

CITY OF PIEDMONT 2020 - 21 BUDGET





**CITY OF PIEDMONT
FY 2020-21 BUDGET**

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Teddy Gray King, Vice Mayor

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Jennifer Cavanaugh, Councilmember

Tim Rood, Councilmember

City Administrator

Sara Lillevand

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John O. Tulloch - Assistant City Administrator/City Clerk

Michael Szczech - Finance Director

Bret Black - Fire Chief

Kevin Jackson - Planning Director

Jeremy Bowers - Chief of Police

Chester Gene Nakahara - Public Works Director

Chelle Putzer - Recreation Director

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CITY OF PIEDMONT CALIFORNIA

June 1, 2020

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

Budget Message for 2020-21 Proposed Budget

OVERVIEW

I am pleased to submit the FY 2020-21 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, the potential impact of COVID-19 on our long term financial health is not yet known. While we are fortunate that the majority (72%) of our revenue will be minimally impacted, we are projecting that several revenue categories will be challenged due to the likelihood of an economic recession for the remainder of FY 2019-20, into FY 2020-21, and possibly beyond.

For FY 2019-20, we are projecting revenue shortfalls as compared to budget in the following categories:

- Recreation Revenue – \$1.2 million due to the suspension of recreation programs and the closure of rental facilities. In addition, \$0.5 million of collected revenue will be deferred to FY 2020-21 in accordance with accounting regulations.
- Sales Tax - \$40,000 due to retail sales declines.

We are not projecting a shortfall in Building Permits, Planning and related fees as activity was very robust and exceeded our expectations up until the COVID-19 shelter in place restrictions were put into place. For FY 2020-21, we expect declines from FY 2019-20 projected amounts in this area.

The City's CalPERS pension costs will not be affected through FY 21-22 as our contributions and unfunded liability payment for these periods have already been determined. If the financial markets do not recover, our costs will be adversely impacted beginning with FY 22-23. The impact on our pension costs may be severe if the CalPERS investment portfolio does not meet its targeted return of 7% annually.

Our fiduciary funds, which include Police and Fire Pension Fund, Other Post-Employment Benefits (OPEB) Fund, and Pension Stabilization Funds (PARS) have been underperforming for the Fiscal Year to date period ending April 30, 2020. Returns were in the 0% - 2% range compared to planned increases of 5% to 6%. As the nature of these funds have a longer time horizon and are directly affected by changes in the financial markets, it remains to be seen what impact, if any, the current market downturn will have.

The Proposed Budget projects an Operating Net Loss of \$0.2 million in the General Fund for 2020-21. After a proposed Capital Transfer to the Equipment Replacement Fund of \$303,000, the General Fund will experience a Net Loss estimated at \$523,000, which results in a projected ending General Fund Balance of \$4.7 million, or 17% of operating expenditures.

The City's real estate market was very healthy through March, but the outlook now is uncertain. Property tax revenue has historically been relatively stable, even during periods of economic recession. FY 2020-21 revenue is projected to increase 4.5% over 2019-20 levels based on the estimated assessed valuations provided by Alameda County. In contrast, however, Real Property Transfer Tax (RPTT) revenue is extremely sensitive to economic changes. 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 this and the current economic climate, it is prudent to continue treating this revenue source in a conservative manner. We have budgeted \$2.2 million for 2020-21 which is a 40% decline from the average of the past 5 years.

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 \$3.6 million compared to the FY 2019-20 projection of \$3.1, an increase of \$0.5 million or 16%. For reference, had the Council not taken the initiative to implement the cost reduction measures noted above, these costs would have been \$1.1 million higher at \$4.2 million or 36% more than what we are budgeting today.

As a general practice, in years when revenues exceed budget estimates, the City Council prudently treats the surplus as "one-time" revenue and has directed the funds to address facility maintenance, equipment replacement, and 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. As such, I am proposing a transfer of \$303,000 from the General Fund to the Equipment Replacement Fund, bringing the estimated FY 2020-21 beginning Fund balance to \$2.18 million. We are not recommending a capital transfer to the Facilities Maintenance Fund for FY 2020-21 as our General Fund cannot support such expenditure at this time based on our long term plan

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. As the long term plan indicates the need to supplement our General Fund with transfers from our PARS fund in order to pay our annual pension payments as early as FY 2025-26, we need to monitor the funds' performance very closely.

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. These renovation and repair costs are in addition to the rising subsidy required to operate the pool. For 2020-21 we are budgeting a decrease in revenue due to the assumed closure of the pool through December and poor revenue trends. Overall, we are projecting an operating loss of \$273,000. In order to maintain a reasonable reserve of approximately \$66,000 in the Aquatics Fund, we propose a subsidy transfer from the General Fund of \$250,000, which is the same as last year.

Furthermore, we have reached a point of critical mass with respect to needed improvements to the Police and Fire Department facilities, and are faced with severe deficiencies identified in these Essential Services Buildings. In order to move forward with any major improvements to these facilities, a framework to meet these deficiencies must be developed to meet requirements mandated by the Essential Services Act.

GENERAL FUND REVENUES

The City is projecting General Fund revenues in 2020-21 of \$27,357,500 compared to the 2019-20 projection of \$27,476,000. Revenue is reported and tracked in the following categories:

Category	2020-21		2019-20		\$ Change	%
	Proposed Budget	% of Budget	Projected	% of Total		
Property Related Taxes	\$ 19,745,000	72%	\$ 20,159,000	73%	\$ (414,000)	-2%
Other Taxes & Franchises	2,151,000	8%	2,370,000	9%	(219,000)	-9%
Revenues from Other Agencies	1,850,000	7%	1,674,000	6%	176,000	11%
Charges for Current Services	2,708,500	10%	2,167,000	8%	541,500	25%
Other	903,000	3%	1,106,000	4%	(203,000)	-18%
Total	\$ 27,357,500	100%	\$ 27,476,000	100%	\$ (118,500)	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 \$19,745,000 or 72% of General Fund revenues. This amount is a decrease of \$414,000 over the 2019-20 projected actual. The 2020-21 Proposed Budget consists of:

- Property Tax revenues, which consists of tax on secured and unsecured property, is budgeted at \$15,135,000, an increase of \$540,000 or 3% as compared to the 2019-20 projection.
- Real Property Transfer Tax revenue is budgeted at \$2,200,000, this is \$900,000 lower than our projection for 2019-20. We are budgeting this area very cautiously due to the past behavior of this tax in challenging economic environments.
- Parcel Tax revenue, based on the measure approved by 71% of voters in June 2016, is estimated at \$2,410,000, an increase of \$56,000 or 2.5% over the 2019-20 projection. The parcel tax increase is limited by the lower of CPI or 4%.

A strong real estate market is a key factor in maintaining the stability of City revenues, and we have had a strong market for the last 10 years. However, due to COVID-19, the market has slowed, and it remains to be seen how long or severe the slowdown will be.

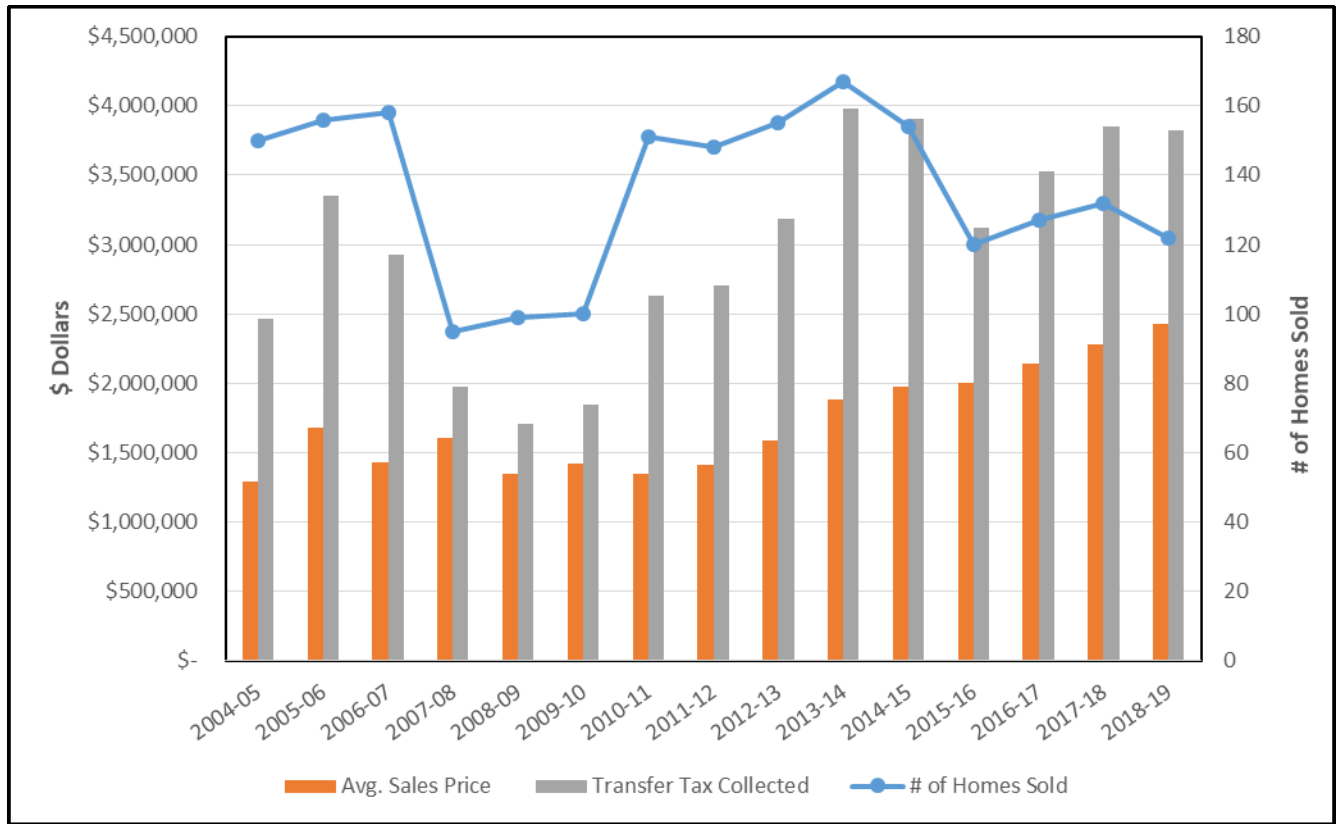
Property tax revenue will not be affected for FY 2020-21, as tax is based on the assessed valuations as of January 1, 2020. If future assessments decline, we may see reduced tax receipts in FY 2021-22 and later. Based on how assessed real property values behaved during the Great Recession (2008-2010), we do not anticipate a major decline in this revenue stream.

Through March we were experiencing a robust market in home sales which drove a 10% increase in Real Property Transfer Tax receipts as compared to the prior year. Since March, home sales have declined 35% compared to the prior year, and we expect the market to be challenged at least until the shelter in place orders are lifted.

During the Great Recession, these tax receipts dropped 40% and did not recover for four years. Since it is unclear how the economy will continue to respond to the COVID-19 crisis, we are budgeting this item based on the pattern experienced during the Great Recession. We have budgeted Real Property Transfer Tax at \$2.2 million, which is well below the \$3.3 million average receipts for the past ten years.

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 \$2,151,000, a decrease of \$219,000 over the 2019-20 projection, due to recessionary fears.

Revenues from Other Agencies

Revenues from Other Agencies is revenue received from state and regional agencies. These funds are unrestricted and are allocated for General Fund use, except for approximately \$305,000 in revenue directed to building & planning and public safety. The budget projects revenues of \$1,850,000, which is \$176,000 more than our 2019-20 projection. The increase is primarily due to the anticipated revenue received for SB2 and LEAP grants for climate action and housing policy development purposes.

The largest component of this revenue source is the Motor Vehicle License Fee, which is budgeted at \$1,400,000 and is \$50,000 higher than the 2019-20 projection.

Charges for Current Services

Charges for Current Services consists of revenues generated from service fees and is budgeted at \$3,431,000 in 2020-21. The major components are:

- Recreation revenue is projected at \$1,757,500, an increase of \$657,500 over 2019-20 projection, but \$774,500 less than last year's budget. Recreation revenue was severely impacted by cancelled programs and facility closures in the late third and fourth quarter of FY 2019-20 due to COVID-19. The FY 2020-21 budget assumes limited recreation programs will continue through December, before fully resuming in January 2021. We are assuming our rental facilities will re-open in January 2021.
- Ambulance Service charges are budgeted at \$300,000, which is consistent with FY 18-19 and prior years. FY 2019-20 was impacted by billing issues with our former third party billing vendor and a substantial drop in 4th quarter transports due to COVID-19.
- Planning related fees (which include Planning, Plan Check, General Plan Maintenance, and Records Management fees) are projected at \$489,000, a decrease of \$203,000 from last year. We have budgeted this amount conservatively as we expect the current challenging environment to continue into next year.

Other Revenue

Other Revenue consists of the following:

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

The following tables divide our revenue streams into two groups, High Risk and Low Risk, to give you a better idea of how an economic recession will affect our overall revenue.

	REVENUE				Variance		Comments
	Actual	%	Projected	Proposed	20-21 vs 19-20		
	2018-19	Total	2019-20	2020-21	\$	%	
High Risk							
Real Property Transfer Tax	3,820	10%	3,100	2,200	(900)	-29%	Prior ten year average was \$3.2 million. Budget conservatively due to COVID-19 and economic recession concerns. Pattern after 2008-2010 recession
Supplemental Assessment	498	1%	440	250	(190)	-43%	Additional tax paid due to assessment changes after January 1 valuation date. Tax is based on county wide changes and allocated to cities. Assume lower due to lower projected home sales in calendar year 2020.
TOTAL Property Related	4,318	11%	3,540	2,450	(1,090)	-31%	
Business License Tax	561	2%	550	336	(214)	-39%	40% Decrease from 18-19 level due to COVID-19. Based on behavior during 2008-2010 recession.
Sales & Use Tax	200	1%	150	120	(30)	-20%	
County Sales Tax (Public Safety)	112	0%	95	65	(30)	-32%	
TOTAL Sales & Business Taxes	873	3%	795	521	(274)	-34%	
Recreation	2,287	9%	1,100	1,758	658	60%	Assumes facilities closed through June and recreation consisting of limited and online Summer and Fall programming. Programs fully resume and facilities open in January.
Community Hall Rental	449	2%	170	155	(15)	-9%	
Veterans' Building	95	0%	49	40	(9)	-18%	
TOTAL Recreation	2,831	11%	1,319	1,953	634	48%	
Building Permits	457	1%	480	276	(204)	-43%	40% Decrease from 18-19 level due to COVID-19. Based on behavior during 2008-2010 recession.
Plan Check Fees	243	1%	260	144	(116)	-45%	
General Plan Maintenance Fee			205	160	(45)	-22%	New fee in FY 2018-19 which is based on % of job cost. Averages 40%-45% of building permit fee.
Planning Fees	267	1%	200	160	(40)	-20%	5% decline from LY. Substantially lower than prior years due to code changes which reduced the number of applications subject to committee review.
Records Management Fees	-	0%	27	25	(2)	-7%	
Other Permits	29	0%	22	25	3	14%	
Fines & Forfeitures	3	0%	5	5	-	0%	
Dog License	23	0%	20	20	-	0%	
TOTAL Permits and Planning	1,022	4%	1,219	815	(404)	-33%	
Interest Earnings	217	0%	80	80	-	0%	Budget is lower than prior years due to the decline in interest rates in 2019-2020 and expected to continue into 2021.
Other	24	0%	-	-	-	#DIV/0!	
TOTAL Other	241	0%	80	80	-	0%	
TOTAL HIGH RISK	9,285	28%	6,953	5,819	(1,134)	-16%	

	REVENUE				Variance		Comments
	Actual		Projected	Proposed	20-21 vs 19-20		
	2018-19	%	2019-20	2020-21	\$	%	
Low Risk							
Property Tax - Secured	12,961	48%	13,600	14,210	610	4%	Budgeted increase of 4.5 %. Alameda County roll as of April, 2020 indicates 4.96% increase over prior year. Such estimate is subject to change.
Property Tax - Unsecured	612	2%	660	670	10	2%	
Delinquent Taxes & Penalties	8	0%	5	5	-	0%	
Homeowner's Property Tax Relief	84	0%	81	80	(1)	-1%	
Motor Vehicle License Fees	1,300	5%	1,350	1,400	50	4%	MVLF is administered by Alameda County and fluctuates the same as property tax.
Parcel Tax	2,262	8%	2,354	2,410	56	2%	Budgeted 2.5% increase based on CPI. Parcel Tax can be increased by the lower of 4% or CPI.
TOTAL Property Related	17,227	64%	18,050	18,775	725	4%	
Gas & Electric	76	0%	75	75	-	0%	Based on contractual arrangement. No change expected.
Waste Management/Republic	250	1%	240	240	-	0%	
Cable Television /Comcast	218	1%	205	205	-	0%	
TOTAL Franchises	544	2%	520	520	-	0%	
Gas & Electric	759	3%	825	850	25	3%	Tax is based on utility usage by the City's residents and businesses. No material impact expected.
Telephone	372	1%	280	280	-	0%	
Water	45	0%	45	45	-	0%	
TOTAL Utility Users Tax	1,176	4%	1,150	1,175	25	2%	
City Hall Rental (Telecommunications)	92	0%	90	92	2	2%	
Forestry & Fire Protection	383	0%	58	-	(58)	N/A	Mutual Aid revenue for wildfire assistance (Strike Teams). Assume zero revenue due to unpredictability.
Emeryville Animal Control	102	0%	106	106	-	0%	
Police Services	41	0%	40	55	15	38%	
POST Fund	3	0%	13	10	(3)	-23%	
Mandated / State & County Grants/ Misc.	51	0%	7	225	218	3114%	FY2020-21 Revenue consists of SB2 (\$165 K) and LEAP (\$60 K) grants.
Paramedic Tax	69	0%	70	70	-	0%	
Ambulance Service Charges	311	1%	225	300	75	33%	
Other Revenue	281	1%	194	211	17	9%	
TOTAL Other	1,333	3%	803	1,069	266	33%	
TOTAL LOW RISK	20,280	72%	20,523	21,539	1,016	5%	

GENERAL FUND EXPENDITURES

The City is budgeting \$28,449,621 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	2020-21		2019-20		\$ Change	%
	Proposed Budget	% of Budget	Projected	% of Total		
Personnel Costs	\$ 19,147,112	67%	\$ 18,061,235	68%	\$ 1,085,877	6%
Maintenance & Operations	6,342,788	22%	5,895,822	22%	446,966	8%
Capital Outlay	9,250	0%	21,000	0%	(11,750)	-56%
Non-Departmental	2,950,471	10%	2,495,471	9%	455,000	18%
Total	\$ 28,449,621	100%	\$ 26,473,528	100%	\$ 1,976,093	7%

Personnel Costs

Personnel related costs, which includes salaries & wages, benefits, and retirement costs, is the largest overall expenditure in the General Fund at \$19,147,112, which is \$1,085,877 (6%) higher than the prior year projection. Such costs make up 67% of the total 2020-21 General Fund budget.

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

Personnel Budget by Department

Category	2020-21		2019-20		\$ Change	%
	Proposed Budget	% of Budget	Projected	% of Total		
Administration	\$ 1,707,425	9%	\$ 1,633,587	9%	\$ 73,838	5%
Public Works	2,035,840	11%	1,837,189	10%	198,651	11%
Planning & Building	1,168,065	6%	1,063,417	6%	104,648	10%
Recreation	1,732,179	9%	1,718,638	10%	13,541	1%
Police	6,154,018	32%	5,871,705	33%	282,313	5%
Fire	6,349,585	33%	5,936,699	33%	412,886	7%
Total	\$ 19,147,112	100%	\$ 18,061,235	100%	\$ 1,085,877	6%

Personnel Budget by Type

Category	2020-21		2019-20		\$ Change %	
	Proposed Budget	% of Budget	Projected	% of Total		
Salaries	\$ 13,652,275	71%	\$ 13,226,594	73%	\$ 425,681	3%
Health Insurance	1,777,194	9%	1,584,341	9%	192,853	12%
Retirement	2,901,900	15%	2,465,400	14%	436,500	18%
Other Benefits	815,743	4%	784,900	4%	30,843	4%
Total	\$ 19,147,112	100%	\$ 18,061,235	100%	\$ 1,085,877	6%

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 those four years.

During 2017-18, the City 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 contracts approved by the City Council in 2017 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 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, are bringing our employees closer to median. The City is currently negotiating labor contracts with the Fire and Police unions for Fiscal Year 2020-21 and beyond.

Salaries expense for 2020-21 is budgeted at \$13,855,590 which is just under a 5% increase compared to the 2019-20 projection. The increase is due to an assumed 3% across the board wage increase, one proposed new position (Sustainability Manager), and the assumption of full staffing.

In addition, as compared to the prior year projection (2019-20), the most significant changes in personnel costs are as follows:

- Health Insurance – The proposed budget reflects an increase of \$192,853 over last year. Premiums are adjusted by health care providers on January 1, 2021 and any increase above the established baseline will be shared equally between the City and employees. Although premium increases were generally flat in 2019-20, due to the volatile nature of health care costs, we are estimating a 5% increase in medical premiums in 2020-21. Remainder of the increase is due to the assumption of full staffing.

- Retirement - Employee retirement costs are increasing \$427,300 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 began a three year phase in to lower their discount rate from 7.5% to 7.0%. The final phase hits in this budget year. As a result, we expect our employer contribution and unfunded liability payments to increase by 17%, from \$2,465,400 (18.6% of salaries) in 2019-20 to \$2,901,900 (21.2% of salaries) in 2020-21

Maintenance and Operations

Maintenance and operations costs are budgeted at \$6,342,788, amounting to 22% of the 2020-21 General Fund budget, and is an increase of \$446,966 as compared to the 2019-20 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, consulting, crossing guards.
- IT related – Computer Courage contract, Software licenses and Strategic Planning.
- Other – Public works services (including street patching, landscaping, and tree pruning)
- Utilities

The following summarizes maintenance and operations costs by department:

Operations and Maintenance Budget by Department

Category	2020-21		2019-20		\$ Change		%	
	Proposed Budget	% of Budget	Projected	% of Total				
Administration	\$ 1,686,060	27%	\$ 1,614,875	27%	\$ 71,185		4%	
Public Works	1,731,360	27%	1,735,473	29%	(4,113)		0%	
Planning & Building	460,500	7%	128,500	2%	332,000		258%	
Recreation	959,000	15%	1,005,586	17%	(46,586)		-5%	
Police	904,868	14%	870,388	15%	34,480		4%	
Fire	601,000	9%	541,000	9%	60,000		11%	
Total	\$ 6,342,788	100%	\$ 5,895,822	100%	\$ 446,966		8%	

The most significant increases in Maintenance and Operations costs in the 2020-21 Proposed Budget as compared to the 2019-20 projection are as follows:

- Administration – An increase of \$71,185 is primarily due to increases in Information Services related expenses, including fees for a new financial system and renewal of OpenGov contract.
- Planning and Building – An increase of \$332,000 is primarily due to an expansion of our Supplemental Planning Services. The following programs are being planned for 2020-21:
 - Update of the Pedestrian and Bicycle Master Plan (\$110,000)
 - Development of policies that facilitate housing (\$180,000)
 - Update of the General Plan Housing Element (\$25,000)
 - Development of design guidelines for wireless communication facilities (\$15,000).
 - Update of the wireless communication facilities ordinance (\$10,000)
- Recreation – Recreation expenses are projected to be 5% lower year over year. The majority of recreation expenses are variable (65%-70%), and will fluctuate with changes in revenue. We are assuming that we will not return to a normal operating plan until January 2021 due to COVID-19.
- Fire – We are projecting an increase of approximately \$60,000 over last year primarily due to the cost of switching to a third party dispatch service.

Non Departmental

Non-Departmental costs are budgeted at \$2,950,471, comprising 10% of the 2020-21 General Fund budget. The following costs are included:

- Insurance costs, which include General Liability, Workers Compensation, and Unemployment, comprise \$1,690,000 and is a \$258,000 increase from the estimated 2019-20 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 the last two years, we plan to transfer only the employee contributions, estimated at \$80,000, 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 \$625,000 last year. The increase is due to three retirements in 2019-20 and a 5% budgeted increase in premium costs. Unemployment Insurance – The City is self-insured for the state's unemployment insurance program. The majority of our part-time staff was furloughed when we cancelled our recreation programs and rental facility events. Such employees are eligible to collect unemployment insurance. As the budget is assuming our programs and facilities will be essentially closed until January 2021, we have budgeted this cost at \$130,000.

GENERAL FUND BALANCE

The 2020-21 Proposed Budget projects an Operating Net Loss of approximately \$0.2 million. Capital transfers are proposed for essential capital needs as follows:

- \$302,927 - Equipment Replacement Fund

After these transfers, the General Fund ending balance will be approximately \$4.7 million, or 17% of Operating Expenses. No further transfers are recommended at this time due to the uncertainty of the economic environment and its effect on the City's revenue stream. We can reassess our position as we progress through the COVID-19 pandemic and its aftermath.

TEN YEAR PROJECTION

The ten year forecast of revenues and expenditures (and increasing level of transfers) assist in identifying long range issues and informing future planning and decision making through 2029-30. The following table shows details of the forecast through fiscal 2025-26.

General Fund Balance 2019-20 through 2025-26

	Projected	Proposed	Estimated				
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
Beginning Balance	\$ 5,288	\$ 5,248	\$ 4,725	\$ 4,619	\$ 5,558	\$ 5,762	\$ 5,970
Revenue	27,476	27,358	29,690	30,684	31,718	32,793	33,911
Expenditures:							
Operating	(23,978)	(25,499)	(26,721)	(27,803)	(28,806)	(29,861)	(30,935)
Non-Department	(2,495)	(2,950)	(2,940)	(1,761)	(2,996)	(3,063)	(2,857)
Operating Transfers	(338)	872	820	854	889	925	962
Capital Transfers	(704)	(303)	(955)	(1,035)	(601)	(586)	(864)
Net	(40)	(523)	(107)	939	204	208	217
Ending Balance	\$ 5,248	\$ 4,725	\$ 4,619	\$ 5,558	\$ 5,762	\$ 5,970	\$ 6,187
% of Operating Exp	20%	17%	16%	19%	18%	18%	18%
Revenue Growth Rate	-2%	0%	9%	3%	3%	3%	3%
Expense Highlights:							
Pension costs	2,465	2,902	3,352	3,730	4,012	4,319	4,644
Growth Rate	31%	18%	16%	11%	8%	8%	8%
Retiree Medical	625	700	779	861	933	978	1,053
Growth Rate	35%	12%	11%	11%	8%	5%	8%

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

Revenues:

- The Property Tax growth rate is projected to slow to approximately 3% for each of the next two years due to a likely economic slowdown. After this period, the growth rate is projected to be 4.5% annually. This is slightly lower than the average increase over the past ten years of 4.6% as we expect the rate of increase begin decline as the number of homes with low assessed valuations due to Proposition 13 decline due to turnover.
- Real Property Transfer Tax revenue is budgeted at \$2.8 million each year.
 - Transfer tax revenue has averaged \$3.6 million annually over the past 5 years and \$3.3 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 March 2020 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 in 2017-18. 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 2020-21 budget and the prior two years.

RECREATION DEPARTMENT COST RECOVERY				
	Recreation	School- mates	Aquatics	Total
ACTUAL 2018-19				
Revenues	\$ 2,831,156	\$ 772,007	\$ 504,142	\$ 4,107,305
Expenses:				
Salary & Benefits	1,707,130	559,124	434,903	2,701,156
Other	1,224,473	143,850	254,239	1,622,561
Less: July 4th & Harvest	(26,568)			(26,568)
Total Expenses	2,905,034	702,973	689,142	4,297,149
Revenues less Expenses	\$ (73,878)	\$ 69,034	\$ (185,000)	\$ (189,844)
Cost Recovery %	97%	110%	73%	96%
PROJECTED 2019-20				
Revenues	\$ 1,319,000	\$ 641,000	\$ 343,000	\$ 2,303,000
Expenses:				
Salary & Benefits	1,718,638	632,758	482,593	2,833,989
Other	1,026,586	130,181	240,500	1,397,267
Less: July 4th & Harvest	(26,569)			(26,569)
Total Expenses	2,718,655	762,939	723,093	4,204,687
Revenues less Expenses	\$ (1,399,655)	\$ (121,939)	\$ (380,093)	\$ (1,901,687)
Cost Recovery %	49%	84%	47%	55%
BUDGET 2020-21				
Revenues	\$ 1,952,500	\$ 465,000	\$ 280,000	\$ 2,697,500
Expenses:				
Salary & Benefits	1,732,179	496,954	376,250	2,605,383
Other	968,250	90,750	176,480	1,235,480
Less: July 4th & Harvest	-			-
Total Expenses	2,700,429	587,704	552,730	3,840,863
Revenues less Expenses	\$ (747,929)	\$ (122,704)	\$ (272,730)	\$ (1,143,363)
Cost Recovery %	72%	79%	51%	70%

We have historically targeted the Recreation Department to be cost neutral. In 2020-21, we are projecting approximately 70% total department cost recovery (72% General Recreation; 79% Schoolmates; and 51% Aquatics). As previously discussed, the decline in cost recovery is due to the effects of COVID-19.

In 2019-20, we are projecting Schoolmates cost recovery to be negative at 84%. The decline is due to the closure of Schoolmates from mid-March through the end of the fiscal year. In 2020-21, we are assuming Schoolmates will operate at 50% capacity due to COVID-19 and current Shelter in Place and Social Distancing regulations. As these regulations are changing as the COVID-19 environment changes, we will be monitoring the Schoolmates budget and adjust as necessary.

For Aquatics, we are projecting cost recovery to drop from 73% in 2018-19 to a projected 55% in 2019-20 (which was adversely affected by the closure of the pool due to COVID-19) and 51% budgeted in 2020-21. We are assuming the pool will be closed until January 2021. This results in an annual projected loss of approximately \$272,000. 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 FY2020-21 budget for street infrastructure maintenance and replacement is \$1.3 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. These sources are funded by Sales and Gasoline taxes. The budget is based on estimates received from the County. However, due to the current economic uncertainty and its effect on these revenue sources, we will monitor this closely and adjust project plans as needed. 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 2019-20					
Beginning Balance	\$ 633,638	\$ 136,758	\$ 250,966	\$ 39,255	\$ 1,060,618
HUTA	269,961				269,961
SB 1	190,209				190,209
Alameda County		475,000	440,000	40,800	955,800
Total Revenues	460,170	475,000	440,000	40,800	1,415,970
Expenses:					
Street\Sidewalk Work	(1,079,000)	(600,000)	(680,000)	(67,500)	(2,426,500)
Total Expenses	(1,079,000)	(600,000)	(680,000)	(67,500)	(2,426,500)
Ending Balance	\$ 14,808	\$ 11,758	\$ 10,966	\$ 12,555	\$ 50,088
PROPOSED 2020-21					
Beginning Balance	\$ 14,808	\$ 11,758	\$ 10,966	\$ 12,555	\$ 50,088
HUTA	243,000				243,000
SB 1	180,000				180,000
Alameda County		430,000	400,000	40,000	870,000
Total Revenues	423,000	430,000	400,000	40,000	1,293,000
Expenses:					
Street\Sidewalk Work	(430,000)	(430,000)	(400,000)	(45,000)	(1,305,000)
Total Expenses	(430,000)	(430,000)	(400,000)	(45,000)	(1,305,000)
Ending Balance	\$ 7,808	\$ 11,758	\$ 10,966	\$ 7,555	\$ 38,088

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 removed 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 allow us to focus this fund on only non-routine repairs, scheduled component replacement, and capital improvements for our 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 5 years (in thousands):

Fiscal Year	Interest	Annual Repairs & Maint.	City Hall & Fire		Vets Hall & Police		Rec. Building		Community Hall		Parks & Tennis		Other		Total Expend.
			Sched. Maint.	Projects	Sched. Maint.	Projects	Sched. Maint.	Projects	Sched. Maint.	Projects	Sched. Maint.	Projects	Sched. Maint.	Projects	
19/20	\$ 100	\$ (286)	\$ (107)	\$ (36)	\$ (80)	\$ (29)	\$ (130)	\$ -	\$ (55)	\$ -	\$ (218)	\$ (269)	\$ -	\$ (34)	\$ (1,245)
20/21	62	(300)	(185)	(185)	(20)	(15)	(70)	-	-	(70)	(58)	(100)	(135)	(193)	\$ (1,330)
21/22	45	(315)	(205)	(45)	(110)	(106)	(62)	(145)	(28)	(455)	(138)	-	(129)	(25)	\$ (1,762)
22/23	36	(331)	(75)	(65)	(158)	(170)	(25)	(200)	(45)	(10)	(50)	-	(18)	-	\$ (1,147)
23/24	28	(341)	(65)	-	(285)	(195)	(200)	(90)	(90)	(255)	(81)	-	(34)	-	\$ (1,636)
24/25	12	(351)	(140)	-	(65)	-	(65)	-	(150)	-	(240)	-	(58)	-	\$ (1,069)

Below is a schedule summarizing the Facility Maintenance Fund Activity for the next ten years:

FACILITIES MAINTENANCE FUND							
(in thousands)							
Fiscal Year	Begin Balance	Planned Funding	Interest	Total Expend.	Balance	Reserve	Available Balance
19/20	\$ 6,411	\$ 550	\$ 100	\$ (1,245)	\$ 5,816	\$ (1,166)	\$ 4,650
20/21	5,816	0	62	\$ (1,330)	4,548	(1,166)	3,382
21/22	4,548	800	45	\$ (1,762)	3,631	(1,166)	2,465
22/23	3,631	250	36	\$ (1,147)	2,771	(1,166)	1,605
23/24	2,771	0	28	\$ (1,636)	1,163	(1,166)	(3)
24/25	1,163	0	12	\$ (1,069)	106	(1,166)	(1,060)
25/26	106	0	-	\$ (737)	(632)	(1,166)	(1,798)
26/27	(632)	0	-	\$ (602)	(1,234)	(1,166)	(2,400)
27/28	(1,234)	0	-	\$ (719)	(1,952)	(1,166)	(3,118)
28/29	(1,952)	0	-	\$ (811)	(2,763)	(1,166)	(3,929)
29/30	(2,763)	0	-	\$ (826)	(3,589)	(1,166)	(4,755)

The Facilities Maintenance Fund is estimated to have a Fund balance of approximately \$4.6 million as of June 30, 2020. The reserve of \$1.2 million is for projects which were approved in prior year budgets but have not yet been scheduled. The \$800,000 funding in 2021-22 is a charitable donation from the Estate of Anne Kroger which was received in 2017 and must be used to benefit children.

The fund balance at the end of 2020-21 is estimated at \$3.4 million, with an unrestricted fund balance of \$3.2. 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, and the uncertainty of our revenue stream due to the

current economic climate, we are not proposing any General Fund transfers after 2019-20.

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>Essential Services</u>	
Fire Department\City Hall	\$ 14,000,000
Police Department	\$ 18,000,000
	<u>\$ 32,000,000</u>
<u>Other:</u>	
New Aquatics Center	\$ 15,000,000
Veterans Hall Renovation	\$ 2,500,000
Coaches Field	\$ 5,000,000
Linda Beach	\$ 10,500,000
Recreation Building Renovation	\$ 5,000,000
	<u>\$ 38,000,000</u>

Recent high level assessments of the Police Department and Fire Department reveal significant deficiencies in these Essential Services Buildings which must be addressed. We are currently working on a more detailed analysis of options and costs. Beyond the Essential Services Buildings, 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 \$1.0 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, we do not have adequate funding for any of 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 are typically 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. This year, the Capital Improvement Projects Review Committee was forced to suspend its activity due to COVID-19. At this time, it is unclear when this committee will meet again.

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 \$1,809,000 as of June 30, 2020. The fund balance at the end of 2020-21 is projected at \$1,077,000, with an unrestricted fund balance of \$477,000 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 2020-21 is \$386,695.

The following is the detail of proposed Equipment Replacement expenditures for 2020-21 of \$1,073,800:

Description	\$ Amount
<u>Administration:</u>	
Video Equipment Upgrade	\$ 50,000
Station Renovation (KCOM)	\$ 250,000
<u>Recreation:</u>	
Automobile: Van	34,000
<u>Police:</u>	
Captain's Vehicle	35,000
Automated License Plate Readers	60,000
<u>Fire:</u>	
Utility Pickup Vehicle	75,000
Automated External Defibrillators	10,000
LUCAS Device (CPR Machine)	30,000
P25 Compatible Radios	20,000
<u>IT:</u>	
Applications & Systems	338,000
Infrastructure & Operations	136,100
Hardware	35,700
Total Proposed Expenditures	\$ 1,073,800

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	Projected 2019-20	Proposed Budget 2020-21	Projected			
			2021-22	2022-23	2023-24	2024-25
Beginning Balance	\$2,926,379	\$ 3,153,735	\$ 3,068,998	\$ 2,984,674	\$ 964,421	\$ 4,133,158
Sewer Service Charges \ Interest	2,747,074	2,776,150	2,849,889	2,925,593	3,003,315	3,083,108
Loan Proceeds	0	0	0	1,020,620	3,061,860	0
Total Revenue	2,747,074	2,776,150	2,849,889	3,946,213	6,065,175	3,083,108
Operating Costs	(1,697,154)	(1,837,662)	(1,910,295)	(1,986,160)	(2,065,368)	(2,148,036)
Capital Costs:						
General Sewer Replacement	(13,223)	(13,885)	(14,579)	(15,308)	(16,073)	(16,877)
Phase V	0	0	0	0	0	0
Phase VI	0	(200,000)	(200,000)	(3,300,000)	0	0
Phase VII	0	0	0	0	(150,000)	(300,000)
Debt Service	(809,340)	(809,340)	(809,340)	(664,998)	(664,998)	(771,049)
Total Expenditures	(2,519,718)	(2,860,887)	(2,934,214)	(5,966,466)	(2,896,439)	(3,235,962)
Ending Balance	\$ 3,153,735	\$ 3,068,998	\$ 2,984,674	\$ 964,421	\$ 4,133,158	\$ 3,980,304

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 \$945,000, an increase of \$98,000 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%. The final payment was made in March 2020.

