

CITY OF PIEDMONT



2019 - 20 BUDGET



**CITY OF PIEDMONT
FY 2019-20 BUDGET**

CITY COUNCIL

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Teddy Gray King, Vice Mayor

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City Administrator

Paul Benoit

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Chester Gene Nakahara - Public Works Director

Jeremy Bowers - Chief of Police

John O. Tulloch - City Clerk

Kevin Jackson - Planning Director

Michael Szczech - Finance Director

Sara Lillevand - Recreation Director

**OVERVIEW
TABLE OF CONTENTS
FISCAL YEAR 2019-20**

	<u>Page</u>
Budget Message	i...xx
Overview Section	
Operating and Capital Summary.....	1
Operating Budget Summary.....	2
General Fund Summary.....	3-6
Summary of Fund Types.....	7
Fund Balance Summary.....	8-10
General Fund Revenue Summary.....	11-12
General Fund Revenues and Transfers.....	13
Property Tax Summary.....	14
Real Property Transfer Tax Summary.....	15-16
Other Funds Revenue Summary.....	17-18
Roster of Full-Time Positions.....	19-20
Full-Time Positions: Salary Schedule.....	21-23



CITY OF PIEDMONT CALIFORNIA

April 29, 2019

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

Budget Message for 2019-20 Proposed Budget

OVERVIEW

I am pleased to submit the 2019-20 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.

While the City has worked hard to maintain a stable financial position, we are not in a position to consider adding new programs and are lowering our level of capital funding in our ten year projections due to various cost increases, primarily in pension, insurance, and labor.

The Proposed Budget projects an Operating Net Income of \$645,000 in the General Fund for 2019-20. After proposed Capital Transfers to the Facilities Maintenance Fund of \$550,000 and the Equipment Replacement Fund of \$400,000, the General Fund will experience a Net Deficit estimated at (\$304,800), which results in a projected ending General Fund Balance of \$4.6 million, or 17% of operating expenditures.

The City continues to benefit from an active real estate market. Property tax revenue is projected to increase 4% over 2018-19 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 2019-20. We realize this projection is conservative when compared with the average annual revenue of \$3.2 million generated over the last 10-years. However, looking back to 2008, the last time an economic recession occurred, transfer tax receipts declined 40% and did not recover to pre-recession levels for four years. Given the volatile nature of the real estate market, and the fact that the current economic expansion is about to enter its tenth year, it is prudent to continue following the Budget Advisory and Financial Planning Committee's advice of treating this revenue source in a conservative manner.

Pension costs and retiree medical costs continue to rise at a faster pace than revenue despite the various measures taken beginning in 2013 to contain these costs, including elimination of employer paid member pension contributions, employee cost sharing of

pension costs, and the restructuring of post-retirement health insurance benefits. We have budgeted pension and retiree medical expenses at \$3.2 million compared to the FY 2018-19 projection of \$2.8, an increase of \$0.4 million or 14%. These costs would have been budgeted at \$4.2 million, \$1.4 million or 50% higher, had the Council not taken the initiative to implement the cost reduction measures noted above.

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 and underfunded 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 \$550,000 from the General Fund to the Facilities Maintenance Fund, a decrease of \$300,000 over the 2018-19 appropriation of \$850,000, bringing the estimated FY 2019-20 beginning Fund balance to \$5.4 million. Please note, the \$300,000 reduction is solely due to the removal of annual on-going maintenance costs, including janitorial, pest control and alarm maintenance from this fund and which are now accounted for in the General Fund. I am also proposing a transfer of \$400,000 from the General Fund to the Equipment Replacement Fund, bringing the estimated FY 2019-20 beginning Fund balance to \$3.2 million.

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 during 2017-18. The account was funded with a \$2.0 million transfer from the General Fund, followed by a \$750,000 transfer in November of 2018. 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 General Fund reserve to address unforeseen and emergency circumstances.

We are nearing a decision point regarding the future of the community 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. We completed a comprehensive condition assessment of the entire facility and associated operating systems in 2018. The report indicated an investment of approximately \$350,000 will be required to keep the aquatic facility safe and operational in its current form for the next 3-5 years, and an additional minimum investment of approximately \$1.5 million to extend its life up to ten years. For 2019-20 we are budgeting an increase in operating costs of \$103,600. Overall, we are projecting an operating loss of \$349,100. In order to maintain a reasonable reserve of approximately \$100,000 in the Aquatics Fund, we propose a subsidy transfer from the General Fund of \$250,000, which is consistent with last year.

GENERAL FUND REVENUES

The City is projecting General Fund revenues in 2019-20 of \$28,500,000 compared to the 2018-19 projection of \$28,486,000. Revenue is reported and tracked in the following categories:

Category	2019-20		2018-19		\$ Change	%
	Proposed Budget	% of Budget	Projected	% of Total		
Property Related Taxes	\$ 19,658,000	69%	\$ 19,430,000	68%	\$ 228,000	1%
Other Taxes & Franchises	2,402,000	8%	2,383,000	8%	19,000	1%
Revenues from Other Agencies	1,568,000	6%	1,921,000	7%	(353,000)	-18%
Charges for Current Services	3,486,000	12%	3,345,000	12%	141,000	4%
Other	1,386,000	5%	1,407,000	5%	(21,000)	-1%
Total	\$ 28,500,000	100%	\$ 28,486,000	100%	\$ 14,000	0%

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

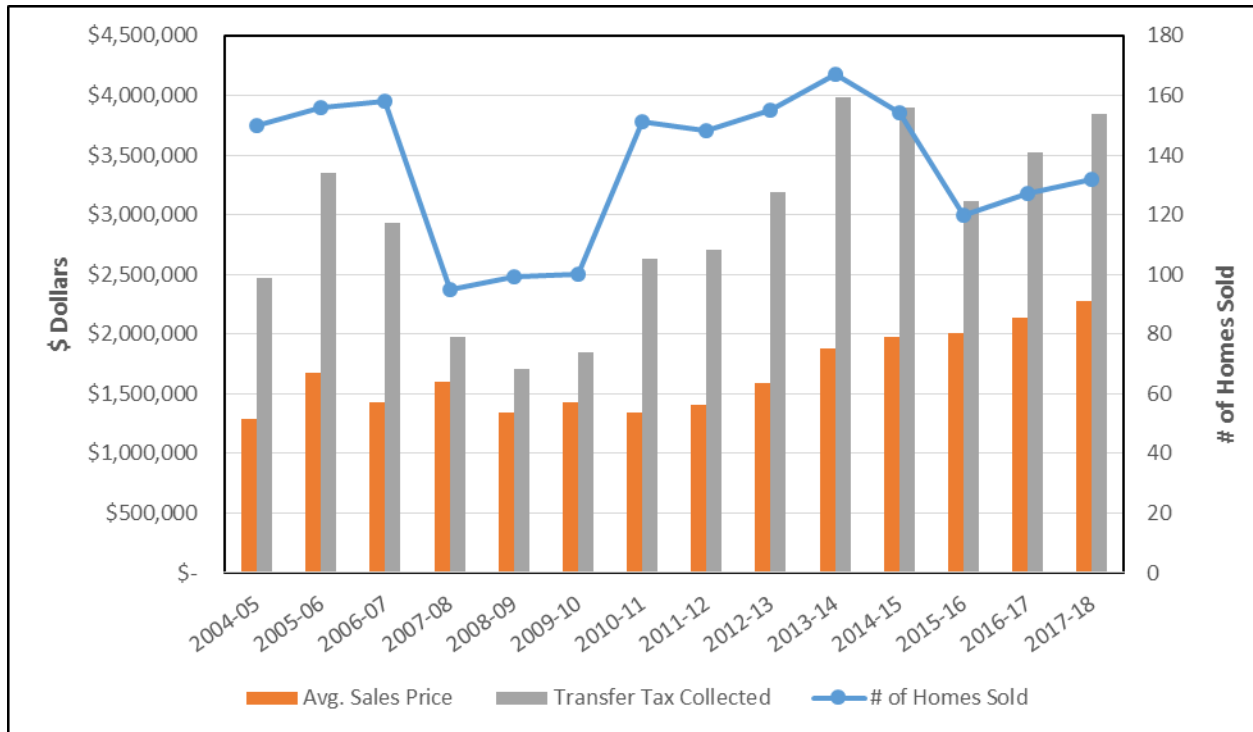
Property Related Taxes

Property-related taxes are the City's primary revenue source and account for \$19,658,000 or 69% of General Fund revenues. This amount is an increase of \$228,000 over the 2018-19 projected actual. The 2019-20 Proposed Budget consists of:

- Property Tax revenues, which consists of tax on secured and unsecured property, is budgeted at \$14,504,000, an increase of \$536,000 or 4% as compared to the 2018-19 projection.
- Real Property Transfer Tax revenue is budgeted at \$2,800,000, this is \$400,000 below our projection for 2018-19, 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 \$2,354,000, an increase of \$92,000 or 4% over the 2018-2019 projection.

The housing market continues to be strong and is a key factor in maintaining the stability of City revenues. There is no assurance this trend will continue as the current economic expansion enters its tenth year. Real Property Transfer Tax receipts have been higher than budget through the first nine months of the fiscal year, and are trending to surpass the budget by approximately \$400,000. Below is a table which summarizes the volatility 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 \$2,402,000, an increase of \$19,000 over the 2018-19 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 \$1,568,000, which is \$353,000 less than our 2018-19 projection. The decline is primarily due to the unanticipated \$382,000 in revenue received for our mutual aid assistance in last year's wildfires. The largest component of this revenue source is the Motor Vehicle License Fee, which is budgeted at \$1,322,000 and is \$28,000 higher than the 2018-19 projection.

Charges for Current Services

Charges for Current Services consists of revenues generated from service fees and is budgeted at \$3,486,000 in 2019-20. The major components are:

- Recreation revenue is projected at \$2,532,000, an increase of approximately \$121,000 over 2018-19 projection, but less than last years budget. Recreation

revenue was impacted by cancelled programs due to unsafe conditions caused by air quality, local construction, and scheduling issues.

- Ambulance Service charges are budgeted at \$300,000, the same as last year's projection.
- Planning and Plan Check fees are projected at \$520,000, an increase of \$20,000 over last year. A record management fee has been added in 2019-20 as the city plans to digitize planning documents.

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 \$27,366,492 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	2019-20		2018-19		\$ Change	%
	Proposed Budget	% of Budget	Projected	% of Total		
Personnel Costs	\$ 18,190,600	66%	\$ 17,529,200	67%	\$ 661,400	4%
Maintenance & Operations	6,537,221	24%	6,169,598	24%	367,623	6%
Capital Outlay	22,000	0%	26,000	0%	(4,000)	-15%
Non-Departmental	2,616,671	10%	2,460,471	9%	156,200	6%
Total	\$ 27,366,492	100%	\$ 26,185,269	100%	\$ 1,181,223	5%

Personnel Costs

Personnel related costs, which includes salaries & wages, benefits, and retirement costs, is the largest overall expenditure in the General Fund at \$18,190,600, which is \$661,400 (4%) higher than the prior year projection. Such costs make up 66% of the total 2019-20 General Fund budget.

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

Personnel Budget by Department

Category	2019-20		2018-19		\$ Change	%
	Proposed Budget	% of Budget	Projected	% of Total		
Administration	\$ 1,624,100	9%	\$ 1,494,100	9%	\$ 130,000	9%
Public Works	1,909,300	10%	1,764,480	10%	144,820	8%
Planning & Building	1,080,800	6%	1,009,720	6%	71,080	7%
Recreation	1,812,800	10%	1,773,000	10%	39,800	2%
Police	5,686,800	31%	5,743,800	33%	(57,000)	-1%
Fire	6,076,800	33%	5,744,100	33%	332,700	6%
Total	\$ 18,190,600	100%	\$ 17,529,200	100%	\$ 661,400	4%

Personnel Budget by Type

Category	2019-20		2018-19		\$ Change	%
	Proposed Budget	% of Budget	Projected	% of Total		
Salaries	\$ 13,003,000	71%	\$ 12,830,000	73%	\$ 173,000	1%
Health Insurance	1,906,300	10%	1,720,500	10%	185,800	11%
Retirement	2,496,500	14%	2,212,200	13%	284,300	13%
Other Benefits	784,800	4%	766,500	4%	18,300	2%
Total	\$ 18,190,600	100%	\$ 17,529,200	100%	\$ 661,400	4%

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. To achieve this goal, employees will receive compensation adjustments each year 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. Salaries expense is budgeted at \$13,003,000 which is just under a 4% increase compared to the 2018-19 projection after adjusting for strike

team overtime costs. Approximately 1% of this increase will be recovered through higher employee pension cost share rates.

In addition, as compared to the prior year projection (2018-19), the most significant changes in personnel costs are as follows:

- Health Insurance – The proposed budget reflects an increase of \$185,800 over last year. Premiums are adjusted by health care providers on January 1, 2020 and any increase above the established baseline will be shared equally between the City and employees. Although premium increases were generally flat in 2018-19, due to the volatile nature of health care costs, we are estimating a 7% increase in medical premiums in 2019-20.
- Retirement - Employee retirement costs are increasing \$284,300 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 13%, from \$2,212,200 to \$2,496,500. In total, we expect to pay approximately 19.2% of salaries in 2019-20 compared to 17.2% in the prior year.

Maintenance and Operations

Maintenance and operations costs are budgeted at \$6,537,221, amounting to 24% of the 2019-20 General Fund budget, and is an increase of \$402,623 as compared to the 2018-19 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	2019-20		2018-19		\$ Change	%
	Proposed Budget	% of Budget	Projected	% of Total		
Administration	\$ 1,728,860	26%	\$ 1,518,360	25%	\$ 210,500	14%
Public Works	1,619,773	25%	1,791,263	29%	(171,490)	-10%
Planning & Building	270,500	4%	290,455	5%	(19,955)	-7%
Recreation	1,433,000	22%	1,364,586	22%	68,414	5%
Police	877,088	13%	760,684	12%	116,404	15%
Fire	608,000	9%	444,250	7%	163,750	37%
Total	\$ 6,537,221	100%	\$ 6,169,598	100%	\$ 367,623	6%

The most significant increases in Maintenance and Operations costs in the 2019-20 Proposed Budget as compared to the 2018-19 projection are as follows:

- Administration – An increase of \$210,500 is primarily due to a \$105,000 increase in Information Services related expenses, including fees for a new financial system and renewal of OpenGov contract. Additionally, \$80,000 is budgeted for legal services in connection with the negotiation of the upcoming labor agreements,
- Fire – We are projecting an increase of approximately \$163,750 over last year due primarily to the following:
 - \$57,000 to switch to a third party dispatch service,
 - \$30,000 to enhance inventory of disaster recovery type supplies and EOC workstation upgrades.
 - \$32,500 for equipment service contracts which were previously paid for by the County and a new State fee to be assessed on each medical transport.
- Police – Expenses are increasing approximately \$131,000 for additional mandatory training due to new officers, increased costs for crossing guards, and higher telephone and internet fees.

Non Departmental

Non-Departmental costs are budgeted at \$2,616,671, comprising 10% of the 2019-20 General Fund budget. The following costs are included:

- Insurance costs, which include General Liability, Workers Compensation, and Unemployment, comprise \$1,475,000 and is a \$29,000 increase from the estimated 2018-19 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 – Consistent with last year, we plan to transfer only the employee contributions, estimated at \$91,200, into the Trust. 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 - Premiums are budgeted at \$700,000 compared to \$554,000 last year. The increase is due to seven retirements in 2018-19 and a 7% budgeted increase in premium costs.

GENERAL FUND BALANCE

The 2019-20 Proposed Budget projects an Operating Net Income of approximately \$645,000. Capital transfers are proposed for essential capital needs as follows:

- \$550,000 - Facilities Maintenance Fund
- \$400,000 - Equipment Replacement Fund

After these transfers, the General Fund ending balance will be approximately \$4,585,000, or 17% of Operating Expenses.

TEN YEAR PROJECTION

Last year we extended the traditional Seven Year Projection to Ten Years. 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 informing future planning and decision making through 2028-29. The following table shows details of the forecast through fiscal 2024-25.

General Fund Balance 2018-19 through 2024-25

	Projected	Proposed	Estimated				
	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Beginning Balance	\$ 4,653	\$ 4,890	\$ 4,585	\$ 5,170	\$ 5,362	\$ 5,576	\$ 5,778
Revenue	28,486	28,500	29,442	30,422	31,442	32,500	33,602
Expenditures:							
Operating	(23,725)	(24,750)	(25,808)	(26,919)	(27,990)	(29,021)	(30,080)
Non-Department	(2,460)	(2,617)	(2,740)	(2,561)	(2,665)	(2,964)	(3,065)
Operating Transfers	(814)	(488)	641	642	644	647	676
Capital Transfers	(1,250)	(950)	(950)	(1,392)	(1,217)	(960)	(920)
Net	237	(305)	585	192	214	203	213
Ending Balance	\$ 4,890	\$ 4,585	\$ 5,170	\$ 5,362	\$ 5,576	\$ 5,778	\$ 5,991
% of Operating Exp	19%	17%	18%	18%	18%	18%	18%
Revenue Growth Rate	-2%	0%	3%	3%	3%	3%	3%
Expense Highlights:							
Pension costs	2,212	2,497	2,900	3,316	3,675	3,950	4,256
Growth Rate	18%	13%	16%	14%	11%	7%	8%
Retiree Medical	554	700	779	861	933	978	1,053
Growth Rate	19%	26%	11%	11%	8%	5%	8%

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 \$3.2 million over the past 10 years.
 - Conservatively budgeted due to real estate market volatility and in line with the recommendation of the Budget Advisory and Financial Planning Committee. During the last downturn, transfer tax revenue declined 40% and did not recover to pre-recession levels for four 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 last 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 approximately double over the next 5 years and rise almost 132% in ten years. During 2018 the City established a Pension Rate Stabilization Trust with PARS to aid in funding our future pension expense. \$2,750,000 has been contributed to the fund to date.
- Operating expenses, other than personnel costs, are projected to grow at a rate of 3% per year.

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 2019-20 budget and the prior two years.

DEPARTMENT OF RECREATION				
COST RECOVERY				
	Recreation	School- mates	Aquatics	Total
ACTUAL 2017-18				
Revenues	\$ 3,083,093	\$ 708,987	\$ 549,492	\$ 4,341,573
Expenses:				
Salary & Benefits	1,532,725	654,570	423,188	2,610,482
Other	1,303,939	86,209	255,714	1,645,862
Less: July 4th & Harvest	(25,751)			(25,751)
Total Expenses	2,810,912	740,780	678,901	4,230,593
Revenues less Expenses	\$ 272,181	\$ (31,793)	\$ (129,409)	\$ 110,980
Cost Recovery %	110%	96%	81%	103%
PROJECTED 2018-19				
Revenues	\$ 2,926,000	\$ 793,000	\$ 540,000	\$ 4,259,000
Expenses:				
Salary & Benefits	1,773,000	605,700	509,700	2,888,400
Other	1,385,586	130,181	272,200	1,787,967
Less: July 4th & Harvest	(26,569)			(26,569)
Total Expenses	3,132,017	735,881	781,900	4,649,798
Revenues less Expenses	\$ (206,017)	\$ 57,119	\$ (241,900)	\$ (390,798)
Cost Recovery %	93%	108%	69%	92%
BUDGET 2019-20				
Revenues	\$ 3,062,000	\$ 797,000	\$ 535,500	\$ 4,394,500
Expenses:				
Salary & Benefits	1,812,800	631,300	572,800	3,016,900
Other	1,455,000	114,000	311,800	1,880,800
Less: July 4th & Harvest	(28,500)			(28,500)
Total Expenses	3,239,300	745,300	884,600	4,869,200
Revenues less Expenses	\$ (177,300)	\$ 51,700	\$ (349,100)	\$ (474,700)
Cost Recovery %	95%	107%	61%	90%

We have historically targeted the Recreation Department to be cost neutral. In 2019-20, we are projecting approximately 90% total department cost recovery (95% General Recreation; 107% Schoolmates; and 61% Aquatics).

In 2018-19, we are projecting Schoolmates cost recovery to be positive at 108%. The increase from the prior year is due to a 5% increase in revenue coupled with a lower cost personnel structure. In 2019-20, due to the effective restructuring initiated last fiscal year, we are budgeting cost recovery at 107%.

For Aquatics, we are projecting cost recovery to deteriorate from 81% in 2017-18 to a projected 69% in 2018-19 and 61% budgeted in 2019-20. This is primarily due to flattening revenue coupled with rising labor and maintenance costs. This results in an annual projected loss of approximately \$350,000. 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 FY2019-20 budget for street infrastructure maintenance and replacement is \$1.4 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 dedicated to street resurfacing and sidewalk repair work, with the balance dedicated to 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.

Summary Street Report					
	Gas Tax	Measure B	Measure BB	Measure F	Total Street
PROJECTED 2018-19					
Beginning Balance	\$ 438,652	\$ 7,478	\$ 2,380	\$ 8,281	\$ 456,792
HUTA	244,809				244,809
SB 1	179,470				179,470
Alameda County		470,500	432,000	47,500	950,000
Total Revenues	424,279	470,500	432,000	47,500	1,374,279
Expenses:					
Street/Sidewalk Work	(839,000)	(470,000)	(410,000)	(47,500)	(1,766,500)
Total Expenses	(839,000)	(470,000)	(410,000)	(47,500)	(1,766,500)
Ending Balance	\$ 23,931	\$ 7,978	\$ 24,380	\$ 8,281	\$ 64,571
PROPOSED 2019-20					
Beginning Balance	\$ 23,931	\$ 7,978	\$ 24,380	\$ 8,281	\$ 64,571
HUTA	288,800				288,800
SB 1	187,300				187,300
Alameda County		475,200	435,200	47,500	957,900
Total Revenues	476,100	475,200	435,200	47,500	1,434,000
Expenses:					
Street/Sidewalk Work	(490,000)	(460,000)	(425,000)	(45,000)	(1,420,000)
Total Expenses	(490,000)	(460,000)	(425,000)	(45,000)	(1,420,000)
Ending Balance	\$ 10,031	\$ 23,178	\$ 34,580	\$ 10,781	\$ 78,571

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, 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, it should be viewed as a work in progress and will continue to evolve and improve as facility investigations present new, more detailed data.

Beginning with 2019-20, we are removing annual on-going maintenance costs, including janitorial, pest control and alarm maintenance, from this fund and are now accounting for them in the General Fund. These costs are budgeted at \$300,000 per year for all facilities and parks. General Fund transfers into the Facilities Maintenance Fund are reduced by a corresponding amount. Prior year amounts have been restated for comparable purposes. The removal of these costs will allow us to focus this fund on only non-routine repairs, scheduled component replacement, and capital improvements for our facilities.

Projects completed during FY 2018-19 using the Facilities Maintenance fund included the Oakland Avenue Bridge Lighting, removal of the City Hall fuel tank, Dracena Park Upper Lawn Renovation, replacement of the Community Hall sound system, Community Hall Courtyard Lighting, Veterans Hall Furnace Relocation/Replacement, and the City Hall Restroom Renovation, as well as many miscellaneous ongoing and deferred maintenance projects within the City's facilities. The following schedule is extracted from the Facilities Plan presented to the City Council in March of 2018. The schedule has been updated for new developments and recaps the facility maintenance plan for the next 4 years:

Facility \ Description	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23
Repairs & Maintenance	\$ 286,000	\$ 314,600	\$ 346,060	\$ 356,442
City Hall and Fire Station	500,000	75,000	65,000	65,000
Police Department and Veterans Hall	80,000	60,000	275,000	50,000
Recreation Building	350,000	1,090,000	100,000	50,000
Community Hall	-	430,000	-	245,000
Scheduled Maintenance	519,000	399,500	205,500	240,000
Other	281,730	-	-	-
GRAND TOTAL	\$ 2,016,730	\$ 2,369,100	\$ 991,560	\$ 1,006,442

Applying a 3% growth rate in expenditures for FY 203-2024 and beyond, we estimate the fund's activity as follows:

FACILITIES MAINTENANCE FUND ACTIVITY						
Fiscal Year	Begin Balance	Planned Funding	Interest	Additional Funding	Expenditures	End Balance
19/20	4,829,456	550,000	100,000		(2,016,730)	3,462,726
20/21	3,462,726	550,000	69,255	800,000	(2,369,100)	2,512,881
21/22	2,512,881	500,000	50,258		(991,560)	2,071,578
22/23	2,071,578	450,000	41,432		(1,006,442)	1,556,568
23/24	1,556,568	400,000	31,131		(1,036,635)	951,065
24/25	951,065	400,000	19,021		(1,067,734)	302,352
25/26	302,352	400,000			(1,099,766)	(397,414)
26/27	(397,414)	400,000			(1,132,759)	(1,130,174)
27/28	(1,130,174)	400,000			(1,166,742)	(1,896,915)
28/29	(1,896,915)	250,000			(1,201,744)	(2,848,660)

The Facilities Maintenance Fund is estimated to have a Fund Balance of approximately \$4,829,456 as of June 30, 2019. The proposed General Fund transfer in 2019-2020 is \$550,000.

The fund balance at the end of 2019-20 is estimated at \$3,462,726, with an unrestricted fund balance of \$3,262,226. The restriction is the City Council-approved loan to the Sewer Fund for system rehabilitation.

Annual funding is determined based on available funds in the General Fund after consideration of the needs of the equipment replacement fund and maintaining a General Fund reserve in the range of 18% +/- . Due to escalating pension, retiree medical and insurance expenses, transfers from the General Fund to the Facilities Maintenance Fund are projected to decline beginning in 2021-22.

The facilities maintenance fund does not include major capital improvements currently being evaluated by the City. The estimated costs of these projects include:

	Cost \$
<u>Critical:</u>	
City Hall Basement Renovation	\$ 1,500,000
Recreation Building Renovation	\$ 3,500,000
	<u>\$ 5,000,000</u>
<u>Other:</u>	
New Aquatics Center	\$ 15,000,000
Veterans Hall Renovation	\$ 2,600,000
Coaches Field	\$ 4,200,000
Linda Beach	\$ 10,600,000
	<u>\$ 32,400,000</u>

City staff believes the renovation of the City Hall basement and Recreation Center are critical as the accessibility and fire/life safety issues of these facilities need to be addressed. Although \$1.2 million is included in the Facilities Maintenance budget to address these issues for the Recreation Center, we feel it would be more cost effective to completely renovate the building at the same time to utilize the existing space more efficiently. However, based on our ten year projections for the General Fund, which include planned transfers into the Facilities Maintenance Fund, we do not have adequate funding for these projects.

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 \$29,000 as of June 30, 2019.

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 estimated replacement costs.

The Equipment Replacement Fund is estimated to have a Fund Balance of approximately \$2,757,000 as of June 30, 2019. The fund balance at the end of 2019-20 is projected at \$1,632,000, with an unrestricted fund balance of \$1,032,000 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 2019-20 is \$400,000.

The following is the detail of proposed Equipment Replacement expenditures for 2019-20 of \$1,579,500:

Description	\$ Amount
<u>Administration:</u>	
Station Renovation (KCOM)	\$ 250,000
<u>Public Works:</u>	
Pickup Truck	65,000
Sterreet Sweeper	300,000
<u>Recreation:</u>	
Automobile: Van	34,000
<u>Police:</u>	
Motorcycle	35,000
Automated License Plate Readers	60,000
<u>Fire:</u>	
Cardiac EKG Monitor	40,000
<u>IT:</u>	
Applications & Systems	567,500
Infrastructure & Operations	155,000
Hardware	73,000
Total Proposed Expenditures	<u>\$ 1,579,500</u>

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 Real 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 was completed in the first quarter of FY 2018-19. Thereafter, Phase VI design work

began 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	2018-19 Projected	2019-20 Proposed Budget
Beginning Balance	\$1,578,266	\$ 2,520,739
Sewer Service Charges \ Interest	2,570,233	2,685,640
Loan Proceeds	975,946	0
Total Revenue	3,546,179	2,685,640
Operating Costs	(1,621,424)	(1,659,793)
Capital Costs	(420,320)	(336,861)
Debt Service	(561,963)	(802,776)
Total Expenditures	(2,603,707)	(2,799,430)
Ending Balance	\$ 2,520,739	\$ 2,406,949

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 2019-20 is projected at \$847,000, an increase of \$23,000 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 2019-20 will be approximately \$1,127,300. The final payment is scheduled for March 30, 2020. After this date, it is proposed the increased unrestricted funds be used to address long term facilities needs and underfunded liabilities.

Pension Rate Stabilization Fund

In 2017-18, we established a Pension Rate Stabilization Fund. 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.

In May 2018, we transferred \$2.0 million from the General Fund into the Pension Rate Stabilization Fund. An additional \$750,000 was transferred into the trust in November 2018. Based on our current projections, the fund level is sufficient to meet our pension obligations and continue to maintain a minimal General Fund Reserve, which we are targeting at 18% of total expenditures. We will monitor our pension costs and the performance of this fund closely to assure adequate funding is maintained.

CONCLUSION

The continuation of benefit cost sharing agreements with employees and the significant reduction of 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.

Although, the financial position of the City has been relatively stable in recent years, there can be no assurance we will maintain our current level of revenue. As noted above, our revenue stream is highly reliant on a strong Real Estate Market. In addition, in order to maintain a balanced budget and a minimal General Fund reserve, we have not invested in our infrastructure to the extent that we probably should have. Several of our facilities and streets need substantial improvement. We have identified \$5.0 million of critical renovations to City Hall and the Recreation Building, of which only \$1.2 million is funded. In addition, we have identified improvements to our other facilities and parks, including the Community Pool, of approximately \$32.4 million. We will need to focus on a plan to be able to accomplish these projects in the coming years.

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. It has been an honor to serve as your City Administrator and I wish the best to you, the 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 distinguishable.

Paul Benoit
City Administrator

CITY OF PIEDMONT
FY 2019-20 BUDGET SUMMARY

OPERATING BUDGET

Expenditures:	Current Budget 2018-19	Estimated Expenditures 2018-19	Proposed Budget 2019-20	Budget % Change
Administration & KCOM	\$ 3,048,060	\$ 3,017,460	\$ 3,352,960	10.0%
Public Works	3,622,053	3,555,743	3,529,073	-2.6%
Planning & Building	1,364,920	1,300,175	1,351,300	-1.0%
Recreation	3,380,850	3,158,586	3,267,800	-3.3%
Police	6,629,725	6,504,484	6,563,888	-1.0%
Fire	6,232,850	6,188,350	6,684,800	7.3%
Non-Departmental	2,394,471	2,460,471	2,616,671	9.3%
TOTAL General Fund	26,672,929	26,185,269	27,366,492	2.6%
Other Operating Funds				
Aquatics Fund	801,200	781,900	884,600	10.4%
Schoolmates Fund	729,800	735,881	745,300	2.1%
TOTAL Other Operating Expenditures	1,531,000	1,517,781	1,629,900	6.5%
Total Operating Expenditures	\$ 28,203,929	\$ 27,703,050	\$ 28,996,392	2.8%

OTHER FUNDS BUDGET

Expenditures:	Current Budget 2018-19	Estimated Expenditures 2018-19	Proposed Budget 2019-20	Budget % Change
Special Revenue Funds				
Athletic Facility Preservation Fund	\$ 40,000	\$ 40,000	\$ 40,000	0.0%
COPS Fund	548,333	200,000	481,750	-12.1%
Gas Tax Fund	565,000	789,000	390,000	-31.0%
Measure B Fund	470,000	470,000	460,000	-2.1%
Measure BB Fund	475,000	410,000	425,000	-10.5%
Measure D Fund	57,000	40,000	40,000	-29.8%
Measure F - VRF	47,500	47,500	45,000	-5.3%
Sidewalk Repair Fund	203,000	400,000	110,000	-45.8%
Total Special Revenue Funds	2,405,833	2,396,500	1,991,750	-17.2%
Capital Project Funds				
Capital Improvement Fund	274,487	75,000	3,055	-98.9%
Urban County CDBG Fund	34,000	34,000	42,000	23.5%
Equipment Replacement Fund	2,199,600	1,500,000	1,579,500	-28.2%
Facility Maintenance Fund	2,626,774	2,349,000	1,497,730	-43.0%
Total Capital Project Funds	5,134,861	3,958,000	3,122,285	-39.2%
Debt Service Fund				
2014 Pension Obligation Fund	1,430,050	1,430,050	1,127,300	-21.2%
Total Debt Service Fund	1,430,050	1,430,050	1,127,300	-21.2%
Enterprise Fund				
Sewer Fund	1,718,717	1,779,707	1,952,430	13.6%
Total Enterprise Fund	1,718,717	1,779,707	1,952,430	13.6%
Internal Service Fund				
Employee Benefit Fund	1,400,000	1,400,000	1,400,000	0.0%
Total Internal Service Fund	1,400,000	1,400,000	1,400,000	0.0%
TOTAL Other Funds	\$ 12,089,461	\$ 10,964,257	\$ 9,593,765	-20.6%
Grand Total	\$ 40,293,390	\$ 38,667,307	\$ 38,590,157	-4.2%

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OPERATING BUDGET

GENERAL FUND OPERATING DEPARTMENTS

	Budget 18/19	Estimated Expenditures 18/19	Proposed Expenditures 19/20	Proposed % Change
SALARIES	\$ 12,845,000	\$ 12,830,000	\$ 13,003,000	1.2%
FRINGE BENEFITS	5,141,900	4,699,200	5,187,600	0.9%
PERSONNEL EXPENSES	284,060	241,217	307,160	8.1%
SUPPLIES & SERVICES	5,985,498	5,928,381	6,230,061	4.1%
CAPITAL EXPENDITURES	22,000	26,000	22,000	0.0%
OTHER	2,394,471	2,460,471	2,616,671	9.3%
TOTAL - ALL DEPARTMENTS	\$ 26,672,929	\$ 26,185,269	\$ 27,366,492	2.6%
<u>EXPENDITURE DETAIL:</u>				
<u>SALARIES</u>				
Regular Salaries	\$ 10,882,000	\$ 10,412,000	\$ 11,194,000	2.9%
Part Time Salaries	1,179,000	1,019,000	1,002,000	-15.0%
Overtime Salaries	784,000	1,399,000	807,000	2.9%
Subtotal	12,845,000	12,830,000	13,003,000	1.2%
<u>FRINGE BENEFITS</u>				
Health Insurance	2,067,800	1,720,500	1,906,300	-7.8%
Retirement	2,305,200	2,212,200	2,496,500	8.3%
Other Benefits	768,900	766,500	784,800	2.1%
Subtotal	5,141,900	4,699,200	5,187,600	0.9%
<u>PERSONNEL EXPENSES</u>				
Memberships/Conferences/Training	284,060	241,217	307,160	8.1%
<u>SUPPLIES & SERVICES</u>				
Department Supplies	337,400	333,150	334,650	-0.8%
Utilities/Telephone/Radio	482,700	459,500	498,200	3.2%
Equipment/Maintenance/Gas/Oil	281,950	278,950	282,450	0.2%
Contract Services	2,342,498	2,454,612	2,415,011	3.1%
Buildings/Grounds Maintenance	327,000	342,000	349,000	6.7%
Other Expenses	1,537,650	1,449,119	1,610,550	4.7%
Information Services	676,300	611,050	740,200	9.4%
Subtotal	5,985,498	5,928,381	6,230,061	4.1%
<u>CAPITAL EXPENDITURES</u>				
Capital Outlay	22,000	26,000	22,000	0.0%
<u>OTHER</u>				
General Fund Non Departmental	2,394,471	2,460,471	2,616,671	9.3%
TOTAL - ALL DEPARTMENTS	\$ 26,672,929	\$ 26,185,269	\$ 27,366,492	2.6%

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GENERAL FUND BUDGET SUMMARY				
Expenditures and Sources				
FUND USES			Difference	
	Proposed	Estimated		
	2019-20	2018-19	%	\$
EXPENDITURES				
Administration	\$ 3,352,960	\$ 3,017,460	11.1%	\$ 335,500
Public Works	3,529,073	3,555,743	-0.8%	(26,670)
Planning and Building	1,351,300	1,300,175	3.9%	51,125
Recreation	3,267,800	3,158,586	3.5%	109,214
Police	6,563,888	6,504,484	0.9%	59,404
Fire	6,684,800	6,188,350	8.0%	496,450
Non-Departmental	2,616,671	2,460,471	6.3%	156,200
TOTAL Expenditures	27,366,492	26,185,269	4.5%	1,181,223
TRANSFER OUT:				
2014 Pension Obligation Fund	1,127,300	1,430,050	-21.2%	(302,750)
Equipment Replacement Fund	400,000	400,000	0.0%	-
Aquatics	250,000	250,000	0.0%	-
Sidewalk Fund	-	300,000	-100.0%	(300,000)
Facility Maintenance	550,000	550,000	0.0%	-
TOTAL Transfer Out	2,327,300	2,930,050	-20.6%	(602,750)
TOTAL Expenditures/Transfer Out	\$ 29,693,792	\$ 29,115,319	2.0%	\$ 578,473
FUND SOURCES			Difference	
	Proposed	Estimated		
	2019-20	2018-19	%	\$
REVENUE				
Property Tax	\$ 14,504,000	\$ 13,968,000	3.8%	\$ 536,000
Property Transfer Tax & Parcel Tax	5,154,000	5,462,000	-5.6%	(308,000)
Other Taxes and Franchises	2,402,000	2,383,000	0.8%	19,000
Licenses and Permits	470,000	455,000	3.3%	15,000
Use of Money and Property	750,000	699,000	7.3%	51,000
Revenue from Other Agencies	1,568,000	1,921,000	-18.4%	(353,000)
Charges for Current Services	3,486,000	3,345,000	4.2%	141,000
Other	166,000	253,000	-34.4%	(87,000)
TOTAL Revenue	28,500,000	28,486,000	0.0%	14,000
TRANSFER IN:				
Measure D Fund	17,000	17,000	0.0%	-
Private Contribution Fund	5,000	5,000	0.0%	-
Sewer Fund	847,000	824,000	2.8%	23,000
Traffic Safety Fund	20,000	20,000	0.0%	-
TOTAL Transfer In	889,000	866,000	2.7%	23,000
TOTAL Revenue/Transfer In	\$ 29,389,000	\$ 29,352,000	0.1%	\$ 37,000
Excess: Revenues over Expenditures	(304,792)	236,681		
Beginning Fund Balance:	4,890,078	4,653,397		
Estimated Ending Fund Balance:	\$ 4,585,286	\$ 4,890,078		

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GENERAL FUND
2015-16 to 2019-20

