

CITY OF PIEDMONT 2021 - 22 BUDGET





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FISCAL YEAR 2021-22**

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CITY OF PIEDMONT CALIFORNIA

May 17, 2021

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

Budget Message for 2021-22 Proposed Budget

OVERVIEW

I am pleased to submit the FY 2021-22 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.

The COVID-19 pandemic, with its surges and changing restrictions, has been with us for just over a year. The overall impact to the City budget was negligible due to our relatively stable revenue stream which is heavily reliant on property related taxes. We continue to monitor the economic effect of the pandemic as certain aspects of our revenue stream were negatively impacted, in particular recreation program and facility rental revenue.

Consistent with Council Resolution #60-2020, the City Council and staff have been working individually and collectively to understand bias and the historical role racism has played in Piedmont and the community at large in order to better lead a city which is a safe, welcoming, and equitable place for all people. This has included discussion, training, and work in all departments. To further these efforts, the proposed budget includes funding for outside analysis of Police Department data as well as funding for continued training relative to diversity, equity, and inclusion. Staff has also been in contact with the Piedmont Unified School District to pursue joint discussion and training on diversity, equity, and inclusion issues.

Overall, we are projecting FY 2020-21 revenue to exceed and expenses to be below the approved budget. In March 2020, just prior to the start of FY 2020-21, a shelter in place order was mandated by Alameda County to deter the spread of COVID-19. A strict moratorium was placed on construction activity which resulted in a sharp downturn in building permits and related planning fees, as well as a slowdown in home sales. Faced with the uncertainty caused by the burgeoning pandemic and the risk of an economic recession, we budgeted revenue very conservatively. Fortunately, the strict moratoria were lifted and the real estate and construction markets recovered quickly. In addition,

business related taxes did not decline as expected. We did experience significant declines in our recreation related revenues as our rental facilities were forced to remain closed all year and programs were scaled back to conform to county health regulations. Overall, revenue is projected to exceed budget by \$3.3 million. Expenditures are expected to be approximately \$0.6 million below the approved budget. Variable recreation expenses and overall personnel costs are projected to be approximately \$1.0 million lower than budgeted offset by an overage of \$400,000 in sidewalk repair costs.

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 that the funds be used 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 transfers of \$1.8 million to the Facilities Maintenance Fund and \$750,000 to the Pension Stabilization Fund (PARS), both subject to change depending on final actual results.

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.

In connection with updating our long-range plan, we engaged actuarial firm Bartel & Associates to refresh our 10-year pension expense projections. After incorporation of the new projections, our long-term plan now indicates the need to provide additional funding of \$750,000 to the PARS plan. We may need to draw down on the PARS fund as early as FY 2022-23 in order to pay our annual pension payments and maintain a reasonable General Fund reserve (18%).

We are cautiously optimistic and anticipate a gradual return to pre-pandemic “normalcy” in FY 2021-22. The Proposed Budget projects an Operating Net Income of \$152,000 in the General Fund for 2021-22. After proposed Capital Transfers of \$361,000 to the Equipment Replacement Fund and \$600,000 to fund sidewalk repairs, the General Fund will experience a Net Loss estimated at \$810,000, which results in a projected ending General Fund Balance of \$5.1 million, or 17% of operating expenditures.

The City is scheduled to receive approximately \$2.1 million in American Rescue Act Plan funds. This amount is not included in the FY 2021-22 budget. Generally, the funds can be used to replace lost revenue, compensate essential workers, pay expenses directly related to COVID-19, and fund certain infrastructure projects. We are awaiting more specific guidance on the allowable uses of these funds. The City will be reviewing the potential uses of these funds in the coming months.

The City’s real estate market has been very healthy throughout FY 2020-21. Property tax revenue has historically been relatively stable, even during periods of economic

recession. Based on the estimated assessed valuations provided by Alameda County however, FY 2021-22 property tax revenue is projected to increase 3.8% which is slightly lower than recent history. This dampening is due to assessed valuations being limited to an increase of 1.036%, down from 2.0%, for homes which have not had a change of ownership. In contrast, however, Real Property Transfer Tax (RPTT) revenue is very volatile and 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. Surprisingly, the pandemic, had the opposite effect on the housing market in Piedmont, and across the nation, as mortgage rates declined to record lows and sales reached record highs.

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 \$4.5 million compared to the FY 2020-21 projection of \$3.7, an increase of \$0.8 million or 20%. For reference, had the Council not taken the initiative to implement the cost reduction measures noted above, these costs would have been nearly one million dollars higher at \$5.4 million or 21% more than what we are budgeting today.

In November 2020, voters approved the sale of up to \$19.5 million of bonds to be used in the construction of a new community pool and related facilities. The City is in the process of hiring a Project Manager to oversee all aspects of the project.

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 2021-22 of \$29,685,500 compared to the current 2020-21 projection of \$30,687,086. Revenue by category is as follows:

Category	2021-22		2020-21		\$ Change	%
	Proposed Budget	% of Budget	Projected	% of Total		
Property Related Taxes	\$ 22,706,000	76%	\$ 23,755,000	77%	\$ (1,049,000)	-4%
Recreation Related	\$ 2,274,500	8%	\$ 1,656,011	5%	\$ 618,489	37%
UUT & Franchise Fees	1,660,000	6%	1,710,000	6%	(50,000)	-3%
Building Permits & Planning Fees	1,312,000	4%	1,303,000	4%	9,000	1%
Buisness and Sales Taxes	780,000	3%	745,000	2%	35,000	5%
Other	953,000	3%	1,518,075	5%	(565,075)	-37%
Total	\$ 29,685,500	100%	\$ 30,687,086	100%	\$ (1,001,586)	-3%

The major sources of revenue in each category are:

Property Related Taxes

Property-related taxes are the City's primary revenue source and account for \$22,706,000 or 76% of General Fund revenues. This amount is a decrease of \$1,049,000 over the 2020-21 projected actual. The 2021-22 Proposed Budget consists of:

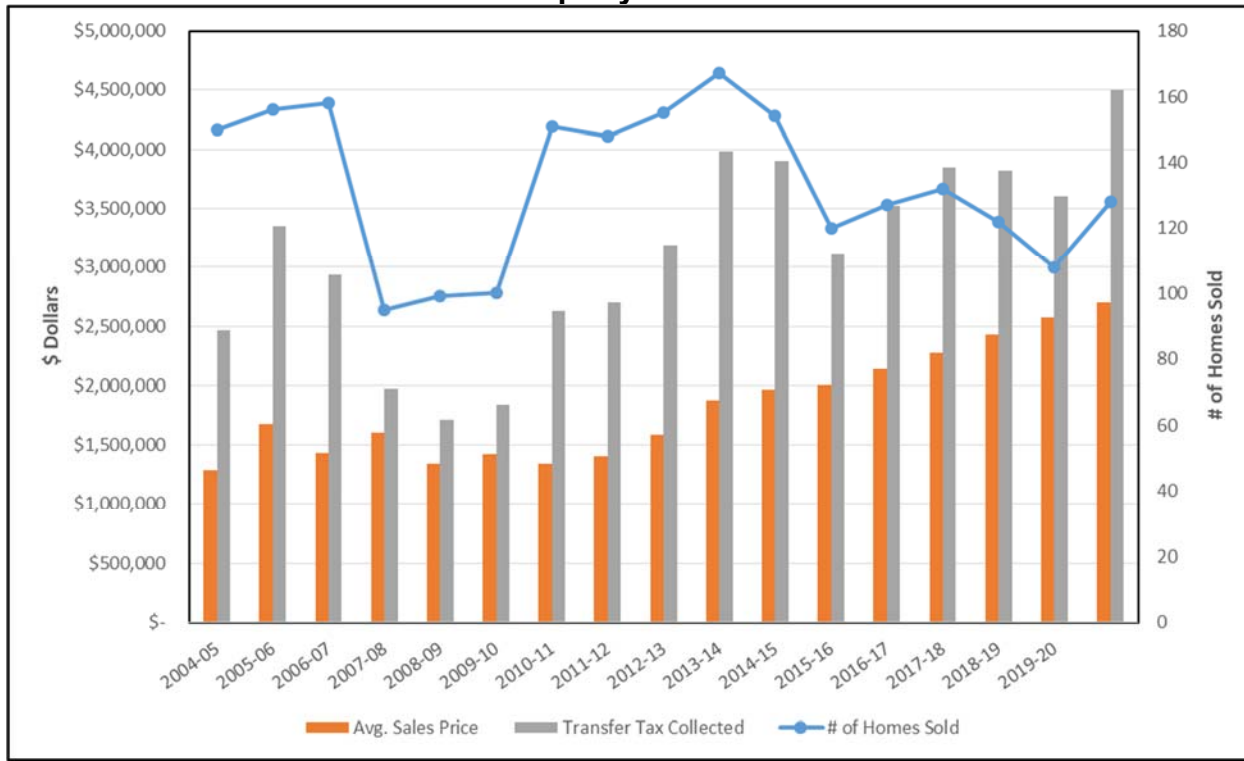
- Property Tax revenues, which consists of tax on secured and unsecured property, is budgeted at \$15,927,000, an increase of \$582,000 or 3.8% as compared to the 2020-21 projection. As noted earlier, the increase is lower than recent years since assessed valuations, not subject to step-up via a change of ownership, are limited to a 1.036% increase, down from the standard 2.0%.
- Real Property Transfer Tax revenue is budgeted at \$2,800,000. We are budgeting this very cautiously due to its volatility and the high rate of home sales experienced in FY 2020-21, which may indicate a peak and negatively affect future sales.
- Parcel Tax revenue, based on the measure approved by 83% of voters in March 2020, is estimated at \$2,422,000, an increase of \$12,000 or 0.5% over the 2020-21 projection. The tax was approved for four years and future annual increases are limited to the lower of CPI or 4%.
- Property Tax in lieu of Motor Vehicle License Fee (MVLFF) is budgeted at \$1,477,000, a 4.0% increase over the prior year.

In 2004, the State Legislature permanently reduced the MVLFF rate from two percent to 0.65 percent and compensated cities and counties for their revenue loss with a like

amount of property taxes, dollar-for-dollar. Typically, the annual change in this tax corresponds with the change in property tax.

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



Note – In the above graph, the two rightmost columns represent FY 2020-21 projections.

Recreation Related Revenue

Recreation Related Revenue consists of revenues generated from recreation programs and facility rentals and is budgeted at \$2,274,500 in 2021-22, an increase of \$618,000 from the prior year. The major components are:

- Recreation Programs - Revenue is budgeted at \$1,366,500, an increase of \$154,000 over 2020-21 projection, but still approximately \$400,000 less than FY 2018-19 actual results. Recreation program revenue have been severely impacted by cancelled programs and reduced capacity in varying degrees since March 2020 due to COVID-19. Our recreation staff has done an outstanding job in adapting to the ever-changing rules and guidelines issued by County and State Health officials. The FY 2021-22 budget assumes limited recreation programs will continue throughout the year.
- Pre-School Program Revenue is budgeted at \$618,000, an increase of approximately \$200,000 over 2020-21 projection. The primary reason for the rise is the increase from 4 day to 5 day programming and the offering of programs during the holiday breaks.

- Facility Rentals – Our facilities have been closed since March 2020. We expect the facilities to open within the next few months in some form. We have budgeted \$290,000 for FY 2021-22, which assumes the facilities will operate at 50% capacity for the year.

Utility User Taxes & Franchise Fees

Utility User Taxes are taxes collected from residents for the use of electric, gas, water and telephone. Franchise Fees are contractual obligations collected from PG & E, Republic Services, and Comcast for the right to operate in the City.

- Utility User Taxes are budgeted at \$1,105,000 which is slightly less (4 %) than the current year projection. We expect this revenue stream to be challenged as the number of residents working from home declines along with utility usage.
- Franchise Fees are budgeted at \$555,000 which is relatively flat to FY 2020-21.

Building Permits and Planning Fees

This category consists of the following construction related activities: Building Permits, Planning Fees, Plan Check Fees, General Plan Maintenance Fee, and Records Management Fees.

Proposed Revenue for FY 2021-22 is proposed at \$1,312,000 compared to a projection of \$1,303,000 for the current fiscal year.

- We are budgeting for slight declines in revenue in all areas of this category, except the General Plan Maintenance Fee. Construction activities were brisk in FY 2020-21 and we anticipate a return to more “normal” levels.
- We are proposing to raise the General Plan Maintenance Fee from \$0.007 to \$0.012 of the cost of construction projects. This will generate approximately \$125,000 in additional fees and is needed to cover the costs of the new Housing Element work and other General Plan and Zoning Code updates in the coming years.

Business and Sales Taxes

Business taxes consist of Business License and Real Estate Rental taxes. Business Licenses have been relatively stable over the past several years while Rental taxes have been increasing approximately 6% per year.

We are budgeting \$780,000, an increase of \$35,000 or 5%, from the current year for this category.

Other Revenue

Other Revenue consists of the following miscellaneous items: Other Agency Revenue, Ambulance Service Charges, Mutual Aid Assistance, and Interest Income.

We are budgeting \$953,000 for FY 2021-22 compared to a projection of \$1,518,075 in the current fiscal year, a decrease of \$565,075. The primary reason for the variance is

we earned \$518,000 in mutual aid revenue for our assistance in battling California wildfires in FY 2020-21. Due to the unpredictable nature of this revenue stream, we do not budget for this item.

GENERAL FUND EXPENDITURES

The City is budgeting \$30,390,242 in General Fund expenditures, an increase of 10% from last years projected expenditures. 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	2021-22		2020-21		\$ Change	%
	Proposed Budget	% of Budget	Projected	% of Total		
Personnel Costs	\$ 19,867,577	65%	\$ 18,674,506	68%	\$ 1,193,071	6%
Maintenance & Operations	7,427,194	24%	6,013,637	22%	1,413,557	24%
Non-Departmental	3,095,471	10%	2,840,471	10%	255,000	9%
Total	<u>\$ 30,390,242</u>	<u>100%</u>	<u>\$ 27,528,614</u>	<u>100%</u>	<u>\$ 2,861,628</u>	<u>10%</u>

Personnel Costs

Personnel related costs, which includes salaries & wages, benefits, and retirement costs, is the largest overall expenditure in the General Fund at \$19,867,577, which is \$1,193,071 (6%) higher than the prior year projection. Such costs make up 65% of the total 2021-22 General Fund budget.

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

Personnel Budget by Department

Category	2021-22		2020-21		\$ Change	%
	Proposed Budget	% of Budget	Projected	% of Total		
Administration	\$ 1,972,779	10%	\$ 1,685,222	9%	\$ 287,557	17%
Public Works	2,023,907	10%	1,894,055	10%	129,852	7%
Planning & Building	1,230,814	6%	1,147,608	6%	83,206	7%
Recreation	1,717,616	9%	1,480,979	8%	236,637	16%
Police	6,284,367	32%	5,901,746	32%	382,621	6%
Fire	6,638,094	33%	6,564,896	35%	73,198	1%
Total	\$ 19,867,577	100%	\$ 18,674,506	100%	\$ 1,193,071	6%

Personnel Budget by Type

Category	2021-22		2020-21		\$ Change	%
	Proposed Budget	% of Budget	Projected	% of Total		
Salaries	\$ 13,534,711	68%	\$ 13,435,463	72%	\$ 99,248	1%
Health Insurance	1,912,159	10%	1,506,374	8%	405,785	27%
Retirement	3,628,586	18%	3,029,100	16%	599,486	20%
Other Benefits	792,121	4%	703,569	4%	88,552	13%
Total	\$ 19,867,577	100%	\$ 18,674,506	100%	\$ 1,193,071	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 FY 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. In FY 2020-21 the City negotiated a one year contract extension with the Fire and Police unions, agreeing to a 3% salary increase and all cost sharing agreements remained intact. The City is currently negotiating labor contracts with all four of its unions for Fiscal Year 2021-22 and beyond.

Salaries expense for FY 2021-22 is budgeted at \$13,534,711 which is a 1% increase compared to the FY 2020-21 projection. The increase is due to an assumed 3% across the board wage increase, one proposed new position (Communications Manager), and the assumption of full staffing. In addition, FY 2020-21 projection includes one-time payments of approximately \$160,000 negotiated as part of the 2017-2021 labor agreements with SEIU. Going forward, we are expecting these payments to be eliminated and replaced with a stable cost sharing amount.

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 \$405,785 over last year. The increase is primarily due to an assumed 5.5% increase in premium rates, the assumption of full staffing, and the offering of limited benefits to some regular part time Pre-School and Schoolmates staff.
- Retirement - Employee retirement costs are increasing almost \$600,000 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 phasing in the lowering of its discount rate from 7.5% to 7.0%. The full impact of this phase in will be completed in FY 2024-25. As a result, pension expense is expected to rise significantly during this period. In FY 2021-22, we are projecting that our employer contribution and unfunded liability payments will increase by 18%, from \$3,029,100 (22.5% of salaries) in 2020-21 to \$3,628,600 (26.8% of salaries) in 2021-22.

Maintenance and Operations

Maintenance and operations costs are budgeted at \$7,427,194, amounting to 24% of the 2021-22 General Fund budget, and is an increase of \$1,413,557 as compared to the 2020-21 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	2021-22		2020-21		\$ Change	%
	Proposed Budget	% of Budget	Projected	% of Total		
Administration	\$ 1,821,520	25%	\$ 1,808,000	30%	\$ 13,520	1%
Public Works	1,905,167	26%	1,958,700	33%	(53,533)	-3%
Planning & Building	1,134,000	15%	262,000	4%	872,000	333%
Recreation	969,200	13%	705,867	12%	263,333	37%
Police	1,013,307	14%	772,270	13%	241,037	31%
Fire	584,000	8%	506,800	8%	77,200	15%
Total	\$ 7,427,194	100%	\$ 6,013,637	100%	\$ 1,413,557	24%

The most significant increases in Maintenance and Operations costs in the 2021-22 Proposed Budget as compared to the 2020-21 projection are as follows:

- Planning and Building – We are budgeting an increase of \$872,000, which is primarily due to an expansion of our Supplemental Planning Services and records management needs:
 - Update of the General Plan Housing Element (\$500,000)
 - Environmental review required by the California Environmental Quality Act. (CEQA) (300,000)
 - Convert the residential property-based records from paper based to digital. (54,000)
- Recreation – Recreation expenses are projected to be \$263,333 (37%) higher year over year. The majority of recreation expenses are variable and will fluctuate with changes in revenue. We are budgeting recreation revenue to also increase 37%.

- Police – We are budgeting an increase of \$241,037 increase over last year primarily due to:
 - ALPR program is being restructured from an equipment purchasing program, which was funded from the Equipment Replacement fund, to a contract service funded by the General Fund. Included in this year’s budget is \$95,000, which includes the cost of the cameras and all maintenance and connectivity. We will realize an **annual savings** of approximately \$30,000 by switching to this service.
 - \$50,000 for a consulting project to analyze the nature of police calls, the department’s response, and whether our current staffing model meets the needs of the community.
 - Establish an internet back-up for ALPR and Public Safety camera connectivity. (\$45,000).
- Fire – We are projecting an increase of approximately \$77,000 over last year primarily due to the cost of potentially switching to a third party dispatch service.

Non Departmental

Category	2021-22		2020-21		\$ Change %	
	Proposed Budget	% of Budget	Projected	% of Total		
Insurance	\$ 1,845,000	60%	\$ 1,670,000	59%	\$ 175,000	10%
Retiree Medical Premiums	825,000	27%	670,000	24%	155,000	23%
Library	350,471	11%	350,471	12%	0	0%
Unemployment Ins.	75,000	2%	150,000	5%	(75,000)	-50%
Total	\$ 3,095,471	100%	\$ 2,840,471	100%	\$ 255,000	9%

Non-Departmental costs are budgeted at \$3,095,471, comprising 10% of the 2021-22 General Fund budget. The following costs are included:

- Insurance costs, which include General Liability and Workers Compensation, comprise \$1,845,000 and is a \$175,000 increase from the estimated 2020-21 projected expense. The increase is primarily due to higher General Liability premiums caused by increased payroll and overall actuarial adjustments to the risk pool. Premium is increasing 15% year over year.
- Retiree Medical Premiums - Premiums are budgeted at \$825,000 compared to \$670,000 last year. The increase is due to five retirements in 2020-21, a 5.5% budgeted increase in premium costs, and an estimated 5 retirements in FY 2021-22.
- Library services – \$350,471 is budgeted as a contribution to the City of Oakland, unchanged from prior years.
- Unemployment – The City is self-insured for unemployment costs. We will incur approximately \$150,000 in expense in FY 2020-21 due to the furlough of part-

time recreation and layoff of Aquatics personnel. We expect this cost to decline in FY 2021-22 as unemployment periods expire. Please note 50% of this cost is subsidized by the Federal Government.

GENERAL FUND BALANCE

The 2021-22 Proposed Budget projects an Operating Net Income of approximately \$152,000. Capital transfers are proposed for essential capital needs as follows:

- \$361,000 - Equipment Replacement Fund
- \$600,000 – Capital Improvements (Sidewalk Repair)

After these transfers, the General Fund ending balance will be approximately \$5.1 million, or 17% of Operating Expenses. No further transfers are recommended at this time as the City's goal is to maintain a General Fund reserve of 18% of Operating Expenses.

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 is a summary of the forecast:

General Fund Balance 2017-18 through 2029-30

Fiscal Year Ending	ACTUAL			PROJECTED									
	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Begin Balance	\$ 5,567	\$ 5,533	\$ 5,290	\$ 5,612	\$ 5,961	\$ 5,152	\$ 5,622	\$ 5,782	\$ 5,986	\$ 6,217	\$ 6,453	\$ 6,675	\$ 6,907
Revenues	29,005	29,564	28,604	30,687	29,687	31,064	32,070	33,114	34,197	35,322	36,489	37,701	38,958
<i>Growth rate - revenues</i>		1.9%	-3.2%	7.3%	-3.3%	4.6%	3.2%	3.3%	3.3%	3.3%	3.3%	3.3%	3.3%
Operating Expenses	21,771	22,894	23,398	24,687	27,296	27,923	28,651	29,702	30,848	32,020	33,149	34,284	35,568
<i>Growth rate</i>		5.2%	2.2%	5.5%	10.6%	2.3%	2.6%	3.7%	3.9%	3.8%	3.5%	3.4%	3.7%
Non Dept Expenses	2,808	2,454	2,564	3,590	3,095	2,852	3,323	3,311	2,911	2,823	2,803	3,068	2,948
Net Operating Transfers	-728	-853	-530	751	856	680	705	731	758	786	814	843	873
Operating Net Income	3,698	3,363	2,111	3,160	151	969	800	832	1,196	1,266	1,351	1,192	1,314
<i>Growth rate</i>		-9.1%	-37.2%	49.7%	-95.2%	541.1%	-17.4%	4.0%	43.8%	5.8%	6.7%	-11.8%	10.3%
Capital Transfers	3,733	3,605	1,790	2,810	961	498	640	628	965	1,030	1,128	960	808
Net income	-34	-242	321	350	-810	470	160	204	232	236	223	232	507
Ending Balance	\$ 5,533	\$ 5,290	\$ 5,612	\$ 5,961	\$ 5,152	\$ 5,622	\$ 5,782	\$ 5,986	\$ 6,217	\$ 6,453	\$ 6,675	\$ 6,907	\$ 7,414
% Operating Expenses	22.5%	20.9%	21.6%	21.1%	17.0%	18.3%	18.1%	18.1%	18.4%	18.5%	18.6%	18.5%	19.2%
% Expenses & Debt Svc	21.2%	19.6%	20.5%	21.0%	17.0%	18.2%	18.0%	18.0%	18.3%	18.4%	18.5%	18.4%	19.1%

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 3.8% for FY 2020-21 and 2021-22. This is primarily due to the annual increase in assessed valuation being limited to 1.036% in FY 2020-21 in response to the pandemic. We are assuming for budget purposes that this maximum will remain in place for FY 2021-22. After this period, the growth rate is projected to be 4.3% annually. This is lower than the average increase over the past ten years of 5.1% as we expect the rate of increase to begin to decline as the number of homes with low assessed valuations due to Proposition 13 decline.
- Real Property Transfer Tax revenue is budgeted at \$2.8 million in FY 2021-22. We are budgeting this very cautiously due to its volatility and the high rate of home sales experienced in FY 2020-21, which may indicate a peak and negatively affect future sales.

- Transfer tax revenue has averaged \$3.6 million annually over the past 5 years and \$3.3 million over the past 10 years.
 - We are raising the annual plan to \$3.0 million from FY 2022-23 forward to be more in line with recent trends, but staying conservative due to the volatility of the real estate market.
- 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 related compensation expenses are based on estimated salary increases based on prior years' experience.
- Medical and other benefit costs assume a 4%-6% 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 causes pension costs to rise approximately 72% the next 5 years and increase approximately 120% by FY 2029-30. 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, and we are recommending an additional funding of \$750,000 in FY 2020-21
- Operating expenses, other than personnel costs, are projected to grow at a rate of 3% per year.

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 2021-22 budget and the prior two years.

	ANNUAL << FISCAL YEAR ENDED >>			Projected	FY21-22	Variance
	June-18	June-19	June-20	June-21	Budget	
RECREATION - GENERAL FUND						
Revenue	\$ 3,083,093	\$ 2,831,156	\$ 1,260,871	\$ 1,656,011	\$ 2,274,500	\$ 618,489
Salaries	1,219,846	1,340,569	1,315,680	1,166,463	1,310,255	143,792
Benefits & Taxes	333,185	356,360	261,674	314,516	407,361	92,845
Operating Exp	1,297,785	1,215,631	1,028,856	705,867	969,200	263,333
Total Expenses	2,850,816	2,912,559	2,606,210	2,186,846	2,686,816	499,970
Revenue less Expenses	\$ 232,277	\$ (81,404)	\$ (1,345,339)	\$ (530,835)	\$ (412,316)	\$ 118,519
Cost Recovery %	108%	97%	48%	76%	85%	
SCHOOLMATES (415)						
Revenue	\$ 703,107	\$ 762,930	\$ 631,614	\$ 643,633	\$ 754,740	\$ 111,107
Salaries	469,281	448,901	459,301	469,204	495,165	25,961
Benefits & Taxes	178,764	131,893	104,243	97,442	112,781	15,339
Operating Exp	86,209	122,180	111,409	69,116	95,000	25,884
Total Expenses	734,254	702,973	674,953	635,762	702,946	67,184
Revenue less Expenses	\$ (31,147)	\$ 59,957	\$ (43,339)	\$ 7,871	\$ 51,794	\$ 43,923
Cost Recovery %	96%	109%	94%	101%	107%	
AQUATICS						
Revenue	\$ 549,492	\$ 495,806	\$ 338,829	\$ (1,034)	\$ -	\$ 1,034
Salaries	370,611	387,586	375,765	82,006	-	(82,006)
Benefits & Taxes	49,603	52,117	52,602	17,019	-	(17,019)
Operating Exp	196,714	254,239	190,320	34,461	40,000	5,539
Total Expenses	616,928	693,942	618,688	133,486	40,000	(93,486)
Revenue less Expenses	\$ (67,436)	\$ (198,136)	\$ (279,859)	\$ (134,520)	\$ (40,000)	\$ 94,520
Cost Recovery %	89%	71%	55%	-1%	0%	
TOTAL						
Revenue	\$ 4,335,693	\$ 4,089,893	\$ 2,231,314	\$ 2,298,610	\$ 3,029,240	\$ 730,630
Salaries	2,059,739	2,177,055	2,150,747	1,717,673	1,805,420	87,747
Benefits & Taxes	561,552	540,370	418,519	428,977	520,142	91,165
Operating Exp	1,580,708	1,592,050	1,330,585	809,444	1,104,200	294,756
Total Expenses	4,201,999	4,309,475	3,899,851	2,956,094	3,429,762	473,668
Revenue less Expenses	\$ 133,694	\$ (219,582)	\$ (1,668,537)	\$ (657,484)	\$ (400,522)	\$ 256,962
Cost Recovery %	103%	95%	57%	78%	88%	

We have historically targeted the Recreation Department to be cost neutral. In 2021-22, we are projecting approximately 88% total department cost recovery (85% General Recreation; 107% Schoolmates; and -0-% Aquatics). Cost recovery is less than in pre-COVID-19 years, but better than last year. The primary reason for this increase is the reopening of our rental facilities and the closure of the Community Pool, which was operating at a loss.

Recreation Department Staffing Adjustments: The Recreation Department is reclassifying the Schoolmates Program Coordinator position to a Recreation Supervisor to reflect the additional responsibility of overseeing the PRD Preschool program. The Department will also permit the part-time Schoolmates Site Lead and Preschool Director positions to work more than 1,000 hours in a fiscal year. As a result, the staff will be enrolled in CalPERS, eligible to enroll in the City's medical insurance plan and be offered the PEMHCA minimum payment for medical benefits as required by law.

In 2020-21, we are projecting Schoolmates cost recovery to be 107%. We are assuming Schoolmates will operate at full capacity.

For Aquatics, we have made the assumption that the pool will be closed the entire fiscal year. We have included \$40,000 of expense to cover utilities and shutdown costs.

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.

Street Infrastructure Maintenance & Replacement

The City's FY2021-22 budget for street infrastructure maintenance and replacement, including sidewalk repair, is \$1.7 million. Funding sources include Gas Tax, SB1, Measure B, Measure BB, and Measure F. These sources are funded by Sales and Gasoline taxes. The budget is based on estimates received from the County. 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.

As reported to the City Council in July of 2020, the 2019 average PCI (Pavement Condition Index) for the streets within the City of Piedmont is 67. This keeps the City's overall average within the "Good" range. As a comparison, the average PCI in 2017 was 64. This represents an improvement in the average PCI in the City over the last few years.

PCI Range	Description	Rating	
		2019	2017
>70	Very Good	49%	53%
50-69	Good	28%	20%
24-49	Poor	20%	16%
0-24	Very Poor	3%	11%
	Overall	67%	64%

In order to maintain a PCI of 67 over the next 5 years, approximately \$1.3 million in funding for maintenance and repairs would be needed annually. In order to increase the PCI to 72 over the next 5 years, approximately \$2 million in funding for maintenance and repairs would be needed annually. Based on current funding, we can expect our PCI to increase somewhat over the next few years.

In addition to County and State revenue sources, we are requesting a General Fund appropriation of \$600,000 for sidewalk repair. Our sidewalks have become increasingly in disrepair. It is very important to repair sidewalks as soon as possible to reduce the liability associated with accidents caused by unsafe sidewalks. The City currently does not have the tools to adequately track the required maintenance of sidewalks. We have included in our IT plan, over the next two years, funds for the purchase and implementation of a software program to satisfy this and other needs.

Summary Street Report									
	Gas Tax	SB 1	Traffic Congestion	Measure B	Measure BB	Measure F	Total	General Fund	Total
ACTUAL 2019-20									
Beginning Balance	\$ 554,588	\$ 79,050	\$ 25,590	\$ 136,758	\$ 250,966	\$ 39,255	\$ 1,086,207		
Total Revenues	263,233	205,828	12,839	469,276	440,405	46,241	1,437,822		
Streets	(286,979)	-	-	(308,912)	(690,927)	(51,485)	(1,338,303)	(905,378)	(2,243,681)
Sidewalks	(425,117)	-	-	(295,198)			(720,315)		(720,315)
Total Expenses	(712,096)	-	-	(604,110)	(690,927)	(51,485)	(2,058,618)	(905,378)	(2,963,996)
Ending Balance	\$ 105,725	\$ 284,878	\$ 38,429	\$ 1,924	\$ 444	\$ 34,011	\$ 465,411		
PROJECTED 2020-21									
Beginning Balance	\$ 105,725	\$ 284,878	\$ 38,429	\$ 1,924	\$ 444	\$ 34,011	\$ 465,411		
Total Revenues	243,000	180,000	-	430,000	400,000	40,000	1,293,000		
Streets	(193,330)	(256,272)	(38,429)	(411,553)	(349,108)	(53,622)	(1,302,314)		(1,302,314)
Sidewalks	(135,499)						(135,499)	(400,000)	(535,499)
Total Expenses	(328,829)	(256,272)	(38,429)	(411,553)	(349,108)	(53,622)	(1,437,813)	(400,000)	(1,837,813)
Ending Balance	\$ 19,896	\$ 208,606	\$ -	\$ 20,371	\$ 51,336	\$ 20,389	\$ 320,598		
PROPOSED 2021-22									
Beginning Balance	\$ 19,896	\$ 208,606	\$ -	\$ 20,371	\$ 51,336	\$ 20,389	\$ 320,598		
Total Revenues	293,000	223,000	-	357,698	545,833	40,000	1,459,531		
Streets		(420,000)		(360,000)	(575,000)	(55,000)	(1,410,000)		(1,410,000)
Sidewalks	(300,000)						(300,000)	(600,000)	(900,000)
Total Expenses	(300,000)	(420,000)	-	(360,000)	(575,000)	(55,000)	(1,710,000)	(600,000)	(2,310,000)
Ending Balance	\$ 12,896	\$ 11,606	\$ -	\$ 18,069	\$ 22,169	\$ 5,389	\$ 70,129		

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. The plan will continue to evolve and improve as we closely monitor our needs.

Beginning with 2019-20, we removed annual on-going maintenance costs, including janitorial and pest control, 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 is a schedule summarizing the current facilities plan. It is a roll up of specific projects and scheduled maintenance for each of our facilities. Supporting schedules for each of these components are part of our Facility Maintenance budget. The schedule recaps the facility maintenance plan for the next 5 years (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				
20/21	6,529	1,800	15	(225)	(185)	(75)	(20)	(15)	(70)	-	-	(70)	(58)	(100)	(135)	(193)	\$ (1,145)	7,199	(955)	6,244
21/22	7,199	0	22	(250)	(55)	(165)	(10)	(290)	(62)	(145)	(28)	(235)	(138)	(440)	(129)	(25)	\$ (1,971)	5,250	(955)	4,295
22/23	5,250	0	16	(258)	(250)	(218)	(258)	(170)	(25)	(200)	(45)	(30)	(50)	-	(18)	-	\$ (1,521)	3,745	(955)	2,790
23/24	3,745	200	11	(265)	(70)	(9)	(285)	(195)	(200)	(90)	(90)	(480)	(81)	-	(34)	-	\$ (1,799)	2,157	(955)	1,202
24/25	2,157	1,000	6	(273)	(145)	-	(65)	-	(65)	-	(150)	-	(240)	-	(58)	-	\$ (996)	2,168	(955)	1,213
25/26	2,168	200	7	(281)	(5)	-	(75)	-	(25)	-	(30)	-	(143)	-	(103)	-	\$ (662)	1,712	(955)	757
26/27	1,712	200	5	(290)	(17)	-	-	-	(25)	-	(108)	-	(40)	-	(45)	-	\$ (524)	1,393	(955)	438
27/28	1,393	200	4	(299)	(93)	-	-	-	(80)	-	(35)	-	(52)	-	(80)	-	\$ (639)	959	(955)	4
28/29	959	200	3	(307)	(80)	-	(25)	-	(8)	-	(50)	-	(220)	-	(38)	-	\$ (728)	434	(955)	(521)
29/30	434	200	-	(317)	(8)	-	(200)	-	(25)	-	-	-	(161)	-	(30)	-	\$ (740)	(106)	(955)	(1,061)

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
20/21	6,529	1,800	15	\$ (1,145)	7,199	(955)	\$ 6,244
21/22	7,199	0	22	\$ (1,971)	5,250	(955)	\$ 4,295
22/23	5,250	0	16	\$ (1,521)	3,745	(955)	\$ 2,790
23/24	3,745	200	11	\$ (1,799)	2,157	(955)	\$ 1,202
24/25	2,157	1,000	6	\$ (996)	2,168	(955)	\$ 1,213
25/26	2,168	200	7	\$ (662)	1,712	(955)	\$ 757
26/27	1,712	200	5	\$ (524)	1,393	(955)	\$ 438
27/28	1,393	200	4	\$ (639)	959	(955)	\$ 4
28/29	959	200	3	\$ (728)	434	(955)	\$ (521)
29/30	434	200	0	\$ (740)	(106)	(955)	\$ (1,061)

The Facilities Maintenance Fund is estimated to have a Fund balance of approximately \$6.2 million as of June 30, 2021. The reserve of \$955,000 is for projects which were approved in prior year budgets but have not yet been scheduled. The \$1,000,000 in funding in 2024-25 includes an \$800,000 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 2021-22 is estimated at \$4.3 million, with an unrestricted fund balance of \$4.1. 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, we are not proposing any General Fund transfers for FY 2021-22 and FY 2022-23. We are planning to resume funding in FY 2023-24.