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 long term at 17% of total expenditures. We will monitor our pension costs and the performance of this fund closely to assure adequate funding is maintained.

CONCLUSION

Over the past several years, 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 the Parcel Tax, has sustained the City's ability to continue the provision of a high level of services to our residents.

We now suddenly find ourselves in the uncharted territories of a widespread economic shutdown due to COVID-19, and the resulting extended stay home orders. Despite the very real and significant local, regional, national, and global economic impacts of COVID-19, at present Piedmont is relatively well situated to weather this storm.

Prior to COVID-19, we were in a favorable mid-year position for FY 19-20. The City is not heavily dependent on sales tax or transient occupancy tax, which have been greatly reduced by the extended stay home orders. We will finish FY 19-20 \$0.7M to \$1M short of mid-year projections, but very close to budget. As a result, we will not be able to set aside additional needed funding to address facilities maintenance. However, we will be able to balance the FY 19-20 budget, and in the short term, we will be able to continue to provide outstanding levels of service to Piedmont residents.

Longer term budgetary impacts are difficult to predict at this time due to tremendous economic uncertainty. Our primary long term concerns relate to our Real Property Transfer Tax receipts and pension costs. The transfer tax is especially sensitive to the state of the economy. As mentioned above, these tax receipts declined by 40% during the last economic recession and did not recover for four years. Also of great concern is the effect a downturn will have on our pension costs. If the financial markets continue to struggle, and CalPERS annual investment performance is lower than its 7% discount rate, our future pension payments may rise significantly. Looking ahead, the City finance team will continue to closely monitor the economic repercussions from COVID 19.

As followers of prior City budget discussions are aware, in order to maintain a balanced budget and a minimal General Fund reserve, the City has not been able to adequately invest in our aging infrastructure. Many of our facilities and streets need substantial improvement, due to age, accessibility, and emergency safety. The City is not able to save funds sufficient to address major renovations. There is no additional source of State or Federal funding currently available to address these significant needs, and it is unlikely that there will be any additional State or Federal revenue in the coming years.

A year ago, the City had identified \$5 million of critical renovations to City Hall and the Recreation Building, of which only \$1.2 million is funded (as a result of earmarked private donations). In addition, over the past several years, the City had identified significant needs at our other facilities and parks, including replacement of the Community Pool. Together, these facility renovations were estimated to cost approximately \$32.4 million. This year, the City was also made aware of significant deficiencies in our Essential Services Buildings (Police and Fire) which must be addressed. Despite the economic uncertainties of today, the City needs to continue to focus on plans to renovate, replace, or close these facilities in the coming years.

In conclusion, I want to thank the residents of Piedmont whose volunteerism and on-going financial support enables the City to sustain a 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.



Sara Lillevand
City Administrator

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CITY OF PIEDMONT
FY 2020-21 BUDGET SUMMARY

OPERATING BUDGET

Expenditures:	Current Budget 2019-20	Estimated Expenditures 2019-20	Proposed Budget 2020-21	Budget % Change
Administration & KCOM	\$ 3,374,711	\$ 3,248,462	\$ 3,393,485	0.6%
Public Works	3,634,073	3,572,662	3,767,200	3.7%
Planning & Building	1,299,300	1,191,917	1,628,565	25.3%
Recreation	3,267,800	2,745,224	2,700,429	-17.4%
Police	6,563,888	6,742,093	7,058,886	7.5%
Fire	6,684,800	6,477,699	6,950,585	4.0%
Non-Departmental	2,616,671	2,495,471	2,950,471	12.8%
TOTAL General Fund	27,441,243	26,473,528	28,449,621	3.7%
Other Operating Funds				
Aquatics Fund	884,600	723,093	552,730	-37.5%
Schoolmates Fund	745,300	762,939	587,704	-21.1%
TOTAL Other Operating Expenditures	1,629,900	1,486,032	1,140,434	-30.0%
Total Operating Expenditures	\$ 29,071,143	\$ 27,959,560	\$ 29,590,055	1.8%

OTHER FUNDS BUDGET

Expenditures:	Current Budget 2019-20	Estimated Expenditures 2019-20	Proposed Budget 2020-21	Budget % Change
Special Revenue Funds				
Athletic Facility Preservation Fund	\$ 40,000	\$ 40,000	\$ 40,000	0.0%
COPS Fund	481,750	200,000	481,750	0.0%
Juvenile Officer Grant Fund	-	-	-	NA
Traffic Congestion Fund	-	38,429	-	NA
Gas Tax Fund	390,000	1,079,000	430,000	10.3%
Measure B Fund	460,000	600,000	430,000	-6.5%
Measure BB Fund	425,000	680,000	400,000	-5.9%
Measure D Fund	40,000	40,000	40,000	0.0%
Measure F - VRF	45,000	67,500	45,000	0.0%
Sidewalk Repair Fund	110,000	15,000	20,000	-81.8%
Total Special Revenue Funds	1,991,750	2,759,929	1,886,750	-5.3%
Capital Project Funds				
Capital Improvement Fund	3,055	75,000	3,055	0.0%
Urban County CDBG Fund	42,000	34,000	20,000	-52.4%
Equipment Replacement Fund	1,579,500	1,345,500	1,073,800	-32.0%
Facility Maintenance Fund	2,016,730	1,244,514	1,330,300	-34.0%
Total Capital Project Funds	3,641,285	2,699,014	2,427,155	-33.3%
Debt Service Fund				
2014 Pension Obligation Fund	1,127,300	1,127,300	-	-100.0%
Total Debt Service Fund	1,127,300	1,127,300	-	-100.0%
Enterprise Fund				
Sewer Fund	1,952,430	1,672,718	2,215,887	13.5%
Total Enterprise Fund	1,952,430	1,672,718	2,215,887	13.5%
TOTAL Other Funds	\$ 8,712,765	\$ 8,258,961	\$ 6,529,792	-25.1%
Grand Total	\$ 37,783,908	\$ 36,218,521	\$ 36,119,847	-4.4%

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OPERATING BUDGET

GENERAL FUND OPERATING DEPARTMENTS

	Budget 19/20	Estimated Expenditures 19/20	Proposed Expenditures 20/21	Proposed % Change
SALARIES	\$ 13,003,000	\$ 13,226,594	\$ 13,652,275	5.0%
FRINGE BENEFITS	5,187,600	4,834,641	5,494,837	5.9%
PERSONNEL EXPENSES	307,160	281,492	298,260	-2.9%
SUPPLIES & SERVICES	6,304,812	5,614,330	6,044,528	-4.1%
CAPITAL EXPENDITURES	22,000	21,000	9,250	-58.0%
OTHER	2,616,671	2,495,471	2,950,471	12.8%
TOTAL - ALL DEPARTMENTS	\$ 27,441,243	\$ 26,473,528	\$ 28,449,621	3.7%

EXPENDITURE DETAIL:

SALARIES

Regular Salaries	\$ 11,194,000	\$ 10,942,384	\$ 11,796,734	5.4%
Part Time Salaries	1,002,000	982,940	1,028,997	2.7%
Overtime Salaries	807,000	1,301,270	826,544	2.4%
Subtotal	13,003,000	13,226,594	13,652,275	5.0%

FRINGE BENEFITS

Health Insurance	1,906,300	1,584,341	1,777,194	-6.8%
Retirement	2,496,500	2,465,400	2,901,900	16.2%
Other Benefits	784,800	784,900	815,743	3.9%
Subtotal	5,187,600	4,834,641	5,494,837	5.9%

PERSONNEL EXPENSES

Memberships/Conferences/Training	307,160	281,492	298,260	-2.9%
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SUPPLIES & SERVICES

Department Supplies	334,650	362,150	335,650	0.3%
Utilities/Telephone/Radio	498,200	561,700	557,200	11.8%
Equipment/Maintenance/Gas/Oil	282,450	232,450	232,450	-17.7%
Contract Services	2,468,011	2,301,611	2,694,978	9.2%
Buildings/Grounds Maintenance	349,000	361,000	321,000	-8.0%
Other Expenses	1,632,301	1,146,919	1,174,050	-28.1%
Information Services	740,200	648,500	729,200	-1.5%
Subtotal	6,304,812	5,614,330	6,044,528	-4.1%

CAPITAL EXPENDITURES

Capital Outlay	22,000	21,000	9,250	-58.0%
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OTHER

General Fund Non Departmental	2,616,671	2,495,471	2,950,471	12.8%
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TOTAL - ALL DEPARTMENTS	\$ 27,441,243	\$ 26,473,528	\$ 28,449,621	3.7%
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GENERAL FUND BUDGET SUMMARY				
Expenditures and Revenues				
	FUND USES		VARIANCE	
	Proposed 2020-21	Estimated 2019-20	%	\$
EXPENDITURES				
Administration	\$ 3,393,485	\$ 3,248,462	4.5%	\$ 145,023
Public Works	3,767,200	3,572,662	5.4%	194,538
Planning and Building	1,628,565	1,191,917	36.6%	436,648
Recreation	2,700,429	2,745,224	-1.6%	(44,795)
Police	7,058,886	6,742,093	4.7%	316,793
Fire	6,950,585	6,477,699	7.3%	472,886
Non-Departmental	2,950,471	2,495,471	18.2%	455,000
TOTAL Expenditures	28,449,621	26,473,528	7.5%	1,976,093
TRANSFER OUT:				
2014 Pension Obligation Fund	-	1,127,300	-100.0%	(1,127,300)
Equipment Replacement Fund	302,927	-	NA	302,927
Aquatics	250,000	250,000	0.0%	-
Capital Improvement Fund	-	154,215	-100.0%	(154,215)
Facility Maintenance	-	550,000	-100.0%	(550,000)
TOTAL Transfer Out	552,927	2,081,515	-73.4%	(1,528,588)
TOTAL Expenditures/Transfer Out	\$ 29,002,548	\$ 28,555,043	1.6%	\$ 447,505
	FUND SOURCES		VARIANCE	
	Proposed 2020-21	Estimated 2019-20	%	\$
REVENUE				
Property Tax	\$ 15,135,000	\$ 14,705,000	2.9%	\$ 430,000
Property Transfer Tax & Parcel Tax	4,610,000	5,454,000	-15.5%	(844,000)
Other Taxes and Franchises	2,151,000	2,370,000	-9.2%	(219,000)
Licenses and Permits	326,000	527,000	-38.1%	(201,000)
Use of Money and Property	367,000	389,000	-5.7%	(22,000)
Revenue from Other Agencies	1,850,000	1,674,000	10.5%	176,000
Charges for Current Services	2,708,500	2,167,000	25.0%	541,500
Other	210,000	190,000	10.5%	20,000
TOTAL Revenue	27,357,500	27,476,000	-0.4%	(118,500)
TRANSFER IN:				
Juvenile Officer Grant Fund	140,000	150,000	-6.7%	(10,000)
Measure D Fund	17,000	17,000	0.0%	-
Private Contribution Fund	-	5,000	-100.0%	(5,000)
Sewer Fund	945,000	847,000	11.6%	98,000
Traffic Safety Fund	20,000	20,000	0.0%	-
TOTAL Transfer In	1,122,000	1,039,000	8.0%	83,000
TOTAL Revenue/Transfer In	\$ 28,479,500	\$ 28,515,000	-0.1%	\$ (35,500)
Excess: Revenues over Expenditures	(523,048)	(40,043)		
Beginning Fund Balance:	5,248,183	5,288,226		
Estimated Ending Fund Balance:	\$ 4,725,135	\$ 5,248,183		

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GENERAL FUND
2016-17 to 2020-21

	Actual 2016-17	Actual 2017-18	Actual 2018-19	Estimated 2019-20	Proposed 2020-21
General Fund Beginning Balance	\$ 4,717,975	\$ 4,688,649	\$ 5,531,642	\$ 5,288,226	\$ 5,248,183
Revenues					
Property Taxes	12,512,001	13,375,004	14,078,549	14,705,000	15,135,000
Real Property Transfer Tax	3,522,078	3,845,198	3,819,816	3,100,000	2,200,000
Parcel Tax: Muni Tax	1,745,533	2,197,571	2,261,531	2,354,000	2,410,000
Other Taxes and Franchises	2,473,923	2,411,719	2,481,403	2,370,000	2,151,000
License and Permits	577,031	588,652	512,131	527,000	326,000
Revenue from Use of Money or Property	615,611	738,051	828,696	389,000	367,000
Revenue from Other Agencies	1,699,190	2,036,728	2,002,026	1,674,000	1,850,000
Charges for Current Services	3,342,416	3,544,881	3,251,529	2,167,000	2,708,500
Other Revenue	169,447	267,028	327,870	190,000	210,000
	26,657,232	29,004,834	29,563,551	27,476,000	27,357,500
Operating Transfers in					
Sewer Fund Reimbursement	728,000	746,840	783,994	847,000	945,000
Traffic Safety Fund Reimbursement	50,000	15,000	20,000	20,000	20,000
Juvenile Officer Grant Fund Reimbursement				150,000	140,000
Schoolmates Fund Reimbursement	48,895	-	-	-	-
Private Contribution Fund	1,431	945	1,280	5,000	-
Gas Tax Supplement	250,000	-	-	-	-
COPS	6,117	-	-	-	-
Measure D Reimbursement	25,010	30,320	22,086	17,000	17,000
	1,109,453	793,105	827,360	1,039,000	1,122,000
Total Income	27,766,684	29,797,939	30,390,910	28,515,000	28,479,500
Departmental Expenditures					
Administration	2,527,851	2,880,104	2,919,216	3,248,462	3,393,485
Public Works	4,160,551	4,275,037	3,273,121	3,572,662	3,767,200
Planning & Building	-	-	1,300,000	1,191,917	1,628,565
Recreation	2,771,670	2,839,432	2,905,410	2,724,224	2,691,179
Police	5,757,399	6,203,835	6,333,036	6,742,093	7,058,886
Fire	5,440,638	5,959,922	6,142,768	6,477,699	6,950,585
	20,658,109	22,158,328	22,873,551	23,957,057	25,489,900
Operating Capital Outlay	-	15,792	12,721	21,000	9,250
Non Departmental Expenditures					
Library	350,471	350,471	350,471	350,471	350,471
Unemployment Insurance	8,323	8,414	76	20,000	150,000
Workers Compensation	555,206	614,638	793,587	610,000	680,000
Liability Insurance	434,911	553,186	685,742	802,000	990,000
Other Expense	-	2,112	6,459	-	-
Pension Rate Stabilization	2,000,000	750,000	-	-	-
OPEB - Retiree Payments	-	-	519,905	625,000	700,000
OPEB - Contributions	312,000	85,550	99,250	88,000	80,000
	3,660,910	2,364,371	2,455,490	2,495,471	2,950,471
Operating Transfers-out					
Aquatics	130,000	130,000	250,000	250,000	250,000
2014 Pension Obligation Fund	1,346,991	1,388,734	1,437,565	1,127,300	-
	1,476,991	1,518,734	1,687,565	1,377,300	250,000
Total Expenditures and Transfers-out	25,796,011	26,057,225	27,029,327	27,850,828	28,699,621
Operating Net Income	1,970,674	3,740,713	3,361,584	664,172	(220,121)
Capital Transfers-out					
Capital Improvement Fund	-	1,750	50,000	154,215	-
Streets \ Sidewalks	-	-	1,205,000	-	-
Facility Maintenance	1,600,000	3,331,000	1,950,000	550,000	-
Equipment Replacement Fund	400,000	400,000	400,000	-	302,927
Total Capital Transfers	2,000,000	3,732,750	3,605,000	704,215	302,927
Net Income after Capital Transfers	(29,326)	7,963	(243,416)	(40,043)	(523,048)
Prior Year Adjustment (Audit)		833,000			
General Fund Ending Fund Balance	\$ 4,688,649	\$ 5,529,612	\$ 5,288,226	\$ 5,248,183	\$ 4,725,135
Fund Balance as % of Operating Exp	19%	23%	21%	20%	17%
Fund Balance as % of Exp & Debt	18%	21%	20%	19%	16%

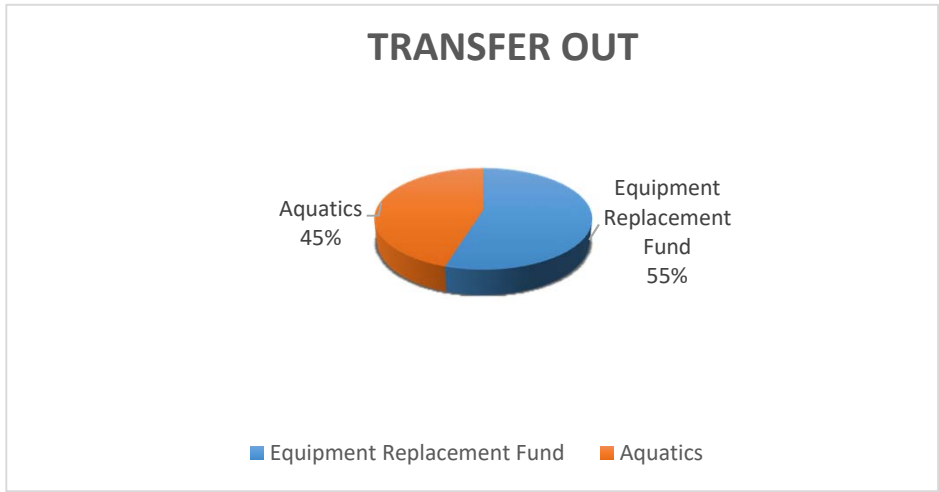
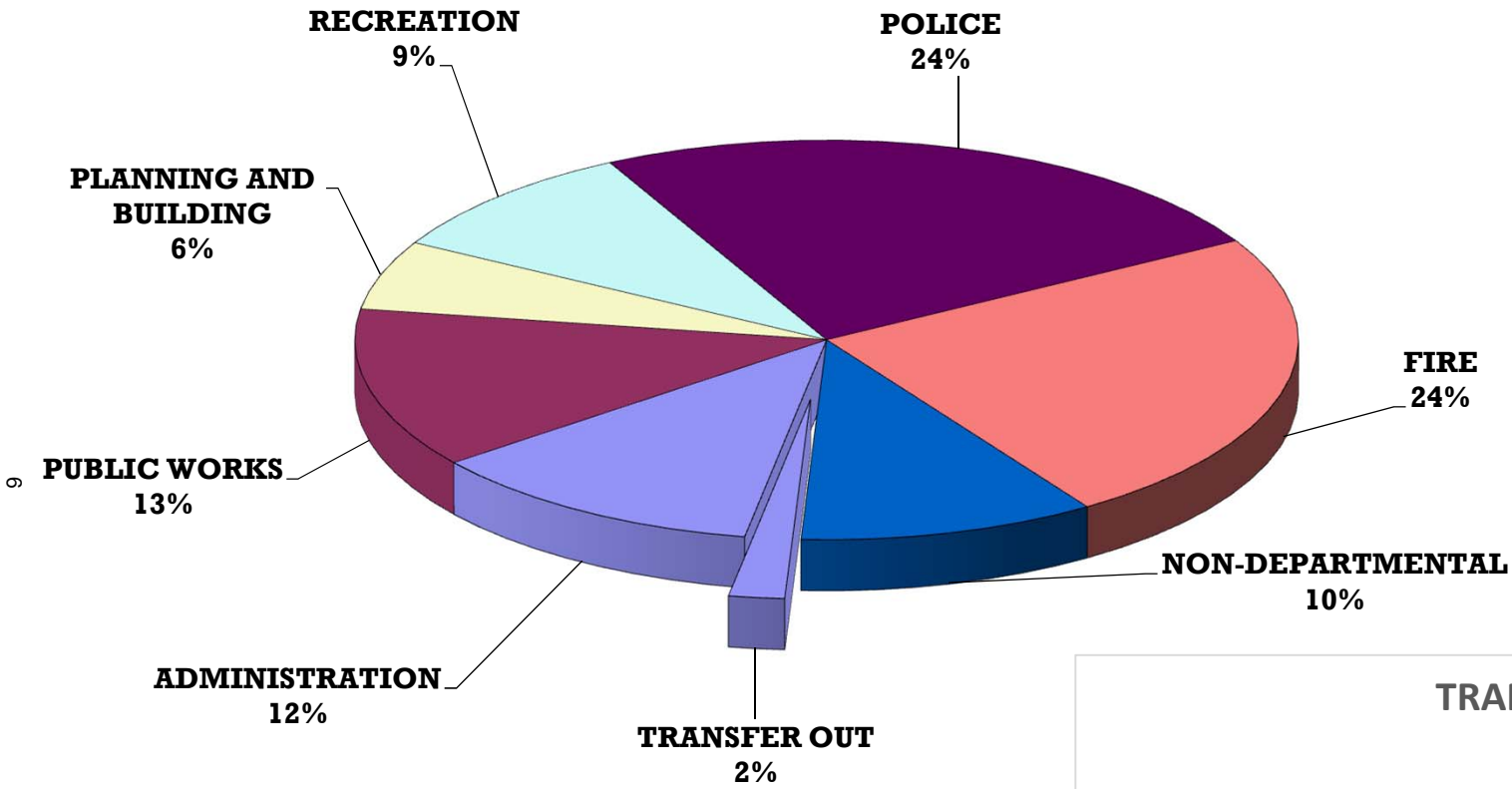
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GENERAL FUND SUMMARY

	Proposed Budget 2020-21	% of Budget
<u>Administration (Total)</u>	\$ 3,393,485	11.7%
Personal Services	1,707,425	5.9%
Maintenance & Operations	1,686,060	5.8%
Capital Outlay	-	0.0%
<u>Public Works (Total)</u>	3,767,200	13.0%
Personal Services	2,035,840	7.0%
Maintenance & Operations	1,731,360	6.0%
Capital Outlay	-	0.0%
<u>Planning & Building (Total)</u>	1,628,565	5.6%
Personal Services	1,168,065	4.0%
Maintenance & Operations	460,500	1.6%
Capital Outlay	-	0.0%
<u>Recreation (Total)</u>	2,700,429	9.3%
Personal Services	1,732,179	6.0%
Maintenance & Operations	959,000	3.3%
Capital Outlay	9,250	0.0%
<u>Police (Total)</u>	7,058,886	24.3%
Personal Services	6,154,018	21.2%
Maintenance & Operations	904,868	3.1%
Capital Outlay	-	0.0%
<u>Fire (Total)</u>	6,950,585	24.0%
Personal Services	6,349,585	21.9%
Maintenance & Operations	601,000	2.1%
Capital Outlay	-	0.0%
Non-Departmental (Total)	2,950,471	10.2%
Transfer Out (Total)	552,927	1.9%
General Fund: Expenditures/Transfers Out	\$ 29,002,548	100.0%

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**CITY OF PIEDMONT
GENERAL FUND
PROPOSED EXPENDITURES AND TRANSFERS 2020-21**



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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 2012-2021

FUND	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 Actual Fund Balance	2019-20 Estimated Fund Balance	2020-21 Proposed Fund Balance
GENERAL FUND	\$ 4,007,291	\$ 4,198,390	\$ 4,489,854	\$ 4,617,678	\$ 4,717,679	\$ 4,688,649	\$ 5,531,642	\$ 5,288,226	\$ 5,248,183	\$ 4,725,135
SPECIAL REVENUE FUNDS										
Abandoned Vehicle	55,948	35,278	39,843	41,911	45,472	52,739	23,514	28,658	28,658	28,658
Athletic Facility Preservation	-	32,166	28,570	129,574	25,016	85,136	137,095	169,382	159,382	149,382
COPS	234,333	152,504	213,466	297,881	283,216	406,933	436,134	526,291	481,291	150,541
Juvenile Officer Grant Fund	-	-	-	-	-	-	-	-	-	-
EECBG	5,459	5,459	5,459	-	-	-	-	-	-	-
Gas Tax	370,419	441,668	489,279	495,332	498,212	152,283	438,652	633,638	14,808	7,808
Measure B Sales Tax	420,534	558,322	396,135	117,959	84,666	75,556	7,478	136,758	11,758	11,758
Measure BB Sales Tax	-	-	-	79,133	23,751	238,316	2,380	250,966	10,966	10,966
Measure D	150,099	148,491	142,723	86,781	48,227	68,033	69,634	43,961	29,961	15,961
Measure F	49,408	94,409	141,877	30,452	3,184	4,932	105	39,255	12,555	7,555
Private Contribution	219,555	241,567	129,396	141,151	46,548	872,072	1,258,755	1,262,382	1,267,382	1,272,382
Schoolmates Program	78,091	93,108	226,979	316,387	344,698	326,316	301,049	370,083	248,144	125,440
Sidewalk Repair	59,087	62,515	47,907	54,860	60,231	62,051	69,296	16,373	16,373	11,373
Traffic Congestion Relief	-	-	-	-	-	-	12,827	25,590	0	0
Traffic Safety	4,020	7,292	15	51,394	8,876	5,305	11,077	25,009	25,009	25,009
TOTAL SPECIAL REVENUE FUNDS	1,646,953	1,902,902	1,865,193	1,844,606	1,473,888	2,349,673	2,767,996	3,528,348	2,306,288	1,816,834
CAPITAL PROJECT FUNDS										
Capital Improvement	1,072,137	1,195,023	493,334	475,216	330,437	440,456	103,897	14,499	93,714	90,659
Urban County CDBG	-	30,123	3,543	1,791	1,791	(145)	17,715	17,715	25,715	5,715
Equipment Replacement	2,017,019	2,173,174	2,861,650	2,958,928	3,702,889	3,937,414	3,803,442	3,100,790	1,809,290	1,077,417
Facilities Maintenance	139,907	918,655	2,114,247	2,123,889	4,375,941	3,782,199	5,654,456	6,410,608	5,816,094	4,547,794
TOTAL CAPITAL PROJECT FUNDS	3,229,063	4,286,852	5,469,231	5,558,033	8,409,267	8,159,924	9,579,509	9,543,612	7,744,813	5,721,585
ENTERPRISE FUNDS										
Aquatics	(124,650)	(72,477)	12,763	43,188	28,741	129,500	199,447	264,446	134,353	111,623
Sewer	1,203,721	1,153,481	680,087	1,296,051	801,035	1,303,950	(1,464,168)	2,926,379	3,153,735	2,768,999
TOTAL ENTERPRISE FUNDS	1,079,071	1,081,004	692,850	1,339,240	829,777	1,433,450	(1,264,722)	3,190,825	3,288,089	2,880,622
INTERNAL SERVICE FUNDS										
Employee Benefits	(3,212,055)	(3,852,737)	(3,874,525)	(4,135,522)	(4,135,522)	(5,218,206)	-	-	-	-
Liability Insurance	214,573	265,151	282,171	292,863	287,106	287,106	223,535	261,126	261,126	261,126
Workers Compensation	328,829	257,623	328,447	586,435	745,568	745,568	874,568	745,568	745,568	745,568
TOTAL INTERNAL SERVICE FUNDS	(2,668,653)	(3,329,963)	(3,263,907)	(3,256,223)	(3,102,848)	(4,185,533)	1,098,102	1,006,693	1,006,693	1,006,693
TOTAL FUNDS	\$ 7,293,725	\$ 8,139,185	\$ 9,253,221	\$ 10,103,334	\$ 12,327,762	\$ 12,446,164	\$ 17,712,529	\$ 22,557,704	\$ 19,594,066	\$ 16,150,869
TRUST FUNDS										
Police & Fire Pension Fund	\$ 8,967,953	\$ 10,164,732	\$ 11,719,273	\$ 11,645,257	\$ 10,853,164	\$ 11,933,986	\$ 12,352,060	\$ 12,950,030	\$ 12,630,683	\$ 12,860,683
Pension Rate Stabilization	-	-	-	-	-	2,000,000	2,752,527	2,917,104	2,899,104	3,027,104
OPEB Fund	3,052,875	3,427,173	4,353,290	5,530,561	6,194,988	7,171,296	8,161,570	8,857,496	8,945,496	9,560,496
TOTAL TRUST FUNDS	\$ 12,020,828	\$ 13,591,905	\$ 16,072,563	\$ 17,175,819	\$ 17,048,152	\$ 21,105,282	\$ 23,266,157	\$ 24,724,630	\$ 24,475,283	\$ 25,448,283

**CITY OF PIEDMONT
FUND BALANCE DETAIL
2019 - 2020**

	Description	6/30/2019 Fund Balance	Estimated		Estimated Transfer		6/30/2020 Estimated Fund Balance
			Revenue	Expenditures	In	Out	
GENERAL FUND	General Fund	\$ 5,288,226	\$ 27,476,000	\$ 26,473,528	\$ 1,039,000	\$ 2,081,515	\$ 5,248,183
INTERNAL SERVICE FUNDS	Liability Insurance	261,126	802,000	802,000	-	-	261,126
	Workers Compensation	745,568	610,000	610,000	-	-	745,568
	Gas Tax	633,638	460,170	1,079,000	-	-	14,808
	Measure B	136,758	475,000	600,000	-	-	11,758
	Measure BB	250,966	440,000	680,000	-	-	10,966
	Measure F	39,255	40,800	67,500	-	-	12,555
	Sidewalk Repair	16,373	15,000	15,000	-	-	16,373
	Sub-Total Street Related	1,076,991	1,430,970	2,441,500	-	-	66,461
SPECIAL REVENUE FUNDS	Abandoned Vehicle	28,658	-	-	-	-	28,658
	COPS	526,291	155,000	200,000	-	-	481,291
	Juvenile Officer Grant	-	150,000	-	-	150,000	-
	Traffic Safety	25,009	20,000	-	-	20,000	25,009
	Traffic Congestion	25,590	12,839	38,429	-	-	0
	Athletic Facility Preservation	169,382	30,000	40,000	-	-	159,382
	Measure D	43,961	43,000	40,000	-	17,000	29,961
	Private Contribution	1,262,382	10,000	-	-	5,000	1,267,382
	Schoolmates Program	370,083	641,000	762,939	-	-	248,144
CAPITAL PROJECT FUNDS	Equipment Replacement	3,100,790	54,000	1,345,500	-	-	1,809,290
	Facilities Maintenance	6,410,608	100,000	1,244,514	550,000	-	5,816,094
	Capital Improvement	14,499	-	75,000	154,215	-	93,714
	Urban County CDBG	17,715	42,000	34,000	-	-	25,715
DEBT SERVICE FUND	2014 Taxable Pension Oblig.	-	-	1,127,300	1,127,300	-	-
ENTERPRISE FUNDS	Aquatics	264,446	343,000	723,093	250,000	-	134,353
	Sewer	2,926,379	2,747,074	1,672,718	-	847,000	3,153,735
	TOTAL	\$ 22,557,704	\$ 34,666,883	\$ 37,630,521	\$ 3,120,515	\$ 3,120,515	\$ 19,594,066
TRUST FUNDS	OPEB Fund	\$ 8,857,496	\$ 88,000	\$ -	\$ -	\$ -	\$ 8,945,496
	Police & Fire Pension Fund	12,950,030	-	319,347	-	-	12,630,683
	Pension Rate Stabilization	2,917,104	-	18,000	-	-	2,899,104
	TOTAL TRUST FUNDS	\$ 24,724,630	\$ 88,000	\$ 337,347	\$ -	\$ -	\$ 24,475,283

**CITY OF PIEDMONT
ESTIMATED FUND BALANCE DETAIL
2020 - 2021**

	Description	6/30/2020 Fund Balance	Estimated		Estimated Transfer		6/30/2021 Estimated Fund Balance
			Revenue	Expenditures	In	Out	
GENERAL FUND	General Fund	\$ 5,248,183	\$ 27,357,500	\$ 28,449,621	\$ 1,122,000	\$ 552,927	\$ 4,725,135
INTERNAL SERVICE	Liability Insurance	261,126	990,000	990,000	-	-	261,126
	Workers Compensation	745,568	680,000	680,000	-	-	745,568
	Gas Tax	14,808	423,000	430,000	-	-	7,808
	Measure B	11,758	430,000	430,000	-	-	11,758
	Measure BB	10,966	400,000	400,000	-	-	10,966
	Measure F	12,555	40,000	45,000	-	-	7,555
	Sidewalk Repair	16,373	15,000	20,000	-	-	11,373
	Sub-Total Street Related	66,461	1,308,000	1,325,000	-	-	49,461
SPECIAL REVENUE FUNDS	Abandoned Vehicle	28,658	-	-	-	-	28,658
	COPS	481,291	151,000	481,750	-	-	150,541
	Juvenile Officer Grant	-	140,000	-	-	140,000	-
	Traffic Safety	25,009	20,000	-	-	20,000	25,009
	Traffic Congestion	0	-	-	-	-	0
	Athletic Facility Preservation	159,382	30,000	40,000	-	-	149,382
	Measure D	29,961	43,000	40,000	-	17,000	15,961
	Private Contribution	1,267,382	5,000	-	-	-	1,272,382
	Schoolmates Program	248,144	465,000	587,704	-	-	125,440
CAPITAL PROJECT FUNDS	Equipment Replacement	1,809,290	39,000	1,073,800	302,927	-	1,077,417
	Facilities Maintenance	5,816,094	62,000	1,330,300	-	-	4,547,794
	Capital Improvement	93,714	-	3,055	-	-	90,659
	Urban County CDBG	25,715	-	20,000	-	-	5,715
ENTERPRISE FUNDS	Aquatics	134,353	280,000	552,730	250,000	-	111,623
	Sewer	3,153,735	2,776,150	2,215,887	-	945,000	2,768,999
	TOTAL	\$ 19,594,066	\$ 34,346,650	\$ 37,789,847	\$ 1,674,927	\$ 1,674,927	\$ 16,150,869
TRUST FUNDS	OPEB Fund	\$ 8,945,496	\$ 615,000	\$ -	\$ -	\$ -	\$ 9,560,496
	Police & Fire Pension Fund	12,630,683	630,000	400,000	-	-	12,860,683
	Pension Rate Stabilization	2,899,104	145,000	17,000	-	-	3,027,104
	TOTAL TRUST FUNDS	\$ 24,475,283	\$ 1,390,000	\$ 417,000	\$ -	\$ -	\$ 25,448,283

GENERAL FUND REVENUE ANALYSIS
2020 - 2021

	Actual Revenue 2017-18	Actual Revenue 2018-19	Projected Revenue 2019-20	Proposed Revenue 2020-21
PROPERTY TAXES				
Property Tax - Secured	\$ 12,292,474	\$ 12,960,748	\$ 13,600,000	\$ 14,210,000
Property Tax - Unsecured	580,856	612,220	660,000	670,000
Supplemental Assessment	494,359	497,983	440,000	250,000
Delinquent Taxes & Penalties	7,315	7,598	5,000	5,000
TOTAL Property Taxes	13,375,004	14,078,549	14,705,000	15,135,000
PROPERTY TRANSFER TAX & PARCEL TAX				
Real Property Transfer Tax	3,845,198	3,819,816	3,100,000	2,200,000
Parcel Tax	2,197,571	2,261,531	2,354,000	2,410,000
TOTAL Transfer Tax and Parcel Tax	6,042,769	6,081,348	5,454,000	4,610,000
OTHER TAXES & FRANCHISES				
Other Taxes				
Sales & Use Tax	191,892	200,158	150,000	120,000
Business License Tax	563,453	560,515	550,000	336,000
TOTAL Other Taxes	755,345	760,673	700,000	456,000
Franchises				
Gas & Electric	81,347	75,718	75,000	75,000
Waste Management	164,741	249,549	240,000	240,000
Cable Television	161,732	218,068	205,000	205,000
TOTAL Franchises	407,820	543,335	520,000	520,000
Utility Users Tax				
Gas & Electric	811,175	759,441	825,000	850,000
Telephone	392,282	372,806	280,000	280,000
Water	45,097	45,149	45,000	45,000
TOTAL Utility Users Tax	1,248,554	1,177,395	1,150,000	1,175,000
TOTAL Other Taxes & Franchises	2,411,719	2,481,403	2,370,000	2,151,000
LICENSES & PERMITS				
Dog License	23,666	22,958	20,000	20,000
Building Permits	532,433	457,598	480,000	276,000
Other Permits	27,985	28,568	22,000	25,000
Fines & Forfeitures	4,568	3,007	5,000	5,000
TOTAL Licenses & Permits	\$ 588,652	\$ 512,131	\$ 527,000	\$ 326,000