	Actual 2015-16	Actual 2016-17	Actual 2017-18	Estimated 2018-19	Proposed 2019-20
General Fund Beginning Balance	\$ 4,617,679	\$ 4,717,975	\$ 4,688,649	\$ 4,653,397	\$ 4,890,078
Revenues					
Property Taxes	11,922,775	12,512,001	13,375,004	13,968,000	14,504,000
Real Property Transfer Tax	3,117,999	3,522,078	3,845,198	3,200,000	2,800,000
Parcel Tax	1,628,601	1,745,533	2,197,571	2,262,000	2,354,000
Other Taxes and Franchises	2,384,439	2,473,923	2,411,719	2,383,000	2,402,000
License and Permits	585,132	577,031	588,652	455,000	470,000
Revenue from Use of Money or Property	528,814	615,611	738,051	699,000	750,000
Revenue from Other Agencies	1,525,353	1,699,190	2,036,728	1,921,000	1,568,000
Charges for Current Services	3,155,372	3,342,416	3,544,881	3,345,000	3,486,000
Other Revenue	1,201,344	169,447	267,028	253,000	166,000
	26,049,829	26,657,232	29,004,834	28,486,000	28,500,000
Operating Transfers in					
Sewer Fund Reimbursement	724,000	728,000	-	824,000	847,000
Traffic Safety Fund Reimbursement	50,000	50,000	15,000	20,000	20,000
Schoolmates Fund Reimbursement	47,122	48,895	-	-	-
Private Contribution Fund	36,392	1,431	945	5,000	5,000
Gas Tax Supplement	250,000	250,000	-	-	-
COPS	6,823	6,117	-	-	-
Measure D Reimbursement	37,951	25,010	30,320	17,000	17,000
	1,152,289	1,109,453	46,265	866,000	889,000
Total Income	27,202,117	27,766,684	29,051,099	29,352,000	29,389,000
Departmental Expenditures					
Administration	2,271,092	2,527,851	2,879,525	3,012,460	3,352,960
Public Works	3,895,930	4,160,551	3,553,533	3,555,743	3,529,073
Planning & Building	-	-	-	1,300,175	1,351,300
Recreation	2,604,778	2,771,670	2,850,647	3,137,586	3,245,800
Police	5,517,402	5,757,399	6,211,131	6,504,484	6,563,888
Fire	5,326,749	5,440,638	5,959,869	6,188,350	6,684,800
	19,615,951	20,658,109	21,454,703	23,698,798	24,727,821
Operating Capital Outlay	8,895	-	15,792	26,000	22,000
Non Departmental Expenditures					
Library	350,471	350,471	350,471	350,471	350,471
Unemployment Insurance	12,670	8,323	8,414	20,000	20,000
Workers Compensation	572,000	555,206	614,638	736,000	650,000
Liability Insurance	444,000	434,911	553,186	690,000	805,000
Other Expense	-	-	2,112	-	-
Pension Rate Stabilization	-	2,000,000	750,000	-	-
OPEB - Retiree Payments	-	-	-	554,000	700,000
OPEB - Contributions	776,399	312,000	85,550	110,000	91,200
	2,155,540	3,660,910	2,364,371	2,460,471	2,616,671
Operating Transfers-out					
Aquatics	-	130,000	130,000	250,000	250,000
2014 Pension Obligation Fund	1,338,248	1,346,991	1,388,734	1,430,050	1,127,300
	1,338,248	1,476,991	1,518,734	1,680,050	1,377,300
Total Expenditures and Transfers-out	23,118,635	25,796,011	25,353,600	27,865,319	28,743,793
Operating Net Income	4,083,483	1,970,674	3,697,498	1,486,681	645,207
Capital Transfers-out					
Capital Improvement Fund	-	-	1,750	-	-
Sidewalk Fund	-	-	-	300,000	-
Facility Maintenance	2,770,488	1,600,000	3,331,000	550,000	550,000
Equipment Replacement Fund	1,212,698	400,000	400,000	400,000	400,000
Total Capital Transfers	3,983,186	2,000,000	3,732,750	1,250,000	950,000
Net Income after Capital Transfers	100,296	(29,326)	(35,252)	236,681	(304,793)
General Fund Ending Fund Balance	\$ 4,717,975	\$ 4,688,649	\$ 4,653,397	\$ 4,890,078	\$ 4,585,285
Fund Balance as % of Operating Exp	22%	19%	20%	19%	17%
Fund Balance as % of Exp & Debt	20%	18%	18%	18%	16%

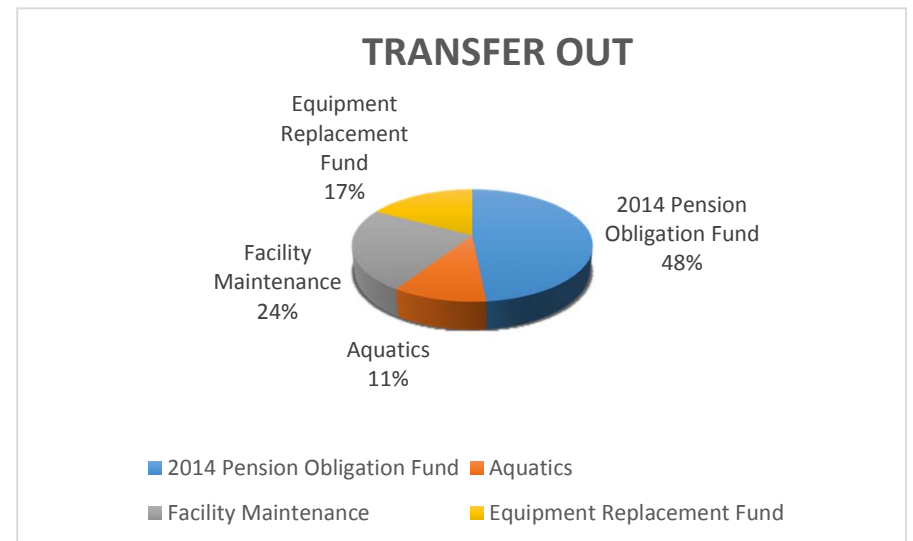
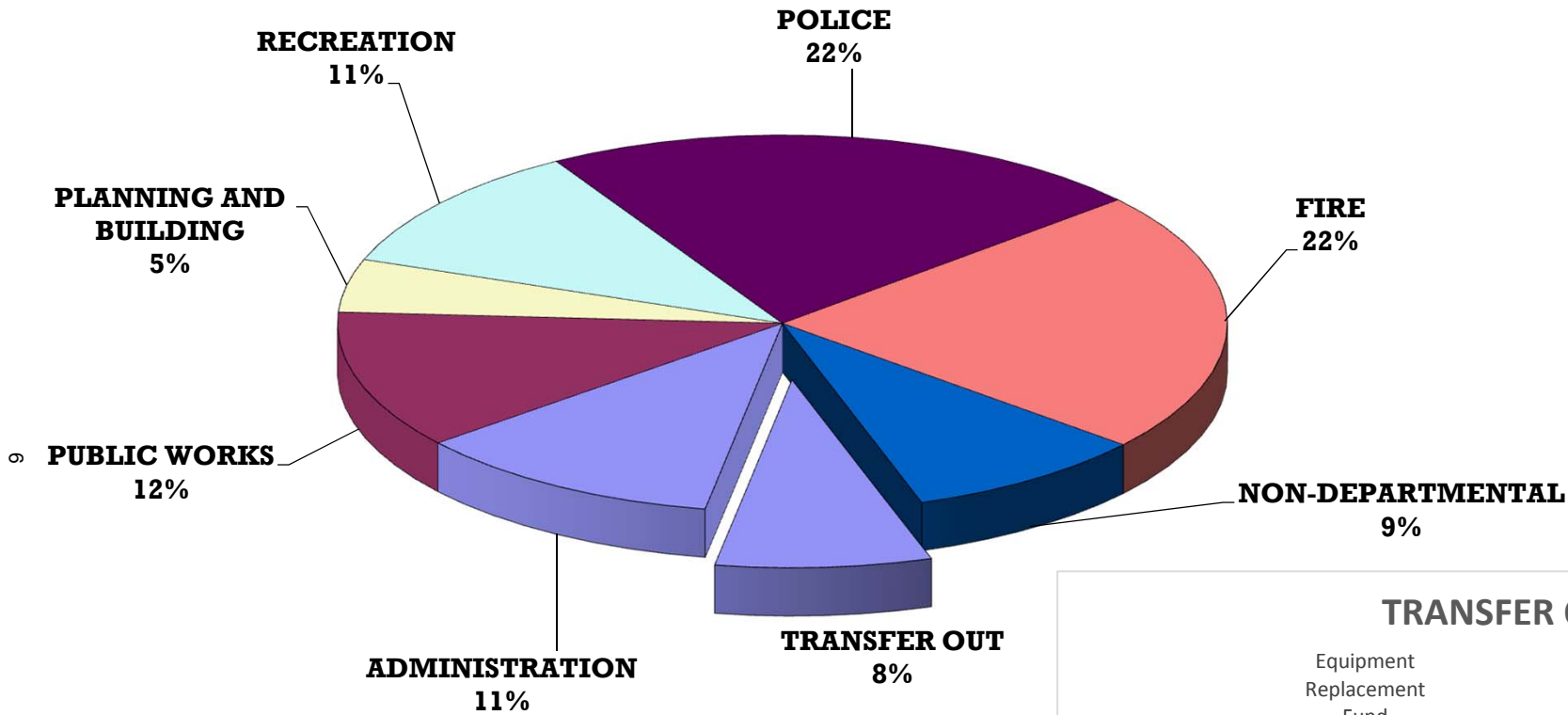
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GENERAL FUND SUMMARY

	Proposed Budget 2019-20	% of Budget
<u>Administration (Total)</u>	<u>\$ 3,352,960</u>	<u>11.3%</u>
Personal Services	1,624,100	5.5%
Maintenance & Operations	1,728,860	5.8%
Capital Outlay	-	0.0%
<u>Public Works (Total)</u>	<u>3,529,073</u>	<u>11.9%</u>
Personal Services	1,909,300	6.4%
Maintenance & Operations	1,619,773	5.5%
Capital Outlay	-	0.0%
<u>Planning & Building (Total)</u>	<u>1,351,300</u>	<u>4.6%</u>
Personal Services	1,080,800	3.6%
Maintenance & Operations	270,500	0.9%
Capital Outlay	-	0.0%
<u>Recreation (Total)</u>	<u>3,267,800</u>	<u>11.0%</u>
Personal Services	1,812,800	6.1%
Maintenance & Operations	1,433,000	4.8%
Capital Outlay	22,000	0.1%
<u>Police (Total)</u>	<u>6,563,888</u>	<u>22.1%</u>
Personal Services	5,686,800	19.2%
Maintenance & Operations	877,088	3.0%
Capital Outlay	-	0.0%
<u>Fire (Total)</u>	<u>6,684,800</u>	<u>22.5%</u>
Personal Services	6,076,800	20.5%
Maintenance & Operations	608,000	2.0%
Capital Outlay	-	0.0%
Non-Departmental (Total)	2,616,671	8.8%
Transfer Out (Total)	<u>2,327,300</u>	<u>7.8%</u>
General Fund: Expenditures/Transfers Out	<u><u>\$ 29,693,792</u></u>	<u><u>100.0%</u></u>

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**CITY OF PIEDMONT
GENERAL FUND
PROPOSED EXPENDITURES AND TRANSFERS 2019-20**



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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 2011-2020

FUND	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 Actual Fund Balance	2018-19 Estimated Fund Balance	2019-20 Proposed Fund Balance
GENERAL FUND	\$ 3,101,066	\$ 4,007,291	\$ 4,198,390	\$ 4,489,854	\$ 4,617,678	\$ 4,717,679	\$ 4,688,649	\$ 4,653,397	\$ 4,890,078	\$ 4,585,286
SPECIAL REVENUE FUNDS										
Abandoned Vehicle	51,645	55,948	35,278	39,843	41,911	45,472	52,739	23,514	28,014	32,514
Athletic Facility Preservation	-	-	32,166	28,570	129,574	25,016	85,136	137,095	160,095	188,095
Bonds and Deposits	-	-	-	-	-	-	-	-	14,210	14,210
COPS	-	234,333	152,504	213,466	297,881	283,216	406,933	436,134	378,134	41,384
EECBG	3,405	5,459	5,459	5,459	-	-	-	-	-	-
Gas Tax	207,622	370,419	441,668	489,279	495,332	498,212	152,283	438,652	23,931	10,031
Measure B Sales Tax	680,945	420,534	558,322	396,135	117,959	84,666	75,556	7,478	7,978	23,178
Measure BB Sales Tax	-	-	-	-	79,133	23,751	238,316	2,380	24,380	34,580
Measure D	136,385	150,099	148,491	142,723	86,781	48,227	68,033	69,634	55,634	41,634
Measure F	-	49,408	94,409	141,877	30,452	3,184	4,932	8,281	8,281	10,781
Private Contribution	100,098	219,555	241,567	129,396	141,151	46,548	872,072	1,258,755	1,264,545	1,284,545
Schoolmates Program	195,298	78,091	93,108	226,979	316,387	344,698	326,316	294,524	351,643	403,343
Sidewalk Repair	42,363	59,087	62,515	47,907	54,860	60,231	62,051	69,296	22,296	15,296
Traffic Congestion Relief	-	-	-	-	-	-	-	12,827	25,590	38,353
Traffic Safety	4,576	4,020	7,292	15	51,394	8,876	5,305	11,077	11,077	11,077
TOTAL SPECIAL REVENUE FUNDS	1,422,337	1,646,953	1,902,902	1,865,193	1,844,606	1,473,888	2,349,673	2,769,647	2,375,808	2,149,021
CAPITAL PROJECT FUNDS										
Capital Improvement	1,743,257	1,072,137	1,195,023	493,334	475,216	330,437	440,456	103,897	28,897	25,842
Urban County CDBG	-	-	30,123	3,543	1,791	1,791	(145)	17,715	17,715	17,715
Equipment Replacement	2,282,991	2,017,019	2,173,174	2,861,650	2,958,928	3,702,889	3,937,414	3,803,442	2,757,442	1,631,942
Signal @ Grand, Arroyo	24,692	-	-	-	-	-	-	-	-	-
Facilities Maintenance	282,516	139,907	918,655	2,114,247	2,123,889	4,375,941	3,782,199	5,654,456	4,829,456	3,462,726
TOTAL CAPITAL PROJECT FUNDS	4,333,456	3,229,063	4,286,852	5,469,231	5,558,033	8,409,267	8,159,924	9,579,509	7,633,509	5,138,224
ENTERPRISE FUNDS										
Aquatics	48,951	(124,650)	(72,477)	12,763	43,188	28,741	129,500	189,100	197,200	98,100
Sewer	1,174,710	1,203,721	1,153,481	680,087	1,296,051	801,035	1,303,950	1,578,266	2,520,738	2,406,948
TOTAL ENTERPRISE FUNDS	1,223,661	1,079,071	1,081,004	692,850	1,339,240	829,777	1,433,450	1,767,366	2,717,938	2,505,048
INTERNAL SERVICE FUNDS										
Employee Benefits	(2,328,650)	(3,212,055)	(3,852,737)	(3,874,525)	(4,135,522)	(4,135,522)	(5,218,206)	(5,218,206)	(5,906,206)	(6,594,206)
PERS Medical	16,866	-	-	-	-	-	-	-	-	-
Liability Insurance	214,573	214,573	265,151	282,171	292,863	287,106	287,106	223,535	223,535	223,535
Workers Compensation	335,829	328,829	257,623	328,447	586,435	745,568	745,568	874,568	808,568	808,568
TOTAL INTERNAL SERVICE FUNDS	(1,761,382)	(2,668,653)	(3,329,963)	(3,263,907)	(3,256,223)	(3,102,848)	(4,185,533)	(4,120,104)	(4,874,104)	(5,562,104)
TOTAL FUNDS	\$ 8,319,138	\$ 7,293,725	\$ 8,139,185	\$ 9,253,221	\$ 10,103,334	\$ 12,327,762	\$ 12,446,164	\$ 14,649,816	\$ 12,743,230	\$ 8,815,476
TRUST FUNDS										
Police & Fire Pension Fund	\$ 9,418,154	\$ 8,967,953	\$ 10,164,732	\$ 11,719,273	\$ 11,645,257	\$ 10,853,164	\$ 11,933,986	\$ 12,352,060	\$ 12,279,713	\$ 12,246,733
Pension Rate Stabilization	-	-	-	-	-	-	2,000,000	2,752,527	2,805,527	2,872,287
OPEB Fund	2,446,826	3,052,875	3,427,173	4,353,290	5,530,561	6,194,988	7,171,296	8,161,570	8,424,570	8,768,520
TOTAL TRUST FUNDS	\$ 11,864,980	\$ 12,020,828	\$ 13,591,905	\$ 16,072,563	\$ 17,175,819	\$ 17,048,152	\$ 21,105,282	\$ 23,266,157	\$ 23,509,810	\$ 23,887,540

FUND BALANCE DETAIL
2018 - 19

Fund Type	Fund Name	7/1/2018	2018-19	2018-19	Transfer In	Transfer Out	6/30/2019
		Actual Fund Balance	Estimated Revenue	Estimated Expenditures			Estimated Fund Balance
GENERAL FUND	General Fund	\$ 4,653,397	\$ 28,486,000	\$ 26,185,269	\$ 866,000	\$ 2,930,050	\$ 4,890,078
SPECIAL REVENUE FUNDS	Abandoned Vehicle	23,514	4,500	-	-	-	28,014
	Athletic Facility Preservation	137,095	63,000	40,000	-	-	160,095
	Bonds and Deposits	-	-	-	14,210	-	14,210
	COPS	436,134	142,000	200,000	-	-	378,134
	Gas Tax	438,652	424,279	789,000	-	50,000	23,931
	Measure B	7,478	470,500	470,000	-	-	7,978
	Measure BB	2,380	432,000	410,000	-	-	24,380
	Measure D	69,634	43,000	40,000	-	17,000	55,634
	Measure F	8,281	47,500	47,500	-	-	8,281
	Private Contribution	1,258,755	25,000	-	-	19,210	1,264,545
	Schoolmates Program	294,524	793,000	735,881	-	-	351,643
	Sidewalk Repair	69,296	3,000	400,000	350,000	-	22,296
	Traffic Congestion	12,827	12,763	-	-	-	25,590
Traffic Safety	11,077	20,000	-	-	20,000	11,077	
CAPITAL PROJECT FUNDS	Capital Improvement	103,897	-	75,000	-	-	28,897
	Urban County CDBG	17,715	34,000	34,000	-	-	17,715
	Equipment Replacement	3,803,442	54,000	1,500,000	400,000	-	2,757,442
	Facilities Maintenance	5,654,456	125,000	1,800,000	850,000	-	4,829,456
DEBT SERVICE FUND	2014 Taxable Pension Oblig.	-	-	1,430,050	1,430,050	-	-
ENTERPRISE FUNDS	Aquatics	189,100	540,000	781,900	250,000	-	197,200
	Sewer	1,578,266	3,546,179	1,779,707	-	824,000	2,520,738
INTERNAL SERVICE FUNDS	Employee Benefits	(5,218,206)	712,000	1,400,000	-	-	(5,906,206)
	Liability Insurance	223,535	690,000	690,000	-	-	223,535
	Workers Compensation	874,568	670,000	736,000	-	-	808,568
TOTAL		\$ 14,649,816	\$ 37,337,721	\$ 39,544,307	\$ 4,160,260	\$ 3,860,260	\$ 12,743,230
TRUST FUNDS	OPEB Fund	\$ 8,161,570	\$ 263,000	\$ -	\$ -	\$ -	\$ 8,424,570
	Pension Rate Stabilization	2,752,527	55,000	2,000	-	-	2,809,527
	Police & Fire Pension Fund	12,352,060	247,000	319,347	-	-	12,279,713
TOTAL TRUST FUNDS		\$ 23,266,157	\$ 565,000	\$ 321,347	\$ -	\$ -	\$ 23,509,810

ESTIMATED FUND BALANCE DETAIL
2019 - 20

	Fund	6/30/2019 Estimated Fund Balance	2019 - 20 Proposed Revenue	2019 - 20 Proposed Expenditures	Transfer In	Transfer Out	6/30/2020 Estimated Fund Balance
GENERAL FUND	General Fund	\$ 4,890,078	\$ 28,500,000	\$ 27,366,492	\$ 889,000	\$ 2,327,300	\$ 4,585,286
SPECIAL REVENUE FUNDS	Abandoned Vehicle	28,014	4,500	-	-	-	32,514
	Athletic Facility Preservation	160,095	68,000	40,000	-	-	188,095
	Bonds and Deposits	14,210	-	-	-	-	14,210
	COPS	378,134	145,000	481,750	-	-	41,384
	Gas Tax	23,931	476,100	390,000	-	100,000	10,031
	Measure B	7,978	475,200	460,000	-	-	23,178
	Measure BB	24,380	435,200	425,000	-	-	34,580
	Measure D	55,634	43,000	40,000	-	17,000	41,634
	Measure F	8,281	47,500	45,000	-	-	10,781
	Private Contribution	1,264,545	25,000	-	-	5,000	1,284,545
	Schoolmates Program	351,643	797,000	745,300	-	-	403,343
	Sidewalk Repair	22,296	3,000	110,000	100,000	-	15,296
	Traffic Congestion	25,590	12,763	-	-	-	38,353
Traffic Safety	11,077	20,000	-	-	20,000	11,077	
CAPITAL PROJECT FUNDS	Capital Improvement	28,897	-	3,055	-	-	25,842
	Urban County CDBG	17,715	42,000	42,000	-	-	17,715
	Equipment Replacement	2,757,442	54,000	1,579,500	400,000	-	1,631,942
	Facilities Maintenance	4,829,456	100,000	2,016,730	550,000	-	3,462,726
DEBT SERVICE FUND	2014 Taxable Pension Oblig.	-	-	1,127,300	1,127,300	-	-
ENTERPRISE FUNDS	Aquatics	197,200	535,500	884,600	250,000	-	98,100
	Sewer	2,520,738	2,685,640	1,952,430	-	847,000	2,406,948
INTERNAL SERVICE FUNDS	Employee Benefits Fund	(5,906,206)	712,000	1,400,000	-	-	(6,594,206)
	Liability Insurance	223,535	805,000	805,000	-	-	223,535
	Workers Compensation	808,568	650,000	650,000	-	-	808,568
TOTAL		\$ 12,743,230	\$ 36,636,403	\$ 40,564,157	\$ 3,316,300	\$ 3,316,300	\$ 8,815,476
TRUST FUNDS	OPEB Fund	\$ 8,424,570	\$ 343,950	\$ -	\$ -	\$ -	\$ 8,768,520
	Pension Rate Stabilization	2,805,527	83,760	17,000	-	-	2,872,287
	Police & Fire Pension Fund	12,279,713	367,020	400,000	-	-	12,246,733
TOTAL TRUST FUNDS		\$ 23,509,810	\$ 794,730	\$ 417,000	\$ -	\$ -	\$ 23,887,540

GENERAL FUND REVENUE ANALYSIS
2019 - 20

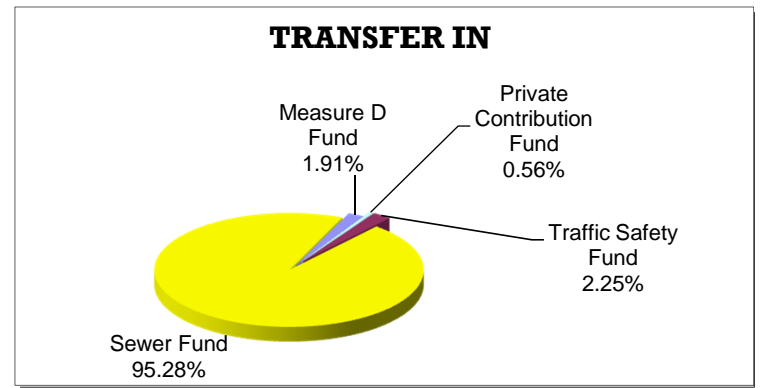
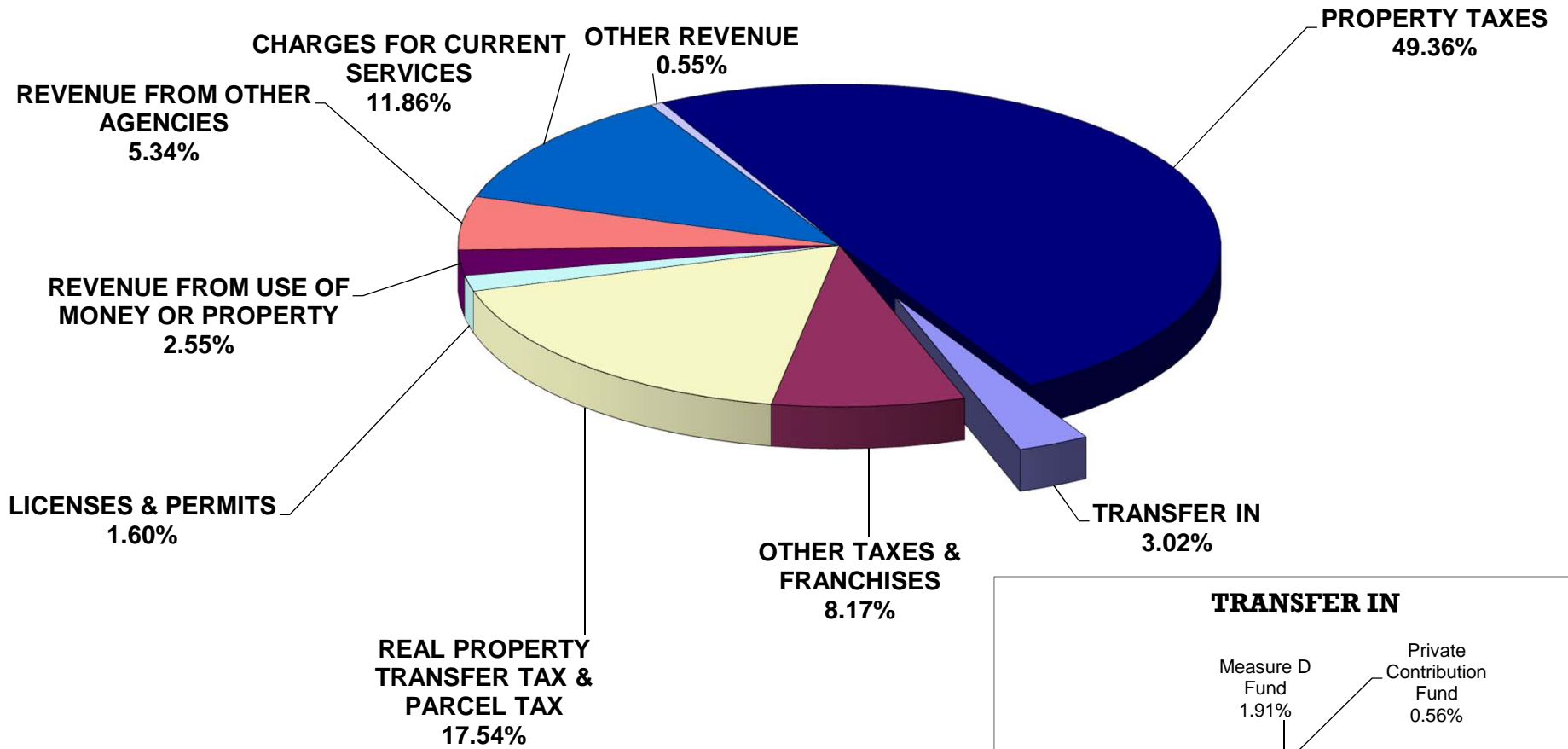
	Actual Revenue 2016-17	Actual Revenue 2017-18	Projected Revenue 2018-19	Proposed Revenue 2019-20
PROPERTY TAXES				
Property Tax - Secured	\$ 11,521,025	\$ 12,292,474	13,062,000	\$ 13,586,000
Property Tax - Unsecured	564,062	580,856	601,000	613,000
Supplemental Assessment	422,709	494,359	300,000	300,000
Delinquent Taxes & Penalties	4,205	7,315	5,000	5,000
TOTAL Property Taxes	12,512,001	13,375,004	13,968,000	14,504,000
PROPERTY TRANSFER TAX & PARCEL TAX				
Real Property Transfer Tax	3,522,078	3,845,198	3,200,000	2,800,000
Parcel Tax	1,745,533	2,197,571	2,262,000	2,354,000
TOTAL Transfer Tax and Parcel Tax	5,267,611	6,042,769	5,462,000	5,154,000
OTHER TAXES & FRANCHISES				
Other Taxes				
Sales & Use Tax	166,852	191,892	180,000	180,000
Business License Tax	539,177	563,453	491,000	528,000
TOTAL Other Taxes	706,029	755,345	671,000	708,000
Franchises				
Gas & Electric	74,053	81,347	75,000	75,000
Waste Management	157,834	164,741	220,000	220,000
Cable Television	212,954	161,732	215,000	205,000
TOTAL Franchises	444,841	407,820	510,000	500,000
Utility Users Tax				
Gas & Electric	888,332	811,175	790,000	790,000
Telephone	389,600	392,282	367,000	359,000
Water	45,121	45,097	45,000	45,000
TOTAL Utility Users Tax	1,323,053	1,248,554	1,202,000	1,194,000
TOTAL Other Taxes & Franchises	2,473,923	2,411,719	2,383,000	2,402,000
LICENSES & PERMITS				
Dog License	25,256	23,666	25,000	25,000
Building Permits	527,874	532,433	400,000	420,000
Other Permits	20,055	27,985	25,000	20,000
Fines & Forfeitures	3,847	4,568	5,000	5,000
TOTAL Licenses & Permits	\$ 577,031	\$ 588,652	\$ 455,000	\$ 470,000

GENERAL FUND REVENUE ANALYSIS
2019 - 20

	Actual Revenue 2016-17	Actual Revenue 2017-18	Projected Revenue 2018-19	Proposed Revenue 2019-20
REVENUE FROM USE OF MONEY OR PROPERTY				
Interest Earnings	\$ 43,865	\$ 119,628	\$ 100,000	\$ 130,000
Community Hall Rental	410,767	414,835	420,000	430,000
Veterans' Building	81,654	115,324	95,000	100,000
801 Magnolia	1,950	830	-	-
City Hall Rental (Telecommunications)	77,374	87,433	84,000	90,000
TOTAL Revenue from Use of Money or Property	615,611	738,051	699,000	750,000
REVENUE FROM OTHER AGENCIES				
State of California				
Forestry & Fire Protection	193,932	480,769	380,000	-
Homeowner's Property Tax Relief	85,451	84,589	84,000	83,000
Trailer coach in Lieu	-	39	-	-
POST Fund	3,945	2,219	3,000	3,000
Mandated Costs/ State & County Grants/ Misc.	15,807	19,295	-	-
Motor Vehicle License Fees	1,164,584	1,228,577	1,294,000	1,322,000
1/2 Cent Sales Tax (Public Safety)	116,810	84,737	90,000	90,000
TOTAL State of California	1,580,529	1,900,225	1,851,000	1,498,000
County of Alameda				
County of Alameda-FRALS	49,251	67,128	-	-
County Paramedic Tax	69,411	69,375	70,000	70,000
TOTAL County of Alameda	118,662	136,503	70,000	70,000
TOTAL Revenue from Other Agencies	1,699,190	2,036,728	1,921,000	1,568,000
CHARGES FOR CURRENT SERVICES				
Planning Fees	317,935	250,560	260,000	270,000
Plan Check Fees	267,499	270,547	240,000	250,000
Emeryville Animal Control	93,421	82,609	93,000	93,000
Ambulance Service Charges	391,115	345,897	300,000	300,000
Recreation	2,225,454	2,552,934	2,411,000	2,532,000
Police & Fire Services	46,363	42,334	40,000	40,000
Variance Appeal	630	-	1,000	1,000
TOTAL Charges for Current Services	3,342,416	3,544,881	3,345,000	3,486,000
OTHER REVENUE				
Sale of Property	8,598	8,243	9,000	1,000
Other Revenue	160,849	258,785	244,000	165,000
TOTAL Other Revenue	169,447	267,028	253,000	166,000
TOTAL GENERAL FUND REVENUE	\$ 26,657,232	\$ 29,004,834	\$ 28,486,000	\$ 28,500,000

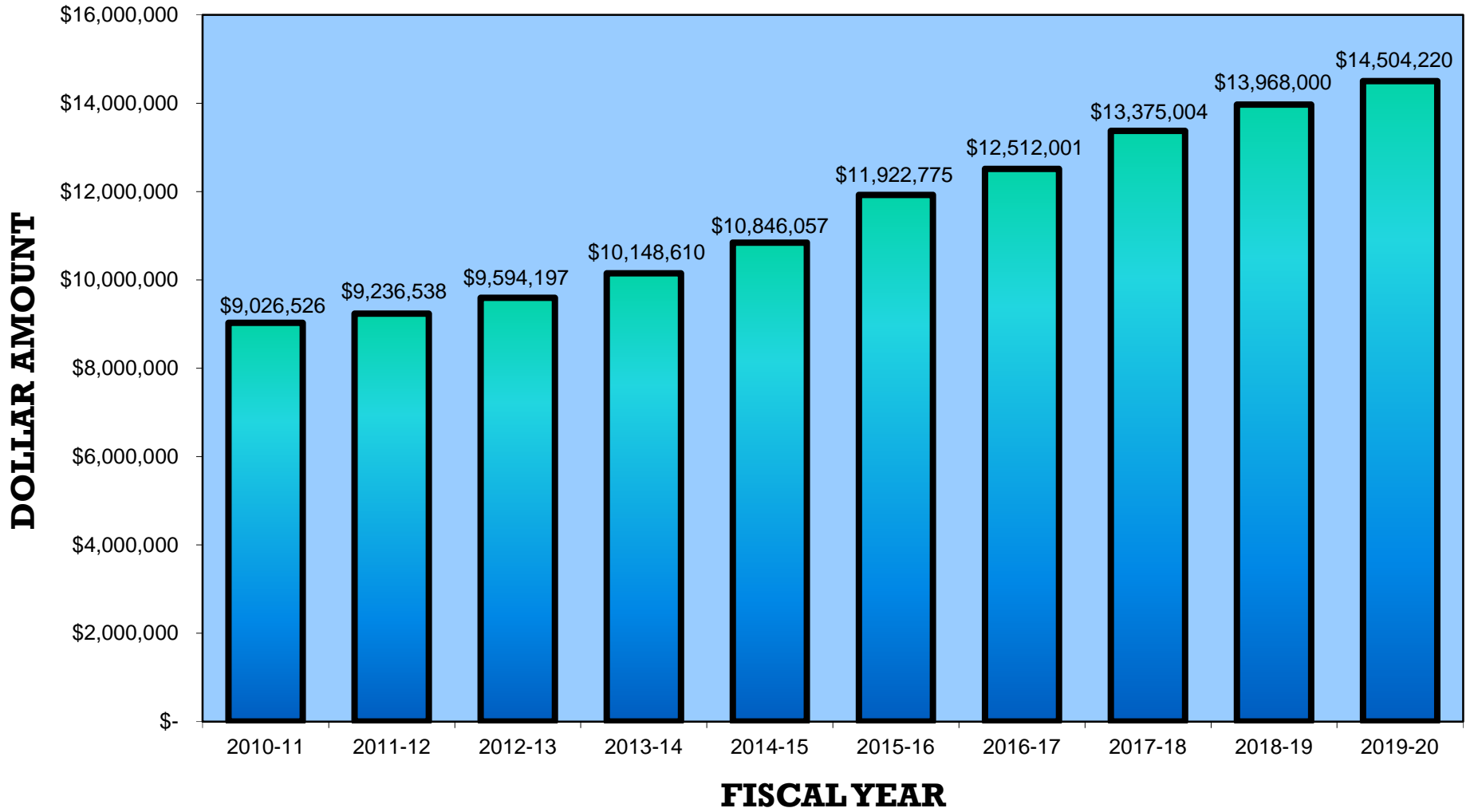
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**CITY OF PIEDMONT
GENERAL FUND
PROPOSED REVENUES AND TRANSFERS 2019-20**



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CITY OF PIEDMONT PROPERTY TAXES

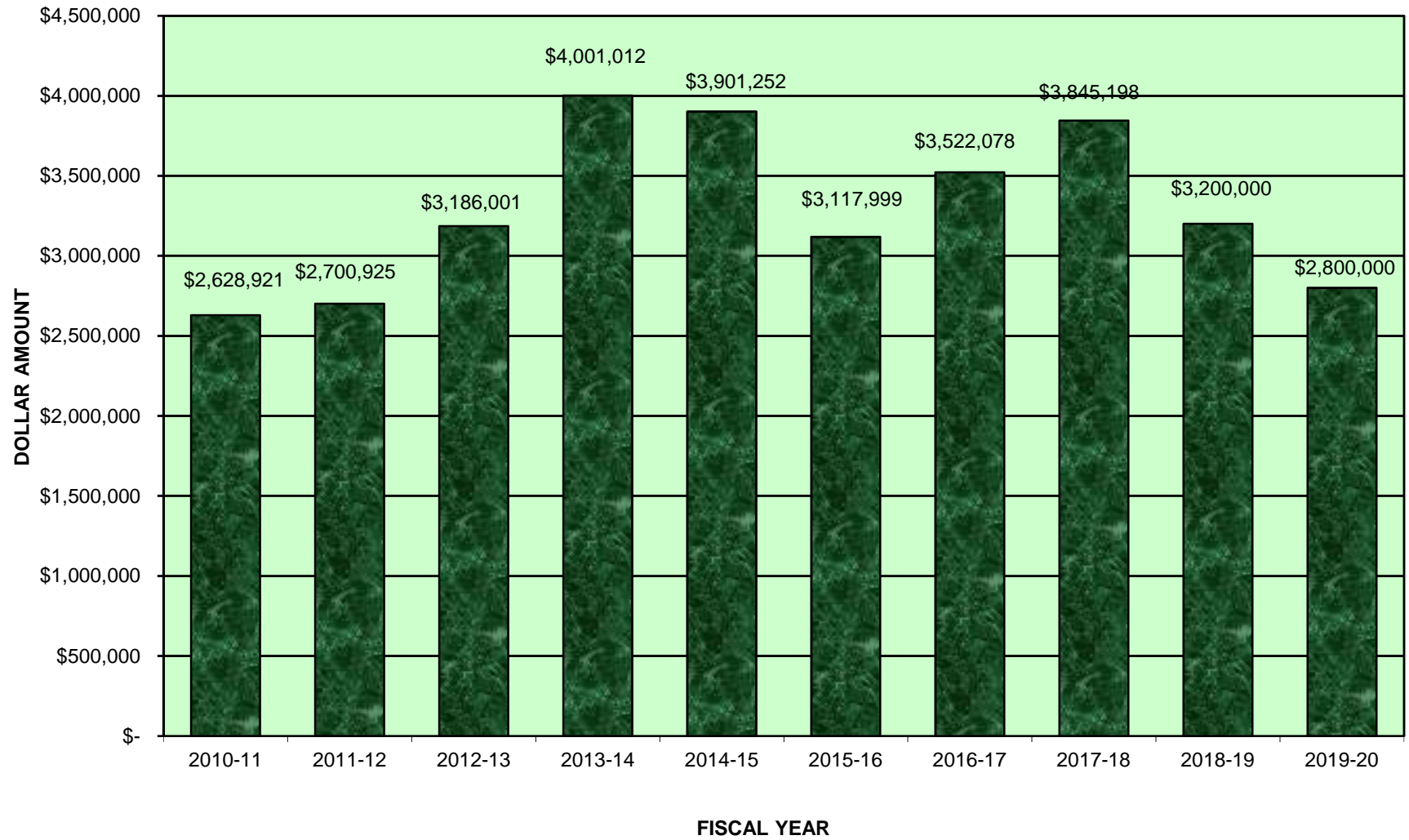


**City of Piedmont
Real Property Transfer Tax
Ten Fiscal Years**

	<u>2009-10</u>	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>
July	99,888	292,883	346,451	425,855	332,328
August	152,118	283,252	262,314	368,287	302,523
September	228,103	168,918	190,768	221,180	185,428
October	193,907	140,902	128,329	294,937	251,647
November	217,641	296,296	160,968	242,797	146,917
December	71,255	154,638	169,509	206,659	108,217
Sub-total	962,911	1,336,889	1,258,338	1,759,714	1,327,059
January	79,730	52,712	48,948	101,154	336,347
February	35,609	103,050	98,522	166,443	151,898
March	139,353	194,488	176,668	143,241	383,419
April	148,690	384,022	271,789	290,244	497,929
May	240,016	244,519	281,138	389,425	972,438
June	237,342	313,241	565,523	335,781	331,923
Sub-total	880,740	1,292,032	1,442,587	1,426,287	2,673,953
Total	1,843,651	2,628,921	2,700,925	3,186,001	4,001,012