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>	
Veterans Hall Renovation	\$ 2,500,000
Coaches Field	\$ 5,000,000
Linda Beach	\$ 10,500,000
Recreation Building Renovation	\$ 5,000,000
	<u>\$ 23,000,000</u>

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 approximately \$0.5 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. The Capital Improvement Projects Review Committee has suspended its activity due to COVID-19. Staff is working to create a timeline and framework to re-engage this important committee.

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 detailing all equipment including the estimated year of replacement and estimated replacement cost.

The Equipment Replacement Fund is estimated to have a Fund Balance of approximately \$3,062,000 as of June 30, 2021. The fund balance at the end of 2021-22 is projected at \$1,786,000, with an unrestricted fund balance of \$1,186,000 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 2021-22 is \$360,853.

The following is the detail of proposed Equipment Replacement expenditures for 2021-22 of \$1,698,800:

Description	\$ Amount
<u>Administration:</u>	
Broadcast & Streaming Equip.	315,000
Video Equipment Upgrade	50,000
<u>Public Works:</u>	
Street Sweeper	350,000
<u>Recreation</u>	
Copy Machine	12,000
<u>Police:</u>	
Vehicles - Chief & Captain	75,000
Vehicle - Animal Control	85,000
Parol Vehicle	60,000
Vehicle - Parking Enforcement	35,000
<u>Fire:</u>	
Vehicle - Utility Pickup	75,000
P25 Compatable Radios	20,000
<u>IT:</u>	
Applications & Systems	330,000
Infrastructure & Operations	250,000
Hardware	41,800
Total Proposed Expenditures	\$ 1,698,800

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 22-23. 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	Proposed Budget	Projected			
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
Beginning Balance	\$3,044,134	\$ 2,893,936	\$ 3,014,596	\$ 942,781	\$ 4,240,976	\$ 4,264,208
Sewer Service Charges \ Interest	2,776,150	2,812,000	2,886,913	2,963,825	3,042,789	3,123,859
Loan Proceeds	0	0	1,008,120	3,024,360	0	1,071,836
Total Revenue	2,776,150	2,812,000	3,895,033	5,988,185	3,042,789	4,195,695
Operating Costs	1,658,000	1,717,421	1,786,542	1,858,919	1,934,665	2,013,898
Capital Costs:						
General Sewer Replacement	159,008	14,579	15,308	16,074	16,877	17,721
Capital Equipment	300,000	0	0	0	0	0
Phase VI	0	150,000	3,500,000	0	0	0
Phase VII	0	0	0	150,000	300,000	3,837,342
Debt Service	809,340	809,340	664,998	664,998	768,014	606,501
Total Expenditures	2,926,348	2,691,340	5,966,848	2,689,991	3,019,556	6,475,463
Ending Balance	\$ 2,893,936	\$ 3,014,596	\$ 942,781	\$ 4,240,976	\$ 4,264,208	\$ 1,984,440

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 2021-22 is projected at \$815,000, an increase of \$15,000 over last fiscal year.

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. In February 2021 we engaged Bartel & Associates, our actuarial firm, to refresh our 10 year pension expense projections. The projections increased approximately \$3.0 million as compared to our long range plan. The increase is due to CalPERS lower than expected investment results in FY 2019-20 and the effect of the changes in their amortization policy. Amortization periods for the Unfunded Accrued Liability have been shortened from 30 years to 20 years, which lowers our overall liability, but increases annual payments. Our long term plan now indicates the need to provide additional funding of \$750,000 to the PARS plan. We may need to draw down on the PARS fund as early as FY 2022-23 in order to pay our annual pension payments and maintain a reasonable General Fund reserve (18%).

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 real estate market 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.

Longer term budgetary impacts are difficult to predict at this time due to economic uncertainty. It should be noted, a downturn in the real estate market could have adverse effects. The City's reliance on Property related taxes, which account for 76% of our revenue, insulated the City from the devastating impact COVID-19 had on cities reliant on sales and transient taxes. The transfer tax, although not affected by the pandemic, is sensitive to the overall state of the real estate market. These tax receipts declined by 40% during the last economic recession and did not recover for four years. Also of concern is the effect a downturn will have on our pension costs. If the financial markets struggle, and CalPERS annual investment performance is lower than its 7% discount rate, our future pension payments may rise significantly.

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.

A year ago, the City had identified \$5.0 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. The City was also made aware of significant deficiencies in our Essential Services Buildings (Police and Fire) which must be addressed. Together, these facility renovations were estimated to cost at least \$55.0 million. 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.

The City continues to execute on its Information Technology Strategic Plan. During the year, the City has implemented a new recreation system, substantially completed the implementation of a financial system, and began installation of a time and scheduling system for our Safety departments. In its first full year in operation, we expect the recreation system will save the city approximately \$110,000. The financial system has streamlined our processes greatly, eliminating a large amount of manual and redundant work, as well as providing a digital workflow including the review and approval of invoices and employee timesheets.

The City will continue to focus on diversity, equity, and inclusion issues in the coming fiscal year and into the future. We will continue our work to review and revise policies, procedures, ordinances, values, goals, and missions through an anti-racism lens to foster an unbiased and inclusive environment that is free of discrimination, harassment, and negative stereotyping toward any person or group.

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

**CITY OF PIEDMONT
FY 2021-2022 BUDGET SUMMARY
OPERATING BUDGET**

Expenditures:	Current Budget 2020-21	Estimated Expenditures 2020-21	Proposed Budget 2021-22	Budget % Change
Administration & KCOM	\$ 3,393,485	\$ 3,493,222	\$ 3,794,299	111.8%
Public Works	3,767,200	3,852,755	3,929,074	104.3%
Planning & Building	1,628,565	1,409,608	2,364,814	145.2%
Recreation	2,700,429	2,186,846	2,686,816	99.5%
Police	7,058,886	6,674,016	7,297,674	103.4%
Fire	6,950,585	7,071,696	7,222,094	103.9%
Non-Departmental	2,950,471	3,590,471	3,095,471	104.9%
TOTAL General Fund	28,449,621	28,278,614	30,390,242	106.8%
Other Operating Funds				
Aquatics Fund	552,730	133,186	40,000	7.2%
Schoolmates Fund	587,704	666,562	742,946	126.4%
TOTAL Other Operating Expenditures	1,140,434	799,748	782,946	68.7%
Total Operating Expenditures	\$ 29,590,055	\$ 29,078,362	\$ 31,173,188	105.4%

OTHER FUNDS BUDGET

Expenditures:	Current Budget 2020-21	Estimated Expenditures 2020-21	Proposed Budget 2021-22	Budget % Change
Special Revenue Funds				
Abandoned Vehicle Fund	\$ -	\$ -	\$ 8,500	NA
Athletic Facility Preservation Fund	40,000	5,000	10,000	25.0%
COPS Fund	605,713	557,000	154,750	25.5%
Juvenile Officer Grant Fund	-	224,082	189,090	NA
Gas Tax Fund	250,000	725,000	900,000	360.0%
Road Maintenance and Rehabilitation	180,000	256,000	420,000	233.3%
Measure B Fund	430,000	415,000	360,000	83.7%
Measure BB Fund	400,000	350,000	575,000	143.8%
Measure D Fund	40,000	40,000	35,000	87.5%
Measure F - VRF	45,000	55,000	55,000	122.2%
Sidewalk Repair Fund	20,000	8,000	10,000	50.0%
Total Special Revenue Funds	2,010,713	2,673,511	2,717,340	135.1%

**City of Piedmont
Proposed 2021- 22 Budget**

Financial Summaries

Capital Project Funds				
Capital Improvement Fund	3,055	12,000	-	0.0%
Urban County CDBG Fund	20,000	-	-	0.0%
Equipment Replacement Fund	1,106,550	650,663	1,698,812	153.5%
Facility Maintenance Fund	1,330,300	1,145,000	1,970,500	148.1%
Total Capital Project Funds	2,459,905	1,807,663	3,669,312	149.2%
Enterprise Fund				
Sewer Fund	2,215,887	2,126,349	1,876,340	84.7%
Total Enterprise Fund	2,215,887	2,126,349	1,876,340	84.7%
TOTAL Other Funds	\$ 6,686,505	\$ 6,607,523	\$ 8,262,992	123.6%
Grand Total	\$ 36,276,560	\$ 35,685,885	\$ 39,436,180	108.7%

OPERATING BUDGET

GENERAL FUND OPERATING DEPARTMENTS

	Budget 20/21	Estimated Expenditures 20/21	Proposed Expenditures 21/22	Proposed % Change
SALARIES	\$ 13,652,275	\$ 13,163,368	\$ 13,534,711	-0.9%
FRINGE BENEFITS	5,494,837	5,239,043	6,332,866	15.3%
PERSONNEL EXPENSES	298,260	198,559	258,060	-13.5%
SUPPLIES & SERVICES	6,044,528	5,727,929	7,155,884	18.4%
CAPITAL EXPENDITURES	9,250	2,500	8,250	-10.8%
OTHER	2,950,471	3,590,471	3,095,471	4.9%
TOTAL - ALL DEPARTMENTS	\$ 28,449,621	\$ 27,921,870	\$ 30,385,242	6.8%
EXPENDITURE DETAIL:				
SALARIES				
Regular Salaries	\$ 11,796,734	\$ 11,032,302	\$ 11,761,461	-0.3%
Part Time Salaries	1,028,997	470,227	906,735	-11.9%
Overtime Salaries	826,544	1,660,839	866,515	4.8%
Subtotal	13,652,275	13,163,368	13,534,711	-0.9%
FRINGE BENEFITS				
Health Insurance	1,777,194	1,506,374	1,912,159	7.6%
Retirement	2,901,900	3,029,100	3,628,586	25.0%
Other Benefits	815,743	703,569	792,121	-2.9%
Subtotal	5,494,837	5,239,043	6,332,866	15.3%
PERSONNEL EXPENSES				
Memberships/Conferences/Training	298,260	198,559	258,060	-13.5%
SUPPLIES & SERVICES				
Department Supplies	335,650	329,001	335,000	-0.2%
Utilities/Telephone/Radio	557,200	553,270	648,100	16.3%
Equipment/Maintenance/Gas/Oil	232,450	228,500	231,117	-0.6%
Contract Services	2,694,978	2,648,370	3,679,957	36.5%
Buildings/Grounds Maintenance	321,000	453,580	350,000	9.0%
Other Expenses	1,174,050	851,708	1,044,050	-11.1%
Information Services	729,200	663,500	867,660	19.0%
Subtotal	6,044,528	5,727,929	7,155,884	18.4%
CAPITAL EXPENDITURES				
Capital Outlay	9,250	2,500	8,250	-10.8%
OTHER				
General Fund Non Departmental	2,950,471	3,590,471	3,095,471	4.9%
TOTAL - ALL DEPARTMENTS	\$ 28,449,621	\$ 27,921,870	\$ 30,385,242	6.8%

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GENERAL FUND BUDGET SUMMARY				
Expenditures and Revenues				
	FUND USES		VARIANCE	
	Proposed 2021-22	Estimated 2020-21	%	\$
EXPENDITURES				
Administration	\$ 3,794,299	\$ 3,493,222	8.6%	\$ 301,077
Public Works	3,929,074	3,852,755	2.0%	76,319
Planning and Building	2,364,814	1,409,608	67.8%	955,206
Recreation	2,686,816	2,186,846	22.9%	499,970
Police	7,297,674	6,674,016	9.3%	623,658
Fire	7,222,094	7,071,696	2.1%	150,398
Non-Departmental	3,095,471	3,590,471	-13.8%	(495,000)
TOTAL Expenditures	30,390,242	28,278,614	7.5%	2,111,628
TRANSFER OUT:				
Gas Tax Fund	600,000	400,000	50.0%	200,000
Equipment Replacement Fund	360,841	610,000	-40.8%	(249,159)
Juvenile Officer Grant Fund	-	90,000	-100.0%	(90,000)
Facility Maintenance	-	1,800,000	-100.0%	(1,800,000)
TOTAL Transfer Out	960,841	2,900,000	-66.9%	(1,939,159)
TOTAL Expenditures/Transfer Out	\$ 31,351,083	\$ 31,178,614	0.6%	\$ (266,276)
	FUND SOURCES		VARIANCE	
	Proposed 2021-22	Estimated 2020-21	%	\$
REVENUE				
Property Tax	\$ 15,927,000	\$ 15,345,000	3.8%	\$ 582,000
Property Transfer Tax & Parcel Tax	5,222,000	6,910,000	-24.4%	(1,688,000)
Other Taxes and Franchises	2,440,000	2,455,000	-0.6%	(15,000)
Licenses and Permits	495,000	544,000	-9.0%	(49,000)
Use of Money and Property	425,000	156,128	172.2%	268,872
Revenue from Other Agencies	1,932,000	2,390,000	-19.2%	(458,000)
Charges for Current Services	3,161,500	2,751,733	14.9%	409,767
Other	83,527	135,575	-38.4%	(52,048)
TOTAL Revenue	29,686,027	30,687,436	-3.3%	(1,001,409)
TRANSFER IN:				
Measure D Fund	20,000	20,000	0.0%	-
Sewer Fund	815,000	800,000	1.9%	15,000
Traffic Safety Fund	20,000	20,000	0.0%	-
TOTAL Transfer In	855,000	840,000	1.8%	15,000
TOTAL Revenue/Transfer In	\$ 30,541,027	\$ 31,527,436	-3.1%	\$ (986,409)
Excess: Revenues over Expenditures	(810,056)	348,822		
Beginning Fund Balance:	5,939,921	5,591,099		
Estimated Ending Fund Balance:	\$ 5,129,865	\$ 5,939,921		

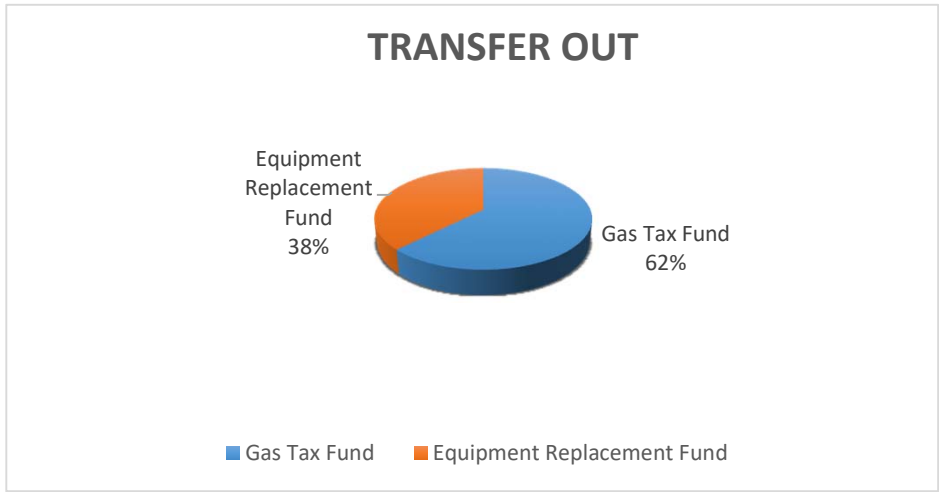
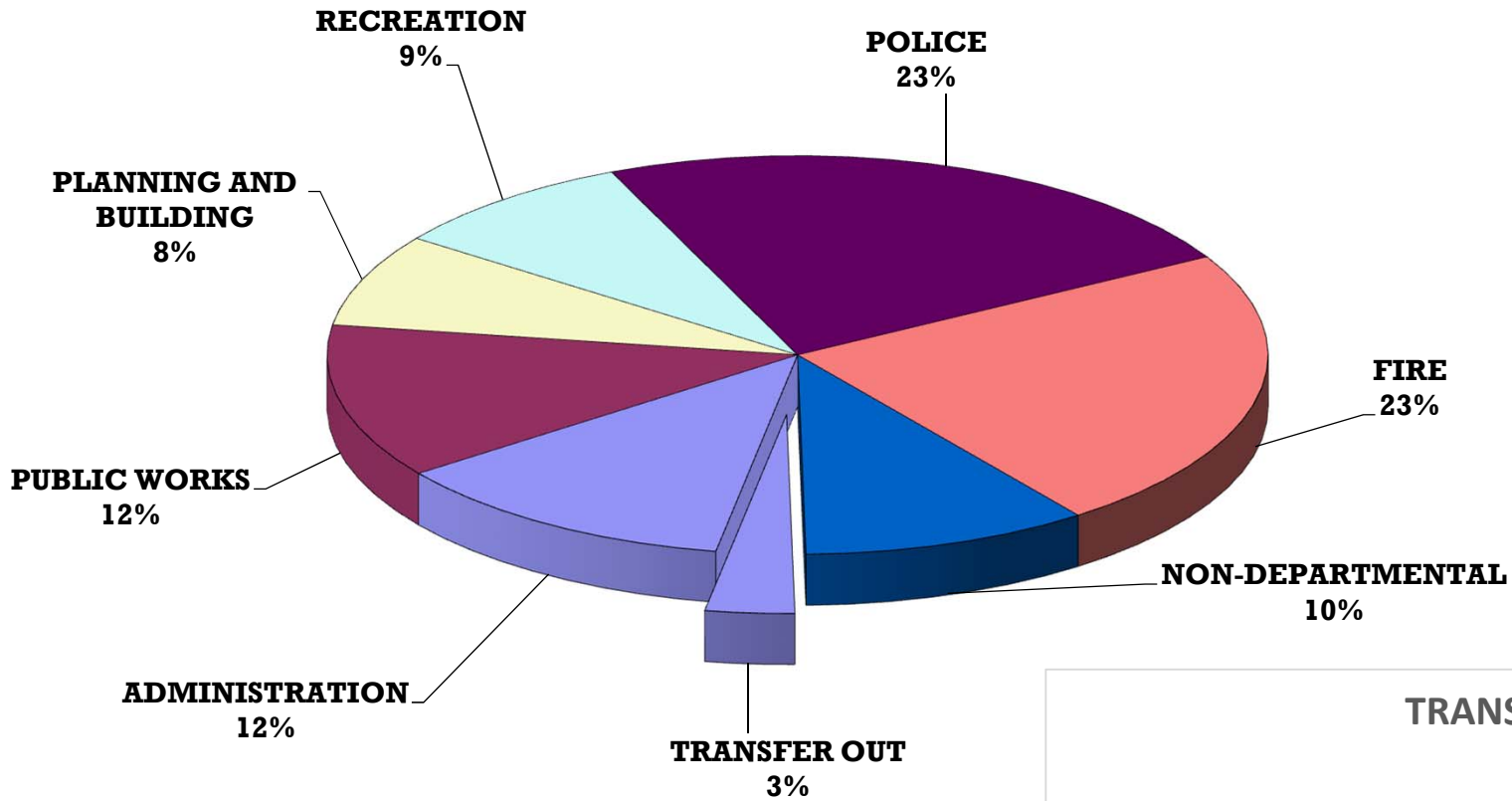
GENERAL FUND					
2017-18 to 2021-22					
	Actual	Actual	Actual	Estimated	Proposed
	2017-18	2018-19	2019-20	2020-21	2021-22
General Fund Beginning Balance	\$ 4,688,649	\$ 5,531,642	\$ 6,193,605	\$ 5,591,099	\$ 5,939,921
Revenues					
Property Taxes	13,375,004	14,078,549	14,790,494	15,345,000	15,927,000
Real Property Transfer Tax	3,845,198	3,819,816	3,602,634	4,500,000	2,800,000
Parcel Tax: Muni Tax	2,197,571	2,261,531	2,353,308	2,410,000	2,422,000
Other Taxes and Franchises	2,411,719	2,481,403	2,527,366	2,455,000	2,440,000
License and Permits	588,652	512,131	585,889	544,000	495,000
Revenue from Use of Money or Property	738,051	828,696	399,117	156,128	425,000
Revenue from Other Agencies	2,036,728	2,002,026	1,935,606	2,390,000	1,932,000
Charges for Current Services	3,544,881	3,251,529	2,193,854	2,751,733	3,161,500
Other Revenue	267,028	327,870	218,382	135,575	83,527
	29,004,834	29,563,551	28,606,650	30,687,436	29,686,027
Operating Transfers in					
Sewer Fund Reimbursement	746,840	783,994	-	800,000	815,000
Traffic Safety Fund Reimbursement	15,000	20,000	20,000	20,000	20,000
Private Contribution Fund	945	1,280	-	-	-
Measure D Reimbursement	30,320	22,086	20,643	20,000	20,000
	793,105	827,360	40,643	840,000	855,000
Total Income	29,797,939	30,390,911	28,647,293	31,527,436	30,541,027
Departmental Expenditures					
Administration	2,880,104	2,919,216	3,212,198	3,493,222	3,794,299
Public Works	4,275,037	3,273,121	2,801,817	3,852,755	3,929,074
Planning & Building	-	1,300,000	1,231,513	1,409,608	2,364,814
Recreation	2,839,432	2,918,131	2,666,210	2,186,846	2,686,816
Police	6,203,835	6,333,036	6,359,644	6,674,016	7,297,674
Fire	5,959,922	6,142,768	6,323,408	7,071,696	7,222,094
	22,158,328	22,886,272	22,594,789	24,688,143	27,294,771
Non Departmental Expenditures					
Library	350,471	350,471	350,471	350,471	350,471
Unemployment Insurance	8,414	76	54,040	150,000	75,000
Workers Compensation	614,638	793,587	673,253	680,000	725,000
Liability Insurance	553,186	685,742	783,854	990,000	1,120,000
Other Expense	2,112	6,459	1,239	-	-
Pension Rate Stabilization	750,000	-	-	750,000	-
OPEB - Retiree Payments	-	519,905	614,034	670,000	825,000
OPEB - Contributions	85,550	99,250	86,800	-	-
	2,364,371	2,455,490	2,563,691	3,590,471	3,095,471
Operating Transfers-out					
Aquatics	130,000	250,000	250,000	-	-
Juvenile Officer Grant Fund	-	-	-	90,000	-
2014 Pension Obligation Fund	1,388,734	1,437,565	1,126,800	-	-
	1,518,734	1,687,565	1,376,800	90,000	-
Total Expenditures and Transfers-out	26,057,225	27,029,327	26,535,280	28,368,614	30,390,242
Operating Net Income	3,740,713	3,361,584	2,112,013	3,158,822	150,785

Capital Transfers-out					
Capital Improvement Fund	1,750	50,000	1,059,593	-	600,000
Gas Tax	-	-	-	400,000	
Streets \ Sidewalks	-	1,205,000	204,926	-	-
Facility Maintenance	3,331,000	1,950,000	1,050,000	1,800,000	-
Equipment Replacement Fund	400,000	400,000	400,000	610,000	360,841
Total Capital Transfers	3,732,750	3,605,000	2,714,519	2,810,000	960,841
Net Income after Capital Transfers	7,963	(243,416)	(602,506)	348,822	(810,056)
Prior Year Adjustment (Audit)	833,000	905,378			
General Fund Ending Fund Balance	\$ 5,529,612	\$ 6,193,605	\$ 5,591,099	\$ 5,939,921	\$ 5,129,865
Fund Balance as % of Operating Exp	23%	24%	22%	21%	17%
Fund Balance as % of Exp & Debt	21%	23%	21%	21%	17%

GENERAL FUND SUMMARY

	Proposed Budget 2021-22	% of Budget
<u>Administration (Total)</u>	<u>\$ 3,794,299</u>	<u>12.1%</u>
Personal Services	1,972,779	6.3%
Maintenance & Operations	1,821,520	5.8%
Capital Outlay	-	0.0%
<u>Public Works (Total)</u>	<u>3,929,074</u>	<u>12.5%</u>
Personal Services	2,023,907	6.5%
Maintenance & Operations	1,905,167	6.1%
Capital Outlay	-	0.0%
<u>Planning & Building (Total)</u>	<u>2,364,814</u>	<u>7.5%</u>
Personal Services	1,230,814	3.9%
Maintenance & Operations	1,134,000	3.6%
Capital Outlay	-	0.0%
<u>Recreation (Total)</u>	<u>2,686,816</u>	<u>8.6%</u>
Personal Services	1,622,175	5.2%
Maintenance & Operations	1,056,391	3.4%
Capital Outlay	8,250	0.0%
<u>Police (Total)</u>	<u>7,297,674</u>	<u>23.3%</u>
Personal Services	6,284,367	20.0%
Maintenance & Operations	1,013,307	3.2%
Capital Outlay	-	0.0%
<u>Fire (Total)</u>	<u>7,222,094</u>	<u>23.0%</u>
Personal Services	6,638,094	21.2%
Maintenance & Operations	584,000	1.9%
Capital Outlay	-	0.0%
Non-Departmental (Total)	3,095,471	9.9%
Transfer Out (Total)	<u>960,841</u>	<u>3.1%</u>
General Fund: Expenditures/Transfers Out	<u><u>\$ 31,351,083</u></u>	<u><u>100.0%</u></u>

**CITY OF PIEDMONT
GENERAL FUND
PROPOSED EXPENDITURES AND TRANSFERS 2021-22**



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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 2013-2022

FUND	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 Actual Fund Balance	2020-21 Estimated Fund Balance	2021-22 Proposed Fund Balance
GENERAL FUND	\$ 4,198,390	\$ 4,489,854	\$ 4,617,678	\$ 4,717,679	\$ 4,688,649	\$ 5,531,642	\$ 6,193,605	\$ 5,591,099	\$ 5,939,921	\$ 5,129,865
SPECIAL REVENUE FUNDS										
Abandoned Vehicle	35,278	39,843	41,911	45,472	52,739	23,514	28,658	34,395	34,395	25,895
Athletic Facility Preservation	32,166	28,570	129,574	25,016	85,136	137,095	169,382	222,586	298,461	328,461
COPS	152,504	213,466	297,881	283,216	406,933	436,134	526,291	505,713	104,713	49,963
Juvenile Officer Grant Fund	-	-	-	-	-	-	-	-	-	910
Gas Tax	441,668	489,279	495,332	498,212	152,283	438,652	633,638	105,725	49,683	42,683
SB1 RMRP(RD MNT & REHAB PGM)	-	-	-	-	-	-	-	284,878	232,679	35,679
Measure B Sales Tax	558,322	396,135	117,959	84,666	75,556	7,478	136,758	1,923	51,427	49,125
Measure BB Sales Tax	-	-	79,133	23,751	238,316	2,380	250,966	444	82,990	53,823
Measure D	148,491	142,723	86,781	48,227	68,033	69,634	43,961	50,011	29,011	9,011
Measure F	94,409	141,877	30,452	3,184	4,932	105	39,255	34,011	20,495	5,495
Private Contribution	241,567	129,396	141,151	46,548	872,072	1,258,755	1,262,382	1,250,900	1,250,900	1,250,900
Schoolmates Program	93,108	226,979	316,387	344,698	326,316	301,049	370,083	304,576	281,647	293,441
Sidewalk Repair	62,515	47,907	54,860	60,231	62,051	69,296	16,373	17,773	17,773	17,773
Traffic Congestion Relief	-	-	-	-	-	12,827	25,590	38,429	(0)	(0)
Traffic Safety	7,292	15	51,394	8,876	5,305	11,077	25,009	34,297	23,997	18,997
TOTAL SPECIAL REVENUE FUNDS	1,902,902	1,865,193	1,844,606	1,473,888	2,349,673	2,767,996	3,528,348	2,885,662	2,478,172	2,182,157
CAPITAL PROJECT FUNDS										
Capital Improvement	1,195,023	493,334	475,216	330,437	440,456	103,897	14,499	63,290	51,290	51,290
Urban County CDBG	30,123	3,543	1,791	1,791	(145)	17,715	17,715	17,715	17,715	17,715
Equipment Replacement	2,173,174	2,861,650	2,958,928	3,702,889	3,937,414	3,803,442	3,100,790	3,063,686	3,062,023	1,785,302
Facilities Maintenance	918,655	2,114,247	2,123,889	4,375,941	3,782,199	5,654,456	6,410,608	6,528,756	7,198,756	5,249,852
TOTAL CAPITAL PROJECT FUNDS	4,286,852	5,469,231	5,558,033	8,409,267	8,159,924	9,579,509	9,543,612	9,673,447	10,329,784	7,104,159
ENTERPRISE FUNDS										
Aquatics	(72,477)	12,763	43,188	28,741	129,500	199,447	264,446	238,764	104,544	64,544
Sewer	1,153,481	680,087	1,296,051	801,035	1,303,950	(1,464,168)	2,926,379	3,044,134	2,893,935	3,014,595
TOTAL ENTERPRISE FUNDS	1,081,004	692,850	1,339,240	829,777	1,433,450	(1,264,722)	3,190,825	3,282,898	2,998,479	3,079,139
INTERNAL SERVICE FUNDS										
Liability Insurance	265,151	282,171	292,863	287,106	287,106	223,535	261,126	261,126	261,126	261,126
Workers Compensation	257,623	328,447	586,435	745,568	745,568	874,568	745,568	745,567	745,567	745,567
TOTAL INTERNAL SERVICE FUNDS	(3,329,963)	(3,263,907)	(3,256,223)	(3,102,848)	(4,185,533)	1,098,102	1,006,693	1,006,692	1,006,692	1,006,692
TOTAL FUNDS	\$ 8,139,185	\$ 9,253,221	\$ 10,103,334	\$ 12,327,762	\$ 12,446,164	\$ 17,712,529	\$ 22,557,704	\$ 22,439,798	\$ 22,753,048	\$ 18,502,012
TRUST FUNDS										
Police & Fire Pension Fund	\$ 10,164,732	\$ 11,719,273	\$ 11,645,257	\$ 10,853,164	\$ 11,933,986	\$ 12,352,060	\$ 12,950,030	\$ -	\$ -	\$ -
Pension Rate Stabilization	-	-	-	-	2,000,000	2,752,527	2,917,104	3,014,478	3,764,478	3,764,478
OPEB Fund	3,427,173	4,353,290	5,530,561	6,194,988	7,171,296	8,161,570	8,857,496	-	-	75,600
TOTAL TURST FUNDS	\$ 13,591,905	\$ 16,072,563	\$ 17,175,819	\$ 17,048,152	\$ 21,105,282	\$ 23,266,157	\$ 24,724,630	\$ 3,014,478	\$ 3,764,478	\$ 3,840,078

**CITY OF PIEDMONT
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	\$ 5,591,099	\$ 30,687,436	\$ 28,278,614	\$ 840,000	\$ 2,900,000	\$ 5,939,921
INTERNAL SERVICE	Liability Insurance	261,126	990,000	990,000	-	-	261,126
	Workers Compensation	745,567	680,000	680,000	-	-	745,567
SPECIAL REVENUE FUNDS	Gas Tax	105,725	268,958	725,000	400,000	-	49,683
	SB1 RMRP	284,878	203,801	256,000	-	-	232,679
	Measure B	1,923	464,504	415,000	-	-	51,427
	Measure BB	444	432,546	350,000	-	-	82,990
	Measure F	34,011	41,484	55,000	-	-	20,495
	Sidewalk Repair	17,773	8,000	8,000	-	-	17,773
	Sub-Total Street Related	444,755	1,419,293	1,809,000	400,000	-	455,048
	Abandoned Vehicle	34,395	-	-	-	-	34,395
	COPS	505,713	156,000	557,000	-	-	104,713
	Juvenile Officer Grant	-	134,082	224,082	90,000	-	-
	Traffic Safety	34,297	9,700	-	-	20,000	23,997
	Traffic Congestion	38,429	-	38,429	-	-	(0)
	Athletic Facility Preservation	222,586	80,875	5,000	-	-	298,461
Measure D	50,011	39,000	40,000	-	20,000	29,011	
Private Contribution	1,250,900	-	-	-	-	1,250,900	
Schoolmates Program	304,576	643,633	666,562	-	-	281,647	
CAPITAL PROJECT FUNDS	Equipment Replacement	3,063,686	39,000	650,663	610,000	-	3,062,023
	Facilities Maintenance	6,528,756	15,000	1,145,000	1,800,000	-	7,198,756
	Capital Improvement	63,290	-	12,000	-	-	51,290
	Urban County CDBG	17,715	-	-	-	-	17,715
ENTERPRISE FUNDS	Aquatics	238,764	(1,034)	133,186	-	-	104,544
	Sewer	3,044,134	2,776,150	2,126,349	-	800,000	2,893,935
	TOTAL	\$ 22,439,798	\$ 37,669,135	\$ 37,355,885	\$ 3,740,000	\$ 3,740,000	\$ 22,753,048
TRUST FUNDS	OPEB Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Police & Fire Pension Fund	-	-	-	-	-	-
	Pension Rate Stabilization	3,014,478	750,000	-	-	-	3,764,478
	TOTAL TRUST FUNDS	\$ 3,014,478	\$ 750,000	\$ -	\$ -	\$ -	\$ 3,764,478

**CITY OF PIEDMONT
ESTIMATED FUND BALANCE DETAIL
2021 - 2022**

	Description	6/30/2021 Fund Balance	Estimated		Estimated Transfer		6/30/2022 Estimated Fund Balance
			Revenue	Expenditures	In	Out	
GENERAL FUND	General Fund	\$ 5,939,921	\$ 29,686,027	\$ 30,390,242	\$ 855,000	\$ 960,841	\$ 5,129,865
INTERNAL SERVICE	Liability Insurance	261,126	1,120,000	1,120,000	-	-	261,126
	Workers Compensation	745,567	725,000	725,000	-	-	745,567
SPECIAL REVENUE FUNDS	Gas Tax	49,683	293,000	900,000	600,000	-	42,683
	SB1 RMRP	232,679	223,000	420,000	-	-	35,679
	Measure B	51,427	357,698	360,000	-	-	49,125
	Measure BB	82,990	545,833	575,000	-	-	53,823
	Measure F	20,495	40,000	55,000	-	-	5,495
	Sidewalk Repair	17,773	10,000	10,000	-	-	17,773
	Sub-Total Street Related	455,048	1,469,531	2,320,000	600,000	-	204,579
	Abandoned Vehicle	34,395	-	8,500	-	-	25,895
	COPS	104,713	100,000	154,750	-	-	49,963
	Juvenile Officer Grant	-	190,000	189,090	-	-	910
	Traffic Safety	23,997	15,000	-	-	20,000	18,997
	Traffic Congestion	(0)	-	-	-	-	(0)
	Athletic Facility Preservation	298,461	40,000	10,000	-	-	328,461
	Measure D	29,011	35,000	35,000	-	20,000	9,011
Private Contribution	1,250,900	-	-	-	-	1,250,900	
Schoolmates Program	281,647	754,740	742,946	-	-	293,441	
CAPITAL PROJECT FUNDS	Equipment Replacement	3,062,023	61,250	1,698,812	360,841	-	1,785,302
	Facilities Maintenance	7,198,756	21,596	1,970,500	-	-	5,249,852
	Capital Improvement	51,290	-	-	-	-	51,290
	Urban County CDBG	17,715	-	-	-	-	17,715
ENTERPRISE FUNDS	Aquatics	104,544	-	40,000	-	-	64,544
	Sewer	2,893,935	2,812,000	1,876,340	-	815,000	3,014,595
	TOTAL	\$ 22,753,048	\$ 37,030,144	\$ 41,281,180	\$ 1,815,841	\$ 1,815,841	\$ 18,502,012
TRUST FUNDS	OPEB Fund	\$ -	\$ 75,600	\$ -	\$ -	\$ -	\$ 75,600
	Police & Fire Pension Fund	-	-	-	-	-	-
	Pension Rate Stabilization	3,764,478	-	-	-	-	3,764,478
	TOTAL TRUST FUNDS	\$ 3,764,478	\$ 75,600	\$ -	\$ -	\$ -	\$ 3,840,078

