



FISCAL YEAR 2018-19 PROPOSED BUDGET



Mission Statement:

The City of Mountain View provides quality services and facilities that meet the needs of a caring and diverse community in a financially responsible manner.

THE CITY OF MOUNTAIN VIEW, CALIFORNIA OPERATING BUDGET FISCAL YEAR 2018-19

CITY COUNCIL:

Leonard M. Siegel, Mayor
Lisa Matichak, Vice Mayor

Margaret Abe-Koga
Christopher R. Clark
John McAlister
Ken S. Rosenberg
Patricia Showalter

Submitted by:
Daniel H. Rich, City Manager

Prepared by:
Patty J. Kong, Finance and Administrative Services Director
Suzanne Niederhofer, Assistant Finance and
Administrative Services Director
Helen Ansted, Principal Financial Analyst
Rafaela O. Duran, Senior Financial Analyst
Ann Trinh, Financial Analyst

City of Mountain View California

City Officials

City Council

Leonard M. Siegel, Mayor

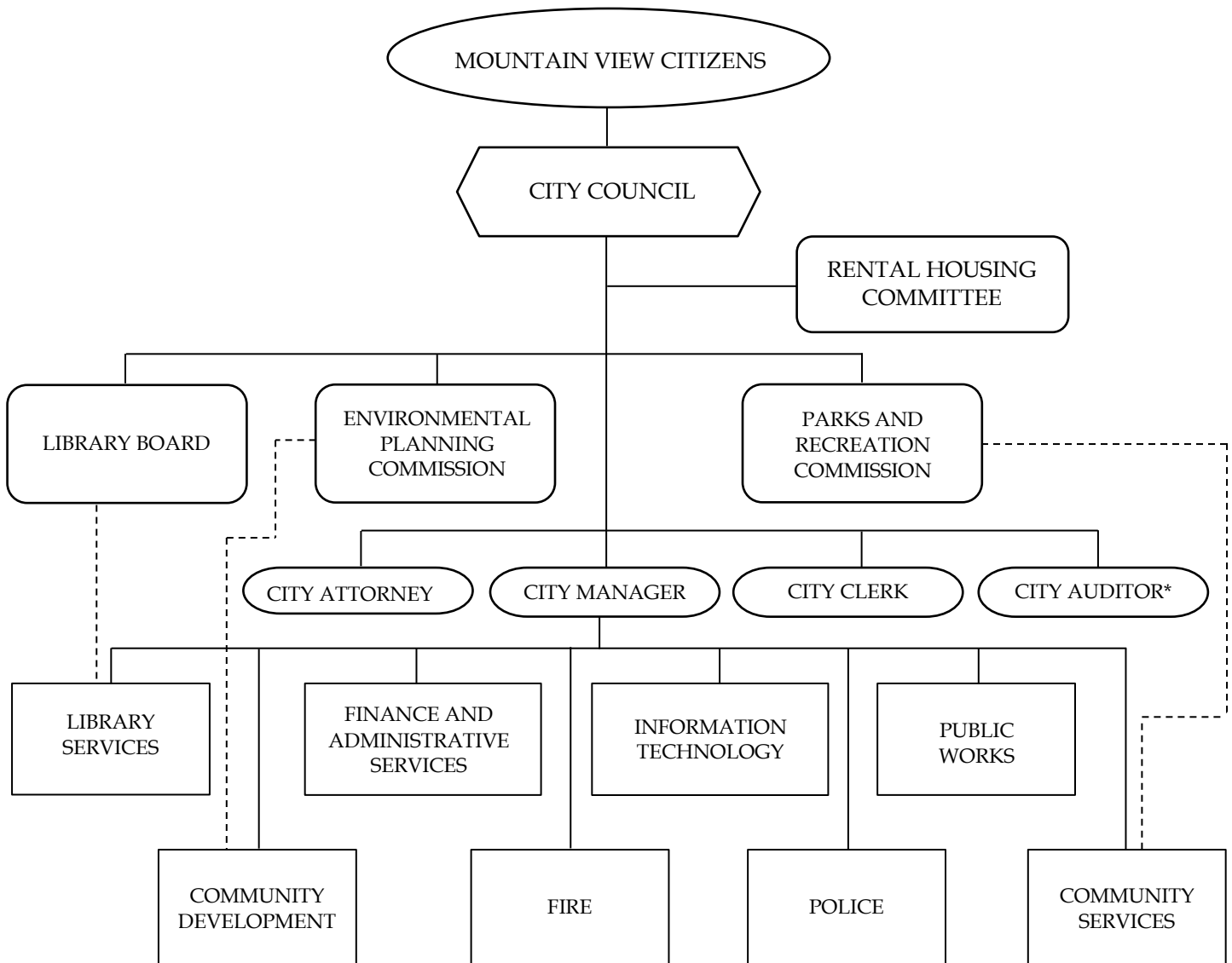
Lisa Matichak, Vice Mayor

Margaret Abe-Koga
Christopher R. Clark
John McAllister
Ken S. Rosenberg
Patricia Showalter

City Staff

Daniel H. Rich, City Manager
Jannie L. Quinn, City Attorney
Lisa Natusch, City Clerk
Audrey Seymour Ramberg, Assistant City Manager
Roger R. Jensen, CIO/Information Technology Director
Patty J. Kong, Finance and Administrative Services Director
Randal Tsuda, Community Development Director
Michael A. Fuller, Public Works Director
J.P. de la Montaigne, Community Services Director
Rosanne M. Macek, Library Services Director
Juan Diaz, Fire Chief
Max Bosel, Police Chief

CITY GOVERNMENT ORGANIZATION



- KEY:**
- {{ ELECTED
 - {{ APPOINTED BY COUNCIL
 - {{ APPOINTED BY CITY MANAGER
 - LINE OF COMMAND
 - - - - STAFF SERVICES

FISCAL YEAR 2018-19 POSITION TOTALS: 613.25 Full-Time and Regular Part-Time
 22.50 Limited-Period
 62.90 Hourly Positions

* Finance and Administrative Services Director serves as City Auditor.

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INTRODUCTION



OFFICE OF THE CITY MANAGER

500 Castro Street • Post Office Box 7540 • Mountain View • California • 94039-7540
650-903-6301 • Fax 650-962-0384

June 12, 2018

Honorable City Council
City of Mountain View

FISCAL YEAR 2018-19 PROPOSED OPERATING BUDGET

Honorable Mayor and Members of the City Council:

We are pleased to present for your consideration a structurally balanced Proposed Operating Budget, based on Council input from the Narrative Budget Study Session held on May 1, 2018. Formal adoption of the budget is scheduled after a second public hearing on June 19, 2018. This letter summarizes the Proposed Budget.

INTRODUCTION

The City is benefiting from the continued strong economy and high demand for development, resulting in significant property tax growth. The Citywide assessed Value (AV) growth is 11.1 percent higher than the previous year. This includes growth in property taxes resulting from new development being added to the tax roll, as well as increases in AV from changes in ownership. Property Tax revenues for the City's General Operating Fund (GOF) are estimated to be 11.8 percent higher than the Fiscal Year 2017-18 Adopted Budget. The other major revenue category projected with a significant increase in Fiscal Year 2018-19 is Use of Money and Property, which includes Investment Earnings, and Rents and Leases. The Federal Reserve has taken recent actions to raise rates and additional rate increases are anticipated to continue during the next fiscal year. Rents and Leases are increasing as a result of the anticipated Ameswell ground lease revenues commencing. Most other revenue sources are remaining stable or with modest changes.

Although the City's revenues are cyclical and reflect the boom and bust of economic cycles, the City has addressed past recessions, balancing the GOF by strategically reducing expenditures, establishing more efficient operating models, and working closely with employee groups to contain employee compensation costs, as well as implementing limited revenue enhancements where appropriate. While the City has added positions back in recent years as the economy has improved, the City continues to operate with fewer staff than before the recession. In Fiscal Year 2001-02, City employment peaked with 651.25 positions and in Fiscal Year 2012-13 there was a low of

564.75 positions Citywide. In the GOF, over the periods of retrenchment during this time frame, the City reduced approximately 70.0 positions or over 14.0 percent of its workforce.

The City organization has found methods to improve efficiencies, to do more with less staff, but increasingly heavy workloads place pressure on the organization. To address some of the staffing needs within the City, a total of 29.0 positions, including limited-period positions, were added for all funds in the Fiscal Year 2017-18 Adopted Budget; 4.5 of these are ongoing positions in the GOF. Total Citywide, all funds, the position count is still down 51.5 positions from the peak, supplemented with 19.0 limited-period positions (net deficit of 32.5 positions).

Continuing to focus on adding resources where most needed and to the extent the long-term budget will allow, additional positions are proposed for Fiscal Year 2018-19. A total of 12.5 net positions are proposed as ongoing positions and there are a net of 15.0 new personnel proposed. A summary of the positions proposed is as follows:

	<u>GF</u>	<u>Other Funds</u>	<u>Total Positions</u>
New Ongoing Regular	4.50	6.00	10.50
Limited-Period to Regular	1.50	0.50	2.00
Continuing Limited-Period	11.45	4.55	16.00 ¹
New Limited-Period	<u>3.15</u>	<u>1.35</u>	<u>4.50</u>
 Total	 <u>20.60</u>	 <u>12.40</u>	 <u>33.00¹</u>

¹ Does not include 2.0 FTE limited-period positions reimbursed by Google per the agreement that expires June 30, 2018. Staff is currently working on an amendment to extend the agreement.

As discussed at the Narrative Budget Study Session, an additional limited-period 0.5 FTE position is proposed to be added for a total of 3.0 FTE staffing for the Environmental Sustainability Program. An alternative to the 0.5 FTE position for the Environmental Sustainability Program is included in a separate memo as an attachment to the Proposed Budget Council report for June 12, 2018. In addition, the current fiscal year limited-period Communications Training Supervisor position is proposed to continue in Fiscal Year 2018-19 and has been added to the table above.

With the new positions proposed, this would provide for 613.25 ongoing positions and 20.50 limited-period positions, or a total of 633.75 positions, still lower than the peak of

651.25 positions. There have been some changes in operations (e.g., adding positions from contracts, such as insourcing IT, or contracting out positions, such as Shoreline Golf Links, etc.), but overall there are still fewer positions while the working environment has become more complex. The positions recommended are for almost all departments; however, about half of the resources being added or continued are for Community Development and Public Works, in response to the continued heavy workload.

The City is fortunate to be experiencing strong revenue growth, with economists currently believing the regional fundamentals are strong and not forecasting a downturn in the economy over the next 12 to 18 months, with certain caveats. Historically, recessions have generally occurred between 3 and 9 years. Post-World War II, the longest period of expansion was 10 years, from 1991 to 2001. It has been approximately 9 years since the end of the last recession (June 2009); however, the recovery has been long and slow, so this expansion could surpass the expansion of the 1990s. Although it is uncertain when the next economic slowdown will occur, based on history, it is certain there will be another recession sooner or later; therefore, it is assumed there will be a recession during the Forecast period. While staff had previously included a slowdown in Fiscal Year 2018-19; based on more recent economic information, the City's Forecast now assumes that the next recession will occur in Fiscal Year 2020-21 and continue into Fiscal Year 2021-22.

The Fiscal Year 2018-19 Proposed Budget document, which includes all City Funds, is divided into nine sections as follows:

1. Introduction—Includes a summary of the City's overall financial plan, proposed changes, and policy options based on Council direction at the Narrative Budget Study Session;
2. City and Community Information—Includes the community profile and other information about the City;
3. General Operating Fund Forecast—Includes the GOF 10-Year revenue and expenditure forecast;
4. Department Budgets—Includes operating plans for all City departments;
5. Fund Schedules—Includes proposed budgets for all funds;
6. Capital Improvement Projects—Includes the Proposed Capital Improvement Program (CIP) for Fiscal Year 2018-19 (and remaining years of the Five-Year CIP);

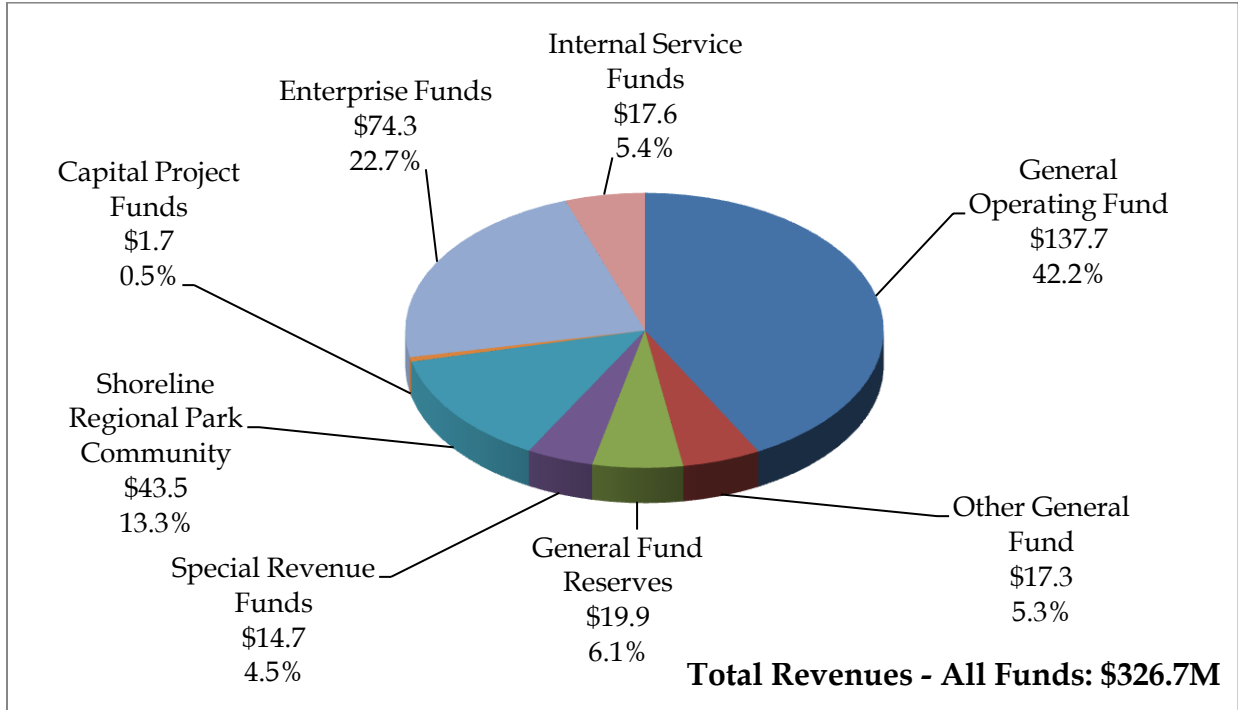
7. Miscellaneous Information – Includes description of the budget process, position listing, debt administration and payments, and other information;
8. Shoreline Regional Park Community – Includes the proposed budget for the Shoreline Regional Park Community; and
9. Glossary and Index – Includes the glossary and index for this document.

This budget has been prepared in accordance with Section 1103 of the City Charter, the State Constitutional limit on the proceeds of taxes, and all applicable regulations.

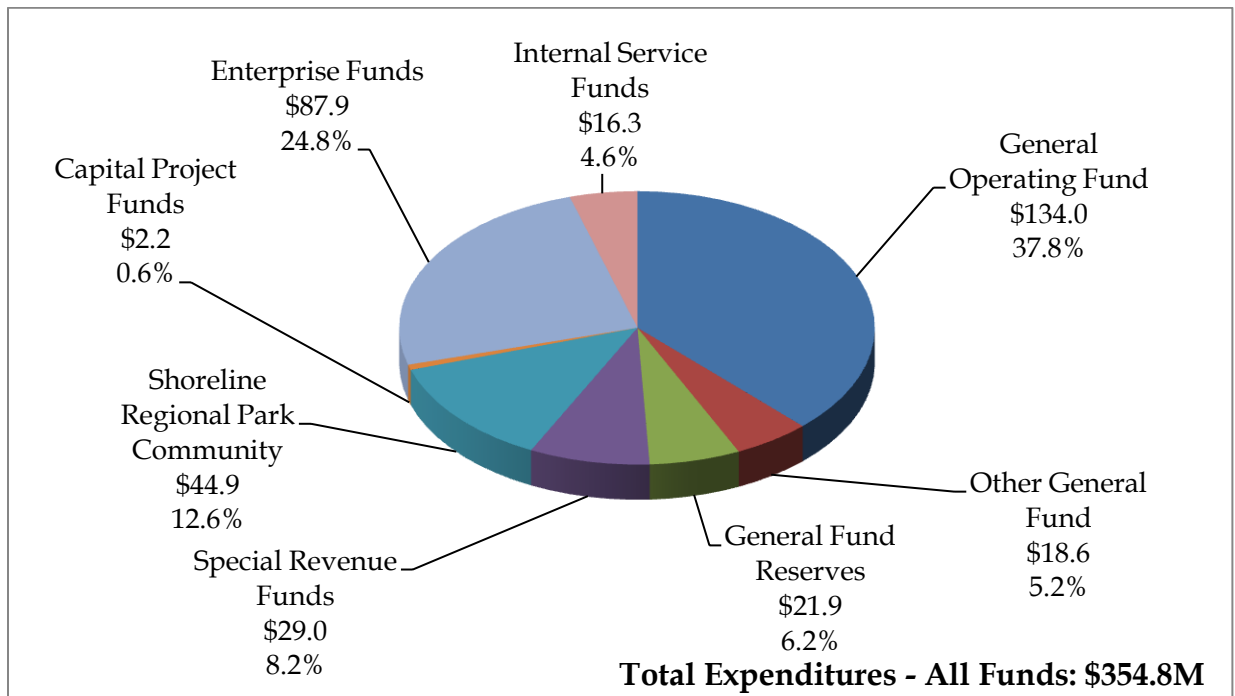
FISCAL YEAR 2018-19 BUDGET OVERVIEW

The total Proposed Budget for Fiscal Year 2018-19 is \$326.7 million in revenues and \$354.8 million in expenditures. Expenditures are greater than revenues as some expenditures, such as capital projects, are funded from existing available resources. The Fund Schedules Section of this document presents the City's financial picture in detail.

**Total Fiscal Year 2018-19 Proposed Revenues – All Funds
 (dollars in millions)**



**Total Fiscal Year 2018-19 Proposed Expenditures – All Funds
 (dollars in millions)**



GENERAL OPERATING FUND

The GOF is the single largest City fund and provides funding for core services, including Police, Fire, Parks, Recreation, Library, some Planning, Public Works, and Administration. The City's financial health is shaped in large part by economic forces beyond our control. Revenues fluctuate with the economic climate of Silicon Valley and the Bay Area. During the dot-com boom, City revenues, especially Sales Tax revenue, increased significantly and just as significantly declined with the dot-com bust. During this past recession, due primarily to declines in Property Taxes, Sales Taxes, and Transient Occupancy Tax revenues, the GOF faced structural deficits (before corrective actions were taken) for four consecutive fiscal years. By addressing these structural deficits on an ongoing basis, the City was able to position itself for revenue growth with the economic recovery. In addition, the City's sound fiscal practices and budget discipline have allowed the City to maintain its AAA credit rating, a status only a fraction of other California cities can claim.

Building on this strong financial foundation and with the current continuation of revenue growth, the Proposed GOF budget for Fiscal Year 2018-19 is structurally balanced.

The General Operating Fund Proposed Budget is summarized below (dollars in thousands):

Total Revenues	\$137,688
Total Expenditures	(124,997)
Transfer to General Fund Reserve	(1,000)
Transfer to Transportation Reserve	(2,000)
Transfer to Capital Improvement Reserve	(2,000)
CalPERS Contribution	<u>(4,000)</u>
Operating Balance	\$ <u><u>3,691</u></u>

The City is in a desirable position to be generating a healthy operating balance, which provides the opportunity to address some infrastructure needs and unfunded liabilities, that were unable to be addressed during tough economic times. Revenues are at a level sufficient to fund expenditures with recommended additional funding of \$9.0 million: \$1.0 million for the General Fund Reserve, \$2.0 million to a proposed new Transportation Reserve, \$2.0 million to the Capital Improvement Reserve, and a contribution of \$4.0 million to pay down unfunded California Public Employees' Retirement System (CalPERS) liabilities.

Fiscal Year 2018-19 Proposed Operating Budget

June 12, 2018

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The overall funding status of CalPERS has declined over the past decade due to a number of factors such as the CalPERS Fund’s investment losses, demographic assumption changes, and discount rate reductions. Staff recommends lump-sum payments to CalPERS when possible to address this unfunded liability.

	Fiscal Years 2014-15 through 2016-17		Fiscal Year 2017-18		Fiscal Year 2018-19		Fiscal Year 2019-20		Fiscal Year 2020-21		Total	
	PERS	OPEB	PERS	OPEB	PERS	OPEB	PERS	OPEB	PERS	OPEB	PERS	OPEB
GOF	\$4.0 M	\$4.0 M	\$4.0 M	\$2.0 M	\$4.0 M	–	\$2.0 M	–	\$1.0 M	–	\$15.0 M	\$6.0 M
GNOF	\$3.5 M	\$2.5 M	\$6.0 M	\$2.0 M	\$2.0 M	–	–	–	–	–	\$11.5 M	\$4.5 M
Other Funds	\$1.54 M	–	\$2.35 M	–	\$1.59 M	–	\$0.56 M	–	\$0.28 M	–	\$6.32 M	–
Total	\$9.04 M	\$6.5 M	\$12.35 M	\$4.0 M	\$7.59 M	–	\$2.56 M	–	\$1.28 M	–	\$32.82 M	\$10.5 M

For other post-employment benefits (OPEB), or retirees’ health obligation, the City has made great strides toward funding the actuarial accrued liability (AAL), and is 81.2 percent funded (estimate as of June 30, 2018). Previously, all funds other than the GOF had contributed their full share of the unfunded AAL (UAAL). However, certain factors have caused some volatility in calculating the UAAL for each fund, and some funds are no longer fully funded. Staff is working to smooth the effect of these factors in order to avoid large spikes in the amount of funding needed and achieve full funding. To reduce the GOF share of its UAAL, a total of \$10.5 million additional funds have been budgeted and transferred towards this liability since Fiscal Year 2014-15. As this obligation currently has a funding status of over 80.0 percent, there are no additional funds proposed in the Fiscal Year 2018-19 budget.

A number of priority transportation projects have been identified and whether or not any new revenue measure is targeted for transportation, the needs are significant and long-term. Therefore, a new reserve is proposed with \$2.0 million of initial funding from the City.

A summary of the Fiscal Year 2018-19 General Operating Fund Proposed Budget is provided below. Details of the Proposed GOF revenues and expenditures are included on Page 5-4 and in the General Operating Fund Forecast section of this document.

General Operating Fund 10-Year Financial Forecast (Forecast)

Included in this Proposed Budget document is the Forecast beginning on Page 3-1. Forecasting is an important part of a city's financial planning process. While it is challenging to accurately predict local government revenues due to the variable nature of the revenue sources and their connection to regional, State, national, and even international economic conditions, it is possible to identify reasonable financial trends and provide a conceptual financial picture for a multi-year period which is useful to the policy makers' decision-making. The Forecast demonstrates the projected fiscal outlook for the GOF (including the Fiscal Year 2018-19 Proposed Budget).

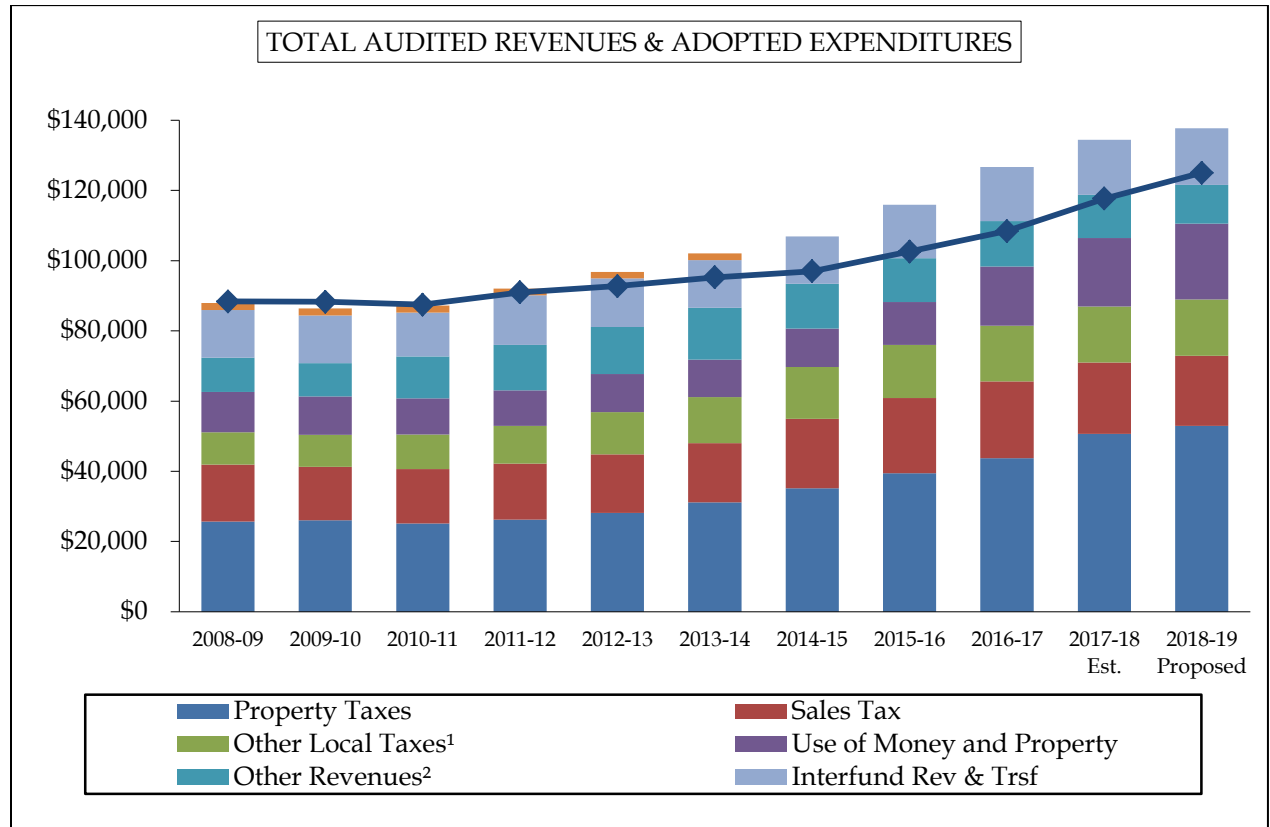
In the Forecast, revenues are projected to continue growing; however, staff assumes a recession will occur during the 10-year forecast period. It is unknown exactly when a recession will occur, but staff has incorporated the impact of a recession beginning in Fiscal Year 2020-21, which would be surpassing the longest economic expansion in decades. At that point, the projected operating balance declines and modest deficits are projected in Fiscal Year 2021-22 through the end of the Forecast in Fiscal Year 2027-28 (prior to any corrective action).

Fiscal Year 2018-19 General Operating Fund

Revenues

For Fiscal Year 2018-19, GOF revenues are projected to grow by 7.6 percent compared to the current fiscal year Adopted Budget, to \$137.7 million. All major categories of revenues except Sales Tax are projected with increases over the Fiscal Year 2017-18 Adopted. More detail on each revenue source can be found in the Forecast.

The City's recent revenue history and estimated revenues for the current fiscal year and projected revenues for the upcoming fiscal year are as follows (dollars in thousands):



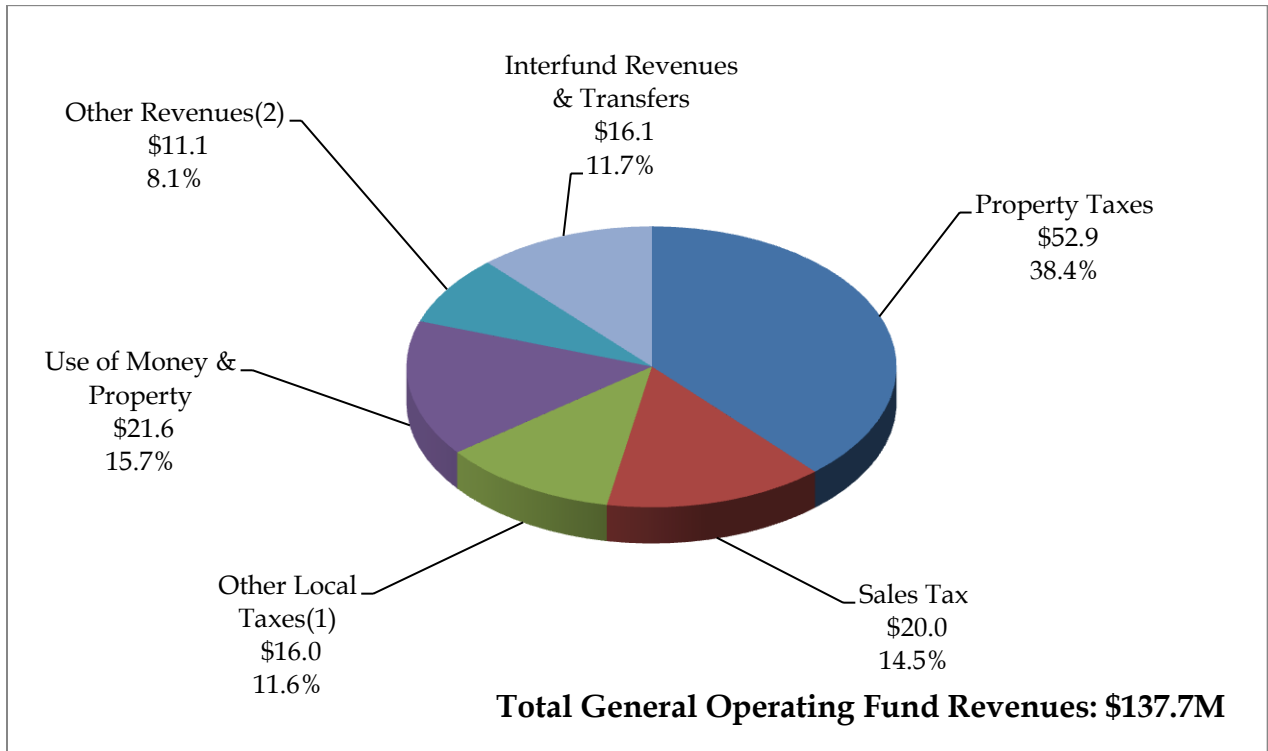
¹ Other Local Taxes is comprised of Transient Occupancy Tax, Business Licenses, and Utility Users Tax.

² Other Revenues is comprised of Licenses, Permits & Franchise Fees, Fines & Forfeitures, Intergovernmental, Charges for Services, and Miscellaneous Revenues.

This chart demonstrates the cyclical nature of the City's balance between revenues and expenditures. In recessionary years, small margins existed between GOF revenues and expenditures, while that gap widens during high-revenue-growth years as we are currently experiencing. The adopted expenditures in the chart include budget savings: for Fiscal Years 2008-09 through 2010-11, actual budget saving results greater than adopted were necessary to maintain a positive operating balance due to revenue shortfalls compared to budget. In comparison, Fiscal Years 2011-12 through 2014-15, actual budget savings declined, but revenues were greater than adopted.

A summary of the major categories of GOF Revenues for the Fiscal Year 2018-19 Proposed Budget is as follows:

**Fiscal Year 2018-19 General Operating Fund Proposed Revenues
 (dollars in millions)**



¹ Other Local Taxes is comprised of Transient Occupancy Tax, Business Licenses, and Utility Users Tax.

² Other Revenues is comprised of Licenses, Permits & Franchise Fees, Fines & Forfeitures, Intergovernmental, Charges for Services, and Miscellaneous Revenues.

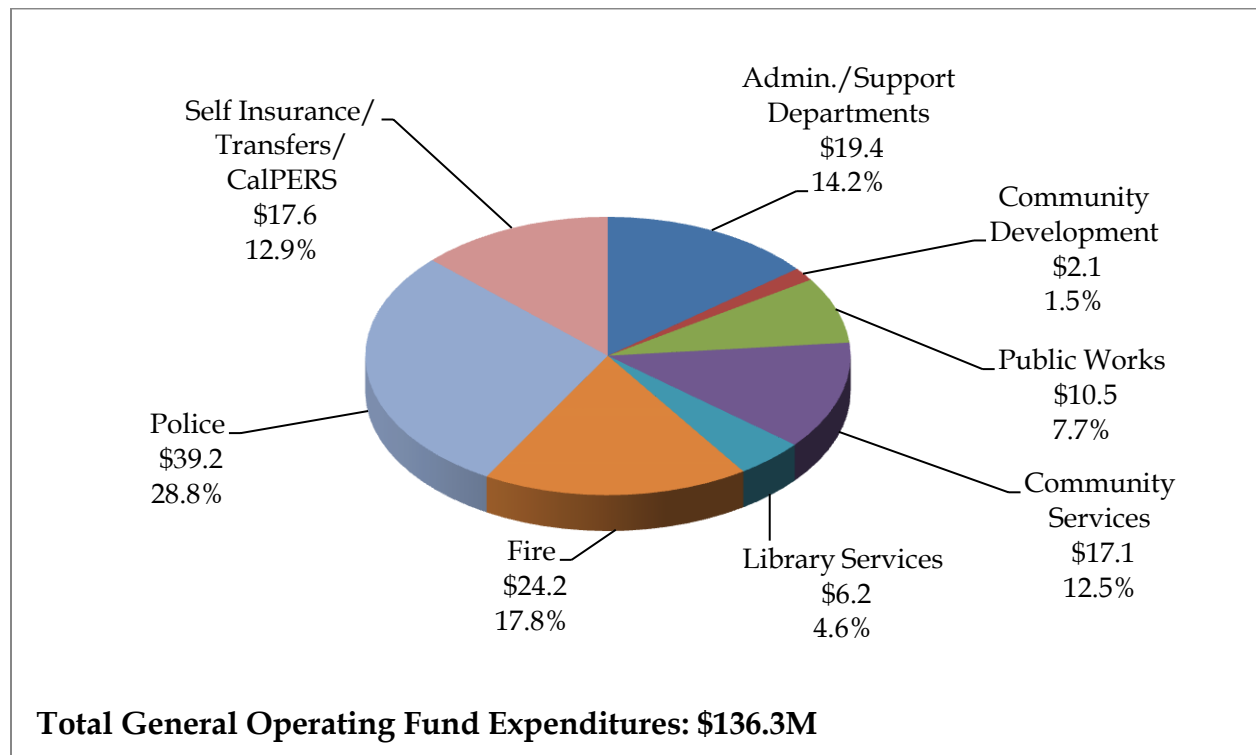
Expenditures

The proposed expenditures for Fiscal Year 2018-19 include the addition of \$338,800 non-discretionary increases, which preserves current service levels, and \$1.2 million discretionary additions for resources to meet demands and reduce some of the workload strain on staff. In total, including increases for personnel costs, there is a proposed 6.2 percent increase in expenditures from the Fiscal Year 2017-18 Adopted Budget.

Although a significant portion of new expenditure requests by departments are being proposed, there were more requests for ongoing expenditure increases. As can be seen in the Forecast, although more expenditures could be afforded in the Fiscal Year 2018-19 Budget, it is recommended to only add expenditures that are generally sustainable through the next economic recession, when the GOF could once again be facing an operating deficit, requiring budget reductions to maintain a balanced GOF. To address heavy workloads, some current demands for resources are being addressed through limited-period funding.

The major components of GOF proposed expenditures by department are as follows:

**Fiscal Year 2018-19 General Operating Fund Proposed Expenditures
 (dollars in millions)**



* Admin./Support Departments include: City Council, City Clerk, City Attorney, City Manager, Information Technology, and Finance and Administrative Services.

Note: Does not include the \$2.3 million budget savings, but does include the transfers of \$1.0 million to the GF Reserve, \$2.0 million to the new Transportation Reserve, \$2.0 million to the Capital Improvement Reserve, and \$4.0 million toward the CalPERS Liability.

Fiscal Year 2018-19 Proposed Budget Changes

Departments have reviewed their programs, work levels, and preliminary goals for the upcoming fiscal year and developed their budget requests. Some adjustments to department proposed goals may still be necessary in light of heavy workloads and high employee vacancy rates. The following is a discussion of major proposed expenditure changes for Fiscal Year 2018-19 and, unless otherwise noted, these were all presented in the Narrative Budget.

Non-Discretionary Increases

For Fiscal Year 2018-19, a total of \$338,800 of non-discretionary increases are included to fund existing and new required operational costs such as increases in the City's minimum wage, information technology costs, gas and electricity, and contract services. A complete listing, with descriptions, of non-discretionary items is included in the Miscellaneous Information section (see Page 7-6). Items \$25,000 and over are as follows:

- **Minimum Wage Impact One-Half-Year (Community Services):** \$170,000
- **Gas and Electricity Cost Increase:** \$73,000
- **Information Technology Licenses and Maintenance:** \$66,400
- **Janitorial Cost Increases for City Facilities:** \$32,400
- **CalPERS Replacement Benefit:** \$31,500
- **Minimum Wage Impact One-Half-Year (Library Services):** \$30,000

Discretionary Expenditures

New expenditures totaling \$1.2 million are proposed for high-priority ongoing programs. These are included in the Fiscal Year 2018-19 Proposed Budget and future projections in the Forecast. A complete listing, with descriptions, of discretionary items is included in the Miscellaneous Information Section (see Page 7-10). Items \$25,000 and over are as follows:

- **CSD Succession Plan:** \$242,400
- **FASD Senior Management Analyst (Contracts Coordinator) Position:** \$195,100

- **Analyst I/II – Environmental Sustainability Position:** \$180,200
- **Fire Analyst I/II Position:** \$180,200
- **CSD Contract Services – Recreation Classes:** \$100,000 (offset by \$130,000 in revenue from fees)
- **Program Assistant – Engineering Division Position (0.50):** \$73,300
- **CSD Office Assistant I/II Position:** \$61,300 (\$122,700 offset by a reduction in wages)
- **Employee Commute Benefit Program:** \$60,000
- **Police Assistant II Position (0.50):** \$38,500 (\$65,500 offset by a reduction in wages)
- **Librarian I/II Position (0.50):** \$38,400 (\$81,200 offset by a reduction in wages)
- **Personal Protective Equipment (PPE):** \$37,200
- **CDD Secretary Position Redistribution of Funding:** \$31,600
- **HR Contract Services – Personnel-Related:** \$30,000
- **PW Contract Services – HVAC Systems:** \$28,000
- **Employee Engagement and Appreciation Program:** \$25,000
- **Turf Cleaning:** \$25,000

Limited-Period Expenditures

Funding of \$4.1 million (excluding rebudgeted items) for new limited-period items is included in the Proposed Budget. These are for important, short-term needs, much of which is for a continuation of current limited-period staffing. Changes from the Narrative Budget include the continuation of the Communications Training Supervisor Position (in lieu of additional training funds) and a new 0.50 FTE Analyst I/II for Environmental Sustainability. Additional changes from the Narrative Budget Report are highlighted in the June 12, 2018 Council report. All items are detailed, with descriptions, in the Miscellaneous Information Section (see Page 7-22) and the items \$25,000 and over are as follows:

- **Firefighter Recruit Academy:** \$450,000
- **Two Public Safety Dispatcher Overhire Positions (one continuing)*:** \$386,200
- **Police Officer Position (two-year)-Community Outreach*:** \$259,800
- **Senior Deputy City Attorney Position*:** \$234,400
- **Communications Training Supervisor Position*:** \$211,200⁽¹⁾
- **Associate Civil Engineer – Land Development Section Position*:** \$191,200
- **Human Resources Analyst I/II Position*:** \$180,200
- **Analyst I/II – Environmental Sustainability Position (0.50):** \$94,000⁽¹⁾⁽²⁾
- **Two Police Officer Trainee Positions*:** \$164,000
- **Citywide Succession Planning:** \$160,000
- **Management Fellow Position*:** \$140,200
- **November 2018 Election:** \$100,000
- **Human Resources Analyst Wages:** \$100,000
- **Contract Services – Utility Locating:** \$95,000
- **Performing Arts Supervisor Position (0.50)*:** \$92,300

- **Community Services Officer (CSO) Position (0.50):** \$ 90,100
- **Associate Civil Engineer – Traffic Section Position (0.45)*:** \$86,000
- **IT Secretary Position (0.50):** \$75,700
- **Manager’s Mobility Partnership (MMP) Regional Bike Route:** \$75,000
- **Office 365 Migration Consultant:** \$60,000
- **PW Hourly Staff to Support the Traffic Section:** \$60,000
- **PW Hourly Staff to Support the Capital Projects Section:** \$60,000
- **Labor Negotiations:** \$50,000
- **Environmental Sustainability Fellow:** \$50,000
- **Program for Sidewalk Ramping and Grinding:** \$50,000
- **Nonprofit Agency Funding:** \$49,600
- **Safe Routes to Schools (SRTS) Education Program:** \$46,000
- **New Community Center – Pilot Program for Day Porter Services:** \$42,800
- **Employee Wellness Program:** \$35,000
- **Deferred Compensation Plan:** \$35,000
- **Pilot Power Washing of Downtown Sidewalks:** \$31,100
- **Agency Cyber-Attack Training:** \$30,000
- **2017 Community Greenhouse Gas (GHG) Inventory:** \$30,000
- **Downtown Economic Vitality Program:** \$30,000
- **Fire Entry-Level Recruitment Program:** \$30,000

- **CMO Hourly Support Staff:** \$25,500
- **Regional Airplane Noise Round Table:** \$25,000

*Represents a continuing limited-period position.

(1) Represents a change from the Narrative Budget.

(2) Alternative is outlined in a memo attached to the June 12, 2018 Council report.

General Fund Carryover Available for Allocation

The Fiscal Year 2017-18 estimated GOF operating balance and carryover of \$12.4 million (subject to changes in assets and liabilities and grants/donations carryovers) is proposed to fund the following items included in the Proposed Budget:

- \$4.1 million for limited-period expenditures, as noted above, (excluding rebudgeted items);
- \$1.8 million General Fund Reserve;
- \$2.0 million new Transportation Reserve;
- \$1.1 million Compensated Absences Reserve;
- \$2.0 million for CalPERS; and
- The balance up to \$3.0 million (currently estimated at \$1.4 million) to the Capital Improvement Reserve.

Staff will return to Council after the conclusion of the fiscal year-end audit with any modifications and final balances available for allocation.

OTHER MAJOR FUNDS

Other General Funds

Development Services Fund

Development Services is a General Fund program, separated from the GOF in order to facilitate better tracking and accounting. This separation was established to allow for an effective way to match revenues and expenditures. Initially created for Building Services, this fund was expanded for Fiscal Year 2014-15 to more fully encompass all development activity.

Development activity is anticipated to continue to remain strong into the upcoming fiscal year. Fiscal Year 2018-19 total proposed revenues are \$14.8 million and total proposed expenditures are \$16.0 million. This includes discretionary increases of \$155,700, new limited-period items of \$1.7 million primarily targeted to address workload during this period of unusually high development activity, \$503,000 contribution to the CalPERS liability (proportionate to the General Fund contribution), \$56,000 to the Compensated Absences Reserve, a \$250,000 contribution to Retirees' Health UAAL, and \$25,000 for capital projects. The Development Services Fund is projected to end the fiscal year with a Land Use Document Reserve of \$7.3 million and ending balance of \$6.3 million. This balance is necessary due to the timing of development-related revenues and expenditures. Revenues on development activity are collected in advance of the services provided and corresponding expenditures. A significant balance should be maintained in the fund for these prepaid services and to continue operations during the next slowdown in development activity.

Shoreline Golf Links Fund

For Fiscal Year 2018-19, revenues are proposed at \$2.5 million and expenditures are proposed at \$2.4 million. This fund is impacted by competition of neighboring courses, weather conditions affecting playability as well as the amount of water needed for irrigation of the course. Modest fee increases are being proposed for Fiscal Year 2018-19 and the revenues-over-expenditures balance is expected to provide a balance sufficient to transfer \$125,000 to the City's GOF.

Special Funds

Shoreline Regional Park Community Fund (Shoreline Community)

The Shoreline Community is a separate legal entity with its own budget and financial statements, but is considered a blended component unit of the City. A separate budget for the Shoreline Community is adopted by the Board of the Shoreline Community and is included in a separate section of this Proposed Budget document.

For Fiscal Year 2018-19, operating revenues are proposed at \$43.5 million, \$2.9 million higher than the Fiscal Year 2017-18 Adopted. This is primarily resulting from the projected growth in secured assessed value. Operating expenditures are proposed at \$30.9 million, \$2.6 million higher than Fiscal Year 2017-18 Adopted, primarily due to a \$1.6 million additional debt service payment estimated for a proposed new debt issuance for transportation projects and an estimated \$278,000 increase for intergovernmental payments resulting from higher property taxes estimated. Ongoing changes of \$329,500 are proposed, including the Employee-Staffed Ranger Program, a succession plan, and sustainability performance monitoring. In addition, there is a \$201,000 contribution to the CalPERS liability (proportionate to the General Fund contribution), \$42,000 to the Compensated Absences Reserve, a \$195,000 contribution to Retirees' Health UAAL, and capital projects of \$13.5 million (including \$6.4 million for transportation-related projects). The General Reserve, based on 25.0 percent of expenditures (similar to other reserves), is increasing to \$5.2 million, the Landfill Reserve is increasing from \$6.0 million to \$7.0 million (incrementally increased in case of a catastrophic event), a new Sea Level Rise Reserve is established at \$3.0 million (recommended to be funded at \$3.0 million annually for 10 years), and the Development Impact Fee Reserve is estimated at \$766,000. The remaining balance available is projected to be \$16.1 million.

There are significant capital projects anticipated in future years related to transportation, landfill, and sea level rise. There are two significant transportation projects proposed in the CIP for Fiscal Year 2019-20 that requires funding beyond available resources, and debt is proposed to be issued to fund these projects.

Utility Funds

The City's enterprise utility funds are fully funded by the rates charged to customers; there is no General Fund support to the utility funds. Utility rates charged by governmental entities for water, sewer, and trash and recycling services are considered property-related fees and are subject to the procedural requirements of Proposition 218, Article XIII, of the California Constitution. Proposition 218 requires governmental

agencies to conduct a majority protest hearing prior to adopting any changes in utility rates. A notice is required to be mailed no later than 45 days prior to the public hearing and is required to include the proposed rate adjustment, the calculation methodology, and describe the process for submitting a protest vote. The legislation also provides for future rate increases within prescribed limits to be approved without holding a hearing each year for up to an additional four years.

A Proposition 218 hearing is required for the proposed solid waste rate increase for carts for the new food scraps collection program. A Proposition 218 hearing is scheduled, prior to the adoption of any rate modifications, for June 19, 2018. Notification of the proposed rate changes were mailed on or before May 4 to meet the 45-day prescribed noticing requirement of Proposition 218.

Water Fund

For Fiscal Year 2018-19, the San Francisco Public Utilities Commission (SFPUC) adopted a zero percent wholesale water rate increase, and the Santa Clara Valley Water District (SCVWD) adopted a rate increase of 9.4 percent for groundwater (well water), which corresponds to an 8.7 percent rate increase for treated water (treated water is \$100 more per acre-foot than groundwater). This is slightly less than the 9.6 percent and 8.8 percent increases initially proposed, respectively, but is minor and, therefore, there is no modification to the proposed rate increase. A 1.0 percent rate increase for the average cost of water and meter rates is proposed due to the rate increases from the SCVWD and the Consumer Price Index (CPI), as noticed and approved for Fiscal Year 2017-18 at the rate hearing on June 21, 2016.

A 22.0 percent increase is proposed for the recycled water rate. The recycled water rate was previously set to recover the cost of the program, including the loan repayment and ongoing operating costs. Costs have increased over the last three fiscal years due to added limited-period and operating costs for regulatory compliance. This has resulted in the rate no longer covering the cost of the program based on current usage. Staff is recommending phasing in the rate increase needed to fully recover the cost of the program over a three-year period. With the 22.0 percent proposed increase for Fiscal Year 2018-19, the rate will increase from \$3.07 per unit to \$3.75 per unit, 45.4 percent lower than the potable Uniform water rate. The following two fiscal years are recommended to increase to \$4.50 per unit and \$5.00 per unit, respectively. If recycled water consumption increases or decreases, the rate increases recommended will be modified correspondingly. Staff continues efforts to convert customers from potable water to recycled water when possible.