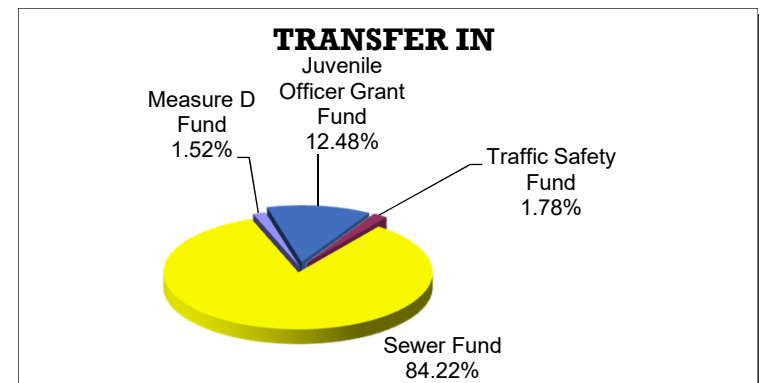
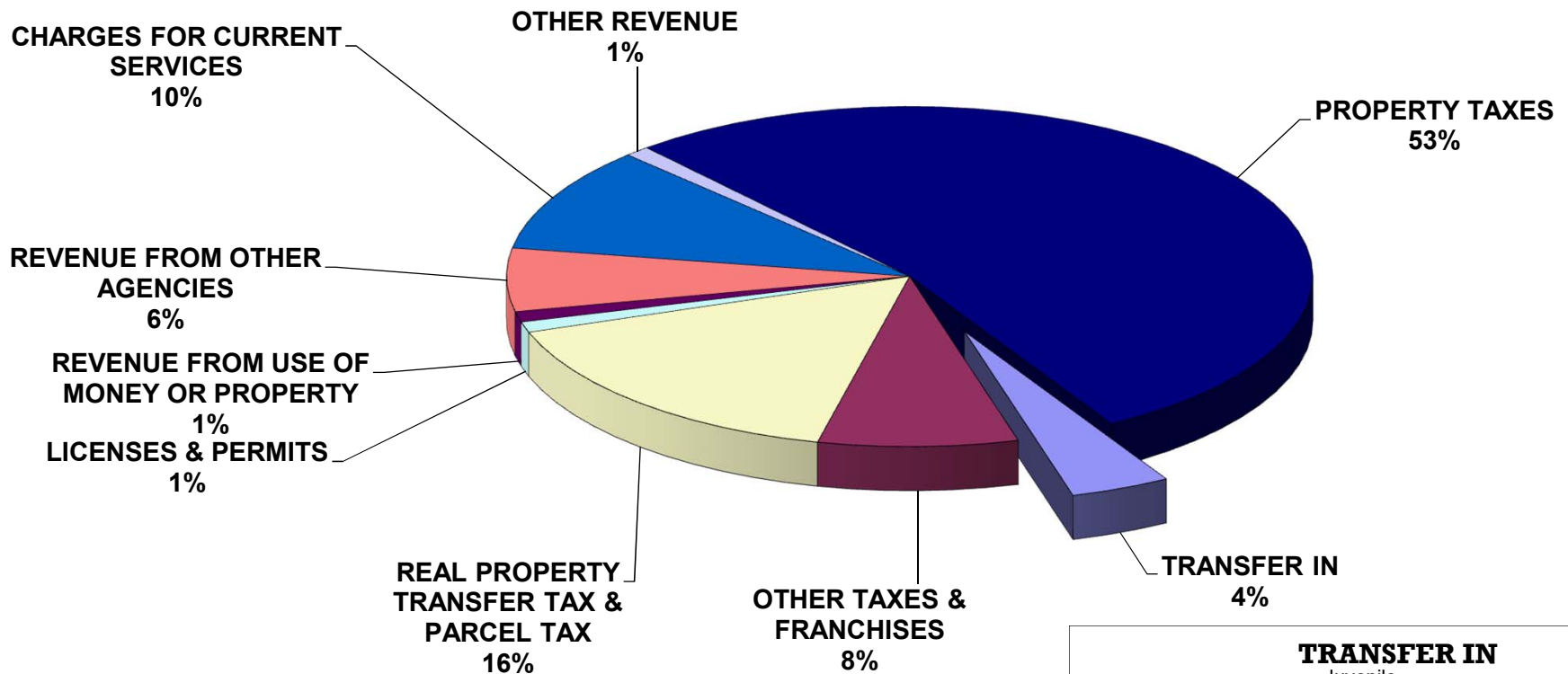
GENERAL FUND REVENUE ANALYSIS

2020 - 2021

	Actual Revenue 2017-18	Actual Revenue 2018-19	Projected Revenue 2019-20	Proposed Revenue 2020-21
REVENUE FROM USE OF MONEY OR PROPERTY				
Interest Earnings	\$ 119,628	\$ 217,037	\$ 80,000	\$ 80,000
Community Hall Rental	414,835	449,482	170,000	155,000
Veterans' Building	115,324	95,023	49,000	40,000
City Hall Rental (Telecommunications)	87,433	89,107	90,000	92,000
Other	830	2,651		-
TOTAL Revenue from Use of Money or Property	738,051	853,300	389,000	367,000
REVENUE FROM OTHER AGENCIES				
State of California				
Forestry & Fire Protection	480,769	383,294	58,000	-
Homeowner's Property Tax Relief	84,589	83,672	81,000	80,000
POST Fund	2,219	2,642	13,000	10,000
Mandated Costs/ State & County Grants/ Misc.	19,334	51,437	7,000	225,000
Motor Vehicle License Fees	1,228,577	1,299,718	1,350,000	1,400,000
1/2 Cent Sales Tax (Public Safety)	84,737	111,810	95,000	65,000
TOTAL State of California	1,900,225	1,932,573	1,604,000	1,780,000
County of Alameda				
County of Alameda-FRALS	67,128	-		
County Paramedic Tax	69,375	69,453	70,000	70,000
TOTAL County of Alameda	136,503	69,453	70,000	70,000
TOTAL Revenue from Other Agencies	2,036,728	2,002,026	1,674,000	1,850,000
CHARGES FOR CURRENT SERVICES				
Planning Fees	250,560	266,845	200,000	160,000
Plan Check Fees	270,547	243,272	260,000	144,000
General Plan Maintenance Fee			205,000	160,000
Records Management Fee			30,000	25,000
Emeryville Animal Control	82,609	102,033	106,000	106,000
Ambulance Service Charges	345,897	310,766	225,000	300,000
Recreation	2,552,934	2,286,651	1,100,000	1,757,500
Police & Fire Services	42,334	41,286	40,000	55,000
Variance Appeal	-	675	1,000	1,000
TOTAL Charges for Current Services	3,544,881	3,251,529	2,167,000	2,708,500
OTHER REVENUE				
Sale of Property	8,243	23,434	-	
Other Revenue	258,785	279,832	190,000	210,000
TOTAL Other Revenue	267,028	303,266	190,000	210,000
TOTAL GENERAL FUND REVENUE	\$ 29,004,834	\$ 29,563,551	\$ 27,476,000	\$ 27,357,500

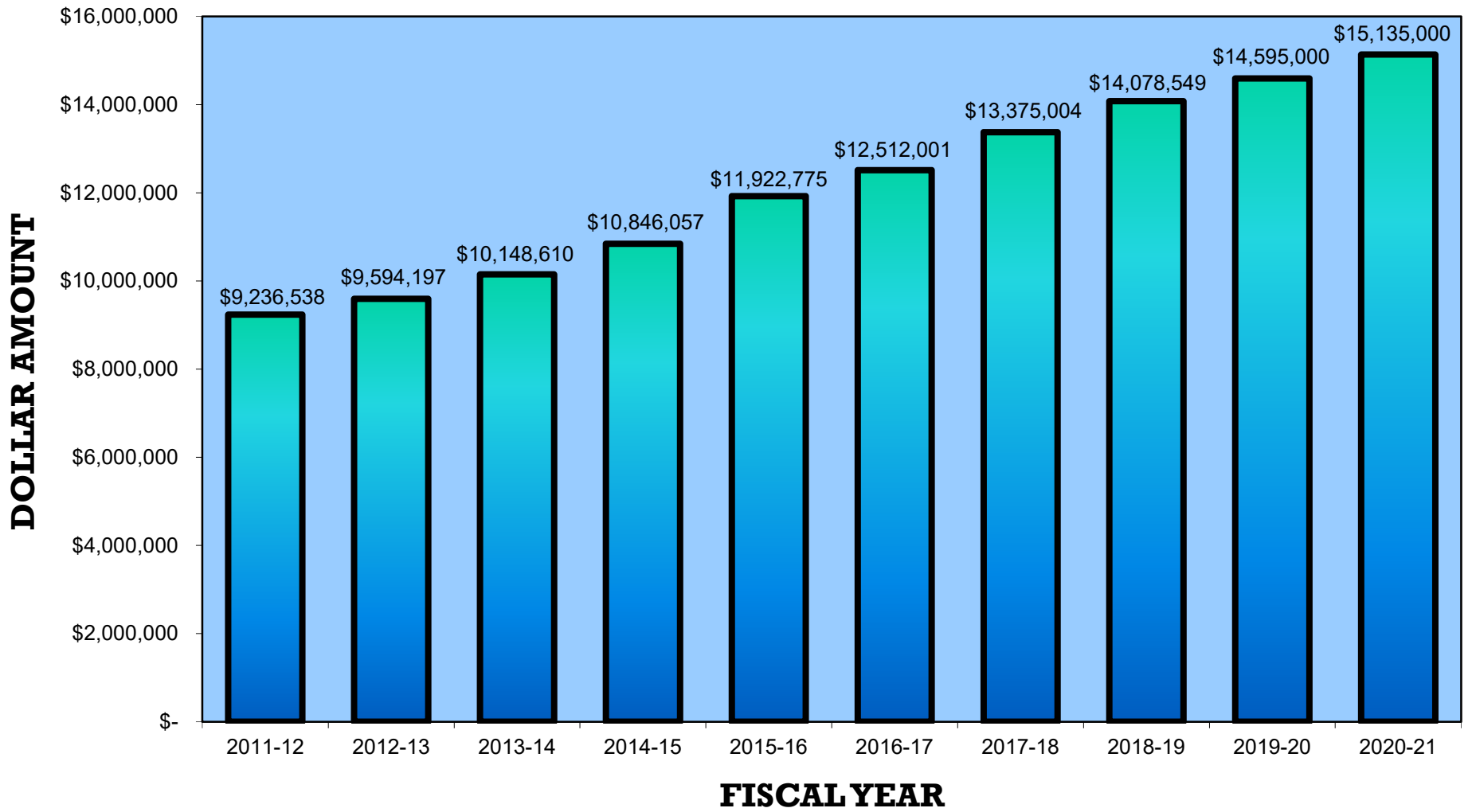
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**CITY OF PIEDMONT
GENERAL FUND
PROPOSED REVENUES AND TRANSFERS 2020-21**



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CITY OF PIEDMONT PROPERTY TAXES

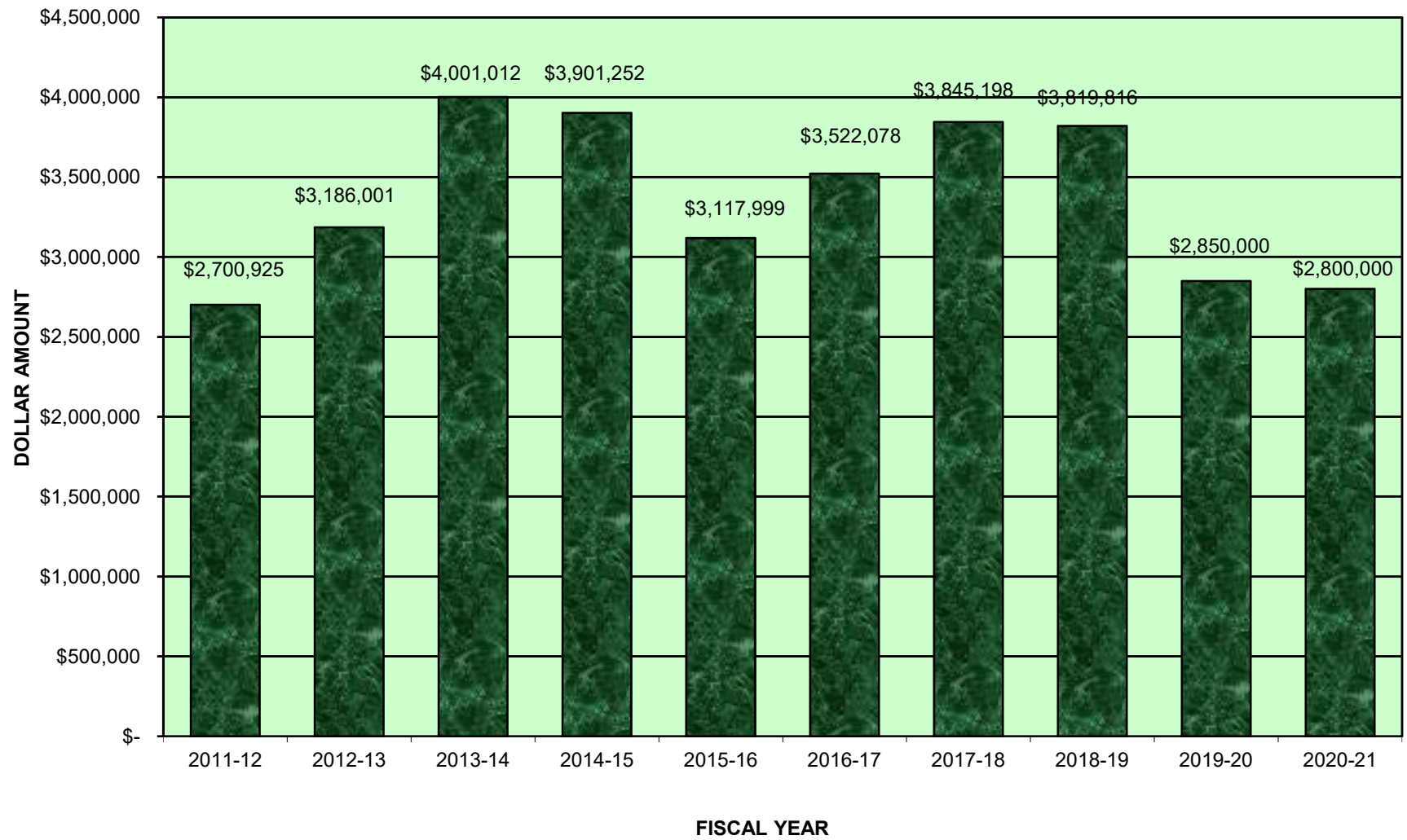


**City of Piedmont
Real Property Transfer Tax
Ten Fiscal Years**

	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>
July	292,883	346,451	425,855	332,328	288,813
August	283,252	262,314	368,287	302,523	487,629
September	168,918	190,768	221,180	185,428	282,242
October	140,902	128,329	294,937	251,647	362,364
November	296,296	160,968	242,797	146,917	235,333
December	154,638	169,509	206,659	108,217	139,080
Sub-total	1,336,889	1,258,338	1,759,714	1,327,059	1,795,460
January	52,712	48,948	101,154	336,347	126,810
February	103,050	98,522	166,443	151,898	232,870
March	194,488	176,668	143,241	383,419	322,464
April	384,022	271,789	290,244	497,929	553,675
May	244,519	281,138	389,425	972,438	429,821
June	313,241	565,523	335,781	331,923	440,152
Sub-total	1,292,032	1,442,587	1,426,287	2,673,953	2,105,792
Total	2,628,921	2,700,925	3,186,001	4,001,012	3,901,252

	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>
July	282,328	350,398	200,598	316,735	311,635
August	221,679	267,712	283,149	219,586	284,289
September	240,762	319,329	207,213	155,043	201,542
October	427,046	228,809	511,624	433,243	361,995
November	197,250	174,900	419,968	192,354	381,647
December	80,553	244,380	310,250	128,076	200,626
Sub-total	1,449,618	1,585,528	1,932,802	1,445,037	1,741,734
January	34,158	72,959	29,716	154,454	41,698
February	17,334	124,214	128,043	142,862	133,653
March	280,635	339,104	251,723	502,520	508,702
April	586,053	474,029	503,035	547,787	
May	410,247	384,509	396,514	552,603	
June	339,954	541,736	603,365	492,105	
Sub-total	1,668,381	1,936,551	1,912,396	2,392,330	684,053
Total	3,117,999	3,522,078	3,845,198	3,837,366	2,425,787

**CITY OF PIEDMONT
REAL PROPERTY TRANSFER TAX**



OTHER FUNDS REVENUE ANALYSIS
2020 - 2021

	Actual Revenue 2017-18	Actual Revenue 2018-19	Projected Revenue 2019-20	Proposed Revenue 2020-21
<u>SPECIAL REVENUE FUNDS</u>				
<u>ABANDONED VEHICLE ABATEMENT FUND</u>				
Alameda County	\$ 5,774	\$ 6,330		
TOTAL	5,774	6,330	-	-
<u>ATHLETIC FACILITY PRESERVATION FUND</u>				
Facility Fee/Contributions	61,959	32,287	30,000	30,000
TOTAL	61,959	32,287	30,000	30,000
<u>COPS</u>				
County of Alameda	167,206	158,119	145,000	145,000
Investment Income	7,549	12,913	10,000	6,000
TOTAL	174,755	171,032	155,000	151,000
<u>JUVENILE OFFICER GRANT FUND</u>				
State of California	-	-	150,000	140,000
TOTAL	-	-	150,000	140,000
<u>GAS TAX FUND</u>				
HUT 2103 Allocation	44,027	37,720	84,025	85,000
HUT 2105 Allocation	61,014	61,873	58,301	55,000
HUT 2106 Allocation	42,342	42,561	39,814	35,000
HUT 2107 Allocation	79,783	77,790	72,821	65,000
HUT 2107.5 Allocation	3,030	2,880	3,000	3,000
SB1 RMRP	52,011	204,071	190,209	180,000
Investment Income	4,163	14,277	12,000	-
TOTAL	286,369	441,171	460,170	423,000
<u>MEASURE B SALES TAX FUND</u>				
ACTC/Investment Income	455,529	503,891	475,000	430,000
TOTAL	455,529	503,891	475,000	430,000
<u>MEASURE BB SALES TAX FUND</u>				
ACTC	425,799	476,963	440,000	400,000
TOTAL	425,799	476,963	440,000	400,000
<u>MEASURE D FUND</u>				
Measure D Allocation/Mitigation Fees/Inv	37,218	40,312	38,000	38,000
Recycling Funds	5,000	5,000	5,000	5,000
TOTAL	42,218	45,312	43,000	43,000
<u>MEASURE F FUND</u>				
ACTC/Investment Income	47,578	46,235	40,800	40,000
TOTAL	47,578	46,235	40,800	40,000
<u>PRIVATE CONTRIBUTION FUND</u>				
Miscellaneous	387,628	211,125	10,000	5,000
TOTAL	387,628	211,125	10,000	5,000
<u>TRAFFIC CONGESTION RELIEF FUND</u>				
Allocation	12,827	12,763	12,839	-
TOTAL	12,827	12,763	12,839	-
<u>SCHOOLMATES PROGRAM FUND</u>				
Investment Income	5,880	9,077		5,000
Schoolmates Fees	703,107	762,930	641,000	460,000
TOTAL	708,987	772,007	641,000	465,000
<u>SIDEWALK REPAIR FUND</u>				
Miscellaneous	7,245	9,693	15,000	15,000
TOTAL	7,245	9,693	15,000	15,000
<u>TRAFFIC SAFETY FUND</u>				
State of California	\$ 20,772	\$ 33,912	\$ 20,000	\$ 20,000
TOTAL	20,772	33,912	20,000	20,000

OTHER FUNDS REVENUE ANALYSIS
2020 - 2021

	Actual Revenue 2017-18	Actual Revenue 2018-19	Projected Revenue 2019-20	Proposed Revenue 2020-21
<u>CAPITAL PROJECT FUNDS</u>				
<u>CAPITAL IMPROVEMENT FUND</u>				
Investment Income	-	492	-	-
TOTAL	-	492	-	-
<u>URBAN COUNTY CDBG FUND</u>				
Alameda County	106,760	-	42,000	-
TOTAL	106,760	-	42,000	-
<u>EQUIPMENT REPLACEMENT FUND</u>				
Investment Income	82,193	87,147	54,000	39,000
TOTAL	82,193	87,147	54,000	39,000
<u>FACILITIES MAINTENANCE FUND</u>				
Contributions/Investment Income	2,130	220,974	100,000	62,000
TOTAL	2,130	220,974	100,000	62,000
<u>ENTERPRISE FUNDS</u>				
<u>AQUATICS</u>				
Charge for Service	549,501	504,142	343,000	280,000
TOTAL	549,501	504,142	343,000	280,000
<u>SEWER FUND</u>				
Sewer Service Charges	2,492,261	2,565,383	2,686,000	2,753,150
Sewer Loan Proceeds	-	-	-	-
Investment Income	7,161	68,058	61,074	23,000
TOTAL	2,499,422	2,633,441	2,747,074	2,776,150
<u>LIABILITY INSURANCE</u>				
Non Departmental Revenue	553,186	685,742	802,000	990,000
TOTAL	553,186	685,742	802,000	990,000
<u>WORKERS COMPENSATION</u>				
Non Departmental Revenue	614,638	793,587	610,000	680,000
TOTAL	614,638	793,587	610,000	680,000
TOTAL REVENUE - OTHER FUNDS	7,045,271	7,688,244	7,190,883	6,989,150
TOTAL REVENUE - ALL FUNDS	\$ 36,050,105	\$ 37,251,795	\$ 34,666,883	\$ 34,346,650
<u>TRUST FUNDS</u>				
<u>150 - POLICE & FIRE PENSION TRUST FUND</u>				
Investments	\$ 715,442	\$ 902,565	\$ -	\$ 630,000
TOTAL	715,442	902,565	-	630,000
<u>120 - PENSION RATE STABILIZATION FUND</u>				
Investments	2,752,944	170,714	-	145,000
TOTAL	2,752,944	170,714	-	145,000
<u>156 - OPEB TRUST FUND</u>				
Investments	525,875	596,676	-	535,000
Non Departmental Revenue	464,399	99,250	88,000	80,000
TOTAL	990,274	695,926	88,000	615,000

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**Proposed General Fund Non Departmental Budget
Fiscal Year 2020-21**

GENERAL FUND NON DEPARTMENTAL

EXPENDITURE DETAIL:

<u>NON DEPARTMENTAL</u>				
Library	\$ 350,471	\$ 350,471	\$ 350,471	0.0%
Unemployment & Bounced Check	20,000	20,000	150,000	650.0%
Workers Compensation	650,000	610,000	680,000	4.6%
Liability Insurance	805,000	802,000	990,000	23.0%
Pension Rate Stabilization	-	-	-	NA
Retiree Medical	700,000	625,000	700,000	0.0%
OPEB Trust	91,200	88,000	80,000	-12.3%
TOTAL NON DEPARTMENTAL	\$ 2,616,671	\$ 2,495,471	\$2,950,471	12.8%

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

	<u>2019-20</u>	<u>2020-21</u>
<u>ADMINISTRATION</u>		
City Administrator	1	1
Assistant City Administrator/City Clerk	1	1
Finance Director	1	1
Accountant	1	1
Administrative Services Technician II	1	1
Deputy City Clerk	1	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	14	14
Police Records Specialist	1	1
Sergeant	4	4
	<hr/> 30	<hr/> 30
<u>FIRE</u>		
Fire Chief	1	1
Captain	1	1
Captain/Paramedic	2	2
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 & BUILDING</u>		
Planning & Building Director	1	1
Administrative Assistant	1.5	1.5
Associate Planner	1	1
Assistant Planner	1	1
Planning Technician I	1	1
Plans Examiner	1	1
Senior Planner	1	1
Sustainability Coordinator ¹	0	1
	<hr/> 7.5	<hr/> 8.5

PUBLIC WORKS

Public Works Director	1	1
Administrative Assistant	1.5	1.5
Building Official	1	1
Facilities Maintenance	1	1
Maintenance Worker I	2	2
Maintenance Worker II	2	2
Parks & Project Manager	1	1
Public Works Maintenance Supervisor	1	1
Senior Maintenance Worker	2	2
	<u>12.5</u>	<u>12.5</u>

RECREATION

Recreation Director	1	1
Administrative Assistant	2	2
Aquatics Coordinator	1	1
Assistant Childcare Program Coordinator	1	1
Childcare Program Coordinator	1	1
Fiscal Services Technician (40% Fire - 60% Recreation)	0.6	0.6
Recreation Program Coordinator	3	3
Recreation Supervisor	2	2
	<u>11.6</u>	<u>11.6</u>

TOTAL

95	96
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Part-Time Positions with Benefits *

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

1- Job classification pending

CITY OF PIEDMONT
MONTHLY SALARIES
as of July 1, 2020

PUBLIC WORKS - LOCAL 1021

Contract expires 6/30/21 This salary effective as of: 7/1/2020 - 6/30/21	# of EEs	First Step	Last Step	Top Step Annual Salary	Subject to O/T
Facilities Maintenance Worker w/class B	1	4,875	5,926	71,112	•
Maintenance Worker I	1	4,733	5,753	69,036	•
Maintenance Worker I w/Class B	1	4,875	5,926	71,112	•
Maintenance Worker II/CWEA & PACP	1		6,597	79,164	•
Maintenance Worker II/ w/ CWEA, PACP & Class B License	1	0	6,795	81,540	•
Sr. Maintenance Worker	1	5,576	6,778	81,336	•
Sr. Maintenance Worker w/CWEA & PACP	1	6,089	7,402	88,824	•
	<u>7</u>				

GENERAL - LOCAL 1021

Contract expires 6/30/21 This salary effective as of: 7/1/2020 - 6/30/21	# of EE's	First Step	Last Step	Annual Salary	Subject to O/T
Animal Control Officer w/ 2% EDU	2	4,812	5,847	70,164	•
Dispatcher with 2% POST & Shift Diff.	2	6,376	7,747	92,964	•
Dispatcher with 2% POST Certificate	3	6,130	7,449	89,388	•
Police Records Specialist	1	5,464	6,638	79,656	•
	<u>9</u>				

FIRE

Contract expired 6/30/2020 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	•
	<u>21</u>				

POLICE

Contract expired 6/30/2020 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	1	8,005	9,660	115,920	•
Police Officer + Shift Differential	1	8,325	10,047	120,564	•
Police Officer with POST Intermediate	2	8,405	10,144	121,728	•
Police Officer with POST Int + SD	1	8,741	10,549	126,588	•
Police Officer with POST Advanced	1	8,565	10,337	124,044	•
Police Officer with POST Advanced + SD	4	8,908	10,750	129,000	•
Detective with POST Advanced	2	8,965	10,820	129,840	•
School Resources Officer with POST Int	1	8,805	10,627	127,524	•
Traffic Officer with POST Intermediate	1	8,805	10,627	127,524	•
	18				

CONFIDENTIAL

Contract expires 6/30/21 This salary effective as of: 7/1/2020 - 6/30/21	# of EE's	First Step	Last Step	Annual Salary	Subject to O/T
Accountant w/ 2% EDU	1	7,343	8,929	107,148	•
Administrative Assistant	5	5,536	6,732	80,784	•
Administrative Assistant w/ 2% EDU	1	5,647	6,867	82,404	•
Administrative Services Technician II	1	7,199	8,754	105,048	•
Deputy City Clerk w/ 2% EDU	1	6,745	8,199	98,388	•
Fiscal Services Technician w/ 2% EDU	1	6,164	7,489	89,868	•
Television Station Mgr. w/ 2% EDU	1	7,343	8,929	107,148	•
	11				

CHILDCARE

Contract expires 6/30/21 This salary effective as of: 7/1/2020 - 6/30/21	# of EE's	First Step	Last Step	Annual Salary	Subject to O/T
Assistant Childcare Program Coordinator	1	3,871	5,182	62,184	•
Aquatics Coordinator	1	4,480	6,003	72,036	•
Childcare Program Coordinator	1	4,480	6,003	72,036	•
Recreation Coordinator	3	3,871	5,182	62,184	•
	5				

PROFESSIONAL/TECHNICAL/ SUP.

Contract expires 6/30/21 This salary effective as of: 7/1/2020 - 6/30/21	# of EE's	First Step	Last Step	Annual Salary	Subject to O/T	
Assistant Planner	1	6,374	7,747	92,964		
Associate Planner	1	6,876	8,356	100,272		
Human Resources Administrator	1	7,707	9,371	112,452		
Planning Technician I	1	4,696	5,706	68,472	•	
Planning Technician II	0	5,165	6,277	75,324	•	
Plans Examiner	1		9,212	110,544	•	
Public Works Maint. Supv + Certificate Pay	1	8,863	10,775	129,300		
Recreation Supervisor	2	6,236	7,584	91,008		
Senior Planner	1	7,562	9,192	110,304		
Sustainability Coordinator	1	TO BE DETERMINED				
	10					

MID-MANAGEMENT

Contract expired 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: 7/1/2020 - 6/30/21

Police Captain with 6% POST	1	13,228	16,074	192,888	
Support Services Commander	1	-	12,475	149,700	

Contract expires 6/30/21
This salary effective as of: 7/1/2020 - 6/30/21

Building Official	1		11,054	132,648	
Parks & Projects Manager	1	10,231	12,429	149,148	
	7				

MANAGEMENT

	Effective	# of	Last Step	Top Step Annual Salary
City Administrator	Effective 7/1/2020	1	19,313	231,750
Asst City Admin/City Clerk	Effective 7/1/2020	1	12,492	149,904
Finance Director	Effective 7/1/2020	1	15,757	189,084
Fire Chief	Effective 7/1/2020	1	17,078	204,936
Planning & Building Director	Effective 7/1/2020	1	13,600	163,200
Police Chief	Effective 7/1/2020	1	18,418	221,016
Public Works Director	Effective 7/1/2020	1	15,438	185,256
Recreation Director	Effective 7/1/2020	1	15,374	184,488
		8		

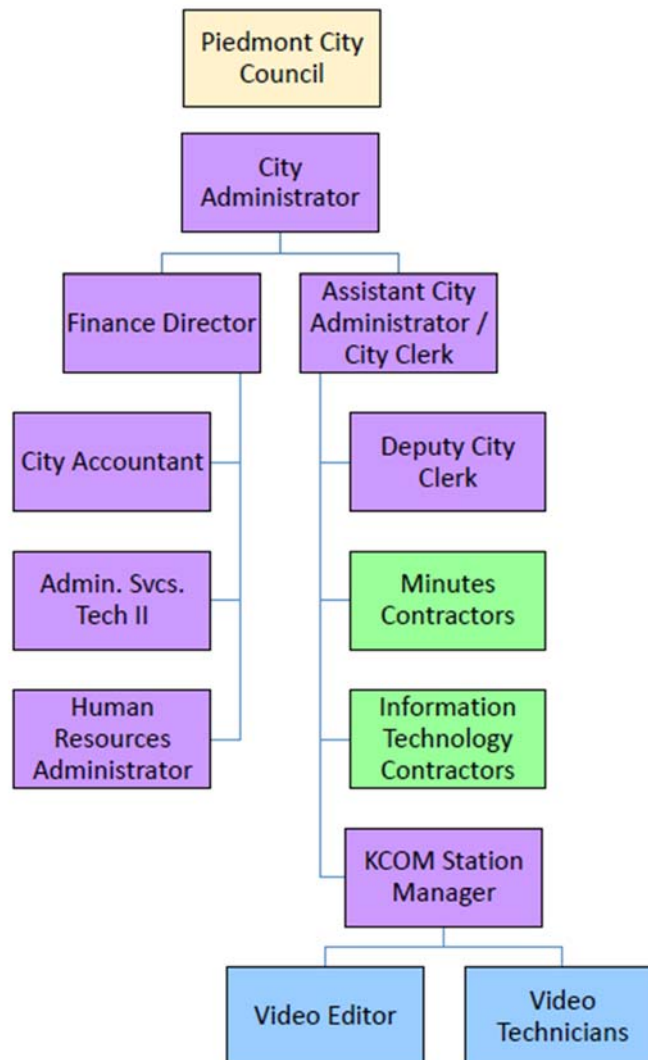
Number of Employees & Open Positions 96

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 technology 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, several part-time employees, as well as 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.

ADMINISTRATION & FINANCE

2019/20 ACCOMPLISHMENTS

- Successfully conducted the March 2020 Special Municipal Election
- Delivered high-quality, reliable and timely public information during Public Safety Power Shutoffs and the COVID-19 Emergency
- Expanded & enhanced the city's social media presence
- Continued implementation of the IT Strategic Plan
- Unveiled the new City of Piedmont web site
- Selected, negotiated, awarded and began implementation of new Enterprise Resource Planning (ERP) software
- Completed adoption of revised Personnel Rules
- Delivered payroll and accounts payable without interruption and almost entirely remotely during shelter-in-place orders
- Researched and implemented on-line payments for permit applications during shelter-in place orders
- Researched and implemented on-line payment platform for building and planning permit applications as well as business licenses during shelter-in place orders
- Initiated labor negotiations with Police and Fire unions
- Successfully installed remote work capability to allow a large percentage of staff to work remotely during shelter-in place orders

2020/21 PRIORITIES

- Successfully conduct the November 2020 General Municipal Election
- Continue implementation and refinement of the IT Strategic Plan
- Expand public information outreach
- Enhance emergency preparedness efforts
- Successfully complete ERP implementation
- Successfully complete labor negotiations and enact new labor agreements with all City employee groups
- Support implementation of a new recreation software system
- Closely monitor and respond to the economic impacts of COVID 19

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ADMINISTRATION & KCOM

2020-21

BUDGET SUMMARY FOR ADMINISTRATION (INCLUDING KCOM)

	Approved Budget 19/20	Estimated Expenditures 19/20	Proposed Budget 20/21	Budget % Change
SALARIES	\$ 1,138,000	\$ 1,167,064	\$ 1,220,478	7.2%
FRINGE BENEFITS	486,100	466,523	486,947	0.2%
PERSONNEL EXPENSES	88,160	74,575	91,360	3.6%
SUPPLIES & SERVICES	1,662,451	1,540,300	1,594,700	-4.1%
TOTAL	\$ 3,374,711	\$ 3,248,462	\$ 3,393,485	0.6%

STAFF

	<u>Employees</u>	<u>First Step</u>	<u>Last Step</u>
MANAGEMENT			
City Administrator	1	-	19,313
Assistant City Administrator/City Clerk	1	-	12,492
Finance Director	1	-	15,757
	3		
CONFIDENTIAL			
Accountant w/ 2% EDU	1	7,343	8,929
Administrative Services Technician II	1	7,199	8,754
Deputy City Clerk	1	6,745	8,199
Television Station Manager	1	7,343	8,929
	4		
PROFESSIONAL/TECHNICAL/ SUP.			
Human Resources Administrator	1	7,707	9,371
Total	8		

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EXPENDITURES

City of Piedmont

Proposed 2020 - 21 Budget (Revised 6/1/20)

		Approved	Estimated	Proposed	Budget
Description	Account #	19/20	19/20	20/21	% Change
Administration					
Salaries					
Regular Salaries	400-010-001	1,007,000	1,037,191	1,031,710	2%
Part Time Salaries	400-010-002	17,000	16,070	16,552	-3%
Overtime Salaries	400-010-003	3,000	2,143	2,207	-26%
Object Total	400-010	1,027,000	1,055,404	1,050,469	2%
Health Insurance					
Medical Insurance	400-011-001	157,000	139,284	132,577	-16%
Dental Insurance	400-011-002	16,500	15,628	16,018	-3%
Vision Plan	400-011-003	1,900	1,659	1,645	-13%
Object Total	400-011	175,400	156,571	150,240	-14%
Retirement					
PERS: Normal Cost	400-012-001	111,100	104,700	119,800	8%
PERS: UAL Payment	400-012-003	109,500	125,800	130,000	19%
PERS: Cost Share	400-012-004	(55,500)	(65,400)	(67,400)	21%
Object Total	400-012	165,100	165,100	182,400	10%
Other Benefits					
FICA	400-013-009	64,800	64,782	66,349	2%
Life Insurance	400-013-001	3,900	3,883	3,996	2%
Disability Insurance	400-013-002	3,000	2,989	3,079	3%
Medicare Insurance	400-013-005	15,200	15,150	15,515	2%
Concern EAP Program	400-013-006	1,000	924	924	-8%
Auto Allowance	400-013-007	12,600	12,600	12,600	0%
Object Total	400-013	100,500	100,328	102,463	2%
Personnel Expenses					
Memberships/conf/training	400-031-001	69,160	60,575	71,860	4%
Reimbursements	400-031-003	5,000	5,000	5,000	0%
Employee Development	400-031-006	10,000	5,000	10,000	0%
Object Total	400-031	84,160	70,575	86,860	3%
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	46,000	46,000	46,000	0%
Police Utilities	400-052-003	10,000	10,000	10,000	0%
Object Total	400-052	56,000	56,000	56,000	0%
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 2020 - 21 Budget (Revised 6/1/20)

		Approved	Estimated	Proposed	Budget
Description	Account #	19/20	19/20	20/21	% Change
Administration					
Contract Services					
Legal Services	400-054-001	350,000	350,000	350,000	0%
Audit Fees	400-054-002	50,000	50,000	50,000	0%
Negotiator	400-054-004	80,000	60,000	60,000	-25%
Minute Clerk	400-054-007	27,500	27,000	30,000	9%
Legal HR	400-054-009	55,000	55,000	60,000	9%
Consulting	400-054-010	-	-	30,000	NA
Flex 125 Admin Fee	400-054-015	-	2,000	-	NA
CALPERS Med Admin Fee	400-054-016	7,000	7,500	8,000	14%
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	6,000	6,000	9%
Object Total	400-054	679,000	656,000	698,000	3%
Other Expenses					
Civil Service	400-056-001	90,000	80,000	80,000	-11%
Election Expense	400-056-003	50,000	50,000	50,000	0%
Miscellaneous Expenses	400-056-006	40,251	60,800	20,000	-50%
Bank Charges	400-056-008	10,000	10,000	10,000	0%
Object Total	400-056	190,251	200,800	160,000	-16%
Information Services					
Hardware	400-060-001	20,000	15,000	20,000	0%
Software	400-060-002	126,200	115,500	151,200	20%
Labor	400-060-003	302,000	292,000	312,000	3%
IT Strategic Plan Operations	400-060-004	146,000	80,000	92,500	-37%
Object Total	400-060	594,200	502,500	575,700	-3%
Total Administration		3,130,611	3,019,278	3,121,132	0%

ADMINISTRATION

PERSONNEL EXPENSES

Membership and Meetings

101-400-031-001

2019-20 Budgeted Amount	\$ 69,160
2019-20 12-Month Estimate	\$ 60,575
2020-21 Proposed	\$ 71,860

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 Assistant City Administrator / 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 19-20	Estimated FY 19-20	Proposed FY 20-21
League of California Cities	\$ 7,000	\$ 6,500	\$ 7,500
ABAG	\$ 3,000	\$ 2,750	\$ 3,500
Alameda Co. Mayors Conference	\$ 3,500	\$ 3,200	\$ 3,500
Alameda Co. Transportation Comm	\$ 6,500	\$ 6,000	\$ 6,500
Economic Development Alliance	\$ 2,000	\$ 2,000	\$ 2,000
International City Management Assn.	\$ 2,600	\$ 1,600	\$ 3,000
Govt. Finance Officers Assn.	\$ 250	\$ 250	\$ 250
California Society of Finance Directors	\$ 250	\$ 250	\$ 250
International Institute of Municipal Clerks	\$ 300	\$ 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	\$ 3,500	\$ 3,000	\$ 3,500
Employee Appreciation Day	\$ 3,500	\$ 3,000	\$ 3,500
Mayor's Conference Dinner	\$ 3,500	\$ 3,500	\$ 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	\$ 1,500
Continuum of Care	\$ 1,600	\$ 1,600	\$ 1,600
Martin Luther King Day Celebration	\$ 3,500	\$ 2,000	\$ 3,500
Miscellaneous Meeting Expenses	\$ 2,000	\$ 2,000	\$ 3,000
211 Referral Contribution	\$ 5,000	\$ 5,000	\$ 5,000
TOTAL	\$69,160	\$ 60,575	\$ 71,860

Reimbursements

101-400-031-003

2019-20 Budgeted Amount	\$ 5,000
2019-20 12-Month Estimate	\$ 5,000
2020-21 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

2019-20 Budgeted Amount	\$ 10,000
2019-20 12-Month Estimate	\$ 5,000
2020-21 Proposed	\$ 10,000

This fund reimburses employee 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

2019-20 Budgeted Amount	\$ 30,000
2019-20 12-Month Estimate	\$ 30,000
2020-21 Proposed	\$ 30,000

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

Postage

101-400-051-002

2019-20 Budgeted Amount	\$ 20,000
2019-20 12-Month Estimate	\$ 17,000
2020-21 Proposed	\$ 20,000

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

UTILITIES

101-0400-052

2019-20 Budgeted Amount	\$ 56,000
2019-20 12-Month Estimate	\$ 56,000
2020-21 Proposed	\$ 56,000

Utilities for City Hall, Fire Department and Police Department.