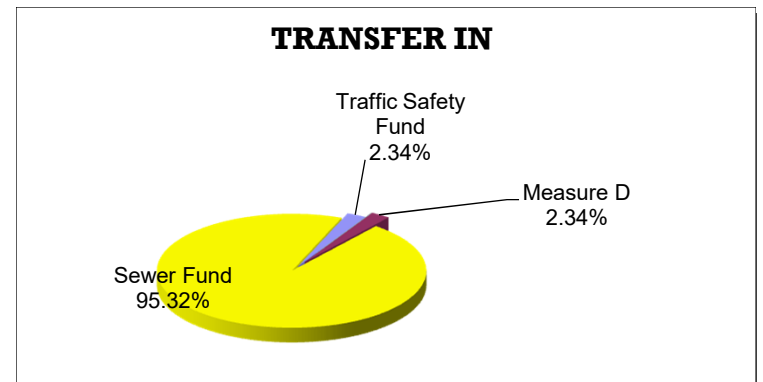
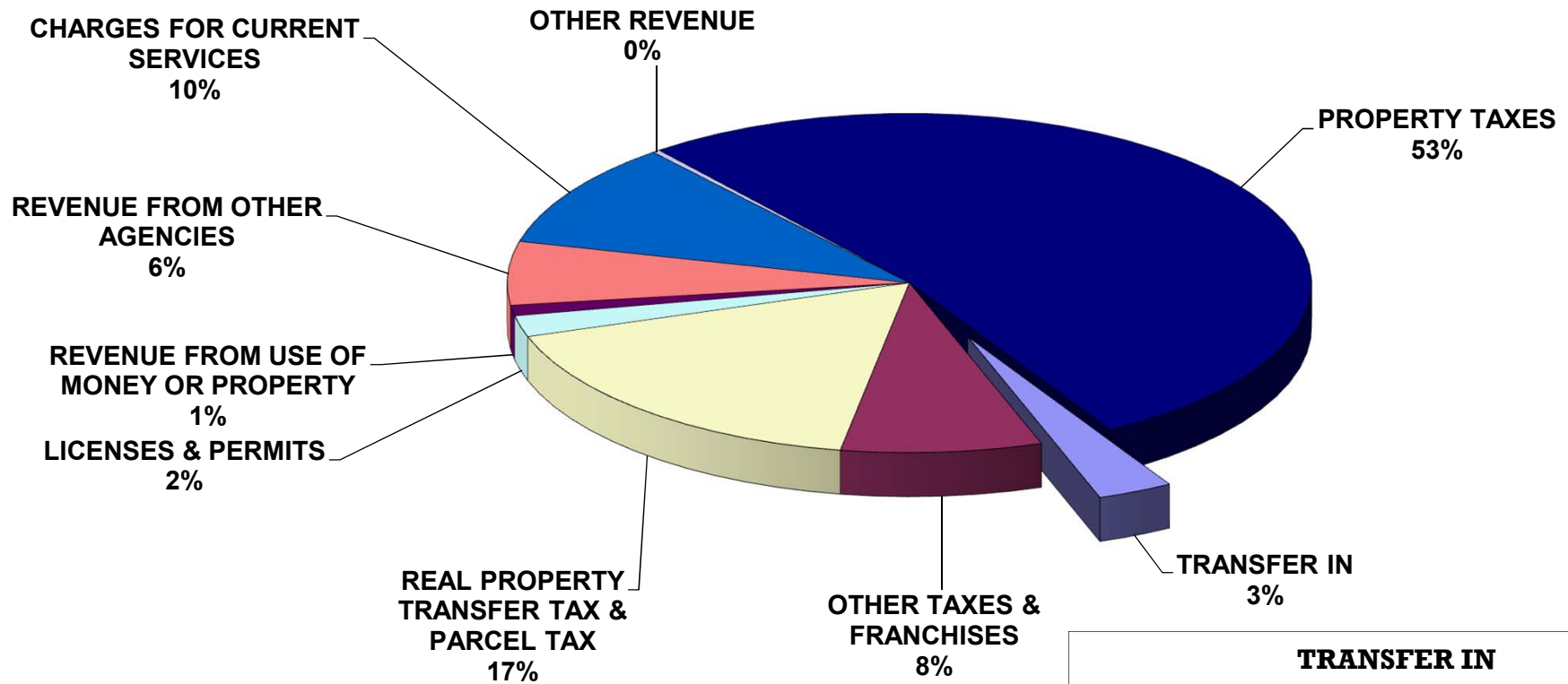
GENERAL FUND REVENUE ANALYSIS
2021 - 2022

	Actual Revenue 2018-19	Actual Revenue 2019-20	Projected Revenue 2020-21	Proposed Revenue 2021-22
PROPERTY TAXES				
Property Tax - Secured	\$ 12,960,748	\$ 13,611,047	\$ 14,345,000	\$ 14,919,000
Property Tax - Unsecured	612,220	676,103	695,000	703,000
Supplemental Assessment	497,983	497,720	300,000	300,000
Delinquent Taxes & Penalties	7,598	5,624	5,000	5,000
TOTAL Property Taxes	14,078,549	14,790,494	15,345,000	15,927,000
PROPERTY TRANSFER TAX & PARCEL TAX				
Real Property Transfer Tax	3,819,816	3,602,634	4,500,000	2,800,000
Parcel Tax	2,261,531	2,353,308	2,410,000	2,422,000
TOTAL Transfer Tax and Parcel Tax	6,081,348	5,955,942	6,910,000	5,222,000
OTHER TAXES & FRANCHISES				
Other Taxes				
Sales & Use Tax	200,158	200,225	180,000	200,000
Business License Tax	560,515	602,912	565,000	580,000
TOTAL Other Taxes	760,673	803,138	745,000	780,000
Franchises				
Gas & Electric	75,718	94,968	100,000	100,000
Waste Management	249,549	256,765	250,000	250,000
Cable Television	218,068	215,053	205,000	205,000
TOTAL Franchises	543,335	566,786	555,000	555,000
Utility Users Tax				
Gas & Electric	759,441	903,206	900,000	850,000
Telephone	372,806	209,047	210,000	210,000
Water	45,149	45,189	45,000	45,000
TOTAL Utility Users Tax	1,177,395	1,157,442	1,155,000	1,105,000
TOTAL Other Taxes & Franchises	2,481,403	2,527,366	2,455,000	2,440,000
LICENSES & PERMITS				
Dog License	22,958	21,211	18,000	18,000
Building Permits	457,598	499,634	500,000	450,000
Other Permits	28,568	25,935	25,000	25,000
Fines & Forfeitures	3,007	1,508	1,000	2,000
TOTAL Licenses & Permits	\$ 512,131	\$ 548,288	\$ 544,000	\$ 495,000

	Actual Revenue 2018-19	Actual Revenue 2019-20	Proposed Revenue 2020-21	Proposed Revenue 2021-22
REVENUE FROM USE OF MONEY OR PROPERTY				
Interest Earnings	\$ 217,037	\$ 146,688	\$ 40,000	\$ 40,000
Community Hall Rental	449,482	133,654	1,428	250,000
Veterans' Building	95,023	59,123	22,700	40,000
City Hall Rental (Telecommunications)	89,107	95,849	92,000	95,000
Other	2,651	1,403	-	-
TOTAL Revenue from Use of Money or Property	853,300	436,718	156,128	425,000
REVENUE FROM OTHER AGENCIES				
State of California				
Forestry & Fire Protection	383,294	58,695	510,000	-
Homeowner's Property Tax Relief	83,672	82,040	80,000	80,000
POST Fund	2,642	23,938	10,000	10,000
Mandated Costs/ State & County Grants/ Misc.	51,437	234,748	190,000	190,000
Motor Vehicle License Fees	1,299,718	1,362,342	1,420,000	1,477,000
1/2 Cent Sales Tax (Public Safety)	111,810	104,329	100,000	105,000
TOTAL State of California	1,932,573	1,866,091	2,310,000	1,862,000
County of Alameda				
County Paramedic Tax	69,453	69,515	70,000	70,000
County Miscellaneous	-	-	10,000	-
TOTAL County of Alameda	69,453	69,515	80,000	70,000
TOTAL Revenue from Other Agencies	2,002,026	1,935,606	2,390,000	1,932,000
CHARGES FOR CURRENT SERVICES				
Planning Fees	266,845	227,757	210,000	200,000
Plan Check Fees	243,272	278,158	305,000	280,000
General Plan Maintenance Fee		211,756	230,000	325,000
Records Management Fee		30,968	32,000	30,000
Emeryville Animal Control	102,033	106,594	106,000	106,000
Ambulance Service Charges	310,766	213,811	180,000	180,000
Recreation	2,286,651	1,068,093	1,632,233	1,984,500
Police & Fire Services	41,286	55,988	55,000	55,000
Variance Appeal	675	730	1,500	1,000
TOTAL Charges for Current Services	3,251,529	2,193,854	2,751,733	3,161,500
OTHER REVENUE				
Sale of Property	23,434	1,467	25,575	-
Other Revenue	279,832	216,914	110,000	83,527
TOTAL Other Revenue	303,266	218,382	135,575	83,527
TOTAL GENERAL FUND REVENUE	\$ 29,563,551	\$ 28,606,650	\$ 30,687,436	\$ 29,686,027

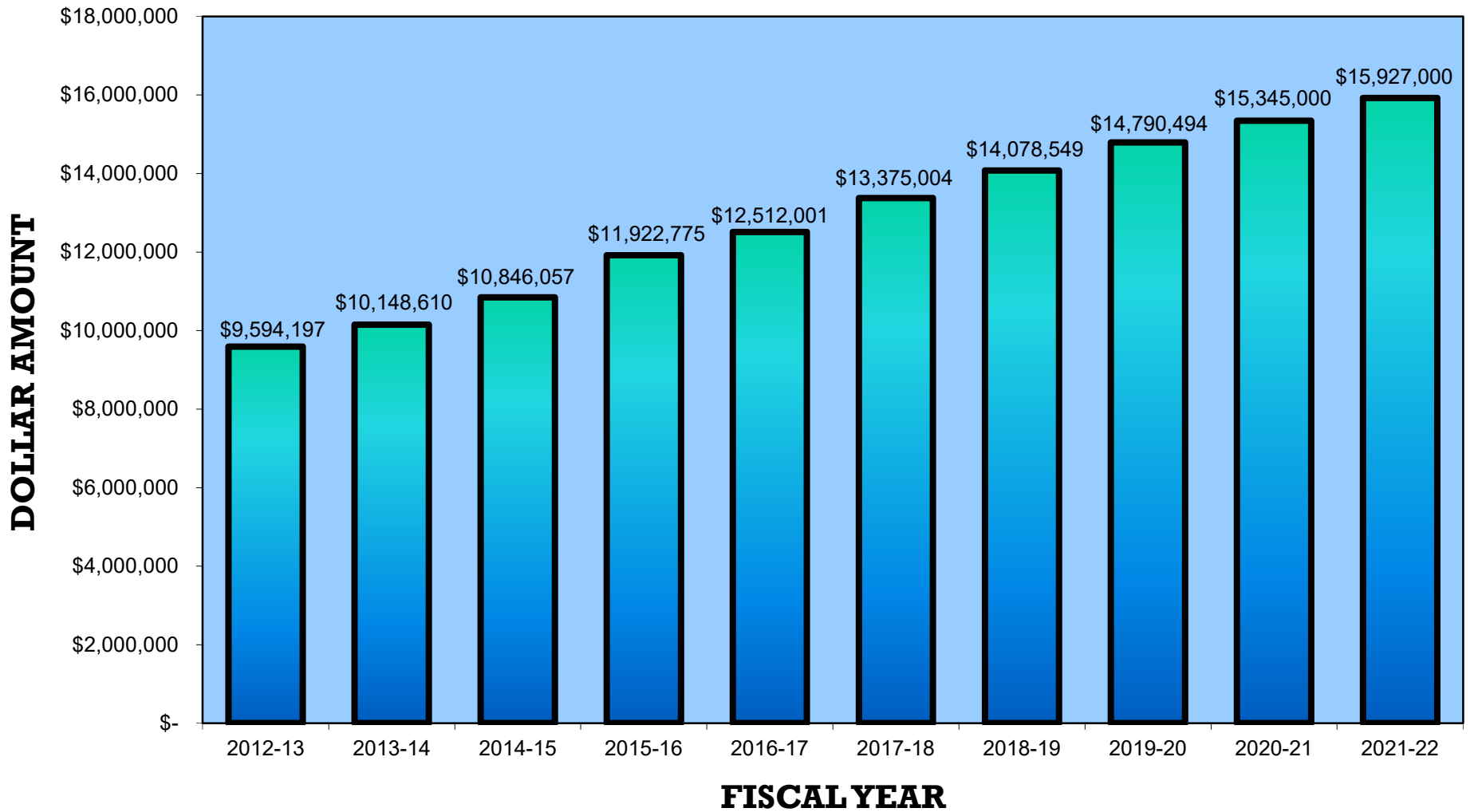
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**CITY OF PIEDMONT
GENERAL FUND
PROPOSED REVENUES AND TRANSFERS 2021-22**



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CITY OF PIEDMONT PROPERTY TAXES

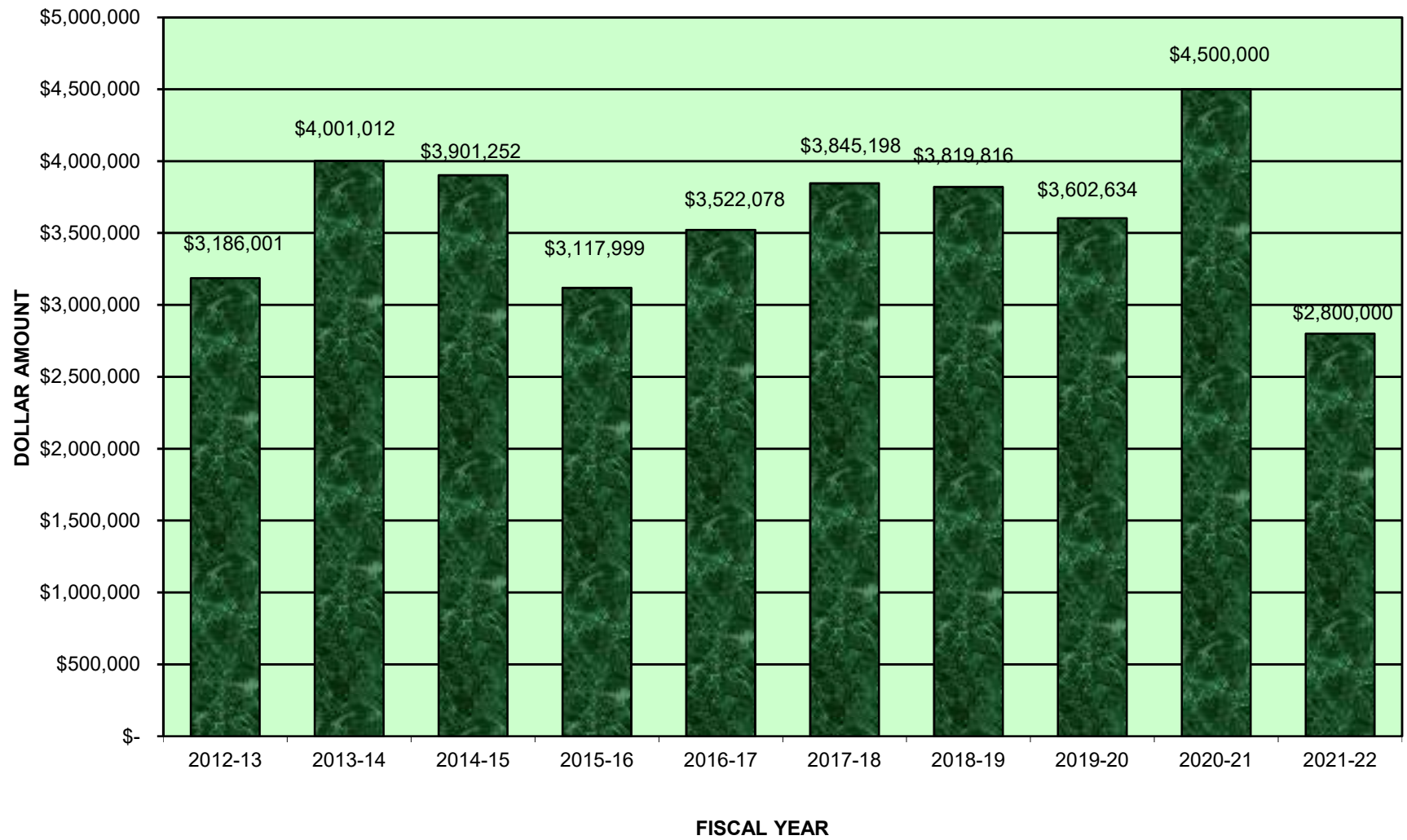


**City of Piedmont
Real Property Transfer Tax
Ten Fiscal Years**

	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>
July	346,451	425,855	332,328	288,813	282,328
August	262,314	368,287	302,523	487,629	221,679
September	190,768	221,180	185,428	282,242	240,762
October	128,329	294,937	251,647	362,364	427,046
November	160,968	242,797	146,917	235,333	197,250
December	169,509	206,659	108,217	139,080	80,553
Sub-total	1,336,889	1,258,338	1,759,714	1,327,059	1,795,460
January	48,948	101,154	336,347	126,810	34,158
February	98,522	166,443	151,898	232,870	17,334
March	176,668	143,241	383,419	322,464	280,635
April	271,789	290,244	497,929	553,675	586,053
May	281,138	389,425	972,438	429,821	410,247
June	565,523	335,781	331,923	440,152	339,954
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>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>	<u>2020-21</u>
July	350,398	200,598	316,735	311,635	317,781
August	267,712	283,149	219,586	284,289	437,900
September	319,329	207,213	155,043	201,542	607,124
October	228,809	511,624	433,243	361,995	531,255
November	174,900	419,968	192,354	381,647	441,660
December	244,380	310,250	128,076	200,626	608,876
Sub-total	1,585,528	1,932,802	1,445,037	1,741,734	2,944,596
January	72,959	29,716	154,454	41,698	284,572
February	124,214	128,043	142,862	133,653	186,845
March	339,104	251,723	502,520	508,702	260,226
April	474,029	503,035	547,787	334,147	
May	384,509	396,514	552,603	401,264	
June	541,736	603,365	492,105	441,436	
Sub-total	1,936,551	1,912,396	2,392,330	1,860,900	731,643
Total	3,522,078	3,845,198	3,837,366	3,602,634	3,676,238

**CITY OF PIEDMONT
REAL PROPERTY TRANSFER TAX**



**OTHER FUNDS REVENUE ANALYSIS
2020 - 2021**

	Actual Revenue 2018-19	Actual Revenue 2019-20	Projected Revenue 2020-21	Proposed Revenue 2021-22
<u>SPECIAL REVENUE FUNDS</u>				
<u>ABANDONED VEHICLE ABATEMENT FUND</u>				
Alameda County	\$ 6,330	\$ 5,737	\$ -	\$ -
TOTAL	6,330	5,737	-	-
<u>ATHLETIC FACILITY PRESERVATION FUND</u>				
Facility Fee/Contributions	32,287	73,859	80,875	40,000
TOTAL	32,287	73,859	80,875	40,000
<u>COPS</u>				
County of Alameda	158,119	118,785	156,000	100,000
Investment Income	12,913	15,772	-	-
TOTAL	171,032	134,557	156,000	100,000
<u>JUVENILE OFFICER GRANT FUND</u>				
State of California	-	154,139	134,082	190,000
TOTAL	-	154,139	134,082	190,000
<u>GAS TAX FUND</u>				
HUT 2103 Allocation	37,720	79,523	88,376	100,000
HUT 2105 Allocation	61,873	58,488	60,915	65,000
HUT 2106 Allocation	42,561	38,597	39,347	42,000
HUT 2107 Allocation	77,790	73,927	77,320	83,000
HUT 2107.5 Allocation	2,880	3,077	3,000	3,000
Investment Income	14,277	16,035	-	-
TOTAL	441,171	269,646	268,958	293,000
<u>SB1 RMRP(RD MNT & REHAB PGM)</u>				
State of California	204,071	-	203,801	223,000
TOTAL	204,071	-	203,801	223,000
<u>MEASURE B SALES TAX FUND</u>				
ACTC/Investment Income	503,891	469,275	464,504	357,698
TOTAL	503,891	469,275	464,504	357,698
<u>MEASURE BB SALES TAX FUND</u>				
ACTC	476,963	440,406	432,546	545,833
TOTAL	476,963	440,406	432,546	545,833
<u>MEASURE D FUND</u>				
Measure D Allocation/Mitigation Fees/Investment I	40,312	37,666	34,000	30,000
Recycling Funds	5,000	5,000	5,000	5,000
TOTAL	45,312	42,666	39,000	35,000
<u>MEASURE F FUND</u>				
ACTC/Investment Income	46,235	46,241	41,484	40,000
TOTAL	46,235	46,241	41,484	40,000
<u>PRIVATE CONTRIBUTION FUND</u>				
Miscellaneous	211,125	10,000	-	-
TOTAL	211,125	10,000	-	-
<u>TRAFFIC CONGESTION RELIEF FUND</u>				
Allocation	12,763	12,839	-	-
TOTAL	12,763	12,839	-	-

SCHOOLMATES PROGRAM FUND

Investment Income	9,077	11,577	-	-
Schoolmates Fees	762,930	632,868	643,633	754,740
TOTAL	772,007	644,445	643,633	754,740

SIDEWALK REPAIR FUND

Miscellaneous	9,693	12,830	8,000	10,000
TOTAL	9,693	12,830	8,000	10,000

TRAFFIC SAFETY FUND

State of California	\$ 33,912	\$ 29,287	\$ 9,700	\$ 15,000
TOTAL	33,912	29,287	9,700	15,000

CAPITAL PROJECT FUNDS

CAPITAL IMPROVEMENT FUND

Investment Income	492	6,345	\$ -	\$ -
TOTAL	492	6,345	-	-

EQUIPMENT REPLACEMENT FUND

Investment Income	87,147	76,067	39,000	61,250
TOTAL	87,147	76,067	39,000	61,250

FACILITIES MAINTENANCE FUND

Contributions/Investment Income	220,974	176,711	15,000	21,596
TOTAL	220,974	176,711	15,000	21,596

ENTERPRISE FUNDS

AQUATICS

Charge for Service	504,142	347,563	(1,034)	-
TOTAL	504,142	347,563	(1,034)	-

SEWER FUND

Sewer Service Charges	2,565,383	2,681,917	2,753,150	2,802,000
Sewer Loan Proceeds	-	-	-	-
Investment Income	68,058	88,211	23,000	10,000
TOTAL	2,633,441	2,770,128	2,776,150	2,812,000

LIABILITY INSURANCE

Non Departmental Revenue	685,742	783,854	990,000	1,120,000
TOTAL	685,742	783,854	990,000	1,120,000

WORKERS COMPENSATION

Non Departmental Revenue	793,587	673,253	680,000	725,000
TOTAL	793,587	673,253	680,000	725,000

TOTAL REVENUE - OTHER FUNDS

	7,688,244	7,179,850	6,981,699	7,344,117
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TOTAL REVENUE - ALL FUNDS

	\$ 37,251,795	\$ 35,786,500	\$ 37,669,135	\$ 37,030,144
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TRUST FUNDS

150 - POLICE & FIRE PENSION TRUST FUND

Investments	\$ 715,442	\$ 971,416	\$ -	\$ -
TOTAL	715,442	971,416	-	-

120 - PENSION RATE STABILIZATION FUND

Investments	2,752,944	113,048	750,000	-
TOTAL	2,752,944	113,048	750,000	-

156 - OPEB TRUST FUND

Investments	525,875	(86,800)	-	-
Non Departmental Revenue	464,399	(580,025)	-	75,600
TOTAL	990,274	(666,825)	-	75,600

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**Proposed General Fund Non Departmental Budget
Fiscal Year 2021-22**

GENERAL FUND NON DEPARTMENTAL

EXPENDITURE DETAIL:	Current Budget 2020-21	Estimated Expenditures 2020-21	Proposed Budget 2021-22	
NON DEPARTMENTAL				
Library	\$ 350,471	\$ 350,471	\$ 350,471	0.0%
Unemployment & Bounced Check	150,000	150,000	75,000	-50.0%
Workers Compensation	680,000	680,000	725,000	6.6%
Liability Insurance	990,000	990,000	1,120,000	13.1%
Pension Rate Stabilization	-	750,000	-	NA
Retiree Medical	700,000	670,000	825,000	17.9%
OPEB Trust	80,000	-	-	-100.0%
TOTAL NON DEPARTMENTAL	\$ 2,950,471	\$ 3,590,471	\$3,095,471	4.9%

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

	<u>2020-21</u>	<u>2021-22</u>
<u>ADMINISTRATION</u>		
City Administrator	1	1
Assistant City Administrator/City Clerk	1	1
Communications Manager ¹	0	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/> 9
 <u>POLICE</u>		
Police Chief	1	1
Captain	1	1
Support Services Commander	1	1
Administrative Assistant	1	1
Animal Control Officer	2	2
Juvenile Officer ²	1	1
Dispatcher	5	5
Police Officer	13	13
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 II	1	1
Plans Examiner	1	1
Senior Planner	1	1
Sustainability Program Manager	0.5	0.5
	<hr/> 8	<hr/> 8

PUBLIC WORKS

Public Works Director	1	1
Administrative Assistant	1.5	1.5
Building Official	1	1
Facilities Maintenance Worker	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
Sustainability Program Manager	0.5	0.5
	<u>13</u>	<u>13</u>

RECREATION

Recreation Director	1	1
Administrative Assistant	2	2
Aquatics Coordinator	1	1
Assistant Childcare Program Coordinator	1	1
Childcare Program Coordinator	1	0
Fiscal Services Technician (40% Fire - 60% Recreation)	0.6	0.6
Recreation Program Coordinator	3	3
Recreation Supervisor ³	2	3
	<u>11.6</u>	<u>11.6</u>

TOTAL

<u>96</u>	<u>97</u>
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Part-Time Positions with Benefits *

Recreation:		
Assistant Pool Manager	1	0
Preschool Directors	0	4
Schoolmates Site Leads	<u>2</u>	<u>3</u>
*Employees who work over 1,000 hours, but aren't classified	<u>3</u>	<u>7</u>
<i>One pre-existing position receives full benefits.</i>		
<i>New positions in FY 21/22 receive PEMCHA minimum and retirement at PEPRRA level.</i>		

1-Job classification pending

2- Position funded by the California Department of Justice Tobacco Grant

3- Request for reclassification from Childcare Program Coordinator to Recreation Supervisor

CITY OF PIEDMONT
MONTHLY SALARIES
as of July 1, 2021

PUBLIC WORKS - LOCAL 1021

Contract expired 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 Wkr II, CI B/CWEA	1		6,471	77,652	•
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		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 expired 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 6/30/21 This salary effective as of: 7/1/2020 - 6/30/21	# of EE's	First Step	Last Step	Annual Salary	Subject to O/T
Lieutenant	0		10,813	129,756	•
Lieutenant with 5% FOC	1		11,354	136,248	•
Lieutenant with 12% Paramedic	0		12,111	145,332	•
Lieutenant with FO & Paramedic	2		12,651	151,812	•
Firefighter	3	8,233	9,455	113,460	•
Firefighter with 5% FOC	1	8,644	9,928	119,136	•
Firefighter with 12% Paramedic	7	9,221	10,590	127,080	•
Firefighter with FO & Paramedic	4	9,632	11,063	132,756	•
Engineer	0	8,644	9,928	119,136	•
Engineer with 5% FOC	2	9,077	10,425	125,100	•
Engineer with 5% FOC & Paramedic	1	10,114	11,616	139,392	•
	<u>21</u>				

POLICE

Contract expired 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
Sergeant	0		12,154	145,848	•
Sergeant with POST Advanced + SD	1		13,525	162,300	•
Sergeant with POST Advanced + Supv Cert	2		13,248	158,976	•
Sergeant with POST Adv, Supv Cert + SD	1		13,778	165,336	•
Police Officer	1	8,245	9,950	119,400	•
Police Officer + Shift Differential	1	8,575	10,348	124,176	•
Police Officer with POST Intermediate	0	8,657	10,447	125,364	•
Police Officer with POST Int + SD	3	9,004	10,865	130,380	•
Police Officer with POST Advanced	3	8,822	10,646	127,752	•
Police Officer with POST Advanced + SD	2	9,175	11,072	132,864	•
Detective with POST Advanced	2	9,235	11,144	133,728	•
Juvenile Officer with POST Intermediate	1	9,070	10,945	131,340	•
Traffic Officer with POST Intermediate	1	9,070	10,945	131,340	•
	18				

CONFIDENTIAL

Contract expired 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 expired 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 expired 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	
Communications Manager	1				
Human Resources Administrator	1	7,707	9,371	112,452	
Planning Technician I	0	4,696	5,706	68,472	•
Planning Technician II	1	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 Program Manager	1	7,562	9,192	110,304	
	11				

MID-MANAGEMENT

Contract expired 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
Fire Captain w/5% Fire Officer & Paramedic	1	11,373	13,819	165,828	•
Fire Captain w/ 10% Chief Officer	1	11,477	13,946	167,352	•
Fire Captain w/Chief Officer & Paramedic	1	12,729	15,467	185,604	•

Contract expired 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	0.00	12,475	149,700	

Contract expired 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

			Last Step	Top Step Annual Salary
City Administrator	Effective 7/1/2020	1	19,313	231,756
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 4/26/2021	1	18,333	220,000
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 1/11/2021	1	15,000	180,000
Recreation Director	Effective 7/1/2020	1	15,374	184,488
		8		

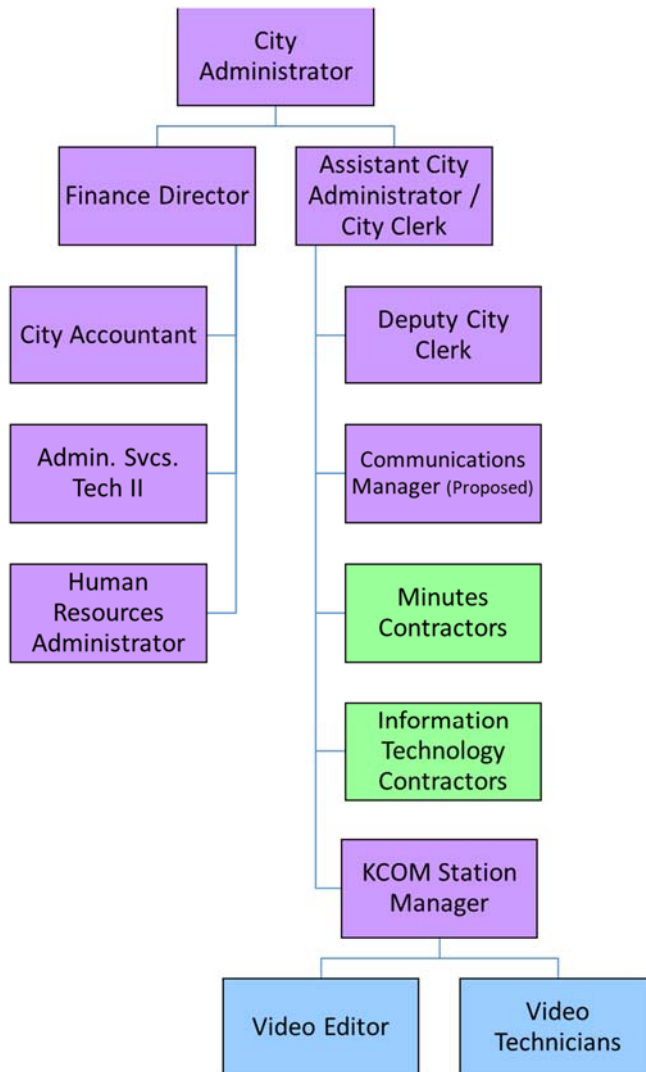
Number of Employees & Open Positions 97

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

2020-2021 ACCOMPLISHMENTS

- Successfully conducted the November 2020 General 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
- Completed Implementation of the City's new Enterprise Resource Planning (ERP) software
- Delivered payroll and accounts payable without interruption and almost entirely remotely 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 all employee groups
- Updated and refined remote work capability to allow a large percentage of staff to work remotely during shelter-in place orders

2021-2022 PRIORITIES

- Continue implementation and refinement of the IT Strategic Plan
- Expand public information outreach through the hiring of a communications manager
- Enhance emergency preparedness efforts
- Successfully complete labor negotiations and enact new labor agreements with all City employee groups
- Closely monitor and respond to the economic impacts of COVID 19
- Implement the ability to conduct hybrid (virtual/in person) meetings which can be aired on KCOM
- Reopen City Hall to the public in a manner promoting COVID-19 safety and protecting the health of residents and employees

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<h2 style="margin: 0;">ADMINISTRATION & KCOM</h2> <p style="margin: 0;">2021-22</p>

BUDGET SUMMARY FOR ADMINISTRATION (INCLUDING KCOM)

	Approved Budget 20/21	Estimated Expenditures 20/21	Proposed Budget 21/22	Budget % Change
SALARIES	\$ 1,220,478	\$ 1,242,000	\$ 1,344,899	10.2%
FRINGE BENEFITS	486,947	443,222	627,880	28.9%
PERSONNEL EXPENSES	91,360	66,000	97,860	7.1%
SUPPLIES & SERVICES	1,594,700	1,742,000	1,723,660	8.1%
TOTAL	\$ 3,393,485	\$ 3,493,222	\$ 3,794,299	11.8%

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
	<u>3</u>		
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
	<u>4</u>		
PROFESSIONAL/TECHNICAL/ SUP.			
Human Resources Administrator	1	7,707	9,371
Communications Manager*	1		
	<u>2</u>		
Total	<u><u>9</u></u>		

*-Job classification pending

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Description	Account #	Approved 20/21	Estimated 20/21	Proposed 21/22	Budget % Change
Administration					
Salaries					
Regular Salaries	101-0400-010-001	1,031,710	1,078,000	1,149,786	111%
Part Time Salaries	101-0400-010-002	16,552	-	5,000	30%
Overtime Salaries	101-0400-010-003	2,207	5,000	5,150	233%
Compensated Absence	101-0400-010-014	-	-	10,300	NA
Object Total	101-0400-010	1,050,469	1,083,000	1,170,236	111%
Health Insurance					
Medical Insurance	101-0400-011-001	132,577	110,000	160,830	121%
Dental Insurance	101-0400-011-002	16,018	15,000	16,658	104%
Vision Plan	101-0400-011-003	1,645	1,645	1,792	109%
Object Total	101-0400-011	150,240	126,645	179,280	119%
Retirement					
PERS: Normal Cost	101-0400-012-001	119,800	119,000	135,157	113%
PERS: UAL Payment	101-0400-012-003	130,000	130,000	171,000	132%
PERS: Cost Share	101-0400-012-004	(67,400)	(70,544)	(32,777)	49%
Object Total	101-0400-012	182,400	178,456	273,380	150%
Other Benefits					
FICA	101-0400-013-009	66,349	54,000	71,624	108%
Life Insurance	101-0400-013-001	3,996	952	1,824	46%
Disability Insurance	101-0400-013-002	3,079	4,760	3,641	118%
Medicare Insurance	101-0400-013-005	15,515	15,400	16,751	108%
Concern EAP Program	101-0400-013-006	924	1,000	1,900	206%
Auto Allowance	101-0400-013-007	12,600	12,600	12,600	100%
Object Total	101-0400-013	102,463	88,712	108,340	106%
Personnel Expenses					
Memberships/conf/training	101-0400-031-001	71,860	50,000	78,360	109%
Reimbursements	101-0400-031-003	5,000	5,000	5,000	100%
Employee Development	101-0400-031-006	10,000	10,000	10,000	100%
Object Total	101-0400-031	86,860	65,000	93,360	107%
Department Supplies					
Office Supplies	101-0400-051-001	30,000	30,000	30,000	100%
Postage	101-0400-051-002	20,000	20,000	20,000	100%
Object Total	101-0400-051	50,000	50,000	50,000	100%
Utilities					
City Hall/Fire Utilities	101-0400-052-002	46,000	48,000	50,000	109%
Police Utilities	101-0400-052-003	10,000	12,000	12,000	120%
Object Total	101-0400-052	56,000	60,000	62,000	111%

Description	Account #	Approved 20/21	Estimated 20/21	Proposed 21/22	Budget % Change
Administration					
Equipment Maintenance					
Hardware Maint. Contracts	101-0400-053-001	9,000	9,000	9,000	100%
Object Total	101-0400-053	9,000	9,000	9,000	100%
Contract Services					
Legal Services	101-0400-054-001	350,000	350,000	350,000	100%
Audit Fees	101-0400-054-002	50,000	70,000	62,000	124%
Negotiator	101-0400-054-004	60,000	100,000	40,000	67%
Minute Clerk	101-0400-054-007	30,000	20,000	30,000	100%
Legal HR	101-0400-054-009	60,000	200,000	100,000	167%
Consulting	101-0400-054-010	30,000	50,000	25,000	83%
CALPERS Med Admin Fee	101-0400-054-016	8,000	12,000	12,000	150%
Interdistrict PUSD Expense	101-0400-054-019	98,000	98,000	98,000	100%
Records Storage	101-0400-054-022	6,000	6,000	6,000	100%
Data Processing of City Taxes	101-0400-054-030	6,000	6,000	6,000	100%
Object Total	101-0400-054	698,000	912,000	729,000	104%
Other Expenses					
Civil Service	101-0400-056-001	80,000	80,000	80,000	100%
Election Expense	101-0400-056-003	50,000	50,000	2,000	4%
Miscellaneous Expenses	101-0400-056-006	20,000	20,000	20,000	100%
Bank Charges	101-0400-056-008	10,000	10,000	12,000	120%
Object Total	101-0400-056	160,000	160,000	114,000	71%
Information Services					
Hardware	101-0400-060-001	20,000	20,000	20,000	100%
Software	101-0400-060-002	151,200	110,000	230,000	152%
Labor	101-0400-060-003	312,000	300,000	342,660	110%
IT Strategic Plan Operations	101-0400-060-004	92,500	80,000	118,500	128%
Object Total	101-0400-060	575,700	510,000	711,160	124%
Total Administration		3,121,132	3,242,813	3,499,756	112%

ADMINISTRATION
Fiscal Year 2021-22

PERSONNEL EXPENSES

	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
<u>Membership and Meetings</u>			
101-0400-031-001	\$ 71,860	\$ 50,000	\$ 78,360

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.