	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>
July	288,813	282,328	350,398	200,598	316,735
August	487,629	221,679	267,712	283,149	219,586
September	282,242	240,762	319,329	207,213	155,043
October	362,364	427,046	228,809	511,624	433,243
November	235,333	197,250	174,900	419,968	192,354
December	139,080	80,553	244,380	310,250	128,076
Sub-total	1,795,460	1,449,618	1,585,528	1,932,802	1,445,037
January	126,810	34,158	72,959	29,716	154,454
February	232,870	17,334	124,214	128,043	142,862
March	322,464	280,635	339,104	251,723	484,000
April	553,675	586,053	474,029	503,035	
May	429,821	410,247	384,509	396,514	
June	440,152	339,954	541,736	603,365	
Sub-total	2,105,792	1,668,381	1,936,551	1,912,396	781,316
Total	3,901,252	3,117,999	3,522,078	3,845,198	2,226,353

**CITY OF PIEDMONT
REAL PROPERTY TRANSFER TAX**



**OTHER FUNDS REVENUE ANALYSIS
2019 - 20**

	Actual Revenue 2016-17	Actual Revenue 2017-18	Projected Revenue 2018-19	Proposed Revenue 2019-20
<u>SPECIAL REVENUE FUNDS</u>				
<u>ABANDONED VEHICLE ABATEMENT FUND</u>				
Alameda County	\$ 7,268	\$ 5,774	\$ 4,500	\$ 4,500
TOTAL	7,268	5,774	4,500	4,500
<u>ATHLETIC FACILITY PRESERVATION FUND</u>				
Facility Fee/Contributions	103,059	61,959	63,000	68,000
TOTAL	103,059	61,959	63,000	68,000
<u>COPS</u>				
County of Alameda	129,324	167,206	138,000	138,000
Interest	2,208	7,549	4,000	7,000
TOTAL	131,532	174,755	142,000	145,000
<u>GAS TAX FUND</u>				
HUT 2103 Allocation	29,551	44,027	40,148	96,500
HUT 2105 Allocation	63,055	61,014	63,343	62,900
HUT 2106 Allocation	43,089	42,342	43,126	42,800
HUT 2107 Allocation	80,711	79,783	83,192	82,600
HUT 2107.5 Allocation	2,990	3,030	3,000	3,000
SB1 RMRP	-	52,011	179,470	187,300
Interest	116	4,163	12,000	1,000
TOTAL	219,512	286,369	424,279	476,100
<u>MEASURE B SALES TAX FUND</u>				
ACTC/Interest	461,405	455,529	470,500	475,200
TOTAL	461,405	455,529	470,500	475,200
<u>MEASURE BB SALES TAX FUND</u>				
ACTC	427,074	425,799	432,000	435,200
TOTAL	427,074	425,799	432,000	435,200
<u>MEASURE D FUND</u>				
Measure D Allocation/Mitigation Fees/Int Recycling Funds	44,027	37,218	38,000	38,000
TOTAL	49,027	42,218	43,000	43,000
<u>MEASURE F FUND</u>				
ACTC/Interest	47,643	47,578	47,500	47,500
TOTAL	47,643	47,578	47,500	47,500
<u>PRIVATE CONTRIBUTION FUND</u>				
Miscellaneous	943,969	387,628	25,000	25,000
TOTAL	943,969	387,628	25,000	25,000
<u>TRAFFIC CONGESTION RELIEF FUND</u>				
Allocation	-	12,827	12,763	12,763
TOTAL	-	12,827	12,763	12,763
<u>SCHOOLMATES PROGRAM FUND</u>				
Interest Income	3,033	5,880	4,000	7,000
Schoolmates Fees	897,614	703,107	789,000	790,000
TOTAL	900,647	708,987	793,000	797,000
<u>SIDEWALK REPAIR FUND</u>				
Miscellaneous	1,821	7,245	3,000	3,000
TOTAL	1,821	7,245	3,000	3,000
<u>TRAFFIC SAFETY FUND</u>				
State of California	\$ 54,431	\$ 20,772	\$ 20,000	\$ 20,000
TOTAL	54,431	20,772	20,000	20,000

**OTHER FUNDS REVENUE ANALYSIS
2019 - 20**

	Actual Revenue 2016-17	Actual Revenue 2017-18	Projected Revenue 2018-19	Proposed Revenue 2019-20
<u>CAPITAL PROJECT FUNDS</u>				
URBAN COUNTY CDBG FUND				
Alameda County	78,492	106,760	34,000	42,000
TOTAL	78,492	106,760	34,000	42,000
EQUIPMENT REPLACEMENT FUND				
Interest	39,994	82,193	54,000	54,000
TOTAL	39,994	82,193	54,000	54,000
FACILITIES MAINTENANCE FUND				
Contributions/Interest	407,360	2,130	125,000	100,000
TOTAL	407,360	2,130	125,000	100,000
<u>ENTERPRISE FUNDS</u>				
AQUATICS				
Charge for Service	544,321	549,501	540,000	535,500
TOTAL	544,321	549,501	540,000	535,500
SEWER FUND				
Sewer Service Charges	2,406,895	2,492,261	2,563,000	2,678,335
Sewer Loan Proceeds	-	-	975,946	-
Interest	11,031	7,161	7,233	7,305
TOTAL	2,417,926	2,499,422	3,546,179	2,685,640
<u>INTERNAL SERVICE FUNDS</u>				
Employee Benefits Fund				
Non Departmental Revenue	2,000,000	-	712,000	712,000
TOTAL	2,000,000	-	712,000	712,000
LIABILITY INSURANCE				
Non Departmental Revenue	434,911	553,186	690,000	805,000
TOTAL	434,911	553,186	690,000	805,000
WORKERS COMPENSATION				
Non Departmental Revenue	555,206	614,638	670,000	650,000
TOTAL	555,206	614,638	670,000	650,000
TOTAL REVENUE - OTHER FUNDS	9,825,597	7,045,271	8,851,721	8,136,403
TOTAL REVENUE - ALL FUNDS	\$ 36,482,829	\$ 36,050,105	\$ 37,337,721	\$ 36,636,403
<u>TRUST FUNDS</u>				
150 - POLICE & FIRE PENSION TRUST FUND				
Investments	\$ 1,382,065	\$ 715,442	\$ 247,000	\$ 367,020
TOTAL	1,382,065	715,442	247,000	367,020
120 - PENSION RATE STABILIZATION FUND				
Investments	-	2,752,944	55,000	83,760
TOTAL	-	2,752,944	55,000	83,760
156 - OPEB TRUST FUND				
Investments	664,308	525,875	163,000	252,750
Non Departmental Revenue	312,000	464,399	100,000	91,200
TOTAL	976,308	990,274	263,000	343,950

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

	<u>2018-19</u>	<u>2019-20</u>
<u>ADMINISTRATION</u>		
City Administrator	1	1
Assistant City Administrator/City Clerk	1	1
Finance Director	1	1
Accountant	1	1
Administrative Assistant	1	0
Administrative Services Technician II	1	1
Deputy City Clerk	0	1
Human Resources Administrator	1	1
Television Station Manager	1	1
	<hr/> 8	<hr/> 8
<u>POLICE</u>		
Police Chief	1	1
Captain	1	1
Support Services Commander	1	1
Administrative Assistant	1	1
Animal Control Officer	2	2
Dispatcher	5	5
Police Officer	13	13
Records Clerk	1	1
Sergeant	4	4
	<hr/> 29	<hr/> 29
<u>FIRE</u>		
Fire Chief	1	1
Captain	2	2
Captain/Paramedic	1	1
Lieutenant	1	1
Lieutenant/Paramedic	2	2
Firefighter	4	4
Firefighter/Paramedic	11	11
Fire Engineer	3	3
Fiscal Services Technician (40% Fire - 60% Recreation)	0.4	0.4
	<hr/> 25.4	<hr/> 25.4
<u>PLANNING</u>		
Planning Director	1	1
Administrative Assistant	1.5	1.5
Associate Planner	1	1
Assistant Planner	1	1
Building Official	1	1
Planning Technician I	1	1
Plans Examiner	1	1
Senior Planner	1	1
	<hr/> 8.5	<hr/> 8.5

PUBLIC WORKS

Public Works Director	1	1
Administrative Assistant	1.5	1.5
Maintenance Worker I	1	1
Maintenance Worker II	4	4
Parks & Project Manager	1	1
Public Works Maintenance Supervisor	1	1
Senior Maintenance Worker	2	2
	<hr/>	<hr/>
	11.5	11.5

RECREATION

Recreation Director	1	1
Administrative Assistant	2	2
Facilities and Events Coordinator	1	1
Fiscal Services Technician (40% Fire - 60% Recreation)	0.6	0.6
Aquatics Coordinator	1	1
Recreation Supervisor	2	2
Childcare Program Coordinator	1	1
Assistant Childcare Program Coordinator	1	1
Sports Coordinator	1	1
Program Coordinator-Proposed	0	1
	<hr/>	<hr/>
	10.6	11.6

TOTAL

93	94
<hr/> <hr/>	<hr/> <hr/>

Part-Time Positions with Benefits *

Recreation:		
Assistant Pool Manager	1	1
Schoolmates Site Coordinator	2	2
	<hr/>	<hr/>
*Employees who work over 1,000 hours, but aren't classified	3	3
	<hr/> <hr/>	<hr/> <hr/>

CITY OF PIEDMONT
MONTHLY SALARIES
as of July 1, 2019

PUBLIC WORKS - LOCAL 1021

Contract expires 6/30/21 This salary effective as of: 7/1/19 - 6/30/20	# of EEs	First Step	Last Step	Top Step Annual Salary	Subject to O/T
Custodian/Facilities Maintenance Worker	1	4,595	5,586	67,032	•
Maintenance Worker I	2	4,595	5,586	67,032	•
Maintenance Worker II	0	0	5,865	70,380	•
Maintenance Worker II/ w/ CWEA, PACP & Class B License	2	0	6,597	79,164	•
Sr. Maintenance Worker w/CWEA & PACP	1	5,912	7,185	86,220	•
Sr. Maintenance Worker w/ CWEA, Arborist & Class B & PACP	1	6,394	7,771	93,252	•
	7				

GENERAL - LOCAL 1021

Contract expires 6/30/21 This salary effective as of: 7/1/19 - 6/30/20	# of EE's	First Step	Last Step	Annual Salary	Subject to O/T
Animal Control Officer	0	4,581	5,565	66,780	•
Animal Control Officer w/ 2% EDU	2	4,672	5,677	68,124	•
Dispatcher	0	5,835	7,091	85,092	•
Dispatcher with 2% POST & Shift Diff.	2	6,190	7,522	90,264	•
Dispatcher with 2% POST Certificate	3	5,952	7,233	86,796	•
Police Records Specialist	1	5,305	6,445	77,340	•
	9				

FIRE

Contract expires 6/30/20 This salary effective as of: 7/1/19 - 6/30/20	# of EE's	First Step	Last Step	Annual Salary	Subject to O/T
Lieutenant	0		10,499	125,988	•
Lieutenant with 5% FOC	1		11,024	132,288	•
Lieutenant with 12% Paramedic	0		11,758	141,096	•
Lieutenant with FO & Paramedic	2		12,283	147,396	•
Firefighter	3	7,993	9,180	110,160	•
Firefighter with 5% FOC	1	8,392	9,639	115,668	•
Firefighter with 12% Paramedic	7	8,952	10,282	123,384	•
Firefighter with FO & Paramedic	4	9,352	10,741	128,892	•
Engineer	0	8,392	9,639	115,668	•
Engineer with 5% FOC	2	8,812	10,121	121,452	•
Engineer with 5% FOC & Paramedic	1	9,819	11,278	135,336	•
	21				

POLICE

Contract expires 6/30/20 This salary effective as of: 7/1/19 - 6/30/20	# of EE's	First Step	Last Step	Annual Salary	Subject to O/T
Sergeant	0		11,800	141,600	•
Sergeant with POST Advanced + SD	1		13,131	157,572	•
Sergeant with POST Advanced + Supv Cert	2		12,862	154,344	•
Sergeant with POST Adv, Supv Cert + SD	1		13,377	160,524	•
Police Officer	0	8,005	9,660	115,920	•
Police Officer + Shift Differential	0	8,325	10,047	120,564	•
Police Officer with POST Intermediate	2	8,405	10,144	121,728	•
Police Officer with POST Int + SD	2	8,741	10,549	126,588	•
Police Officer with POST Advanced	2	8,565	10,337	124,044	•
Police Officer with POST Advanced + SD	4	8,908	10,750	129,000	•
Detective with POST Advanced	1	8,965	10,820	129,840	•
Traffic Officer with POST Advanced	1	8,965	10,820	129,840	•
Traffic Officer with POST Intermediate	1	8,805	10,627	127,524	•
	17				

CONFIDENTIAL

Contract expires 6/30/21 This salary effective as of: 7/1/19 - 6/30/20	# of EE's	First Step	Last Step	Annual Salary	Subject to O/T
Accountant w/ 2% EDU	1	7,129	8,669	104,028	•
Administrative Assistant	5	5,375	6,536	78,432	•
Administrative Assistant w/ 2% EDU	1	5,483	6,667	80,004	•
Administrative Services Technician II	1	6,989	8,499	101,988	•
Deputy City Clerk w/ 2% EDU	1	6,548	7,960	95,520	•
Fiscal Services Technician w/ 2% EDU	1	5,984	7,271	87,252	•
Television Station Mgr. w/ 2% EDU	1	7,129	8,669	104,028	•
	11				

CHILDCARE

Contract expires 6/30/21 This salary effective as of: 7/1/19 - 6/30/20	# of EE's	First Step	Last Step	Annual Salary	Subject to O/T
Assistant Childcare Program Coordinator	1	3,758	5,031	60,372	•
Aquatics Coordinator	1	4,349	5,829	69,948	•
Childcare Program Coordinator	1	4,349	5,829	69,948	•
Facilities and Events Coordinator	1	3,758	5,031	60,372	•
Sports Coordinator	1	3,758	5,031	60,372	•
	4				

PROFESSIONAL/TECHNICAL/ SUP.

Contract expires 6/30/21 This salary effective as of: 7/1/19 - 6/30/20	# of EE's	First Step	Last Step	Annual Salary	Subject to O/T
Assistant Planner	1	6,188	7,521	90,252	
Associate Planner	1	6,675	8,112	97,344	
Human Resources Administrator	1	7,483	9,098	109,176	
Planning Technician I	1	4,559	5,540	66,480	•
Planning Technician II	0	5,015	6,094	73,128	•
Plans Examiner	1		8,943	107,316	•
Public Works Maint. Supv + Certificate Pay	1	8,605	10,461	125,532	
Recreation Supervisor	2	6,055	7,363	88,356	
Senior Planner	1	7,342	8,924	107,088	
	9				

MID-MANAGEMENT

Contract expires 6/30/20 This salary effective as of: 7/1/19 - 6/30/20	# of EE's	First Step	Last Step	Annual Salary	Subject to O/T
Fire Captain w/5% Fire Officer & Paramedic	1	11,042	13,417	161,004	•
Fire Captain w/ 10% Chief Officer	1	11,143	13,539	162,468	•
Fire Captain w/Chief Officer & Paramedic	1	12,359	15,016	180,192	•

Contract expires 6/30/21

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

Police Captain with 6% POST	1	12,842	15,605	187,260	
Support Services Commander	1	-	12,112	145,344	

Contract expires 6/30/21

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

Building Official	1		10,732	128,784	
Parks & Projects Manager	1	9,933	12,067	144,804	
	7				

MANAGEMENT

			Last Step	Top Step Annual Salary
City Administrator	Effective 7/1/2018	1	19,422	233,058
Asst City Admin/City Clerk	Effective 7/1/2019	1	12,128	145,536
Finance Director	Effective 7/1/2019	1	15,298	183,576
Fire Chief	Effective 7/1/2019	1	16,580	198,960
Planning Director	Effective 7/1/2019	1	13,204	158,448
Police Chief	Effective 7/1/2019	1	17,881	214,572
Public Works Director	Effective 7/1/2019	1	14,989	179,868
Recreation Director	Effective 7/1/2019	1	14,491	173,892
		8		

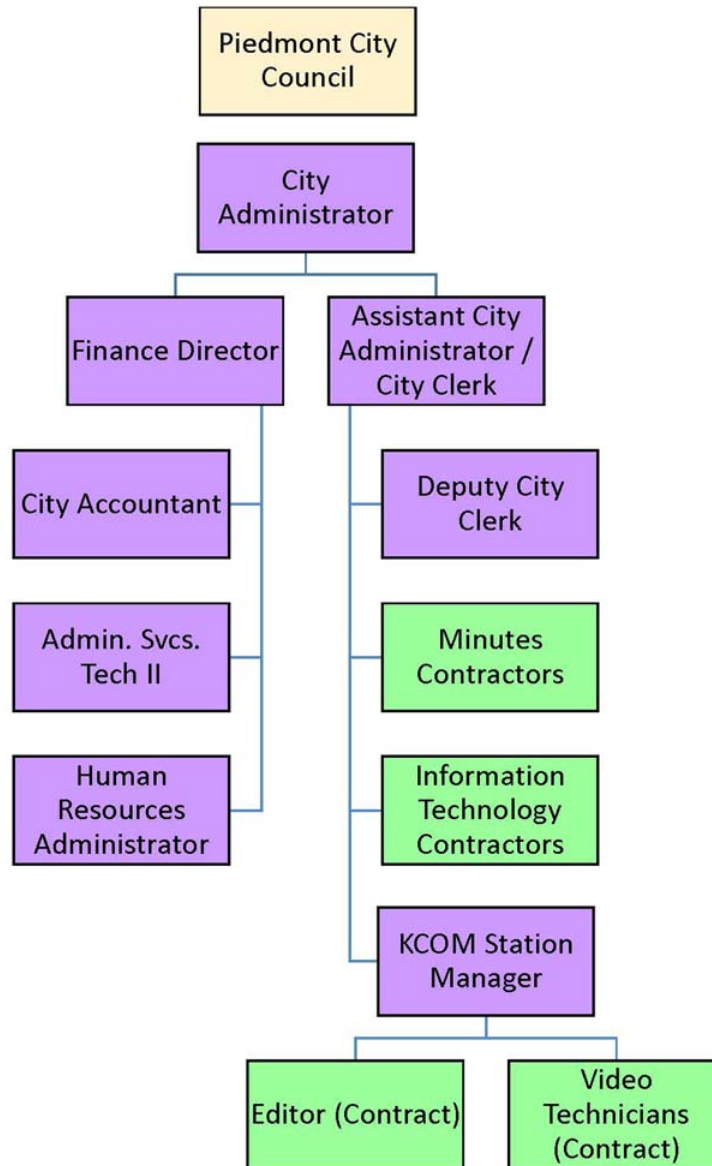
Number of Employees & Open Positions **93**

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

Assistant City Administrator / City Clerk

The Assistant City Administrator / 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 Assistant City Administrator / 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 Budget Advisory and Financial Planning 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 & KCOM</h2> <p style="margin: 0;">2019-20</p>

BUDGET SUMMARY FOR ADMINISTRATION (INCLUDING KCOM)

	Approved Budget 18/19	Estimated Expenditures 18/19	Proposed Budget 19/20	Budget % Change
SALARIES	\$ 1,087,000	\$ 1,087,000	\$ 1,138,000	4.7%
FRINGE BENEFITS	450,000	407,100	486,100	8.0%
PERSONNEL EXPENSES	87,760	72,810	88,160	0.5%
SUPPLIES & SERVICES	1,418,300	1,445,550	1,640,700	15.7%
CAPITAL EXPENDITURES	5,000	5,000	-	-100.0%
TOTAL	\$ 3,048,060	\$ 3,017,460	\$ 3,352,960	10.0%

STAFF

	<u>Employees</u>	<u>First Step</u>	<u>Last Step</u>
MANAGEMENT			
City Administrator	1	-	19,422
Assistant City Administrator/City Clerk	1	-	12,128
Finance Director	1	-	15,298
	<u>3</u>		
CONFIDENTIAL			
Accountant	1	7,129	8,669
Administrative Services Technician II	1	6,989	8,499
Deputy City Clerk	1	6,548	7,960
Television Station Manager	1	7,129	8,669
	<u>4</u>		
PROFESSIONAL/TECHNICAL/ SUP.			
Human Resources Administrator	1	7,483	9,098
Total	<u><u>8</u></u>		

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EXPENDITURES

City of Piedmont
Proposed 2019 - 20 Budget

Description	Account #	Approved 18/19	Estimated 18/19	Proposed 19/20	Budget % Change
Administration					
Salaries					
Regular Salaries	400-010-001	962,000	962,000	1,007,000	5%
Part Time Salaries	400-010-002	16,000	16,000	17,000	6%
Overtime Salaries	400-010-003	3,000	3,000	3,000	0%
Object Total	400-010	981,000	981,000	1,027,000	5%
Health Insurance					
Medical Insurance	400-011-001	156,000	122,000	157,000	1%
Dental Insurance	400-011-002	15,100	13,200	16,500	9%
Vision Plan	400-011-003	1,800	1,800	1,900	6%
Object Total	400-011	172,900	137,000	175,400	1%
Retirement					
PERS: Normal Cost	400-012-001	139,200	134,700	111,100	-20%
PERS: UAL Payment	400-012-003	-	-	109,500	NA
PERS: Cost Share	400-012-004	-	-	(55,500)	NA
Object Total	400-012	139,200	134,700	165,100	19%
Other Benefits					
FICA	400-012-002	61,900	61,900	64,800	5%
Life Insurance	400-013-001	3,800	3,800	3,900	3%
Disability Insurance	400-013-002	2,900	2,900	3,000	3%
Medicare Insurance	400-013-005	14,500	14,500	15,200	5%
Concern EAP Program	400-013-006	900	700	1,000	11%
Auto Allowance	400-031-002	12,600	12,600	12,600	0%
Object Total	400-013	96,600	96,400	100,500	4%
Personnel Expenses					
Memberships/conf/training	400-031-001	64,260	57,075	69,160	8%
Reimbursements	400-031-003	10,000	5,000	5,000	-50%
Moving Expense Reimbursement	400-031-005	-	2,235	-	NA
Employee Development	400-031-006	10,000	5,000	10,000	0%
Object Total	400-031	84,260	69,310	84,160	0%
Department Supplies					
Office Supplies	400-051-001	30,000	30,000	30,000	0%
Postage	400-051-002	20,000	17,000	20,000	0%
Object Total	400-051	50,000	47,000	50,000	0%
Utilities					
City Hall/Fire Utilities	400-052-002	44,000	45,000	46,000	5%
Police Utilities	400-052-003	10,000	9,500	10,000	0%
Object Total	400-052	54,000	54,500	56,000	4%
Equipment Maintenance					
Hardware Maint. Contracts	400-053-001	9,000	9,000	9,000	0%
Object Total	400-053	9,000	9,000	9,000	0%

EXPENDITURES

City of Piedmont
Proposed 2019 - 20 Budget

		Approved	Estimated	Proposed	Budget
Description	Account #	18/19	18/19	19/20	% Change
Administration					
Contract Services					
Legal Services	400-054-001	290,000	380,000	350,000	21%
Audit Fees	400-054-002	50,000	50,000	50,000	0%
Negotiator	400-054-004	-	-	80,000	NA
Minute Clerk	400-054-007	27,500	27,000	27,500	0%
Legal HR	400-054-009	40,000	56,000	55,000	38%
Flex 125 Admin Fee	400-054-015	2,000	2,000	-	-100%
CALPERS Med Admin Fee	400-054-016	7,000	7,000	7,000	0%
Interdistrict PUSD Expense	400-054-019	98,000	94,500	98,000	0%
Records Storage	400-054-022	6,000	4,000	6,000	0%
Data Processing of City Taxes	400-054-030	5,500	5,500	5,500	0%
Object Total	400-054	526,000	626,000	679,000	29%
Other Expenses					
Civil Service	400-056-001	90,000	84,000	90,000	0%
Election Expense	400-056-003	50,000	42,000	50,000	0%
Miscellaneous Expenses	400-056-006	6,000	15,000	18,500	208%
Bank Charges	400-056-008	10,000	10,000	10,000	0%
Object Total	400-056	156,000	151,000	168,500	8%
Information Services					
Hardware	400-060-001	15,000	14,500	20,000	33%
Software	400-060-002	66,300	55,000	126,200	90%
Labor	400-060-003	300,000	293,550	302,000	1%
IT Strategic Plan Operations	400-060-004	163,000	116,000	146,000	-10%
Object Total	400-060	544,300	479,050	594,200	9%
Total Administration		2,813,260	2,784,960	3,108,860	11%

ADMINISTRATION

PERSONNEL EXPENSES

Membership and Meetings

101-400-031-001

2018-19 Budgeted Amount	\$ 64,260
2018-19 12-Month Estimate	\$ 57,075
2019-20 Proposed	\$ 69,160

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.

Membership Costs	Budget FY 18-19	Estimated FY 18-19	Proposed FY 19-20
League of California Cities	\$ 7,000	\$ 6,500	\$ 7,000
ABAG	\$ 2,750	\$ 2,750	\$ 3,000
Alameda Co. Mayors Conference	\$ 3,500	\$ 3,200	\$ 3,500
Alameda Co. Transportation Comm	\$ 6,000	\$ 6,000	\$ 6,500
Economic Development Alliance	\$ 2,000	\$ 2,000	\$ 2,000
International City Management Assn.	\$ 1,600	\$ 1,600	\$ 2,600
Govt. Finance Officers Assn.	\$ 250	\$ 250	\$ 250
California Society of Finance Directors	\$ 250	\$ 250	\$ 250
International Institute of Municipal Clerks	\$ 150	\$ 280	\$ 300
California Association of City Clerks	\$ 200	\$ 185	\$ 200
Municipal Information Systems Assoc.	\$ 160	\$ 160	\$ 160
Municipal Managers Assn. of Northern CA	\$ 100	\$ 100	\$ 100
Ceremonial Events			
Volunteer Reception	\$ 3,000	\$ 3,000	\$ 3,500
Employee Appreciation Day	\$ 3,000	\$ 3,000	\$ 3,500
Mayor's Conference Dinner	\$ 3,000	\$ -	\$ 3,500
Meetings & Conferences			
League of California Cities Annual	\$ 2,000	\$ 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
Miscellaneous			
Alameda County Local Agency Formation Comm.	\$ 2,000	\$ 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	\$ 2,000	\$ 2,000	\$ 3,500
Miscellaneous Meeting Expenses	\$ 2,000	\$ 2,000	\$ 2,000
211 Referral Contribution	\$ 5,000	\$ 5,000	\$ 5,000
TOTAL	\$64,260	\$ 57,075	\$ 69,160

Reimbursements

101-400-031-003

2018-19 Budgeted Amount	\$ 10,000
2018-19 12-Month Estimate	\$ 5,000
2019-20 Proposed	\$ 5,000

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.

Employee Development

101-400-031-006

2018-19 Budgeted Amount	\$ 10,000
2018-19 12-Month Estimate	\$ 5,000
2019-20 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

2018-19 Budgeted Amount	\$ 30,000
2018-19 12-Month Estimate	\$ 30,000
2019-20 Proposed	\$ 30,000

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

Postage

101-400-051-002

2018-19 Budgeted Amount	\$ 20,000
2018-19 12-Month Estimate	\$ 17,000
2019-20 Proposed	\$ 20,000

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

UTILITIES

101-0400-052

2018-19 Budgeted Amount	\$ 54,000
2018-19 12-Month Estimate	\$ 54,500
2019-20 Proposed	\$ 56,000

Utilities for City Hall, Fire Department and Police Department.

EQUIPMENT MAINTENANCE

101-400-053-001

2018-19 Budgeted Amount	\$ 9,000
2018-19 12-Month Estimate	\$ 9,000
2019-20 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

2018-19 Budgeted Amount	\$290,000
2018-19 12-Month Estimate	\$380,000
2019-20 Proposed	\$350,000

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. There have been unforeseen legal costs during FY 2018-19, which have caused expenses to be higher than anticipated.

Audit Fees

101-400-054-002

2018-19 Budgeted Amount	\$ 50,000
2018-19 12-Month Estimate	\$ 50,000
2019-20 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 2018-19. The City has an additional one year option to continue services through 2019-20. This allocation will cover the cost of the annual audits and actuarial fees for several city funds.

Labor Negotiator

101-400-054-004

2018-19 Budgeted Amount	\$ 0
2018-19 12-Month Estimate	\$ 0
2019-20 Proposed	\$ 80,000

The City successfully completed labor negotiations with each of its labor units in 2017-18. The Memoranda of Understanding with the Piedmont Police Officers Association and the Piedmont Firefighters Association expire on June 30, 2020, so an appropriation is requested in this category.

Minute Clerk

101-400-054-007

2018-19 Budgeted Amount	\$ 27,500
2018-19 12-Month Estimate	\$ 27,000
2019-20 Proposed	\$ 27,500

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

Legal Services – Human Resources

101-400-054-009

2018-19 Budgeted Amount	\$ 40,000
2018-19 12-Month Estimate	\$ 56,000
2019-20 Proposed	\$ 55,000

The appropriation for this new category previously was included in the Civil Service account under other expenses. Legal fees related to human resources issues are not covered under the City's retainer with the City Attorney. All legal fees related to human resources issues will be paid from this account.

Flex 125 Administrative Fee

101-400-054-015

2018-19 Budgeted Amount	\$ 2,000
2018-19 12-Month Estimate	\$ 2,000
2019-20 Proposed	\$ 0

During FY 2018-2019, the City changed providers for the flexible spending accounts which are offered to employees. The new provider does not charge an administrative fee, so there is no requested allocation for this account.

CAL PERS Administration Fee

101-400-054-016

2018-19 Budgeted Amount	\$ 7,000
2018-19 12-Month Estimate	\$ 7,000
2019-20 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**

2018-19 Budgeted Amount	\$ 98,000
2018-19 12-Month Estimate	\$ 94,500
2019-20 Proposed	\$ 98,000

The City reimburses the Piedmont Unified School District for expenses incurred through approved inter-district transfers for children of city employees.

Records Storage **101-400-054-022**

2018-19 Budgeted Amount	\$ 6,000
2018-19 12-Month Estimate	\$ 4,000
2019-20 Proposed	\$ 6,000

Due to the lack of storage space at City Hall, Piedmont contracts for off-site records storage. In 2019-20, it is anticipated that additional records now stored at City Hall will be sent off-site, which will increase costs.

Data Processing – City Taxes **101-400-054-030**

2018-19 Budgeted Amount	\$ 5,500
2018-19 12-Month Estimate	\$ 5,500
2019-20 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**

2018-19 Budgeted Amount	\$ 90,000
2018-19 12-Month Estimate	\$ 84,000
2019-20 Proposed	\$ 90,000

Recruitment, testing, training, medical evaluation of new employees and the cost of disciplinary actions are handled through this account.

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

2018-19 Budgeted Amount	\$ 50,000
2018-19 12-Month Estimate	\$ 42,000
2019-20 Proposed	\$ 50,000

Election related expenses are paid from this account. The City's General Municipal Election which occurred in November 2018 was funded out of this account. The allocation requested for FY 2019-20 is the cost of the election to place the renewal of the City's Special Municipal Services Tax (Parcel Tax) on the ballot in March of 2020. 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

2018-19 Budgeted Amount	\$ 6,000
2018-19 12-Month Estimate	\$ 15,000
2019-20 Proposed	\$ 18,500

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

2018-19 Budgeted Amount	\$ 10,000
2018-19 12-Month Estimate	\$ 10,000
2019-20 Proposed	\$ 10,000

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

Information Services

101-0400-060

2018-19 Budgeted Amount	\$544,300
2018-19 12-Month Estimate	\$479,050
2019-20 Proposed	\$594,200

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

This is the third 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.

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

Hardware		Budget	Estimated	Proposed
101-400-060-001		FY 18-19	FY 18-19	FY 19-20
Hardware		\$ 15,000	\$ 14,500	\$ 20,000
Sub-Total		\$ 15,000	\$ 14,500	\$ 20,000
Software				
101-400-060-002				
Legacy Financial System		\$ 15,300	\$ 12,400	\$ 10,000
New Financial System Annual Maintenance		\$ -	\$ -	\$ 47,500
OpenGov		\$ -	\$ -	\$ 13,000
TRIM (Records Management)		\$ 7,000	\$ 6,900	\$ 9,000
Alameda County APN Data		\$ 3,500	\$ 3,500	\$ 4,200
Backup Internet Access		\$ 5,000	\$ -	\$ 5,000
Mail Server Software		\$ 7,000	\$ 5,700	\$ 7,000
CRW Software License Fees		\$ 16,000	\$ 14,000	\$ 16,000
Microsoft Licensing		\$ 5,000	\$ 5,000	\$ 7,000
Miscellaneous Software		\$ 7,500	\$ 7,500	\$ 7,500
Sub-Total		\$ 66,300	\$ 55,000	\$ 126,200
Labor Costs				
101-400-060-003				
Consultant Staffing		\$ 265,000	\$ 260,000	\$ 270,000
IT Management		\$ 25,000	\$ 25,000	\$ 25,000
Web Site & Hosting		\$ 6,000	\$ 4,550	\$ 7,000
ACS Software Training		\$ 4,000	\$ 4,000	\$ -
Sub-Total		\$ 300,000	\$ 293,550	\$ 302,000
IT Strategic Plan Operations				
101-400-060-004				
Applications Management (Initiative 3)		\$ 5,000	\$ 3,000	\$ -
User Training & Support (Initiative 5)		\$ 20,000	\$ 20,000	\$ 20,000
GIS Improvements (Initiative 21)		\$ 50,000	\$ 30,000	\$ 30,000
Electronic Content Management System (Initiative 23)		\$ -	\$ -	\$ 10,000
Citizen Request Management (Initiative 35)		\$ 15,000	\$ -	\$ 20,000
Social Media Strategies & Policies (Initiative 38)		\$ 5,000	\$ -	\$ 5,000
Web Site Update (Initiative 39)		\$ 40,000	\$ 50,000	\$ -
Mass Outbound Communications (Initiative 40)		\$ 5,000	\$ -	\$ 5,000
Internet Connectivity Backup (Initiatives 44 & 45)		\$ 8,000	\$ -	\$ 8,000
Fiber Planning Study (Initiative 54)		\$ -	\$ -	\$ -
Network Management Tools (Initiative 60)		\$ -	\$ 1,000	\$ -
Backups (Initiative 63)		\$ 15,000	\$ 15,000	\$ 15,000
Disaster Recovery Planning (Initiative 64)		\$ -	\$ -	\$ 12,000
Authentication Improvements (Initiative 65)		\$ -	\$ -	\$ 21,000
Sub-Total		\$ 163,000	\$ 116,000	\$ 146,000
Object Total		\$ 544,300	\$ 479,050	\$ 594,200

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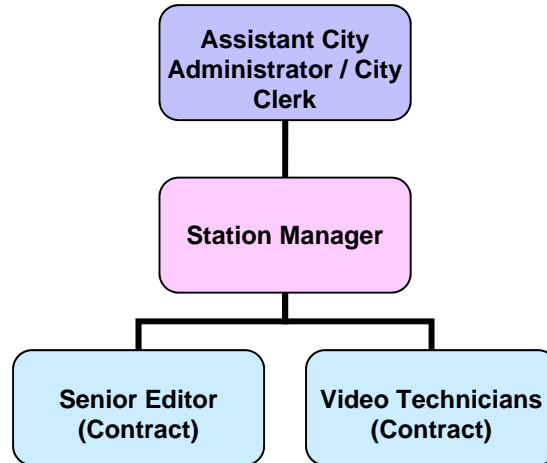
KCOM



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KCOM-TV

Functional Description & Work Objectives



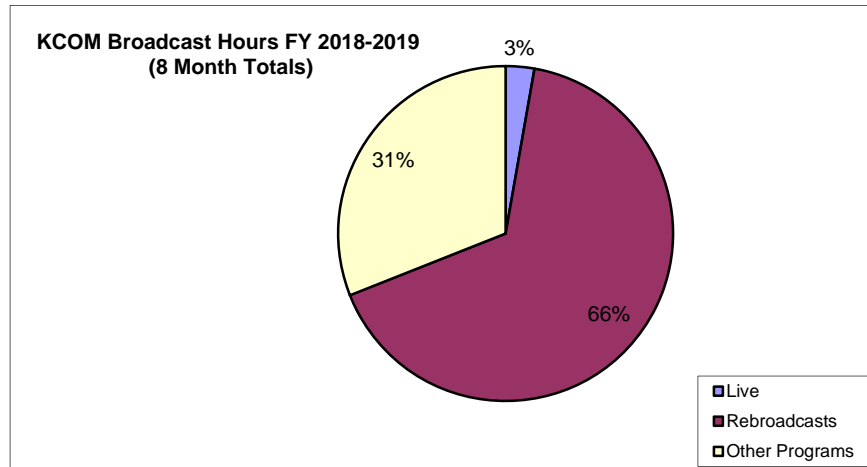
KCOM-TV, Comcast Channel 27, is an educational/government access television station operated by the City of Piedmont. The purpose of the station is to educate and inform the residents of Piedmont about their local government and its services and to enhance community life by providing programs which focus 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.

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	2017-2018	Estimated 2018-2019 (8 Month Totals)
Total Views	2197	3284	2712	2245	2020	2673	1953	3503	3483	4842	2329

The KCOM broadcast day is between 12 hours and 18 hours. Under the Council’s current policy, the majority of KCOM’s broadcast day or telecast schedule is spent on live or rebroadcast public government meetings. KCOM focuses on producing short (5-15 minute) community and educational Public Service Announcements (PSA’s). This year KCOM will debut and showcase a series of safety tips provided by the Piedmont Fire Department and crime prevention videos such as *Core Four* provided by the Piedmont Police Department. Additionally, we will be creating a new informative video with the Piedmont Unified School District about the upcoming school construction and the impact on traffic.

For the first 8 months in FY 18-19, 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 Piedmont Appreciating Diversity Committee, Piedmont Unified School District and the Piedmont Administration, Fire, Police, Public Works and Recreation departments.

Topics included: AC Transit Hybrid Buses, Community Information from the Police, Fire, Recreation, and Public Works Departments; Planning Department Design Awards Ceremony, Dr. Martin Luther King, Jr. Celebration; Fourth of July Parade; Harvest Festival; Holiday Tree Lighting; Lunar New Year; National Night Out 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.