During Fiscal Year 2016-17, staff evaluated options to minimize or eliminate future penalties as a result of the City's minimum water purchase requirement with the SFPUC. The City of East Palo Alto (EPA) was approaching their individual supply guarantee (ISG) with the SFPUC, which precluded approval of large development projects in EPA. The City is not anticipated to reach its ISG through 2040. Therefore, staff negotiated with EPA to transfer 1.0 million gallons per day of the City's ISG to EPA in return for \$5.0 million. The agreement was approved in 2017, and the \$5.0 million is reserved to be used toward any potential future minimum water purchase penalties.

Fiscal Year 2018-19 proposed operating revenues, with the proposed rate adjustments, are \$36.4 million and proposed operating expenditures are \$32.8 million (after eliminating the budget effect of depreciation expense). Included in expenditures are the rate adjustments to wholesale water costs. There is an operating balance of \$3.6 million, sufficient to fund the \$3.0 million annual level of capital projects included in the rate calculation. For Fiscal Year 2018-19, there is a contribution to CalPERS of \$387,000 (proportionate to the General Fund contribution), funding for the Retirees' Health UAAL of \$200,000, and capital projects of \$3.0 million. There are additional capital projects of \$3.6 million funded by Capacity/Development Impact fees. This results in projected reserve balances of \$21.9 million and the Fiscal Year 2018-19 ending balance is projected to be \$7.3 million.

Wastewater Fund

For Fiscal Year 2018-19, the Palo Alto Regional Water Quality Control Plant (Treatment Plant) is currently proposing a 5.8 percent increase in treatment costs. An 8.0 percent overall rate increase is proposed: 4.0 percent is due to the increase from the Treatment Plant for Fiscal Year 2018-19 and operating cost increases up to the CPI, 2.0 percent is the fifth year of the phase-in of planned Treatment Plant capital costs, and 2.0 percent for unanticipated Treatment Plant costs in Fiscal Year 2015-16 (reduced from 6.0 percent as previously approved).

The majority of the trunk main infrastructure was installed in the 1950s and 1960s. Staff has previously indicated through the budget and CIP process that there are major City sewer main replacement projects necessary over the next 10 years and the possibility of issuing debt for these projects has been identified as an option. Approximately \$15.0 million of major capital projects is included in Fiscal Years 2019-20 and 2020-21 of the Five-Year CIP. While capacity and development impact fees are providing a source of funding for some projects, at this time, it is insufficient to fund all projects and it is proposed some form of debt be issued to fund some of the additional capital projects. Staff is also reviewing the current major sewer capacity upgrades needed due to the

increased density allowed in the City from the General Plan Update, Precise Plan adoptions, and Gatekeeper approvals.

With an overall 8.0 percent rate increase, operating revenues for Fiscal Year 2018-19 are proposed at \$23.8 million and operating expenditures at \$18.4 million (after eliminating the budget effect of depreciation expense). The operating balance of \$5.5 million includes \$1.6 million in revenue generated by the rate increases for planned Treatment Plant capital costs that is being reserved and \$2.2 million annual level of capital projects included in the rate calculation. For Fiscal Year 2018-19, there is a contribution to CalPERS of \$222,000 (proportionate with the General Fund contribution), funding for the Retirees' Health UAAL of \$50,000, and \$2.4 million for capital projects. There are additional capital projects of \$6.5 million funded by Capacity/Development Impact fees. This results in reserve balances of \$14.5 million and the projected ending balance for Fiscal Year 2018-19 is \$4.1 million.

Solid Waste Management Fund

For Fiscal Year 2018-19, there is a 3.22 percent increase for Recology and a 5.51 percent increase in the City's share of SMaRT[®] Station costs. These provider increases, as well as increases in the cost of City programs up to the CPI, result in an overall average rate increase of over 3.0 percent, but no overall rate increase is proposed for Fiscal Year 2018-19 as this fund is in a stable financial condition. However, a 5.0 percent rate increase for carts only for the new residential food scraps program is proposed for Fiscal Year 2018-19.

In December 2016, City Council approved a residential food scraps collection program, whereby all residents with curbside (cart) trash services can place all food scraps in their yard trimmings cart for weekly collection. The cost of the program was estimated to have a cart rate impact of 5.0 percent. Due to the third-year impact of the COS Study in Fiscal Year 2017-18, City Council approved deferring this rate increase for carts to Fiscal Year 2018-19.

As a partner in the SMaRT Station, the City funded a portion of the debt originally issued for operating equipment of approximately \$440,000. The debt was fully paid in Fiscal Year 2016-17 and, therefore, this funding is no longer required. However, the SMaRT Station partners agreement expires in 2021 and staff is in the early stages of evaluating future options. If the City chooses to enter into a new agreement with the SMaRT Station or another processor, funds may be needed for an overhaul of operating equipment or equipment purchases. A new reserve is included in the Proposed Budget to accumulate and reserve the annual allocation for debt service in order to pay down

any future debt that may be required and reduce the impact this future debt may have on rates.

Operating revenues for Fiscal Year 2018-19 are proposed at \$14.0 million (\$29.7 million, including Recology) and operating expenditures are proposed at \$13.3 million (\$29.0 million, including Recology, and after eliminating the budget effect of depreciation expense). There is also funding for a contribution to CalPERS of \$159,000 (proportionate with the General Fund contribution), and \$594,000 for capital projects. The fund is projected to end the 2018-19 fiscal year with a reserve at the policy level of \$3.3 million, the new debt reserve of \$880,000, and a \$6.4 million ending balance.

Reserves

Most reserves are established pursuant to Council Policy A-11, Financial and Budgetary Policy, and others have been approved as needed by Council (see summary in Miscellaneous Section, Page 7-96). Reserves can be classified as those uncommitted but designated for a specific purpose, and those created to fund liabilities. With the recommendations to supplement the General Fund Reserve and the Compensated Absences Reserve, most reserves are at or higher than the target or policy balance. An additional \$2.0 million contribution to CalPERS is included to pay down unfunded liabilities. Any remaining GOF carryover balance up to \$3.0 million is recommended to be transferred to the Capital Improvement Reserve. Should the balance exceed the amount recommended, staff will return to Council for approval of the allocation of additional funds.

There is also a sufficient GOF surplus projected for Fiscal Year 2018-19 to recommend allocations of \$1.0 million to the General Fund Reserve, \$2.0 million to a new Transportation Reserve, \$2.0 million to the Capital Improvement Reserve, and an additional \$4.0 million contribution towards the CalPERS unfunded liability.

CITY COUNCIL MAJOR GOALS

During Fiscal Year 2016-17, the City Council undertook a comprehensive goal-setting process to establish its major goals for a two-year cycle, Fiscal Years 2017-18 and 2018-19. These goals were adopted May 16, 2017. Attachment 1 provides a reaffirmation of the City Council Major Goals and Projects, showing projects complete or anticipated to be complete in Fiscal Year 2017-18, and the elimination of one project from the Fiscal Year 2018-19 Council Major Goals Work Plan. Staff may recommend further adjustments in to the projects due to heavy workloads and employee vacancies.

The City Council's four major goals are as follows:

- Promote strategies to protect vulnerable populations and preserve the socioeconomic and cultural diversity of the community.
- Improve the quantity, diversity, and affordability of housing with an added focus on middle-income and ownership opportunities.
- Develop and implement comprehensive and coordinated transportation strategies to achieve mobility, connectivity, and safety for people of all ages.
- Promote environmental sustainability with a focus on measurable outcomes.

City Council goals and department goals can also be found in the Department Budget Section.

COUNCIL FOLLOW-UP FROM THE NARRATIVE BUDGET STUDY SESSION

At the May 1, 2018 Study Session, Council requested additional information related to the following:

- Employee appreciation – Similar to what was done for employees two years ago as a one-time bonus.
- Antique Fire trucks project.
- Plaza conference room tables.

Staff is also providing additional information and a modified proposal related to Environmental Sustainability, given the discussion at the Narrative Budget Study Session. Background and options related to these and other Council-directed items can be found as Attachment 1 to the Council report.

SUMMARY AND CONCLUSION

Strong revenue growth has continued and the GOF is in a good financial position. For Fiscal Year 2018-19, the economy is anticipated to remain strong with growth in revenues primarily in Property Taxes and Rents and Leases, with other major categories remaining stable or with modest changes. The GOF revenues are projected to increase to \$137.7 million, or 7.6 percent, compared to the current fiscal year adopted revenues. The proposed budget includes budget recommendations of \$338,800 in non-

discretionary and \$1.2 million in discretionary spending, which contributes to a 6.2 percent total expenditure increase. The GOF is projected to have an operating balance of \$12.7 million at the end of Fiscal Year 2018-19, of which \$9.0 million is proposed to be transferred to reserves and used towards an unfunded liability, leaving a projected balance of \$3.7 million or 2.7 percent of projected revenues. A total of 33.0 positions, including a net increase of 15.0 personnel, are proposed. Although there are other areas where additional resources could be added, more are not proposed at this time as it is anticipated there will be a slowdown in the economy in the next few years, at which time operating deficits are forecasted to return. Additional net limited-period expenditures of \$4.1 million are proposed to address additional staff resources.

We would like to express our appreciation to the Council and to staff in all the departments for their cooperation and assistance in the development of this budget. In particular, we want to thank the Department Heads and Budget Team, with special thanks to Assistant Finance and Administrative Services Director Suzy Niederhofer, Principal Financial Analyst Helen Ansted, Senior Financial Analyst Rafaela Duran, and Financial Analyst Ann Trinh for their assistance with the Operating Budget; Accounting Manager Grace Zheng, Purchasing and Support Services Manager Ann Mehta, and Deputy Fire Chief Brian Jones for their assistance with the capital outlay process; and the Document Processing Center and Copy Center staff for their constant support in the preparation of this document.

Respectfully submitted,



Patty J. Kong
Finance and Administrative
Services Director



Daniel H. Rich
City Manager

PJK-DHR/2/FIN
546-06-12-18L-E

Attachment: 1. City Council Major Goals Fiscal Years 2017-18 and 2018-19

CITY COUNCIL MAJOR GOALS Fiscal Years 2017-18 and 2018-19

The City of Mountain View has many critical services, programs, and projects under way to fulfill its mission and help make Mountain View a great community in which to live, work, visit, and play. These efforts will continue. In addition, through a deliberate goal-setting process, the City Council has identified the following four major goals, and specific projects to fulfill them, to emphasize during the next two years. In pursuing these goals, the City will work collaboratively with its regional partners in order to enhance the quality of life for all Mountain View residents.

The following reflects the project status as of February 2018. An updated City Council Major Goals Work Plan (as of June 2018) will be included in the Adopted Budget.

- Projects that are ~~struck through~~ were complete at midyear FY 2017-18.
- Projects with one asterisk (*) are anticipated to be complete in FY 2017-18.
- The project with two asterisks (**) was removed from the Work Plan by Council.

GOAL I: PROMOTE STRATEGIES TO PROTECT VULNERABLE POPULATIONS AND PRESERVE THE SOCIOECONOMIC AND CULTURAL DIVERSITY OF THE COMMUNITY

New Projects

- Continue to collaborate with regional partners to fund and/or improve awareness of and access to information and referral resources for immigrants; particularly for mixed-status families.
- Study and provide policy recommendations on an antiregistry policy, becoming a sanctuary city, and a Freedom City Policy.*
- Develop a pilot to apply a Human Rights City analysis framework to selected projects.*
- Enhance community policing services related to homelessness and mental health issues.
- Implement initiatives that come with being a designated Age-Friendly City by the World Health Organization.

- Continue to collaborate with regional partners and explore opportunities to advocate for Federal policies that protect immigrant rights and vulnerable populations.

Projects Continuing from Fiscal Year 2016-17

- Continue implementing initiatives to address homelessness, including residents unstably housed in vehicles, with both short-term and long-term actions.
- Continue to implement the Community Stabilization and Fair Rent Act (CSFRA).
- Continue the weekly English as a Second Language (ESL) Conversation Club.
- Continue the weekly language swap meetings.
- Continue the 24 weeks of children's story times in Japanese, Spanish, and Chinese.
- Continue to utilize multiple methods and platforms to build strong community partnerships, to include online communication and hosting events that promote in-person community/police engagement, that improves public trust and support.
- Continue implementation, training, and evaluation of officer-worn cameras while ensuring that camera use and procedures address both departmental and community interests.

GOAL II: IMPROVE THE QUANTITY, DIVERSITY, AND AFFORDABILITY OF HOUSING WITH AN ADDED FOCUS ON MIDDLE-INCOME AND OWNERSHIP OPPORTUNITIES

New Projects

- Develop recommendations on Short-Term Residential Rental Regulations (e.g., Airbnb, etc.).*
- Explore strategies to increase ownership opportunities.
- Update the Below-Market-Rate (BMR) Ordinance, including Condo Mapping options.
- Begin marketing and establish the Request for Proposals (RFP) process for Lot 12.
- Establish Terra Bella Visioning and Development Principles.
- ~~Hold a Council Study Session on affordable housing priorities and framework.~~
- Complete review of Employee Housing Assistance Program.
- Conduct a Community Benefit Financial Study for Gatekeeper applications.
- Develop and implement a housing strategy for the homeless.
- Develop the 2019-24 Affirmatively Furthering Fair Housing Plan.**

Projects Continuing from Fiscal Year 2016-17

- Continue to enhance existing partnerships and develop new partnerships and funding opportunities to meet housing priorities.
- Continue facilitating development of affordable housing.
- Continue the East Whisman Precise Plan.
- Continue to process the 10 authorized Gatekeeper projects.
- Continue Soft-Story Seismic Retrofit Program.
- Continue to develop housing policies (including affordable housing) for Precise Plans.
- ~~Continue to study residential uses in North Bayshore.~~

GOAL III: DEVELOP AND IMPLEMENT COMPREHENSIVE AND COORDINATED TRANSPORTATION STRATEGIES TO ACHIEVE MOBILITY, CONNECTIVITY, AND SAFETY FOR PEOPLE OF ALL AGES

New Projects

- Develop a comprehensive modal plan that would involve the Santa Clara Valley Transit Authority (VTA), Caltrain, major employers, etc., and include a funding mechanism.
- Implement the Transit Center Master Plan.
- Adopt and implement a Vision Zero Policy/Program.
- Develop Downtown Parking Long-Term Solutions – Shared Parking Agreements and Launch of a Paid Parking Study.
- Develop North Bayshore – Residential Transportation Demand Management (TDM) Guidelines.

Projects Continuing from Fiscal Year 2016-17

- Continue to solicit input and collaborate with neighbors to develop a regional bike route from Redwood City to the City of Mountain View.
- Continue Downtown Parking Short-Term Solutions – Ridesharing Credit and Valet Attendant Assist Pilot Programs.
- Continue the Citywide – SB 743 Implementation (California Environmental Quality Act (CEQA) Level Of Service (LOS) Vehicle Miles Traveled (VMT) Change).
- Continue the Multimodal Improvement Plan.*
- Continue El Camino Real Streetscape Guidelines.
- Continue implementation of the North Bayshore Precise Plan Multimodal Improvements and Improvement Fee.
- Continue the drop-in bike clinics.
- Continue the Safe Moves bike safety booth.*
- Continue to administer an Office of Traffic Safety grant and a Vision Zero policy/program to enhance comprehensive traffic safety and education programs.

- Continue East Whisman Area Transportation-Oriented Development Improvements.
- Begin alignment and service strategy feasibility study of Automated Guideway Transportation Systems.
- Construction of Castro Street/Moffett Boulevard/Central Expressway near-term improvements.
- Construction of Shoreline Boulevard interim bus lane and utility improvements.
- Continue the preliminary design of Shoreline Boulevard bicycle/pedestrian bridge over Highway 101.
- Continue to develop the Castro Street Bicycle Lane Study.
- Implement and evaluate bike share one-year pilot permit program.
- Continue to design the reconstruction of Hackett and Wagner Avenues.*

GOAL IV: PROMOTE ENVIRONMENTAL SUSTAINABILITY WITH A FOCUS ON MEASURABLE OUTCOMES

New Projects

- Participate in South Bay Salt Ponds project in conjunction with California State Coastal Commission.
- Review existing park land acquisition policies and explore new and alternative strategies for acquiring park land.*
- ~~Reestablish the Environmental Sustainability Task Force to provide volunteer resources to support sustainability initiatives.~~
- Establish North Bayshore Precise Plan Environmental Impact Report (EIR) Greenhouse Gas (GHG) Mitigation Measures.
- Establish North Bayshore – District Sustainability Performance Measurements.

Projects Continuing from Fiscal Year 2016-17

- ~~Continue the Community Choice Energy (Silicon Valley Clean Energy) rollout.~~
- Continue the Environmental Sustainability Action Plan (ESAP-3) Implementation.
- Continue the Greenhouse Gas Reduction Program (GGRP) and Citywide Traffic Model Update.
- Continue to provide Mobile Library Services to reduce trips to the Library.*
- Continue to partner with Bay Area Water Supply and Conservation Agency (BAWSCA), Master Gardeners, and other organizations to offer educational classes on environmentally friendly gardening and environmental sustainability.
- ~~Continue Shoreline at Mountain View Master Plan Project.~~
- Construct Community Garden at Shoreline Boulevard and Latham Street.
- Work with the Santa Clara Valley Water District (SCVWD) and the City of Palo Alto to improve the quality of the City's recycled water, including the potential implementation of advanced treatment technologies.

COUNCIL-DIRECTED PROJECTS UNRELATED TO GOALS

New Projects

- Develop Options for Cannabis Retail Regulations.
- Hold a Council Study Session on Public Service Levels.*
- Work with the Visual Arts Committee to develop a strategy to encourage public art in private development projects.*
- Work with stakeholders, including businesses, and County and State officials to explore options to develop an on-site fueling ordinance that meets safety requirements.
- Continue revenue measure options for potential ballot measures.

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Revenue and Expenditure Tables for All Funds

TOTAL FUND REVENUES

	AUDITED ACTUAL 2016-17	ADOPTED BUDGET 2017-18	ESTIMATED 2017-18	PROPOSED BUDGET 2018-19
GENERAL OPERATING FUND	\$ 126,688,867	128,022,060	134,387,750	137,687,750
GF - DEVELOPMENT SERVICES	16,667,645	13,050,000	16,810,830	14,753,000
GF - SHORELINE GOLF LINKS	2,259,870	2,538,000	2,372,500	2,532,110
GF RESERVES	29,498,783	15,837,737	24,197,415	19,950,507
GAS TAX	1,524,404	2,227,540	1,960,760	3,380,120
VEHICLE REGISTRATION FEE (VRF)	531,141	472,000	512,210	484,000
CONSTRUCTION/CONVEYANCE TAX	8,647,750	6,322,300	7,080,549	4,381,700
PUBLIC BENEFIT IN LIEU	15,438,258	192,000	569,970	340,100
TRANSIT-ORIENTED DEVELOPMENT HOUSING	46,830	49,050	222,592	70,190
CSFRA/RHC	10,023,664	382,550	29,184,122	676,410
SUCCESSOR HOUSING AGENCY	362,000	2,590,915	2,236,442	2,128,700
DOWNTOWN BENEFIT ASSMT DIST	752,060	0	21,600	0
TREE MITIGATION	2,181,749	1,770,966	2,230,753	2,015,496
SUPPLEMENTAL LAW ENFRMNT	42,856	50,620	2,290	52,100
COMMUNITY DEV BLOCK GRANT	163,364	175,000	184,330	100,000
CABLE TELEVISION	866,894	800,000	188,883	818,354
SHORELINE COMMUNITY	250,828	257,500	240,999	241,000
STORM DRAIN CONSTRUCTION	48,749,400	40,623,127	57,241,801	43,512,500
PARK LAND DEDICATION	205,383	26,920	295,515	34,980
WATER	27,215,130	688,200	9,772,756	1,634,600
WASTEWATER	35,937,252	34,950,604	49,358,981	36,405,771
SOLID WASTE MANAGEMENT	23,816,561	25,317,948	27,746,132	23,825,602
EQUIPMENT MAINT & REPLACMNT	14,149,488	14,171,383	14,532,251	14,040,302
WORKERS' COMPENSATION	6,505,471	6,811,735	6,976,667	7,106,968
UNEMPLOYMENT	2,363,082	2,722,832	2,880,306	2,603,490
LIABILITY	92,474	112,271	99,709	59,860
RETIREES' HEALTH	1,497,899	1,588,670	1,658,529	1,455,500
EMPLOYEE BENEFITS	11,528,407	12,184,647	12,195,259	6,305,780
OTHER ⁽¹⁾	60,462	72,660	84,480	86,940
TOTAL	<u>\$ 388,093,443</u>	<u>314,009,235</u>	<u>405,264,959</u>	<u>326,683,830</u>

(1) Revenues received mid-year but not budgeted, such as Police Asset Forfeitures and Grants.

TOTAL FUND EXPENDITURES

	AUDITED ACTUAL 2016-17	ADOPTED BUDGET 2017-18	ESTIMATED 2017-18	PROPOSED BUDGET 2018-19
GENERAL OPERATING FUND	\$ 110,935,399	125,687,548	123,975,285	133,996,510
GF - DEVELOPMENT SERVICES	14,475,708	15,121,227	18,118,289	16,048,308
GF - SHORELINE GOLF LINKS	2,244,545	2,539,359	2,390,002	2,518,753
GF RESERVES	20,376,308	26,464,372	25,206,140	21,902,075
GAS TAX	1,893,695	1,890,200	2,339,500	2,815,100
VEHICLE REGISTRATION FEE (VRF)	491,162	394,000	394,000	402,000
CONSTRUCTION/CONVEYANCE TAX	5,946,697	6,762,000	9,907,000	8,612,000
PUBLIC BENEFIT IN LIEU	1,000,000	7,412,000	7,063,300	2,388,600
TRANSIT-ORIENTED DEVELOPMENT	3,847	0	0	0
HOUSING	9,366,909	2,749,975	8,303,851	10,019,793
CSFRA/RHC	241,318	2,590,915	1,746,841	2,310,251
SUCCESSOR HOUSING AGENCY	0	250,000	0	250,000
DOWNTOWN BENEFIT ASSMT DIST	568,913	1,180,021	722,986	924,508
TREE MITIGATION	0	50,000	0	50,000
SUPPLEMENTAL LAW ENFRMNT	154,043	175,000	184,330	175,000
COMMUNITY DEV BLOCK GRANT	977,761	930,524	185,000	861,807
CABLE TELEVISION	287,543	237,500	273,750	195,000
SHORELINE COMMUNITY	33,262,532	57,781,830	85,985,711	44,875,321
STORM DRAIN CONSTRUCTION	248,025	30,000	280,000	406,000
PARK LAND DEDICATION	24,819,002	7,130,000	7,400,483	1,861,000
WATER	35,553,053	42,311,442	41,869,893	44,132,794
WASTEWATER	22,274,568	22,849,278	20,667,703	29,296,119
SOLID WASTE MANAGEMENT	12,294,156	14,358,195	13,884,363	14,452,890
EQUIPMENT MAINT & REPLACMNT	5,156,581	8,506,980	5,598,135	5,994,175
WORKERS' COMPENSATION	1,822,335	2,372,500	1,451,574	2,372,500
UNEMPLOYMENT	50,318	127,250	31,015	127,250
LIABILITY	1,989,638	1,455,500	1,390,930	1,455,500
RETIREEES' HEALTH	11,482,255	12,138,157	12,161,429	6,265,790
EMPLOYEE BENEFITS	46,030	100,500	58,330	114,500
OTHER ⁽¹⁾	2,937	0	0	0
TOTAL	\$ <u>317,965,278</u>	<u>363,596,273</u>	<u>391,589,840</u>	<u>354,823,544</u>

(1) Expenditures from mid-year appropriations in funds such as Police Asset Forfeitures and Grants.

GENERAL OPERATING FUND REVENUES

<u>FISCAL YEAR</u>	<u>OPERATING REVENUES</u>	<u>% CHANGE FROM PRIOR FISCAL YEAR</u>
2009-10	\$86,416,000	(1.8%)
2010-11	\$87,240,000	1.0%
2011-12	\$92,041,000	5.5%
2012-13	\$96,811,000	5.2%
2013-14	\$102,045,000	5.4%
2014-15	\$106,940,000 (1)	4.8%
2015-16	\$115,911,000	8.4%
2016-17	\$126,689,000	9.3%
2017-18 *	\$134,388,000	6.1%
2018-19 **	\$137,688,000	2.5%

* Estimated

** Proposed

(1) Effective July 1, 2014, all development related activities are consolidated into the Development Services Fund to more accurately align development related revenues and expenditures.

GENERAL OPERATING FUND EXPENDITURES

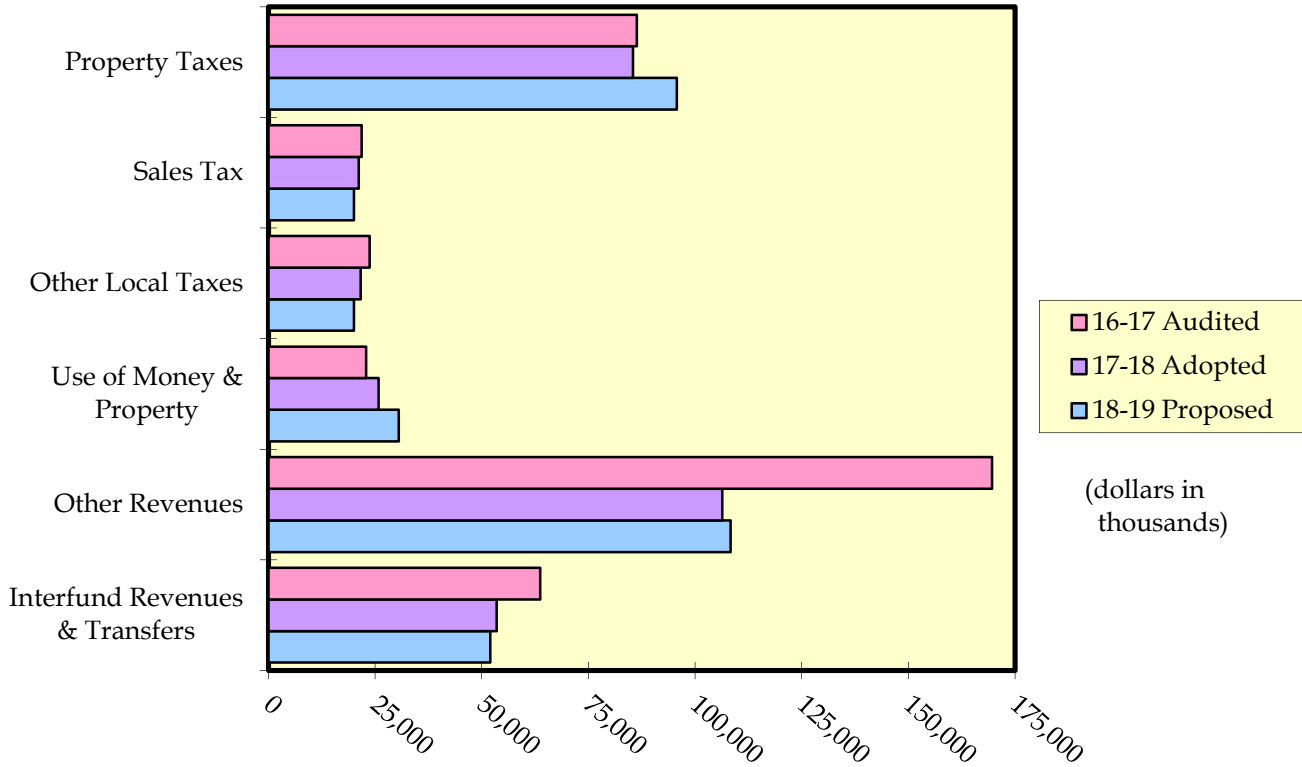
<u>FISCAL YEAR</u>	<u>OPERATING EXPENDITURES</u>	<u>% CHANGE FROM PRIOR FISCAL YEAR</u>
2009-10	\$86,136,000	1.8%
2010-11	\$86,160,000	0.0%
2011-12	\$90,605,000	5.2%
2012-13	\$93,041,000	2.7%
2013-14	\$94,933,000	2.0%
2014-15	\$97,677,000 (1)	2.9%
2015-16	\$102,590,000 (2)	5.0%
2016-17	\$110,935,000 (3)	8.1%
2017-18 *	\$123,976,000 (4)	11.8%
2018-19 **	\$133,997,000 (5)	8.1%

* Estimated

** Proposed

- (1) Effective July 1, 2014, all development related activities are consolidated into the Development Services Fund to more accurately align development related revenues and expenditures. Fiscal Year 2014-15 includes an additional contribution of \$1.0 million towards the OPEB liability.
- (2) Fiscal Year 2015-16 includes additional contributions of \$2.0 million towards the CalPERS liability and \$1.0 million towards the OPEB liability.
- (3) Fiscal Year 2016-17 includes additional contributions of \$2.0 million towards both the CalPERS and OPEB liabilities, and transfers of \$2.0 million and \$500,000 to the Strategic Property Acquisition Reserve (SPAR) and General Non-Operating Fund, respectively.
- (4) Fiscal Year 2017-18 includes additional contributions of \$4.0 million and \$2.0 million towards the CalPERS and OPEB liabilities, respectively, and a transfer of \$2.0 million to SPAR.
- (5) Fiscal Year 2018-19 includes additional contribution of \$4.0 million towards the CalPERS liability, and transfers of \$2.0 million to both the Transportation and Capital Improvement Reserves, and \$1.0 million to the General Fund Reserve.

TOTAL FUND REVENUES

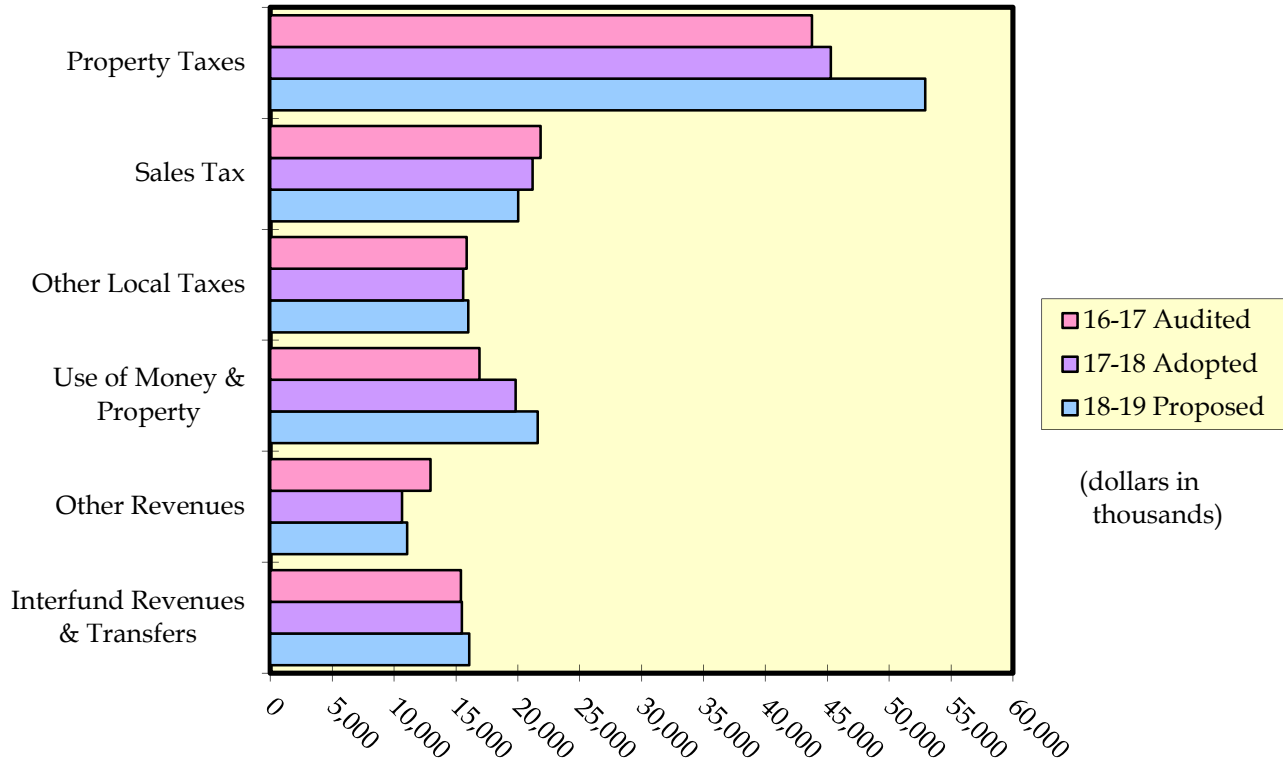


<u>Revenue Category</u>	<u>Audited Actual 2016-17</u>	<u>Adopted Budget 2017-18</u>	<u>Proposed Budget 2018-19</u>	<u>Percent Change *</u>
Property Taxes	\$ 86,372,595	85,471,200	95,714,640	12.0%
Sales Tax	21,828,516	21,194,100	20,026,480	(5.5%)
Other Local Taxes	23,719,550	21,614,450	20,021,100	(7.4%)
Use of Money & Property	22,896,747	25,839,789	30,549,828	18.2%
Other Revenues:				
Licenses, Permits & Franchise Fees/ Fines & Forfeitures	13,931,591	12,385,300	14,654,930	18.3%
Intergovernmental	4,008,884	4,211,250	5,465,454	29.8%
Charges for Services ⁽¹⁾	141,357,105	87,106,018	85,674,427	(1.6%)
Miscellaneous Revenues	10,282,384	2,667,557	2,574,607	(3.5%)
Interfund Revenues & Transfers	<u>63,696,071</u>	<u>53,519,571</u>	<u>52,002,364</u>	(2.8%)
TOTAL	\$ <u>388,093,443</u>	<u>314,009,235</u>	<u>326,683,830</u>	4.0%

* Percent Change From Prior Year Adopted to Current Year Proposed Budget.

(1) Includes Developer Fees and Contributions.

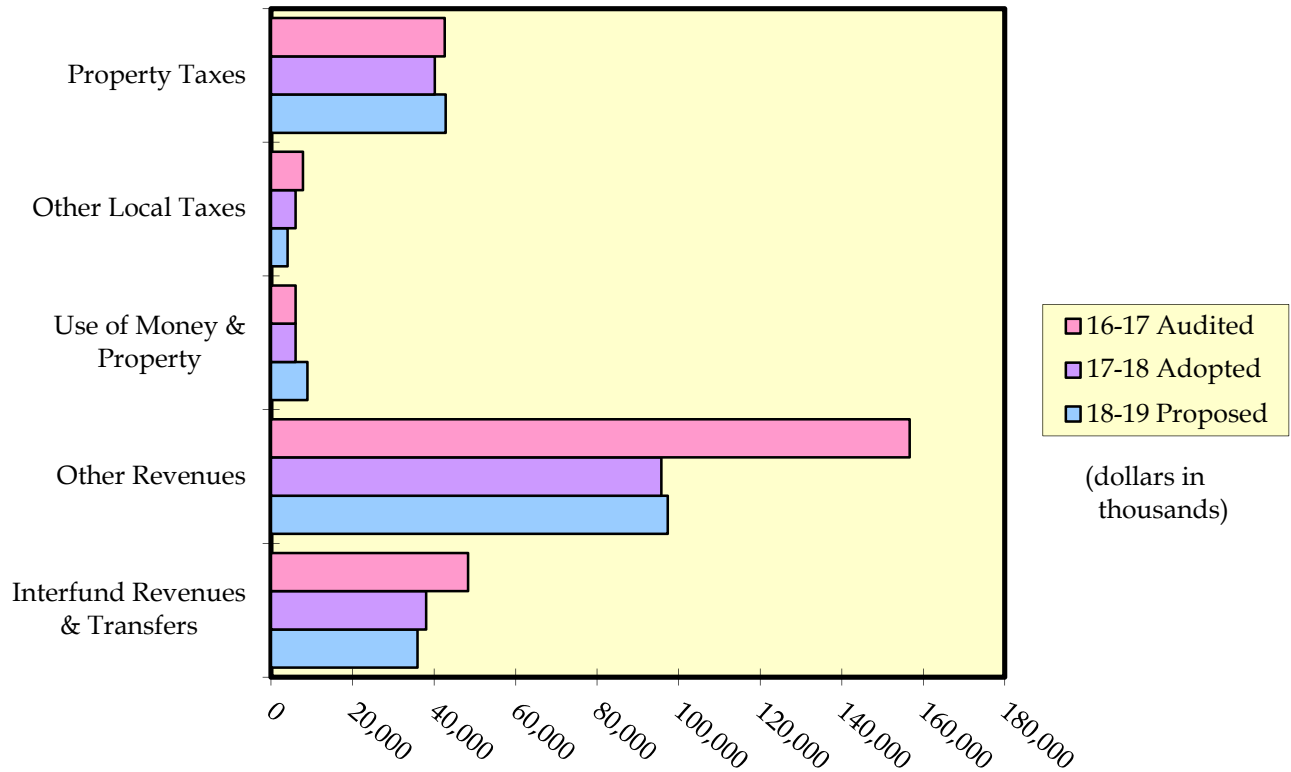
GENERAL OPERATING FUND REVENUES



<u>Revenue Category</u>	<u>Audited Actual 2016-17</u>	<u>Adopted Budget 2017-18</u>	<u>Proposed Budget 2018-19</u>	<u>Percent Change *</u>
Property Taxes	\$ 43,773,612	45,285,200	52,908,540	16.8%
Sales Tax	21,828,516	21,194,100	20,026,480	(5.5%)
Other Local Taxes	15,866,546	15,589,450	15,989,100	2.6%
Use of Money & Property	16,895,582	19,832,860	21,613,100	9.0%
Other Revenues:				
Licenses, Permits & Franchise Fees/				
Fines & Forfeitures	5,742,617	5,839,300	5,924,930	1.5%
Intergovernmental	740,920	573,010	624,100	8.9%
Charges for Services	2,840,079	2,632,080	2,772,040	5.3%
Miscellaneous Revenue	3,610,559	1,602,660	1,748,860	9.1%
Interfund Revenues & Transfers	<u>15,390,436</u>	<u>15,473,400</u>	<u>16,080,600</u>	3.9%
TOTAL	\$ <u>126,688,867</u>	<u>128,022,060</u>	<u>137,687,750</u>	7.6%

* Percent Change From Prior Year Adopted to Current Year Proposed Budget.

OTHER FUND REVENUES

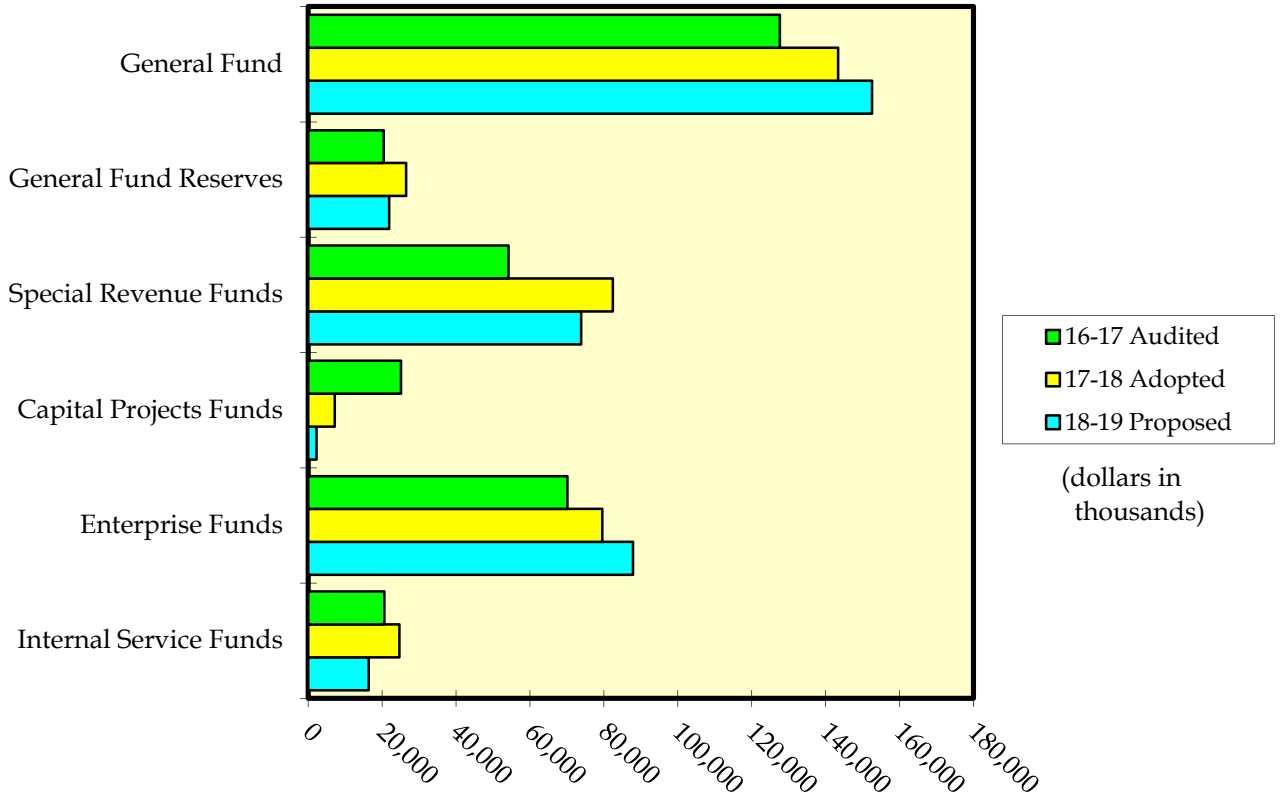


Revenue Category	Audited Actual 2016-17	Adopted Budget 2017-18	Proposed Budget 2018-19	Percent Change *
Property Taxes	\$ 42,598,983	40,186,000	42,806,100	6.5%
Other Local Taxes	7,853,004	6,025,000	4,032,000	(33.1%)
Use of Money & Property	6,001,165	6,006,929	8,936,728	48.8%
Other Revenues:				
Licenses, Permits & Franchise Fees/ Fines & Forfeitures	8,188,974	6,546,000	8,730,000	33.4%
Intergovernmental	3,267,964	3,638,240	4,841,354	33.1%
Charges for Services ⁽¹⁾	138,517,026	84,473,938	82,902,387	(1.9%)
Miscellaneous Revenues	6,671,825	1,064,897	825,747	(22.5%)
Interfund Revenues & Transfers	48,305,635	38,046,171	35,921,764	(5.6%)
TOTAL	\$ 261,404,576	185,987,175	188,996,080	1.6%

* Percent Change From Prior Year Adopted to Current Year Proposed Budget.

(1) Includes Developer Fees and Contributions.

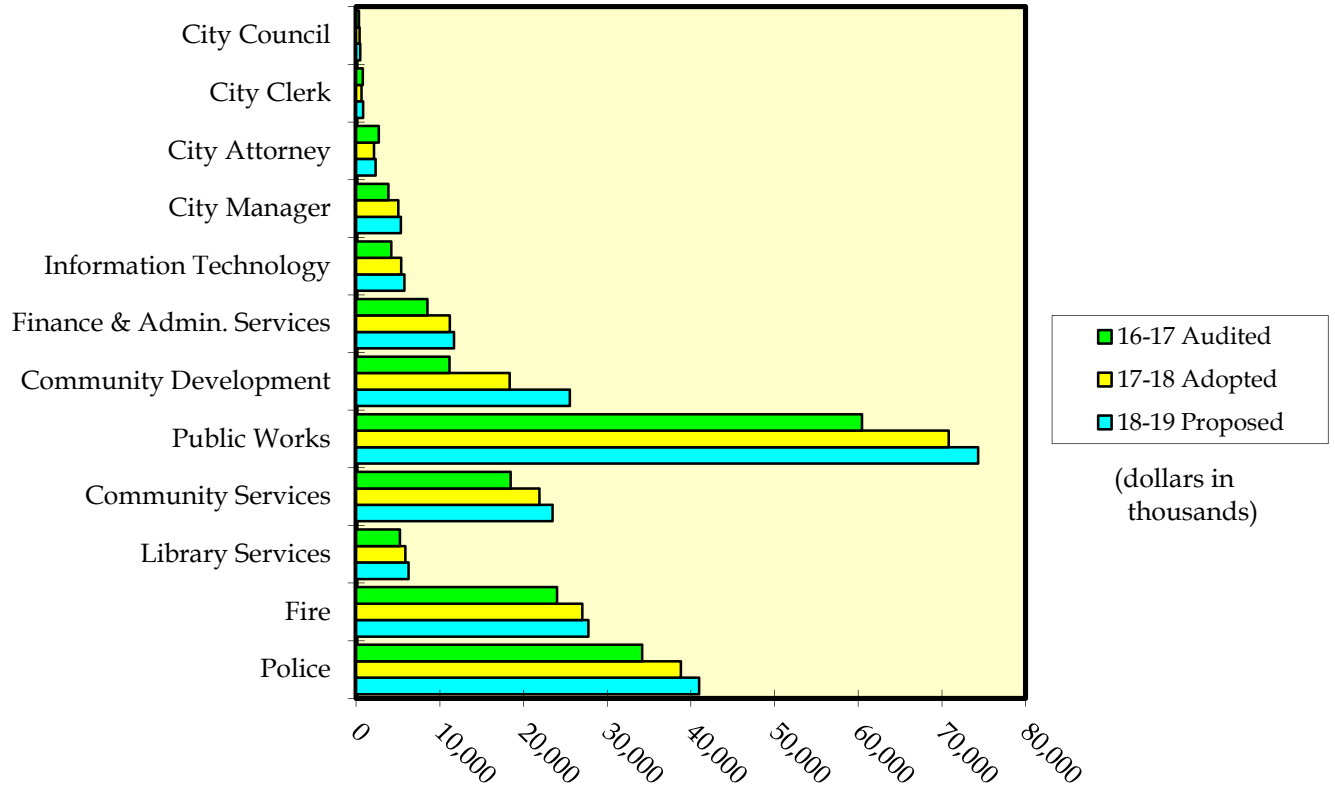
TOTAL EXPENDITURES BY FUND TYPE



<u>Fund Type</u>	Audited Actual 2016-17	Adopted Budget 2017-18	Proposed Budget 2018-19	Percent Change *
General Fund	\$ 127,655,652	143,348,134	152,563,571	6.4%
General Fund Reserves	20,376,308	26,464,372	21,902,075	(17.2%)
Special Revenue Funds	54,194,420	82,403,965	73,879,380	(10.3%)
Capital Projects Funds	25,067,027	7,160,000	2,267,000	(68.3%)
Enterprise Funds	70,121,777	79,518,915	87,881,803	10.5%
Internal Service Funds	20,550,094	24,700,887	16,329,715	(33.9%)
TOTAL	\$ 317,965,278	363,596,273	354,823,544	(2.4%)

* Percent Change From Prior Year Adopted to Current Year Proposed Budget.