	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
<u>Reimbursements</u>			
101-0400-031-003	\$ 5,000	\$ 5,000	\$ 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.

	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
<u>Employee Development</u>			
101-0400-031-006	\$ 10,000	\$ 10,000	\$ 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

<u>Office Supplies</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0400-051-001	\$ 30,000	\$ 30,000	\$ 30,000

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

<u>Postage</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0400-051-002	\$ 20,000	\$ 20,000	\$ 20,000

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

<u>Utilities</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0400-052-002	\$ 46,000	\$ 48,000	\$ 50,000
101-0400-052-003	\$ 10,000	\$ 12,000	\$ 12,000

Utilities for City Hall, Fire Department and Police Department.

<u>Equipment Maintenance</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0400-053-001	\$ 9,000	\$ 9,000	\$ 9,000

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

CONTRACT SERVICES

<u>Legal Services</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0400-054-001	\$ 350,000	\$ 350,000	\$ 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 2020-21, which have caused expenses to be higher than anticipated.

<u>Audit Fees</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0400-054-002	\$ 50,000	\$ 70,000	\$ 62,000

Audit fees include the fees charged by Mann, Urrita, and Nelson, CPA to conduct the City's annual financial audit and fees charged by Bartel to perform an actuarial valuation on the City's Police and Fire legacy pension plan and its OPEB plan. Full valuation of these plans are performed on a bi-annual basis. FY 21-22 requires only a partial review, therefore the budget is lower.

	FY 20-21 <u>Budget</u>	FY 20-21 <u>Estimate</u>	FY 21-22 <u>Proposed</u>
<u>Labor Negotiator</u> 101-0400-054-004	\$ 60,000	\$ 100,000	\$ 40,000

The Memoranda of Understanding with the Piedmont Police Officers Association and the Piedmont Firefighters Association expired on June 30, 2020, but was extended for one year. The MOU and employment resolutions for all other groups expire on June 30, 2021. Negotiations are under way currently. FY 21-22 budget represents finalization of the MOU and other documents arising from the bargaining sessions.

	FY 20-21 <u>Budget</u>	FY 20-21 <u>Estimate</u>	FY 21-22 <u>Proposed</u>
<u>Minute Clerk</u> 101-0400-054-007	\$ 30,000	\$ 20,000	\$ 30,000

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

	FY 20-21 <u>Budget</u>	FY 20-21 <u>Estimate</u>	FY 21-22 <u>Proposed</u>
<u>Legal Services – Human Resources</u> 101-0400-054-009	\$ 60,000	\$ 200,000	\$ 100,000

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.

	FY 20-21 <u>Budget</u>	FY 20-21 <u>Estimate</u>	FY 21-22 <u>Proposed</u>
<u>Consulting</u> 101-0400-054-010	\$ 30,000	\$ 50,000	\$ 25,000

In FY 20-21, Consulting consisted of costs for Tramutola, Bartel Associates, and Forensic Analytical. FY21-22 budget request is for continued work by Forensic Analytics related to reopening City offices after COVID-19.

	FY 20-21 <u>Budget</u>	FY 20-21 <u>Estimate</u>	FY 21-22 <u>Proposed</u>
<u>CAL PERS Administration Fee</u> 101-0400-054-016	\$ 8,000	\$ 12,000	\$ 12,000

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.

	FY 20-21	FY 20-21	FY 21-22
<u>Inter-district Transfer Expense</u>	<u>Budget</u>	<u>Estimate</u>	<u>Proposed</u>
101-0400-054-019	\$ 98,000	\$ 98,000	\$ 98,000

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

	FY 20-21	FY 20-21	FY 21-22
<u>Records Storage</u>	<u>Budget</u>	<u>Estimate</u>	<u>Proposed</u>
101-0400-054-022	\$ 6,000	\$ 6,000	\$ 6,000

Due to the lack of storage space at City Hall, Piedmont contracts for off-site records storage. In 2021-22, it is anticipated that additional records now stored at City Hall will be sent off-site, which will increase costs.

	FY 20-21	FY 20-21	FY 21-22
<u>Data Processing – City Taxes</u>	<u>Budget</u>	<u>Estimate</u>	<u>Proposed</u>
101-0400-054-030	\$ 6,000	\$ 6,000	\$ 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

	FY 20-21	FY 20-21	FY 21-22
<u>Civil Service</u>	<u>Budget</u>	<u>Estimate</u>	<u>Proposed</u>
101-0400-056-001	\$ 80,000	\$ 80,000	\$ 80,000

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

	FY 20-21	FY 20-21	FY 21-22
<u>Election Expense</u>	<u>Budget</u>	<u>Estimate</u>	<u>Proposed</u>
101-0400-056-003	\$ 50,000	\$ 50,000	\$ 2,000

Election related expenses are paid from this account. The City's General Municipal Election in November 2020 was funded out of this account during the 2020-21 fiscal year. As no election is anticipated in 2021-22, a small allocation is requested to keep current on election related activities.

	FY 20-21	FY 20-21	FY 21-22
<u>Miscellaneous Expenses</u>	<u>Budget</u>	<u>Estimate</u>	<u>Proposed</u>
101-0400-056-006	\$ 20,000	\$ 20,000	\$ 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.

	FY 20-21 <u>Budget</u>	FY 20-21 <u>Estimate</u>	FY 21-22 <u>Proposed</u>
<u>Bank Charges</u>			
101-0400-056-008	\$ 10,000	\$ 10,000	\$ 12,000

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

	FY 20-21 <u>Budget</u>	FY 20-21 <u>Estimate</u>	FY 21-22 <u>Proposed</u>
<u>Information Services</u>			
101-0400-060	\$ 575,700	\$ 510,000	\$ 711,160

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.

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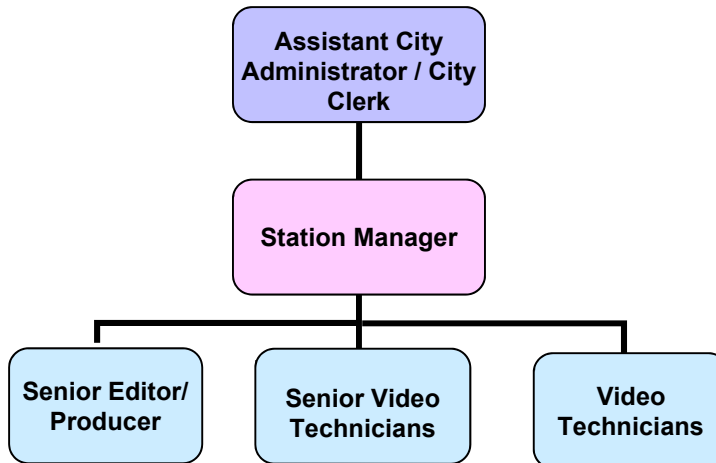
KCOM



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KCOM-TV

Functional Description & Work Objectives



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

For over a decade, KCOM has streamed 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.

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 videos included *Celebrate in Place: A Piedmont 4th of July Retrospective*, the annual Holiday Tree Lighting, the *Inside PPD* series, the annual Arbor Day Celebration, several climate related videos, information on the COVID-19 pandemic, pieces about the history of Piedmont, and others.

KCOM staff also worked with several departments to create fun and informative videos for the City's social media sites and the City's YouTube channel.

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.

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Description	Account #	Approved 20/21	Estimated 20/21	Proposed 21/22	Budget % Change
CATV (KCOM-TV)					
Salaries					
Regular Salaries	101-0401-010-001	113,906	77,000	110,362	97%
Part Time Salaries	101-0401-010-002	55,000	75,000	56,650	103%
Overtime	101-0401-010-003	1,103	7,000	5,465	495%
Compensated Absence	101-0401-010-014	-	-	2,186	NA
Object Total	101-0401-010	170,009	159,000	174,663	103%
Health Insurance					
Medical Insurance	101-0401-011-001	8,838	8,838	9,138	103%
Dental Insurance	101-0401-011-002	786	730	711	90%
Vision Plan	101-0401-011-003	235	230	224	95%
Object Total	101-0401-011	9,859	9,798	10,073	102%
Retirement					
PERS: Normal Cost	101-0401-012-001	16,200	10,918	16,830	104%
PERS: UAL Payment	101-0401-012-003	24,600	24,600	32,000	130%
PERS: Cost Share	101-0401-012-004	(12,800)	(8,100)	(6,180)	48%
Object Total	101-0401-012	28,000	27,418	42,650	152%
Other Benefits					
FICA	101-0401-013-009	10,589	9,200	10,801	102%
Life Insurance	101-0401-013-001	445	106	177	40%
Disability Insurance	101-0401-013-002	342	555	353	103%
Medicare Insurance	101-0401-013-005	2,477	2,200	2,526	102%
Concern EAP Program	101-0401-013-006	132	132	300	227%
Object Total	101-0401-013	13,985	12,193	14,157	101%
Personnel Expenses					
Memberships/conf/training	101-0401-031-001	2,000	1,000	2,000	100%
Training	101-0401-031-002	2,500	-	2,500	100%
Object Total	101-0401-031	4,500	1,000	4,500	100%
Office Supplies	101-0401-051-001	3,500	1,000	3,500	100%
Equipment Maintenance	101-0401-053-001	5,000	2,500	5,000	100%
Contract Services	101-0401-054-001	5,000	5,000	5,000	100%
Information Services					
Hardware	101-0401-060-001	32,500	32,500	35,000	108%
Object Total	101-0401-060	32,500	32,500	35,000	108%
Capital Outlay					
Object Total	101-0401-081	-	-	-	NA
Total KCOM		272,353	250,409	294,543	108%

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KCOM
Fiscal Year 2021-22

<u>Memberships/Meetings</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0401-031-001	\$ 2,000	\$ 1,000	\$ 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 2022. It also includes the cost of memberships in professional royalty free services including Graphicstock, Depositphotos Storyblocks, and Audioblocks.

<u>Training</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0401-031-002	\$ 2,500	\$ -	\$ 2,500

For 2021-22, 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.

<u>Departmental Supplies</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0401-051-001	\$ 3,500	\$ 1,000	\$ 3,500

For 2021-22, 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.

<u>Equipment Maintenance</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0401-053-001	\$ 5,000	\$ 2,500	\$ 5,000

For 2021-22, there is no increased budget proposed. This covers periodic maintenance and repair for KCOM's digital equipment, computers and specialized video equipment needs.

<u>Contract Services</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0401-054-001	\$ 5,000	\$ 5,000	\$ 5,000

The allocation in this account is used to pay for the occasional use of additional staff for filming events and meetings.

<u>Information Services</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0401-060-001	\$ 32,500	\$ 32,500	\$ 35,000

For 2021-22, \$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. \$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 2021-22 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.

<u>Capital Outlay</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0401-081-001	\$ -	\$ -	\$ -

In FY 2020-21, 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 2020-21. Staff is requesting that the appropriation for this purpose in the Equipment Replacement Fund of be increased to \$350,000 and be carried forward to the 2021-22 fiscal year.

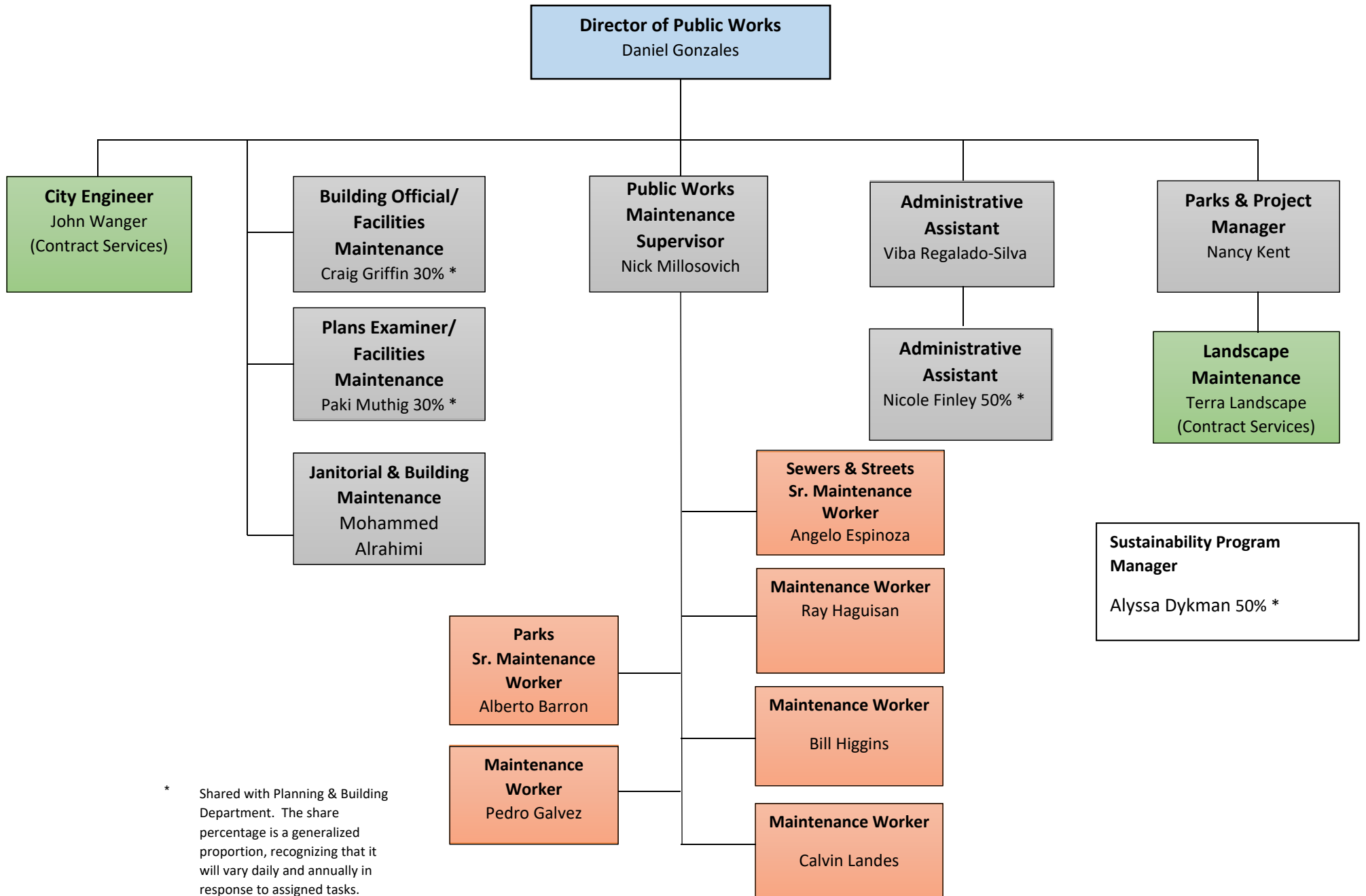
END OF KCOM BUDGET

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.

2020/21 ACCOMPLISHMENTS

- Completed design and bidding of the 2021 Paving Project
- Complete design and bidding of the Oakland Avenue OBAG2 Paving Project including additional pedestrian safety enhancements on the Oakland Avenue Bridge
- Finalized design and cost estimates for pedestrian safety improvement projects on Oakland Avenue
- 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 2020 Priority Sewer Rehabilitation Project
- Complete development of the scope of work for the Phase 6 Sanitary Sewer Project
- Complete Phase 2 of Storm Sewer Mapping Project
- Developed new standards for all City facilities related to physical changes required by COVID 19
- Implemented new ventilation standards for all City facilities as required by COVID 19 guidelines
- Developed and implemented new janitorial standards for city facilities required by COVID 19
- Continue to explore opportunities to implement Green Infrastructure projects
- Completed design and bidding of the Lower Grand Ave. Triangle
- Complete GIS mapping of all lighting in city parks
- Maintained sewer cleaning schedule in compliance with the City's Sanitary Sewer Management Plan and the EPA Consent Decree

2021/22 PRIORITIES

- Complete construction of the Lower Grand Ave. Triangle
- Complete construction of the 2021 Paving Project
- Complete construction of the Oakland Avenue OBAG2 Paving Project including additional pedestrian safety enhancements on the Oakland Avenue Bridge
- Complete construction of retaining walls in the right-of-way at Oakland & Sunnyside Avenues as well as San Carlos & Oakland Avenues
- Finalize the 2021 Pedestrian & Bicycle Advisory Committee report update

- Complete construction of pedestrian safety improvement projects as identified and prioritized by the 2021 Pedestrian & Bicycle Advisory Committee report update
- Evaluate the findings of the Speed Cushion Pilot Program
- Complete design of the Phase 6 Sanitary Sewer Project
- Initiate design and CEQA for the replacement of the Aquatics Community Center
- Develop a strategy to implement recommended improvements to Essential Services Buildings
- Complete design, bidding and design of programmed Park Safety Projects
- Develop a strategy to address regular and budgeted park pathway improvements
- Complete entryway and lighting improvements at the Corey Reich Tennis Center
- Finalize the City's Green Infrastructure Plan
- Install six additional trash capture devices to meet MRP requirements for trash load reduction
- Finalize GIS mapping of all City owned assets
- Prepare and release a Request for Proposals (RFP) for a Computerized Maintenance Management Software (CMMS) system that will allow Public Works staff to create work orders and track work order history
- Maintain sewer cleaning schedule in compliance with the City's Sanitary Sewer Management Plan and the EPA Consent Decree
- Purchase a replacement Street Sweeper
- Work with the Planning & Building Department to migrate Public Works permitting to an online platform



<h2 style="margin: 0;">PUBLIC WORKS</h2> <h3 style="margin: 0;">2021-22</h3>
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	Approved Budget 20/21	Estimated Expenditures 20/21	Proposed Budget 21/22	Budget % Change
SALARIES	\$ 1,411,134	\$ 1,320,000	\$ 1,362,884	-3.4%
FRINGE BENEFITS	624,706	574,055	661,023	5.8%
PERSONNEL EXPENSES	11,400	8,700	11,000	-3.5%
SUPPLIES & SERVICES	1,719,960	1,950,000	1,894,167	10.1%
TOTAL	\$ 3,767,200	\$ 3,852,755	\$ 3,929,074	4.3%

STAFF			
	<u>Employees</u>	<u>First Step</u>	<u>Last Step</u>
MANAGEMENT			
Public Works Director	1	-	15,000
MID-MANAGEMENT			
Building Official	1	-	11,054
Parks & Projects Manager	1	10,231	12,429
	<u>2</u>		
PROFESSIONAL/TECHNICAL/ SUP.			
Public Works Maint. Supv + Certificate Pay	1	8,863	10,775
Sustainability Program Manager	0.5	7,562	9,192
	<u>1.5</u>		
PUBLIC WORKS - LOCAL 1021			
Facilities Maintenance Wkr II, CI B/CWEA	1	-	6,471
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
	<u>7</u>		
CONFIDENTIAL			
Administrative Assistant	1.5	5,536	6,732
	<u>1.5</u>		
Total	<u>13</u>		

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		Approved	Estimated	Proposed	Budget
Description	Account #	20/21	20/21	21/22	% Change
Public Works					
Salaries					
Regular Salaries	101-0402-010-001	1,353,479	1,280,000	1,295,934	96%
Overtime Salaries	101-0402-010-003	57,655	40,000	61,800	107%
Compensated Absence	101-0402-010-014	-	-	5,150	NA
Object Total	101-0402-010	1,411,134	1,320,000	1,362,884	97%
Health Insurance					
Medical Insurance	101-0402-011-001	223,613	195,000	236,493	106%
Dental Insurance	101-0402-011-002	23,830	19,000	20,933	88%
Vision Plan	101-0402-011-003	3,142	2,700	2,822	90%
Object Total	101-0402-011	250,585	216,700	260,248	104%
Retirement					
PERS: Normal Cost	101-0402-012-001	153,500	130,000	128,897	84%
PERS: UAL Payment	101-0402-012-003	179,600	179,600	174,000	97%
PERS: Cost Share	101-0402-012-004	(93,300)	(64,000)	(25,489)	27%
Object Total	101-0402-012	239,800	245,600	277,408	116%
Other Benefits					
FICA	101-0402-013-009	88,913	72,000	84,500	95%
Life Insurance	101-0402-013-001	5,087	1,091	1,974	39%
Disability Insurance	101-0402-013-002	3,880	6,000	3,950	102%
Medicare Insurance	101-0402-013-005	20,797	19,000	19,763	95%
Concern EAP Program	101-0402-013-006	1,664	1,664	3,300	198%
Auto Allowance	101-0402-013-007	13,980	12,000	9,880	71%
Object Total	101-0402-013	134,321	111,755	123,367	92%
Personnel Expenses					
Memberships/conf/training	101-0402-031-001	10,000	6,500	7,000	70%
Underground Service Alert	101-0402-031-003	1,400	2,200	4,000	286%
Object Total	101-0402-031	11,400	8,700	11,000	96%
Department Supplies					
Office Supplies	101-0402-051-001	10,000	7,500	7,000	70%
Street Paint / Signs	101-0402-051-002	50,000	50,000	40,000	80%
Miscellaneous PW Supplies	101-0402-051-003	15,000	40,000	20,000	133%
Object Total	101-0402-051	75,000	97,500	67,000	89%
Utilities					
Utilities	101-0402-052-001	200,000	23,000	25,000	13%
Street Lighting - (PG&E)	101-0402-052-002	70,000	110,000	120,000	171%
Traffic Lights	101-0402-052-003	9,000	6,000	6,500	72%
Radio/CellL Phone Expense	101-0402-052-004	-	-	1,500	NA
EBMUD - Irrigation	101-0402-052-005	-	112,000	120,000	NA
EBMUD - Facilities	101-0402-052-006	-	20,000	25,000	NA
EBMUD - Hydrants	101-0402-052-007	-	7,000	7,500	NA
Object Total	101-0402-052	279,000	278,000	305,500	109%

Description	Account #	Approved 20/21	Estimated 20/21	Proposed 21/22	Budget % Change
Public Works					
Equipment Main./Gas/Oil					
Equipment Rental	101-0402-053-001	7,000	4,000	4,667	67%
Equipment Maintenance	101-0402-053-002	50,000	57,000	40,000	80%
Object Total	101-0402-053	57,000	61,000	44,667	78%
CONTRACT SERVICE	101-0402-054-001	-	-	100,000	NA
Buildings/Ground Maint.					
Yard Maintenance	101-0402-055-001	36,000	23,000	24,000	67%
Janitorial Supplies	101-0402-055-002	24,000	45,000	30,000	125%
Janitorial Service	101-0402-055-005	40,000	100,000	80,000	200%
Janitorial Service-Parks	101-0402-055-006	144,000	185,000	100,000	69%
Other Maintenance	101-0402-055-007	25,000	63,000	55,000	220%
Object Total	101-0402-055	269,000	416,000	289,000	107%
Other Expenses					
Street Patching	101-0402-056-002	6,000	2,000	4,000	67%
Miscellaneous Repairs	101-0402-056-004	28,000	25,000	20,000	71%
Planning&Park Comm., CIP Committee	101-0402-056-008	1,500	-	1,000	67%
Object Total	101-0402-056	35,500	27,000	25,000	70%
Contract Services (Land)					
Public Land Brush/Fire Clearance	101-0402-057-001	35,000	20,000	35,000	100%
Supplemental Park Maint.	101-0402-057-002	95,000	50,000	75,000	79%
Contract Landscape Maint.	101-0402-057-004	339,460	400,000	325,000	96%
Park Stabilization & Storm Related Dam	101-0402-057-005	125,000	210,000	150,000	120%
Weed & Pest Abatement	101-0402-057-006	20,000	4,000	15,000	75%
Object Total	101-0402-057	614,460	684,000	600,000	98%
Contract Services (Tree Service)					
Street Tree Pruning	101-0402-058-001	180,000	228,000	235,000	131%
Street Tree Planting	101-0402-058-003	35,000	20,000	35,000	100%
Object Total	101-0402-058	215,000	248,000	270,000	126%
Contract Services (Administration)					
City Engineer Service	101-0402-059-002	80,000	110,000	100,000	125%
Solid Waste Consultant SVCs	101-0402-059-004	75,000	10,000	75,000	100%
Fuel Tank Maintenance	101-0402-059-005	8,000	9,000	8,000	100%
CAL/OSHA Compliance	101-0402-059-010	12,000	7,500	8,000	67%
Object Total	101-0402-059	175,000	136,500	191,000	109%
Information Services					
Software	101-0402-060-002	-	2,000	2,000	NA
Object Total	101-0402-060	-	2,000	2,000	NA
Total Public Works		3,767,200	3,852,755	3,929,074	104%

PUBLIC WORKS
Fiscal Year 2021-22

<u>Memberships/Meetings</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0402-031-001	\$ 10,000	\$ 6,500	\$ 7,000

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.

<u>Underground Service Alert</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0402-031-003	\$ 1,400	\$ 2,200	\$ 4,000

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

<u>Office Supplies</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0402-051-001	\$ 10,000	\$ 7,500	\$ 7,000

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.

<u>Street Paint/Signs</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0402-051-002	\$ 50,000	\$ 50,000	\$ 40,000

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.

<u>Misc. Public Works Supplies</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0402-051-003	\$ 15,000	\$ 40,000	\$ 20,000

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

<u>Utilities</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0402-052-001	\$ 200,000	\$ 23,000	\$ 25,000

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.

<u>Street Lighting</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0402-052-002	\$ 70,000	\$ 110,000	\$ 120,000

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.

<u>Traffic Lights</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0402-052-003	\$ 9,000	\$ 6,000	\$ 6,500

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.

<u>Equipment Rental</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0402-053-001	\$ 7,000	\$ 4,000	\$ 4,667

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.

<u>Equipment Maintenance</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0402-053-002	\$ 50,000	\$ 57,000	\$ 40,000

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

<u>Contract Service</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0402-054-001	\$ -	\$ -	\$ 100,000

These contract services will be to prepare and issue a Request-for-Proposal to provide the City of Piedmont with a comprehensive tree inventory for all trees within the Right-of-Way and on public property. Work performed will include a complete, computerized tree inventory performed using GPS equipment or other GIS- compatible data collection hardware that is no older than three years, and that is capable of being imported into the City's GIS system. The inventory must locate, identify, and assess each public tree and provide maintenance data and recommendation in a spreadsheet and electronic format.

<u>Yard Maintenance</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0402-055-001	\$ 36,000	\$ 23,000	\$ 24,000

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

<u>Janitorial Supplies</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0402-055-002	\$ 24,000	\$ 45,000	\$ 30,000

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

<u>Contract Janitorial Service – Building</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0402-055-005	\$ 40,000	\$ 100,000	\$ 80,000

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.

<u>Contract Janitorial Service – Parks</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0402-055-006	\$ 144,000	\$ 185,000	\$ 100,000

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.

<u>Miscellaneous Operations</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0402-055-007	\$ 25,000	\$ 63,000	\$ 55,000

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.

<u>Street Patching</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0402-056-002	\$ 6,000	\$ 2,000	\$ 4,000

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.

<u>Miscellaneous Repairs</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0402-056-004	\$ 28,000	\$ 25,000	\$ 20,000

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.

<u>Park Commission, CIP Committee</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0402-056-008	\$ 1,500	\$ -	\$ 1,000

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.

<u>Public Land Brush/Fire Clearance</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0402-057-001	\$ 35,000	\$ 20,000	\$ 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.

<u>Supplemental Park Maintenance</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0402-057-002	\$ 95,000	\$ 50,000	\$ 75,000

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.

<u>Contract Landscape Maintenance</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0402-057-004	\$ 339,460	\$ 400,000	\$ 325,000

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.

<u>Park Stabilization and Storm Related</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0402-057-005	\$ 125,000	\$ 210,000	\$ 150,000

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.

	FY 20-21 <u>Budget</u>	FY 20-21 <u>Estimate</u>	FY 21-22 <u>Proposed</u>
<u>Weed and Pest Abatement</u>			
101-0402-057-006	\$ 20,000	\$ 4,000	\$ 15,000

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.

	FY 20-21 <u>Budget</u>	FY 20-21 <u>Estimate</u>	FY 21-22 <u>Proposed</u>
<u>Street Tree Pruning</u>			
101-0402-058-001	\$ 180,000	\$ 228,000	\$ 235,000

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.

	FY 20-21 <u>Budget</u>	FY 20-21 <u>Estimate</u>	FY 21-22 <u>Proposed</u>
<u>Street Tree Planting</u>			
101-0402-058-003	\$ 35,000	\$ 20,000	\$ 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.

	FY 20-21 <u>Budget</u>	FY 20-21 <u>Estimate</u>	FY 21-22 <u>Proposed</u>
<u>City Engineering Services</u>			
101-0402-059-002	\$ 80,000	\$ 110,000	\$ 100,000

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.

<u>Fuel Tank Maintenance</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0402-059-005	\$ 8,000	\$ 9,000	\$ 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.

<u>CAL/OSHA Compliance</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0402-059-010	\$ 12,000	\$ 7,500	\$ 8,000

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

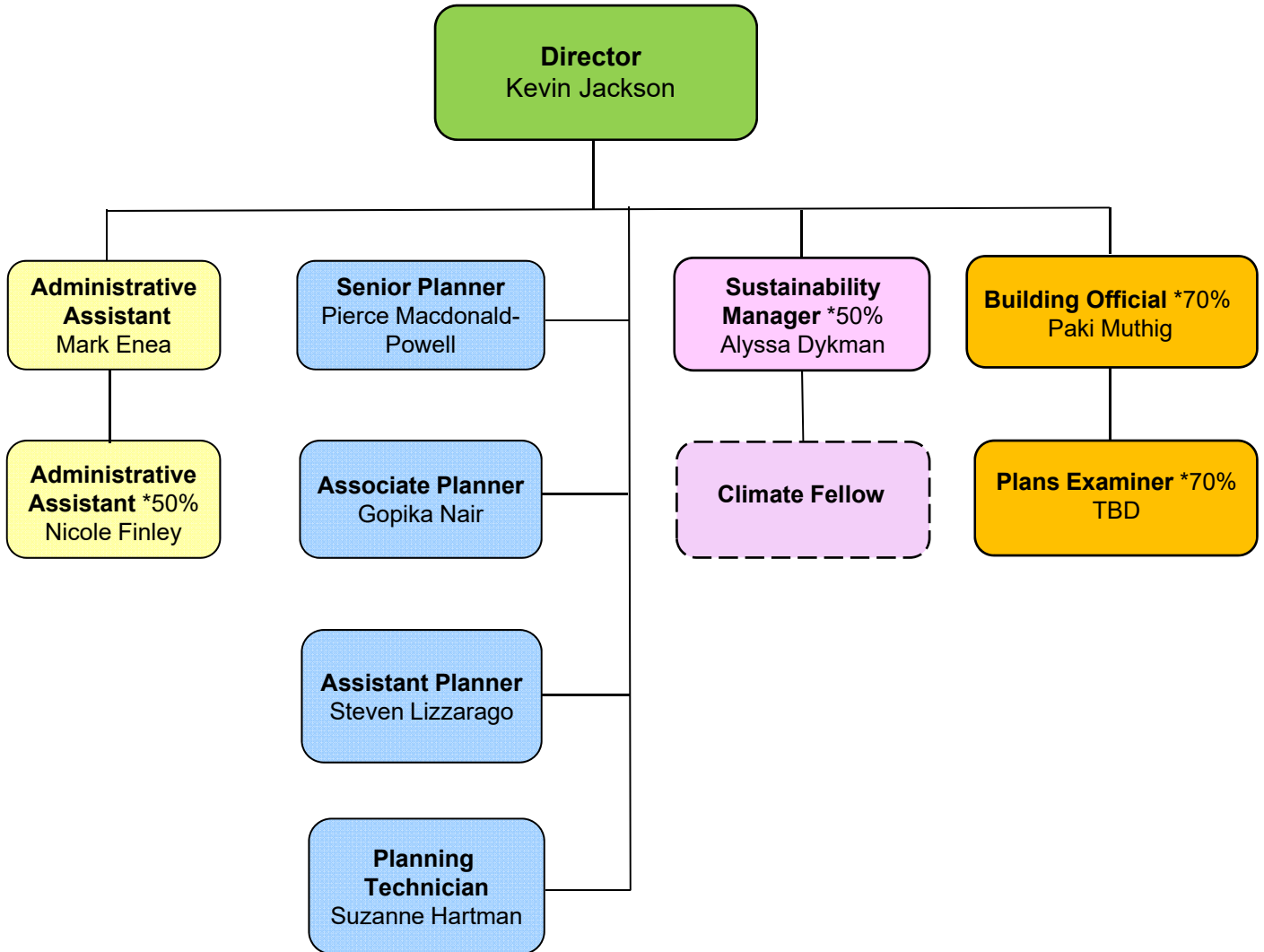
END OF PUBLIC WORKS BUDGET

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 and policies 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 City 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 permit 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.