EQUIPMENT MAINTENANCE

101-400-053-001

2019-20 Budgeted Amount	\$ 9,000
2019-20 12-Month Estimate	\$ 9,000
2020-21 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

2019-20 Budgeted Amount	\$350,000
2019-20 12-Month Estimate	\$350,000
2020-21 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 2019-20, which have caused expenses to be higher than anticipated.

Audit Fees

101-400-054-002

2019-20 Budgeted Amount	\$ 50,000
2019-20 12-Month Estimate	\$ 50,000
2020-21 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 2020-21. This allocation will cover the cost of the annual audits and actuarial fees for several city funds.

Labor Negotiator

101-400-054-004

2019-20 Budgeted Amount	\$ 80,000
2019-20 12-Month Estimate	\$ 60,000
2020-21 Proposed	\$ 60,000

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. The MOU and employment resolutions for all other groups expire on June 30, 2021 so an appropriation is requested in this category

Minute Clerk

101-400-054-007

2019-20 Budgeted Amount	\$ 27,500
2019-20 12-Month Estimate	\$ 27,000
2020-21 Proposed	\$ 30,000

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

Legal Services – Human Resources

101-400-054-009

2019-20 Budgeted Amount	\$ 55,000
2019-20 12-Month Estimate	\$ 55,000
2020-21 Proposed	\$ 60,000

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 are paid from this account.

Consulting

101-400-054-010

2019-20 Budgeted Amount	\$ 0
2019-20 12-Month Estimate	\$ 0
2020-21 Proposed	\$ 30,000

Consulting is a new account to record the expenses associated with outside consulting services. The proposed budget consists of costs for Tramutola and Bartel Associates.

CAL PERS Administration Fee

101-400-054-016

2019-20 Budgeted Amount	\$ 7,000
2019-20 12-Month Estimate	\$ 7,500
2020-21 Proposed	\$ 8,000

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

2019-20 Budgeted Amount	\$ 98,000
2019-20 12-Month Estimate	\$ 94,500
2020-21 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

2019-20 Budgeted Amount	\$ 6,000
2019-20 12-Month Estimate	\$ 4,000
2020-21 Proposed	\$ 6,000

Due to the lack of storage space at City Hall, Piedmont contracts for off-site records storage. In 2020-21, 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

2019-20 Budgeted Amount	\$ 5,500
2019-20 12-Month Estimate	\$ 6,000
2020-21 Proposed	\$ 6,000

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

2019-20 Budgeted Amount	\$ 90,000
2019-20 12-Month Estimate	\$ 80,000
2020-21 Proposed	\$ 80,000

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

2019-20 Budgeted Amount	\$ 50,000
2019-20 12-Month Estimate	\$ 50,000
2020-21 Proposed	\$ 50,000

Election related expenses are paid from this account. The City's Special Municipal Election which occurred in March of 2020 was funded out of this account. The allocation requested for FY 2020-21 is the cost of the City's General Municipal Election which will take place in November 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

2019-20 Budgeted Amount	\$ 40,251
2019-20 12-Month Estimate	\$ 60,800
2020-21 Proposed	\$ 20,000

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

Bank Charges

101-400-056-008

2019-20 Budgeted Amount	\$ 10,000
2019-20 12-Month Estimate	\$ 10,000
2020-21 Proposed	\$ 10,000

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

Information Services

101-0400-060

2019-20 Budgeted Amount	\$594,200
2019-20 12-Month Estimate	\$502,500
2020-21 Proposed	\$575,700

The Administration budget includes two separate types of Information Technology related expenses: costs for departmental and citywide 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 19-20	FY 19-20	FY 20-21
Hardware		\$ 20,000	\$ 15,000	\$ 20,000
Sub-Total		\$ 20,000	\$ 15,000	\$ 20,000
Software				
101-400-060-002				
Legacy Financial System		\$ 10,000	\$ 12,400	\$ 10,000
New Financial System Annual Maintenance		\$ 47,500	\$ 47,500	\$ 40,000
OpenGov		\$ 13,000	\$ 13,000	\$ 12,000
TRIM (Records Management)		\$ 9,000	\$ 6,900	\$ 9,000
Alameda County APN Data		\$ 4,200	\$ 3,500	\$ 4,200
Backup Internet Access		\$ 5,000	\$ -	\$ -
Mail Server Software		\$ 7,000	\$ 5,700	\$ 15,000
Land Management Software License Fees		\$ 16,000	\$ 14,000	\$ 16,000
Microsoft Licensing		\$ 7,000	\$ 5,000	\$ 15,000
Next Generation Anti-Virus Software		\$ -	\$ -	\$ 20,000
Miscellaneous Software		\$ 7,500	\$ 7,500	\$ 10,000
Sub-Total		\$ 126,200	\$ 115,500	\$ 151,200
Labor Costs				
101-400-060-003				
Consultant Staffing		\$ 270,000	\$ 260,000	\$ 270,000
IT Management		\$ 25,000	\$ 25,000	\$ 35,000
Web Site & Hosting		\$ 7,000	\$ 7,000	\$ 7,000
Sub-Total		\$ 302,000	\$ 292,000	\$ 312,000
IT Strategic Plan Operations				
101-400-060-004				
User Training & Support (Initiative 5)		\$ 20,000	\$ 20,000	\$ 20,000
GIS Improvements (Initiative 21)		\$ 30,000	\$ 20,000	\$ -
Electronic Content Management System (Initiative 23)		\$ 10,000	\$ 10,000	\$ -
Citizen Request Management (Initiative 35)		\$ 20,000	\$ -	\$ -
Social Media Strategies & Policies (Initiative 38)		\$ 5,000	\$ 5,000	\$ -
Mass Outbound Communications (Initiative 40)		\$ 5,000	\$ -	\$ 5,000
Internet Connectivity Backup (Initiatives 44 & 45)		\$ 8,000	\$ -	\$ 20,000
Backups (Initiative 63)		\$ 15,000	\$ 25,000	\$ 37,500
Disaster Recovery Planning (Initiative 64)		\$ 12,000	\$ -	\$ 10,000
Authentication Improvements (Initiative 65)		\$ 21,000	\$ -	\$ -
Sub-Total		\$ 146,000	\$ 80,000	\$ 92,500
Object Total		\$ 594,200	\$ 502,500	\$ 575,700

END OF ADMINISTRATION BUDGET

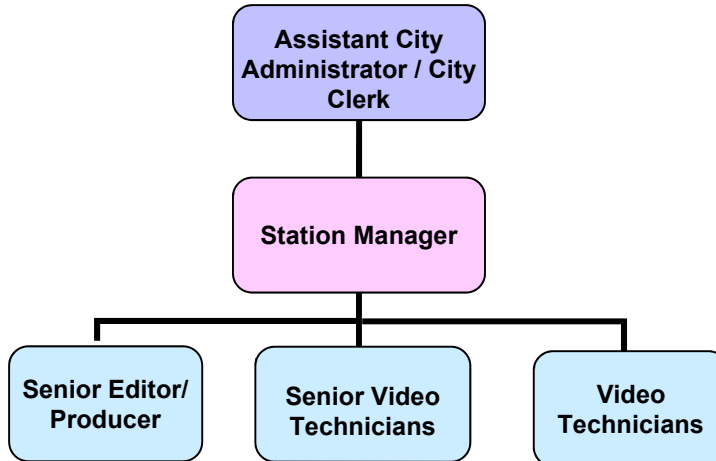
KCOM



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KCOM-TV

Functional Description & Work Objectives



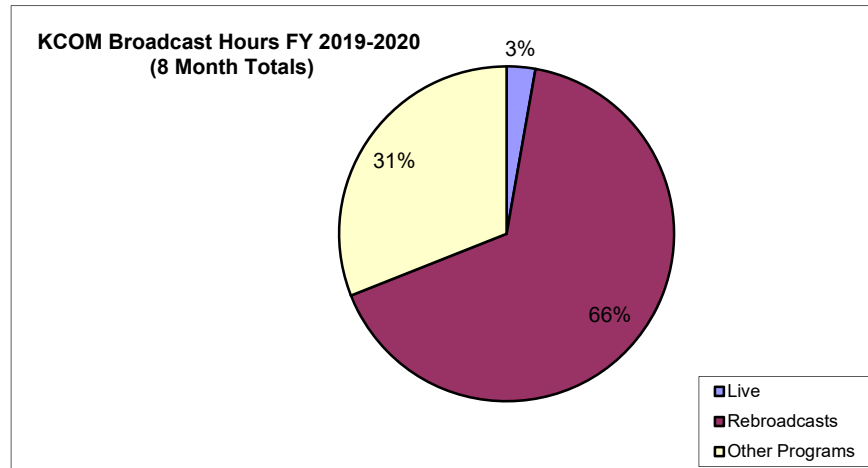
KCOM-TV, Comcast Channel 27, is an educational/government access television station operated by the City of Piedmont. The purpose of the station is to educate and inform the residents of Piedmont about their local government and its services and to enhance community life by providing programs which focus 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	2018-2019	Estimated 2019-2020 (8 Month Totals)
Total Views	2197	3284	2712	2245	2020	2673	1953	3503	3483	4842	3541	2756

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 produced a series of safety tips videos such *Wildfire Risk Reduction* provided by the Piedmont Fire Department and crime prevention videos by the Piedmont Police Department. Additionally, we created informative videos with the Piedmont Unified School District about school construction and the impact on traffic.

For the first 8 months in FY 19-20, 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: 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 2020 - 21 Budget

		Approved	Estimated	Proposed	Budget
Description	Account #	19/20	19/20	20/21	% Change
CATV (KCOM-TV)					
Salaries					
Regular Salaries	401-010-001	109,000	110,589	113,906	5%
Part Time Salaries	401-010-002	-	0	55,000	NA
Overtime	401-010-003	2,000	1,071	1,103	-45%
Object Total	401-010	111,000	111,660	170,009	53%
Health Insurance					
Medical Insurance	401-011-001	9,000	8,622	8,838	-2%
Dental Insurance	401-011-002	900	767	786	-13%
Vision Plan	401-011-003	300	237	235	-22%
Object Total	401-011	10,200	9,626	9,859	-3%
Retirement					
PERS: Normal Cost	401-012-001	15,000	13,900	15,300	2%
PERS: UAL Payment	401-012-003	20,800	23,800	24,600	18%
PERS: Cost Share	401-012-004	(10,600)	(12,100)	(12,400)	17%
Object Total	401-012	25,200	25,600	27,500	9%
Other Benefits					
FICA	401-013-009	6,900	6,970	10,589	53%
Life Insurance	401-013-001	500	433	445	-11%
Disability Insurance	401-013-002	400	332	342	-15%
Medicare Insurance	401-013-005	1,700	1,631	2,477	46%
Concern EAP Program	401-013-006	200	132	132	-34%
Object Total	401-013	9,700	9,498	13,985	44%
Personnel Expenses					
Memberships/conf/training	401-031-001	2,000	2,000	2,000	0%
Training	401-031-002	2,000	2,000	2,500	25%
Object Total	401-031	4,000	4,000	4,500	13%
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	30,500	5,000	-89%
Information Services					
Software	401-060-002	30,000	30,000	32,500	8%
Object Total	401-060	30,000	30,000	32,500	8%
Total KCOM		244,100	229,384	271,853	11%

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MEMBERSHIPS/CONFERENCES/TRAINING

Memberships/Meetings

101-401-031-001

2019-20 Budgeted Amount	\$ 2,000
2019-20 12-Month Estimate	\$ 2,000
2020-21 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 2021. It also includes the cost of memberships in professional royalty free services including Graphicstock, Depositphotos Storyblocks, and Audioblocks.

Training

101-401-031-002

2019-20 Budgeted Amount	\$ 2,000
2019-20 12-Month Estimate	\$ 2,000
2020-21 Proposed Amount	\$ 2,500

For 2020-21, there is an increased budget proposed. The proposed increase will allow KCOM staff 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

2019-20 Budgeted Amount	\$ 3,500
2019-20 12-Month Estimate	\$ 3,500
2020-21 Proposed Amount	\$ 3,500

For 2020-21, 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

2019-20 Budgeted Amount	\$ 5,000
2019-20 12-Month Estimate	\$ 5,000
2020-21 Proposed Amount	\$ 5,000

For 2020-21, 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

2019-20 Budgeted Amount	\$ 45,500
2019-20 12-Month Estimate	\$ 30,500
2020-21 Proposed Amount	\$ 5,000

For 2020-21, the majority of the funds for contract services have moved to part-time salaries because a state law required the City to convert these independent contractors to part-time employees. A modest amount has been proposed to pay for limited use services.

Information Services

101-401-060-001

2019-20 Budgeted Amount	\$ 30,000
2019-20 12-Month Estimate	\$ 30,000
2020-21 Proposed Amount	\$ 32,500

For 2020-21, \$26,000 is the estimated one-year maintenance and service fee for Granicus (HD streaming video equipment) an increase due to the HD encoder upgrade in FY 2018-19 and \$4,000 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 social media, graphic design, video editing, photography and audio services.

In previous years, KCOM has budgeted for only Adobe Premiere Pro editing software and for FY 20-21 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

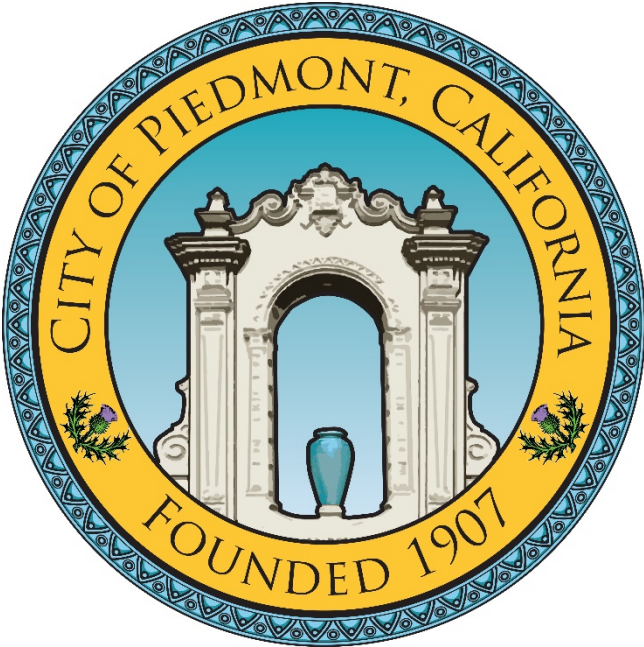
101-401-081-001

2019-20 Budgeted Amount	\$	0
2019-20 12-Month Estimate	\$	0
2020-21 Proposed Amount	\$	0

In FY 19-20, the Council allocated \$250,000 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 and fourth camera for broadcasting is needed in the Council Chambers to improve the quality and coverage of our broadcasts. Unfortunately, due to vendor issues, it is not likely that this work will be completed during the FY 19-20. Staff is requesting that the appropriation for this purpose in the Equipment Replacement Fund of \$250,000 be carried forward to the 20-21 fiscal year.

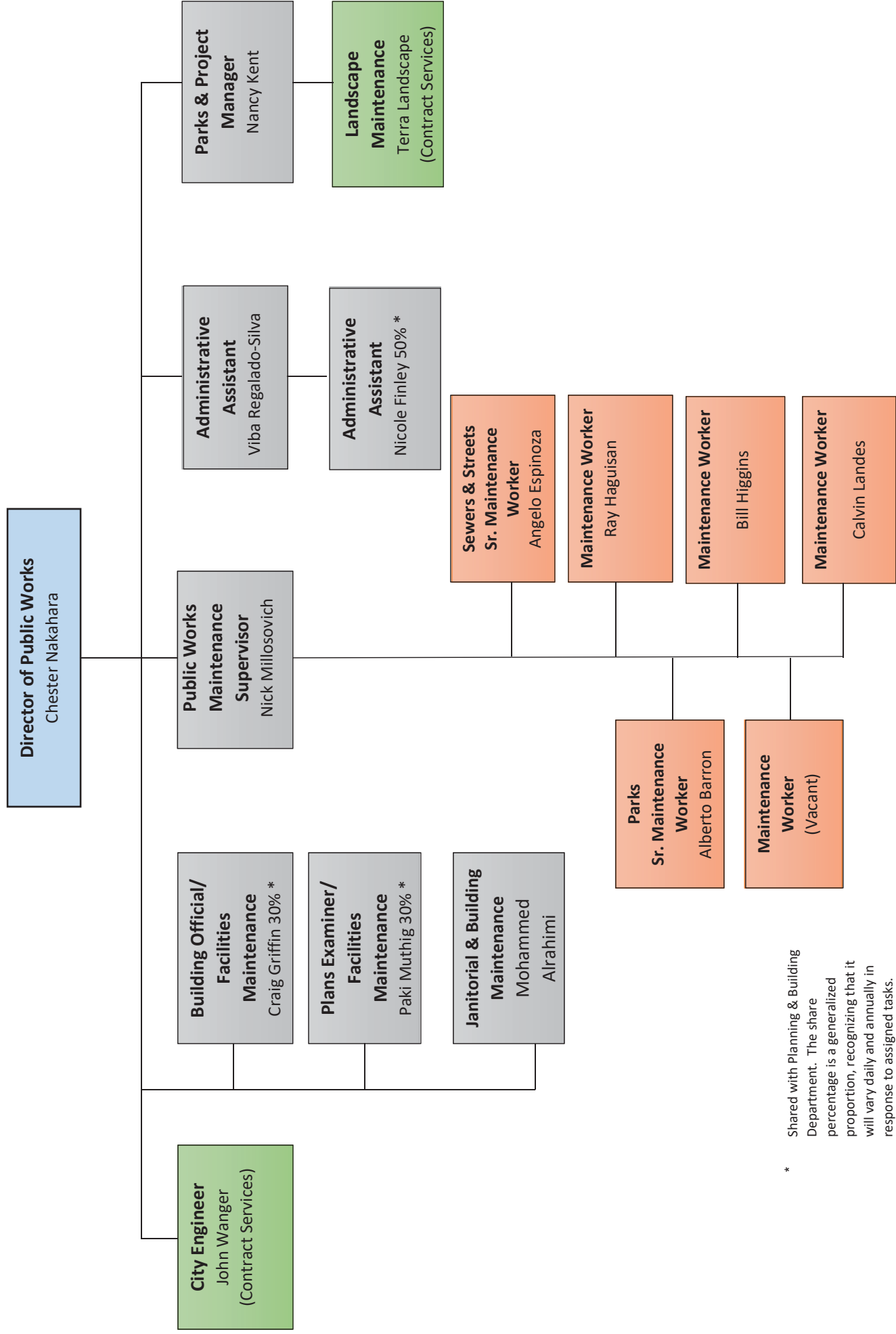
END OF KCOM BUDGET

Public Works



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Department of Public Works



* Shared with Planning & Building 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 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.

SOLID WASTE COLLECTION DIVISION

- 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.

PUBLIC WORKS

2019/20 ACCOMPLISHMENTS

- Completed construction of Cavendish Lane Improvement Project; Oakland Avenue Bridge Railing Project; Corey Reich Tennis Center; Carriage House Retaining Wall
- Completed Phase 1 of the city-wide Storm Sewer Mapping Project
- Completed the EPA Consent Decree compliance audit and inspection
- Completed Magnolia Avenue Paving Project in time for the opening of school
- Completed the Coaches Field Master Plan Conceptual Design & began CEQA analysis
- Completed city-wide park pathways inventory, mapping, and assessment.
- Continued with design for implementation of additional trash capture devices to meet MRP requirements for trash load reduction
- Planned and successfully executed the first-ever Sustainability Event for Piedmont Residents
- Completed rehabilitation and replanting of the Lower Grand Median after the EBMUD Grand Avenue Project was completed
- Continued IT improvements related to permit tracking software upgrades
- Researched, vetted and implemented the use of renewable diesel fuel for City vehicles
- COVID 19: Developed strategies and implementation work plans for the necessary adjustments required to manage City operations under the Covid 19 shelter-in-place orders. This includes the closing of all City buildings, parks, the Aquatics Center, and rental facilities

2020/21 PRIORITIES

- Complete design, bidding, and construction of the 2021 Paving Project
- Complete design, bidding, and construction of the Oakland Avenue OBAG2 Paving Project including additional pedestrian safety enhancements on the Oakland Avenue Bridge
- Finalize design and cost estimates for pedestrian safety improvement projects on Oakland Avenue and prepare for bidding and construction
- Finalize design and cost estimates for the replacement of retaining walls in the right-of-way at Oakland & Sunnyside Avenues as well as San Carlos & Oakland Avenues
- Complete Construction of the Littlewood – Dudley Sanitary Sewer Project.
- Complete development of the scope of work for the Phase 6 Sanitary Sewer Project.
- Complete Phase 2 of Storm Sewer Mapping Project
- Develop Essential Services Building Conceptual Master Plan
- Complete the Coaches Field Master Plan CEQA analysis and project approval
- Develop new standards for all City facilities related to physical changes required by COVID 19
- Develop new janitorial standards for city facilities required by COVID 19
- Develop a strategy to address regular and budgeted park pathway improvements
- Begin implementation of Green Infrastructure projects
- Complete design, bidding, and construction of the Lower Grand Ave. Triangle
- Complete GIS mapping of all lighting in city parks

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<h2 style="margin: 0;">PUBLIC WORKS</h2> <h3 style="margin: 0;">2020-21</h3>
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	Approved Budget 19/20	Estimated Expenditures 19/20	Proposed Budget 20/21	Budget % Change
SALARIES	\$ 1,318,000	\$ 1,286,852	\$ 1,411,134	7.1%
FRINGE BENEFITS	591,300	550,337	624,706	5.6%
PERSONNEL EXPENSES	7,200	14,400	11,400	58.3%
SUPPLIES & SERVICES	1,717,573	1,721,073	1,719,960	0.1%
TOTAL	\$ 3,634,073	\$ 3,572,662	\$ 3,767,200	3.7%

STAFF			
	<u>Employees</u>	<u>First Step</u>	<u>Last Step</u>
MANAGEMENT			
Public Works Director	1	-	15,438
MID-MANAGEMENT			
Building Official	1	-	11,054
Parks & Projects Manager	1	10,231	12,429
	2		
PROFESSIONAL/TECHNICAL/ SUP.			
Public Works Maint. Supv + Certificate Pay	1	8,863	10,775
	1		
PUBLIC WORKS - LOCAL 1021			
Facilities Maintenance Worker w/class B	1	4,875	5,926
Maintenance Worker I	1	4,733	5,753
Maintenance Worker I w/Class B	1	4,875	5,926
Maintenance Worker II/CWEA & PACP	1	-	6,597
Maintenance Worker II/w/ CWEA, PACP & Class E	1	-	6,795
Sr. Maintenance Worker	1	5,576	6,778
Sr. Maintenance Worker w/CWEA & PACP	1	6,089	7,402
	7		
CONFIDENTIAL			
Administrative Assistant	1.5	5,536	6,732
	1.5		
Total	12.5		

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EXPENDITURES

City of Piedmont

Proposed 2020 - 21 Budget (Revised 6/1/20)

		Approved	Estimated	Proposed	Budget
Description	Account #	19/20	19/20	20/21	% Change
Public Works					
Salaries					
Regular Salaries	402-010-001	1,262,000	1,230,877	1,353,479	7%
Overtime Salaries	402-010-003	56,000	55,975	57,655	3%
Object Total	402-010	1,318,000	1,286,852	1,411,134	7%
Health Insurance					
Medical Insurance	402-011-001	223,000	186,882	223,613	0%
Dental Insurance	402-011-002	24,100	20,132	23,830	-1%
Vision Plan	402-011-003	3,300	3,047	3,142	-5%
Object Total	402-011	250,400	210,061	250,585	0%
Retirement					
PERS: Normal Cost	402-012-001	139,700	130,200	153,500	10%
PERS: UAL Payment	402-012-003	151,400	173,500	179,600	19%
PERS: Cost Share	402-012-004	(76,900)	(90,600)	(93,300)	21%
Object Total	402-012	214,200	213,100	239,800	12%
Other Benefits					
FICA	402-013-009	83,100	83,651	88,913	7%
Life Insurance	402-013-001	4,800	4,756	5,087	6%
Disability Insurance	402-013-002	3,700	3,629	3,880	5%
Medicare Insurance	402-013-005	19,500	19,562	20,797	7%
Concern EAP Program	402-013-006	1,600	1,598	1,664	4%
Auto Allowance	402-013-007	14,000	13,980	13,980	0%
Object Total	402-013	126,700	127,176	134,321	6%
Personnel Expenses					
Memberships/conf/training	402-031-001	6,000	13,000	10,000	67%
Underground Service Alert	402-031-003	1,200	1,400	1,400	17%
Object Total	402-031	7,200	14,400	11,400	58%
Department Supplies					
Office Supplies	402-051-001	9,500	10,000	10,000	5%
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	75,000	75,000	1%
Utilities					
Utilities	402-052-001	130,000	195,000	200,000	54%
Street Lighting - (PG&E)	402-052-002	70,000	70,000	70,000	0%
Traffic Lights	402-052-003	8,000	10,000	9,000	13%
Object Total	402-052	208,000	275,000	279,000	34%
Equipment Main./Gas/Oil					
Equipment Rental	402-053-001	7,000	7,000	7,000	0%
Equipment Maintenance	402-053-002	100,000	50,000	50,000	-50%
Object Total	402-053	107,000	57,000	57,000	-47%

EXPENDITURES

City of Piedmont

Proposed 2020 - 21 Budget (Revised 6/1/20)

		Approved	Estimated	Proposed	Budget
Description	Account #	19/20	19/20	20/21	% 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	39,000	40,000	40,000	3%
Janitorial Service-Parks	402-055-006	144,000	144,000	144,000	0%
Other Maintenance	402-055-007	18,000	30,000	25,000	39%
Object Total	402-055	261,000	274,000	269,000	3%
Other Expenses					
Street Patching	402-056-002	6,000	6,000	6,000	0%
Miscellaneous Repairs	402-056-004	28,000	28,000	28,000	0%
Planning&Park Comm., CIP Comm	402-056-008	1,500	1,500	1,500	0%
Object Total	402-056	35,500	35,500	35,500	0%
Contract Services (Land)					
Public Land Brush/Fire Clearanc	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	339,460	3%
Park Stabilization & Storm Related D	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	614,460	2%
Contract Services (Tree Service)					
Street Tree Pruning	402-058-001	180,000	180,000	180,000	0%
Street Tree Planting	402-058-003	35,000	35,000	35,000	0%
Object Total	402-058	215,000	215,000	215,000	0%
Contract Services (Administration)					
City Engineer Service	402-059-002	80,000	80,000	80,000	0%
Fuel Tank Maintenance	402-059-005	15,000	8,000	8,000	-47%
CAL/OSHA Compliance	402-059-010	12,000	12,000	12,000	0%
Solid Waste Consultant SVC.	402-059-011	105,000	85,000	75,000	-29%
Object Total	402-059	212,000	185,000	175,000	-17%
Total Public Works		3,634,073	3,572,662	3,767,200	4%

PUBLIC WORKS

MEMBERSHIPS/CONFERENCES/TRAINING

Memberships/Meetings

101-402-031-001

2019-20 Budgeted Amount	\$ 6,000
2019-20 12-Month Estimate	\$ 13,000
2020-21 Proposed Amount	\$ 10,000

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

2019-20 Budgeted Amount	\$ 1,200
2019-20 12-Month Estimate	\$ 1,400
2020-21 Proposed Amount	\$ 1,400

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

2019-20 Budgeted Amount	\$ 9,500
2019-20 12-Month Estimate	\$ 10,000
2020-21 Proposed Amount	\$ 10,000

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

2019-20 Budgeted Amount	\$ 50,000
2019-20 12-Month Estimate	\$ 50,000
2020-21 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**

2019-20 Budgeted Amount	\$ 15,000
2019-20 12-Month Estimate	\$ 15,000
2020-21 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**

2019-20 Budgeted Amount	\$ 130,000
2019-20 12-Month Estimate	\$ 195,000
2020-21 Proposed Amount	\$ 200,000

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**

2019-20 Budgeted Amount	\$ 70,000
2019-20 12-Month Estimate	\$ 70,000
2020-21 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**

2019-20 Budgeted Amount	\$ 8,000
2019-20 12-Month Estimate	\$ 10,000
2020-21 Proposed Amount	\$ 9,000

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**

2019-20 Budgeted Amount	\$ 7,000
2019-20 12-Month Estimate	\$ 7,000
2020-21 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

2019-20 Budgeted Amount	\$ 100,000
2019-20 12-Month Estimate	\$ 50,000
2020-21 Proposed Amount	\$ 50,000

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

2019-20 Budgeted Amount	\$ 36,000
2019-20 12-Month Estimate	\$ 36,000
2020-21 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

2019-20 Budgeted Amount	\$ 24,000
2019-20 12-Month Estimate	\$ 24,000
2020-21 Proposed Amount	\$ 24,000

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

Contract Janitorial Service – Buildings

101-0402-055-005

2019-20 Budgeted Amount	\$ 39,000
2019-20 12-month Estimate	\$ 40,000
2020-21 Proposed Amount	\$ 40,000

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

2019-20 Budgeted Amount	\$ 144,000
2019-20 12-month Estimate	\$ 144,000
2020-21 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

2019-20 Budgeted Amount	\$ 18,000
2019-20 12-month Estimate	\$ 30,000
2020-21 Proposed Amount	\$ 25,000

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

2019-20 Budgeted Amount	\$ 6,000
2019-20 12-Month Estimate	\$ 6,000
2020-21 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

2019-20 Budgeted Amount	\$ 28,000
2019-20 12-Month Estimate	\$ 28,000
2020-21 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

2019-20 Budgeted Amount	\$ 1,500
2019-20 12-Month Estimate	\$ 1,500
2020-21 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**

2019-20 Budgeted Amount	\$ 35,000
2019-20 12-Month Estimate	\$ 35,000
2020-21 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**

2019-20 Budgeted Amount	\$ 95,000
2019-20 12-Month Estimate	\$ 95,000
2020-21 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**

2019-20 Budgeted Amount	\$ 329,573
2019-20 12-Month Estimate	\$ 329,573
2020-21 Proposed Amount	\$ 339,460

This provides for the care and maintenance of landscaped city facilities by an independent landscape maintenance contractor. The proposed increase is per the existing contract which allows for an increase based on the cost of living rate increase for the San Francisco Bay Area.

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**

2019-20 Budgeted Amount	\$ 125,000
2019-20 12-Month Estimate	\$ 125,000
2020-21 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**

2019-20 Budgeted Amount	\$ 20,000
2019-20 12-Month Estimate	\$ 20,000
2020-21 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

2019-20 Budgeted Amount	\$ 180,000
2019-20 12-Month Estimate	\$ 180,000
2020-21 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	\$ 35,000
2018-19 12-Month Estimate	\$ 35,000
2020-21 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

2019-20 Budgeted Amount	\$ 80,000
2019-20 12-Month Estimate	\$ 80,000
2020-21 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. The 2019-20 12 month estimate includes the additional expenses incurred from Coastland Engineers related to the Cavendish Lane Road Repair Project that were not recoverable from the City of Oakland.

Fuel Tank Maintenance

101-402-059-005

2019-20 Budgeted Amount	\$ 15,000
2019-20 12-Month Estimate	\$ 8,000
2020-21 Proposed Amount	\$ 8,000

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

2019-20 Budgeted Amount	\$ 12,000
2019-20 12-Month Estimate	\$ 12,000
2020-21 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.

Solid Waste Consultant Services

101-402-059-011

2019-20 Budgeted Amount	\$ 105,000
2019-20 12-Month Estimate	\$ 85,000
2020-21 Proposed Amount	\$ 75,000

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 \$79,954 in FY 20/21 for 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 24/25, 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.

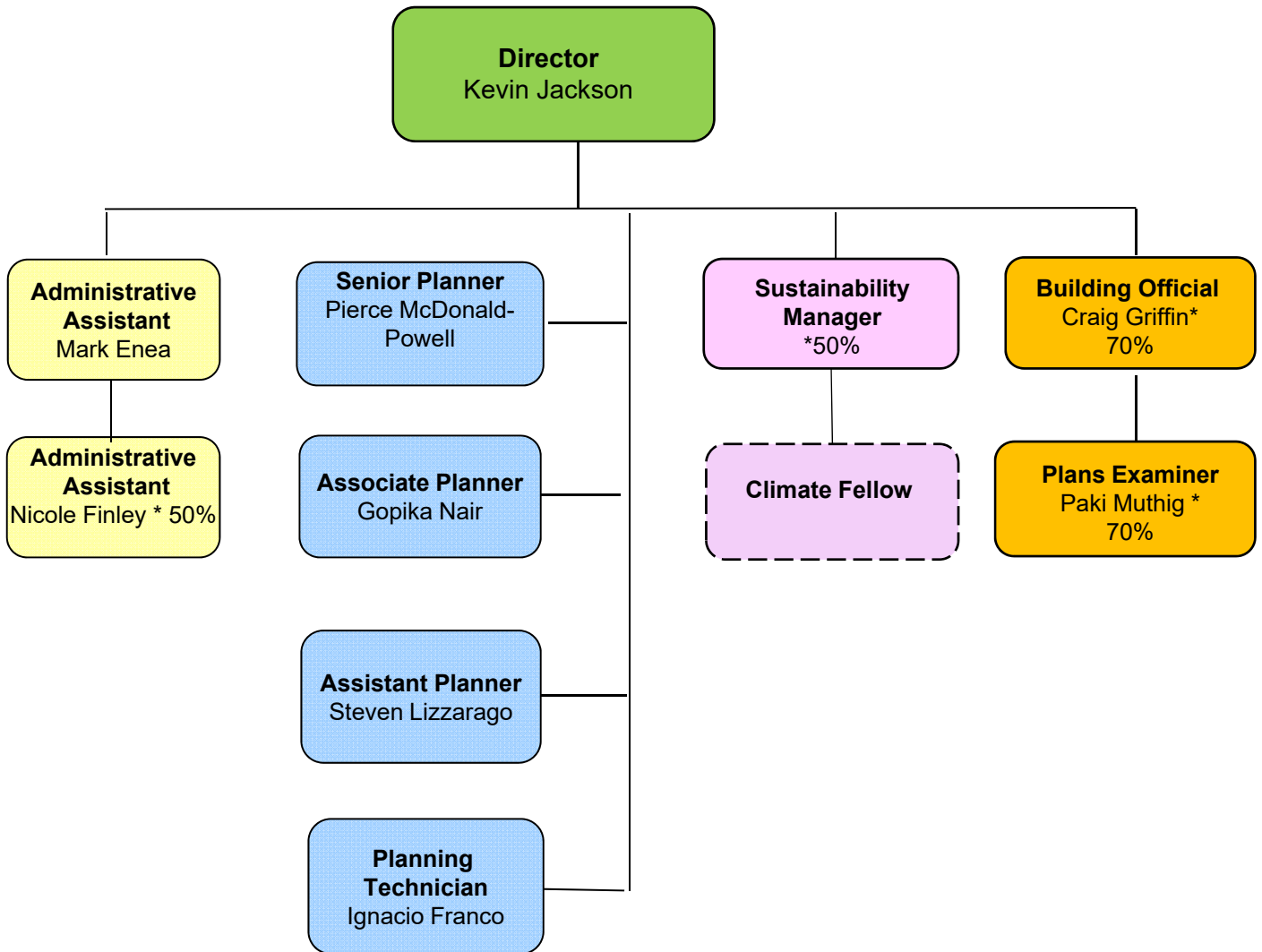
END OF PUBLIC WORKS BUDGET

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.

