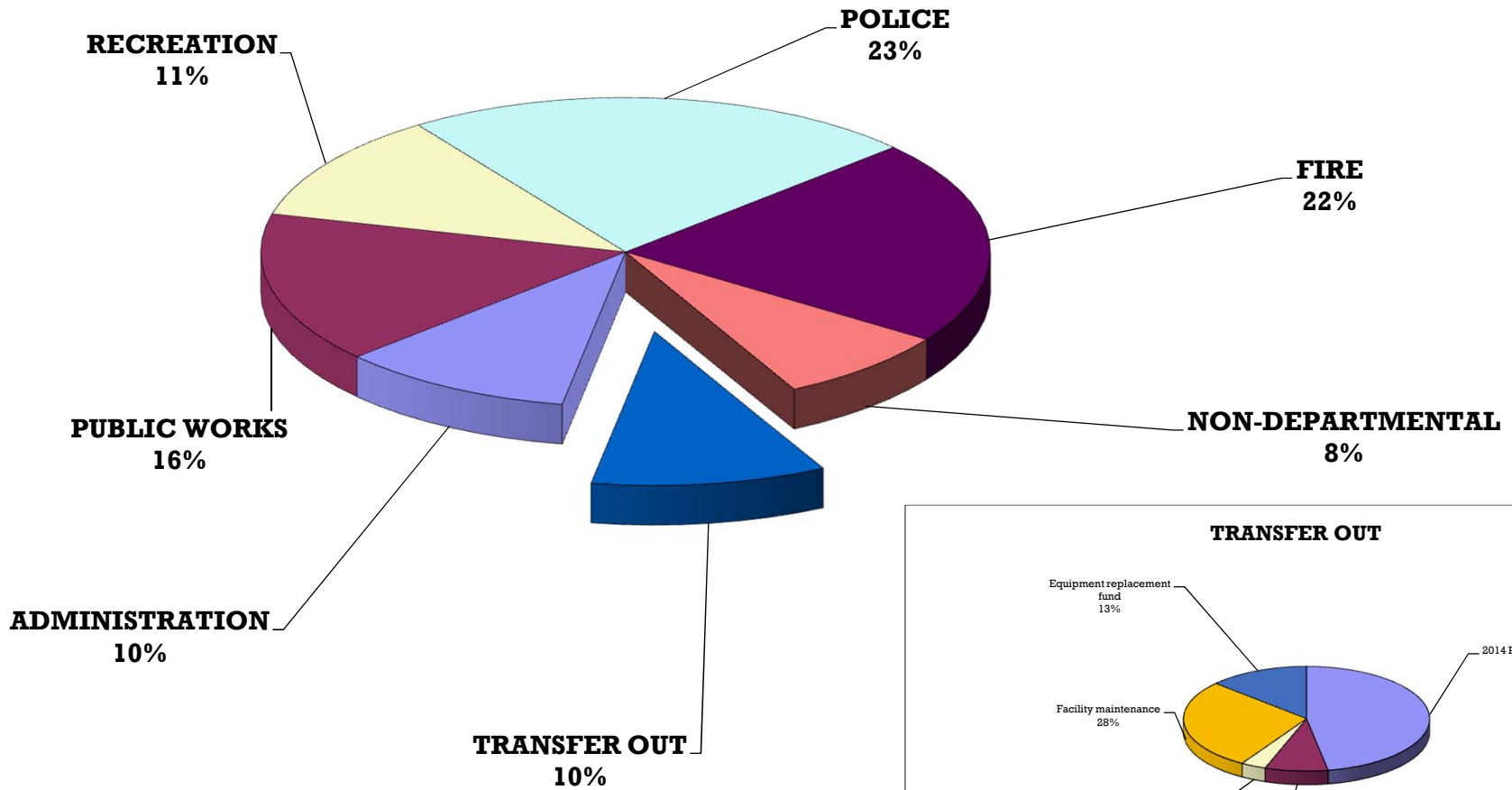
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**GENERAL FUND SUMMARY**

	Proposed Budget 2018-19	% of Budget
<u>Administration (Total)</u>	<u>\$ 3,018,060</u>	<u>10.4%</u>
Personal Services	1,524,400	5.2%
Maintenance & Operations	1,488,660	5.1%
Capital Outlay	5,000	0.0%
<u>Public Works (Total)</u>	<u>4,602,973</u>	<u>15.8%</u>
Personal Services	2,897,700	10.0%
Maintenance & Operations	1,705,273	5.9%
Capital Outlay	-	0.0%
<u>Recreation (Total)</u>	<u>3,312,850</u>	<u>11.4%</u>
Personal Services	1,907,100	6.6%
Maintenance & Operations	1,388,750	4.8%
Capital Outlay	17,000	0.1%
<u>Police (Total)</u>	<u>6,629,725</u>	<u>22.8%</u>
Personal Services	5,799,800	19.9%
Maintenance & Operations	829,925	2.9%
Capital Outlay	-	0.0%
<u>Fire (Total)</u>	<u>6,232,850</u>	<u>21.4%</u>
Personal Services	5,806,100	20.0%
Maintenance & Operations	426,750	1.5%
Capital Outlay	-	0.0%
Non-Departmental (Total)	2,264,471	7.8%
Transfer Out (Total)	<u>3,030,050</u>	<u>10.4%</u>
<b>General Fund: Expenditures/Transfers Out</b>	<b><u><u>\$ 29,090,979</u></u></b>	<b><u><u>100.0%</u></u></b>

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**CITY OF PIEDMONT  
GENERAL FUND  
PROPOSED EXPENDITURES AND TRANSFERS 2018-19**



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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 2010-2019**

FUND	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 Estimated Fund Balance	2018-19 Proposed Fund Balance
<b>GENERAL FUND</b>	\$ 2,194,122	\$ 3,101,066	\$ 4,007,291	\$ 4,198,390	\$ 4,489,854	\$ 4,617,678	\$ 4,717,679	\$ 4,688,649	\$ 5,296,901	\$ 5,294,922
<b>SPECIAL REVENUE FUNDS</b>										
Abandoned Vehicle	47,210	51,645	55,948	35,278	39,843	41,911	45,472	52,739	22,239	26,739
Athletic Facility Preservation	-	-	-	32,166	28,570	129,574	25,016	85,136	108,136	131,136
COPS	-	-	234,333	152,504	213,466	297,881	283,216	406,933	246,933	6,333
EECBG	-	3,405	5,459	5,459	5,459	-	-	-	-	-
Gas Tax	137,396	207,622	370,419	441,668	489,279	495,332	498,212	152,283	103,433	13,433
Measure B Sales Tax	316,887	680,945	420,534	558,322	396,135	117,959	84,666	75,556	34,556	14,556
Measure BB Sales Tax	-	-	-	-	-	79,133	23,751	238,316	71,309	11,309
Measure D	107,329	136,385	150,099	148,491	142,723	86,781	48,227	68,033	67,033	47,033
Measure F	-	-	49,408	94,409	141,877	30,452	3,184	4,932	5,265	5,265
Private Contribution	56,961	100,098	219,555	241,567	129,396	141,151	46,548	872,072	1,257,072	1,277,072
Proposition 1B	-	-	-	-	-	-	-	-	-	-
Schoolmates Program	393,362	195,298	78,091	93,108	226,979	316,387	344,698	326,316	213,258	201,458
Sidewalk Repair	40,520	42,363	59,087	62,515	47,907	54,860	60,231	62,051	62,051	12,051
Traffic Congestion Relief	195,260	-	-	-	-	-	-	-	-	-
Traffic Safety	4,676	4,576	4,020	7,292	15	51,394	8,876	5,305	5,305	5,305
<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>1,299,601</b>	<b>1,422,337</b>	<b>1,646,953</b>	<b>1,902,902</b>	<b>1,865,193</b>	<b>1,844,606</b>	<b>1,473,888</b>	<b>2,349,673</b>	<b>2,196,591</b>	<b>1,751,691</b>
<b>CAPITAL PROJECT FUNDS</b>										
Capital Improvement	2,063,671	1,743,257	1,072,137	1,195,023	493,334	475,216	330,437	440,456	227,627	50,864
Urban County CDBG	-	-	-	30,123	3,543	1,791	1,791	(145)	215	215
Equipment Replacement	2,188,165	2,282,991	2,017,019	2,173,174	2,861,650	2,958,928	3,702,889	3,937,414	3,349,614	1,819,014
Signal @ Grand, Arroyo	24,692	24,692	-	-	-	-	-	-	-	-
Facilities Maintenance	286,760	282,516	139,907	918,655	2,114,247	2,123,889	4,375,941	3,782,199	3,415,945	1,931,945
<b>TOTAL CAPITAL PROJECT FUNDS</b>	<b>4,563,288</b>	<b>4,333,456</b>	<b>3,229,063</b>	<b>4,286,852</b>	<b>5,469,231</b>	<b>5,558,033</b>	<b>8,409,267</b>	<b>8,159,924</b>	<b>6,993,401</b>	<b>3,802,038</b>
<b>ENTERPRISE FUNDS</b>										
Aquatics	-	48,951	(124,650)	(72,477)	12,763	43,188	28,741	129,500	109,985	98,785
Sewer	1,185,722	1,174,710	1,203,721	1,153,481	680,087	1,296,051	801,035	1,303,950	1,177,050	2,625,846
<b>TOTAL ENTERPRISE FUNDS</b>	<b>1,185,722</b>	<b>1,223,661</b>	<b>1,079,071</b>	<b>1,081,004</b>	<b>692,850</b>	<b>1,339,240</b>	<b>829,777</b>	<b>1,433,450</b>	<b>1,287,035</b>	<b>2,724,631</b>
<b>INTERNAL SERVICE FUNDS</b>										
Employee Benefits	(1,152,107)	(2,328,650)	(3,212,055)	(3,852,737)	(3,874,525)	(4,135,522)	(4,135,522)	(5,218,206)	(5,906,206)	(6,594,206)
PERS Medical	16,866	16,866	-	-	-	-	-	-	-	-
Liability Insurance	214,573	214,573	214,573	265,151	282,171	292,863	287,106	287,106	287,106	287,106
Workers Compensation	335,829	335,829	328,829	257,623	328,447	586,435	745,568	745,568	745,568	745,568
<b>TOTAL INTERNAL SERVICE FUNDS</b>	<b>(584,839)</b>	<b>(1,761,382)</b>	<b>(2,668,653)</b>	<b>(3,329,963)</b>	<b>(3,263,907)</b>	<b>(3,256,223)</b>	<b>(3,102,848)</b>	<b>(4,185,533)</b>	<b>(4,873,533)</b>	<b>(5,561,533)</b>
<b>TOTAL FUNDS</b>	<b>\$ 8,657,894</b>	<b>\$ 8,319,138</b>	<b>\$ 7,293,725</b>	<b>\$ 8,139,185</b>	<b>\$ 9,253,221</b>	<b>\$ 10,103,334</b>	<b>\$ 12,327,762</b>	<b>\$ 12,446,164</b>	<b>\$ 10,900,395</b>	<b>\$ 8,011,750</b>
<b>TRUST FUNDS</b>										
Police & Fire Pension Fund	\$ 8,230,357	\$ 9,418,154	\$ 8,967,953	\$ 10,164,732	\$ 11,719,273	\$ 11,645,257	\$ 10,853,164	\$ 11,933,986	\$ 12,326,639	\$ 12,663,639
Pension Rate Stabilization	-	-	-	-	-	-	-	2,000,000	2,766,000	2,901,000
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	8,167,695	8,799,695
<b>TOTAL TRUST FUNDS</b>	<b>\$ 9,991,967</b>	<b>\$ 11,864,980</b>	<b>\$ 12,020,828</b>	<b>\$ 13,591,905</b>	<b>\$ 16,072,563</b>	<b>\$ 17,175,819</b>	<b>\$ 17,048,152</b>	<b>\$ 21,105,282</b>	<b>\$ 23,260,334</b>	<b>\$ 24,364,334</b>

**FUND BALANCE DETAIL**  
**2017 - 18**

Fund Type	Fund Name	7/1/2017	2017-18	2017-18	Transfer In	Transfer Out	6/30/2018
		Actual Fund Balance	Estimated Revenue	Estimated Expenditures			Estimated Fund Balance
<b>GENERAL FUND</b>	General Fund	\$ 4,688,649	\$ 27,878,600	\$ 25,606,674	\$ 1,087,000	\$ 2,750,674	\$ 5,296,901
<b>SPECIAL REVENUE FUNDS</b>	Abandoned Vehicle	52,739	4,500	-	-	35,000	22,239
	Athletic Facility Preservation	85,136	63,000	40,000	-	-	108,136
	COPS	406,933	140,000	300,000	-	-	246,933
	Gas Tax	152,283	311,150	60,000	-	300,000	103,433
	Measure B	75,556	449,000	490,000	-	-	34,556
	Measure BB	238,316	417,993	585,000	-	-	71,309
	Measure D	68,033	37,000	21,000	-	17,000	67,033
	Measure F	4,932	44,333	44,000	-	-	5,265
	Grant Fund	-	-	-	-	-	-
	Private Contribution	872,072	390,000	-	-	5,000	1,257,072
	Schoolmates Program	326,316	654,000	767,058	-	-	213,258
	Sidewalk Repair	62,051	3,000	3,000	-	-	62,051
Traffic Safety	5,305	20,000	-	-	20,000	5,305	
<b>CAPITAL PROJECT FUNDS</b>	Capital Improvement	440,456	-	295,219	82,390	-	227,627
	Urban County CDBG	(145)	81,000	-	-	80,640	215
	Equipment Replacement	3,937,414	54,000	1,076,800	435,000	-	3,349,614
	Facilities Maintenance	3,782,199	101,000	1,298,254	831,000	-	3,415,945
<b>DEBT SERVICE FUND</b>	2014 Taxable Pension Oblig.	-	-	1,387,924	1,387,924	-	-
<b>ENTERPRISE FUNDS</b>	Aquatics	129,500	540,000	689,515	130,000	-	109,985
	Sewer	1,303,950	5,385,516	4,767,416	-	745,000	1,177,050
<b>INTERNAL SERVICE FUNDS</b>	Employee Benefits	(5,218,206)	712,000	1,400,000	-	-	(5,906,206)
	Liability Insurance	287,106	540,000	540,000	-	-	287,106
	Workers Compensation	745,568	580,000	580,000	-	-	745,568
<b>TOTAL</b>		<b>\$ 12,446,164</b>	<b>\$ 38,406,092</b>	<b>\$ 39,951,861</b>	<b>\$ 3,953,314</b>	<b>\$ 3,953,314</b>	<b>\$ 10,900,395</b>
<b>TRUST FUNDS</b>	OPEB Fund	\$ 7,171,296	\$ 996,399	\$ -	\$ -	\$ -	\$ 8,167,695
	Pension Rate Stabilization	2,000,000	18,000	2,000	750,000	-	2,766,000
	Police & Fire Pension Fund	11,933,986	712,000	319,347	-	-	12,326,639
<b>TOTAL TRUST FUNDS</b>		<b>\$ 21,105,282</b>	<b>\$ 1,726,399</b>	<b>\$ 321,347</b>	<b>\$ 750,000</b>	<b>\$ -</b>	<b>\$ 23,260,334</b>

**ESTIMATED FUND BALANCE DETAIL  
2018 - 19**

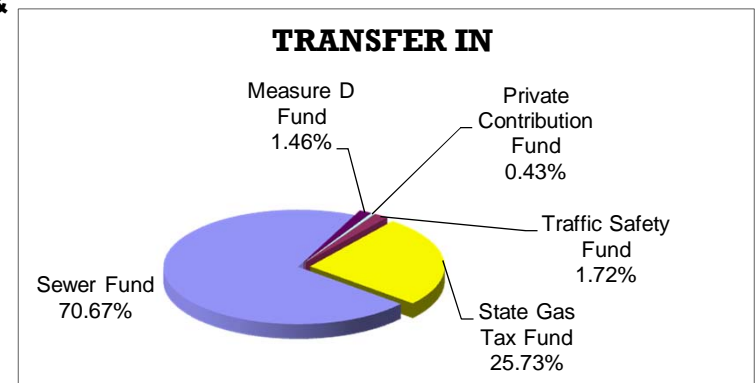
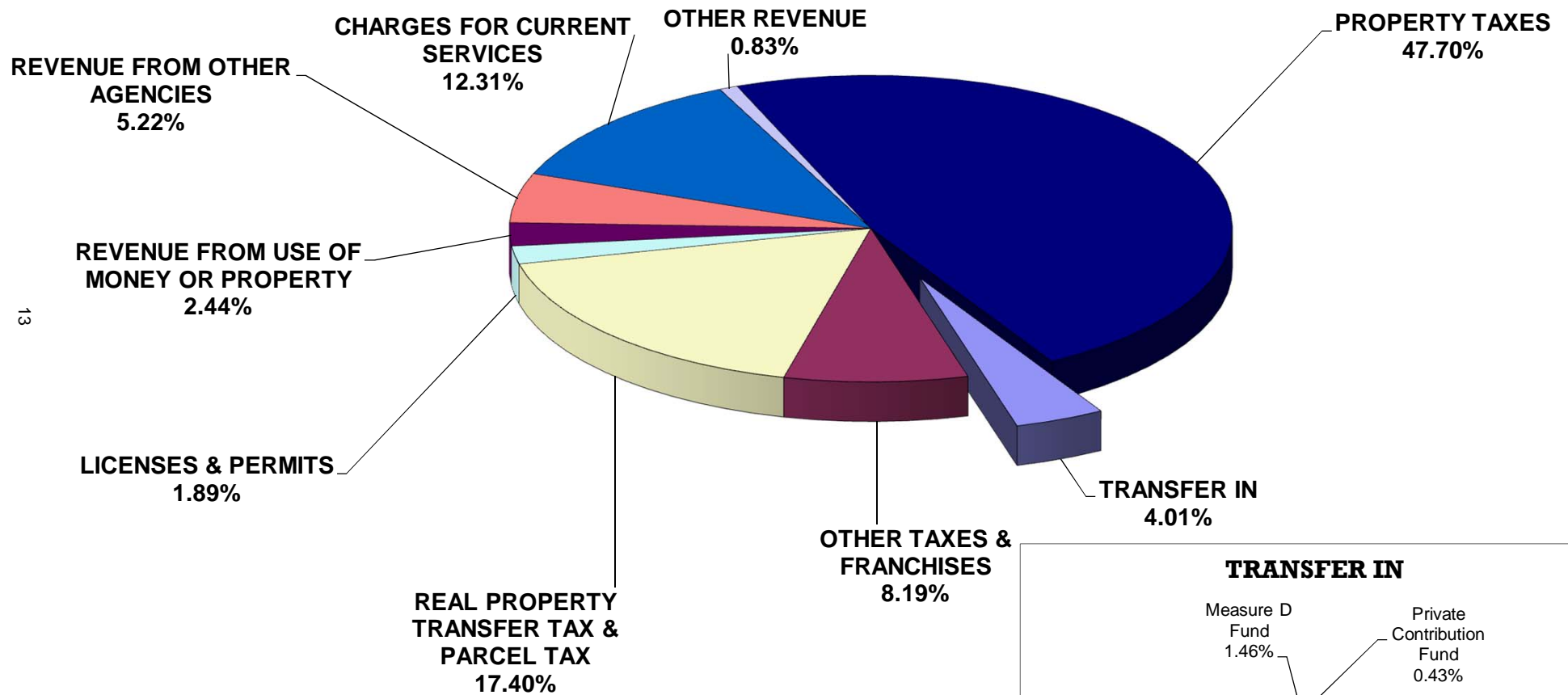
	Fund	6/30/2018 Estimated Fund Balance	2018 - 19 Proposed Revenue	2018 - 19 Proposed Expenditures	Transfer In	Transfer Out	6/30/2019 Estimated Fund Balance
<b>GENERAL FUND</b>	General Fund	\$ 5,296,901	\$ 27,923,000	\$ 26,060,929	\$ 1,166,000	\$ 3,030,050	\$ 5,294,922
<b>SPECIAL REVENUE FUNDS</b>	Abandoned Vehicle	22,239	4,500	-	-	-	26,739
	Athletic Facility Preservation	108,136	63,000	40,000	-	-	131,136
	COPS	246,933	140,000	380,600	-	-	6,333
	Gas Tax	103,433	475,000	215,000	-	350,000	13,433
	Measure B	34,556	450,000	470,000	-	-	14,556
	Measure BB	71,309	415,000	475,000	-	-	11,309
	Measure D	67,033	37,000	40,000	-	17,000	47,033
	Measure F	5,265	47,500	47,500	-	-	5,265
	Grant Fund	-	-	-	-	-	-
	Private Contribution	1,257,072	25,000	-	-	5,000	1,277,072
	Schoolmates Program	213,258	690,000	701,800	-	-	201,458
Sidewalk Repair	62,051	3,000	203,000	150,000	-	12,051	
Traffic Safety	5,305	20,000	-	-	20,000	5,305	
<b>CAPITAL PROJECT FUNDS</b>	Capital Improvement	227,627	-	176,763	-	-	50,864
	Urban County CDBG	215	34,000	34,000	-	-	215
	Equipment Replacement	3,349,614	54,000	1,984,600	400,000	-	1,819,014
	Facilities Maintenance	3,415,945	15,000	2,349,000	850,000	-	1,931,945
<b>DEBT SERVICE FUND</b>	2014 Taxable Pension Oblig.	-	-	1,430,050	1,430,050	-	-
<b>ENTERPRISE FUNDS</b>	Aquatics	109,985	540,000	801,200	250,000	-	98,785
	Sewer	1,177,050	3,991,514	1,718,717	-	824,000	2,625,846
<b>INTERNAL SERVICE FUNDS</b>	Employee Benefits Fund	(5,906,206)	712,000	1,400,000	-	-	(6,594,206)
	Liability Insurance	287,106	640,000	640,000	-	-	287,106
	Workers Compensation	745,568	590,000	590,000	-	-	745,568
<b>TOTAL</b>		<b>\$ 10,900,395</b>	<b>\$ 36,869,514</b>	<b>\$ 39,758,159</b>	<b>\$ 4,246,050</b>	<b>\$ 4,246,050</b>	<b>\$ 8,011,750</b>
<b>TRUST FUNDS</b>	OPEB Fund	\$ 8,167,695	\$ 632,000	\$ -	\$ -	\$ -	\$ 8,799,695
	Pension Rate Stabilization	2,766,000	152,000	17,000	-	-	2,901,000
	Police & Fire Pension Fund	12,326,639	737,000	400,000	-	-	12,663,639
<b>TOTAL TRUST FUNDS</b>		<b>\$ 23,260,334</b>	<b>\$ 1,521,000</b>	<b>\$ 417,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 24,364,334</b>

**GENERAL FUND REVENUE ANALYSIS  
2018 - 19**

	Actual Revenue 2015-16	Actual Revenue 2016-17	Estimated Revenue 2017-18	Proposed Revenue 2018-19
<b>REVENUE FROM USE OF MONEY OR PROPERTY</b>				
Interest Earnings	\$ 27,164	\$ 43,865	\$ 91,000	\$ 100,000
Community Hall Rental	334,419	410,767	415,000	416,000
Veterans' Building	91,817	81,654	110,000	110,000
Piedmont Post	678	1,950	-	-
City Hall Rental (Telecommunications)	74,735	77,374	84,000	84,000
TOTAL Revenue from Use of Money or Property	528,814	615,611	700,000	710,000
<b>REVENUE FROM OTHER AGENCIES</b>				
State of California				
Forestry & Fire Protection	72,161	193,932	475,000	-
Homeowner's Property Tax Relief	86,183	85,451	84,000	84,000
POST Fund	15,812	3,945	3,000	3,000
Mandated Costs/ State & County Grants/ Misc.	30,456	15,807	-	-
Motor Vehicle License Fees	1,101,511	1,164,584	1,222,000	1,271,000
1/2 Cent Sales Tax (Public Safety)	87,844	116,810	80,000	90,000
TOTAL State of California	1,393,966	1,580,529	1,864,000	1,448,000
County of Alameda				
County of Alameda-FRALS	64,521	49,251	70,000	-
County Paramedic Tax	66,865	69,411	70,000	70,000
TOTAL County of Alameda	131,387	118,662	140,000	70,000
TOTAL Revenue from Other Agencies	1,525,353	1,699,190	2,004,000	1,518,000
<b>CHARGES FOR CURRENT SERVICES</b>				
Planning Fees	315,477	317,935	260,000	260,000
Plan Check Fees	288,194	267,499	265,000	265,000
Emeryville Animal Control	93,421	93,421	82,000	93,000
Ambulance Service Charges	372,301	391,115	300,000	300,000
Recreation	2,040,542	2,225,454	2,523,000	2,623,000
Police Services	43,547	46,363	39,000	40,000
Variance Appeal	1,890	630	600	1,000
TOTAL Charges for Current Services	3,155,372	3,342,416	3,469,600	3,582,000
<b>OTHER REVENUE</b>				
Sale of Property	40,229	8,598	1,000	1,000
Other Revenue	1,161,115	160,849	240,000	244,000
TOTAL Other Revenue	1,201,344	169,447	241,000	245,000
<b>TOTAL GENERAL FUND REVENUE</b>	<b>\$ 26,049,829</b>	<b>\$ 26,657,232</b>	<b>\$ 27,878,600</b>	<b>\$ 27,923,000</b>

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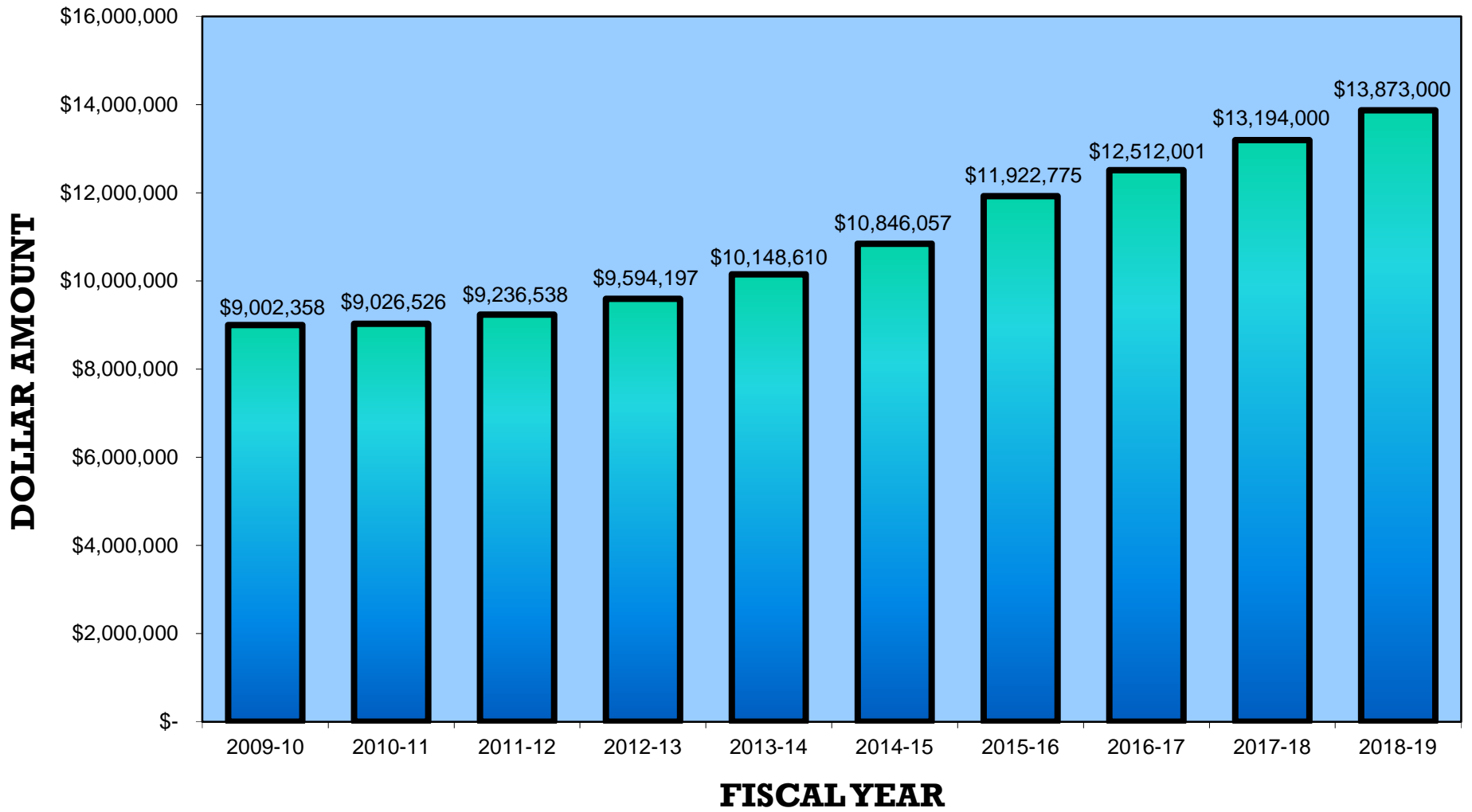
**CITY OF PIEDMONT  
GENERAL FUND  
PROPOSED REVENUES AND TRANSFERS 2018-19**





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# CITY OF PIEDMONT PROPERTY TAXES



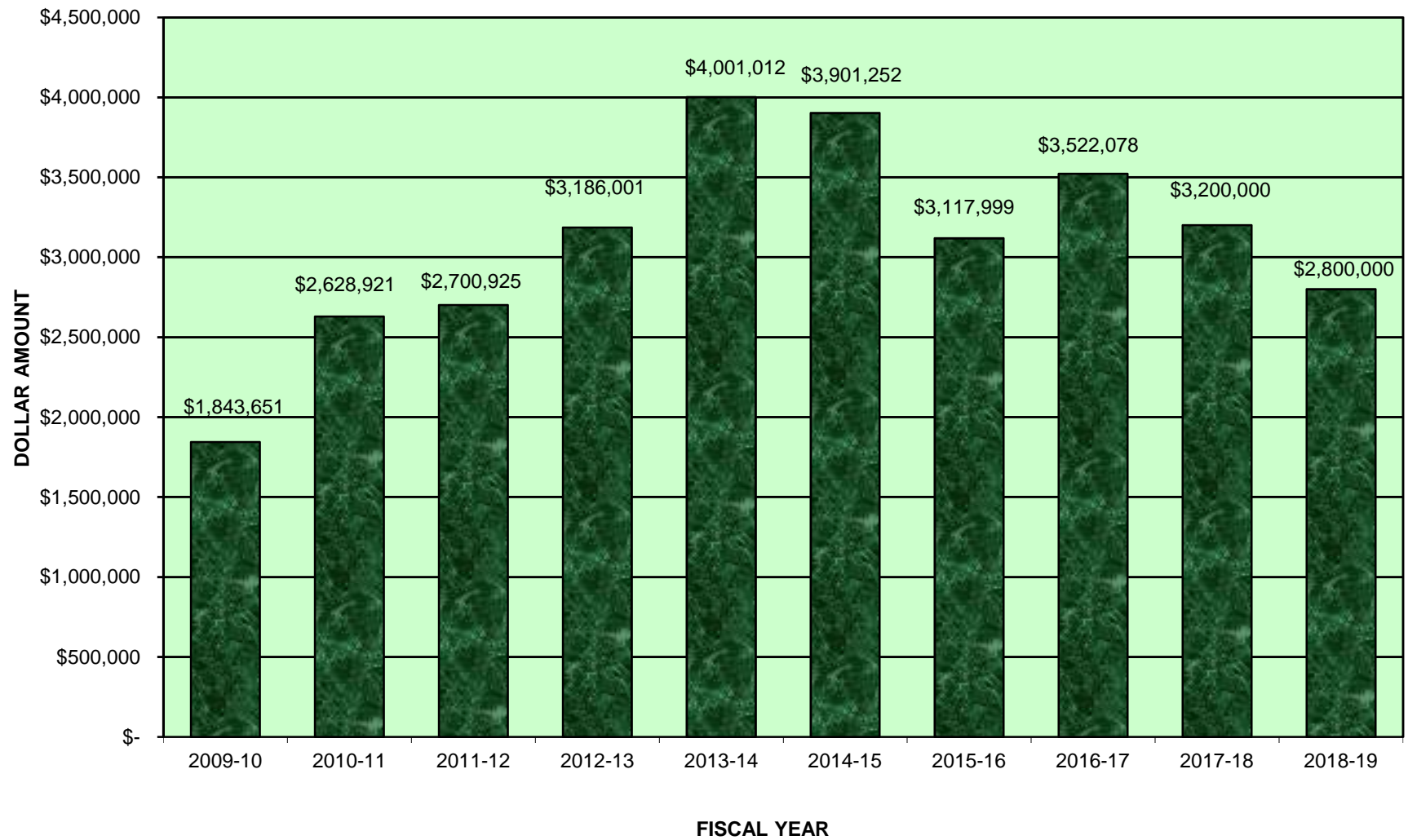
**City of Piedmont  
Real Property Transfer Tax  
Ten Fiscal Years**