2020/21 ACCOMPLISHMENTS

- For period between July 1 and April 30: in 2020/2021 processed 304 planning permits (prior five year average: 308) and issued 790 building permits (prior five year average: 660).
- Launched monthly Planning & Building Department eNewsletter
- Hired Piedmont's first ever Sustainability Programs Manager
- Enacted Reach Codes (a Climate Action Plan goal)
- Implemented point of home sale disclosure of Energy Score or Energy Audit
- Procured services of Lisa Wise Consulting and launched project to develop policies that facilitate housing production (SB2 grant)
- Launched project to update General Plan Housing Element
- Successfully obtained \$65,000 LEAP grant and applied for \$100,000 REAP grant
- Improved Planning & Building webpages
- Made significant progress to digital processing, including electronic payments
- Implemented remote building inspections via FaceTime, Google Duo, and other platforms
- First all-digital Piedmont Design Award ceremonies
- Replaced gas burning appliances at the corporation yard with electric space and water heating
- Launched induction cooktop lending program

2021/22 PRIORITIES

- Adopt *Piedmont Safer Streets Plan*, an update to the *Pedestrian and Bicycle Master Plan*
- Continue to improve and augment information on the City's website
- Continue the transition to digital application processing
- Install publicly-accessible electric vehicle chargers (a Climate Action Plan goal)
- Complete the Pedestrian and Bicycle Master Plan update
- Develop a project or program to utilize Measure A-1 Bond funds

- Fully implement project to update the General Plan Housing Element
- Adopt design guidelines related to wireless communication facilities
- Update TRAKiT, and acquire robust software and hardware to facilitate the review and processing of planning and building applications
- Digitize paper files in basement and transfer off site
- Develop Reach Codes for commercial buildings (a Climate Action Plan goal)
- Initiate a City vehicle fleet electrification study
- Complete a consumption-based greenhouse gas inventory (a Climate Action Plan goal)



<h2 style="margin: 0;">PLANNING AND BUILDING</h2> <h3 style="margin: 0;">2021-22</h3>

	Approved Budget 20/21	Estimated Expenditures 20/21	Proposed Budget 21/22	Budget % Change
SALARIES	\$ 876,329	\$ 875,000	\$ 893,938	2.0%
FRINGE BENEFITS	291,736	272,608	336,876	15.5%
PERSONNEL EXPENSES	10,000	1,000	10,000	0.0%
SUPPLIES & SERVICES	450,500	261,000	1,124,000	149.5%
TOTAL	\$ 1,628,565	\$ 1,409,608	\$ 2,364,814	45.2%

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 II	1	5,165	6,277
Plans Examiner	1	-	9,212
Senior Planner	1	7,562	9,192
Sustainability Coordinator	0.5	7,562	9,192
	<u>5.5</u>		
CONFIDENTIAL			
Administrative Assistant	1.5	5,536	6,732
	<u>1.5</u>		
Total	<u><u>8</u></u>		

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Description	Account #	Approved 20/21	Estimated 20/21	Proposed 21/22	Budget % Change
Planning & Building					
Salaries					
Regular Salaries	101-0403-010-001	862,367	865,000	875,698	102%
Part Time Salaries	101-0403-010-002	10,928	2,000	10,000	92%
Overtime Salaries	101-0403-010-003	3,034	8,000	5,150	170%
Compensated Absence	101-0403-010-014	-	-	3,090	NA
Object Total	101-0403-010	876,329	875,000	893,938	102%
Health Insurance					
Medical Insurance	101-0403-011-001	69,824	62,000	85,166	122%
Dental Insurance	101-0403-011-002	11,753	8,000	8,996	77%
Vision Plan	101-0403-011-003	1,974	1,800	1,882	95%
Object Total	101-0403-011	83,551	71,800	96,044	115%
Retirement					
PERS: Normal Cost	101-0403-012-001	83,300	84,000	80,187	96%
PERS: UAL Payment	101-0403-012-003	59,800	59,800	78,000	130%
PERS: Cost Share	101-0403-012-004	(30,600)	(31,400)	(9,413)	31%
Object Total	101-0403-012	112,500	112,400	148,774	132%
Other Benefits					
FICA	101-0403-013-009	55,917	52,000	55,424	99%
Life Insurance	101-0403-013-001	3,382	779	1,418	42%
Disability Insurance	101-0403-013-002	2,581	4,300	2,834	110%
Medicare Insurance	101-0403-013-005	13,076	13,000	12,962	99%
Concern EAP Program	101-0403-013-006	1,109	1,109	2,200	198%
Auto Allowance	101-0403-013-007	19,620	17,220	17,220	88%
Object Total	101-0403-013	95,685	88,408	92,058	96%
Personnel Expenses					
Memberships/conf/training	101-0403-031-001	10,000	1,000	10,000	100%
Object Total	101-0403-031	10,000	1,000	10,000	100%
Department Supplies					
Office Supplies	101-0403-051-001	9,500	3,000	5,000	53%
Object Total	101-0403-051	9,500	3,000	5,000	53%
Other Expenses					
Planning Commission	101-0403-056-001	6,000	500	6,000	100%
Records Management	101-0403-056-002	40,000	2,500	54,000	135%
Object Total	101-0403-056	46,000	3,000	60,000	130%

		Approved	Estimated	Proposed	Budget
Description	Account #	20/21	20/21	21/22	% Change
Planning & Building					
Contract Services					
Climate Action & Sustainability SVC.	101-0403-059-001	40,000	40,000	40,000	100%
City Engineer Service	101-0403-059-002	10,000	10,000	20,000	200%
Supplemental Planning Services	101-0403-059-003	340,000	205,000	190,000	56%
Hazard Mitigation Plan	101-0403-059-005	5,000	-	2,000	40%
Supplemental Building Services	101-0403-059-006	-	-	5,000	NA
Hazard Mitigation Plan	101-0403-059-007	-	-	2,000	NA
Housing Element	101-0403-059-008	-	-	500,000	NA
Eenvironmental Consulting	101-0403-059-009	-	-	300,000	NA
Object Total	101-0403-059	395,000	255,000	1,059,000	268%
Total Planning & Building		1,628,565	1,409,608	2,364,814	145%

PLANNING & BUILDING
Fiscal Year 2021-22

	FY 20-21 <u>Budget</u>	FY 20-21 <u>Estimate</u>	FY 21-22 <u>Proposed</u>
<u>Memberships/Meetings</u>			
101-0403-031-001	\$ 10,000	\$ 1,000	\$ 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.

	FY 20-21 <u>Budget</u>	FY 20-21 <u>Estimate</u>	FY 21-22 <u>Proposed</u>
<u>Office Supplies</u>			
101-0403-051-001	\$ 9,500	\$ 3,000	\$ 5,000

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.

	FY 20-21 <u>Budget</u>	FY 20-21 <u>Estimate</u>	FY 21-22 <u>Proposed</u>
<u>Planning Commission</u>			
101-0403-056-001	\$ 6,000	\$ 500	\$ 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.

	FY 20-21 <u>Budget</u>	FY 20-21 <u>Estimate</u>	FY 21-22 <u>Proposed</u>
<u>Records Management</u>			
101-0403-056-002	\$ 40,000	\$ 2,500	\$ 54,000

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.

	FY 20-21	FY 20-21	FY 21-22
<u>Climate Action & Sustainability</u>			
<u>Services</u>	<u>Budget</u>	<u>Estimate</u>	<u>Proposed</u>
101-0403-059-001	\$ 40,000	\$ 40,000	\$ 40,000

The City Council adopted the City’s Climate Action Plan (AAP) 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 (\$29,000 in 21/22) with an additional \$11,000 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.

Climate Action Fellow: \$29,000

Public Engagement Events, Materials, and Services: \$11,000

- Community Climate Solutions for Hosting Piedmont Climate Challenge website: \$2,500
- UC Berkeley CoolClimate Network Membership for Consumption-Based Greenhouse Gas Inventory: \$5,000
- Coordinate City activities, signage, promotional activities, and prizes for Earth Day, Harvest Festival, Climate Challenge : \$3,500

	FY 20-21	FY 20-21	FY 21-22
<u>City Engineering Services</u>	<u>Budget</u>	<u>Estimate</u>	<u>Proposed</u>
101-0403-059-002	\$ 10,000	\$ 10,000	\$ 20,000

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.

<u>Supplemental Planning Services</u>	FY 20-21 <u>Budget</u>	FY 20-21 <u>Estimate</u>	FY 21-22 <u>Proposed</u>
101-0403-059-003	\$ 340,000	\$ 205,000	\$ 190,000

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 2021/2022 and approximate expenses include, but are not limited to:

- The completion of an update of the Pedestrian and Bicycle Master Plan (\$25,000)
- The development of policies that facilitate housing (\$100,000)

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.

- Updates to the wireless communication facilities ordinance (\$5,000)
- Development of design guidelines for wireless communication facilities (\$5,000).

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, survey 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), Barry Miller FAICP (General Plan, Housing, Design Guidelines, other planning needs), FM3 Research (survey development and implementation), and Environmental Science Associates (historic preservation review).

FUNDING

Funds generated by the General Plan Maintenance fee (over \$200,000 annually) 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 began in 2020 and must be completed by June 30, 2022. In 2020, staff also gained approval of 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. LEAP grant expenditures must occur by December 31, 2023. Staff is currently seeking Regional Early Action Planning (REAP) grant funds in the amount of \$100,000 to be applied to the costs for the Housing Element update and zoning modifications. The SB2, LEAP and REAP grants provide funds on a reimbursement basis.

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

101-0403-059-005	\$	5,000	\$	-	\$	2,000
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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 2019. 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 (i.e., FY 2023/2024) 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.

<u>Supplemental Building Services</u>	<u>FY 20-21</u> <u>Budget</u>	<u>FY 20-21</u> <u>Estimate</u>	<u>FY 21-22</u> <u>Proposed</u>
101-0403-059-006	\$ -	\$ -	\$ 5,000

Depending on the scope of the project, specialized professional services are occasionally necessary for the review of building permit applications (e.g., geotechnical engineering, fire suppression systems, acoustical engineering). The Building Division employs the services as needed and the cost of these services is generally borne by the project applicant.

	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
<u>Hazard Mitigation Plan</u>			
101-0403-059-007	\$ -	\$ -	\$ 2,000

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.

	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
<u>Housing Element</u>			
101-0403-059-008	\$ -	\$ -	\$ 500,000

As required by State law, the General Plan Housing Element is required to be updated in order to allow for the housing units identified in the Regional Housing Needs Allocation. This is an eight year cycle and this update must gain certification by January 2023. The funds in this budget account will cover the cost of consulting services for the development, adoption and certification of the Housing Element and associated General Plan and zoning ordinance amendments.

	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
<u>Environmental Consulting</u>			
101-0403-059-009	\$ -	\$ -	\$ 300,000

Funds in this budget account are used to cover the costs of environmental review required by the California Environmental Quality Act (CEQA). Normally, these expenses are limited to the filing fees for Notices of Exemption and the occasional Negative Declaration related to development applications. Much of these development-related costs are reimbursed through fees or deposits submitted by the applicant. However, this fiscal year request includes the expected cost for the environmental review by an environmental consulting firm for the Housing Element update and the related amendments to other General Plan elements and the zoning ordinance.

END OF PLANNING & BUILDING BUDGET

Recreation



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RECREATION DEPARTMENT

RECREATION DIRECTOR
CHELLE PUTZER

RECREATION SUPERVISOR
EVA PHALEN

RECREATION SUPERVISOR
KATRINA MORRIS

RECREATION SUPERVISOR
JACKSON STEARNS

ADMINISTRATIVE ASSISTANT
CORA WOOD
RECREATION (90%)
PRESCHOOL ADMIN SUPPORT (10%)

ADMINISTRATIVE ASSISTANT
JESSICA POMEY
RECREATION (90%)
SCHOOLMATES ADMIN SUPPORT (10%)

RECREATION (90%)
CLASSES, FACILITIES, SPECIAL EVENTS,
ADULT/SENIOR PROGRAMS, INCLUSIVE PROGRAMS

FACILITIES & EVENTS COORDINATOR
JOHN WILK

PT FACILITIES & EVENTS STAFF (6)

CONTRACT CLASSES/CAMPS COORDINATOR
CARRIE VILLA

PT PRD CLASS INSTRUCTORS (3-5)

PRESCHOOL (10%)

PRESCHOOL (40%)

PT PRESCHOOL DIRECTORS (5)

PT PRESCHOOL STAFF (15)

SCHOOLMATES (60%)

ASSISTANT COORDINATOR
DAVID HOPKINS

PT SITE COORDINATOR
SARAH NORMART

PT SITE LEADS (2)

PT SCHOOLMATES STAFF (15)

SCHOOLMATES (75%)

RECREATION (25%) YOUTH/ADULT
SPORTS, PRD CAMPS, SPECIAL EVENTS

YOUTH/ADULT SPORTS COORDINATOR
STEVEN CHAVARRIA

PT PRD CAMP STAFF (25)

PT SKATE PARK MONITORS

PT YOUTH SPORTS COACHES/STAFF

CIT/JR CIT

PIEDMONT COMMUNITY POOL

AQUATICS COORDINATOR
(VACANT)

PT POOL STAFF
VACANT
POOL MANAGER,
LIFEGUARDS,
INSTRUCTORS, OFFICE,
POOL TECH

FULL TIME STAFF

PART-TIME 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, Youth, PMS and Adult Sports programs and special events
- Management of the Preschool Program
- Management of the Schoolmates Program
- Management and operation of the Piedmont Community Pool
- Management of the City's rental facilities (Veterans' Building, Community Hall, 801 Magnolia, 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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2020/21 ACCOMPLISHMENTS

- Adapted programs to ever changing COVID guidance to ensure that our programs were run safely and in compliance with State and County
- Dedicated to ensuring COVID safe operations, PRD provided programming for approximately 15,000 participants with only 2 reported COVID cases and 0 outbreaks
- Launched a new recreation registration software (CommunityPass) in October 2020. Software also offers online tennis reservations and will save the City \$110,000 in fees in its first year
- Since launching online tennis reservations in October 2020, reservations have averaged 1,100 per month which is nearly 3 times the number of monthly reservations booked prior to the launch of the online system
- 396 Tennis decals were sold online with the new system—an increase of about 185 decals sold over years past
- Expanded Pickleball program to include additional hours at PMS Courts during COVID, hosted a tournament in May 2021 and added new clinics in June 2021
- Offered 220 outdoor contract camps/classes in compliance with COVID guidelines (stable pods/3 week camps and non-contact classes) and offered numerous virtual class options through the year
- Converted all preschool programs to outdoor preschools serving 50 participants each month since June 2020
- Staff made 700 check-in calls to Piedmont Seniors (76 years and older) at the beginning of the Shelter in Place Order
- Offered PMS sport classes: Volleyball, Running, Lacrosse, Flag Football, Ultimate Frisbee, Rugby and Basketball
- Implemented Park Ambassador program in May 2020 to assist in opening parks safely during COVID. Ambassadors have worked 8-10 hours per day, 7 days per week, for the past year
- Developed and implemented a new version of Schoolmates called Camp Smart Start which opened August 2020. This full-day, outdoor program provided distance learning support/assistance at the three school sites and served 55-65 students per month
- Created an after-school Play Pod program at each of the school sites that provided organized play time after the distance learning/hybrid school day
- Created an Halloween Scavenger Hunt and collaborated with PUSD Advanced Acting students—this event won a California Parks and Recreation Society District 3 Award
- Assisted the Piedmont Seniors Group with monthly meetings via Zoom
- Reopened fields for Youth Sports groups at the end of August 2020 by working with groups on their return to play plans to ensure compliance with COVID rules
- Continued to use Constant Contact to send weekly Recreation eNews out to our contact list of 9,100 residents and non-residents
- Assisted with or coordinated alternative events for 4th of July, Harvest Festival, Dad's Club Pumpkin Sale, Halloween, Tree Lighting, Letters to Santa, and Spring Scavenger Hunt

2021/22 PRIORITIES

- Adapt Department programs and activities to changes in COVID as they arise
- Promote community building through programs, classes and events that instill a sense of belonging and inclusion
- Expand outdoor Preschool offerings to meet community demand by increasing number of program days each week, increasing class sizes and offering holiday/break programs
- Return to offering and increase capacity of our after-school Schoolmates program—providing high quality, play-based programming for school age children
- Create and expand Adult/Senior programs, meet-ups, events and classes that provide social, active and life-long learning opportunities
- As COVID and facility space allows, expand contract classes and utilize both outdoor and indoor spaces in the fall and spring
- Provide youth and PMS sports programs/teams opportunities to return to league/organized play
- Maximize use of all recreation run facilities and fields
- Provide staff support to the process of planning and constructing of the new Piedmont Community Pool
- Improve communication with residents about recreation activities by producing an online and printed the Activity Guide, sending weekly eNews emails and seeking other creative ways to keep people informed and engaged
- Continue to offer outdoor summer camp programming in 2021 and return to an expanded indoor/outdoor camp offerings in summer 2022



RECREATION
2021-22

BUDGET SUMMARY FOR RECREATION

	Approved Budget 20/21	Estimated Expenditures 20/21	Proposed Budget 21/22	Budget % Change
SALARIES	\$ 2,059,127	\$ 1,441,170	\$ 1,805,420	-12.3%
FRINGE BENEFITS	546,256	459,477	560,142	2.5%
PERSONNEL EXPENSES	23,000	15,425	15,200	-33.9%
SUPPLIES & SERVICES	1,197,730	786,870	1,073,250	-10.4%
CAPITAL EXPENDITURES	11,750	2,500	10,750	-8.5%
TOTAL	\$ 3,837,863	\$ 2,705,442	\$ 3,464,762	-9.7%

STAFF			
	<u>Employees</u>	<u>First Step</u>	<u>Last Step</u>
MANAGEMENT			
Recreation Director	1	-	15,374
PROFESSIONAL/TECHNICAL/ SUP.			
Recreation Supervisor*	3	6,236	7,584
	3		
CHILDCARE			
Assistant Childcare Program Coordinator	1	3,871	5,182
Aquatics Coordinator	1	4,480	6,003
Childcare Program Coordinator*	0	4,480	6,003
Recreation Coordinator	3	3,871	5,182
	5		
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		

*- Request for reclassification from Childcare Program Coordinator to Recreation Supervisor

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Description	Account #	Approved 20/21	Estimated 20/21	Proposed 21/22	Budget % Change
Recreation					
Salaries					
Regular Salaries	101-0404-010-001	566,696	591,000	590,394	104%
Part Time Salaries	101-0404-010	260,000		243,150	94%
Overtime Salaries	101-0404-010-003	2,207	839	1,000	45%
Object Total	101-0404-010	828,903	591,839	834,544	101%
Health Insurance					
Medical Insurance	101-0404-011-001	78,662	69,234	84,344	107%
Dental Insurance	101-0404-011-002	9,997	9,997	9,707	97%
Vision Plan	101-0404-011-003	1,434	1,434	1,390	97%
Object Total	101-0404-011	90,093	80,665	95,441	106%
Retirement					
PERS: Normal Cost	101-0404-012-001	59,400	62,816	59,399	100%
PERS: UAL Payment	101-0404-012-003	48,200	48,200	64,000	133%
PERS: Cost Share	101-0404-012-004	(24,800)	(26,078)	(8,388)	34%
Object Total	101-0404-012	82,800	84,938	115,011	139%
Other Benefits					
FICA	101-0404-013-009	51,945	53,000	49,199	95%
Life Insurance	101-0404-013-001	2,231	575	946	42%
Disability Insurance	101-0404-013-002	1,693	2,845	1,889	112%
Medicare Insurance	101-0404-013-005	12,149	12,500	11,508	95%
Concern EAP Program	101-0404-013-006	806	806	1,600	199%
Auto Allowance	101-0404-013-007	5,000	5,000	5,000	100%
Object Total	101-0404-013	73,824	74,726	70,142	95%
Personnel Expenses					
Memberships/conf/training	101-0404-031-001	6,000	1,145	5,000	83%
Auto Expense	101-0404-031-003	3,000	13,000	1,200	40%
Object Total	101-0404-031	9,000	14,145	6,200	69%
Department Supplies					
Office Supplies	101-0404-051-001	8,000	3,600	5,000	63%
Commission	101-0404-051-002	1,000	401	1,000	100%
Object Total	101-0404-051	9,000	4,001	6,000	67%
Utilities					
Recreation Utilities	101-0404-052	16,000	17,170	24,000	150%
Object Total	101-0404-052	16,000	17,170	24,000	150%
Contract Services	101-0404-054	10,000	37,700	73,000	730%

		Approved	Estimated	Proposed	Budget
Description	Account #	20/21	20/21	21/22	% Change
Recreation					
Other Expenses					
Contract Programs	101-0404-056-001	800,000	551,881	698,750	87%
Fourth of July	101-0404-056-003	-	(1,173)	8,500	NA
Harvest Festival	101-0404-056-008	-	-	8,500	NA
Object Total	101-0404-056	800,000	550,708	715,750	89%
Recreation					
Capital Outlay					
Tables and Chairs	101-0404-081-008	3,000	-	-	0%
Pickleball Equipment	101-0404-081-010	-	-	2,000	NA
Capital Outlay Object Total	101-0404-081	3,000	-	2,000	67%
Total Recreation		1,922,620	1,455,892	1,942,088	101%

RECREATION
Fiscal Year 2021-22

<u>Memberships/Conferences/Training</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0404-031-001	\$ 6,000	\$ 1,145	\$ 5,000

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

<u>Auto Expense</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0404-031-003	\$ 3,000	\$ 13,000	\$ 1,200

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

<u>Office Supplies</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0404-051-001	\$ 8,000	\$ 3,600	\$ 5,000

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.

<u>Commission Expense</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0404-051-002	\$ 1,000	\$ 401	\$ 1,000

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

<u>UTILITIES</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0404-052-001	\$ 16,000	\$ 12,000	\$ 14,000
101-0404-052-006	-	5,170	10,000
Object Total	<u>\$ 16,000</u>	<u>\$ 17,170</u>	<u>\$ 24,000</u>

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

<u>CONTRACT SERVICES</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0404-054-001	\$ 10,000	\$ 10,700	\$ 25,000
101-0404-054-008	\$ -	\$ 27,000	\$ 48,000
Object Total	<u>\$ 10,000</u>	<u>\$ 37,700</u>	<u>\$ 73,000</u>

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 . The Account 101-0404-054-008 is for Merchant Credit Card Processing Service Fees.

<u>OTHER EXPENSES</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0404-056	\$ 800,000	\$ 550,708	\$ 715,750

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>CAPITAL OUTLAY</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0404-081-010	\$ -	\$ -	\$ 2,000

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

END OF RECREATION BUDGET

Description	Account #	Approved 20/21	Estimated 20/21	Proposed 21/22	Budget % Change
Community Hall					
Salaries					
Regular Salaries	101-0405-010-001	37,308	37,912	38,430	103%
Part Time Salaries	101-0405-010-002	22,379	900	23,000	103%
Object Total	101-0405-010	59,687	38,812	61,430	103%
Health Insurance					
Medical Insurance	101-0405-011-001	13,788	14,000	14,255	103%
Dental Insurance	101-0405-011-002	1,453	1,400	1,312	90%
Vision Plan	101-0405-011-003	141	150	134	95%
Object Total	101-0405-011	15,382	15,550	15,701	102%
Retirement					
PERS: Normal Cost	101-0405-012-001	3,300	3,500	3,324	101%
PERS: UAL Payment	101-0405-012-003	100		-	0%
PERS: Cost Share	101-0405-012-004	-	(132)	-	NA
Object Total	101-0405-012	3,400	3,368	3,324	98%
Other Benefits					
FICA	101-0405-013-009	3,716	2,406	3,809	103%
Life Insurance	101-0405-013-001	151	38	61	40%
Disability Insurance	101-0405-013-002	112	209	123	110%
Medicare Insurance	101-0405-013-005	869	550	891	103%
Concern EAP Program	101-0405-013-006	-	-	200	NA
Object Total	101-0405-013	4,848	3,203	5,084	105%
Supplies	101-0405-051-001	5,000	2,000	5,000	100%
Utilities	101-0405-052	9,000	4,700	14,000	156%
Contract Services	101-0405-054-001	8,000	6,000	8,000	100%
Buildings/Ground Maint.					
Janitorial Service	101-0405-055-005	13,000	-	20,000	154%
Other Maintenance	101-0405-055-007	6,500	2,500	6,500	100%
Object Total	101-0405-055	19,500	2,500	26,500	136%
Capital Outlay					
Tables and Chairs	101-0405-081-054	2,500	2,500	2,500	100%
Capital Outlay Total	101-0405-081	2,500	2,500	2,500	100%
Total Community Hall		127,317	78,633	141,539	111%

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RECREATION COMMUNITY HALL DIVISION
Fiscal Year 2021-22

<u>DEPARTMENT SUPPLIES</u>	<u>FY 20-21</u> <u>Budget</u>	<u>FY 20-21</u> <u>Estimate</u>	<u>FY 21-22</u> <u>Proposed</u>
101-0405-051-001	\$ 5,000	\$ 2,000	\$ 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.

<u>UTILITIES</u>	<u>FY 20-21</u> <u>Budget</u>	<u>FY 20-21</u> <u>Estimate</u>	<u>FY 21-22</u> <u>Proposed</u>
101-0405-052-001	\$ 9,000	\$ 4,000	\$ 9,000
101-0405-052-006	\$ -	\$ 700	\$ 5,000
Object Total	<u>\$ 9,000</u>	<u>\$ 4,700</u>	<u>\$ 14,000</u>

Utility expense for Community Hall.

<u>CONTRACT SERVICES</u>	<u>FY 20-21</u> <u>Budget</u>	<u>FY 20-21</u> <u>Estimate</u>	<u>FY 21-22</u> <u>Proposed</u>
101-0405-054-001	\$ 8,000	\$ 6,000	\$ 8,000

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

<u>BUILDING & GROUND</u> <u>MAINTENANCE</u>	<u>FY 20-21</u> <u>Budget</u>	<u>FY 20-21</u> <u>Estimate</u>	<u>FY 21-22</u> <u>Proposed</u>
101-0405-055-005	\$ 13,000	\$ -	\$ 20,000
101-0405-055-007	\$ 6,500	\$ 2,500	\$ 6,500
Object Total	<u>\$ 19,500</u>	<u>\$ 2,500</u>	<u>\$ 26,500</u>

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

<u>CAPITAL OUTLAY</u>	<u>FY 20-21</u> <u>Budget</u>	<u>FY 20-21</u> <u>Estimate</u>	<u>FY 21-22</u> <u>Proposed</u>
101-0405-081-054	\$ 2,500	\$ 2,500	\$ 2,500

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

END OF RECREATION COMMUNITY HALL DIVISION BUDGET

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Description	Account #	Approved 20/21	Estimated 20/21	Proposed 21/22	Budget % Change
Veterans' Hall					
Salaries					
Regular Salaries	101-0406-010-001	9,327	9,390	9,608	103%
Part Time Salaries	101-0406-010-002	9,000	1,500	9,000	100%
Object Total	101-0406-010	18,327	10,890	18,608	102%
Health Insurance					
Medical Insurance	101-0406-011-001	3,447	3,447	3,564	103%
Dental Insurance	101-0406-011-002	364	364	328	90%
Vision Plan	101-0406-011-003	36	36	34	94%
Object Total	101-0406-011	3,847	3,847	3,926	102%
Retirement					
PERS: Normal Cost	101-0406-012-001	900	825	831	92%
PERS: UAL Payment	101-0406-012-003	100		-	0%
Object Total	101-0406-012	1,000	825	831	83%
Other Benefits					
FICA	101-0406-013-009	1,141	675	1,154	101%
Life Insurance	101-0406-013-001	44	44	15	34%
Disability Insurance	101-0406-013-002	28	49	31	111%
Medicare Insurance	101-0406-013-005	267	160	269	101%
Object Total	101-0406-013	1,480	928	1,469	99%
Supplies	101-0406-051-001	4,000	1,000	4,000	100%
Utilities	101-0406-052-001	4,000	3,700	6,000	150%
Contract Services	101-0406-054-001	4,000	2,000	4,000	100%
Buildings/Ground Maint.					
Janitorial Service	101-0406-055-005	7,500	3,000	7,500	100%
Other Maintenance	101-0406-055-007	1,000	1,000	1,000	100%
Object Total	101-0406-055	8,500	4,000	8,500	100%
Capital Outlay					
Tables and Chairs	101-0406-081-014	1,250	-	1,250	100%
Capital Outlay Total	101-0406-081	1,250	-	1,250	100%
Total Veterans' Hall		46,404	27,190	48,584	105%

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RECREATION VETERANS' HALL DIVISION
Fiscal Year 2021-22

<u>DEPARTMENT SUPPLIES</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0406-051-001	\$ 4,000	\$ 1,000	\$ 4,000

All cleaning and maintenance supplies for Veterans' Hall operation.

<u>UTILITIES</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0406-052-001	\$ 4,000	\$ 3,000	\$ 4,000
101-0406-052-006	\$ -	\$ 700	\$ 2,000
Object Total	<u>\$ 4,000</u>	<u>\$ 3,700</u>	<u>\$ 6,000</u>

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

<u>CONTRACT SERVICES</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0406-054-001	\$ 4,000	\$ 2,000	\$ 4,000

This fund covers kitchen equipment service as required.

<u>BUILDING & GROUND MAINTENANCE</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0406-055-005	\$ 7,500	\$ 3,000	\$ 7,500
101-0406-055-007	\$ 1,000	\$ 1,000	\$ 1,000
Object Total	<u>\$ 8,500</u>	<u>\$ 4,000</u>	<u>\$ 8,500</u>

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

<u>CAPITAL OUTLAY</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0406-081-014	\$ 1,250	\$ -	\$ 1,250

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

END OF RECREATION VETERANS' HALL DIVISION BUDGET

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Description	Account #	Approved 20/21	Estimated 20/21	Proposed 21/22	Budget % Change
Pre-School Division					
Salaries					
Regular Salaries	101-0407-010-001	48,368	52,000	54,098	112%
Part Time Salaries	101-0407-010-002	437,934	200,827	341,575	78%
Object Total	101-0407-010	486,302	252,827	395,673	81%
Health Insurance					
Medical Insurance	101-0407-011-001	11,490	11,490	21,120	184%
Dental Insurance	101-0407-011-002	1,211	1,211	10,061	831%
Vision Plan	101-0407-011-003	118	118	1,030	873%
Object Total	101-0407-011	12,819	12,819	32,211	251%
Retirement					
PERS: Normal Cost	101-0407-012-001	6,900	6,900	21,434	311%
PERS: UAL Payment	101-0407-012-003	10,500	10,500	14,000	133%
PERS: Cost Share	101-0407-012-004	(5,500)	(4,005)	(2,505)	46%
Object Total	101-0407-012	11,900	13,395	32,929	277%
Other Benefits					
FICA	101-0407-013-009	30,172	16,119	24,532	81%
Life Insurance	101-0407-013-001	194	194	340	175%
Disability Insurance	101-0407-013-002	145	239	684	472%
Medicare Insurance	101-0407-013-005	7,056	3,700	5,736	81%
Object Total	101-0407-013	37,567	20,252	31,292	83%
Personnel Expenses					
Memberships/conf/training	101-0407-031-001	4,000	714	4,000	100%
Object Total	101-0407-031	4,000	714	4,000	100%
Supplies	101-0407-051-001	30,000	32,000	35,000	117%
Contract Services	101-0407-054-001	10,000	300	5,000	50%
Buildings/Ground Maint.					
Janitorial Service	101-0407-055-005	8,000	15,899	10,000	125%
Other Maintenance	101-0407-055-007	1,000	181	1,000	100%
Object Total	101-0407-055	9,000	16,080	11,000	122%
Capital Outlay					
Tables and Chairs	101-0407-081-001	2,500	-	2,500	100%
Capital Outlay Total	101-0407-081	2,500	-	2,500	100%
Total Pre-School Division		604,088	348,387	549,605	91%
Grand Total: 404,405,406,407		2,700,429	1,910,102	2,681,816	99%

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RECREATION PRE-SCHOOL DIVISION
Fiscal Year 2021-22

<u>MEMBERSHIPS/TRAINING/CONF ERENCES</u>	FY 20-21 <u>Budget</u>	FY 20-21 <u>Estimate</u>	FY 21-22 <u>Proposed</u>
101-0407-031-001	\$ 4,000	\$ 714	\$ 4,000

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

<u>DEPARTMENT SUPPLIES</u>	FY 20-21 <u>Budget</u>	FY 20-21 <u>Estimate</u>	FY 21-22 <u>Proposed</u>
101-0407-051-001	\$ 30,000	\$ 32,000	\$ 35,000

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

<u>CONTRACT SERVICES</u>	FY 20-21 <u>Budget</u>	FY 20-21 <u>Estimate</u>	FY 21-22 <u>Proposed</u>
101-0407-054-001	\$ 10,000	\$ 300	\$ 5,000

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

<u>BUILDING & GROUND MAINTENANCE</u>	FY 20-21 <u>Budget</u>	FY 20-21 <u>Estimate</u>	FY 21-22 <u>Proposed</u>
101-0407-055-005	\$ 8,000	\$ 15,899	\$ 10,000
101-0407-055-007	\$ 1,000	\$ 181	\$ 1,000
Object Total	<u>\$ 9,000</u>	<u>\$ 16,080</u>	<u>\$ 11,000</u>

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

<u>CAPITAL OUTLAY</u>	FY 20-21 <u>Budget</u>	FY 20-21 <u>Estimate</u>	FY 21-22 <u>Proposed</u>
101-0407-081-001	\$ 2,500	\$ -	\$ 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.