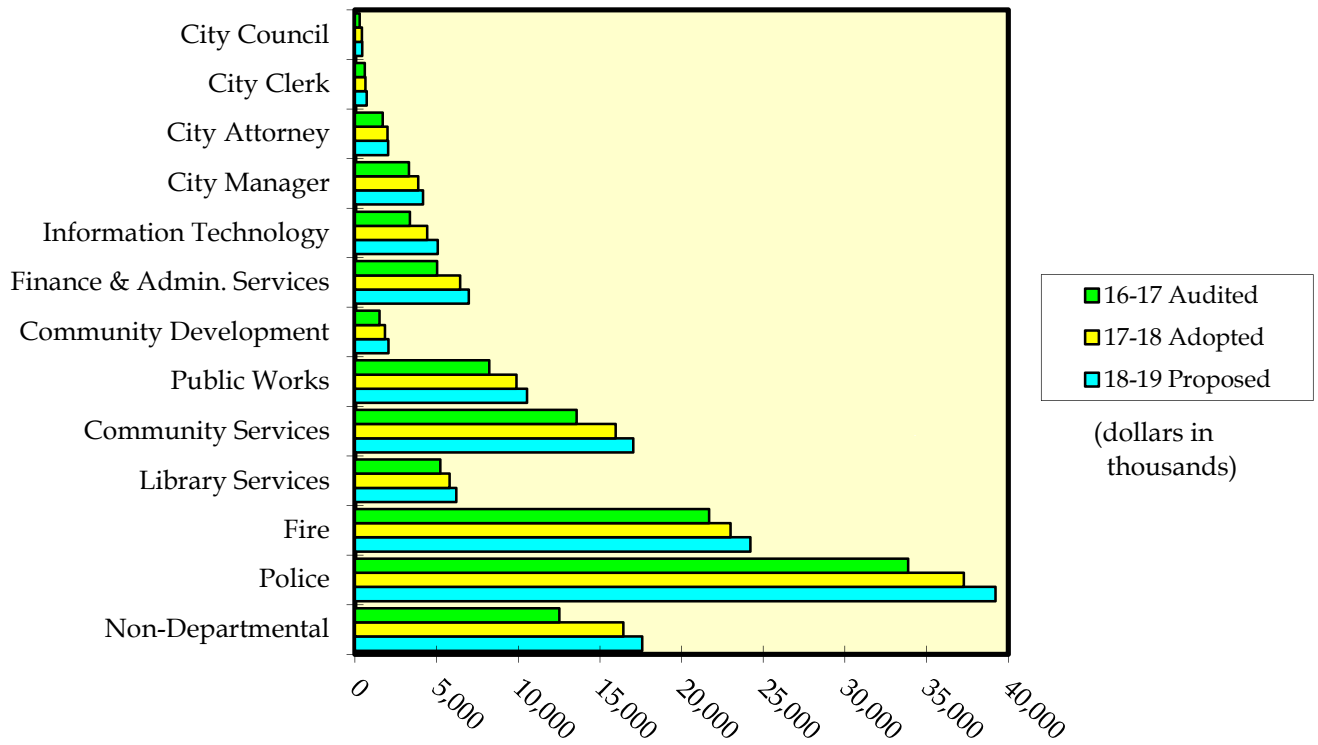
TOTAL DEPARTMENT EXPENDITURES



<u>Department</u>	Audited Actual 2016-17	Adopted Budget 2017-18	Proposed Budget 2018-19	Percent Change *
City Council	\$ 315,904	423,677	473,226	11.7%
City Clerk	781,841	655,192	829,853	26.7%
City Attorney	2,719,631	2,140,983	2,316,645	8.2%
City Manager	3,843,398	5,049,013	5,358,092	6.1%
Information Technology	4,197,307	5,377,378	5,750,994	6.9%
Finance and Admin Svcs	8,526,120	11,195,986	11,680,296	4.3%
Community Development	11,145,373	18,328,781	25,541,824	39.4%
Public Works	60,457,906	70,818,712	74,326,734	5.0%
Community Services	18,464,183	21,907,362	23,484,886	7.2%
Library Services	5,242,507	5,878,999	6,269,826	6.6%
Fire	23,986,663	27,018,826	27,764,034	2.8%
Police	34,183,252	38,785,093	40,967,440	5.6%
TOTAL	\$ 173,864,085	207,580,002	224,763,850	8.3%

* Percent Change From Prior Year Adopted to Current Year Proposed Budget.

GENERAL OPERATING FUND EXPENDITURES



<u>Department</u>	Audited Actual 2016-17	Adopted Budget 2017-18	Proposed Budget 2018-19	Percent Change *
City Council	\$ 299,498	420,677	451,826	7.4%
City Clerk	604,655	643,592	714,853	11.1%
City Attorney	1,691,775	1,999,383	2,042,245	2.1%
City Manager	3,315,834	3,884,786	4,164,692	7.2%
Information Technology	3,358,465	4,423,464	5,074,372	14.7%
Finance and Admin Svcs	5,036,069	6,433,727	6,970,316	8.3%
Community Development	1,506,491	1,829,613	2,055,434	12.3%
Public Works	8,221,588	9,890,957	10,534,740	6.5%
Community Services	13,582,139	15,969,839	17,036,803	6.7%
Library Services	5,223,335	5,789,083	6,211,110	7.3%
Fire	21,692,646	22,991,284	24,222,650	5.4%
Police	33,877,641	37,283,718	39,224,523	5.2%
Non-Departmental	12,525,263 **	16,427,425 **	17,592,946 **	7.1%
Projected Budget Savings	Included	(2,300,000)	(2,300,000)	0.0%
TOTAL	\$ 110,935,399	125,687,548	133,996,510	6.6%

* Percent Change From Prior Year Adopted to Current Year Proposed Budget.

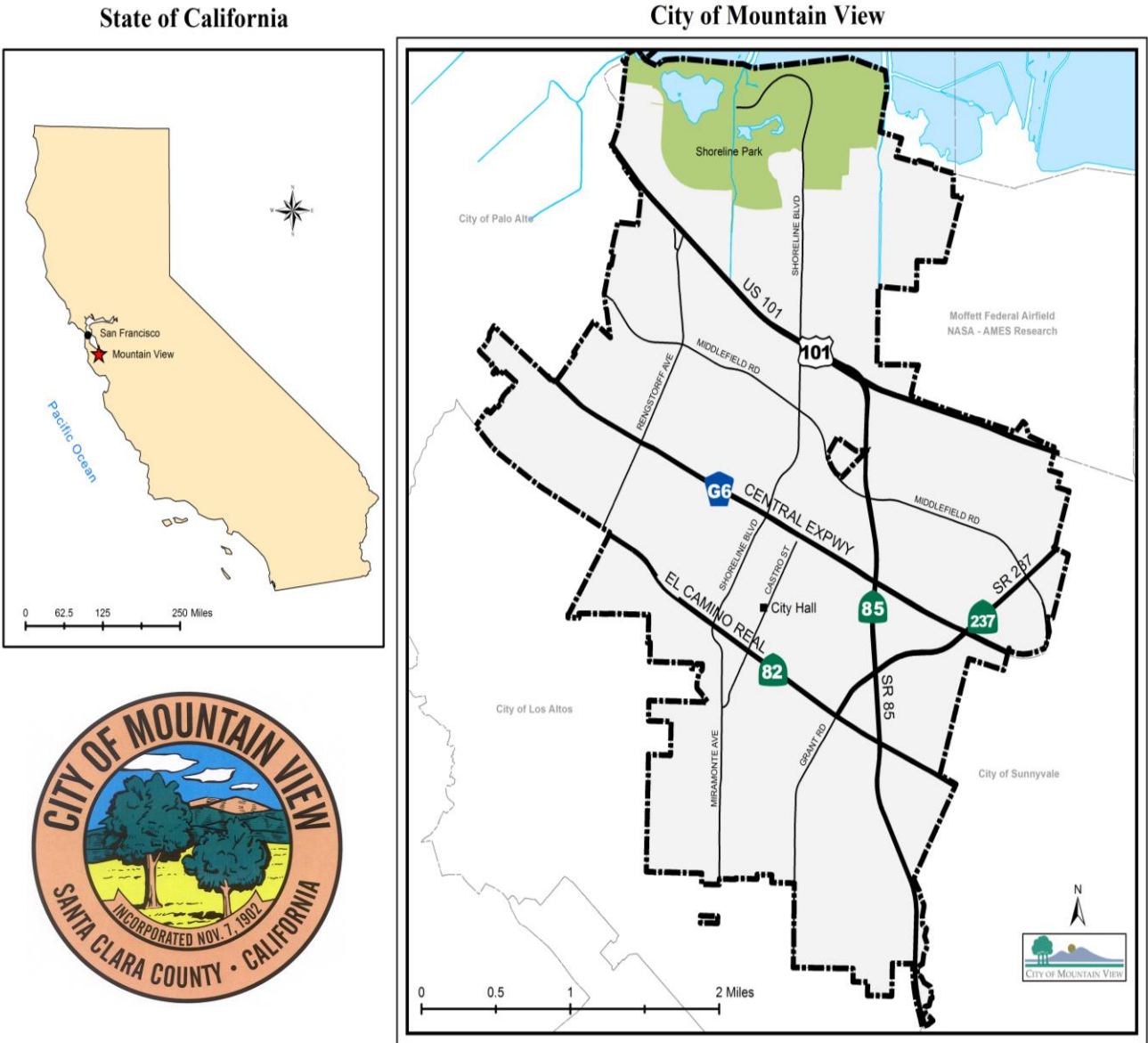
** FY 16-17 includes an additional \$2.0 million towards CalPERS Liability, \$2.0 million OPEB contribution, \$2.0 million transfer to the Strategic Property Acquisition Reserve (SPAR), and \$500,000 transfer to the General Non-Operating Fund. FY 17-18 includes an additional \$4.0 million towards CalPERS Liability, \$2.0 million OPEB contribution, and \$2.0 million transfer to SPAR. FY 18-19 includes an additional \$4.0 million towards CalPERS Liability, and transfers of \$2.0 million to both the Transportation and Capital Improvements Reserves, and \$1.0 million to the General Fund Reserve.

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**CITY &
COMMUNITY
INFO**

City of Mountain View, California Community Profile

The City of the Mountain View's mission is to provide quality services and facilities that meet the needs of a caring and diverse community in a financially responsible manner.



Location

Located in Silicon Valley, the City occupies 12.2 square miles in Santa Clara County and is approximately 36 miles southeast of the City of San Francisco and 15 miles northwest of the City of San Jose (the County seat).

City of Mountain View, California
Community Profile
(Continued)

History

Mountain View began as a stagecoach stop and an agricultural center for the lush Santa Clara Valley. The town was incorporated in 1902 with a population of fewer than 1,000 people. Once covered in orchards and vineyards, by 1960 with the growth of the electronic and aerospace industries, the City of Mountain View's (City) population had exploded to over 30,000. In 2018, the population is 81,527.



Castro Street, 1904

Today

Mountain View is a modern, high-tech city that retains quiet neighborhoods and a historic downtown core. While Mountain View is keeping pace with new ideas and innovations, the City is also committed to the traditional values of strong neighborhoods and citizen involvement. Mountain View is comprised of a variety of distinct, locally organized neighborhood and homeowners associations which help identify the community's needs and shape the City's future. In 2015, Niche ranked Mountain View fourth in "Best Towns to Raise a Family in California". In 2016, Mountain View was honored as City of the Year by California veterans for its significant programs and activities in the City related to veterans. In 2018, Livability.com ranked Mountain View in "2018 Top 100 Best Places to Live" of small to mid-sized cities in the United States.



Mountain View Veterans Memorial

In recent years, the City has developed some of the finest recreation and community facilities the San Francisco Bay Area has to offer. The City's extensive park system not only provides an outstanding array of neighborhood parks, but also includes an innovative regional park built on reclaimed landfill. Shoreline At Mountain View, adjacent to the San Francisco Bay, features an 18-hole golf course, professionally managed concert venue, a sailing lake and wild life preservation areas. The Civic Center,

City of Mountain View, California
Community Profile
(Continued)



Utility Box Public Art Project (left to right) - Mercy & Bryant, California & Shoreline, and Evelyn & Hope (Transit Center)



built around downtown's Pioneer Park, has one of the finest theater facilities in Northern California as well as a 60,000 square foot state-of-the-art library. Stevens Creek Trail has been undergoing phases of extensions since 1991 and is currently a 5.14 mile section of paved all-weather pathway for pedestrians and cyclists. Dialogue continues to extend the trail to neighboring cities.

Downtown Mountain View is the “heartbeat” of the City. This vibrant and active center offers a tremendous array of restaurants, as well as shops, the Center for Performing Arts, sidewalk cafes, clubs, businesses and the civic center. Downtown Mountain View is known for its festivals, parades, cultural events, the weekly farmers’ market, summer concerts and a variety of unique celebrations throughout the year. Hundreds of thousands of people come to downtown Mountain View each year to enjoy the events, and the character of downtown keeps them coming back.



Downtown – Castro Street

City Government

The City of Mountain View, incorporated on November 7, 1902, became a charter city on January 15, 1952. The City operates under a council-manager form of government. The City Council is the legislative body, sets policy and directs the course for the City. The seven City Council members are elected at large for four-year terms that are staggered so three or four seats are filled at the general municipal election in November of every even-numbered year. Service on the City Council is limited to two consecutive terms. Each year in January, the City Council elects one of its members as Mayor and another as Vice-Mayor.




City of Mountain View, California
Community Profile
(Continued)

City at a Glance

The climate is mild, with average temperatures during the summer months in the mid-70's and in the high 50's during the winter.

Population

1960 Census	30,889
1970 Census	54,132
1980 Census	58,722
1990 Census	67,460
2000 Census	71,369
2010 Census	74,066
2011	75,199
2012	75,972
2013	77,069
2014	77,447
2015	78,970
2016	80,122
2017	80,897
2018	81,527
2022 Forecast	86,915



At the time of incorporation in 1902, there were approximately 611 residents in the City. Fast forward 100 years to the celebration of the City's Centennial, the population had grown to 71,610.

*Source: U.S. Census Bureau (1960-2010)
City of Mountain View (2022, Based on unbuilt approved projects through 1/1/2018)
California State Department of Finance (CA DOF) (all other years, estimates as of January 1, 2018 is provisional)*

White	46.0%
Asian	25.7%
Hispanic or Latino	21.7%
Black or African American	2.0%
American Indian and Alaska Native	0.2%
Native Hawaiian and Pacific Islander	0.5%
Two or More Races	3.6%
Other Race	0.3%

<5	7.1%
5-19	14.3%
20-24	5.6%
25-34	21.1%
35-44	17.5%
45-54	13.9%
55-64	9.9%
65+	10.6%

Source: U.S. Census Bureau

City of Mountain View, California
Community Profile
(Continued)

Parks, Recreation, and Performing Arts

- 18-hole golf course
- Boathouse & Sailing Lake
- Center for the Performing Arts
- 22,000 Seat Amphitheatre
- Community Center
- Senior Center
- Teen Center
- 39 Parks (1 undeveloped)
- 5 Trails
- 2 Pools
- 2 Community Gardens
- 2 Sports Centers
- Athletic Fields Complex
- Deer Hollow Farm



Shoreline Athletic Fields



Castro Street Green Bike Lane



Teen Center

Transportation

- Highway 101
- Interstate 280
- State Routes 82, 85, and 237
- Central and Foothill Expressways
- Downtown Transit Center
 - Caltrain
 - Valley Transportation Authority
- 15 miles of Class I shared-use bicycle/pedestrian paths along the Bay, Hetch-Hetchy, Permanente Creek, Stevens Creek, and Whisman Trails and 2 miles of San Francisco Bay Trail.
- 26.5 miles of Class II striped bicycle lanes on roadways.
- 16.5 miles of Class III signed bicycle routes where cyclist share and travel on lanes with motorists.
- Mountain View Community Shuttle

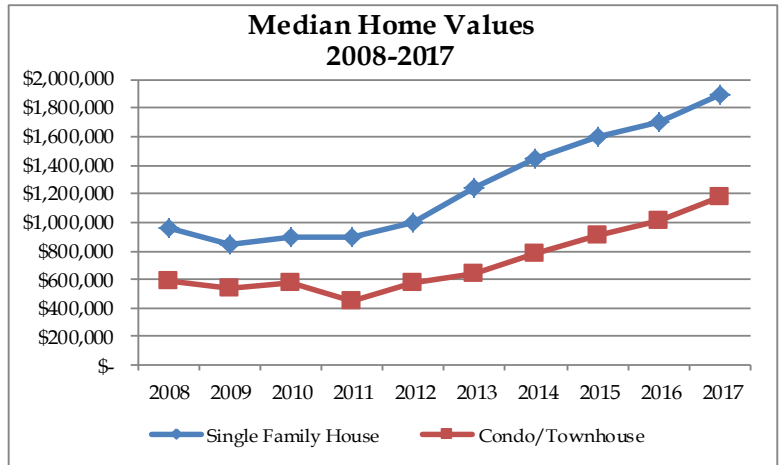


Downtown Transit Center

City of Mountain View, California
Community Profile
(Continued)

Housing

- 34,138 housing units*, including 1,226 affordable housing units existing and 314 under construction
- Median Home Values (end of 2017)
 - Single-family home \$1,900,000
 - Condo/townhouse \$1,175,000
- 40.4% owner-occupied**
- 59.6% renter-occupied**
- 4.2% Vacancy Rate**



The City’s goal is to create, preserve and improve a range of housing opportunities serving an economically diverse community. Through development fees, the City funds and supports an inventory of affordable rental housing developments for families, seniors, and developmentally disabled adults and currently has 1,226 affordable housing units, including 164 constructed within the last five years. An additional 314 affordable units are currently under construction.



Under construction (left to right) 1701-07 West El Camino Real and 779 East Evelyn Avenue

Education

Mountain View has several elementary and secondary schools that maintain high standards and keep pace with the increasing demands for the requirements of higher education in the working world. The City is served by the Mountain View Whisman School District, Los Altos School District and Mountain View-Los Altos Union High School District. In 2018, Niche ranked Mountain View High School fourteenth in “2018 Best College Prep Public High Schools in the San Francisco Bay Area”. In addition, the City is located within reach of some of the best universities in the country: Stanford University, Santa Clara University, San Jose State University, Carnegie Mellon University Silicon Valley, and Universities of California at Berkeley and Santa Cruz.

- 7 Public Elementary Schools
- 2 Public Middle Schools
- 3 Public High Schools
- Higher Education Statistics:
 - 66.9% age 25 and over have a bachelor’s degree or higher**
 - 38.3% age 25 and over have a graduate or professional degree**

Sources: * CA DOF, 1/1/2018 City/County Population and Housing Estimates

** U.S. Census Bureau, 2016 American Community Survey (ACS) 1-year estimate

City of Mountain View, California
 Community Profile
 (Continued)

Environmental Sustainability

The City is committed to promoting environmental sustainability to protect the natural environment, reduce carbon emissions, meet water conservation and waste reduction goals, and plan for increased flooding and sea level rise in order to safeguard the health and well-being of community members now and in the future.



The following are a few of the City's sustainability achievements. For a complete list, see Appendix A of the Climate Protection Roadmap*.



- Installed electric vehicle chargers downtown.
- Engaged more than 2,000 residents in Energy Upgrade Mountain View*.
- “Founding” partner of Silicon Valley Clean Energy Authority (SVCEA).
- Upgraded thousands of City building lights, streetlights, and traffic signals with high-efficiency bulbs or fixtures.
- Banned single-use carry-out bags and polystyrene take-out containers.
- Implemented food scrap composting programs for businesses and residents.
- Installed “purple pipe” throughout the North Bayshore area to supply recycled water for landscape irrigation.

*These documents can be found on the City’s website.

Land Use Distribution

	<u>Estimated Total Acres</u>	<u>Percentage of Total</u>
Residential	2,847	44.2%
Commercial	588	9.1%
Industrial	982	15.2%
Other	2,013	31.2%
Vacant	<u>21</u>	<u>0.3%</u>
Total	6,451	100.0%

City of Mountain View, California
Community Profile
(Continued)

Income

Based on the U.S. Census Bureau, 2016 American Community Survey (ACS) estimate, the median household income in Mountain View is \$122,000 (in 2016 inflation-adjusted dollars). This is higher than the median household income of \$111,000 in Santa Clara County and \$58,000 in the United States.



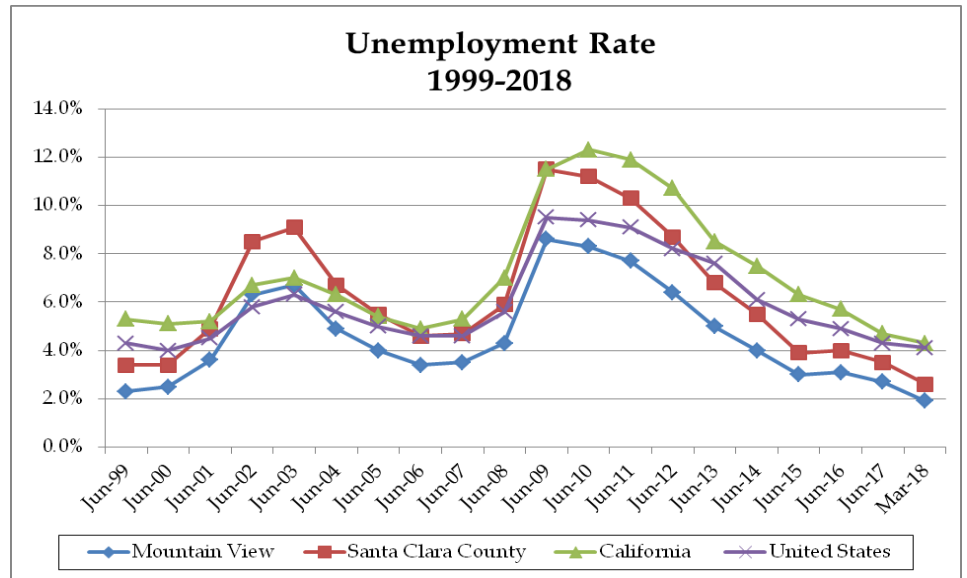
The Census Bureau establishes an income threshold for poverty every year. Below is a summary of the City's poverty level compared to Santa Clara County and the United States.

2016 ACS Estimated Poverty Status - Percentage Below Poverty Level		
Entity	Total Population	Under 18 Years
City of Mountain View	11.6%	14.0%
Santa Clara County	9.4%	11.1%
United States	14.0%	19.5%

Employment

Unemployment rates as of March 2018.

- 1.9% in Mountain View
- 2.6% in Santa Clara County
- 4.3% in California
- 4.1% in U.S.



Health Care



The 2016 ACS estimates 6.1 percent of Mountain View residents are uninsured. About one third of Mountain View residents can access a major medical facility within 30 minutes using public transit. El Camino Hospital is the primary hospital in Mountain View and one of the prominent hospitals in the Bay Area. Community health centers such as MayView Community Health Center (which offers services to low-income families and immigrants regardless of status), Kaiser Permanente, and Palo Alto Medical Foundation are also available. DIRECT Urgent Care is an urgent care clinic and an alternative to an emergency room.

City of Mountain View, California
Community Profile
(Continued)

Fiscal Year 2017-18 Financial Status Comparisons - Selected Santa Clara County Cities

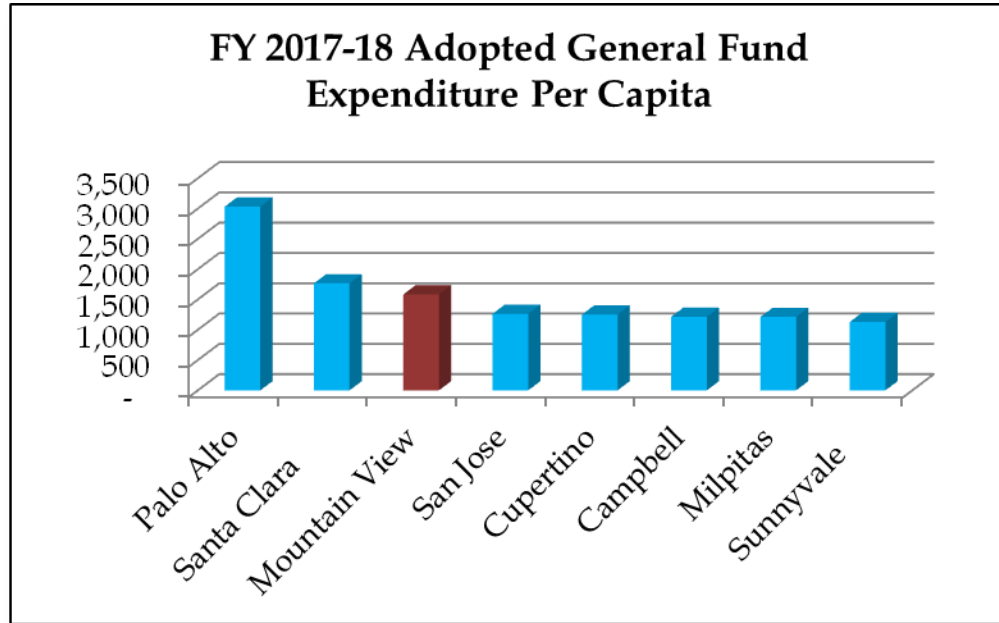
City	Population ⁽¹⁾	Adopted General Fund Revenues	Adopted General Fund Appropriations	Adopted Total Budget	General Fund Expenditure Per Capita
Campbell	42,372	\$ 51,563,717	\$ 51,406,159	\$ 71,739,059	\$1,213
Cupertino	60,079	79,995,647	75,051,233	148,868,179	1,249
Milpitas	74,327	89,887,181	90,018,839	195,189,234	1,211
Mountain View	80,897	128,022,060	127,987,548⁽²⁾	337,140,819⁽³⁾	1,582
Palo Alto	69,424	207,042,000	210,426,000	672,281,000	3,031
San Jose	1,042,782	1,059,448,258	1,316,410,518	3,504,158,321	1,262
Santa Clara	125,526	221,654,487	221,654,487	729,056,031	1,766
Sunnyvale	150,599	150,930,278	169,911,509	474,474,994	1,128

Source: Revenues, Appropriations and Budget obtained from respective cities

(1) Estimates as of 1/1/17, obtained from the CA DOF.

(2) Does not include projected budget savings.

(3) Amounts exclude interfund transfers.



City of Mountain View, California
Community Profile
(Continued)

Major Employers*

(In alphabetical order)

<u>Employer</u>	<u>Type of Business</u>
City of Mountain View	Local Government
El Camino Hospital	Health Services
Google Inc.	Software
Intuit Inc.	Financial Software
LinkedIn Corporation	Social Networking
Microsoft Corporation	Software
Mountain View Whisman School District	School District
Palo Alto Medical Foundation	Health Services
Pure Storage	Information Technology
Quotient Technology	Digital Promotions
Samsung Electronics America Inc.	Software
Service by Medallion	Janitorial Services
Symantec	Software
Synopsys, Inc.	Chip Development Software & Services
Veritas Technologies	Software

Sources: *Business License Data*
Silicon Valley Business Journal 'The List' (Published July 21, 2017)
Company Representatives

* Based on number of employees (over 500 employees)

City of Mountain View, California
Community Profile
(Continued)

Top 25 Sales Tax Producers
As of December 31, 2017
(In alphabetical order)

Agilent Technologies
Allison BMW
Au Energy Shell Station
Best Buy
Bon Appetit
Central Concrete Supply Co
Costco
Financial Services Vehicle Trust
Herman Miller
Kohls
Marshalls
Omnicell
Project Fi by Google
Pure Storage
REI
Safeway
Schuff Steel Company
Siemens Medical Solutions
Symantec
Synopsis
Target
Total Wine & More
Valley Oil
Walmart
Zones

Source: HdL Companies

FISCAL YEAR 2017-18

Top Ten Property Taxpayers
(dollars in thousands)

<u>OWNER</u>	<u>AGENCY</u>	<u>PRIMARY USE</u>	<u>NET ASSESSED VALUATION</u>	<u>PERCENTAGE OF TOTAL NET ASSESSED VALUATION</u>
Google Inc.	City/SRPC	Industrial/ Unsecured	\$ 4,106,749	14.6%
HCP Life Science REIT Inc.	SRPC	Industrial	360,170	1.3%
Baccarat Shoreline LLC	SRPC	Industrial	195,515	0.7%
Richard T. Peery Trustee	SRPC	Commercial	142,988	0.5%
Murphy Road Apartments-San Jose LP	SRPC	Commercial	131,618	0.5%
P A Charleston Road LLC	SRPC	Commercial	109,804	0.4%
Intuit Inc.	City/SRPC	Industrial/ Unsecured	228,880	0.8%
Microsoft Corporation	City/SRPC	Unsecured	93,053	0.3%
Richard M. & Beverly J. Salado Trustee	SRPC	Industrial	81,714	0.3%
Americana I LLC	City	Residential	<u>357,169</u>	<u>1.3%</u>
Total			\$ <u><u>5,807,660</u></u>	20.7%

Fiscal Year 2017-18 Total Net Assessed Valuation \$28,031,336

Source: Santa Clara County Assessor Fiscal Year 2017-18 Combined Tax Rolls (as of July 1, 2017).
Ranking based on Tax Revenue.

City: City of Mountain View (General Operating Fund)
SRPC: Shoreline Regional Park Community

**GENERAL
OPERATING
FUND
TEN-YEAR
FINANCIAL
FORECAST**

GENERAL OPERATING FUND 10-YEAR FINANCIAL FORECAST

INTRODUCTION

Forecasting is an important part of a city's financial planning process. While it is challenging to accurately predict local government revenues due to the variable nature of the revenue sources and their connection to regional, State, national, and even international economic conditions, it is possible to identify reasonable financial trends and provide a conceptual financial picture for a multi-year period which is useful to policy makers' decision making.

A 5-Year Financial Forecast is prepared annually and a longer range 10-year Financial Forecast is prepared periodically and presented to the City Council during the budget process. This report is a 10-Year Financial Forecast (Forecast) for the time period of Fiscal Years 2018-19 through 2027-28. The last 10-year Financial Forecast was completed for Fiscal Years 2015-2024.

A financial forecast, even with fluctuating economic variables, can assist with identification of long-term financial trends, causes of fiscal imbalances, future fiscal challenges, opportunities, and potential requirements, all of which may assist in keeping the City on a continuing path of fiscal sustainability. Growth and development will occur at a different pace than anticipated in this Forecast, and actual revenues and expenditures in future years will vary, but trend lines will be apparent. This Forecast is intended to provide a foundation for the City Council's decision making for Fiscal Year 2018-19 budget deliberations. The Forecast is for the General Operating Fund (GOF), which provides funding for the majority of City services, including Police, Fire, Parks, Recreation, Library, and administrative functions necessary for ongoing City operations. The GOF is also the fund that is most significantly influenced by economic conditions.

BACKGROUND

The Forecast is based on reasonable assumptions utilizing available information from a wide variety of sources. These sources include reviewing the City's historical trends, gathering information from economists that specialize in the regional economics of Silicon Valley, reviewing various indicators (e.g., unemployment data, etc.), networking with staff of neighboring agencies, reviewing State of California (State) and national economic trends, and factoring in known Mountain View conditions, such as lease terms, and economic and property development. The level of City services, staffing, and cost of operations projected for Fiscal Year 2018-19 is the base year for subsequent fiscal years' expenditures in the Forecast. Confidence levels in the Forecast assumptions

become less certain with each subsequent fiscal year, and actual future revenues and expenditures will vary from the Forecast.

The City is fortunate to be experiencing strong revenue growth, with economists currently believing the regional fundamentals are strong and are not forecasting a downturn in the economy over the next 12 to 18 months, with certain caveats. Historically, recessions have generally occurred between 3 and 9 years, post-World War II, with the longest period of expansion lasting 10 years, from 1991 to 2001. It has been approximately 9 years since the end of the last recession (June 2009); however, the recovery has been long and slow and, therefore, it appears this expansion could surpass the expansion of the 1990s. A table of previous recessions is as follows:

Name	Period Range	Duration (months)	Time Since Previous Recession (years)
Recession of 1949	Nov. 1948-Oct. 1949	11	3.1
Recession of 1953	July 1953-May 1954	10	3.8
Recession of 1958	Aug. 1957-Apr. 1958	8	3.3
Recession of 1960-1961	Apr. 1960-Feb. 1961	10	2.0
Recession of 1969-1970	Dec. 1969-Nov. 1970	11	8.8
1973-1975 Recession	Nov. 1973-Mar. 1975	16	3.0
1980 Recession	Jan. 1980-July 1980	6	4.8
1981-1982 Recession	July 1981-Nov. 1982	16	1.0
Early 1990s Recession	July 1990-Mar. 1991	8	7.7
Early 2000s Recession	Mar. 2001-Nov. 2001	8	10.0
Great Recession	Dec. 2007-June 2009	18	6.1

Although it is uncertain when the next economic slowdown will occur, based on history, it is certain there will be another recession sooner or later; therefore, it is assumed there will be a recession during the Forecast period. While staff had previously included a slowdown in Fiscal Year 2018-19, based on more recent economic information, the City's Forecast now assumes that the next recession will occur in Fiscal Year 2020-21 and continue into Fiscal Year 2021-22.

The Forecast is not intended to predict precisely when the next slowdown in the economy will occur, but rather an indication of what the financial picture could look like when it occurs. The next slowdown could occur sooner or later than projected, but it is anticipated another downturn *will* occur at some point during the Forecast period. The trend, based on the assumptions utilized, and assuming \$2.3 million annual budget savings, indicates revenues will exceed expenditures through Fiscal Year 2020-21 even with the onset of a recession, but as a result of an anticipated economic downturn, revenues may not be sufficient to fund all expenditures in Fiscal Years 2021-22 through 2027-28.

The various GOF revenue sources respond differently to such an economic event—some, such as Transient Occupancy Tax (TOT), react almost immediately while others, such as property taxes, sales tax, and investment earnings, lag behind. While the budget is projected to be balanced through the first year of the downturn, it is important to note the Forecast includes revenues from projected development. If development is hampered and does not occur, annual negative operating balances would be greater and could occur earlier.

Influencing Factors

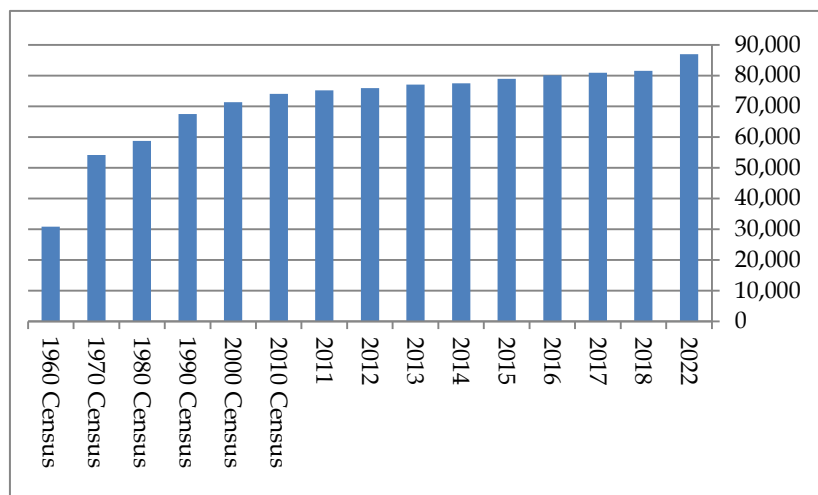
There are factors which influence each individual revenue source, some of which have broad ranges affecting multiple revenues and some are specific to an individual revenue source. The Forecast includes a discussion of these factors below.

Population

The following chart shows historical population annually for the past seven years, each U.S. Census year back to 1960, and projects population growth to 2020. From the 2000 Census to the 2010 Census, the City of Mountain View population grew by 2,697 (3.8 percent). According to the California State Department of Finance, the City’s population estimate as of January 1, 2018 is 81,527, 10.1 percent growth since the census. With the current pace of housing development, and potential for housing in the North Bayshore Area, the population could exceed the Association of Bay Area Governments’ (ABAG) projections of 81,992 for 2020 (as of 2013), therefore staff has estimated a population of 86,915 for 2022 based on unbuilt approved projects through January 2018. After 2020, it is expected population will grow more rapidly, with the possibility of 15,000 additional housing units.

Population

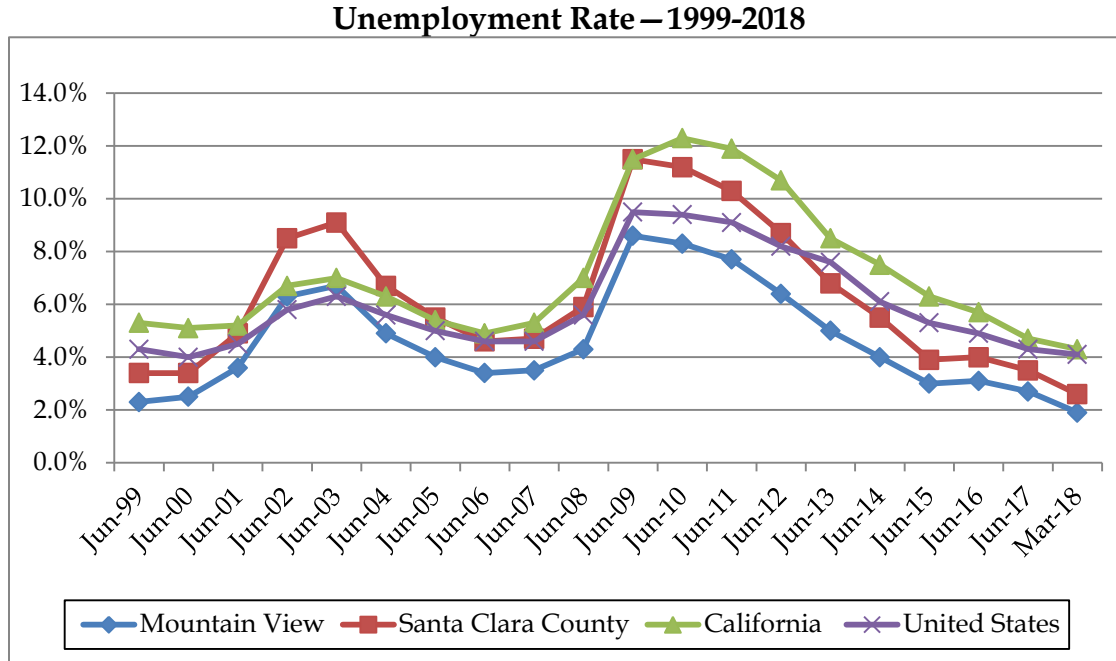
1960 Census	30,889
1970 Census	54,132
1980 Census	58,722
1990 Census	67,460
2000 Census	71,369
2010 Census	74,066
2011	75,199
2012	75,972
2013	77,069
2014	77,447
2015	78,970
2016	80,122
2017	80,897
2018	81,527
2022 Forecast	86,915



Sources: U.S. Census Bureau (1960-2010)
 City of Mountain View (2022, based on unbuilt approved projects through 1/1/2018)
 California State Department of Finance estimates as of January 1 (all other years, provisional estimates)

Unemployment

As detailed in the chart below, Mountain View's unemployment level has been below the County of Santa Clara (County), State, and nation, except during the recession of the early 2000s, which hit Silicon Valley the hardest. As of March 2018, the preliminary unemployment rate in the City is at 1.9 percent, the lowest rate since tracking began in 1999 and well below the County (2.6 percent), the State (4.3 percent), and the nation (4.1 percent).



State of California

The Governor's Fiscal Year 2018-19 Proposed Budget Summary maintains a balanced budget for the foreseeable future under current projections and will also bring the "Rainy Day Fund" to the maximum level allowed under the State Constitution. The proposed budget includes funding increases for K-12 schools, community colleges, and as revenues have continued to grow this fiscal year, the May revision proposes to use these funds to address long-standing infrastructure needs, homelessness, and mental health. Despite this strong fiscal health in the short term, the risks to long-term fiscal health continue to mount due to the uncertain effects of the 2017 federal tax bill, global risks, and the return of volatility to the stock market.

ANALYSIS

Revenue and Expenditure Overview

In order to maintain a base level of services in the City, revenue growth is necessary. If the existing revenue base cannot generate sufficient revenues to fund the cost of operations, the economic base must be enhanced or operating costs reduced. Fiscal Year 2018-19 revenues are projected to increase \$9.7 million (7.6 percent) compared to Fiscal Year 2017-18 adopted revenues and \$3.3 million (2.5 percent) compared to the Fiscal Year 2017-18 estimated revenues.

The City is in a strong financial position with an annual surplus projected for the next few fiscal years, the result of increased revenues generated by continued economic growth. Locally, this includes major new private and public developments, such as The Village at San Antonio Center Phase II, Ameswell (Moffett Gateway) project, and various rental and ownership housing, hotel, and commercial office developments. These developments will provide housing, hotel rooms, shopping, and entertainment as well as generate additional ongoing revenues for the City. The revaluation of the long-term ground lease for the Charleston East site also contributed increased revenue beginning in February 2018.

During Fiscal Year 2016-17, the City negotiated three-year agreements with most employee groups, (the EAGLES group contract negotiations were completed early in Fiscal Year 2017-18). All contracts previously expired June 30, 2017 and the new agreements continue until June 30, 2020, with a reopener on salary in the third year. The Forecast includes cost-of-living adjustments (COLAs) and other pay and benefit changes as adopted in the new labor agreements. A modest COLA has been included in each of the remaining Forecast years, and all Forecast years include step and merit increases. In conjunction with the approval of labor agreements for employees, the City Council adopted an increase from \$1.8 million to \$2.3 million in projected budget savings, which is carried throughout the Forecast.

Fiscal Year 2018-19 proposed expenditures are \$7.3 million (6.2 percent) higher compared to the Fiscal Year 2017-18 adopted expenditures. The increases in expenditures are primarily related to personnel costs as approximately 80.0 percent of the budget is for the cost of employees to provide services. New ongoing expenditures of \$1.6 million are included to address some of the strains on staff resources. After allowing for transfers of \$1.0 million to the General Fund Reserve, \$2.0 million to a new Transportation Reserve, \$2.0 million to the Capital Improvement Reserve, and a contribution of \$4.0 million to the unfunded California Public Employees' Retirement System (CalPERS) liability, the operating balance is projected to be \$3.7 million (after budget savings of \$2.3 million) for Fiscal Year 2018-19, which represents 2.7 percent of GOF projected revenues.

Staff and Council have recognized the opportunity to take advantage of the City's improved financial position to reduce unfunded liabilities for CalPERS and OPEB. For Fiscal Years 2014-15 through 2016-17, the City Council approved allocations of \$9.0 million toward the CalPERS liability and \$6.5 million toward the OPEB liability. The current fiscal year Adopted Budget includes City Council approved allocations of \$12.4 million towards the CalPERS liability, as part of the CalPERS Discount Rate Change Funding Strategy, and \$4.0 million towards the OPEB liability.

The following chart shows the Fiscal Years 2014-15 through 2016-17 contributions, contributions adopted for Fiscal Year 2017-18, contributions included for Fiscal Year 2018-19, and forecasted contributions for Fiscal Years 2019-20 and 2020-21 (dollars in millions):

	Fiscal Years 2014-15 through 2016-17		Fiscal Year 2017-18		Fiscal Year 2018-19		Fiscal Year 2019-20		Fiscal Year 2020-21		Total	
	PERS	OPEB	PERS	OPEB	PERS	OPEB	PERS	OPEB	PERS	OPEB	PERS	OPEB
GOF	\$4.0 M	\$4.0 M	\$4.0 M	\$2.0 M	\$4.0 M	–	\$2.0 M	–	\$1.0 M	–	\$15.0 M	\$6.0 M
GNOF	\$3.5 M	\$2.5 M	\$6.0 M	\$2.0 M	\$2.0 M	–	–	–	–	–	\$11.5 M	\$4.5 M
Other Funds	\$1.54 M	–	\$2.35 M	–	\$1.59 M	–	\$0.56 M	–	\$0.28 M	–	\$6.32 M	–
Total	\$9.04 M	\$6.5 M	\$12.35 M	\$4.0 M	\$7.59 M	–	\$2.56 M	–	\$1.28 M	–	\$32.82 M	\$10.5 M

For CalPERS, the City's funded status as of June 30, 2016, the date of the most recent valuation, is 67.4 percent combined for both safety and miscellaneous. This compares to the 74.3 percent and 71.7 percent funded status as of June 30, 2014 and June 30, 2015, respectively. The unfunded liability is estimated to be \$234.0 million as of June 30, 2017. For the CalPERS liability, the City Council adopted the strategy recommended by staff to contribute a significant lump-sum contribution of \$10.0 million (General Fund), as well as proportionate contributions from other funds. This contribution will be included in the valuation of June 30, 2018. An additional \$10.0 million General Fund payment is proposed from the future Google Parking Lease revenues. The total contribution for Fiscal Year 2018-19 is \$7.6 million; \$2.0 million from the Fiscal Year 2016-17 carryover, \$4.0 million from the General Operating Fund, and \$1.6 million from other funds, proportionate to the General Fund contribution.

For Retirees' Health, the liability has been recalculated as of July 1, 2017 and the actuarial accrued liability (AAL) increased \$16.0 million to \$139.9 million, using the 6.73 percent discount rate. With the updated valuation, a discount rate of 6.5 percent is proposed to be used to provide a small margin of adverse deviation. The City has made great strides toward funding the actuarial accrued liability with \$6.5 million additional

contributions from the General Fund between Fiscal Years 2014-15 and 2016-17 and an additional \$4.0 million from the General Fund in Fiscal Year 2017-18. Other funds also make additional contributions toward full funding. The Reserve Section of the Narrative Budget Report has additional information on Retirees' Health funding.

The following table includes the proposed revenues and expenditures by category for Fiscal Year 2018-19 and projections for the subsequent Forecast years. As you can see, the budget is healthy through Fiscal Year 2020-21, but modest deficits are projected starting in Fiscal Year 2021-22 and grow through the remainder of the Forecast period.

GENERAL OPERATING FUND FORECAST
(dollars in thousands)

	<u>2017-18 ADOPTED</u>	<u>2017-18 ESTIMATED</u>	<u>2018-19 PROPOSED</u>	<u>2019-20 FORECAST</u>	<u>2020-21 FORECAST</u>	<u>2021-22 FORECAST</u>
REVENUES:						
Property Taxes	45,285	50,622	52,909	56,878	58,612	59,645
Sales Tax	21,194	20,413	20,026	19,967	19,178	17,996
Other Local Taxes ¹	15,589	15,861	15,989	18,762	18,136	16,463
Use of Money and Property	19,833	19,585	21,613	22,390	23,216	24,041
Other Revenues ²	<u>26,121</u>	<u>27,907</u>	<u>27,151</u>	<u>27,113</u>	<u>26,870</u>	<u>26,782</u>
TOTAL REVENUES	<u>128,022</u>	<u>134,388</u>	<u>137,688</u>	<u>145,110</u>	<u>146,012</u>	<u>144,927</u>
EXPENDITURES:						
Salaries and All Pays	60,345	59,445	63,641	67,426	68,729	70,432
Retirement	16,649	16,668	19,636	22,505	25,230	27,502
Health Benefits	10,360	8,521	10,706	11,189	11,925	12,717
All Other Benefits	<u>6,750</u>	<u>6,311</u>	<u>7,004</u>	<u>7,120</u>	<u>7,323</u>	<u>7,518</u>
Salaries and Benefits	94,104	90,945	100,987	108,240	113,207	118,169
Supplies and Services	17,110	16,555	17,389	18,114	18,644	19,190
Capital Outlay/ Equipment Repl.	3,228	3,402	3,276	3,351	3,436	3,524
Interfund Expenditures and Transfers	5,545	5,074	5,645	6,203	7,564	7,589
Debt Service	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Total Operating Exp	119,987	115,976	127,297	135,908	142,851	148,472
Budget Savings	<u>(2,300)</u>	<u>Included</u>	<u>(2,300)</u>	<u>(2,300)</u>	<u>(2,300)</u>	<u>(2,300)</u>
NET EXPENDITURES	<u>117,687</u>	<u>115,976</u>	<u>124,997</u>	<u>133,608</u>	<u>140,551</u>	<u>146,172</u>
Transfer to GF Reserve	-0-	-0-	(1,000)	-0-	-0-	-0-
Transfer to Trans Res	-0-	-0-	(2,000)	(2,000)	(1,000)	-0-
Transfer to Cap Imp Res	-0-	-0-	(2,000)	(4,000)	-0-	-0-
CalPERS Contribution	(4,000)	(4,000)	(4,000)	(2,000)	(1,000)	-0-
OPEB Contribution	(2,000)	(2,000)	-0-	-0-	-0-	-0-
Transfer to SPAR	<u>(2,000)</u>	<u>(2,000)</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
OPERATING BALANCE/(DEFICIT)	<u>2,335</u>	<u>10,412</u>	<u>3,691</u>	<u>3,502</u>	<u>3,461</u>	<u>(1,245)</u>

¹ Other Local Taxes consists of Transient Occupancy Tax, Business Licenses, and Utility Users Tax.