	<b>2008-09</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>
July	214,942	99,888	292,883	346,451	425,855
August	130,553	152,118	283,252	262,314	368,287
September	267,657	228,103	168,918	190,768	221,180
October	127,836	193,907	140,902	128,329	294,937
November	53,825	217,641	296,296	160,968	242,797
December	87,146	71,255	154,638	169,509	206,659
<b>Sub-total</b>	<b>881,958</b>	<b>962,911</b>	<b>1,336,889</b>	<b>1,258,338</b>	<b>1,759,714</b>
January	68,776	79,730	52,712	48,948	101,154
February	131,690	35,609	103,050	98,522	166,443
March	101,260	139,353	194,488	176,668	143,241
April	142,345	148,690	384,022	271,789	290,244
May	120,247	240,016	244,519	281,138	389,425
June	265,462	237,342	313,241	565,523	335,781
<b>Sub-total</b>	<b>829,780</b>	<b>880,740</b>	<b>1,292,032</b>	<b>1,442,587</b>	<b>1,426,287</b>
<b>Total</b>	<b>1,711,738</b>	<b>1,843,651</b>	<b>2,628,921</b>	<b>2,700,925</b>	<b>3,186,001</b>

	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
July	332,328	288,813	282,328	350,398	200,598
August	302,523	487,629	221,679	267,712	283,149
September	185,428	282,242	240,762	319,329	207,213
October	251,647	362,364	427,046	228,809	511,624
November	146,917	235,333	197,250	174,900	419,968
December	108,217	139,080	80,553	244,380	310,250
<b>Sub-total</b>	<b>1,327,059</b>	<b>1,795,460</b>	<b>1,449,618</b>	<b>1,585,528</b>	<b>1,932,802</b>
January	336,347	126,810	34,158	72,959	29,716
February	151,898	232,870	17,334	124,214	128,043
March	383,419	322,464	280,635	339,104	251,723
April	497,929	553,675	586,053	474,029	
May	972,438	429,821	410,247	384,509	
June	331,923	440,152	339,954	541,736	
<b>Sub-total</b>	<b>2,673,953</b>	<b>2,105,792</b>	<b>1,668,381</b>	<b>1,936,551</b>	<b>409,482</b>
<b>Total</b>	<b>4,001,012</b>	<b>3,901,252</b>	<b>3,117,999</b>	<b>3,522,078</b>	<b>2,342,284</b>

**CITY OF PIEDMONT  
REAL PROPERTY TRANSFER TAX**



**OTHER FUNDS REVENUE ANALYSIS**  
**2018 - 19**

	Actual Revenue 2015-16	Actual Revenue 2016-17	Estimated Revenue 2017-18	Proposed Revenue 2018-19
<b><u>CAPITAL PROJECT FUNDS</u></b>				
<b><u>URBAN COUNTY CDBG FUND</u></b>				
Alameda County	-	78,492	81,000	34,000
TOTAL	-	78,492	81,000	34,000
<b><u>EQUIPMENT REPLACEMENT FUND</u></b>				
Interest	17,440	39,994	54,000	54,000
TOTAL	17,440	39,994	54,000	54,000
<b><u>FACILITIES MAINTENANCE FUND</u></b>				
Contributions/Interest	3,733	407,360	101,000	15,000
TOTAL	3,733	407,360	101,000	15,000
<b><u>ENTERPRISE FUNDS</u></b>				
<b><u>AQUATICS</u></b>				
Charge for Service	584,488	544,321	540,000	540,000
TOTAL	584,488	544,321	540,000	540,000
<b><u>SEWER FUND</u></b>				
Sewer Service Charges	2,245,450	2,406,895	2,491,116	2,563,000
Sewer Loan Proceeds	-	-	2,883,000	1,417,000
Interest	6,358	11,031	11,400	11,514
TOTAL	2,251,809	2,417,926	5,385,516	3,991,514
<b><u>INTERNAL SERVICE FUNDS</u></b>				
<b><u>Employee Benefits Fund</u></b>				
Non Departmental Revenue	464,399	2,000,000	712,000	712,000
TOTAL	464,399	2,000,000	712,000	712,000
<b><u>LIABILITY INSURANCE</u></b>				
Non Departmental Revenue	444,000	434,911	540,000	640,000
TOTAL	444,000	434,911	540,000	640,000
<b><u>WORKERS COMPENSATION</u></b>				
Non Departmental Revenue	572,000	555,206	580,000	590,000
TOTAL	572,000	555,206	580,000	590,000
TOTAL REVENUE - OTHER FUNDS	7,235,049	9,825,597	10,527,492	8,946,514
<b>TOTAL REVENUE - ALL FUNDS</b>	<b>\$ 33,284,877</b>	<b>\$ 36,482,829</b>	<b>\$ 38,406,092</b>	<b>\$ 36,869,514</b>
<b><u>TRUST FUNDS</u></b>				
<b><u>150 - POLICE &amp; FIRE PENSION TRUST FUND</u></b>				
Investments	\$ (472,746)	\$ 1,382,065	\$ 712,000	\$ 737,000
TOTAL	(472,746)	1,382,065	712,000	737,000
<b><u>120 - PENSION RATE STABILIZATION FUND</u></b>				
Investments	\$ -	\$ -	\$ 18,000	152,000
TOTAL	-	-	18,000	152,000
<b><u>156 - OPEB TRUST FUND</u></b>				
Investments	664,427	664,308	532,000	522,000
Non Departmental Revenue		312,000	464,399	110,000
<b>TOTAL</b>	<b>\$ 664,427</b>	<b>976,308</b>	<b>996,399</b>	<b>632,000</b>

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

	<u>2017-18</u>	<u>2018-19</u>
<b><u>ADMINISTRATION</u></b>		
City Administrator	1	1
Assistant City Administrator/City Clerk	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>
<b><u>POLICE</u></b>		
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	1	1
Sergeant	4	4
	<u>29</u>	<u>29</u>
<b><u>FIRE</u></b>		
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>
<b><u>PUBLIC WORKS</u></b>		
Public Works Director	1	1
Planning Director	1	1
Administrative Assistant	2	3
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 Checker	1	1
Public Works Maintenance Supervisor	1	1
Senior Maintenance Worker	2	2
Senior Planner	1	1
	<u>19</u>	<u>20</u>

**RECREATION**

Recreation Director	1	1
Administrative Assistant	2	2
Assistant Childcare Site Coordinator	2	0
Childcare Site Coordinator	3	0
Facilities and Events Coordinator	1	1
Fiscal Services Technician (40% Fire - 60% Recreation)	0.6	0.6
Pool Manager	1	1
Recreation Supervisor	2	2
Schoolmates/Minimates Coordinator	0	1
Schoolmates/Minimates Asst.Coordinator	0	1
Sports Coordinator	1	1
	<u>13.6</u>	<u>10.6</u>
<b>TOTAL</b>	<b><u>95</u></b>	<b><u>93</u></b>

**Part-Time Positions with Benefits \***

Public Works: Administrative Assistant	1	0
Recreation:		
Assistant Pool Manager	1	1
Schoolmates/Minimates Assistants	0	2
*Employees who work over 1,000 hours, but aren't classified	<b><u>2</u></b>	<b><u>3</u></b>

**CITY OF PIEDMONT  
MONTHLY SALARIES  
as of July 1, 2018**

**PUBLIC WORKS - LOCAL 1021**

Contract expires 6/30/21 This salary effective as of: 7/1/18 - 6/30/19	# of EEs	First Step	Last Step	Top Step Annual Salary	Subject to O/T
Maintenance Worker I	1	4,462	5,423	65,076	•
Maintenance Worker II	1	0	5,694	68,328	•
Maintenance Worker II/ w/ CWEA, PACP & Class B License	3	0	6,401	76,812	•
Sr. Maintenance Worker w/CWEA & PACP	1	5,739	6,977	83,724	•
Sr. Maintenance Worker w/ CWEA, Arborist & Class B License	1	5,913	7,186	86,232	•
	<b>7</b>				

**GENERAL - LOCAL 1021**

Contract expires 6/30/21 This salary effective as of: 7/1/18 - 6/30/19	# of EE's	First Step	Last Step	Annual Salary	Subject to O/T
Animal Control Officer	0	4,447	5,403	64,836	•
Animal Control Officer w/ 1% EDU	1	4,492	5,457	65,484	•
Animal Control Officer w/ 2% EDU	1	4,536	5,511	66,132	•
Dispatcher	0	5,665	6,884	82,608	•
Dispatcher with 2% POST & Shift Diff.	2	6,010	7,303	87,636	•
Dispatcher with 2% POST Certificate	3	5,779	7,022	84,264	•
Police Records Specialist	1	5,151	6,257	75,084	•
	<b>8</b>				

**FIRE**

Contract expires 6/30/20 This salary effective as of: 7/1/18 - 6/30/19	# of EE's	First Step	Last Step	Annual Salary	Subject to O/T
Lieutenant	0		10,193	122,316	•
Lieutenant with 5% FOC	1		10,702	128,424	•
Lieutenant with 12% Paramedic	0		11,416	136,992	•
Lieutenant with FO & Paramedic	2		11,926	143,112	•
Firefighter	3	7,760	8,913	106,956	•
Firefighter with 5% FOC	1	8,148	9,359	112,308	•
Firefighter with 12% Paramedic	7	8,691	9,983	119,796	•
Firefighter with FO & Paramedic	4	9,079	10,428	125,136	•
Engineer	0	8,148	9,359	112,308	•
Engineer with 5% FOC	2	8,555	9,827	117,924	•
Engineer with 5% FOC & Paramedic	1	9,533	10,950	131,400	•
	<b>21</b>				



**POLICE**

Contract expires 6/30/20 This salary effective as of: 7/1/18 - 6/30/19	# of EE's	First Step	Last Step	Annual Salary	Subject to O/T
Sergeant	0		11,455	137,460	•
Sergeant with POST Advanced	1		12,257	147,084	•
Sergeant with POST Advanced + Supv Cert	1		12,486	149,832	•
Sergeant with POST Adv, Supv Cert + SD	2		12,986	155,832	•
Police Officer	0	7,772	9,379	112,548	•
Police Officer + Shift Differential	0	8,083	9,754	117,048	•
Police Officer with POST Intermediate	2	8,161	9,848	118,176	•
Police Officer with POST Int + SD	2	8,488	10,242	122,904	•
Police Officer with POST Advanced	3	8,317	10,036	120,432	•
Police Officer with POST Advanced + SD	3	8,649	10,437	125,244	•
Detective with POST Advanced	1	8,705	10,505	126,060	•
Traffic Officer with POST Advanced	1	8,705	10,505	126,060	•
Traffic Officer with POST Intermediate	1	8,550	10,317	123,804	•
	<u>17</u>				

**CONFIDENTIAL**

Contract expires 6/30/21 This salary effective as of: 7/1/18 - 6/30/19	# of EE's	First Step	Last Step	Annual Salary	Subject to O/T
Accountant w/ 2% EDU	1	6,922	8,417	101,004	•
Administrative Assistant	5	5,219	6,345	76,140	•
Administrative Assistant w/ 1% EDU	1	5,271	6,408	76,896	•
Administrative Assistant w/ 2% EDU	1	5,323	6,472	77,664	•
Administrative Services Technician II	1	6,786	8,252	99,024	•
Fiscal Services Technician w/ 2% EDU	1	5,810	7,058	84,696	•
Television Station Mgr. w/ 2% EDU	1	6,922	8,417	101,004	•
	<u>11</u>				

**CHILDCARE**

Contract expires 6/30/21 This salary effective as of: 7/1/18 - 6/30/19	# of EE's	First Step	Last Step	Annual Salary	Subject to O/T
Aquatics Coordinator	1	4,222	5,659	67,908	•
Facilities and Events Coordinator	1	3,648	4,884	58,608	•
Schoolmates/Minimates Coordinator	1		to be determined		•
Schoolmates/Minimates Asst. Coordinator	1		to be determined		•
Sports Coordinator	1	3,648	4,884	58,608	•
	<u>5</u>				

**PROFESSIONAL/TECHNICAL/ SUP.**

Contract expires 6/30/21 This salary effective as of: 7/1/18 - 6/30/19	# of EE's	First Step	Last Step	Annual Salary	Subject to O/T
Assistant Planner	2	6,008	7,302	87,624	
Human Resources Administrator	1	7,265	8,833	105,996	
Planning Technician I	1	4,426	5,379	64,548	•
Planning Technician II	0	4,868	5,917	71,004	•
Plans Examiner	1		9,702	116,424	•
Public Works Maint. Supv + Certificate Pay	1	8,355	10,157	121,884	
Recreation Supervisor	2	5,878	7,148	85,776	
Senior Planner	1	7,128	8,664	103,968	

**9**

**MID-MANAGEMENT**

Contract expires 6/30/20  
 This salary effective as of: 7/1/18 - 6/30/19

	# of EE's	First Step	Last Step	Annual Salary	Subject to O/T
Fire Captain w/5% Fire Officer	1	10,327	12,548	150,576	•
Fire Captain w/ 10% Chief Officer	1	10,819	13,145	157,740	•
Fire Captain w/Chief Officer & Paramedic	1	11,999	14,579	174,948	•

Contract expires 6/30/21  
 This salary effective as of: 7/1/18 - 6/30/19

Police Captain with 6% POST	1	12,468	15,152	181,824	
Support Services Commander	1	-	11,759	141,108	

Contract expires 6/30/21  
 This salary effective as of: 7/1/18 - 6/30/19

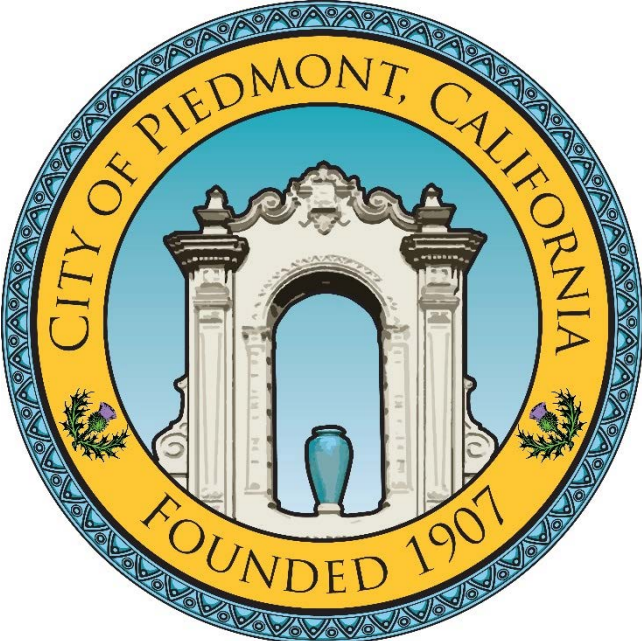
Building Official	1		10,419	125,028	
Parks & Projects Manager	1	9,644	11,716	140,592	
	<u>7</u>				

**MANAGEMENT**

			Last Step	Top Step Annual Salary
City Administrator	Effective 7/1/2017	1	17,682	212,180
Asst City Admin/City Clerk	Effective 7/1/2018	1	11,775	141,300
Finance Director	Effective 7/1/2018	1	14,853	178,236
Fire Chief	Effective 7/1/2018	1	16,097	193,164
Planning Director	Effective 7/1/2018	1	12,820	153,840
Police Chief	Effective 7/1/2018	1	17,361	208,332
Public Works Director	Effective 7/1/2018	1	14,552	174,624
Recreation Director	Effective 7/1/2018	1	14,069	168,828
		<u>8</u>		

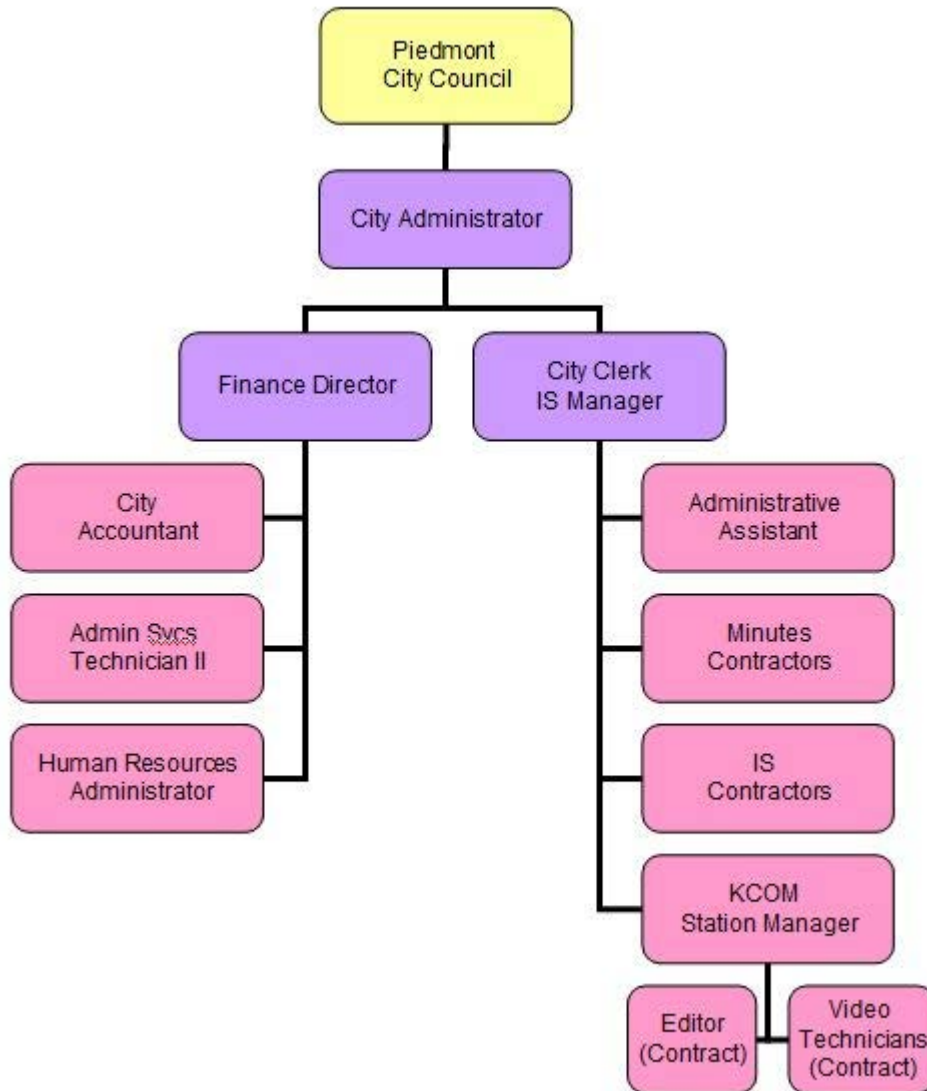
**Number of Employees & Open Positions      93**

# 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
- Serves as a member of the Board of the Bay Cities' Joint Powers Insurance Authority

The City 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

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 to City Attorney.



<h2 style="margin: 0;">ADMINISTRATION &amp; KCOM</h2> <p style="margin: 0;">2018-19</p>
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**BUDGET SUMMARY FOR ADMINISTRATION (INCLUDING KCOM)**

	Approved Budget 17-18	Estimated Expenditures 17-18	Approved Budget 18-19	Budget % Change
SALARIES	\$ 1,015,200	\$ 1,026,000	\$ 1,087,000	7.1%
FRINGE BENEFITS	393,175	393,933	437,400	11.2%
PERSONNEL EXPENSES	87,310	86,045	100,360	14.9%
SUPPLIES & SERVICES	1,385,500	1,353,200	1,388,300	0.2%
<b>TOTAL</b>	<b>\$ 2,881,185</b>	<b>\$ 2,859,178</b>	<b>\$ 3,018,060</b>	<b>4.8%</b>

**STAFF**

	<u>Employees</u>	<u>First Step</u>	<u>Last Step</u>
<b>MANAGEMENT</b>			
City Administrator	1	-	17,682
Asst. City Administrator/City Clerk	1	-	11,775
Finance Director	1	-	14,853
	<u>3</u>		
<b>CONFIDENTIAL</b>			
Accountant w/ 2% EDU	1	6,922	8,417
Administrative Assistant w/ 2% EDU	1	5,323	6,472
Administrative Services Technician II	1	6,786	8,252
Television Station Mgr. w/ 2% EDU	1	6,922	8,417
	<u>4</u>		
<b>PROFESSIONAL/TECHNICAL/ SUP.</b>			
Human Resources Administrator	1	7,265	8,833
<b>Total</b>	<u><u>8</u></u>		

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City of Piedmont  
Proposed 2018 - 19 Budget

<b>Administration</b>		<b>Budget</b>	<b>Estimated</b>	<b>Proposed</b>
<b>Description</b>	<b>Account #</b>	<b>17/18</b>	<b>17/18</b>	<b>18/19</b>
<b>Salaries</b>				
Regular Salaries	400-010-001	900,000	906,000	962,000
Part Time Salaries	400-010-002	15,000	16,000	16,000
Overtime Salaries	400-010-003	2,000	3,000	3,000
<b>Object Total</b>	<b>400-010</b>	<b>917,000</b>	<b>925,000</b>	<b>981,000</b>
<b>Health Insurance</b>				
Medical Insurance	400-011-001	140,100	139,100	156,000
Dental Insurance	400-011-002	15,900	15,200	15,100
Vision Plan	400-011-003	1,750	1,700	1,800
<b>Object Total</b>	<b>400-011</b>	<b>157,750</b>	<b>156,000</b>	<b>172,900</b>
<b>Retirement</b>				
PERS	400-012-001	121,000	121,800	139,200
FICA	400-012-002	58,000	58,400	61,900
<b>Object Total</b>	<b>400-012</b>	<b>179,000</b>	<b>180,200</b>	<b>201,100</b>
<b>Other Benefits</b>				
Life Insurance	400-013-001	3,500	3,500	3,800
Disability Insurance	400-013-002	2,700	2,700	2,900
Medicare Insurance	400-013-005	13,600	13,700	14,500
Concern EAP Program	400-013-006	0	733	900
<b>Object Total</b>	<b>400-013</b>	<b>19,800</b>	<b>20,633</b>	<b>22,100</b>
<b>Personnel Expenses</b>				
Memberships/conf/training	400-031-001	61,210	59,945	64,260
Auto Allowance	400-031-002	12,600	12,600	12,600
Reimbursements	400-031-003	10,000	10,000	10,000
Employee Development	400-031-006	0	0	10,000
<b>Object Total</b>	<b>400-031</b>	<b>83,810</b>	<b>82,545</b>	<b>96,860</b>
<b>Department Supplies</b>				
Office Supplies	400-051-001	30,000	30,000	30,000
Postage	400-051-002	20,000	20,000	20,000
<b>Object Total</b>	<b>400-051</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>
<b>Utilities</b>				
City Hall/Fire Utilities	400-052-002	40,000	44,000	44,000
Police Utilities	400-052-003	12,000	10,000	10,000
<b>Object Total</b>	<b>400-052</b>	<b>52,000</b>	<b>54,000</b>	<b>54,000</b>
<b>Equipment Maintenance</b>				
Hardware Maint. Contracts	400-053-001	9,000	9,000	9,000
<b>Object Total</b>	<b>400-053</b>	<b>9,000</b>	<b>9,000</b>	<b>9,000</b>

## City of Piedmont

## Proposed 2018 - 19 Budget

<b>Administration</b>		<b>Budget</b>	<b>Estimated</b>	<b>Proposed</b>
<b>Description</b>	<b>Account #</b>	<b>17/18</b>	<b>17/18</b>	<b>18/19</b>
<b>Contract Services</b>				
Legal Services	400-054-001	280,000	280,000	290,000
Audit Fees	400-054-002	50,000	50,000	50,000
Negotiator	400-054-004	70,000	95,000	-
Minute Clerk	400-054-007	27,500	27,000	27,500
Flex 125 Admin Fee	400-054-015	2,000	2,000	2,000
CALPERS Med Admin Fee	400-054-016	7,000	7,000	7,000
Interdistrict PUSD Expense	400-054-019	98,000	94,500	98,000
Records Storage	400-054-022	6,000	4,000	6,000
Data Processing of City Taxes	400-054-030	5,500	5,500	5,500
<b>Object Total</b>	<b>400-054</b>	<b>546,000</b>	<b>565,000</b>	<b>486,000</b>
<b>Other Expenses</b>				
Civil Service	400-056-001	100,000	141,000	100,000
Election Expense	400-056-003	2,000	2,000	50,000
Miscellaneous Expenses	400-056-006	6,000	6,000	6,000
Bank Charges	400-056-008	10,000	10,000	10,000
<b>Object Total</b>	<b>400-056</b>	<b>118,000</b>	<b>159,000</b>	<b>166,000</b>
<b>Information Services</b>				
Hardware	400-060-001	14,500	14,500	15,000
Software	400-060-002	54,450	52,150	66,300
Labor	400-060-003	298,550	293,550	300,000
IT Strategic Plan Operations	400-060-004	166,000	79,000	163,000
<b>Object Total</b>	<b>400-060</b>	<b>533,500</b>	<b>439,200</b>	<b>544,300</b>
<b>Total Administration</b>		<b>2,665,860</b>	<b>2,640,578</b>	<b>2,783,260</b>

## ADMINISTRATION

### PERSONNEL EXPENSES

#### Membership and Meetings

**101-400-031-001**

2017-18 Budgeted Amount	\$ 61,210
2017-18 12-Month Estimate	\$ 59,945
2018-19 Proposed	\$ 64,260

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.

	Budget FY 17-18	Estimated FY 17-18	Proposed FY 18-19
<b>Membership Costs</b>			
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 Comm	\$ 6,000	\$ 6,000	\$ 6,000
Economic Development Alliance	\$ 2,000	\$ 2,000	\$ 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	\$ 150	\$ 185	\$ 200
Municipal Information Systems Assoc.	\$ 160	\$ 160	\$ 160
Municipal Managers Assn. of Northern CA	\$ 100	\$ 100	\$ 100
<b>Ceremonial Events</b>			
Volunteer Reception	\$ 3,000	\$ 3,000	\$ 3,000
Employee Appreciation Day	\$ 3,000	\$ 3,000	\$ 3,000
Mayor's Conference Dinner	\$ 2,500	\$ 3,000	\$ 3,000
<b>Meetings &amp; Conferences</b>			
League of California Cities Annual	\$ 1,000	\$ 1,500	\$ 2,000
City Manager's Annual	\$ 2,500	\$ 2,500	\$ 2,500
City Clerk's Annual & Bi-monthly	\$ 1,500	\$ 1,000	\$ 1,500
Finance Director's Annual & Monthly	\$ 1,500	\$ 1,500	\$ 1,500
City Council Special Events	\$ 3,000	\$ 3,000	\$ 3,000
National Conference of Mayors	\$ 2,000	\$ -	\$ 2,000
City Council Conferences	\$ 5,000	\$ 5,000	\$ 5,000
<b>Miscellaneous</b>			
Alameda County Local Agency Formation Comm.	\$ 1,500	\$ 1,500	\$ 2,000
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	\$ 2,000	\$ 2,000
Miscellaneous Meeting Expenses	\$ 2,000	\$ 2,000	\$ 2,000
211 Referral Contribution	\$ 5,000	\$ 5,000	\$ 5,000
<b>TOTAL</b>	<b>\$61,210</b>	<b>\$ 59,945</b>	<b>\$ 64,260</b>

**Auto Expense**

**101-400-031-002**

2017-18 Budgeted Amount	\$ 12,600
2017-18 12-Month Estimate	\$ 12,600
2018-19 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 2018-19.

**Reimbursements**

**101-400-031-003**

2017-18 Budgeted Amount	\$ 10,000
2017-18 12-Month Estimate	\$ 10,000
2018-19 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.

**Employee Development**

**101-400-031-006**

2017-18 Budgeted Amount	\$ 0
2017-18 12-Month Estimate	\$ 0
2018-19 Proposed	\$ 10,000

The City established a program to reimburse employee's for fees paid to attend classes, programs or seminars that will aid in their professional development. This account covers all City employees. Expenditures must be approved in advance by the appropriate Department Head.

**DEPARTMENTAL SUPPLIES**

**Office Supplies**

**101-0400-051-001**

2017-18 Budgeted Amount	\$ 30,000
2017-18 12-Month Estimate	\$ 30,000
2018-19 Proposed	\$ 30,000

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

**Postage**

**101-400-051-002**

2017-18 Budgeted Amount	\$ 20,000
2017-18 12-Month Estimate	\$ 20,000
2018-19 Proposed	\$ 20,000

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

**UTILITIES**

**101-0400-052**

2017-18 Budgeted Amount	\$ 52,000
2017-18 12-Month Estimate	\$ 54,000
2018-19 Proposed	\$ 54,000

Utilities for City Hall, Fire Department and Police Department.

**EQUIPMENT MAINTENANCE**

**101-400-053-001**

2017-18 Budgeted Amount	\$ 9,000
2017-18 12-Month Estimate	\$ 9,000
2018-19 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**

2017-18 Budgeted Amount	\$280,000
2017-18 12-Month Estimate	\$280,000
2018-19 Proposed	\$290,000

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**

2017-18 Budgeted Amount	\$ 50,000
2017-18 12-Month Estimate	\$ 50,000
2018-19 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 2015-16 through 2017-18. The City has two additional one year options to continue services through 2019-20. This allocation will cover the cost of the annual audits.

**Labor Negotiator**

**101-400-054-004**

2017-18 Budgeted Amount	\$ 70,000
2017-18 12-Month Estimate	\$ 95,000
2018-19 Proposed	\$ 0

The City successfully completed labor negotiations with each of its labor units in 2017-18. The agreements reached with the labor units run through 2020 and 2021. No allocation is requested in 2018-2019.

**Minute Clerk**

**101-400-054-007**

2017-18 Budgeted Amount	\$ 27,500
2017-18 12-Month Estimate	\$ 27,000
2018-19 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**

2017-18 Budgeted Amount	\$ 2,000
2017-18 12-Month Estimate	\$ 2,000
2018-19 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**

2017-18 Budgeted Amount	\$ 7,000
2017-18 12-Month Estimate	\$ 7,000
2018-19 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**

2017-18 Budgeted Amount	\$ 98,000
2017-18 12-Month Estimate	\$ 94,500
2018-19 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**

2017-18 Budgeted Amount	\$ 6,000
2017-18 12-Month Estimate	\$ 4,000
2018-19 Proposed	\$ 6,000

Due to the lack of storage space at City Hall, Piedmont contracts for off-site records storage. In 2018-19, 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**

2017-18 Budgeted Amount	\$ 5,500
2017-18 12-Month Estimate	\$ 5,500
2018-19 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**

2017-18 Budgeted Amount	\$100,000
2017-18 12-Month Estimate	\$141,000
2018-19 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**

2017-18 Budgeted Amount	\$ 2,000
2017-18 12-Month Estimate	\$ 2,000
2018-19 Proposed	\$ 50,000

Election related expenses are paid from this account. The City's General Municipal Election scheduled for November 2018 will be funded out of this account. The proposed amount is based upon the Registrar of Voters estimated per voter cost for a countywide consolidated election.

**Miscellaneous Expenses**

**101-400-056-006**

2017-18 Budgeted Amount	\$ 6,000
2017-18 12-Month Estimate	\$ 6,000
2018-19 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**

2017-18 Budgeted Amount	\$ 10,000
2017-18 12-Month Estimate	\$ 10,000
2018-19 Proposed	\$ 10,000

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

**Information Services**

**101-0400-060**

2017-18 Budgeted Amount	\$533,500
2017-18 12-Month Estimate	\$439,200
2018-19 Proposed	\$544,300

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.