END OF RECREATION PRE-SCHOOL DIVISION BUDGET

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Description	Account #	Approved 20/21	Estimated 20/21	Proposed 21/22	Budget % Change
Schoolmates					
Salaries					
Regular Salaries	114-0415-010-001	173,088	190,000	194,082	112%
Part Time Salaries	114-0415-010-002	180,822	273,911	301,083	167%
Overtime Salaries	114-0415-010-003	1,103	885	-	0%
Object Total	114-0415-010	355,013	464,796	495,165	139%
Health Insurance					
Medical Insurance	114-0415-011-001	52,588	40,000	36,877	70%
Dental Insurance	114-0415-011-002	5,055	5,055	6,715	133%
Vision Plan	114-0415-011-003	1,023	800	1,220	119%
Object Total	114-0415-011	58,666	45,855	44,812	76%
Retirement					
PERS: Normal Cost	114-0415-012-001	38,200	31,000	37,603	98%
PERS: UAL Payment	114-0415-012-003	30,800	30,800	40,000	130%
PERS: Cost Share	114-0415-012-004	(16,100)	(19,000)	(9,708)	60%
Object Total	114-0415-012	52,900	42,800	67,895	128%
Other Benefits					
FICA	114-0415-013-009	22,139	29,500	30,703	139%
Life Insurance	114-0415-013-001	1,068	1,068	495	46%
Disability Insurance	114-0415-013-002	1,019	1,019	994	98%
Medicare Insurance	114-0415-013-005	5,178	7,000	7,182	139%
Concern EAP Program	114-0415-013-006	971	1,000	700	72%
Object Total	114-0415-013	30,375	39,587	40,074	132%
Personnel Expenses					
Memberships/conf/training	114-0415-031-001	5,000	516	5,000	100%
Object Total	114-0415-031	5,000	516	5,000	100%
Department Supplies					
Supplies	114-0415-051-001	15,000	20,000	28,000	187%
Nutrition	114-0415-051-002	10,500	2,000	2,500	24%
Kids Night Out	114-0415-051-004	750	-	-	0%
Mini Mate Supplies	114-0415-051-005	1,500	-	1,500	100%
Object Total	114-0415-051	27,750	22,000	32,000	115%
Utilities	114-0415-052-001	4,000	4,000	4,000	100%
Contract Services	114-0415-054-001	5,500	9,000	20,000	364%

		Approved	Estimated	Proposed	Budget
Description	Account #	20/21	20/21	21/22	% Change
Schoolmates					
Buildings/Ground Maint.					
Janitorial Service	114-0415-055-005	28,000	28,000	28,000	100%
Other Maintenance	114-0415-055-007	3,000	1,100	3,500	117%
Object Total	114-0415-055	31,000	29,100	31,500	102%
Merchant Processing Fees	114-0415-056-008	15,000	4,500	-	0%
Capital Outlay					
Equipment	114-0415-081-031	2,500	-	2,500	100%
Capital Outlay Total	114-0415-081	2,500	-	2,500	100%
Total Schoolmates		587,704	662,154	742,946	126%

RECREATION SCHOOLMATES DIVISION
Fiscal Year 2021-22

<u>MEMBERSHIPS/TRAINING /CONFERENCES</u>	FY 20-21 <u>Budget</u>	FY 20-21 <u>Estimate</u>	FY 21-22 <u>Proposed</u>
114-0415-031-001	\$ 5,000	\$ 516	\$ 5,000

This account funds memberships and trainings for Schoolmates staff.

<u>DEPARTMENT SUPPLIES</u>	FY 20-21 <u>Budget</u>	FY 20-21 <u>Estimate</u>	FY 21-22 <u>Proposed</u>
114-0415-051	\$ 27,750	\$ 22,000	\$ 32,000

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

<u>UTILITIES</u>	FY 20-21 <u>Budget</u>	FY 20-21 <u>Estimate</u>	FY 21-22 <u>Proposed</u>
114-0415-052-001	\$ 4,000	\$ 4,000	\$ 4,000

Utility expense for Schoolmates sites.

<u>CONTRACT SERVICES</u>	FY 20-21 <u>Budget</u>	FY 20-21 <u>Estimate</u>	FY 21-22 <u>Proposed</u>
114-0415-054-001	\$ 5,500	\$ 9,000	\$ 20,000

This funds Schoolmates registration software monthly costs.

<u>BUILDING & GROUND MAINTENANCE</u>	FY 20-21 <u>Budget</u>	FY 20-21 <u>Estimate</u>	FY 21-22 <u>Proposed</u>
114-0415-055-005	\$ 28,000	\$ 28,000	\$ 28,000
114-0415-055-007	\$ 3,000	\$ 1,100	\$ 3,500
Object Total	<u>\$ 31,000</u>	<u>\$ 29,100</u>	<u>\$ 31,500</u>

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

<u>MERCHANT PROCESSING FEES</u>	FY 20-21 <u>Budget</u>	FY 20-21 <u>Estimate</u>	FY 21-22 <u>Proposed</u>
114-0415-056-008	\$ 15,000	\$ 4,500	\$ -

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

<u>CAPITAL OUTLAY</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
114-0415-081-031	\$ 2,500	\$ -	\$ 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.

END OF RECREATION SCHOOLMATES DIVISION BUDGET

Description	Account #	Approved 20/21	Estimated 20/21	Proposed 21/22	Budget % Change
Aquatics					
Salaries					
Regular Salaries	117-0417-010-001	139,240	57,006	-	0%
Part Time Salaries	117-0417-010-002	170,000	25,000	-	0%
Overtime Salaries	117-0417-010-003	1,655		-	0%
Object Total	117-0417-010	310,895	82,006	-	0%
Health Insurance					
Medical Insurance	117-0417-011-001	25,632	4,275	-	0%
Dental Insurance	117-0417-011-002	3,443	724	-	0%
Vision Plan	117-0417-011-003	541	222	-	0%
Object Total	117-0417-011	29,616	5,221	-	0%
Retirement					
PERS: Normal Cost	117-0417-012-001	10,300	4,975	-	0%
PERS: UAL Payment	117-0417-012-003	300	300	-	0%
Object Total	117-0417-012	10,600	5,275	-	0%
Other Benefits					
FICA	117-0417-013-009	19,337	4,795	-	0%
Life Insurance	117-0417-013-001	558	121	-	0%
Disability Insurance	117-0417-013-002	418	185	-	0%
Medicare Insurance	117-0417-013-005	4,522	1,122	-	0%
Concern EAP Program	117-0417-013-006	304		-	0%
Object Total	117-0417-013	25,139	6,223	-	0%
Personnel Expenses					
Memberships/conf/training	117-0417-031-001	5,000	50	-	0%
Object Total	117-0417-031	5,000	50	-	0%
Department Supplies					
Pool Chemicals	117-0417-051-001	16,200	1,900	-	0%
Pool Equipment	117-0417-051-002	9,000		-	0%
Misc. Repair Supplies	117-0417-051-003	3,000	1,000	-	0%
Office Supplies and Materials	117-0417-051-004	780	327	-	0%
Printing/Graphics	117-0417-051-005	1,200	-	-	0%
Other	117-0417-051-007	900	57	-	0%
Concessions	117-0417-051-008	3,600	-	-	0%
Janitorial	117-0417-051-009	3,000	-	-	0%
Health and Safety Classes	117-0417-051-010	1,200	-	-	0%
Swim Lessons	117-0417-051-011	900	-	-	0%
Camps	117-0417-051-012	600	-	-	0%
Adult/Masters Program	117-0417-051-013	600	-	-	0%
Uniform	117-0417-051-014	4,500	-	-	0%
Special Events	117-0417-051-015	1,500	-	-	0%
Site Furnishings	117-0417-051-016	1,500	-	-	0%
Object Total	117-0417-051	48,480	3,284	-	0%
Utilities	117-0417-052-001	33,000	31,000	35,000	106%

		Approved	Estimated	Proposed	Budget
Description	Account #	20/21	20/21	21/22	% Change
Aquatics					
Contract Services	117-0417-054	51,000	127	5,000	10%
Building & Ground Maintenance	117-0417-055-003	36,000	-	-	0%
Capital Outlay					
Site Furnishings	117-0417-081-005	3,000	-	-	0%
Capital Outlay Total	117-0417-081	3,000	-	-	0%
Total Aquatics		552,729.98	133,186.00	40,000.00	7%

RECREATION AQUATICS DIVISION
Fiscal Year 2021-22

<u>MEMBERSHIPS/TRAINING/CONF- ERENCES AND CERTIFICATIONS</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
117-0417-031-001	\$ 5,000	\$ 50	\$ -

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.

<u>DEPARTMENT SUPPLIES</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
117-0417-051	\$ 48,480	\$ 3,284	\$ -

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

<u>UTILITIES</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
117-0417-052-001	\$ 33,000	\$ 16,000	\$ 18,000
117-0417-052-002	\$ -	\$ 15,000	\$ 17,000
Object Total	<u>\$ 33,000</u>	<u>\$ 31,000</u>	<u>\$ 35,000</u>

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

<u>CONTRACT SERVICES</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
117-0417-054	\$ 51,000	\$ 127	\$ 5,000

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>BUILDING & GROUND MAINTENANCE</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
117-0417-055-003	\$ 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.

	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
<u>CAPITAL OUTLAY</u>			
117-0417-081-005	\$ 3,000	\$ -	\$ -

END OF AQUATICS BUDGET

Police



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Piedmont Police Department



CHIEF OF POLICE

Jeremy Bowers

Administrative Assistant

April Fitzgerald

OPERATIONS

Captain

Chris Monahan

SUPPORT SERVICES

Commander

Lisa Douglas

INVESTIGATIONS

John Lagios
George Tucker

PATROL

Sergeant

Catherine Carr
George Phifer
Robert Jaime
Willie Wright

Traffic Officer

Tyler Petit
Vacant

Juvenile Officer

Hugo Diaz
Officer
David Cutler
Jeff Spranza
Nicole Casalnuovo
Brian Castillo
Robin Swanson
Iakopo Seumalo
Jason Germano
Jasdeep Singh
Jorge Faucher
Amole Singh

Community Service Officers

Haley Shedd
Nancy Flores

RESERVE OFFICERS

Justin Morgan
Michael Munoz
Robert Wells

Animal Control

Monica Holland
Vacant

DISPATCH

Sabrina Bell
Ricco Nicholas
Mercedes Bolds
Victoria Fisher
Rachel Perez

Per Diem

Mark Chase

RECORDS

Tonia Struble

PROPERTY & EVIDENCE

Richard Ma
Stanley Silverman

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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.

STATISTICS

Part 1 Uniform Crime Report offenses, issued citations and arrests

	2017	2018	2019	2020
Total calls for service	12,182	11446	14351	9851
Investigations generated	814	750	855	966
UCR Part 1 Incidents				
Homicide	0	0	0	0
Rape	8	1	3	1
Robbery	3	10	5	6
Assault	11	15	7	6
Burglary	60	47	47	61
Theft	97	123	162	236
Auto Theft	16	25	19	60
Arson	0	1	1	0
Total	195	222	244	370
Auto Collisions				
Fatal	0	0	0	0
Injury	6	12	4	8
Non-Injury	34	44	34	21
Hit & Run	20	34	32	20
Total	60	90	70	49
Arrests & Citations Issued				
Arrests	150	142	149	99
Criminal/ Vehicle	875	716	796	306
Vehicle Warnings	362	340	440	168
Parking Citations	374	572	1149	489

Serious Offenses – The City of Piedmont experienced an increase in UCR Part 1 reported from 244 reported incidents in 2019 to 370 reported incidents in 2020. This increase was driven by an increase in property crime including burglary, theft, and auto theft. Despite the increase, incidents of violent crime remained flat compared to 2019.

Traffic – The total number of collisions reports decreased from 70 reports in 2019 to 49 in 2020. Injury collisions increased from 4 the previous year to 8 in 2020, and hit and runs decreased from 32 in 2019 to 20 in 2020. There were no fatalities in 2020.

2020 New Employees

(Full-time employee)

Police Officer Jasdeep Singh
Police Officer Jorge Faucher
Police Officer Amole Singh

Animal Control Officer Monica Holland

Dispatcher Rachel Perez

(Part-time employee)

Community Service Officer Nancy Flores

2020 Promotions

Sergeant Willie Wright

2020 Retirements

Sergeant Nicole Bolden

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2020/21 ACCOMPLISHMENTS

- Held Team Building workshop, community focus groups on local law enforcement, and developed a 3 year Department Strategic Plan
- Entered into MOU with the Alameda County Sherriff's Office for the investigation of officer involved shootings and in-custody deaths
- Completed the installation and began operation of new Automated License Plate Reader (ALPR) locations
- Established specifications and RFP for the Public Safety Camera Program
- Implemented "text to 911"
- Enhanced Department webpage and provided public access to the Department's strategic plan online
- Hired and trained three new police officers, one new dispatcher, one animal control officer, and one part-time community service officer
- Implemented E-Citation Program
- Managed Tobacco Grant (including submission of quarterly reports, receipt of reimbursement funds) and implemented Juvenile Officer Program in collaboration with the PUSD
- Applied Tobacco Grant in the amount of \$665,833 to extend the Juvenile Officer Program through the 2023-24.

2021/22 PRIORITIES

- Conduct analysis of calls for service to assess current responses and opportunities for alternative responses. Also assess the frequency of biased-based calls which may lead to bias-by-proxy.
- Continue to produce and promote Inside PPD on topics such as appropriate use of 911, public education about PPD use-of-force
- Begin demographic reporting to the State of California, Department of Justice
- Transition to National Incident-Based Reporting System/California Incident-Based Reporting System (NIBRS/CIBRS)
- Implement the Public Safety Camera Program
- Replace end-of-life ALPR cameras
- Prepare for PSAP relocation
- Continue to manage Tobacco Grant, Juvenile Officer program and participate with PUSD Health Council
- Transition PSAP infrastructure for NextGen 911
- Continue to 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
- For more information on the Department's efforts and actions the public can access the strategic plan online at https://piedmont.ca.gov/services___departments/police



POLICE
2021-22

	Approved Budget 20/21	Estimated Expenditures 20/21	Proposed Budget 21/22	Budget % Change
SALARIES	4,478,352	4,295,000	4,397,123	-1.8%
FRINGE BENEFITS	1,675,666	1,606,746	1,887,244	12.6%
PERSONNEL EXPENSES	100,500	80,000	65,500	-34.8%
SUPPLIES & SERVICES	804,368	692,270	947,807	17.8%
TOTAL	\$ 7,058,886	\$ 6,674,016	\$ 7,297,674	3.4%

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	-	13,525
Sergeant with POST Advanced + Supv Cert	2	-	13,248
Sergeant with POST Adv, Supv Cert + SD	1	-	13,778
Juvenile Officer with POST Intermediate	1	9,070	10,945
Police Officer	1	8,245	9,950
Police Officer + Shift Differential	1	8,575	10,348
Police Officer with POST Int + SD	3	9,004	10,865
Police Officer with POST Advanced	3	8,822	10,646
Police Officer with POST Advanced + SD	2	9,175	11,072
Detective with POST Advanced	2	9,235	11,144
Traffic Officer with POST Intermediate	1	9,070	10,945
	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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Description	Account #	Approved 20/21	Estimated 20/21	Proposed 21/22	Budget % Change
Police					
Salaries					
Regular Salaries	101-0408-010-001	3,909,198	3,835,000	3,801,783	97%
Part Time Salaries	101-0408-010-002	193,102	110,000	197,760	102%
Overtime Salaries	101-0408-010-003	376,052	350,000	391,400	104%
Compensated Absence	101-0408-010-014	-	-	6,180	NA
Object Total	101-0408-010	4,478,352	4,295,000	4,397,123	98%
Health Insurance					
Medical Insurance	101-0408-011-001	484,344	430,000	521,327	108%
Dental Insurance	101-0408-011-002	56,763	50,000	54,076	95%
Vision Plan	101-0408-011-003	7,050	7,000	6,552	93%
Object Total	101-0408-011	548,157	487,000	581,955	106%
Retirement					
PERS: Normal Cost	101-0408-012-001	663,900	635,000	641,505	97%
PERS: UAL Payment	101-0408-012-003	469,700	469,700	580,000	123%
PERS: Cost Share	101-0408-012-004	(242,200)	(175,000)	(143,726)	59%
Object Total	101-0408-012	891,400	929,700	1,077,779	121%
Other Benefits					
FICA	101-0408-013-009	102,830	62,000	93,074	91%
Life Insurance	101-0408-013-001	14,741	3,086	6,200	42%
Disability Insurance	101-0408-013-002	2,841	12,000	12,402	437%
Uniform Allowance	101-0408-013-003	43,500	43,000	40,875	94%
Medicare Insurance	101-0408-013-005	65,237	63,000	63,759	98%
Concern EAP Program	101-0408-013-006	3,960	3,960	8,200	207%
Auto Allowance	101-0408-013-007	3,000	3,000	3,000	100%
Object Total	101-0408-013	236,109	190,046	227,510	96%
Personnel Expenses					
Memberships/conf/training	101-0408-031-001	20,500	15,000	20,500	100%
P.O.S.T.	101-0408-031-004	45,000	30,000	45,000	100%
Marijuana Training (BSCC Grant)	101-0408-031-005	35,000	35,000	-	0%
Object Total	101-0408-031	100,500	80,000	65,500	65%
Department Supplies					
Office Supplies	101-0408-051-001	16,500	12,000	16,500	100%
Object Total	101-0408-051	16,500	12,000	16,500	100%
Telephone/Internet	101-0408-052-001	185,200	185,200	231,600	125%
Equipment/Main/Gas/Oil					
Auto Expense	101-0408-053-001	35,000	35,000	35,000	100%
Oil & Gasoline	101-0408-053-002	37,450	33,000	37,450	100%
Object Total	101-0408-053	72,450	68,000	72,450	100%

Description	Account #	Approved 20/21	Estimated 20/21	Proposed 21/22	Budget % Change
Police					
Contract Services					
Jail Services/Crime Lab	101-0408-054-001	30,000	15,000	30,000	100%
Animal Shelter	101-0408-054-002	57,370	62,870	75,256	131%
CAL-ID Program	101-0408-054-003	3,000	2,000	3,000	100%
Other Contract Services	101-0408-054-005	302,648	210,000	370,701	122%
Object Total	101-0408-054	393,018	289,870	478,957	122%
Other Expenses					
Police Reserves	101-0408-056-002	3,000	3,000	3,000	100%
Crime Prevention	101-0408-056-003	2,500	2,500	2,500	100%
Miscellaneous Expenses	101-0408-056-008	43,500	43,500	43,500	100%
Tuition Reimbursement	101-0408-056-009	7,200	7,200	16,800	233%
Object Total	101-0408-056	56,200	56,200	65,800	117%
Information Services					
Hardware	101-0408-060-001	-	-	15,500	NA
Software	101-0408-060-002	81,000	81,000	67,000	83%
Object Total	101-0408-060	81,000	81,000	82,500	102%
Total Police		7,058,886	6,674,016	7,297,674	103%

POLICE
Fiscal Year 2021-22

<u>Auto Expense</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0408-013-007	\$ 3,000	\$ 3,000	\$ 3,000

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

<u>Memberships/Conferences/ Training</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0408-031-001	\$ 20,500	\$ 15,000	\$ 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.

<u>P.O.S.T</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0408-031-004	\$ 45,000	\$ 30,000	\$ 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 P.O.S.T reimburses the City for a limited number training courses and associated costs.

	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
<u>Marijuana Training (BSCC Grant)</u>			
101-0408-031-005	\$ 35,000	\$ 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.

	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
<u>Office Supplies</u>			
101-0408-051-001	\$ 16,500	\$ 12,000	\$ 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.

	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
<u>TELEPHONE/INTERNET</u>			
101-0408-052-001	\$ 185,200	\$ 185,200	\$ 231,600

This account includes charges for the telephone system for all City operations, telephone lines, long distance and toll charges, cellular telephones, e-mail and monthly internet fees, and dedicated telephone lines for fax machines. Internet/broadband connection and services as well as 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 the ALPR camera system and Public Safety Camera system are included in this budget category.

<u>Vehicle Maintenance</u>	FY 20-21 <u>Budget</u>	FY 20-21 <u>Estimate</u>	FY 21-22 <u>Proposed</u>
101-0408-053-001	\$ 35,000	\$ 35,000	\$ 35,000

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

<u>Oil & Gasoline</u>	FY 20-21 <u>Budget</u>	FY 20-21 <u>Estimate</u>	FY 21-22 <u>Proposed</u>
101-0408-053-002	\$ 37,450	\$ 33,000	\$ 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.

<u>Jail Services/Crime Lab</u>	FY 20-21 <u>Budget</u>	FY 20-21 <u>Estimate</u>	FY 21-22 <u>Proposed</u>
101-0408-054-001	\$ 30,000	\$ 15,000	\$ 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.

<u>Animal Shelter</u>	FY 20-21 <u>Budget</u>	FY 20-21 <u>Estimate</u>	FY 21-22 <u>Proposed</u>
101-0408-054-002	\$ 57,370	\$ 62,870	\$ 75,256

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.

<u>CAL-ID Program</u>	FY 20-21 <u>Budget</u>	FY 20-21 <u>Estimate</u>	FY 21-22 <u>Proposed</u>
101-0408-054-003	\$ 3,000	\$ 2,000	\$ 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.

<u>Other Contract Services</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0408-054-005	\$ 302,648	\$ 210,000	\$ 370,701

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

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).

ALPR - Contract for licensing, connectivity, and yearly maintenance for the Automated License Plate Reader system.

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.

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 individuals involved in criminal activity and other information sharing purposes amongst law enforcement agencies state-wide.

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

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

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

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

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

First Two – Information search tool to provide situational intelligence to operations and investigations.

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

Motorola - 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.

Net Motion - Maintenance for the Department's VPN

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

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

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

	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
<u>Police Reserves</u>			
101-0408-056-002	\$ 3,000	\$ 3,000	\$ 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.

	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
<u>Crime Prevention</u>			
101-0408-056-003	\$ 2,500	\$ 2,500	\$ 2,500

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

	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
<u>Miscellaneous Expense</u>			
101-0408-056-008	\$ 43,500	\$ 43,500	\$ 43,500

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.

	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
<u>Tuition Reimbursement</u>			
101-0408-056-009	\$ 7,200	\$ 7,200	\$ 16,800

Tuition reimbursement is provided as a benefit in the Memorandum of Understanding between the City of Piedmont and employee groups.

	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
<u>Software/Hardware</u>			
101-0408-060-002	\$ 81,000	\$ 81,000	\$ 67,000

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

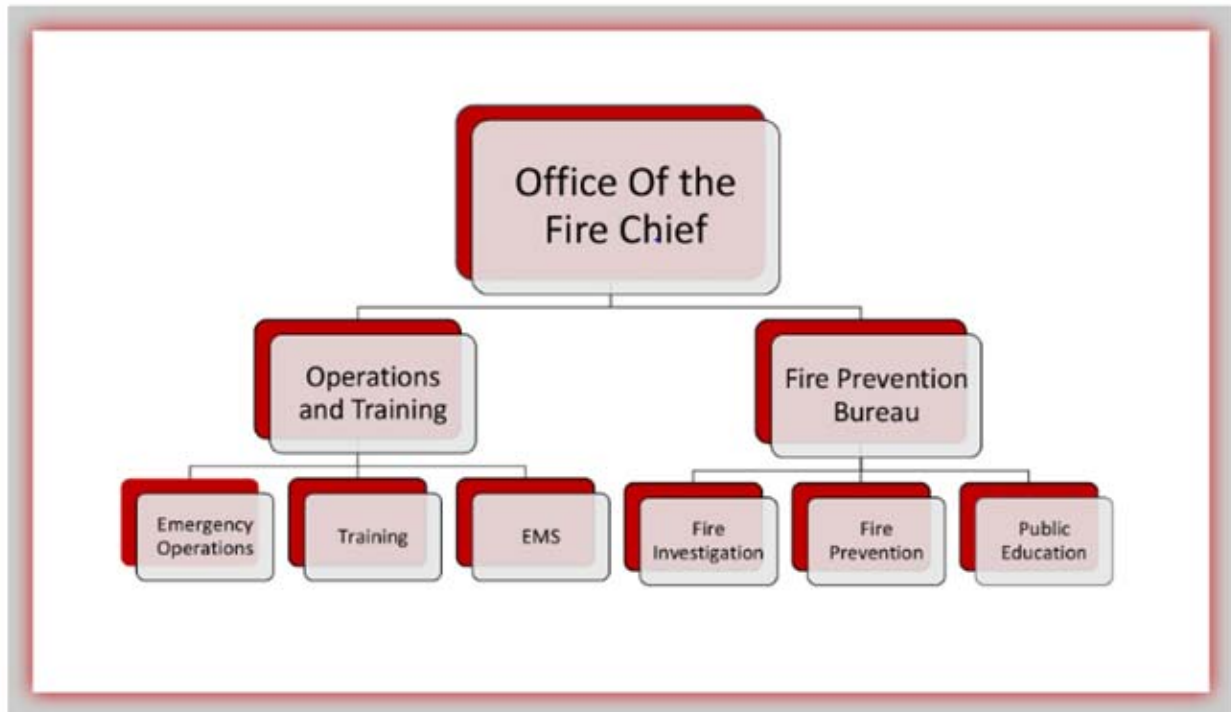
END OF POLICE BUDGET

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 provides advanced life support emergency medical services on an ambulance as well as fire suppression apparatus. Firefighter Paramedics on multiple units provide a cost effective staffing model that delivers the highest level of emergency care for all hazards to which the department responds.

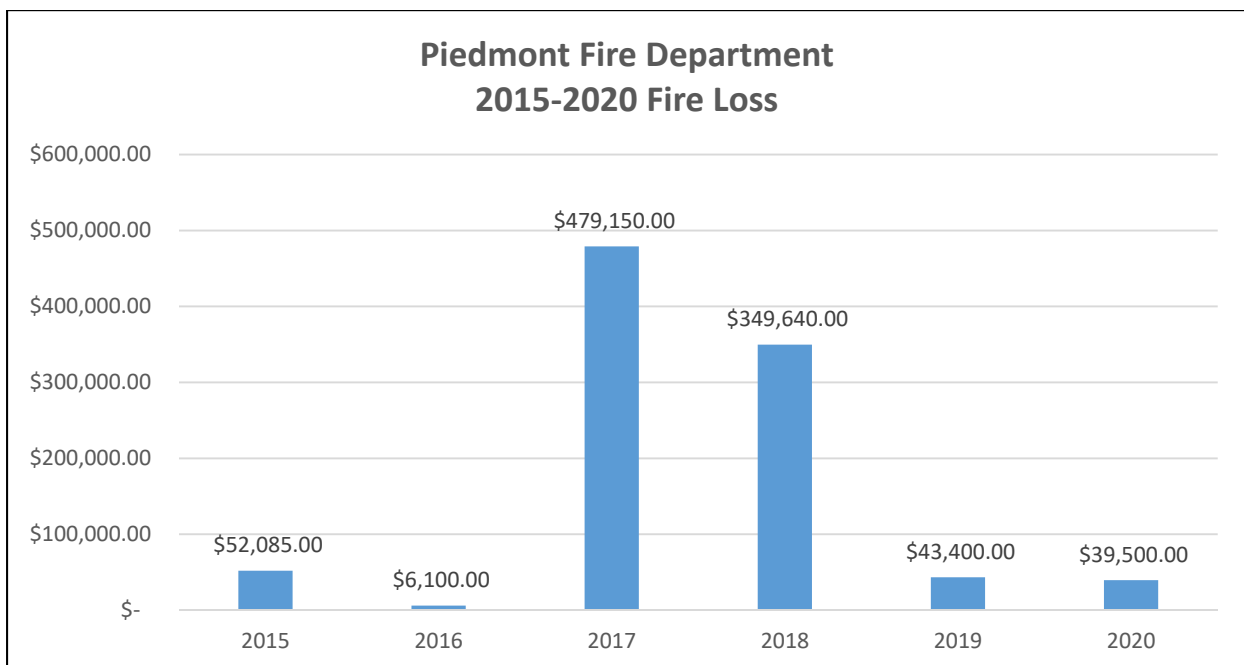
Fire Prevention: The Piedmont Fire Department has the responsibility to reduce the likelihood of loss of life, property, and the environment through proactive fire prevention measures, fire code enforcement, plan checks and public education. In the unfortunate event of a fire, the department also leads the investigation for the cause and origin.

Training: Fire Department personnel conduct training in accordance with local, county, state and federal standards. Personnel learn through didactic, hands on, and online training. Continuing education for professional licenses, as well as updates on best practices and mandated trainings happen annually. Without a formal training ground, firefighters can be seen throughout the city honing their skills in real-world environments.

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.

2020 Response Data	
15	Fire Related Incidents
351	Emergency Medical
15	Motor Vehicle Accidents/Automobile versus Pedestrian/Rescue
107	Hazardous Conditions (HazMat, Spill, Investigation, etc.)
152	False Alarms & False Calls
118	Good Intent/Public Service
<u>40</u>	<u>Miscellaneous</u>
798	Total Calls for Service

2020 Mutual Aid Provided by Piedmont Fire Department	
Berkeley	2
Falck	5
Oakland	2
Cal OES	3
San Francisco	1



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2020/21 ACCOMPLISHMENTS

- As stewards of the Emergency Operation's Plan (EOP) and Emergency Operations Center (EOC), PFD coordinated City staff response to the COVID-19 pandemic
- Managed EOP related logistics, supply, and policy for the COVID-19 Pandemic Event
- Flu shot hub in community center. Assisted with mass COVID vaccination
- Provided mutual aid to the Glass Fire and SCU Complex Fire for approximately 10 days each with full reimbursement received
- Upgraded health and fitness equipment and opened facility to all City employees
- Implemented digital staff scheduling and timekeeping program (TeleStaff)
- Recruitment and hiring of new Fire Chief
- Improved cancer and other health screening for fire personnel



2021/22 PRIORITIES

- Return to normal operations and public events as permitted by Alameda County Health Department.
- 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
- 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
- Pursue prioritized dispatch capability
- Work with City Administration, Public Works and Police Department on Essential Services Building master plan
- Develop extreme fire weather, public safety power shutoff, and wildfire evacuation public messaging and response protocols including access and functional need community specific information

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<h2 style="margin: 0;">FIRE & PARAMEDIC</h2> <h3 style="margin: 0;">2021-22</h3>
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BUDGET SUMMARY FOR FIRE (INCLUDING PARAMEDIC)

	Approved Budget 20/21	Estimated Expenditures 20/21	Proposed Budget 21/22	Budget % Change
SALARIES	\$ 4,272,763	\$ 4,537,000	\$ 4,225,612	-1.1%
FRINGE BENEFITS	\$ 2,076,822	\$ 2,027,896	\$ 2,412,482	16.2%
PERSONNEL EXPENSES	\$ 72,000	\$ 28,000	\$ 63,500	-11.8%
SUPPLIES & SERVICES	\$ 529,000	\$ 398,800	\$ 520,500	-1.6%
TOTAL	\$ 6,950,585	\$ 6,991,696	\$ 7,222,094	3.9%

STAFF			
	<u>Employees</u>	<u>First Step</u>	<u>Last Step</u>
MANAGEMENT			
Fire Chief	1	-	18,333
MID-MANAGEMENT			
Fire Captain w/5% Fire Officer & Paramedic	1	11,373	13,819
Fire Captain w/ 10% Chief Officer	1	11,477	13,946
Fire Captain w/Chief Officer & Paramedic	1	12,729	15,467
	3		
FIRE FIGHTERS			
Lieutenant with 5% FOC	1	-	11,354
Lieutenant with FO & Paramedic	2	-	12,651
Firefighter	3	8,233	9,455
Firefighter with 5% FOC	1	8,644	9,928
Firefighter with 12% Paramedic	7	9,221	10,590
Firefighter with FO & Paramedic	4	9,632	11,063
Engineer with 5% FOC	2	9,077	10,425
Engineer with 5% FOC & Paramedic	1	10,114	11,616
	21		
CONFIDENTIAL			
Fiscal Services Technician w/ 2% EDU	0.4	6,164	7,489
Total	25.4		

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Description	Account #	Approved 20/21	Estimated 20/21	Proposed 21/22	Budget % Change
Fire					
Salaries					
Regular Salaries	101-0411-010-001	3,564,139	2,967,000	3,499,804	98%
Part Time Salaries	101-0411-010-002	24,102	80,000	20,600	85%
Overtime Salaries: General	101-0411-010-003	339,076	1,150,000	348,964	103%
Compensated Absence	101-0411-010-014	-	-	16,315	NA
Object Total	101-0411-010	3,927,317	4,197,000	3,885,683	99%
Health Insurance					
Medical Insurance	101-0411-011-001	509,025	400,000	535,335	105%
Dental Insurance	101-0411-011-002	52,786	40,000	50,173	95%
Vision Plan	101-0411-011-003	5,452	5,000	5,430	100%
Object Total	101-0411-011	567,263	445,000	590,938	104%
Retirement					
PERS: Normal Cost	101-0411-012-001	810,700	710,000	757,435	93%
PERS: UAL Payment	101-0411-012-003	893,100	892,800	1,054,000	118%
PERS: Cost Share	101-0411-012-004	(460,600)	(280,000)	(282,012)	61%
Object Total	101-0411-012	1,243,200	1,322,800	1,529,423	123%
Other Benefits					
FICA	101-0411-013-009	1,494	320	1,277	85%
Life Insurance	101-0411-013-001	12,793	2,601	5,211	41%
Disability Insurance	101-0411-013-002	1,672	9,000	10,423	623%
Uniform Allowance	101-0411-013-003	30,346	28,000	30,345	100%
Medicare Insurance	101-0411-013-005	57,154	62,000	56,341	99%
Concern EAP Program	101-0411-013-006	3,195	3,195	6,100	191%
Object Total	101-0411-013	106,654	105,116	109,697	103%
Personnel Expenses	101-0411-031-001	50,000	10,000	41,500	83%
Department Supplies					
Office Supplies	101-0411-051-001	5,150	3,500	4,000	78%
Fire Equipment and Supplies	101-0411-051-002	43,000	30,000	47,000	109%
Clothing/Boots	101-0411-051-003	40,000	36,000	35,000	88%
Object Total	101-0411-051	88,150	69,500	86,000	98%
Radio & Telephone	101-0411-052-003	8,000	4,500	5,000	63%
Equipment Main/Gas/Oil					
Vehicle Maintenance	101-0411-053-001	50,000	55,000	50,000	100%
Oil & Gasoline	101-0411-053-002	15,000	16,000	21,000	140%
Object Total	101-0411-053	65,000	71,000	71,000	109%
Contract Services	101-0411-054-001	95,000	35,000	95,000	100%
Building Maintenance	101-0411-055-001	15,000	15,000	15,000	100%

		Approved	Estimated	Proposed	Budget
Description	Account #	20/21	20/21	21/22	% Change
Fire					
Other Expense					
Emergency Preparedness	101-0411-056-003	40,000	37,000	40,000	100%
Fire Prevention	101-0411-056-004	12,000	5,000	10,000	83%
Public Safety Committee	101-0411-056-005	1,500	800	1,500	100%
Object Total	101-0411-056	53,500	42,800	51,500	96%
Information Services					
Software	101-0411-060-002	40,000	40,000	39,000	98%
Object Total	101-0411-060	40,000	40,000	39,000	98%
Total: Fire		6,259,084	6,357,716	6,519,741	104%

FIRE
Fiscal Year 2021-22

<u>Memberships/Conferences/Training</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0411-031-001	\$ 50,000	\$ 10,000	\$ 40,000

Professional meetings, association memberships, training conferences, periodical subscriptions, training certification fees along with federal, state and local mandated training are funded through this account. Examples are: California State Fire Marshal, Occupational Safety and Health Administration, Environmental Protection Agency, Federal Department of Transportation, California Department of Motor Vehicles, and the Insurance Services Office. Also, health and wellness training plus specific topics provided by outside contractors.

<u>Office Supplies</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0411-051-001	\$ 5,150	\$ 3,500	\$ 4,000

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

<u>Fire Equipment and Supplies</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0411-051-002	\$ 43,000	\$ 30,000	\$ 47,000

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.

<u>Clothing/Boots</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0411-051-003	\$ 40,000	\$ 36,000	\$ 35,000

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. The goal is also to provide two sets of PPE (primary and back up, essentially five years apart so as not be purchasing too many sets in any one year). The Department does not yet comply with goal but this year's budget request the Dept should meet this goal.