- 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, accessory dwelling 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 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 committee of the Alameda County Energy Council.

PLANNING & BUILDING

2019/20 ACCOMPLISHMENTS

- Processed approximately 275 planning permits and issued 840 building permits as of April 30th
- Adoption of Piedmont's first ever Local Hazard Mitigation Plan
- Secured up to \$160,000 SB2 grant funds for housing policy development
- Gained greatly improved designs for small cell facilities in rights-of-way
- Launched Climate Challenge website for Climate Action public engagement
- Updated Building Code, including revisions to City Code Chapters 1, 5, 6 & 8
- Revised ADU ordinance in response to new state laws
- Revised Design Guidelines specific to ADUs
- Improved Planning & Building webpages
- Organized basement files
- Digitized historic building permits
- Transformed to digital processing (mostly) in response to COVID

2020/21 PRIORITIES

- Enact Reach Codes (a Climate Action Plan goal)
- Install publicly-accessible electric vehicle chargers (a Climate Action Plan goal)
- Update the Pedestrian and Bicycle Master Plan
- Update City Code regulations to comply with SB 1383 waste/organics requirements
- Launch project to develop policies that facilitate housing production
- Begin update to General Plan Housing Element
- Revise City Code regulations related to wireless communication facilities
- Develop design guidelines related to wireless communication facilities
- Update TRAKiT to improve processing and recordkeeping
- Digitize paper files in basement and transfer off site
- Carry-out performance audit of Richmond Sanitary Service

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PLANNING AND BUILDING
2020-21

	Approved Budget 19/20	Estimated Expenditures 19/20	Proposed Budget 20/21	Budget % Change
SALARIES	\$ 779,000	\$ 807,533	\$ 876,329	12.5%
FRINGE BENEFITS	301,800	256,184	290,836	-3.6%
PERSONNEL EXPENSES	10,000	10,000	10,000	0.0%
SUPPLIES & SERVICES	208,500	118,500	450,500	116.1%
TOTAL	\$ 1,299,300	\$ 1,192,217	\$ 1,627,665	25.3%

STAFF			
	<u>Employees</u>	<u>First Step</u>	<u>Last Step</u>
MANAGEMENT			
Planning & Building Director	1	-	13,600
PROFESSIONAL/TECHNICAL/ SUP.			
Assistant Planner	1	6,374	7,747
Associate Planner	1	6,876	8,356
Planning Technician I	1	4,696	5,706
Plans Examiner	1	-	9,212
Senior Planner	1	7,562	9,192
Sustainability Coordinator	1	TO BE DETERMINED	
	6		
CONFIDENTIAL			
Administrative Assistant	1.5	5,536	6,732
	1.5		
Total	8.5		

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EXPENDITURES

City of Piedmont

Proposed 2020 - 21 Budget

		Approved	Estimated	Proposed	Budget
Description	Account #	19/20	19/20	20/21	% Change
Planning & Building					
Salaries					
Regular Salaries	403-010-001	765,000	793,659	862,367	13%
Part Time Salaries	403-010-002	11,000	10,928	10,928	-1%
Overtime Salaries	403-010-003	3,000	2,946	3,034	1%
Object Total	403-010	779,000	807,533	876,329	12%
Health Insurance					
Medical Insurance	403-011-001	103,000	56,896	69,824	-32%
Dental Insurance	403-011-002	12,500	10,287	11,753	-6%
Vision Plan	403-011-003	2,100	1,873	1,974	-6%
Object Total	403-011	117,600	69,056	83,551	-29%
Retirement					
PERS: Normal Cost	403-012-001	72,500	68,400	81,500	12%
PERS: UAL Payment	403-012-003	50,200	57,700	59,800	19%
PERS: Cost Share	403-012-004	(25,300)	(28,800)	(29,700)	17%
Object Total	403-012	97,400	97,300	111,600	15%
Other Benefits					
FICA	403-013-009	49,200	51,623	55,917	14%
Life Insurance	403-013-001	3,000	3,103	3,382	13%
Disability Insurance	403-013-002	2,300	2,367	2,581	12%
Medicare Insurance	403-013-005	11,500	12,072	13,076	14%
Concern EAP Program	403-013-006	1,100	1,043	1,109	1%
Auto Allowance	403-013-007	19,700	19,620	19,620	0%
Object Total	403-013	86,800	89,828	95,685	10%
Personnel Expenses					
Memberships/conf/training	403-031-001	10,000	10,000	10,000	0%
Object Total	403-031	10,000	10,000	10,000	0%
Department Supplies					
Office Supplies	403-051-001	9,500	7,500	9,500	0%
Object Total	403-051	9,500	7,500	9,500	0%
Other Expenses					
Planning Commission	403-056-001	6,000	6,000	6,000	0%
Records Management	403-056-002	40,000	2,500	40,000	0%
Object Total	403-056	46,000	8,500	46,000	0%

EXPENDITURES

City of Piedmont

Proposed 2020 - 21 Budget

		Approved	Estimated	Proposed	Budget
Description	Account #	19/20	19/20	20/21	% Change
Planning & Building					
Contract Services					
Climate Action & Sustainability S\	403-059-001	38,000	42,500	40,000	5%
City Engineer Service	403-059-002	10,000	8,000	10,000	0%
Supplemental Planning Services	403-059-003	85,000	50,000	340,000	300%
Hazard Mitigation Plan	403-059-005	20,000	2,000	5,000	-75%
Object Total	403-059	153,000	102,500	395,000	158%
Total Planning & Building		1,299,300	1,192,217	1,627,665	25%

PLANNING & BUILDING

MEMBERSHIPS/CONFERENCES/TRAINING

Memberships/Meetings

101-403-031-001

2019-20 Budgeted Amount	\$ 10,000
2019-20 12-Month Estimate	\$ 10,000
2020-21 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, Sustainability Manager and Administrative Assistants.

DEPARTMENT SUPPLIES

Office Supplies

101-403-051-001

2019-20 Budgeted Amount	\$ 9,500
2019-20 12-Month Estimate	\$ 7,500
2020-21 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

2019-20 Budgeted Amount	\$ 6,000
2019-20 12-Month Estimate	\$ 6,000
2020-21 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

2019-20 Budgeted Amount	\$ 40,000
2019-20 12-Month Estimate	\$ 2,500
2020-21 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

2019-20 Budgeted Amount	\$ 38,000
2019-20 12-Month Estimate	\$ 42,500
2020-21 Proposed Amount	\$ 40,000

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 fellows are crucial to the City's climate action program and so this budget item includes the full cost of the fellow (\$26,500 in 20/21) with an additional \$13,500 for public engagement events, materials and services. Funds generated by the General Plan Maintenance fee are intended to support the development and implementation of advance planning policies like the CAP.

City Engineering Services

101-403-059-002

2019-20 Budgeted Amount	\$ 10,000
2019-20 12-Month Estimate	\$ 8,000
2020-21 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

2019-20 Budgeted Amount	\$ 85,000
2019-20 12-Month Estimate	\$ 50,000
2020-21 Proposed Amount	\$ 340,000

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. In addition these on-going projects and expenses, advance planning projects planned for FY 2020/2021 and approximate expenses include:

- An update of the Pedestrian and Bicycle Master Plan (\$110,000)
- The development of policies that facilitate housing (\$180,000)
This includes but is not limited to public engagement, housing methodology analysis, available site analysis, fair housing analysis and programs, objective design standards for multi-family housing developments, ADU architectural plan templates, ADU low interest loan program, Measure A1 grant program development.
- An update of the General Plan Housing Element (\$25,000)
- Updates to the wireless communication facilities ordinance (\$10,000)
- Development of design guidelines for wireless communication facilities (\$15,000).

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 are secured through the City's procurement regulations. Providers of on-going 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).

FUNDING

Funds generated by the General Plan Maintenance fee are intended to support the development and implementation of advance planning policies. In addition, staff pursues grant opportunities. An agreement with the State has been executed for the City's receipt of up to \$160,000 of SB2 grant funds for the purpose of preparing, adopting, and implementing plans and process improvements that streamline housing approvals and accelerate housing production. Projects and expenses will begin in 2020 and must be completed by June 30, 2022. Staff will also submit an application for a Local Early Action Planning (LEAP) grant for up to \$65,000 to be used for the preparation and adoption of planning documents, and process improvements that accelerate housing production or facilitate compliance to implement the sixth-cycle Regional Housing Needs Assessment (i.e., a Housing Element update). LEAP grant expenditures must occur by December 31, 2023. Both the SB2 and LEAP grants provide funds on a reimbursement basis.

Hazard Mitigation Plan

101-403-059-005

2019-20 Budgeted Amount	\$ 20,000
2019-20 12-Month Estimate	\$ 2,000
2020-21 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. The City Adopted a LHMP in August 2020. Jurisdictions must update their hazard mitigation plans and re-submit them for FEMA approval every five years to maintain eligibility. 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. Funds generated by the General Plan Maintenance fee are intended to support the development and implementation of advance planning policies like the LHMP.

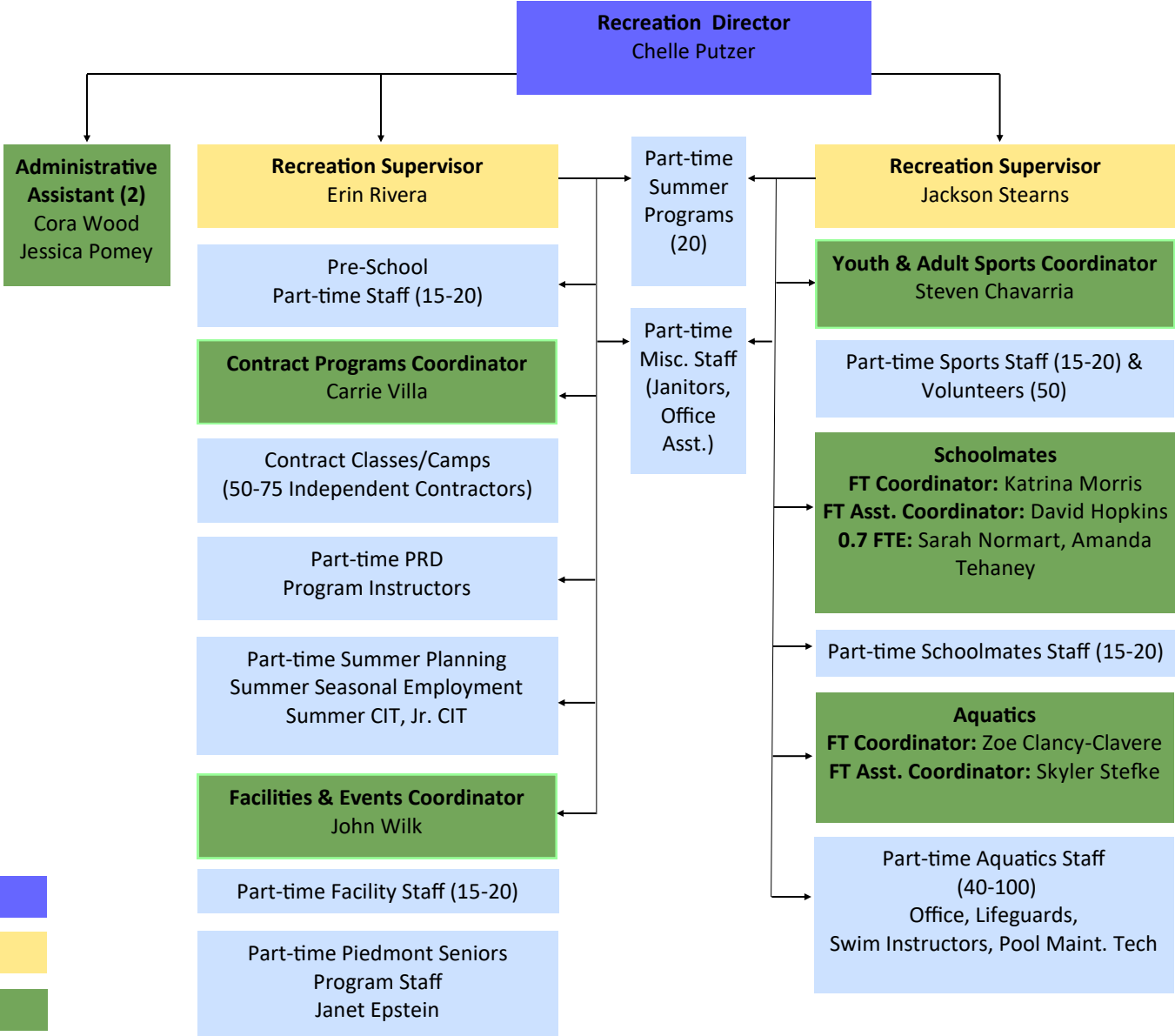
END OF PLANNING & BUILDING DEPARTMENT BUDGET

Recreation



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PIEDMONT RECREATION DEPARTMENT
Organizational Chart
2020



- Administration
- Supervisory Staff
- 0.5-1.0 FTE Staff
- < 0.5 FTE Staff

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FUNCTIONAL DESCRIPTION

The Recreation Department has the following functional responsibilities:

- Management of the Recreation Division including many recreation special interest classes and camps, 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, Exedra 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 ACCOMPLISHMENTS

- Launched *Camp Everything*, a new four week camp for kids ages 5-11 years old, designed to maximize utilization of the renovated Hampton Park
- Re-introduced and expanded the annual Halloween Haunted House and Carnival
- Successfully hosted the 54th annual 4th of July parade the 21st annual Harvest Festival
- Implemented new Pickleball play at Beach, Hampton and Piedmont Middle School
- Expanded the Skipping Stones pre-school program
- Created a quality virtual preschool during the COVID-19 SIP, with 60 families regularly participating
- Maintained a safe and operational Piedmont Community Pool facility while integrating new managers and staff at all levels of operation
- Developed new Schoolmates staff on-boarding policies to improve staff performance and operations
- Continued to provide high quality after-school care, as demonstrated by increased Schoolmates program enrollment and revenue over the past 2 years
- Researched and selected new recreation registration software

2020/21 PRIORITIES

- Develop procedures to comply with new COVID-19 guidelines for childcare, mass gatherings, camps, sports, classes, pool operations, etc.
- Continue to expand and improve upon staff training and development opportunities
- Implement a new recreation registration software that will reduce fees, expand capabilities (online tennis reservations, better user experience) and integrate with the City's new financial software
- Continue to expand online classes and program offerings
- Expand programming for Adults & Seniors
- Implement the new AB 379 Concussion & Sudden Cardiac Arrest Protocol
- Expand Pickleball program to include league/tournament play and class offerings
- Provide new community events (pending COVID-19 guidelines) including Noon Year's Eve, Food Truck nights, and events in the Park (Shakespeare, Piedmont Orchestra)
- Expand current preschool programs to include extended care options and holiday camps
- Develop a plan for full-day licensed preschool program
- Examine pool operations to maximize efficiency of use, maintenance operations and reduce staff costs
- Examine efficacy of licensure within the Schoolmates Program and determine how to increase the number of participants to meet the needs of the community

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RECREATION
2020-21

BUDGET SUMMARY FOR RECREATION

	Approved Budget 19/20	Estimated Expenditures 19/20	Proposed Budget 20/21	Budget % Change
SALARIES	\$ 2,377,000	\$ 2,258,121	\$ 2,059,127	-13.4%
FRINGE BENEFITS	639,900	575,868	546,256	-14.6%
PERSONNEL EXPENSES	25,500	27,017	23,000	-9.8%
SUPPLIES & SERVICES	1,820,800	1,336,750	1,197,730	-34.2%
CAPITAL EXPENDITURES	34,500	33,500	14,750	-57.2%
TOTAL	\$ 4,897,700	\$ 4,231,256	\$ 3,840,863	-21.6%

STAFF			
	Employees	First Step	Last Step
MANAGEMENT			
Recreation Director	1	-	15,374
PROFESSIONAL/TECHNICAL/ SUP.			
Recreation Supervisor	2	6,236	7,584
	2		
CHILDCARE			
Assistant Childcare Program Coordinator	1	3,871	5,182
Aquatics Coordinator	1	4,480	6,003
Childcare Program Coordinator	1	4,480	6,003
Recreation Coordinator	3	3,871	5,182
	6		
CONFIDENTIAL			
Administrative Assistant	2	5,536	6,732
Fiscal Services Technician w/ 2% EDU	0.6	6,164	7,489
	2.6		
Total	11.6		

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EXPENDITURES

City of Piedmont

Proposed 2020 - 21 Budget (Revised 6/1/20)

		Approved	Estimated	Proposed	Budget
Description	Account #	19/20	19/20	20/21	% Change
Recreation					
Salaries					
Regular Salaries	404-010-001	578,000	514,219	566,696	-2%
Part Time Salaries	404-010-002	374,000	371,508	260,000	-30%
Overtime Salaries	404-010-003	3,000	5,143	2,207	-26%
Object Total	404-010	955,000	890,870	828,903	-13%
Health Insurance					
Medical Insurance	404-011-001	100,000	78,716	78,662	-21%
Dental Insurance	404-011-002	12,200	9,880	9,997	-18%
Vision Plan	404-011-003	1,700	1,541	1,434	-16%
Object Total	404-011	113,900	90,137	90,093	-21%
Retirement					
PERS: Normal Cost	404-012-001	60,400	57,900	59,400	-2%
PERS: UAL Payment	404-012-003	50,900	51,100	48,200	-5%
PERS: Cost Share	404-012-004	(25,700)	(26,300)	(24,800)	-4%
Object Total	404-012	85,600	82,700	82,800	-3%
Other Benefits					
FICA	404-013-009	59,700	51,944	51,945	-13%
Life Insurance	404-013-001	2,300	2,409	2,231	-3%
Disability Insurance	404-013-002	1,800	1,826	1,693	-6%
Medicare Insurance	404-013-005	14,000	12,487	12,149	-13%
Concern EAP Program	404-013-006	900	858	806	-10%
Auto Allowance	404-013-007	5,000	5,000	5,000	0%
Object Total	404-013	83,700	74,524	73,824	-12%
Personnel Expenses					
Memberships/conf/training	404-031-001	6,000	6,000	6,000	0%
Auto Expense	404-031-003	3,000	7,000	3,000	0%
Object Total	404-031	9,000	13,000	9,000	0%
Department Supplies					
Office Supplies	404-051-001	12,500	12,500	8,000	-36%
Commission	404-051-002	1,000	1,000	1,000	0%
Object Total	404-051	13,500	13,500	9,000	-33%
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	10,000	11,000	10,000	0%
Other Expenses					
Contract Programs	404-056-001	1,200,000	775,000	800,000	-33%
Fourth of July	404-056-003	20,000	18,266	0	-100%
Harvest Festival	404-056-008	8,500	8,303	0	-100%
Object Total	404-056	1,228,500	801,569	800,000	-35%

EXPENDITURES

City of Piedmont

Proposed 2020 - 21 Budget (Revised 6/1/20)

		Approved	Estimated	Proposed	Budget
Description	Account #	19/20	19/20	20/21	% Change
Recreation					
Capital Outlay					
Second Floor Furniture	404-081-009	5,000	3,000	3,000	-40%
Tables and Chairs	404-081-008	2,000	2,000	-	-100%
Pickleball Equipment	404-081-010	1,000	2,000	-	-100%
Capital Outlay Object Total	404-081	8,000	7,000	3,000	-63%
Total Recreation		2,523,200	2,000,300	1,922,620	-24%

RECREATION

PERSONNEL EXPENSES

Memberships/Conferences/Training

101-0404-031-001

2019-20 Budgeted Amount	\$ 6,000
2019-20 12-Month Estimate	\$ 6,000
2020-21 Proposed	\$ 6,000

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

Auto Expense

101-0404-031-003

2019-20 Budgeted Amount	\$ 3,000
2019-20 12-Month Estimate	\$ 7,000
2020-21 Proposed	\$ 3,000

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

DEPARTMENT SUPPLIES

Office Supplies

101-0404-051-001

2019-20 Budgeted Amount	\$ 12,500
2019-20 12-Month Estimate	\$ 12,500
2020-21 Proposed	\$ 8,000

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

2019-20 Budgeted Amount	\$ 1,000
2019-20 12-Month Estimate	\$ 1,000
2020-21 Proposed	\$ 1,000

UTILITIES

101-0404-052

2019-20 Budgeted Amount	\$ 16,000
2019-20 12-Month Estimate	\$ 16,000
2020-21 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

2019-20 Budgeted Amount	\$ 10,000
2019-20 12-Month Estimate	\$ 11,000
2020-21 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

2019-20 Budgeted Amount	\$ 1,228,500
2019-20 12-Month Estimate	\$ 801,569
2020-21 Proposed	\$ 800,000

This account funds expenses for all Department classes, events and programs (except pre-school). Expenses include all supplies, equipment, uniforms, class materials, specialty items, marketing, promotions and independent contractor payments. Increased expenses are the result of increased program offerings which are offset by associated revenues. This account also funds the July 4th Parade and Celebration as well as the Harvest Festival.

	<u>2019-20 Budgeted</u>	<u>2019-20 Estimated</u>	<u>2020-21 Proposed</u>
Programs & Classes	\$ 1,200,000	\$ 775,000	\$ 800,000
July 4 th	\$ 20,000	\$ 18,266	\$ 0
Harvest Festival	<u>\$ 8,500</u>	<u>\$ 8,303</u>	<u>\$ 0</u>
Total	\$ 1,228,500	\$ 801,569	\$ 800,000

CAPITAL OUTLAY

101-0404-081

2019-20 Budgeted Amount	\$ 8,000
2019-20 12-Month Estimate	\$ 7,000
2020-21 Proposed	\$ 3,000

This will fund the purchase of Recreation Department 2nd floor lobby furniture.

EXPENDITURES

City of Piedmont

Proposed 2020 - 21 Budget (Revised 6/1/20)

		Approved	Estimated	Proposed	Budget
Description	Account #	19/20	19/20	20/21	% Change
Community Hall					
Salaries					
Regular Salaries	405-010-001	37,000	36,222	37,308	1%
Part Time Salaries	405-010-002	56,000	55,708	22,379	-60%
Object Total	405-010	93,000	91,930	59,687	-36%
Health Insurance					
Medical Insurance	405-011-001	14,000	13,445	13,788	-2%
Dental Insurance	405-011-002	1,500	1,418	1,453	-3%
Vision Plan	405-011-003	200	143	141	-30%
Object Total	405-011	15,700	15,006	15,382	-2%
Retirement					
PERS: Normal Cost	405-012-001	2,600	2,900	3,300	27%
PERS: UAL Payment	405-012-003	100	100	100	0%
PERS: Cost Share	405-012-004	-	0	0	NA
Object Total	405-012	2,700	3,000	3,400	26%
Other Benefits					
FICA	405-013-009	5,800	5,716	3,716	-36%
Life Insurance	405-013-001	200	147	151	-25%
Disability Insurance	405-013-002	200	109	112	-44%
Medicare Insurance	405-013-005	1,400	1,337	869	-38%
Object Total	405-013	7,600	7,309	4,848	-36%
Supplies	405-051-001	5,000	5,000	5,000	0%
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	29,000	28,000	13,000	-55%
Other Maintenance	405-055-007	14,000	14,000	6,500	-54%
Object Total	405-055	43,000	42,000	19,500	-55%
Capital Outlay					
Tables and Chairs	405-081-054	5,000	5,000	2,500	-50%
Capital Outlay Total	405-081	5,000	5,000	2,500	-50%
Total Community Hall		189,000	183,745	127,317	-33%

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RECREATION COMMUNITY HALL DIVISION

DEPARTMENT SUPPLIES

101-0405-051-001

2019-20 Budgeted Amount	\$ 5,000
2019-20 12-Month Estimate	\$ 5,000
2020-21 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

2019-20 Budgeted Amount	\$ 9,000
2019-20 12-Month Estimate	\$ 6,500
2020-21 Proposed	\$ 9,000

Utility expense for Community Hall.

CONTRACT SERVICES

101-0405-054-001

2019-20 Budgeted Amount	\$ 8,000
2019-20 12-Month Estimate	\$ 8,000
2020-21 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

2019-20 Budgeted Amount	\$ 43,000
2019-20 12-month Estimate	\$ 42,000
2020-21 Proposed Amount	\$ 19,500

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

CAPITAL OUTLAY

101-0405-081

2019-20 Budgeted Amount	\$ 5,000
2019-20 12-Month Estimate	\$ 5,000
2020-21 Proposed	\$ 2,500

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 2020 - 21 Budget (Revised 6/1/20)

		Approved	Estimated	Proposed	Budget
Description	Account #	19/20	19/20	20/21	% Change
Veterans' Hall					
Salaries					
Regular Salaries	406-010-001	10,000	9,055	9,327	-7%
Part Time Salaries	406-010-002	17,000	18,070	9,000	-47%
Object Total	406-010	27,000	27,125	18,327	-32%
Health Insurance					
Medical Insurance	406-011-001	4,000	3,362	3,447	-14%
Dental Insurance	406-011-002	400	355	364	-9%
Vision Plan	406-011-003	100	36	36	-64%
Object Total	406-011	4,500	3,753	3,847	-15%
Retirement					
PERS: Normal Cost	406-012-001	700	800	900	29%
PERS: UAL Payment	406-012-003	100	100	100	0%
Object Total	406-012	800	900	1,000	25%
Other Benefits					
FICA	406-013-009	1,600	1,562	1,141	-29%
Life Insurance	406-013-001	100	43	44	-56%
Disability Insurance	406-013-002	100	27	28	-72%
Medicare Insurance	406-013-005	400	365	267	-33%
Object Total	406-013	2,200	1,997	1,480	-33%
Supplies	406-051-001	4,000	4,000	4,000	0%
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	15,000	15,000	7,500	-50%
Other Maintenance	406-055-007	2,000	2,000	1,000	-50%
Object Total	406-055	17,000	17,000	8,500	-50%
Capital Outlay					
Tables and Chairs	406-081-014	4,000	4,000	1,250	-69%
Capital Outlay Total	406-081	4,000	4,000	1,250	-69%
Total Veterans' Hall		67,500	65,775	46,404	-31%

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RECREATION VETERANS' HALL DIVISION

DEPARTMENT SUPPLIES

101-0406-051-001

2019-20 Budgeted Amount	\$ 4,000
2019-20 12-Month Estimate	\$ 4,000
2020-21 Proposed	\$ 4,000

All cleaning and maintenance supplies for Veterans' Hall operation.

UTILITIES

101-0406-052-001

2019-20 Budgeted Amount	\$ 4,000
2019-20 12-Month Estimate	\$ 3,000
2020-21 Proposed	\$ 4,000

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

CONTRACT SERVICES

101-0406-054-001

2019-20 Budgeted Amount	\$ 4,000
2019-20 12-Month Estimate	\$ 4,000
2020-21 Proposed	\$ 4,000

This fund covers kitchen equipment service as required.

BUILDING & GROUND MAINTENANCE

101-0406-055

2019-20 Budgeted Amount	\$ 17,000
2019-20 12-month Estimate	\$ 17,000
2020-21 Proposed Amount	\$ 8,500

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

CAPITAL OUTLAY

101-0406-081

2019-20 Budgeted Amount	\$ 4,000
2019-20 12-Month Estimate	\$ 4,000
2020-21 Proposed	\$ 1,250

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 2020 - 21 Budget (Revised 6/1/20)

		Approved	Estimated	Proposed	Budget
Description	Account #	19/20	19/20	20/21	% Change
Pre-School Division					
Salaries					
Regular Salaries	407-010-001	58,000	78,798	48,368	-17%
Part Time Salaries	407-010-002	304,000	288,178	437,934	44%
Object Total	407-010	362,000	366,976	486,302	34%
Health Insurance					
Medical Insurance	407-011-001	17,000	14,653	11,490	-32%
Dental Insurance	407-011-002	1,800	1,473	1,211	-33%
Vision Plan	407-011-003	200	166	118	-41%
Object Total	407-011	19,000	16,292	12,819	-33%
Retirement					
PERS: Normal Cost	407-012-001	7,400	9,400	6,900	-7%
PERS: UAL Payment	407-012-003	8,900	14,500	10,500	18%
PERS: Cost Share	407-012-004	(4,500)	(7,600)	(5,500)	22%
Object Total	407-012	11,800	16,300	11,900	1%
Other Benefits					
FICA	407-013-009	22,500	23,717	30,172	34%
Life Insurance	407-013-001	300	318	194	-35%
Disability Insurance	407-013-002	200	237	145	-28%
Medicare Insurance	407-013-005	5,300	5,547	7,056	33%
Object Total	407-013	28,300	29,819	37,567	33%
Personnel Expenses					
Memberships/conf/training	407-031-001	4,000	3,017	4,000	0%
Object Total	407-031	4,000	3,017	4,000	0%
Supplies	407-051-001	25,000	25,000	30,000	20%
Contract Services	407-054-001	20,000	20,000	10,000	-50%
Buildings/Ground Maint.					
Janitorial Service	407-055-005	12,000	12,000	8,000	-33%
Other Maintenance	407-055-007	1,000	1,000	1,000	0%
Object Total	407-055	13,000	13,000	9,000	-31%
Capital Outlay					
Tables and Chairs	407-081-001	5,000	5,000	2,500	-50%
LLCH Bathroom Floors					
Capital Outlay Total	407-081	5,000	5,000	2,500	-50%
Total Pre-School Division		488,100	495,404	604,088	24%
Grand Total: 404,405,406,407		3,267,800	2,745,224	2,700,429	-17%

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RECREATION PRE-SCHOOL DIVISION

MEMBERSHIPS/TRAINING/CONFERENCES

101-0407-031-001

2019-20 Budgeted Amount	\$ 4,000
2019-20 12-Month Estimate	\$ 3,017
2020-21 Proposed	\$ 4,000

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

DEPARTMENT SUPPLIES

101-0407-051-001

2019-20 Budgeted Amount	\$ 25,000
2019-20 12-Month Estimate	\$ 25,000
2020-21 Proposed	\$ 30,000

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

CONTRACT SERVICES

101-0407-054-001

2019-20 Budgeted Amount	\$ 20,000
2019-20 12-Month Estimate	\$ 20,000
2020-21 Proposed	\$ 10,000

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

BUILDING & GROUND MAINTENANCE

101-0407-055

2019-20 Budgeted Amount	\$ 13,000
2019-20 12-month Estimate	\$ 13,000
2020-21 Proposed Amount	\$ 9,000

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

CAPITAL OUTLAY

101-0407-081

2019-20 Budgeted Amount	\$ 5,000
2019-20 12-Month Estimate	\$ 5,000
2020-21 Proposed	\$ 2,500

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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EXPENDITURES

City of Piedmont

Proposed 2020 - 21 Budget (Revised 6/1/20)

		Approved	Estimated	Proposed	Budget
Description	Account #	19/20	19/20	20/21	% Change
Schoolmates					
Salaries					
Regular Salaries	415-010-001	324,000	329,813	173,088	-47%
Part Time Salaries	415-010-002	128,000	127,720	180,822	41%
Overtime Salaries	415-010-003	2,000	1,071	1,103	-45%
Object Total	415-010	454,000	458,604	355,013	-22%
Health Insurance					
Medical Insurance	415-011-001	82,000	78,864	52,588	-36%
Dental Insurance	415-011-002	8,600	8,122	5,055	-41%
Vision Plan	415-011-003	1,200	1,031	1,023	-15%
Object Total	415-011	91,800	88,017	58,666	-36%
Retirement					
PERS: Normal Cost	415-012-001	30,400	28,800	38,200	26%
PERS: UAL Payment	415-012-003	35,000	40,100	30,800	-12%
PERS: Cost Share	415-012-004	(17,800)	(21,000)	(16,100)	-10%
Object Total	415-012	47,600	47,900	52,900	11%
Other Benefits					
FICA	415-013-009	28,200	28,560	22,139	-21%
Life Insurance	415-013-001	1,100	1,036	1,068	-3%
Disability Insurance	415-013-002	1,000	989	1,019	2%
Medicare Insurance	415-013-005	6,600	6,681	5,178	-22%
Concern EAP Program	415-013-006	1,000	971	971	-3%
Object Total	415-013	37,900	38,237	30,375	-20%
Personnel Expenses					
Memberships/conf/training	415-031-001	6,000	6,000	5,000	-17%
Object Total	415-031	6,000	6,000	5,000	-17%
Department Supplies					
Supplies	415-051-001	26,500	24,500	15,000	-43%
Nutrition	415-051-002	20,000	20,000	10,500	-48%
Kids Night Out	415-051-004	2,000	2,000	750	-63%
Mini Mate Supplies	415-051-005	3,500	3,500	1,500	-57%
Object Total	415-051	52,000	50,000	27,750	-47%
Utilities	415-052-001	4,000	3,181	4,000	0%
Contract Services	415-054-001	5,000	28,000	5,500	10%
Buildings/Ground Maint.					
Janitorial Service	415-055-005	27,000	26,000	28,000	4%
Other Maintenance	415-055-007	3,000	3,000	3,000	0%
Object Total	415-055	30,000	29,000	31,000	3%
Merchant Processing Fees	415-056-008	12,000	9,000	15,000	25%
Capital Outlay					
Equipment	415-081-031	5,000	5,000	2,500	-50%
Capital Outlay Total	415-081	5,000	5,000	2,500	-50%
Total Schoolmates		745,300	762,939	587,704	-21%

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RECREATION SCHOOLMATES DIVISION

MEMBERSHIPS/TRAINING/CONFERENCES **114-0415-031-001**

2019-20 Budgeted Amount	\$ 6,000
2019-20 12-Month Estimate	\$ 6,000
2020-21 Proposed	\$ 5,000

This account funds memberships and trainings for Schoolmates staff.

DEPARTMENT SUPPLIES **114-0415-051-001**

2019-20 Budgeted Amount	\$ 52,000
2019-20 12-Month Estimate	\$ 50,000
2020-21 Proposed	\$ 27,750

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**

2019-20 Budgeted Amount	\$ 4,000
2019-20 12-Month Estimate	\$ 3,181
2020-21 Proposed	\$ 4,000

Utility expense for Schoolmates sites.

CONTRACT SERVICES **114-0415-054-001**

2019-20 Budgeted Amount	\$ 5,000
2019-20 12-Month Estimate	\$ 28,000
2020-21 Proposed	\$ 5,500

This funds Schoolmates registration software monthly costs.

BUILDING & GROUND MAINTENANCE **114-0415-055**

2019-20 Budgeted Amount	\$ 30,000
2019-20 12-month Estimate	\$ 29,000
2020-21 Proposed Amount	\$ 31,000

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

MERCHANT PROCESSING FEES

114-0415-056-008

2019-20 Budgeted Amount	\$ 12,000
2019-20 12-Month Estimate	\$ 9,000
2020-21 Proposed	\$ 15,000

Fees paid for processing credit and debit card transactions. Approximately 3.5% of revenue.