<b>Hardware</b>		<b>Budget</b>	<b>Estimated</b>	<b>Proposed</b>
<b>101-400-060-001</b>		<b>FY 17-18</b>	<b>FY 17-18</b>	<b>FY 18-19</b>
Hardware		\$ 14,500	\$ 14,500	\$ 15,000
	<b>Sub-Total</b>	<b>\$ 14,500</b>	<b>\$ 14,500</b>	<b>\$ 15,000</b>
<b>Software</b>				
<b>101-400-060-002</b>				
Government Financial System		\$ 4,000	\$ 3,700	\$ 5,000
HRIS (Human Resources)		\$ 2,000	\$ 2,000	\$ 2,500
Paymate		\$ 3,750	\$ 3,500	\$ 4,000
Fixed Assets		\$ 1,850	\$ 1,600	\$ 2,000
New Vision Software Support		\$ 1,600	\$ 1,600	\$ 1,800
TRIM (Records Management)		\$ 7,000	\$ 7,000	\$ 7,000
Alameda County APN Data		\$ 3,500	\$ 3,500	\$ 3,500
Backup Internet Access		\$ 750	\$ 550	\$ 5,000
Mail Server Software		\$ 5,000	\$ 5,700	\$ 7,000
CRW Software License Fees		\$ 16,000	\$ 14,000	\$ 16,000
Microsoft Licensing		\$ 5,000	\$ 5,000	\$ 5,000
OpenGov Integration		\$ -	\$ 4,000	\$ 4,000
Miscellaneous Software		\$ 4,000	\$ -	\$ 3,500
	<b>Sub-Total</b>	<b>\$ 54,450</b>	<b>\$ 52,150</b>	<b>\$ 66,300</b>
<b>Labor Costs</b>				
<b>101-400-060-003</b>				
Consultant Staffing		\$ 265,000	\$ 260,000	\$ 265,000
IT Management		\$ 25,000	\$ 25,000	\$ 25,000
Web Site & Hosting		\$ 4,550	\$ 4,550	\$ 6,000
ACS Software Training		\$ 4,000	\$ 4,000	\$ 4,000
	<b>Sub-Total</b>	<b>\$ 298,550</b>	<b>\$ 293,550</b>	<b>\$ 300,000</b>



<b>IT Strategic Plan Operations</b>	<b>Budget</b>	<b>Estimated</b>	<b>Proposed</b>
<b>101-400-060-004</b>	<b>FY 17-18</b>	<b>FY 17-18</b>	<b>FY 18-19</b>
Return on Investment (Initiative 1)	\$ 3,000	\$ 3,000	\$ -
IT Governance (Initiative 2)	\$ 5,000	\$ 5,000	\$ -
Applications Management (Initiative 3)	\$ 5,000	\$ 3,000	\$ 5,000
User Training & Support (Initiative 5)	\$ 20,000	\$ 20,000	\$ 20,000
GIS Improvements (Initiative 25)	\$ 25,000	\$ 15,000	\$ 50,000
Citizen Request Management (Initiative 35)	\$ 15,000	\$ -	\$ 15,000
Social Media Strategies & Policies (Initiative 38)	\$ -	\$ -	\$ 5,000
Web Site Update (Initiative 39)	\$ 60,000	\$ 20,000	\$ 40,000
Mass Outbound Communications (Initiative 40)	\$ -	\$ -	\$ 5,000
Internet Connectivity Backup (Initiatives 44 & 45)	\$ 8,000	\$ -	\$ 8,000
Fiber Planning Study (Initiative 54)	\$ 15,000	\$ -	\$ -
Network Management Tools (Initiative 60)	\$ 1,000	\$ 1,000	\$ -
Backups (Initiative 63)	\$ 12,000	\$ 15,000	\$ 15,000
<b>Sub-Total</b>	<b>\$166,000</b>	<b>\$ 79,000</b>	<b>\$163,000</b>
<b>Object Total</b>	<b>\$533,500</b>	<b>\$ 439,200</b>	<b>\$544,300</b>

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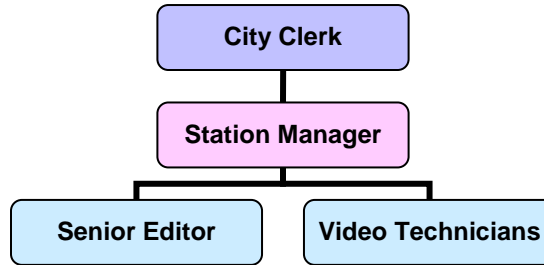
# KCOM



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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.

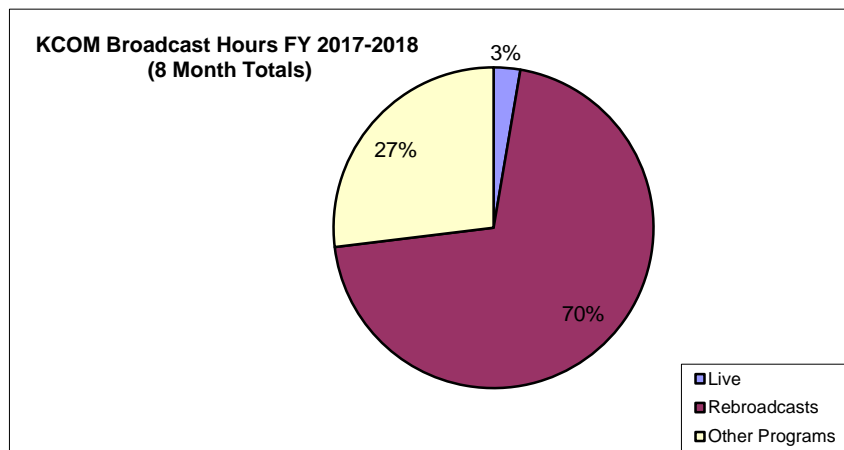
The station was created under a franchise agreement for cable TV in 1988. Piedmont receives approximately \$190,000 in franchise fee revenue per year. This is a General Fund contribution and does not directly offset KCOM operations. The rate increases proportionately to customer fee increases. Since 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	2016-2017	Estimated 2017-2018 (8 Month Totals)
Total Viewers	2197	3284	2712	2245	2020	2673	1953	3503	3483	3038

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 premiered 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 chapter series 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. KCOM will also debut a short 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 of 2016.

For the first 8 months in FY 17-18, 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: Leonard J. Waxdeck Bird Calling Contest; Community Information from the Police, Fire, Recreation, and Public Works Departments; Dr. Martin Luther King, Jr. Celebration; EBMUD Water Update 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 2018 - 19 Budget

<b>CATV (KCOM-TV)</b>		<b>Budget</b>	<b>Estimated</b>	<b>Proposed</b>
<b>Description</b>	<b>Account #</b>	<b>17/18</b>	<b>17/18</b>	<b>18/19</b>
<b>Salaries</b>				
Regular Salaries	401-010-001	97,200	99,000	104,000
Overtime	401-010-003	1,000	2,000	2,000
<b>Object Total</b>	<b>401-010</b>	<b>98,200</b>	<b>101,000</b>	<b>106,000</b>
<b>Health Insurance</b>				
Medical Insurance	401-011-001	8,650	9,000	10,000
Dental Insurance	401-011-002	850	800	800
Vision Plan	401-011-003	250	300	300
<b>Object Total</b>	<b>401-011</b>	<b>9,750</b>	<b>10,100</b>	<b>11,100</b>
<b>Retirement</b>				
PERS	401-012-001	18,500	18,500	21,000
FICA	401-012-002	6,200	6,300	6,600
<b>Object Total</b>	<b>401-012</b>	<b>24,700</b>	<b>24,800</b>	<b>27,600</b>
<b>Other Benefits</b>				
Life Insurance	401-013-001	400	400	500
Disability Insurance	401-013-002	300	300	400
Medicare Insurance	401-013-005	1,475	1,500	1,600
Concern EAP Program	401-013-006	0	0	100
<b>Object Total</b>	<b>401-013</b>	<b>2,175</b>	<b>2,200</b>	<b>2,600</b>
<b>Personnel Expenses</b>				
Memberships/conf/training	401-031-001	2,000	2,000	2,000
Training	401-031-002	1,500	1,500	1,500
<b>Object Total</b>	<b>401-031</b>	<b>3,500</b>	<b>3,500</b>	<b>3,500</b>
<b>Office Supplies</b>	<b>401-051-001</b>	<b>3,500</b>	<b>3,500</b>	<b>3,500</b>
<b>Equipment Maintenance</b>	<b>401-053-001</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
<b>Contract Services</b>	<b>401-054-001</b>	<b>45,500</b>	<b>45,500</b>	<b>45,500</b>
<b>Information Services</b>				
Software	401-060-002	23,000	23,000	25,000
<b>Object Total</b>	<b>401-060</b>	<b>23,000</b>	<b>23,000</b>	<b>25,000</b>
<b>Capital Outlay</b>				
AMAX Analog Encoder	401-081-001	-	-	5,000
<b>Object Total</b>	<b>401-081</b>	<b>-</b>	<b>-</b>	<b>5,000</b>
<b>Total KCOM</b>		<b>215,325</b>	<b>218,600</b>	<b>234,800</b>

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**MEMBERSHIPS/CONFERENCES/TRAINING**

**Memberships/Meetings**

**101-401-031-001**

2017-18 Budgeted Amount	\$ 2,000
2017-18 12-Month Estimate	\$ 2,000
2018-19 Proposed Amount	\$ 2,000

This account contains KCOM expenses for memberships and meetings with the States of California & Nevada Chapter (SCAN) of the National Association of Telecommunications Officers and Advisors (NATOA) and for attendance at conferences, such as the National Alliance for Broadcasters Spring Conference, Alliance for Community Media Conference and/or the SCAN/NATOA Conference in 2019. It also includes the cost of memberships in professional royalty free services including Graphicstock, Depositphotos Storyblocks, and Audioblocks.

**Training**

**101-401-031-002**

2017-18 Budgeted Amount	\$ 1,500
2017-18 12-Month Estimate	\$ 1,500
2018-19 Proposed Amount	\$ 1,500

In order to keep KCOM staff and contractors up to date with current training and trends, classes and courses from Lynda.com are utilized and funded from this account. Industry expert instruction is provided for video, digital media, editing, creative development, business, Apple equipment and Adobe software. In addition, annual training events from SCAN/NATOA or other Bay Area government/media outlets may be attended.

**Departmental Supplies**

**101-401-051-001**

2017-18 Budgeted Amount	\$ 3,500
2017-18 12-Month Estimate	\$ 3,500
2018-19 Proposed Amount	\$ 3,500

For 2018-19, there is no increased budget proposed. 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**

2017-18 Budgeted Amount	\$ 5,000
2017-18 12-Month Estimate	\$ 5,000
2018-19 Proposed Amount	\$ 5,000

For 2018-19, there is no increased budget proposed. This covers periodic maintenance and repair for KCOM's digital equipment, computers and specialized video equipment needs.

**Contract Services**

**101-401-054-001**

2017-18 Budgeted Amount	\$ 45,500
2017-18 12-Month Estimate	\$ 45,500
2018-19 Proposed Amount	\$ 45,500

For 2018-19, there is no increased budget proposed in the contract services budget. KCOM plans to utilize the contract staff to increase the amount of original programs we create. Additionally, we will 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**

2017-18 Budgeted Amount	\$ 23,000
2017-18 12-Month Estimate	\$ 23,000
2018-19 Proposed Amount	\$ 25,000

For 2018-19, \$21,500 is the estimated one-year maintenance fee for Granicus (streaming video equipment) and \$1,300 is the quoted one-year maintenance fee from Athensa/Playbox (broadcast servers and playback systems). \$600.00 is the estimated annual plan for the Adobe Creative Cloud which is a set of applications and services from Adobe Systems that gives access to a collection of software used for graphic design, video editing, photography and audio services.

In previous years, KCOM has budgeted for only Adobe Premiere Pro editing software and for FY 18-19 to have a bundled set (Adobe Creative Cloud) of media software is a more cost effective solution. A modest amount is included for additional software needs as they may arise during the year.

Capital expenses related to Information Services are included in the Capital Outlay budget.

**Capital Outlay**

**101-401-081-001**

2017-18 Budgeted Amount	\$ 0
2017-18 12-Month Estimate	\$ 0
2018-19 Proposed Amount	\$ 5,000

For 2018-19, the amount of \$5,000 has been proposed for purchase of a New AMAX Analog Encoder with a three-year manufacturer warranty from Granicus (streaming video equipment). The Granicus Encoding Appliance is designed and built to provide government organizations with a complete streaming solution. Our current encoder was purchased in early 2013, has begun to malfunction and is out of warranty. This price includes the new encoder, cabling, labor, freight and all necessary accessories.

These costs are detailed below.

Item	Cost
Hardware	\$ 3,500.00
Installation	\$ 500.00
Freight	\$ 150.00
Tax (9.5%)	\$ 395.00
Contingency (9.5%)	\$ 432.00
<b>Total</b>	<b>\$ 4,977.00</b>

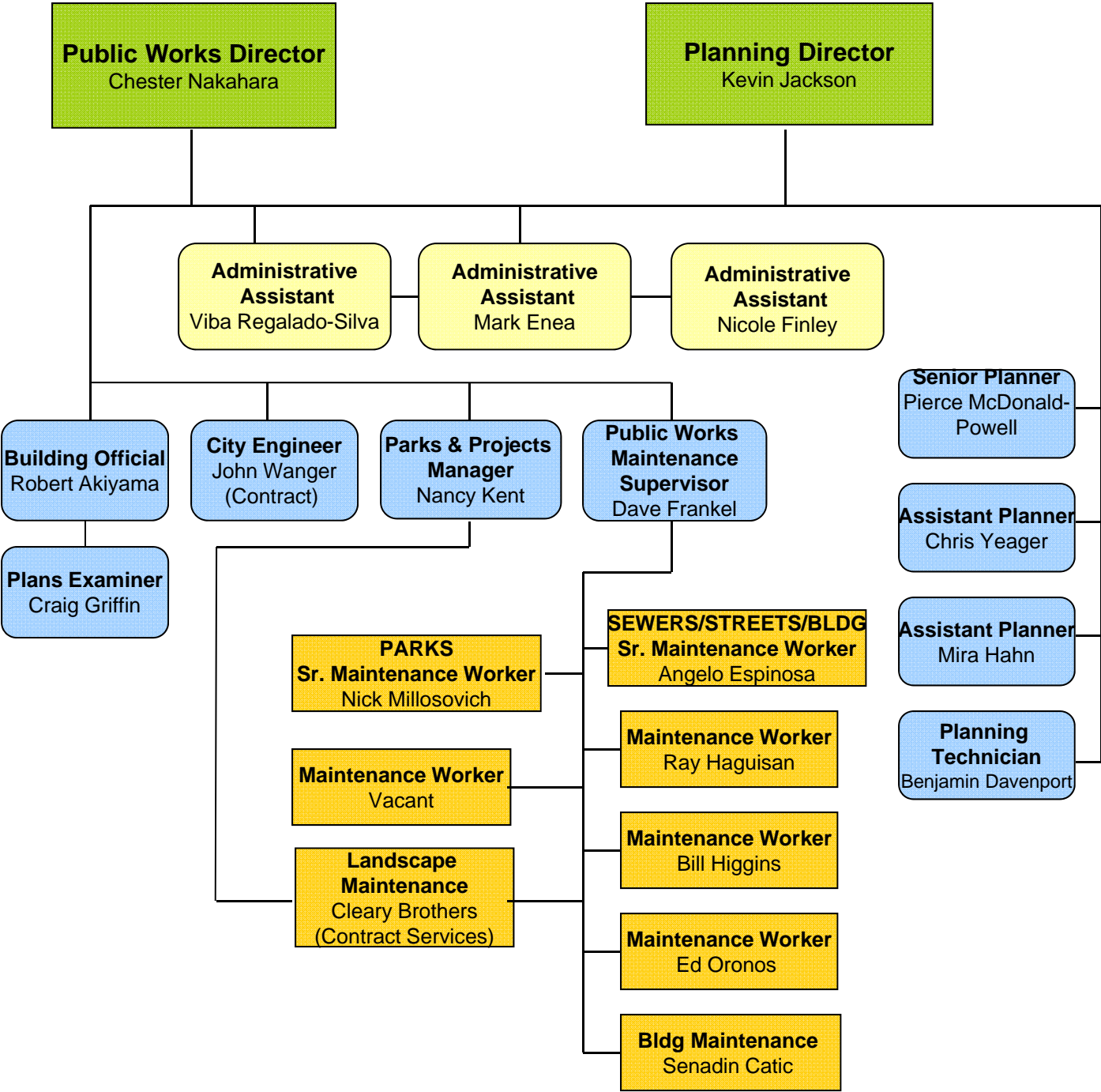
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# Public Works



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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, including the Plan's Housing Element.
- 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 and with the Metropolitan 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 managing 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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<h2 style="margin: 0;">PUBLIC WORKS</h2> <h3 style="margin: 0;">2018-19</h3>
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	Approved Budget 17-18	Estimated Expenditures 17-18	Approved Budget 18-19	Budget % Change
SALARIES	\$ 1,895,000	\$ 1,977,000	\$ 2,008,000	6.0%
FRINGE BENEFITS	767,750	767,542	889,700	15.9%
PERSONNEL EXPENSES	41,700	42,200	44,200	6.0%
SUPPLIES & SERVICES	1,552,313	1,547,313	1,661,073	7.0%
<b>TOTAL</b>	<b>\$ 4,256,763</b>	<b>\$ 4,334,055</b>	<b>\$ 4,602,973</b>	<b>8.1%</b>

<b>STAFF</b>			
	<u>Employees</u>	<u>First Step</u>	<u>Last Step</u>
<b>MANAGEMENT</b>			
Planning Director	1	-	12,820
Public Works Director	1	-	14,552
	<b>2</b>		
<b>MID-MANAGEMENT</b>			
Building Official	1	-	10,419
Parks & Projects Manager	1	9,644	11,716
Plans Examiner	1	-	9,702
	<b>3</b>		
<b>PROFESSIONAL/TECHNICAL/ SUP.</b>			
Assistant Planner	2	6,008	7,302
Planning Tech I	1	4,426	5,379
Public Works Maint. Supv + Certificate Pay	1	8,355	10,157
Senior Planner	1	7,128	8,664
	<b>5</b>		
<b>PUBLIC WORKS - LOCAL 1021</b>			
Maintenance Worker I	1	4,462	5,423
Maintenance Worker II	1	-	5,694
Maintenance Worker II (w/CWEA, PACP & CB)	3	-	6,401
Sr. Maintenance Worker (w/CWEA & PACP)	1	5,739	6,977
Sr. Maintenance Worker (w/ CWEA, Arborist & Class B License)	1	5,913	7,186
	<b>7</b>		
<b>CONFIDENTIAL</b>			
Administrative Assistant	3	5,219	6,345
	<b>3</b>		
<b>Total</b>	<b>20</b>		

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City of Piedmont  
Proposed 2018 - 19 Budget

<b>Public Works</b>		<b>Budget</b>	<b>Estimated</b>	<b>Proposed</b>
<b>Description</b>	<b>Account #</b>	<b>17/18</b>	<b>17/18</b>	<b>18/19</b>
<b>Salaries</b>				
Regular Salaries	402-010-001	1,780,000	1,846,000	1,889,000
Part Time Salaries	402-010-002	60,000	75,000	61,000
Overtime Salaries	402-010-003	55,000	56,000	58,000
<b>Object Total</b>	<b>402-010</b>	<b>1,895,000</b>	<b>1,977,000</b>	<b>2,008,000</b>
<b>Health Insurance</b>				
Medical Insurance	402-011-001	297,400	293,400	376,000
Dental Insurance	402-011-002	35,000	33,200	36,000
Vision Plan	402-011-003	4,850	4,800	5,100
<b>Object Total</b>	<b>402-011</b>	<b>337,250</b>	<b>331,400</b>	<b>417,100</b>
<b>Retirement</b>				
PERS	402-012-001	270,000	268,100	300,400
FICA	402-012-002	120,000	124,300	127,200
<b>Object Total</b>	<b>402-012</b>	<b>390,000</b>	<b>392,400</b>	<b>427,600</b>
<b>Other Benefits</b>				
Life Insurance	402-013-001	7,000	7,300	7,500
Disability Insurance	402-013-002	5,400	5,600	5,700
Medicare Insurance	402-013-005	28,100	29,100	29,800
Concern EAP Program	402-013-006		1,742	2,000
<b>Object Total</b>	<b>402-013</b>	<b>40,500</b>	<b>43,742</b>	<b>45,000</b>
<b>Personnel Expenses</b>				
Memberships/conf/training	402-031-001	10,000	10,000	12,000
Auto Allowance	402-031-002	31,200	31,200	31,200
Underground Service Alert	402-031-003	500	1,000	1,000
<b>Object Total</b>	<b>402-031</b>	<b>41,700</b>	<b>42,200</b>	<b>44,200</b>
<b>Department Supplies</b>				
Office Supplies	402-051-001	19,000	19,000	19,000
Street Paint / Signs	402-051-002	50,000	50,000	50,000
Miscellaneous PW Supplies	402-051-003	15,000	15,000	15,000
<b>Object Total</b>	<b>402-051</b>	<b>84,000</b>	<b>84,000</b>	<b>84,000</b>
<b>Utilities</b>				
Utilities	402-052-001	130,000	135,000	130,000
Street Lighting - (PG&E)	402-052-002	70,000	70,000	70,000
Traffic Lights	402-052-003	8,000	8,000	8,000
<b>Object Total</b>	<b>402-052</b>	<b>208,000</b>	<b>213,000</b>	<b>208,000</b>
<b>Equipment Main./Gas/Oil</b>				
Equipment Rental	402-053-001	6,000	6,500	7,000
Equipment Maintenance	402-053-002	108,000	108,000	108,000
<b>Object Total</b>	<b>402-053</b>	<b>114,000</b>	<b>114,500</b>	<b>115,000</b>
<b>Buildings/Ground Maint.</b>				
Yard Maintenance	402-055-001	36,000	36,000	36,000
Janitorial Supplies	402-055-002	24,000	24,000	24,000
<b>Object Total</b>	<b>402-055</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>

## City of Piedmont

## Proposed 2018 - 19 Budget

<b>Public Works</b>		<b>Budget</b>	<b>Estimated</b>	<b>Proposed</b>
<b>Description</b>	<b>Account #</b>	<b>17/18</b>	<b>17/18</b>	<b>18/19</b>
<b>Other Expenses</b>				
Street Patching	402-056-002	6,000	6,000	6,000
Miscellaneous Repairs	402-056-004	26,500	26,500	26,500
Planning&Park Comm., CIP Committee	402-056-008	5,500	5,500	6,000
<b>Object Total</b>	<b>402-056</b>	<b>38,000</b>	<b>38,000</b>	<b>38,500</b>
<b>Contract Services(Land)</b>				
Public Land Brush/Fire Clearance	402-057-001	35,000	35,000	35,000
Supplemental Park Maint.	402-057-002	95,000	95,000	95,000
Contract Landscape Maint.	402-057-004	329,573	329,573	329,573
Park Stabilization & Storm Related Damag	402-057-005	125,000	125,000	125,000
Weed & Pest Abatement	402-057-006	20,000	20,000	20,000
<b>Object Total</b>	<b>402-057</b>	<b>604,573</b>	<b>604,573</b>	<b>604,573</b>
<b>Contract Services (Tree Service)</b>				
Street Tree Pruning	402-058-001	160,000	167,500	160,000
Street Tree Planting	402-058-003	30,000	30,000	30,000
<b>Object Total</b>	<b>402-058</b>	<b>190,000</b>	<b>197,500</b>	<b>190,000</b>
<b>Contract Services (Administration)</b>				
City Engineer Service	402-059-002	80,000	85,000	80,000
Planning Department Services	402-059-003	40,000	10,000	95,000
Solid Waste Consultant Services	402-059-004	105,740	105,740	95,000
Fuel Tank Maintenance	402-059-005	15,000	22,000	15,000
Hazard Mitigation Plan	402-059-007	0	0	63,000
CAL/OSHA Compliance	402-059-010	13,000	13,000	13,000
<b>Object Total</b>	<b>402-059</b>	<b>253,740</b>	<b>235,740</b>	<b>361,000</b>
<b>Total Public Works</b>		<b>4,256,763</b>	<b>4,334,055</b>	<b>4,602,973</b>



## PUBLIC WORKS

### MEMBERSHIPS/CONFERENCES/TRAINING

#### Memberships/Meetings

**101-402-031-001**

2017-18 Budgeted Amount	\$ 10,000
2017-18 12-Month Estimate	\$ 10,000
2018-19 Proposed Amount	\$ 12,000

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**

2017-18 Budgeted Amount	\$ 31,200
2017-18 12-Month Estimate	\$ 31,200
2018-19 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**

2017-18 Budgeted Amount	\$ 500
2017-18 12-Month Estimate	\$ 1,000
2018-19 Proposed Amount	\$ 1,000

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**

2017-18 Budgeted Amount	\$ 19,000
2017-18 12-Month Estimate	\$ 19,000
2018-19 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**

2017-18 Budgeted Amount	\$ 50,000
2017-18 12-Month Estimate	\$ 50,000
2018-19 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**

2017-18 Budgeted Amount	\$ 15,000
2017-18 12-Month Estimate	\$ 15,000
2018-19 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**

2017-18 Budgeted Amount	\$130,000
2017-18 12-Month Estimate	\$135,000
2018-19 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**

2017-18 Budgeted Amount	\$ 70,000
2017-18 12-Month Estimate	\$ 70,000
2018-19 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**

2017-18 Budgeted Amount	\$ 8,000
2017-18 12-Month Estimate	\$ 8,000
2018-19 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.

**EQUIPMENT MAINTENANCE/FUEL/OIL**

**Equipment Rental**

**101-402-053-001**

2017-18 Budgeted Amount	\$ 6,000
2017-18 12-Month Estimate	\$ 6,500
2018-19 Proposed Amount	\$ 7,000

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**

2017-18 Budgeted Amount	\$108,000
2017-18 12-Month Estimate	\$108,000
2018-19 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**

2017-18 Budgeted Amount	\$ 36,000
2017-18 12-Month Estimate	\$ 36,000
2018-19 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**

2017-18 Budgeted Amount	\$ 24,000
2017-18 12-Month Estimate	\$ 24,000
2018-19 Proposed Amount	\$ 24,000

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

**OTHER EXPENSES**

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

2017-18 Budgeted Amount	\$ 6,000
2017-18 12-Month Estimate	\$ 6,000
2018-19 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**

2017-18 Budgeted Amount	\$ 26,500
2017-18 12-Month Estimate	\$ 26,500
2018-19 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**

2017-18 Budgeted Amount	\$ 5,500
2017-18 12-Month Estimate	\$ 5,500
2018-19 Proposed Amount	\$ 6,000

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**

2017-18 Budgeted Amount	\$ 35,000
2017-18 12-Month Estimate	\$ 35,000
2018-19 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**

2017-18 Budgeted Amount	\$ 95,000
2017-18 12-Month Estimate	\$ 95,000
2018-19 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**

2017-18 Budgeted Amount	\$ 329,573
2017-18 12-Month Estimate	\$ 329,573
2018-19 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.

**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**

2017-18 Budgeted Amount	\$ 125,000
2017-18 12-Month Estimate	\$ 125,000
2018-19 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**

2017-18 Budgeted Amount	\$ 20,000
2017-18 12-Month Estimate	\$ 20,000
2018-19 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**

2017-18 Budgeted Amount	\$160,000
2017-18 12-Month Estimate	\$167,500
2018-19 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**

2017-18 Budgeted Amount	\$ 30,000
2017-18 12-Month Estimate	\$ 30,000
2018-19 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**

2017-18 Budgeted Amount	\$ 80,000
2017-18 12-Month Estimate	\$ 85,000
2018-19 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**

2017-18 Budgeted Amount	\$ 40,000
2017-18 12-Month Estimate	\$ 10,000
2018-19 Proposed Amount	\$ 95,000

Each year, the Planning Department needs public engagement materials and consulting services for expertise and assistance with ongoing and special projects. Ongoing services include engineering consultation; short-term rental monitoring; technical advice and survey services; regional matters such as the annual housing allocation requirements of the Association of Bay Area Governments; implementation of the Pedestrian and Bicycle Master Plan; and implementation of the Climate Action Plan 2.0 (including the cost of the CivicSpark fellowship). Anticipated code updates include those related to: wireless communication facilities, revised Design Guidelines, and ongoing maintenance. This is the first year in which expenses toward climate action planning and implementation is integrated into the budget and this account.

The Residential Design Review Guidelines have not been updated since their adoption in 1988. Special projects for 2018-19 include a comprehensive update and expansion of the Interim Design Guidelines in conformance with the goals and policies of the 2009 General Plan. After an unanticipated 6-month delay, the Design Guidelines update project launched in the spring of 2018 with a scope and budget of \$60,000, approximately \$30,000 of which is carried over to FY 18/19 from FY 17/18.

Staff manages these ongoing and special projects, performing tasks for which the department has the time and expertise. However, professional services are needed for certain aspects of the projects, such as the preparation of special studies, the preparation of graphics and illustrations, printing costs, costs associated with public engagement and outreach, and legal services. The providers of consulting services include, but would not be limited to Coastland Engineering (engineering), Moran Engineering (land surveying), Eisen-Letunic (transportation), R3 Consulting Group (solid waste), Barry Miller FAICP (General Plan, Housing, Design Guidelines, other planning needs), Environmental Science Associates (historic preservation review), LSA Associates (environmental review), Judith Robbins Attorney at Law (Zoning Code legal services), and Optony (solar projects).



**Solid Waste Consultant Services**

**101-402-059-004**

2017-18 Budgeted Amount	\$ 105,740
2017-18 12-Month Estimate	\$ 105,740
2018-19 Proposed Amount	\$ 95,000

This account includes \$85,000 in funds that will be paid for/reimbursed by the City's franchised solid waste services provider, Republic Services. The previous year's allocation to this account included the cost of procuring solid waste collection and disposal services for the term July 1, 2018 through June 30, 2028, funds for which were also provided by Republic Services. As provided in the City's agreement with Republic for the new 10-year term, the company will contribute \$75,000 annually for education and outreach services, \$10,000 for biennial waste characterization audits of organic waste and recyclable materials, and funds to cover the cost of performance reviews (in FY 20/21 and FY 24/24, tentatively). Currently, R3 Consulting Group provides the City professional services related to the management of the City's Solid Waste Collection Service Agreement, including the waste characterization audits, review of the annual rate adjustment request, City Code revisions, and the review of annual reports. The allocation to this account will vary from year to year in relation to the scheduling of audits and reviews undertaken to monitor Republic's compliance with terms of the franchise agreement.

**Fuel Tank Maintenance**

**101-402-059-005**

2017-18 Budgeted Amount	\$ 15,000
2017-18 12-Month Estimate	\$ 22,500
2018-19 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.

**Hazard Mitigation Plan**

**101-402-059-007**

2017-18 Budgeted Amount	\$ 0
2017-18 12-Month Estimate	\$ 0
2018-19 Proposed Amount	\$ 63,000

The Federal Emergency Management Agency (FEMA) requires local governments to develop and adopt hazard mitigation plans as a condition for receiving certain types of non-emergency disaster assistance, including funding for mitigation projects. Jurisdictions must update their hazard mitigation plans and re-submit them for FEMA approval every five years to maintain eligibility. The City originally developed and implemented its local hazard mitigation plan in 2002

and updated it in 2007. In April 2017 the City Council appropriated \$25,000 to fund the development of an updated hazard mitigation plan in accordance with FEMA regulations, the scope of which have broadened since 2007. The project has been delayed and these funds, which have not been used, are included in this budget item. Staff has submitted an application to FEMA for a Local Hazard Mitigation Grant requesting \$63,000 to cover the cost of utilizing consultants with expertise in preparing hazard mitigation plans under the new requirements so that the project can be launched and completed in a timely manner. Grant awards are expected to be announced by September 2018.