EXPENDITURES

City of Piedmont
Proposed 2019 - 20 Budget

Description	Account #	Approved 18/19	Estimated 18/19	Proposed 19/20	Budget % Change
CATV (KCOM-TV)					
Salaries					
Regular Salaries	401-010-001	104,000	104,000	109,000	5%
Overtime	401-010-003	2,000	2,000	2,000	0%
Object Total	401-010	106,000	106,000	111,000	5%
Health Insurance					
Medical Insurance	401-011-001	10,000	8,000	9,000	-10%
Dental Insurance	401-011-002	800	800	900	13%
Vision Plan	401-011-003	300	300	300	0%
Object Total	401-011	11,100	9,100	10,200	-8%
Retirement					
PERS: Normal Cost	401-012-001	21,000	20,700	15,000	-29%
PERS: UAL Payment	401-012-003	-	-	20,800	NA
PERS: Cost Share	401-012-004	-	-	(10,600)	NA
Object Total	401-012	21,000	20,700	25,200	20%
Other Benefits					
FICA	401-012-002	6,600	6,600	6,900	5%
Life Insurance	401-013-001	500	500	500	0%
Disability Insurance	401-013-002	400	400	400	0%
Medicare Insurance	401-013-005	1,600	1,600	1,700	6%
Concern EAP Program	401-013-006	100	100	200	100%
Object Total	401-013	9,200	9,200	9,700	5%
Personnel Expenses					
Memberships/conf/training	401-031-001	2,000	2,000	2,000	0%
Training	401-031-002	1,500	1,500	2,000	33%
Object Total	401-031	3,500	3,500	4,000	14%
Office Supplies	401-051-001	3,500	3,500	3,500	0%
Equipment Maintenance	401-053-001	5,000	5,000	5,000	0%
Contract Services	401-054-001	45,500	45,500	45,500	0%
Information Services					
Software	401-060-002	25,000	25,000	30,000	20%
Object Total	401-060	25,000	25,000	30,000	20%
Capital Outlay					
AMAX Analog Encoder	401-081-001	5,000	5,000	-	-100%
Object Total	401-081	5,000	5,000	-	-100%
Total KCOM		234,800	232,500	244,100	4%

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MEMBERSHIPS/CONFERENCES/TRAINING

Memberships/Meetings

101-401-031-001

2018-19 Budgeted Amount	\$ 2,000
2018-19 12-Month Estimate	\$ 2,000
2019-20 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 2020. It also includes the cost of memberships in professional royalty free services including Graphicstock, Depositphotos Storyblocks, and Audioblocks.

Training

101-401-031-002

2018-19 Budgeted Amount	\$ 1,500
2018-19 12-Month Estimate	\$ 1,500
2019-20 Proposed Amount	\$ 2,000

For 2019-20, there is an increased budget proposed. The proposed increase will allow KCOM staff and contractors to keep up to date with current training and trends, classes and courses from Lynda.com and Creativelive are utilized and funded from this account. Industry expert instruction is provided for video, digital media, editing, photography, 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

2018-19 Budgeted Amount	\$ 3,500
2018-19 12-Month Estimate	\$ 3,500
2019-20 Proposed Amount	\$ 3,500

For 2019-20, 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

2018-19 Budgeted Amount	\$ 5,000
2018-19 12-Month Estimate	\$ 5,000
2019-20 Proposed Amount	\$ 5,000

For 2019-20, 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

2018-19 Budgeted Amount	\$ 45,500
2018-19 12-Month Estimate	\$ 45,500
2019-20 Proposed Amount	\$ 45,500

For 2019-20, 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

2018-19 Budgeted Amount	\$ 25,000
2018-19 12-Month Estimate	\$ 25,000
2019-20 Proposed Amount	\$ 30,000

For 2019-20, \$25,000 is the estimated one-year maintenance and service fee for Granicus (streaming video equipment) an increase due the HD encoder upgrade in FY 2018-19 and \$2,500 is the presumed one-year maintenance fee from our new vendor Cablecast (broadcast servers and playback systems). \$600 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 19-20 continuing 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 Outlay

101-401-081-001

2018-19 Budgeted Amount	\$ 5,000
2018-19 12-Month Estimate	\$ 5,000
2019-20 Proposed Amount	\$ 0

During FY 2019-20, KCOM is scheduled to undertake a complete upgrade of its operational systems and equipment. The station was last overhauled during FY 2007-08. Now, more than 10 years later, the KCOM studio/control room equipment (audio, video, recording, broadcasting and duplication) systems are near the end of their operational life and in need of upgrades to handle the new HD quality of Comcast and Granicus equipment. Additionally, a third camera for broadcasting is needed in the Council Chambers to improve the quality and coverage of our broadcasts.

Replacing the outdated and malfunctioning Athensa/Playbox (broadcast servers and playback systems) with the HD Cablecast system (broadcast automation and video servers) which integrates with the Carousel system (digital signage solution for programming schedule, emergency alerts and community announcements/readerboard) allows for a high quality, dependable workflow, expands KCOM broadcasts (through Video On Demand devices like Apple TV, Roku, etc.) which helps to educate more of the community.

For this upgrade, \$250,000 has been requested in the Equipment Replacement Fund. The City will prepare a Request for Proposals for a new equipment and systems.

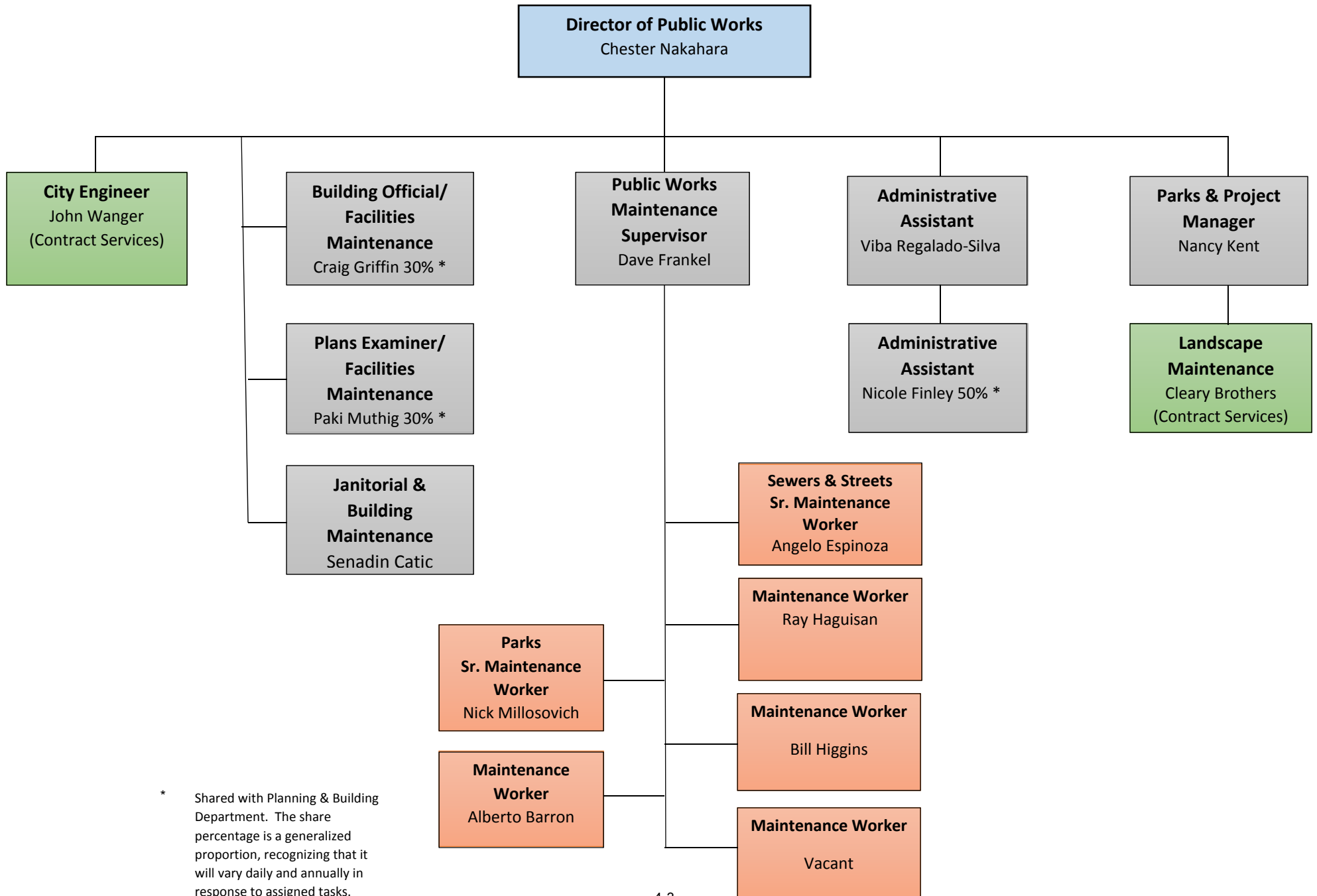
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Public Works



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Department of Public Works



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FUNCTIONAL DESCRIPTIONS

The Department of Public Works is responsible for oversight of City functions relating to all infrastructure systems including sanitary and storm sewers, coordination of utility company systems, street maintenance and improvement, sidewalks, street lighting, signage and provisions to promote pedestrian and bicycle safety, all public landscaping, parks maintenance, and street trees, City facilities maintenance and improvements, janitorial services, project management, and contract engineering services.

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 Pedestrian & Bicycle 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 and the Capital Improvement Committee.
- The Parks & Project Manager provides direct liaison support for the Piedmont Beautification Foundation, Piedmont Garden Club, and various other volunteer organizations that help maintain and promote the aesthetic quality of the City's landscaping.

- The Parks & Projects Manager coordinates all activities related to the City's participation and compliance with the Alameda Countywide Clean Water Program.
- Maintains the City's 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 the janitorial staff and contractors related to City-owned facilities.
- Plans and manages professional architectural and engineering consultants to assist with the planning and development of designs for the maintenance and improvement of City facilities.
- Plans and manages vendors to implement projects related to facilities maintenance, including emergency work, deferred maintenance projects, and large capital projects.
- Coordinates with the City Engineer to continually update the Facilities Maintenance Plan and provide overall financial impacts for budget planning, including costs for annual operations, deferred maintenance projects, capital projects, and projects for the long-term sustainability of all City facilities.



<h2 style="margin: 0;">PUBLIC WORKS</h2> <h3 style="margin: 0;">2019-20</h3>
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	Approved Budget 18/19	Estimated Expenditures 18/19	Proposed Budget 19/20	Budget % Change
SALARIES	\$ 1,229,000	\$ 1,222,000	\$ 1,318,000	7.2%
FRINGE BENEFITS	618,480	542,480	591,300	-4.4%
PERSONNEL EXPENSES	7,000	10,190	7,200	2.9%
SUPPLIES & SERVICES	1,767,573	1,781,073	1,612,573	-8.8%
TOTAL	\$ 3,622,053	\$ 3,555,743	\$ 3,529,073	-2.6%

STAFF			
	<u>Employees</u>	<u>First Step</u>	<u>Last Step</u>
MANAGEMENT			
Public Works Director	1	-	14,989
MID-MANAGEMENT			
Parks & Projects Manager	1	9,933	12,067
	<u>1</u>		
PROFESSIONAL/TECHNICAL/ SUP.			
Public Works Maint. Supv + Certificate Pay	1	8,605	10,461
	<u>1</u>		
PUBLIC WORKS - LOCAL 1021			
Custodian/Facilities Maintenance Worker	1	4,595	5,586
Maintenance Worker I	2	4595	5,586
Maintenance Worker I w/ CWEA, PACP & Class B	2	-	6,597
Sr. Maintenance Worker w/CWEA & PACP	1	5,912	7,185
Sr. Maintenance Worker w/ CWEA, Arborist & Clas	1	6,394	7,771
	<u>7</u>		
CONFIDENTIAL			
Administrative Assistant	1.5	5,375	6,536
	<u>1.5</u>		
Total	<u>11.5</u>		

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City of Piedmont
Proposed 2019 - 20 Budget

Description	Account #	Approved 18/19	Estimated 18/19	Proposed 19/20	Budget % Change
Public Works					
Salaries					
Regular Salaries	402-010-001	1,174,000	1,167,000	1,262,000	7%
Overtime Salaries	402-010-003	55,000	55,000	56,000	2%
Object Total	402-010	1,229,000	1,222,000	1,318,000	7%
Health Insurance					
Medical Insurance	402-011-001	273,000	205,000	223,000	-18%
Dental Insurance	402-011-002	24,000	22,000	24,100	0%
Vision Plan	402-011-003	3,000	3,000	3,300	10%
Object Total	402-011	300,000	230,000	250,400	-17%
Retirement					
PERS: Normal Cost	402-012-001	198,000	192,000	139,700	-29%
PERS: UAL Payment	402-012-003	-	-	151,400	NA
PERS: Cost Share	402-012-004	-	-	(76,900)	NA
Object Total	402-012	198,000	192,000	214,200	8%
Other Benefits					
FICA	402-012-002	80,000	80,000	83,100	4%
Life Insurance	402-013-001	5,000	5,000	4,800	-4%
Disability Insurance	402-013-002	3,000	3,000	3,700	23%
Medicare Insurance	402-013-005	19,000	19,000	19,500	3%
Concern EAP Program	402-013-006	1,000	1,000	1,600	60%
Auto Allowance	402-031-002	12,480	12,480	14,000	12%
Object Total	402-013	120,480	120,480	126,700	5%
Personnel Expenses					
Memberships/conf/training	402-031-001	6,000	9,000	6,000	0%
Underground Service Alert	402-031-003	1,000	1,190	1,200	20%
Object Total	402-031	7,000	10,190	7,200	3%
Department Supplies					
Office Supplies	402-051-001	9,500	7,000	9,500	0%
Street Paint / Signs	402-051-002	50,000	50,000	50,000	0%
Miscellaneous PW Supplies	402-051-003	15,000	15,000	15,000	0%
Object Total	402-051	74,500	72,000	74,500	0%
Utilities					
Utilities	402-052-001	130,000	135,000	130,000	0%
Street Lighting - (PG&E)	402-052-002	70,000	70,000	70,000	0%
Traffic Lights	402-052-003	8,000	8,000	8,000	0%
Object Total	402-052	208,000	213,000	208,000	0%
Equipment Main./Gas/Oil					
Equipment Rental	402-053-001	7,000	7,000	7,000	0%
Equipment Maintenance	402-053-002	108,000	100,000	100,000	-7%
Object Total	402-053	115,000	107,000	107,000	-7%

EXPENDITURES

City of Piedmont
Proposed 2019 - 20 Budget

Description	Account #	Approved 18/19	Estimated 18/19	Proposed 19/20	Budget % Change
Public Works					
Buildings/Ground Maint.					
Yard Maintenance	402-055-001	36,000	36,000	36,000	0%
Janitorial Supplies	402-055-002	24,000	24,000	24,000	0%
Janitorial Service	402-055-005	36,000	38,000	39,000	8%
Janitorial Service-Parks	402-055-006	132,000	140,000	144,000	9%
Other Maintenance	402-055-007	16,000	17,000	18,000	13%
Object Total	402-055	244,000	255,000	261,000	7%
Other Expenses					
Street Patching	402-056-002	6,000	6,000	6,000	0%
Miscellaneous Repairs	402-056-004	26,500	27,500	28,000	6%
Planning&Park Comm., CIP Committee	402-056-008	1,000	1,500	1,500	50%
Object Total	402-056	33,500	35,000	35,500	6%
Contract Services (Land)					
Public Land Brush/Fire Clearance	402-057-001	35,000	35,000	35,000	0%
Supplemental Park Maint.	402-057-002	95,000	95,000	95,000	0%
Contract Landscape Maint.	402-057-004	329,573	329,573	329,573	0%
Park Stabilization & Storm Related Damage	402-057-005	125,000	125,000	125,000	0%
Weed & Pest Abatement	402-057-006	20,000	20,000	20,000	0%
Object Total	402-057	604,573	604,573	604,573	0%
Contract Services (Tree Service)					
Street Tree Pruning	402-058-001	160,000	180,000	180,000	13%
Street Tree Planting	402-058-003	30,000	30,000	35,000	17%
Object Total	402-058	190,000	210,000	215,000	13%
Contract Services (Administration)					
City Engineer Service	402-059-002	270,000	250,000	80,000	-70%
Fuel Tank Maintenance	402-059-005	15,000	22,500	15,000	0%
CAL/OSHA Compliance	402-059-010	13,000	12,000	12,000	-8%
Object Total	402-059	298,000	284,500	107,000	-64%
Total Public Works		3,622,053	3,555,743	3,529,073	-3%

PUBLIC WORKS

MEMBERSHIPS/CONFERENCES/TRAINING

Memberships/Meetings

101-402-031-001

2018-19 Budgeted Amount	\$ 6,000
2018-19 12-Month Estimate	\$ 9,000
2019-20 Proposed Amount	\$ 6,000

This accounts for the cost of certifications, licenses, training, memberships, conferences and meetings attended by the Director of Public Works, Parks & Project Manager, Supervisor of Public Works, Public Works Assistant, Administrative Assistants and Maintenance Staff.

Underground Service Alert

101-402-031-003

2018-19 Budgeted Amount	\$ 1,000
2018-19 12-Month Estimate	\$ 1,190
2019-20 Proposed Amount	\$ 1,200

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

2018-19 Budgeted Amount	\$ 9,500
2018-19 12-Month Estimate	\$ 7,000
2019-20 Proposed Amount	\$ 9,500

Office supplies cover the cost of forms, maps, applications, permits, agreements, licenses, 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

2018-19 Budgeted Amount	\$ 50,000
2018-19 12-Month Estimate	\$ 50,000
2019-20 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

2018-19 Budgeted Amount	\$ 15,000
2018-19 12-Month Estimate	\$ 15,000
2019-20 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

2018-19 Budgeted Amount	\$130,000
2018-19 12-Month Estimate	\$135,000
2019-20 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

2018-19 Budgeted Amount	\$ 70,000
2018-19 12-Month Estimate	\$ 70,000
2019-20 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

2018-19 Budgeted Amount	\$ 8,000
2018-19 12-Month Estimate	\$ 8,000
2019-20 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

2018-19 Budgeted Amount	\$ 7,000
2018-198 12-Month Estimate	\$ 7,000
2019-20 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**

2018-19 Budgeted Amount	\$108,000
2018-19 12-Month Estimate	\$100,000
2019-20 Proposed Amount	\$100,000

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**

2018-19 Budgeted Amount	\$ 36,000
2018-19 12-Month Estimate	\$ 36,000
2019-20 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**

2018-19 Budgeted Amount	\$ 24,000
2018-19 12-Month Estimate	\$ 24,000
2019-20 Proposed Amount	\$ 24,000

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

Contract Janitorial Service – Buildings **101-0402-055-005**

2018-19 Budgeted Amount	\$ 36,000
2018-19 12-month Estimate	\$ 38,000
2019-20 Proposed Amount	\$ 39,000

This account provides for costs related to the recurring janitorial services provided by outside contractors for City Hall, Fire Department, Police Department, and the Recreation Center. Expenses related to specific extra work for special events and vacation coverage of Staff is also included in this category.

Contract Janitorial Service – Parks **101-0402-055-006**

2018-19 Budgeted Amount	\$ 132,000
2018-19 12-month Estimate	\$ 140,000
2019-20 Proposed Amount	\$ 144,000

This account provides for costs related to the recurring janitorial services provided by outside contractors for facilities within the City's parks, as well as specific extra work related to special event needs and vacation coverage of Staff.

Miscellaneous Operations

101-0402-055-007

2018-19 Budgeted Amount	\$ 16,000
2018-19 12-month Estimate	\$ 17,000
2019-20 Proposed Amount	\$ 18,000

This account provides for costs related to the miscellaneous, recurring expenses for the day-to-day operations of City facilities, This includes services in all City facilities for items such as inspection/maintenance of heating systems, alarm systems, fire extinguishers, pest control devices, window washing, carpet cleaning, and locksmith services, etc.

OTHER EXPENSES

Street Patching

101-402-056-002

2018-19 Budgeted Amount	\$ 6,000
2018-19 12-Month Estimate	\$ 6,000
2019-20 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

2018-19 Budgeted Amount	\$ 26,500
2018-19 12-Month Estimate	\$ 27,500
2019-20 Proposed Amount	\$ 28,000

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.

Park Commission, CIP Committee

101-402-056-008

2018-19 Budgeted Amount	\$ 1,000
2018-19 12-Month Estimate	\$ 1,500
2019-20 Proposed Amount	\$ 1,500

This covers the cost of general expenses related to the CIP Committee, and the Park Commission. Specifically, it pays for meals, materials, books and registration fees for seminars and expenses related to special events.

CONTRACT SERVICES (LANDSCAPING)

Public Land Brush/Fire Clearance **101-402-057-001**

2018-19 Budgeted Amount	\$ 35,000
2018-19 12-Month Estimate	\$ 35,000
2019-20 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**

2018-19 Budgeted Amount	\$ 95,000
2018-19 12-Month Estimate	\$ 95,000
2019-20 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 15,000 spring blooming bulbs and hundreds of flats of annual color.

Contract Landscape Maintenance **101-402-057-004**

2018-19 Budgeted Amount	\$ 329,573
2018-19 12-Month Estimate	\$ 329,573
2019-20 Proposed Amount	\$ 329,573

This provides for the care and maintenance of landscaped city facilities by an independent landscape maintenance contractor.

Parks include Piedmont Park, the Wildwood Entrance to the Main Park, Crocker Park, Dracena Park, Blair Park, and the Linda Beach Dog Run. **Medians** include landscaped areas at the Moraga Ave. Cemetery Wall, Lower Grand Ave. Medians & Islands, Nova Circle, Fairview Ave., San Carlos Ave., Piedmont Court, Highland Ave. Strip, Scenic Ave. Circle, Hall Fenway, Inverleith Terrace, Trestle Glen Rd. and Marlborough Court. **Triangles** include Hampton/Huntleigh Hampton/Lexford, Estates/Hampton Jerome Ave., Wildwood Ave., Seven Corners, Oakmont Ave., Caperton Ave. Triangle & Lawn, Indian/Hampton Rd., and St. James Dr. Triangle & Circle, Linda Kingston, and Ramona/Ronada. **Civic Center Facilities** include City Hall, Community Hall, 801 Magnolia Ave., Recreation Center, Veterans Hall/Police Station, the Piedmont Community Church Bus Stop, Piedmont Playschool @ Hampton Park, and the Piedmont Aquatics Center. **Athletic Facilities** include Linda Beach Park & Tot Lot, Coaches Field, and Hampton Sports Field & Park, Recreation Center Basketball Courts, and Kennelly Skate Park. **Tennis Courts** include facilities at Guilford Ave., the Recreation Center, Linda Beach Park, and Hampton Park.

Contract Maintenance also includes an estimate for Additional Services 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

2018-19 Budgeted Amount	\$ 125,000
2018-19 12-Month Estimate	\$ 125,000
2019-20 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

2018-19 Budgeted Amount	\$ 20,000
2018-19 12-Month Estimate	\$ 20,000
2019-20 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

2018-19 Budgeted Amount	\$160,000
2018-19 12-Month Estimate	\$180,000
2019-20 Proposed Amount	\$180,000

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

2018-19 Budgeted Amount	\$ 30,000
2018-19 12-Month Estimate	\$ 30,000
2019-20 Proposed Amount	\$ 35,000

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

2018-19 Budgeted Amount	\$ 270,000
2018-19 12-Month Estimate	\$ 250,000
2019-20 Proposed Amount	\$ 80,000

Coastland Engineering provides a variety of general professional engineering and inspection services for the Department of Public Works. These include investigation of proposed civic improvements to the parks and public spaces, traffic management and pedestrian safety, compliance to the Americans with Disabilities Act (ADA), general infrastructure issues related to underground and above ground utilities, issues related to wireless facilities installations, right-of way, and general construction management. Other city departments also rely on City Engineer for various degrees of consultation depending on their project needs.

Fuel Tank Maintenance

101-402-059-005

2018-19 Budgeted Amount	\$ 15,000
2018-19 12-Month Estimate	\$ 22,500
2019-20 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 Environmental Health Services and CAL-EPA requires additional modifications to the City's fuel pumps to meet new standards.

CAL/OSHA Compliance

101-402-059-010

2018-19 Budgeted Amount	\$ 13,000
2018-19 12-Month Estimate	\$ 12,000
2019-20 Proposed Amount	\$ 12,000

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.

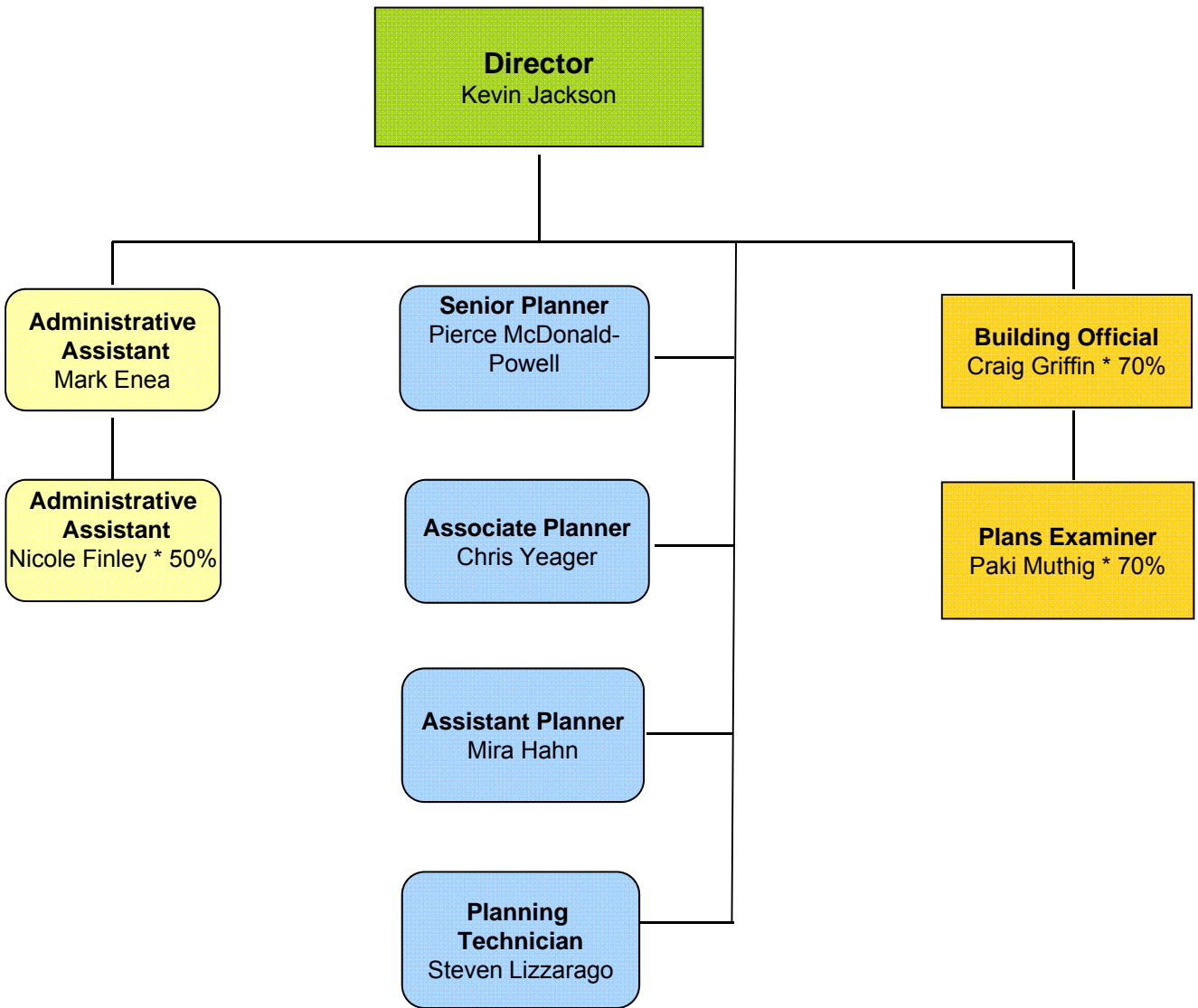
END OF PUBLIC WORKS BIDGET

Planning & Building



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Department of Planning and Building



* Shared with Public Works Department. The share percentage is a generalized proportion, recognizing that it will vary daily and annually in response to assigned tasks.

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FUNCTIONAL DESCRIPTIONS

The Planning & Building Department is responsible for oversight of city functions relating to land use within the city. Said functions include regulations for the use of land, the character and design of building construction, and the safety of this construction.

BUILDING DIVISION

- 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.

PLANNING DIVISION

Through its service to the City Council and Planning Commission, the Piedmont Planning Division is responsible for guiding the physical development of the City of Piedmont. The Division 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 Division is responsible for long-term planning, transportation planning, housing & community development, design review, zoning, and environmental assessment & sustainability. The Planning Division 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 and 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 City Code Chapter 17 (the Zoning Ordinance) and other development regulations of the Piedmont Municipal Code and providing zoning and regulatory information to property owners 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.



<h2 style="margin: 0;">PLANNING AND BUILDING</h2> <h3 style="margin: 0;">2019-20</h3>

	Approved Budget 18/19	Estimated Expenditures 18/19	Proposed Budget 19/20	Budget % Change
SALARIES	\$ 779,000	\$ 739,000	\$ 779,000	0.0%
FRINGE BENEFITS	302,420	270,720	301,800	-0.2%
PERSONNEL EXPENSES	6,000	8,500	10,000	66.7%
SUPPLIES & SERVICES	277,500	281,955	260,500	-6.1%
TOTAL	\$ 1,364,920	\$ 1,300,175	\$ 1,351,300	-1.0%

STAFF			
	<u>Employees</u>	<u>First Step</u>	<u>Last Step</u>
MANAGEMENT			
Planning Director	1	-	13,204
MID-MANAGEMENT			
Building Official	1	-	10,732
	<u>1</u>		
PROFESSIONAL/TECHNICAL/ SUP.			
Assistant Planner	1	6,188	7,521
Associate Planner	1	6,675	8,112
Planning Technician I	1	4,559	5,540
Plans Checker	1	0	8,943
Senior Planner	1	7,342	8,924
	<u>5</u>		
CONFIDENTIAL			
Administrative Assistant	1.5	5,375	6,536
	<u>1.5</u>		
Total	<u><u>8.5</u></u>		

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City of Piedmont
Proposed 2019 - 20 Budget

Description	Account #	Approved 18/19	Estimated 18/19	Proposed 19/20	Budget % Change
Planning & Building					
Salaries					
Regular Salaries	403-010-001	715,000	735,000	765,000	7%
Part Time Salaries	403-010-002	61,000	1,000	11,000	-82%
Overtime Salaries	403-010-003	3,000	3,000	3,000	0%
Object Total	403-010	779,000	739,000	779,000	0%
Health Insurance					
Medical Insurance	403-011-001	103,000	77,000	103,000	0%
Dental Insurance	403-011-002	12,000	10,000	12,500	4%
Vision Plan	403-011-003	2,100	2,000	2,100	0%
Object Total	403-011	117,100	89,000	117,600	0%
Retirement					
PERS: Normal Cost	403-012-001	102,400	99,000	72,500	-29%
PERS: UAL Payment	403-012-003	-	-	50,200	NA
PERS: Cost Share	403-012-004	-	-	(25,300)	NA
Object Total	403-012	102,400	99,000	97,400	-5%
Other Benefits					
FICA	403-012-002	47,200	47,000	49,200	4%
Life Insurance	403-013-001	2,500	3,000	3,000	20%
Disability Insurance	403-013-002	2,700	2,000	2,300	-15%
Medicare Insurance	403-013-005	10,800	11,000	11,500	6%
Concern EAP Program	403-013-006	1,000	1,000	1,100	10%
Auto Allowance	403-031-002	18,720	18,720	19,700	5%
Object Total	403-013	82,920	82,720	86,800	5%
Personnel Expenses					
Memberships/conf/training	403-031-001	6,000	8,500	10,000	67%
Object Total	403-031	6,000	8,500	10,000	67%
Department Supplies					
Office Supplies	403-051-001	9,500	12,000	9,500	0%
Object Total	403-051	9,500	12,000	9,500	0%

EXPENDITURES

City of Piedmont
Proposed 2019 - 20 Budget

		Approved	Estimated	Proposed	Budget
Description	Account #	18/19	18/19	19/20	% Change
Planning & Building					
Other Expenses					
Planning Commission	403-056-001	5,000	5,000	6,000	20%
Records Management	403-056-002	-	-	40,000	NA
Object Total	403-056	5,000	5,000	46,000	820%
Contract Services (Administration)					
Climate Action & Sustainability SVC.	403-059-001	10,000	11,000	30,000	200%
City Engineer Service	403-059-002	10,000	11,600	10,000	0%
Supplemental Planning Services	403-059-003	85,000	85,000	75,000	-12%
Solid Waste Consultant Services	403-059-004	95,000	95,000	85,000	-11%
Hazard Mitigation Plan	403-059-005	63,000	62,355	5,000	-92%
Object Total	403-059	263,000	264,955	205,000	-22%
Total Planning & Building		1,364,920	1,300,175	1,351,300	-1%

PLANNING & BUILDING

MEMBERSHIPS/CONFERENCES/TRAINING

Memberships/Meetings

101-403-031-001

2018-19 Budgeted Amount	\$ 6,000
2018-19 12-Month Estimate	\$ 8,500
2019-20 Proposed Amount	\$ 10,000

This accounts for the cost of certifications, licenses, training, memberships, conferences and meetings attended by the Director of Planning & Building, Senior Planner, Associate Planner, Assistant Planner, Planning Technician, Building Official, Plans Examiner, and Administrative Assistants.

DEPARTMENT SUPPLIES

Office Supplies

101-403-051-001

2018-19 Budgeted Amount	\$ 9,500
2018-19 12-Month Estimate	\$ 12,000
2019-20 Proposed Amount	\$ 9,500

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

OTHER EXPENSES

Planning Commission

101-403-056-001

2018-19 Budgeted Amount	\$ 5,000
2018-19 12-Month Estimate	\$ 5,000
2019-20 Proposed Amount	\$ 6,000

This covers the cost of general expenses related to the Planning Commission. Expenses include the cost of meals, materials, books and registration fees for seminars and conferences for the commission, as well as expenses associated with Planning Commission Design Awards.

Records Management

101-403-056-002

2018-19 Budgeted Amount	\$ NA
2018-19 12-Month Estimate	\$ NA
2019-20 Proposed Amount	\$ 40,000

Records management includes the handling and maintenance of planning and building application materials, and other land use and property-based documents. This includes documents in both paper and electronic forms.

CONTRACT SERVICES

Climate Action & Sustainability Services

101-403-059-001

2018-19 Budgeted Amount	\$ 10,000
2018-19 12-Month Estimate	\$ 11,000
2019-20 Proposed Amount	\$ 30,000

The City Council adopted the City's Climate Action Plan (CAP) in 2010 and an updated Climate Action Plan 2.0 in 2018. FY 2018-19 was the first year in which expenses toward climate action planning and implementation were integrated into the budget. Beginning in September 2015 the City has utilized the services of a climate action fellow to assist staff with the implementation of CAP measures, public engagement, the compilation of greenhouse gas emissions inventories, and related sustainability efforts. The cost of these past fellowships was split between PG&E and the City (\$17,500 and \$7,500 in 18/19), but PG&E has indicated it will no longer subsidize part of the cost of a fellow. The fellows are crucial to the City's climate action program and so this budget item includes the full cost of the fellow (\$26,000 in 19/20) with an additional \$4,000 for public engagement events, materials and services.

City Engineering Services

101-403-059-002

2018-19 Budgeted Amount	\$ 10,000
2018-19 12-Month Estimate	\$ 11,600
2019-20 Proposed Amount	\$ 10,000

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. The planning and building department requires 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.

Supplemental Planning Services

101-403-059-003

2018-19 Budgeted Amount	\$ 85,000
2018-19 12-Month Estimate	\$ 85,000
2019-20 Proposed Amount	\$ 75,000

Each year, the Planning Department needs public engagement materials and consulting services for expertise and assistance with ongoing and special projects. Ongoing services include 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; and implementation of the Pedestrian and Bicycle Master Plan. Anticipated projects include updates to the wireless communication facilities ordinance, publication of revised Design Guidelines, the development of design guidelines for wireless communication facilities, and a General Plan implementation assessment.

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 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), and LSA Associates (environmental review).

Solid Waste Consultant Services

101-403-059-004

2018-19 Budgeted Amount	\$ 95,000
2018-19 12-Month Estimate	\$ 95,000
2019-20 Proposed Amount	\$ 85,000

This account includes funds that will be paid for/reimbursed by the City's franchised solid waste services provider, Republic Services. As provided in the City's agreement with Republic, the company will contribute \$77,625 for FY 19/20 education and outreach services, \$10,000 for biennial waste characterization audits of organic waste and recyclable materials in even-numbered years, 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.

Hazard Mitigation Plan

101-403-059-005

2018-19 Budgeted Amount	\$ 63,000
2018-19 12-Month Estimate	\$ 62,355
2019-20 Proposed Amount	\$ 5,000

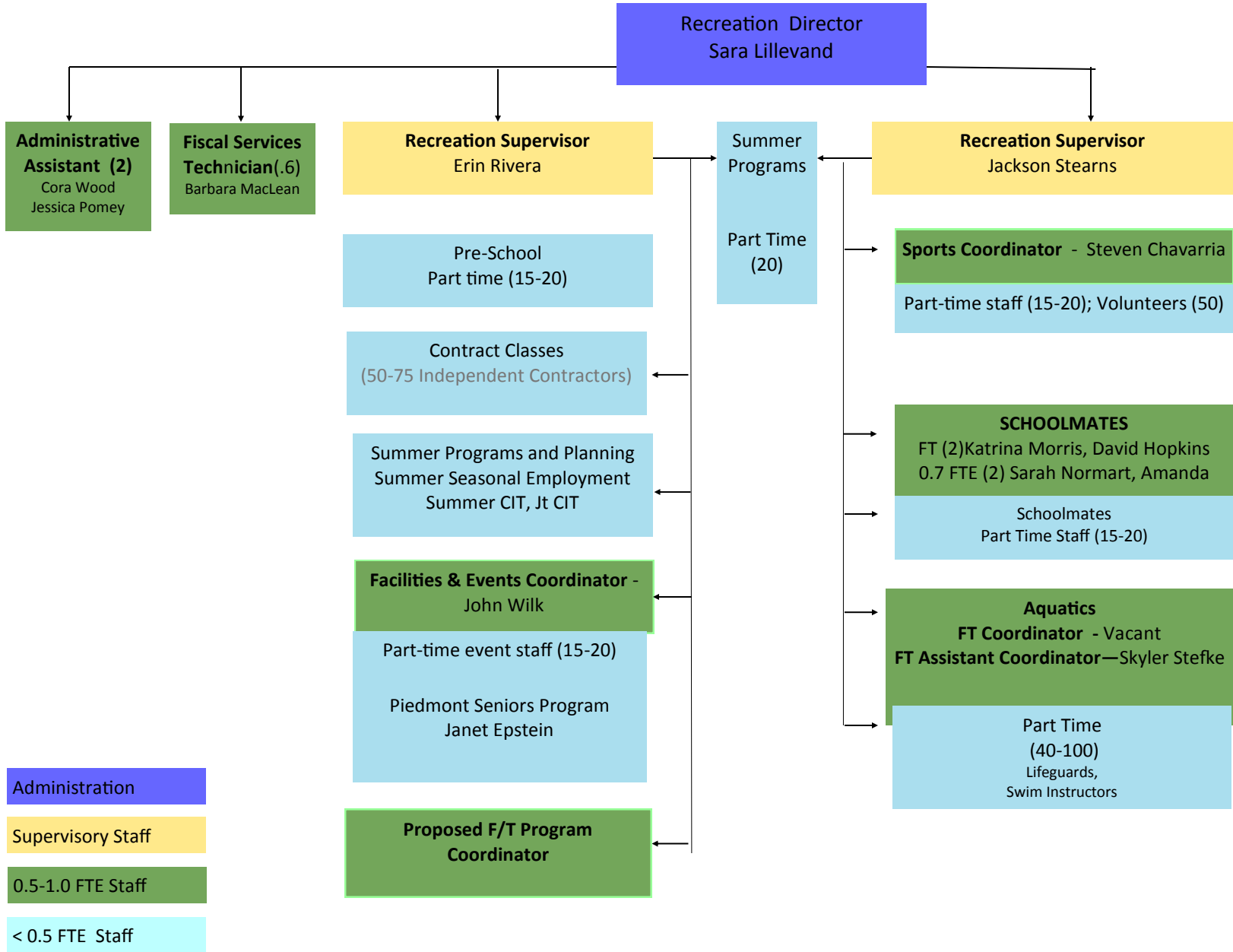
The Federal Emergency Management Agency (FEMA) requires local governments to develop and adopt local hazard mitigation plans (LHMP) as a condition for receiving certain types of non-emergency disaster assistance, including funding for mitigation projects. Jurisdictions must update their hazard mitigation plans and re-submit them for FEMA approval every five years to maintain eligibility. The City has received grant approval from FEMA for \$62,355 to cover 75% of the total cost of developing a Local Hazard Mitigation Plan and has employed the services of Foster Morrison Consulting, Ltd. for this purpose. The allocation to this account will vary in 5-year cycles with funds for outreach efforts in years 1-4 plus funding in year 5 for a LHMP update. Public engagement is an ongoing project.