² Other Revenue consists of License, Permits & Franchise Fees, Fines & Forfeitures, Intergovernmental, Charges for Services, Miscellaneous Revenues, and Interfund Revenues & Transfers.

³ Balance is prior to the change in assets and liabilities, encumbrances, and rebudgets for grants and donations.

GENERAL OPERATING FUND FORECAST
(dollars in thousands)

	<u>2022-23</u> <u>FORECAST</u>	<u>2023-24</u> <u>FORECAST</u>	<u>2024-25</u> <u>FORECAST</u>	<u>2025-26</u> <u>FORECAST</u>	<u>2026-27</u> <u>FORECAST</u>	<u>2027-28</u> <u>FORECAST</u>
REVENUES:						
Property Taxes	61,587	63,714	66,623	69,480	72,278	74,932
Sales Tax	18,358	18,910	19,102	19,295	19,492	19,689
Other Local Taxes ¹	18,370	19,315	19,918	20,530	21,249	21,949
Use of Money and Property	24,909	25,807	26,741	27,067	26,788	27,935
Other Revenues ²	<u>27,265</u>	<u>27,678</u>	<u>28,000</u>	<u>28,327</u>	<u>28,661</u>	<u>29,002</u>
TOTAL REVENUES	<u>150,489</u>	<u>155,424</u>	<u>160,384</u>	<u>164,699</u>	<u>168,468</u>	<u>173,507</u>
EXPENDITURES:						
Salaries and All Pays	72,074	73,695	75,321	76,957	78,609	80,279
Retirement	29,513	30,919	32,104	33,329	34,595	35,906
Health Benefits	13,571	14,491	15,486	16,559	17,718	18,972
All Other Benefits	<u>7,714</u>	<u>7,913</u>	<u>8,116</u>	<u>8,323</u>	<u>8,535</u>	<u>8,753</u>
Salaries and Benefits	122,872	127,018	131,027	135,168	139,457	143,910
Supplies and Services	19,752	20,332	20,928	21,543	22,176	22,828
Capital Outlay/ Equipment Repl.	3,615	3,708	3,805	3,904	4,006	4,111
Interfund Expenditures and Transfers	5,107	5,273	5,609	5,791	6,166	6,366
Debt Service	<u>3,300</u>	<u>3,300</u>	<u>3,300</u>	<u>3,300</u>	<u>3,300</u>	<u>3,300</u>
Total Operating Exp	154,646	159,631	164,669	169,706	175,105	180,515
Budget Savings	<u>(2,300)</u>	<u>(2,300)</u>	<u>(2,300)</u>	<u>(2,300)</u>	<u>(2,300)</u>	<u>(2,300)</u>
NET EXPENDITURES	<u>152,346</u>	<u>157,331</u>	<u>162,369</u>	<u>167,406</u>	<u>172,805</u>	<u>178,215</u>
Transfer to GF Reserve	-0-	-0-	-0-	-0-	-0-	-0-
Transfer to Trans Res	-0-	-0-	-0-	-0-	-0-	-0-
Transfer to Cap Imp Res	-0-	-0-	-0-	-0-	-0-	-0-
CalPERS Contribution	-0-	-0-	-0-	-0-	-0-	-0-
OPEB Contribution	-0-	-0-	-0-	-0-	-0-	-0-
Transfer to SPAR	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
OPERATING BALANCE/(DEFICIT)	<u>(1,857)</u>	<u>(1,907)</u>	<u>(1,985)</u>	<u>(2,707)</u>	<u>(4,337)</u>	<u>(4,708)</u>

Revenue and Expenditure Background

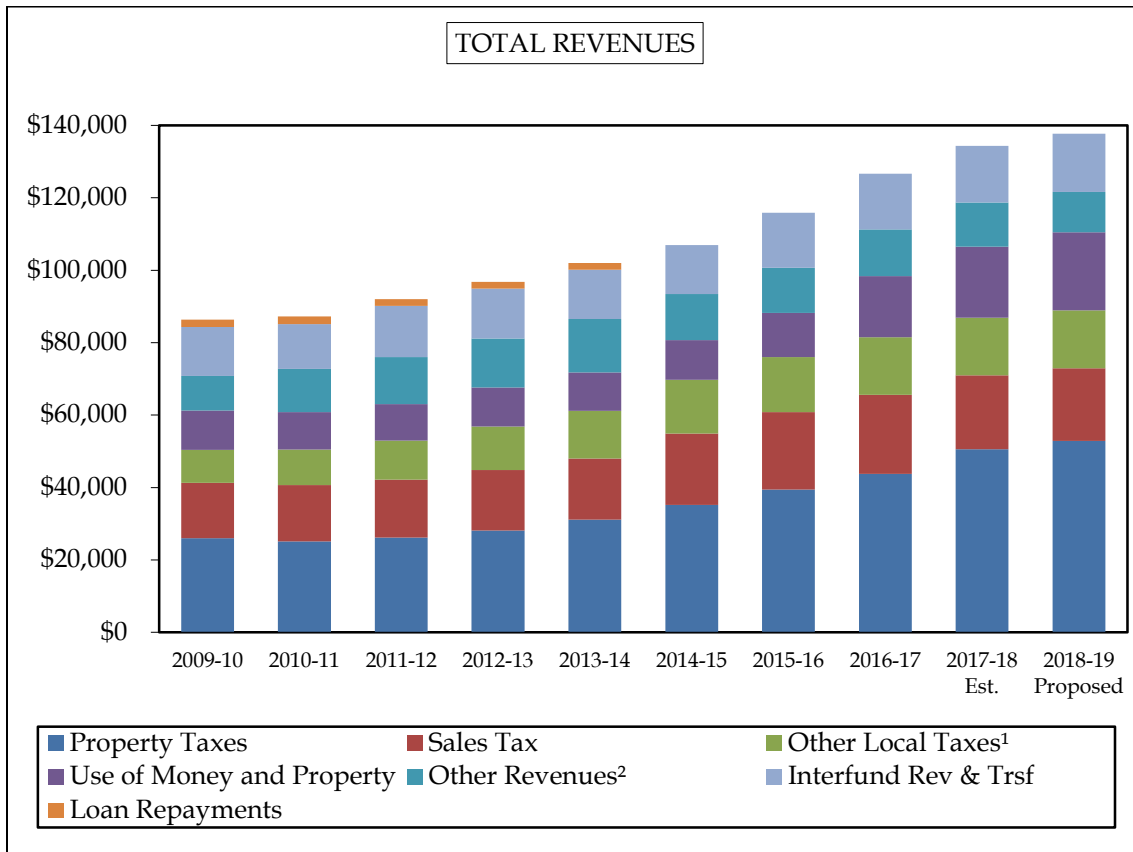
Revenues

Historical experience demonstrates Mountain View has a relatively volatile revenue base, primarily related to sales tax, with substantial variation in the amount of revenues collected over time (see Exhibit A for revenue and expenditure history). In addition to the overarching factors described in the Impacting Factors Section, the City's revenue volatility is continually affected by local factors.

For Fiscal Year 2018-19, all the main categories of GOF Revenues listed in the previous table, except Sales Tax, are projected to meet or exceed the Fiscal Year 2017-18 Adopted Budget. Significant factors, such as increasing property and lease values and improved interest yields, are contributing to an improved financial condition and an overall indication the City is in a strong revenue growth period. The Sales Tax category is lower due to slower growth of activity in sales tax transactions, due to the increase of online sales.

Growth in total revenues continues throughout the Forecast period, except the second year of the anticipated recession. The decline in revenues from the anticipated recession is being masked by the strong development activity that is currently occurring. There is a lag between the development occurring and being placed onto the property tax roll.

A history of total GOF Revenues is as follows (dollars in thousands):



¹ Other Local Taxes includes Transient Occupancy Tax, Business Licenses, and Utility Users Tax.

² Other Revenues includes Licenses, Permits & Franchise Fees, Fines & Forfeitures, Intergovernmental, Charges for Services, and Miscellaneous Revenues.

Total Fiscal Year 2018-19 revenues are projected to increase \$9.7 million (7.6 percent) compared to the Fiscal Year 2017-18 Adopted. Additional discussion of individual revenue sources can be found later in this Forecast.

Expenditures

During Fiscal Years 2009-10 through 2012-13, there were projected structural deficits ranging from \$1.1 million to \$6.0 million: through a combination of operating efficiencies and expenditure reductions (totaling \$7.4 million), modest revenue enhancements, and employee cost containment (totaling \$2.2 million), the City was able to balance those budgets and weather the Great Recession. Revenues recovered sufficiently and no budget restructuring was necessary beginning in Fiscal Year 2013-14. The economic health of the City has continued to improve, resulting in a higher level of demand for services to support significant commercial and residential development, as well as to support other community priorities such as affordable housing,

transportation, and sustainability. Revenue projections for Fiscal Year 2018-19 indicate the strong economic activity will continue and allow for the opportunity to address infrastructure needs and a strategy for reducing employee benefit unfunded liabilities which the City was unable to address during the last recession.

From the peak in Fiscal Year 2001-02 through Fiscal Year 2012-13, the GOF employee count was reduced by more than 70.0 positions (over 14.0 percent). Although there have been positions added in recent years, overall, the City continues to operate at a staff level less than the pre-recessionary level. This is further exacerbated by the high level of demand for services in City departments. The Fiscal Year 2018-19 Proposed Budget includes additional regular and limited-period positions to address the most critical workload demands.

The Forecast expenditures are calculated in the same manner as the annual budget and include the full cost of each existing position (salary and benefits). For Fiscal Year 2018-19 through Fiscal Year 2019-20, COLAs are included as agreed to in MOUs and for unrepresented employees. A modest COLA is included in each of the remaining Forecast years. Also included are multi-year assumptions related to the remaining cost components (e.g., steps, merits, retirement, health care, etc.) throughout the Forecast period. The factors for future health benefit costs are based on health-care trends and historical experience. The CalPERS rates for Fiscal Years 2018-19 through 2024-25 were provided by CalPERS and rates for Fiscal Year 2025-26 through 2027-28 are projected by staff based on the CalPERS rates trend. CalPERS rates are expected to increase 59.2 percent and 57.0 percent over the next 10 years for Miscellaneous and Safety, respectively.

For Supplies and Services and the remaining categories, a base level of expenditures is calculated and then adjusted based on the multi-year assumptions related to each component of cost (e.g., City utilities, equipment maintenance, self-insurance funding, etc.).

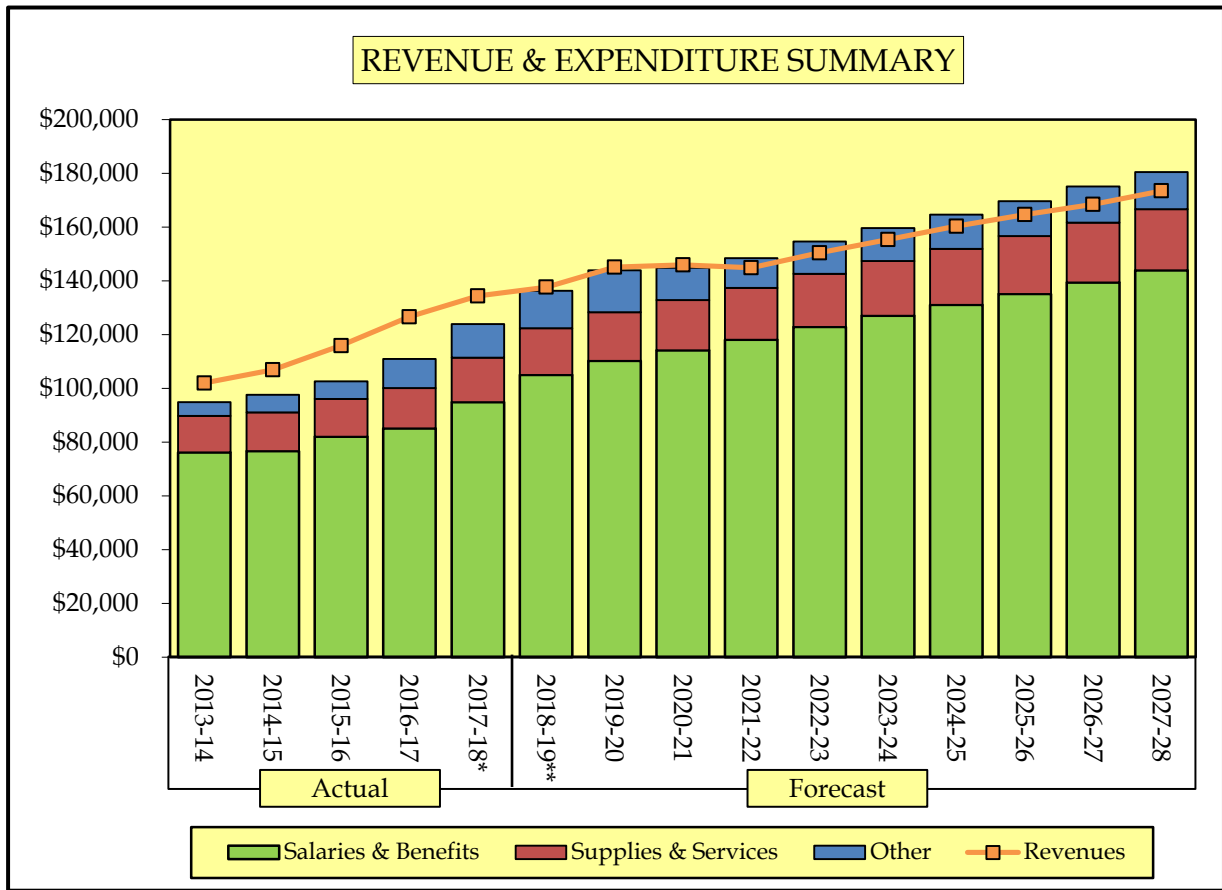
Based on past experience, it is typical to underspend the budget due to vacant positions and savings in Supplies and Services accounts. Beginning in Fiscal Year 2009-10, a budget savings amount was assumed. It has ranged between \$1.8 million and \$2.8 million. In Fiscal Year 2017-18, it was increased to \$2.3 million to reflect a current five-year average, and it remains at that level throughout the Forecast period.

SUMMARY

Silicon Valley continues to be a leader in the local and national economic recovery – job creation, vacant space utilization, development of both residential and commercial projects, and the recovery of property values are contributing to the overall strong health of the local economy. Although anticipated CalPERS and medical rate increases

are significant factors, the Forecast projects revenue growth and positive operating balances (including funds set aside for reserves and CalPERS) through Fiscal Year 2020-21. The remaining forecast period projects negative balances before any corrective actions. Future financial stability will be dependent upon the strength of the economy, the timing of the next recession, and continued fiscal restraint.

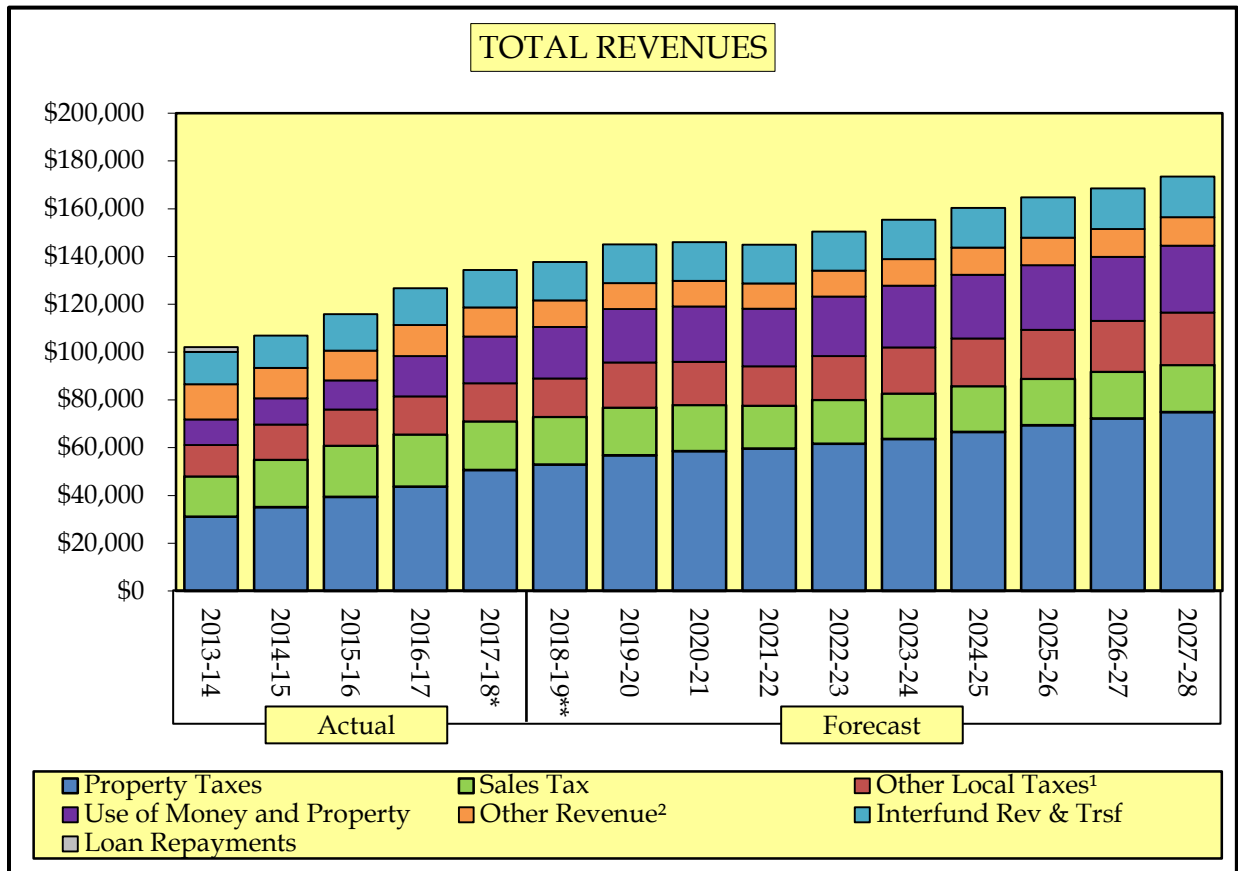
Following is a detailed and graphic presentation of the Forecast, summarizing the assumptions and resulting revenues and expenditures.



<u>Fiscal Year</u>	<u>Revenues</u>	<u>Expenditures</u>
2013-14	102,045	94,933
2014-15	106,940	97,677
2015-16	115,911	102,590
2016-17	126,689	110,936
2017-18 *	134,388	123,976
2018-19 **	137,688	136,297
2019-20	145,110	143,908
2020-21	146,012	144,851
2021-22	144,927	148,472
2022-23	150,489	154,646
2023-24	155,424	159,631
2024-25	160,384	164,669
2025-26	164,699	169,706
2026-27	168,468	175,105
2027-28	173,507	180,515

* Estimated
 ** Proposed
 (dollars in thousands)

The Fiscal Year 2018-19 proposed expenditures and all forecast years do not include the projected operating budget savings.



<u>Fiscal Year</u>	<u>Total Revenues</u>	<u>% Change</u>
2013-14	102,045	5.4%
2014-15	106,940	4.8%
2015-16	115,911	8.4%
2016-17	126,689	9.3%
2017-18 *	134,388	6.1%
2018-19 **	137,688	2.5%
2019-20	145,110	5.4%
2020-21	146,012	0.6%
2021-22	144,927	(0.7%)
2022-23	150,489	3.8%
2023-24	155,424	3.3%
2024-25	160,384	3.2%
2025-26	164,699	2.7%
2026-27	168,468	2.3%
2027-28	173,507	3.0%

* Estimated
 ** Proposed
 (dollars in thousands)

¹ Includes Transient Occupancy Tax, Business Licenses, and Utility Users Tax.
² Includes Licenses, Permits & Franchise Fees, Fines & Forfeitures, Intergovernmental, Charges for Services, and Miscellaneous Revenues.

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PROPERTY TAXES

Property Taxes include the revenue generated from the City's share of the 1.0 percent levy assessed on the taxable value of real and personal property located within the City limits. The assessed value (AV) of secured real property that does not experience a change in ownership or is not subject to new construction is increased annually at a rate not to exceed the California Consumer Price Index (CCPI) or 2.0 percent, whichever is lower. However, if a property changes ownership, it is reassessed (up or down) at the current market value and new construction is initially valued at the cost of the construction. In addition, the County Assessor has the authority to proactively adjust the AV of properties downward to market value during periods of declining property values. Unsecured tax on personal property, such as computers and other equipment, is assessed on the value of the property as self-reported annually to the County.

SOURCES

- Property tax assessed on secured real property.
- Property tax assessed on unsecured personal property.
- Property tax assessed on leased property.

ECONOMIC FACTORS

- General economic conditions.
- Proposition 13 – determines methodology of tax application, limits the annual AV increase, and sets the tax rate.
- California Consumer Price Index (CCPI – October through October).
- New development.
- Property demand, sales, and values.
- County processing time for new development and ownership transfers and inclusion on the tax roll.
- Assessment appeals and proactive assessment reductions by the County Assessor.
- Availability of credit.
- State legislation regarding tax allocation.

HISTORY

In 1992, as a way of solving its own budget shortfall, the State enacted legislation that shifted partial financial responsibility for funding education to local government. Property tax revenues belonging to cities, counties, and special districts were shifted to the Education Revenue Augmentation Fund (ERAF). The net cumulative loss to the GOF resulting from all ERAF shifts through Fiscal Year 2017-18 exceeds \$111.0 million (\$115.0 million for the entire City).

For the past two decades, housing activity has remained strong with short periods of uncertainty or declines related to the availability of housing stock, interest rates, and the overall economy. During Fiscal Year 2008-09, the housing market collapsed and assessed values across the County suffered and caused some properties to be appraised at less than the outstanding debt on the property. During that time, foreclosures nationwide increased dramatically as homeowners defaulted on their mortgages, and California was the epicenter of the foreclosure crisis. Mountain View experienced foreclosures, but not as severely as other parts of the State. For calendar 2017, the most recent information available, there were a total of 150 foreclosures in the County. Mountain View had one foreclosure, the least in the County.

Beginning Fiscal Year 2008-09, the County began processing Proposition 8 (Prop 8) reductions for residential and commercial properties. The majority of the lost value for residential Prop 8 reductions in the City was recaptured by Fiscal Year 2015-16.

In the time period since the beginning of the recession, commercial property owners have also submitted applications for value reductions. The number of appeals submitted Countywide as of January 2018 is lower than the same time frame in 2017 and much lower compared to the level of activity during and after the recession. Because of the variable nature of commercial properties, the process of reviewing and valuing them is lengthy and more complicated. The County processes Countywide AV roll reductions (primarily the result of resolved appeals) and corrections throughout the year and currently estimates a net \$2.5 billion in reductions for Fiscal Year 2017-18. The General Fund's share of this estimated property tax revenue loss is approximately \$246,000. As of January 2018, the County had approximately 5,300 active appeals, and the Forecast period includes additional losses in property tax revenue as a result of the resolution of these active appeals.

Tracking of property sales activity was initiated in 2007 and the most recent 10 years of history is detailed below. The highest number of sales transactions for all types of properties occurred in 2012, but the largest increase in AV resulting from changes in ownership (CIO) occurred in 2015. There has been growth in the median price of single-family homes (SFH) experiencing a CIO every year since 2010, with more significant increases in the SFH median price for sales since 2012.

Median Price Statistics (Mountain View Residential Properties with a CIO)

<u>Year</u>	<u>Single-Family Home (SFH)</u>	<u>Number of SFH CIO</u>	<u>Condo/ Townhome</u>	<u>Number of Condo/ Townhome CIO</u>
2008	\$963,250	200	\$590,000	184
2009	\$845,000	182	\$535,000	179
2010	\$892,000	267	\$572,500	268
2011	\$900,750	306	\$445,000	241
2012	\$1,000,000	341	\$570,000	299
2013	\$1,245,000	297	\$639,000	356
2014	\$1,450,000	255	\$781,000	322
2015	\$1,600,000	274	\$910,000	312
2016	\$1,700,000	253	\$1,013,000	345
2017	\$1,900,000	278	\$1,175,000	387

Also impacting the growth in Property Taxes is the CCPI. Over the past 10 fiscal years (2008-09 to 2017-18), five years have had annual CCPI increases less than the maximum 2.0 percent allowed, and one of those five years was a negative CCPI.

In total, Fiscal Year 2017-18 estimated Property Tax revenues of \$50.6 million exceed both the Fiscal Year 2017-18 Adopted Budget of \$45.3 million and the Fiscal Year 2016-17 Audited of \$43.8 million.

FORECAST

The Fiscal Year 2018-19 projected secured property tax revenues is based on the July 1, 2017 tax roll adjusted for the following:

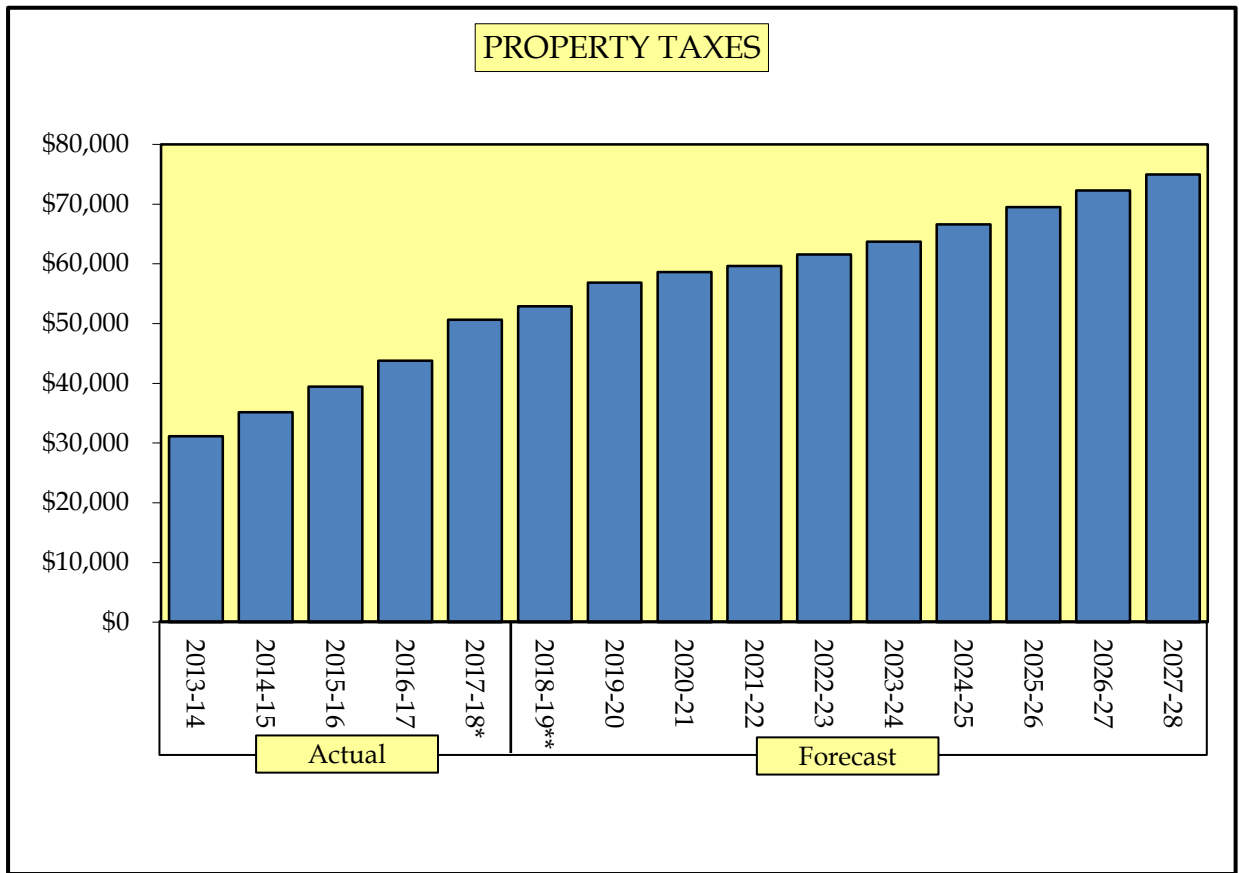
- A 2.0 percent CCPI increase to the AV of all eligible residential and commercial property;
- Projected AV loss from resolution of pending appeals;
- AV changes related to property transfers and sales prior to the lien date; and
- Projected AV increase related to new development and remodels.

As mentioned earlier, the County has approximately 5,300 active appeals. The County has provided summarized information about pending appeals and the Fiscal Year 2018-

19 revenue includes a projected tax loss based on the historical resolution of resolved appeals.

For the remaining Forecast years, total secured property tax is projected with net growth ranging from 2.5 percent to 8.2 percent annually. These increases include an annual change in AV based on a 2.0 percent CCPI for Fiscal Years 2019-20 and 2020-21. The anticipated economic downturn is projected to impact the intervening two fiscal years resulting in CCPI increases of 1.0 percent and 1.5 percent and the remainder of the Forecast period reflects an annual 2.0 percent CCPI. In addition, increased AV is projected as a result of new development projects under construction and in the pipeline (including The Village at San Antonio Phase II, Ameswell (Moffett Gateway), and various housing, hotel, and office developments), and anticipated growth from CIO and remodeling. The increased revenue from Ameswell (Moffett Gateway) has previously been identified as a potential revenue source for the Police/Fire Administration Building Remodel and Expansion project. The Forecast assumes appeals will continue to be filed annually and a portion will be resolved resulting in an AV loss.

Unsecured property tax revenue is projected to increase by 5.0 percent for Fiscal Year 2018-19, remain at essentially the same level for Fiscal Year 2019-20, decline for the two subsequent fiscal years as a result of the anticipated economic downturn, and grow steadily for the remainder of the Forecast period.



<u>Fiscal Year</u>	<u>Property Taxes</u>	<u>% Change</u>
2013-14	31,120	10.7%
2014-15	35,173	13.0%
2015-16	39,461	12.2%
2016-17	43,774	10.9%
2017-18 *	50,622	15.6%
2018-19 **	52,909	4.5%
2019-20	56,878	7.5%
2020-21	58,612	3.0%
2021-22	59,645	1.8%
2022-23	61,587	3.3%
2023-24	63,714	3.5%
2024-25	66,623	4.6%
2025-26	69,480	4.3%
2026-27	72,278	4.0%
2027-28	74,932	3.7%

* Estimated
 ** Proposed
 (dollars in thousands)

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SALES TAX

Sales Tax revenue is the second largest single revenue source of the GOF and also the most volatile. The City of Mountain View is allocated 1.0 percent of every sales dollar subject to sales tax. In the late 1990s, sales tax from commercial/industrial businesses generated a greater amount of sales tax than retail businesses, an approximate 1.5:1.0 ratio. During the current decade, as a result of relocations, recession, growth of the service economy (nontaxable products), and California Department of Tax and Fee Administration (CDTFA) (previously known as State Board of Equalization or BOE) reporting changes, retail contributes a greater share, and the ratio for the most recent completed fiscal year is 1.0:3.8.

SOURCES

- Retail sales of tangible personal property to individuals and other businesses.
- Use tax on business consumption of personal property.
- State and County pooled sales tax allocated by the City's share of the Countywide tax on point of sale transactions.

ECONOMIC FACTORS

- Business expansion, reduction, or relocation.
- State of the economy.
- Purchasing patterns.
- CDTFA allocation decisions.
- Level of business-to-business sales.
- Technology changes.

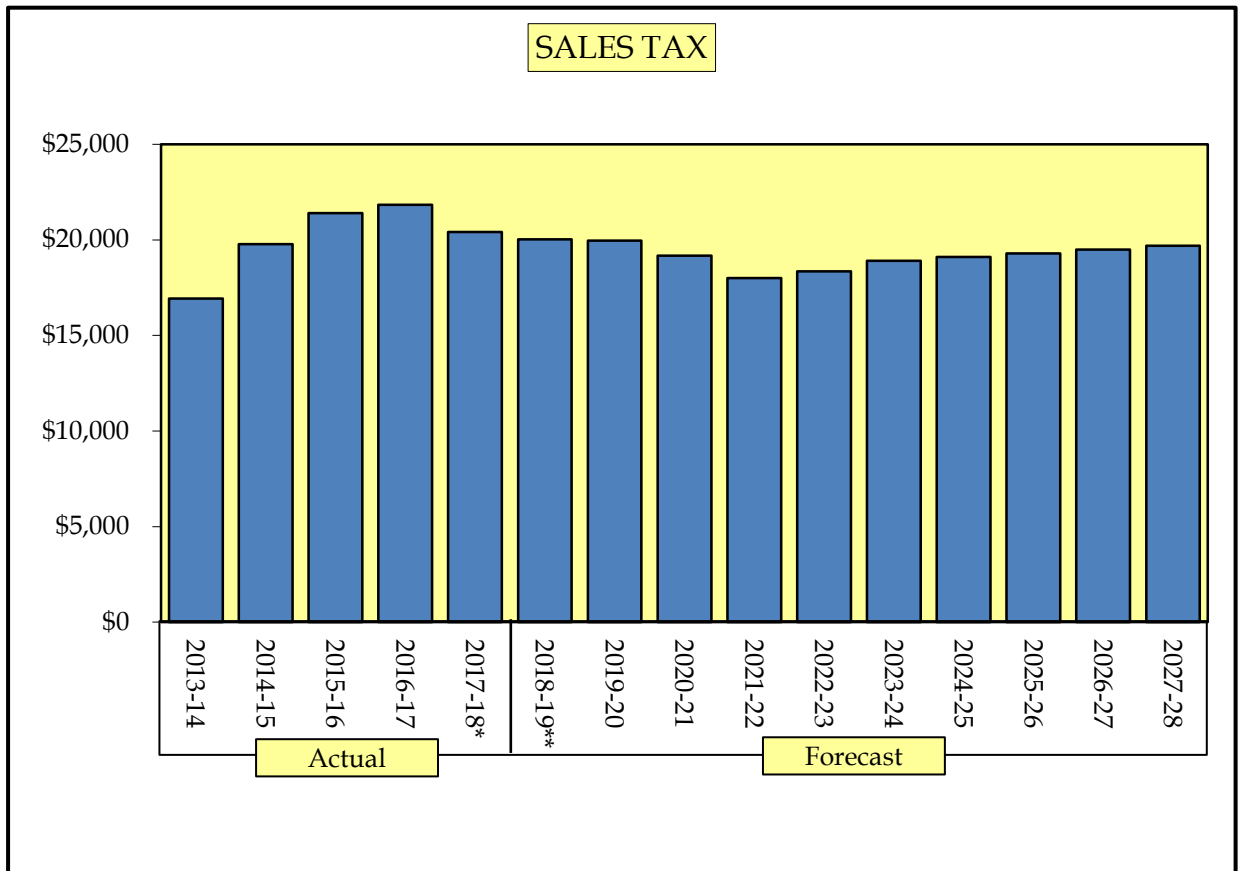
HISTORY

Since the early 1990s, sales tax has been an extremely volatile revenue source, reaching a record high of \$24.1 million in Fiscal Year 2000-01, primarily resulting from high-tech businesses. A precipitous decline to \$14.2 million occurred in Fiscal Year 2003-04 followed by steady growth through Fiscal Year 2007-08 to \$17.3 million. These variations typically occur as businesses move in and out of the City, companies modify reporting and/or sales methods, and the economy changes. Fundamentally, as the service economy grows, less manufacturing is done locally, so there is a smaller commercial tax base because sales tax is not applicable to most technology company

sales. As a result of the Great Recession, Sales Tax revenue fell in excess of \$2.0 million (11.8 percent) to \$15.2 million in Fiscal Year 2009-10. Subsequently, sales tax revenue grew steadily through Fiscal Year 2015-16, but more recently has either seen little growth or a decline. Fiscal Year 2017-18 Sales Tax was adopted at 2.9 percent below the Fiscal Year 2016-17 Audited, but the decline is currently estimated to be 6.5 percent. Some of the factors causing this are a continuing shift to more online transactions and a smaller share of the County pool allocation.

FORECAST

Fiscal Year 2018-19 sales tax revenue is projected at \$20.0 million, including the Village at San Antonio Center Phase II, which is anticipated to be completed in Fiscal Year 2018-19 with retail tenants in place and beginning to generate sales tax later in the fiscal year. This projection is 1.9 percent lower than the Fiscal Year 2017-18 estimated, primarily due to known changes in businesses and adjustments for one-time payments received in Fiscal Year 2017-18. Fiscal Year 2019-20 is essentially the same as the projection for Fiscal Year 2018-19. Fiscal Years 2020-21 and 2021-22 reflect 3.9 percent and 6.2 percent declines respectively, related to an anticipated downturn in the economy. A recovery begins in Fiscal Year 2022-23 with incremental growth through the rest of the Forecast period.



<u>Fiscal Year</u>	<u>Sales Tax</u>	<u>% Change</u>
2013-14	16,936	1.1%
2014-15	19,773	16.8%
2015-16	21,401	8.2%
2016-17	21,828	2.0%
2017-18 *	20,413	(6.5%)
2018-19 **	20,026	(1.9%)
2019-20	19,967	(0.3%)
2020-21	19,178	(4.0%)
2021-22	17,996	(6.2%)
2022-23	18,358	2.0%
2023-24	18,910	3.0%
2024-25	19,102	1.0%
2025-26	19,295	1.0%
2026-27	19,492	1.0%
2027-28	19,689	1.0%

* Estimated
 ** Proposed
 (dollars in thousands)

OTHER LOCAL TAXES

Other Local Taxes is comprised of Transient Occupancy Tax (TOT), Business License Tax, and Utility Users Tax (UUT).

SOURCES

- TOT is a 10.0 percent tax assessed on hotel and motel occupancies. Any occupancy by a government employee while on government business, or a stay exceeding 30 consecutive days, is exempt from the tax. This tax is self-reported on a quarterly basis by hotels and motels within the City limits, and a compliance audit is performed on a periodic basis.
- Business License Tax is assessed on all businesses known to be operating in Mountain View and billed annually. Currently, there are approximately 6,300 active businesses licensed. The tax rate varies by type of business, generally \$30 per year for most (73.0 percent), but can reach \$250 for certain types of businesses.
- UUT is a 3.0 percent tax assessed on the consumption of all telecommunication (2.5 percent tax on purchases of Mobile Telephony Services (MTS)), electricity, and gas services. Companies providing taxable utility services remit UUT payments monthly, and a compliance audit is performed on a periodic basis.

ECONOMIC FACTORS

- TOT: Number of hotel rooms, room rate, occupancy rate, and number of exemptions.
- Business License Tax: Number and types of businesses licensed by the City and the applicable tax rate.
- UUT: Customer base, level of consumption, and price of the commodity.

HISTORY

TOT: The current tax rate of 10.0 percent was last modified in June 1991 from 8.0 percent. Occupancy and room rates in the City typically grow in nonrecessionary times. The impacts of economic downturns or disruptions are immediately reflected in TOT revenue as demonstrated by the 52.1 percent decline resulting from the dot-com bust and the 26.6 percent decline during the Great Recession. TOT revenues began to recover from this last recession in spring 2010 and growth has continued through the current fiscal year. Fiscal Year 2017-18 estimated revenue reflects a full year of the Hampton Inn and Residence Inn remodel/room addition projects completed in Fiscal

Year 2016-17 net with the closure of a hotel for a future multi-housing project, and exceeds both the current fiscal year adopted and prior fiscal year audited.

Business License Tax: This revenue does not change significantly from year to year as the tax rate has remained essentially unchanged since June 1954 (excluding two business types updated in 1985). Fluctuation in the number of businesses does not significantly change annual revenue because of the low annual tax rate. Fiscal Year 2017-18 revenue is estimated to be essentially the same as the prior fiscal year audited.

UUT: The tax is calculated on the consumer cost of the energy (gas and electricity) and telecommunication services utilized. The tax revenue fluctuates with the cost, customer usage, and/or customer base and is negatively impacted by economic downturns as a result of business closures and reduction in usage by both residential and commercial customers. In November 2010, the voters approved a ballot measure which broadened the base to include all telecommunications services in order to treat all customers equally and the amended ordinance became effective March 2011. As a result, UUT generated from telecommunications increased.

An audit of telecommunications providers was completed in January 2014 and resulted in a \$1.1 million settlement and one-time assessment. In addition, during Fiscal Year 2014-15, staff worked to bring another telecommunications provider into compliance, resulting in a payment of the amount due for that fiscal year and a \$1.6 million payment for a prior time period. Both of these companies are remitting monthly UUT payments, contributing to ongoing revenue.

The Agreement between the CDTFA and the City for prepaid phone cards was executed in December 2015, and the City received the first quarterly payment in September 2016. In addition, direct providers of prepaid phone cards began remitting UUT payments in July 2016. Payments from a major telecommunications provider have been declining over the past two fiscal years, offset by growth in UUT generated from energy usage. The City began receiving UUT payments from Silicon Valley Clean Energy (SVCE) in the beginning of Fiscal Year 2017-18, which has resulted in lower payments from PG&E. In total, Fiscal Year 2017-18 estimated UUT revenue is on target with the Adopted Budget.

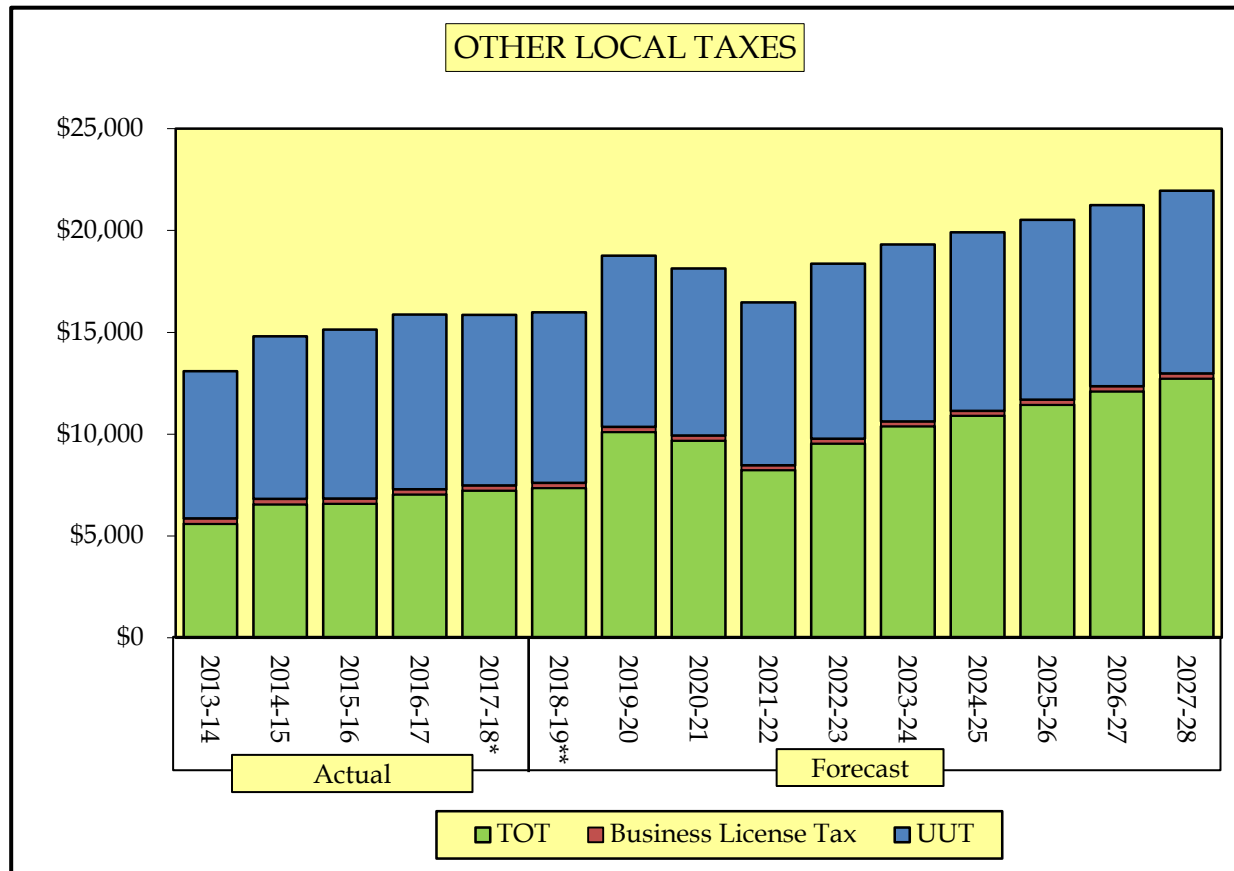
FORECAST

TOT: Fiscal Year 2018-19 revenue is projected at 1.8 percent higher than the Fiscal Year 2017-18 estimated, and includes the opening of the Hyatt Centric hotel (San Antonio Phase II) later in the fiscal year. The following fiscal year includes the opening of the Shashi Hotel, the Holiday Inn Express, and the hotel planned as part of the Ameswell (Moffett Gateway) project. Fiscal Years 2020-21 and 2021-22 include a reduction in revenue resulting from the anticipated economic downturn. The remaining Forecast

years reflect two years of economic recovery and steady growth thereafter. TOT from the hotel planned as part of the Hope Street project, begins in Fiscal Year 2026-27, as the first five years of TOT is rebated back to the developer to partially compensate for the cost of the public parking to be provided. The City Council is currently discussing the possibility of placing a revenue measure on the ballot increasing the TOT rate. However, as the City Council has not decided and voter approval is required to increase the TOT rate, no increase in revenue has been included in the Forecast.

Business License Tax: Fiscal Years 2018-19 and 2019-20 business license revenue is projected essentially the same as the Fiscal Year 2017-18 estimated. The anticipated two-year downturn includes 3.0 percent average annual declines followed by incremental recovery in the remaining Forecast years. The City Council is currently discussing the possibility of placing a revenue measure on the ballot restructuring the business license tax. However, as the City Council has not decided and voter approval is required to restructure the business license tax, no increase in revenue has been included in the Forecast.

UUT: Fiscal Years 2018-19 and 2019-20 total projected UUT revenue is essentially the same as the Fiscal Year 2017-18 estimated. UUT revenue for the following two Forecast years, decline as a result of the anticipated economic downturn. Fiscal Year 2022-23 reflects the UUT generated from development anticipated in the Shoreline Regional Park Community as identified in the North Bayshore Precise Plan Fiscal Impact Analysis. The remaining Forecast years have incremental annual growth.



Fiscal Year	Transient Occupancy Tax	Business License Tax	Utility Users Tax	Total Other Local Taxes	% Change
2013-14	5,595	268	7,226	13,089	8.9%
2014-15	6,559	258	7,988	14,805	13.1%
2015-16	6,591	245	8,301	15,137	2.2%
2016-17	7,043	251	8,572	15,866	4.8%
2017-18 *	7,229	252	8,380	15,861	(0.0%)
2018-19 **	7,359	252	8,378	15,989	0.8%
2019-20	10,103	252	8,407	18,762	17.3%
2020-21	9,680	245	8,211	18,136	(3.3%)
2021-22	8,228	237	7,998	16,463	(9.2%)
2022-23	9,538	240	8,592	18,370	11.6%
2023-24	10,382	242	8,691	19,315	5.1%
2024-25	10,901	244	8,773	19,918	3.1%
2025-26	11,446	247	8,837	20,530	3.1%
2026-27	12,097	249	8,903	21,249	3.5%
2027-28	12,729	252	8,968	21,949	3.3%

* Estimated
 ** Proposed
 (dollars in thousands)

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USE OF MONEY AND PROPERTY

Use of Money and Property is comprised of investment earnings and revenue from rents and leases of City owned property. Investment earnings are generated from the General Fund's share of the City's pooled investment portfolio. Rents and Leases revenue is generated from rental properties and lease agreements.

SOURCES

- Monthly interest allocation generated by the City's pooled investment portfolio.
- Leased and rented properties, including:
 - North Charleston, Crittenden, and Charleston East ground leases
 - Shoreline Amphitheatre
 - Ameswell (Moffett Gateway)
 - Recology
 - Center for the Performing Arts
 - Michaels at Shoreline
 - Community School of Music and Arts (CSMA)
 - CVS (parking structure, retail space)
 - Historic Adobe Building, Community Center, and Senior Center
 - Bean Scene Café, Olympus Caffè, and Savvy Cellar Wines, Inc.
 - Bank of America (ATM)
 - Wireless Telecommunication Providers (GTE Mobilnet, Metro PCS, Sprint)
 - Various construction staging sites

ECONOMIC FACTORS

- Economy.
- Federal Reserve policy and interest rates.
- Portfolio balance.
- City Investment Policy.
- Rental revenues received and lease agreements.