**CAL/OSHA Compliance**

**101-402-059-010**

2017-18 Budgeted Amount	\$ 13,000
2017-18 12-Month Estimate	\$ 13,000
2018-19 Proposed Amount	\$ 13,000

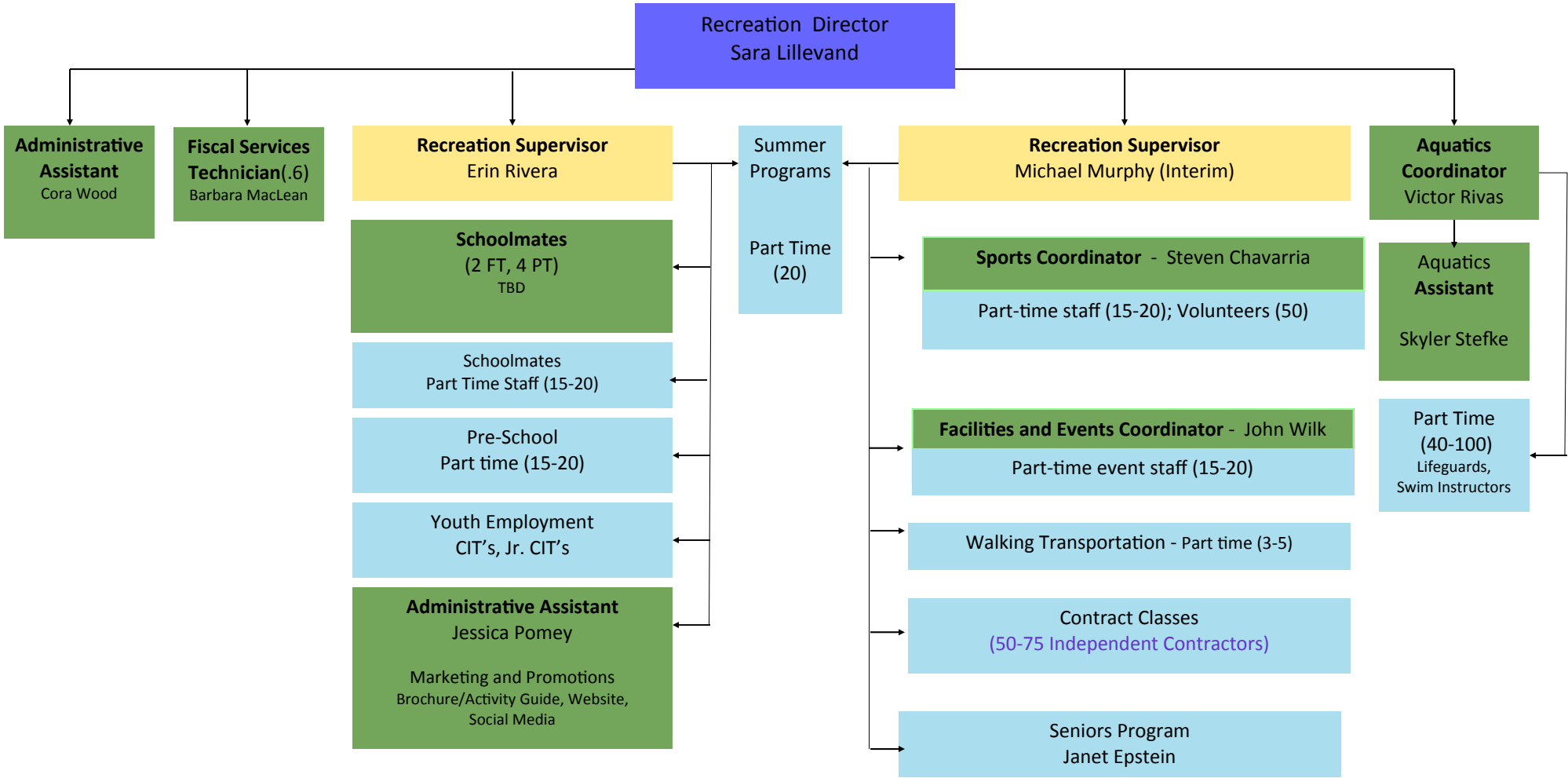
This represents the cost of specialized consultants to assist the Department with compliance to CAL/OSHA safety requirements. It includes review and revision of Standard Operating Procedures, training, and annual reviews and up-dates as required.

# Recreation



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**PIEDMONT RECREATION DEPARTMENT**  
**Organizational Chart**  
**2018**



Administration

Supervisory Staff

0.5-1.0 FTE Staff

< 0.5 FTE 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).
- 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
2018-19

**BUDGET SUMMARY FOR RECREATION**

	Approved Budget 17-18	Estimated Expenditures 17-18	Approved Budget 18-19	Budget % Change
SALARIES	\$ 2,371,600	\$ 2,367,000	\$ 2,400,000	1.2%
FRINGE BENEFITS	617,385	612,055	649,300	5.2%
PERSONNEL EXPENSES	27,200	22,700	26,200	-3.7%
SUPPLIES & SERVICES	1,326,059	1,578,647	1,706,350	28.7%
CAPITAL EXPENDITURES	49,500	41,815	34,000	-31.3%
<b>TOTAL</b>	<b>\$ 4,391,744</b>	<b>\$ 4,622,217</b>	<b>\$ 4,815,850</b>	<b>9.7%</b>

**STAFF**

	<u>Employees</u>	<u>First Step</u>	<u>Last Step</u>
<b>MANAGEMENT</b>			
Recreation Director	1	-	14,069
<b>PROFESSIONAL/TECHNICAL/ SUP.</b>			
Recreation Supervisor	2	5,878	7,148
<b>CHILDCARE</b>			
Aquatics Coordinator	1	4,222	5,659
Facilities and Events Coordinator	1	3,648	4,884
Schoolmates/Minimates Coordinator	1	to be determined	
Schoolmates/Minimates Asst. Coordinator	1	to be determined	
Sports Coordinator	1	3,648	4,884
	<u>5</u>		
<b>CONFIDENTIAL</b>			
Administrative Assistant	2	5,219	6,345
Fiscal Services Technician w/ 2% EDU	0.6	5,323	6,472
	<u>2.6</u>		
<b>Total</b>	<u><u>10.6</u></u>		

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## City of Piedmont

## Proposed 2018 - 19 Budget

<b>Recreation</b>		<b>Budget</b>	<b>Estimated</b>	<b>Proposed</b>
<b>Description</b>	<b>Account #</b>	<b>17/18</b>	<b>17/18</b>	<b>18/19</b>
<b>Salaries</b>				
Regular Salaries	404-010-001	600,000	602,000	523,000
Part Time Salaries	404-010-002	500,000	503,000	518,000
Overtime Salaries	404-010-003	2,000	5,000	3,000
<b>Object Total</b>	<b>404-010</b>	<b>1,102,000</b>	<b>1,110,000</b>	<b>1,044,000</b>
<b>Health Insurance</b>				
Medical Insurance	404-011-001	139,000	137,000	125,000
Dental Insurance	404-011-002	16,000	14,700	12,600
Vision Plan	404-011-003	1,800	1,700	1,500
<b>Object Total</b>	<b>404-011</b>	<b>156,800</b>	<b>153,400</b>	<b>139,100</b>
<b>Retirement</b>				
PERS	404-012-001	71,000	70,700	76,200
FICA	404-012-002	70,000	69,200	65,200
<b>Object Total</b>	<b>404-012</b>	<b>141,000</b>	<b>139,900</b>	<b>141,400</b>
<b>Other Benefits</b>				
Life Insurance	404-013-001	2,400	2,400	2,100
Disability Insurance	404-013-002	1,800	1,800	1,600
Medicare Insurance	404-013-005	16,600	16,200	15,300
Concern EAP Program	404-013-006	0	697	800
<b>Object Total</b>	<b>404-013</b>	<b>20,800</b>	<b>21,097</b>	<b>19,800</b>
<b>Personnel Expenses</b>				
Memberships/conf/training	404-031-001	7,000	4,000	7,000
Auto Allowance	404-031-002	5,000	5,000	5,000
Auto Expense	404-031-003	5,000	6,000	3,000
<b>Object Total</b>	<b>404-031</b>	<b>17,000</b>	<b>15,000</b>	<b>15,000</b>
<b>Department Supplies</b>				
Office Supplies	404-051-001	16,359	15,859	12,500
Commission	404-051-002	1,000	1,000	1,000
<b>Object Total</b>	<b>404-051</b>	<b>17,359</b>	<b>16,859</b>	<b>13,500</b>
<b>Utilities</b>				
Recreation Utilities	404-052-001	18,200	15,500	16,000
<b>Object Total</b>	<b>404-052</b>	<b>18,200</b>	<b>15,500</b>	<b>16,000</b>
<b>Contract Services</b>	<b>404-054-001</b>	10,000	12,000	14,000
<b>Other Expenses</b>				
Self-Support	404-056-001	860,000	1,137,000	1,238,000
Fourth of July	404-056-003	18,000	18,068	18,000
Harvest Festival	404-056-008	8,000	7,205	8,000
<b>Object Total</b>	<b>404-056</b>	<b>886,000</b>	<b>1,162,273</b>	<b>1,264,000</b>

City of Piedmont  
Proposed 2018 - 19 Budget

<b>Recreation</b>		<b>Budget</b>	<b>Estimated</b>	<b>Proposed</b>
<b>Description</b>	<b>Account #</b>	<b>17/18</b>	<b>17/18</b>	<b>18/19</b>
<b>Capital Outlay</b>				
Second Floor Furniture	404-081-009	6,000	6,000	1,000
Tables and Chairs	404-081-008	3,000	2,000	2,000
<b>Capital Outlay Object Total</b>	<b>404-081</b>	<b>9,000</b>	<b>8,000</b>	<b>3,000</b>
<b>Total Recreation</b>		<b>2,378,159</b>	<b>2,654,029</b>	<b>2,669,800</b>

## RECREATION

### PERSONNEL EXPENSES

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

2017-18 Budgeted Amount	\$ 7,000
2017-18 12-Month Estimate	\$ 4,000
2018-19 Proposed	\$ 7,000

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

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

2017-18 Budgeted Amount	\$ 5,000
2017-18 12-Month Estimate	\$ 5,000
2018-19 Proposed	\$ 5,000

This account funds the Recreation Director's Auto Allowance.

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

2017-18 Budgeted Amount	\$ 5,000
2017-18 12-Month Estimate	\$ 6,000
2018-19 Proposed	\$ 3,000

This account funds vehicle repair and maintenance for department vehicles (Sedan, 1 van).

### DEPARTMENT SUPPLIES

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

2017-18 Budgeted Amount	\$ 16,359
2017-18 12-Month Estimate	\$ 15,859
2018-19 Proposed	\$ 12,500

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. Also included here are supplies for 801 Magnolia East Wing.

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

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.

2017-18 Budgeted Amount	\$ 1,000
2017-18 12-Month Estimate	\$ 1,000
2018-19 Proposed	\$ 1,000

**UTILITIES**

**101-0404-052**

2017-18 Budgeted Amount	\$ 18,200
2017-18 12-Month Estimate	\$ 15,500
2018-19 Proposed	\$ 16,000

This account funds utilities for the Recreation Department, Tennis Courts at Vista and Bonita, Coaches Field and 801 Magnolia Avenue East Wing.

**CONTRACT SERVICES**

**101-0404-054-001**

2017-18 Budgeted Amount	\$ 10,000
2017-18 12-Month Estimate	\$ 12,000
2018-19 Proposed	\$ 14,000

Account covers contract services such as the copier contract, drinking water filtering service, laundry service for door mats, document shredding service as well as Janitorial services at 801 East Wing

**OTHER EXPENSES**

**101-0404-056**

2017-18 Budgeted Amount	\$ 886,000
2017-18 12-Month Estimate	\$ 1,162,273
2018-19 Proposed	\$ 1,264,000

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 which are offset by associated revenues.

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

	<u>2017-18 Budgeted</u>	<u>2017-18 Estimated</u>	<u>2018-19 Proposed</u>
Programs & Classes	\$ 860,000	\$ 1,137,000	\$ 1,238,000
July 4 <sup>th</sup>	\$ 18,000	\$ 18,068	\$ 18,000
Harvest Festival	<u>\$ 8,000</u>	<u>\$ 7,206</u>	<u>\$ 8,000</u>
Total	\$ 886,000	\$ 1,162,273	\$ 1,264,000

**CAPITAL OUTLAY**

**101-0404-081**

2017-18 Budgeted Amount	\$ 9,000
2017-18 12-Month Estimate	\$ 8,000
2018-19 Proposed	\$ 3,000

This will fund the purchase of Recreation Department office furniture, as well as, for tables and chairs in the East Wing of 801 Magnolia.

## City of Piedmont

## Proposed 2018 - 19 Budget

<b>Community Hall</b>		<b>Budget</b>	<b>Estimated</b>	<b>Proposed</b>
<b>Description</b>	<b>Account #</b>	<b>17/18</b>	<b>17/18</b>	<b>18/19</b>
<b>Salaries</b>				
Regular Salaries	405-010-001	12,450	13,000	48,000
Part Time Salaries	405-010-002	60,000	53,000	55,000
<b>Object Total</b>	<b>405-010</b>	<b>72,450</b>	<b>66,000</b>	<b>103,000</b>
<b>Health Insurance</b>				
Medical Insurance	405-011-001	3,400	4,000	18,000
Dental Insurance	405-011-002	400	400	1,900
Vision Plan	405-011-003	50	100	200
<b>Object Total</b>	<b>405-011</b>	<b>3,850</b>	<b>4,500</b>	<b>20,100</b>
<b>Retirement</b>				
PERS	405-012-001	900	1,000	5,000
FICA	405-012-002	4,100	4,100	6,400
<b>Object Total</b>	<b>405-012</b>	<b>5,000</b>	<b>5,100</b>	<b>11,400</b>
<b>Other Benefits</b>				
Life Insurance	405-013-001	75	100	200
Disability Insurance	405-013-002	50	100	200
Medicare Insurance	405-013-005	950	1,000	1,500
<b>Object Total</b>	<b>405-013</b>	<b>1,075</b>	<b>1,200</b>	<b>1,900</b>
<b>Supplies</b>	<b>405-051-001</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>
<b>Utilities</b>	<b>405-052-001</b>	<b>10,000</b>	<b>8,000</b>	<b>9,000</b>
<b>Contract Services</b>	<b>405-054</b>	<b>27,000</b>	<b>8,000</b>	<b>8,000</b>
<b>Capital Outlay</b>				
Tables and Chairs	405-081-054	6,000	6,815	5,000
<b>Capital Outlay Total</b>	<b>405-081</b>	<b>6,000</b>	<b>6,815</b>	<b>5,000</b>
<b>Total Community Hall</b>		<b>131,375</b>	<b>105,615</b>	<b>164,400</b>

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## RECREATION COMMUNITY HALL DIVISION

### DEPARTMENT SUPPLIES

**101-0405-051-001**

2017-18 Budgeted Amount	\$ 6,000
2017-18 12-Month Estimate	\$ 6,000
2018-19 Proposed	\$ 6,000

All cleaning and maintenance supplies for Community Hall (upper level only) rental facility operation. Proper maintenance and cleanliness are essential for this beautiful facility.

### UTILITIES

**101-0405-052-001**

2017-18 Budgeted Amount	\$ 10,000
2017-18 12-Month Estimate	\$ 8,000
2018-19 Proposed	\$ 9,000

Utility expense for Community Hall.

### CONTRACT SERVICES

**101-0405-054-001**

2017-18 Budgeted Amount	\$ 27,000
2017-18 12-Month Estimate	\$ 8,000
2018-19 Proposed	\$ 8,000

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**

2017-18 Budgeted Amount	\$ 6,000
2017-18 12-Month Estimate	\$ 6,815
2018-19 Proposed	\$ 5,000

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 2018 - 19 Budget

<b>Veterans' Hall</b>		<b>Budget</b>	<b>Estimated</b>	<b>Proposed</b>
<b>Description</b>	<b>Account #</b>	<b>17/18</b>	<b>17/18</b>	<b>18/19</b>
<b>Salaries</b>				
Regular Salaries	406-010-001	8,300	9,000	17,000
Part Time Salaries	406-010-002	15,000	16,000	16,000
<b>Object Total</b>	<b>406-010</b>	<b>23,300</b>	<b>25,000</b>	<b>33,000</b>
<b>Health Insurance</b>				
Medical Insurance	406-011-001	2,300	3,000	6,000
Dental Insurance	406-011-002	275	300	700
Vision Plan	406-011-003	30	100	100
<b>Object Total</b>	<b>406-011</b>	<b>2,605</b>	<b>3,400</b>	<b>6,800</b>
<b>Retirement</b>				
PERS	406-012-001	600	700	2,300
FICA	406-012-002	1,500	1,500	2,100
<b>Object Total</b>	<b>406-012</b>	<b>2,100</b>	<b>2,200</b>	<b>4,400</b>
<b>Other Benefits</b>				
Life Insurance	406-013-001	45	100	100
Disability Insurance	406-013-002	30	100	100
Medicare Insurance	406-013-005	350	400	500
<b>Object Total</b>	<b>406-013</b>	<b>425</b>	<b>600</b>	<b>700</b>
<b>Supplies</b>	<b>406-051-001</b>	<b>5,500</b>	<b>5,500</b>	<b>4,250</b>
<b>Utilities</b>	<b>406-052-001</b>	<b>4,200</b>	<b>3,800</b>	<b>4,000</b>
<b>Contract Services</b>	<b>406-054-001</b>	<b>3,000</b>	<b>5,000</b>	<b>4,000</b>
<b>Capital Outlay</b>				
Tables and Chairs	406-081-014	8,000	8,000	4,000
<b>Capital Outlay Total</b>	<b>406-081</b>	<b>8,000</b>	<b>8,000</b>	<b>4,000</b>
<b>Total Veterans' Hall</b>		<b>49,130</b>	<b>53,500</b>	<b>61,150</b>

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## RECREATION VETERANS' HALL DIVISION

### **DEPARTMENT SUPPLIES**

**101-0406-051-001**

2017-18 Budgeted Amount	\$ 5,500
2017-18 12-Month Estimate	\$ 5,500
2018-19 Proposed	\$ 4,250

All cleaning and maintenance supplies for Veterans' Hall operation.

### **UTILITIES**

**101-0406-052-001**

2017-18 Budgeted Amount	\$ 4,200
2017-18 12-Month Estimate	\$ 3,800
2018-19 Proposed	\$ 4,000

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

### **CONTRACT SERVICES**

**101-0406-054-001**

2017-18 Budgeted Amount	\$ 3,000
2017-18 12-Month Estimate	\$ 5,000
2018-19 Proposed	\$ 4,000

This fund covers kitchen equipment service as required.

### **CAPITAL OUTLAY**

**101-0406-081**

2017-18 Budgeted Amount	\$ 8,000
2017-18 12-Month Estimate	\$ 8,000
2018-19 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 2018 - 19 Budget

<b>Pre-School Division</b>		<b>Budget</b>	<b>Estimated</b>	<b>Proposed</b>
<b>Description</b>	<b>Account #</b>	<b>17/18</b>	<b>17/18</b>	<b>18/19</b>
<b>Salaries</b>				
Regular Salaries	407-010-001	8,350	9,000	40,000
Part Time Salaries	407-010-002	283,000	286,000	295,000
<b>Object Total</b>	<b>407-010</b>	<b>291,350</b>	<b>295,000</b>	<b>335,000</b>
<b>Health Insurance</b>				
Medical Insurance	407-011-001	2,300	3,000	11,000
Dental Insurance	407-011-002	300	300	1,100
Vision Plan	407-011-003	30	100	200
<b>Object Total</b>	<b>407-011</b>	<b>2,630</b>	<b>3,400</b>	<b>12,300</b>
<b>Retirement</b>				
PERS	407-012-001	1,600	1,600	8,100
FICA	407-012-002	18,200	18,300	20,800
<b>Object Total</b>	<b>407-012</b>	<b>19,800</b>	<b>19,900</b>	<b>28,900</b>
<b>Other Benefits</b>				
Life Insurance	407-013-001	50	100	200
Disability Insurance	407-013-002	50	100	200
Medicare Insurance	407-013-005	4,300	4,300	4,900
<b>Object Total</b>	<b>407-013</b>	<b>4,400</b>	<b>4,500</b>	<b>5,300</b>
<b>Personnel Expenses</b>				
Memberships/conf/training	407-031-001	2,000	500	2,000
<b>Object Total</b>	<b>407-031</b>	<b>2,000</b>	<b>500</b>	<b>2,000</b>
<b>Supplies</b>	<b>407-051-001</b>	<b>27,000</b>	<b>22,000</b>	<b>25,000</b>
<b>Contract Services</b>	<b>407-054-001</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>
<b>Capital Outlay</b>				
Tables and Chairs	407-081-001	6,000	3,200	5,000
<b>Capital Outlay Total</b>	<b>407-081</b>	<b>6,000</b>	<b>3,200</b>	<b>5,000</b>
<b>Total Pre-School Division</b>		<b>357,180</b>	<b>352,500</b>	<b>417,500</b>
<b>Grand Total: 404,405,406,407</b>		<b>2,915,844</b>	<b>3,165,644</b>	<b>3,312,850</b>

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## RECREATION PRE-SCHOOL DIVISION

### **MEMBERSHIPS/TRAINING/CONFERENCES** **101-0407-031-001**

2017-18 Budgeted Amount	\$ 2,000
2017-18 12-Month Estimate	\$ 500
2018-19 Proposed	\$ 2,000

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

### **DEPARTMENT SUPPLIES** **101-0407-051-001**

2017-18 Budgeted Amount	\$ 27,000
2017-18 12-Month Estimate	\$ 22,000
2018-19 Proposed	\$ 25,000

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

### **CONTRACT SERVICES** **101-0407-054-001**

2017-18 Budgeted Amount	\$ 4,000
2017-18 12-Month Estimate	\$ 4,000
2018-19 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**

2017-18 Budgeted Amount	\$ 6,000
2017-18 12-Month Estimate	\$ 3,200
2018-19 Proposed	\$ 5,000

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.

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## City of Piedmont

## Proposed 2018 - 19 Budget

<b>Schoolmates</b>		<b>Budget</b>	<b>Estimated</b>	<b>Proposed</b>
<b>Description</b>	<b>Account #</b>	<b>17/18</b>	<b>17/18</b>	<b>18/19</b>
<b>Salaries</b>				
Regular Salaries	415-010-001	343,000	348,000	314,000
Part Time Salaries	415-010-002	135,000	137,000	124,000
Overtime Salaries	415-010-003	1,000	2,000	2,000
<b>Object Total</b>	<b>415-010</b>	<b>479,000</b>	<b>487,000</b>	<b>440,000</b>
<b>Health Insurance</b>				
Medical Insurance	415-011-001	84,000	82,000	103,000
Dental Insurance	415-011-002	8,950	8,600	10,500
Vision Plan	415-011-003	1,300	1,300	1,100
<b>Object Total</b>	<b>415-011</b>	<b>94,250</b>	<b>91,900</b>	<b>114,600</b>
<b>Retirement</b>				
PERS	415-012-001	65,000	64,800	43,800
FICA	415-012-002	30,000	30,300	27,400
<b>Object Total</b>	<b>415-012</b>	<b>95,000</b>	<b>95,100</b>	<b>71,200</b>
<b>Other Benefits</b>				
Life Insurance	415-013-001	1,400	1,400	1,000
Disability Insurance	415-013-002	1,100	1,100	1,000
Medicare Insurance	415-013-005	7,000	7,100	6,400
Concern EAP Program	415-013-006		458	600
<b>Object Total</b>	<b>415-013</b>	<b>9,500</b>	<b>10,058</b>	<b>9,000</b>
<b>Personnel Expenses</b>				
Memberships/conf/training	415-031-001	2,000	1,000	3,000
<b>Object Total</b>	<b>415-031</b>	<b>2,000</b>	<b>1,000</b>	<b>3,000</b>
<b>Department Supplies</b>				
Supplies	415-051-001	30,000	28,000	30,000
Nutrition	415-051-002	20,000	22,000	20,000
<b>Object Total</b>	<b>415-051</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>
<b>Utilities</b>	<b>415-052-001</b>	<b>6,000</b>	<b>4,000</b>	<b>5,000</b>
<b>Contract Services</b>	<b>415-054-001</b>	<b>4,000</b>	<b>23,000</b>	<b>4,000</b>
<b>Capital Outlay</b>				
Equipment	415-081-031	5,000	5,000	5,000
<b>Capital Outlay Total</b>	<b>415-081</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
<b>Total Schoolmates</b>		<b>744,750</b>	<b>767,058</b>	<b>701,800</b>

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## RECREATION SCHOOLMATES DIVISION

### **MEMBERSHIPS/TRAINING/CONFERENCES**

**114-0415-031-001**

2017-18 Budgeted Amount	\$ 2,000
2017-18 12-Month Estimate	\$ 1,000
2018-19 Proposed	\$ 3,000

This account funds memberships and trainings for Schoolmates staff.

### **DEPARTMENT SUPPLIES**

**114-0415-051-001**

2017-18 Budgeted Amount	\$ 50,000
2017-18 12-Month Estimate	\$ 50,000
2018-19 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**

2017-18 Budgeted Amount	\$ 6,000
2017-18 12-Month Estimate	\$ 4,000
2018-19 Proposed	\$ 5,000

Utility expense for Schoolmates sites.

### **CONTRACT SERVICES**

**114-0415-054-001**

2017-18 Budgeted Amount	\$ 4,000
2017-18 12-Month Estimate	\$ 23,000
2018-19 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. In 2017-18, Decide LLC who assisted with future planning for Schoolmates was also paid from this fund.

### **CAPITAL OUTLAY**

**114-0415-081**

2017-18 Budgeted Amount	\$ 5,000
2017-18 12-Month Estimate	\$ 5,000
2018-19 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.

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## City of Piedmont

## Proposed 2018 - 19 Budget

<b>Aquatics</b>		<b>Budget</b>	<b>Estimated</b>	<b>Proposed</b>
<b>Description</b>	<b>Account #</b>	<b>17/18</b>	<b>17/18</b>	<b>18/19</b>
<b>Salaries</b>				
Regular Salaries	417-010-001	52,000	32,000	88,000
Part Time Salaries	417-010-002	350,000	350,000	355,000
Overtime Salaries	417-010-003	1,500	2,000	2,000
<b>Object Total</b>	<b>417-010</b>	<b>403,500</b>	<b>384,000</b>	<b>445,000</b>
<b>Health Insurance</b>				
Medical Insurance	417-011-001	18,000	18,000	19,000
Dental Insurance	417-011-002	1,700	1,600	1,600
Vision Plan	417-011-003	500	500	500
<b>Object Total</b>	<b>417-011</b>	<b>20,200</b>	<b>20,100</b>	<b>21,100</b>
<b>Retirement</b>				
PERS	417-012-001	5,800	5,500	6,100
FICA	417-012-002	25,500	23,900	27,600
<b>Object Total</b>	<b>417-012</b>	<b>31,300</b>	<b>29,400</b>	<b>33,700</b>
<b>Other Benefits</b>				
Life Insurance	417-013-001	400	400	400
Disability Insurance	417-013-002	300	300	300
Medicare Insurance	417-013-005	5,950	5,600	6,500
Concern EAP Program	417-013-006			400
<b>Object Total</b>	<b>417-013</b>	<b>6,650</b>	<b>6,300</b>	<b>7,600</b>
<b>Personnel Expenses</b>				
Memberships/conf/training	417-031-001	6,200	6,200	6,200
<b>Object Total</b>	<b>417-031</b>	<b>6,200</b>	<b>6,200</b>	<b>6,200</b>
<b>Department Supplies</b>				
Pool Chemicals	417-051-001	18,000	15,000	19,000
Pool Equipment	417-051-002	6,000	4,728	6,000
Misc. Repair Supplies	417-051-003	5,000	2,745	5,000
Office Supplies and Materials	417-051-004	3,000	640	1,000
Printing/Graphics	417-051-005	6,000	3,800	6,000
Postage	417-051-006	5,300	5,300	5,300
Other	417-051-007	2,500	1,500	2,000
Concessions	417-051-008	10,000	8,369	10,000
Janitorial	417-051-009	5,000	5,441	6,000
Health and Safety Classes	417-051-010	2,500	1,640	3,000
Swim Lessons	417-051-011	1,000	962	1,500
Camps	417-051-012	2,000	1,960	2,000
Adult/Masters Program	417-051-013	500	-	1,000
Uniform	417-051-014	6,000	6,410	6,000
Special Events	417-051-015	3,500	970	2,000
Site Furnishings	417-051-016	2,500	2,400	2,500
<b>Object Total</b>	<b>417-051</b>	<b>78,800</b>	<b>61,865</b>	<b>78,300</b>
<b>Utilities</b>	<b>417-052</b>	<b>65,000</b>	<b>50,000</b>	<b>61,000</b>
<b>Contract Services</b>	<b>417-054</b>	<b>60,500</b>	<b>61,300</b>	<b>73,800</b>
<b>Building &amp; Ground Maintenance</b>	<b>417-055</b>	<b>41,000</b>	<b>59,000</b>	<b>60,000</b>

## City of Piedmont

## Proposed 2018 - 19 Budget

<b>Aquatics</b>		<b>Budget</b>	<b>Estimated</b>	<b>Proposed</b>
<b>Description</b>	<b>Account #</b>	<b>17/18</b>	<b>17/18</b>	<b>18/19</b>
<b>Information Services</b>				
Hardware	417-060-001	625	0	625
Software	417-060-002	625	550	625
Labor	417-060-003	1,250	0	1,250
<b>Object Total</b>	<b>417-060</b>	<b>2,500</b>	<b>550</b>	<b>2,500</b>
<b>Capital Outlay</b>				
Site Furnishings	417-081-005	3,000	3,000	3,000
Plumbing Repair/Women's Locker Room	417-081-006	6,500	6,500	4,000
Pool Vacuum	417-081-013	-		
Lifeguard Chairs/Umbrellas	417-081-014	3,500	500	-
Recreational Equipment	417-081-018	2,500	800	2,500
Men's Locker Room Partitions	417-081-019			2,500
<b>Capital Outlay Total</b>	<b>417-081</b>	<b>15,500</b>	<b>10,800</b>	<b>12,000</b>
<b>Total Aquatics</b>		<b>731,150</b>	<b>689,515</b>	<b>801,200</b>



## RECREATION AQUATICS DIVISION

**MEMBERSHIPS/TRAINING/CONFERENCES  
AND CERTIFICATIONS**  
**1-001**

**117-0417-031**

2017-18 Budgeted Amount	\$ 6,200
2017-18 12-Month Estimate	\$ 6,200
2018-19 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**

2017-18 Budgeted Amount	\$ 78,800
2017-18 12-Month Estimate	\$ 61,865
2018-19 Proposed	\$ 78,300

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

	<u>2017-18 Estimated</u>	<u>2018-19 Proposed</u>
001 Pool Chemicals	\$ 15,000	\$ 19,000
002 Pool Equipment	\$ 4,728	\$ 6,000
003 Misc. Pool/Locker Room Repair Supplies	\$ 2,745	\$ 5,000
004 Office Supplies and Materials	\$ 640	\$ 1,000
005 Printing/Graphics	\$ 3,800	\$ 6,000
006 Postage	\$ 5,300	\$ 5,300
007 Other	\$ 1,500	\$ 2,000
008 Concessions	\$ 8,369	\$ 10,000
009 Janitorial Supplies	\$ 5,441	\$ 6,000
010 Health and Safety Class Supplies	\$ 1,640	\$ 3,000
011 Swim Lesson Equipment	\$ 962	\$ 1,500
012 Camp – Summer (includes snack)	\$ 1,960	\$ 2,000
013 Adult/Masters Program	\$ 0	\$ 1,000
014 Uniforms-Staff	\$ 6,410	\$ 6,000
015 Special Events	\$ 970	\$ 2,000
016 Site Furnishings *	<u>\$ 2,400</u>	<u>\$ 2,500</u>
<b>Total</b>	<b>\$ 61,865</b>	<b>\$ 78,300</b>

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

**UTILITIES**

**117-0417-052-001**

2017-18 Budgeted Amount	\$ 65,000
2017-18 12-Month Estimate	\$ 50,000
2018-19 Proposed	\$ 61,000

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

**CONTRACT SERVICES**

**117-0417-054**

2017-18 Budgeted Amount	\$ 60,500
2017-18 12-Month Estimate	\$ 61,300
2018-19 Proposed	\$ 73,800

This funds all contract services for the operation of the swimming pool. Janitorial costs have increased time needed to properly service the locker rooms.

	<u>2017-18</u> <u>Estimated</u>	<u>2018-19</u> <u>Proposed</u>
003 Pool Maintenance	\$ 30,000	\$ 30,000
004 Plumbing	\$ 4,000	\$ 6,000
005 Electrical	\$ 4,000	\$ 4,000
007 Janitorial	\$ 16,500	\$ 27,000
011 Marketing/Promotions	\$ 3,000	\$ 3,000
012 Inspections	\$ 3,000	\$ 3,000
014 Alarm Monitoring	<u>\$ 800</u>	<u>\$ 800</u>
Total	\$ 61,300	\$ 73,800

**BUILDING & GROUND MAINTENANCE**

**117-0417-055**

2017-18 Budgeted Amount	\$ 41,000
2017-18 12-Month Estimate	\$ 59,000
2018-19 Proposed	\$ 60,000

This funds all contract services for the maintenance of associated buildings and grounds surrounding the pool. These expenses have been covered in the Public Works budget in recent years.