<u>Radios & Telephone</u>	FY 20-21 <u>Budget</u>	FY 20-21 <u>Estimate</u>	FY 21-22 <u>Proposed</u>
101-0411-052-003	\$ 8,000	\$ 4,500	\$ 5,000

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

<u>Vehicle Maintenance</u>	FY 20-21 <u>Budget</u>	FY 20-21 <u>Estimate</u>	FY 21-22 <u>Proposed</u>
101-0411-053-001	\$ 50,000	\$ 55,000	\$ 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.

<u>Fuel, Gasoline, Diesel & Oil</u>	FY 20-21 <u>Budget</u>	FY 20-21 <u>Estimate</u>	FY 21-22 <u>Proposed</u>
101-0411-053-002	\$ 15,000	\$ 16,000	\$ 21,000

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.

<u>CONTRACT SERVICES</u>	FY 20-21 <u>Budget</u>	FY 20-21 <u>Estimate</u>	FY 21-22 <u>Proposed</u>
101-0411-054-001	\$ 95,000	\$ 35,000	\$ 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.

<u>Building Maintenance</u>	FY 20-21 <u>Budget</u>	FY 20-21 <u>Estimate</u>	FY 21-22 <u>Proposed</u>
101-0411-055-001	\$ 15,000	\$ 15,000	\$ 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.

<u>Emergency Preparedness</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0411-056-003	\$ 40,000	\$ 37,000	\$ 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.

<u>Fire Prevention</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0411-056-004	\$ 12,000	\$ 5,000	\$ 10,000

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.

<u>Public Safety Committee</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0411-056-005	\$ 1,500	\$ 800	\$ 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.

<u>Software</u>	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
101-0411-060-002	\$ 40,000	\$ 40,000	\$ 39,000

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.

END OF FIRE BUDGET

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Description	Account #	Approved 20/21	Estimated 20/21	Proposed 21/22	Budget % Change
Fire: Paramedics					
Salaries					
Regular Salaries	101-0412-010-001	300,236	240,000	290,118	97%
Overtime Salaries: General	101-0412-010-003	45,210	100,000	47,586	105%
Compensated Absence	101-0412-010-014	-	-	2,225	NA
Object Total	101-0412-010	345,446	340,000	339,929	98%
Health Insurance					
Medical Insurance	101-0412-011-001	40,728	33,000	42,107	103%
Dental Insurance	101-0412-011-002	4,247	3,200	3,830	90%
Vision Plan	101-0412-011-003	423	350	405	96%
Object Total	101-0412-011	45,398	36,550	46,342	102%
Retirement					
PERS: Normal Cost	101-0412-012-001	68,600	57,000	59,396	87%
PERS: UAL Payment	101-0412-012-003	76,200	76,200	90,000	118%
PERS: Cost Share	101-0412-012-004	(39,300)	(23,000)	(22,319)	57%
Object Total	101-0412-012	105,500	110,200	127,077	120%
Other Benefits					
Life Insurance	101-0412-013-001	1,115	192	405	36%
Disability Insurance	101-0412-013-002	71	700	814	1146%
Uniform Allowance	101-0412-013-003	2,355	2,100	2,355	100%
Medicare Insurance	101-0412-013-005	5,028	5,000	4,931	98%
Concern EAP Program	101-0412-013-006	238	238	500	210%
Object Total	101-0412-013	8,807	8,230	9,005	102%
Personnel Expenses	101-0412-031-002	22,000	18,000	22,000	100%
Department Supplies					
Medical Supplies	101-0412-051-001	45,000	57,000	57,000	127%
Equipment Main/Gas/Oil					
Ambulance Maintenance	101-0412-053-001	10,000	4,500	10,000	100%
Oil & Gasoline	101-0412-053-002	14,000	12,500	19,000	136%
Object Total	101-0412-0453	24,000	17,000	29,000	121%
Contract Services					
Contract Services	101-0412-054-001	72,500	35,000	60,000	83%
Object Total	101-0412-054	72,500	35,000	60,000	83%
Other Expense					
Special Equipment	101-0412-056-001	12,850	12,000	12,000	93%
Back-up Transportation	101-0412-056-002	10,000	-	-	0%
Object Total	101-0412-056	22,850	12,000	12,000	53%
Total: Paramedics		691,501	633,980	702,353	102%
TOTAL: Fire/Paramedics		6,950,585	6,991,696	7,222,094	104%

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PARAMEDIC
Fiscal Year 2021-22

<u>Medical Training</u>	FY 20-21 Budget	FY 20-21 Estimate	FY 21-22 Proposed
101-0412-031-002	\$ 22,000	\$ 18,000	\$ 22,000

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

<u>Medical Supplies</u>	FY 20-21 Budget	FY 20-21 Estimate	FY 21-22 Proposed
101-0412-051-001	\$ 45,000	\$ 57,000	\$ 57,000

This account funds disposable items used in patient treatment. Items funded include: bandages, pharmaceuticals, oxygen administration supplies, medical related personal protective equipment, and cardiac monitor parts and supplies.

<u>Ambulance Maintenance</u>	FY 20-21 Budget	FY 20-21 Estimate	FY 21-22 Proposed
101-0412-053-001	\$ 10,000	\$ 4,500	\$ 10,000

Annual maintenance and periodic repairs for the Department's two ambulances .

<u>Oil / Gasoline</u>	FY 20-21 Budget	FY 20-21 Estimate	FY 21-22 Proposed
101-0412-053-002	\$ 14,000	\$ 12,500	\$ 19,000

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

<u>Medical Contract Services</u>	FY 20-21 Budget	FY 20-21 Estimate	FY 21-22 Proposed
101-0412-054-001	\$ 72,500	\$ 35,000	\$ 60,000

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 3 year service contracts power-lift gurneys. Recent legislation imposed a fee of approximately \$27 per medical transport. Our projected volume is 300 transports per year, resulting in approximately \$8,000 Fire will owe the state. However, this program is also slated to possibly sunset in January 2022 which means the cost will be somewhere between \$4,000 and \$8,000 for this budget.

	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
<u>Special Equipment</u>			
101-0412-056-001	\$ 12,850	\$ 12,000	\$ 12,000

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

	<u>FY 20-21 Budget</u>	<u>FY 20-21 Estimate</u>	<u>FY 21-22 Proposed</u>
<u>Back-up Transportation</u>			
101-0412-056-002	\$ 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 H&S 5150 transport costs by third party provider.

END OF PARAMEDIC BUDGET

Other Funds



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ABANDONED VEHICLE FUND

<u>2021-22 Proposed Budget</u>	<u>2021-22 Proposed</u>
Estimated Fund Balance, July 1, 2021	\$ 34,395
Proposed Revenue 2021-22 Vehicle Registration Fee	0
Proposed Expenditures 2021-22 (a)	(8,500)
Proposed Transfers 2021-22 Transfer-Out	<u>0</u>
Estimated Fund Balance, June 30, 2022	<u>\$ 25,895</u>
 <u>(a) Proposed Expenditures 2021-22 Detail</u>	
Contract Services	\$ 8,500

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.

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ATHLETIC FACILITY PRESERVATION FUND

<u>2021-22 Proposed Budget</u>	<u>2021-22 Proposed</u>
Estimated Fund Balance, July 1, 2021	\$ 298,461
Proposed Revenue 2021-22	
Participant Fees	40,000
Proposed Expenditures 2021-22 (a)	<u>(10,000)</u>
Estimated Fund Balance, June 30, 2022	<u>\$ 328,461</u>
<u>(a) Proposed Expenditures 2021-22 Detail</u>	
PUSD PAYMENT	\$ 10,000

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>2021-22 Proposed Budget</u>	<u>2021-22 Proposed</u>
Estimated Fund Balance, July 1, 2021	\$ 104,713
Proposed Revenue 2021-22	100,000
Proposed Expenditures 2021-22 (a)	(154,750)
Proposed Transfers 2021-22	
Transfer-Out	<u>0</u>
Estimated Fund Balance, June 30, 2022	<u><u>\$ 49,963</u></u>
<u>(a) Proposed Expenditures 2021-22 Detail</u>	
Overtime Salaries	\$ 25,000
Police Training	0
Police Safety Gear	5,000
Police Field Supplies	7,500
Other Equipment & Services	0
Facility Updates	0
Crime Prevention	17,250
Technology/Software	<u>100,000</u>
Total Proposed Expenditures	<u><u>\$ 154,750</u></u>

The Citizens Option for Public Safety (COPS) program is a supplemental funding source for local governments. Funds are allocated annually by the State Controller to local governments for front line law enforcement services. COPS funds are allocated among cities and counties and special districts that provide law enforcement services based on population. Each agency is to be allocated a minimum of \$130,000.

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

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GAS TAX FUND

<u>2021-22 Proposed Budget</u>	<u>2021-22 Proposed</u>
Estimated Fund Balance, July 1, 2021	\$ 49,683
Proposed Revenue 2021-22	293,000
Proposed Expenditures 2021-22 (a)	<u>(900,000)</u>
Proposed Transfers 2021-22	
Transfer-In: General Fund	<u>600,000</u>
Estimated Fund Balance, June 30, 2022	<u>\$ 42,683</u>
<u>(a) Proposed Expenditures 2021-22 Detail</u>	
Street Resurfacing	\$ 900,000

California's excise taxes on gasoline come to 50.5 cents per gallon. That includes 12.7 cents per gallon from the controversial Senate Bill 1 that became law to improve infrastructure and develop transportation programs across the state.

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MEASURE B FUND

<u>2021-22 Proposed Budget</u>	<u>2021-22 Proposed</u>
Estimated Fund Balance, July 1, 2021	\$ 51,427
Proposed Revenue 2021-22	357,698
Proposed Expenditures 2021-22 (a)	<u>(360,000)</u>
Estimated Fund Balance, June 30, 2022	<u>\$ 49,125</u>
 <u>(a) Proposed Expenditures 2021-22 Detail</u>	
Street Resurfacing	330,000
Bicycle & Pedestrian Projects	30,000
Sidewalk/Curbs/Gutters	0
Total Proposed Expenditures	<u>\$ 360,000</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>2021-22 Proposed Budget</u>	<u>2021-22 Proposed</u>
Estimated Fund Balance, July 1, 2021	\$ 82,990
Proposed Revenue 2021-22	545,833
Proposed Expenditures 2021-22 (a)	<u>(575,000)</u>
Estimated Fund Balance, June 30, 2022	<u>\$ 53,823</u>
<u>(a) Proposed Expenditures 2021-22 Detail</u>	
Street Resurfacing	\$ 575,000

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>2021-22 Proposed Budget</u>	<u>2021-22 Proposed</u>
Estimated Fund Balance, July 1, 2021	\$ 29,011
Proposed Revenue 2021-22	35,000
Proposed Transfers 2021-22	
Transfer-Out: General Fund	(20,000)
Proposed Expenditures 2021-22 (a)	<u>(35,000)</u>
Estimated Fund Balance, June 30, 2022	<u><u>\$ 9,011</u></u>
 <u>(a) Proposed Expenditures 2021-22 Detail</u>	
Measure D Program	\$ 25,000
Beverage Container Recycling	10,000
Total Proposed Expenditures	<u><u>\$ 35,000</u></u>

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

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

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MEASURE F FUND

<u>2021-22 Proposed Budget</u>	<u>2021-22 Proposed</u>
Estimated Fund Balance, July 1, 2021	\$ 20,495
Proposed Revenue 2021-22	40,000
Proposed Expenditures 2021-22 (a)	<u>(55,000)</u>
Estimated Fund Balance, June 30, 2022	<u>\$ 5,495</u>
<u>(a) Proposed Expenditures 2021-22 Detail</u>	
Street Resurfacing	\$ 55,000
Total Proposed Expenditures	<u>55,000</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>2021-22 Proposed Budget</u>	<u>2021-22 Proposed</u>
Estimated Fund Balance, July 1, 2021	17,773
Proposed Revenue 2021-22	
Sidewalk Reimbursement Program	10,000
Proposed Expenditures 2021-22 (a)	(10,000)
Proposed Transfers 2021-22	<u>0</u>
Estimated Fund Balance, June 30, 2022	<u><u>17,773</u></u>
 <u>(a) Proposed Expenditures 2021-22 Detail</u>	
Sidewalk Repair	<u>\$ 10,000</u>
Total Proposed Expenditures	<u><u>10,000</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>2021-22 Proposed Budget</u>	<u>2021-22 Proposed</u>
Estimated Fund Balance, July 1, 2021	\$ 17,715
Proposed Revenue 2021-22	0
Proposed Expenditures 2021-22 (a)	<u>0</u>
Estimated Fund Balance, June 30, 2022	<u>\$ 17,715</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>2021-22 Proposed Budget</u>	<u>2021-22 Proposed</u>
Estimated Fund Balance, July 1, 2021	\$ 23,997
Proposed Revenue 2021-22	
Fees & Fines	15,000
Proposed Transfers 2021-22	
Transfer-Out: General Fund	<u>(20,000)</u>
Estimated Fund Balance, June 30, 2022	<u>\$ 18,997</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>2021-22 Proposed Budget</u>	<u>2021-22 Proposed</u>
Estimated Fund Balance, July 1, 2021	\$ 1,250,900
Proposed Revenue 2021-22	0
Proposed Transfers 2021-22	
Transfer-Out	<u>0</u>
Estimated Fund Balance, June 30, 2022	<u>\$ 1,250,900</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>2021-22 Proposed Budget</u>	<u>2021-22 Proposed</u>
Estimated Fund Balance, July 1, 2021	\$ -
Proposed Revenue 2021-22	190,000.00
Proposed Expenditures 2021-22 (a)	(189,090)
Proposed Transfers 2021-22	
Transfer-Out	<u>0</u>
Estimated Fund Balance, June 30, 2022	<u><u>\$ 910</u></u>
 <u>(a) Proposed Expenditures 2021-22 Detail</u>	
REGULAR SALARIES	\$ 125,769
PART-TIME SALARIES	\$ -
OVERTIME SALARIES	\$ 25,000
COMPENSATED ABSENCES	\$ -
MEDICAL INSURANCE	\$ 9,138
DENTAL INSURANCE	\$ 711
VISION	\$ 224
PERS NORMAL COST	\$ 25,301
PERS: UAL PAYMENT	\$ -
PERS: COST SHARE	\$ (980)
LIFE INSURANCE	\$ 201
DISABILITY INSURANCE	\$ 402
UNIFORM ALLOWANCE	\$ 1,500
MEDICARE	\$ 1,824
Total Proposed Expenditures	<u><u>189,090</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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Road Maintenance and Rehabilitation - SB 1

<u>2021-22 Proposed Budget</u>	<u>2021-22 Proposed</u>
Estimated Fund Balance, July 1, 2021	\$ 232,679
Proposed Revenue 2021-22	223,000
Proposed Expenditures 2021-22 (a)	<u>(420,000)</u>
Estimated Fund Balance, June 30, 2022	<u>\$ 35,679</u>
 <u>(a) Proposed Expenditures 2021-22 Detail</u>	
Street Resurfacing	\$ 420,000

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.

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CAPITAL IMPROVEMENTS PROJECTS

<u>2021-22 Proposed Budget</u>	<u>2021-22 Proposed</u>
Estimated Fund Balance, July 1, 2021	\$ 51,290
Proposed Transfers 2021-22	-
Proposed Expenditures 2021-22 (a)	-
Estimated Fund Balance, June 30, 2022	<u>\$ 51,290</u>

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EQUIPMENT REPLACEMENT FUND

<u>2021-22 Proposed Budget</u>	<u>2021-22 Proposed</u>
Estimated Fund Balance, July 1, 2021	\$ 3,062,023
Proposed Revenue 2021-22	
Interest	61,250
Proposed Transfers 2021-22	360,841
Proposed Expenditures 2021-22 (a)	<u>(1,698,812)</u>
Estimated Fund Balance, June 30, 2022	<u><u>\$ 1,785,302</u></u>
<u>Fund Balance Detail</u>	
Estimated Fund Balance, June 30, 2022	\$ 1,785,302
Restricted for Loan to Sewer Fund *	<u>(600,000)</u>
Non Restricted Estimated Fund Balance	<u><u>\$ 1,185,302</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>	
Broadcast & Streaming Equip.	315,000
Video Equipment Upgrade	50,000
<u>Public Works:</u>	
Street Sweeper	350,000
<u>Recreation</u>	
Copy Machine	12,000
<u>Police:</u>	
Vehicles - Chief & Captain	75,000
Vehicle - Animal Control	85,000
Parol Vehicle	60,000
Vehicle - Parking Enforcement	35,000
<u>Fire:</u>	
Vehicle - Utility Pickup	75,000
P25 Comptable Radios	20,000
<u>IT:</u>	
Applications & Systems	330,000
Infrastructure & Operations	250,000
Hardware	41,800
Total Proposed Expenditures	\$ 1,698,800

	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	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	400,000	76,067	(513,171)	3,063,687
20/21	3,063,687	610,458	39,000	(650,663)	3,062,481
21/22	3,062,481	360,841	61,250	(1,698,800)	1,785,772
22/23	1,785,772	498,395	35,715	(984,026)	1,335,856
23/24	1,335,856	440,466	26,717	(978,267)	824,773
24/25	824,773	427,969	18,970	(675,522)	596,190
25/26	596,190	764,657	14,905	(430,792)	944,959
26/27	944,959	830,037	23,624	(484,078)	1,314,542
27/28	1,314,542	928,266	32,864	(660,380)	1,615,292
28/29	1,615,292	760,232	40,382	(793,697)	1,622,209
29/30	1,622,209	607,559	40,555	(1,828,031)	442,292
30/31	442,292	489,908	11,057	(107,382)	835,876
31/32	835,876	514,269	20,897	(664,749)	706,292
32/33	706,292	430,394	17,657	(275,134)	879,209
Total	\$ 3,937,414	\$ 9,013,644	\$ 540,808	\$ (12,612,657)	\$ 879,209

	Acquired	Life	Replace	19/20	20/21	21/22	22/23	23/24	24/25
Administration									
Copy Machine (Finance)	2015	10	2025						15,000
Copy Machine (Administration)	2013	10	2023				15,000		
Misc.	Vary								
Total Administration				0	0	0	15,000	0	15,000
KCOM									
Video Equipment Upgrade	2006	11	2017			50,000			
Video Server	2018	6	2024			15,000			20,000
Broadcast & Streaming Equip. Update	2009	10	2019	3,610	0	300,000			
Total KCOM				3,610	0	365,000	0	0	20,000
Public Works									
Pickup Truck - Dodge 1500 (#20)	2017	10	2027						
Pickup Truck - RAM 2500 (#21)	2019	10	2029	57,661					
Pickup Truck - GMC Sierra w/lift gate (#22)	2003	15	n/a						
Pickup Truck - RAM 2500 (#23)	2018	12	2030						
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	-		289,132				
CASE 1840 SKID Steer (#41)	1999	20	-						150,000
Sewer Flusher - International 4400 (#40)	2006	N/A	-						
2010 CCTV Van (#28)	2010	15	-						
Total Public Works				57,661	289,132	350,000	225,000	365,000	150,000

	Acquired	Life	Replace	25/26	26/27	27/28	28/29	29/30	30/31
Administration									
Copy Machine (Finance)	2015	10	2025						
Copy Machine (Administration)	2013	10	2023						
Misc.	Vary								
Total Administration				0	0	0	0	0	0
KCOM									
Video Equipment Upgrade	2006	11	2017	50,000					50,000
Video Server	2018	6	2024						
Broadcast & Streaming Equip. Update	2009	10	2019					300,000	
Total KCOM				50,000	0	0	0	300,000	50,000
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	-						
CASE 1840 SKID Steer (#41)	1999	20	-						
Sewer Flusher - International 4400 (#40)	2006	N/A	-						
2010 CCTV Van (#28)	2010	15	-	250,000					
Total Public Works				250,000	75,000	0	75,000	75,000	0

	Acquired	Life	Replace	<u>19/20</u>	<u>20/21</u>	<u>21/22</u>	<u>22/23</u>	<u>23/24</u>	<u>24/25</u>
Recreation									
Ford Van E350	2004	15	2019				34,000		
Copy Machine	2013	6	2019			12,000			
Total Recreation				0	0	12,000	34,000	0	0
Police									
Automobile - Patrol Unit (Dodge)	2012	5	2019					60,000	
Automobile - Patrol Unit (Ford)	2012	5	2019					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			40,000			
Vehicle - Motorcycle	2010	8	2018	37,225					
Vehicle - Animal Control Truck	2013	8	2021			85,000			
Vehicle - Parking Enforcement Unit	2013	7	2020			35,000			
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		38,686	40,000				
ALPR Mobile	2017	6	2023				15,000	30,000	
Copy Machine - PD	2013	6	2019						12,000
Copy Machine - Dispatch	2013	6	2019				10,000		
Communication Equipment (COPS)	2016	6	2022						
Total Police				75,911	40,000	255,000	398,000	210,000	12,000

	Acquired	Life	Replace	<u>25/26</u>	<u>26/27</u>	<u>27/28</u>	<u>28/29</u>	<u>29/30</u>	<u>30/31</u>
Recreation									
Ford Van E350	2004	15	2019		34,000				
Copy Machine	2013	6	2019			12,000			
Total Recreation				0	34,000	12,000	0	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							
ALPR Mobile	2017	6	2023				20,000	40,000	
Copy Machine - PD	2013	6	2019						14,000
Copy Machine - Dispatch	2013	6	2019			12,000			
Communication Equipment (COPS)	2016	6	2022						
Total Police				56,000	120,000	182,000	307,000	390,000	14,000

	Acquired	Life	Replace	<u>19/20</u>	<u>20/21</u>	<u>21/22</u>	<u>22/23</u>	<u>23/24</u>	<u>24/25</u>
Fire									
Fire Engine - Pumper (#2841 RESERVE)	1999	20	2019						
Fire Engine - Pumper (#2843)	2012	20	2032						
Fire Truck - Aerial Ladder (#2872)	2015	20	2035						
Ford Truck\Mobile Pumping Unit - F550	2015	20	2035						
Utility Pick-Up (2896)	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						
Cardiac EKG Monitors	2018	10	2028	35,351					
LUCAS Device (CPR Machine)	Various	10	Various		38,531			60,000	
Emergency Generator	2008	20	2028						
SCBA (Self contained Breathing App) (19)	2014	10	2024						250,000
P25 Compatable Radios	2016	6	2022			20,000			
Total Fire				35,351	38,531	95,000	75,000	360,000	250,000

	Acquired	Life	Replace	<u>25/26</u>	<u>26/27</u>	<u>27/28</u>	<u>28/29</u>	<u>29/30</u>	<u>30/31</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						
P25 Compatable Radios	2016	6	2022			100,000			
Total Fire				0	215,000	290,000	330,000	955,000	0

	Acquired	Life	Replace	19/20	20/21	21/22	22/23	23/24	24/25
IT Related									
Desktop Computer Replacement	2014	5	Vary	71,462	28,000	31,200	31,824	32,460	33,110
Printer Replacement		5	Vary		5,000	5,100	5,202	5,306	5,412
iPads		3	Vary		10,000	2,500		2,500	
Network Equipment		2	Vary			3,000		3,000	
Server 1 - Shared Application Server	2019	10	2029						
Server 2 - Shared Application Server	2019	10	2029						
Server 3 - Shared Application Server	2019	10	2029						
Computer System/Software (Rec)	1999	N/A	-						
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				10,000
New World Upgrade (Fire)	2016	10	2026						
Records Mgmt Software Upgrade	2019	10	2029						
Applications & Departmental Systems		N/A	Vary	179,975	200,000	330,000	100,000		
Gov 2.0		N/A	Vary		-	-	20,000		
IT Infrastructure		N/A	Vary	87,415	20,000	200,000	80,000		
IT Operations		N/A	Vary	-	-				
IT Security		N/A	Vary	1,786	10,000	50,000			
Telecommunications	2017	10	2027	-	-				
Total IT				340,638	283,000	621,800	237,026	43,267	228,522
Unallocated									
Total - All Departments				513,171	650,663	1,698,800	984,026	978,267	675,522

	Acquired	Life	Replace	<u>25/26</u>	<u>26/27</u>	<u>27/28</u>	<u>28/29</u>	<u>29/30</u>	<u>30/31</u>
IT Related									
Desktop Computer Replacement	2014	5	Vary	33,772	34,447	35,136	35,839	36,556	37,287
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						
Dispatch Center Printer (Police)	2018	7	2025						
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				74,792	40,078	176,380	81,697	108,031	43,382
Unallocated									
Total - All Departments				430,792	484,078	660,380	793,697	1,828,031	107,382

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FACILITY MAINTENANCE FUND

<u>2021-22 Proposed Budget</u>	<u>2021-22 Proposed</u>
Estimated Fund Balance, July 1, 2021	\$ 7,198,756
Interest	21,596
Proposed Transfers 2021-22	-
Proposed Expenditures 2021-22 (a)	<u>(1,970,500)</u>
Estimated Fund Balance, June 30, 2022	<u>\$ 5,249,852</u>
 <u>Fund Balance Detail</u>	
Estimated Fund Balance, June 30, 2022	\$ 5,249,852
Restricted for Loan to Sewer Fund *	(200,000)
Restricted for Fac.Maint. Reserve	(1,166,009)
Non Restricted Estimated Fund Balance	<u>\$ 3,883,843</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 2021-22 Detail</u>	
Annual Maintenance	\$ 250,000
Scheduled Maintenance Projects	420,500
City Hall & Fire	165,000
Police Department & Veterans Hall	290,000
Recreation Building	145,000
Community Hall	235,000
Park & Tennis	440,000
Other	25,000
TOTAL PROPOSED EXPENSES 2020-21	<u>\$ 1,970,500</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				
20/21	6,529	1,800	15	(225)	(185)	(75)	(20)	(15)	(70)	-	-	(70)	(58)	(100)	(135)	(193)	\$ (1,145)	7,199	(955)	6,244
21/22	7,199	0	22	(250)	(55)	(165)	(10)	(290)	(62)	(145)	(28)	(235)	(138)	(440)	(129)	(25)	\$ (1,971)	5,250	(955)	4,295
22/23	5,250	0	16	(258)	(250)	(218)	(258)	(170)	(25)	(200)	(45)	(30)	(50)	-	(18)	-	\$ (1,521)	3,745	(955)	2,790
23/24	3,745	200	11	(265)	(70)	(9)	(285)	(195)	(200)	(90)	(90)	(480)	(81)	-	(34)	-	\$ (1,799)	2,157	(955)	1,202
24/25	2,157	1,000	6	(273)	(145)	-	(65)	-	(65)	-	(150)	-	(240)	-	(58)	-	\$ (996)	2,168	(955)	1,213
25/26	2,168	200	6.50	(281)	(5)	-	(75)	-	(25)	-	(30)	-	(143)	-	(103)	-	\$ (662)	1,712	(955)	757
26/27	1,712	200	5.14	(290)	(17)	-	-	-	(25)	-	(108)	-	(40)	-	(45)	-	\$ (524)	1,393	(955)	438
27/28	1,393	200	4.18	(299)	(93)	-	-	-	(80)	-	(35)	-	(52)	-	(80)	-	\$ (639)	959	(955)	4
28/29	959	200	2.88	(307)	(80)	-	(25)	-	(8)	-	(50)	-	(220)	-	(38)	-	\$ (728)	434	(955)	(521)
29/30	434	200	-	(317)	(8)	-	(200)	-	(25)	-	-	-	(161)	-	(30)	-	\$ (740)	(106)	(955)	(1,061)
30/31	(106)	0	-	(326)	(680)	-	(150)	-	(35)	-	(25)	-	-	-	-	-	\$ (1,216)	(1,323)	(955)	(2,278)
31/32	(1,323)	0	-	(336)	(60)	-	-	-	-	-	(108)	-	-	-	(5)	-	\$ (508)	(1,831)	(955)	(2,786)
32/33	(1,831)	0	-	(346)	-	-	-	-	-	-	(320)	-	(60)	-	(415)	-	\$ (1,141)	(2,972)	(955)	(3,927)

FACILITIES MAINTENANCE - COST SUMMARY OF SCHEDULED MAINTENANCE - 15 YEARS

BUILDINGS	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	40,000	250,000	70,000	45,000	5,000	5,000	80,000	80,000	7,500	580,000		
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	10,000	20,000	10,000	250,000	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														
AQUATICS FACILITIES														
CARRAIGE HOUSE														
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														
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	372,000	410,000	283,000	595,500	679,000	482,500	238,000	194,500	288,000	200,500	262,500	890,000	172,500	735,000
PARKS	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														
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														
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	590,187	467,500	420,500	645,500	760,000	722,500	380,500	234,500	340,000	420,500	423,500	890,000	172,500	795,000

SEWER FUND	Projected 2020-21	Proposed Budget 2021-22	Projected			
			2022-23	2023-24	2024-25	2025-26
Beginning Balance	\$3,044,134	\$ 2,893,936	\$ 3,014,596	\$ 942,781	\$ 4,240,976	\$ 4,264,208
Sewer Service Charges \ Interest	2,776,150	2,812,000	2,886,913	2,963,825	3,042,789	3,123,859
Loan Proceeds	0	0	1,008,120	3,024,360	0	1,071,836
Total Revenue	2,776,150	2,812,000	3,895,033	5,988,185	3,042,789	4,195,695
Operating Costs	1,658,000	1,717,421	1,786,542	1,858,919	1,934,665	2,013,898
<u>Capital Costs:</u>						
General Sewer Replacement	159,008	14,579	15,308	16,074	16,877	17,721
Capital Equipment	300,000	0	0	0	0	0
Phase VI	0	150,000	3,500,000	0	0	0
Phase VII	0	0	0	150,000	300,000	3,837,342
Debt Service	809,340	809,340	664,998	664,998	768,014	606,501
Total Expenditures	2,926,348	2,691,340	5,966,848	2,689,991	3,019,556	6,475,463
Ending Balance	\$ 2,893,936	\$ 3,014,596	\$ 942,781	\$ 4,240,976	\$ 4,264,208	\$ 1,984,440

SEWER FUND

<u>2021-22 Proposed Budget</u>	<u>Budget 2021-22 Proposed</u>
Estimated Fund Balance, July 1, 2021	\$ 2,893,935
Proposed Revenue 2021-22	
Sewer Service Fees	2,802,000
Interest	<u>10,000</u>
	2,812,000
Proposed Transfers 2021-22	
General Fund	(815,000)
Proposed Expenditures 2021-22 (a)	<u>(1,876,340)</u>
Estimated Fund Balance, June 30, 2022	<u><u>\$ 3,014,595</u></u>
<u>(a) Expenditure Detail</u>	
General Sewer Maintenance	\$ 595,421
Sewer Equipment Maintenance	42,000
Sewer Projects: EPA Compliance	210,000
County of Alameda Clean Water Program	55,000
Personnel Expenses	0
Sewer Replacement	14,579
Sewer Phase VI	150,000
Sewer Debt Service	809,340
Total Estimated Expenditures	<u><u>\$ 1,876,340</u></u>

	ACTUAL					
	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21
Beginning Fund Balance	\$1,296,052	\$801,035	\$1,303,950	\$1,640,371	\$2,914,103	\$3,044,134
Revenues						
Current Revenues						
Investment Earnings	6,358	11,031	7,161	68,058	88,211	23,000
General Fund Transfer			63,945			
Sewer Service Charge	2,245,450	2,406,895	2,492,261	2,565,383	2,681,917	2,753,150
Total Current Revenues	2,251,809	2,417,926	2,563,367	2,633,441	2,770,128	2,776,150
Loan Proceeds						
Sewer Loan (b)						
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	0	0	3,104,540	1,085,776	0	0
Total Revenue	2,251,809	2,417,926	5,667,907	3,719,217	2,770,128	2,776,150
Expenditures						
Operating Costs						
General Fund	1,056,000	728,000	746,840	783,994	800,481	800,000
Sewer Maintenance (a)	480,342	222,492	362,707	433,761	370,798	550,000
Equipment Maintenance	17,293	52,867	77,752	54,847	134,424	40,000
EPA Compliance	197,783	125,463	148,383	175,871	385,039	200,000
County Clean Water Program	36,690	36,090	42,051	39,690	54,695	68,000
Total Operating Costs	1,788,108	1,164,912	1,377,733	1,488,163	1,745,437	1,658,000
Capital Costs						
Major Equipment Purchases						300,000
General Sewer Replacement:	154,992	80,259	7,940	12,879	85,320	159,008
Major Sewer Replacement:						
Phase IV Sewer Rehabilitation						
Phase V Sewer Rehabilitation	246,827	109,877	3,383,850			
Phase VI Sewer Rehabilitation				382,481	0	0
Phase VII Sewer Rehabilitation						
Total Capital Costs	401,819	190,136	3,391,790	395,360	85,320	459,008
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	247,377
Phase VI Loan (c)						
Phase VII Loan (c)						
Loan Interest Accrued (b)	2,934	6,000	8,000	8,000	8,000	8,000
Total Debt Service	556,897	559,963	561,963	561,963	809,340	809,340
Total Expenditure	2,746,825	1,915,012	5,331,486	2,445,486	2,640,097	2,926,348
Excess of Revenues over Expenditures	(495,016)	502,914	336,422	1,273,732	130,031	(150,198)
Ending Fund Balance	\$801,035	\$1,303,950	\$1,640,371	\$2,914,103	\$3,044,134	\$2,893,936

PROJECTED							
2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
\$2,893,936	\$3,014,596	\$942,781	\$4,240,976	\$4,264,208	\$1,984,440	\$5,412,562	\$5,528,019
10,000	10,100	10,201	10,303	10,406	10,510	10,615	10,721
2,802,000	2,876,813	2,953,624	3,032,486	3,113,453	3,196,582	3,281,931	3,369,559
2,812,000	2,886,913	2,963,825	3,042,789	3,123,859	3,207,092	3,292,546	3,380,280
	1,008,120	3,024,360					
				1,071,836	3,215,507		
0	1,008,120	3,024,360	0	1,071,836	3,215,507	0	0
2,812,000	3,895,033	5,988,185	3,042,789	4,195,695	6,422,599	3,292,546	3,380,280
815,000	839,000	864,000	890,000	917,000	945,000	973,000	1,002,000
595,421	625,192	656,452	689,274	723,738	759,925	797,921	837,817
42,000	44,100	46,305	48,620	51,051	53,604	56,284	59,098
210,000	220,500	231,525	243,101	255,256	268,019	281,420	295,491
55,000	57,750	60,638	63,669	66,853	70,195	73,705	77,391
1,717,421	1,786,542	1,858,919	1,934,665	2,013,898	2,096,743	2,182,330	2,271,797
14,579	15,308	16,074	16,877	17,721	18,607	19,538	20,514
150,000	3,500,000						
		150,000	300,000	3,837,342			
164,579	3,515,308	166,074	316,877	3,855,063	18,607	19,538	20,514
144,342							
141,780	141,780	141,780					
161,513	161,513	161,513	161,513				
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
			244,796	244,796	244,796	244,796	244,796
					272,625	272,625	272,625
8,000	8,000	8,000	8,000	8,000	8,000	104,095	104,095
809,340	664,998	664,998	768,014	606,501	879,126	975,221	975,221
2,691,340	5,966,848	2,689,991	3,019,556	6,475,463	2,994,477	3,177,089	3,267,532
120,660	(2,071,815)	3,298,195	23,233	(2,279,768)	3,428,122	115,457	112,748
\$3,014,596	\$942,781	\$4,240,976	\$4,264,208	\$1,984,440	\$5,412,562	\$5,528,019	\$5,640,767