HISTORY

Investment Earnings: Over the past decade, part of the City's financial strategy was to build reserves in anticipation of budget constraints in order to generate additional revenue in the form of investment earnings and to maintain sufficient funds to weather any further significant declines in revenues. The Federal Reserve aggressively managed short-term interest rates between late 2007 and 2008 in an effort to combat the ripple effect of the subprime lending crisis and support the economic recovery by reducing the Federal funds rate from 5.25 percent to a target of 0.25 percent. This significantly impacted the City's interest earnings. For the Fiscal Year 2017-18 Adopted Budget, the portfolio was projected to earn an average return of 1.48 percent, up from the low of the 1.14 percent average earned in Fiscal Year 2014-15, but lower than the high of the 5.7 percent average earned in Fiscal Year 2000-01. Fiscal Year 2017-18 investment earnings is estimated to be essentially the same as the prior fiscal year audited and to exceed budget by \$102,000. The Federal Open Market Committee (FOMC) increased the benchmark interest rate six times between December 2015 and March 2018 for a total 150-basis-point increase. It is anticipated the FOMC will continue to implement small incremental increases in the upcoming years if the economy continues to improve.

Rents and Leases: Over time, the City has strategically developed City-owned properties and negotiated lease agreements that generate long-term revenue for the GOF. These leases and the revenue generated become even more important during economic downturns as they do not immediately fluctuate with the economy, and most include annual inflationary increases.

In 1995, 1996, and 2008, the City first negotiated and signed ground lease agreements for the North Charleston, Crittenden, and Charleston East sites, respectively. As allowed in the ground leases, the rent includes fixed annual increases and is revalued every 10 years to market. The decennial revaluation of the North Charleston lease was effective April 1, 2016, resulted in a 141.0 percent rent increase (\$3.3 million for a full year) and will continue to escalate 4.0 percent annually. The decennial revaluation of the Crittenden lease was effective January 1, 2017, resulted in a 104.8 percent rent increase (\$3.1 million for a full year) and will continue to escalate 4.0 percent annually.

The first decennial revaluation for the Charleston East (Lot 1) lease between the City and Google LLC (Google) was effective February 1, 2018. In anticipation of this decennial revaluation, the Fiscal Year 2017-18 Adopted Budget included a calculation of the projected increase based on a value per square foot resulting from the previous decennial revaluations of the other two land leases. However, during the Charleston East lease revaluation process, staff was reminded this lease includes a cap on the revalued rent that is not included in the other two land leases. The cap is 165.0 percent of the monthly rent payable during the initial year of the prior 10-year period. In this case, the rent for the period beginning February 1, 2018 is capped at 165.0 percent of the

rent paid in February 2008. The total annualized revalued rent is \$1.9 million, an increase of \$387,000 (26.5 percent) compared to the prior year annualized rent. This is a decrease of \$397,000 from what was included in the Adopted Budget.

In late Fiscal Year 2005-06, Council approved the amended and restated lease between the City and SFX Entertainment, Inc. (SFX-operating company of Live Nation, Inc.), for the lease of the Shoreline Amphitheatre. The terms of the lease eliminated the percentage rent structure and replaced it with a fixed amount of \$200,000 per month for the concert season (nine months), a total of \$1.8 million annually. The first annual contractual increase of 2.0 percent went into effect March 2018, resulting in a monthly payment of \$204,000.

In September 2007, CVS opened in the Bryant Street parking structure and began paying the City the negotiated monthly lease rent. The parking structure was partially funded with former Revitalization Authority funds and, based on the Compensation Agreement, any revenues generated from the parking structures are shared with the taxing entities in the same proportion of the Authority's contribution to the structures. The Compensation Agreement was effective July 1, 2014, resulting in annual lease revenue of \$165,000 to the GOF, a loss of \$78,000 annually. The CVS lease agreement provides for an 11.9 percent increase that was effective September 2017.

In May 2010, Savvy Cellars opened to the public at the Centennial Plaza Train Depot and, in accordance with the lease, the annual revenue to the City for the first five years was \$29,700. The first annual increase was effective December 2014, and there have been annual increases effective each subsequent December. Lease of City-owned property during Fiscal Year 2017-18 for construction staging is anticipated to generate \$80,500. In addition, there are various other rentals of City-owned property as listed previously in the Sources section which contribute revenue to the GOF.

FORECAST

Investment Earnings: The Fiscal Year 2018-19 projection is based on the assumption that as instruments mature, the funds will be reinvested at rates slightly higher than those available in Fiscal Year 2017-18, resulting in a projected average portfolio yield of 1.88 percent for Fiscal Year 2018-19. This assumes the Local Agency Investment Fund (LAIF) pooled rate averages 1.3 percent. The City's average portfolio yield is anticipated to continue rising through the end of the Forecast period. During the projected economic downturn, reinvestment rates are expected to be higher than the rates on the instruments maturing.

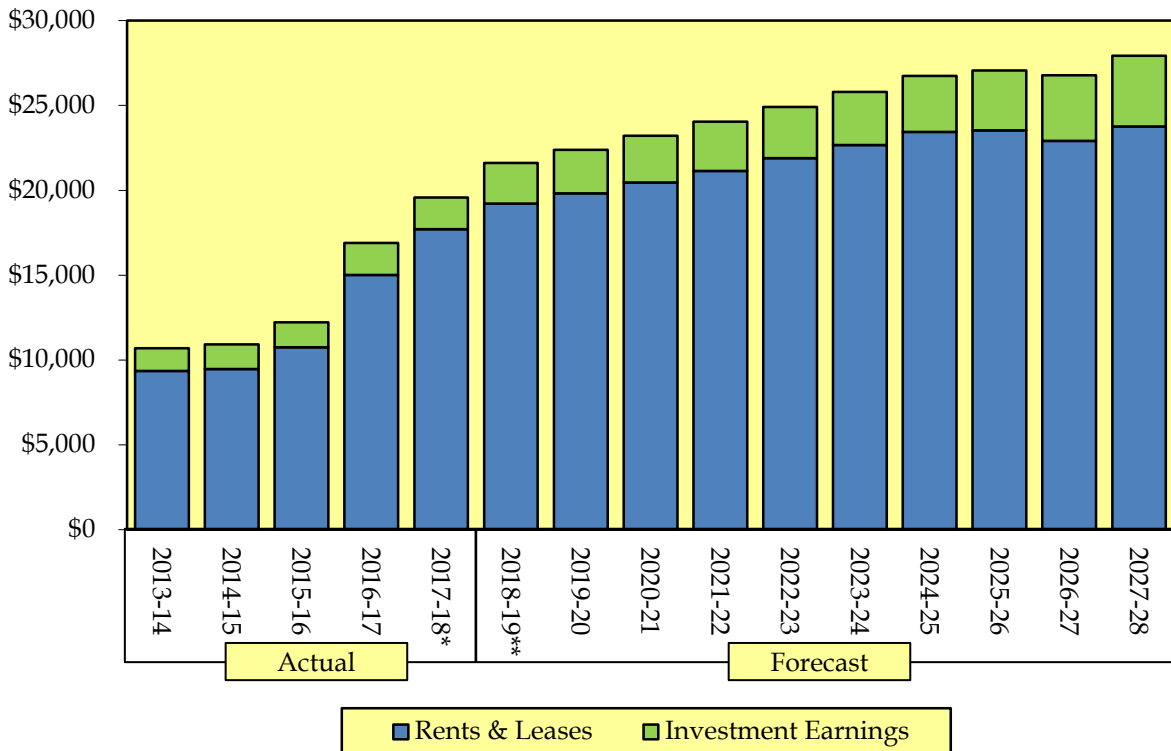
Rents and Leases: Fiscal Year 2018-19 includes a full year of the revalued rent generated from the Charleston East ground lease and a full year of rent from the Ameswell (Moffett Field) project. As previously discussed with and approved by the

City Council, it is recommended the Ameswell rent be transferred to the Budget Contingency Reserve to be utilized for funding of limited-period items until the proposed debt service related to the Police/Fire Administration Building remodel and expansion begins in Fiscal Year 2022-23. Staff is proposing a capital project for Fiscal Year 2018-19 to update costs and for the City Council to review the Police/Fire Administration building remodel project.

The Forecast for the three long-term ground leases includes annual increases and no assumptions for the revaluations that will occur 2025 through 2028. The Amphitheatre lease terminates December 31, 2025 and although the Amphitheatre lease could continue or the land could be repurposed to generate another revenue source, it is unknown at this time; therefore, no rent is projected for the last two fiscal years. For the remaining leases and rental agreements, the Forecast period includes annual contractual increases and assumes renewal options will be exercised or extended.

As previously discussed with the City Council, Google has paid the City \$600,000 for extending the sublease of Parking Lots C and D from SFX through 2020. In addition, Google has agreed to lease the parking lots from the City for an additional five years (January 2021 to December 2025) and will be paying over \$2.0 million annually, unless the lease is terminated early. As these payments are limited-period in nature, they will not flow through the GOF. As discussed with the City Council during the budget process last fiscal year, the \$2.0 million annual payments would be recorded as one-time GF revenues and then contributed to CalPERS toward the City's unfunded pension liability, and the \$600,000 and the annual rent in excess of the \$2.0 million will be transferred to the Capital Improvement Reserve.

USE OF MONEY AND PROPERTY



<u>Fiscal Year</u>	<u>Rents & Leases</u>	<u>Investment Earnings</u>	<u>Total Use of Money and Property</u>	<u>% Change</u>
2013-14	9,345	1,345	10,690	(0.9%)
2014-15	9,463	1,465	10,928	2.2%
2015-16	10,751	1,468	12,219	11.8%
2016-17	15,020	1,876	16,896	38.3%
2017-18 *	17,704	1,881	19,585	15.9%
2018-19 **	19,225	2,388	21,613	10.4%
2019-20	19,817	2,573	22,390	3.6%
2020-21	20,457	2,759	23,216	3.7%
2021-22	21,141	2,900	24,041	3.6%
2022-23	21,891	3,018	24,909	3.6%
2023-24	22,661	3,146	25,807	3.6%
2024-25	23,443	3,298	26,741	3.6%
2025-26	23,533	3,534	27,067	1.2%
2026-27	22,921	3,867	26,788	(1.0%)
2027-28	23,765	4,170	27,935	4.3%

* Estimated

** Proposed

(dollars in thousands)

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LICENSES, PERMITS, AND FRANCHISE FEES/FINES AND FORFEITURES

This revenue category is comprised of Licenses, Permits, Franchise Fees, and Fines and Forfeitures.

SOURCES

- Licenses and Permits revenues are generated from businesses requiring specific City permits such as police business permits.
- Franchisees are required to pay Franchise Fees as compensation to the City for the use of City property while providing a commercial service to Mountain View businesses and residents. The City has franchise agreements with Recology; Pacific, Gas and Electric; Comcast and AT&T Cable; and California Water Service.
- Fines and Forfeitures are generated from Library fines and citations issued by the City Police Department and the California Highway Patrol.

ECONOMIC FACTORS

- State of the economy.
- Franchise agreements and revenues generated by franchisees.
- State and Federal regulations, legislation, and funded programs.

HISTORY

Licenses, Permits, and Franchise Fees: Historically, Licenses and Permits revenue tended to fluctuate with the development cycle. In Fiscal Year 2006-07, Building Services was separated from the GOF to better facilitate tracking and accounting. In order to provide a more comprehensive picture of the development process and to more accurately align all development-related revenues and expenditures, Council approved the consolidation of all development-related functions within the City into a Development Services Fund for Fiscal Year 2014-15. Development-related revenues and expenditures were moved from the GOF to the Development Services Fund, which decreased revenues in several categories, including this one, and eliminated the effect of development. Fiscal Year 2017-18 estimated Licenses and Permits revenue is 3.2 percent below the Fiscal Year 2017-18 Adopted and 13.9 percent below the Fiscal Year 2016-17 Audited, primarily due to reduced taxi business and taxicab permits resulting from increased competition from Transportation Network Companies (TNC) (e.g., Uber and Lyft).

Franchise Fee revenue generated from gas and electricity usage has historically increased as a result of significant commercial and residential development and declined during economic downturns as a result of commercial office vacancies and conservation by residential and commercial customers.

In accordance with the agreement between the City and the City's trash and recycling collector, Recology, a monthly service fee is owed to the City. This fee includes a portion for the exclusive right to perform this activity and a portion is attributable to the City providing billing and collection services. This revenue has fluctuated over the past decade as a result of conservation efforts, migration to smaller-size containers, the amount of construction debris discarded, and increases in trash and recycling service charges in addition to the economic factors listed above.

Beginning in Fiscal Year 2011-12, Cable Franchise revenues were budgeted directly as General Fund Franchise revenue in lieu of a transfer from the Cable Fund. This revenue grew through Fiscal Year 2015-16, but has been declining since.

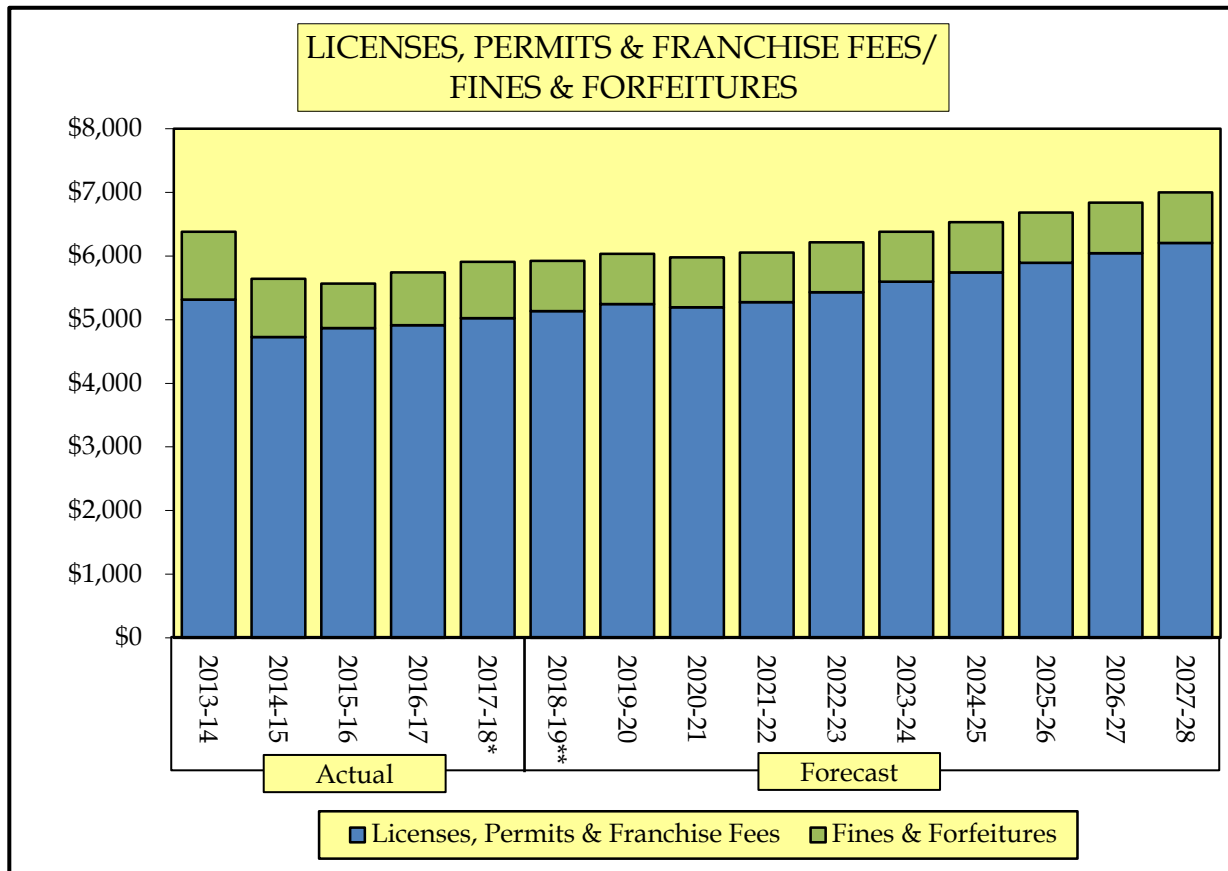
Fiscal Year 2017-18 estimated Franchise Fee revenues are 2.8 percent higher than the Fiscal Year 2016-17 Audited and essentially the same as the Fiscal Year 2017-18 Adopted.

Fines and Forfeitures: This revenue source includes false alarm response fees, bail/fine payments from the County, Library fines, and parking violation payments. Overall, the Fiscal Year 2017-18 estimated Fines and Forfeitures revenue sources are higher than budget and Fiscal Year 2016-17 Audited, primarily due to increased parking enforcement and false alarm fines.

FORECAST

Licenses, Permits, and Franchise Fees: Revenue is projected to grow in Fiscal Years 2018-19 and 2019-20, then decline the following two Forecast years reflecting the economic downturn, excluding Recology which is projected with a steady annual increase of 3.0 percent throughout the Forecast. Recovery begins in Fiscal Year 2022-23 with incremental growth through the remaining Forecast period.

Fines and Forfeitures: Fiscal Year 2018-19 is projected to be 10.7 percent below Fiscal Year 2017-18 estimated primarily due to parking violations revenue which tends to fluctuate. This revenue is essentially the same level throughout the Forecast period.



<u>Fiscal Year</u>	<u>Licenses, Permits & Franchise Fees</u>	<u>Fines & Forfeitures</u>	<u>Total Licenses, Permits & Franchise Fees/ Fines & Forf</u>	<u>% Change</u>
2013-14	5,315	1,068	6,383	8.0%
2014-15	4,725	920	5,645	(11.6%)
2015-16	4,869	697	5,566	(1.4%)
2016-17	4,913	830	5,743	3.2%
2017-18 *	5,023	885	5,908	2.9%
2018-19 **	5,134	791	5,925	0.3%
2019-20	5,244	791	6,035	1.9%
2020-21	5,193	787	5,980	(0.9%)
2021-22	5,274	783	6,057	1.3%
2022-23	5,432	786	6,218	2.7%
2023-24	5,596	788	6,384	2.7%
2024-25	5,742	790	6,532	2.3%
2025-26	5,892	792	6,684	2.3%
2026-27	6,047	794	6,841	2.3%
2027-28	6,206	796	7,002	2.4%

* Estimated

** Proposed

(dollars in thousands)

INTERGOVERNMENTAL

Intergovernmental revenue is remitted or allocated to the City by other governmental agencies.

SOURCES

- Other governmental agencies—Santa Clara County, State of California, and U.S. government.

ECONOMIC FACTORS

- Actions by the State Legislature.
- State and Federal regulations, legislation, and funded programs.

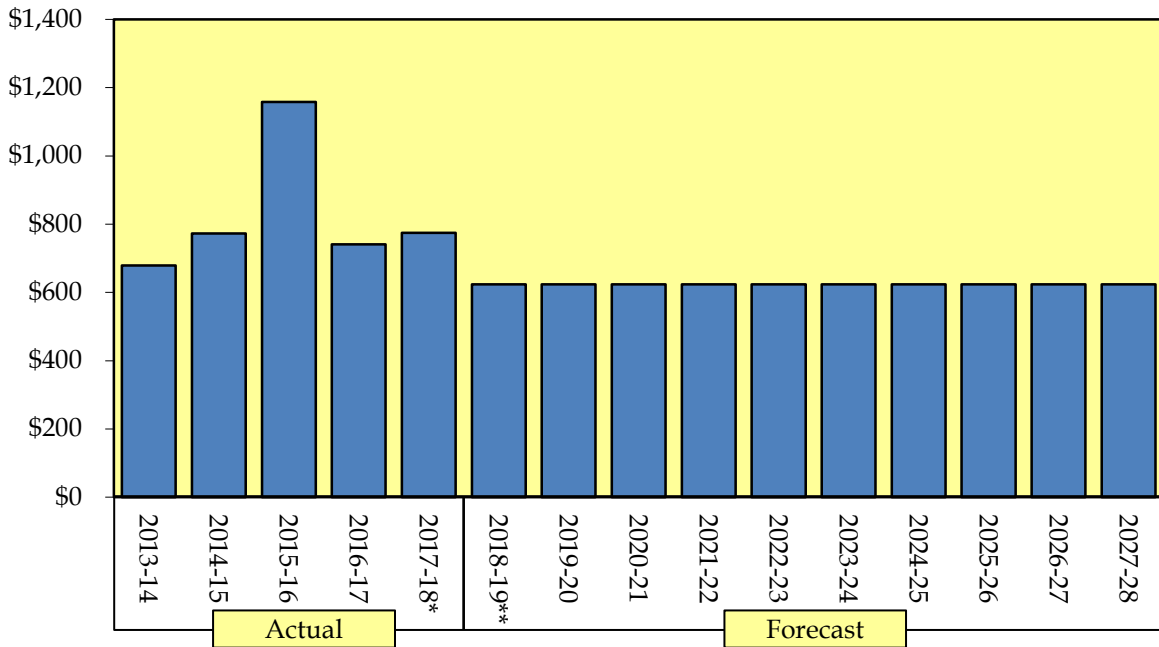
HISTORY

For more than a decade, many revenues from the State have been reduced or eliminated, including Vehicle License Fees (VLF), Community-Oriented Policing Services (COPS), Public Library Funds, Rapid Enforcement Allied Computer Team (REACT), SB 90 mandate reimbursement, and other programs. The Fiscal Year 2017-18 estimated revenue exceeds the Fiscal Year 2017-18 Adopted Budget due to grants, SB 90 Reimbursements, and Public Safety Realignment (AB 109) funding received that were not budgeted, and is 4.7 percent higher than the Fiscal Year 2016-17 Audited, resulting from a reimbursement from the Santa Clara County Specialized Enforcement Team Task Force.

FORECAST

Fiscal Year 2018-19 is projected 8.9 percent higher than Fiscal Year 2017-18 Adopted as it includes higher projections for Motor Vehicle In-Lieu, and reimbursements for Central Expressway Maintenance and REACT which is more in-line with actual payments received for the current fiscal year. The remaining Forecast years are at essentially the same level.

INTERGOVERNMENTAL



<u>Fiscal Year</u>	<u>Intergovernmental</u>	<u>% Change</u>
2013-14	679	2.1%
2014-15	773	13.8%
2015-16	1,158	49.8%
2016-17	741	(36.0%)
2017-18 *	775	4.6%
2018-19 **	624	(19.5%)
2019-20	624	0.0%
2020-21	624	0.0%
2021-22	624	0.0%
2022-23	624	0.0%
2023-24	624	0.0%
2024-25	624	0.0%
2025-26	624	0.0%
2026-27	624	0.0%
2027-28	624	0.0%

* Estimated
 ** Proposed
 (dollars in thousands)

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CHARGES FOR SERVICES

Charges for Services revenue is comprised of revenue from fees for services provided by various City departments, primarily related to recreation and development activities.

SOURCES

- City Recreation programs.
- City Sports Facility Use.
- Reimbursement of administrative costs related to private development activity.
- Center for the Performing Arts facility use and ticket services.

ECONOMIC FACTORS

- State of the economy.
- Level of participation in City Recreation programs.
- Level of attendance at Center for the Performing Arts programs.
- Level of development activity.

HISTORY

In order to ensure appropriate pricing for services, during Fiscal Year 2009-10, staff initiated a Police services cost-of-service study, and Council approved a Recreation Cost Recovery Policy (Policy). As a result of these actions, increased recovery levels for services provided by other departments, and new or increased service fees were adopted. Subsequent to approval of the Policy, staff completed an analysis of participation levels, revenues, and changes in programming related to Recreation services. There was an indication that participation levels decreased in some programs, and the utilization of the fee waiver program increased (likely as a result of the struggling economy at that time). Therefore, the number of programs and classes was reduced as attendance did not achieve the minimum requirement authorized in the Policy, and new revenue sources, such as sponsorships, were approved.

As noted earlier, effective with the Fiscal Year 2014-15 Adopted Budget, Development Services was separated from the GOF in order to facilitate better tracking and accounting and allow for an effective way to match revenues and expenditures. The separation caused the significant decline in actual revenue from Fiscal Year 2013-14 to Fiscal Year 2014-15. The remaining development-related revenue is for Heritage tree

applications and reimbursement to the GOF for administrative support provided to development projects.

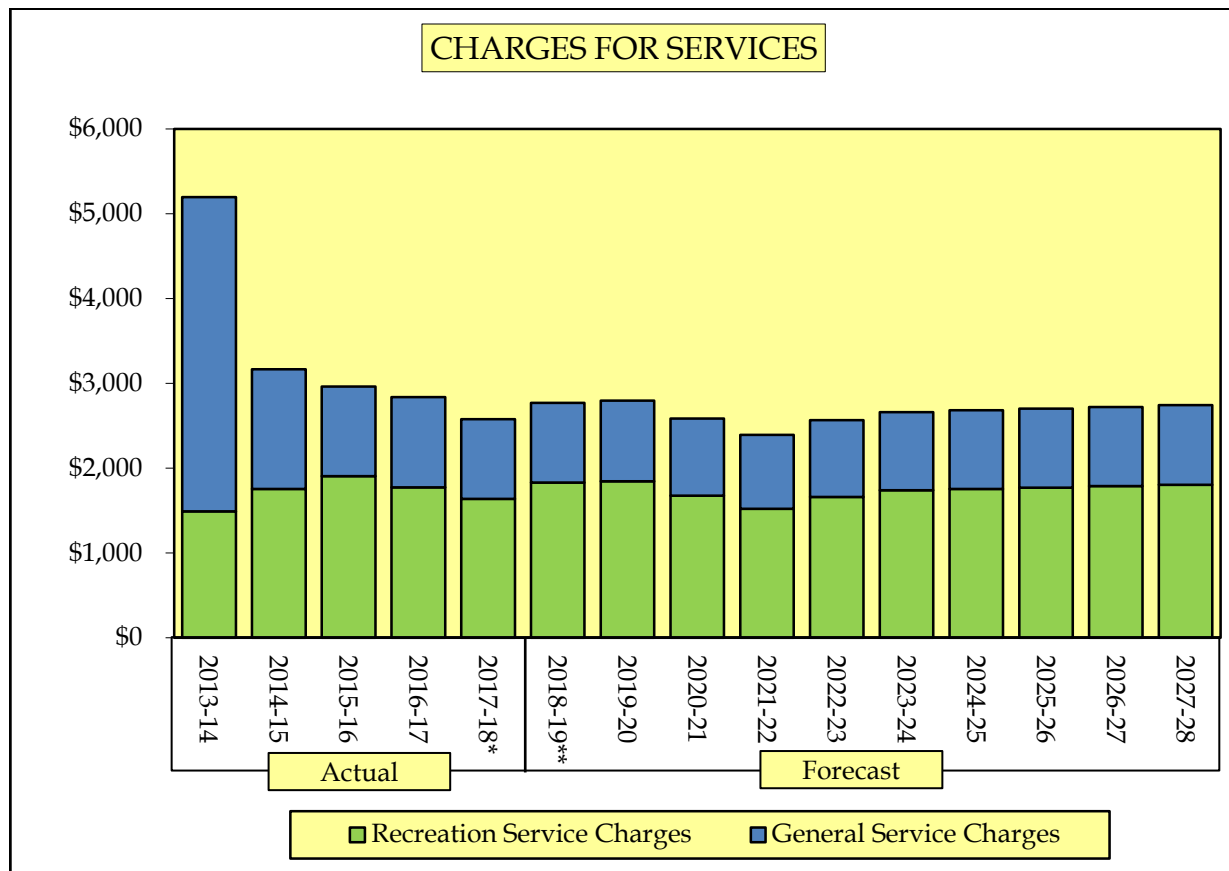
Staff continually reviews programming and pricing, adjusts as appropriate, and Recreation-related Service Charge revenue has continued to improve. Effective with the Fiscal Year 2015-16 Adopted Budget, some Charges for Services revenue was determined to be rental income and was moved to the appropriate revenue category.

On December 13, 2016, Council approved revision of the Recreation Financial Assistance Program (FAP) to a two-tier system which was implemented in September 2017. In addition, the City Council authorized staff to make future amendments to the FAP as part of the City's annual budget process and update the relevant information in the Master Fee Schedule.

Total Service Charge revenue for Fiscal Year 2017-18 is estimated lower than Fiscal Year 2016-17 Audited, primarily due to lower registration fee revenue from Recreation camps and youth classes and the elimination of the Rental Housing Dispute Resolution Program fee.

FORECAST

Total Service Charge revenue for Fiscal Years 2018-19 and 2019-20 is projected to be slightly higher than Fiscal Year 2017-18 estimated. The subsequent two fiscal years reflect the impact of the projected economic downturn, followed by recovery, and slight increases for the remaining Forecast period.



<u>Fiscal Year</u>	<u>Recreation Service Charges</u>	<u>General Service Charges</u>	<u>Total Charges for Services</u>	<u>% Change</u>
2013-14	1,491	3,705	5,196	17.1%
2014-15	1,756	1,410	3,166	(39.1%)
2015-16	1,906	1,056	2,962	(6.4%)
2016-17	1,776	1,064	2,840	(4.1%)
2017-18 *	1,637	941	2,578	(9.2%)
2018-19 **	1,830	942	2,772	7.5%
2019-20	1,847	949	2,796	0.9%
2020-21	1,677	907	2,584	(7.6%)
2021-22	1,523	870	2,393	(7.4%)
2022-23	1,662	904	2,566	7.2%
2023-24	1,739	922	2,661	3.7%
2024-25	1,755	927	2,682	0.8%
2025-26	1,772	930	2,702	0.7%
2026-27	1,789	934	2,723	0.8%
2027-28	1,805	939	2,744	0.8%

* Estimated

** Proposed

(dollars in thousands)

Fiscal Year 2015-16 includes full impact of development related revenue moved from GOF to Development Services Fund.

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MISCELLANEOUS REVENUES

Miscellaneous Revenues is comprised of a variety of reimbursed services and nonspecific revenues.

SOURCES

- Donations and Grants.
- Reimbursements for services provided by the City.
- Miscellaneous.

ECONOMIC FACTORS

- State of the economy.
- Grant availability, City applications, and grants awarded to the City.
- Services provided to businesses, school districts, and other agencies.

HISTORY

The City receives numerous donations and grants for a variety of City programs and services, many of which are not budgeted. Appropriations are increased when a grant or donation is approved or the funds are received by the City.

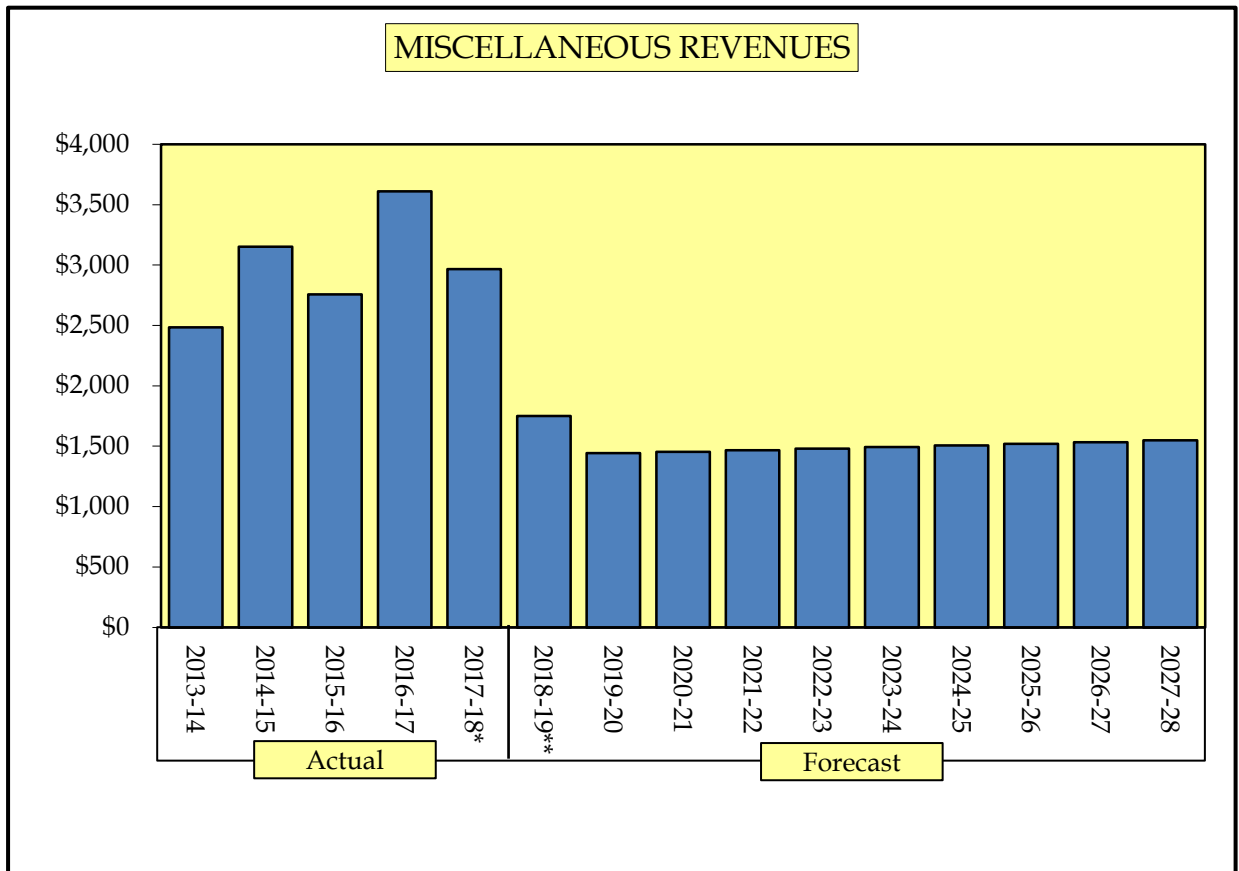
Some reimbursement for services provided in Fiscal Year 2017-18 and prior fiscal years are budgeted as they are ongoing in nature. Other reimbursements are one-time in nature and are not budgeted. The City provides the following categories of services:

- Maintenance services to the school districts for Graham Athletic Field, Whisman Sports Complex, and Mountain View Sports Pavilion.
- Mutual-aid fire support to other cities and the State of California which are later reimbursed by the State and Federal government.
- Public safety dispatch to the Midpeninsula Regional Open Space District (MROSD).
- Contractual first responder for Rural Metro.
- Staffing and other support for some Shoreline Amphitheatre events and other special events.

Total annual Miscellaneous Revenues vary, but over the past 10 years has averaged approximately \$2.3 million annually.

FORECAST

Fiscal Year 2018-19 Miscellaneous Revenues is projected to be higher than the Fiscal Year 2017-18 Adopted Budget and, as discussed earlier, lower than the Fiscal Year 2017-18 estimated as a result of grants, donations, and reimbursements not budgeted. Fiscal Year 2019-20 is projected with a decline as the City's agreement with Santa Clara County to provide first responder support to Rural Metro expires June, 30 2019. The remaining Forecast years increase less than 1.0 percent annually.



<u>Fiscal Year</u>	<u>Miscellaneous Revenues</u>	<u>% Change</u>
2013-14	2,483	1.0%
2014-15	3,152	26.9%
2015-16	2,757	(12.5%)
2016-17	3,611	31.0%
2017-18 *	2,966	(17.9%)
2018-19 **	1,749	(41.0%)
2019-20	1,443	(17.5%)
2020-21	1,453	0.7%
2021-22	1,466	0.9%
2022-23	1,479	0.9%
2023-24	1,492	0.9%
2024-25	1,506	0.9%
2025-26	1,520	0.9%
2026-27	1,534	0.9%
2027-28	1,550	1.0%

* Estimated
 ** Proposed
 (dollars in thousands)

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INTERFUND REVENUES AND TRANSFERS

Interfund Revenues result from internal charges for staff time, building space, and maintenance services provided to other funds and capital projects by the GOF. The cost of this internal support provided to other funds is calculated in the City's Full Cost Allocation Plan (Plan). Interfund Transfers include transfers from a variety of other funds.

SOURCES

- Interfund Revenues are reimbursements to the GOF for internal support services provided to other funds and capital improvement projects.
- Interfund Transfers are transfers from other City funds.

ECONOMIC FACTORS

- Level and cost of services provided by GOF staff to other funds and capital improvement projects.

HISTORY

Interfund Revenues: In the early 1990s, with the assistance of a cost plan consultant, the City began preparing and utilizing a full cost plan allocation for reimbursement to the GOF. The Plan has been updated approximately every two to three years, most recently during Fiscal Year 2014-15 and the results incorporated for Fiscal Year 2015-16. Fiscal Year 2017-18 estimated is higher than budget as the Community Stabilization and Fair Rent Act (CSFRA) budget adopted in October 2017 included reimbursement of administrative overhead to the GOF which was not included in the GOF Adopted Budget.

Interfund Transfers: These vary from year to year and are both, ongoing and one-time/limited-period in nature. Fiscal Year 2017-18 estimated includes the annual transfers from the Gas Tax and Parking District funds, and transfers from the GF Reserve approved by City Council during the current fiscal year.

In April 2011, the City executed a long-term (52 years) ground lease with Google Inc. for the other portion of the Charleston East site which became effective in June 2011. Google remitted \$30.0 million in prepaid rent to the City which is invested and generates annual investment earnings. The \$30.0 million of prepaid rent was received from Google for the Charleston East site when the portfolio yield was above 2.5 percent and the average annual rate was projected at 3.5 percent for the 52 years. However, due to the recession, the FOMC reduced interest rates (and only began raising the

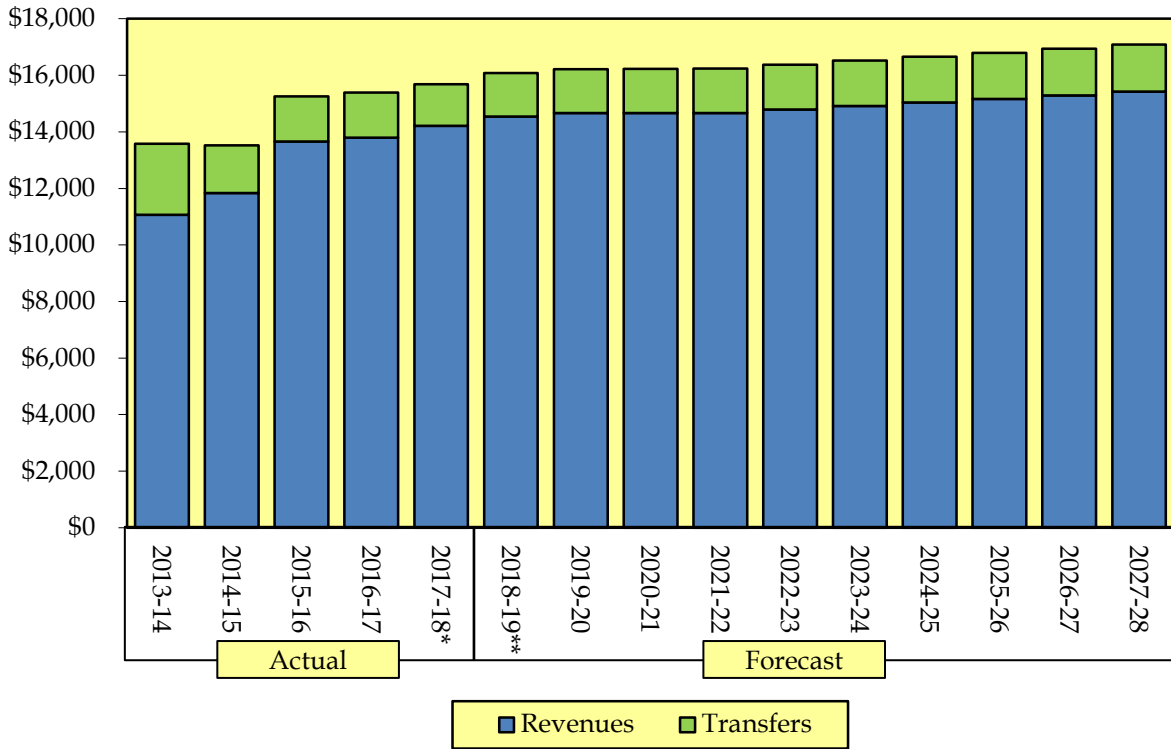
benchmark rate beginning December 2015) and the actual investment yields have been significantly lower than the 3.5 percent originally projected. This low interest rate environment has lasted longer than anticipated; therefore, in order to preserve the principal amount of the prepaid rent, beginning in Fiscal Year 2014-15, Council agreed to defer transfers until interest rates regain prior levels and revenues can be reevaluated.

FORECAST

Interfund Revenues: Fiscal Years 2018-19 and 2019-20 Interfund Revenues include reimbursement from various funds which receive support from the GOF. Revenue is held level during the period of anticipated economic decline and the remaining Forecast period includes annual increases of less than 1.0 percent.

Interfund Transfers: For Fiscal Year 2018-19, Interfund Transfers include \$1.3 million of reimbursement from the Gas Tax Fund, \$125,000 of operating income from Shoreline Golf Links, and \$108,000 of reimbursement from the Parking District. As discussed previously, the transfer from the Lease Reserve continues to be deferred. The remaining Forecast period includes level or slightly increasing transfers from the same funds.

INTERFUND REVENUES AND TRANSFERS



<u>Fiscal Year</u>	<u>Interfund Revenues</u>	<u>Interfund Transfers</u>	<u>Total Interfund Rev & Trans</u>	<u>% Change</u>
2013-14	11,065	2,510	13,575	(1.5%)
2014-15	11,836	1,689	13,525	(0.4%)
2015-16	13,654	1,596	15,250	12.8%
2016-17	13,795	1,595	15,390	0.9%
2017-18 *	14,218	1,462	15,680	1.9%
2018-19 **	14,540	1,541	16,081	2.6%
2019-20	14,662	1,553	16,215	0.8%
2020-21	14,662	1,567	16,229	0.1%
2021-22	14,662	1,580	16,242	0.1%
2022-23	14,785	1,593	16,378	0.8%
2023-24	14,910	1,607	16,517	0.8%
2024-25	15,035	1,621	16,656	0.8%
2025-26	15,162	1,635	16,797	0.8%
2026-27	15,290	1,649	16,939	0.8%
2027-28	15,419	1,663	17,082	0.8%

* Estimated
 ** Proposed
 (dollars in thousands)

LOAN REPAYMENTS

This revenue source reflects the annual repayment of loan obligations from other funds.

SOURCES

- Shoreline Regional Park Community.

ECONOMIC FACTORS

- Financial condition of the paying funds.

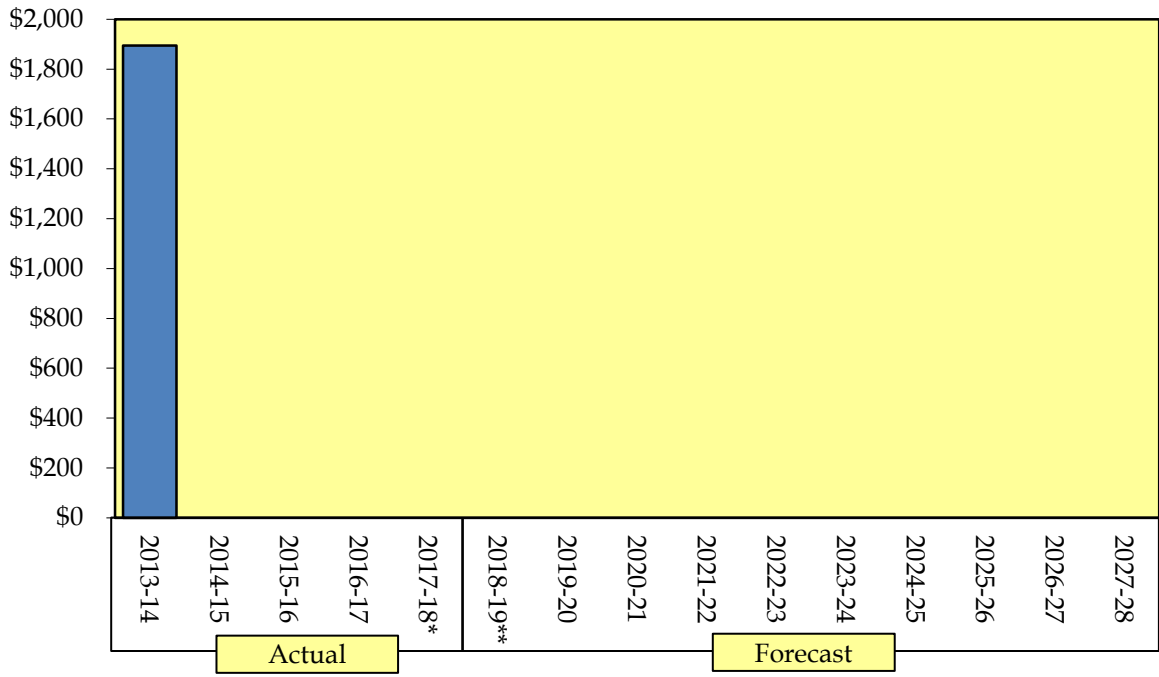
HISTORY

The General Fund made a series of loans to the Shoreline Regional Park Community (Shoreline Community) beginning in Fiscal Year 1985-86, which eventually totaled \$17.8 million. The loans were consolidated during Fiscal Year 1988-89. As this revenue stream was long-term in nature, it had been included as operating revenues. However, as there were only two years of payments remaining, effective with the Fiscal Year 2014-15 Adopted Budget, Council adopted staff's proposal to account for the final two payments in the General Non-Operating Fund. The final loan repayment was made in Fiscal Year 2015-16.

FORECAST

There are no longer any loan repayments included in the GOF.