**INFORMATION SERVICES**

**117-0417-060**

2017-18 Budgeted Amount	\$ 2,500
2017-18 12-Month Estimate	\$ 550
2018-19 Proposed	\$ 2,500

Funding for computer equipment for the Pool Office

**CAPITAL OUTLAY**

**117-0417-081**

2017-18 Budgeted Amount	\$ 15,500
2017-18 12-Month Estimate	\$ 10,800
2018-19 Proposed	\$ 12,000

	<u>2017-18</u> <u>Estimated</u>	<u>2018-19</u> <u>Proposed</u>
005 Site Furnishings	\$ 3,000	\$ 3,000
006 Plumbing Repair/Women's Locker Room	\$ 6,500	\$ 4,000
014 Lifeguard Chair (Medium Pool)	\$ 500	\$
018 Recreational Equipment	\$ 800	\$ 2,500
019 Men's Locker Room Partition	<u>\$ 0</u>	<u>\$ 2,500</u>
Total	\$ 10,800	\$ 12,000

**DEPARTMENT OF RECREATION  
COST RECOVERY**

	Recreation	School- mates	Aquatics	Total
<b><u>ACTUAL 2016-17</u></b>				
Revenues	\$ 2,717,875	\$ 900,647	\$ 544,321	\$ 4,162,843
Expenses:				
Salary & Benefits	1,532,240	756,525	427,762	2,716,527
Other	1,183,916	113,609	169,800	1,467,325
Less: July 4th & Harvest	(23,486)			(23,486)
Total Expenses	2,692,670	870,134	597,562	4,160,366
<b>Revenues less Expenses</b>	<b>\$ 25,205</b>	<b>\$ 30,513</b>	<b>\$ (53,241)</b>	<b>\$ 2,477</b>
<b>Cost Recovery %</b>	<b>101%</b>	<b>104%</b>	<b>91%</b>	<b>100%</b>
<b><u>PROJECTED 2017-18</u></b>				
Revenues	\$ 3,048,000	\$ 654,000	\$ 540,000	\$ 4,242,000
Expenses:				
Salary & Benefits	1,855,197	684,058	439,800	2,979,055
Other	1,310,447	83,000	249,715	1,643,162
Less: July 4th & Harvest	(25,273)			(25,273)
Total Expenses	3,140,371	767,058	689,515	4,596,944
<b>Revenues less Expenses</b>	<b>\$ (92,371)</b>	<b>\$ (113,058)</b>	<b>\$ (149,515)</b>	<b>\$ (354,944)</b>
<b>Cost Recovery %</b>	<b>97%</b>	<b>85%</b>	<b>78%</b>	<b>92%</b>
<b><u>BUDGET 2018-19</u></b>				
Revenues	\$ 3,149,000	\$ 690,000	\$ 540,000	\$ 4,379,000
Expenses:				
Salary & Benefits	1,907,100	634,800	507,400	3,049,300
Other	1,405,750	67,000	293,800	1,766,550
Less: July 4th & Harvest	(26,000)			(26,000)
Total Expenses	3,286,850	701,800	801,200	4,789,850
<b>Revenues less Expenses</b>	<b>\$ (137,850)</b>	<b>\$ (11,800)</b>	<b>\$ (261,200)</b>	<b>\$ (410,850)</b>
<b>Cost Recovery %</b>	<b>96%</b>	<b>98%</b>	<b>67%</b>	<b>91%</b>

**Fund Activity**

<b>Balance - June 30, 2016</b>	<b>\$ 344,698</b>	<b>\$ 28,741</b>
Revenue	900,647	544,320
Expenses	(870,134)	(573,561)
(To) / From GF	(48,895)	130,000
<b>Balance - June 30, 2017</b>	<b>326,316</b>	<b>129,500</b>
Revenue	654,000	540,000
Expenses	(767,058)	(689,515)
(To) / From GF		130,000
<b>Balance - June 30, 2018</b>	<b>213,258</b>	<b>109,985</b>
Revenue	690,000	540,000
Expenses	(701,800)	(801,200)
(To) / From GF		250,000
<b>Balance - June 30, 2019</b>	<b>\$ 201,458</b>	<b>\$ 98,785</b>

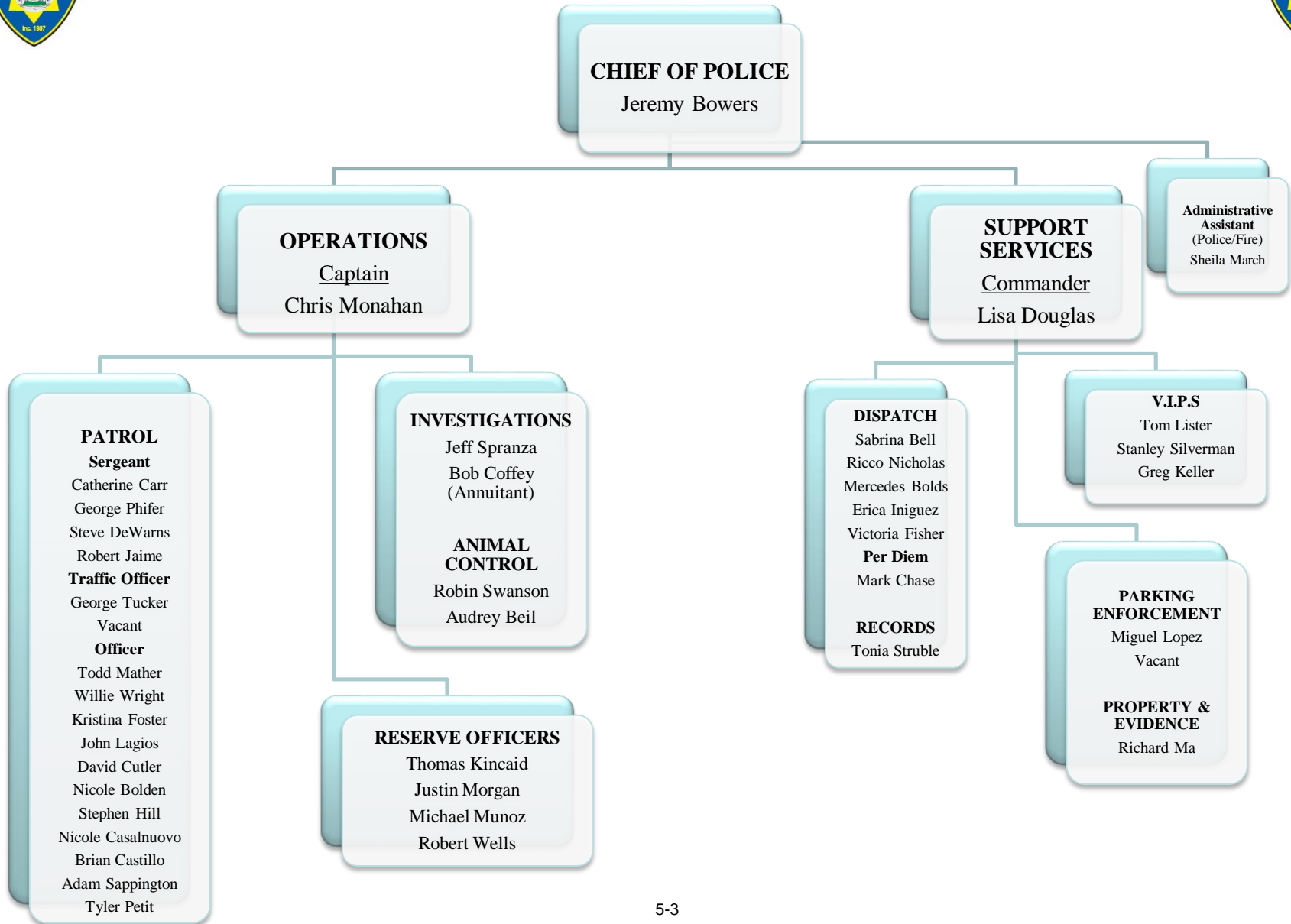
# Police



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# Piedmont Police Department



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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** - Commander

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

### Part 1 Uniform Crime Report offenses, issued citations and arrests

	2014	2015	2016	2017
Total calls for service	10,229	12,881	14,648	12,182
Investigations generated	915	986	1,028	814

#### UCR Part 1 Incidents

Homicide	0	0	0	0
Rape	0	5	5	8
Robbery	4	2	17	3
Assault	6	12	12	11
Burglary	80	51	65	60
Theft	111	116	108	97
Auto Theft	40	38	25	16
Arson	0	0	0	0
Total	241	224	232	195

#### Auto Collisions

Fatal	0	0	0	0
Injury	3	5	10	6
Non-Injury	47	37	37	34
Hit & Run	29	35	31	19
Total	79	77	78	59

#### Arrests & Citations Issued

Arrests	155	165	246	150
Criminal/ Vehicle	2,038	782	887	670
Vehicle Warnings	78	233	440	350
Parking Citations	1,267	1,401	1,427	374

**Serious Offenses** – The City of Piedmont experienced an overall 16% decrease in UCR Part 1 reported incidents from 2016. This decrease was driven by a reduction in robberies and property crime. Since 2013, property crime has dropped by almost 41%.

**Traffic** – The total number of collisions decreased by 24% from 78 in 2016 to 59 in 2017. Injury collisions decreased from 10 the previous year to 6 in 2017, and hit and runs decreased from 31 in 2016 to 19 in 2017. There were no fatalities in 2017. The City has averaged 73 collisions a year for the past four years.

**State of California (Citizens Option for Public Safety Program – COPS)** – Funds from this program provided \$131,532.00 to supplement existing police services; not used to supplant any existing funding for law enforcement services currently being provided by the City of Piedmont.

**2017 New Employees**

(Full-time employee)

Captain Chris Monahan

**2017 Promotions**

None

**2017 Retirements**

None

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POLICE
2018-19

	Approved Budget 17-18	Estimated Expenditures 17-18	Approved Budget 18-19	Budget % Change
SALARIES	\$ 3,765,000	\$ 3,954,000	\$ 4,197,000	11.5%
FRINGE BENEFITS	1,426,850	1,442,958	1,602,800	12.3%
PERSONNEL EXPENSES	128,500	64,700	117,300	-8.7%
SUPPLIES & SERVICES	742,840	738,490	712,625	-4.1%
<b>TOTAL</b>	<b>\$ 6,063,190</b>	<b>\$ 6,200,148</b>	<b>\$ 6,629,725</b>	<b>9.3%</b>

STAFF			
	<u>Employees</u>	<u>First Step</u>	<u>Last Step</u>
<b>MANAGEMENT</b>			
Police Chief	1	-	17,361
<b>MID-MANAGEMENT</b>			
Police Captain with 6% POST	1	12,468	15,152
Support Services Commander	1	-	11,759
	<b>2</b>		
<b>POLICE</b>			
Sergeant with POST Advanced	1	-	12,257
Sergeant with POST Advanced + Supv Cert	1	-	12,486
Sergeant with POST Advanced, Supv Cert + SD	2	-	12,986
Police Officer with POST Intermediate	2	8,161	9,848
Police Officer with POST Intermediate + SD	2	8,488	10,242
Police Officer with POST Advanced	3	8,317	10,036
Police Officer with POST Advanced + SD	3	8,649	10,437
Detective with POST Advanced	1	8,705	10,505
Traffic Officer with POST Advanced	1	8,705	10,505
Traffic Officer with POST Intermediate	1	8,550	10,317
	<b>17</b>		
<b>GENERAL - LOCAL 790</b>			
Animal Control Officer w/ 1% EDU	1	4,492	5,457
Animal Control Officer w/ 2% EDU	1	4,536	5,511
Dispatcher with 2% POST & Shift Diff.	2	6,010	7,303
Dispatcher with 2% POST Certificate	3	5,779	7,022
Police Record Specialist	1	5,151	6,257
	<b>8</b>		
<b>CONFIDENTIAL</b>			
Administrative Assistant w/ 1% EDU	1	5,271	6,408
<b>Total</b>	<b>29</b>		

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## City of Piedmont

## Proposed 2018 - 19 Budget

<b>Police</b>		<b>Budget</b>	<b>Estimated</b>	<b>Proposed</b>
<b>Description</b>	<b>Account #</b>	<b>17/18</b>	<b>17/18</b>	<b>18/19</b>
<b>Salaries</b>				
Regular Salaries	408-010-001	3,270,000	3,432,000	3,659,000
Part Time Salaries	408-010-002	175,000	177,000	183,000
Overtime Salaries	408-010-003	320,000	345,000	355,000
<b>Object Total</b>	<b>408-010</b>	<b>3,765,000</b>	<b>3,954,000</b>	<b>4,197,000</b>
<b>Health Insurance</b>				
Medical Insurance	408-011-001	504,700	499,700	580,000
Dental Insurance	408-011-002	60,000	55,600	57,700
Vision Plan	408-011-003	7,150	7,000	7,300
<b>Object Total</b>	<b>408-011</b>	<b>571,850</b>	<b>562,300</b>	<b>645,000</b>
<b>Retirement</b>				
PERS	408-012-001	655,000	672,500	739,800
FICA	408-012-002	88,000	90,400	93,700
<b>Object Total</b>	<b>408-012</b>	<b>743,000</b>	<b>762,900</b>	<b>833,500</b>
<b>Other Benefits</b>				
Life Insurance	408-013-001	12,600	13,000	13,900
Disability Insurance	408-013-002	2,400	2,500	2,600
Uniform Allowance	408-013-003	42,000	42,000	43,700
Medicare Insurance	408-013-005	55,000	57,600	61,200
Concern EAP Program	408-013-006		2,658	2,900
<b>Object Total</b>	<b>408-013</b>	<b>112,000</b>	<b>117,758</b>	<b>124,300</b>
<b>Personnel Expenses</b>				
Memberships/conf/training	408-031-001	20,500	20,500	20,500
Auto Allowance	408-031-002	3,000	3,000	3,000
P.O.S.T.	408-031-004	45,000	30,000	45,000
Marijuana Training (BSCC Grant)	408-031-005	60,000	11,200	48,800
<b>Object Total</b>	<b>408-031</b>	<b>128,500</b>	<b>64,700</b>	<b>117,300</b>
<b>Department Supplies</b>				
Office Supplies	408-051-001	16,500	16,500	16,500
Photographic Expense	408-051-002	1,500	1,500	1,500
<b>Object Total</b>	<b>408-051</b>	<b>18,000</b>	<b>18,000</b>	<b>18,000</b>
<b>Telephone/Internet</b>	<b>408-052</b>	<b>160,000</b>	<b>160,000</b>	<b>185,200</b>
<b>Equipment/Main/Gas/Oil</b>				
Auto Expense	408-053-001	35,000	46,000	35,000
Oil & Gasoline	408-053-002	37,450	22,100	37,450
<b>Object Total</b>	<b>408-053</b>	<b>72,450</b>	<b>68,100</b>	<b>72,450</b>
<b>Contract Services</b>				
Jail Services/Crime Lab	408-054-001	25,000	25,000	25,000
Animal Shelter	408-054-002	49,363	49,363	50,855
CAL-ID Program	408-054-003	8,000	8,000	8,000
Other Contract Services	408-054-005	257,327	257,327	232,820
<b>Object Total</b>	<b>408-054</b>	<b>339,690</b>	<b>339,690</b>	<b>316,675</b>

## City of Piedmont

## Proposed 2018 - 19 Budget

<b>Police</b>		<b>Budget</b>	<b>Estimated</b>	<b>Proposed</b>
<b>Description</b>	<b>Account #</b>	<b>17/18</b>	<b>17/18</b>	<b>18/19</b>
<b>Other Expenses</b>				
Police Reserves	408-056-002	2,500	2,500	2,500
Crime Prevention	408-056-003	2,500	2,500	2,500
Miscellaneous Expenses	408-056-008	43,500	43,500	43,500
Tuition Reimbursement	408-056-009	7,200	7,200	4,800
<b>Object Total</b>	<b>408-056</b>	<b>55,700</b>	<b>55,700</b>	<b>53,300</b>
<b>Information Services</b>				
Software	408-060-002	87,000	87,000	67,000
Labor	408-060-003	10,000	10,000	-
<b>Object Total</b>	<b>408-060</b>	<b>97,000</b>	<b>97,000</b>	<b>67,000</b>
<b>Total Police</b>		<b>6,063,190</b>	<b>6,200,148</b>	<b>6,629,725</b>



## POLICE

### PERSONNEL EXPENSES

#### Memberships/Conferences/Training

**101-0408-031-001**

2017-18 Budgeted Amount	\$ 20,500
2017-18 12-Month Estimate	\$ 20,500
2018-19 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 conferences during each fiscal year to enhance their knowledge and skill-sets. In addition, the Department sends the 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 additional personnel 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**

2017-18 Budgeted Amount	\$ 3,000
2017-18 12-Month Estimate	\$ 3,000
2018-19 Proposed Amount	\$ 3,000

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

#### P.O.S.T

**101-0408-031-004**

2017-18 Budgeted Amount	\$ 45,000
2017-18 12-Month Estimate	\$ 30,000
2018-19 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. As the Department hires new officers, mandated and essential training is necessary. The P.O.S.T Commission only reimburses the City for a limited number training courses due to state funding cuts. 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.

**BSCC Grant Drug Training**

**101-0408-031-005**

2017-18 Budgeted Amount	\$ 60,000
2017-18 12-Month Estimate	\$ 11,200
2018-19 Proposed Amount	\$ 48,800

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**

2017-18 Budgeted Amount	\$ 16,500
2017-18 12-Month Estimate	\$ 16,500
2018-19 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**

2017-18 Budgeted Amount	\$ 1,500
2017-18 12-Month Estimate	\$ 1,500
2018-19 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/INTERNET**

**101-0408-052-001**

2017-18 Budgeted Amount	\$ 160,000
2017-18 12-Month Estimate	\$ 160,000
2018-19 Proposed Amount	\$ 185,200

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 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 are included in this budget category. The increase for this fund reflects increased fees charged to the City for network, telephone, and cable expenses.

**EQUIPMENT/MAINTENANCE/GAS/OIL**

**Vehicle Maintenance**

**101-0408-053-001**

2017-18 Budgeted Amount	\$ 35,000
2017-18 12-Month Estimate	\$ 46,000
2018-19 Proposed Budget	\$ 35,000

This category includes replacement and repair of tires, brakes, lights, body damage and routine preventive servicing of police vehicles.

**Oil & Gasoline**

**101-0408-053-002**

2017-18 Budgeted Amount	\$ 37,450
2017-18 12-Month Estimate	\$ 22,100
2018-19 Proposed Budget	\$ 37,450

The Department calculated the 2018-19 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 Services/Crime Lab**

**101-0408-054-001**

2017-18 Budgeted Amount	\$ 25,000
2017-18 12-Month Estimate	\$ 25,000
2018-19 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.

**Animal Shelter**

**101-0408-054-002**

2017-18 Budgeted Amount	\$ 49,363
2017-18 12-Month Estimate	\$ 49,363
2018-19 Proposed Budget	\$ 50,855

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. 2018-19 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**

2017-18 Budgeted Amount	\$ 8,000
2017-18 12-Month Estimate	\$ 8,000
2018-19 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.

**Other Contract Services**

**101-0408-054-005**

2017-18 Budgeted Amount	\$257,327
2017-18 12-Month Estimate	\$257,327
2018-19 Proposed Budget	\$232,820

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.

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/El Cerrito. The budgeted amount also includes crossing guard services provided at Highland/Craig and Linda/Lake which is reimbursed to the City by the Piedmont Unified School District.

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.

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.

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.

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

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

Leads Online – Investigative search tool utilized by the Departments Investigative Unit.

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

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.

	<u>2017-18 Budgeted</u>	<u>2017-18 Estimated</u>	<u>2018-19 Proposed</u>
2FA	\$ 350	\$ 350	\$ 350
3M Technology	\$ 1,600	\$ 1,600	\$ 1,600
Aladtec	\$ 2,495	\$ 2,495	\$ 2,495
All City Management Services	\$ 90,950	\$ 90,950	\$ 97,500
All Traffic Solutions	\$ 1,600	\$ 1,600	\$ 0
Capture (OpenEye/Varent Audio log)	\$ 1,800	\$ 1,800	\$ 4,340
CopWare	\$ 600	\$ 600	\$ 600
Calico	\$ 1,500	\$ 1,500	\$ 1,800
Critical Reach	\$ 300	\$ 300	\$ 300
Data Ticket	\$ 9,000	\$ 9,000	\$ 9,000
East Bay Regional Communication Systems Authority (EBRCSA)	\$ 75,000	\$ 75,000	\$ 25,500
Evidence.Com	\$ 5,682	\$ 5,682	\$ 23,500
Forensic Logic	\$ 1,800	\$ 1,800	\$ 1,800
Hewlett Packard	\$ 1,000	\$ 1,000	\$ 1,000
Leads Online	-	-	\$ 1,785
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	\$ 700	\$ 700	\$ 700
Training Innovations	<u>\$ 750</u>	<u>\$ 750</u>	<u>\$ 750</u>
<b>Total</b>	<b>\$ 257,327</b>	<b>\$ 257,327</b>	<b>\$ 232,820</b>

**OTHER EXPENSE**

**Police Reserves**

**101-0408-056-002**

2017-18 Budgeted Amount	\$ 2,500
2017-18 12-Month Estimate	\$ 2,500
2018-19 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**

2017-18 Budgeted Amount	\$ 2,500
2017-18 12-Month Estimate	\$ 2,500
2018-19 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**

2017-18 Budgeted Amount	\$ 43,500
2017-18 12-Month Estimate	\$ 43,500
2018-19 Proposed Amount	\$ 43,500

Flares, batteries, Department equipment, safety equipment for police officers, animal control officers and parking enforcement officers, range equipment and ammunition, citations, officer furniture, recruitment supplies and equipment are included in this account.

**Tuition Reimbursement**

**101-0408-056-009**

2017-18 Budgeted Amount	\$ 7,200
2017-18 12-Month Estimate	\$ 7,200
2018-19 Proposed Amount	\$ 4,800

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**

**Software**

**101-0408-060-002**

2017-18 Budget Amount	\$ 87,000
2017-18 12-Month Estimate	\$ 87,000
2018-19 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.

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# Fire



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## Fire Department Organizational Chart



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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.

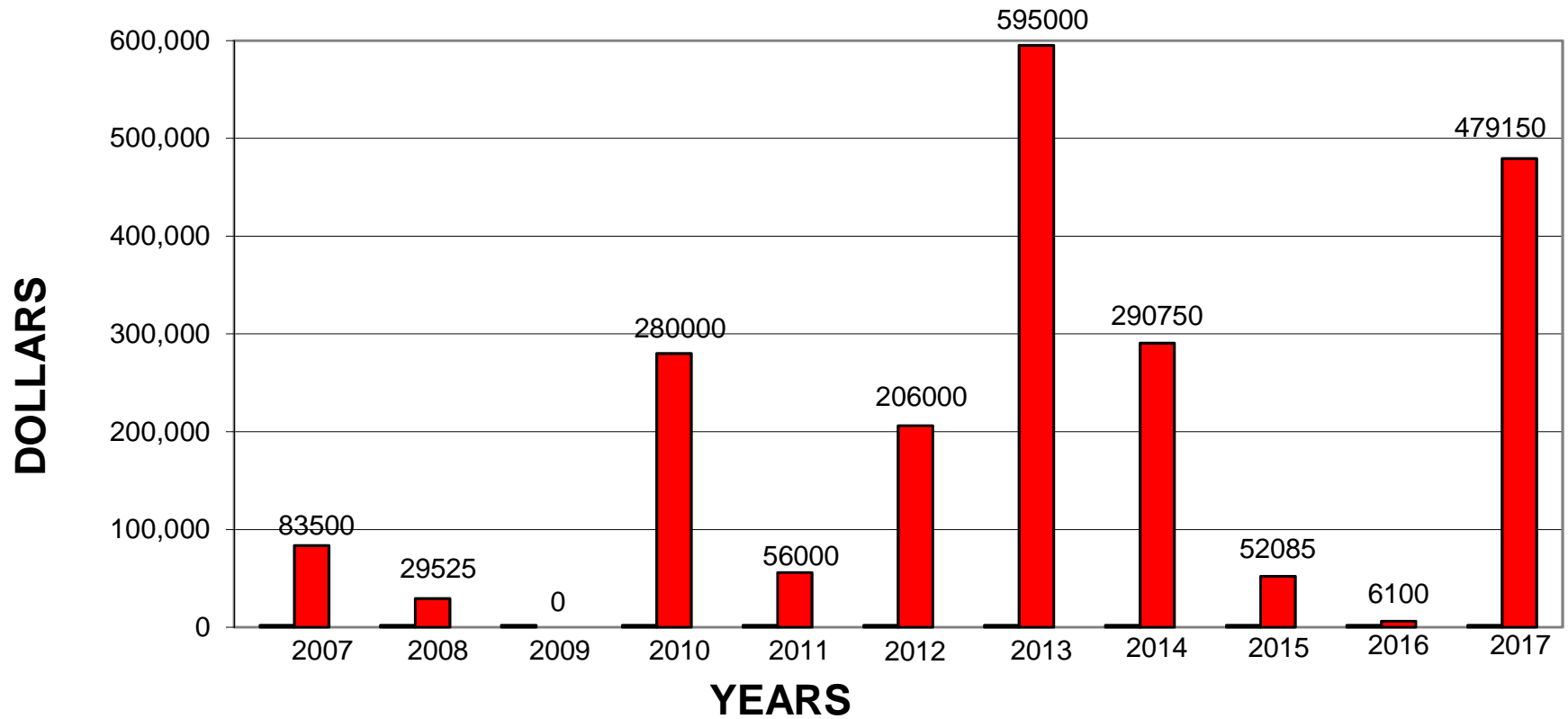
**Emergency Preparedness:** the Fire Department provides CPR/AED and First Aid courses for the community as well as Piedmont Unified School District employees. Community disaster awareness and training are provided through the use of the Sparky Fire Training Trailer and informational booths at community 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 2017

<u>Calls for Service</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Emergency Medical Transports	359	341	396	557	589	551
Emergency Medical Non-Transports	<u>140</u>	<u>215</u>	<u>282</u>	<u>208</u>	<u>240</u>	<u>310</u>
<b>Total EMS Calls for Service</b>	<b>499</b>	<b>556</b>	<b>678</b>	<b>765</b>	<b>829</b>	<b>861</b>
Cancelled En-route including EMS responses	67	83	108	142	194	172
Smoke and or CO Detectors	98	69	53	92	119	115
False Alarms	9	19	33	53	33	28
Smoke Investigation	41	57	49	43	46	43
Fires (Buildings, Vehicle or Outside)	16	20	15	17	18	20
Motor Vehicle Accidents	8	17	11	15	22	26
Public Service and Good Intent	53	57	48	35	43	44
Water Issues Indoor/Outside	46	43	63	46	75	56
Lock In/Out	7	16	17	15	16	12
HAZ MAT					31	12
Miscellaneous (Police Assist, Animal Rescue, Flood Assessment, Extrication, High/Low Angle Rescue and invalid entries)					100	102
Wires Down & Electrical	<u>24</u>	<u>51</u>	<u>15</u>	<u>15</u>	<u>30</u>	<u>35</u>
<b>Total Non-EMS Responses</b>	<b>369</b>	<b>432</b>	<b>412</b>	<b>473</b>	<b>727</b>	<b>665</b>
<b>Total Responses</b>	<b>868</b>	<b>988</b>	<b>1090</b>	<b>1238</b>	<b>1556</b>	<b>1526</b>

## PIEDMONT FIRE DEPARTMENT 2007 - 2017 FIRE LOSS CHART



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<h2 style="margin: 0;">FIRE &amp; PARAMEDIC</h2> <h3 style="margin: 0;">2018-19</h3>
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**BUDGET SUMMARY FOR FIRE (INCLUDING PARAMEDIC)**

	Approved Budget 17-18	Estimated Expenditures 17-18	Approved Budget 18-19	Budget % Change
SALARIES	\$ 3,657,000	\$ 4,214,000	\$ 4,038,000	10.4%
FRINGE BENEFITS	1,590,100	1,595,728	1,768,100	11.2%
PERSONNEL EXPENSES	55,000	55,000	57,000	3.6%
SUPPLIES & SERVICES	346,750	391,750	369,750	6.6%
		-		
<b>TOTAL</b>	<b>\$ 5,648,850</b>	<b>\$ 6,256,478</b>	<b>\$ 6,232,850</b>	<b>10.3%</b>

<b>STAFF</b>			
	<u>Employees</u>	<u>First Step</u>	<u>Last Step</u>
<b>MANAGEMENT</b>			
Fire Chief	1	-	16,097
<b>MID-MANAGEMENT</b>			
Fire Captain w/ 5% FOC	1	10,327	12,548
Fire Captain w/ 10% FOC	1	10,819	13,145
Fire Captain w/COC & Paramedic	1	11,999	14,579
	<b>3</b>		
<b>FIRE FIGHTERS</b>			
Lieutenant with 5% FOC	1	-	10,702
Lieutenant with FO & Paramedic	2	-	11,926
Firefighter	3	7,760	8,913
Firefighter with 5% FOC	1	8,148	9,359
Firefighter with 12% Paramedic	7	8,691	9,983
Firefighter with FO & Paramedic	4	9,079	10,428
Engineer with 5% FOC	2	8,555	9,827
Engineer with FO & Paramedic	1	9,533	10,950
	<b>21</b>		
<b>CONFIDENTIAL</b>			
Fiscal Services Technician w/ 2% EDU	<b>0.4</b>	5,810	7,058
<b>Total</b>	<b>25.4</b>		

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City of Piedmont  
Proposed 2018 - 19 Budget

<b>Fire</b>		<b>Budget</b>	<b>Estimated</b>	<b>Proposed</b>
<b>Description</b>	<b>Account #</b>	<b>17/18</b>	<b>17/18</b>	<b>18/19</b>
<b>Salaries</b>				
Regular Salaries	411-010-001	3,065,000	3,192,000	3,364,000
Part Time Salaries	411-010-002	0	0	35,000
Overtime Salaries	411-010-003	300,000	700,000	320,000
<b>Object Total</b>	<b>411-010</b>	<b>3,365,000</b>	<b>3,892,000</b>	<b>3,719,000</b>
<b>Health Insurance</b>				
Medical Insurance	411-011-001	480,100	475,100	536,000
Dental Insurance	411-011-002	55,000	51,300	53,800
Vision Plan	411-011-003	5,800	5,700	5,800
<b>Object Total</b>	<b>411-011</b>	<b>540,900</b>	<b>532,100</b>	<b>595,600</b>
<b>Retirement</b>				
PERS	411-012-001	835,000	846,400	934,500
FICA	411-012-002	2,100	2,100	4,400
<b>Object Total</b>	<b>411-012</b>	<b>837,100</b>	<b>848,500</b>	<b>938,900</b>
<b>Other Benefits</b>				
Life Insurance	411-013-001	11,100	11,500	12,100
Disability Insurance	411-013-002	2,000	2,100	2,200
Uniform Allowance	411-013-003	30,000	27,900	27,900
Medicare Insurance	411-013-005	49,500	51,000	54,200
Concern EAP Program	411-013-006		2,048	2,300
<b>Object Total</b>	<b>411-013</b>	<b>92,600</b>	<b>94,548</b>	<b>98,700</b>
<b>Personnel Expenses</b>	<b>411-031</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>
<b>Department Supplies</b>				
Office Supplies	411-051-001	5,150	5,150	5,150
Fire Equipment and Supplies	411-051-002	43,000	43,000	43,000
Clothing/Boots	411-051-003	40,000	40,000	40,000
<b>Object Total</b>	<b>411-051</b>	<b>88,150</b>	<b>88,150</b>	<b>88,150</b>
<b>Radio &amp; Telephone</b>	<b>411-052-003</b>	<b>6,500</b>	<b>6,500</b>	<b>6,500</b>
<b>Equipment Main/Gas/Oil</b>				
Vehicle Maintenance	411-053-001	35,000	80,000	50,000
Oil & Gasoline	411-053-002	12,000	12,000	12,500
<b>Object Total</b>	<b>411-053</b>	<b>47,000</b>	<b>92,000</b>	<b>62,500</b>
<b>Contract Services</b>	<b>411-054</b>	<b>38,000</b>	<b>38,000</b>	<b>38,000</b>
<b>Building Maintenance</b>	<b>411-055-001</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>
<b>Other Expense</b>				
Emergency Preparedness	411-056-003	10,000	10,000	10,000
Fire Prevention	411-056-004	7,000	7,000	9,500
Public Safety Committee	411-056-005	1,500	1,500	1,500
<b>Object Total</b>	<b>411-056</b>	<b>18,500</b>	<b>18,500</b>	<b>21,000</b>
<b>Information Services</b>				
Software	411-060-002	40,000	40,000	40,000
<b>Object Total</b>	<b>411-060</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>
<b>Total: Fire</b>		<b>5,128,750</b>	<b>5,705,298</b>	<b>5,663,350</b>

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## FIRE

### MEMBERSHIP & MEETINGS

#### Memberships, Conferences & Training

101-411-031-001

2017-18 Budgeted Amount	\$ 40,000
2017-18 12-Month Estimate	\$ 40,000
2018-19 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

2017-18 Budgeted Amount	\$ 5,150
2017-18 12-Month Estimate	\$ 5,150
2018-19 Proposed Amount	\$ 5,150

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

#### Fire Equipment and Supplies

101-411-051-002

2017-18 Budgeted Amount	\$ 43,000
2016-18 12-Month Estimate	\$ 43,000
2018-19 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**

2017-18 Budgeted Amount	\$ 40,000
2017-18 12-Month Estimate	\$ 40,000
2018-19 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.