CAPITAL OUTLAY

114-0415-081

2019-20 Budgeted Amount	\$ 5,000
2019-20 12-Month Estimate	\$ 5,000
2020-21 Proposed	\$ 2,500

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 2020 - 21 Budget (Revised 6/1/20)

		Approved	Estimated	Proposed	Budget
Description	Account #	19/20	19/20	20/21	% Change
Aquatics					
Salaries					
Regular Salaries	417-010-001	118,000	135,359	139,240	18%
Part Time Salaries	417-010-002	366,000	285,650	170,000	-54%
Overtime Salaries	417-010-003	2,000	1,607	1,655	-17%
Object Total	417-010	486,000	422,616	310,895	-36%
Health Insurance					
Medical Insurance	417-011-001	35,000	12,995	25,632	-27%
Dental Insurance	417-011-002	3,600	3,360	3,443	-4%
Vision Plan	417-011-003	600	546	541	-10%
Object Total	417-011	39,200	16,901	29,616	-24%
Retirement					
PERS: Normal Cost	417-012-001	8,800	9,000	10,300	17%
PERS: UAL Payment	417-012-003	200	300	300	50%
PERS: Cost Share	417-012-004	-	0	0	NA
Object Total	417-012	9,000	9,300	10,600	18%
Other Benefits					
FICA	417-013-009	30,200	27,221	19,337	-36%
Life Insurance	417-013-001	500	544	558	12%
Disability Insurance	417-013-002	400	406	418	5%
Medicare Insurance	417-013-005	7,100	5,301	4,522	-36%
Concern EAP Program	417-013-006	400	304	304	-24%
Object Total	417-013	38,600	33,776	25,139	-35%
Personnel Expenses					
Memberships/conf/training	417-031-001	6,500	5,000	5,000	-23%
Object Total	417-031	6,500	5,000	5,000	-23%
Department Supplies					
Pool Chemicals	417-051-001	25,000	20,000	16,200	-35%
Pool Equipment	417-051-002	6,000	11,000	9,000	50%
Misc. Repair Supplies	417-051-003	5,000	5,000	3,000	-40%
Office Supplies and Materials	417-051-004	1,300	500	780	-40%
Printing/Graphics	417-051-005	6,000	500	1,200	-80%
Postage	417-051-006	5,000	-	-	-100%
Other	417-051-007	2,500	2,000	900	-64%
Concessions	417-051-008	10,000	3,000	3,600	-64%
Janitorial	417-051-009	6,000	3,000	3,000	-50%
Health and Safety Classes	417-051-010	3,000	500	1,200	-60%
Swim Lessons	417-051-011	1,500	1,000	900	-40%
Camps	417-051-012	2,000	1,000	600	-70%
Adult/Masters Program	417-051-013	1,000	500	600	-40%
Uniform	417-051-014	7,500	7,500	4,500	-40%
Special Events	417-051-015	3,500	1,000	1,500	-57%
Site Furnishings	417-051-016	2,500	500	1,500	-40%
Object Total	417-051	87,800	57,000	48,480	-45%
Utilities	417-052	60,000	58,000	33,000	-45%

EXPENDITURES

City of Piedmont

Proposed 2020 - 21 Budget (Revised 6/1/20)

		Approved	Estimated	Proposed	Budget
Description	Account #	19/20	19/20	20/21	% Change
Aquatics					
Contract Services	417-054	90,000	63,000	51,000	-43%
Building & Ground Maintenance	417-055	60,000	50,000	36,000	-40%
Capital Outlay					
Site Furnishings	417-081-005	3,000	3,000	3,000	0%
Plumbing Repair/Women's Locker R	417-081-006	2,000	2,000	-	-100%
Recreational Equipment	417-081-018	2,500	2,500	-	-100%
Men's Locker Room Partitions	417-081-019	-	-	-	NA
Capital Outlay Total	417-081	7,500	7,500	3,000	-60%
Total Aquatics		884,600	723,093	552,730	-38%

RECREATION AQUATICS DIVISION

MEMBERSHIPS/TRAINING/CONFERENCES AND CERTIFICATIONS

117-0417-031

2019-20 Budgeted Amount	\$ 6,500
2019-20 12-Month Estimate	\$ 5,000
2020-21 Proposed	\$ 5,000

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

2019-20 Budgeted Amount	\$ 87,800
2019-20 12-Month Estimate	\$ 57,000
2020-21 Proposed	\$ 48,480

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

	2019-20 Estimated	2020-21 Proposed
001 Pool Chemicals	\$ 20,000	\$ 16,200
002 Pool Equipment	\$ 11,000	\$ 9,000
003 Misc. Pool/Locker Room Repair Supplies	\$ 5,000	\$ 3,000
004 Office Supplies and Materials	\$ 500	\$ 780
005 Printing/Graphics	\$ 500	\$ 1,200
006 Postage	\$ 0	\$ 0
007 Other	\$ 2,000	\$ 900
008 Concessions	\$ 3,000	\$ 3,600
009 Janitorial Supplies	\$ 3,000	\$ 3,000
010 Health and Safety Class Supplies	\$ 500	\$ 1,200
011 Swim Lesson Equipment	\$ 1,000	\$ 900
012 Camp – Summer (includes snack)	\$ 1,000	\$ 600
013 Adult/Masters Program	\$ 500	\$ 600
014 Uniforms-Staff	\$ 7,500	\$ 4,500
015 Special Events	\$ 1,000	\$ 1,500
016 Site Furnishings *	\$ 500	\$ 1,500
Total	\$ 57,000	\$ 48,480

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

UTILITIES

117-0417-052-001

2019-20 Budgeted Amount	\$ 60,000
2019-20 12-Month Estimate	\$ 58,000
2020-21 Proposed	\$ 33,000

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

CONTRACT SERVICES

117-0417-054

2019-20 Budgeted Amount	\$ 90,000
2019-20 12-Month Estimate	\$ 63,000
2020-21 Proposed	\$ 51,000

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

	<u>2019-20</u> <u>Estimated</u>	<u>2020-21</u> <u>Proposed</u>
003 Pool Maintenance	\$ 30,000	\$ 30,000
004 Plumbing	\$ 900	\$ 1,200
005 Electrical	\$ 2,000	\$ 1,200
007 Janitorial	\$ 28,500	\$ 16,080
011 Marketing/Promotions	\$ 300	\$ 0
012 Inspections	\$ 1,000	\$ 1,800
014 Alarm Monitoring	\$ 300	\$ 720
Total	\$ 63,000	\$ 51,000

BUILDING & GROUND MAINTENANCE

117-0417-055

2019-20 Budgeted Amount	\$ 60,000
2019-20 12-Month Estimate	\$ 50,000
2020-21 Proposed	\$ 36,000

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.

CAPITAL OUTLAY

117-0417-081

2019-20 Budgeted Amount	\$ 7,500
2019-20 12-Month Estimate	\$ 7,500
2020-21 Proposed	\$ 3,000

	<u>2019-20</u> <u>Estimated</u>	<u>2020-21</u> <u>Proposed</u>
005 Site Furnishings	\$ 3,000	\$ 3,000
006 Plumbing Repair/Women's Locker Room	\$ 2,000	\$ 0
018 Recreational Equipment	\$ 2,500	\$ 0
Total	\$ 7,500	\$ 3,000

**RECREATION DEPARTMENT
COST RECOVERY**

	Recreation	School- mates	Aquatics	Total
ACTUAL 2018-19				
Revenues	\$ 2,831,156	\$ 772,007	\$ 504,142	\$ 4,107,305
Expenses:				
Salary & Benefits	1,707,130	559,124	434,903	2,701,156
Other	1,224,473	143,850	254,239	1,622,561
Less: July 4th & Harvest	(26,568)			(26,568)
Total Expenses	2,905,034	702,973	689,142	4,297,149
Revenues less Expenses	\$ (73,878)	\$ 69,034	\$ (185,000)	\$ (189,844)
Cost Recovery %	97%	110%	73%	96%
PROJECTED 2019-20				
Revenues	\$ 1,319,000	\$ 641,000	\$ 343,000	\$ 2,303,000
Expenses:				
Salary & Benefits	1,718,638	632,758	482,593	2,833,989
Other	1,026,586	130,181	240,500	1,397,267
Less: July 4th & Harvest	(26,569)			(26,569)
Total Expenses	2,718,655	762,939	723,093	4,204,687
Revenues less Expenses	\$ (1,399,655)	\$ (121,939)	\$ (380,093)	\$ (1,901,687)
Cost Recovery %	49%	84%	47%	55%
BUDGET 2020-21				
Revenues	\$ 1,952,500	\$ 465,000	\$ 280,000	\$ 2,697,500
Expenses:				
Salary & Benefits	1,732,179	496,954	376,250	2,605,383
Other	968,250	90,750	176,480	1,235,480
Less: July 4th & Harvest	-			-
Total Expenses	2,700,429	587,704	552,730	3,840,863
Revenues less Expenses	\$ (747,929)	\$ (122,704)	\$ (272,730)	\$ (1,143,363)
Cost Recovery %	72%	79%	51%	70%

Fund Activity

Balance - June 30, 2019	\$ 370,083	\$ 264,446
Revenue	641,000	343,000
Expenses	(762,939)	(723,093)
(To) / From GF		250,000
Balance - June 30, 2020	\$ 248,144	\$ 134,353
Revenue	465,000	280,000
Expenses	(587,704)	(552,730)
(To) / From GF		250,000
Balance - June 30, 2021	\$ 125,440	\$ 111,623

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Police



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Piedmont Police Department



CHIEF OF POLICE

Jeremy Bowers

OPERATIONS

Captain

Chris Monahan

Administrative Assistant

April Fitzgerald

SUPPORT SERVICES

Commander

Lisa Douglas

PATROL

Sergeant

Catherine Carr
George Phifer
Robert Jaime
Nicole Bolden

Traffic Officer

George Tucker
Vacant

Juvenile Officer

Nicole Casalnuovo

Officer

Willie Wright
David Cutler
Brian Castillo
Tyler Petit
Michelle Guichard
Robin Swanson
Iakopo Seumalo
Hugo Diaz
Jason Germano
Jasdeep Singh

INVESTIGATIONS

Jeff Spranza
John Lagios

ANIMAL CONTROL

Audrey Beil
Monica Holland

Community Service Officers

Haley Shedd

RESERVE OFFICERS

Thomas Kincaid
Todd Mather
Michael Munoz
Robert Wells

DISPATCH

Sabrina Bell
Ricco Nicholas
Mercedes Bolds
Victoria Fisher
Rachel Perez

Per Diem

Mark Chase

RECORDS

Tonia Struble

PROPERTY & EVIDENCE

Richard Ma
Stanley Silverman

V.I.P.S.

Greg Keller

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FUNCTIONAL DESCRIPTION

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

➤ **Administration** – Office of the Chief of Police

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; fleet maintenance; 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; Public Safety Camera 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; equipment purchase and upkeep; Live Scan fingerprinting; and review and preparation of DOJ audits.

	2016	2017	2018	2019
Total calls for service	14,648	12,182	11446	14351
Investigations generated	1,028	814	750	855
UCR Part 1 Incidents				
Homicide	0	0	0	0
Rape	5	8	1	3
Robbery	17	3	10	5
Assault	12	11	15	7
Burglary	65	60	47	47
Theft	108	97	123	162
Auto Theft	25	16	25	19
Arson	0	0	1	1
Total	232	195	222	244
Auto Collisions				
Fatal	0	0	0	0
Injury	5	6	12	4
Non-Injury	37	34	44	34
Hit & Run	35	20	34	32
Total	77	60	90	70
Arrests & Citations Issued				
Arrests	250	150	142	149
Criminal/ Vehicle	887	875	716	796
Vehicle Warnings	440	362	340	440
Parking Citations	1,427	374	572	1149

Serious Offenses – The City of Piedmont experienced an increase in UCR Part 1 reported from 222 reported incidents in 2018 to 244 reported incidents in 2019. This increase was driven by an increase in thefts. Despite the increase, incidents of residential burglaries stayed flat and robberies decreased from 10 reported incidents in 2018 to 5 reported incidents in 2019. Suspects were identified and/or arrested in each of the reported robberies.

Traffic – The total number of collisions reports decreased from 91 reports in 2018 to 73 in 2019. Injury collisions decreased from 12 the previous year to 4 in 2019, and hit and runs decreased from 34 in 2018 to 32 in 2019. There were no fatalities in 2019.

2019 New Employees

(Full-time employee)

Officer Hugo Diaz

Officer Jason Germano

2019 Promotions

None

2019 Retirements

None

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POLICE

2019/20 ACCOMPLISHMENTS

- Researched, proposed and received council approval to expand ALPR program
- Researched, proposed and received council approval to begin a Public Safety Camera Program
- Hired and trained two new police officers, one new dispatcher, and one animal control officer
- Initiated E-Citation Program
- Initiated (Community Service Officer) CSO Program
- Transitioned to a new server environment
- Managed Tobacco Grant (including submission of quarterly reports, receipt of reimbursement funds) and implemented Juvenile Officer Program in collaboration with the PUSD
- Participated in PUSD Health Council

2020/21 PRIORITIES

- Hold Team Building workshop to refresh 3 year Department Strategic Plan
- Complete installation and begin operation of new Automated License Plate Reader (ALPR) locations
- Implement the Public Safety Camera Program
- Continue to manage Tobacco Grant, Juvenile Officer program and PUSD Health Council involvement
- Plan grant application for continuation of the Juvenile Officer position
- Implement “text to 911” and NextGen 911
- Transition to **National Incident-Based Reporting System/California Incident-Based Reporting System** (NIBRS/CIBRS)
- Work with City Administration, Public Works and Fire Department on Essential Services Building master plan
- Develop alternative Public Safety Answering Point (PSAP)
- Implement new scheduling and timekeeping software to interface with City’s new financial management software

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POLICE
2020-21

	Approved Budget 19/20	Estimated Expenditures 19/20	Proposed Budget 20/21	Budget % Change
SALARIES	4,148,000	4,354,315	4,478,352	8.0%
FRINGE BENEFITS	1,538,800	1,517,390	1,675,666	8.9%
PERSONNEL EXPENSES	131,800	109,500	100,500	-23.7%
SUPPLIES & SERVICES	745,288	760,888	804,368	7.9%
TOTAL	\$ 6,563,888	\$ 6,742,093	\$ 7,058,886	7.5%

STAFF			
	<u>Employees</u>	<u>First Step</u>	<u>Last Step</u>
MANAGEMENT			
Police Chief	1	-	18,418
MID-MANAGEMENT			
Police Captain with 6% POST	1	13,228	16,074
Support Services Commander	1	-	12,475
	2		
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	1	8,005	9,660
Police Officer + Shift Differential	1	8,325	10,047
Police Officer with POST Intermediate	2	8,405	10,144
Police Officer with POST Int + SD	1	8,741	10,549
Police Officer with POST Advanced	1	8,565	10,337
Police Officer with POST Advanced + SD	4	8,908	10,750
Detective with POST Advanced	2	8,965	10,820
School Resources Officer with POST Int	1	8,805	10,627
Traffic Officer with POST Intermediate	1	8,805	10,627
	18		
GENERAL - LOCAL 790			
Animal Control Officer w/ 2% EDU	2	4,812	5,847
Dispatcher with 2% POST & Shift Diff.	2	6,376	7,747
Dispatcher with 2% POST Certificate	3	6,130	7,449
Police Records Specialist	1	5,464	6,638
	8		
CONFIDENTIAL			
Administrative Assistant	1	5,536	6,732
Total	30		

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EXPENDITURES

City of Piedmont

Proposed 2020 - 21 Budget (Revised 6/1/20)

		Approved	Estimated	Proposed	Budget
Description	Account #	19/20	19/20	20/21	% Change
Police					
Salaries					
Regular Salaries	408-010-001	3,594,000	3,801,738	3,909,198	9%
Part Time Salaries	408-010-002	188,000	187,478	193,102	3%
Overtime Salaries	408-010-003	366,000	365,099	376,052	3%
Object Total	408-010	4,148,000	4,354,315	4,478,352	8%
Health Insurance					
Medical Insurance	408-011-001	501,000	446,106	484,344	-3%
Dental Insurance	408-011-002	60,000	54,977	56,763	-5%
Vision Plan	408-011-003	7,500	7,110	7,050	-6%
Object Total	408-011	568,500	508,193	548,157	-4%
Retirement					
PERS: Normal Cost	408-012-001	587,500	546,400	663,900	13%
PERS: UAL Payment	408-012-003	377,500	466,800	469,700	24%
PERS: Cost Share	408-012-004	(216,600)	(235,200)	(242,200)	12%
Object Total	408-012	748,400	778,000	891,400	19%
Other Benefits					
FICA	408-013-009	96,400	100,229	102,830	7%
Life Insurance	408-013-001	13,600	14,320	14,741	8%
Disability Insurance	408-013-002	2,600	2,761	2,841	9%
Uniform Allowance	408-013-003	42,000	43,500	43,500	4%
Medicare Insurance	408-013-005	60,400	63,427	65,237	8%
Concern EAP Program	408-013-006	3,900	3,960	3,960	2%
Auto Allowance	408-013-007	3,000	3,000	3,000	0%
Object Total	408-013	221,900	231,197	236,109	6%
Personnel Expenses					
Memberships/conf/training	408-031-001	20,500	20,500	20,500	0%
P.O.S.T.	408-031-004	62,500	54,000	45,000	-28%
Marijuana Training (BSCC Gran	408-031-005	48,800	35,000	35,000	-28%
Object Total	408-031	131,800	109,500	100,500	-24%
Department Supplies					
Office Supplies	408-051-001	16,500	16,500	16,500	0%
Object Total	408-051	16,500	16,500	16,500	0%
Telephone/Internet	408-052	185,200	185,200	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 2020 - 21 Budget (Revised 6/1/20)

		Approved	Estimated	Proposed	Budget
Description	Account #	19/20	19/20	20/21	% Change
Police					
Contract Services					
Jail Services/Crime Lab	408-054-001	25,000	30,000	30,000	20%
Animal Shelter	408-054-002	52,370	52,370	57,370	10%
CAL-ID Program	408-054-003	8,000	1,500	3,000	-63%
Other Contract Services	408-054-005	254,068	270,668	302,648	19%
Object Total	408-054	339,438	354,538	393,018	16%
Other Expenses					
Police Reserves	408-056-002	2,500	3,000	3,000	20%
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	7,200	7,200	7,200	0%
Object Total	408-056	55,700	56,200	56,200	1%
Information Services					
Software	408-060-002	76,000	76,000	81,000	7%
Object Total	408-060	76,000	76,000	81,000	7%
Total Police		6,563,888	6,742,093	7,058,886	8%

POLICE

PERSONNEL EXPENSES

Memberships/Conferences/Training **101-0408-031-001**

2019-20 Budgeted Amount	\$ 20,500
2019-20 12-Month Estimate	\$ 20,500
2020-21 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.

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 **101-0408-031-007**

2019-20 Budgeted Amount	\$ 3,000
2019-20 12-Month Estimate	\$ 3,000
2020-21 Proposed Amount	\$ 3,000

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

P.O.S.T **101-0408-031-004**

2019-20 Budgeted Amount	\$ 62,500
2019-20 12-Month Estimate	\$ 54,000
2020-21 Proposed Amount	\$ 45,000

Peace Officer Standards and Training (P.O.S.T.) representatives annually inspect our training and recruitment records to ensure the police department is in compliance with P.O.S.T. regulations and legislative mandates. The 2019-20 budget amount was due to the increased training as a result hiring six new police officers, two new Animal Control Officers and the Captain's attendance to the Senior Management Institute for Policing (SMIP) session provided by the Police Executive Research Forum (PERF). The P.O.S.T reimburses the City for a limited number training courses and associated costs.

BSCC Grant Drug Training

101-0408-031-005

2019-20 Budgeted Amount	\$ 48,800
2019-20 12-Month Estimate	\$ 35,000
2020-21 Proposed Amount	\$ 35,000

Grant funds have been provided by the Board of State & Community Corrections to increase positive outcomes between municipal law enforcement and high-risk populations. Specifically the Department will use these funds to support the training, equipment and pragmatic needs to address drug endangered youth.

DEPARTMENTAL SUPPLIES

Office Supplies

101-408-051-001

2019-20 Budgeted Amount	\$ 16,500
2019-20 12-Month Estimate	\$ 16,500
2020-21 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

2019-20 Budgeted Amount	\$ 185,200
2019-20 12-Month Estimate	\$ 185,200
2020-21 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.

EQUIPMENT/MAINTENANCE/GAS/OIL

Vehicle Maintenance

101-0408-053-001

2019-20 Budgeted Amount	\$ 35,000
2019-20 12-Month Estimate	\$ 35,000
2020-21 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

2019-20 Budgeted Amount	\$ 37,450
2019-20 12-Month Estimate	\$ 37,450
2020-21 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

2019-20 Budgeted Amount	\$ 25,000
2019-20 12-Month Estimate	\$ 30,000
2020-21 Proposed Budget	\$ 30,000

Jail contracts with the City of Berkley 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

2019-20 Budgeted Amount	\$ 52,370
2019-20 12-Month Estimate	\$ 52,370
2020-21 Proposed Budget	\$ 57,370

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. 2020-21 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

2019-20 Budgeted Amount	\$ 8,000
2019-20 12-Month Estimate	\$ 1,500
2020-21 Proposed Budget	\$ 3,000

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. The reduction is due to a cessation of finger printing offered to the general public

Other Contract Services

101-0408-054-005

2019-20 Budgeted Amount	\$ 254,068
2019-20 12-Month Estimate	\$ 270,668
2020-21 Proposed Budget	\$ 302,648

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

ALPR Maintenance - Contract for the yearly maintenance for the Automated License Plate Reader system installed on the patrol vehicle.

Aladtec - The Department's 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 (PUSD). The overage in FY 2019-20 and increase in FY 2020-21 is due to the addition of crossing guard services on Magnolia Avenue for the PUSD construction. These costs have been, and will be, reimbursed to the City by the PUSD

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 Departments 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.

	2019-20 <u>Budgeted</u>	2019-20 <u>Estimated</u>	2020-21 <u>Proposed</u>
2FA	\$ 570	\$ 570	\$ 785
3M Technology	\$ 4,800	\$ 4,800	\$ 0
Aladtec	\$ 2850	\$ 2850	\$ 3,000
All City Management Services	\$ 115,600	\$ 154,200	\$ 160,000
All Traffic Solutions	\$ 4,250	\$ 4,250	\$ 11,475
ALPR Maintenance	\$ 52,000	\$ 30,000	\$ 52,000
Capture (OpenEye/Varent Audio log)	\$ 1,900	\$ 1,900	\$ 2,100
CopWare	\$ 600	\$ 600	\$ 600
Calico	\$ 1,800	\$ 1,800	\$ 2,000
Critical Reach	\$ 300	\$ 300	\$ 300
Data Ticket	\$ 9,000	\$ 9,000	\$ 9,000
East Bay Regional Communication Systems Authority (EBRCSA)	\$ 27,500	\$ 27,500	\$ 27,500
Evidence.Com	\$ 17,593	\$ 17,593	\$ 17,593
Forensic Logic	\$ 1,800	\$ 1,800	\$ 2,000
Hewlett Packard	\$ 1,200	\$ 1,200	\$ 1,200
Leads Online	\$ 1,785	\$ 1,785	\$ 1,800
Lexipol	\$ 6,820	\$ 6,820	\$ 7,420
Net Motion	\$ 2,250	\$ 2,250	\$ 2,250
Public Engines	\$ 700	\$ 700	\$ 800
Training Innovations	\$ 750	\$ 750	\$ 825
Total	\$ 254,068	\$ 270,668	\$ 302,648

OTHER EXPENSE

Police Reserves

101-0408-056-002

2019-20 Budgeted Amount	\$ 2,500
2019-20 12-Month Estimate	\$ 3,000
2020-21 Proposed Amount	\$ 3,000

Uniforms and safety equipment for the reserve police officers, police chaplain, citizen volunteers, part-time community service officers and volunteer Explorer Scouts are purchased from this account.

Crime Prevention

101-0408-056-003

2019-20 Budgeted Amount	\$ 2,500
2019-20 12-Month Estimate	\$ 2,500
2020-21 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

2019-20 Budgeted Amount	\$ 43,500
2019-20 12-Month Estimate	\$ 43,500
2020-21 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

2019-20 Budgeted Amount	\$ 7,200
2019-20 12-Month Estimate	\$ 7,200
2020-21 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

2019-20 Budget Amount	\$ 76,000
2019-20 12-Month Estimate	\$ 76,000
2020-21 Proposed Amount	\$ 81,000

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 reflects the procurement of offsite hardware for administrative staff.

END OF POLICE DEPARTMENT BUDGET

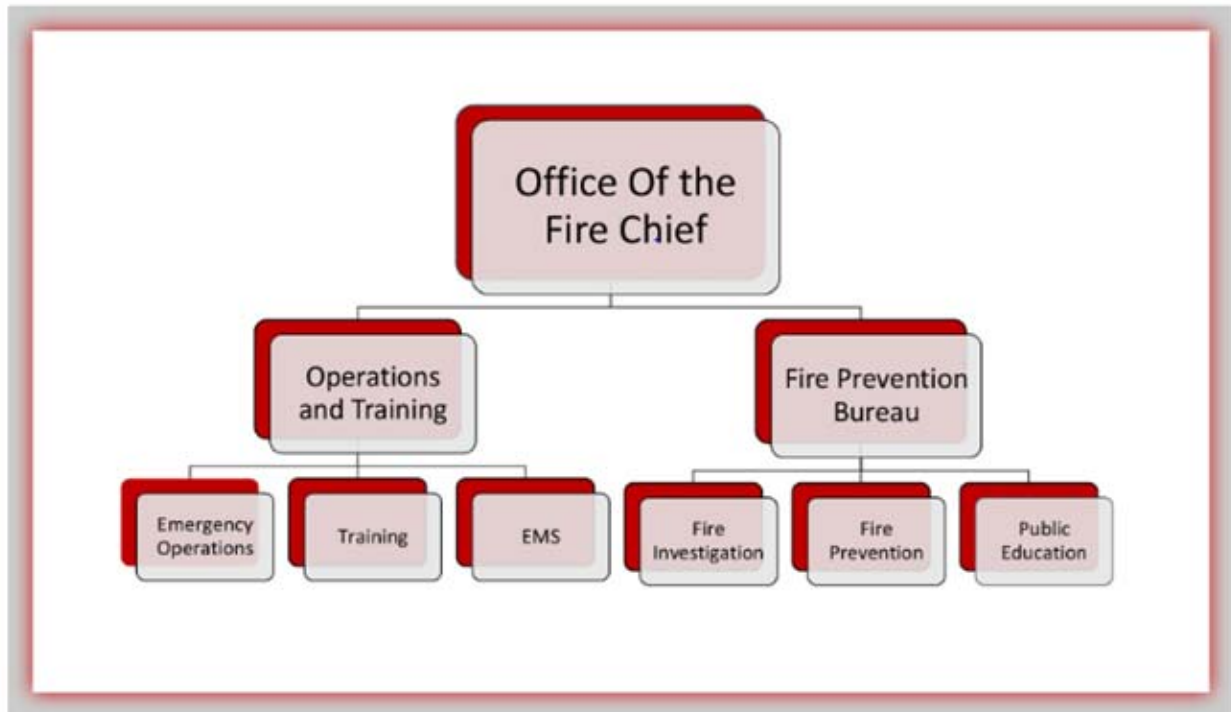
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Fire

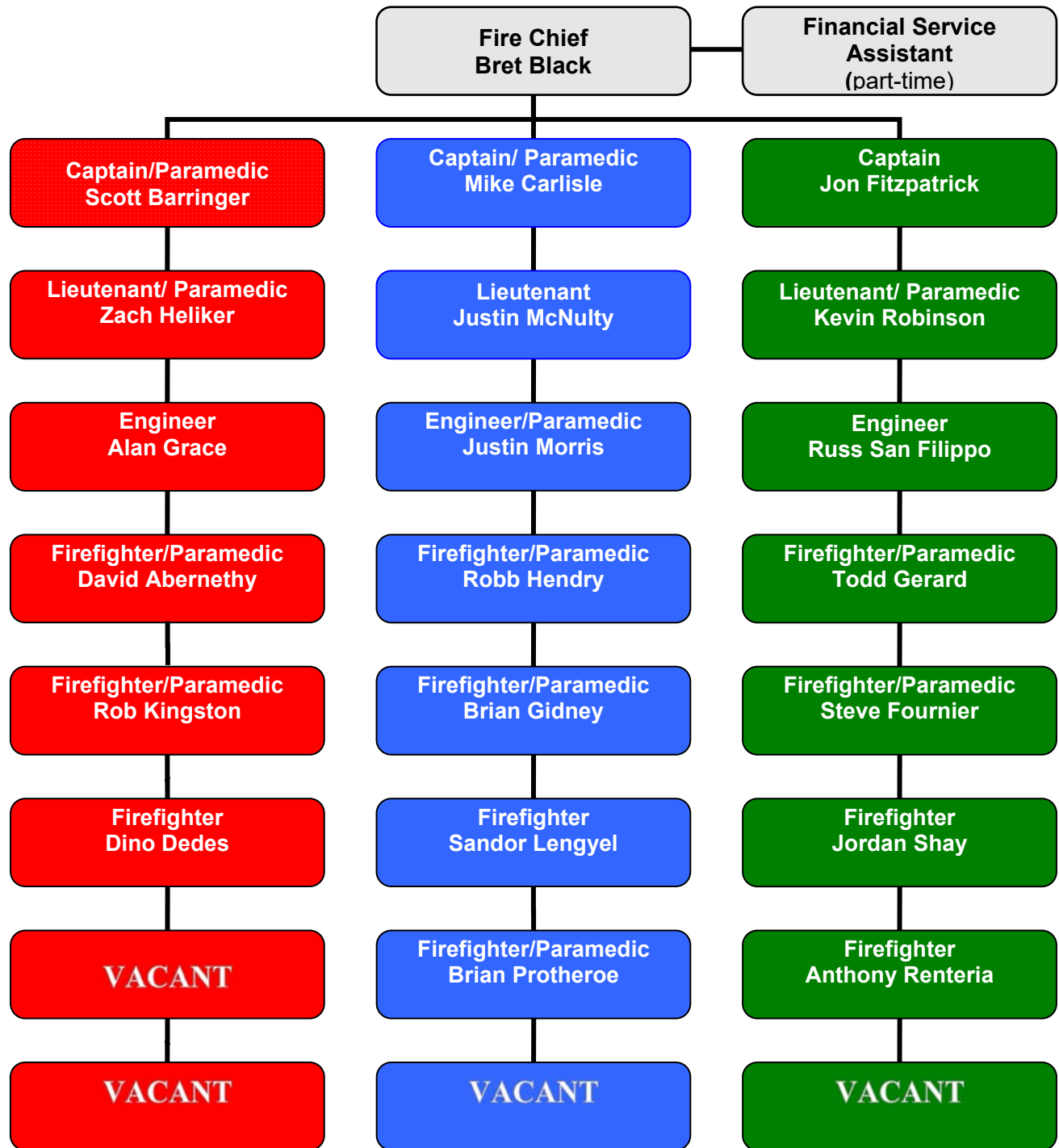


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Fire Department Organizational Structure



Fire Department Roster



MISSION

The Piedmont Fire Department provides our community with comprehensive and superior emergency services to protect life, property and the environment.

VISION

Piedmont Fire Department is dedicated to serving the people of our community and we work to continually exceed expectations. We will provide leadership locally, regionally, and nationally. We will establish and strengthen partnerships and cooperate with allied agencies to enhance our service. We will provide the best service possible within the fiscal opportunities available. We will exercise foresight in planning, preparing, and auditing for the safety and well-being of the community. We will promote confidence, trust, and self-reliance through personal and professional growth. We will support our workforce to maintain a healthy lifestyle and perform duties in a safe and responsible manner. We will continually assess our performance benchmarks and refine our standards to maximize operational efficiencies.

VALUES

Traditions Remembering the past and cherishing our vocational culture

Teamwork Empowerment of our personnel to provide quality customer service

Innovation Always seeking to acquire knowledge and skills while embracing a culture of continuous improvement

Integrity Adherence to moral and ethical principles

Honor Embrace variation in beliefs, perspectives and actions

Respect Deference to the rights or opinions of others

Trust Transparency with our practices and initiatives

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.

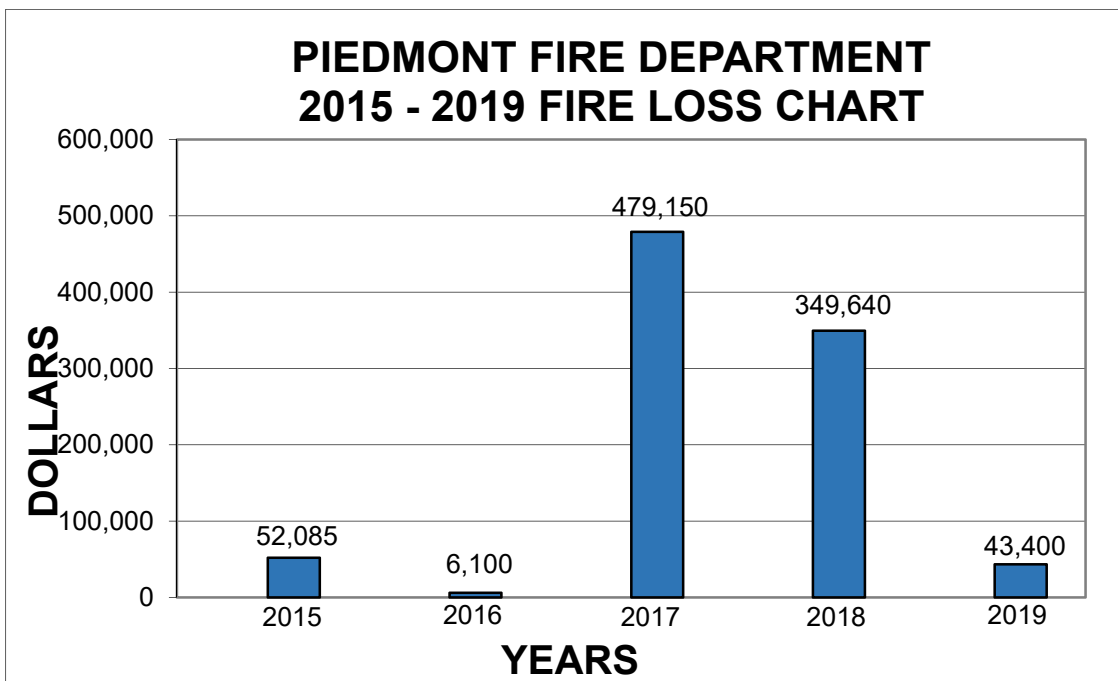
Training: Fire Department personnel conduct training in accordance with county, state and federal standards. Firefighters and Paramedics receive updates on advances in techniques and technology, and participate in continuing education.

Emergency/Disaster 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. The Fire Department is charged with stewardship of the City Emergency Operations Plan (EOP) and Emergency Operation Center (EOC). This includes, supplies, equipment, and training.