Recreation



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PIEDMONT RECREATION DEPARTMENT
Organizational Chart
2019



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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 and pickleball programs and facilities.
- Review, audit, and preparation of all accounts payables and payroll

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RECREATION
2019-20

BUDGET SUMMARY FOR RECREATION

	Approved Budget 18/19	Estimated Expenditures 18/19	Proposed Budget 19/20	Budget % Change
SALARIES	\$ 2,400,000	\$ 2,310,000	\$ 2,377,000	-1.0%
FRINGE BENEFITS	654,300	578,400	639,900	-2.2%
PERSONNEL EXPENSES	21,200	27,017	25,500	20.3%
SUPPLIES & SERVICES	1,802,350	1,727,450	1,820,800	1.0%
CAPITAL EXPENDITURES	34,000	33,500	34,500	1.5%
TOTAL	\$ 4,911,850	\$ 4,676,367	\$ 4,897,700	-0.3%

STAFF			
	Employees	First Step	Last Step
MANAGEMENT			
Recreation Director	1	-	14,491
PROFESSIONAL/TECHNICAL/ SUP.			
Recreation Supervisor	2	6,055	7,363
	2		
CHILDCARE			
Aquatics Coordinator	1	4,349	5,829
Facilities and Events Coordinator	1	3,758	5,031
Program Coordinator-Proposed	1	To be determined	
Schoolmates/Minimates Coordinator	1	4,349	5,829
Schoolmates/Minimates Asst. Coordinator	1	3,758	5,031
Sports Coordinator	1	3,758	5,031
	6		
CONFIDENTIAL			
Administrative Assistant	2	5,375	6,536
Fiscal Services Technician w/ 2% EDU	0.6	5,984	7,271
	2.6		
Total	11.6		

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EXPENDITURES

City of Piedmont
Proposed 2019 - 20 Budget

Description	Account #	Approved 18/19	Estimated 18/19	Proposed 19/20	Budget % Change
Recreation					
Salaries					
Regular Salaries	404-010-001	523,000	527,000	578,000	11%
Part Time Salaries	404-010-002	518,000	418,000	374,000	-28%
Overtime Salaries	404-010-003	3,000	3,000	3,000	0%
Object Total	404-010	1,044,000	948,000	955,000	-9%
Health Insurance					
Medical Insurance	404-011-001	125,000	95,000	100,000	-20%
Dental Insurance	404-011-002	12,600	10,700	12,200	-3%
Vision Plan	404-011-003	1,500	1,500	1,700	13%
Object Total	404-011	139,100	107,200	113,900	-18%
Retirement					
PERS: Normal Cost	404-012-001	76,200	75,000	60,400	-21%
PERS: UAL Payment	404-012-003	-	-	50,900	NA
PERS: Cost Share	404-012-004	-	-	(25,700)	NA
Object Total	404-012	76,200	75,000	85,600	12%
Other Benefits					
FICA	404-012-002	65,200	59,300	59,700	-8%
Life Insurance	404-013-001	2,100	2,100	2,300	10%
Disability Insurance	404-013-002	1,600	1,600	1,800	13%
Medicare Insurance	404-013-005	15,300	13,900	14,000	-8%
Concern EAP Program	404-013-006	800	600	900	13%
Auto Allowance	404-031-002	5,000	5,000	5,000	0%
Object Total	404-013	90,000	82,500	83,700	-7%
Personnel Expenses					
Memberships/conf/training	404-031-001	7,000	6,000	6,000	-14%
Auto Expense	404-031-003	3,000	7,000	3,000	0%
Object Total	404-031	10,000	13,000	9,000	-10%
Department Supplies					
Office Supplies	404-051-001	12,500	12,500	12,500	0%
Commission	404-051-002	1,000	1,000	1,000	0%
Object Total	404-051	13,500	13,500	13,500	0%
Utilities					
Recreation Utilities	404-052-001	16,000	16,000	16,000	0%
Object Total	404-052	16,000	16,000	16,000	0%
Contract Services	404-054-001	14,000	11,000	10,000	-29%
Other Expenses					
Contract Programs	404-056-001	1,238,000	1,150,000	1,200,000	-3%
Fourth of July	404-056-003	18,000	18,266	20,000	11%
Harvest Festival	404-056-008	8,000	8,303	8,500	6%
Object Total	404-056	1,264,000	1,176,569	1,228,500	-3%

EXPENDITURES

City of Piedmont
Proposed 2019 - 20 Budget

		Approved	Estimated	Proposed	Budget
Description	Account #	18/19	18/19	19/20	% Change
Recreation					
Capital Outlay					
Second Floor Furniture	404-081-009	1,000	3,000	5,000	400%
Tables and Chairs	404-081-008	2,000	2,000	2,000	0%
Pickleball Equipment	404-081-010	-	2,000	1,000	NA
Capital Outlay Object Total	404-081	3,000	7,000	8,000	167%
Total Recreation		2,669,800	2,449,769	2,523,200	-5%

RECREATION

PERSONNEL EXPENSES

Memberships/Conferences/Training

101-0404-031-001

2018-19 Budgeted Amount	\$ 7,000
2018-19 12-Month Estimate	\$ 6,000
2019-20 Proposed	\$ 6,000

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

Auto Expense

101-0404-031-003

2018-19 Budgeted Amount	\$ 3,000
2018-19 12-Month Estimate	\$ 7,000
2019-20 Proposed	\$ 3,000

This account funds vehicle repair and maintenance for department vehicles (Sedan, 1 van). Sedan is out of commission and will be auctioned off.

DEPARTMENT SUPPLIES

Office Supplies

101-0404-051-001

2018-19 Budgeted Amount	\$ 12,500
2018-19 12-Month Estimate	\$ 12,500
2019-20 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.

2018-19 Budgeted Amount	\$ 1,000
2018-19 12-Month Estimate	\$ 1,000
2019-20 Proposed	\$ 1,000

UTILITIES

101-0404-052

2018-19 Budgeted Amount	\$ 16,000
2018-19 12-Month Estimate	\$ 16,000
2019-20 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

2018-19 Budgeted Amount	\$ 14,000
2018-19 12-Month Estimate	\$ 11,000
2019-20 Proposed	\$ 10,000

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

2018-19 Budgeted Amount	\$ 1,264,000
2018-19 12-Month Estimate	\$ 1,176,000
2019-20 Proposed	\$ 1,228,500

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 4th Parade and Celebration as well as the Harvest Festival.

	<u>2018-19 Budgeted</u>	<u>2018-19 Estimated</u>	<u>2019-20 Proposed</u>
Programs & Classes	\$ 1,238,000	\$ 1,150,000	\$ 1,200,000
July 4 th	\$ 18,000	\$ 18,266	\$ 20,000
Harvest Festival	<u>\$ 8,000</u>	<u>\$ 8,303</u>	<u>\$ 8,500</u>
Total	\$ 1,264,000	\$ 1,176,954	\$ 1,228,500

CAPITAL OUTLAY

101-0404-081

2018-19 Budgeted Amount	\$ 3,000
2018-19 12-Month Estimate	\$ 7,000
2019-20 Proposed	\$ 8,000

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

EXPENDITURES

City of Piedmont
Proposed 2019 - 20 Budget

		Approved	Estimated	Proposed	Budget
Description	Account #	18/19	18/19	19/20	% Change
Community Hall					
Salaries					
Regular Salaries	405-010-001	48,000	48,000	37,000	-23%
Part Time Salaries	405-010-002	55,000	55,000	56,000	2%
Object Total	405-010	103,000	103,000	93,000	-10%
Health Insurance					
Medical Insurance	405-011-001	18,000	16,000	14,000	-22%
Dental Insurance	405-011-002	1,900	1,800	1,500	-21%
Vision Plan	405-011-003	200	200	200	0%
Object Total	405-011	20,100	18,000	15,700	-22%
Retirement					
PERS: Normal Cost	405-012-001	5,000	4,900	2,600	-48%
PERS: UAL Payment	405-012-003	-	-	100	NA
Object Total	405-012	5,000	4,900	2,700	-46%
Other Benefits					
FICA	405-012-002	6,400	6,400	5,800	-9%
Life Insurance	405-013-001	200	200	200	0%
Disability Insurance	405-013-002	200	200	200	0%
Medicare Insurance	405-013-005	1,500	1,500	1,400	-7%
Object Total	405-013	8,300	8,300	7,600	-8%
Supplies	405-051-001	6,000	5,000	5,000	-17%
Utilities	405-052-001	9,000	6,500	9,000	0%
Contract Services	405-054	8,000	8,000	8,000	0%
Buildings/Ground Maint.					
Janitorial Service	405-055-005	27,000	28,000	29,000	7%
Other Maintenance	405-055-007	13,000	14,000	14,000	8%
Object Total	405-055	40,000	42,000	43,000	8%
Capital Outlay					
Tables and Chairs	405-081-054	5,000	5,000	5,000	0%
Capital Outlay Total	405-081	5,000	5,000	5,000	0%
Total Community Hall		204,400	200,700	189,000	-8%

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RECREATION COMMUNITY HALL DIVISION

DEPARTMENT SUPPLIES

101-0405-051-001

2018-19 Budgeted Amount	\$ 6,000
2018-19 12-Month Estimate	\$ 5,000
2019-20 Proposed	\$ 5,000

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

UTILITIES

101-0405-052-001

2018-19 Budgeted Amount	\$ 9,000
2018-19 12-Month Estimate	\$ 6,500
2019-20 Proposed	\$ 9,000

Utility expense for Community Hall.

CONTRACT SERVICES

101-0405-054-001

2018-19 Budgeted Amount	\$ 8,000
2018-19 12-Month Estimate	\$ 8,000
2019-20 Proposed	\$ 8,000

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

BUILDING & GROUND MAINTENANCE

101-0405-055

2018-19 Budgeted Amount	\$ 40,000
2018-19 12-month Estimate	\$ 42,000
2019-20 Proposed Amount	\$ 43,000

This account provides for costs related to the recurring janitorial services and routine maintenance provided by outside contractors.

CAPITAL OUTLAY

101-0405-081

2018-19 Budgeted Amount	\$ 5,000
2018-19 12-Month Estimate	\$ 5,000
2019-20 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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EXPENDITURES

City of Piedmont
Proposed 2019 - 20 Budget

Description	Account #	Approved 18/19	Estimated 18/19	Proposed 19/20	Budget % Change
Veterans' Hall					
Salaries					
Regular Salaries	406-010-001	17,000	18,000	10,000	-41%
Part Time Salaries	406-010-002	16,000	16,000	17,000	6%
Object Total	406-010	33,000	34,000	27,000	-18%
Health Insurance					
Medical Insurance	406-011-001	6,000	6,000	4,000	-33%
Dental Insurance	406-011-002	700	600	400	-43%
Vision Plan	406-011-003	100	100	100	0%
Object Total	406-011	6,800	6,700	4,500	-34%
Retirement					
PERS: Normal Cost	406-012-001	2,300	2,300	700	-70%
PERS: UAL Payment	406-012-003	-	-	100	NA
Object Total	406-012	2,300	2,300	800	-65%
Other Benefits					
FICA	406-012-002	2,100	2,100	1,600	-24%
Life Insurance	406-013-001	100	100	100	0%
Disability Insurance	406-013-002	100	100	100	0%
Medicare Insurance	406-013-005	500	500	400	-20%
Object Total	406-013	2,800	2,800	2,200	-21%
Supplies	406-051-001	4,250	4,000	4,000	-6%
Utilities	406-052-001	4,000	3,000	4,000	0%
Contract Services	406-054-001	4,000	4,000	4,000	0%
Buildings/Ground Maint.					
Janitorial Service	406-055-005	14,000	15,000	15,000	7%
Other Maintenance	406-055-007	2,000	2,000	2,000	0%
Object Total	406-055	16,000	17,000	17,000	6%
Capital Outlay					
Tables and Chairs	406-081-014	4,000	4,000	4,000	0%
Capital Outlay Total	406-081	4,000	4,000	4,000	0%
Total Veterans' Hall		77,150	77,800	67,500	-13%

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RECREATION VETERANS' HALL DIVISION

DEPARTMENT SUPPLIES

101-0406-051-001

2018-19 Budgeted Amount	\$ 4,250
2018-19 12-Month Estimate	\$ 4,000
2019-20 Proposed	\$ 4,000

All cleaning and maintenance supplies for Veterans' Hall operation.

UTILITIES

101-0406-052-001

2018-19 Budgeted Amount	\$ 4,000
2018-19 12-Month Estimate	\$ 3,000
2019-20 Proposed	\$ 4,000

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

CONTRACT SERVICES

101-0406-054-001

2018-19 Budgeted Amount	\$ 4,000
2018-19 12-Month Estimate	\$ 4,000
2019-20 Proposed	\$ 4,000

This fund covers kitchen equipment service as required.

BUILDING & GROUND MAINTENANCE

101-0406-055

2018-19 Budgeted Amount	\$ 16,000
2018-19 12-month Estimate	\$ 17,000
2019-20 Proposed Amount	\$ 17,000

This account provides for costs related to the recurring janitorial services and routine maintenance provided by outside contractors.

CAPITAL OUTLAY

101-0406-081

2018-19 Budgeted Amount	\$ 4,000
2018-19 12-Month Estimate	\$ 4,000
2019-20 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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EXPENDITURES

City of Piedmont
Proposed 2019 - 20 Budget

		Approved	Estimated	Proposed	Budget
Description	Account #	18/19	18/19	19/20	% Change
Pre-School Division					
Salaries					
Regular Salaries	407-010-001	40,000	40,000	58,000	45%
Part Time Salaries	407-010-002	295,000	295,000	304,000	3%
Object Total	407-010	335,000	335,000	362,000	8%
Health Insurance					
Medical Insurance	407-011-001	11,000	10,000	17,000	55%
Dental Insurance	407-011-002	1,100	1,100	1,800	64%
Vision Plan	407-011-003	200	200	200	0%
Object Total	407-011	12,300	11,300	19,000	54%
Retirement					
PERS: Normal Cost	407-012-001	8,100	7,900	7,400	-9%
PERS: UAL Payment	407-012-003	-	-	8,900	NA
PERS: Cost Share	407-012-004	-	-	(4,500)	NA
Object Total	407-012	8,100	7,900	11,800	46%
Other Benefits					
FICA	407-012-002	20,800	20,800	22,500	8%
Life Insurance	407-013-001	200	200	300	50%
Disability Insurance	407-013-002	200	200	200	0%
Medicare Insurance	407-013-005	4,900	4,900	5,300	8%
Object Total	407-013	26,100	26,100	28,300	8%
Personnel Expenses					
Memberships/conf/training	407-031-001	2,000	3,017	4,000	100%
Object Total	407-031	2,000	3,017	4,000	100%
Supplies	407-051-001	25,000	25,000	25,000	0%
Contract Services	407-054-001	4,000	4,000	20,000	400%
Buildings/Ground Maint.					
Janitorial Service	407-055-005	11,000	12,000	12,000	9%
Other Maintenance	407-055-007	1,000	1,000	1,000	0%
Object Total	407-055	12,000	13,000	13,000	8%
Capital Outlay					
Tables and Chairs	407-081-001	5,000	5,000	5,000	0%
LLCH Bathroom Floors					
Capital Outlay Total	407-081	5,000	5,000	5,000	0%
Total Pre-School Division		429,500	430,317	488,100	14%
Grand Total: 404,405,406,407		3,380,850	3,158,586	3,267,800	-3%

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RECREATION PRE-SCHOOL DIVISION

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

2018-19 Budgeted Amount	\$ 2,000
2018-19 12-Month Estimate	\$ 3,017
2019-20 Proposed	\$ 4,000

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

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

2018-19 Budgeted Amount	\$ 25,000
2018-19 12-Month Estimate	\$ 25,000
2019-20 Proposed	\$ 25,000

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

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

2018-19 Budgeted Amount	\$ 4,000
2018-19 12-Month Estimate	\$ 4,000
2019-20 Proposed	\$ 20,000

This funds non-city staff programs used to supplement class activities and brochures, as well as, pre-school specific marketing brochures and posters. Consulting services to plan for future of pre-school included here for 19-20.

BUILDING & GROUND MAINTENANCE **101-0407-055**

2018-19 Budgeted Amount	\$ 12,000
2018-19 12-month Estimate	\$ 13,000
2019-20 Proposed Amount	\$ 13,000

This account provides for costs related to the recurring janitorial services and routine maintenance provided by outside contractors.

CAPITAL OUTLAY **101-0407-081**

2018-19 Budgeted Amount	\$ 5,000
2018-19 12-Month Estimate	\$ 5,000
2019-20 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 2019 - 20 Budget

Description	Account #	Approved 18/19	Estimated 18/19	Proposed 19/20	Budget % Change
Schoolmates					
Salaries					
Regular Salaries	415-010-001	314,000	314,000	324,000	3%
Part Time Salaries	415-010-002	124,000	124,000	128,000	3%
Overtime Salaries	415-010-003	2,000	2,000	2,000	0%
Object Total	415-010	440,000	440,000	454,000	3%
Health Insurance					
Medical Insurance	415-011-001	103,000	76,000	82,000	-20%
Dental Insurance	415-011-002	10,500	8,600	8,600	-18%
Vision Plan	415-011-003	1,100	1,100	1,200	9%
Object Total	415-011	114,600	85,700	91,800	-20%
Retirement					
PERS: Normal Cost	415-012-001	43,800	43,500	30,400	-31%
PERS: UAL Payment	415-012-003	-	-	35,000	NA
PERS: Cost Share	415-012-004	-	-	(17,800)	NA
Object Total	415-012	43,800	43,500	47,600	9%
Other Benefits					
FICA	415-012-002	27,400	27,400	28,200	3%
Life Insurance	415-013-001	1,000	1,000	1,100	10%
Disability Insurance	415-013-002	1,000	1,000	1,000	0%
Medicare Insurance	415-013-005	6,400	6,400	6,600	3%
Concern EAP Program	415-013-006	600	700	1,000	67%
Object Total	415-013	36,400	36,500	37,900	4%
Personnel Expenses					
Memberships/conf/training	415-031-001	3,000	6,000	6,000	100%
Object Total	415-031	3,000	6,000	6,000	100%
Department Supplies					
Supplies	415-051-001	30,000	24,500	26,500	-12%
Nutrition	415-051-002	20,000	20,000	20,000	0%
Kids Night Out	415-051-004	-	2,000	2,000	NA
Mini Mate Supplies	415-051-005	-	3,500	3,500	NA
Object Total	415-051	50,000	50,000	52,000	4%
Utilities	415-052-001	5,000	3,181	4,000	-20%
Contract Services	415-054-001	4,000	28,000	5,000	25%
Buildings/Ground Maint.					
Janitorial Service	415-055-005	25,000	26,000	27,000	8%
Other Maintenance	415-055-007	3,000	3,000	3,000	0%
Object Total	415-055	28,000	29,000	30,000	7%
Merchant Processing Fees	415-056-008	-	9,000	12,000	NA
Capital Outlay					
Equipment	415-081-031	5,000	5,000	5,000	0%
Capital Outlay Total	415-081	5,000	5,000	5,000	0%
Total Schoolmates		729,800	735,881	745,300	2%

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RECREATION SCHOOLMATES DIVISION

MEMBERSHIPS/TRAINING/CONFERENCES

114-0415-031-001

2018-19 Budgeted Amount	\$ 3,000
2018-19 12-Month Estimate	\$ 6,000
2019-20 Proposed	\$ 6,000

This account funds memberships and trainings for Schoolmates staff.

DEPARTMENT SUPPLIES

114-0415-051-001

2018-19 Budgeted Amount	\$ 50,000
2018-19 12-Month Estimate	\$ 50,000
2019-20 Proposed	\$ 52,000

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

2018-19 Budgeted Amount	\$ 5,000
2018-19 12-Month Estimate	\$ 3,181
2019-20 Proposed	\$ 4,000

Utility expense for Schoolmates sites.

CONTRACT SERVICES

114-0415-054-001

2018-19 Budgeted Amount	\$ 4,000
2018-19 12-Month Estimate	\$ 28,000
2019-20 Proposed	\$ 5,000

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 2018-19, Decide LLC who assisted with new Schoolmates staffing and registration software implementation was also paid from this fund.

BUILDING & GROUND MAINTENANCE

114-0415-055

2018-19 Budgeted Amount	\$ 28,000
2018-19 12-month Estimate	\$ 29,000
2019-20 Proposed Amount	\$ 30,000

This account provides for costs related to the recurring janitorial services and routine maintenance provided by outside contractors.

CAPITAL OUTLAY

114-0415-081

2018-19 Budgeted Amount	\$ 5,000
2018-19 12-Month Estimate	\$ 5,000
2019-20 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.

EXPENDITURES

City of Piedmont
Proposed 2019 - 20 Budget

		Approved	Estimated	Proposed	Budget
Description	Account #	18/19	18/19	19/20	% Change
Aquatics					
Salaries					
Regular Salaries	417-010-001	88,000	93,000	118,000	34%
Part Time Salaries	417-010-002	355,000	355,000	366,000	3%
Overtime Salaries	417-010-003	2,000	2,000	2,000	0%
Object Total	417-010	445,000	450,000	486,000	9%
Health Insurance					
Medical Insurance	417-011-001	19,000	16,000	35,000	84%
Dental Insurance	417-011-002	1,600	1,600	3,600	125%
Vision Plan	417-011-003	500	500	600	20%
Object Total	417-011	21,100	18,100	39,200	86%
Retirement					
PERS: Normal Cost	417-012-001	6,100	6,200	8,800	44%
PERS: UAL Payment	417-012-003	-	-	200	NA
PERS: Cost Share	417-012-004	-	-	-	NA
Object Total	417-012	6,100	6,200	9,000	48%
Other Benefits					
FICA	417-012-002	27,600	27,900	30,200	9%
Life Insurance	417-013-001	400	400	500	25%
Disability Insurance	417-013-002	300	300	400	33%
Medicare Insurance	417-013-005	6,500	6,600	7,100	9%
Concern EAP Program	417-013-006	400	200	400	0%
Object Total	417-013	35,200	35,400	38,600	10%
Personnel Expenses					
Memberships/conf/training	417-031-001	6,200	5,000	6,500	5%
Object Total	417-031	6,200	5,000	6,500	5%
Department Supplies					
Pool Chemicals	417-051-001	19,000	22,000	25,000	32%
Pool Equipment	417-051-002	6,000	6,000	6,000	0%
Misc. Repair Supplies	417-051-003	5,000	5,000	5,000	0%
Office Supplies and Materials	417-051-004	1,000	1,200	1,300	30%
Printing/Graphics	417-051-005	6,000	6,000	6,000	0%
Postage	417-051-006	5,300	4,000	5,000	-6%
Other	417-051-007	2,000	2,000	2,500	25%
Concessions	417-051-008	10,000	8,000	10,000	0%
Janitorial	417-051-009	6,000	5,000	6,000	0%
Health and Safety Classes	417-051-010	3,000	3,000	3,000	0%
Swim Lessons	417-051-011	1,500	1,500	1,500	0%
Camps	417-051-012	2,000	1,500	2,000	0%
Adult/Masters Program	417-051-013	1,000	500	1,000	0%
Uniform	417-051-014	6,000	7,500	7,500	25%
Special Events	417-051-015	2,000	3,000	3,500	75%
Site Furnishings	417-051-016	2,500	2,500	2,500	0%
Object Total	417-051	78,300	78,700	87,800	12%
Utilities	417-052	61,000	58,000	60,000	-2%

EXPENDITURES

City of Piedmont
Proposed 2019 - 20 Budget

		Approved	Estimated	Proposed	Budget
Description	Account #	18/19	18/19	19/20	% Change
Aquatics					
Contract Services	417-054	73,800	73,000	90,000	22%
Building & Ground Maintenance	417-055	60,000	50,000	60,000	0%
Information Services					
Hardware	417-060-001	625	-	-	-100%
Software	417-060-002	625	-	-	-100%
Labor	417-060-003	1,250	-	-	-100%
Object Total	417-060	2,500	0	0	-100%
Capital Outlay					
Site Furnishings	417-081-005	3,000	3,000	3,000	0%
Plumbing Repair/Women's Locker Room	417-081-006	4,000	2,000	2,000	-50%
Recreational Equipment	417-081-018	2,500	2,500	2,500	0%
Men's Locker Room Partitions	417-081-019	2,500	-	-	-100%
Capital Outlay Total	417-081	12,000	7,500	7,500	-38%
Total Aquatics		801,200	781,900	884,600	10%

RECREATION AQUATICS DIVISION

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

117-0417-031

2018-19 Budgeted Amount	\$ 6,200
2018-19 12-Month Estimate	\$ 5,000
2019-20 Proposed	\$ 6,500

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

2018-19 Budgeted Amount	\$ 78,300
2018-19 12-Month Estimate	\$ 78,700
2019-20 Proposed	\$ 87,800

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

	<u>2018-19 Estimated</u>	<u>2019-20 Proposed</u>
001 Pool Chemicals	\$ 22,000	\$ 25,000
002 Pool Equipment	\$ 6,000	\$ 6,000
003 Misc. Pool/Locker Room Repair Supplies	\$ 5,000	\$ 5,000
004 Office Supplies and Materials	\$ 1,200	\$ 1,300
005 Printing/Graphics	\$ 6,000	\$ 6,000
006 Postage	\$ 4,000	\$ 5,000
007 Other	\$ 2,000	\$ 2,500
008 Concessions	\$ 8,000	\$ 10,000
009 Janitorial Supplies	\$ 5,000	\$ 6,000
010 Health and Safety Class Supplies	\$ 3,000	\$ 3,000
011 Swim Lesson Equipment	\$ 1,500	\$ 1,500
012 Camp – Summer (includes snack)	\$ 1,500	\$ 2,000
013 Adult/Masters Program	\$ 500	\$ 1,000
014 Uniforms-Staff	\$ 7,500	\$ 7,500
015 Special Events	\$ 3,000	\$ 3,500
016 Site Furnishings *	<u>\$ 2,500</u>	<u>\$ 2,500</u>
Total	\$ 78,700	\$ 87,800

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

UTILITIES

117-0417-052-001

2018-19 Budgeted Amount	\$ 61,000
2018-19 12-Month Estimate	\$ 58,000
2019-20 Proposed	\$ 60,000

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

CONTRACT SERVICES

117-0417-054

2018-19 Budgeted Amount	\$ 73,800
2018-19 12-Month Estimate	\$ 73,000
2019-20 Proposed	\$ 90,000

This funds all contract services for the operation of the swimming pool. Janitorial costs have increased time needed to properly service the locker rooms. Operational maintenance will be contracted out in 2019-20

	<u>2018-19</u> <u>Estimated</u>	<u>2019-20</u> <u>Proposed</u>
003 Pool Maintenance	\$ 41,000	\$ 50,000
004 Plumbing	\$ 1,200	\$ 2,000
005 Electrical	\$ 0	\$ 2,000
007 Janitorial	\$ 27,000	\$ 28,000
011 Marketing/Promotions	\$ 0	\$ 3,000
012 Inspections	\$ 3,000	\$ 4,200
014 Alarm Monitoring	<u>\$ 800</u>	<u>\$ 800</u>
Total	\$ 73,000	\$ 90,000

BUILDING & GROUND MAINTENANCE

117-0417-055

2018-19 Budgeted Amount	\$ 60,000
2018-19 12-Month Estimate	\$ 50,000
2019-20 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

2018-19 Budgeted Amount	\$ 2,500
2018-19 12-Month Estimate	0
2019-20 Proposed	0

Funding for computer equipment for the Pool Office

CAPITAL OUTLAY

117-0417-081

2018-19 Budgeted Amount	\$ 12,000
2018-19 12-Month Estimate	\$ 7,500
2019-20 Proposed	\$ 7,500

	<u>2018-19</u> <u>Estimated</u>	<u>2019-20</u> <u>Proposed</u>
005 Site Furnishings	\$ 3,000	\$ 3,000
006 Plumbing Repair/Women's Locker Room	\$ 2,000	\$ 2,000
018 Recreational Equipment	\$ 2,500	\$ 2,500
Total	\$ 7,500	\$ 7,000

**DEPARTMENT OF RECREATION
COST RECOVERY**

	Recreation	School- mates	Aquatics	Total
ACTUAL 2017-18				
Revenues	\$ 3,083,093	\$ 708,987	\$ 549,492	\$ 4,341,573
Expenses:				
Salary & Benefits	1,532,725	654,570	423,188	2,610,482
Other	1,303,939	86,209	255,714	1,645,862
Less: July 4th & Harvest	(25,751)			(25,751)
Total Expenses	2,810,912	740,780	678,901	4,230,593
Revenues less Expenses	\$ 272,181	\$ (31,793)	\$ (129,409)	\$ 110,980
Cost Recovery %	110%	96%	81%	103%
PROJECTED 2018-19				
Revenues	\$ 2,926,000	\$ 793,000	\$ 540,000	\$ 4,259,000
Expenses:				
Salary & Benefits	1,773,000	605,700	509,700	2,888,400
Other	1,385,586	130,181	272,200	1,787,967
Less: July 4th & Harvest	(26,569)			(26,569)
Total Expenses	3,132,017	735,881	781,900	4,649,798
Revenues less Expenses	\$ (206,017)	\$ 57,119	\$ (241,900)	\$ (390,798)
Cost Recovery %	93%	108%	69%	92%
BUDGET 2019-20				
Revenues	\$ 3,062,000	\$ 797,000	\$ 535,500	\$ 4,394,500
Expenses:				
Salary & Benefits	1,812,800	631,300	572,800	3,016,900
Other	1,455,000	114,000	311,800	1,880,800
Less: July 4th & Harvest	(28,500)			(28,500)
Total Expenses	3,239,300	745,300	884,600	4,869,200
Revenues less Expenses	\$ (177,300)	\$ 51,700	\$ (349,100)	\$ (474,700)
Cost Recovery %	95%	107%	61%	90%

Fund Activity

Balance - June 30, 2017	326,316	188,508
Revenue	708,987	549,492
Expenses	(740,780)	(678,901)
(To) / From GF		130,000
Balance - June 30, 2018	294,523	189,099
Revenue	793,000	540,000
Expenses	(735,881)	(781,900)
(To) / From GF		250,000
Balance - June 30, 2019	\$ 351,642	\$ 197,199
Revenue	797,000	535,500
Expenses	(745,300)	(884,600)
(To) / From GF		250,000
Balance - June 30, 2020	\$ 403,342	\$ 98,099

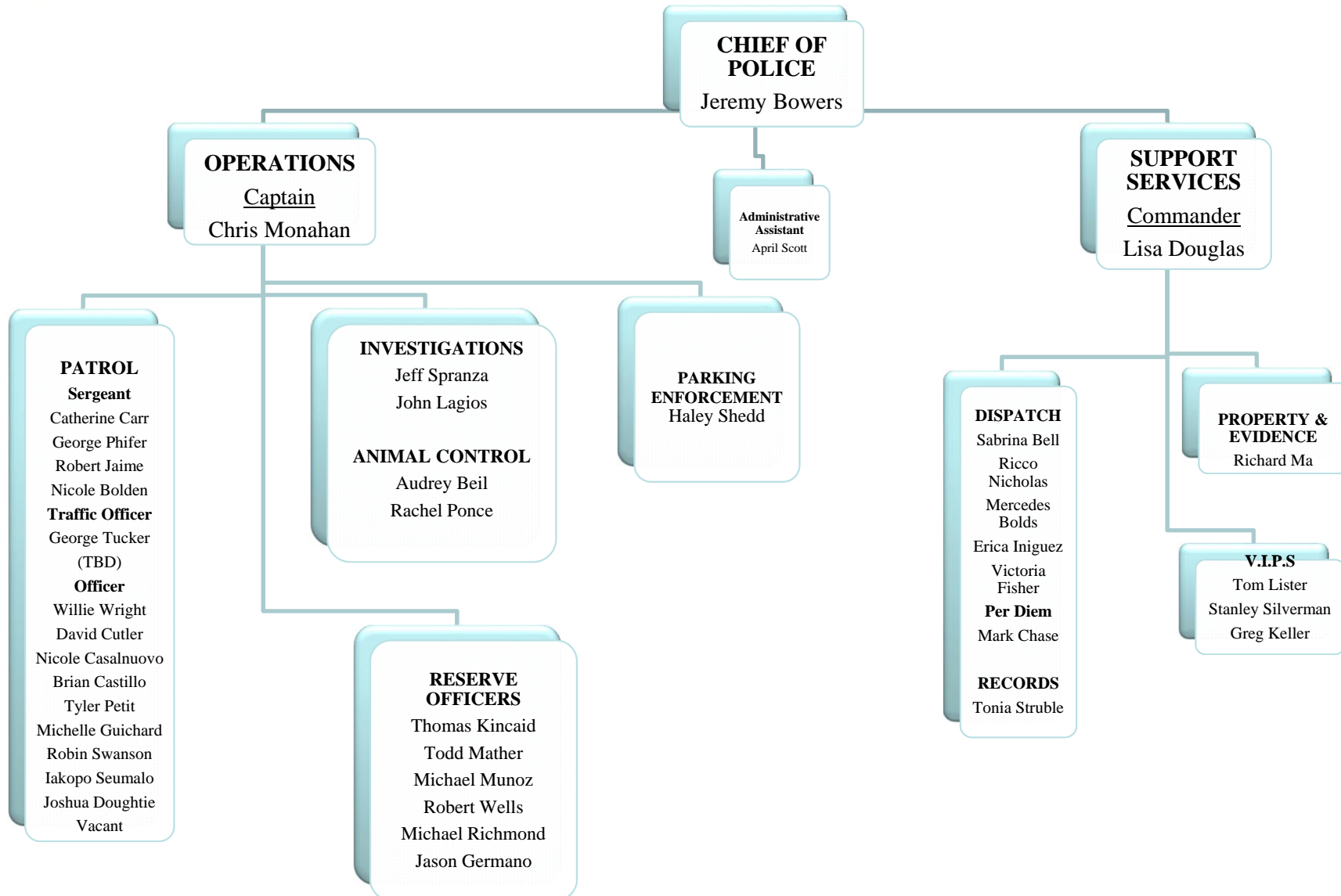
Police



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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; animal control; dog licenses; parking enforcement; training; administrative reviews; internal affairs; range; scheduling; payroll; peddlers/solicitors; contract services; crossing guards; press releases/public information officer duties ; 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; social media; 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.

	2015	2016	2017	2018
Total calls for service	12,881	14,648	12,182	11,446
Investigations generated	986	1,028	814	750
UCR Part 1 Incidents				
Homicide	0	0	0	0
Rape	5	5	8	1
Robbery	2	17	3	10
Assault	12	12	11	15
Burglary	51	65	60	47
Theft	116	108	97	123
Auto Theft	38	25	16	25
Arson	0	0	0	1
Total	224	232	195	222
Auto Collisions				
Fatal	0	0	0	0
Injury	5	10	6	12
Non-Injury	37	37	34	44
Hit & Run	35	31	19	34
Total	77	78	59	90
Arrests & Citations Issued				
Arrests	165	246	150	139
Criminal/ Vehicle	782	887	670	635
Vehicle Warnings	233	440	350	340
Parking Citations	1,401	1,427	374	611

Serious Offenses – The City of Piedmont experienced an increase in UCR Part 1 reported from 195 reported incidents in 2017 to 222 reported incidents in 2018. This increase was driven by an increase in robberies, thefts and auto thefts. Despite the increases, incidents of residential burglaries decreased from 60 reported incidents in 2017 to 47 reported incidents in 2018.

Traffic – The total number of collisions increased from 59 reports in 2017 to 90 in 2018. Injury collisions increased from 6 the previous year to 12 in 2018, and hit and runs increased from 19 in 2017 to 34 in 2018. There were no fatalities in 2018. The City has averaged 73 collisions a year for the four prior years to 2018.