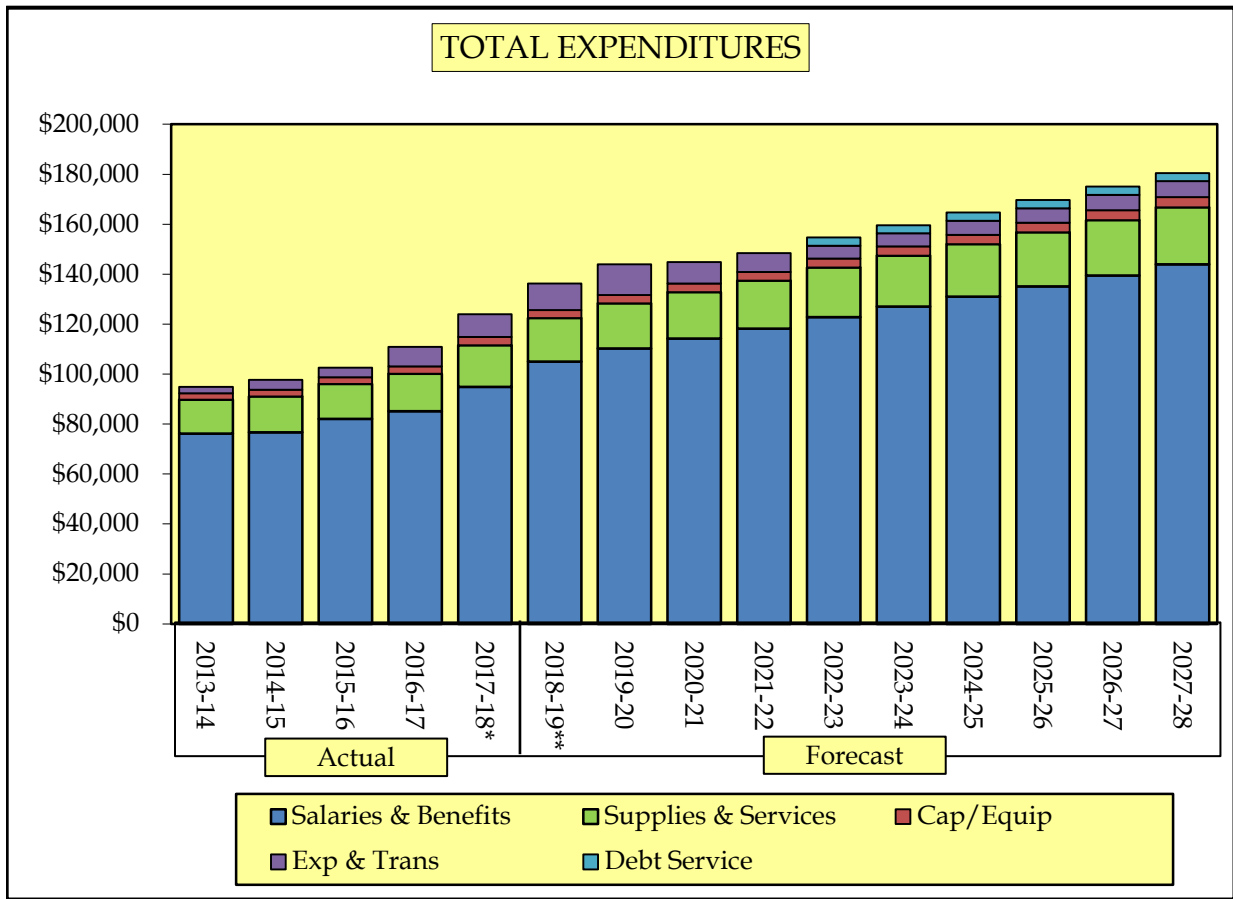
LOAN REPAYMENTS



<u>Fiscal Year</u>	<u>Loan Repayments</u>	<u>% Change</u>
2013-14	1,894	0.0%
2014-15	0	(100.0%)
2015-16	0	0.0%
2016-17	0	0.0%
2017-18 *	0	0.0%
2018-19 **	0	0.0%
2019-20	0	0.0%
2020-21	0	0.0%
2021-22	0	0.0%
2022-23	0	0.0%
2023-24	0	0.0%
2024-25	0	0.0%
2025-26	0	0.0%
2026-27	0	0.0%
2027-28	0	0.0%

* Estimated
 ** Proposed
 (dollars in thousands)

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<u>Fiscal Year</u>	<u>Total Expenditures</u>	<u>% Change</u>
2013-14	94,933	2.0%
2014-15	97,677	2.9%
2015-16	102,590	5.0%
2016-17	110,936	8.1%
2017-18 *	123,976	11.8%
2018-19 **	136,297	9.9%
2019-20	143,908	5.6%
2020-21	144,851	0.7%
2021-22	148,472	2.5%
2022-23	154,646	4.2%
2023-24	159,631	3.2%
2024-25	164,669	3.2%
2025-26	169,706	3.1%
2026-27	175,105	3.2%
2027-28	180,515	3.1%

* Estimated
 ** Proposed
 (dollars in thousands)

The Fiscal Year 2018-19 proposed expenditures and all forecast years do not include the projected operating budget savings.

SALARIES AND BENEFITS

The Salaries and Benefits category makes up the largest component of GOF expenditures and represents all personnel-related costs.

CATEGORIES

- Salaries.
- Wages.
- Overtime.
- Other Pays (e.g., holiday-in-lieu, out-of-class, etc.).
- Health Benefits.
- Retirees' Health.
- California Public Employees Retirement System (CalPERS).
- Workers' Compensation.
- Unemployment Insurance.
- Other Benefits (e.g., life insurance, long-term disability, FICA, etc.).

HISTORY

The City is essentially a service organization, based on the efforts of our employees. The City is obligated by law to meet and confer with bargaining units and also meets with other employees on matters of employee compensation. There are four recognized bargaining groups in the City: the Police Officers Association (POA sworn and nonsworn), the Mountain View Professional Firefighters Union (MVFF Local 1965), the Service Employees International Union (SEIU Local 715), and the EAGLES (Management, Professional, and certain Front-Line positions). The remaining employees include certain unrepresented Management, Professional, Confidential, and Front-Line positions. The outcome of negotiations with each group is a major factor in salary and benefit costs.

Since Fiscal Year 2000-01, there have been two downturns in the economy resulting in a net reduction of approximately 70.0 positions and other employee compensation cost containment. From Fiscal Year 2009-10 to Fiscal Year 2013-14, a salary freeze was in effect for two to four years, depending on the employee group. During Fiscal Year 2011-12, the City negotiated three-year contracts with all employee groups that expired June 30, 2015, then two-year contracts were negotiated with all employee groups that

expired June 30, 2017 and most recently three-year contracts were negotiated with all employee groups that will expire June 30, 2020. Additional cost-containment measures that became effective for Fiscal Year 2012-13 for all or some of the employee groups included maximum vacation accruals, modified sick-leave incentive program, HMO medical plan copay, option of new high-deductible health plans, improved alignment of dental and vision plans between groups, and Retirees' Health Trust contributions.

Pension costs have increased dramatically since 2000, when pension costs were \$2.9 million (4.7 percent of GOF expenditures), compared to \$16.6 million (13.9 percent of GOF expenditures) adopted for Fiscal Year 2017-18. Pension costs continue to grow and in many cities the employer pays some or all of the employee contribution. Mountain View employees not only pay the full employee contribution, but they also pay a portion of the employer contribution. This was an unusual and progressive arrangement when instituted in Mountain View and reflects the collaborative approach of our employees. For Fiscal Year 2017-18, cost shares range from 10.5 percent to 17.366 percent, depending on the employee group.

In 2012, structural changes were adopted Statewide with the Public Employees' Pension Reform Act (PEPRA). For new employees hired on January 1, 2013 and thereafter, reduced benefit formulas and increased retirement ages became effective. However, the changes resulting from pension reform will likely not be realized for 15 years or more, until there are a majority of employees under the new formula.

As a result of the significant financial losses to CalPERS during the recession and the resulting impacts to the financial sustainability of the pension plans, many changes in the way CalPERS rates are calculated have been adopted in the past several years, as detailed below:

- In March 2012, the CalPERS Board approved the reduction of 0.25 percent in the discount rate used to calculate the pension liability and corresponding employer contribution rates. The impact was a 0.92 percent and 1.4 percent employer rate increase for miscellaneous employees and a 2.56 percent and 1.6 percent employer rate increase for safety employees for Fiscal Years 2013-14 and 2014-15, respectively. For Mountain View, this resulted in an increase to pension costs of \$1.3 million (net of additional cost share) phased in over two years.
- On April 17, 2013, the CalPERS Board adopted recommendations of the Chief Actuary that changed the methodology for the amortization and smoothing of rates. Overall, the methods are expected to result in higher volatility in employer rates in normal years, but less volatility in employer rates in years where extreme events occur (e.g., significant investment losses). The method will result in increased higher employer rates over time, but are also expected to result in

improved funding levels. This change is reflected in the employer rates beginning in Fiscal Year 2015-16.

- On February 18, 2014, the CalPERS Board adopted changes as a result of the demographic study. The study resulted in increased rates as life expectancy continues to rise. Generational mortality tables are also being incorporated in the actuarial assumptions. The demographic changes are anticipated to raise rates by 4.5 percent and 7.05 percent over five years, for miscellaneous and public safety, respectively. This impact is reflected in the employer rates beginning in Fiscal Year 2016-17.
- On November 18, 2015, the CalPERS Board adopted an approach to mitigate future rate volatility. The Funding Risk Mitigation Policy includes attributes of the flexible glide path methodology, a lowering of the discount rate, and expected investment volatility following a great investment return with reviews to allow the ongoing monitoring and assessing of the progress toward reducing risk and investment volatility in the funding of the pension system.
- On December 21, 2016, the CalPERS Board approved lowering the discount rate from 7.5 percent to 7.0 percent. The reduction is to be phased in over three years beginning in Fiscal Year 2018-19 for local governments with the full impact reached in Year 7 (Fiscal Year 2024-25) due to the five-year ramp-up and ramp-down methodology previously adopted. CalPERS initially indicated the reduction would result in employer normal costs rate increases between 1.0 percent and 3.0 percent of payroll for most miscellaneous plans and increases of 2.0 percent to 5.0 percent for most safety plans. In addition, CalPERS estimated increases of 30.0 percent to 40.0 percent in unfunded accrued liability (UAL) annual payments. Rates provided in the June 30, 2016 actuarial valuation shows the impact to the rates are not as drastic as CalPERS originally indicated: 1.9 percent and 3.1 percent for Miscellaneous and Safety normal cost, respectively, and 11.5 percent and 14.2 percent for Miscellaneous and Safety UAL, respectively.
- On February 14, 2018, the CalPERS Board adopted changes to the Amortization Policy to shorten the amortization period from 30 years to 20 years for new gains and losses and remove the ramp-up and ramp-down effects attributable to assumption, noninvestment, and investment gains and losses. The policy changes are effective June 30, 2019.

These actions have been adopted to maintain the financial sustainability of the pension fund; however, these actions result in higher rates for the City. The City Council has approved additional contributions (including the CalPERS Discount Rate Change Funding Strategy proposed by staff to pay down the unfunded CalPERS liability) from the General Fund totaling \$17.5 million from a combination of carryover funds and

budgets since Fiscal Year 2014-15 through Fiscal Year 2017-18. The GOF represents approximately 80.0 percent of the total CalPERS contribution; therefore, additional contributions from the Other Funds, proportional to the GOF contribution, were also included in Fiscal Years 2015-16 through 2017-18.

FORECAST

The discussion below includes information regarding COLAs and medical rates and comparisons of projected costs.

As mentioned previously, the City negotiated three-year contracts (with a reopener on salary for the third year) with all employee groups which will expire June 30, 2020. The Forecast includes COLAs and other benefits as negotiated for the second and third years of the contracts, Fiscal Years 2018-19 and 2019-20. Each of the remaining Forecast years includes a modest COLA and all Forecast years include step and merit increases.

Fiscal Year 2018-19 medical insurance rates are projected to increase 5.0 percent to 10.0 percent (depending on the health plan), for the second half of the fiscal year and dental rates are projected to increase 2.0 percent. The remaining Forecast years assume medical rates will increase 5.0 percent to 10.0 percent annually (depending on the health plan) and dental rates will continue to increase by 2.0 percent annually.

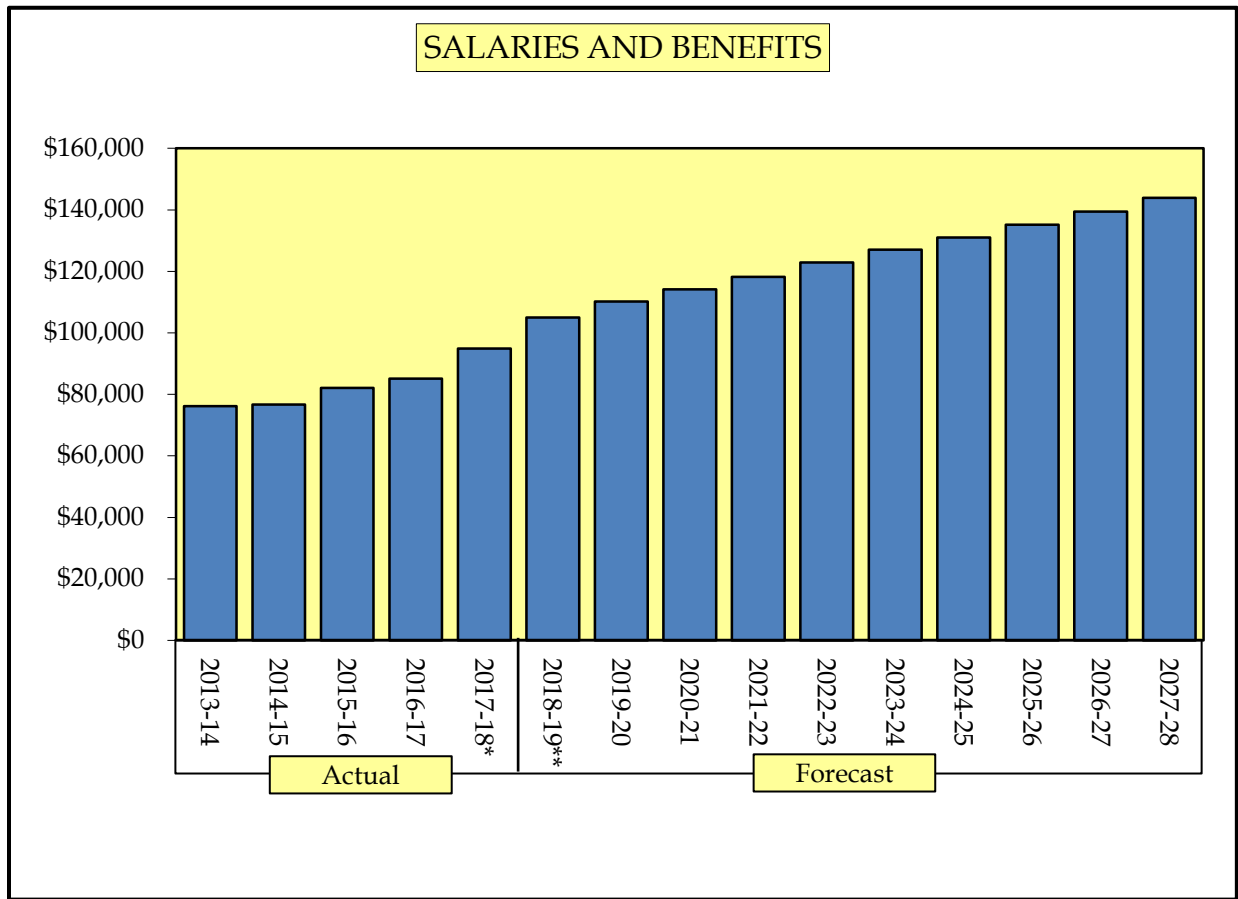
For Fiscal Year 2018-19, retirement benefit costs, overall (excluding the cost for new positions), are projected to increase 16.3 percent compared to the Fiscal Year 2017-18 Adopted Budget. In Fiscal Years 2019-20 retirement costs are projected to increase another 16.3 percent and gradually decline to a 3.8 percent increase in each of the last four years of the Forecast period. Costs are impacted by salary increases (COLAs, steps, and merits) and CalPERS rates which include the impact of the discount rate change. Annual increases range from \$2.9 million to \$1.2 million by the end of the Forecast period. The Forecast continues to include available funding to pay down the unfunded CalPERS pension obligation with additional contributions of \$2.0 million from the Fiscal Year 2017-18 carryover, \$4.0 million in Fiscal Year 2018-19, \$2.0 million in Fiscal Year 2019-20, and \$1.0 million in Fiscal Year 2020-21 to reduce this unfunded liability. Contributions from other funds for their share of this liability are also included, proportionate to the GF contributions. The table in the Revenue and Expenditure Overview Section of the Forecast provides detailed amounts for each fiscal year.

Beginning with the June 30, 2015 CalPERS valuation report (rates for Fiscal Year 2017-18), CalPERS provides a rate for the normal cost component and a flat dollar payment for the UAL. Staff then converts the flat dollar UAL payment into a rate based on estimated payroll provided in the CalPERS actuarial in order to distribute the cost to all funds through payroll. Below are the projected employer rates provided in the June 30,

2016 CalPERS actuarial valuations (the valuation for Fiscal Year 2018-19 rates and estimates through Fiscal Year 2024-25), and staff projections for Fiscal Years 2025-26 through 2027-28.

	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Miscellaneous	30.741	33.960	36.735	38.936	40.688	41.617	42.234	42.865	43.509	44.166
Safety ¹	44.879	49.371	53.508	56.663	59.272	60.668	61.598	62.549	63.523	64.521

¹ The CalPERS Safety rate is a blended rate that reflects the impact of the Fire cost share contributed as member contributions.



<u>Fiscal Year</u>	<u>Salaries and Benefits</u>	<u>% Change</u>
2013-14	76,198	2.2%
2014-15	76,707	0.7%
2015-16	82,073	7.0%
2016-17	85,156	3.8%
2017-18 *	94,945	11.5%
2018-19 **	104,987	10.6%
2019-20	110,240	5.0%
2020-21	114,207	3.6%
2021-22	118,169	3.5%
2022-23	122,872	4.0%
2023-24	127,018	3.4%
2024-25	131,027	3.2%
2025-26	135,168	3.2%
2026-27	139,457	3.2%
2027-28	143,910	3.2%

* Estimated
 ** Proposed
 (dollars in thousands)

Fiscal Years 2015-16, 2016-17, and 2019-20 include an additional \$2.0M CalPERS contribution, Fiscal Years 2017-18 and 2018-19 include an additional \$4.0M CalPERS contribution, and Fiscal Year 2020-21 includes an additional \$1.0M CalPERS contribution.

SUPPLIES AND SERVICES

The Supplies and Services category makes up the second largest component of GOF expenditures and represents costs of operations.

CATEGORIES

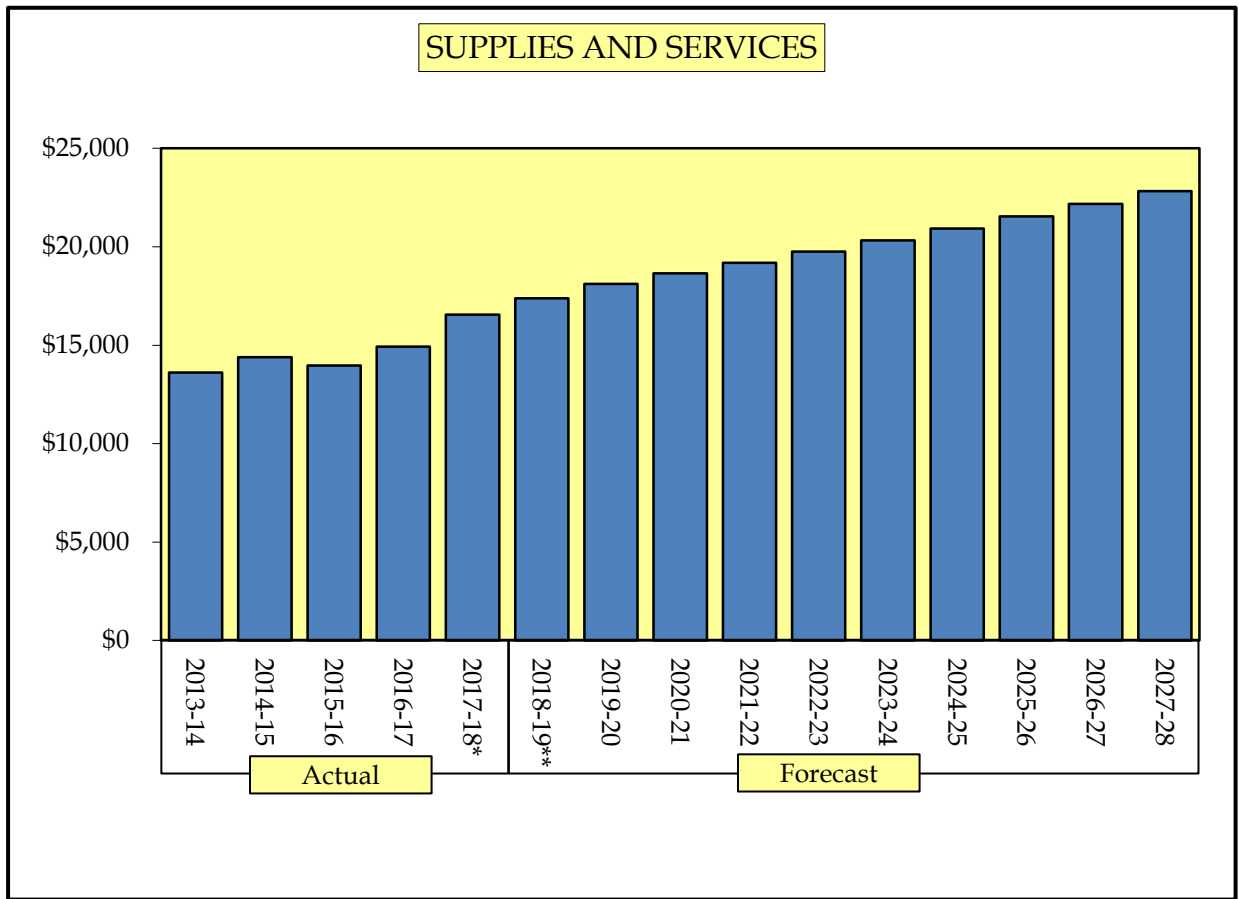
- Materials and Supplies.
- Maintenance and Operations.
- Utilities.
- Professional/Technical Services.
- Training, Conference, and Travel.
- Miscellaneous Expenditures.

HISTORY

The budget for Supplies and Services has fluctuated depending on economic conditions impacting the GOF, and staff has worked diligently to contain costs, particularly during recessionary times.

FORECAST

Fiscal Year 2018-19 (including proposed discretionary and nondiscretionary increases) is increasing \$279,000 (1.6 percent) compared to the Fiscal Year 2017-18 Adopted. The increase is related to Recreation contract classes (offset by revenue), gas and electricity, janitorial and HVAC services, software maintenance, fire protective equipment and training, labor relations, employee engagement and environmental sustainability, offset by reductions in the Rental Housing Program and Parks trash and recycling services. The remainder of the Forecast period includes average annual changes of 3.0 percent.



<u>Fiscal Year</u>	<u>Supplies and Services</u>	<u>% Change</u>
2013-14	13,608	1.4%
2014-15	14,386	5.7%
2015-16	13,969	(2.9%)
2016-17	14,926	6.9%
2017-18 *	16,555	10.9%
2018-19 **	17,389	5.0%
2019-20	18,114	4.2%
2020-21	18,644	2.9%
2021-22	19,190	2.9%
2022-23	19,752	2.9%
2023-24	20,332	2.9%
2024-25	20,928	2.9%
2025-26	21,543	2.9%
2026-27	22,176	2.9%
2027-28	22,828	2.9%

* Estimated
 ** Proposed
 (dollars in thousands)

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CAPITAL OUTLAY AND EQUIPMENT REPLACEMENT

The Capital Outlay and Equipment Replacement category represents the new and replacement equipment needs of the City. Although Capital Outlay is one-time in nature, the City includes this category in the Operating Budget to reflect capital needs on an annual basis. In addition, annual contributions to the Equipment Replacement Fund are made by other funds as appropriate, based on the equipment used by each of those operations. Equipment replacement expenses are accounted for in the Equipment Replacement Reserve Fund.

CATEGORIES

- Capital Outlay.
- Equipment Replacement.

HISTORY

Capital Outlay: Since Fiscal Year 1993-94, annual expenditures have grown as a result of an increased level of technology and related equipment, an increase in the number and quality of safety vehicles, and the addition of hybrid vehicles to the fleet. This category is also influenced by the economic condition impacting the GOF and has experienced fluctuations over the past 10 fiscal years. For the past decade, annual budgeted expenditures for Capital Outlay have ranged between \$200,000 and \$405,000. For Fiscal Year 2017-18, Capital Outlay was funded at \$500,000.

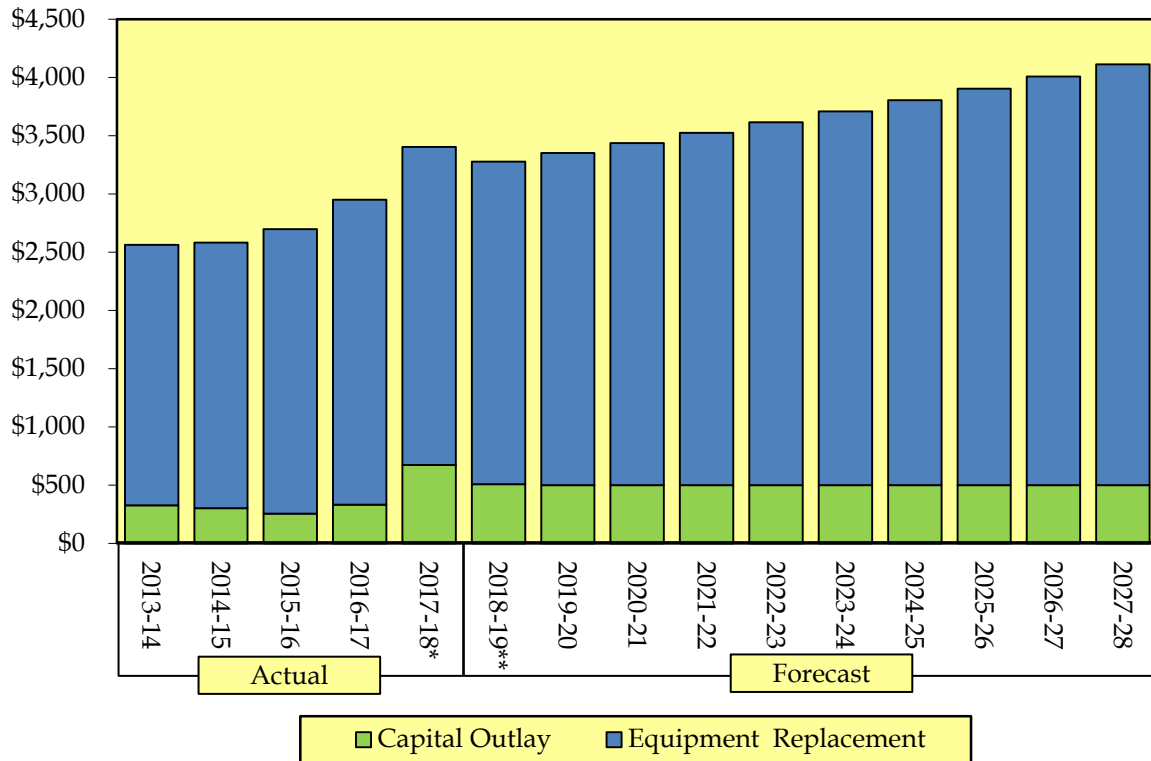
Equipment Replacement: The Equipment Replacement Reserve was funded with year-end General Fund carryover in Fiscal Years 1992-93 and 1993-94. Subsequently, appropriations were gradually increased until the GOF was fully funding its share in Fiscal Year 2001-02. Then, after several years of reduced contributions, a review of cost methodologies, useful life assumptions, and annual contributions was completed in Fiscal Year 2005-06 and staff concluded annual funding would need to be restored in order to financially sustain the replacement schedule. This was accomplished through a combination of increasing operating budget contributions supplemented by General Fund carryover. Beginning in Fiscal Year 2009-10, the full share of funding is budgeted in the GOF. The Fiscal Year 2017-18 contribution to Equipment Replacement was adopted at \$2.7 million.

FORECAST

Capital Outlay: For Fiscal Year 2018-19, proposed capital outlay items total \$507,900, and annual funding of \$500,000 is included as the base level of funding for the remaining Forecast period.

Equipment Replacement: The GOF contribution for Fiscal Year 2018-19 is increasing 1.5 percent to \$2.8 million and the remaining Forecast period includes annual increases of 3.0 percent, continuing full funding of the GOF's share of equipment replacement.

CAPITAL OUTLAY AND EQUIPMENT REPLACEMENT



Fiscal Year	Capital Outlay	Equipment Replacement	Total Capital Outlay & Equip. Replcmnt.	% Change
2013-14	327	2,235	2,562	10.7%
2014-15	303	2,279	2,582	0.8%
2015-16	254	2,442	2,696	4.4%
2016-17	331	2,619	2,950	9.4%
2017-18 *	674	2,728	3,402	15.3%
2018-19 **	508	2,768	3,276	(3.7%)
2019-20	500	2,851	3,351	2.3%
2020-21	500	2,936	3,436	2.5%
2021-22	500	3,024	3,524	2.6%
2022-23	500	3,115	3,615	2.6%
2023-24	500	3,208	3,708	2.6%
2024-25	500	3,305	3,805	2.6%
2025-26	500	3,404	3,904	2.6%
2026-27	500	3,506	4,006	2.6%
2027-28	500	3,611	4,111	2.6%

* Estimated

** Proposed

(dollars in thousands)

INTERFUND EXPENDITURES AND TRANSFERS

This category includes Self-Insurance funding and Interfund Transfers. Self-Insurance represents the GOF's share of insurance costs accounted for in the Internal Service Funds such as General Liability, Retirees' Health, and Vision Care. Special Funds and the Enterprise Funds also contribute to self-insurance. Interfund Transfers includes any transfers from the GOF to another fund (with the exception of the Equipment Replacement Transfer).

CATEGORIES

- General Liability.
- Vision Care.
- Retirees' Health Program.
- Housing.
- Limited-Period Needs.
- Capital Improvements.
- Strategic Property Acquisition.

HISTORY

General Liability: In Fiscal Year 1993-94, the City joined a liability insurance pool (ACCEL) with other select medium-sized cities for the provision of coverage in excess of the \$1.0 million self-insured retention (SIR). Beginning in Fiscal Year 2001-02, funding of liability insurance was spread to all funds which receive a benefit from this insurance coverage. Previously, the cost was funded entirely by the GOF.

Vision Care: Vision care claims for employees and retirees with the City's Health Net medical coverage and safety employees and retirees who are covered by the CalPERS health insurance program (PEMHCA), and reimbursement for safety glasses submitted by current employees are paid for by the Employee Benefits Fund. The annual cost of this program is allocated to other funds as appropriate.

Retirees' Health Insurance Program: The medical premiums for eligible retirees are paid by the Retirees' Health Fund. Council began allocating funds to this reserve beginning in Fiscal Year 1992-93, although the City is not required to fund this liability.

In 2004, the Government Accounting Standards Board (GASB) published Statement No. 45—*Accounting and Financial Reporting by Employers for Postemployment Benefits Other*

Than Pensions (OPEB) – which required the City report the annual cost of this liability in the City’s Comprehensive Annual Financial Report (CAFR) beginning in Fiscal Year 2007-08. The Retirees Health program encompasses annual funding of the normal cost (NC), annual self-insurance funding of the unfunded actuarial accrued liability (UAAL) and periodically includes additional funding transfers from the GOF. An actuarial report was completed and beginning in Fiscal Year 2006-07, the calculated NC portion for current employees has been budgeted in all the affected funds. In addition, for Fiscal Year 2006-07, Council approved contributions from other funds for their proportionate share of the UAAL. The combined NC and the amortization of the UAAL represents the annual required contribution (ARC). The City has committed to contributing the ARC on an annual basis. The actuarial valuation is required to be updated every two years and was most recently updated as of July 1, 2017.

In February 2008, Council approved an agreement authorizing the City’s participation in the CalPERS-administered CERBT Fund, and in February 2009, the City began depositing funds into the CERBT. The balance in the CERBT is estimated to be \$122.8 million by the end of the current fiscal year. All funds except the GOF had previously contributed their full share of the actuarial accrued liability. However, changes such as the option to choose the Defined Contribution plan, has added volatility to calculating the actuarial accrued liability for each fund. Staff will continue to work towards all other funds contributing their full share as valuations are updated. The City Council has approved additional General Fund contributions totaling \$10.5 million from Fiscal Years 2014-15 through 2017-18. As part of the agreement for Public Safety to move to the CalPERS Health Care system, Public Safety employees are contributing an ongoing 1.2 percent of salary towards the OPEB liability.

GASB Statement No. 75, *Accounting and Financial Reporting by Employers for Post-Employment Benefits Other than Pensions*, is effective with the fiscal year ending June 30, 2018. The new OPEB standard parallels the pension standard issued with GASB Statement No. 68, *Financial Reporting for Pension Plans*, which essentially requires the City to report the unfunded liability on the face of the City’s financial statements and enhances the note disclosures and required supplementary information (RSI) the City’s OPEB liability.

Housing: As a result of the dissolution of the former Revitalization Authority (RDA), the GOF now receives its share of the former RDA property taxes. For Fiscal Years 2014-15 and 2015-16, 20.0 percent of the GOF share has been appropriated for low- and moderate-income housing as limited-period funding in the General Non-Operating Fund. As directed by Council, beginning Fiscal Year 2016-17, the budget includes an annual transfer of these property taxes, in the amount of \$51,000, to the General Housing Fund. In addition, the Fiscal Year 2016-17 Adopted Budget included a transfer from the General Non-Operating Fund to the General Housing Fund for the balance of prior fiscal year funds.

General Non-Operating Fund (GNOF): As directed by the City Council at the Fiscal Year 2016-17 budget public hearing, the Adopted Budget included a transfer of \$500,000 to the GNOF to fund a one-time employee bonus, recruitment strategies and employee engagement activities, and a new limited-term Communications Training Supervisor position.

GF Budget Contingency Reserve: The full projected annual revenue from the Ameswell (Moffett Gateway) property after a few years of operations is estimated at over \$4.0 million. The majority of this revenue is currently recommended to be earmarked for debt service to fund the Police/Fire Administration Building Remodel and Expansion (see Debt Service section).

During the Fiscal Year 2017-18 budget process, a strategy was adopted for the revenue received in the fiscal years prior to the beginning of debt service be used for a limited-period need and transferred to this reserve. The Fiscal Years 2017-18 Adopted Budget included a transfer of \$755,400 to the Budget Contingency Reserve. However, the project has been delayed and to date, the building permit has not been issued and no revenue has been received. The Council has requested reviewing the funding of the Police/Fire Administration Building capital improvement project that could modify this strategy, and will discuss this as part of the CIP Study Session on May 1, 2018.

GF Capital Improvement Reserve: During Fiscal Year 2017-18, the decennial revaluation process has been completed for the three City-owned land leases between the City and Google. Based on the revaluations of the three sites, annualized rent payments are increasing approximately \$6.8 million. Since it is probable that during the time span before the next decennial adjustment in April 2026, there will be at least one economic downturn and if a downturn occurs when a revaluation occurs, the lease revenues to the City could decline. Staff reviewed the changes in AV for the past 13 years and identified a potential 15.0 percent loss in secured AV in the event of an economic downturn. Therefore, to reduce the dependency on these revenues, staff recommended, and the City Council adopted, a strategy to set aside 10.0 percent of this potential decline in lease revenues to fund future capital projects. In Fiscal Year 2017-18, a potential 10.0 percent decline in revenues, calculated at \$1.2 million, was transferred to the Capital Improvement Reserve to fund projects in Fiscal Year 2018-19 or later.

GF Strategic Property Acquisition Reserve (SPAR): The City has successfully leveraged City-owned property for ongoing revenues, and setting aside available resources in the SPAR could assist in obtaining future strategic properties. The Fiscal Years 2016-17 and 2017-18 Adopted Budgets included transfers of \$2.0 million each to the SPAR in order to increase the available funding for future property investment.

FORECAST

General Liability: The Fiscal Years 2018-19 through 2027-28 projections are based on maintaining the minimum policy level for reserve balances. The City currently has a \$1.0 million SIR, but this could be increased to \$2.0 million in the near future. For Fiscal Year 2018-19, the GOF is contributing \$1.0 million for the cost of claims and administering the program, an 11.3 percent decrease from Fiscal Year 2017-18 Adopted. The remaining Forecast period includes 3.0 percent annual increases.

Vision Care: The GOF's contribution is the same level as Fiscal Year 2017-18 Adopted.

Retirees' Health Insurance Program: Fiscal Year 2018-19 includes \$1.8 million for the UAAL amortization. The remaining Forecast years use projections based on information provided in the July 1, 2017 valuation for the UAAL amortization.

The City has made great strides toward funding the AAL of \$151.3 million (projected for Fiscal Year 2018-19), with estimated assets of \$122.8 million as of June 30, 2018, or 81.2 percent funded, at a discount rate of 6.5 percent. The discount rate for Fiscal Year 2018-19 is proposed to be reduced from 6.73 percent to 6.5 percent to provide a margin for adverse deviation or uncertainty. It is also anticipated the CERBT will consider a reduction in the discount rate in June. If the discount rate is reduced by CERBT, the City's discount rate is recommended to be reduced to 6.25 percent for Fiscal Year 2019-20. Staff presented this information to the Council Finance Committee (CFC) on March 27, 2018 and the CFC approved the changes.

Housing: As a result of the dissolution of the former Revitalization Authority (RDA), the GOF now receives its share of the former RDA property taxes. An annual transfer of these property taxes, in the amount of \$51,000, to the Housing Fund is included for the remaining Forecast period.

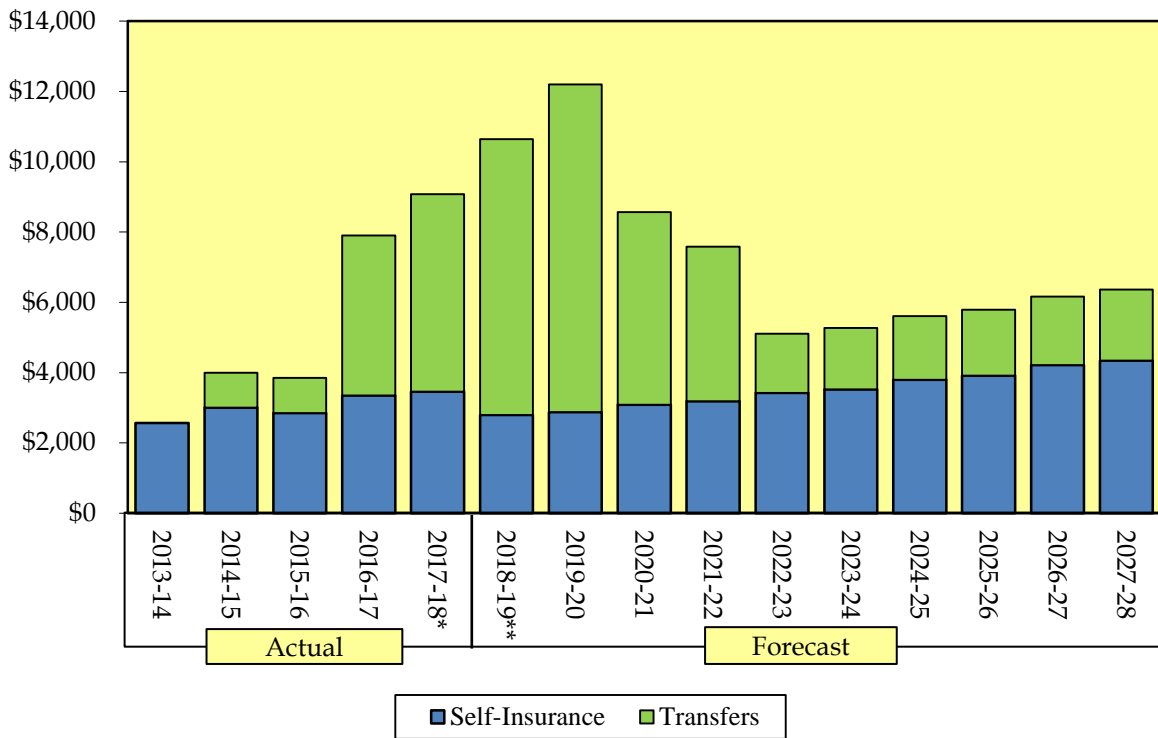
General Fund Reserve: For Fiscal Year 2018-19, a transfer of \$1.0 million from the General Fund is proposed to bring this reserve above the 20.0 percent minimum level.

GF Budget Contingency Reserve: As discussed above, revenue from the Ameswell development may begin in late Fiscal Year 2017-18 and by the end of the forecast period is projected at \$4.0 million annually. This revenue is recommended to be earmarked for debt service payments related to the Police/Fire Administration Building Remodel and Expansion project (see Debt Service section). It is anticipated the debt will be issued in Fiscal Year 2022-23 and, in the interim, Fiscal Years 2018-19 through 2021-22 include transfers ranging from \$1.4 million to \$2.8 million to the Budget Contingency Reserve. Staff is proposing a capital project for Fiscal Year 2018-19 to update costs and for the City Council to review the Police/Fire Administration Building Remodel project.

GF Transportation Reserve: A number of priority transportation projects have been identified and a new Transportation Reserve is proposed with \$2.0 million initial funding from the Fiscal Year 2017-18 GF carryover, \$2.0 million from the GOF for both Fiscal Years 2018-19 and 2019-20, and \$1.0 million for Fiscal Year 2020-21. Based on the current Forecast, this would provide \$7.0 million of funding over the four-year period.

GF Capital Improvement Reserve: As mentioned in the History section above, in order to reduce the dependency on the long-term lease revenues, \$1.4 million is proposed to be transferred to the Capital Improvement Reserve for Fiscal Year 2018-19. For the remaining Forecast period, this amount is increased by the annual rent escalation factors referenced in the lease agreements. In addition, \$2.0 million and \$4.0 million allocations for Fiscal Years 2018-19 and 2019-20, respectively, are included for potential debt service to fund the Police/Fire Administration Building Remodel and Expansion project if the City Council desires to fund the project sooner than revenues from the Ameswell development will be received.

INTERFUND EXPENDITURES AND TRANSFERS



Fiscal Year	Self Insurance	Transfers	Total SI & Transfers	% Change	
2013-14	2,565	0	2,565	(6.8%)	
2014-15	3,002	1,000	4,002	56.0%	
2015-16	2,852	1,000	3,852	(3.7%)	
2016-17	3,353	4,551	7,904	105.2%	
2017-18	*	3,457	5,617	9,074	14.8%
2018-19	**	2,792	7,853	10,645	17.3%
2019-20		2,876	9,327	12,203	14.6%
2020-21		3,090	5,474	8,564	(29.8%)
2021-22		3,183	4,406	7,589	(11.4%)
2022-23		3,424	1,683	5,107	(32.7%)
2023-24		3,527	1,746	5,273	3.3%
2024-25		3,798	1,811	5,609	6.4%
2025-26		3,912	1,879	5,791	3.2%
2026-27		4,216	1,950	6,166	6.5%
2027-28		4,342	2,024	6,366	3.2%

* Estimated

** Proposed

(dollars in thousands)

DEBT SERVICE

The Debt Service category represents the GOF's debt payment obligations.

CATEGORIES

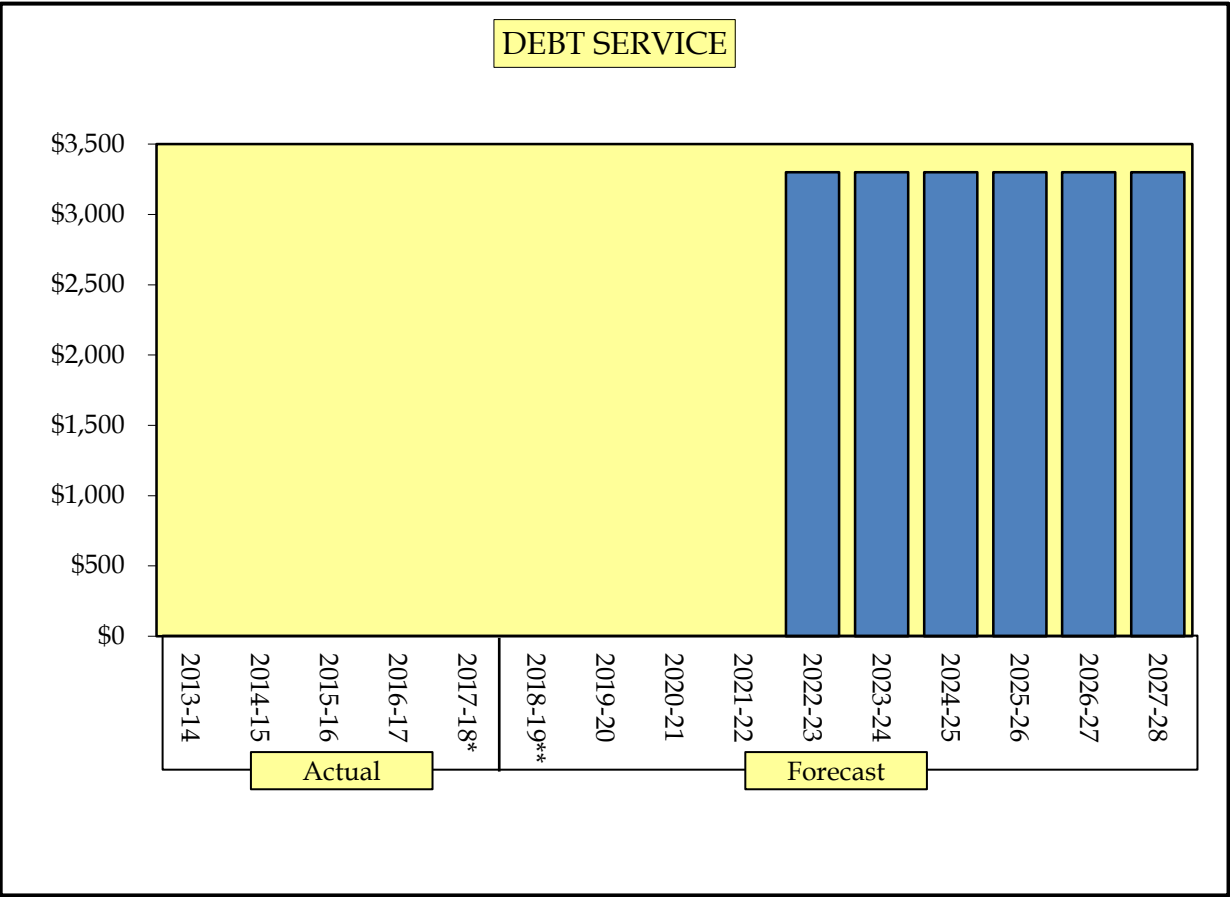
- Police/Fire Building.

HISTORY

The GOF has had no debt obligations since prior to Fiscal Year 2009-10, when the City Hall/Center for the Performing Arts debt repayment was transferred to Construction and Conveyance Tax funding. This debt was fully retired in Fiscal Year 2015-16.

FORECAST

The Forecast assumes revenue generated from the Ameswell (Moffett Gateway) development is earmarked for the Police/Fire Administration Building Remodel and Expansion. It is assumed debt will be issued for the project and annual debt service payments of approximately \$3.3 million have been included as a placeholder beginning in Fiscal Year 2022-23. Staff is proposing a capital project for Fiscal Year 2018-19 to update costs and for the City Council to review the Police/Fire Administration Building Remodel project



<u>Fiscal Year</u>	<u>Debt Service</u>	<u>% Change</u>
2013-14	0	0.0%
2014-15	0	0.0%
2015-16	0	0.0%
2016-17	0	0.0%
2017-18 *	0	0.0%
2018-19 **	0	0.0%
2019-20	0	0.0%
2020-21	0	0.0%
2021-22	0	0.0%
2022-23	3,300	100.0%
2023-24	3,300	0.0%
2024-25	3,300	0.0%
2025-26	3,300	0.0%
2026-27	3,300	0.0%
2027-28	3,300	0.0%

* Estimated
 ** Proposed
 (dollars in thousands)

GENERAL OPERATING FUND HISTORY
(dollars in thousands)

	<u>2008-09</u> <u>AUDITED</u>	<u>2009-10</u> <u>AUDITED</u>	<u>2010-11</u> <u>AUDITED</u>	<u>2011-12</u> <u>AUDITED</u>	<u>2012-13</u> <u>AUDITED</u>	<u>2013-14</u> <u>AUDITED</u>	<u>2014-15</u> <u>AUDITED</u>	<u>2015-16</u> <u>AUDITED</u>	<u>2016-17</u> <u>AUDITED</u>
REVENUES:									
Property Taxes	25,647	26,017	25,142	26,216	28,122	31,120	35,173	39,461	43,774
Sales Tax	16,264	15,242	15,502	15,940	16,744	16,936	19,773	21,401	21,828
Other Local Taxes ¹	9,242	9,144	9,870	10,774	12,015	13,089	14,805	15,137	15,866
Use of Money and Property	11,480	10,881	10,290	10,138	10,783	10,690	10,928	12,219	16,896
Other Revenues ²	23,270	23,072	24,361	27,079	27,253	28,316	26,261	27,693	28,325
Loan Repayments	<u>2,060</u>	<u>2,060</u>	<u>2,075</u>	<u>1,894</u>	<u>1,894</u>	<u>1,894</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
TOTAL REVENUES	<u>87,963</u>	<u>86,416</u>	<u>87,240</u>	<u>92,041</u>	<u>96,811</u>	<u>102,045</u>	<u>106,940</u>	<u>115,911</u>	<u>126,689</u>
EXPENDITURES:									
Salaries and Benefits	68,091	69,549	69,007	72,537	74,561	76,198	76,707	80,073	83,156
Supplies and Services	13,155	11,933	12,226	12,910	13,414	13,608	14,386	13,969	14,926
Capital Outlay/ Equipment Replacement	1,504	2,213	2,253	2,282	2,315	2,562	2,582	2,696	2,950
Interfund Expenditures and Transfers	809	2,441	2,674	2,876	2,751	2,565	3,002	2,852	3,404
Debt Service	<u>1,020</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
TOTAL EXPENDITURES	<u>84,579</u>	<u>86,136</u>	<u>86,160</u>	<u>90,605</u>	<u>93,041</u>	<u>94,933</u>	<u>96,677</u>	<u>99,590</u>	<u>104,436</u>
Transfer to GNOF	-0-	-0-	-0-	-0-	-0-	-0-	-0-	-0-	(500)
CalPERS Contrib.	-0-	-0-	-0-	-0-	-0-	-0-	-0-	(2,000)	(2,000)
OPEB Contrib.	-0-	-0-	-0-	-0-	-0-	-0-	(1,000)	(1,000)	(2,000)
Transfer to SPAR	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>(2,000)</u>
OPERATING BALANCE ³	<u>3,384</u>	<u>280</u>	<u>1,080</u>	<u>1,436</u>	<u>3,770</u>	<u>7,112</u>	<u>9,263</u>	<u>13,321</u>	<u>15,753</u>

¹ Other Local Taxes consists of Transient Occupancy Tax, Business Licenses, and Utility Users Tax.