**UTILITIES / TELEPHONE / RADIO**

**Radios & Telephone**

**101-411-052-003**

2017-18 Budgeted Amount	\$ 6,500
2017-18 12-Month Estimate	\$ 6,500
2018-19 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**

2017-18 Budgeted Amount	\$ 35,000
2017-18 12-Month Estimate	\$ 80,000
2018-19 Proposed Amount	\$ 50,000

Annual maintenance and semi-annual services are performed on the Department's two fire engines, ladder truck, brush patrol, utility vehicle, fire chief's vehicle, reserve 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.

Two vehicles were added to the fleet, an additional \$10,000 is requested to cover this expense.

**Fuel, Gasoline, Diesel & Oil**

**101-411-053-002**

2017-18 Budgeted Amount	\$ 12,000
2017-18 12-Month Estimate	\$ 12,000
2018-19 Proposed Amount	\$ 12,500

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**

2017-18 Budgeted Amount	\$ 38,000
2017-18 12-Month Estimate	\$ 38,000
2018-19 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.

**BUILDING / GROUNDS MAINTENANCE**

**Building Maintenance**

**101-411-055-001**

2017-18 Budgeted Amount	\$ 15,000
2017-18 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**

2017-18 Budgeted Amount	\$ 10,000
2017-18 12-Month Estimate	\$ 10,000
2018-19 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**

2017-18 Budgeted Amount	\$ 7,000
2017-18 12-Month Estimate	\$ 7,000
2018-19 Proposed Amount	\$ 9,500

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

An increase of \$2,500 is requested to support the Fire Prevention Officers supplies.

**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**

2017-18 Budgeted Amount	\$ 0
2017-18 12-Month Estimate	\$ 0
2018-19 Proposed Amount	\$ 0

This account was transferred to the IT department in the 2017-18 budget.

**Software**

**101-411-060-002**

2017-18 Budgeted Amount	\$ 40,000
2017-18 12-Month Estimate	\$ 40,000
2018-19 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**

2017-18 Budgeted Amount	\$ 0
2017-18 12-Month Estimate	\$ 0
2018-19 Proposed Amount	\$ 0

This account was transferred to the IT department in the 2017-18 budget.



## City of Piedmont

## Proposed 2018 - 19 Budget

<b>Fire: Paramedics</b>		<b>Budget</b>	<b>Estimated</b>	<b>Proposed</b>
<b>Description</b>	<b>Account #</b>	<b>17/18</b>	<b>17/18</b>	<b>18/19</b>
<b>Salaries</b>				
Regular Salaries	412-010-001	252,000	262,000	276,000
Overtime Salaries	412-010-003	40,000	60,000	43,000
<b>Object Total</b>	<b>412-010</b>	<b>292,000</b>	<b>322,000</b>	<b>319,000</b>
<b>Health Insurance</b>				
Medical Insurance	412-011-001	40,000	40,000	43,000
Dental Insurance	412-011-002	4,500	4,300	4,300
Vision Plan	412-011-003	450	500	500
<b>Object Total</b>	<b>412-011</b>	<b>44,950</b>	<b>44,800</b>	<b>47,800</b>
<b>Retirement</b>				
PERS	412-012-001	67,000	67,700	78,700
<b>Object Total</b>	<b>412-012</b>	<b>67,000</b>	<b>67,700</b>	<b>78,700</b>
<b>Other Benefits</b>				
Life Insurance	412-013-001	950	1,000	1,100
Disability Insurance	412-013-002	100	100	100
Uniform Allowance	412-013-003	2,200	2,200	2,200
Medicare Insurance	412-013-005	4,300	4,500	4,700
Concern EAP Program	412-013-006		280	300
<b>Object Total</b>	<b>412-013</b>	<b>7,550</b>	<b>8,080</b>	<b>8,400</b>
<b>Personnel Expenses</b>	<b>412-031</b>	<b>15,000</b>	<b>15,000</b>	<b>17,000</b>
<b>Department Supplies</b>				
Medical Supplies	412-051-001	45,000	45,000	45,000
<b>Equipment Main/Gas/Oil</b>				
Ambulance Maintenance	412-053-001	10,000	10,000	10,000
Oil & Gasoline	412-053-002	8,000	8,000	8,000
<b>Object Total</b>	<b>412-053</b>	<b>18,000</b>	<b>18,000</b>	<b>18,000</b>
<b>Contract Services</b>				
Contract Services	412-054-001	22,500	22,500	27,500
Medical Radio Rental	412-054-002	3,250	3,250	3,250
<b>Object Total</b>	<b>412-054</b>	<b>25,750</b>	<b>25,750</b>	<b>30,750</b>
<b>Other Expense</b>				
Special Equipment	412-056-001	2,850	2,850	2,850
Back-up Transportation	412-056-002	2,000	2,000	2,000
<b>Object Total</b>	<b>412-056</b>	<b>4,850</b>	<b>4,850</b>	<b>4,850</b>
<b>Total: Paramedics</b>		<b>520,100</b>	<b>551,180</b>	<b>569,500</b>
<b>TOTAL: Fire/Paramedics</b>		<b>5,648,850</b>	<b>6,256,478</b>	<b>6,232,850</b>

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## PARAMEDIC

### FIRE DEPARTMENT / PARAMEDIC PROGRAM

#### Medical Training

**101-412-031-002**

2017-18 Budgeted Amount	\$ 15,000
2017-18 12-Month Estimate	\$ 15,000
2018-19 Proposed Amount	\$ 17,000

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. An increase of \$2,000 is requested to cover the rising cost in instructor fees.

### DEPARTMENTAL SUPPLIES

#### Medical Supplies

**101-412-051-001**

2017-18 Budgeted Amount	\$ 45,000
2017-18 12-Month Estimate	\$ 45,000
2018-18 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.

### EQUIPMENT MAINTENANCE /GAS/OIL

#### Ambulance Maintenance

**101-412-053-001**

2017-18 Budgeted Amount	\$ 10,000
2017-18 12-Month Estimate	\$ 10,000
2018-19 Proposed Amount	\$ 10,000

Annual maintenance and semi-annual services are preformed 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**

2017-18 Budgeted Amount	\$ 8,000
2017-18 12-Month Estimate	\$ 8,000
2018-19 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**

2017-18 Budgeted Amount	\$ 22,500
2017-18 12-Month Estimate	\$ 22,500
2018-19 Proposed Amount	\$ 27,500

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 of \$5,000 in this account is requested to cover the cost for the Medical Director required in our Alameda County Emergency Medical Service Agreement.

**Medical Radio Rental**

**101-412-054-002**

2017-18 Budgeted Amount	\$ 3,250
2017-18 12-Month Estimate	\$ 3,250
2018-19 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**

2017-18 Budgeted Amount	\$ 2,850
2017-18 12-Month Estimate	\$ 2,850
2018-19 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.

**Equipment Replacement**

**Vehicle Replacement**

**Proposed Amount \$700,000**

The Fire Department currently has a Triple Combination Pumper (Fire Engine) in service that is scheduled and budgeted for replacement in F/Y 2018/19.

The Triple Combination Pumper Engine (2841) was purchased by the City in 1998, delivered in February 1999 and remained as a frontline response vehicle well into 2013. This fire engine remains in service as a reserve unit. It is used to replace one of the frontline units (fire engine or ladder truck) when they are out of service for scheduled maintenance, emergency repairs, on strike team assignments or extra staffing is required for special events.

The cost to maintain this fire engine has increased as it has aged due to lack of available parts, an increase in labor rates and frequent trips to the repair facility. Over the past two years we have had several maintenance issues with this fire engine. They range from a fuel delivery malfunction to electrical system issue and a major air leak affecting the breaking system.

According to NFPA (National Fire Protection Agency) guidelines, frontline fire apparatus should remain in service no more than 20 years.

**EKG Monitor Replacement**

**Proposed Amount \$37,000**

Replace the outdated 2000 Physio-Control, Life-Pack-12 EKG Defibrillator/Monitor with a new, state of the art Life-Pack 15. This monitor is scheduled and budgeted for replacement in F/Y 2018/19.

The Life-Pack 12 (better known as a Cardiac Monitor) was purchased in 2000, updated in 2007, and has been serviced or re-calibrated several times over the years. It currently does not meet standards as a piece of authorized Advanced Life Support equipment as determined by ALCO-Emergency Medical Services Authority.

The Life-Pack 15 is a vital piece of equipment necessary in determining a cardiac event. As a diagnostic tool, it is capable of performing a 12 lead EKG, monitor O2 saturation in the blood stream (pulse oximetry), evaluate blood pressures, temperatures, and ET-Co2 levels when a patient is intubated, can perform cardiac pacing, defibrillate a patient in cardiac arrest and print the 12 lead readout. The current LP-12 is not capable of monitoring ET- Co2, temperature or provide telemetry to the base hospitals.

As a piece of required equipment to maintain our Advanced Life Support Ambulance and two Paramedic Fire Engines, we currently have three Life-Pack 15's in-service. However, they are reaching their life expectancy and maintenance cost will become an issue in the next six to eight months. By replacing the oldest EKG Monitor this budget year we can maintain a response ready fleet without placing our units out of service for equipment issues.

## **Facility Maintenance Fund:**

### **Replace Fire Department Emergency Alert System**

Proposed Amount \$125,000

Replace the Fire Station's Emergency Alert System with a modern, state of the art system. The current alert system was installed in the 1950's, updated in the 1970's and again in the 1990's. Portions of the current alert system rely on outdated wiring, speakers, and relays that have led to costly maintenance issues. Recently the audio box (control center) and several speakers were replaced (temporary repairs). Wiring system issues and component failures of this antiquated system make it difficult to locate a repair company willing to work on this system.

Replacing the current system with a modern, state of the art alerting system will aid in reducing response times to emergencies, reduce cost of future repairs, and increase reliability in dispatching fire units. LED lighting, solid state circuitry, low voltage wires and computer aided components will reduce our energy consumption aiding in the City's goal of reducing its carbon footprint.

# Non-Departmental



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**Proposed General Fund Non Departmental Budget  
 Fiscal Year 2018-19**

**GENERAL FUND NON DEPARTMENTAL**

	Budget 17/18	Estimated Expenditures 17/18	Proposed Budget 18/19	Budget % Change
NON DEPARTMENTAL	<u>\$ 2,149,171</u>	<u>\$ 2,791,171</u>	<u>\$ 2,264,471</u>	<u>5.4%</u>

**EXPENDITURE DETAIL:**

<u>NON DEPARTMENTAL</u>				
Library	\$ 350,471	\$ 350,471	\$ 350,471	0.0%
Unemployment & Bounced Check	20,000	20,000	20,000	0.0%
Workers Compensation	572,000	580,000	590,000	3.1%
Liability Insurance	444,000	540,000	640,000	44.1%
Pension Rates Stabilization	-	750,000	-	NA
Retiree Medical	450,700	450,700	554,000	22.9%
OPEB Trust	312,000	100,000	110,000	-64.7%
<b>TOTAL NON DEPARTMENTAL</b>	<u>\$ 2,149,171</u>	<u>\$ 2,791,171</u>	<u>\$2,264,471</u>	<u>5.4%</u>

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## Other Funds



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**ABANDONED VEHICLE FUND**

<u>2018-19 Proposed Budget</u>	<u>2018-19 Proposed</u>
Estimated Fund Balance, July 1, 2018	\$ 22,239
Proposed Revenue 2018-19 Vehicle Registration Fee	4,500
Proposed Transfers 2018-19 Transfer-Out	<u>0</u>
Estimated Fund Balance, June 30, 2019	<u>\$ 26,739</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.

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**ATHLETIC FACILITY PRESERVATION FUND**

<u>2018-19 Proposed Budget</u>	<u>2018-19 Proposed</u>
Estimated Fund Balance, July 1, 2018	\$ 108,136
Proposed Revenue 2018-19	
Participant Fees	63,000
Proposed Expenditures 2018-19 (a)	<u>(40,000)</u>
Estimated Fund Balance, June 30, 2019	<u>\$ 131,136</u>
<u>(a) Proposed Expenditures 2018-19 Detail</u>	
PUSD PAYMENT	\$ 40,000
Total Proposed Expenditures	<u>\$ 40,000</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.

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**COPS FUND**

<u>2018-19 Proposed Budget</u>	<u>2018-19 Proposed</u>
Estimated Fund Balance, July 1, 2018	\$ 246,933
Proposed Revenue 2018-19	140,000
Proposed Expenditures 2018-19 (a)	(380,600)
Proposed Transfers 2018-19 Transfer-Out	<u>0</u>
Estimated Fund Balance, June 30, 2019	<u><u>\$ 6,333</u></u>
<u>(a) Proposed Expenditures 2018-19 Detail</u>	
Overtime Salaries	\$ 85,000
Police Training	10,000
Police Safety Gear	1,800
Police Field Supplies	3,300
Other Equipment & Services	5,500
Facility Updates	95,000
Crime Prevention	10,000
Technology/Software	<u>170,000</u>
Total Proposed Expenditures	<u><u>\$ 380,600</u></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 \$130,000.

The City has used COPS funds for overtime and equipment needed by the Police Department.

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**GAS TAX FUND**

<u>2018-19 Proposed Budget</u>	<u>2018-19 Proposed</u>
Estimated Fund Balance, July 1, 2018	\$ 103,433
Proposed Revenue 2018-19	
State Gas Tax Funds	276,000
Added SB1 RMRP	199,000
Total Proposed Revenue 2017-18	<u>475,000</u>
Proposed Transfers 2018-19	
Transfer-Out: General Fund Public Works Operations	(300,000)
Transfer-Out: Sidewalk Repair	(50,000)
Total Proposed Transfers	<u>(350,000)</u>
Proposed Expenditures 2018-19 (a)	<u>(215,000)</u>
Estimated Fund Balance, June 30, 2019	<u><u>\$ 13,433</u></u>
<u>(a) Proposed Expenditures 2017-18 Detail</u>	
Street Resurfacing	\$ 215,000

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.

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**MEASURE B FUND**

<u>2018-19 Proposed Budget</u>	<u>2018-19 Proposed</u>
Estimated Fund Balance, July 1, 2018	\$ 34,556
Proposed Revenue 2018-19	
Local Street & Road	450,000
Bicycle & Pedestrian	<u>0</u>
Total Proposed Revenue 2018-19	450,000
Proposed Expenditures 2018-19 (a)	<u>(470,000)</u>
Estimated Fund Balance, June 30, 2019	<u>\$ 14,556</u>
 <u>(a) Proposed Expenditures 2018-19 Detail</u>	
Street Resurfacing	293,000
Bicycle & Pedestrian Projects	83,000
Sidewalk/Curbs/Gutters	<u>94,000</u>
Total Proposed Expenditures	<u>\$ 470,000</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.

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**MEASURE BB FUND**

<u>2018-19 Proposed Budget</u>	<u>2018-19 Proposed</u>
Estimated Fund Balance, July 1, 2018	\$ 71,309
Proposed Revenue 2018-19	
Local Street & Road	415,000
Total Proposed Revenue 2018-19	415,000
Proposed Expenditures 2018-19 (a)	<u>475,000</u>
Estimated Fund Balance, June 30, 2019	<u><u>\$ 11,309</u></u>

(a) Proposed Expenditures 2018-19 Detail

Street Resurfacing	\$ 475,000
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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.

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**MEASURE D FUND**

<u>2018-19 Proposed Budget</u>	<u>2018-19 Proposed</u>
Estimated Fund Balance, July 1, 2018	\$ 67,033
Proposed Revenue 2018-19	37,000
Proposed Transfers 2018-19	
Transfer-Out: General Fund	(17,000)
Proposed Expenditures 2018-19 (a)	<u>(40,000)</u>
Estimated Fund Balance, June 30, 2019	<u>\$ 47,033</u>
 <u>(a) Proposed Expenditures 2018-19 Detail</u>	
Measure D Program	\$ 25,000
Beverage Container Recycling	<u>15,000</u>
Total Proposed Expenditures	<u>\$ 40,000</u>

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

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

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**MEASURE F FUND**

<u>2018-19 Proposed Budget</u>	<u>2018-19 Proposed</u>
Estimated Fund Balance, July 1, 2018	\$ 5,265
Proposed Revenue 2018-19	47,500
Proposed Expenditures 2018-19 (a)	<u>(47,500)</u>
Estimated Fund Balance, June 30, 2019	<u>\$ 5,265</u>
<u>(a) Proposed Expenditures 2018-19 Detail</u>	
Street Resurfacing	<u>\$ 47,500</u>
Total Proposed Expenditures	<u>47,500</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.

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**SIDEWALK REPAIR FUND**

<u>2018-19 Proposed Budget</u>	<u>2018-19 Proposed</u>
Estimated Fund Balance, July 1, 2018	\$62,051
Proposed Revenue 2018-19 Sidewalk Reimbursement Program	3,000
Proposed Transfers 2018-19	
Transfer-In: General Fund	100,000
Transfer-In: Gas Tax Fund	<u>50,000</u>
Total Proposed Transfers	150,000
Proposed Expenditures 2018-19	<u>(203,000)</u>
Estimated Fund Balance, June 30, 2019	<u><u>\$12,051</u></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.

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**URBAN COUNTY CDBG FUND**

<u>2018-19 Proposed Budget</u>	<u>Budget 2018-19 Proposed</u>
Estimated Fund Balance, July 1, 2018	\$ 215
Proposed Revenue 2018-19	34,000
Proposed Expenditures 2018-19	<u>(34,000)</u>
Estimated Fund Balance, June 30, 2019	<u><u>\$ 215</u></u>

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

CDBG funds are made available effective July 1 each year and are disbursed to jurisdictions after approved projects are completed. The City has used these funds in the past for the removal of architectural barriers to make public facilities handicap accessible. The funds received for 2017-2018 will be for the Linda avenue Mid-Block Crosswalk Project.

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**TRAFFIC SAFETY FUND**

<u>2018-19 Proposed Budget</u>	<u>2018-19 Proposed</u>
Estimated Fund Balance, July 1, 2018	\$ 5,305
Proposed Revenue 2018-19 Fees & Fines	20,000
Proposed Transfers 2018-19 Transfer-Out: General Fund	(20,000)
Estimated Fund Balance, June 30, 2019	<u>\$ 5,305</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.

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**PRIVATE CONTRIBUTION FUND**

<u>2018-19 Proposed Budget</u>	<u>2018-19 Proposed</u>
Estimated Fund Balance, July 1, 2018	\$ 1,257,072
Proposed Revenue 2018-19	25,000
Proposed Transfers 2018-19 Transfer-Out	<u>(5,000)</u>
Estimated Fund Balance, June 30, 2019	<u><u>\$ 1,277,072</u></u>

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

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**CAPITAL IMPROVEMENTS PROJECTS**

<u>2018-19 Proposed Budget</u>	<u>2018-19 Proposed</u>
Estimated Fund Balance, July 1, 2018	\$ 227,627
Proposed Transfers 2018-19	-
Proposed Expenditures 2018-19 (a)	<u>\$ (176,763)</u>
Estimated Fund Balance, June 30, 2019	<u><u>\$ 50,865</u></u>

(a) Proposed Expenditures 2018-19 Detail

(1)

Projects		2017-18 Remaining Budget	2017-18 Estimate	2017-18 Carry Forward	2018-19 New Projects	Total 2018-19 Expenditures
Corp yard Vehicle Storage	127-0433-004-000	\$ 128,848	\$ 10,000	\$ 118,848	\$0	\$118,848
Linda Beach Playfield Master Plan	127-0434-002-000	28,175	-	28,175	-	28,175
Beach Access/Landscape Plan	127-0434-008-000	6,740	2,000	4,740	-	4,740
Coaches Field Feasibility Plan	127-0434-013-000	25,000	-	25,000	-	25,000
		<u>\$ 188,763</u>	<u>\$ 12,000</u>	<u>\$ 176,763</u>	<u>\$0</u>	<u>\$176,763</u>

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**EQUIPMENT REPLACEMENT FUND**

<u>2018-19 Proposed Budget</u>	<u>2018-19 Proposed</u>
Estimated Fund Balance, July 1, 2018	\$ 3,349,614
Proposed Revenue 2018-19	
Interest	54,000
Proposed Transfers 2018-19	
General Fund	400,000
Abandoned Vehicle	
Total Proposed Transfers	<u>400,000</u>
Total Revenue & Transfers	<u>454,000</u>
Proposed Expenditures 2018-19 (a)	<u>(1,984,600)</u>
Estimated Fund Balance, June 30, 2019	<u>\$ 1,819,014</u>
<u>Fund Balance Detail</u>	
Estimated Fund Balance, June 30, 2017	\$ 1,819,014
Restricted for Loan to Sewer Fund *	<u>(600,000)</u>
Non Restricted Estimated Fund Balance	<u>\$ 1,219,014</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 2018-19 Detail</u>	<u>Amount</u>
Video Server (KCOM)	15,000
Automobiles: 2 Trucks (Public Works)	110,000
Automobile: Van (Recreation)	34,000
Copy Machine (Recreation)	12,000
Automobiles: 5 Patrol Units (Police)	110,000
Automobile: Motorcycle (Police)	35,000
Copy Machine (Police)	10,000
ALPR: 39 Cameras (Police)	60,000
Automobile: Fire Engine (Fire)	700,000
Cardiac EKG Monitore	35,000
IT	863,600
Total Proposed Expenditures	<u>\$ 1,984,600</u>

Description	Replacement Budget
<b><u>Administration:</u></b>	
Video Server (KCOM)	\$ 15,000
<b><u>Public Works:</u></b>	
Automobiles: 2 Trucks	110,000
<b><u>Recreation:</u></b>	
Automobile: Van	34,000
Copy Machine	12,000
<b><u>Police:</u></b>	
2 Patrol Units	110,000
Motorcycle	35,000
Copy Machine	10,000
Automated License Plate Readers	60,000
<b><u>Fire:</u></b>	
Fire Engine (Pumper)	700,000
Cardiac EKG Monitor	35,000
<b><u>IT:</u></b>	
Applications & Systems	522,500
Infrastructure & Operations	241,100
Hardware	100,000
Total Proposed Expenditures	<u>\$ 1,984,600</u>

3 / 5 Year funding per expenditure					7-Year PLAN FUNDING					Recommended Funding				
Use 5 years for items over \$400K														
										EQUIPMENT REPLACEMENT FUND ACTIVITY				
Begin				End	Begin				End	Fiscal	Begin	Planned		End
Balance	Funding	Expenditures	Balance	Balance	Balance	Funding	Expenditures	Balance	Balance	Year	Balance	Funding	Expenditures	Balance
17/18	3,937,414	1,704,800	(1,076,800)	4,565,414	17/18	3,937,414	400,000	(1,076,800)	3,260,614	17/18	\$ 3,937,414	\$ 489,000	\$ (1,076,800)	\$ 3,349,614
18/19	4,565,414	1,662,233	(1,984,600)	4,243,047	18/19	3,260,614	400,000	(1,984,600)	1,676,014	18/19	3,349,614	454,000	(1,984,600)	1,819,014
19/20	4,243,047	1,228,117	(1,084,700)	4,386,464	19/20	1,676,014	400,000	(1,084,700)	991,314	19/20	1,819,014	450,000	(1,084,700)	1,184,314
20/21	4,386,464	957,017	(908,100)	4,435,381	20/21	991,314	600,000	(908,100)	683,214	20/21	1,184,314	600,000	(908,100)	876,214
21/22	4,435,381	686,917	(1,009,500)	4,112,797	21/22	683,214	600,000	(1,009,500)	273,714	21/22	876,214	686,917	(1,009,500)	553,631
22/23	4,112,797	622,445	(508,028)	4,227,214	22/23	273,714	600,000	(508,028)	365,686	22/23	553,631	622,445	(508,028)	668,047
23/24	4,227,214	533,750	(625,500)	4,135,464	23/24	365,686	600,000	(625,500)	340,186	23/24	668,047	533,750	(625,500)	576,297
24/25	4,135,464	461,583	(645,000)	3,952,047	24/25	340,186	461,583	(645,000)	156,769	24/25	576,297	461,583	(645,000)	392,881
25/26	3,952,047	408,583	(296,500)	4,064,131	25/26	156,769	408,583	(296,500)	268,853	25/26	392,881	408,583	(296,500)	504,964
26/27	4,064,131	496,083	(445,000)	4,115,214	26/27	268,853	496,083	(445,000)	319,936	26/27	504,964	496,083	(445,000)	556,047
27/28	4,115,214	690,117	(612,500)	4,192,831	27/28	319,936	690,117	(612,500)	397,553	27/28	556,047	690,117	(612,500)	633,664
28/29	4,192,831	808,950	(562,500)	4,439,281	28/29	397,553	808,950	(562,500)	644,003	28/29	633,664	808,950	(562,500)	880,114
29/30	4,439,281	821,950	(753,000)	4,508,231	29/30	644,003	821,950	(753,000)	712,953	29/30	880,114	821,950	(753,000)	949,064
30/31	4,508,231	628,117	(592,500)	4,543,847	30/31	712,953	628,117	(592,500)	748,569	30/31	949,064	628,117	(592,500)	984,681
31/32	4,543,847	581,950	(1,074,000)	4,051,797	31/32	748,569	581,950	(1,074,000)	256,519	31/32	984,681	581,950	(1,074,000)	492,631
32/33	4,051,797	375,000	(1,335,000)	3,091,797	32/33	256,519	375,000	(1,335,000)	(703,481)	32/33	492,631	775,000	(1,335,000)	(67,369)
Total	3,937,414	12,667,611	(13,513,228)	3,091,797	Total	3,937,414	8,872,333	(13,513,228)	(703,481)	Total	\$ 3,937,414	\$ 9,508,445	\$ (13,513,228)	\$ (67,369)

**CITY OF PIEDMONT  
EQUIPMENT REPLACEMENT FUND**

	Acquired	Life	Replace	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022
<b>Administration</b>									
1	Copy Machine (Finance)	2015	10	2025					
2	Copy Machine (Administration)	2013	10	2023					
	Misc.	Vary							
<b>KCOM</b>									
1	Video Equipment Upgrade	2006	11	2017	50,000	30,000		50,000	
2	Video Server	2018	6	2024			15,000		
3	Station Renovation	2009	10	2019			250,000		
<b>Public Works</b>									
1	Copy Machine (Public Works)	2013	10	2023					
2	Dodge 2500 Truck (#21)	2006	12	2018			50,000		
3	GMC Dump Truck F450 (#26)	2013	10	2023					
4	Dodge 2500 Truck (#23)	2006	12	2018			60,000		
5	GMC Flatbed Pickup (#24)	2003	15	2018		60,000			
6	GMC Flatbed Pickup(#22)	2003	15	2018		60,000			
7	GMC Dump Truck (#29)	2015	10	2025					
8	Schwarze Street Sweeper(#32)	2005	15	2020				200,000	
9	Street Sweeper (#31)	2008	11	2019			200,000		
10	GMC Flusher Truck 95 (#30)	2016	15	2031					
11	Dodge Pickup Truck (#20)	2005	12	2017	50,000				
12	2001 Dodge Pickup	2001	17	2018		55,000			
13	Backhoe 580K Case (#35)	2000	N/A	-				125,000	
14	Utility Tractor with Trailer (#36)	1999	N/A	-					
15	Sectional Sewer Rodder (#37)	2001	N/A	-					
16	Freightliner Street Sweeper (#33)	1999	N/A	-					
17	2010 CCTV Van (#28)	2010	N/A	-					
18	International 4400 Sewer Flusher(#46)	2006	N/A	-					
19	GMC Dump Truck 3500H/D	2014	10	2024					
20	CASE 1840 SKID Steer (#41)	2022	N/A	-					
<b>Recreation</b>									
1	Ford Van E350	2004	15	2019			34,000		
2	Copy Machine	2013	6	2019			12,000		
<b>Police</b>									
1	Ford Car - Detective Unit	2015	7	2022					50,000
2	Animal Control Truck	2013	8	2021					50,000
3	Parking Enforcement Unit	2013	7	2020				25,000	
4	Car-Chief's Unit	2014	7	2021					35,000
5	Car - Captain's Unit	2013	8	2021					35,000
6	Cars-5 Patrol Units	2013	5	2018		100,000	110,000	55,000	55,000
7	Harley-Davidson Motorcycle	2010	8	2018			35,000		35,000
8	Copy Machine	2013	6	2019			10,000		10,000
9	ALPR Mobile	2017	6	2023	15,000				
10	ALPR: 39 cameras / 15 intersections	2014	N/A				60,000	60,000	60,000
11	Communication Equipment(COPS)	2016	6	2022					100,000
12	Hand Guns	2009	10	2019					
13	Radio Equipment	2016	7	2023					
14	Safety Gear	2016	10	2026					
15	Mobile Radar Units (5 in-Car)	2022	10	2032					
16	911 Phone Equipment	2021	10	2031					200,000
17	Taser Guns	2017	5	2022	32,205				34,000
18	Mobile Computers	2018	10	2028		60,000			
19	Speed Signs	2016	N/A						
20	Police Bicycles	2025	10	2035					

**CITY OF PIEDMONT  
EQUIPMENT REPLACEMENT FUND**

	Acquired	Life	Replace	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	
<b>Fire</b>										
1	Fire Engine #1-Pumper (#2841)	1999	20	2019		700,000				
2	Fire Truck #2-Aerial (#2842)	2015	25	2040						
3	Fire Engine-57" Pumper (#1071)	2012	20	2032						
4	Cardiac EKG Monitors	2018	10	2028		35,000	35,000	35,000	35,000	
5	Emergency Generator	2008	20	2028						
6	SCBA (Self contained Breathing App) (19)	2014	10	2024						
7	Chief's Vehicle	2017	10	2027	60,000					
8	City Pool Vehicle (Tahoe)	2012	10	2022					75,000	
9	Ambulance (#2891)	2007	10	2017		220,000				
10	Ambulance (#1079)	2013	10	2023						
11	2015 F550 Ford Truck\Mobile Pumping Unit	2015	20	2035						
12	P25 Compatable Radios	2016	6	2022					250,000	
13	Ladder Truck	2013	20	2033						
14	Utility Pick-Up (2896)	new	15	2021				50,000		
<b>IT</b>										
1	Desktop Computer Replacement	2014	5	Vary	45,000	70,000	30,000	30,000	30,000	
2	Printer Replacement		5	Vary			5,000	5,000	5,000	
3	Server 1 - Shared Application Server	2019	10	2029			15,000			
4	Server 2 - Shared Application Server	2019	10	2029			15,000			
5	Server 3 - Shared Application Server	2019	10	2029			15,000			
6	iPads		3	Vary	411	3,000	10,000	2,500	2,500	
7	Computer System/Software (Rec)	1999	N/A	-						
8	Computer Dispatch/Records(Police)	2002	N/A							
9	Computer System Update (Police)	2015	10	2025						
10	Dispatch Center Printer (Police)	2018	7	2025			10,000			
11	New World Upgrade (Fire)	2016	10	2026	30,000					
12	Records Mgmt Software Upgrade	2019	10	2029			10,000			
13	Applications & Departmental Systems		N/A	Vary	42,500	220,000	497,500	345,500	248,000	
14	Gov 2.0		N/A	Vary	-	-	15,000	7,500	20,000	
15	IT Infrastructure		N/A	Vary	47,250	80,800	211,100	66,200	5,100	
16	IT Operations		N/A	Vary	2,500		15,000	-	-	
17	IT Security		N/A	Vary	3,500	-	15,000	25,000	-	
18	Telecommunications	2017	10	2027	10,000	115,000	-	-	-	
19	Network Equipment		2	Vary		3,000		3,000	3,000	
<b>Total - All Departments</b>					388,366	1,076,800	1,984,600	1,084,700	908,100	1,009,500