2018 New Employees

(Full-time employee)

Officer Tyler Petit

Officer Iakopo Seumalo

Officer Michelle Guichard

Animal Control Officer Audrey Beil

Animal Control Officer Rachel Ponce

Records Specialist Tonia Struble

2018 Promotions

Sergeant Nicole Bolden

2018 Retirements

Sergeant Steven DeWarns

Officer Todd Mather

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POLICE
2019-20

	Approved Budget 18/19	Estimated Expenditures 18/19	Proposed Budget 19/20	Budget % Change
SALARIES	4,197,000	4,258,000	4,148,000	-1.2%
FRINGE BENEFITS	1,605,800	1,485,800	1,538,800	-4.2%
PERSONNEL EXPENSES	114,300	76,700	131,800	15.3%
SUPPLIES & SERVICES	712,625	683,984	745,288	4.6%
TOTAL	\$ 6,629,725	\$ 6,504,484	\$ 6,563,888	-1.0%

STAFF			
	<u>Employees</u>	<u>First Step</u>	<u>Last Step</u>
MANAGEMENT			
Police Chief	1	-	17,881
MID-MANAGEMENT			
Police Captain with 6% POST	1	12,842	15,605
Support Services Commander	1	-	12,112
	<u>2</u>		
POLICE			
Sergeant with POST Advanced + SD	1	-	13,131
Sergeant with POST Advanced + Supv Cert	2	-	12,862
Sergeant with POST Adv, Supv Cert + SD	1	-	13,377
Police Officer with POST Intermediate	2	8,405	10,144
Police Officer with POST Int + SD	2	8,741	10,549
Police Officer with POST Advanced	2	8,565	10,337
Police Officer with POST Advanced + SD	4	8,908	10,750
Detective with POST Advanced	1	8,965	10,820
Traffic Officer with POST Advanced	1	8,965	10,820
Traffic Officer with POST Intermediate	1	8,805	10,627
	<u>17</u>		
GENERAL - LOCAL 790			
Animal Control Officer w/ 2% EDU	2	4,672	5,677
Dispatcher with 2% POST & Shift Diff.	2	6,190	7,522
Dispatcher with 2% POST Certificate	3	5,952	7,233
Police Records Specialist	1	5,305	6,445
	<u>8</u>		
CONFIDENTIAL			
Administrative Assistant	1	5,375	6,536
Total	<u><u>29</u></u>		

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EXPENDITURES

City of Piedmont
Proposed 2019 - 20 Budget

Description	Account #	Approved 18/19	Estimated 18/19	Proposed 19/20	Budget % Change
Police					
Salaries					
Regular Salaries	408-010-001	3,659,000	3,720,000	3,594,000	-2%
Part Time Salaries	408-010-002	183,000	183,000	188,000	3%
Overtime Salaries	408-010-003	355,000	355,000	366,000	3%
Object Total	408-010	4,197,000	4,258,000	4,148,000	-1%
Health Insurance					
Medical Insurance	408-011-001	580,000	489,000	501,000	-14%
Dental Insurance	408-011-002	57,700	57,300	60,000	4%
Vision Plan	408-011-003	7,300	7,300	7,500	3%
Object Total	408-011	645,000	553,600	568,500	-12%
Retirement					
PERS: Normal Cost	408-012-001	739,800	707,900	587,500	-21%
PERS: UAL Payment	408-012-003	-	-	377,500	NA
PERS: Cost Share	408-012-004	-	-	(216,600)	NA
Object Total	408-012	739,800	707,900	748,400	1%
Other Benefits					
FICA	408-012-002	93,700	93,000	96,400	3%
Life Insurance	408-013-001	13,900	14,100	13,600	-2%
Disability Insurance	408-013-002	2,600	2,500	2,600	0%
Uniform Allowance	408-013-003	43,700	46,800	42,000	-4%
Medicare Insurance	408-013-005	61,200	62,000	60,400	-1%
Concern EAP Program	408-013-006	2,900	2,900	3,900	34%
Auto Allowance	408-031-002	3,000	3,000	3,000	0%
Object Total	408-013	221,000	224,300	221,900	0%
Personnel Expenses					
Memberships/conf/training	408-031-001	20,500	20,500	20,500	0%
P.O.S.T.	408-031-004	45,000	45,000	62,500	39%
Marijuana Training (BSCC Grant)	408-031-005	48,800	11,200	48,800	0%
Object Total	408-031	114,300	76,700	131,800	15%
Department Supplies					
Office Supplies	408-051-001	16,500	16,500	16,500	0%
Photographic Expense	408-051-002	1,500	1,500	0	-100%
Object Total	408-051	18,000	18,000	16,500	-8%
Telephone/Internet	408-052	185,200	160,000	185,200	0%
Equipment/Main/Gas/Oil					
Auto Expense	408-053-001	35,000	35,000	35,000	0%
Oil & Gasoline	408-053-002	37,450	37,450	37,450	0%
Object Total	408-053	72,450	72,450	72,450	0%

EXPENDITURES

City of Piedmont
Proposed 2019 - 20 Budget

		Approved	Estimated	Proposed	Budget
Description	Account #	18/19	18/19	19/20	% Change
Police					
Contract Services					
Jail Services/Crime Lab	408-054-001	25,000	25,000	25,000	0%
Animal Shelter	408-054-002	50,855	50,855	52,370	3%
CAL-ID Program	408-054-003	8,000	2,000	8,000	0%
Other Contract Services	408-054-005	232,820	232,979	254,068	9%
Object Total	408-054	316,675	310,834	339,438	7%
Other Expenses					
Police Reserves	408-056-002	2,500	2,500	2,500	0%
Crime Prevention	408-056-003	2,500	2,500	2,500	0%
Miscellaneous Expenses	408-056-008	43,500	43,500	43,500	0%
Tuition Reimbursement	408-056-009	4,800	7,200	7,200	50%
Object Total	408-056	53,300	55,700	55,700	5%
Information Services					
Software	408-060-002	67,000	67,000	76,000	13%
Object Total	408-060	67,000	67,000	76,000	13%
Total Police		6,629,725	6,504,484	6,563,888	-1%

POLICE

PERSONNEL EXPENSES

Memberships/Conferences/Training

101-0408-031-001

2018-19 Budgeted Amount	\$ 20,500
2018-19 12-Month Estimate	\$ 20,500
2019-20 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

2018-20 Budgeted Amount	\$ 3,000
2018-19 12-Month Estimate	\$ 3,000
2019-20 Proposed Amount	\$ 3,000

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

P.O.S.T

101-0408-031-004

2018-19 Budgeted Amount	\$ 45,000
2018-19 12-Month Estimate	\$ 45,000
2019-20 Proposed Amount	\$ 62,500

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. The increase in the 2019-20 proposed amount is largely due to the increase in training as a result the six new police officers, two new Animal Control Officers and to send the Captain to an upcoming Senior Management Institute for Policing (SMIP) session provided by the Police Executive Research Forum (PERF). 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

2018-19 Budgeted Amount	\$ 48,800
2018-19 12-Month Estimate	\$ 11,200
2019-20 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

2018-19 Budgeted Amount	\$ 16,500
2018-19 12-Month Estimate	\$ 16,500
2019-20 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.

TELEPHONE/INTERNET

101-0408-052-001

2018-19 Budgeted Amount	\$ 185,200
2018-19 12-Month Estimate	\$ 160,000
2019-20 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

2018-19 Budgeted Amount	\$ 35,000
2018-19 12-Month Estimate	\$ 35,000
2019-20 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

2018-19 Budgeted Amount	\$ 37,450
2018-19 12-Month Estimate	\$ 37,450
2019-20 Proposed Budget	\$ 37,450

The Department calculated the 2019-20 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

2018-19 Budgeted Amount	\$ 25,000
2018-19 12-Month Estimate	\$ 25,000
2019-20 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

2018-19 Budgeted Amount	\$ 50,855
2018-19 12-Month Estimate	\$ 50,855
2019-20 Proposed Budget	\$ 52,370

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. 2019-20 increase is due to higher percentage of live animals from Piedmont and Emeryville which were brought to the shelter, as well as estimated increased operating expenses of the animal shelter.

CAL-ID Program

101-0408-054-003

2018-19 Budgeted Amount	\$ 8,000
2018-19 12-Month Estimate	\$ 2,000
2019-20 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

2018-19 Budgeted Amount	\$ 232,820
2018-19 12-Month Estimate	\$ 232,979
2019-20 Proposed Budget	\$ 254,068

This account contains the following contracts:

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

Neology/ PIPS - 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. \$115,600 due to salary increase from \$20.06 to \$22.30.

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 and for the speed trailer purchased in 2018-19.

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. \$10,000 estimate from Lisa. We're added the admin cite fees to this. Animal Control citation.

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.

Hewlett Packard - Server for the county message switch.

Leads Online - Investigative search tool utilized by the Department's Investigative Unit.

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

Net Motion - Maintenance for the Department's VPN

Odin Systems, Neology, PIPS - 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>2018-19 Budgeted</u>	<u>2018-19 Estimated</u>	<u>2019-20 Proposed</u>
2FA	\$ 350	\$ 350	\$ 570
3M Technology	\$ 1,600	\$ 1,600	\$ 4,800
Aladtec	\$ 2,495	\$ 2,495	\$ 2,850
All City Management Services	\$ 97,500	\$ 97,500	\$ 115,600
All Traffic Solutions	\$ 0	\$ 500	\$ 4,250
Capture (OpenEye/Varent Audio log)	\$ 4,340	\$ 4,340	\$ 1,900
CopWare	\$ 600	\$ 600	\$ 600
Calico	\$ 1,800	\$ 1,800	\$ 1,800
Critical Reach	\$ 300	\$ 300	\$ 300
Data Ticket	\$ 9,000	\$ 9,000	\$ 9,000
East Bay Regional Communication Systems Authority (EBRCSA)	\$ 25,000	\$ 25,200	\$ 27,500
Evidence.Com	\$ 23,500	\$ 22,730	\$ 17,593
Forensic Logic	\$ 1,800	\$ 1,800	\$ 1,800
Hewlett Packard	\$ 1,000	\$ 1,000	\$ 1,200
Leads Online	\$ 1,785	\$ 1,785	\$ 1,785
Lexipol	\$ 5,800	\$ 6,529	\$ 6,820
Net Motion	\$ 2,000	\$ 2,000	\$ 2,250
Odin Systems/Neology/PIPS	\$ 52,000	\$ 52,000	\$ 52,000
Public Engines	\$ 700	\$ 700	\$ 700
Training Innovations	<u>\$ 750</u>	<u>\$ 750</u>	<u>\$ 750</u>
Total	\$ 232,820	\$ 232,979	\$ 254,068

OTHER EXPENSE

Police Reserves

101-0408-056-002

2018-19 Budgeted Amount	\$ 2,500
2018-19 12-Month Estimate	\$ 2,500
2019-20 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.

Crime Prevention

101-0408-056-003

2018-19 Budgeted Amount	\$ 2,500
2018-19 12-Month Estimate	\$ 2,500
2019-20 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

2018-19 Budgeted Amount	\$ 43,500
2018-19 12-Month Estimate	\$ 43,500
2019-20 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

2018-19 Budgeted Amount	\$ 4,800
2018-19 12-Month Estimate	\$ 7,200
2019-20 Proposed Amount	\$ 7,200

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

INFORMATION SERVICES

Software/Hardware

101-0408-060-002

2018-19 Budget Amount	\$ 67,000
2018-19 12-Month Estimate	\$ 67,000
2019-20 Proposed Amount	\$ 76,000

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

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Fire



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Fire Department Organizational Structure



Fire Department Roster



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: The fire department is structured to allow rapid extinguishment of fires and potential rescues, while complying with regulations for crew accountability and safety. In addition to fire suppression, the department is equipped to handle a variety of emergencies such as: wildfires, vehicle collisions, rescues, flooding, etc. Our emergency fleet and staff are capable of various missions with a broad inventory of equipment.

Emergency Medical Services: The Piedmont Fire Department is one of the few fire departments in the state which staffs a paramedic ambulance. This exceptional public service is further enhanced with paramedics responding on additional emergency apparatus. The Fire Department strives to provide the highest level of emergency care in the most cost effective manner possible.

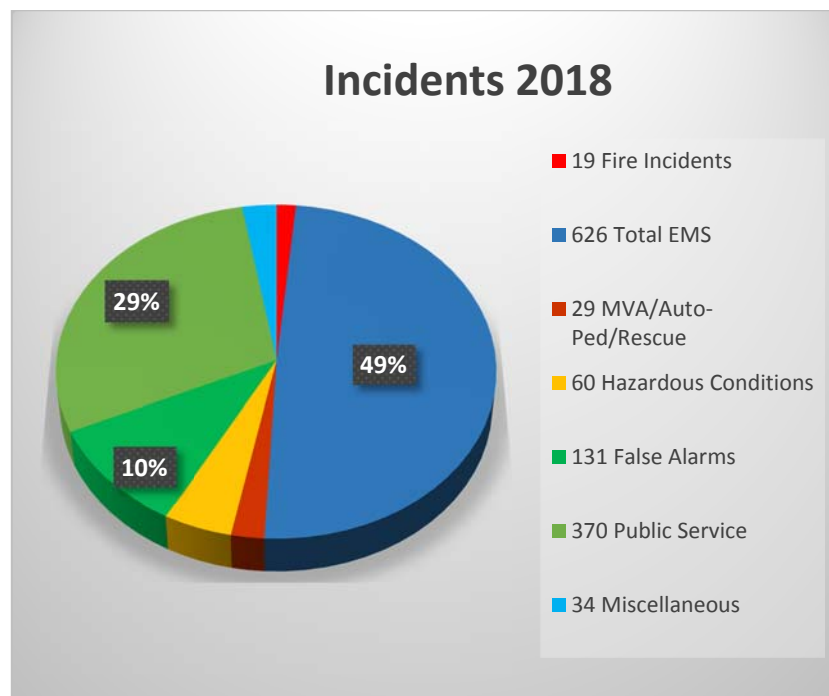
Fire Prevention: The Piedmont Fire Prevention Bureau has the responsibility to investigate all fires for cause and origin. The Bureau enforces minimum standards to safeguard life, health, property, and public welfare. The Fire Prevention Bureau provides the best customer service to the community by providing public education, plan review, fire investigation, and code enforcement.

Training: Fire Department personnel conduct training 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. 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.

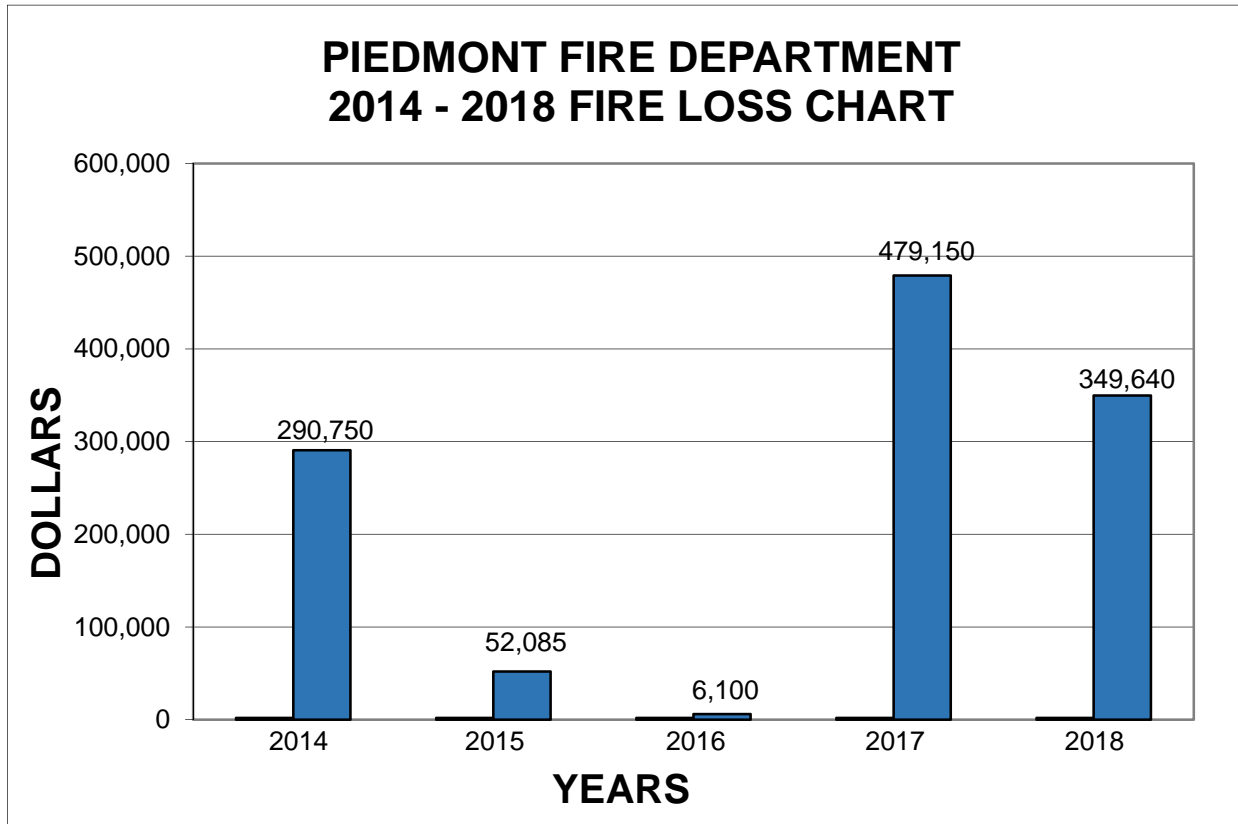
2018 Run Report

- 19 Fire Related Incidents
- 626* Emergency Medical (*472 were transported)
- 29 Motor Vehicle Accidents/Automobile versus Pedestrian/Rescue
- 60 Hazardous Conditions (HazMat, Spill, Investigation, etc.)
- 131 False Alarms & False Calls
- 370 Good Intent/Public Service
- 34 Miscellaneous
- 1269 Total Calls for Service**



<u>Mutual Aid</u>	<u>Given</u>	<u>Received</u>
<i>Alameda</i>	37	0
<i>Albany</i>	10	2
<i>Berkeley</i>	10	9
<i>Oakland</i>	0	1
<i>Paramedics +</i>	183	3
<i>OES</i>	7	0

*Call distribution is comparable to previous years.



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<h2 style="margin: 0;">FIRE & PARAMEDIC</h2> <h3 style="margin: 0;">2019-20</h3>
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BUDGET SUMMARY FOR FIRE (INCLUDING PARAMEDIC)

	Approved Budget 18/19	Estimated Expenditures 18/19	Proposed Budget 19/20	Budget % Change
SALARIES	\$ 4,038,000	\$ 4,104,000	\$ 4,183,000	3.6%
FRINGE BENEFITS	\$ 1,768,100	\$ 1,640,100	\$ 1,893,800	7.1%
PERSONNEL EXPENSES	\$ 57,000	\$ 57,000	\$ 57,000	0.0%
SUPPLIES & SERVICES	\$ 369,750	\$ 387,250	\$ 551,000	49.0%
TOTAL	\$ 6,232,850	\$ 6,188,350	\$ 6,684,800	7.3%

STAFF			
	<u>Employees</u>	<u>First Step</u>	<u>Last Step</u>
MANAGEMENT			
Fire Chief	1	-	16,580
MID-MANAGEMENT			
Fire Captain w/5% Fire Officer & Paramedic	1	11,042	13,417
Fire Captain w/ 10% Chief Officer	1	11,143	13,539
Fire Captain w/Chief Officer & Paramedic	1	12,359	15,016
	<u>3</u>		
FIRE FIGHTERS			
Lieutenant with 5% FOC	1	-	11,024
Lieutenant with FO & Paramedic	2	-	12,283
Firefighter	3	7,993	9,180
Firefighter with 5% FOC	1	8,392	9,639
Firefighter with 12% Paramedic	7	8,952	10,282
Firefighter with FO & Paramedic	4	9,352	10,741
Engineer with 5% FOC	2	8,812	10,121
Engineer with 5% FOC & Paramedic	1	9,819	11,278
	<u>21</u>		
CONFIDENTIAL			
Fiscal Services Technician w/ 2% EDU	0.4	5,984	7,271
Total	<u><u>25.4</u></u>		

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EXPENDITURES

City of Piedmont
Proposed 2019 - 20 Budget

Description	Account #	Approved 18/19	Estimated 18/19	Proposed 19/20	Budget % Change
Fire					
Salaries					
Regular Salaries	411-010-001	3,364,000	2,854,000	3,482,000	4%
Part Time Salaries	411-010-002	35,000	35,000	35,000	0%
Overtime Salaries: General	411-010-003	320,000	900,000	330,000	3%
Object Total	411-010	3,719,000	3,789,000	3,847,000	3%
Health Insurance					
Medical Insurance	411-011-001	536,000	459,000	523,000	-2%
Dental Insurance	411-011-002	53,800	52,100	55,100	2%
Vision Plan	411-011-003	5,800	5,800	6,100	5%
Object Total	411-011	595,600	516,900	584,200	-2%
Retirement					
PERS: Normal Cost	411-012-001	934,500	892,300	736,000	-21%
PERS: UAL Payment	411-012-003	-	-	784,400	NA
PERS: Cost Share	411-012-004	-	-	(464,700)	NA
Object Total	411-012	934,500	892,300	1,055,700	13%
Other Benefits					
FICA	411-012-002	4,400	4,400	4,500	2%
Life Insurance	411-013-001	12,100	12,100	12,600	4%
Disability Insurance	411-013-002	2,200	2,200	1,800	-18%
Uniform Allowance	411-013-003	27,900	30,200	30,400	9%
Medicare Insurance	411-013-005	54,200	54,000	56,000	3%
Concern EAP Program	411-013-006	2,300	2,300	3,300	43%
Object Total	411-013	103,100	105,200	108,600	5%
Personnel Expenses	411-031	40,000	40,000	40,000	0%
Department Supplies					
Office Supplies	411-051-001	5,150	5,150	5,150	0%
Fire Equipment and Supplies	411-051-002	43,000	43,000	43,000	0%
Clothing/Boots	411-051-003	40,000	40,000	40,000	0%
Object Total	411-051	88,150	88,150	88,150	0%
Radio & Telephone	411-052-003	6,500	6,500	20,000	208%
Equipment Main/Gas/Oil					
Vehicle Maintenance	411-053-001	50,000	50,000	50,000	0%
Oil & Gasoline	411-053-002	12,500	12,500	15,000	20%
Object Total	411-053	62,500	62,500	65,000	4%
Contract Services	411-054	38,000	38,000	95,000	150%
Building Maintenance	411-055-001	15,000	15,000	15,000	0%

EXPENDITURES

City of Piedmont
Proposed 2019 - 20 Budget

		Approved	Estimated	Proposed	Budget
Description	Account #	18/19	18/19	19/20	% Change
Fire					
Other Expense					
Emergency Preparedness	411-056-003	10,000	10,000	40,000	300%
Fire Prevention	411-056-004	9,500	9,500	12,000	26%
Public Safety Committee	411-056-005	1,500	1,500	1,500	0%
Object Total	411-056	21,000	21,000	53,500	155%
Information Services					
Software	411-060-002	40,000	40,000	40,000	0%
Object Total	411-060	40,000	40,000	40,000	0%
Total: Fire		5,663,350	5,614,550	6,012,150	6%

FIRE

SUPPLEMENTARY REQUEST

Dispatch Proposal

Several accounts have been increased to account for contract dispatch services to be provided by a third party. This will increase our ability to meet industry standards (NFPA 1061, 1221 and 1710). This enhancement will also increase our capability to manage a significant fire, expedite the request of additional agencies, maintain crew accountability, and implement a Tactical Interoperable Communication Plan. The end user, (citizens), may also realize a financial enhancement for dispatch improvements that would positively impact our ISO score. The projected cost of the project is estimated at \$85,000 per year with some initial startup costs.

MEMBERSHIP & MEETINGS

Memberships, Conferences & Training

101-411-031-001

2018-19 Budgeted Amount	\$ 40,000
2018-19 12-Month Estimate	\$ 40,000
2019-20 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. Examples are: 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. For the remainder of this year and next year we will address health and wellness training plus specific topics provided by outside contractors.

DEPARTMENTAL SUPPLIES

Office Supplies

101-411-051-001

2018-19 Budgeted Amount	\$ 5,150
2018-19 12-Month Estimate	\$ 5,150
2019-20 Proposed Amount	\$ 5,150

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

Fire Equipment and Supplies

101-411-051-002

2018-19 Budgeted Amount	\$ 43,000
2018-19 12-Month Estimate	\$ 43,000
2019-20 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. Next year's expenditures will be used to increase the depth of inventory for each vehicle and to outfit the new fire engine to meet ISO and NFPA standards.

Clothing/Boots

101-411-051-003

2018-19 Budgeted Amount	\$ 40,000
2018-19 12-Month Estimate	\$ 40,000
2019-20 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.

UTILITIES / TELEPHONE / RADIO

Radios & Telephone

101-411-052-003

2018-19 Budgeted Amount	\$ 6,500
2018-19 12-Month Estimate	\$ 6,500
2019-20 Proposed Amount	\$ 20,000

This account funds maintenance, repairs, annual re-programming, and access fees for department owned radio equipment. Additional funds are requested this year for radio purchases to increase necessary inventory and the addition of hardware for the third-party dispatch services.

EQUIPMENT MAINTENANCE / GAS / OIL

Vehicle Maintenance

101-411-053-001

2018-19 Budgeted Amount	\$ 50,000
2018-19 12-Month Estimate	\$ 50,000
2019-20 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, and reserve staff vehicle.

Fuel, Gasoline, Diesel & Oil

101-411-053-002

2018-19 Budgeted Amount	\$ 12,500
2018-19 12-Month Estimate	\$ 12,500
2019-20 Proposed Amount	\$ 15,000

Diesel, DEF, gasoline and lubrication products for the Department's vehicles (ambulances not included) and the City Hall generator. Increase due to anticipated increase in fuel costs.

CONTRACT SERVICES

101-411-054-001

2018-19 Budgeted Amount	\$ 38,000
2018-19 12-Month Estimate	\$ 38,000
2019-20 Proposed Amount	\$ 95,000

This account funds our laundry services, overhead door maintenance, injury/illness prevention, fitness training, servicing exercise equipment, servicing and certifying fire extinguishers, fire hose testing, 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. Additional funds for FY2019-20 are requested for dispatch service by provider yet to be determined by RFP.

BUILDING / GROUNDS MAINTENANCE

Building Maintenance **101-411-055-001**

2018-19 Budgeted Amount	\$ 15,000
2018-19 12-Month Estimate	\$ 15,000
2019-20 Proposed Amount	\$ 15,000

The Fire 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, gym, and storage areas.

OTHER EXPENSES

Emergency Preparedness **101-411-056-003**

2018-19 Budgeted Amount	\$ 10,000
2018-19 12-Month Estimate	\$ 10,000
2019-20 Proposed Amount	\$ 40,000

This account funds emergency preparedness supplies, equipment, repairs and maintenance of the City's disaster containers, and the Emergency Operations Center. For FY2019-20 we are requesting an increase to enhance inventory of disaster related supplies along with some EOC upgrades for ICS work stations.

Fire Prevention **101-411-056-004**

2018-19 Budgeted Amount	\$ 9,500
2018-19 12-Month Estimate	\$ 9,500
2019-20 Proposed Amount	\$ 12,000

This account funds fire prevention publications, annual fire inspection forms and supplies, annual subscriptions to the California Fire Code, National Fire Protection Association and the Uniform Building Code. Other expenditures include equipment for community risk reduction related programs such as helmets, protective equipment and youth safety training.

Public Safety Committee **101-411-056-005**

2018-19 Budgeted Amount	\$ 1,500
2018-19 12-Month Estimate	\$ 1,500
2019-20 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

Software **101-411-060-002**

2018-19 Budgeted Amount	\$ 40,000
2018-19 12-Month Estimate	\$ 40,000
2019-20 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.

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EXPENDITURES

City of Piedmont
Proposed 2019 - 20 Budget

Description	Account #	Approved 18/19	Estimated 18/19	Proposed 19/20	Budget % Change
Fire: Paramedics					
Salaries					
Regular Salaries	412-010-001	276,000	237,000	292,000	6%
Overtime Salaries: General	412-010-003	43,000	78,000	44,000	2%
Object Total	412-010	319,000	315,000	336,000	5%
Health Insurance					
Medical Insurance	412-011-001	43,000	37,000	42,000	-2%
Dental Insurance	412-011-002	4,300	4,200	4,400	2%
Vision Plan	412-011-003	500	500	500	0%
Object Total	412-011	47,800	41,700	46,900	-2%
Retirement					
PERS: Normal Cost	412-012-001	78,700	75,500	62,000	-21%
PERS: UAL Payment	412-012-003	-	-	68,000	NA
PERS: Cost Share	412-012-004	-	-	(40,400)	NA
Object Total	412-012	78,700	75,500	89,600	14%
Other Benefits					
Life Insurance	412-013-001	1,100	1,100	1,100	0%
Disability Insurance	412-013-002	100	100	100	0%
Uniform Allowance	412-013-003	2,200	2,400	2,400	9%
Medicare Insurance	412-013-005	4,700	4,700	4,900	4%
Concern EAP Program	412-013-006	300	200	300	0%
Object Total	412-013	8,400	8,500	8,800	5%
Personnel Expenses	412-031	17,000	17,000	17,000	0%
Department Supplies					
Medical Supplies	412-051-001	45,000	45,000	45,000	0%
Equipment Main/Gas/Oil					
Ambulance Maintenance	412-053-001	10,000	11,000	10,000	0%
Oil & Gasoline	412-053-002	8,000	12,000	14,000	75%
Object Total	412-053	18,000	23,000	24,000	33%
Contract Services					
Contract Services	412-054-001	27,500	40,000	72,500	164%
Medical Radio Rental	412-054-002	3,250	3,250	10,000	208%
Object Total	412-054	30,750	43,250	82,500	168%
Other Expense					
Special Equipment	412-056-001	2,850	2,850	12,850	351%
Back-up Transportation	412-056-002	2,000	2,000	10,000	400%
Object Total	412-056	4,850	4,850	22,850	371%
Total: Paramedics		569,500	573,800	672,650	18%
TOTAL: Fire/Paramedics		6,232,850	6,188,350	6,684,800	7%

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PARAMEDIC

FIRE DEPARTMENT / PARAMEDIC PROGRAM

Medical Training **101-412-031-002**

2018-19 Budgeted Amount	\$ 17,000
2018-19 12-Month Estimate	\$ 17,000
2019-20 Proposed Amount	\$ 17,000

This account funds continuing education and re-certification for the Department's Emergency Medical Technicians and Paramedics. This account also funds State mandated, specialized training in the following areas: cardiac emergencies, trauma, communicable diseases, plus pediatric and geriatric medical emergencies.

DEPARTMENTAL SUPPLIES

Medical Supplies **101-412-051-001**

2018-19 Budgeted Amount	\$ 45,000
2018-19 12-Month Estimate	\$ 45,000
2019-20 Proposed Amount	\$ 45,000

This account funds disposable items used in patient treatment. 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**

2018-19 Budgeted Amount	\$ 10,000
2018-19 12-Month Estimate	\$ 11,000
2019-20 Proposed Amount	\$ 10,000

Overage was due to hardware installation of radios, gurney and specialized equipment for the new ambulance and can be covered by account # 412-056-001. Annual maintenance and periodic repairs for the Department's two ambulances are typical expenditures for this account.

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

2018-19 Budgeted Amount	\$ 8,000
2018-19 12-Month Estimate	\$ 12,000
2019-20 Proposed Amount	\$ 14,000

Overage is due to increased fuel costs. The Department's two ambulances are funded through this account. This expenditure is based on interdepartmental aggregate of fuel costs. Increase for next year is based on probability of increased city-wide fuel usage and fuel costs.

CONTRACT SERVICES

Medical Contract Services

101-412-054-001

2018-19 Budgeted Amount	\$ 27,500
2018-19 12-Month Estimate	\$ 40,000
2019-20 Proposed Amount	\$ 72,500

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, LUCAS Device service, cardiac monitor calibration and service. Additional funds are requested to purchase 4 year service contracts for LUCAS Devices and Cardiac Monitors. These services were previously provided by the County EMS transport provider. Maintenance and repairs are not covered by new the provider starting 7/1/19. Recent legislation imposed a fee of \$25.23 per medical transport. Our projected volume is 500 transports per year, resulting in approximately \$12,000 Fire will owe the state.

Medical Radio Rental

101-412-054-002

2018-19 Budgeted Amount	\$ 3,250
2018-19 12-Month Estimate	\$ 3,250
2019-20 Proposed Amount	\$ 10,000

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. Proposed increase is due to associated radio support costs when we transition to third-party dispatch center.

OTHER EXPENSES

Special Equipment

101-412-056-001

2018-19 Budgeted Amount	\$ 2,850
2018-19 12-Month Estimate	\$ 2,850
2019-20 Proposed Amount	\$ 12,850

This account funds specialized medical equipment. The Department's equipment is evaluated regularly to determine if replacement is required. Additional funds are being requested to purchase additional digital tablets that were previously provided by the County EMS transport provider.

Back-up Transportation

101-412-056-002

2018-19 Budgeted Amount	\$ 2,000
2018-19 12-Month Estimate	\$ 2,000
2019-20 Proposed Amount	\$ 10,000

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. Additional funding is due to increased transport fees for outside agencies for standard call types and anticipated 5150 transport costs by third party provider.

Facility Maintenance Fund

Replace Fire Department Emergency Alert System

This project is funded from the previous year's budget (2018-19). Status: This project is still active. Piedmont Fire is pursuing an opportunity to piggy-back onto a similar project with Oakland Fire Department at a significant cost savings. This may result in the project extending into next FY.

Proposed Amount \$125,000

Funds proposed for this expense will be utilized as described. Other local fire agencies are installing a similar system on a larger scale, which is decreasing the costs for the project. Staff is currently exploring opportunities to piggyback on their purchase agreement realizing a significant savings. Installation and invoicing may not occur prior to July 1, 2019, requiring carry-over to FY2019-20.

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 qualified 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 dispatch reliability. 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.

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Non-Departmental



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**Proposed General Fund Non Departmental Budget
Fiscal Year 2019-20**

GENERAL FUND NON DEPARTMENTAL

	Budget 18/19	Estimated Expenditures 18/19	Proposed Budget 19/20	Budget % Change
NON DEPARTMENTAL	<u>\$ 2,394,471</u>	<u>\$ 2,460,471</u>	<u>\$ 2,616,671</u>	<u>9.3%</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	670,000	736,000	650,000	-3.0%
Liability Insurance	690,000	690,000	805,000	16.7%
Pension Rate Stabilization	-	-	-	NA
Retiree Medical	554,000	554,000	700,000	26.4%
OPEB Trust	110,000	110,000	91,200	-17.1%
TOTAL NON DEPARTMENTAL	<u>\$ 2,394,471</u>	<u>\$ 2,460,471</u>	<u>\$2,616,671</u>	<u>9.3%</u>

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Other Funds



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TABLE OF CONTENTS

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.

Fund	Page
Abandoned Vehicle	10-1
Athletic Facility Preservation	10-2
COPS	10-3
Gas Tax	10-4
Measure B	10-5
Measure BB	10-6
Measure D	10-7
Measure F	10-8
Sidewalk Repair	10-9
Urban County CDBG	10-10
Traffic Safety Fund	10-11
Private Contribution Fund	10-12

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.

Fund	Page
Capital Improvement Projects	10-13
Equipment Replacement	10-14
Facility Maintenance	10-23

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

Fund	Page
2014 Taxable Pension Obligation	10-28

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

Fund	Page
Sewer	10-29

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.

Fund	Page
Liability Insurance	10-34
Workers Compensation	10-35

APPROPRIATIONS – The Fiscal Year 2016-17 Appropriation adjustments approved by City Council.

Summary	Page
Appropriations	10-36

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ABANDONED VEHICLE FUND

<u>2019-20 Proposed Budget</u>	<u>2019-20 Proposed</u>
Estimated Fund Balance, July 1, 2019	\$ 28,014
Proposed Revenue 2019-20 Vehicle Registration Fee	4,500
Proposed Transfers 2019-20 Transfer-Out	<u>0</u>
Estimated Fund Balance, June 30, 2020	<u><u>\$ 32,514</u></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>2019-20 Proposed Budget</u>	<u>2019-20 Proposed</u>
Estimated Fund Balance, July 1, 2019	\$ 160,095
Proposed Revenue 2019-20	
Participant Fees	68,000
Proposed Expenditures 2019-20 (a)	<u>(40,000)</u>
Estimated Fund Balance, June 30, 2020	<u>\$ 188,095</u>
<u>(a) Proposed Expenditures 2019-20 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>2019-20 Proposed Budget</u>	<u>2019-20 Proposed</u>
Estimated Fund Balance, July 1, 2019	\$ 378,134
Proposed Revenue 2019-20	145,000
Proposed Expenditures 2019-20 (a)	(481,750)
Proposed Transfers 2019-20 Transfer-Out	<u>0</u>
Estimated Fund Balance, June 30, 2020	<u><u>\$ 41,384</u></u>
<u>(a) Proposed Expenditures 2019-20 Detail</u>	
Overtime Salaries	\$ 83,250
Police Training	
Police Safety Gear	2,000
Police Field Supplies	1,500
Other Equipment & Services	100,000
Facility Updates	110,000
Crime Prevention	15,000
Technology/Software	<u>170,000</u>
Total Proposed Expenditures	<u><u>\$ 481,750</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>2019-20 Proposed Budget</u>	<u>2019-20 Proposed</u>
Estimated Fund Balance, July 1, 2019	\$ 23,931
Proposed Revenue 2019-20	
State Gas Tax Funds	288,800
Added SB1 RMRP	187,300
Total Proposed Revenue 2019-20	<u>476,100</u>
Proposed Transfers 2019-20	
Transfer-Out: Sidewalk Repair	<u>(100,000)</u>
Proposed Expenditures 2019-20 (a)	<u>(390,000)</u>
Estimated Fund Balance, June 30, 2020	<u>\$ 10,031</u>
<u>(a) Proposed Expenditures 2019-20 Detail</u>	
Street Resurfacing	\$ 390,000

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>2019-20 Proposed Budget</u>	<u>2019-20 Proposed</u>
Estimated Fund Balance, July 1, 2019	\$ 7,978
Proposed Revenue 2019-20	475,200
Proposed Expenditures 2019-20 (a)	<u>(460,000)</u>
Estimated Fund Balance, June 30, 2020	<u>\$ 23,178</u>
 <u>(a) Proposed Expenditures 2019-20 Detail</u>	
Street Resurfacing	323,200
Bicycle & Pedestrian Projects	36,800
Sidewalk/Curbs/Gutters	<u>100,000</u>
Total Proposed Expenditures	<u>\$ 460,000</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>2019-20 Proposed Budget</u>	<u>2019-20 Proposed</u>
Estimated Fund Balance, July 1, 2019	\$ 24,380
Proposed Revenue 2019-20	435,200
Proposed Expenditures 2019-20 (a)	<u>(425,000)</u>
Estimated Fund Balance, June 30, 2020	<u><u>\$ 34,580</u></u>

(a) Proposed Expenditures 2019-20 Detail

Street Resurfacing	\$ 425,000
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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>2019-20 Proposed Budget</u>	<u>2019-20 Proposed</u>
Estimated Fund Balance, July 1, 2019	\$ 55,634
Proposed Revenue 2019-20	43,000
Proposed Transfers 2019-20	
Transfer-Out: General Fund	(17,000)
Proposed Expenditures 2019-20 (a)	<u>(40,000)</u>
Estimated Fund Balance, June 30, 2020	<u>\$ 41,634</u>
 <u>(a) Proposed Expenditures 2019-20 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>2019-20 Proposed Budget</u>	<u>2019-20 Proposed</u>
Estimated Fund Balance, July 1, 2019	\$ 8,281
Proposed Revenue 2019-20	47,500
Proposed Expenditures 2019-20 (a)	<u>(45,000)</u>
Estimated Fund Balance, June 30, 2020	<u>\$ 10,781</u>
<u>(a) Proposed Expenditures 2019-20 Detail</u>	
Street Resurfacing	<u>\$ 45,000</u>
Total Proposed Expenditures	<u>45,000</u>

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

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

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SIDEWALK REPAIR FUND

<u>2019-20 Proposed Budget</u>	<u>2019-20 Proposed</u>
Estimated Fund Balance, July 1, 2019	\$22,296
Proposed Revenue 2019-20 Sidewalk Reimbursement Program	3,000
Transfer-In: Gas Tax Fund	<u>100,000</u>
Proposed Expenditures 2018-19	<u>(110,000)</u>
Estimated Fund Balance, June 30, 2020	<u><u>\$15,296</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>2019-20 Proposed Budget</u>	<u>Budget 2019-20 Proposed</u>
Estimated Fund Balance, July 1, 2019	\$ 17,715
Proposed Revenue 2019-20	42,000
Proposed Expenditures 2018-19	<u>(42,000)</u>
Estimated Fund Balance, June 30, 2020	<u><u>\$ 17,715</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 2019-2020 will be used for the Oakland Avenue Pedestrian Improvements and Curb Cuts Citywide.