² Other Revenues consists of Licenses, Permits & Franchise Fees, Fines & Forfeitures, Intergovernmental, Charges for Services, Miscellaneous Revenues, and Interfund Revenues & Transfers.

³ Balance prior to changes in assets and liabilities, encumbrances, and rebudgets for grants and donations, net transferred to General Non-Operating Fund and General Fund Reserve.

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DEPARTMENT BUDGETS

GENERAL NOTES

These notes explain the format and conventions used for each Department Summary that appear in the following section of this document.

A. Organizational Charts

Included for each department is the organizational structure of the department. A City-wide organizational chart is included prior to the Introduction Section of this document.

B. Text Pages

1. Centered at the top of the page is a title identifying the Department or Program name and if it is the Department Summary or a Program Summary.
2. The Department or Program Manager is identified.
3. The Department mission statement and an overview of the functions and responsibilities of the Department and Programs are provided.
4. The Department's functions are listed on the Department Summary only. Functions are the key ongoing responsibilities of the Department and are tied to performance measures.
5. The Department's major goals/projects/initiatives for Fiscal Year 2018-19 are listed only on the Department Summary. Items in **bold** are tied to Fiscal Year 2017-18 and 2018-19 Major Council Goals. Major Departmental Goals/Projects/Initiatives are short-term in nature.
6. Major Program Changes are new funding items and are identified by fund on the Program Summary pages or the Department Summary if there are no Programs for the Department.
7. Performance measures are listed on Department Summary pages only. Performance/Workload Measures are related to Department Functions. If a Department Function has a Performance/Workload Measure tied to it, it is noted in parenthesis with an "M" and the Performance/Workload Measure number(s) following (e.g. M 1, 2, 3). The long-term goals are listed as Department Functions and directly tied to Performance/Workload Measures.

GENERAL NOTES

(Continued)

C. Numerical Pages

1. The listed number of positions for each Department or Program represents the maximum number of regular authorized positions that can be filled. "Part-Time Hourly" positions identify the number of full-time equivalent positions budgeted to be filled by hourly personnel. Limited-Period and contract personnel are not included in this listing.
2. Positions listed in the "2016-17 Adjusted" column are those positions actually approved in the adopted budget that year plus any adjustments made mid-year. Positions listed in the "2017-18 Adopted" column are those positions adopted in Fiscal Year 2017-18. Positions listed in the "2018-19 Proposed" column are those positions in the "2017-18 Adopted" column plus any amendments or adjustments made mid-year and any changes proposed for Fiscal Year 2018-19.
3. Salaries for regular positions are calculated using the employees' actual salary plus any potential increases for the upcoming budget year. Vacant positions are budgeted at fifth step or control point. Hourly positions are calculated using the minimum/maximum range of the position classification. In general, hourly positions are budgeted at the higher end of the range; seasonal hourly positions are generally budgeted at mid-range.

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FISCAL YEAR 2018-19 PROPOSED BUDGET APPROPRIATIONS MATRIX

	City Council	City Clerk's Office	City Attorney's Office	City Manager's Office	Information Technology	Finance and Administrative Services
<u>GENERAL FUND</u>						
General Operating	\$ 451,826	714,853	2,042,245	4,164,692	5,074,372	6,970,316
Development Services	0	0	0	0	0	40,000
Shoreline Golf Links	0	0	0	0	0	0
TOTAL	\$ 451,826	714,853	2,042,245	4,164,692	5,074,372	7,010,316
<u>SPECIAL REVENUE</u>						
Below Market Rate Housing	\$ 0	0	0	0	0	0
Housing Impact	0	0	0	0	0	0
CSFRA/Rental Housing Committee	0	0	0	0	0	0
Downtown Benefit Assmt Districts	0	0	0	0	0	0
Supplemental Law Enforcement Services	0	0	0	0	0	0
CDBG	0	0	0	0	0	0
Cable Television	0	0	0	195,000	0	0
Shoreline Regional Park Community	0	0	10,000	0	0	30,000
TOTAL	\$ 0	0	10,000	195,000	0	30,000
<u>ENTERPRISE</u>						
Water	\$ 0	0	0	0	485,922	596,130
Wastewater	0	0	0	0	0	0
Solid Waste Management	0	0	0	0	0	0
TOTAL	\$ 0	0	0	0	485,922	596,130
<u>INTERNAL SERVICE</u>						
Equipment Maint & Replacmnt	\$ 0	0	0	0	0	0
Workers' Compensation	0	0	0	0	0	2,372,500
Unemployment	0	0	0	0	0	127,250
Liability	0	0	30,000	0	0	1,425,500
Employee Benefits	0	0	0	14,000	0	0
TOTAL	\$ 0	0	30,000	14,000	0	3,925,250
<u>GENERAL FUND RESERVES</u>						
General Non-Operating	\$ 21,400	115,000	234,400	984,400	190,700	118,600
TOTAL	\$ 21,400	115,000	234,400	984,400	190,700	118,600
GRAND TOTAL	\$ 473,226	829,853	2,316,645	5,358,092	5,750,994	11,680,296

Community Development	Public Works	Community Services	Library Services	Fire	Police	Total
2,055,434	10,534,740	17,036,803	6,211,110	24,222,650	39,224,523	118,703,564
8,798,599	3,571,008	0	0	797,567	0	13,207,174
0	0	2,103,051	0	0	0	2,103,051
10,854,033	14,105,748	19,139,854	6,211,110	25,020,217	39,224,523	134,013,789
2,058,831	0	0	0	0	0	2,058,831
7,692,041	0	0	0	0	0	7,692,041
2,007,294	0	0	0	0	0	2,007,294
831,318	0	0	0	0	0	831,318
0	0	0	0	0	175,000	175,000
861,807	0	0	0	0	0	861,807
0	0	0	0	0	0	195,000
514,500	1,231,451	4,137,632	0	193,178	77,000	6,193,761
13,965,791	1,231,451	4,137,632	0	193,178	252,000	20,015,052
0	28,817,074	0	0	0	0	29,899,126
0	14,609,046	0	0	1,726,539	126,074	16,461,659
0	12,192,701	0	0	0	0	12,192,701
0	55,618,821	0	0	1,726,539	126,074	58,553,486
0	2,574,714	0	0	0	0	2,574,714
0	0	0	0	0	0	2,372,500
0	0	0	0	0	0	127,250
0	0	0	0	0	0	1,455,500
0	0	0	0	0	0	14,000
0	2,574,714	0	0	0	0	6,543,964
722,000	796,000	207,400	58,716	824,100	1,364,843	5,637,559
722,000	796,000	207,400	58,716	824,100	1,364,843	5,637,559
25,541,824	74,326,734	23,484,886	6,269,826	27,764,034	40,967,440	224,763,850

NOTES

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CITY COUNCIL

CITY COUNCIL

Councilmembers	Term Expires
Leonard M. Siegel, Mayor	01/2019
Lisa Matichak, Vice Mayor	01/2021
Margaret Abe-Koga	01/2021
Christopher R. Clark	01/2021
John McAlister	01/2021
Ken S. Rosenberg	01/2019
Patricia Showalter	01/2019

STANDING COMMITTEES

Appointments Review Committee (CARC)

Siegel, Chair
Matichak
Rosenberg

Council Finance Committee (CFC)

Rosenberg, Chair
Matichak
McAlister

Investment Review Committee (IRC)

Rosenberg, Chair
Matichak
McAlister

Neighborhoods Committee (CNC)

Showalter, Chair
Matichak
McAlister

Procedures Committee (CPC)

Abe-Koga, Chair
McAlister
Showalter

Technology Committee (CXC)

Clark, Chair
Abe-Koga
Rosenberg

Transportation Committee (CTC)

McAlister, Chair
Matichak
Siegel

Youth Services Committee (CYSC)

Rosenberg, Chair
Abe-Koga
Clark

NOTES

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CITY COUNCIL DEPARTMENT SUMMARY

DEPARTMENT MISSION STATEMENT

To set policy that governs the City in a manner which is both financially sound, as well as responsive to the needs and concerns of the community.

DEPARTMENT OVERVIEW

The City Council is the legislative and policy-making body for the City, having responsibility for enacting City ordinances, appropriating funds to conduct City business, and providing policy direction to staff.

There are eight standing City Council committees, each with three members. From time to time, ad hoc committees are also formed. In addition, Councilmembers represent the City and serve on numerous regional agencies and organizations.

The City Council holds Regular Meetings at 6:30 p.m. on the second and fourth Tuesday of each month in the Council Chambers located in City Hall, 500 Castro Street. Additional Special Meetings are scheduled as needed. The times and places of City Council committee meetings and the meetings of outside agencies on which Councilmembers serve can be obtained from the City Clerk's Office.

DEPARTMENT FUNCTIONS

- Serve as Board of Directors for the Mountain View Shoreline Regional Park Community and the City of Mountain View Capital Improvements Financing Authority.
- Participate in regional boards and agencies which directly affect the City of Mountain View and the needs and interests of the citizens.
- Adopt the annual budget and Capital Improvement Program.
- Meet annually in Study Sessions with each advisory commission/committee.
- Participate in the City's Corporate Visitation Program.

MAJOR CITY COUNCIL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEAR 2018-19

- Promote strategies to protect vulnerable populations and preserve the socioeconomic and cultural diversity of the community.
- Improve the quantity, diversity, and affordability of housing with an added focus on middle-income and ownership opportunities.
- Develop and implement comprehensive and coordinated transportation strategies to achieve mobility, connectivity, and safety for people of all ages.
- Promote environmental sustainability with a focus on measurable outcomes.

**CITY COUNCIL
DEPARTMENT SUMMARY**

MAJOR PROGRAM CHANGES

- General Non-Operating Fund:

Newly Elected Councilmember Per-Term Allowance (limited-period): \$11,400

Provides funding per Council Policy A-2, whereby each Councilmember is to receive an allowance per term for specialized office equipment necessary to allow Councilmembers to perform their official duties and communicate with the public and staff. The Council Procedures Committee made no recommendations or changes. The budget includes \$3,800 for each Councilmember.

Council Team Building (limited-period): \$5,000

Provides funding for Council team building. With the 2018 Election, and new member(s) joining the Council, the Council Procedures Committee (CPC) recommends additional funding for a Council team-building facilitator for 2019, as was done in early 2015 and 2017.

Furniture for Committee Room (limited-period): \$5,000

Provides funding to replace furniture for the Committee Room.

BUD/LHP-001-01 FY2018-19

**CITY COUNCIL
DEPARTMENT SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Mayor	1	1	1
Councilmember	6	6	6
TOTAL REGULAR	7	7	7
TOTAL PART-TIME HOURLY	0	0	0
TOTAL POSITIONS	7	7	7

EXPENDITURE SUMMARY	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries Wages and Benefits	\$ 233,119	307,517	338,666
Supplies and Other Services	82,785	116,160	134,560
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ 315,904	423,677	473,226

FUNDING SOURCES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
General Operating	\$ 299,498	420,677	451,826
General Non-Operating	16,406	3,000	21,400
TOTAL FUNDING	\$ 315,904	423,677	473,226

EXPENDITURES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries	\$ 90,953	94,214	97,825
Wages	0	0	0
Benefits	142,166	213,303	240,841
TOTAL PERSONNEL	233,119	307,517	338,666
Materials and Supplies	19,737 *1	14,200 *3	27,600 *4
Maintenance and Operations	0	0	0
Utilities	5,586	12,360	12,360
Professional/Technical Srvcs	9,995 *2	0	5,000 *5
Other Expenses	47,467	89,600	89,600
TOTAL SUPPLIES AND SERVICES	82,785	116,160	134,560
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ 315,904	423,677	473,226

*1 Includes limited-period expenditures for per-term Council allowance and furniture for Mayor's Office.

*2 Includes limited-period expenditures for Council team building and per-term Council allowance.

*3 Includes limited-period funding of \$3,000 for furniture for the Committee Room.

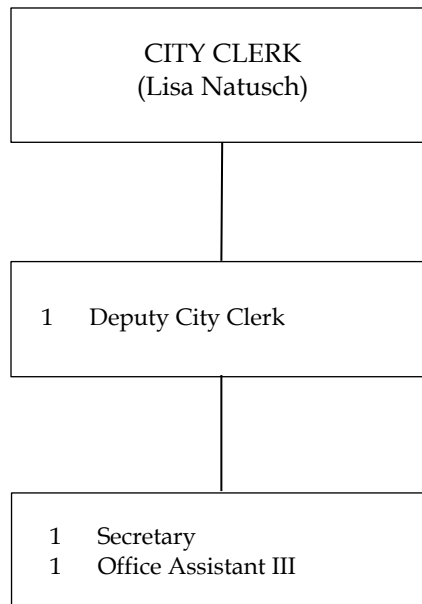
*4 Includes limited-period funding of \$11,400 for per-term Council allowance and \$5,000 for Committee Room furniture.

*5 Includes limited-period funding of \$5,000 for Council team building.

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CITY CLERK'S OFFICE



FISCAL YEAR 2018-19 POSITION TOTALS: 4.0 Full-Time

NOTES

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CITY CLERK'S OFFICE DEPARTMENT SUMMARY

DEPARTMENT MANAGER – CITY CLERK

DEPARTMENT MISSION STATEMENT

To maintain official records, administer elections, and provide administrative support to the City Council.

DEPARTMENT OVERVIEW

The City Clerk is appointed by the City Council. The Clerk is responsible for facilitating the conduct of business by the City Council and fulfilling legal requirements as set forth in the Charter, City Code, and State law. The City Clerk's Office administers City elections and campaign and financial disclosure laws.

The City Clerk's Office maintains a record of all proceedings of the City Council; meets all requirements regarding public postings, legal advertising, recordations, and mailing of public hearing notices; processes assessment districts, annexations, deeds, tax cancellations, appeals, and initiative petitions; administers the selection process for Council appointment of members to City board, commissions, and committees; and provides support for Sister City activities.

The City Clerk's Office provides administrative assistance to the Council, maintains the City Code and City Charter, is custodian of the City Seal, administers oaths or affirmations, and maintains the official record of City contracts and agreements. The office also maintains official City records, provides certified copies thereof, assists with public records requests, and provides information to the public regarding the legislative operations of government.

DEPARTMENT FUNCTIONS

- Administer City elections. (M 1)
- Maintain the City Code and City Charter.
- Administer campaign disclosures, financial disclosures, and oaths. (M 2)
- Coordinate, prepare, and distribute Council agenda materials and minutes. (M 3, 4, 5, 6, 7)
- Maintain official City records and provide records management support services for all departments. (M 8)
- Notice legal documents and process annexation and assessment district proceedings, deeds, appeals, initiative petitions, and ordinances. (M 7, 8)
- Provide administrative support to City Council. (M 9)
- Manage coordination of the Council meeting agenda preparation process.
- Provide marriage officiant services.

**CITY CLERK'S OFFICE
DEPARTMENT SUMMARY**

MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR
FISCAL YEAR 2018-19

- Prepare for and conduct the November 2018 Election of Council candidates and any possible ballot measures.
- Complete the digitizing of the microfilm/fiche records project.
- Review and update City Council Policy A-13.
- Continue to implement action items related to the employee engagement survey results.

MAJOR PROGRAM CHANGES

- General Operating Fund:

Training, Conference, and Travel: \$2,700

Provides increased funding for training, conference, and travel budget to allow staff to attend additional conferences, educational seminars, and training classes.
- General Non-Operating Fund:

November 2018 Election (limited-period): \$100,000

Provides funding for the November 6, 2018 General Municipal Election, including three Councilmember seats, the nomination process, candidate statements, and ballot title reviews. This does not include funding for any City-sponsored or initiative ballot measure.

Microfilm Digitizing Service (limited-period) (\$11,600 rebudget balance): \$15,000

Provides \$3,400 new funding and rebudgets the balance of funding to convert existing microfilm to digital format. Digitizing microfilm will allow easier access for the public and increase efficiency in responding to public records requests. Additional funding is needed to cover the increased cost from a new vendor.

PERFORMANCE/WORKLOAD MEASURES

	2015-16 Actual	2016-17 Actual	2017-18 Target	2017-18 6 Months	2018-19 Target
Elections:					
1. Percentage of official election notices published without errors and on time	N/A	100%	N/A	N/A	100%
2. Percentage of Statement of Economic Interests processed correctly and submitted on time	100%	100%	100%	100%	100%

**CITY CLERK'S OFFICE
DEPARTMENT SUMMARY**

	2015-16 Actual	2016-17 Actual	2017-18 Target	2017-18 6 Months	2018-19 Target
Legislative:					
3. Percentage of agenda packets prepared and distributed five days before a Council meeting	100%	100%	100%	91% ^(A)	100%
4. Percentage of agendas and minutes posted at least 72 hours prior to a regular Council meeting	100%	100%	100%	100%	100%
5. Percentage of minutes prepared for a City Council meeting without errors of fact	100%	99%	>98%	100%	>98%
6. Percentage of resolutions and ordinances processed within five days after a Council meeting is held	90%	100%	>90%	100%	>90%
7. Percentage of legal hearing notices prepared, noticed, and mailed within legal deadlines	100%	99% ^(B)	100%	100%	100%
Records Management:					
8. Percentage of agenda items uploaded to the imaging system each agenda production week	100%	100%	100%	100%	100%
Administrative/Support to Council:					
9. Percentage of Council service requests responded to within one working day of receipt	100%	100%	100%	100%	100%

^(A) An agenda item was not submitted in a timely manner.

^(B) Two hearing notices were not noticed in a timely manner.

BUD/LHP-430-01 FY2018-19

**CITY CLERK'S OFFICE
DEPARTMENT SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
City Clerk	1	1	1
Deputy City Clerk	1	1	1
Secretary	1	1	1
Office Assistant III	1	1	1
TOTAL REGULAR	<u>4</u>	<u>4</u>	<u>4</u>
TOTAL PART-TIME HOURLY	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL POSITIONS	<u>4</u>	<u>4</u>	<u>4</u>

EXPENDITURE SUMMARY	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries Wages and Benefits	\$ 560,958	605,232	673,793
Supplies and Other Services	220,883	49,960	156,060
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	<u>\$ 781,841</u>	<u>655,192</u>	<u>829,853</u>

FUNDING SOURCES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
General Operating	\$ 604,655	643,592	714,853
General Non-Operating	177,186	11,600	115,000
TOTAL FUNDING	<u>\$ 781,841</u>	<u>655,192</u>	<u>829,853</u>

REVENUE SUMMARY	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
General Service Charges	\$ 2,380	800	2,900
Miscellaneous Revenue	1,897	2,450	1,290
Interfund Revenue Transfer	64,900	0	0
TOTAL REVENUES	<u>\$ 69,177</u>	<u>3,250</u>	<u>4,190</u>

**CITY CLERK'S OFFICE
DEPARTMENT SUMMARY**

EXPENDITURES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries	\$ 390,907	420,482	440,033
Wages	8,451	8,000	8,000
Benefits	161,600	176,750	225,760
TOTAL PERSONNEL	<u>560,958</u>	<u>605,232</u>	<u>673,793</u>
Materials and Supplies	14,434	10,595	10,595
Maintenance and Operations	496	1,475	1,475
Utilities	217	290	290
Professional/Technical Svcs	191,679 *1	23,130 *2	126,530 *3
Other Expenses	14,057	14,470	17,170 *4
TOTAL SUPPLIES AND SERVICES	<u>220,883</u>	<u>49,960</u>	<u>156,060</u>
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ <u>781,841</u>	<u>655,192</u>	<u>829,853</u>

*1 Includes limited-period expenditures for the November 2016 General Municipal Election and records retention schedule.

*2 Includes limited-period funding of \$11,600 for microfilm digitizing service (rebudget balance).

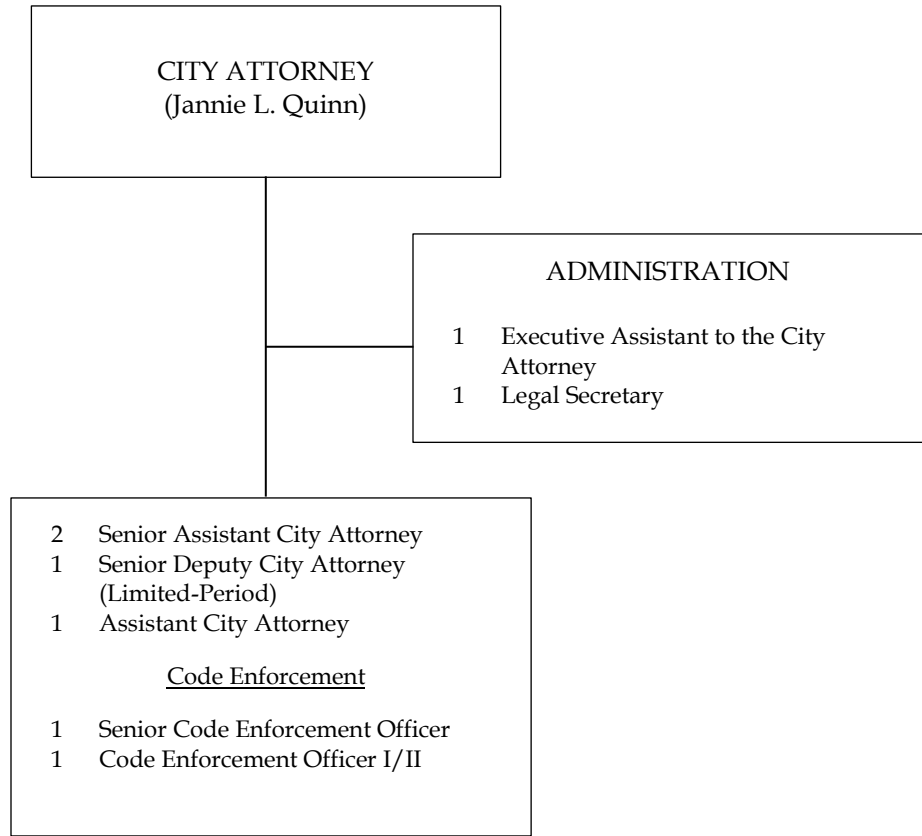
*3 Includes limited-period funding of \$100,00 for the November 2018 General Municipal Election and \$15,000 for microfilm digitizing service (\$11,600 rebudget balance).

*4 Includes increased funding of \$2,700 for training, conferences, and travel.

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CITY ATTORNEY'S OFFICE



FISCAL YEAR 2018-19 POSITION TOTALS: 8.0 Full-Time
1.0 Limited-Period

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CITY ATTORNEY'S OFFICE DEPARTMENT SUMMARY

DEPARTMENT MANAGER – CITY ATTORNEY

DEPARTMENT MISSION STATEMENT

To provide legal services and counsel to the City Council, boards, and commissions and participate as a member of the management team in support of City departments.

DEPARTMENT OVERVIEW

The City Attorney is appointed by the City Council as the Attorney for the City and legal advisor to the City Council. The City Attorney hires subordinate attorneys to assist in the discharge of assigned responsibilities. The City Attorney's Office defends and prosecutes or retains counsel to defend and prosecute all civil actions and proceedings to which the City is a party and prosecutes all criminal actions involving the City Code. The City Attorney's Office represents and advises the City Council, boards, commissions, departments, and all City officials in matters of law related to the conduct of City business.

The City Attorney's Office drafts necessary legal documents, ordinances, resolutions, contracts, other documents pertaining to the City's business, and handles claims against the City. The Office is also responsible for providing legal services in connection with the Shoreline Regional Park (North Bayshore) Community.

The Code Enforcement Section is responsible for enforcing the City Code provisions relating to zoning, neighborhood preservation, vehicles on private property, and other Code sections as necessary.

DEPARTMENT FUNCTIONS

- Prosecute and defend legal proceedings involving the City. (M 1, 2)
- Coordinate and monitor outside legal service providers retained to represent the City in its ongoing operations. (M 1)
- Process and track claims filed against the City. (M 2)
- Represent and advise City officials and City staff in legal matters.
- Draft and/or review ordinances, resolutions, contracts, and other legal documents. (M 3, 4)
- Supervise and administer the Code Enforcement Division, including prosecution of City Code violations. (M 5)
- Work with the Community Development Department to draft, finalize, and execute agreements as needed for developments.
- Update and revise Council policies, administrative policies, and personnel policies in accordance with new regulations such as new Fair Political Practices Commission (FPPC) regulations and initiatives of the Council Procedures Committee.

**CITY ATTORNEY'S OFFICE
DEPARTMENT SUMMARY**

MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR
FISCAL YEAR 2018-19

*(Items in **bold** are tied to Fiscal Years 2017-18 and 2018-19 Major Council Goals)*

- **Support the development recommendations on Short-Term Residential Rental Regulations (e.g., Airbnb, etc.), in conjunction with the City Manager's Office and Community Development Department.**
- **Explore strategies to increase ownership opportunities, in conjunction with the Community Development Department.**
- **Update the Below Market Rate (BMR) Ordinance, including Condo Mapping options, in conjunction with the Community Development Department.**
- **Support the marketing and establishment the Request for Proposals (RFP) process for Lot 12, in conjunction with the Finance and Administrative Services Department and the Community Development Department.**
- **Support the implementation of the Transit Center Master Plan, in conjunction with the Finance and Administrative Services Department, the Community Development Department, and the Public Works Department.**
- **Continue to implement the Community Stabilization and Fair Rent Act (CSFRA), in conjunction with the Finance and Administrative Services Department and the Community Development Department.**
- **Continue to support the Soft Story Seismic Retrofit Program, in conjunction with the Community Development Department.**
- Continue to support revenue measure options for potential ballot measures in conjunction with the City Manager's Office and the Finance and Administrative Services Department.
- Develop Options for Cannabis Retail Regulations, in conjunction with the City Manager's Office, the Finance and Administrative Services Department, the Community Development Department, and the Police Department.
- Work with stakeholders, including businesses, and County and State officials to explore options to develop an on-site fueling ordinance that meets safety requirements, in conjunction with the Fire Department.
- Provide legal support to update Precise Plans to implement the General Plan.
- Continue to develop a removal and censure policy for advisory bodies and the Rental Housing Committee (RHC).
- Support the implementation of the Transfer of Development Rights (TDR) program in conjunction with the Community Development Department.
- Continue to implement action items related to the employee engagement survey results.

**CITY ATTORNEY'S OFFICE
DEPARTMENT SUMMARY**

MAJOR PROGRAM CHANGES

- General Operating Fund:

Training, Conference, and Travel: \$2,500

Provides increased funding for training, conference, and travel budget to allow staff to attend additional conferences, educational seminars, and training classes.

- General Non-Operating Fund:

Senior Deputy City Attorney Position (limited-period): \$234,400

Provides continuation and increased funding for the conversion of a 0.50 FTE to a full-time Senior Deputy City Attorney position. This position will assist with the increase in workload.

PERFORMANCE/WORKLOAD MEASURES

	2015-16 Actual	2016-17 Actual	2017-18 Target	2017-18 6 Months	2018-19 Target
City Attorney's Office:					
1. Total cost of legal services, in-house and outside counsel, as a percentage of General Operating Fund expenditures	1.3%	1.2%	<2%	1.1%	<2%
2. Percentage of claims entered into the claim reporting system, reported to ACCEL, and directed to appropriate departments for response within 5 working days of receipt of the claim	100%	100%	>90%	100%	>90%
3. Percentage of standard contracts reviewed within 2 working days	100%	100%	>85%	100%	>85%
4. Percentage of complex contracts reviewed within 20 working days	100%	100%	>80%	100%	>80%
5. Percentage of code enforcement cases responded to within 5 working days of receipt of complaint or observation of violation	99%	97%	>95%	99%	>95%

BUD/LHP-010-01 FY2018-19

**CITY ATTORNEY'S OFFICE
DEPARTMENT SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
City Attorney	1	1	1
Sr Assist City Attorney	2	2	2
Assistant City Attorney	1	1	1
Senior Code Enforcement Officer	1	1	1
Code Enforcement Officer I/II	1	1	1
Exec Asst to the City Attorney	1	1	1
Legal Secretary	1	1	1
TOTAL REGULAR	8	8	8
TOTAL PART-TIME HOURLY	0	0	0
TOTAL POSITIONS	8	8 *1	8 *2

*1 In addition there is a half-time limited-period Senior Deputy City Attorney position.

*2 In addition there is a limited-period Senior Deputy City Attorney position.

EXPENDITURE SUMMARY	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries Wages and Benefits	\$ 1,648,693	1,996,093	2,169,355
Supplies and Other Services	1,057,262	139,690	141,290
Capital Outlay	8,365	0	0
Interfund Expenditures	5,311	5,200	6,000
TOTAL EXPENDITURES	\$ 2,719,631	2,140,983	2,316,645

FUNDING SOURCES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
General Operating	\$ 1,691,775	1,999,383	2,042,245
General Non-Operating	43,856	101,600	234,400
Shoreline Regional Park Community	0	10,000	10,000
Liability Self-Insurance	984,000	30,000	30,000
TOTAL FUNDING	\$ 2,719,631	2,140,983	2,316,645

REVENUE SUMMARY	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Fines and Forfeitures	\$ 18,711	23,750 *1	23,750
General Service Charge	1,835	150	150
Miscellaneous Revenue	3,268	2,000	2,000
TOTAL REVENUES	\$ 23,814	25,900	25,900

*1 Includes a \$20,000 decrease in revenue from Code Enforcement fines and forfeitures.

**CITY ATTORNEY'S OFFICE
DEPARTMENT SUMMARY**

EXPENDITURES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries	\$ 1,128,546	1,424,943 *3	1,569,389 *5
Wages	43,082 *1	0	0
Benefits	477,065	571,150	599,966
TOTAL PERSONNEL	<u>1,648,693</u>	<u>1,996,093</u>	<u>2,169,355</u>
Materials and Supplies	27,965	32,560	31,660 *6
Maintenance and Operations	21	1,200	1,200
Utilities	1,031	3,350	3,350
Professional/Technical Srvcs	829,758 *2	80,900 *4	80,900
Other Expenses	198,487 *2	21,680	24,180 *7
TOTAL SUPPLIES AND SERVICES	<u>1,057,262</u>	<u>139,690</u>	<u>141,290</u>
Capital Outlay	8,365	0	0
Interfund Expenditures	5,311	5,200	6,000
TOTAL EXPENDITURES	\$ <u><u>2,719,631</u></u>	<u><u>2,140,983</u></u>	<u><u>2,316,645</u></u>

*1 Includes limited-period expenditures for legal services.

*2 Includes costs for litigation cases, funding approved mid-year or carried over from prior fiscal years.

*3 Includes limited-period funding for a 0.50 FTE Senior Deputy City Attorney position.

*4 Includes increased funding of \$10,000 for legal services.

*5 Includes limited-period funding for a Senior Deputy City Attorney position.

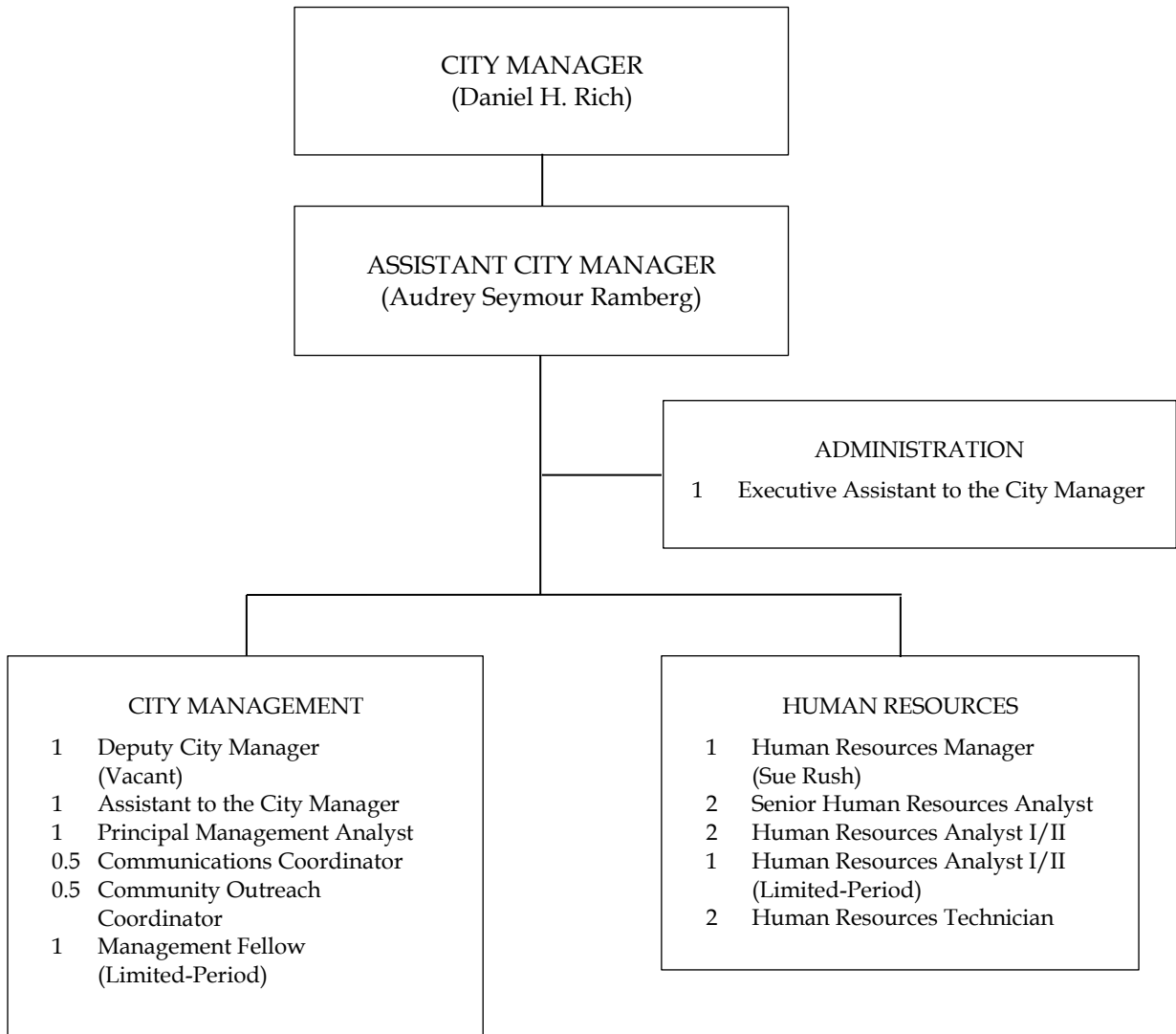
*6 Includes a transfer of funding to the Information Technology department for the consolidation of printer support services.

*7 Includes increased funding of \$2,500 for training, conferences, and travel.

NOTES

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CITY MANAGER'S OFFICE



FISCAL YEAR 2018-19 POSITION TOTALS: 13.0 Full-Time
 1.0 Regular Part-Time
 2.0 Limited-Period

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CITY MANAGER'S OFFICE DEPARTMENT SUMMARY

DEPARTMENT MANAGER – CITY MANAGER

DEPARTMENT MISSION STATEMENT

To support the City Council in the development and execution of their goals and policies and to provide leadership and guidance to City departments in the delivery of City services and to attract and retain the most appropriately qualified employees.

DEPARTMENT OVERVIEW

The City Manager is appointed by the City Council. The City Manager's Office provides professional leadership in the administration of all City services, activities, and facilities and directs the execution of policies and objectives formulated by the City Council; develops and presents to the City Council recommendations and strategies in response to community issues; plans and executes programs to meet the current and future needs of the City of Mountain View; and strives to provide the highest quality of human resource services to City departments, employees, and prospective employees.

DEPARTMENT FUNCTIONS

- Develop and present to the City Council solutions and strategies in response to community issues.
- Provide leadership to City departments in the execution of policies, objectives, and programs adopted by the City Council. (M 1)
- Respond to all City Council and citizen inquiries received by the City Manager's Office in a timely manner.
- Assist the City Council in its biannual setting of major City goals and track departments' progress in achieving Citywide goals.
- Develop and submit an annual balanced City budget to the City Council and support City Council efforts in long-term financial planning.
- Support the City Council's legislative advocacy and intergovernmental relations efforts. (M 3)
- Manage the City's Community Relations Program by providing information to the community through public forums, City publication *The View*, and government access programming. (M 4, 5)
- Manage the Multilingual Community Outreach Program. (M 2, 5)
- Provide staff support to the Human Relations Commission.
- Provide City liaison to various community groups and nonprofit organizations.
- Coordinate intergovernmental issues related to the Moffett Complex/NASA Ames issues.
- Coordinate specific interdepartmental and intergovernmental compliance issues.

CITY MANAGER'S OFFICE DEPARTMENT SUMMARY

- Support capital project funding priorities and the feasibility of a voter-approved revenue measure, or other funding mechanism, to fund priority projects in conjunction with the Finance and Administrative Services Department.
- Manage customer/citizen relationship management (CRM) “*Ask Mountain View*” web- and mobile-based systems. (M 4, 5)
- Provide staff support to the Council Procedures Committee (CPC), and in conjunction with the Information Technology Department – the Council Technology Committee (CXC).
- Manage the Human Resources Division, including day-to-day functions, training, employee engagement, succession planning, and labor negotiations.
- Develop and maintain infrastructure for administering effective personnel/employee relations functions. (M 6)
- Manage and coordinate the City’s grievance and appeals process and assist departments with all disciplinary actions. (M 6)
- Manage and maintain positive employee/labor relations with unrepresented and represented employee groups through negotiations and administration of Memorandums of Understanding and resolutions governing unrepresented compensation. (M 6, 7)
- Plan, conduct, and continually evaluate employee training and organizational development opportunities, and succession planning efforts. (M 7)
- Fill vacant positions as quickly and cost-effectively as possible while adhering to equal employment principles. (M 7)
- Orient all new employees to the City and conduct interviews with all employees who separate from City service. (M 8, 9)
- Evaluate, update, and maintain the City’s classification plan through periodic salary surveys and classification/reclassification studies, and implement changes to the City’s compensation plan as needed.
- Manage and administer the City’s comprehensive benefits program for employees and retirees, including the wellness program. (M 10)

**CITY MANAGER'S OFFICE
DEPARTMENT SUMMARY**

MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR
FISCAL YEAR 2018-19

*(Items in **bold** are tied to Fiscal Years 2017-18 and 2018-19 Major Council Goals)*

- **Support the development recommendations on Short-Term Residential Rental Regulations (e.g., Airbnb, etc.), in conjunction with the City Attorney's Office and Community Development Department.**
- **Complete the review of the Employee Housing Assistance Program, in conjunction with the Finance and Administrative Services Department and the Community Development Department.**
- **Support enhanced community policing services related to homelessness and mental health issues in conjunction with the Community Development Department and the Police Department.**
- **Continue to collaborate with regional partners to fund and/or improve awareness of and access to information and referral resources for immigrants, particularly for mixed-status families, in conjunction with the Community Services Department and the Library Services Department.**
- **Continue to collaborate with regional partners and explore opportunities to advocate for Federal policies that protect immigrant rights and vulnerable populations.**
- **Support implementing initiatives to address homelessness, including residents unstably housed in vehicles, with both short-term and long-term actions, in conjunction with the Community Development Department, the Public Works Department, the Community Services Department, the Fire Department, and the Police Department.**
- **Continue to solicit input and collaborate with neighbors to develop a regional bike route from Redwood City to the City of Mountain View, in conjunction with the Public Works Department.**
- Continue revenue measure options for potential ballot measures in conjunction with the City Attorney's Office and the Finance and Administrative Services Department.
- Complete implementation of labor agreements.
- Implement pilot to apply a Human Rights City analysis framework to selected projects.
- Complete and implement a Succession Plan to prepare for potential retirements and prepare the next generation of City leadership.
- Implement next steps determined at Council Study Session on Public Service Levels, in conjunction with all departments.
- Continue to implement action items related to the employee engagement survey results.

**CITY MANAGER'S OFFICE
DEPARTMENT SUMMARY**

PERFORMANCE/WORKLOAD MEASURES

	2015-16 Actual	2016-17 Actual	2017-18 Target	2017-18 6 Months	2018-19 Target
City Management Division:					
1. Percentage of City Manager's Office cost as a percent of the General Operating Fund expenditures ^(A)	1.4%	1.3%	<2%	1.2%	<2%
2. Number of in-person outreach activities the Multilingual Community Outreach Program conducted to support City initiatives (attendance at special events, community and resident meetings).	59	59	60	20 ^(B)	60
3. Number of communications regarding the City's position on legislation or legislative issues made annually to the State Legislature, Congress, and other branches of government	14	14	9	9	9
4. Number of topics initiated via Online Community Engagement Feedback with Open City Hall	5	6	5	0 ^(C)	5
5. Number of Community Information and Outreach Program products provided (newsletters, press releases, Internet postings, media contacts, etc.)	829 ^(D)	532	400	216	400
Human Resources Division:					
6. Employee turnover rate	8%	9.9%	<10%	4%	<10%
7. Percent of recruitments/vacant positions filled by existing personnel (excludes promoting within positions classified as I/II)	38%	37%	>30%	29% ^(E)	>30%
8. Percent of new employee orientations conducted within seven days of hire	100%	99%	>98%	100%	>98%
9. Percent of retirement planning informational meetings conducted with retiring employees	100%	98%	>90%	100%	>90%
10. Percent of employee benefit inquiries responded to within two working days	96%	98%	>90%	98%	>90%

^(A) Percentage is for the City Management Division only.

^(B) The majority of Multilingual Community Outreach Program (MCOP) outreach activities for the first half of Fiscal Year 2017-18 have focused on translation of documents in support of Citywide programs and services. MCOP anticipates meeting its target of 60 in-person outreach activities during the second half of the fiscal year.

^(C) No departments ran Open City Hall surveys during the first half of Fiscal Year 2017-18.

**CITY MANAGER'S OFFICE
DEPARTMENT SUMMARY**

- (D) This number includes data by topic area. It does not include 3,027 various Internet postings and thousands of social channel posts. This measure will be modified to count unique topics and outreach only; it will no longer include multi-channel distributions.
- (E) Many entry-level position recruitments were run, which are not typically filled by existing personnel. In addition, in the past two calendar years, the workforce is now comprised of approximately 40 percent of employees filling a new role, resulting in a reduced pool of existing personnel participating in promotional opportunities.

BUD/LHP-614-01 FY2018-19

**CITY MANAGER'S OFFICE
DEPARTMENT SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
City Manager	1	1	1
Assistant City Manager	1	1	1
Deputy City Manager	1	1	1
Assistant to the City Manager	1	1	1
Human Resources Manager	1	1	1
Principal Management Analyst	1	1	1
Senior Human Resources Analyst	2	2	2
Human Resources Analyst I/II	2	2	2
Human Resources Technician	1.50	2 *2	2
Communications Coordinator	0.50	0.50	0.50
Community Outreach Coordinator	0.50	0.50	0.50
Exec Asst to the City Manager	1	1	1
TOTAL REGULAR	13.50	14	14
TOTAL PART-TIME HOURLY	0	0	0
TOTAL POSITIONS	13.50 *1	14 *3	14 *3

*1 In addition there are the following limited-period positions: ICMA Fellow and Human Resources Analyst I/II.

*2 Added 0.50 FTE to a 0.50 FTE Human Resources Technician position.

*3 In addition there are the following limited-period positions: Management Fellow and Human Resources Analyst I/II.

DEPARTMENT PROGRAMS	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
City Management	\$ 1,743,717	2,343,017	2,387,636
Human Resources	2,099,681	2,705,996	2,970,456
TOTAL EXPENDITURES	\$ 3,843,398	5,049,013	5,358,092

EXPENDITURE SUMMARY	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries Wages and Benefits	\$ 2,900,039	3,734,329	3,852,784
Supplies and Other Services	943,359	1,314,684	1,505,308
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ 3,843,398	5,049,013	5,358,092

**CITY MANAGER'S OFFICE
DEPARTMENT SUMMARY**

FUNDING SOURCES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
General Operating	\$ 3,315,834	3,884,786	4,164,692
General Non-Operating	322,396	912,727	984,400
Cable Television	202,543	237,500	195,000
Employee Benefits	2,625	14,000	14,000
TOTAL FUNDING	\$ 3,843,398	5,049,013	5,358,092
REVENUE SUMMARY	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Miscellaneous Revenue	\$ 276,994	257,750	241,250
TOTAL REVENUES	\$ 276,994	257,750	241,250

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CITY MANAGER'S OFFICE – CITY MANAGEMENT PROGRAM SUMMARY

PROGRAM MANAGER – CITY MANAGER

PROGRAM OVERVIEW

The City Management Division supports the City Council in the preparation of City Council meeting and Study Session agendas and reports; administers the City's cable television franchise and contract with KMVT; serves as a liaison for intergovernmental relations; manages issues relating to NASA Ames Research Center and Moffett Federal Airfield; coordinates the City's Customer Relations Management (CRM) software system; disseminates information about City services and issues to the community through a public information program, including multi-language community outreach; coordinates the City's environmental compliance issues; provides staff support to the Human Relations Commission; coordinates child-care issues; and promotes the City's best interests in interactions with other levels of government.

MAJOR PROGRAM CHANGES

- General Non-Operating Fund:

Management Fellow Position (limited-period): \$140,200

Provides continuation funding for a Management Fellow position. The objective of this position is to provide increased capacity and an increased level of analytical rigor for important department and Citywide projects.

New City Council Goal Related to Vulnerable Populations (rebudget): \$75,000

Rebudgets funding for the City Council Major Goal of addressing the need to protect vulnerable populations and preserve the socioeconomic and cultural diversity of the community. This funding will be used to provide grants and collaborate with regional partners to improve access to information and referral resources for immigrants.

Hourly Support Staff (limited-period): \$25,500

Provides continued funding for clerical hourly support to the City Manager's Office. The additional funds are needed to help support five managers and assist with the increasing workload of the department.

Regional Airplane Noise Round Table (limited-period): \$25,000

Provides placeholder funding for the regional airplane noise round table being discussed by the Cities Association.

Multilingual Community Outreach Program (MCOP) Support (limited-period): \$10,000

Provides continued funding for additional resources to the MCOP due to increased demand for translation, interpretation, outreach, and referral assistance. The funding will also be used for staff time and supplies to continue the foreign

**CITY MANAGER'S OFFICE – CITY MANAGEMENT
PROGRAM SUMMARY**

language speakers Civic Leadership Academy. The intent of the Academy is to improve non-native English-speaking residents' understanding of government and City services, increase civic engagement, leadership, and volunteerism in the City.

Multicultural Festival (limited-period): \$9,000

Provides funding for a Multicultural Festival to celebrate diversity and promote respect and inclusion of diverse cultures in Mountain View.

Civica Software Training (limited-period): \$5,000

Provides funding for continued web software training.

BUD/LHP-614-02 FY2018-19

**CITY MANAGEMENT
PROGRAM SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Total Regular	6.50	6.50	6.50
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	6.50 *1	6.50 *2	6.50 *2

*1 In addition there is a limited-period ICMA Fellow position.