**CITY OF PIEDMONT  
EQUIPMENT REPLACEMENT FUND**

	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028
<b>Administration</b>						
1 Copy Machine (Finance)			15,000			
2 Copy Machine (Administration)	15,000					
Misc.						
<b>KCOM</b>						
1 Video Equipment Upgrade				50,000		
2 Video Server			20,000			
3 Station Renovation						
<b>Public Works</b>						
1 Copy Machine (Public Works)	15,000					
2 Dodge 2500 Truck (#21)					45,000	
3 GMC Dump Truck F450 (#26)	50,000					
4 Dodge 2500 Truck (#23)					55,000	
5 GMC Flatbed Pickup (#24)						
6 GMC Flatbed Pickup(#22)				60,000		
7 GMC Dump Truck (#29)			100,000			
8 Schwarze Street Sweeper(#32)						
9 Street Sweeper (#31)						
10 GMC Flusher Truck 95 (#30)						
11 Dodge Pickup Truck (#20)					50,000	
12 2001 Dodge Pickup						55,000
13 Backhoe 580K Case (#35)						
14 Utility Tractor with Trailer (#36)						
15 Sectional Sewer Rodder (#37)						
16 Freightliner Street Sweeper (#33)						
17 2010 CCTV Van (#28)						
18 International 4400 Sewer Flusher(#46)						
19 GMC Dump Truck 3500H/D		65,000				
20 CASE 1840 SKID Steer (#41)						
<b>Recreation</b>						
1 Ford Van E350					34,000	
2 Copy Machine						12,000
<b>Police</b>						
1 Ford Car - Detective Unit						
2 Animal Control Truck						
3 Parking Enforcement Unit					37,000	
4 Car-Chief's Unit						35,000
5 Car - Captain's Unit						
6 Cars-5 Patrol Units	120,000	120,000				120,000
7 Harley-Davidson Motorcycle		35,000				
8 Copy Machine						
9 ALPR Mobile	15,000	30,000				
10 ALPR: 39 cameras / 15 intersections	60,000	60,000	60,000	60,000	60,000	60,000
11 Communication Equipment(COPS)						
12 Hand Guns						
13 Radio Equipment	160,000					
14 Safety Gear				-	15,000	
15 Mobile Radar Units (5 in-Car)	9,000					
16 911 Phone Equipment						
17 Taser Guns					34,000	
18 Mobile Computers						60,000
19 Speed Signs				50,000		
20 Police Bicycles				6,000		

**CITY OF PIEDMONT  
EQUIPMENT REPLACEMENT FUND**

	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028
<b>Fire</b>						
1 Fire Engine #1-Pumper (#2841)						
2 Fire Truck #2-Aerial (#2842)						
3 Fire Engine-57" Pumper (#1071)						
4 Cardiac EKG Monitors						
5 Emergency Generator						100,000
6 SCBA (Self contained Breathing App) (19)			225,000			
7 Chief's Vehicle					80,000	
8 City Pool Vehicle (Tahoe)						
9 Ambulance (#2891)						
10 Ambulance (#1079)		275,000				
11 2015 F550 Ford Truck\Mobile Pumping Unit						
12 P25 Compatable Radios	29,028					
13 Ladder Truck						
14 Utility Pick-Up (2896)						
<b>IT</b>						
1 Desktop Computer Replacement	30,000	30,000	30,000	30,000	30,000	30,000
2 Printer Replacement	5,000	5,000	5,000	5,000	5,000	5,000
3 Server 1 - Shared Application Server						
4 Server 2 - Shared Application Server						
5 Server 3 - Shared Application Server						
6 iPads		2,500		2,500		2,500
7 Computer System/Software (Rec)						
8 Computer Dispatch/Records(Police)						
9 Computer System Update (Police)			180,000			
10 Dispatch Center Printer (Police)			10,000			
11 New World Upgrade (Fire)				30,000		
12 Records Mgmt Software Upgrade						
13 Applications & Departmental Systems						
14 Gov 2.0						
15 IT Infrastructure						
16 IT Operations						
17 IT Security						
18 Telecommunications						130,000
19 Network Equipment		3,000		3,000		3,000
<b>Total - All Departments</b>	<b>508,028</b>	<b>625,500</b>	<b>645,000</b>	<b>296,500</b>	<b>445,000</b>	<b>612,500</b>

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**FACILITY MAINTENANCE FUND**

<u>2018-19 Proposed Budget</u>	<u>2018-19 Proposed</u>
Estimated Fund Balance, July 1, 2018	\$ 3,415,945
Interest	15,000
Proposed Transfers 2018-19	850,000
Proposed Expenditures 2018-19 (a)	<u>(2,349,000)</u>
Estimated Fund Balance, June 30, 2019	<u>\$ 1,931,945</u>
 <u>Fund Balance Detail</u>	
Estimated Fund Balance, June 30, 2018	\$ 1,931,945
Restricted for Loan to Sewer Fund *	(200,000)
Restricted for Fac.Maint. Scheduled Reserve	<u>(610,000)</u>
Non Restricted Estimated Fund Balance	<u>\$ 1,121,945</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 2018-19 Detail</u>	
Annual Operations	280,000
Annual Maintenance	270,000
Capital Projects	485,000
Consulting Services	634,000
Deferred Maintenance Projects	<u>680,000</u>
<b>TOTAL PROPOSED EXPENSES 2018-19</b>	<b>2,349,000</b>

<b>CAPITAL PROJECTS 2018-2019</b>		Account No.	2017/18 Approved	2017/18 Estimated Costs	2017/18 Carry Forward	2018/19 Estimated Costs	2018/19 Budget Total
City Hall Finance Dept. Office Partitions		137-0433-053-028	\$ 25,000	\$ 28,440		Completed	\$ -
Fire Dept. Laundry Facility		137-0433-053-027	60,000	60,000		" "	-
Hampton Renovation Plan		137-0433-049-000		89,491		" "	-
City Hall Entry Renovation		137-0433-053-016		423		" "	-
Dracena Park			60,000	30,000	30,000		30,000
City Hall Restroom Remodel		137-0433-053-022	100,000	-	100,000		100,000
Police Dept. Security Fencing		137-0433-053-026	50,000	-	50,000		50,000
Corporation Yard Back-Up Generator		137-0433-053-023	80,000	-	80,000		80,000
Fire Dept. Vehicle Exhaust System		New				100,000	100,000
Fire Dept. Emergency Alert System		New				125,000	125,000
<b>TOTAL CAPITAL PROJECTS</b>			<b>\$ 375,000</b>	<b>\$ 208,354</b>	<b>\$ 260,000</b>	<b>\$ 225,000</b>	<b>\$ 485,000</b>
<b>CONSULTING SERVICES 2018-2019</b>		Account No.	2017/18 Approved	2017/18 Estimated Costs	2017/18 Carry Forward	2018/19 Estimated Costs	2018/19 Budget Total
Engineer Service-Coastland		137-0433-044-000	\$ 71,490	\$ 15,936	\$ 55,554	\$ 20,000	\$ 75,554
Project Management		137-0433-046-000	100,000	8,375	91,625	100,000	191,625
City Facilities Assessment		137-0433-053-003	52,295	33,740	18,555	-	18,555
City Hall Master Plan		137-0433-048-000	61,755	1,566	60,189	14,811	75,000
City Hall Electrical Design	(a)	137-0433-053-017	47,104	-	47,104	-	47,104
City Hall Seismic Analysis & Design	(a)	137-0433-053-018	25,000	-	25,000	-	25,000
City Hall Geotechnical Analysis & Report	(a)	137-0433-006-000	10,000	-	10,000	-	10,000
City Hall Fire Sprinkler Investigation	(a)	137-0433-041-000	10,000	-	10,000	-	10,000
City Hall & Fire Dept. ADA Compliance Study	(a)	137-0433-008-000	25,000	-	25,000	-	25,000
Community Hall Seismic Analysis		137-0433-053-014	25,000	-	25,000	-	25,000
Community Hall Fire Sprinkler Design		137-0433-007-000	10,000	-	10,000	10,000	20,000
Community Hall ADA Compliance Study		137-0433-042-000	25,000	-	25,000	25,000	50,000
Community Hall Geotechnical Report		New				10,000	10,000
Community Hall New Storage @ Roof		New				25,000	25,000
Recreation Center/Vets Hall Master Plan		137-0433-053-015	30,000	28,838	1,162	-	1,162
Police Dept/Vets Hall ADA Design		New				25,000	25,000
<b>TOTAL CONSULTING SERVICES</b>			<b>\$ 492,644</b>	<b>\$ 88,455</b>	<b>\$ 404,189</b>	<b>\$ 229,811</b>	<b>\$ 634,000</b>
(a) - Project dependent on the completion of the Master Plan							

<b>DEFERRED MAINTENANCE PROJECTS 2018-2019</b>	Account No.	2017/18 Approved (A)	2017/18 Estimated Costs	2017/18 Carry Forward	2018/19 Estimated Costs	2018/19 Budget Total
City Hall Window Replacement @ Public Works	137-0433-050-000	\$ 10,000	\$ 30,000			
Community Hall Sound System Replacement	137-0433-051-000	25,000	18,000			
Police Dept. Locker Room	137-0433-053-025	130,000	120,000			
Police Dispatch Center	137-0433-053-024	75,000	0			
City Hall Fuel Tank Decommission	137-0433-047-000	80,068	20,000	60,068		60,068
City Hall Council Seating Restoration	137-0433-053-019	25,000	0	25,000		25,000
City Hall/Fire Exit Signs & Egress Lighting	New				20,000	20,000
City Hall/Fire Fire Alarm Upgrade	New				50,000	50,000
City Hall/Fire Gas Meter Seismic Prep	New				5,000	5,000
Recreation Center Tot Lot Improvements	137-0433-053-020	14,932	0	14,932		14,932
Recreation Center Tennis Courts Improvements	137-0433-053-021	50,000	0	50,000	200,000	250,000
Recreation Center Exit Signs & Egress Lighting	New				20,000	20,000
Community Hall Fire Alarm Upgrade	New				45,000	45,000
Veterans Hall HVAC System Replacement	New				50,000	50,000
Police & Vets Hall Exit Signs & Egress Lighting	New				20,000	20,000
Police & Vets Hall Fire Alarm Upgrade	New				45,000	45,000
Police & Vets Hall ADA Upgrades & Signage	New				75,000	75,000
<b>TOTAL DEFERRED MAINTENANCE PROJECTS</b>		<b>\$ 410,000</b>	<b>\$ 188,000</b>	<b>\$ 150,000</b>	<b>\$ 530,000</b>	<b>\$ 680,000</b>
<b>FAC. MAINTENANCE SCHEDULED RESERVE SUMMARY</b>						
<b>BUILDINGS</b>	<b>2017/18</b>	<b>2018/19</b>	<b>Total</b>			
CITY HALL - 120 Vista Ave.	50,000	50,000	100,000			
FIRE DEPT. - 120 Vista Ave.	20,000	20,000	40,000			
RECREATION CENTER - 358 Hillside Ave.	50,000	50,000	100,000			
VETERANS HALL - 401 Highland Ave.	50,000	50,000	100,000			
POLICE DEPT. - 403 Highland Ave.	20,000	20,000	40,000			
COMMUNITY HALL - 711 Highland Ave.	20,000	20,000	40,000			
801 MAGNOLIA AVE.	5,000	5,000	10,000			
PIEDMONT PLAYSHCOOL - 401 Hampton Rd	5,000	5,000	10,000			
CORPORATION YARD - 898 Red Rock Rd.	5,000	5,000	10,000			
SCHOOLMATES - Beach	5,000	5,000	10,000			
SCHOOLMATES - Wildwood	5,000	5,000	10,000			
SCHOOLMATES - Havens	5,000	5,000	10,000			
<b>TOTAL BUILDINGS</b>	<b>240,000</b>	<b>240,000</b>	<b>480,000</b>			
<b>PARKS</b>	<b>2017/18</b>	<b>2018/19</b>	<b>2018/19</b>			
BLAIR PARK	0	0	0			
COACHES FIELD	10,000	10,000	20,000			
CROCKER PARK	5,000	5,000	10,000			
DRACENA PARK	20,000	20,000	40,000			
HAMPTON PARK	5,000	10,000	15,000			
LINDA BEACH PLAYFIELD & DOG PARK	0	5,000	5,000			
MAIN PARK	20,000	20,000	40,000			
<b>TOTAL PARKS</b>	<b>60,000</b>	<b>70,000</b>	<b>130,000</b>			
<b>GRAND TOTAL BUILDINGS &amp; PARKS RESERVE</b>	<b>300,000</b>	<b>310,000</b>	<b>610,000</b>			

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**2014 TAXABLE PENSION OBLIGATION FUND**

<u>2018-19 Proposed Budget</u>	<u>2018-19 Proposed</u>
Debt Payment	\$ 1,430,050
Total Proposed Expenditures	<u>\$ 1,430,050</u>
Estimated Fund Balance, July 1, 2018	\$ -
Proposed Transfers 2018-19	
General Fund	<u>1,430,050</u>
Proposed Expenditures 2018-19 (a)	<u>(1,430,050)</u>
Estimated Fund Balance, June 30, 2019	<u>\$ -</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.

<b>SEWER FUND</b>	<b>2017-18 Projected</b>	<b>2018-19 Proposed Budget</b>
<b>Beginning Balance</b>	\$1,303,950	\$ 1,177,049
Sewer Service Charges \ Interest	2,502,516	2,574,514
Loan Proceeds	2,883,000	1,417,000
<b>Total Revenue</b>	<u>5,385,516</u>	<u>3,991,514</u>
Operating Costs	(1,272,051)	(1,590,152)
Capital Costs	(3,682,402)	(394,602)
Debt Service	(557,963)	(557,963)
<b>Total Expenditures</b>	<u>(5,512,416)</u>	<u>(2,542,717)</u>
<b>Ending Balance</b>	<u>\$ 1,177,049</u>	<u>\$ 2,625,846</u>

**SEWER FUND**

<u>2018-19 Proposed Budget</u>	<u>Budget 2018-19 Proposed</u>
Estimated Fund Balance, July 1, 2018	\$ 1,177,050
Proposed Revenue 2018-19	
Sewer Service Fees	2,563,000
Phase V loan proceeds	1,417,000
Interest	<u>11,514</u>
	3,991,514
Proposed Transfers 2018-19	
General Fund	(824,000)
Proposed Expenditures 2018-19 (a)	<u>(1,718,717)</u>
Estimated Fund Balance, June 30, 2019	<u><u>\$ 2,625,846</u></u>
<u>(a) Expenditure Detail</u>	
General Sewer Maintenance	\$ 359,345
Sewer Equipment Maintenance	61,602
Sewer Projects: EPA Compliance	300,000
County of Alameda Clean Water Program	45,205
Sewer Replacement	84,602
Sewer Phase V	310,000
Sewer Debt Service	557,963
Total Estimated Expenditures	<u><u>\$ 1,718,717</u></u>

	ACTUAL					
	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19
<b>Beginning Fund Balance</b>	<b>\$1,033,104</b>	<b>\$680,087</b>	<b>\$1,296,052</b>	<b>\$801,035</b>	<b>\$1,303,950</b>	<b>\$1,177,049</b>
<b>Revenues</b>						
Current Revenues						
Interest	3,613	5,443	6,358	11,031	11,400	11,514
General Fund Transfer						
Sewer Service Charge	2,220,408	2,270,835	2,245,450	2,406,895	2,491,116	2,563,000
<b>Total Current Revenues</b>	<b>2,224,021</b>	<b>2,276,279</b>	<b>2,251,809</b>	<b>2,417,926</b>	<b>2,502,516</b>	<b>2,574,514</b>
Loan Proceeds						
Sewer Loan (b)		800,000				
Phase IV loan proceeds						
Phase V loan proceeds					2,883,000	1,417,000
Phase VI loan proceeds (TBD)						
Phase VII loan proceeds (TBD)						
<b>Total Loan Proceeds</b>	<b>0</b>	<b>800,000</b>	<b>0</b>	<b>0</b>	<b>2,883,000</b>	<b>1,417,000</b>
<b>Total Revenue</b>	<b>2,224,021</b>	<b>3,076,279</b>	<b>2,251,809</b>	<b>2,417,926</b>	<b>5,385,516</b>	<b>3,991,514</b>
<b>Expenditures</b>						
Operating Costs						
General Fund	900,000	780,000	1,056,000	728,000	745,000	824,000
Sewer Maintenance (a)	102,444	435,583	480,342	222,492	350,000	359,345
Equipment Maintenance	83,893	5,709	17,293	52,867	60,000	61,602
EPA Compliance	301,744	177,423	197,783	125,463	75,000	300,000
County Clean Water Program	36,090	36,090	36,690	36,090	42,051	45,205
<b>Total Operating Costs</b>	<b>1,424,171</b>	<b>1,434,805</b>	<b>1,788,108</b>	<b>1,164,912</b>	<b>1,272,051</b>	<b>1,590,152</b>
Capital Costs						
Major Equipment Purchases						
General Sewer Replacement:	598,903	352,723	154,992	80,259	82,402	84,602
Major Sewer Replacement:						
Phase IV Sewer Rehabilitation						
Phase V Sewer Rehabilitation		117,696	246,827	109,877	3,600,000	310,000
Phase VI Sewer Rehabilitation						
Phase VII Sewer Rehabilitation						
<b>Total Capital Costs</b>	<b>598,903</b>	<b>470,419</b>	<b>401,819</b>	<b>190,136</b>	<b>3,682,402</b>	<b>394,602</b>
Debt Service						
Phase I Loan	144,342	144,342	144,342	144,342	144,342	144,342
Phase II Loan	141,780	141,780	141,780	141,780	141,780	141,780
Phase III Loan	161,513	161,513	161,513	161,513	161,513	161,513
Phase IV Loan (Paid off FY2031-32)	106,328	106,328	106,328	106,328	106,328	106,328
Phase V Loan (c)						
Phase VI Loan (c)						
Phase VII Loan (c)						
Loan Interest Accrued (b)		1,127	2,934	6,000	4,000	4,000
<b>Total Debt Service</b>	<b>553,963</b>	<b>555,090</b>	<b>556,897</b>	<b>559,963</b>	<b>557,963</b>	<b>557,963</b>
<b>Total Expenditure</b>	<b>2,577,037</b>	<b>2,460,314</b>	<b>2,746,825</b>	<b>1,915,012</b>	<b>5,512,416</b>	<b>2,542,717</b>
<b>Excess of Revenues over Expenditures</b>	<b>(353,017)</b>	<b>615,964</b>	<b>(495,016)</b>	<b>502,914</b>	<b>(126,900)</b>	<b>1,448,797</b>
<b>Ending Fund Balance</b>	<b>\$680,087</b>	<b>\$1,296,052</b>	<b>\$801,035</b>	<b>\$1,303,950</b>	<b>\$1,177,049</b>	<b>\$2,625,846</b>



PROJECTED								
2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
\$2,625,846	\$2,744,315	\$6,089,618	\$6,222,501	\$3,152,638	\$2,587,546	\$7,541,129	\$3,960,928	\$4,280,513
11,629	11,745	11,862	11,981	12,101	12,222	12,344	12,467	12,592
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
<b>2,643,061</b>	<b>2,713,436</b>	<b>2,785,688</b>	<b>2,859,868</b>	<b>2,936,027</b>	<b>3,014,217</b>	<b>3,094,492</b>	<b>3,176,908</b>	<b>3,261,524</b>
	3,940,612							
					4,590,942			
<b>0</b>	<b>3,940,612</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,590,942</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>2,643,061</b>	<b>6,654,048</b>	<b>2,785,688</b>	<b>2,859,868</b>	<b>2,936,027</b>	<b>7,605,159</b>	<b>3,094,492</b>	<b>3,176,908</b>	<b>3,261,524</b>
849,000	874,000	900,000	927,000	955,000	984,000	1,014,000	1,044,000	1,075,000
368,940	378,790	388,904	399,288	409,949	420,894	432,132	443,670	455,516
63,247	64,936	66,670	68,450	70,278	72,154	74,081	76,059	78,090
300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000
48,500	49,795	51,125	52,490	53,891	55,330	56,807	58,324	59,881
1,629,687	1,667,521	1,706,699	1,747,228	1,789,118	1,832,378	1,877,020	1,922,053	1,968,487
30,000	60,000	76,500				300,000		
86,861	89,180	91,562	94,006	96,516	99,093	101,739	104,455	107,244
	714,000		3,226,612					
				753,600		3,837,342		
116,861	863,180	168,062	3,320,618	850,116	99,093	4,239,081	104,455	107,244
144,342	144,342	144,342						
141,780	141,780	141,780	141,780	141,780				
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
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
							272,222	272,222
8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	104,095
778,044	778,044	778,044	861,885	861,885	720,105	558,592	830,814	926,909
<b>2,524,592</b>	<b>3,308,746</b>	<b>2,652,804</b>	<b>5,929,731</b>	<b>3,501,119</b>	<b>2,651,576</b>	<b>6,674,693</b>	<b>2,857,322</b>	<b>3,002,640</b>
118,469	3,345,302	132,884	(3,069,863)	(565,092)	4,953,583	(3,580,201)	319,586	258,884
<b>\$2,744,315</b>	<b>\$6,089,618</b>	<b>\$6,222,501</b>	<b>\$3,152,638</b>	<b>\$2,587,546</b>	<b>\$7,541,129</b>	<b>\$3,960,928</b>	<b>\$4,280,513</b>	<b>\$4,539,397</b>

**SEWER FUND TRANSFER  
FY 2018-19 Budget**

<b>SEWER FUND TRANSFER - SUMMARY</b>	
PERSONNEL COSTS (A.)	\$782,738
TOTAL MATERIALS & SUPPLIES (B.)	\$8,564
TOTAL EQUIPMENT MAINTENANCE (C.)	\$16,031
TOTAL EQUIPMENT FUEL (D.)	\$16,201
TOTAL SEWER	\$823,534
<b>TOTAL SEWER TRANSFER (ROUNDED)</b>	<b>\$824,000</b>

<b>A. PERSONNEL COSTS</b>			
JOB DESCRIPTION	SALARY & BENEFITS	FACTOR	TOTAL
<i>PUBLIC WORKS DEPARTMENT</i>			
Public Works Director	\$275,807	50%	\$137,903
PW Administration Asst.	\$136,519	25%	\$34,130
PW Administration Asst.	\$85,715	20%	\$17,143
Maintenance Supervisor	\$200,625	60%	\$120,375
Senior Maintenance	\$144,260	75%	\$108,195
Senior Maintenance	\$136,773	2%	\$2,735
Maintenance Worker II	\$136,477	65%	\$88,710
Maintenance Worker II	\$129,479	65%	\$84,161
Maintenance Worker II	\$136,477	85%	\$116,006
Maintenance Worker II	\$118,296	0.5%	\$591
Maintenance Worker	\$85,219	4.5%	\$3,835
Overtime & Other Pay (Standby & Callback)			\$50,000
<b>TOTAL PUBLIC WORKS DEPARTMENT COSTS</b>		<b>4.52</b>	<b>\$763,785</b>
<i>ADMINISTRATION COSTS</i>			
City Administrator	\$297,760	2.50%	\$7,444
Finance (Based on FTE =4.57/94)	\$239,343	4.81%	\$11,509
<b>TOTAL ADMINISTRATION COSTS</b>			<b>\$18,953</b>
<b>TOTAL PERSONNEL COSTS (PUBLIC WORKS + ADMINISTRATION)</b>			<b>\$782,738</b>

<b>B. TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$8,564</b>
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<b>C. EQUIPMENT MAINTENANCE</b>				
VEHICLE	VEHICLE ID	SEWER FACTOR (1)	TOTAL MAINT. COSTS (2)	SEWER MAINT. COSTS (1*2)
Dodge 1500 PU Truck	20	60%	57	\$34
Dodge 2500 PU Truck	21	75%	57	\$43
Dodge 2500 PU Truck	23	65%	0	\$0
GMC Sierra 3500 PU Truck	24	100%	0	\$0
Freightliner CCTV Van	28	100%	9,517	\$9,517
Intl Schwarze Sweeper	31	100%	57	\$57
Intl Schwarze Sweeper	32	100%	2,271	\$2,271
Freightliner Tymco Sweeper	33	100%	2,328	\$2,328
Case 580 Super L Backhoe	35	50%	3,563	\$1,781
<b>TOTAL MAINTENANCE COSTS</b>			<b>\$17,849</b>	<b>\$16,031</b>

<b>D. EQUIPMENT FUEL COSTS</b>							
VEHICLE	VEHICLE ID	2017 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	9,307	10	931	60%	558	\$1,954
Dodge 2500 PU Truck	21	3,999	8	500	75%	375	\$1,312
Dodge 2500 PU Truck	23	3,553	7	508	65%	330	\$1,155
GMC Sierra 3500 PU Truck	24	123	7	18	100%	18	\$62
Freightliner CCTV Van	28	2,485	5	497	100%	497	\$1,740
GMC Top Kick Dump Truck	29	0	1.7	0	100%	0	\$0
GMC Top Kick Flusher Truck	30	314	2	157	100%	157	\$550
Intl Schwarze Sweeper	31	1,126	2	563	100%	563	\$1,971
Intl Schwarze Sweeper	32	1,426	2	713	100%	713	\$2,496
Freightliner Tymco Sweeper	33	1,184	2	592	100%	592	\$2,072
Case 580 Super L Backhoe	35	55 hrs	4 gal./hour	220	50%	110	\$385
GMC W5500 Sewer Rodder	37	1	6	0	100%	0	\$1
Intl 4400 Sewer Flusher	40	715	1	715	100%	715	\$2,503
<b>TOTAL EQUIPMENT FUEL COSTS</b>						<b>4,628</b>	<b>\$16,201</b>

**LIABILITY INSURANCE**

<u>2018-19 Proposed Budget</u>	<u>2018-19 Proposed</u>
Estimated Fund Balance, July 1, 2018	\$ 287,106
Proposed Contributions 2018-19 From General Fund	640,000
Proposed Expenditures 2018-19 Premium and Liability	<u>(640,000)</u>
Estimated Fund Balance, June 30, 2019	<u><u>\$ 287,106</u></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.

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**WORKERS' COMPENSATION**

<u>2018-19 Proposed Budget</u>	<u>2018-19 Proposed</u>
Estimated Fund Balance, July 1, 2018	\$ 745,568
Proposed Contributions 2018-19	
From General Fund	590,000
Proposed Expenditures 2018-19	
Workers' Comp. Insurance Premium, Admin. Fee/Injury/Salary	<u>(590,000)</u>
Estimated Fund Balance, June 30, 2019	<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.

<b>Appropriation Increases Through June 30, 2018</b>				
		<b>2017-18 Adopted Budget</b>	<b>2017-18 Revised Budget</b>	<b>Appropriation Increase</b>
<b>General Fund</b>	<b>101</b>			
Administration	400	2,643,760	2,665,860	22,100
KCOM	401	215,325	215,325	-
		<b>2,859,085</b>	<b>2,881,185</b>	<b>22,100</b>
Public Works	402	<b>4,300,863</b>	<b>4,256,763</b>	<b>(44,100)</b>
Recreation	404	2,438,600	2,378,159	(60,441)
Community Hall	405	127,375	131,375	4,000
Veterans' Hall	406	43,630	49,130	5,500
Pre-School Division	407	357,180	357,180	-
801 Magnolia	414	11,200	-	(11,200)
Recreation Total		<b>2,977,985</b>	<b>2,915,844</b>	<b>(62,141)</b>
Police	408	<b>6,288,490</b>	<b>6,063,190</b>	<b>(225,300)</b>
Firefighters	411	5,190,650	5,128,750	(61,900)
Paramedics	412	520,100	520,100	-
Fire Total		<b>5,710,750</b>	<b>5,648,850</b>	<b>(61,900)</b>
Non-Departmental	419	370,471	821,171	450,700
Other Financing Use	439	1,328,000	1,328,000	-
<b>General Fund Total</b>		<b>23,835,644</b>	<b>23,915,003</b>	<b>79,359</b>
Internal Service Fund	<b>104</b>	1,400,000	1,400,000	-
Workers' Compensation	<b>105</b>	572,000	572,000	-
Liability Insurance	<b>108</b>	444,000	444,000	-
COPS	<b>109</b>	-	537,874	537,874
Equipment Replacement	<b>110</b>	1,048,800	1,048,800	-
Athletic Facility Preservation	<b>113</b>	35,000	35,000	-
Schoolmates	<b>114</b>	744,750	744,750	-
Aquatics	<b>117</b>	690,150	731,150	41,000
Gas Tax	<b>121</b>	120,000	120,000	-
Sewer	<b>124</b>	6,498,679	6,498,679	-
Capital Improvement	<b>127</b>	-	284,003	284,003
CDBG	<b>129</b>	35,085	35,085	-
Measure B Sales Tax	<b>131</b>	445,308	445,308	-
Measure D	<b>134</b>	21,000	21,000	-
Sidewalk Repair	<b>135</b>	3,000	3,000	-
Measure BB	<b>136</b>	439,517	439,517	-
Facilities Maintenance	<b>137</b>	1,248,000	1,238,000	(10,000)
2014 Pension Obligation Fund	<b>140</b>	1,387,924	1,387,924	-
Measure F	<b>143</b>	29,130	29,130	-
<b>Total Other Funds</b>		<b>15,162,343</b>	<b>16,015,219</b>	<b>852,876</b>
<b>Grand Total</b>		<b>38,997,987</b>	<b>39,930,222</b>	<b>932,235</b>

**Appropriation Increases by City Council Resolution  
FY 2017-18**

Department	Resolution #	Account #	Appropriation Increase
<b>Admin: 400</b>			
Medical Insurance	Reallocated	101.0400.011.001	(29,900)
Utilities	Reallocated	101.0400.052	52,000
<b>Total Admin</b>			<b>\$22,100</b>
<b>Public Works: 402</b>			
CITY PLANNER BACKUP:R3	113-17	101.0402.059.004	18,500
Medical Insurance	Reallocated	101.0402.011.001	(62,600)
<b>Total Public Works</b>			<b>(\$44,100)</b>
<b>Recreation: 404,405,406,407</b>			
	Carried Forwarded from FY16/17		15,859
	Reallocated		(78,000)
<b>Total Recreation</b>			<b>(\$62,141)</b>
<b>Police: 408</b>			
Medical Insurance	Reallocated	101.0408.011.001	(270,300)
	Carried Forwarded from FY16/17	101.0408.054.005	25,000
	Carried Forwarded from FY16/17	101.0408.060.002	20,000
<b>Total Police</b>			<b>(\$225,300)</b>
<b>Fire: 411 and 412</b>			
Medical Insurance	Reallocated	101.0411.011.001	(61,900)
<b>Total Fire</b>			<b>(\$61,900)</b>
<b>Non-Departmental</b>			
Retiree Medical	Reallocated	101.0419.003.000	\$450,700
<b>Total Non-Departmental</b>			<b>\$450,700</b>
<b>Fund 109</b>			
OVERTIME SALARIES	87-17	109.0408.010.003	\$145,000
POLICE TRAINING	87-17	109.0408.031.003	\$12,808
POLICE SAFETY GEAR	87-17	109.0408.051.001	\$10,000
POLICE FIELD SUPPLIES	87-17	109.0408.051.002	\$25,000
OTHER EQUIPMENT & SERVIC	87-17	109.0408.052.001	\$47,066
FACILITY UPDATES	87-17	109.0408.055.001	\$95,000
CRIME PREVENTION	87-17	109.0408.056.003	\$20,000
TECHNOLOGY/SOFTWARE	87-17	109.0408.060.002	\$183,000
<b>Total Fund 109</b>			<b>\$537,874</b>
<b>Fund 117</b>			
Building & Ground Maintenance	Reallocated	117.0417.055	41,000
<b>Total Fund 117</b>			<b>\$41,000</b>

**Fund 127**

LINDA PARK MASTER PLAN	63-17	127.0434.002.000	\$1,750
LINDA/KINGSTON PARKING SIGN	86-17	127.0432.041.000	\$60,000
Blair Park	47-17	127.0432.006.001	\$3,930
Community Hall Master Plan	47-17	127.0433.012.000	\$3,992
Crocker Park Garage	47-17	127.0433.039.000	\$8,114
Linda/KINGSTON Triangle	47-17	127.0434.040.000	\$5,109
Intersections Curb Ramps Project	47-17	127.0432.023.000	\$201,108
<b>Total Fund 127</b>			<b>\$284,003</b>

**Fund 137**

AQUATICS MASTER PLAN DES	64-17	137.0433.053.029	\$31,000
	Reallocated		(\$41,000)
<b>Total Fund 137</b>			<b>(\$10,000)</b>

**Appropriation Increases****\$932,235**



# Fee Schedule



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**SCHEDULE OF FEES AND CHARGES**

<b>I. ADMINISTRATION</b>		
<b>DESCRIPTION</b>	<b>FEE</b>	<b>COMMENTS</b>
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	
<b>II. PUBLIC WORKS</b>		
<b>Building Permit &amp; Inspection Fees</b>		
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)	

<b>Plan Check Fee</b>	<b>FEE</b>	<b>COMMENTS</b>
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)	
<b>SMIP* (Determined by State)</b>		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)	
<b>Calif SB 1473 Fee (Determined by State Effective 1/1/2009)</b>		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)	

<b>Other Fees &amp; Permits</b>	<b>FEE</b>	<b>COMMENTS</b>
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	
Residential Rental Safety Inspection	\$200	
Sidewalk Inspection	\$34	
Special Use of Street	\$45	
<b>Title 24 Plan Check</b>		
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		
<b>III. PLANNING<sup>1</sup></b>		
<b>Design Review Permit – Expedited Review</b>		
General Applications	\$180	
Windows & Doors	\$210	
Changes to Previously Approved Permits	\$295	
<b>Design Review Permit – Director Review</b>		
Construction <\$5,175	\$370	
Construction is \$5,176 - \$46,575	\$580	
Construction is \$46,576 - \$87,975	\$720	
Construction is \$87,976 - \$129,375	\$1,080	

	<b>FEE</b>	<b>COMMENTS</b>
Sequential SDRs referred to PC	\$125 Surcharge	
<b>Design Review Permit - Planning Commission Review</b>		
Construction is \$129,376 - \$181,124	\$1,450	
Construction cost is \$181,125 or more	\$1,740	
New House	\$4,350	
<b>Variance</b>		
One Variance with Design Review	\$870	
One Variance without Design Review	\$1,140	
Each Additional Variance	\$430	
<b>Conditional Use Permit</b>		
Conditional Use Permit	\$2,170	
Conditional Use Permit (Minor Modification)	\$675	
<b>Other Review</b>		
Administrative Extension	\$310	
Appeal	\$675	
Encroachment Permit	\$870	
Accessory Dwelling Unit Permit (with or without Exception)	\$805	
Fence Design Review Permit	\$510	
Sign Design Review Permit	\$870	
Short-Term Rental Permit	\$300	
Solid Waste Self-Haul Permit	\$250	
AB 939 Information Report	\$100	
Zoning Amendment	\$2,575	
<b>Subdivision/Map Act</b>		
Parcel Merger deposit/cost to process	\$1,485	Deposit for cost to process <sup>1</sup>
Lot Line Adjustment	\$1,760	Deposit for cost to process <sup>1</sup>
Parcel Map	\$3,770	Deposit for cost to process <sup>1</sup>
Tentative Map	\$6,530	Deposit for cost to process <sup>1</sup>
<b>California Environmental Quality Act (CEQA)</b>		
Initial Study/Negative Declaration	\$30,870	Deposit for cost to process <sup>1</sup>
Environmental Impact Report (EIR)	\$51,450	Deposit for cost to process <sup>1</sup>
CA Dept. of Fish & Game <sup>3</sup> Fee	Fee per CA DFG <sup>2</sup> + \$410 City processing fee	

DESCRIPTION	FEE	COMMENTS
<b>Filming Permit</b>		
Still Photography	\$1,450	
Commercial Video	\$1,740	
Motion Picture Video	\$2,175	
<b>Wireless Communication Facility (WCF) Permit</b>		
WCF Permit	\$10,000	Deposit for cost to process <sup>1</sup>
WCF Independent Technical Review	\$10,000	Deposit for cost to process <sup>1</sup>
<b>Other Fees</b>		
Reasonable Accommodation	No Fee	Fee(s) required for other related permit(s)
Exemption from Curbside Placement of Solid Waste Carts	No Fee	Requires annual renewal
Zoning Compliance Letter	\$75	
Development Agreement	\$5,145 + 30% Admin. Fee	Deposit for cost to process <sup>1</sup> + admin. fee
Applications and Reviews not listed above	\$2,895	Deposit for cost to process <sup>1</sup>
<sup>1</sup> 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.		
<sup>2</sup> DFG is the California Department of Fish and Game, which requires a separate, additional fee.		