2019 Run Report	
11	Fire Related Incidents
520	Emergency Medical
16	Motor Vehicle Accidents/Automobile versus Pedestrian/Rescue
162	Hazardous Conditions (HazMat, Spill, Investigation, etc.)
119	False Alarms & False Calls
39	Good Intent/Public Service
<u>226</u>	<u>Miscellaneous</u>
1093	Total Calls for Service

Mutual Aid Provided by Piedmont Fire Department	
Alameda	15
Albany	7
Berkeley	8
Paramedics +/- FALCK	179
OES	1

2019 Inspection Report		
173 Vegetation Compliance Inspections		
<u>Fire & Life Safety Inspections</u>		
Businesses	Churches	Gov. Buildings
21	4	11
Schools/Childcare	R-2 Apartments	
11	6	



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FIRE

2019/20 ACCOMPLISHMENTS

- As stewards of the Emergency Operation's Plan (EOP) and Emergency Operations Center (EOC), PFD coordinated City staff training including several real-time simulated exercises
- Designed, built, outfitted and trained on new fire engine
- Produced several informational videos in collaboration with KCOM including one nominated for an award
- Provided mutual aid to the Kincade Fire for approximately 10 days with full reimbursement received
- Enhanced PFD web presence on the City's home page
- Managed EOP related logistics, supply, and policy for the COVID-19 Pandemic Event
- Researched and contracted with new and much improved vendor for Emergency Medical Services (EMS) billing
- Collaborated with Planning & Building Department to produce two Fire Code related ordinances
- Upgraded health and fitness equipment and opened facility to all City employees

2020/21 PRIORITIES

- Enhance training and professional development opportunities for PFD personnel as well as intentionally support their health and wellness
- Recruit firefighter paramedics to fill vacant positions
- Establish Risk Reduction Priorities for the community which include benchmarks for performance improvement
- Prepare for a self-initialized reassessment of Piedmont's Public Protection Classification (PPC®), from the Insurance Services Office (ISO)
- Develop a wildfire protection mitigation framework and assess FIREWISE certification elements for Piedmont
- Pursue grant opportunities for a Community Risk Specialist (non-safety)
- Collaborate with the Public Safety Committee (PSC) to update the Map Your Neighborhood program
- Implement digital evacuation platform (Zonehaven) in collaboration with countywide efforts
- Update the City's Emergency Operations Plan
- Implement digital staff scheduling and timekeeping program (Telestaff)
- Secure professional Fire/EMS dispatch contract
- Work with City Administration, Public Works and Police Department on Essential Services Building master plan

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FIRE & PARAMEDIC

2020-21

BUDGET SUMMARY FOR FIRE (INCLUDING PARAMEDIC)

	Approved Budget 19/20	Estimated Expenditures 19/20	Proposed Budget 20/21	Budget % Change
SALARIES	\$ 4,183,000	\$ 4,233,929	\$ 4,272,763	2.1%
FRINGE BENEFITS	\$ 1,893,800	\$ 1,702,770	\$ 2,076,822	9.7%
PERSONNEL EXPENSES	\$ 57,000	\$ 57,000	\$ 72,000	26.3%
SUPPLIES & SERVICES	\$ 551,000	\$ 484,000	\$ 529,000	-4.0%
TOTAL	\$ 6,684,800	\$ 6,477,699	\$ 6,950,585	4.0%

STAFF

	<u>Employees</u>	<u>First Step</u>	<u>Last Step</u>
MANAGEMENT			
Fire Chief	1	-	17,078
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
	3		
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
	21		
CONFIDENTIAL			
Fiscal Services Technician w/ 2% EDU	0.4	6,164	7,489
Total	25.4		

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EXPENDITURES

City of Piedmont

Proposed 2020 - 21 Budget (Revised 6/1/20)

		Approved	Estimated	Proposed	Budget
Description	Account #	19/20	19/20	20/21	% Change
Fire					
Salaries					
Regular Salaries	411-010-001	3,482,000	3,049,268	3,564,139	2%
Part Time Salaries	411-010-002	35,000	35,000	24,102	-31%
Overtime Salaries: General	411-010-003	330,000	825,000	339,076	3%
Object Total	411-010	3,847,000	3,909,268	3,927,317	2%
Health Insurance					
Medical Insurance	411-011-001	523,000	413,208	509,025	-3%
Dental Insurance	411-011-002	55,100	48,005	52,786	-4%
Vision Plan	411-011-003	6,100	5,148	5,452	-11%
Object Total	411-011	584,200	466,361	567,263	-3%
Retirement					
PERS: Normal Cost	411-012-001	736,000	552,100	810,700	10%
PERS: UAL Payment	411-012-003	784,400	892,900	893,100	14%
PERS: Cost Share	411-012-004	(464,700)	(446,100)	(460,600)	-1%
Object Total	411-012	1,055,700	998,900	1,243,200	18%
Other Benefits					
FICA	411-013-009	4,500	6,519	1,494	-67%
Life Insurance	411-013-001	12,600	11,801	12,793	2%
Disability Insurance	411-013-002	1,800	1,729	1,672	-7%
Uniform Allowance	411-013-003	30,400	27,887	30,346	0%
Medicare Insurance	411-013-005	56,000	54,043	57,154	2%
Concern EAP Program	411-013-006	3,300	3,000	3,195	-3%
Object Total	411-013	108,600	104,979	106,654	-2%
Personnel Expenses	411-031	40,000	40,000	50,000	25%
Department Supplies					
Office Supplies	411-051-001	5,150	5,150	5,150	0%
Fire Equipment and Supplies	411-051-002	43,000	75,000	43,000	0%
Clothing/Boots	411-051-003	40,000	40,000	40,000	0%
Object Total	411-051	88,150	120,150	88,150	0%
Radio & Telephone	411-052-003	20,000	20,000	8,000	-60%
Equipment Main/Gas/Oil					
Vehicle Maintenance	411-053-001	50,000	50,000	50,000	0%
Oil & Gasoline	411-053-002	15,000	15,000	15,000	0%
Object Total	411-053	65,000	65,000	65,000	0%
Contract Services	411-054	95,000	38,000	95,000	0%
Building Maintenance	411-055-001	15,000	15,000	15,000	0%

EXPENDITURES

City of Piedmont

Proposed 2020 - 21 Budget (Revised 6/1/20)

		Approved	Estimated	Proposed	Budget
Description	Account #	19/20	19/20	20/21	% Change
Fire					
Other Expense					
Emergency Preparedness	411-056-003	40,000	15,000	40,000	0%
Fire Prevention	411-056-004	12,000	12,000	12,000	0%
Public Safety Committee	411-056-005	1,500	1,500	1,500	0%
Object Total	411-056	53,500	28,500	53,500	0%
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		6,012,150	5,846,158	6,259,084	4%

FIRE

SUPPLEMENTAL REQUEST

Dispatch Proposal

The fire department is actively developing the RFP document for the Fire/EMS dispatch services contract approved in 2019-20 budget and it may not be implemented prior to July 1, 2020. The projected costs are estimated at \$85,000 per year with some initial startup costs.

This project increases 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.

EOP/EOC Enhancement and Upgrade

The fire department is charged with stewardship of the EOP and EOC. In 2019-20 we increased this Emergency Preparedness expenditures to increase our training and update the EOP. We are requesting to keep the same funding level as last year for this account. The proposed increases will provide formal specialized training/exercises for City Staff and purchase some additional equipment.

MEMBERSHIP & MEETINGS

Memberships, Conferences & Training

101-411-031-001

2019-20 Budgeted Amount	\$ 40,000
2019-20 12-Month Estimate	\$ 50,000
2020-21 Proposed Amount	\$ 50,000

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

2019-20 Budgeted Amount	\$ 5,150
2019-20 12-Month Estimate	\$ 5,150
2020-21 Proposed Amount	\$ 5,150

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

Fire Equipment and Supplies

101-411-051-002

2019-20 Budgeted Amount	\$ 43,000
2019-20 12-Month Estimate	\$ 75,000
2020-21 Proposed Amount	\$ 43,000

Firefighting equipment and supplies such as: hand tools, power tools, fire hose, fittings and nozzles, batteries 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

2019-20 Budgeted Amount	\$ 40,000
2019-20 12-Month Estimate	\$ 40,000
2020-21 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

2019-20 Budgeted Amount	\$ 20,000
2019-20 12-Month Estimate	\$ 20,000
2020-21 Proposed Amount	\$ 8,000

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

EQUIPMENT MAINTENANCE / GAS / OIL

Vehicle Maintenance

101-411-053-001

2019-20 Budgeted Amount	\$ 50,000
2019-20 12-Month Estimate	\$ 50,000
2020-21 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

2019-20 Budgeted Amount	\$ 15,000
2019-20 12-Month Estimate	\$ 15,000
2020-21 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

2019-20 Budgeted Amount	\$ 95,000
2019-20 12-Month Estimate	\$ 38,000
2020-21 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, Fire/EMS Dispatch Services, and the annual ladder testing & certification.

BUILDING / GROUNDS MAINTENANCE

Building Maintenance

101-411-055-001

2019-20 Budgeted Amount	\$ 15,000
2019-20 12-Month Estimate	\$ 15,000
2020-21 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

2019-20 Budgeted Amount	\$ 40,000
2019-20 12-Month Estimate	\$ 5,000
2020-21 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. In addition this fund supports the Emergency Operations Plan and the Hazard Mitigation Plan.

Fire Prevention

101-411-056-004

2019-20 Budgeted Amount	\$ 12,000
2019-20 12-Month Estimate	\$ 12,000
2020-21 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

2019-20 Budgeted Amount	\$ 1,500
2019-20 12-Month Estimate	\$ 1,500
2020-21 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

2019-20 Budgeted Amount	\$ 40,000
2019-20 12-Month Estimate	\$ 40,000
2020-21 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.

EXPENDITURES

City of Piedmont

Proposed 2020 - 21 Budget (Revised 6/1/20)

		Approved	Estimated	Proposed	Budget
Description	Account #	19/20	19/20	20/21	% Change
Fire: Paramedics					
Salaries					
Regular Salaries	412-010-001	292,000	280,768	300,236	3%
Overtime Salaries: General	412-010-003	44,000	43,893	45,210	3%
Object Total	412-010	336,000	324,661	345,446	3%
Health Insurance					
Medical Insurance	412-011-001	42,000	35,026	40,728	-3%
Dental Insurance	412-011-002	4,400	3,860	4,247	-3%
Vision Plan	412-011-003	500	399	423	-15%
Object Total	412-011	46,900	39,285	45,398	-3%
Retirement					
PERS: Normal Cost	412-012-001	62,000	46,900	68,600	11%
PERS: UAL Payment	412-012-003	68,000	76,200	76,200	12%
PERS: Cost Share	412-012-004	(40,400)	(38,100)	(39,300)	-3%
Object Total	412-012	89,600	85,000	105,500	18%
Other Benefits					
Life Insurance	412-013-001	1,100	1,031	1,115	1%
Disability Insurance	412-013-002	100	69	71	-29%
Uniform Allowance	412-013-003	2,400	2,198	2,355	-2%
Medicare Insurance	412-013-005	4,900	4,725	5,028	3%
Concern EAP Program	412-013-006	300	222	238	-21%
Object Total	412-013	8,800	8,245	8,807	0%
Personnel Expenses	412-031	17,000	17,000	22,000	29%
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	10,000	10,000	0%
Oil & Gasoline	412-053-002	14,000	14,000	14,000	0%
Object Total	412-053	24,000	24,000	24,000	0%
Contract Services					
Contract Services	412-054-001	72,500	72,500	72,500	0%
Medical Radio Rental	412-054-002	10,000	0	0	-100%
Object Total	412-054	82,500	72,500	72,500	-12%
Other Expense					
Special Equipment	412-056-001	12,850	12,850	12,850	0%
Back-up Transportation	412-056-002	10,000	3,000	10,000	0%
Object Total	412-056	22,850	15,850	22,850	0%
Total: Paramedics		672,650	631,541	691,501	3%
TOTAL: Fire/Paramedics		6,684,800	6,477,699	6,950,585	4%

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PARAMEDIC

FIRE DEPARTMENT / PARAMEDIC PROGRAM

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

2019-20 Budgeted Amount	\$ 17,000
2019-20 12-Month Estimate	\$ 17,000
2020-21 Proposed Amount	\$ 22,000

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**

2019-20 Budgeted Amount	\$ 45,000
2019-20 12-Month Estimate	\$ 45,000
2020-21 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**

2019-20 Budgeted Amount	\$ 10,000
2019-20 12-Month Estimate	\$ 11,000
2020-21 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**

2019-20 Budgeted Amount	\$ 14,000
2019-20 12-Month Estimate	\$ 14,000
2020-21 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

2019-20 Budgeted Amount	\$ 72,500
2019-20 12-Month Estimate	\$ 72,500
2020-21 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

2019-20 Budgeted Amount	\$ 10,000
2019-20 12-Month Estimate	\$ 0
2020-21 Proposed Amount	\$ 0

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

2019-20 Budgeted Amount	\$ 12,850
2019-20 12-Month Estimate	\$ 12,850
2020-21 Proposed Amount	\$ 12,850

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

Back-up Transportation

101-412-056-002

2019-20 Budgeted Amount	\$ 10,000
2019-20 12-Month Estimate	\$ 2,000
2020-21 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: We still desperately need this upgrade, but are waiting to determine outcome of CIP facilities assessment. This will result in the project extending into next FY. Proposed Amount \$125,000

Original justification: 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.

END OF FIRE & PARAMEDIC DEPARTMENT BUDGET

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Other Funds



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ABANDONED VEHICLE FUND

<u>2020-21 Proposed Budget</u>	<u>2020-21 Proposed</u>
Estimated Fund Balance, July 1, 2020	\$ 28,658
Proposed Revenue 2020-21 Vehicle Registration Fee	-
Proposed Transfers 2020-21 Transfer-Out	<u>0</u>
Estimated Fund Balance, June 30, 2021	<u>\$ 28,658</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>2020-21 Proposed Budget</u>	<u>2020-21 Proposed</u>
Estimated Fund Balance, July 1, 2020	\$ 159,382
Proposed Revenue 2020-21	
Participant Fees	30,000
Proposed Expenditures 2020-21 (a)	<u>(40,000)</u>
Estimated Fund Balance, June 30, 2021	<u>\$ 149,382</u>
<u>(a) Proposed Expenditures 2020-21 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>2020-21 Proposed Budget</u>	<u>2020-21 Proposed</u>
Estimated Fund Balance, July 1, 2020	\$ 481,291
Proposed Revenue 2020-21	151,000
Proposed Expenditures 2020-21	(481,750)
Proposed Transfers 2020-21 Transfer-Out	<u>0</u>
Estimated Fund Balance, June 30, 2021	<u><u>\$ 150,541</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.

A detailed expenditure budget will be prepared and submitted to City Council.

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GAS TAX FUND

<u>2020-21 Proposed Budget</u>	<u>2020-21 Proposed</u>
Estimated Fund Balance, July 1, 2020	\$ 14,808
Proposed Revenue 2020-21	
State Gas Tax Funds	243,000
Added SB1 RMRP	180,000
Proposed Revenue 2020-21	<u>423,000</u>
Proposed Transfers 2020-21	
Transfer-Out: Sidewalk Repair	<u>0</u>
Proposed Expenditures 2020-21 (a)	<u>(430,000)</u>
Estimated Fund Balance, June 30, 2021	<u><u>\$ 7,808</u></u>
<u>(a) Proposed Expenditures 2020-21 Detail</u>	
Street Resurfacing	\$ 430,000

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>2020-21 Proposed Budget</u>	<u>2020-21 Proposed</u>
Estimated Fund Balance, July 1, 2020	\$ 11,758
Proposed Revenue 2020-21	430,000
Proposed Expenditures 2020-21 (a)	<u>(430,000)</u>
Estimated Fund Balance, June 30, 2021	<u>\$ 11,758</u>
 <u>(a) Proposed Expenditures 2020-21 Detail</u>	
Street Resurfacing	300,000
Bicycle & Pedestrian Projects	30,000
Sidewalk/Curbs/Gutters	<u>100,000</u>
Total Proposed Expenditures	<u>\$ 430,000</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>2020-21 Proposed Budget</u>	<u>2020-21 Proposed</u>
Estimated Fund Balance, July 1, 2020	\$ 10,966
Proposed Revenue 2020-21	400,000
Proposed Expenditures 2020-21 (a)	<u>(400,000)</u>
Estimated Fund Balance, June 30, 2021	<u><u>\$ 10,966</u></u>

(a) Proposed Expenditures 2020-21 Detail

Street Resurfacing	\$ 400,000
--------------------	------------

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>2020-21 Proposed Budget</u>	<u>2020-21 Proposed</u>
Estimated Fund Balance, July 1, 2020	\$ 29,961
Proposed Revenue 2020-21	43,000
Proposed Transfers 2020-21	
Transfer-Out: General Fund	(17,000)
Proposed Expenditures 2020-21 (a)	<u>(40,000)</u>
Estimated Fund Balance, June 30, 2021	<u>\$ 15,961</u>
 <u>(a) Proposed Expenditures 2020-21 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>2020-21 Proposed Budget</u>	<u>2020-21 Proposed</u>
Estimated Fund Balance, July 1, 2020	\$ 12,555
Proposed Revenue 2020-21	40,000
Proposed Expenditures 2020-21 (a)	<u>(45,000)</u>
Estimated Fund Balance, June 30, 2021	<u>\$ 7,555</u>
<u>(a) Proposed Expenditures 2020-21 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>2020-21 Proposed Budget</u>	<u>2020-21 Proposed</u>
Estimated Fund Balance, July 1, 2020	\$16,373
Proposed Revenue 2020-21	
Sidewalk Reimbursement Program	15,000
Transfer-In: Gas Tax Fund	<u>0</u>
Proposed Expenditures 2020-21	<u>(20,000)</u>
Estimated Fund Balance, June 30, 2021	<u><u>\$11,373</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>2020-21 Proposed Budget</u>	<u>Budget 2020-21 Proposed</u>
Estimated Fund Balance, July 1, 2020	\$ 25,715
Proposed Revenue 2020-21	0
Proposed Expenditures 2020-21	<u>(20,000)</u>
Estimated Fund Balance, June 30, 2021	<u><u>\$ 5,715</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>2020-21 Proposed Budget</u>	<u>2020-21 Proposed</u>
Estimated Fund Balance, July 1, 2020	\$ 25,009
Proposed Revenue 2020-21 Fees & Fines	20,000
Proposed Transfers 2020-21 Transfer-Out: General Fund	<u>(20,000)</u>
Estimated Fund Balance, June 30, 2021	<u>\$ 25,009</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>2020-21 Proposed Budget</u>	<u>2020-21 Proposed</u>
Estimated Fund Balance, July 1, 2020	\$ 1,267,382
Proposed Revenue 2020-21	5,000
Proposed Transfers 2020-21 Transfer-Out	<u>0</u>
Estimated Fund Balance, June 30, 2021	<u><u>\$ 1,272,382</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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Juvenile Officer Grant Fund

<u>2020-21 Proposed Budget</u>	<u>2020-21 Proposed</u>
Estimated Fund Balance, July 1, 2020	\$ -
Proposed Revenue 2020-21	140,000
Proposed Expenditures 2020-21	0
Proposed Transfers 2020-21 Transfer-Out	<u>(140,000)</u>
Estimated Fund Balance, June 30, 2021	<u><u>\$ -</u></u>

On December 4, 2018, the State of California, Department of Justice awarded the Piedmont Police Department funds authorized under the California Healthcare, Research and Prevention Tobacco Tax Act of 2016 in the amount of \$391,599. The three year grant covers FY 2018-19, FY 2019-20, and FY 2020-21, providing funding for one (1) Juvenile Officer as well as funding for a PUSD Health Educator component which would take the form of consultant services, and credentialed staff.

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CAPITAL IMPROVEMENTS PROJECTS

<u>2020-21 Proposed Budget</u>	<u>2020-21 Proposed</u>
Estimated Fund Balance, July 1, 2020	\$ 93,714
Proposed Transfers 2020-21	-
Proposed Expenditures 2020-21 (a)	<u>(3,055)</u>
Estimated Fund Balance, June 30, 2021	<u>\$ 90,659</u>

(a) Proposed Expenditures 2020-21 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>2020-21 Proposed Budget</u>	<u>2020-21 Proposed</u>
Estimated Fund Balance, July 1, 2020	\$ 1,809,290
Proposed Revenue 2020-21	
Interest	39,000
Proposed Transfers 2020-21	
General Fund	302,927
Abandoned Vehicle	
Total Proposed Transfers	<u>302,927</u>
Total Revenue & Transfers	<u>341,927</u>
Proposed Expenditures 2020-21	<u>(1,073,800)</u>
Estimated Fund Balance, June 30, 2021	<u><u>\$ 1,077,417</u></u>
<u>Fund Balance Detail</u>	
Estimated Fund Balance, June 30, 2021	\$ 1,077,417
Restricted for Loan to Sewer Fund *	<u>(600,000)</u>
Non Restricted Estimated Fund Balance	<u><u>\$ 477,417</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>	
Video Equipment Upgrade	\$ 50,000
Station Renovation (KCOM)	\$ 250,000
<u>Recreation:</u>	
Automobile: Van	34,000
<u>Police:</u>	
Captain's Vehicle	35,000
Automated License Plate Readers	60,000
<u>Fire:</u>	
Utility Pickup Vehicle	75,000
Automated External Defibrillators	10,000
LUCAS Device (CPR Machine)	30,000
P25 Comptable Radios	20,000
<u>IT:</u>	
Applications & Systems	338,000
Infrastructure & Operations	136,100
Hardware	35,700
Total Proposed Expenditures	\$ 1,073,800

3 / 5 Year funding per expenditure						
Use 5 years for items over \$200K						
EQUIPMENT REPLACEMENT FUND ACTIVITY						
Fiscal Year	Begin Balance	Planned Funding	Interest	Expenditures	Transfer Out	End Balance
17/18	\$ 3,937,414	\$ 517,193		\$ (651,165)		\$ 3,803,442
18/19	3,803,442	433,000	81,148	(1,216,799)		3,100,791
19/20	3,100,791	0	54,000	(1,345,500)		1,809,291
20/21	1,809,291	802,927	39,000	(1,073,800)	(500,000)	1,077,417
21/22	1,077,417	955,116	21,548	(865,914)		1,188,167
22/23	1,188,167	784,962	23,763	(866,142)		1,130,751
23/24	1,130,751	600,520	22,615	(1,038,385)		715,501
24/25	715,501	586,436	16,457	(685,643)		632,751
25/26	632,751	863,999	15,819	(490,916)		1,021,653
26/27	1,021,653	913,787	25,541	(544,204)		1,416,777
27/28	1,416,777	1,021,258	35,419	(720,508)		1,752,947
28/29	1,752,947	860,745	43,824	(853,828)		1,803,687
29/30	1,803,687	708,248	45,092	(1,888,165)		668,863
30/31	668,863	561,101	16,722	(167,518)		1,079,167
31/32	1,079,167	595,305	26,979	(724,888)		976,563
32/33	976,563	908,193	24,414	(510,276)		1,398,894
Total	\$ 3,937,414	\$ 11,112,791	\$ 492,341	\$ (13,643,652)	\$ (500,000)	\$ 1,898,894

	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				0	15,000	300,000	0	0	0
Public Works									
Pickup Truck - Dodge 1500 (#20)	2017	10	2027						
Pickup Truck - RAM 2500 (#21)	2019	10	2029		65,000				
Pickup Truck - GMC Sierra w/lift gate (#22)	2003	15	n/a						
Pickup Truck - RAM 2500 (#23)	2018	12	2030	71,175					
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					75,000	
Freightliner M2706 Dump Truck (#29)	2015	20	2035						
Street Sweeper - Schwarze A9000 (#32)	2005	15	2020						350,000
Street Sweeper - Schwarze 4300 (#31)	2008	11	2019				350,000		
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				
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				71,175	365,000	0	350,000	225,000	365,000

	Acquired	Life	Replace	24/25	25/26	26/27	27/28	28/29	29/30
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	10	2027				75,000		
Pickup Truck - RAM 2500 (#21)	2019	10	2029					75,000	
Pickup Truck - GMC Sierra w/lift gate (#22)	2003	15	n/a						
Pickup Truck - RAM 2500 (#23)	2018	12	2030						75,000
Flatbed Pickup - GMC Sierra 3500 (#24)	2003	15	2018						
Pickup Truck - FORD F-350 (#25)	2015	12	2027			75,000			
Pickup Truck - FORD F-450 (#26)	2013	10	2023						
Freightliner M2706 Dump Truck (#29)	2015	20	2035						
Street Sweeper - Schwarze A9000 (#32)	2005	15	2020						
Street Sweeper - Schwarze 4300 (#31)	2008	11	2019						
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	-						
Sewer Flusher - International 4400 (#40)	2006	N/A	-						
2010 CCTV Van (#28)	2010	15	-		250,000				
CASE 1840 SKID Steer (#41)	2022	N/A	-	100,000					
Total Public Works				100,000	250,000	75,000	0	75,000	75,000

	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	9,822	12,000				
Total Recreation				9,822	12,000	34,000	0	0	0
Police									
Automobile - Patrol Unit (Dodge)	2012	5	2019	51,634					60,000
Automobile - Patrol Unit (Ford)	2012	5	2019	55,774					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		15,135	60,000	60,000	60,000	60,000	60,000
ALPR Mobile	2017	6	2023	8,500				15,000	30,000
Copy Machine - PD	2013	6	2019	9,528					
Copy Machine - Dispatch	2013	6	2019				10,000		
Communication Equipment (COPS)	2016	6	2022						
Total Police				140,572	95,000	95,000	274,000	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	242,000	367,000	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	734,986					
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)	2005	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	
Automated External Defibrillators	Various	10	Various		3,000	10,000			
Cardiac EKG Monitors	2018	10	2028	35,000	40,000				
LUCAS Device (CPR Machine)	Various	10	Various			30,000			60,000
Emergency Generator	2008	20	2028						
SCBA (Self contained Breathing App) (19)	2014	10	2024						
P25 Compatable Radios	2016	6	2022			20,000	20,000		
Total Fire				769,986	43,000	135,000	20,000	75,000	360,000

	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>
Fire									
Fire Engine - Pumper (#2841 RESERVE)	1999	20	2019						
Fire Engine - Pumper (#2843)	2012	20	2032						900,000
Fire Truck - Aerial Ladder (#2872)	2015	20	2035						
Ford Truck\Mobile Pumping Unit - F550	2015	20	2035						
Utility Pick-Up (2896)	2005	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						
Automated External Defibrillators	Various	10	Various					10,000	10,000
Cardiac EKG Monitors	2018	10	2028			135,000	90,000		
LUCAS Device (CPR Machine)	Various	10	Various						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				100,000		
Total Fire				250,000	0	215,000	290,000	330,000	955,000

	Acquired	Life	Replace	18/19	19/20	20/21	21/22	22/23	23/24
IT Related									
Desktop Computer Replacement	2014	5	Vary	6,691	55,000	30,600	31,212	31,836	32,473
Printer Replacement		5	Vary	0	5,000	5,100	5,202	5,306	5,412
iPads		3	Vary	8,695	10,000		2,500		2,500
Network Equipment		2	Vary		3,000		3,000		3,000
Server 1 - Shared Application Server	2019	10	2029	6,757					
Server 2 - Shared Application Server	2019	10	2029	1,577					
Server 3 - Shared Application Server	2019	10	2029	15,171					
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		30,000				
Applications & Departmental Systems		N/A	Vary	53,872	540,000	318,000	105,000	100,000	
Gov 2.0		N/A	Vary	15,000	7,500	20,000	-	-	
IT Infrastructure		N/A	Vary	104,144	130,000	86,100	75,000	-	
IT Operations		N/A	Vary	3,468	-	-			
IT Security		N/A	Vary	15,869	25,000	50,000			
Telecommunications	2017	10	2027	-	-	-			
Total IT				231,244	815,500	509,800	221,914	137,142	43,385
Unallocated									
Total - All Departments				1,222,798	1,345,500	1,073,800	865,914	866,142	1,038,385

	Acquired	Life	Replace	24/25	25/26	26/27	27/28	28/29	29/30
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
Unallocated									
Total - All Departments				685,643	490,916	544,204	720,508	853,828	1,888,165

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FACILITY MAINTENANCE FUND

<u>2020-21 Proposed Budget</u>	<u>2020-21 Proposed</u>
Estimated Fund Balance, July 1, 2020	\$ 5,816,094
Interest	62,000
Proposed Transfers 2020-21	-
Proposed Expenditures 2020-21 (a)	<u>(1,330,300)</u>
Estimated Fund Balance, June 30, 2021	<u>\$ 4,547,794</u>
 <u>Fund Balance Detail</u>	
Estimated Fund Balance, June 30, 2021	\$ 4,547,794
Restricted for Loan to Sewer Fund *	(200,000)
Restricted for Fac.Maint. Reserve	<u>(1,166,009)</u>
Non Restricted Estimated Fund Balance	<u>\$ 3,181,785</u>

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

<u>(a) Proposed Expenditures 2020-21 Detail</u>	
Annual Maintenance	\$ 300,300
Scheduled Maintenance Projects	467,500
City Hall & Fire	185,000
Police Department & Veterans Hall	15,000
Recreation Building	0
Community Hall	70,000
Park & Tennis	100,000
Other	192,500
TOTAL PROPOSED EXPENSES 2019-20	<u>\$ 1,330,300</u>

FACILITIES MAINTENANCE FUND
(in thousands)

Fiscal Year	Begin Balance	Planned Funding	Interest	Annual Repairs & Maint.	City Hall & Fire		Vets Hall & Police		Rec. Building		Community Hall		Parks & Tennis		Other		Total Expend.	Balance	Reserve	Available Balance
					Sched. Maint.	Projects	Sched. Maint.	Projects	Sched. Maint.	Projects	Sched. Maint.	Projects	Sched. Maint.	Projects	Sched. Maint.	Projects				
19/20	\$ 6,411	\$ 550	\$ 100	\$ (286)	\$ (107)	\$ (36)	\$ (80)	\$ (29)	\$ (130)	\$ -	\$ (55)	\$ -	\$ (218)	\$ (269)	\$ -	\$ (34)	\$ (1,245)	\$ 5,816	\$ (1,166)	\$ 4,650
20/21	5,816	0	62	(300)	(185)	(185)	(20)	(15)	(70)	-	-	(70)	(58)	(100)	(135)	(193)	\$ (1,330)	4,548	(1,166)	3,382
21/22	4,548	800	45	(315)	(205)	(45)	(110)	(106)	(62)	(145)	(28)	(455)	(138)	-	(129)	(25)	\$ (1,762)	3,631	(1,166)	2,465
22/23	3,631	0	36	(331)	(75)	(65)	(158)	(170)	(25)	(200)	(45)	(10)	(50)	-	(18)	-	\$ (1,147)	2,521	(1,166)	1,355
23/24	2,521	0	25	(341)	(65)	-	(285)	(195)	(200)	(90)	(90)	(255)	(81)	-	(34)	-	\$ (1,636)	910	(1,166)	(256)
24/25	910	0	9	(351)	(140)	-	(65)	-	(65)	-	(150)	-	(240)	-	(58)	-	\$ (1,069)	(149)	(1,166)	(1,315)
25/26	(149)	0	-	(362)	-	-	(75)	-	(25)	-	(30)	-	(143)	-	(103)	-	\$ (737)	(887)	(1,166)	(2,053)
26/27	(887)	0	-	(373)	(12)	-	-	-	(25)	-	(108)	-	(40)	-	(45)	-	\$ (602)	(1,489)	(1,166)	(2,655)
27/28	(1,489)	0	-	(384)	(88)	-	-	-	(80)	-	(35)	-	(52)	-	(80)	-	\$ (719)	(2,207)	(1,166)	(3,373)
28/29	(2,207)	0	-	(395)	(75)	-	(25)	-	(8)	-	(50)	-	(220)	-	(38)	-	\$ (811)	(3,018)	(1,166)	(4,184)
29/30	(3,018)	0	-	(407)	(3)	-	(200)	-	(25)	-	-	-	(161)	-	(30)	-	\$ (826)	(3,844)	(1,166)	(5,010)
30/31	(3,844)	0	-	(419)	(675)	-	(150)	-	(35)	-	(25)	-	-	-	-	-	\$ (1,304)	(5,148)	(1,166)	(6,314)
31/32	(5,148)	0	-	(432)	(60)	-	-	-	-	-	(108)	-	-	-	(5)	-	\$ (604)	(5,753)	(1,166)	(6,919)
32/33	(5,753)	0	-	(445)	-	-	-	-	-	-	(320)	-	(60)	-	(415)	-	\$ (1,240)	(6,993)	(1,166)	(8,159)

FACILITIES MAINTENANCE - COST SUMMARY OF SCHEDULED MAINTENANCE - 15 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	FY 29-30	FY 30-31	FY 31-32	FY 32-33
CITY HALL	-	62,000	140,000	190,000	75,000	65,000	40,000	-	-	75,000	75,000	2,500	575,000		
FIRE DEPT.	-	45,000	45,000	15,000	-	-	100,000	-	12,000	13,000	-	-	100,000	60,000	-
RECREATION CENTER	-	130,000	70,000	62,000	25,000	200,000	65,000	25,000	25,000	80,000	7,500	25,000	35,000	-	-
VETERANS HALL	50,000	10,000	20,000	110,000	150,000	235,000	5,000	75,000	-	-	-	125,000	-	-	-
POLICE DEPT.	-	70,000	-	-	8,000	50,000	60,000	-	-	-	25,000	75,000	150,000	-	-
COMMUNITY HALL	-	55,000	-	-	35,000	80,000	150,000	30,000	100,000	10,000	-	-	25,000	100,000	250,000
AQUATICS BUILDING	(pending decision on future)														
AQUATICS FACILITIES	(pending decision on future)														
CARRAIGE HOUSE	(pending decision on future)														
801 MAGNOLIA AVE. - EAST WING	-	-	-	-	-	-	2,500	53,000	-	40,000	30,000	10,000	-	5,000	105,000
CORPORATION YARD	-	-	135,000	50,000	10,000	18,000	5,000	-	-	-	-	10,000	-	-	145,000
SCHOOLMATES - Beach	-	-	-	66,000	-	16,000	-	5,000	25,000	15,000	8,000	10,000	-	-	-
SCHOOLMATES - Wildwood	(pending PUSD decision regarding existing building)														
SCHOOLMATES - Havens	-	-	-	12,500	-	-	-	-	-	-	-	-	-	-	-
HAMPTON PLAY SCHOOL	-	-	-	-	7,500	-	50,000	45,000	20,000	25,000	-	-	-	-	165,000
TEA HOUSE	-	-	-	27,500	10,000	10,000	-	-	7,500	25,000	50,000	-	-	7,500	70,000
TOTAL BUILDINGS	50,000	372,000	410,000	533,000	320,500	674,000	477,500	233,000	189,500	283,000	195,500	257,500	885,000	172,500	735,000
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	FY 29-30	FY 30-31	FY 31-32	FY 32-33
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	-	155,000	-	-	-
HAMPTON PARK	-	-	-	-	-	-	-	100,000	25,000	40,000	220,000	-	-	-	-
LINDA BEACH FIELD & PARK	(pending decision on Linda Beach Park Master Plan)														
MAIN PARK	-	150,687	5,000	75,000	25,000	25,000	200,000	42,500	15,000	-	-	6,000	-	-	60,000
TOTAL PARKS	-	218,187	57,500	137,500	50,000	81,000	240,000	142,500	40,000	52,000	220,000	161,000	-	-	60,000
TOTAL SCHEDULED COSTS	50,000	590,187	467,500	670,500	370,500	755,000	717,500	375,500	229,500	335,000	415,500	418,500	885,000	172,500	795,000

SEWER FUND	2019-20 Projected	2020-21 Proposed Budget
Beginning Balance	\$2,926,379	\$ 3,153,735
Sewer Service Charges \ Interest	2,747,074	2,776,150
Loan Proceeds	0	0
Total Revenue	<u>2,747,074</u>	<u>2,776,150</u>
Operating Costs	(1,697,154)	(1,837,662)
Capital Costs	(13,223)	(513,885)
Debt Service	(809,340)	(809,340)
Total Expenditures	<u>(2,519,718)</u>	<u>(3,160,887)</u>
Ending Balance	<u><u>\$ 3,153,735</u></u>	<u><u>\$ 2,768,998</u></u>

SEWER FUND

<u>2020-21 Proposed Budget</u>	<u>Budget 2020-21 Proposed</u>
Estimated Fund Balance, July 1, 2020	\$ 3,153,735
Proposed Revenue 2020-21	
Sewer Service Fees	2,753,150
Phase V loan proceeds	0
Interest	<u>23,000</u>
	2,776,150
Proposed Transfers 2020-21	
General Fund	(945,000)
Proposed Expenditures 2020-21 (a)	<u>(2,215,887)</u>
Estimated Fund Balance, June 30, 2021	<u><u>\$ 2,768,999</u></u>
<u>(a) Expenditure Detail</u>	
General Sewer Maintenance	\$ 467,609
Sewer Equipment Maintenance	359,128
Sewer Projects: EPA Compliance	315,000
County of Alameda Clean Water Program	50,925
Sewer Replacement	13,885
Sewer Phase VI	200,000
Sewer Debt Service	809,340
Total Estimated Expenditures	<u><u>\$ 2,215,887</u></u>

	ACTUAL					
	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
Beginning Fund Balance	\$680,087	\$1,296,052	\$801,035	\$1,303,950	\$1,640,371	\$2,926,379
Revenues						
Current Revenues						
Investment Earnings	5,443	6,358	11,031	7,161	68,058	68,739
General Fund Transfer				63,945		
Sewer Service Charge	2,270,835	2,245,450	2,406,895	2,492,261	2,565,383	2,678,335
Total Current Revenues	2,276,279	2,251,809	2,417,926	2,563,367	2,633,441	2,747,074
Loan Proceeds						
Sewer Loan (b)	800,000					
Phase IV loan proceeds						
Phase V loan proceeds				3,104,540	1,085,776	
Phase VI loan proceeds (TBD)						
Phase VII loan proceeds (TBD)						
Total Loan Proceeds	800,000	0	0	3,104,540	1,085,776	0
Total Revenue	3,076,279	2,251,809	2,417,926	5,667,907	3,719,217	2,747,074
Expenditures						
Operating Costs						
General Fund	780,000	1,056,000	728,000	746,840	783,994	847,000
Sewer Maintenance (a)	435,583	480,342	222,492	362,707	433,761	445,342
Equipment Maintenance	5,709	17,293	52,867	77,752	54,847	56,312
EPA Compliance	177,423	197,783	125,463	148,383	163,595	300,000
County Clean Water Program	36,090	36,690	36,090	42,051	39,690	48,500
Total Operating Costs	1,434,805	1,788,108	1,164,912	1,377,733	1,475,887	1,697,154
Capital Costs						
Major Equipment Purchases						
General Sewer Replacement:	352,723	154,992	80,259	7,940	12,879	13,223
Major Sewer Replacement:						
Phase IV Sewer Rehabilitation						
Phase V Sewer Rehabilitation	117,696	246,827	109,877	3,383,850		
Phase VI Sewer Rehabilitation					382,481	0
Phase VII Sewer Rehabilitation						
Total Capital Costs	470,419	401,819	190,136	3,391,790	395,360	13,223
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)						247,377
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	809,340
Total Expenditure	2,460,314	2,746,825	1,915,012	5,331,486	2,433,210	2,519,718
Excess of Revenues over Expenditures	615,964	(495,016)	502,914	336,422	1,286,007	227,356
Ending Fund Balance	\$1,296,052	\$801,035	\$1,303,950	\$1,640,371	\$2,926,379	\$3,153,735