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TRAFFIC SAFETY FUND

<u>2019-20 Proposed Budget</u>	<u>2019-20 Proposed</u>
Estimated Fund Balance, July 1, 2019	\$ 11,077
Proposed Revenue 2019-20 Fees & Fines	20,000
Proposed Transfers 2019-20 Transfer-Out: General Fund	<u>(20,000)</u>
Estimated Fund Balance, June 30, 2020	<u>\$ 11,077</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>2019-20 Proposed Budget</u>	<u>2019-20 Proposed</u>
Estimated Fund Balance, July 1, 2019	\$ 1,264,545
Proposed Revenue 2019-20	25,000
Proposed Transfers 2019-20 Transfer-Out	<u>(5,000)</u>
Estimated Fund Balance, June 30, 2020	<u><u>\$ 1,284,545</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>2019-20 Proposed Budget</u>	<u>2019-20 Proposed</u>
Estimated Fund Balance, July 1, 2019	\$ 28,897
Proposed Transfers 2019-20	-
Proposed Expenditures 2019-20 (a)	<u>(3,055)</u>
Estimated Fund Balance, June 30, 2020	<u>\$ 25,842</u>

(a) Proposed Expenditures 2019-20 Detail

(1)

Projects	2018-19 Budget	2018-19 Estimate	2018-19 Carry Forward	2019-20 New Projects	Total 2019-20 Expenditures
Linda Beach Playfield Master Plan 127-0434-002-000	28,175	25,120	3,055	-	3,055
	<u>\$ 28,175</u>	<u>\$ 25,120</u>	<u>\$ 3,055</u>	<u>\$ -</u>	<u>\$ 3,055</u>

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EQUIPMENT REPLACEMENT FUND

<u>2019-20 Proposed Budget</u>	<u>2019-20 Proposed</u>
Estimated Fund Balance, July 1, 2019	\$ 2,757,442
Proposed Revenue 2019-20	
Interest	54,000
Proposed Transfers 2019-20	
General Fund	400,000
Abandoned Vehicle	
Total Proposed Transfers	<u>400,000</u>
Total Revenue & Transfers	<u>454,000</u>
Proposed Expenditures 2019-20 (a)	<u>(1,579,500)</u>
Estimated Fund Balance, June 30, 2020	<u><u>\$ 1,631,942</u></u>
<u>Fund Balance Detail</u>	
Estimated Fund Balance, June 30, 2020	\$ 1,631,942
Restricted for Loan to Sewer Fund *	<u>(600,000)</u>
Non Restricted Estimated Fund Balance	<u><u>\$ 1,031,942</u></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.

Description	\$ Amount
<u>Administration:</u>	
Station Renovation (KCOM)	\$ 250,000
<u>Public Works:</u>	
Pickup Truck	65,000
Stereet Sweeper	300,000
<u>Recreation:</u>	
Automobile: Van	34,000
<u>Police:</u>	
Motorcycle	35,000
Automated License Plate Readers	60,000
<u>Fire:</u>	
Cardiac EKG Monitor	40,000
<u>IT:</u>	
Applications & Systems	567,500
Infrastructure & Operations	155,000
Hardware	73,000
Total Proposed Expenditures	\$ 1,579,500

3 / 5 Year funding per expenditure						
Use 5 years for items over \$200K						
EQUIPMENT REPLACEMENT FUND ACTIVITY						
	Fiscal	Begin	Planned			End
	Year	Balance	Funding	Interest	Expenditures	Balance
17/18	17/18	\$ 3,937,414	\$ 517,193		\$ (651,165)	\$ 3,803,442
18/19	18/19	3,803,442	400,000	54,000	(1,500,000)	2,757,442
19/20	19/20	2,757,442	400,000	54,000	(1,579,500)	1,631,942
20/21	20/21	1,631,942	400,000	40,799	(829,800)	1,242,941
21/22	21/22	1,242,941	892,497	31,074	(985,914)	1,180,597
22/23	22/23	1,180,597	767,059	29,515	(721,142)	1,256,029
23/24	23/24	1,256,029	559,802	31,401	(928,385)	918,846
24/25	24/25	918,846	519,559	22,971	(735,643)	725,734
25/26	25/26	725,734	596,332	18,143	(340,916)	999,294
26/27	26/27	999,294	670,454	24,982	(394,204)	1,300,527
27/28	27/28	1,300,527	1,062,925	32,513	(637,508)	1,758,456
28/29	28/29	1,758,456	945,078	43,961	(776,828)	1,970,668
29/30	29/30	1,970,668	833,248	49,267	(1,233,165)	1,620,018
30/31	30/31	1,620,018	811,101	40,500	(212,518)	2,259,102
31/32	31/32	2,259,102	845,305	56,478	(1,869,888)	1,290,996
32/33	32/33	1,290,996	908,193	32,275	(510,276)	1,721,187
Total	Total	\$ 3,937,414	\$ 11,128,748	\$ 561,879	\$ (13,906,853)	\$ 1,721,187

	Acquired	Life	Replace	18/19	19/20	20/21	21/22	22/23	23/24
Administration									
Copy Machine (Finance)	2015	10	2025						
Copy Machine (Administration)	2013	10	2023					15,000	
Misc.	Vary								
Total Administration				0	0	0	0	15,000	0
KCOM									
Video Equipment Upgrade	2006	11	2017			50,000			
Video Server	2018	6	2024	15,000					
Station Renovation	2009	10	2019		250,000				
Total KCOM				15,000	250,000	50,000	0	0	0
Public Works									
Pickup Truck - Dodge 1500 (#20)	2017	12	2029						
Pickup Truck - RAM 2500 (#21)	2006	12	2018		65,000				
Pickup Truck - GMC Sierra w\lift gate (#22)	2003	15	n/a						
Pickup Truck - RAM 2500 (#23)	2006	12	2018	60,000					
Flatbed Pickup - GMC Sierra 3500 (#24)	2003	15	2018						
Pickup Truck - FORD F-350 (#25)	2015	12	2027						
Pickup Truck - FORD F-450 (#26)	2013	10	2023					50,000	
Pickup Truck - RAM 2500 (2018) w\ Trailer	2018	10	2028						
Freightliner M2706 Dump Truck (#29)	2015	20	2035						
Street Sweeper - Schwarze A9000 (#32)	2005	15	2020						300,000
Street Sweeper - Schwarze 4300 (#31)	2008	11	2019				300,000		
Flusher Truck - V350\850 (#30)	2017	15	2032						
Backhoe 580K Case (#35)	1999	20	2019			150,000			
Copy Machine (Public Works)	2013	10	2023						15,000
Street Sweeper - Freightliner Tymco (#33)	1999	20	-		300,000				
Utility Tractor with Trailer (#36)	1999	20	-						
Sewer Rodder - GMC W5500 (#37)	2001	N/A	-						
Sewer Flusher - International 4400 (#40)	2006	N/A	-						
2010 CCTV Van (#28)	2010	15	-						
CASE 1840 SKID Steer (#41)	2022	N/A	-						
Total Public Works				60,000	365,000	150,000	300,000	50,000	315,000

	Acquired	Life	Replace	<u>24/25</u>	<u>25/26</u>	<u>26/27</u>	<u>27/28</u>	<u>28/29</u>	<u>29/30</u>
Administration									
Copy Machine (Finance)	2015	10	2025	15,000					
Copy Machine (Administration)	2013	10	2023						
Misc.	Vary								
Total Administration				15,000	0	0	0	0	0
KCOM									
Video Equipment Upgrade	2006	11	2017		50,000				
Video Server	2018	6	2024	20,000					
Station Renovation	2009	10	2019						300,000
Total KCOM				20,000	50,000	0	0	0	300,000
Public Works									
Pickup Truck - Dodge 1500 (#20)	2017	12	2029					60,000	
Pickup Truck - RAM 2500 (#21)	2006	12	2018						60,000
Pickup Truck - GMC Sierra w/lift gate (#22)	2003	15	n/a						
Pickup Truck - RAM 2500 (#23)	2006	12	2018						70,000
Flatbed Pickup - GMC Sierra 3500 (#24)	2003	15	2018						
Pickup Truck - FORD F-350 (#25)	2015	12	2027			60,000			
Pickup Truck - FORD F-450 (#26)	2013	10	2023						
Pickup Truck - RAM 2500 (2018) w\ Trailer	2018	10	2028				70,000		
Freightliner M2706 Dump Truck (#29)	2015	20	2035						
Street Sweeper - Schwarze A9000 (#32)	2005	15	2020						
Street Sweeper - Schwarze 4300 (#31)	2008	11	2019						200,000
Flusher Truck - V350\850 (#30)	2017	15	2032						
Backhoe 580K Case (#35)	1999	20	2019						
Copy Machine (Public Works)	2013	10	2023						
Street Sweeper - Freightliner Tymco (#33)	1999	20	-						
Utility Tractor with Trailer (#36)	1999	20	-	150,000					
Sewer Rodder - GMC W5500 (#37)	2001	N/A	-						
Sewer Flusher - International 4400 (#40)	2006	N/A	-						
2010 CCTV Van (#28)	2010	15	-		100,000				
CASE 1840 SKID Steer (#41)	2022	N/A	-						
Total Public Works				150,000	100,000	60,000	70,000	0	330,000

	Acquired	Life	Replace	18/19	19/20	20/21	21/22	22/23	23/24
Recreation									
Ford Van E350	2004	15	2019		34,000				
Copy Machine	2013	6	2019	12,000					
Total Recreation				12,000	34,000	0	0	0	0
Police									
Automobile - Patrol Unit (Dodge)	2012	5	2019	55,000					60,000
Automobile - Patrol Unit (Ford)	2012	5	2019	55,000					60,000
Automobile - Patrol Unit (Ford Explorer)	2015	5	2020				60,000		
Automobile - Patrol Unit (Ford)	2018	5	2023					60,000	
Automobile - Patrol Unit (Ford)	2018	5	2023					60,000	
Automobile - Detective's Unit (Ford)	2015	7	2022					50,000	
Automobile - Captain's Unit (Ford)	2013	8	2021			35,000			
Automobile - Chief's Unit (Ford)	2014	7	2021				35,000		
Vehicle - Motorcycle	2010	8	2018		35,000				
Vehicle - Animal Control Truck	2013	8	2021				50,000		
Vehicle - Parking Enforcement Unit	2013	7	2020			25,000			
Police Bicycles	2025	10	2035						
Mobile Radar Units (5 in-Car)	2022	10	2032					9,000	
Mobile Computers	2018	6	2024						60,000
Radio Equipment	2016	7	2023					160,000	
Safety Gear	2016	10	2026						
Hand Guns	2009	10	2019						
Taser Guns	2017	5	2022				34,000		
Speed Signs	2016	N/A							
ALPR: 39 cameras / 15 intersections	2014	N/A		60,000	60,000	60,000	60,000	60,000	60,000
ALPR Mobile	2017	6	2023					15,000	30,000
Copy Machine - PD	2013	6	2019	10,000					
Copy Machine - Dispatch	2013	6	2019				10,000		
Communication Equipment (COPS)	2016	6	2022				100,000		
Total Police				180,000	95,000	120,000	349,000	414,000	270,000

	Acquired	Life	Replace	<u>24/25</u>	<u>25/26</u>	<u>26/27</u>	<u>27/28</u>	<u>28/29</u>	<u>29/30</u>
Recreation									
Ford Van E350	2004	15	2019			34,000			
Copy Machine	2013	6	2019				12,000		
Total Recreation				0	0	34,000	12,000	0	0
Police									
Automobile - Patrol Unit (Dodge)	2012	5	2019					65,000	
Automobile - Patrol Unit (Ford)	2012	5	2019					65,000	
Automobile - Patrol Unit (Ford Explorer)	2015	5	2020			65,000			
Automobile - Patrol Unit (Ford)	2018	5	2023				65,000		
Automobile - Patrol Unit (Ford)	2018	5	2023				65,000		
Automobile - Detective's Unit (Ford)	2015	7	2022						55,000
Automobile - Captain's Unit (Ford)	2013	8	2021					45,000	
Automobile - Chief's Unit (Ford)	2014	7	2021					45,000	
Vehicle - Motorcycle	2010	8	2018				40,000		
Vehicle - Animal Control Truck	2013	8	2021						65,000
Vehicle - Parking Enforcement Unit	2013	7	2020				37,000		
Police Bicycles	2025	10	2035		6,000				
Mobile Radar Units (5 in-Car)	2022	10	2032						
Mobile Computers	2018	6	2024						70,000
Radio Equipment	2016	7	2023						160,000
Safety Gear	2016	10	2026		-	15,000			
Hand Guns	2009	10	2019					30,000	
Taser Guns	2017	5	2022			40,000			
Speed Signs	2016	N/A			50,000				
ALPR: 39 cameras / 15 intersections	2014	N/A		60,000	60,000	60,000	60,000	60,000	60,000
ALPR Mobile	2017	6	2023					20,000	40,000
Copy Machine - PD	2013	6	2019	12,000					
Copy Machine - Dispatch	2013	6	2019				12,000		
Communication Equipment (COPS)	2016	6	2022						
Total Police				72,000	116,000	180,000	279,000	330,000	450,000

	Acquired	Life	Replace	18/19	19/20	20/21	21/22	22/23	23/24
Fire									
Fire Engine - Pumper (#2841 RESERVE)	1999	20	2019	700,000					
Fire Engine - Pumper (#2843)	2012	20	2032						
Fire Truck - Aerial Ladder (#2872)	2015	20	2035						
Ford Truck\Mobile Pumping Unit - F550	2015	20	2035						
Utility Pick-Up (2896)	2015	15	2021			75,000			
Ambulance (#2891)	2018	10	2028						
Ambulance (#2890 RESERVE)	2013	10	2023						300,000
Chief's Vehicle	2017	10	2027						
City Pool Vehicle (Tahoe)	2012	11	2023					75,000	
Cardiac EKG Monitors	2018	10	2028	35,000	40,000	40,000	40,000		
Emergency Generator	2008	20	2028						
SCBA (Self contained Breathing App) (19)	2014	10	2024						
P25 Compatable Radios	2016	6	2022				75,000		
Total Fire				735,000	40,000	115,000	115,000	75,000	300,000
IT Related									
Desktop Computer Replacement	2014	5	Vary	30,000	55,000	30,600	31,212	31,836	32,473
Printer Replacement		5	Vary	5,000	5,000	5,100	5,202	5,306	5,412
iPads		3	Vary	10,000	10,000		2,500		2,500
Network Equipment		2	Vary		3,000		3,000		3,000
Server 1 - Shared Application Server	2019	10	2029	15,000					
Server 2 - Shared Application Server	2019	10	2029	15,000					
Server 3 - Shared Application Server	2019	10	2029	15,000					
Computer System/Software (Rec)	1999	N/A	-						
Computer Dispatch/Records(Police)	2002	N/A							
Computer System Update (Police)	2015	10	2025						
Dispatch Center Printer (Police)	2018	7	2025	10,000					
New World Upgrade (Fire)	2016	10	2026						
Records Mgmt Software Upgrade	2019	10	2029	10,000	20,000				
Applications & Departmental Systems		N/A	Vary	497,500	540,000	223,000	75,000	100,000	
Gov 2.0		N/A	Vary	15,000	7,500	20,000			
IT Infrastructure		N/A	Vary	211,100	130,000	116,100	105,000	30,000	
IT Operations		N/A	Vary	15,000	-	-			
IT Security		N/A	Vary	15,000	25,000	-			
Telecommunications	2017	10	2027	-	-	-			
Total IT				863,600	795,500	394,800	221,914	167,142	43,385
Total - All Departments				1,865,600	1,579,500	829,800	985,914	721,142	928,385

	Acquired	Life	Replace	24/25	25/26	26/27	27/28	28/29	29/30
Fire									
Fire Engine - Pumper (#2841 RESERVE)	1999	20	2019						
Fire Engine - Pumper (#2843)	2012	20	2032						
Fire Truck - Aerial Ladder (#2872)	2015	20	2035						
Ford Truck\Mobile Pumping Unit - F550	2015	20	2035						
Utility Pick-Up (2896)	2015	15	2021						
Ambulance (#2891)	2018	10	2028					320,000	
Ambulance (#2890 RESERVE)	2013	10	2023						
Chief's Vehicle	2017	10	2027			80,000			
City Pool Vehicle (Tahoe)	2012	11	2023						
Cardiac EKG Monitors	2018	10	2028					45,000	45,000
Emergency Generator	2008	20	2028				100,000		
SCBA (Self contained Breathing App) (19)	2014	10	2024	250,000					
P25 Compatable Radios	2016	6	2022						
Total Fire				250,000	0	80,000	100,000	365,000	45,000
IT Related									
Desktop Computer Replacement	2014	5	Vary	33,122	33,785	34,461	35,150	35,853	36,570
Printer Replacement		5	Vary	5,520	5,631	5,743	5,858	5,975	6,095
iPads		3	Vary		2,500		2,500		2,500
Network Equipment		2	Vary		3,000		3,000		3,000
Server 1 - Shared Application Server	2019	10	2029						20,000
Server 2 - Shared Application Server	2019	10	2029						20,000
Server 3 - Shared Application Server	2019	10	2029						20,000
Computer System/Software (Rec)	1999	N/A	-					30,000	
Computer Dispatch/Records(Police)	2002	N/A							
Computer System Update (Police)	2015	10	2025	180,000					
Dispatch Center Printer (Police)	2018	7	2025	10,000					
New World Upgrade (Fire)	2016	10	2026		30,000				
Records Mgmt Software Upgrade	2019	10	2029					10,000	
Applications & Departmental Systems		N/A	Vary						
Gov 2.0		N/A	Vary						
IT Infrastructure		N/A	Vary						
IT Operations		N/A	Vary						
IT Security		N/A	Vary						
Telecommunications	2017	10	2027				130,000		
Total IT				228,643	74,916	40,204	176,508	81,828	108,165
Total - All Departments				735,643	340,916	394,204	637,508	776,828	1,233,165

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FACILITY MAINTENANCE FUND

<u>2019-20 Proposed Budget</u>	<u>2019-20 Proposed</u>
Estimated Fund Balance, July 1, 2019	\$ 4,829,456
Interest	100,000
Proposed Transfers 2019-20	550,000
Proposed Expenditures 2019-20 (a)	<u>(2,016,730)</u>
Estimated Fund Balance, June 30, 2020	<u>\$ 3,462,726</u>
 <u>Fund Balance Detail</u>	
Estimated Fund Balance, June 30, 2020	\$ 3,462,726
Restricted for Loan to Sewer Fund *	(200,000)
Restricted for Fac.Maint. Scheduled Reserve	<u>(945,500)</u>
Non Restricted Estimated Fund Balance	<u>\$ 2,317,226</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.

(a) Proposed Expenditures 2019-20 Detail

Annual Maintenance	286,000
Capital Projects	276,730
Consulting Services	200,000
Deferred Maintenance Projects	735,000
Scheduled Maintenance Projects	519,000
TOTAL PROPOSED EXPENSES 2019-20	<u><u>2,016,730</u></u>

CAPITAL PROJECTS 2018-2019		Account No.	2018/19 Approved	2018/19 Estimated Costs	2018/19 Carry Forward	2019/20 Additions	2019/20 Budget Total	2019/20 Estimated Costs
Fire Dept. Laundry Facility		137-0433-053-027	18,420	517	-	-	-	-
Oakland Ave. Bridge Lighting		137-0433-015-000	66,260	94,659	-	-	-	-
Dracena Park - Dog Signage		137-0433-041-001	60,000	3,270	56,730	-	56,730	56,730
Hampton Park - Storage Sheds		New				30,000	30,000	30,000
City Hall Restroom Renovation		137-0433-053-022	164,495	175,079	-	10,000	10,000	10,000
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	80,000
Fire Dept. Vehicle Exhaust System		137-0433-053-005	100,000	-	100,000	-	100,000	50,000
Fire Dept. Emergency Alert System		137-0433-053-006	125,000	-	125,000	-	125,000	50,000
TOTAL CAPITAL PROJECTS			\$ 664,175	\$ 273,525	\$ 411,730	\$ 40,000	\$ 451,730	\$ 276,730
CONSULTING SERVICES 2018-2019		Account No.	2018/19 Approved	2018/19 Estimated Costs	2018/19 Carry Forward	2019/20 Additions	2019/20 Budget Total	2019/20 Estimated Costs
Engineer Service - Coastland		137-0433-044-000	\$ 84,519	\$ 5,619	\$ 78,900	\$ 10,000	\$ 88,900	\$ 10,000
Project Management		137-0433-046-000	191,758	-	191,758	10,000	201,758	10,000
City Facilities Assessment		137-0433-053-003	18,555	-	18,555	-	18,555	-
City Hall Master Plan		137-0433-048-000	75,000	4,841	70,159	-	70,159	70,000
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	1,095	8,905	-	8,905	-
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	20,000	-	20,000	-	20,000	-
Community Hall ADA Compliance Study		137-0433-042-000	50,000	-	50,000	-	50,000	-
Community Hall Geotechnical Report		137-0433-002-000	10,000	-	10,000	-	10,000	-
Community Hall New Storage @ Roof		137-0433-043-000	25,000	-	25,000	-	25,000	-
Recreation Center Low Voltage Assessment	(a)	137-0433-053-011	10,000	-	10,000	-	10,000	-
Recreation Center Electrical Assessment	(a)	137-0433-053-012	10,000	-	10,000	-	10,000	-
Police Dispatch Center		137-0433-053-024	72,751	-	72,751	77,249	150,000	30,000
Police Dept. Master Plan		New				30,000	30,000	30,000
Police Dept/Vets Hall ADA Design	(a)	137-0433-045-000	25,000	-	25,000	-	25,000	-
Retaining Walls - San Carlos & Oakland - Design Phase only		New	-	-	-	50,000	50,000	50,000
TOTAL CONSULTING SERVICES			\$ 734,686	\$ 11,555	\$ 723,131	\$ 177,249	\$ 900,380	\$ 200,000
(a) - Project dependent on the completion of the Master Plan								

DEFERRED MAINTENANCE PROJECTS	2019-20	2018/19 Approved (A)	2018/19 Estimated Costs	2018/19 Carry Forward	2019/20 Additions	2019/20 Budget Total	2019/20 Estimated Costs
City Hall Fuel Tank Decommission	137-0433-047-000	76,513	84,202	-	25,000	25,000	25,000
City Hall Council Seating Restoration	137-0433-053-019	25,000	-	25,000		25,000	
City Hall/Fire Exit Signs & Egress Lighting	137-0433-003-000	20,000	-	20,000	-	20,000	-
City Hall/Fire Fire Alarm Upgrade	137-0433-004-000	50,000	-	50,000	-	50,000	-
City Hall/Fire Gas Meter Seismic Prep	137-0433-005-000	5,000	-	5,000	-	5,000	-
City Hall - Lobby Flooring	New			-	25,000	25,000	25,000
City Hall - Planning and Building Files	New				200,000	200,000	200,000
Recreation Center Tot Lot Improvements	137-0433-053-020	5,973	-	-	-	-	-
Recreation Center Tennis Courts Improvements	137-0433-053-021	238,265	8,788	229,476	20,524	250,000	250,000
Recreation Center Exit Signs & Egress Lighting	137-0433-009-000	20,000	-	20,000	-	20,000	-
Fire Department - Living Quarters Update	New				50,000	50,000	50,000
Community Hall Fire Alarm Upgrade	137-0433-010-000	45,000	-	45,000	-	45,000	-
Police & Vets Hall Exit Signs & Egress Lighting	137-0433-012-000	20,000	-	20,000	-	20,000	20,000
Police & Vets Hall Fire Alarm Upgrade	137-0433-013-000	45,000	-	45,000	-	45,000	-
Police & Vets Hall ADA Upgrades & Signage	137-0433-014-000	75,000	-	75,000	-	75,000	-
Corporation Yard - Dry Rot Repairs	New				25,000	25,000	25,000
Corporation Yard - Restroom Update	New				40,000	40,000	40,000
Park Tennis Courts Resurfacing	New				100,000	100,000	100,000
TOTAL DEFERRED MAINTENANCE PROJECTS		\$ 625,751	\$ 92,990	\$ 534,476	\$ 485,524	\$ 1,020,000	\$ 735,000

FACILITIES MAINTENANCE - COST SUMMARY OF SCHEDULED MAINTENANCE - 10 YEARS

BUILDINGS	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	FY 27-28	FY 28-29
CITY HALL	-	152,000	265,000	15,000	-	-	40,000	-	-	75,000	-
FIRE DEPT.	-	60,000	25,000	-	-	-	-	-	12,000	-	-
RECREATION CENTER	-	157,000	-	-	-	-	-	-	-	-	-
VETERANS HALL	50,000	-	-	-	150,000	50,000	-	-	-	-	-
POLICE DEPT.	-	30,000	-	-	-	-	50,000	-	-	-	-
COMMUNITY HALL	-	20,000	-	-	25,000	75,000	-	30,000	100,000	-	-
AQUATICS BUILDING	(pending decision on future)										
AQUATICS FACILITIES	(pending decision on future)										
CARRAIGE HOUSE	(pending decision on future)										
801 MAGNOLIA AVE. - EAST WING	-	-	-	-	-	-	-	53,000	-	-	30,000
CORPORATION YARD	(pending decision on Coaches Field Master Plan)										
SCHOOLMATES - Beach	-	-	-	18,000	15,000	16,000	-	-	25,000	15,000	-
SCHOOLMATES - Wildwood	(pending PUSD decision regarding existing building)										
SCHOOLMATES - Havens	-	2,500	-	17,500	-	-	-	-	-	-	-
HAMPTON PLAY SCHOOL	-	-	-	-	-	-	-	25,000	20,000	25,000	-
TEA HOUSE	-	-	-	17,500	-	10,000	-	-	-	25,000	50,000
TOTAL BUILDINGS	50,000	421,500	290,000	68,000	190,000	151,000	90,000	108,000	157,000	140,000	80,000
PARKS	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	FY 27-28	FY 28-29
BLAIR PARK	-	-	-	-	-	-	-	-	-	-	-
COACHES FIELD	(pending decision on Coaches Field Master Plan)										
CROCKER PARK	-	27,500	27,500	27,500	-	20,000	-	-	-	-	-
DRACENA PARK	-	40,000	25,000	35,000	25,000	36,000	40,000	-	-	12,000	-
HAMPTON PARK	-	-	-	-	-	-	-	100,000	25,000	40,000	220,000
LINDA BEACH FIELD & PARK	(pending decision on Linda Beach Park Master Plan)										
MAIN PARK	-	30,000	57,000	75,000	25,000	25,000	200,000	42,500	-	-	-
TOTAL PARKS	-	97,500	109,500	137,500	50,000	81,000	240,000	142,500	25,000	52,000	220,000
TOTAL SCHEDULED COSTS	50,000	519,000	399,500	205,500	240,000	232,000	330,000	250,500	182,000	192,000	300,000

FACILITIES MAINTENANCE FUND ACTIVITY

Fiscal Year	Begin Balance	Planned Funding	Interest	Additional Funding	Expenditures	End Balance
19/20	4,829,456	550,000	100,000		(2,016,730)	3,462,726
20/21	3,462,726	550,000	69,255	800,000	(2,369,100)	2,512,881
21/22	2,512,881	500,000	50,258		(991,560)	2,071,578
22/23	2,071,578	450,000	41,432		(1,006,442)	1,556,568
23/24	1,556,568	400,000	31,131		(1,036,635)	951,065
24/25	951,065	400,000	19,021		(1,067,734)	302,352
25/26	302,352	400,000			(1,099,766)	(397,414)
26/27	(397,414)	400,000			(1,132,759)	(1,130,174)
27/28	(1,130,174)	400,000			(1,166,742)	(1,896,915)
28/29	(1,896,915)	250,000			(1,201,744)	(2,848,660)

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2014 TAXABLE PENSION OBLIGATION FUND

<u>2019-20 Proposed Budget</u>	<u>2019-20 Proposed</u>
Estimated Fund Balance, July 1, 2019	\$ -
Proposed Transfers 2019-20 General Fund	<u>1,127,300</u>
Proposed Expenditures 2019-20 (a)	<u>(1,127,300)</u>
Estimated Fund Balance, June 30, 2020	<u><u>\$ -</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 matures on March 30, 2020. The refinancing will save the City approximately \$1,188,000 over seven years. The fund accounts for the principal and interest payments.

SEWER FUND	2018-19 Projected	2019-20 Proposed Budget
Beginning Balance	\$1,578,266	\$ 2,520,739
Sewer Service Charges \ Interest	2,570,233	2,685,640
Loan Proceeds	975,946	0
Total Revenue	3,546,179	2,685,640
Operating Costs	(1,621,424)	(1,659,793)
Capital Costs	(420,320)	(336,861)
Debt Service	(561,963)	(802,776)
Total Expenditures	(2,603,707)	(2,799,430)
Ending Balance	\$ 2,520,739	\$ 2,406,949

SEWER FUND

<u>2019-20 Proposed Budget</u>	<u>Budget 2019-20 Proposed</u>
Estimated Fund Balance, July 1, 2019	\$ 2,520,738
Proposed Revenue 2019-20	
Sewer Service Fees	2,678,335
Phase V loan proceeds	0
Interest	<u>7,305</u>
	2,685,640
Proposed Transfers 2019-20	
General Fund	(847,000)
Proposed Expenditures 2019-20 (a)	<u>(1,952,430)</u>
Estimated Fund Balance, June 30, 2020	<u><u>\$ 2,406,948</u></u>
<u>(a) Expenditure Detail</u>	
General Sewer Maintenance	\$ 382,334
Sewer Equipment Maintenance	81,959
Sewer Projects: EPA Compliance	300,000
County of Alameda Clean Water Program	48,500
Sewer Replacement	86,861
Sewer Phase VI	250,000
Sewer Debt Service	802,776
Total Estimated Expenditures	<u><u>\$ 1,952,430</u></u>

	ACTUAL				2018-19	2019-20
	2014-15	2015-16	2016-17	2017-18		
Beginning Fund Balance	\$680,087	\$1,296,052	\$801,035	\$1,303,950	\$1,578,266	\$2,520,739
Revenues						
Current Revenues						
Interest	5,443	6,358	11,031	7,161	7,233	7,305
General Fund Transfer						
Sewer Service Charge	2,270,835	2,245,450	2,406,895	2,492,261	2,563,000	2,678,335
Total Current Revenues	2,276,279	2,251,809	2,417,926	2,499,422	2,570,233	2,685,640
Loan Proceeds						
Sewer Loan (b)	800,000					
Phase IV loan proceeds						
Phase V loan proceeds				3,104,540	975,946	
Phase VI loan proceeds (TBD)						
Phase VII loan proceeds (TBD)						
Total Loan Proceeds	800,000	0	0	3,104,540	975,946	0
Total Revenue	3,076,279	2,251,809	2,417,926	5,603,962	3,546,179	2,685,640
Expenditures						
Operating Costs						
General Fund	780,000	1,056,000	728,000	745,000	824,000	847,000
Sewer Maintenance (a)	435,583	480,342	222,492	362,707	372,391	382,334
Equipment Maintenance	5,709	17,293	52,867	77,752	79,828	81,959
EPA Compliance	177,423	197,783	125,463	148,383	300,000	300,000
County Clean Water Program	36,090	36,690	36,090	42,051	45,205	48,500
Total Operating Costs	1,434,805	1,788,108	1,164,912	1,375,893	1,621,424	1,659,793
Capital Costs						
Major Equipment Purchases						
General Sewer Replacement:	352,723	154,992	80,259	7,940	84,602	86,861
Major Sewer Replacement:						
Phase IV Sewer Rehabilitation						
Phase V Sewer Rehabilitation	117,696	246,827	109,877	3,383,850	210,718	
Phase VI Sewer Rehabilitation					125,000	250,000
Phase VII Sewer Rehabilitation						
Total Capital Costs	470,419	401,819	190,136	3,391,790	420,320	336,861
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)						240,813
Phase VI Loan (c)						
Phase VII Loan (c)						
Loan Interest Accrued (b)	1,127	2,934	6,000	8,000	8,000	8,000
Total Debt Service	555,090	556,897	559,963	561,963	561,963	802,776
Total Expenditure	2,460,314	2,746,825	1,915,012	5,329,646	2,603,707	2,799,430
Excess of Revenues over Expenditures	615,964	(495,016)	502,914	274,317	942,472	(113,790)
Ending Fund Balance	\$1,296,052	\$801,035	\$1,303,950	\$1,578,266	\$2,520,739	\$2,406,949

PROJECTED								
2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
\$2,406,949	\$2,919,762	\$2,689,198	\$2,451,840	\$2,961,877	\$2,886,929	\$2,968,742	\$3,044,112	\$3,015,167
7,378	7,452	7,527	7,602	7,678	7,755	7,833	7,911	7,990
2,749,847	2,823,268	2,898,649	2,976,043	3,055,503	3,137,085	3,220,845	3,306,842	3,395,135
2,757,225	2,830,720	2,906,176	2,983,645	3,063,181	3,144,840	3,228,678	3,314,753	3,403,125
3,601,612								
			4,287,342					
3,601,612	0	0	4,287,342	0	0	0	0	0
6,358,837	2,830,720	2,906,176	7,270,987	3,063,181	3,144,840	3,228,678	3,314,753	3,403,125
872,000	898,000	925,000	953,000	982,000	1,011,000	1,041,000	1,072,000	1,104,000
401,450	421,523	442,599	464,729	487,966	512,364	537,982	564,881	593,125
86,057	90,360	94,878	99,622	104,603	109,833	115,325	121,091	127,145
315,000	330,750	347,288	364,652	382,884	402,029	422,130	443,237	465,398
50,925	53,471	56,145	58,952	61,900	64,995	68,244	71,657	75,239
1,725,432	1,794,104	1,865,909	1,940,955	2,019,352	2,100,220	2,184,681	2,272,865	2,364,908
91,204	95,764	100,552	105,580	110,859	116,402	122,222	128,333	134,750
3,226,612								
	150,000	300,000	3,837,342					
3,317,816	245,764	400,552	3,942,922	110,859	116,402	122,222	128,333	134,750
144,342	144,342							
141,780	141,780	141,780	141,780					
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
240,813	240,813	240,813	240,813	240,813	240,813	240,813	240,813	240,813
	218,639	218,639	218,639	218,639	218,639	218,639	218,639	218,639
				272,625	272,625	272,625	272,625	272,625
8,000	8,000	8,000	8,000	8,000	8,000	8,000	104,095	104,095
802,776	1,021,415	877,073	877,073	1,007,918	846,405	846,405	942,500	942,500
5,846,024	3,061,283	3,143,535	6,760,950	3,138,129	3,063,027	3,153,308	3,343,698	3,442,158
512,813	(230,563)	(237,359)	510,037	(74,948)	81,813	75,370	(28,945)	(39,033)
\$2,919,762	\$2,689,198	\$2,451,840	\$2,961,877	\$2,886,929	\$2,968,742	\$3,044,112	\$3,015,167	\$2,976,134

**SEWER FUND TRANSFER
FY 2019-2020 Budget**

SEWER FUND TRANSFER - SUMMARY	
PERSONNEL COSTS (A.)	\$766,574
TOTAL MATERIALS & SUPPLIES (B.)	\$8,564
TOTAL EQUIPMENT MAINTENANCE (C.)	\$40,846
TOTAL EQUIPMENT FUEL (D.)	\$31,325
TOTAL SEWER	\$847,309
TOTAL SEWER TRANSFER (ROUNDED)	\$847,000

A. PERSONNEL COSTS			
JOB DESCRIPTION	SALARY & BENEFITS	FACTOR	TOTAL
<i>PUBLIC WORKS DEPARTMENT</i>			
Public Works Director	\$268,695	50%	\$134,348
PW Administration Asst.	\$135,394	25%	\$33,849
PW Administration Asst.	\$88,985	20%	\$17,797
Maintenance Supervisor	\$200,167	60%	\$120,100
Senior Maintenance	\$139,479	75%	\$104,609
Senior Maintenance	\$132,784	2%	\$2,656
Maintenance Worker II	\$136,345	65%	\$88,624
Maintenance Worker II	\$119,878	65%	\$77,921
Maintenance Worker II	\$133,234	85%	\$113,249
Maintenance Worker II	\$109,637	0.5%	\$548
Maintenance Worker	\$80,918	4.5%	\$3,641
Overtime & Other Pay (Standby & Callback)			\$50,000
L PUBLIC WORKS DEPARTMENT COSTS		4.52	\$747,341
<i>ADMINISTRATION COSTS</i>			
City Administrator	\$308,015	2.50%	\$7,700
Finance (Based on FTE =4.57/94)	\$239,836	4.81%	\$11,533
TOTAL ADMINISTRATION COSTS			\$19,233
TOTAL PERSONNEL COSTS (PUBLIC WORKS + ADMINISTRATION)			\$766,574

B. TOTAL MATERIALS & SUPPLIES	\$8,564
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C. EQUIPMENT MAINTENANCE				
VEHICLE	VEHICLE ID	SEWER FACTOR (1)	TOTAL MAINT. COSTS (2)	SEWER MAINT. COSTS (1*2)
Dodge 1500 PU Truck	20	60%	1,114	\$669
Dodge 2500 PU Truck	21	75%	1,048	\$786
Dodge 2500 PU Truck	23	65%	1,910	\$1,241
GMC Sierra 3500 PU Truck	24	100%	148	\$148
Freightliner CCTV Van	28	100%	4,587	\$4,587
Intl Schwarze Sweeper	31	100%	8,152	\$8,152
Intl Schwarze Sweeper	32	100%	23,686	\$23,686
Freightliner Tymco Sweeper	33	100%	1,578	\$1,578
Case 580 Super L Backhoe	35	50%	0	\$0
TOTAL MAINTENANCE COSTS			\$42,222	\$40,846

D. EQUIPMENT FUEL COSTS							
VEHICLE	VEHICLE ID	2018 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	13,298	10	1330	60%	798	\$2,793
Dodge 2500 PU Truck	21	5,001	8	625	75%	469	\$1,641
Dodge 2500 PU Truck	23	4,917	7	702	65%	457	\$1,598
GMC Sierra 3500 PU Truck	24	104	7	15	100%	15	\$52
Freightliner CCTV Van	28	3,591	5	718	100%	718	\$2,514
GMC Top Kick Dump Truck	29	816	1.7	480	100%	480	\$1,680
GMC Top Kick Flusher Truck	30	4,811	2	2406	100%	2406	\$8,419
Intl Schwarze Sweeper	31	2,243	2	1122	100%	1122	\$3,925
Intl Schwarze Sweeper	32	1,529	2	765	100%	765	\$2,676
Freightliner Tymco Sweeper	33	1,959	2	980	100%	980	\$3,428
Case 580 Super L Backhoe	35	156	4 gal./hour	220	50%	110	\$385
GMC W5500 Sewer Rodder	37	69	6	12	100%	12	\$40
Intl 4400 Sewer Flusher	40	621	1	621	100%	621	\$2,174
TOTAL EQUIPMENT FUEL COSTS						8,950	\$31,325

LIABILITY INSURANCE

<u>2019-20 Proposed Budget</u>	<u>2019-20 Proposed</u>
Estimated Fund Balance, July 1, 2019	\$ 223,535
Proposed Contributions 2018-19 From General Fund	805,000
Proposed Expenditures 2018-19 Premium and Liability	<u>(805,000)</u>
Estimated Fund Balance, June 30, 2020	<u><u>\$ 223,535</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>2019-20 Proposed Budget</u>	<u>2019-20 Proposed</u>
Estimated Fund Balance, July 1, 2019	\$ 808,568
Proposed Contributions 2018-19	
From General Fund	650,000
Proposed Expenditures 2018-19	
Workers' Comp. Insurance Premium, Admin. Fee/Injury/Salary	<u>(650,000)</u>
Estimated Fund Balance, June 30, 2020	<u><u>\$ 808,568</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.