IV. RECREATION			
DESCRIPTION	Current Fee	Proposed FY 2018-19	Last Adjustment
<b>Tennis Fees</b>			
Adult Tennis Decal	\$48.00	\$48.00	07-01-2017
Youth Tennis Decal	\$27.00	\$27.00	07-01-2017
Weekday Tennis Court	\$6.00/hr	\$6.25/hr	07-01-2015
Weekend Tennis Court	\$8.00/hr	\$8.25/hr	07-01-2015
Weekend Tennis Court - Youth	\$6.00/hr	\$6.00/hr	07-01-2017
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	\$185.00	07-01-2016
<b>City Recreation Facilities - Fields and Picnic Area</b>			
Piedmont Resident	\$170.00	\$180.00	07-01-2016
Piedmont Non-Profit	\$140.00	\$150.00	07-01-2016
Piedmont Resident - Business Use	\$300.00	\$350.00	07-01-2006
<b>Community Hall</b>			
Weekday (Monday-Thursday and Friday before 3:00pm) 2 hour minimum			
Base Rental Rate	\$200.00/hr	\$210.00/hr	01-01-2016
Resident Discount Rate	\$150.00/hr	\$160.00/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	\$3,700.00	01-01-2016
Additional time	\$200.00/hr	\$200.00/hr	01-01-2016
Resident Discount Rate	\$2,750.00	\$2,900.00	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	\$4,550.00	01-01-2016
Additional time	\$250.00/hr	\$250.00/hr	01-01-2016
Resident Discount Rate	\$3,000.00	\$3,200.00	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 2018/19	Last Adjustment
<b>Tea House</b>			
In conjunction with Community Hall rental	\$425.00	\$450.00	01-01-2016
3 hour base rate	\$625.00	\$650.00	01-01-2016
<b>Amphitheater</b>			
With Hall Rental			
Base Rate	\$325.00	\$350.00	01-01-2016
Resident Discount Rate	\$250.00	\$275.00	01-01-2016
Without Hall Rental (Mon-Thurs only)			
Base Rate	\$425.00	\$450.00	01-01-2016
Resident Discount Rate	\$350.00	\$375.00	01-01-2016
<b>Excedra Plaza (4 hours and up to 200 chairs)</b>			
With Hall Rental (Community or Veteran's)			
Base Rate	\$450.00	\$500.00	01-01-2016
Resident Discount Rate	\$375.00	\$400.00	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
<b>Piedmont Veterans' Memorial Building</b>			
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	\$2,100.00	01-01-2016
Additional time	\$200.00/hr	\$200.00/hr	01-01-2016
Resident Discount Rate	\$1,500.00	\$1,600.00	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 2018/19	Last Adjustment
<b>Schoolmates Program</b>			
Scholarship	\$7.00/hr	\$7.50/hr	07-01-2017
Pre-Registered Monthly	\$8.25/hr	\$9.10/hr	07-01-2017
Flexible Hours/Drop In	\$10.50/hr	\$11.55/hr	07-01-2017
<b>Minimates TK Program</b>			
Pre-Registered 5 days/week	\$29.00/day	\$29.00/day	07-01-2017
Pre-Registered < 5 days/week	\$40.00/day	\$40.00/day	07-01-2017
<b>Pre-School Program</b>			
First Step *	\$50.00/day	\$50.00/day	07-01-2017
Tiddlywinks*	\$49.00/day	\$49.00/day	07-01-2017
Playschool* (Enchanted Playland, Hillside Playschool)	\$58.00/day	\$58.00/day	07-01-2017
Pre-K *	\$54.00/day	\$56.00/day	07-01-2017
Skipping Stones (formerly Tot Zone) - Base Rate	\$69.00/day	\$69.00/day	09-01-2017
Skipping Stones - Resident Discount	\$59.00/day	\$59.00/day	09-01-2017
* Non Residents are charged an additional \$30/month			
<b>Piedmont Community Pool Fees</b>			
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

<b>DESCRIPTION</b>	<b>Current Fee</b>	<b>Proposed FY 2018/19</b>	<b>Last Adjustment</b>
<b>Gate (Walk-up) Fees</b>			
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 2018/19	Comments
<b>Animal Control Services</b>			
Animal Releases	\$46	\$46	
<b>Dog License Fees</b>			
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>			
<b>Off Leash Area License Fees</b>			
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	
<b>Civil Court Subpoenas</b>			
Police Employees	\$275	\$275	Deposit and actual cost after appearance

DESCRIPTION	Current Fee	Proposed 2018/19	Comments
<b>False Alarm Responses</b>			
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)			
<b>LiveScan Fingerprinting</b>			
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			
<b>Police Clearances</b>			
Alien/U.S. Immigration	\$26	\$26	
Naturalization Service	\$26	\$26	
U.S. Citizenship/Travel Abroad	\$26	\$26	
Alcoholic Beverage Control	\$26	\$26	
<b>Police Reports</b>			
Traffic Accident Reports	.10 /page	.10/page	
Public Records	.10/page	.10/page	
<b>Police Photographs</b>			
Photographs	\$5.00 each	\$5.00 each	
Digital Images	\$5.00 each	\$5.00 each	
Video/Audio Duplication	Actual cost	\$15	
<b>Safekeeping</b>			
Weapons	\$50	\$50	
(Family Codes 6218 & 6304 and Penal Code 12021.3)			

DESCRIPTION		Current Fee	Proposed 2018/19	Comments
<b>Vehicle Release</b>				
Vehicle		\$110	\$110	
<b>Repossession Release</b>				
Vehicle		\$15	\$15	
(Government Code 41612)				
<b>Solicitors Permit (requires City Business License)</b>		\$26	\$30	
<b>Party Responses</b>				
Multiple Responses		Hourly Rate - \$1,000 limit	Hourly Rate - \$1,000 limit	
<b>Driving Under the Influence Emergency Response Cost Recovery</b>				
Per Accident caused by DUI		Officer(s) Rate + Expenses -	Officer(s) Rate + Expenses -	
Charged to arrestee		\$12,000 limit	\$12,000 limit	
<b>PARKING PENALTY SCHEDULE</b>				
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
<b>California Vehicle Code</b>				
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.				

<b>V. FIRE</b>			
<b>DESCRIPTION</b>	<b>Current Fee</b>	<b>Proposed 2018/19</b>	<b>Comments</b>
<b>Ambulance Fees</b>			
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	



# 10 Year Projections



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# 10 Year Projections

## 2017-18 through 2026-27

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**City of Piedmont**  
**10 Year Projection**  
**Revenue Assumptions**

	<b>Historical Growth Rate Averages</b>					
	<b>30 Year</b>	<b>25 Year</b>	<b>20 Year</b>	<b>15 Year</b>	<b>10 Year</b>	<b>5 Year</b>
Property Taxes	5.8%	5.3%	6.2%	5.2%	4.3%	6.3%
Real Property Transfer Tax	10.3%	8.5%	5.6%	5.0%	4.1%	10.3%
Parcel Tax	-15.2%	-6.3%	-7.5%	-12.7%	-18.6%	2.3%
Other Taxes and Franchises	3.9%	3.3%	3.9%	3.0%	1.7%	3.9%
License and Permits & Fines Forfeitures	6.4%	6.1%	4.7%	4.3%	3.3%	8.4%
Revenue from Use of Money or Property	5.8%	5.2%	4.7%	5.0%	0.1%	11.8%
Revenue from Other Agencies	13.3%	5.4%	5.0%	3.3%	3.4%	13.3%
Charges for Current Services	6.8%	7.3%	7.6%	7.2%	5.0%	7.6%
Other Revenue	50.6%	19.3%	21.8%	19.6%	51.8%	36.2%
<b>Total General Fund Revenues</b>	<b>6.2%</b>	<b>5.1%</b>	<b>5.4%</b>	<b>4.5%</b>	<b>3.8%</b>	<b>5.2%</b>

	<b>Assumed Growth Rates</b>							
	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>FY 21-22</b>	<b>FY 22-23</b>	<b>FY 23-24</b>	<b>FY 24-25</b>	<b>FY 25-26</b>	<b>FY 26-27</b>
Property Taxes	4.5%	4.5%	4.5%	4.5%	4.5%	4.5%	4.5%	4.5%
Real Property Transfer Tax	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Parcel Tax	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Other Taxes and Franchises	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
License and Permits & Fines Forfeitures	2.8%	2.9%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Revenue from Use of Money or Property	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%
Revenue from Other Agencies	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
Charges for Current Services	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Other Revenue	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%
<b>Total General Fund Revenues</b>	<b>3.2%</b>	<b>3.3%</b>	<b>3.3%</b>	<b>3.3%</b>	<b>3.3%</b>	<b>3.4%</b>	<b>3.4%</b>	<b>3.4%</b>

	<b>Projected Revenues</b>							
	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>FY 21-22</b>	<b>FY 22-23</b>	<b>FY 23-24</b>	<b>FY 24-25</b>	<b>FY 25-26</b>	<b>FY 26-27</b>
Property Taxes	\$ 14,497	\$ 15,149	\$ 15,831	\$ 16,543	\$ 17,287	\$ 18,065	\$ 18,878	\$ 19,728
Real Property Transfer Tax	2,800	2,800	2,800	2,800	2,800	2,800	2,800	2,800
Parcel Tax	2,330	2,400	2,472	2,546	2,622	2,701	2,782	2,865
Other Taxes and Franchises	2,431	2,480	2,530	2,581	2,633	2,686	2,740	2,795
License and Permits & Fines Forfeitures	565	581	598	616	634	653	673	693
Revenue from Use of Money or Property	717	724	731	738	745	752	760	768
Revenue from Other Agencies	1,548	1,579	1,611	1,643	1,676	1,710	1,744	1,779
Charges for Current Services	3,689	3,800	3,914	4,031	4,152	4,277	4,405	4,537
Other Revenue	185	187	189	191	193	195	197	199
<b>Total General Fund Revenues</b>	<b>\$ 28,762</b>	<b>\$ 29,700</b>	<b>\$ 30,676</b>	<b>\$ 31,689</b>	<b>\$ 32,742</b>	<b>\$ 33,839</b>	<b>\$ 34,979</b>	<b>\$ 36,164</b>

**City of Piedmont**  
**10 Year Projection**  
**Expense Assumptions**

**Growth Rates**

	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>FY 21-22</b>	<b>FY 22-23</b>	<b>FY 23-24</b>	<b>FY 24-25</b>	<b>FY 25-26</b>	<b>FY 26-27</b>
<b>Salaries</b>								
Misc	4.3%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Safety	4.5%	2.9%	3.0%	3.0%	2.9%	2.9%	2.4%	3.0%
Other	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
<b>Benefits</b>								
Medical	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%
Dental	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%
Vision	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%
Life Insurance	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%
Disability	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%
FICA	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Medicare	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
<b>PERS - % of Payroll</b>								
Misc - Tier 1	22.42%	25.99%	32.19%	35.06%	40.37%	43.85%	45.77%	52.74%
Misc - Tier 2	8.29%	9.42%	9.48%	9.61%	9.88%	10.18%	10.49%	10.65%
Misc - Tier 3	7.27%	7.69%	7.86%	7.90%	8.00%	8.12%	8.37%	8.46%
Safety - Tier 1	36.30%	45.10%	50.67%	55.28%	60.19%	65.75%	81.88%	83.66%
Safety - Tier 2	18.35%	19.56%	19.67%	19.86%	20.26%	20.46%	20.67%	20.85%
Safety - Tier 3	13.57%	14.56%	14.78%	15.06%	15.38%	15.74%	15.77%	16.18%
<b>Other expenses rate increase</b>								
Personnel services	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Supplies and services	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%

City of Piedmont  
 10 Year Projection  
General Fund Summary  
 (In Thousands)

	PROJECTED									
	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
<b>General Fund Begin Balance</b>	<b>\$ 4,689</b>	<b>\$ 5,297</b>	<b>\$ 5,295</b>	<b>\$ 5,387</b>	<b>\$ 5,694</b>	<b>\$ 6,043</b>	<b>\$ 6,225</b>	<b>\$ 6,299</b>	<b>\$ 6,268</b>	<b>\$ 6,067</b>
<b>Revenues</b>	27,879	27,923	28,824	29,762	30,738	31,752	32,806	33,904	35,045	36,231
<i>Growth rate - revenues</i>		0.2%	3.2%	3.3%	3.3%	3.3%	3.3%	3.3%	3.4%	3.4%
<b>Operating Expenditures</b>	22,815	23,796	24,889	26,083	27,212	28,333	29,408	30,532	31,720	32,830
<i>Growth rate - expenditures</i>		4.3%	4.6%	4.8%	4.3%	4.1%	3.8%	3.8%	3.9%	3.5%
<b>Non Department Expenditures</b>	2,791	2,264	2,408	2,538	2,289	2,340	2,528	2,689	2,934	2,494
<b>Net Operating Transfers</b>	-431	-514	-185	966	992	1,019	1,047	1,076	1,106	1,136
<b>Operating net income</b>	<b>1,841</b>	<b>1,348</b>	<b>1,342</b>	<b>2,107</b>	<b>2,229</b>	<b>2,098</b>	<b>1,918</b>	<b>1,759</b>	<b>1,496</b>	<b>2,043</b>
<i>Growth rate - operating income</i>		-26.8%	-0.5%	57.0%	5.8%	-5.9%	-8.6%	-8.3%	-14.9%	36.6%
<b>Capital Transfers</b>	1,233	1,350	1,250	1,800	1,880	1,916	1,844	1,790	1,697	1,762
<b>Net income</b>	<b>608</b>	<b>-2</b>	<b>92</b>	<b>307</b>	<b>349</b>	<b>182</b>	<b>74</b>	<b>-31</b>	<b>-201</b>	<b>281</b>
<b>Ending Balance</b>	<b>\$ 5,297</b>	<b>\$ 5,295</b>	<b>\$ 5,387</b>	<b>\$ 5,694</b>	<b>\$ 6,043</b>	<b>\$ 6,225</b>	<b>\$ 6,299</b>	<b>\$ 6,268</b>	<b>\$ 6,067</b>	<b>\$ 6,348</b>
<b>% operating expenditures</b>	20.7%	20.3%	19.7%	19.9%	20.5%	20.3%	19.7%	18.9%	17.5%	18.0%
<b>% expenditures &amp; debt service</b>	19.5%	19.1%	18.8%	19.7%	20.3%	20.1%	19.6%	18.7%	17.4%	17.8%

<b>City of Piedmont</b>										
<b>10 Year Projection</b>										
<b>General Fund Detail</b>										
<b>(In Thousands)</b>	<b>PROJECTED</b>									
	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>FY 21-22</b>	<b>FY 22-23</b>	<b>FY 23-24</b>	<b>FY 24-25</b>	<b>FY 25-26</b>	<b>FY 26-27</b>
<b>General Fund Beginning Balance</b>	<b>\$ 4,689</b>	<b>\$ 5,297</b>	<b>\$ 5,295</b>	<b>\$ 5,387</b>	<b>\$ 5,694</b>	<b>\$ 6,043</b>	<b>\$ 6,225</b>	<b>\$ 6,299</b>	<b>\$ 6,268</b>	<b>\$ 6,067</b>
<b>Revenues</b>										
Property Taxes	13,194	13,873	14,497	15,149	15,831	16,543	17,287	18,065	18,878	19,728
Real Property Transfer Tax	3,200	2,800	2,800	2,800	2,800	2,800	2,800	2,800	2,800	2,800
Parcel Tax	2,198	2,262	2,330	2,400	2,472	2,546	2,622	2,701	2,782	2,865
Other Taxes and Franchises	2,322	2,383	2,431	2,480	2,530	2,581	2,633	2,686	2,740	2,795
License and Permits	550	550	565	581	598	616	634	653	673	693
Revenue from Use of Money or Property	700	710	717	724	731	738	745	752	760	768
Revenue from Other Agencies	2,004	1,518	1,548	1,579	1,611	1,643	1,676	1,710	1,744	1,779
Charges for Current Services	3,470	3,582	3,689	3,800	3,914	4,031	4,152	4,277	4,405	4,537
Other Revenue	241	245	247	249	251	254	257	260	263	266
<b>Total Revenue</b>	<b>27,879</b>	<b>27,923</b>	<b>28,824</b>	<b>29,762</b>	<b>30,738</b>	<b>31,752</b>	<b>32,806</b>	<b>33,904</b>	<b>35,045</b>	<b>36,231</b>
<b>Growth Rate</b>		<b>0.2%</b>	<b>3.2%</b>	<b>3.3%</b>	<b>3.3%</b>	<b>3.3%</b>	<b>3.3%</b>	<b>3.3%</b>	<b>3.4%</b>	<b>3.4%</b>
<b>Operating Transfers in</b>										
Reimbursement from sewer fund	745	824	849	874	900	927	955	984	1,014	1,044
Traffic safety ticket revenue	20	20	20	20	20	20	20	20	20	20
Revenues from private contribution fund	5	5	5	5	5	5	5	5	5	5
State gas tax supplement for public works	300	300	300	300	300	300	300	300	300	300
Measure D reimbursement	17	17	17	17	17	17	17	17	17	17
<b>Total Transfers In</b>	<b>1,087</b>	<b>1,166</b>	<b>1,191</b>	<b>1,216</b>	<b>1,242</b>	<b>1,269</b>	<b>1,297</b>	<b>1,326</b>	<b>1,356</b>	<b>1,386</b>
<b>Growth Rate</b>		<b>7.3%</b>	<b>2.1%</b>	<b>2.1%</b>	<b>2.1%</b>	<b>2.2%</b>	<b>2.2%</b>	<b>2.2%</b>	<b>2.3%</b>	<b>2.2%</b>
<b>Grand Total income</b>	<b>28,966</b>	<b>29,089</b>	<b>30,015</b>	<b>30,978</b>	<b>31,980</b>	<b>33,021</b>	<b>34,103</b>	<b>35,230</b>	<b>36,401</b>	<b>37,617</b>
<b>Growth Rate</b>	<b>2.5%</b>	<b>0.4%</b>	<b>3.2%</b>	<b>3.2%</b>	<b>3.2%</b>	<b>3.3%</b>	<b>3.3%</b>	<b>3.3%</b>	<b>3.3%</b>	<b>3.3%</b>
<b>Expenditures</b>										
Salaries:										
Safety	4,304	4,501	4,693	4,834	4,978	5,127	5,279	5,437	5,601	5,767
Miscellaneous	6,145	6,441	6,718	6,916	7,124	7,337	7,547	7,762	7,948	8,187
Other	1,958	2,017	2,077	2,140	2,204	2,270	2,338	2,408	2,480	2,555
<b>Total Salaries</b>	<b>12,407</b>	<b>12,959</b>	<b>13,489</b>	<b>13,890</b>	<b>14,305</b>	<b>14,734</b>	<b>15,164</b>	<b>15,607</b>	<b>16,029</b>	<b>16,509</b>
<b>Growth Rate</b>		<b>4.4%</b>	<b>4.1%</b>	<b>3.0%</b>	<b>3.0%</b>	<b>3.0%</b>	<b>2.9%</b>	<b>2.9%</b>	<b>2.7%</b>	<b>3.0%</b>
Benefits and Payroll Taxes	2,561	2,678	2,797	2,915	3,040	3,172	3,308	3,451	3,596	3,753
<b>Growth Rate</b>		<b>4.6%</b>	<b>4.4%</b>	<b>4.2%</b>	<b>4.3%</b>	<b>4.4%</b>	<b>4.3%</b>	<b>4.3%</b>	<b>4.2%</b>	<b>4.4%</b>
CalPERS Retirement - Pension	2,231	2,308	2,576	3,069	3,472	3,839	4,151	4,486	4,897	5,154
<b>Growth Rate</b>		<b>3.4%</b>	<b>11.6%</b>	<b>19.1%</b>	<b>13.1%</b>	<b>10.6%</b>	<b>8.1%</b>	<b>8.1%</b>	<b>9.2%</b>	<b>5.2%</b>
Personnel services	335	341	351	362	373	384	396	407	420	432
Supplies and services	5,282	5,511	5,677	5,847	6,022	6,203	6,389	6,581	6,778	6,981
Total Other	5,616	5,852	6,028	6,209	6,395	6,587	6,785	6,988	7,198	7,414
<b>Growth Rate</b>		<b>4.2%</b>	<b>3.0%</b>	<b>3.0%</b>	<b>3.0%</b>	<b>3.0%</b>	<b>3.0%</b>	<b>3.0%</b>	<b>3.0%</b>	<b>3.0%</b>
<b>Grand Total Expenditures</b>	<b>22,815</b>	<b>23,796</b>	<b>24,889</b>	<b>26,083</b>	<b>27,212</b>	<b>28,333</b>	<b>29,408</b>	<b>30,532</b>	<b>31,720</b>	<b>32,830</b>
<b>Growth Rate</b>		<b>4.3%</b>	<b>4.6%</b>	<b>4.8%</b>	<b>4.3%</b>	<b>4.1%</b>	<b>3.8%</b>	<b>3.8%</b>	<b>3.9%</b>	<b>3.5%</b>
<b>Non Departmental Expenditures</b>										
Library	350	350	350	350	350	350	350	350	350	350
Insurance (WC\Liab\Unemployment)	1,140	1,250	1,289	1,329	1,370	1,413	1,457	1,502	1,549	1,597
Retiree Medical Premium Payments	451	554	662	753	834	941	1,043	1,117	1,169	1,257
OPEB Contributions	100	110	107	106	104	101	97	95	91	90
Pension Rate Stabilization	750	0	0		-370	-465	-420	-375	-225	-800
<b>Total Non-Departmental Expenditures</b>	<b>2,791</b>	<b>2,264</b>	<b>2,408</b>	<b>2,538</b>	<b>2,289</b>	<b>2,340</b>	<b>2,528</b>	<b>2,689</b>	<b>2,934</b>	<b>2,494</b>
<b>Growth Rate</b>		<b>-18.9%</b>	<b>6.3%</b>	<b>5.4%</b>	<b>-9.8%</b>	<b>2.2%</b>	<b>8.0%</b>	<b>6.4%</b>	<b>9.1%</b>	<b>-15.0%</b>
<b>Operating transfers-out</b>										
Aquatics	130	250	250	250	250	250	250	250	250	250
2014 Pension Obligation Fund	1,388	1,430	1,126	0	0	0	0	0	0	0
<b>Total Transfers Out</b>	<b>1,518</b>	<b>1,680</b>	<b>1,376</b>	<b>250</b>	<b>250</b>	<b>250</b>	<b>250</b>	<b>250</b>	<b>250</b>	<b>250</b>
<b>Growth Rate</b>		<b>10.7%</b>	<b>-18.1%</b>	<b>-81.8%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>
<b>Total expenditures and transfers-out</b>	<b>27,124</b>	<b>27,741</b>	<b>28,673</b>	<b>28,871</b>	<b>29,751</b>	<b>30,923</b>	<b>32,185</b>	<b>33,471</b>	<b>34,905</b>	<b>35,574</b>
<b>Growth Rate</b>		<b>2.3%</b>	<b>3.4%</b>	<b>0.7%</b>	<b>3.0%</b>	<b>3.9%</b>	<b>4.1%</b>	<b>4.0%</b>	<b>4.3%</b>	<b>1.9%</b>
<b>Operating net income</b>	<b>1,841</b>	<b>1,348</b>	<b>1,342</b>	<b>2,107</b>	<b>2,229</b>	<b>2,098</b>	<b>1,918</b>	<b>1,759</b>	<b>1,496</b>	<b>2,043</b>
<b>Growth Rate</b>		<b>-26.8%</b>	<b>-0.5%</b>	<b>57.0%</b>	<b>5.8%</b>	<b>-5.9%</b>	<b>-8.6%</b>	<b>-8.3%</b>	<b>-14.9%</b>	<b>36.6%</b>
<b>Capital transfer-out</b>										
Facility Maintenance\Sidewalk	833	950	850	1,200	1,200	1,300	1,300	1,300	1,300	1,300
Equipment Replacement	400	400	400	600	680	616	544	490	397	462
<b>Total capital transfers</b>	<b>1,233</b>	<b>1,350</b>	<b>1,250</b>	<b>1,800</b>	<b>1,880</b>	<b>1,916</b>	<b>1,844</b>	<b>1,790</b>	<b>1,697</b>	<b>1,762</b>
<b>Net income after capital transfers</b>	<b>608</b>	<b>-2</b>	<b>92</b>	<b>307</b>	<b>349</b>	<b>182</b>	<b>74</b>	<b>-31</b>	<b>-201</b>	<b>281</b>
<b>General Fund Ending Balance</b>	<b>\$ 5,297</b>	<b>\$ 5,295</b>	<b>\$ 5,387</b>	<b>\$ 5,694</b>	<b>\$ 6,043</b>	<b>\$ 6,225</b>	<b>\$ 6,299</b>	<b>\$ 6,268</b>	<b>\$ 6,067</b>	<b>\$ 6,348</b>
Growth of general fund balance	13.0%	0.0%	1.7%	5.7%	6.1%	3.0%	1.2%	-0.5%	-3.2%	4.6%
<b>% operating expenditures</b>	<b>20.7%</b>	<b>20.3%</b>	<b>19.7%</b>	<b>19.9%</b>	<b>20.5%</b>	<b>20.3%</b>	<b>19.7%</b>	<b>18.9%</b>	<b>17.5%</b>	<b>18.0%</b>
<b>% expenditures &amp; debt service</b>	<b>19.5%</b>	<b>19.1%</b>	<b>18.8%</b>	<b>19.7%</b>	<b>20.3%</b>	<b>20.1%</b>	<b>19.6%</b>	<b>18.7%</b>	<b>17.4%</b>	<b>17.8%</b>

**City of Piedmont**  
**10 Year Projection**  
**Expense Detail**  
**(In Thousands)**

<b>PROJECTED EXPENSES</b>										
	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>FY 21-22</b>	<b>FY 22-23</b>	<b>FY 23-24</b>	<b>FY 24-25</b>	<b>FY 25-26</b>	<b>FY 26-27</b>
<b>Salaries</b>										
Misc	\$ 4,313	\$ 4,510	\$ 4,703	\$ 4,844	\$ 4,990	\$ 5,139	\$ 5,293	\$ 5,452	\$ 5,616	\$ 5,784
Safety	6,145	6,431	6,718	6,916	7,124	7,337	7,547	7,762	7,948	8,187
Other	1,958	2,017	2,077	2,140	2,204	2,270	2,338	2,408	2,480	2,555
<b>Total Salaries</b>	<b>12,416</b>	<b>12,958</b>	<b>13,499</b>	<b>13,900</b>	<b>14,317</b>	<b>14,747</b>	<b>15,178</b>	<b>15,622</b>	<b>16,044</b>	<b>16,525</b>
<b>Benefits</b>										
Medical	1,752	1,840	1,930	2,024	2,122	2,228	2,336	2,451	2,569	2,694
Dental	181	190	199	209	221	232	244	257	269	284
Vision	22	22	23	23	23	23	24	24	24	25
Life Insurance	39	40	40	40	41	41	42	42	43	43
Disability	15	15	15	15	15	15	15	16	16	16
FICA	372	385	397	405	414	424	433	442	451	462
Medicare	180	187	194	198	203	209	214	219	224	230
<b>Total Benefits &amp; Taxes</b>	<b>2,561</b>	<b>2,678</b>	<b>2,797</b>	<b>2,915</b>	<b>3,040</b>	<b>3,172</b>	<b>3,308</b>	<b>3,451</b>	<b>3,596</b>	<b>3,753</b>
<b>Retiree Medical</b>	<b>451</b>	<b>554</b>	<b>662</b>	<b>753</b>	<b>834</b>	<b>941</b>	<b>1,043</b>	<b>1,117</b>	<b>1,169</b>	<b>1,257</b>
<b>PERS Employer Contribution</b>										
Misc - Tier 1	525	533	587	702	779	874	922	988	1,063	1,097
Misc - Tier 2	50	51	60	70	92	96	118	131	139	164
Misc - Tier 3	73	72	80	87	104	108	123	132	140	158
<b>Total Misc</b>	<b>648</b>	<b>655</b>	<b>727</b>	<b>859</b>	<b>976</b>	<b>1,079</b>	<b>1,163</b>	<b>1,252</b>	<b>1,342</b>	<b>1,419</b>
Safety - Tier 1	1,235	1,293	1,419	1,686	1,952	2,193	2,365	2,554	2,730	2,874
Safety - Tier 2	249	257	303	364	377	392	427	461	548	570
Safety - Tier 3	100	103	127	161	168	177	197	220	278	293
<b>Total Safety</b>	<b>1,583</b>	<b>1,653</b>	<b>1,849</b>	<b>2,211</b>	<b>2,497</b>	<b>2,761</b>	<b>2,990</b>	<b>3,235</b>	<b>3,556</b>	<b>3,737</b>
<b>Total PERS</b>	<b>2,231</b>	<b>2,308</b>	<b>2,577</b>	<b>3,070</b>	<b>3,473</b>	<b>3,840</b>	<b>4,152</b>	<b>4,487</b>	<b>4,898</b>	<b>5,156</b>
<b>GRAND TOTAL PERSONNEL</b>	<b>\$ 17,208</b>	<b>\$ 17,944</b>	<b>\$ 18,872</b>	<b>\$ 19,885</b>	<b>\$ 20,829</b>	<b>\$ 21,759</b>	<b>\$ 22,638</b>	<b>\$ 23,560</b>	<b>\$ 24,539</b>	<b>\$ 25,434</b>
<b>YOY \$ Change</b>		\$ 736	\$ 928	\$ 1,014	\$ 944	\$ 930	\$ 879	\$ 922	\$ 979	\$ 895
<b>% Change</b>		4.3%	5.2%	5.4%	4.7%	4.5%	4.0%	4.1%	4.2%	3.6%