2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
\$3,153,735	\$2,768,998	\$2,684,674	\$664,421	\$3,833,158	\$3,680,304	\$1,218,279	\$4,457,896	\$4,377,512
23,000	23,230	23,462	23,697	23,934	24,173	24,415	24,659	24,906
2,753,150	2,826,659	2,902,131	2,979,618	3,059,174	3,140,854	3,224,715	3,310,815	3,399,214
2,776,150	2,849,889	2,925,593	3,003,315	3,083,108	3,165,027	3,249,130	3,335,474	3,424,120
		1,020,620	3,061,860					
					1,071,836	3,215,507		
0	0	1,020,620	3,061,860	0	1,071,836	3,215,507	0	0
2,776,150	2,849,889	3,946,213	6,065,175	3,083,108	4,236,863	6,464,637	3,335,474	3,424,120
945,000	973,000	1,002,000	1,032,000	1,063,000	1,095,000	1,128,000	1,162,000	1,197,000
467,609	490,990	515,539	541,316	568,382	596,801	626,641	657,973	690,872
59,128	62,084	65,188	68,448	71,870	75,463	79,237	83,198	87,358
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
1,837,662	1,910,295	1,986,160	2,065,368	2,148,036	2,234,288	2,324,253	2,418,065	2,515,868
300,000								
13,885	14,579	15,308	16,073	16,877	17,721	18,607	19,537	20,514
200,000	200,000	3,300,000						
			150,000	300,000	3,837,342			
513,885	214,579	3,315,308	166,073	316,877	3,855,063	18,607	19,537	20,514
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
247,377	247,377	247,377	247,377	247,377	247,377	247,377	247,377	247,377
				247,831	247,831	247,831	247,831	247,831
						272,625	272,625	272,625
8,000	8,000	8,000	8,000	8,000	8,000	8,000	104,095	104,095
809,340	809,340	664,998	664,998	771,049	609,536	882,161	978,256	978,256
3,160,887	2,934,214	5,966,466	2,896,439	3,235,962	6,698,887	3,225,020	3,415,858	3,514,638
(384,737)	(84,325)	(2,020,252)	3,168,736	(152,854)	(2,462,024)	3,239,616	(80,384)	(90,518)
\$2,768,998	\$2,684,674	\$664,421	\$3,833,158	\$3,680,304	\$1,218,279	\$4,457,896	\$4,377,512	\$4,286,994

SEWER FUND TRANSFER

FY 2020-2021 Budget

UPDATED 4/10/2020 CGN

SEWER FUND TRANSFER - SUMMARY	
PERSONNEL COSTS (A.)	\$856,642
TOTAL MATERIALS & SUPPLIES (B.)	\$8,564
TOTAL EQUIPMENT MAINTENANCE (C.)	\$62,710
TOTAL EQUIPMENT FUEL (D.)	\$17,077
TOTAL SEWER	\$944,994
TOTAL SEWER TRANSFER (ROUNDED)	\$945,000

A. PERSONNEL COSTS			
JOB DESCRIPTION	SALARY & BENEFITS	FACTOR	TOTAL
<i>PUBLIC WORKS DEPARTMENT</i>			
Public Works Director	\$ 287,502	50%	\$143,751
PW Administration Asst.	\$ 139,515	25%	\$34,879
PW Administration Asst.	\$ 95,244	20%	\$19,049
PW Administration Asst.	\$ 106,510	10%	\$10,651
Maintenance Supervisor	\$ 207,846	60%	\$124,708
Senior Maintenance	\$ 144,610	75%	\$108,458
Senior Maintenance (Interim PW Super)	\$ 154,799	50%	\$77,400
Maintenance Worker II	\$ 140,519	65%	\$91,337
Maintenance Worker II	\$ 137,234	85%	\$116,649
Maintenance Worker II	\$ 98,614	2.5%	\$2,465
Maintenance Worker	\$ 85,022	65.0%	\$55,264
Maintenance Worker	\$ 86,488	5.0%	\$4,324
Overtime & Other Pay (Standby & Callback)			\$50,000
PUBLIC WORKS DEPARTMENT COSTS			\$838,934
<i>ADMINISTRATION COSTS</i>			
City Administrator	\$ 289,153	2.50%	\$7,229
Finance (Based on FTE =4.57/94)	\$ 248,319	4.22%	\$10,479
TOTAL ADMINISTRATION COSTS			\$17,708
TOTAL PERSONNEL COSTS (PUBLIC WORKS + ADMINISTRATION)			\$856,642

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%	800.00	480.00
Dodge 2500 PU Truck	21	75%	1,209.31	906.98
Dodge 2500 PU Truck	23	65%	456.87	296.97
GMC Sierra 3500 PU Truck	24	100%	296.16	296.16
GMC Top Kick Flusher Truck	30	100%		0.00
Freightliner M2706 Dump Truck	29	100%	480.00	480.00
Peterbuilt V350\850 Vactor Truck	30	100%	2,927.65	2,927.65
Intrnl Schwarze Sweeper	31	100%	22,895.65	22,895.65
Case 580 Super L Backhoe	35	50%	395.49	197.75
GMC W5500 Sewer Rodder	37	100%	0.00	0.00
Intrnl 4400 Sewer Flusher	40	100%	0.00	0.00
GMC W5500 Sewer Rodder	37	100%	594.26	594.26
Intrnl 4400 Sewer Flusher	40	100%	1,900.34	1,900.34
TOTAL MAINTENANCE COSTS			66,184.99	62,710.41

D. EQUIPMENT FUEL COSTS							
VEHICLE	VEHICLE ID	2019 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	6,132	10	613	60%	368	\$1,288
Dodge 2500 PU Truck	21	4,012	8	502	75%	376	\$1,316
Dodge 2500 PU Truck	23	3,247	7	464	65%	302	\$1,055
GMC Sierra 3500 PU Truck	24	295	7	42	100%	42	\$148
Freightliner CCTV Van	28	1,656	5	331	100%	331	\$1,159
Freightliner M2706 Dump Truck	29	264	1.7	155	100%	155	\$544
Peterbuilt V350\850 Vactor Truck	30	420	2	210	100%	210	\$735
Intrnl Schwarze Sweeper	31	1,572	2	786	100%	786	\$2,751
Intrnl Schwarze Sweeper	32	1,396	2	698	100%	698	\$2,443
Freightliner Tymco Sweeper	33	1,397	2	699	100%	699	\$2,445
Case 580 Super L Backhoe	35	136	4 gal./hour	544	50%	272	\$952
GMC W5500 Sewer Rodder	37	97	6	16	100%	16	\$57
Intrnl 4400 Sewer Flusher	40	624	1	624	100%	624	\$2,184
TOTAL EQUIPMENT FUEL COSTS						4,879	\$17,077

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LIABILITY INSURANCE

<u>2020-21 Proposed Budget</u>	<u>2020-21 Proposed</u>
Estimated Fund Balance, July 1, 2020	\$ 261,126
Proposed Contributions 2020-21 From General Fund	990,000
Proposed Expenditures 2020-21 Premium and Liability	<u>(990,000)</u>
Estimated Fund Balance, June 30, 2021	<u><u>\$ 261,126</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>2020-21 Proposed Budget</u>	<u>2020-21 Proposed</u>
Estimated Fund Balance, July 1, 2020	\$ 745,568
Proposed Contributions 2020-21	
From General Fund	680,000
Proposed Expenditures 2020-21	
Workers' Comp. Insurance Premium, Admin. Fee/Injury/Salary	<u>(680,000)</u>
Estimated Fund Balance, June 30, 2021	<u><u>\$ 745,568</u></u>

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

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Appropriation Increases				
Through June 30, 2020				
		2019-20	2019-20	Appropriation
		Adopted Budget	Revised Budget	Increase
General Fund	101			
Administration	400	3,108,860	3,130,611	21,751
KCOM	401	244,100	244,100	-
		3,352,960	3,374,711	21,751
Public Works	402	3,529,073	3,529,073	-
Planning & Building	403	1,351,300	1,404,300	53,000
Recreation	404	2,523,200	2,523,200	-
Community Hall	405	189,000	189,000	-
Veterans' Hall	406	67,500	67,500	-
Pre-School Division	407	488,100	488,100	-
Recreation Total		3,267,800	3,267,800	-
Police	408	6,563,888	6,563,888	-
Firefighters	411	6,012,150	6,012,150	-
Paramedics	412	672,650	672,650	-
Fire Total		6,684,800	6,684,800	-
Non-Departmental	419	2,616,671	2,616,671	-
Other Financing Use	439	2,327,300	2,327,300	-
General Fund Total		29,693,792	29,768,543	74,751
	103	5,000	5,000	-
Internal Service Fund	104	1,400,000	1,400,000	-
Workers' Compensation	105	650,000	650,000	-
	106	20,000		
Liability Insurance	108	805,000	805,000	-
COPS	109	481,750	481,750	-
Equipment Replacement	110	1,579,500	1,579,500	-
Athletic Facility Preservation	113	40,000	40,000	-
Schoolmates	114	745,300	745,300	-
Aquatics	117	884,600	884,600	-
Gas Tax	121	490,000	490,000	-
Sewer	124	2,799,430	2,799,430	-
Capital Improvement	127	(46,945)	1,062,648	1,109,593
CDBG	129	42,000	42,000	-
Measure B Sales Tax	131	460,000	460,000	-
Measure D	134	57,000	57,000	-
Sidewalk Repair	135	110,000	110,000	-
Measure BB	136	425,000	425,000	-
Facilities Maintenance	137	2,016,730	2,016,730	-
2014 Pension Obligation Fund	140	1,127,300	1,127,300	-
Measure F	143	45,000	45,000	-
Total Other Funds		14,131,665	15,221,258	1,109,593
Grand Total		43,825,457	44,989,801	1,184,344

Appropriation Increases by City Council Resolution			
	FY 2019-20		
Department	Resolution #	Account #	Appropriation Increase
Admin: 400			
Miscellaneous Expenses	83-19	101.0400.056.006	21,751
Total Admin			\$21,751
Planning & Building: 403			
Hazard Mitigation Plan	64-19	101.0403.059.005	15,000
Sold Waste Consultatant Svcs	64-19	101.0403.059.004	20,000
Supplemental Planning Svc.	64-19	101.0403.059.003	10,000
Climate Act & Sustainability	64-19	101.0403.059.001	8,000
Total Planning & Building			\$53,000
Fund 127			
Pickleball Reimbursement	30-19	127.0434.032.000	\$50,000
Annual Street Paving Projects	23-19	127.0432.012.000	\$905,378
Coaches Field Master Plan	58-19	127.0434.013.000	\$154,215
Total Fund 127			\$1,109,593
Appropriation Increases			\$1,184,344

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 \$51 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 \$67	
\$501 to \$2,000	Base Fee of \$72 + (\$3.80 for every \$100)	
\$2,001 to \$25,000	Base Fee of \$128 + (\$18.35 for every \$1,000)	
\$25,001 to \$50,000	Base Fee of \$579 + (\$13.22 for every \$1,000)	
\$50,001 to \$100,000	Base Fee of \$928 + (\$9.12 for every \$1,000)	
\$100,001 to \$500,000	Base Fee of \$1,415 + (\$7.33 for every \$1,000)	
\$500,001 to \$1,000,000	Base Fee of \$4,259 + (\$6.20 for every \$1,000)	
Over \$1,000,000	Base Fee of \$7,836 + \$3.95 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 \$21	
\$501 to \$2,000	Base Fee of \$26 + (\$2.77 for every \$100)	
\$2,001 to \$25,000	Base Fee of \$62 + (\$11.94 for every \$1,000)	
\$25,001 to \$50,000	Base Fee of \$354 + (\$8.96 for every \$1,000)	
\$50,001 to \$100,000	Base Fee of \$584 + (\$5.95 for every \$1,000)	
\$100,001 to \$500,000	Base Fee of \$897 + (\$4.77 for every \$1,000)	
\$500,001 to \$1,000,000	Base Fee of \$2,752 + (\$4.00 for every \$1,000)	
Over \$1,000,000	Base Fee of \$5,074 + (\$2.67 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)	\$54	
Solar Energy Related Permits	\$321	
Change of Address Fee	\$71	
Drop Box	\$37	
Encroachment Permit	\$790	
Garage Sale Permit	\$30	
Hourly Rate - Building Official	\$122 hr.	
Hourly Rate - City Planner	\$122 hr.	
Hourly Rate - Plan Checker	\$122 hr.	
Housing Records Search	\$62	
New Sewer Connection	\$1,227	
Penalty Fee - Starting Construction without Permit	50%	Permit/Inspection Fee + 50%
Planning Commission Mailing List	\$0	
Residential Rental Safety Inspection	\$214	
Sidewalk Inspection	\$37	
Title 24 Plan Check		
Prescriptive Compliance	\$62	
No increase in conditioned floor area	\$122	
Addition area only	\$153	
Addition plus existing area combined	\$214	
New home or structure	\$245	
Planning Division Fees		
Design Review Permit – Expedited Review		
General Applications	\$220 ⁴	
Windows & Doors	\$251 ⁴	
Changes to Previously Approved Permits	\$343 ⁴	
Design Review Permit – Director Review		
Construction <\$5,540	\$451 ³	
Construction is \$5,541 - \$49,870	\$671 ³	
Construction is \$49,871 - \$94,200	\$820 ³	
Construction is \$94,201 - \$138,525	\$1,210 ³	
Sequential DRP-DRs referred to PC	\$133 Surcharge	

	FEE	COMMENTS
Design Review Permit - Planning Commission Review		
Construction is \$138,526 - \$193,935	\$1,604 ³	
Construction cost is \$193,936 or more	\$1,917 ³	
New House	\$4,710 ³	
Variance		
One Variance with Design Review	\$933	
One Variance without Design Review	\$1,271 ³	
Each Additional Variance	\$461	
Conditional Use Permit		
Conditional Use Permit	\$2,378 ³	
Conditional Use Permit (Minor Modification)	\$748 ⁴	
Other Review		
Administrative Extension	\$359 ⁴	
Appeal	\$748 ⁴	
Encroachment Permit	\$958 ⁴	
Accessory Dwelling Unit Permit (with or without Exception)	\$887 ⁴	
Modification to Approved ADU Permit	\$343 ⁴	
Fence, Retaining Wall or Site Feature Design Review Permit	\$576 ⁴	
Sign Design Review Permit	\$958 ⁴	
Short-Term Rental Permit	\$349 ⁴	
Solid Waste Self-Haul Permit	\$292 ⁴	
AB 939 Information Report	\$133 ⁴	
Zoning Amendment	\$2,810 ³	
Subdivision/Map Act		
Parcel Merger deposit/cost to process	\$1,630 ³	Deposit for cost to process ¹
Lot Line Adjustment	\$1,940 ³	Deposit for cost to process ¹
Parcel Map	\$4,090 ³	Deposit for cost to process ¹
Tentative Map	\$7,045 ³	Deposit for cost to process ¹
California Environmental Quality Act (CEQA)		
Initial Study/Negative Declaration	\$33,000 ³	Deposit for cost to process ¹
Environmental Impact Report (EIR)	\$55,000 ³	Deposit for cost to process ¹
CA Dept. of Fish & Game ³ Fee	Fee per CA DFG ² + \$441 City processing fee	

DESCRIPTION	FEE	COMMENTS
Filming Permit		
Still Photography	\$1,555 ⁴	
Commercial Video	\$1,890 ⁴	
Motion Picture Video	\$2,355 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	\$82	
Development Agreement	\$5,500 ³ + 30% Admin. Fee	Deposit for cost to process ¹ + admin. fee
Applications and Reviews not listed above	\$3,200 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 \$51 Records Management Fee		
⁴ Includes \$26 Records Management Fee		

IV. RECREATION				
DESCRIPTION	Current Fee	Proposed FY 2020-21	Last Adjustment	
Tennis Fees				
Adult Tennis Decal	\$50.00	\$50.00	06-03-2019	
Youth Tennis Decal	\$28.00	\$28.00	06-03-2019	
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	\$185.0	\$195.00	\$195.00	06-03-2019
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	\$4,500.00	\$4,500.00	06-03-2019	
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	\$5,000.00	\$5000.00	06-03-2019	
Additional time	\$250.00/hr	06-03-2019	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	

2020-21 Proposed Budget (Revised 6/1/20)

DESCRIPTION	Current Fee	Proposed FY 2020/21	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	\$2,500.00	\$2,500.00	06-03-2019
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 2020/21	Last Adjustment
Schoolmates Program			
Registration Fee	\$75/yr	\$85/yr	07-01-2018
Pre-Registered Monthly	\$9.05/hr	\$9.50/hr	07-01-2018
Flexible Hours/Drop In	\$11.25/hr	\$11.80/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 *	\$51.00/day	\$51.00/day	06-03-2019
Tiddlywinks*	\$50.00/day	\$50.00/day	06-03-2019
Playschool* (Enchanted Playland, Hillside Playschool)	\$60.00/day	\$60.00/day	06-03-2019
Pre-K *	\$58.00/day	\$58.00/day	06-03-2019
Skipping Stones (formerly Tot Zone) - Base Rate	\$73.00/day	\$73.00/day	06-03-2019
Skipping Stones - Resident Discount	\$61.00/day	\$61.00/day	06-03-2019
* 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	\$875.00	\$875.00	06-03-2019
Adult Individual - Resident Discount Rate	\$775.00	\$775.00	06-03-2019
Senior Individual - Base Rate	\$675.00	\$675.00	06-03-2019
Senior Individual - Resident Discount Rate	\$599.00	\$599.00	06-03-2019
Seasonal Passes (May through October)			
Family All Hours - Base Rate	\$660.00	\$660.00	06-03-2019
Family All Hours - Resident Discount Rate	\$585.00	\$585.00	06-03-2019
Adult Individual - Base Rate	\$550.00	\$550.00	06-03-2019
Adult Individual - Resident Discount Rate	\$470.00	\$470.00	06-03-2019
Senior Individual - Base Rate	\$470.00	\$470.00	06-03-2019
Senior Individual - Resident Discount Rate	\$390.00	\$390.00	06-03-2019

DESCRIPTION	Current Fee	Proposed FY 2020/21	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 2020/21	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 2020/21	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 2020/21	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 2020/21	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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Seven Year Projections 2017-18 through 2023-24

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City of Piedmont
10 Year Projection
Revenue Assumptions

	Historical Growth Rate Averages				
	25 Year	20 Year	15 Year	10 Year	5 Year
Property Taxes	5.5%	6.1%	5.3%	4.6%	6.8%
Real Property Transfer Tax	7.1%	4.5%	3.8%	9.5%	-0.2%
Parcel Tax	-4.8%	-7.4%	-11.2%	4.2%	7.5%
Other Taxes and Franchises	3.1%	3.3%	2.3%	0.9%	1.0%
License and Permits & Fines Forfeitures	5.4%	3.8%	2.2%	4.2%	2.0%
Revenue from Use of Money or Property	6.2%	5.5%	6.5%	6.6%	15.5%
Revenue from Other Agencies	5.3%	5.9%	6.8%	5.2%	9.4%
Charges for Current Services	6.3%	6.7%	4.8%	3.7%	3.4%
Other Revenue	27.4%	22.7%	24.8%	86.9%	151.5%
Total General Fund Revenues	5.2%	5.1%	4.4%	4.6%	5.0%

	Assumed Growth Rates									
	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	
Property Taxes	5.3%	4.5%	2.9%	3.0%	4.5%	4.5%	4.5%	4.5%	4.5%	
Real Property Transfer Tax	-0.7%	-18.8%	-29.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
Parcel Tax	2.9%	4.1%	2.4%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	
Other Taxes and Franchises	2.9%	-4.5%	-9.2%	15.0%	2.0%	2.0%	2.0%	2.0%	2.0%	
License and Permits & Fines Forfeitures	-13.0%	2.9%	-38.1%	55.0%	3.0%	3.0%	3.0%	3.0%	3.0%	
Revenue from Use of Money or Property	15.6%	-54.4%	-5.7%	6.0%	3.0%	3.0%	3.0%	3.0%	3.0%	
Revenue from Other Agencies	-1.7%	-16.4%	10.5%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	
Charges for Current Services	-8.3%	-33.4%	25.0%	20.0%	3.0%	3.0%	3.0%	3.0%	3.0%	
Other Revenue	13.6%	-37.4%	10.5%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	
Total General Fund Revenues	1.9%	-7.1%	-0.4%	8.5%	3.3%	3.4%	3.4%	3.4%	3.4%	

	Impact Based on Assumed Growth Rates									
	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	
Property Taxes	\$ 14,079	\$ 14,705	\$ 15,135	\$ 15,589	\$ 16,291	\$ 17,024	\$ 17,790	\$ 18,591	\$ 19,428	
Real Property Transfer Tax	3,820	3,100	2,200	2,800	2,800	2,800	2,800	2,800	2,800	
Parcel Tax	2,262	2,354	2,410	2,482	2,556	2,633	2,712	2,793	2,877	
Other Taxes and Franchises	2,481	2,370	2,151	2,474	2,523	2,573	2,624	2,676	2,730	
License and Permits & Fines Forfeitures	512	527	326	505	520	536	552	569	586	
Revenue from Use of Money or Property	853	389	367	716	737	759	782	805	829	
Revenue from Other Agencies	2,002	1,674	1,850	1,662	1,695	1,729	1,764	1,799	1,835	
Charges for Current Services	3,252	2,167	2,709	3,250	3,348	3,448	3,551	3,658	3,768	
Other Revenue	303	190	210	212	214	216	218	220	222	
Total General Fund Revenues	\$ 29,564	\$ 27,476	\$ 27,358	\$ 29,690	\$ 30,684	\$ 31,718	\$ 32,793	\$ 33,911	\$ 35,075	

City of Piedmont
10 Year Projection
Expense Assumptions

Growth Rates													
	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30
Salaries													
Misc		5.0%	7.1%	7.9%	2.6%	2.9%	2.5%	2.5%	2.6%	2.6%	2.2%	2.2%	2.3%
Safety		5.0%	2.9%	2.5%	2.9%	2.8%	3.0%	3.0%	2.7%	2.9%	3.0%	3.1%	2.9%
Other		3.0%	-3.0%	-5.2%	3.6%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Benefits													
Medical		5.0%	5.0%	4.5%	4.5%	4.5%	4.5%	4.5%	4.5%	4.5%	4.5%	4.5%	4.5%
Dental		5.0%	5.0%	4.5%	4.5%	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%	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%	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%	1.0%	1.0%	1.0%	1.0%
FICA		0.0%	0.0%	0.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Medicare		0.0%	0.0%	0.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
PERS - % of Payroll													
Misc - Tier 1	18.79%	21.27%	24.36%	25.97%	31.96%	35.17%	38.46%	42.17%	46.04%	49.50%	54.54%	60.15%	67.94%
Misc - Tier 2	7.29%	7.82%	8.23%	9.05%	9.85%	10.01%	10.15%	10.47%	10.76%	10.90%	11.17%	11.15%	11.12%
Misc - Tier 3	6.62%	6.93%	7.10%	7.91%	7.73%	7.79%	7.91%	8.03%	8.23%	8.36%	8.46%	8.43%	8.39%
Safety - Tier 1	28.13%	31.97%	36.47%	43.47%	51.68%	58.85%	61.76%	64.93%	74.37%	79.93%	84.84%	90.03%	102.32%
Safety - Tier 2	16.57%	17.46%	18.37%	19.50%	19.69%	19.86%	20.27%	20.49%	20.71%	20.89%	21.16%	21.14%	21.12%
Safety - Tier 3	12.73%	13.14%	13.94%	14.11%	14.65%	14.87%	15.24%	15.59%	15.69%	16.00%	16.21%	16.14%	16.04%
Other expenses rate increase													
All Departments	2.0%	2.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%

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

	PROJECTED									
	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
General Fund Begin Balance	\$ 5,567	\$ 5,533	\$ 5,289	\$ 5,248	\$ 4,725	\$ 4,619	\$ 5,558	\$ 5,762	\$ 5,970	\$ 6,187
Revenues	29,005	29,564	27,476	27,358	29,690	30,684	31,718	32,793	33,911	35,075
<i>Growth rate - revenues</i>		1.9%	-7.1%	-0.4%	8.5%	3.3%	3.4%	3.4%	3.4%	3.4%
Operating Expenditures	21,771	22,894	23,981	25,499	26,721	27,803	28,806	29,861	30,935	31,972
<i>Growth rate - expenditures</i>		5.2%	4.7%	6.3%	4.8%	4.0%	3.6%	3.7%	3.6%	3.4%
Non Department Expenditures	2,808	2,454	2,495	2,950	2,940	1,761	2,996	3,063	2,857	2,981
Net Operating Transfers	-728	-854	-337	872	820	854	889	925	962	1,000
Operating net income	3,698	3,362	663	-220	849	1,974	804	794	1,081	1,123
<i>Growth rate - operating income</i>		-9.1%	-80.3%	-133.2%	-485.7%	132.7%	-59.3%	-1.2%	36.1%	3.9%
Capital Transfers	3,733	3,605	704	303	955	1,035	601	586	864	914
Net income	-34	-243	-41	-523	-107	939	204	208	217	210
Ending Balance	\$ 5,533	\$ 5,289	\$ 5,248	\$ 4,725	\$ 4,619	\$ 5,558	\$ 5,762	\$ 5,970	\$ 6,187	\$ 6,396
% operating expenditures	22.5%	20.9%	19.8%	16.6%	15.6%	18.8%	18.1%	18.1%	18.3%	18.3%
% expenditures & debt service	21.2%	19.6%	18.8%	16.5%	15.4%	18.6%	17.9%	17.9%	18.1%	18.1%

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

	ACTUAL			PROJECTED										
	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30
General Fund Beginning Balance	\$ 5,597	\$ 5,567	\$ 5,533	\$ 5,289	\$ 5,248	\$ 4,725	\$ 4,619	\$ 5,558	\$ 5,762	\$ 5,970	\$ 6,187	\$ 6,396	\$ 6,592	\$ 6,792
Revenues														
Property Taxes	12,512	13,375	14,079	14,705	15,135	15,589	16,291	17,024	17,790	18,591	19,428	20,302	21,216	22,171
Real Property Transfer Tax	3,522	3,845	3,820	3,100	2,200	2,800	2,800	2,800	2,800	2,800	2,800	2,800	2,800	2,800
Parcel Tax	1,746	2,198	2,262	2,354	2,410	2,482	2,556	2,633	2,712	2,793	2,877	2,963	3,052	3,144
Other Taxes and Franchises	2,474	2,412	2,481	2,370	2,151	2,474	2,523	2,523	2,624	2,676	2,730	2,785	2,841	2,898
License and Permits	577	589	512	527	326	505	520	536	552	569	586	604	622	641
Revenue from Use of Money or Property	616	738	853	389	367	716	737	759	782	805	829	854	880	906
Revenue from Other Agencies	1,699	2,037	2,002	1,674	1,850	1,662	1,695	1,729	1,764	1,799	1,835	1,872	1,909	1,947
Charges for Current Services	3,342	3,545	3,252	2,167	2,709	3,250	3,348	3,448	3,551	3,658	3,768	3,881	3,997	4,117
Other Revenue	169	267	303	190	210	212	214	216	218	220	222	224	226	228
Total Revenue	26,657	29,005	29,564	27,476	27,358	29,690	30,684	31,718	32,793	33,911	35,075	36,285	37,543	38,852
Growth Rate	8.8%	8.0%	1.9%	-7.1%	-0.4%	8.5%	3.3%	3.4%	3.4%	3.4%	3.4%	3.4%	3.5%	3.5%
Operating Transfers in														
Reimbursement from sewer fund	728	745	784	847	945	973	1,002	1,032	1,063	1,095	1,128	1,162	1,197	1,233
Traffic safety ticket revenue	50	15	20	20	20	20	20	20	20	20	20	20	20	20
Measure D reimbursement	25	30	22	17	17	17	17	17	17	17	17	17	17	17
Other	306			155	140	160	165	170	175	180	185	191	197	203
Total Transfers in	1,109	790	826	1,039	1,122	1,170	1,204	1,239	1,275	1,312	1,350	1,390	1,431	1,473
Growth Rate			4.5%	25.8%	8.0%	4.3%	2.9%	2.9%	2.9%	2.9%	2.9%	2.9%	2.9%	2.9%
Grand Total Revenue	27,766	29,795	30,390	28,515	28,480	30,860	31,888	32,957	34,068	35,223	36,425	37,675	38,974	40,325
Growth Rate		7.3%	2.0%	-6.2%	-0.1%	8.4%	3.3%	3.4%	3.4%	3.4%	3.4%	3.4%	3.4%	3.5%
Expenditures														
Salaries:														
Miscellaneous	3,480	4,117	4,322	4,630	4,995	5,126	5,274	5,406	5,543	5,685	5,831	5,960	6,092	6,235
Safety	5,810	6,141	6,448	6,637	6,803	7,000	7,194	7,407	7,630	7,836	8,062	8,307	8,566	8,818
Other	1,880	1,958	2,017	1,956	1,854	1,921	1,979	2,038	2,100	2,163	2,228	2,295	2,364	2,435
Total Salaries	11,150	12,216	12,787	13,223	13,652	14,048	14,447	14,852	15,273	15,684	16,121	16,562	17,022	17,488
Growth Rate		9.6%	4.7%	3.4%	2.9%	2.8%	2.8%	2.8%	2.7%	2.7%	2.7%	2.7%	2.7%	2.7%
Benefits and Payroll Taxes	2,099	2,235	2,277	2,369	2,594	2,684	2,790	2,901	3,016	3,137	3,262	3,392	3,528	3,670
Growth Rate		6.5%	1.9%	4.1%	9.5%	3.5%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%
CalPERS Retirement - Pension	1,775	1,877	2,173	2,472	2,901	3,352	3,730	4,012	4,319	4,644	4,895	5,081	5,219	5,355
Growth Rate		5.8%	15.7%	13.8%	17.3%	15.6%	11.3%	7.6%	7.7%	7.5%	5.4%	3.8%	2.7%	2.6%
Administration \ KCOM	1,242	1,465	1,496	1,616	1,686	1,737	1,789	1,842	1,898	1,955	2,013	2,074	2,136	2,200
Public Works \ Planning	1,858	1,667	1,787	1,862	2,191	2,002	2,062	2,124	2,188	2,253	2,321	2,391	2,462	2,536
Recreation	1,064	1,298	1,220	1,027	968	1,347	1,388	1,429	1,472	1,516	1,562	1,609	1,657	1,707
Police	712	672	757	870	905	932	960	989	1,018	1,049	1,080	1,113	1,146	1,181
Fire	340	341	398	541	601	619	638	657	676	697	718	739	761	784
Total Other	5,216	5,443	5,658	5,916	6,352	6,637	6,836	7,041	7,253	7,470	7,694	7,925	8,163	8,408
Growth Rate		4.3%	4.0%	4.6%	7.4%	4.5%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Grand Total Expenditures	20,240	21,771	22,894	23,981	25,499	26,721	27,803	28,806	29,861	30,935	31,972	32,960	33,932	34,920
Growth Rate		7.6%	5.2%	4.7%	6.3%	4.8%	4.0%	3.6%	3.7%	3.6%	3.4%	3.1%	2.9%	2.9%
Non Departmental Expenditures														
Insurance (WCLiab)\Unemployment	999	1,176	1,484	1,432	1,820	1,732	1,785	1,840	1,897	1,956	2,017	2,079	2,143	2,209
Library	350	350	350	350	350	350	350	350	350	350	350	350	350	350
Retiree Medical Premium Payments	418	446	520	625	700	779	861	933	978	1,053	1,122	1,160	1,241	1,299
OPEB Contributions	312	86	99	88	80	79	77	77	76	74	72	70	66	64
Pension Rate Stabilization	2,000	750	0	0	0	0	-1,313	-204	-239	-576	-580	-511	-170	0
Total Non-Departmental Expenditures	4,079	2,808	2,454	2,495	2,950	2,940	1,761	2,996	3,063	2,857	2,981	3,148	3,631	3,922
Growth Rate		-31.2%	-12.6%	1.7%	18.2%	-0.3%	-40.1%	70.2%	2.2%	-6.7%	4.3%	5.6%	15.3%	8.0%
Operating transfers-out														
Aquatics	130	130	250	250	250	350	350	350	350	350	350	350	350	350
2014 Pension Obligation Fund	1,347	1,388	1,430	1,126	0	0	0	0	0	0	0	0	0	0
Total Transfers Out	1,477	1,518	1,680	1,376	250	350	350	350	350	350	350	350	350	350
Growth Rate		2.8%	10.7%	-18.1%	-81.8%	40.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Total expenditures and transfers-out	25,796	26,097	27,027	27,852	28,699	30,011	29,913	32,153	33,273	34,142	35,302	36,458	37,913	39,192
Growth Rate		1.2%	3.6%	3.1%	3.0%	4.6%	3.5%	7.5%	3.5%	3.6%	3.4%	3.2%	4.0%	3.4%
Operating net income	1,970	3,698	3,362	663	-220	849	1,974	804	794	1,081	1,123	1,217	1,061	1,133
Growth Rate		87.8%	-9.1%	-80.3%	-133.2%	-485.7%	132.7%	-59.3%	-1.2%	36.1%	3.9%	8.3%	-12.8%	6.7%
Capital transfer-out														
Facility maintenance fund	1,600	3,331	1,950	550	0	0	250	0	0	0	0	0	0	0
Equipment replacement fund	400	400	400	0	303	955	785	601	586	864	914	1,021	861	708
Streets \ Sidewalk			1,205											
Capital Improvements		2	50	154										
Total Capital Transfers	2,000	3,733	3,605	704	303	955	1,035	601	586	864	914	1,021	861	708
Net income after capital transfers	-30	-34	-243	-41	-523	-107	939	204	208	217	210	196	200	424
General Fund Ending Balance	\$ 5,567	\$ 5,533	\$ 5,289	\$ 5,248	\$ 4,725	\$ 4,619	\$ 5,558	\$ 5,762	\$ 5,970	\$ 6,187	\$ 6,396	\$ 6,592	\$ 6,792	\$ 7,217
Growth of general fund balance		-0.6%	-4.4%	-0.8%	-10.0%	-2.3%	20.3%	3.7%	3.6%	3.6%	3.4%	3.1%	3.0%	6.2%
% Operating Expenditures	27.5%	22.5%	20.9%	19.8%	16.6%	15.6%	18.8%	18.1%	18.1%	18.3%	18.3%	18.3%	18.1%	18.6%
% expenditures & debt service	21.7%	21.2%	19.6%	18.8%	16.5%	15.4%	18.6%	17.9%	17.9%	18.1%	18.1%	18.1%	17.9%	18.4%

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

	ACTUAL 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	FY 29-30
Salaries												
Misc	\$ 4,322	\$ 4,630	\$ 4,995	\$ 5,126	\$ 5,274	\$ 5,406	\$ 5,543	\$ 5,685	\$ 5,831	\$ 5,960	\$ 6,092	\$ 6,235
Safety	6,448	6,637	6,803	7,000	7,194	7,407	7,630	7,836	8,062	8,307	8,566	8,818
Other	2,017	1,956	1,854	1,921	1,979	2,038	2,100	2,163	2,228	2,295	2,364	2,435
Total Salaries	12,787	13,223	13,652	14,048	14,447	14,852	15,273	15,684	16,121	16,562	17,022	17,488
Benefits												
Medical	1,435	1,410	1,589	1,647	1,721	1,799	1,880	1,964	2,053	2,145	2,242	2,343
Dental	159	166	179	187	196	205	214	223	233	244	255	266
Vision	20	22	22	22	22	22	23	23	23	23	23	24
Life Insurance	35	42	44	45	45	46	46	47	47	47	48	48
Disability	14	16	16	17	17	17	17	17	17	18	18	18
FICA	319	392	413	426	439	452	465	479	494	508	524	539
Medicare	187	191	200	206	212	218	225	232	238	246	253	261
Auto & Uniform	107	130	130	135	139	143	147	152	156	161	166	171
Total Benefits & Taxes	2,277	2,369	2,594	2,684	2,790	2,901	3,016	3,137	3,262	3,392	3,528	3,670
Retiree Medical	554	625	700	779	861	933	978	1,053	1,122	1,160	1,241	1,299
PERS Employer Contribution												
Misc - Tier 1	506	542	614	744	843	904	970	1,034	1,081	1,083	1,066	1,049
Misc - Tier 2	34	71	75	46	48	60	75	91	107	126	130	134
Misc - Tier 3	97	107	124	158	164	172	181	191	201	220	246	274
Total Misc	638	720	813	948	1,056	1,137	1,226	1,316	1,389	1,429	1,442	1,457
Safety - Tier 1	1,145	1,308	1,579	1,848	2,059	2,227	2,414	2,548	2,656	2,727	2,786	2,802
Safety - Tier 2	270	262	317	308	352	370	385	444	467	493	514	539
Safety - Tier 3	120	182	193	248	263	278	293	336	383	432	477	556
Total Safety	1,535	1,752	2,088	2,404	2,674	2,875	3,093	3,328	3,505	3,652	3,777	3,898
Total PERS	2,173	2,472	2,901	3,352	3,730	4,012	4,319	4,644	4,895	5,081	5,219	5,355
GRAND TOTAL PERSONNEL	\$ 17,236	\$ 18,065	\$ 19,147	\$ 20,084	\$ 20,967	\$ 21,765	\$ 22,608	\$ 23,464	\$ 24,277	\$ 25,035	\$ 25,769	\$ 26,512
YOY \$ Change	\$ 908	\$ 828	\$ 1,083	\$ 937	\$ 883	\$ 798	\$ 843	\$ 856	\$ 813	\$ 758	\$ 734	\$ 743
% Change	5.6%	4.8%	6.0%	4.9%	4.4%	3.8%	3.9%	3.8%	3.5%	3.1%	2.9%	2.9%