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Appropriation Increases Through June 30, 2019				
		2018-19 Adopted Budget	2018-19 Revised Budget	Appropriation Increase
General Fund	101			
Administration	400	2,783,260	2,813,260	30,000
KCOM	401	234,800	234,800	-
		3,018,060	3,048,060	30,000
Public Works	402	4,602,973	4,802,973	200,000
Recreation	404	2,669,800	2,669,800	-
Community Hall	405	164,400	164,400	-
Veterans' Hall	406	61,150	61,150	-
Pre-School Division	407	417,500	417,500	-
Recreation Total		3,312,850	3,312,850	-
Police	408	6,629,725	6,629,725	-
Firefighters	411	5,663,350	5,663,350	-
Paramedics	412	569,500	569,500	-
Fire Total		6,232,850	6,232,850	-
Non-Departmental	419	924,471	924,471	-
Other Financing Use	439	4,370,050	4,370,050	-
General Fund Total		29,090,979	29,320,979	230,000
	103	-		
Internal Service Fund	104	1,400,000	1,400,000	-
Workers' Compensation	105	590,000	670,000	80,000
	106	-		
Liability Insurance	108	640,000	690,000	50,000
COPS	109	380,600	548,333	167,733
Equipment Replacement	110	2,199,600	2,199,600	-
Athletic Facility Preservation	113	40,000	40,000	-
Schoolmates	114	701,800	701,800	-
Aquatics	117	801,200	801,200	-
Gas Tax	121	565,000	565,000	-
Sewer	124	2,542,717	2,542,717	-
Capital Improvement	127	264,487	274,487	10,000
CDBG	129	34,000	34,000	-
Measure B Sales Tax	131	470,000	470,000	-
Measure D	134	57,000	57,000	-
Sidewalk Repair	135	203,000	203,000	-
Measure BB	136	475,000	475,000	-
Facilities Maintenance	137	2,430,514	2,626,774	196,260
2014 Pension Obligation Fund	140	1,430,050	1,430,050	-
Measure F	143	47,500	47,500	-
Total Other Funds		15,272,468	15,776,461	503,993
Grand Total		44,363,447	45,097,440	733,993

**Appropriation Increases by City Council Resolution
FY 2018-19**

Department	Resolution #	Account #	Appropriation Increase
Admin: 400			
CIVIL SERVICE	MID YR INCR	101.0400.056.001	30,000
Total Admin			\$30,000
Public Works: 402			
CITY ENGINEER SERVICE	MID YR INCR	101.0402.059.002	200,000
Total Public Works			\$200,000
Fund 105			
	MID YR INCR	105.0419.002.005	\$80,000
Total Fund 105			\$80,000
Fund 108			
	MID YR INCR	108.0419.003.000	\$50,000
Total Fund 108			\$50,000
Fund 109			
OVERTIME SALARIES	78-18	109.0408.010.003	(\$1,750)
POLICE TRAINNING	78-18	109.0408.031.003	(10,000)
POLICE SAFETY GEAR	78-18	109.0408.051.001	\$1,700
POLICE FIELD SUPPLIES	78-18	109.0408.051.002	\$200
OTHER EQUIPMENT & SERVIC	78-18	109.0408.052.001	\$101,583
FACILITY UPDATES	78-18	109.0408.055.001	\$60,000
CRIME PREVENTION	78-18	109.0408.056.003	\$10,000
TECHNOLOGY/SOFTWARE	78-18	109.0408.060.002	\$6,000
Total Fund 109			\$167,733
Fund 127			
COACHES FIELD MASTER PLAN	11-18	127.0434.013.000	\$10,000
Total Fund 127			\$10,000
Fund 137			
OAKLAND BRIDGE LIGHTING	33-18	137.0433.015.000	\$66,260
CITY HALL RESTROOM	60-18	137.0433.053.022	\$70,000
ON AND OFF LEASH SIGNAGE	25-18	137.0433.041.001	\$60,000
Total Fund 137			\$196,260
Appropriation Increases			\$733,993

Fee Schedule



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SCHEDULE OF FEES AND CHARGES

I. ADMINISTRATION		
DESCRIPTION	FEE	COMMENTS
Home Occupation Permit Application Fee	\$100	
Street Use Permit Application Fee	\$40	
State Disability Access Fee	\$4	Added to Business Licenses pursuant to GC4467
Bank Non-Sufficient Funds Fee	\$35	
Bank Stop Payment Fee	\$31	
II. PUBLIC WORKS		
Banner Hanging Fee	\$105	Piedmont Groups
Banner Hanging Fee	\$300	Outside Piedmont Groups
Excavation Permits (Utilities)	Base Fee of \$410 ¹ +\$1,500 Deposit	Fee and deposit are per site. Deposit is for cost to process ²
¹ Includes \$50 Records Management Fee		
² An initial deposit is required at application submittal. If the deposit declines to less than \$500, an additional deposit is required. Applicant may apply for return of unused funds at completion of project.		
III. PLANNING AND BUILDING		
Building Division Fees		
Building Permit & Inspection Fees		
Job Value of work being done:		Fee based on value of work
\$1 to \$500	Base Fee of \$65	
\$501 to \$2,000	Base Fee of \$70 + (\$3.70 for every \$100)	
\$2,001 to \$25,000	Base Fee of \$125 + (\$17.90 for every \$1,000)	
\$25,001 to \$50,000	Base Fee of \$565 + (\$12.90 for every \$1,000)	
\$50,001 to \$100,000	Base Fee of \$905 + (\$8.90 for every \$1,000)	
\$100,001 to \$500,000	Base Fee of \$1,380 + (\$7.15 for every \$1,000)	
\$500,001 to \$1,000,000	Base Fee of \$4,155 + (\$6.05 for every \$1,000)	
Over \$1,000,000	Base Fee of \$7,645 + \$3.85 for every \$1,000)	

Plan Check Fee	FEE	COMMENTS
Job Value of work being done:		Fee based on value of work
\$1 to \$500	Base Fee of \$20	
\$501 to \$2,000	Base Fee of \$25 + (\$2.70 for every \$100)	
\$2,001 to \$25,000	Base Fee of \$60 + (\$11.65 for every \$1,000)	
\$25,001 to \$50,000	Base Fee of \$345+ (\$8.35 for every \$1,000)	
\$50,001 to \$100,000	Base Fee of \$570 + (\$5.80 for every \$1,000)	
\$100,001 to \$500,000	Base Fee of \$875 + (\$4.65 for every \$1,000)	
\$500,001 to \$1,000,000	Base Fee of \$2,685 + (\$3.90 for every \$1,000)	
Over \$1,000,000	Base Fee of \$4,950 + (\$2.60 for every \$1,000)	
General Plan Maintenance Fee	Job value x \$0.007	Fee based on value of work. Solar PV projects exempt.
Records Management Fee	5% of Permit & Inspection Fee	Sewer and Solar PV projects exempt
SMIP* (Determined by State)		Fee based on value of work
Job Value of work being done:		
\$1 to \$3,850	Base Fee of \$0.50	
Over \$3,850	Base Fee of \$0.50 + ([Job Value - \$3,850] / \$1*\$0.0001)	
*SMIP - Strong Motion Instrumentation & Seismic Hazard Mapping Program		
Calif SB 1473 Fee (Determined by State Effective 1/1/2009)		Fee based on value of work
Job Value of work being done:		
\$1 to \$25,000	Base Fee of \$1.00	
\$25,001 to \$50,000	Base Fee of \$2.00	
\$50,001 to \$75,000	Base Fee of \$3.00	
\$75,001 to \$100,000	Base Fee of \$4.00	
Over \$100,000	Base Fee of \$4.00 + ([Job Value - \$100,001] / \$25,000*\$1.00)	

Other Fees & Permits	FEE	COMMENTS
Change in Approved Building Permit (CAP)	\$53	
Solar Energy Related Permits	\$313	
Change of Address Fee	\$69	
Drop Box	\$36	
Encroachment Permit	\$771	
Garage Sale Permit	\$29	
Hourly Rate - Building Official	\$119 hr.	
Hourly Rate - City Planner	\$119 hr.	
Hourly Rate - Plan Checker	\$119 hr.	
Housing Records Search	\$60	
New Sewer Connection	\$1,197	
Penalty Fee - Starting Construction without Permit	50%	Permit/Inspection Fee + 50%
Planning Commission Mailing List	\$0	
Residential Rental Safety Inspection	\$209	
Sidewalk Inspection	\$36	
Title 24 Plan Check		
Prescriptive Compliance	\$60	
No increase in conditioned floor area	\$119	
Addition area only	\$149	
Addition plus existing area combined	\$209	
New home or structure	\$239	
Planning Division Fees		
Design Review Permit – Expedited Review		
General Applications	\$215 ⁴	
Windows & Doors	\$245 ⁴	
Changes to Previously Approved Permits	\$335 ⁴	
Design Review Permit – Director Review		
Construction <\$5,242	\$440 ³	
Construction is \$5,242 - \$47,180	\$655 ³	
Construction is \$47,181 - \$89,118	\$800 ³	
Construction is \$89,119 - \$131,055	\$1,180 ³	
Sequential DRP-DRs referred to PC	\$130 Surcharge	

	FEE	COMMENTS
Design Review Permit - Planning Commission Review		
Construction is \$131,055 - \$183,479	\$1,565 ³	
Construction cost is \$183,478 or more	\$1,870 ³	
New House	\$4,595 ³	
Variance		
One Variance with Design Review	\$910	
One Variance without Design Review	\$1,240 ³	
Each Additional Variance	\$450	
Conditional Use Permit		
Conditional Use Permit	\$2,320 ³	
Conditional Use Permit (Minor Modification)	\$730 ⁴	
Other Review		
Administrative Extension	\$350 ⁴	
Appeal	\$730 ⁴	
Encroachment Permit	\$935 ⁴	
Accessory Dwelling Unit Permit (with or without Exception)	\$865 ⁴	
Fence, Retaining Wall or Site Feature Design Review Permit	\$560 ⁴	
Sign Design Review Permit	\$935 ⁴	
Short-Term Rental Permit	\$340 ⁴	
Solid Waste Self-Haul Permit	\$285 ⁴	
AB 939 Information Report	\$130 ⁴	
Zoning Amendment	\$2,740 ³	
Subdivision/Map Act		
Parcel Merger deposit/cost to process	\$1,590 ³	Deposit for cost to process ¹
Lot Line Adjustment	\$1,890 ³	Deposit for cost to process ¹
Parcel Map	\$3,990 ³	Deposit for cost to process ¹
Tentative Map	\$6,875 ³	Deposit for cost to process ¹
California Environmental Quality Act (CEQA)		
Initial Study/Negative Declaration	\$32,310 ³	Deposit for cost to process ¹
Environmental Impact Report (EIR)	\$53,815 ³	Deposit for cost to process ¹
CA Dept. of Fish & Game ³ Fee	Fee per CA DFG ² + \$430 City processing fee	

DESCRIPTION	FEE	COMMENTS
Filming Permit		
Still Photography	\$1,540 ⁴	
Commercial Video	\$1,845 ⁴	
Motion Picture Video	\$2,295 ⁴	
Wireless Communication Facility (WCF) Permit		
WCF Permit for small cell facilities located in the City right-of-way	\$3,050 per site ³	
WCF Permit for all facilities other than small cell in City right-of-way	\$10,500 ³	Deposit for cost to process ¹
WCF Independent Technical Review for all facilities other than small cell in City right-of-way	\$10,500 ³	Deposit for cost to process ¹
Other Fees		
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	\$80	
Development Agreement	\$5,425 ³ + 30% Admin. Fee	Deposit for cost to process ¹ + admin. fee
Applications and Reviews not listed above	\$3,075 ³	Deposit for cost to process ¹
¹ 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.		
² DFG is the California Department of Fish and Game, which requires a separate, additional fee.		
³ Includes \$50 Records Management Fee		
⁴ Includes \$25 Records Management Fee		

IV. RECREATION			
DESCRIPTION	Current Fee	Proposed FY 2019-20	Last Adjustment
Tennis Fees			
Adult Tennis Decal	\$48.00	\$50.00	07-01-2017
Youth Tennis Decal	\$27.00	\$28.00	07-01-2017
Weekday Tennis Court	\$6.25/hr	\$6.25/hr	07-01-2018
Weekend Tennis Court	\$8.25/hr	\$8.25/hr	07-01-2018
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	\$185.00	\$180.00	\$195.00
	0		07-01-2018
City Recreation Facilities - Fields and Picnic Area			
Piedmont Resident	\$180.00	\$180.00	07-01-2018
Piedmont Non-Profit	\$150.00	\$150.00	07-01-2018
Piedmont Resident - Business Use	\$350.00	\$350.00	07-01-2018
Community Hall			
Weekday (Monday-Thursday and Friday before 3:00pm) 2 hour minimum. No Weddings			
Base Rental Rate	\$210.00/hr	\$210.00/hr	07-01-2018
Resident Discount Rate	\$160.00/hr	\$160.00/hr	07-01-2018
Non-Profit Rate	\$100.00/hr	\$100.00/hr	01-01-2016
Friday Evening and Sunday - (8 hours)			
Base Rental Rate	\$3,700.00	\$4500.00	07-01-2018
Additional time	\$200.00/hr	\$200.00/hr	01-01-2016
Resident Discount Rate	\$2,900.00	\$2,900.00	07-01-2018
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	\$4,550.00	\$5000.00	07-01-2018
Additional time	\$250.00/hr	\$250.00/hr	01-01-2016
Resident Discount Rate	\$3,200.00	\$3,200.00	07-01-2018
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 2019/20	Last Adjustment
Tea House			
In conjunction with Community Hall rental	\$450.00	\$450.00	07-01-2018
3 hour base rate	\$650.00	\$650.00	07-01-2018
Amphitheater			
With Hall Rental			
Base Rate	\$350.00	\$350.00	07-01-2018
Resident Discount Rate	\$275.00	\$275.00	07-01-2018
Without Hall Rental (Mon-Thurs only)			
Base Rate	\$450.00	\$450.00	07-01-2018
Resident Discount Rate	\$375.00	\$375.00	07-01-2018
Excedra Plaza (4 hours and up to 200 chairs)			
With Hall Rental (Community or Veteran's)			
Base Rate	\$500.00	\$500.00	07-01-2018
Resident Discount Rate	\$400.00	\$400.00	07-01-2018
Without Hall Rental			
Base Rate	\$600.00	\$600.00	01-01-2016
Resident Discount Rate	\$425.00	\$425.00	01-01-2016
Piedmont Veterans' Memorial Building			
Weekday (Monday-Thursday and Friday before 3:00pm) 2 hour minimum			
Base Rental Rate	\$175.00/hr	\$175.00/hr	01-01-2016
Resident Discount Rate	\$125.00/hr	\$125.00/hr	01-01-2016
Non-Profit Rate	\$90.00/hr	\$90.00/hr	01-01-2016
Friday 3:00pm-Sunday (8 hours)			
Base Rental Rate	\$2,100.00	\$2,500.00	07-01-2018
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 2019/20	Last Adjustment
Schoolmates Program			
Registration Fee	\$75/yr	\$75/yr	07-01-2018
Pre-Registered Monthly	\$9.05/hr	\$9.05/hr	07-01-2018
Flexible Hours/Drop In	\$11.25/hr	\$11.25/hr	07-01-2018
Minimates TK Program			
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
Pre-School Program			
First Step *	\$50.00/day	\$51.00/day	07-01-2017
Tiddlywinks*	\$49.00/day	\$50.00/day	07-01-2017
Playschool* (Enchanted Playland, Hillside Playschool)	\$58.00/day	\$60.00/day	07-01-2017
Pre-K *	\$56.00/day	\$58.00/day	07-01-2018
Skipping Stones (formerly Tot Zone) - Base Rate	\$69.00/day	\$73.00/day	09-01-2017
Skipping Stones - Resident Discount	\$59.00/day	\$61.00/day	09-01-2017
* Non Residents are charged an additional \$30/month			
Piedmont Community Pool Fees			
Annual Passes (12 months from date of purchase)			
Family All Hours - Base Rate	\$990.00	\$990.00	02-19-2013
Family All Hours - Resident Discount Rate	\$890.00	\$890.00	02-19-2013
Adult Individual - Base Rate	\$850.00	\$875.00	03-05-2012
Adult Individual - Resident Discount Rate	\$750.00	\$775.00	03-05-2012
Senior Individual - Base Rate	\$650.00	\$675.00	02-19-2013
Senior Individual - Resident Discount Rate	\$575.00	\$599.00	02-19-2013
Seasonal Passes (May through October)			
Family All Hours - Base Rate	\$640.00	\$660.00	07-01-2016
Family All Hours - Resident Discount Rate	\$565.00	\$585.00	07-01-2016
Adult Individual - Base Rate	\$540.00	\$550.00	07-01-2016
Adult Individual - Resident Discount Rate	\$460.00	\$470.00	07-01-2016
Senior Individual - Base Rate	\$460.00	\$470.00	07-01-2016
Senior Individual - Resident Discount Rate	\$380.00	\$390.00	07-01-2016

DESCRIPTION	Current Fee	Proposed FY 2019/20	Last Adjustment
Gate (Walk-up) Fees			
Monday - Friday 8:00am - 5:00pm			
Adult - Base Rate	\$20.00	\$20.00	03-05-2012
Adult - Resident Discount Rate	\$10.00	\$10.00	03-05-2012
Youth - Resident and Non-Resident	\$5.00	\$5.00	02-19-2013
Observer - Resident and Non-Resident	\$5.00	\$5.00	07-01-2014
Saturday 2:00pm - 6:00pm			
Adult – Resident Discount Rate	\$15.00	\$15.00	03-05-2012
Youth – Resident and Non-Resident	\$7.00	\$7.00	02-19-2013
Observer - Resident and Non-Resident	\$7.00	\$7.00	07-01-2014
No gate/walk-ups on Sundays. Pass holders only.			

IV. POLICE			
DESCRIPTION	Current Fee	Proposed 2019/20	Comments
Animal Control Services			
Animal Releases	\$46	\$46	
Dog License Fees			
Spayed/Neutered:			
1 year	\$17	\$17	
2 year	\$28	\$28	
3 year	\$38	\$38	
Senior (55 years or older)/Disabled	\$5	\$5	
Non-spayed/Non-neutered:			
1 year	\$33	\$33	
2 year	\$55	\$55	
3 year	\$77	\$77	
Senior (55 years or older)/Disabled	\$10	\$10	
Lost Dog License Replacement	\$10	\$10	
Lost Dog License Replacement (55 years or older)/Disabled	\$3	\$3	
<i>Late Fees as stated in section 4.26 of Piedmont City Ordinance</i>			
Off Leash Area License Fees			
Spayed/Neutered:			
1 year	\$18	\$18	
2 year	\$28	\$28	
3 year	\$38	\$38	
Non-spayed/Non-neutered:			
1 year	\$43	\$43	
2 year	\$65	\$65	
3 year	\$87	\$87	
Lost License Replacement	\$10	\$10	
Out of Jurisdiction – Off Leash Area:			
Annually Non-spayed	\$70	\$70	
Annually Spayed	\$38	\$38	
Off Leash Fines			
Violation of off Leash Provisions Resolution 67-8	1ST P/A \$100	2ND P/A \$100	2ND P/A \$100
Civil Court Subpoenas			
Police Employees	\$275	\$275	Deposit and actual cost after appearance

DESCRIPTION	Current Fee	Proposed 2019/20	Comments
False Alarm Responses			
1-3 in any 12-month period	\$0	\$0	
4 in any 12-month period	\$55	\$55	
5 in any 12-month period	\$155	\$155	
6 in any 12-month period	\$310	\$310	
7 or more in any 12-month period (\$100 increase for each subsequent false alarm)			
LiveScan Fingerprinting			
Resident	\$31	\$31	
Non-Resident	\$56	\$56	
Additional Non-Piedmont PD Fee:			
Department of Justice	\$33	\$33	
Federal Bureau of Investigation	\$20	\$20	
Firearms	\$29	\$29	
Child Abuse	\$15	\$15	
Non-listed Agency fees upon request			
Police Clearances			
Alien/U.S. Immigration	\$26	\$26	
Naturalization Service	\$26	\$26	
U.S. Citizenship/Travel Abroad	\$26	\$26	
Alcoholic Beverage Control	\$26	\$26	
Police Reports			
Traffic Accident Reports	.10 /page	.10/page	
Public Records	.10/page	.10/page	
Police Photographs			
Photographs	\$5.00 each	\$5.00 each	
Digital Images	\$5.00 each	\$5.00 each	
Video/Audio Duplication	Actual cost	\$15	
Safekeeping			
Weapons	\$50	\$50	
(Family Codes 6218 & 6304 and Penal Code 12021.3)			

DESCRIPTION		Current Fee	Proposed 2019/20	Comments
Vehicle Release				
Vehicle		\$110	\$110	
Repossession Release				
Vehicle		\$15	\$15	
(Government Code 41612)				
Solicitors Permit (requires City Business License)		\$26	\$30	
Party Responses				
Multiple Responses		Hourly Rate - \$1,000 limit	Hourly Rate - \$1,000 limit	
Driving Under the Influence Emergency Response Cost Recovery				
Per Accident caused by DUI		Officer(s) Rate + Expenses -	Officer(s) Rate + Expenses -	
Charged to arrestee		\$12,000 limit	\$12,000 limit	
PARKING PENALTY SCHEDULE				
Section	Description	1st P/A	1st P/A	2nd P/A
11.38	Obedience to Signs	\$61	\$61	\$76
11.47a	Within divisional island unless marked	\$61	\$61	\$76
11.47b	Within 15' of property line of another street	\$61	\$61	\$76
11.47d	Public steps, public walks when indicated by signs/red paint	\$71	\$71	\$86
11.47e	As indicated by sign or red curb	\$71	\$71	\$86
11.48	Parking within allotted space	\$61	\$61	\$76
11.5	Park wrong way on one-way street	\$61	\$61	\$76
11.51	Parked inside limit markers for funeral service	\$61	\$61	\$76
11.52	Park for consecutive	\$76	\$76	\$92
11.53	Parked on street to be	\$61	\$61	\$76
11.55	Parked on grades exceeding 3%	\$61	\$61	\$76
11.56	Parallel parking	\$61	\$61	\$76
11.57	Angle parking	\$61	\$61	\$76
11.58	Parking for more than 10 minutes 6:00 p.m. to 5:00 a.m.	\$61	\$61	\$76

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

V. FIRE			
DESCRIPTION	Current Fee	Proposed 2019/20	Comments
Ambulance Fees			
Base Rate	\$2,099.50	\$2,295.00	Fees effective as of 07/01/2019, set by Alameda County Board of Supervisors
Mileage	\$48.81	\$51.78	
Oxygen	\$161.61	\$171.45	
Treatment/Non-Transport	\$483.44	\$460.27	

10 Year Projections



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10 Year Projections

2018-19 through 2028-29

<u>Item</u>	<u>Page</u>
Revenue Assumptions	1
Expense Assumptions	2
General Fund Summary	3
General Fund Detail	4
Expense Detail	5

City of Piedmont
10 Year Projection
Revenue Assumptions

	Historical Growth Rate Averages					
	30 Year	25 Year	20 Year	15 Year	10 Year	5 Year
Property Taxes	5.5%	5.4%	6.0%	5.3%	4.5%	6.6%
Real Property Transfer Tax	8.7%	6.4%	3.7%	2.7%	7.9%	-3.4%
Parcel Tax	-7.6%	-4.8%	-7.4%	-11.2%	4.2%	7.5%
Other Taxes and Franchises	3.1%	2.9%	3.1%	2.1%	0.5%	0.2%
License and Permits & Fines Forfeitures	5.3%	5.0%	3.3%	1.6%	3.2%	0.0%
Revenue from Use of Money or Property	4.9%	5.4%	4.5%	5.1%	4.5%	11.3%
Revenue from Other Agencies	14.4%	5.1%	5.7%	6.5%	4.8%	8.6%
Charges for Current Services	5.8%	6.4%	6.8%	4.9%	4.0%	4.0%
Other Revenue	54.3%	26.7%	21.8%	23.6%	85.1%	147.7%
Total General Fund Revenues	5.7%	5.0%	4.9%	4.2%	4.2%	4.3%

	Assumed Growth Rates								
	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY27-28	FY 28-29
Property Taxes	4.5%	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%	0.0%
Parcel Tax	3.0%	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%	2.0%
License and Permits & Fines Forfeitures	2.9%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Revenue from Use of Money or Property	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
Revenue from Other Agencies	2.0%	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%	3.0%
Other Revenue	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%
Total General Fund Revenues	3.3%	3.3%	3.4%	3.4%	3.4%	3.4%	3.4%	3.4%	3.5%

	Projected Revenues								
	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY27-28	FY 28-29
Property Taxes	\$ 15,161	\$ 15,848	\$ 16,566	\$ 17,316	\$ 18,100	\$ 18,920	\$ 19,777	\$ 20,673	\$ 21,609
Real Property Transfer Tax	2,800	2,800	2,800	2,800	2,800	2,800	2,800	2,800	2,800
Parcel Tax	2,425	2,498	2,573	2,650	2,730	2,812	2,896	2,983	3,072
Other Taxes and Franchises	2,450	2,499	2,549	2,600	2,652	2,705	2,759	2,814	2,870
License and Permits & Fines Forfeitures	483	497	512	527	543	559	576	593	611
Revenue from Use of Money or Property	765	780	796	812	828	845	862	879	897
Revenue from Other Agencies	1,599	1,631	1,664	1,697	1,731	1,766	1,801	1,837	1,874
Charges for Current Services	3,591	3,699	3,810	3,924	4,042	4,163	4,288	4,417	4,550
Other Revenue	168	170	172	174	176	178	180	182	184
Total General Fund Revenues	\$ 29,442	\$ 30,422	\$ 31,442	\$ 32,500	\$ 33,602	\$ 34,748	\$ 35,939	\$ 37,178	\$ 38,467

City of Piedmont
10 Year Projection
Expense Assumptions

Growth Rates

	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28
Salaries								
Misc	4.4%	3.3%	2.5%	3.0%	2.8%	3.2%	3.9%	2.8%
Safety	1.5%	2.6%	3.0%	3.0%	2.7%	2.8%	1.9%	3.2%
Other	3.0%	3.3%	3.0%	3.0%	3.2%	3.3%	3.9%	3.2%
Benefits								
Medical	4.5%	4.5%	4.5%	4.5%	4.5%	4.5%	4.5%	4.5%
Dental	4.5%	4.5%	4.5%	4.5%	4.5%	4.5%	4.5%	4.5%
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%
PERS - % of Payroll								
Misc - Tier 1	26.91%	30.65%	39.99%	42.09%	51.48%	56.91%	58.14%	70.49%
Misc - Tier 2	9.31%	9.41%	9.48%	9.82%	10.08%	10.35%	10.56%	10.79%
Misc - Tier 3	7.66%	7.85%	7.86%	7.99%	8.09%	8.31%	8.43%	8.53%
Safety - Tier 1	46.29%	56.43%	61.60%	64.61%	70.92%	77.52%	98.31%	98.69%
Safety - Tier 2	19.56%	19.67%	19.85%	20.26%	20.46%	20.71%	20.84%	21.10%
Safety - Tier 3	14.53%	14.69%	14.93%	15.29%	15.63%	15.78%	16.05%	16.33%
Other expenses rate increase								
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 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	FY 27-28	FY 28-29
General Fund Begin Balance	\$ 4,654	\$ 4,890	\$ 4,585	\$ 5,170	\$ 5,361	\$ 5,575	\$ 5,778	\$ 5,991	\$ 6,213	\$ 6,426	\$ 6,636
Revenues	28,486	28,500	29,442	30,422	31,442	32,500	33,602	34,748	35,939	37,178	38,467
<i>Growth rate - revenues</i>	-1.79%	0.0%	3.3%	3.3%	3.4%	3.4%	3.4%	3.4%	3.4%	3.4%	3.5%
Operating Expenditures	23,726	24,752	25,808	26,919	27,990	29,021	30,080	31,191	32,285	33,316	34,309
<i>Growth rate - expenditures</i>	8.98%	4.3%	4.3%	4.3%	4.0%	3.7%	3.6%	3.7%	3.5%	3.2%	3.0%
Non Department Expenditures	2,460	2,618	2,740	2,561	2,665	2,964	3,065	3,045	3,106	2,956	3,563
Net Operating Transfers	-814	-485	641	642	644	647	676	706	736	767	799
Operating net income	1,485	645	1,535	1,584	1,431	1,162	1,133	1,218	1,284	1,673	1,394
<i>Growth rate - operating income</i>	-59.84%	-56.5%	137.7%	3.2%	-9.7%	-18.8%	-2.6%	7.6%	5.4%	30.3%	-16.7%
Capital Transfers	1,250	950	950	1,392	1,217	960	920	996	1,070	1,463	1,195
Net income	235	-305	585	192	214	203	213	222	213	210	199
Ending Balance	\$ 4,890	\$ 4,585	\$ 5,170	\$ 5,361	\$ 5,575	\$ 5,778	\$ 5,991	\$ 6,213	\$ 6,426	\$ 6,636	\$ 6,835
% operating expenditures	18.7%	16.8%	18.1%	18.2%	18.2%	18.1%	18.1%	18.1%	18.2%	18.3%	18.0%
% expenditures & debt service	17.5%	16.0%	17.9%	18.0%	18.0%	17.9%	17.9%	18.0%	18.0%	18.1%	17.9%

City of Piedmont										
10 Year Projection										
General Fund Detail										
(In Thousands)										
	PROJECTED									
	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	FY 27-28
General Fund Beginning Balance	\$ 4,654	\$ 4,890	\$ 4,585	\$ 5,170	\$ 5,361	\$ 5,575	\$ 5,778	\$ 5,991	\$ 6,213	\$ 6,426
Revenues										
Property Taxes	13,968	14,504	15,161	15,848	16,566	17,316	18,100	18,920	19,777	20,673
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	2,262	2,354	2,425	2,498	2,573	2,650	2,730	2,812	2,896	2,983
Other Taxes and Franchises	2,383	2,402	2,450	2,499	2,549	2,600	2,652	2,705	2,759	2,814
License and Permits	455	470	483	497	512	527	543	559	576	593
Revenue from Use of Money or Property	699	750	765	780	796	812	828	845	862	879
Revenue from Other Agencies	1,921	1,568	1,599	1,631	1,664	1,697	1,731	1,766	1,801	1,837
Charges for Current Services	3,345	3,486	3,591	3,699	3,810	3,924	4,042	4,163	4,288	4,417
Other Revenue	253	166	168	170	172	174	176	178	180	182
Total Revenue	28,486	28,500	29,442	30,422	31,442	32,500	33,602	34,748	35,939	37,178
Growth Rate	-1.8%	0.0%	3.3%	3.3%	3.4%	3.4%	3.4%	3.4%	3.4%	3.4%
Operating Transfers in										
Reimbursement from sewer fund	824	849	874	900	927	955	984	1,014	1,044	1,075
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	0	0	0	0	0	0	0	0	0	0
Measure D reimbursement	17	17	17	17	17	17	17	17	17	17
Total Transfers In	866	891	916	942	969	997	1,026	1,056	1,086	1,117
Growth Rate	9.6%	2.9%	2.8%	2.8%	2.9%	2.9%	2.9%	2.9%	2.8%	2.9%
Grand Total Revenue	29,352	29,391	30,358	31,364	32,411	33,497	34,628	35,804	37,025	38,295
Growth Rate	-1.5%	0.1%	3.3%	3.3%	3.3%	3.4%	3.4%	3.4%	3.4%	3.4%
Expenditures										
Salaries:										
Safety	4,389	4,605	4,809	4,967	5,090	5,243	5,390	5,561	5,778	5,940
Miscellaneous	6,423	6,516	6,613	6,784	6,988	7,198	7,393	7,601	7,749	7,997
Other	2,017	2,030	2,091	2,160	2,225	2,292	2,365	2,443	2,538	2,619
Total Salaries	12,830	13,151	13,513	13,912	14,303	14,732	15,148	15,605	16,065	16,556
Growth Rate	4.7%	2.5%	2.7%	3.0%	2.8%	3.0%	2.8%	3.0%	2.9%	3.1%
Benefits and Payroll Taxes	2,475	2,543	2,637	2,729	2,841	2,953	3,068	3,185	3,286	3,423
Growth Rate	16.3%	2.8%	3.7%	3.5%	4.1%	3.9%	3.9%	3.8%	3.2%	4.2%
CalPERS Retirement - Pension	2,212	2,496	2,900	3,316	3,675	3,950	4,256	4,565	4,863	5,025
Growth Rate	17.8%	12.9%	16.2%	14.4%	10.8%	7.5%	7.8%	7.3%	6.5%	3.3%
Personnel services	303	312	321	331	341	351	362	373	384	395
Supplies and services	5,907	6,250	6,438	6,631	6,830	7,035	7,246	7,463	7,687	7,918
Total Other	6,210	6,562	6,759	6,962	7,171	7,386	7,608	7,836	8,071	8,313
Growth Rate	12.7%	5.7%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Grand Total Expenditures	23,726	24,752	25,808	26,919	27,990	29,021	30,080	31,191	32,285	33,316
Growth Rate	9.0%	4.3%	4.3%	4.3%	4.0%	3.7%	3.6%	3.7%	3.5%	3.2%
Non Departmental Expenditures										
Insurance (WCLiab\Unemployment)	1,446	1,476	1,522	1,569	1,618	1,668	1,719	1,773	1,828	1,884
Library	350	350	350	350	350	350	350	350	350	350
Retiree Medical Premium Payments	554	700	779	861	933	978	1,053	1,122	1,160	1,241
OPEB Contributions	110	91	89	88	85	84	82	80	78	76
Pension Rate Stabilization	0	0	0	-307	-321	-117	-139	-281	-310	-595
Total Non-Departmental Expenditures	2,460	2,618	2,740	2,561	2,665	2,964	3,065	3,045	3,106	2,956
Growth Rate	-12.4%	6.4%	4.7%	-6.5%	4.1%	11.2%	3.4%	-0.7%	2.0%	-4.8%
Operating transfers-out										
Aquatics	250	250	275	300	325	350	350	350	350	350
2014 Pension Obligation Fund	1,430	1,126	0	0	0	0	0	0	0	0
Total Transfers Out	1,680	1,376	275	300	325	350	350	350	350	350
Growth Rate	10.7%	-18.1%	-80.0%	9.1%	8.3%	7.7%	0.0%	0.0%	0.0%	0.0%
Total expenditures and transfers-out	27,867	28,746	28,823	29,780	30,980	32,335	33,495	34,586	35,741	36,622
Growth Rate	6.8%	3.2%	0.3%	3.3%	4.0%	4.4%	3.6%	3.3%	3.3%	2.5%
Operating net income	1,485	645	1,535	1,584	1,431	1,162	1,133	1,218	1,284	1,673
Growth Rate	-59.8%	-56.5%	137.7%	3.2%	-9.7%	-18.8%	-2.6%	7.6%	5.4%	30.3%
Capital transfer-out										
Facility maintenance fund	850	550	550	500	450	400	400	400	400	400
Equipment replacement fund	400	400	400	892	767	560	520	596	670	1,063
Total capital transfers	1,250	950	950	1,392	1,217	960	920	996	1,070	1,463
Net income after capital transfers	235	-305	585	192	214	203	213	222	213	210
General Fund Ending Balance	\$ 4,890	\$ 4,585	\$ 5,170	\$ 5,361	\$ 5,575	\$ 5,778	\$ 5,991	\$ 6,213	\$ 6,426	\$ 6,636
Growth of general fund balance	5.1%	-6.2%	12.7%	3.7%	4.0%	3.6%	3.7%	3.7%	3.4%	3.3%
% operating expenditures	18.7%	16.8%	18.1%	18.2%	18.2%	18.1%	18.1%	18.1%	18.2%	18.3%

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

PROJECTED EXPENSES											
	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	FY 27-28	FY 28-29
Salaries											
Misc	\$ 4,389	\$ 4,605	\$ 4,809	\$ 4,967	\$ 5,090	\$ 5,243	\$ 5,390	\$ 5,561	\$ 5,778	\$ 5,940	\$ 6,106
Safety	6,423	6,516	6,613	6,784	6,988	7,198	7,393	7,601	7,749	7,997	8,253
Other	2,017	2,030	2,091	2,160	2,225	2,292	2,365	2,443	2,538	2,619	2,703
Total Salaries	12,830	13,151	13,513	13,912	14,303	14,732	15,148	15,605	16,065	16,556	17,062
Benefits											
Medical	1,654	1,690	1,757	1,826	1,912	1,998	2,086	2,175	2,248	2,352	2,462
Dental	174	189	197	206	217	227	238	249	259	272	286
Vision	22	23	24	24	24	25	25	25	26	26	26
Life Insurance	41	42	42	42	43	43	44	44	44	45	45
Disability	15	16	16	16	16	16	16	16	17	17	17
FICA	381	394	406	416	425	435	445	455	468	479	491
Medicare	187	190	195	199	204	210	215	220	226	232	238
Total Benefits & Taxes	2,475	2,543	2,637	2,729	2,841	2,953	3,068	3,185	3,286	3,423	3,566
Retiree Medical	554	700	779	861	933	978	1,053	1,122	1,160	1,241	1,299
PERS Employer Contribution											
Misc - Tier 1	506	555	575	677	736	798	830	880	934	899	823
Misc - Tier 2	34	92	113	118	149	159	190	209	222	260	294
Misc - Tier 3	97	84	97	102	119	125	142	154	163	183	201
Total Misc	638	731	785	898	1,004	1,082	1,162	1,243	1,318	1,342	1,318
Safety - Tier 1	1,184	1,331	1,596	1,827	2,054	2,219	2,388	2,555	2,618	2,712	2,801
Safety - Tier 2	270	282	337	383	398	419	453	491	587	613	633
Safety - Tier 3	120	152	181	208	218	230	254	276	340	357	368
Total Safety	1,574	1,765	2,114	2,418	2,670	2,868	3,095	3,322	3,545	3,683	3,801
Total PERS	2,212	2,496	2,900	3,316	3,675	3,950	4,256	4,565	4,863	5,025	5,119
GRAND TOTAL PERSONNEL	\$ 17,516	\$ 18,190	\$ 19,049	\$ 19,957	\$ 20,819	\$ 21,635	\$ 22,473	\$ 23,356	\$ 24,215	\$ 25,003	\$ 25,747
YOY \$ Change	1,253	\$ 674	\$ 859	\$ 908	\$ 862	\$ 816	\$ 838	\$ 883	\$ 859	\$ 789	\$ 743
% Change	7.7%	3.8%	4.7%	4.8%	4.3%	3.9%	3.9%	3.9%	3.7%	3.3%	3.0%