**SEWER FUND TRANSFER
FY 2021-2022 Budget**

SEWER FUND TRANSFER - SUMMARY		
PERSONNEL COSTS (A.)	\$698,362	\$ 700,000
TOTAL MATERIALS & SUPPLIES (B.)	\$0	
TOTAL EQUIPMENT MAINTENANCE (C.)	\$83,022	\$ 85,000
TOTAL EQUIPMENT FUEL (D.)	\$31,325	\$ 30,000
TOTAL SEWER	\$812,709	
TOTAL SEWER TRANSFER (ROUNDED)	\$813,000	\$ 815,000

A. PERSONNEL COSTS			
JOB DESCRIPTION	SALARY & BENEFITS	FACTOR	TOTAL
<i>PUBLIC WORKS DEPARTMENT</i>			
Public Works Director	\$ 243,189	50%	\$ 121,595
PW Administration Asst.	\$ 128,917	25%	\$ 32,229
PW Administration Asst.	\$ 101,744	20%	\$ 20,349
Maintenance Supervisor	\$ 161,696	60%	\$ 97,018
Senior Maintenance	\$ 132,735	75%	\$ 99,551
Senior Maintenance	\$ 89,806	2%	\$ 1,796
Maintenance Worker II	\$ 129,877	65%	\$ 84,420
Maintenance Worker II	\$ 90,784	65%	\$ 59,010
Maintenance Worker II	\$ 126,857	85%	\$ 107,828
Maintenance Worker II	\$ 112,614	0.5%	\$ 563
Maintenance Worker	\$ 97,305	4.5%	\$ 4,379
Overtime & Other Pay (Standby & Callback)			\$ 50,000
<i>PUBLIC WORKS DEPARTMENT COSTS</i>		4.52	\$ 678,737
<i>ADMINISTRATION COSTS</i>			
City Administrator	\$ 296,237	2.50%	\$ 7,406
Finance (Based on FTE =4.57/94)	\$ 254,095	4.81%	\$ 12,218
<i>TOTAL ADMINISTRATION COSTS</i>			\$ 19,624
TOTAL PERSONNEL COSTS (PUBLIC WORKS + ADMINISTRATION)			\$ 698,362

Reg. Salaries

GONZALES,	\$ 187,900
REGALADO-	\$ 83,208
ENE, MARK	\$ 79,240
MILLOSOVIC	\$ 114,948
ESPINOSA, /	\$ 91,476
BARRON, AL	\$ 68,919
HIGGINS, WI	\$ 83,986
LANDES, CA	\$ 69,765
HAGUISAN, F	\$ 81,539
ALRAHIMI, M	\$ 74,667
VILLALTA GA	\$ 61,429

LILLEVAN	\$ 251,909
SZCZECI	\$ 197,157

B. TOTAL MATERIALS & SUPPLIES: Charged directly to sewer

C. EQUIPMENT MAINTENANCE				
VEHICLE	VEHICLE ID	SEWER FACTOR (1)	TOTAL MAINT. COSTS (2)	SEWER MAINT. COSTS (1*2)
Dodge 1500 PU Truck	20	60%	890	\$534
Dodge 2500 PU Truck	21	75%	1,029	\$772
Dodge 2500 PU Truck	23	65%	457	\$297
GMC Sierra 3500 PU Truck	24	100%	296	\$296
Freightliner CCTV Van	28	100%	6,264	\$6,264
GMC Top Kick Dump Truck	29	100%	480	\$480
GMC Top Kick Flusher Truck	30	100%	2,928	\$2,928
Intl Schwarze Sweeper	31	100%	29,581	\$29,581
Intl Schwarze Sweeper	32	100%	25,618	\$25,618
Freightliner Tymco Sweeper	33	100%	10,391	\$10,391
Case 580 Super L Backhoe	35	50%	6,733	\$3,366
GMC W5500 Sewer Rodder	37	100%	\$594	\$594
Intl 4400 Sewer Flusher	40	100%	\$1,900	\$1,900
TOTAL MAINTENANCE COSTS			\$87,162	\$83,022

D. EQUIPMENT FUEL COSTS							
VEHICLE	VEHICLE ID	Budget MILEAGE (3)	AVER. MPG (4)	TOTAL GALLONS (3*4)=5	SEWER FACTOR (6)	SEWER GALLONS (5*6)=(7)	COSTS OF FUEL \$3.50 PER GALLON (7)*\$3.50
Dodge 1500 PU Truck	20	13,298	10	1330	60%	798	\$2,793
Dodge 2500 PU Truck	21	5,001	8	625	75%	469	\$1,641
Dodge 2500 PU Truck	23	4,917	7	702	65%	457	\$1,598
GMC Sierra 3500 PU Truck	24	104	7	15	100%	15	\$52
Freightliner CCTV Van	28	3,591	5	718	100%	718	\$2,514
GMC Top Kick Dump Truck	29	816	1.7	480	100%	480	\$1,680
GMC Top Kick Flusher Truck	30	4,811	2	2406	100%	2406	\$8,419
Intl Schwarze Sweeper	31	2,243	2	1122	100%	1122	\$3,925
Intl Schwarze Sweeper	32	1,529	2	765	100%	765	\$2,676
Freightliner Tymco Sweeper	33	1,959	2	980	100%	980	\$3,428
Case 580 Super L Backhoe	35	156	4 gal./hour	220	50%	110	\$385
GMC W5500 Sewer Rodder	37	69	6	12	100%	12	\$40
Intl 4400 Sewer Flusher	40	621	1	621	100%	621	\$2,174
TOTAL EQUIPMENT FUEL COSTS						8,950	\$31,325

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LIABILITY INSURANCE

<u>2021-22 Proposed Budget</u>	<u>2021-22 Proposed</u>
Estimated Fund Balance, July 1, 2021	\$ 261,126
Proposed Contributions 2021-22 From General Fund	1,120,000
Proposed Expenditures 2020-21 Premium and Liability	<u>(1,120,000)</u>
Estimated Fund Balance, June 30, 2022	<u>\$ 261,126</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>2021-22 Proposed Budget</u>	<u>2021-22 Proposed</u>
Estimated Fund Balance, July 1, 2021	\$ 745,567
Proposed Contributions 2021-22 From General Fund	725,000
Proposed Expenditures 2020-21 Workers' Comp. Insurance Premium, Admin. Fee/Injury/Salary	<u>(725,000)</u>
Estimated Fund Balance, June 30, 2022	<u>\$ 745,567</u>

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Appropriation Increases				
Through June 30, 2021				
		2020-21	2020-21	Appropriation
		Adopted Budget	Revised Budget	Increase
General Fund	101			
Administration	400	3,121,132	3,121,132	-
KCOM	401	272,353	272,353	-
		3,393,485	3,393,485	-
Public Works	402	3,750,686	3,767,200	16,514
Planning & Building	403	1,628,565	1,628,565	-
Recreation	404	1,922,620	1,922,620	-
Community Hall	405	127,317	127,317	-
Veterans' Hall	406	46,404	46,404	-
Pre-School Division	407	604,088	604,088	-
Recreation Total		2,700,429	2,700,429	-
Police	408	7,058,886	7,058,886	-
Firefighters	411	6,259,084	6,259,084	-
Paramedics	412	691,501	691,501	-
Fire Total		6,950,585	6,950,585	-
Non-Departmental	419	2,950,471	2,950,471	-
Other Financing Use	439	552,927	552,927	-
General Fund Total		28,986,034	29,002,548	16,514
Private Contribution	103	-	-	-
Internal Service Fund	104	-	-	-
Workers' Compensation	105	680,000	680,000	-
Traffic Safety	106	-	-	-
Liability Insurance	108	990,000	990,000	-
COPS	109	481,750	605,713	123,963
Equipment Replacement	110	1,073,800	1,106,550	32,750
Athletic Facility Preservation	113	40,000	40,000	-
Schoolmates	114	587,704	587,704	-
Aquatics	117	552,730	552,730	-
Gas Tax	121	250,000	250,000	-
Sewer	124	2,215,887	2,215,887	-
Capital Improvement	127	3,055	3,055	-
CDBG	129	20,000	20,000	-
Measure B Sales Tax	131	430,000	430,000	-
SB1 RMRP	133	180,000	180,000	-
Measure D	134	40,000	40,000	-
Sidewalk Repair	135	20,000	20,000	-
Measure BB	136	400,000	400,000	-
Facilities Maintenance	137	1,330,300	1,330,300	-
Tobacco Grant	138	-	-	-
2014 Pension Obligation Fund	140	-	-	-
Measure F	143	45,000	45,000	-
Total Other Funds		9,340,226	9,496,939	156,713
Grand Total		38,326,260	38,499,487	173,227

Appropriation Increases by City Council Resolution				
	FY 2020-21			
Department		Resolution #	Account #	Appropriation Increase
Public Works: 402				
SOLD WASTE CONSULTANT SVCs		Carry Forward from F	101.0402.059.004	16,514
Total Public Works				\$16,514
Fund 109				
Overtime	11/2/2020	Res. No. 84-2020	109.0408.010.003	(\$58,250)
Police Gear	11/2/2020	Res. No. 84-2020	109.0408.051.001	3,000
Police Field Supplies	11/2/2020	Res. No. 84-2020	109.0408.051.002	\$4,213
Other Equipent & Services	11/2/2020	Res. No. 84-2020	109.0408.052.001	(\$75,000)
Facility Updates	11/2/2020	Res. No. 84-2020	109.0408.055.001	\$115,000
Crime Prevention	11/2/2020	Res. No. 84-2020	109.0408.056.003	\$5,000
Technology/Software	11/2/2020	Res. No. 84-2020	109.0408.060.002	\$130,000
Total Fund 109				\$123,963
Fund 110				
APPLICATION & DEPARTMENTAL SYSTEMS		Carry Forward from F	110.0437.044.016	32,750
Total Fund 110				\$32,750
Appropriation Increases				\$173,227
				\$0

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	\$50	
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 \$68	
\$501 to \$2,000	Base Fee of \$73 + (\$3.88 for every \$100)	
\$2,001 to \$25,000	Base Fee of \$131 + (\$18.72 for every \$1,000)	
\$25,001 to \$50,000	Base Fee of \$591 + (\$13.48 for every \$1,000)	
\$50,001 to \$100,000	Base Fee of \$947 + (\$9.30 for every \$1,000)	
\$100,001 to \$500,000	Base Fee of \$1,443 + (\$7.48 for every \$1,000)	

Building Permit & Inspection Fees		
Job Value of work being done:		Fee based on value of work
\$500,001 to \$1,000,000	Base Fee of \$4,344 + (\$6.32 for every \$1,000)	
Over \$1,000,000	Base Fee of \$7,993 + \$4.03 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 \$22	
\$501 to \$2,000	Base Fee of \$27 + (\$2.83 for every \$100)	
\$2,001 to \$25,000	Base Fee of \$63 + (\$12.18 for every \$1,000)	
\$25,001 to \$50,000	Base Fee of \$361 + (\$9.14 for every \$1,000)	
\$50,001 to \$100,000	Base Fee of \$596 + (\$6.07 for every \$1,000)	
\$100,001 to \$500,000	Base Fee of \$915 + (\$4.87 for every \$1,000)	
\$500,001 to \$1,000,000	Base Fee of \$2,807 + (\$4.08 for every \$1,000)	
Over \$1,000,000	Base Fee of \$5,175 + (\$2.72 for every \$1,000)	
General Plan Maintenance Fee	Job value x \$0.012	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	
Other Fees & Permits	FEE	COMMENTS
\$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)	
Change in Approved Building Permit (CAP)	\$55	
Solar Energy Related Permits	\$327	
Change of Address Fee	\$72	
Drop Box	\$38	
Encroachment Permit	\$806	
Garage Sale Permit	\$31	
Hourly Rates:		
Building Official	\$124 hr.	
Planning & Building Director	\$124 hr.	
Plans Examiner	\$124 hr.	
Housing Records Search	\$63	
New Sewer Connection	\$1,252	
Penalty Fee - Starting Construction without Permit	50%	Permit/Inspection Fee + 50%
Planning Commission Mailing List	\$0	
Residential Rental Safety Inspection	\$218	
Sidewalk Inspection	\$38	
Title 24 Plan Check		
Prescriptive Compliance	\$63	
No increase in conditioned floor area	\$124	
Addition area only	\$156	
Addition plus existing area combined	\$218	
New home or structure	\$250	

Planning Division Fees		
Design Review Permit – Expedited Review	FEE	COMMENTS
General Applications	\$224 ⁴	
Windows & Doors	\$256 ⁴	
Changes to Previously Approved Permits	\$350 ⁴	
Construction <\$5,696	\$460 ³	
Construction is \$5,697 - \$51,281	\$684 ³	
Construction is \$51,282 - \$96,865	\$836 ³	
Construction is \$96,866 - \$142,445	\$1,234 ³	
Sequential DRP-DRs referred to PC	\$136 Surcharge	
Design Review Permit - Planning Commission Review	FEE	COMMENTS
Construction is \$142,446 - \$199,422	\$1,636 ³	
Construction cost is \$199,423 or more	\$1,955 ³	
New House	\$4,804 ³	
Variance		
One Variance with Design Review	\$952	
One Variance without Design Review	\$1,296 ³	
Each Additional Variance	\$470	
Conditional Use Permit		
Conditional Use Permit	\$2,426 ³	
Conditional Use Permit (Minor Modification)	\$763 ⁴	
Other Review		
Administrative Extension	\$366 ⁴	
Appeal	\$763 ⁴	
Encroachment Permit	\$977 ⁴	
Accessory Dwelling Unit Permit (with or without Exception)	\$905 ⁴	
Modification to Approved ADU Permit	\$350 ⁴	
Fence, Retaining Wall or Site Feature Design Review Permit	\$588 ⁴	
Sign Design Review Permit	\$977 ⁴	
Short-Term Rental Permit	\$356 ⁴	
AB 939 Information Report	\$136 ⁴	
Zoning Amendment	\$2,866 ³	

DESCRIPTION	FEE	COMMENTS
Subdivision/Map Act		
Parcel Merger deposit/cost to process	\$1,665 ³	Deposit for cost to process ¹
Lot Line Adjustment	\$1,980 ³	Deposit for cost to process ¹
Parcel Map	\$4,170 ³	Deposit for cost to process ¹
Tentative Map	\$7,185 ³	Deposit for cost to process ¹
California Environmental Quality Act (CEQA)		
Initial Study/Negative Declaration	\$50,000 ³	Deposit for cost to process ¹
Environmental Impact Report (EIR)	\$100,000 ³	Deposit for cost to process ¹
CA Dept. of Fish & Game ³ Fee	Fee per CA DFG ² + \$450 City processing fee	
Filming Permit		
Still Photography	\$1,585 ⁴	
Commercial Video	\$1,930 ⁴	
Motion Picture Video	\$2,400 ⁴	
Wireless Communication Facility (WCF) Permit		
WCF Permit for small cell facilities located in the City right-of-way	\$4,000 per site ³	
WCF Permit for all facilities other than small cell in City right-of-way	\$11,000 ³	Deposit for cost to process ¹
WCF Independent Technical Review for all facilities other than small cell in City right-of-way	\$11,000 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	\$84	
Development Agreement	\$6,000 ³ + 30% Admin. Fee	Deposit for cost to process ¹ + admin. fee
Applications and Reviews not listed above	\$3,265 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 \$52 Records Management Fee		
⁴ Includes \$26 Records Management Fee		

IV. RECREATION			
DESCRIPTION	Current Fee	Proposed FY 2021-22	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	\$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	\$5,000.00	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

DESCRIPTION	Current Fee	Proposed FY 2021-22	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 eran'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 2021-22	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.			
Schoolmates Program			
DESCRIPTION	Current Fee	Proposed FY 2021-22	Last Adjustment
Pre-Registered Monthly	\$9.50/hr	\$10.75/hr	07-01-2020
Flexible Hours	\$11.80/hr	\$11.80/hr	07-01-2020
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 (Program hours and days vary)			
First Step*	\$51.00/day	\$16.75/hr	06-03-2019
Tiddlywinks*	\$50.00/day	\$16.75/hr	06-03-2019
Playschool* (Enchanted Playland, Hillside Playschool)	\$60.00/day	\$16.75/hr	06-03-2019
Pre-K *	\$58.00/day	\$16.75/hr	06-03-2019
Skipping Stones	\$73.00/day	\$16.75/hr	06-03-2019
* Non Residents are charged an additional \$30/month			

V. POLICE			
DESCRIPTION	Current Fee	Proposed 2021/22	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 2021/22	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 2021/22	Comments
Vehicle Release				
Vehicle		\$110	\$110	
Repossession Release				
Vehicle		\$15	\$15	
(Government Code 41612)				
Solicitors Permit (requires City Business License)		\$30	\$52	(Direct cost for LiveScan)
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
11.59	Temporary, emergency "No Parking" signs	\$71	\$71	\$86
11.6	Repairing, greasing vehicle in street	\$61	\$61	\$76

Section	Description	1st P/A	1st P/A	2nd P/A
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.				

VI. FIRE			
DESCRIPTION	Current Fee	Proposed 2021/2022	Comments
Ambulance Fees			
Base Rate	\$2,295.00	\$2,508.21	Fees effective as of 07/01/2020, set by Alameda County Board of Supervisors
Mileage	\$51.78	\$56.59	
Oxygen	\$171.45	\$187.38	
Treatment/Non-Transport	\$460.27	\$503.03	

10 Year Projections



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TEN YEAR PROJECTIONS

2020-21 through 2029-30

<u>Description</u>	<u>Page</u>
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**City of Piedmont
10 Year Projection
Revenue Assumptions**

Historical Growth Rate Averages						
	30 Year	25 Year	20 Year	15 Year	10 Year	5 Year
Property Taxes	5.4%	5.9%	5.9%	5.5%	5.1%	6.4%
Real Property Transfer Tax	10.0%	6.6%	4.2%	4.5%	8.2%	-0.9%
Parcel Tax	-4.1%	-4.3%	-7.3%	-11.0%	4.9%	7.8%
Other Taxes and Franchises	3.3%	3.1%	3.5%	2.4%	0.8%	1.4%
License and Permits & Fines Forfeitures	6.1%	5.7%	4.0%	1.6%	5.0%	1.6%
Revenue from Use of Money or Property	3.8%	4.0%	3.3%	2.1%	4.8%	-0.1%
Revenue from Other Agencies	14.4%	5.8%	5.0%	2.9%	4.0%	4.8%
Charges for Current Services	5.7%	5.0%	4.7%	1.5%	-0.3%	-3.8%
Other Revenue	56.3%	26.9%	19.9%	28.9%	84.0%	150.4%
Total General Fund Revenues	5.3%	5.2%	4.7%	4.0%	4.1%	3.4%

	Actual			Proj.	Assumed 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
Property Taxes	6.9%	5.3%	5.1%	3.8%	3.8%	4.3%	4.3%	4.3%	4.3%	4.3%	4.3%	4.3%	4.3%
Real Property Transfer Tax	9.2%	-0.7%	-5.7%	24.9%	-37.8%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Parcel Tax	25.9%	2.9%	4.1%	2.4%	0.5%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Other Taxes and Franchises	-2.5%	2.9%	1.9%	-2.9%	-0.6%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
License and Permits & Fines Forfeitures	2.0%	-13.0%	7.1%	-0.8%	-9.0%	10.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Revenue from Use of Money or Property	19.9%	15.6%	-48.8%	-64.3%	172.4%	70.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Revenue from Other Agencies	19.9%	-1.7%	-8.6%	30.6%	-19.2%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
Charges for Current Services	6.1%	-8.3%	-32.5%	25.4%	14.9%	8.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Other Revenue	57.6%	13.6%	5.7%	-57.9%	-37.8%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%
Total General Fund Revenues	8.8%	1.9%	-3.2%	7.3%	-3.3%	4.6%	3.2%	3.3%	3.3%	3.3%	3.3%	3.3%	3.3%

	Actual			Proj.	Projection Based on Assumed 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
Property Taxes	\$ 13,375	\$ 14,079	\$ 14,790	\$ 15,345	\$ 15,927	\$ 16,604	\$ 17,310	\$ 18,046	\$ 18,813	\$ 19,613	\$ 20,447	\$ 21,316	\$ 22,222
Real Property Transfer Tax	3,845	3,820	3,603	4,500	2,800	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
Parcel Tax	2,198	2,262	2,353	2,410	2,422	2,495	2,570	2,647	2,726	2,808	2,892	2,979	3,068
Other Taxes and Franchises	2,412	2,481	2,527	2,455	2,440	2,489	2,539	2,590	2,642	2,695	2,749	2,804	2,860
License and Permits & Fines Forfeitures	589	512	548	544	495	545	561	578	595	613	631	650	670
Revenue from Use of Money or Property	738	853	437	156	425	650	670	690	711	732	754	777	800
Revenue from Other Agencies	2,037	2,002	1,830	2,390	1,932	1,781	1,817	1,853	1,890	1,928	1,967	2,006	2,046
Charges for Current Services	3,545	3,252	2,194	2,752	3,162	3,415	3,517	3,623	3,732	3,844	3,959	4,078	4,200
Other Revenue	267	303	321	135	84	85	86	87	88	89	90	91	92
Total General Fund Revenues	\$ 29,005	\$ 29,564	\$ 28,604	\$ 30,687	\$ 29,687	\$ 31,064	\$ 32,070	\$ 33,114	\$ 34,197	\$ 35,322	\$ 36,489	\$ 37,701	\$ 38,958

City of Piedmont
10 Year Projection
Expense Assumptions

Growth Rates										
	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30
Salaries										
Misc	11.7%	3.0%	2.9%	2.9%	2.8%	2.8%	3.3%	3.4%	2.6%	2.6%
Safety	1.4%	-2.1%	3.0%	3.1%	3.1%	3.1%	2.8%	2.6%	3.3%	3.3%
Other	-9.6%	4.5%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Benefits										
Medical	4.5%	5.5%	5.0%	4.5%	4.5%	4.5%	4.5%	4.5%	4.5%	4.5%
Dental	4.5%	5.5%	5.0%	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%
Life Insurance	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%
FICA	0.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Medicare	0.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Auto & Uniform	3.0%	3.0%	3.0%	3.0%	0.03	0.03	0.03	0.03	0.03	0.03
PERS - % of Payroll										
Misc - Tier 1	25.97%	41.11%	46.12%	50.93%	54.72%	59.63%	65.14%	73.92%	83.77%	99.68%
Misc - Tier 2	9.08%	9.35%	9.51%	10.00%	10.26%	10.41%	10.70%	10.93%	10.91%	11.00%
Misc - Tier 3	7.89%	7.78%	7.95%	8.21%	8.41%	8.54%	8.79%	8.88%	8.95%	9.00%
Safety - Tier 1	49.59%	59.98%	69.70%	77.35%	82.55%	85.76%	93.45%	100.43%	107.01%	116.70%
Safety - Tier 2	19.55%	19.70%	19.88%	20.46%	20.70%	20.89%	21.19%	21.42%	21.48%	21.57%
Safety - Tier 3	14.06%	14.59%	14.79%	15.45%	15.79%	15.87%	16.23%	16.52%	16.62%	16.69%
Other expenses rate increase										
All Departments	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)

	ACTUAL	PROJECTED									
	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 Begin Balance	\$ 5,290	\$ 5,612	\$ 5,961	\$ 5,152	\$ 5,622	\$ 5,782	\$ 5,986	\$ 6,217	\$ 6,453	\$ 6,675	\$ 6,907
Revenues	28,604	30,687	29,687	31,064	32,070	33,114	34,197	35,322	36,489	37,701	38,958
<i>Growth rate - revenues</i>	-3.2%	7.3%	-3.3%	4.6%	3.2%	3.3%	3.3%	3.3%	3.3%	3.3%	3.3%
Operating Expenditures	23,398	24,687	27,296	27,923	28,651	29,702	30,848	32,020	33,149	34,284	35,568
<i>Growth rate - expenditures</i>	2.2%	5.5%	10.6%	2.3%	2.6%	3.7%	3.9%	3.8%	3.5%	3.4%	3.7%
Non Department Expenditures	2,564	3,590	3,095	2,852	3,323	3,311	2,911	2,823	2,803	3,068	2,948
Net Operating Transfers	-530	751	856	680	705	731	758	786	814	843	873
Operating net income	2,111	3,160	151	969	800	832	1,196	1,266	1,351	1,192	1,314
<i>Growth rate - operating income</i>	-37.2%	49.7%	-95.2%	541.1%	-17.4%	4.0%	43.8%	5.8%	6.7%	-11.8%	10.3%
Capital Transfers	1,790	2,810	961	498	640	628	965	1,030	1,128	960	808
Net income	321	350	-810	470	160	204	232	236	223	232	507
Ending Balance	\$ 5,612	\$ 5,961	\$ 5,152	\$ 5,622	\$ 5,782	\$ 5,986	\$ 6,217	\$ 6,453	\$ 6,675	\$ 6,907	\$ 7,414
% operating expenditures	21.6%	21.1%	17.0%	18.3%	18.1%	18.1%	18.4%	18.5%	18.6%	18.5%	19.2%
% expenditures & debt service	20.5%	21.0%	17.0%	18.2%	18.0%	18.0%	18.3%	18.4%	18.5%	18.4%	19.1%

City of Piedmont											
10 Year Projection											
General Fund Detail											
(In Thousands)											
	ACTUAL	PROJECTED									
	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	\$ 5,290	\$ 5,612	\$ 5,961	\$ 5,152	\$ 5,622	\$ 5,782	\$ 5,986	\$ 6,217	\$ 6,453	\$ 6,675	\$ 6,907
Revenues											
Property Taxes	14,790	15,345	15,927	16,604	17,310	18,046	18,813	19,613	20,447	21,316	22,222
Real Property Transfer Tax	3,603	4,500	2,800	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
Parcel Tax	2,353	2,410	2,422	2,495	2,570	2,647	2,726	2,808	2,892	2,979	3,068
Other Taxes and Franchises	2,527	2,455	2,440	2,489	2,539	2,590	2,642	2,695	2,749	2,804	2,860
License and Permits	548	544	495	545	561	578	595	613	631	650	670
Revenue from Use of Money or Property	437	156	425	650	670	690	711	732	754	777	800
Revenue from Other Agencies	1,830	2,390	1,932	1,781	1,817	1,853	1,890	1,928	1,967	2,006	2,046
Charges for Current Services	2,194	2,752	3,162	3,415	3,517	3,623	3,732	3,844	3,959	4,078	4,200
Other Revenue	321	135	84	85	86	87	88	89	90	91	92
Total Revenue	28,604	30,687	29,687	31,064	32,070	33,114	34,197	35,322	36,489	37,701	38,958
Growth Rate	-3.2%	7.3%	-3.3%	4.6%	3.2%	3.3%	3.3%	3.3%	3.3%	3.3%	3.3%
Operating Transfers In											
Reimbursement from sewer fund	802	800	815	839	864	890	917	945	973	1,002	1,032
Traffic safety ticket revenue	20	20	20	20	20	20	20	20	20	20	20
Measure D reimbursement	21	21	21	21	21	21	21	21	21	21	21
Other	4	0	0	0	0	0	0	0	0	0	0
Total Transfers In	846	841	856	880	905	931	958	986	1,014	1,043	1,073
Growth Rate	2.3%	-0.7%	1.8%	2.8%	2.8%	2.9%	2.9%	2.9%	2.8%	2.9%	2.9%
Grand Total Revenue	29,450	31,528	30,543	31,944	32,975	34,045	35,155	36,308	37,503	38,744	40,031
Growth Rate	-3.1%	7.1%	-3.1%	4.6%	3.2%	3.2%	3.3%	3.3%	3.3%	3.3%	3.3%
Expenditures											
Salaries:											
Miscellaneous	4,415	4,932	5,078	5,227	5,379	5,530	5,687	5,875	6,077	6,237	6,401
Safety	6,353	6,442	6,304	6,495	6,696	6,906	7,123	7,319	7,513	7,760	8,015
Other	2,281	2,061	2,154	2,219	2,285	2,354	2,424	2,497	2,572	2,649	2,729
Total Salaries	13,049	13,435	13,535	13,941	14,359	14,790	15,234	15,691	16,161	16,646	17,145
Growth Rate	2.0%	3.0%	0.8%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Benefits and Payroll Taxes	2,229	2,209	2,704	2,822	2,935	3,052	3,175	3,302	3,435	3,574	3,718
Growth Rate	-2.1%	-0.9%	22.4%	4.3%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%
CalPERS Retirement - Pension	2,412	3,029	3,629	4,118	4,428	4,836	5,205	5,575	5,877	6,159	6,563
Growth Rate	11.0%	25.6%	19.8%	13.5%	7.5%	9.2%	7.6%	7.1%	5.4%	4.8%	6.6%
Administration \ KCOM	1,406	1,808	1,822	1,877	1,933	1,991	2,051	2,112	2,176	2,241	2,308
Public Works \ Planning	2,102	2,221	3,039	2,522	2,274	2,229	2,295	2,364	2,435	2,508	2,584
Recreation	1,029	706	969	998	1,028	1,059	1,091	1,123	1,157	1,192	1,228
Police	724	773	1,013	1,044	1,075	1,107	1,140	1,175	1,210	1,246	1,284
Fire	447	507	584	602	620	638	657	677	697	718	740
Total Other	5,709	6,015	7,427	7,042	6,929	7,024	7,235	7,452	7,675	7,905	8,143
Growth Rate	0.9%	5.4%	23.5%	-5.2%	-1.6%	1.4%	3.0%	3.0%	3.0%	3.0%	3.0%
Grand Total Expenditures	23,398	24,687	27,296	27,923	28,651	29,702	30,848	32,020	33,149	34,284	35,568
Growth Rate	2.2%	5.5%	10.6%	2.3%	2.6%	3.7%	3.9%	3.8%	3.5%	3.4%	3.7%
Non Departmental Expenditures											
Insurance (WC\Liab\Unemployment)	1,512	1,820	1,920	1,979	2,040	2,103	2,169	2,236	2,306	2,377	2,451
Library	350	350	350	350	350	350	350	350	350	350	350
Retiree Medical Premium Payments	614	670	825	861	933	978	1,053	1,122	1,160	1,241	146
OPEB Contributions	87	0	0	0	0	0	0	0	0	0	0
Pension Rate Stabilization	0	750	0	-338	0	-120	-661	-886	-1,013	-901	0
Total Non-Departmental Expenditures	2,564	3,590	3,095	2,852	3,323	3,311	2,911	2,823	2,803	3,068	2,948
Growth Rate	4.5%	40.1%	-13.8%	-7.9%	16.5%	-0.4%	-12.1%	-3.0%	-0.7%	9.4%	-3.9%
Operating transfers-out											
Aquatics	250	0	0	200	200	200	200	200	200	200	200
Juvenile Officer Fund		90	0	0	0	0	0	0	0	0	0
2014 Pension Obligation Fund	1,127	0	0	0	0	0	0	0	0	0	0
Total Transfers Out	1,377	90	0	200	200	200	200	200	200	200	200
Growth Rate	-18.0%	-93.5%	-100.0%	#DIV/0!	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Total expenditures and transfers-out	27,339	28,367	30,392	30,975	32,174	33,213	33,958	35,042	36,152	37,552	38,716
Growth Rate	1.2%	3.8%	7.1%	1.9%	3.9%	3.2%	2.2%	3.2%	3.2%	3.9%	3.1%
Operating net income	2,111	3,160	151	969	800	832	1,196	1,266	1,351	1,192	1,314
Growth Rate	-37.2%	49.7%	-95.2%	541.1%	-17.4%	4.0%	43.8%	5.8%	6.7%	-11.8%	10.3%
Capital transfer-out											
Facility maintenance fund	1,050	1,800	0	0	200	200	200	200	200	200	200
Equipment replacement fund	400	610	361	498	440	428	765	830	928	760	608
Streets \ Sidewalk	0	400	600								
Capital Improvements	340										
Total Capital Transfers	1,790	2,810	961	498	640	628	965	1,030	1,128	960	808
Net income after capital transfers	321	350	-810	470	160	204	232	236	223	232	507
General Fund Ending Balance	\$ 5,612	\$ 5,961	\$ 5,152	\$ 5,622	\$ 5,782	\$ 5,986	\$ 6,217	\$ 6,453	\$ 6,675	\$ 6,907	\$ 7,414
Growth of general fund balance	6.1%	6.2%	-13.6%	9.1%	2.8%	3.5%	3.9%	3.8%	3.4%	3.5%	7.3%
% Operating Expenditures	21.6%	21.1%	17.0%	18.3%	18.1%	18.1%	18.4%	18.5%	18.6%	18.5%	19.2%
% expenditures & debt service	20.5%	21.0%	17.0%	18.2%	18.0%	18.0%	18.3%	18.4%	18.5%	18.4%	19.1%

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

	ACTUAL	PROJECTED EXPENSES									
	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	\$ 4,415	\$ 4,932	\$ 5,078	\$ 5,227	\$ 5,379	\$ 5,530	\$ 5,687	\$ 5,875	\$ 6,077	\$ 6,237	\$ 6,401
Safety	6,353	6,442	6,304	6,495	6,696	6,906	7,123	7,319	7,513	7,760	8,015
Other	2,281	2,061	2,154	2,219	2,285	2,354	2,424	2,497	2,572	2,649	2,729
Total Salaries	13,049	13,435	13,535	13,941	14,359	14,790	15,234	15,691	16,161	16,646	17,145
Benefits											
Medical	1,374	1,575	1,714	1,799	1,880	1,965	2,053	2,146	2,242	2,343	2,449
Dental	154	178	177	186	194	203	212	221	231	242	253
Vision	20	22	22	22	22	22	23	23	23	23	23
Life Insurance	36	43	19	19	19	19	19	20	20	20	20
Disability	11	16	37	38	38	38	39	39	39	40	40
FICA	327	413	395	407	419	432	445	458	472	486	501
Medicare	187	196	195	201	207	214	220	227	233	240	248
EAP			24	25	26	27	27	28	29	30	31
Auto & Uniform	121	130	121	125	129	133	136	141	145	149	154
Total Benefits & Taxes	2,229	2,574	2,704	2,822	2,935	3,052	3,175	3,302	3,435	3,574	3,718
Retiree Medical	614	670	825	861	933	978	1,053	1,122	1,160	1,241	146
PERS Employer Contribution											
Misc - Tier 1	542	664	881	1,006	1,090	1,196	1,297	1,386	1,456	1,494	1,576
Misc - Tier 2	71	78	104	116	121	138	147	159	171	180	188
Misc - Tier 3	107	128	154	160	168	177	185	205	225	257	291
Total Misc	720	869	1,139	1,282	1,379	1,511	1,628	1,751	1,852	1,931	2,056
Safety - Tier 1	1,248	1,808	2,022	2,293	2,486	2,732	2,919	3,111	3,258	3,415	3,644
Safety - Tier 2	262	231	259	295	303	319	369	386	402	428	454
Safety - Tier 3	182	236	239	248	261	275	288	327	365	385	410
Total Safety	1,692	2,275	2,520	2,836	3,049	3,325	3,576	3,824	4,025	4,228	4,507
Total PERS	2,412	3,144	3,659	4,118	4,428	4,836	5,205	5,575	5,877	6,159	6,563
GRAND TOTAL PERSONNEL	\$ 17,690	\$ 19,153	\$ 19,898	\$ 20,880	\$ 21,722	\$ 22,678	\$ 23,613	\$ 24,568	\$ 25,474	\$ 26,379	\$ 27,426
YOY \$ Change	\$ 453	\$ 1,463	\$ 745	\$ 982	\$ 842	\$ 956	\$ 935	\$ 955	\$ 906	\$ 905	\$ 1,047
% Change	2.6%	8.3%	3.9%	4.9%	4.0%	4.4%	4.1%	4.0%	3.7%	3.6%	4.0%