*2 In addition there is a limited-period Management Fellow position.

EXPENDITURES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries	\$ 1,015,296 *1	1,255,776 *5	1,308,164 *5
Wages	36,838 *2	80,713 *6	74,200 *9
Benefits	414,380 *1	472,194	516,966
TOTAL PERSONNEL	1,466,514	1,808,683	1,899,330
Materials and Supplies	41,459 *3	85,388 *6	55,260 *10
Maintenance and Operations	0	0	0
Utilities	651	720	720
Professional/Technical Svcs	219,130 *4	386,096 *7	403,696 *11
Other Expenses	15,963 *1	62,130 *8	28,630 *12
TOTAL SUPPLIES AND SERVICES	277,203	534,334	488,306
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ 1,743,717	2,343,017	2,387,636

*1 Includes limited-period expenditures for a ICMA Fellow position.

*2 Includes limited-period expenditures for Multilingual Community Outreach Program (MCOP) wages and for Citizen Leadership Academy wages.

*3 Includes limited-period expenditures for assorted digital communications technical needs and for The View newsletter and print products, for Citizen Leadership Academy, and for materials for MCOP.

*4 Includes limited-period expenditures for telecommunications legal services.

*5 Includes limited-period funding for a Management Fellow position.

*6 Includes increased funding of \$3,400 for intern wages. Also includes limited-period fundings of \$23,000 for additional support staff, \$20,000 Innovation Lab Grant (rebudget), \$12,700 for MCOP translation support (\$4,700 rebudget balance), \$8,300 for Multilingual Civic Leadership Academy (\$2,800 rebudget balance), \$4,000 for minimum wage mailer, \$1,700 for assorted digital communications technical needs (rebudget balance) and \$1,400 for The View newsletter and print products (rebudget balance).

*7 Includes a transfer of \$25,000 for KMVT contact from the Cable Television Fund to the GOF. Also includes limited-period fundings of \$75,000 for new City Council goal related to vulnerable populations and \$12,400 for Civica software training.

*8 Includes limited-period funding of \$42,500 for cable TV broadcasting equipment.

*9 Includes limited-period fundings of \$25,500 for hourly support staff and \$7,000 for MCOP support.

*10 Includes limited-period funding of \$3,000 for MCOP support. Also includes a transfer of funding to the Information Technology department for the consolidation of printer support services.

*11 Includes limited-period fundings of \$75,000 for City Council goal related to vulnerable populations (rebudget), \$25,000 for Regional Airplane Noise Round Table, and \$5,000 for Civica software training.

*12 Includes limited-period funding of \$9,000 for Multicultural Festival.

REVENUES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Miscellaneous Revenue	\$ 250,828	257,500	241,000
TOTAL REVENUES	\$ 250,828	257,500	241,000

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CITY MANAGER'S OFFICE – HUMAN RESOURCES PROGRAM SUMMARY

PROGRAM MANAGER – ASSISTANT CITY MANAGER

PROGRAM OVERVIEW

The Human Resources Division recruits and tests personnel; manages labor relations, equal employment opportunity, and employment development activities; coordinates organizational development efforts, including new employee orientations and training programs; administers the City's compensation and benefits program; and conducts special studies and programs to improve the quality of service to employees and the public.

The City strives to hire and retain excellent employees throughout the organization. To do this, the division recruits the best people and monitors the City's salary and benefits plan for competitiveness. The City values its employees and provides numerous mechanisms to encourage professional growth. The City provides the necessary on-the-job training and designs and implements supervisory and other management training programs for recently promoted employees, as well as existing employees.

MAJOR PROGRAM CHANGES

- General Operating Fund:

Employee Commute Benefit Program: \$60,000

Converts limited-period funding to ongoing for transit and bike stipends to City employees. This funding will be used to expand the program and will allow for the development of new programs to address the commute impact on employees.

Contract Services – Personnel Related: \$30,000

Converts limited-period funding to ongoing for increased contract services for workplace investigations, employee relations, and personnel studies. The use of these services has increased over the past couple of years and using budget savings from other departments is no longer sufficient.

Employee Engagement and Appreciation Program: \$25,000

Converts a portion of limited-period funding to ongoing for Employee Engagement and Appreciation Program. The funding will allow staff to continue to develop programs and activities that fulfill the initiatives identified in the 2015 and 2018 Employee Engagement surveys. There is an additional \$50,000 in limited-period funding.

- General Non-Operating Fund:

Human Resources Analyst I/II Position (limited-period): \$180,200

Provides continuation funding for a Human Resources Analyst I/II position. This position will be fully dedicated to assist with the high volume of recruitments.

**CITY MANAGER'S OFFICE – HUMAN RESOURCES
PROGRAM SUMMARY**

Citywide Succession Planning (limited-period):	\$160,000
Provides funding for Citywide Succession Planning efforts. The funds will be used to continue the City's Leadership Development Program and provide other resources to develop staff and prepare the organization for potential retirements.	
Human Resources Analyst Wages (limited-period):	\$100,000
Provides continuation funding for a Human Resources Analyst hourly wages. The funding will provide dedicated resources for recruitments and support special projects.	
Frontline Employee Development Pilot Program (rebudget balance):	\$59,500
Rebudgets the balance of funding approved by Council on October 3, 2017 for a Frontline Employee Development Pilot Program.	
Labor Negotiations (limited-period):	\$50,000
Provides funding for a Labor Negotiations Attorney to assist with the reopener negotiation process. All four represented employee groups have a reopener for Fiscal Year 2019-20.	
Employee Engagement and Appreciation Program (rebudget balance):	\$50,000
Rebudgets a portion of the funding for Employee Engagement and Appreciation Programs. The funding will allow staff to continue to develop programs and activities that fulfill the initiatives identified in the 2015 and 2018 Employee Engagement surveys. There is an additional \$25,000 in ongoing funding.	
Employee Wellness Program (limited-period):	\$35,000
Provides funding for the purchase and delivery of healthy snacks to City offices to expand on the initiatives of the Wellness Committee.	
Deferred Compensation Plan (limited-period):	\$35,000
Provides funding to contract with a firm to assist the City in analyzing the current deferred compensation plans and providers, conducting a negotiation and/or request for proposal (RFP), and updating the plan document.	
Tax Regulations Study (rebudget):	\$25,000
Rebudgets funding approved by Council on October 24, 2017 for a study regarding tax regulations related to potential constructive receipt issues for compensatory time.	

HUMAN RESOURCES PROGRAM SUMMARY

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Total Regular	7	7.50 *2	7.50
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	7 *1	7.50 *1	7.50 *1

*1 In addition there is a limited-period Human Resources Analyst I/II position.

*2 Added 0.50 FTE to a 0.50 FTE Human Resources Technician position.

EXPENDITURES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries	\$ 891,034 *1	1,206,640 *5	1,272,377 *5
Wages	40,192 *2	83,840 *6	103,840 *6
Benefits	502,299 *3	635,166 *7	577,237 *10
TOTAL PERSONNEL	1,433,525	1,925,646	1,953,454
Materials and Supplies	65,400	38,810	47,310
Maintenance and Operations	0	122	122
Utilities	217	0	0
Professional/Technical Srvcs	221,632 *4	345,298 *8	528,950 *11
Other Expenses	378,907 *1	396,120 *9	440,620 *12
TOTAL SUPPLIES AND SERVICES	666,156	780,350	1,017,002
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ 2,099,681	2,705,996	2,970,456

*1 Includes limited-period expenditures for a Human Resources Analyst I/II position.

*2 Includes limited-period expenditures for a paid internship.

*3 Includes limited-period expenditures for employee transportation program.

*4 Includes limited-period expenditures for labor negotiations, employee engagement initiatives, and workplace

*5 Includes limited-period funding for a Human Resources Analyst I/II position.

*6 Includes limited-period funding for Human Resources Analyst wages.

*7 Includes limited-period funding of \$149,900 for an employee transportation program (\$69,900 rebudget balance).

*8 Includes limited-period fundings of \$94,900 for employee engagement and appreciation program (\$19,900 rebudget balance), \$48,000 for workplace investigations (\$3,000 rebudget balance), \$35,000 for labor negotiations, and \$20,000 for succession planning.

*9 Includes increased funding of \$6,900 for professional development reimbursements. Also includes limited-period funding of \$35,000 for wellness program.

*10 Includes increased funding of \$60,000 for the employee commute benefit program.

*11 Includes increased fundings of \$30,000 for personnel related contract services and \$25,000 for employee engagement and appreciation program. Also includes limited-period fundings of \$160,000 for succession planning, \$50,000 for labor negotiations, \$50,000 for employee engagement and appreciation program (rebudget balance), \$35,000 for deferred compensation plan, and \$25,000 for tax regulation study (rebudget).

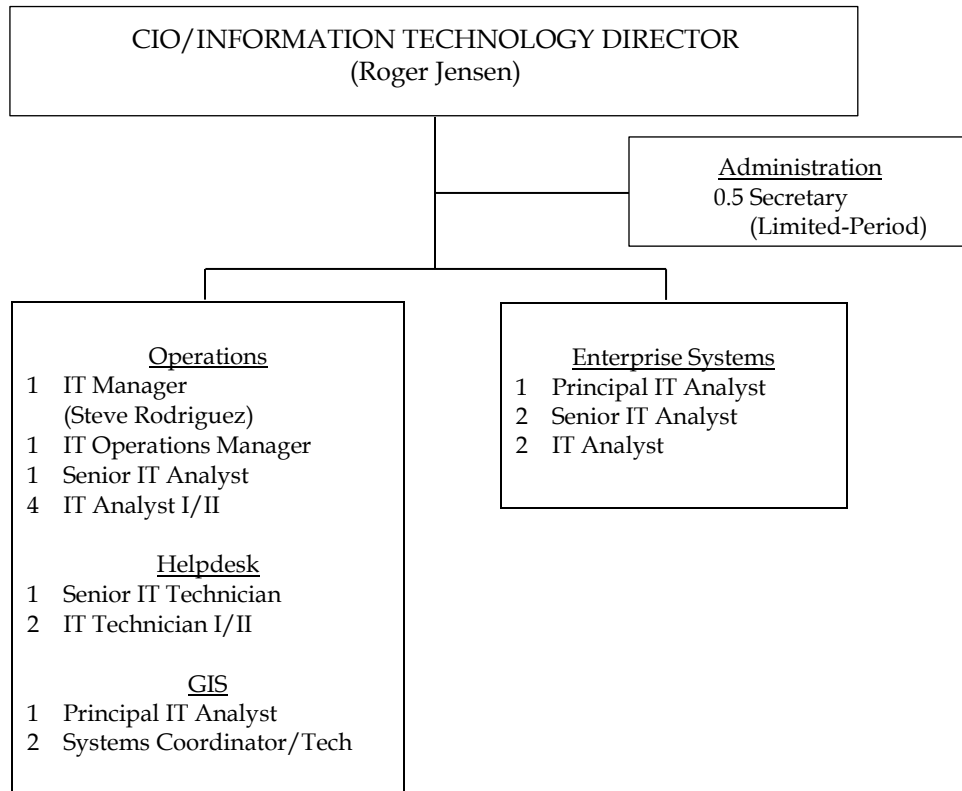
*12 Includes limited-period fundings of \$59,500 for frontline employee development pilot program (rebudget balance) and \$35,000 for employee wellness program.

REVENUES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Miscellaneous Revenue	\$ 26,166	250	250
TOTAL REVENUES	\$ 26,166	250	250

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INFORMATION TECHNOLOGY DEPARTMENT



FISCAL YEAR 2018-19 POSITION TOTALS: 19.0 Full-Time
0.5 Limited-Period

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INFORMATION TECHNOLOGY DEPARTMENT SUMMARY

DEPARTMENT MANAGER – CIO/INFORMATION TECHNOLOGY DIRECTOR

DEPARTMENT MISSION STATEMENT

To support and implement the use of technology to enhance customer service, efficiency, and advance the mission of the organization.

DEPARTMENT OVERVIEW

The Information Technology Department plans, maintains, and manages the City's computerized information systems, communication networks, and telecommunications system. Services include systems analysis and design, project management, computer operations, computer equipment maintenance, software selection, vendor management, and website development and support.

DEPARTMENT FUNCTIONS

- Manage and support the planning, implementation, operation, and maintenance of information technology, providing a reliable City-wide network, electronic mail, public access, City Internet and Intranet website, and technical support of computer applications in City departments. (M 1, 2, 3)
- Coordinate cost-effective telephone services, including long distance, voice mail applications, and cellular phone services.
- Provide support to the Council Technology Committee in conjunction with the City Manager's Office.

MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEAR 2018-19

- Continue to support the Finance and Administrative Services Department with Phase II of the implementation of ONESolution.
- Continue to update the utility system base maps (701 maps) to support a water, sewer, and storm drainage operations modeling system and a Computerized Work Order Management System, in conjunction with the Public Works Department.
- Continue the rollout of secure WiFi to the Police/Fire Administration Building.
- Continue to install permanent monitors and computer systems in City conference rooms to replace laptops and portable projectors.
- Complete the deployment of a public WiFi system for the Shoreline Park area.
- Deploy a new Closed Circuit Television system in the Public Safety Administrative Building.
- Support the preparation of a Request for Proposals for the replacement or upgrade to the Utility Billing System.

INFORMATION TECHNOLOGY DEPARTMENT SUMMARY

- Support network and telephone systems for remodeling projects in the Library, Community Center and the Fire Administration area, in conjunction with the Public Works Department.
- Support the construction phase of the project to enhance Children’s area improvements at the Library, in conjunction with the Public Works Department and the Library Department.
- Pending the award of grants and CIP funding, implement CENIC high speed connectivity for public Internet access, in conjunction with the Library Department.
- Launch rollout of Microsoft O365 for Microsoft-hosted e-mail services, Windows 10, and new Office product suite.
- Implement Smart City initiative for pedestrian and bicyclist activity-monitoring system on Stevens Creek Trail.
- Complete a cyber-security risk assessment and implement a program to address critical issues that are identified in the assessment.
- Support implementation of a Rent Stabilization Database Management System.
- Complete implementation of the free downtown WiFi system.
- Continue to implement action items related to the employee engagement survey results.

MAJOR PROGRAM CHANGES

- General Operating Fund:

Information Technology Licenses and Maintenance: \$66,400

Provides new and increased funding for the annual maintenance charges for Image Trend, ExecuTime, G2 Fire Station Alerting System, Helpdesk, and Citrix management software systems.

Printer Support Services (\$24,000 offset by reduction to other department’s budgets): No Net Cost

Transfers funding from other departments to outsource printer support services that will include all supply and maintenance print cost. Existing toner budget from departments will be consolidated and transferred to the Information Technology Department.

- General Non-Operating Fund:

Secretary Position (0.50) (limited-period): \$75,700

Provides continuation funding for a half-time Secretary position to provide administrative support to the IT Department.

**INFORMATION TECHNOLOGY
DEPARTMENT SUMMARY**

Office 365 Migration Consultant (limited-period): \$60,000

Provides funding for consultant services to assist with the Office 365 rollout.

Agency Cyber-Attack Training (limited-period): \$30,000

Provides funding for training materials and webinars for cyber awareness and anti-phishing training.

Open City Hall Subscription (limited-period): \$12,000

Provides continued funding for the Open City Hall Subscription. This software allows the City to post questions and collect feedback from the community.

Plan Management Software (limited-period): \$10,000

Provides funding for new software to improve tracking of City Council goals.

Training, Conference, and Travel (limited-period): \$3,000

Provides funding for training, conference, and travel to allow two additional IT staff to attend the Municipal Information Systems Association of California (MISAC) conference.

- **Water Fund:**

Digital Imaging: (\$7,500)

Provides savings from the elimination of the digital imaging budget. Funding for these services is budgeted in the Community Development Department.

PERFORMANCE/WORKLOAD MEASURES

	2015-16 Actual	2016-17 Actual	2017-18 Target	2017-18 6 Months	2018-19 Target
Information Technology:					
1. Cost of information technology as a percentage of total City department expenditures	2.2%	2.3%	<3%	2%	<3%
2. Percentage of time network is up	99.5%	99%	>98%	99.5%	>98%
3. Percentage of time the City's website is up				New for FY18-19	>98%

BUD/LHP-450-01 FY2018-19

**INFORMATION TECHNOLOGY
DEPARTMENT SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
CIO/Information Technology Director	1	1	1
Information Technology Manager	1	1	1
Information Technology Operations Manager	1	1	1
Principal Information Technology Analyst	2	2	2
Senior Information Technology Analyst	3	3	3
Information Technology Analyst I/II	5	6 *2	6
Senior Information Technology Technician	1	1	1
System Coordinator /Technician	2	2	2
Information Technology Technician I/II	2	2	2
TOTAL REGULAR	18	19	19
TOTAL PART-TIME HOURLY	0	0	0
TOTAL POSITIONS	18 *1	19 *1	19 *1

*1 In addition, there is a limited-period half-time Secretary position.

*2 Added an IT Analyst I/II position.

EXPENDITURE SUMMARY	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries Wages and Benefits	\$ 3,132,251	3,777,418	4,009,634
Supplies and Other Services	987,337	1,596,960	1,741,360
Capital Outlay	77,719	3,000	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ 4,197,307	5,377,378	5,750,994

FUNDING SOURCES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
General Operating	\$ 3,358,465	4,423,464	5,074,372
General Non-Operating	124,802	121,400	190,700
Water	714,040	832,514	485,922
TOTAL FUNDING	\$ 4,197,307	5,377,378	5,750,994

**INFORMATION TECHNOLOGY
DEPARTMENT SUMMARY**

EXPENDITURES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries	\$ 2,123,980	2,555,157 *3	2,676,022 *3
Wages	11,485 *1	6,000	6,000
Benefits	996,786	1,216,261	1,327,612
TOTAL PERSONNEL	<u>3,132,251</u>	<u>3,777,418</u>	<u>4,009,634</u>
Materials and Supplies	24,732	22,250	46,250 *7
Maintenance and Operations	607,651 *2	1,077,140 *4	1,136,040 *8
Utilities	136,984	197,500	197,500
Professional/Technical Srvcs	194,869	258,070 *4/*5	318,070 *9
Other Expenses	23,101	42,000 *6	43,500 *10
TOTAL SUPPLIES AND SERVICES	<u>987,337</u>	<u>1,596,960</u>	<u>1,741,360</u>
Capital Outlay	77,719	3,000	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	<u><u>\$ 4,197,307</u></u>	<u><u>5,377,378</u></u>	<u><u>5,750,994</u></u>

*1 Includes limited-period expenditures for a half-time Secretary position.

*2 Includes limited-period expenditures for SQL server licensing.

*3 Includes limited-period funding for a half-time Secretary position.

*4 Includes increased fundings of \$220,000 for Microsoft office/email licensing, \$80,000 for Microsoft windows/SQL server licensing, \$42,600 for Information Technology Licenses and Maintenance and \$10,000 for network switch maintenance. Also includes limited-period fundings of \$12,000 for Open City Hall Subscription and \$10,000 for Microsoft software licenses for temporary employees.

*5 Includes increased funding of \$8,000 for ICS consulting services and a reduction of \$50,000 for Geographic Information System (GIS) data conversion services. Also includes limited-period fundings of \$20,000 for Office 365 migration consultant and \$10,000 for Smart Cities membership.

*6 Includes increased funding of \$10,000 for training, conference and travel. Also includes limited-period funding of \$1,500 for training, conference and travel.

*7 Includes a transfer of \$24,000 funding from other departments for the consolidation of printer support services.

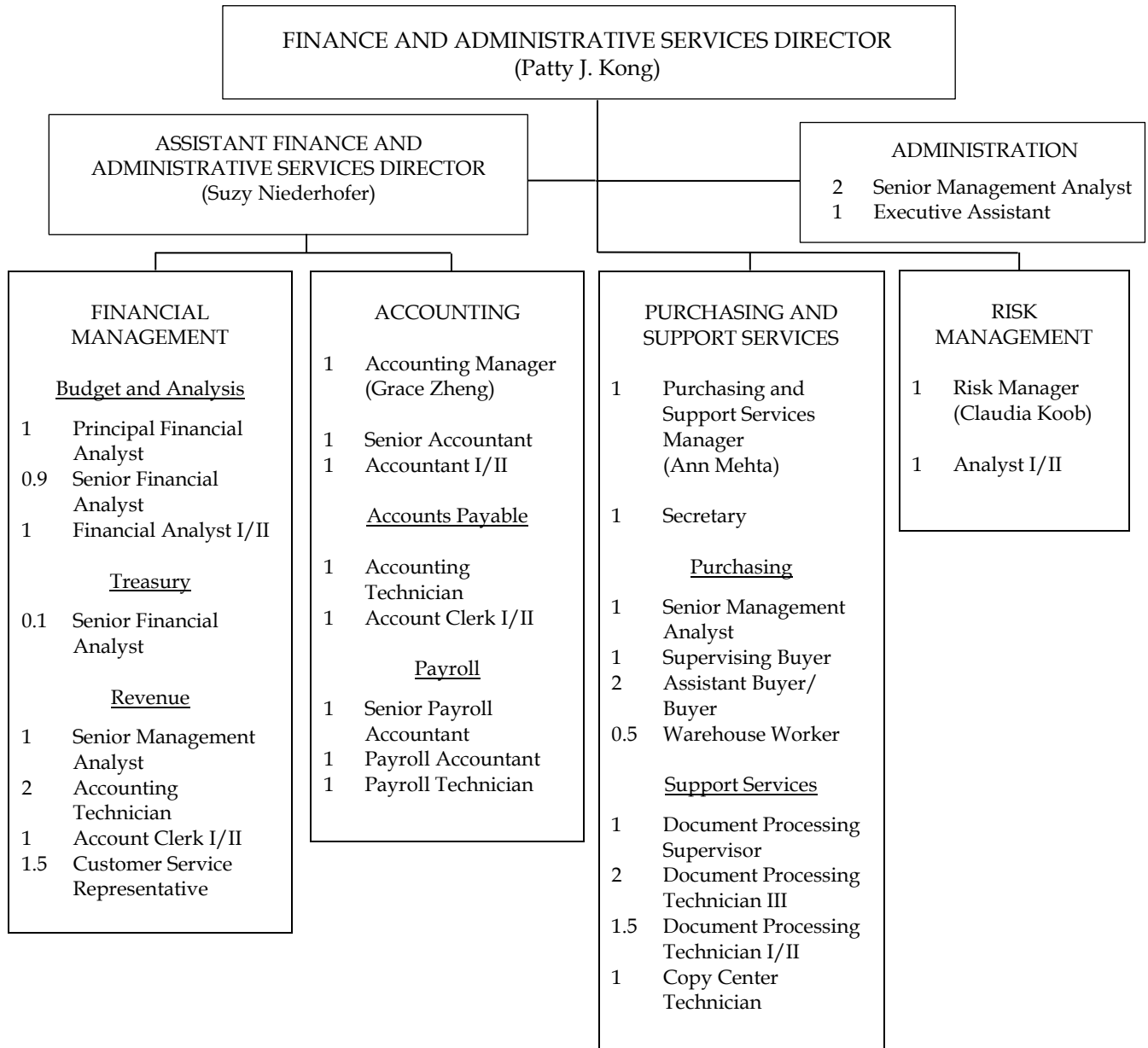
*8 Includes increased funding of \$66,400 for Information Technology Licenses and Maintenance and reduced funding of \$7,500 for digital imaging services. Also includes limited-period fundings of \$12,000 for Open City Hall Subscription and \$10,000 for plan management software.

*9 Includes limited-period fundings of \$60,000 for Office 365 migration consultant and \$30,000 for agency cyber-attack training.

*10 Includes limited-period funding of \$3,000 for training, conferences, and travel.

NOTES
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FINANCE & ADMINISTRATIVE SERVICES DEPARTMENT



FISCAL YEAR 2018-19 POSITION TOTALS: 34.0 Full-Time
1.5 Regular Part-Time

FINANCE AND ADMINISTRATIVE SERVICES DEPARTMENT SUMMARY

DEPARTMENT MANAGER – FINANCE AND ADMINISTRATIVE SERVICES DIRECTOR

DEPARTMENT MISSION STATEMENT

To support the planning and management of the City's fiscal affairs and to provide internal administrative services to all City departments.

DEPARTMENT OVERVIEW

The Finance and Administrative Services Department is responsible for administration of the financial affairs and internal support activities of the City; provision of financial/analytical, purchasing and document processing, and Workers' Compensation and liability support to all City departments and programs; managing the City's investment portfolio; and coordinating the City's budget process and annual independent audit. Specifically, the department processes payroll, accounts receivable, utility billings, all City revenues, accounting entries, accounts payable, financial reporting, purchase orders, Council reports and other documents, and Workers' Compensation and property loss claims. The department is also responsible for warehousing, copying, and mail for internal support functions and manages the City's general liability, property insurance, and industrial disability retirement programs. In addition, the department provides staff support to the Council Finance Committee and Investment Review Committee.

DEPARTMENT FUNCTIONS

- Plan, monitor, and report in a timely and accurate manner the City's financial and budgetary position; provide financial analysis and recommendations on major financial issues facing the City. (M 1)
- Manage the City budget process and produce the annual City budget.
- Provide staff support to the Council Finance Committee (CFC) and Investment Review Committee (IRC).
- Manage investment of City funds with the objectives of minimizing risk and meeting cash flow requirements while earning market rates of return. (M 2)
- Manage the City's debt obligations, including special assessment debt; monitor the City's credit rating; recommend and manage issuance of new debt as appropriate.
- Provide timely, accurate, and cost-efficient payroll processing. (M 3, 4, 5)
- Process billing and collection of charges for utility and miscellaneous services, providing a high level of accuracy and customer service to residents and businesses. (M 6, 7)
- Manage the City's centralized financial, budgetary control, and Payroll/HR systems, delivering accurate and timely processing of financial transactions and on-time information. (M 1, 8, 9, 10)

FINANCE AND ADMINISTRATIVE SERVICES DEPARTMENT SUMMARY

- Coordinate and assist with the City's annual independent audit; prepare the Comprehensive Annual Financial Report, required State reports, and other reports as necessary.
- Provide efficient and effective centralized purchasing services as required by the City Charter and City Code, and the sale of surplus equipment. (M 11, 12)
- Provide cost-beneficial, centralized document processing, document reproduction, and mail distribution services. (M 13, 14)
- Manage the City's comprehensive general liability, property, loss control, Workers' Compensation, and industrial disability retirement programs, including self-insurance programs and excess insurances for catastrophic loss. (M 15, 16, 17)

MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEAR 2018-19

*(Items in **bold** are tied to Fiscal Years 2017-18 and 2018-19 Major Council Goals)*

- **Support marketing and establish the Request for Proposals (RFP) process for Lot 12, in conjunction with the City Attorney's Office and the Community Development Department.**
- **Support the implementation of the Transit Center Master Plan, in conjunction with the City Attorney's Office, the Community Development Department, and the Public Works Department.**
- **Complete the review of the Employee Housing Assistance Program, in conjunction with the City Manager's Office and the Community Development Department.**
- **Support a Community Benefit Financial Study for Gatekeeper applications, in conjunction with the Community Development Department.**
- **Support a comprehensive modal plan that would involve the Santa Clara Valley Transit Authority (VTA), Caltrain, major employers, etc., and include a funding mechanism, in conjunction with the Public Works Department.**
- **Continue to support the implementation of the Community Stabilization and Fair Rent Act (CSFRA), in conjunction with the City Attorney's Office and the Community Development Department.**
- **Continue to support the East Whisman Precise Plan, in conjunction with the Community Development Department.**
- **Continue implementation of the North Bayshore Precise Plan Multimodal Improvements and Improvement Fee, in conjunction with the Community Development Department and the Public Works Department.**
- Continue to support revenue measure options for potential ballot measures in conjunction with the City Attorney's Office and the City Manager's Office.

**FINANCE AND ADMINISTRATIVE SERVICES
DEPARTMENT SUMMARY**

- Support Development Options for Cannabis Retail Regulations, in conjunction with the City Attorney’s Office, City Manager’s Office, the Community Development Department, and the Police Department.
- Complete Phase II of the implementation of ONESolution.
- Complete implementation of new Governmental Accounting Standards Board Statements related to Other Post-Employment Benefits (OPEB).
- Issue debt to fund infrastructure improvements, based on Council direction.
- Develop a cost of services study for development related fees in conjunction with the Community Development Department and the Public Works Department.
- Develop, update, and implement a Safety Program for City Hall, Library, and Fire and Police Administration.
- Continue to implement action items related to the employee engagement survey results.

PERFORMANCE/WORKLOAD MEASURES

	2015-16 Actual	2016-17 Actual	2017-18 Target	2017-18 6 Months	2018-19 Target
Financial Management:					
1. Accuracy of final budget numbers – percentage of budget corrections needed due to error	0.2%	0.1%	<2%	0.1%	<2%
2. Percentage of time portfolio’s market-risk target (modified duration) is within:					
– 3.0 percent of the benchmark (policy requires 25.0 percent of time within 3.0 percent)	83%	92%	>50%	83%	>50%
– 15.0 percent of the benchmark (policy requires 100.0 percent of time within 15.0 percent)	100%	100%	100%	100%	100%
3. Cost per payroll check issued (cost of payroll operation to total paychecks issued)	\$19.32	\$17.97	<\$21.00	\$22.05 ^(A)	<\$27.00
4. Percentage of reissued payroll checks versus total issued	0.1%	0.1%	<1%	0.1%	<1%
5. Payroll checks issued	20,126	20,344	21,500	11,326	21,500
6. Percentage of utility bills processed and mailed 10 working days from last meter reading date	98%	93% ^(B)	>95%	93% ^(B)	>90%
7. Percentage of utility accounts and accounts receivables written off as a percent of total receivables	0.5%	0.1%	<2%	0.1%	<2%

**FINANCE AND ADMINISTRATIVE SERVICES
DEPARTMENT SUMMARY**

	2015-16 Actual	2016-17 Actual	2017-18 Target	2017-18 6 Months	2018-19 Target
Accounting:					
8. Percentage of correcting accounting entries to total accounting entries	5.7%	5.2%	<10%	4.9%	<10%
9. Percentage of month-end closes completed within 10 working days (target assumes June and July will not close within 10 working days due to year-end workload)	92%	92%	83%	83%	83%
10. Cost of Accounts Payable processing as a percentage of total dollars spent	0.3%	0.2%	<1%	0.3%	<1%
Purchasing and Support Services:					
11. Cost of procurement services as a percentage of total dollars spent	3.5%	4.1%	<5.7%	2.6%	<5.7%
12. Percentage of time purchase orders are issued timely	92%	90%	>90%	92%	>90%
13. Percentage of time Document Processing documents are completed timely	93%	91%	>90%	92%	>90%
14. Percentage of time Copy Center documents are completed timely	92%	93%	>90%	96%	>90%
Risk Management:					
15. Percentage of Workers' Compensation program costs to total payroll	2.3%	2.3%	<5%	Reported Annually	<5%
16. Percentage of hours lost to occupational injury compared to total hours worked	0.5%	0.5%	<2.5%	Reported Annually	<2.5%
17. Percentage of dollars recovered compared to expenditures paid to repair damage to City property	96%	84%	>85%	Reported Annually	>85%

(A) Fiscal Year 2017-18 target did not reflect full staffing, there were several prior years, with staff vacancies. The target will be adjusted for Fiscal Year 2018-19.

(B) Public Works changed their meter reading schedule due to staffing levels which resulted in some read dates to be more than 10 working days ahead of the billing dates.

BUD/LHP-546-01 FY2018-19

**FINANCE AND ADMINISTRATIVE SERVICES
DEPARTMENT SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Finance and Administrative Svcs Director	1	1	1
Assistant Finance and Admin Svcs Director	1	1	1
Purchasing and Support Services Manager	1	1	1
Risk Manager	1	1	1
Accounting Manager	1	1	1
Principal Financial Analyst	1	1	1
Senior Payroll Accountant	0	1 *1	1
Senior Management Analyst	3	3	4 *3
Senior Financial Analyst	1	1	1
Senior Accountant	1	1 *1	1
Payroll Accountant I/II	0	1 *1	1
Financial Analyst I/II	1	1	1
Analyst I/II	1	1	1 *4
Accountant I/II	3	1 *1	1
Supervising Buyer	1	1	1
Document Processing Supervisor	1	1	1
Assistant Buyer/Buyer	2	2	2
Payroll Technician	0	1 *1	1
Accounting Technician	4	3 *1	3
Account Clerk I/II	2	2	2
Document Processing Technician III	2	2	2
Document Processing Technician I/II	1.50	1.50	1.50
Warehouse Worker	0.50	0.50	0.50
Executive Assistant	1	1	1
Copy Center Technician	1	1	1
Customer Service Representative	1	1.50 *2	1.50
Secretary	1	1	1
TOTAL REGULAR	34	34.50	35.50
TOTAL PART-TIME HOURLY	0.30	0.30	0.30
TOTAL POSITIONS	34.30	34.80	35.80

*1 Reclassified a Senior Accountant position to Senior Payroll Accountant, an Accountant I/II position to Payroll Accountant I/II, an Accounting Technician position to Payroll Technician, and an Accountant I/II position to Senior Accountant.

*2 Added 0.50 FTE Customer Service Representative position.

*3 Added a Senior Management Analyst position.

*4 Title change from Administrative Analyst I/II to Analyst I/II.

DEPARTMENT PROGRAMS	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Finance and Admin. Services Administration	\$ 1,441,134	1,630,880	1,977,216
Financial Management	1,779,715	2,339,714	1,783,272
Accounting	656,214	822,176	1,436,155
Purchasing and Support Services	1,395,272	1,995,052	2,101,256
Risk Management	3,253,785	4,408,164	4,382,397
TOTAL EXPENDITURES	\$ 8,526,120	11,195,986	11,680,296

**FINANCE AND ADMINISTRATIVE SERVICES
DEPARTMENT SUMMARY**

EXPENDITURE SUMMARY	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries Wages and Benefits	\$ 4,564,623	5,973,745	6,449,629
Supplies and Other Services	3,903,672	5,161,541	5,100,767
Capital Outlay	47,318	35,000	101,900
Interfund Expenditures	10,507	25,700	28,000
TOTAL EXPENDITURES	\$ 8,526,120	11,195,986	11,680,296
FUNDING SOURCES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
General Operating	\$ 5,036,069	6,433,727	6,970,316
General Non-Operating	58,956	161,974	118,600
Building/Development Services	0	40,000	40,000
Shoreline Regional Park Community	0	0	30,000
Water	552,805	615,035	596,130
Workers Compensation Insurance	1,822,335	2,372,500	2,372,500
Unemployment Self-Insurance	50,318	127,250	127,250
Liability Self-Insurance	1,005,637	1,425,500	1,425,500
Retirees' Health Program Insurance	0	20,000	0
TOTAL FUNDING	\$ 8,526,120	11,195,986	11,680,296
REVENUE SUMMARY	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
General Licenses and Permits	\$ 13,649	8,410	2,630
General Service Charge	289	3,000	4,200
Miscellaneous Revenue	274,507	45,610	85,800
TOTAL REVENUES	\$ 288,445	57,020	92,630

NOTES

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FINANCE AND ADMINISTRATIVE SERVICES – ADMINISTRATION PROGRAM SUMMARY

PROGRAM MANAGER – FINANCE AND ADMINISTRATIVE SERVICES DIRECTOR

PROGRAM OVERVIEW

Administration is responsible for the management of the Finance and Administrative Services Department. This division provides leadership, policy development, administrative and technical support, career development, and training opportunities.

MAJOR PROGRAM CHANGES

- General Operating Fund:

Senior Management Analyst (Contracts Coordinator) Position: \$195,100

Provides funding for a Senior Management Analyst (Contracts Coordinator) position to centralize and administer contracts Citywide. This position will provide consistency and efficiency when processing contracts and will also reduce staff time spent on reviewing contracts, allowing additional staff attention to safety programs.

Transportation Management Association: \$10,000

Provides increased funding for the City's membership to the Transportation Management Association.

Historic Property Tax Rebate Program: \$4,000

Provides increased funding for the City's Historic Preservation Program which provides a rebate to property owners for the City's share of their property tax payment. For properties on the list of historic properties in Mountain View, the property owner(s) may enter into an agreement with the City to abide by certain rules, and, in exchange, the City rebates a portion of their property taxes.

- General Non-Operating Fund:

Nonprofit Agency Funding (limited-period): \$49,600

Provides the second year of funding for nonprofit agencies as identified by Council at the CDBG hearing on May 2, 2017.

Purchase Card Transaction Review (rebudget): \$20,000

Rebudgets funding for an outside consultant to review departments' compliance with purchasing card policies.

**FINANCE AND ADMINISTRATIVE SERVICES – ADMINISTRATION
PROGRAM SUMMARY**

N.O.I.S.E. Membership (limited-period): \$1,600

Provides funding for membership to N.O.I.S.E., a nationwide community-based association composed of local elected officials committed to reducing the impact of aviation noise in local communities.

BUD/LHP-546-02 FY2018-19

**FINANCE AND ADMINISTRATIVE SERVICES - ADMINISTRATION
PROGRAM SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Total Regular	4	4	5 *1
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	4	4	5

*1 Added a Senior Management Analyst position.

EXPENDITURES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries	\$ 542,382	685,872	847,760
Wages	0	0	0
Benefits	288,397	327,051	429,499
TOTAL PERSONNEL	830,779	1,012,923	1,277,259
Materials and Supplies	14,963	20,910	17,310 *4
Maintenance and Operations	0	0	0
Utilities	0	0	0
Professional/Technical Srvcs	111,785	135,100 *2	145,100 *5
Other Expenses	482,370 *1	461,947 *3	487,547 *6
TOTAL SUPPLIES AND SERVICES	609,118	617,957	649,957
Capital Outlay	1,237	0	50,000
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ 1,441,134	1,630,880	1,977,216

*1 Includes limited-period expenditures for non-profit agencies.

*2 Includes limited-period funding of \$20,000 for purchase card transaction review (rebudget).

*3 Includes increased fundings of \$9,500 for CHAC, \$5,000 for citywide memberships and \$5,000 for training, conferences, and travel. Also includes limited-period fundings of \$49,600 for nonprofit agency funding and \$20,000 for Retirees' Health actuarial valuation.

*4 Includes a transfer of funding to the Information Technology department for the consolidation of printer support services.

*5 Includes limited-period funding of \$20,000 for purchase card transaction review (rebudget).

*6 Includes increased fundings of \$10,000 for the Transportation Management Association and \$4,000 for historic property tax rebate program and includes transfers of \$20,000 for Joint Ventures Silicon Valley and \$10,000 for Transportation Management Association from the Community Development Department. Also includes limited-period funding of \$1,600 for N.O.I.S.E. membership.

FINANCE AND ADMINISTRATIVE SERVICES – FINANCIAL MANAGEMENT PROGRAM SUMMARY

PROGRAM MANAGER – ASSISTANT FINANCE AND ADMINISTRATIVE SERVICES DIRECTOR

PROGRAM OVERVIEW

The Financial Management Division consists of the Budget and Analysis, Treasury, and Revenue Sections.

The Budget and Analysis Section provides information and analytical support to the City Council and other City departments as requested. This section analyzes economic trends, forecasts revenues, and monitors expenditures and balances for the current fiscal year as well as future fiscal years. In addition, Budget and Analysis manages the budget system and produces periodic financial status reports, including the Narrative, Proposed, and Adopted Budget documents.

The Treasury Section is responsible for cash flow and management of the City's investment portfolio.

The Revenue Section processes billing and collection for the City's water, wastewater, and solid waste utilities; business licenses; and miscellaneous accounts receivable. All moneys due to, or collected by, other City departments are forwarded to this section for deposit and tracking in the City's financial system. In addition, this section is the Finance and Administrative Services Department's primary customer service contact point.

MAJOR PROGRAM CHANGES

- Development Services Fund:

Cost of Service Study (rebudget):	\$40,000
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Rebudgets funding for contractual services to conduct a cost of services study for the Development Services Fund. Fees have not been reviewed since the consolidation of all development services into the Development Services Fund in Fiscal Year 2014-15. This project has been postponed due to other Council-directed priorities.

BUD/LHP-546-03 FY2018-19

**FINANCE AND ADMINISTRATIVE SERVICES - FINANCIAL MANAGEMENT
PROGRAM SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Total Regular	11	11.50 *1	8.50 *2
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	11	11.50	8.50

*1 Added 0.50 FTE Customer Service Representative position.

*2 Transferred three Payroll positions to the Accounting Program.

EXPENDITURES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries	\$ 981,828	1,179,272 *2	850,301
Wages	16,888 *1	900	0
Benefits	461,520	596,062	430,741
TOTAL PERSONNEL	<u>1,460,236</u>	<u>1,776,234</u>	<u>1,281,042</u>
Materials and Supplies	74,714	92,280	89,580
Maintenance and Operations	5,415	3,950	3,500
Utilities	0	0	0
Professional/Technical Svcs	234,562 *1	375,550 *3	346,550
Other Expenses	4,788	71,700 *3	45,700 *4
TOTAL SUPPLIES AND SERVICES	<u>319,479</u>	<u>543,480</u>	<u>485,330</u>
Capital Outlay	0	20,000	16,900
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ <u>1,779,715</u>	<u>2,339,714</u>	<u>1,783,272</u> *5

*1 Includes limited-period expenditures for a Customer Service Representative and Transient Occupancy Tax compliance audit.

*2 Includes increased funding of \$20,400 for the reclassification of Payroll positions.

*3 Includes increased funding of \$50,000 for utility online payment processing. Also includes limited-period fundings of \$50,000 for credit card fee consultation/outside assistance (rebudget) and \$40,000 for cost of service study.

*4 Includes limited-period funding of \$40,000 for cost of service study (rebudget).

*5 Transferred the Payroll section to the Accounting Program.

REVENUES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
General Licenses and Permits	\$ 13,649	8,410	2,630
General Service Charge	289	3,000	500
Miscellaneous Revenue	866	0	0
TOTAL REVENUES	\$ <u>14,804</u>	<u>11,410</u>	<u>3,130</u>

**FINANCE AND ADMINISTRATIVE SERVICES – ACCOUNTING
PROGRAM SUMMARY**

PROGRAM MANAGER – ACCOUNTING MANAGER

PROGRAM OVERVIEW

The Accounting Division manages and maintains the general accounting and financial records of the City. This division is also primarily responsible for coordinating the independent audit of the City's financial records and preparation of the Comprehensive Annual Financial Report and other required State reports. The Accounts Payable Section of this division matches and reconciles all invoices, purchase requisitions, purchase orders, contracts, and agreements prior to processing payments for City obligations. The Payroll Section of this division processes timecards, payroll documents, and biweekly payroll for all City employees; and prepares reports relating to retirement, insurance benefits, deferred compensation, and payroll taxes.

BUD/LHP-546-04 FY2018-19

**FINANCE AND ADMINISTRATIVE SERVICES - ACCOUNTING
PROGRAM SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Total Regular	5	5	8 *1
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	5	5	8

*1 Transferred three Payroll positions from the Financial Management Program.

EXPENDITURES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries	\$ 421,392	514,982 *1	910,577
Wages	2,312	0	900
Benefits	218,922	278,144	500,478
TOTAL PERSONNEL	<u>642,626</u>	<u>793,126</u>	<u>1,411,955</u>
Materials and Supplies	2,529	4,500	7,200
Maintenance and Operations	738	500	950
Utilities	0	0	0
Professional/Technical Svcs	2,708	0	6,000
Other Expenses	7,613	9,050	10,050
TOTAL SUPPLIES AND SERVICES	<u>13,588</u>	<u>14,050</u>	<u>24,200</u>
Capital Outlay	0	15,000	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ <u>656,214</u>	<u>822,176</u>	<u>1,436,155</u> *2

*1 Includes increased funding of \$12,900 for the reclassification of an Accountant I/II position to a Senior Accountant.

*2 Transferred the Payroll section from the Financial Management Program.

REVENUES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
General Service Charge	\$ 0	0	3,700
TOTAL REVENUES	\$ <u>0</u>	<u>0</u>	<u>3,700</u>

FINANCE AND ADMINISTRATIVE SERVICES – PURCHASING AND SUPPORT SERVICES PROGRAM SUMMARY

PROGRAM MANAGER – PURCHASING AND SUPPORT SERVICES MANAGER

PROGRAM OVERVIEW

The Purchasing and Support Services Division manages purchasing and support services activities of the City.

The Purchasing Section assures acquisition of price-competitive equipment, services, and supplies for City departments. Other services include issuing requests for bid; vendor selection; equipment, supplies, and mail delivery; warehousing of operating inventories; and sale of surplus equipment.

The Support Services Section provides building management, document processing, graphic design, printing, document reproduction, mail distribution, and other support services to City departments.

BUD/LHP-546-05 FY2018-19

**FINANCE AND ADMINISTRATIVE SERVICES - PURCHASING AND SUPPORT SERVICES
PROGRAM SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Total Regular	12	12	12
Total Part-Time Hourly	0.30	0.30	0.30
TOTAL POSITIONS	12.30	12.30	12.30
EXPENDITURES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries	\$ 793,811	1,131,509	1,169,189
Wages	41,214	18,900	19,548
Benefits	428,818	626,493	669,469
TOTAL PERSONNEL	1,263,843	1,776,902	1,858,206
Materials and Supplies	41,065	50,450	50,050 *1
Maintenance and Operations	1,935	57,200	44,200
Utilities	0	0	0
Professional/Technical Svcs	8,854	6,200	6,200
Other Expenses	22,987	78,600	79,600
TOTAL SUPPLIES AND SERVICES	74,841	192,450	180,050
Capital Outlay	46,081	0	35,000
Interfund Expenditures	10,507	25,700	28,000
TOTAL EXPENDITURES	\$ 1,395,272	1,995,052	2,101,256

*1 Includes a transfer of funding to the Information Technology department for the consolidation of printer support services.

REVENUES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Miscellaneous Revenue	\$ 70,810	20,000	67,600 *1
TOTAL REVENUES	\$ 70,810	20,000	67,600

*1 Includes increased revenue of \$44,000 for purchasing card rebates.

FINANCE AND ADMINISTRATIVE SERVICES – RISK MANAGEMENT PROGRAM SUMMARY

PROGRAM MANAGER – RISK MANAGER

PROGRAM OVERVIEW

Risk Management is responsible for managing the City's loss control and risk reduction programs. The City's risk exposures are managed by self-insuring or acquiring insurance, requiring vendors to have insurance and assisting in the maintenance of a safe workplace. This program encompasses the City's comprehensive general liability; property; property loss recovery; loss control; Workers' Compensation; and industrial disability retirement programs, including the City's self-insurance reserves and excess catastrophic insurance coverage. Risk Management is also responsible for State and OSHA reports and provides guidance to City departments in determining insurance requirements for contracts.

MAJOR PROGRAM CHANGES

- General Non-Operating Fund:

Safety Training Study Implementation (rebudget):	\$25,000
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Rebudgets a portion of funding to implement components recommended from a Citywide Safety Training Study.

BUD/LHP-546-06 FY2018-19

**FINANCE AND ADMINISTRATIVE SERVICES - RISK MANAGEMENT
PROGRAM SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Total Regular	2	2	2
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	2	2	2
EXPENDITURES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries	\$ 259,088	491,874 *2	489,692 *2
Wages	0	1,500	1,500
Benefits	108,051	121,186	129,975
TOTAL PERSONNEL	367,139	614,560	621,167
Materials and Supplies	422	6,000	6,000
Maintenance and Operations	0	0	0
Utilities	0	0	0
Professional/Technical Svcs	200,158 *1	389,324 *3	355,950 *5
Other Expenses	2,686,066	3,398,280 *4	3,399,280
TOTAL SUPPLIES AND SERVICES	2,886,646	3,793,604	3,761,230
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ 3,253,785	4,408,164	4,382,397
REVENUES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Miscellaneous Revenue	\$ 202,831	25,610	18,200
TOTAL REVENUES	\$ 202,831	25,610	18,200

*1 Includes limited-period expenditures for a safety training study.

*2 Includes \$200,000 for backfilling for employees out on workers' compensation.

*3 Includes limited-period funding of \$57,400 for safety training study implementation (\$37,400 rebudget balance).

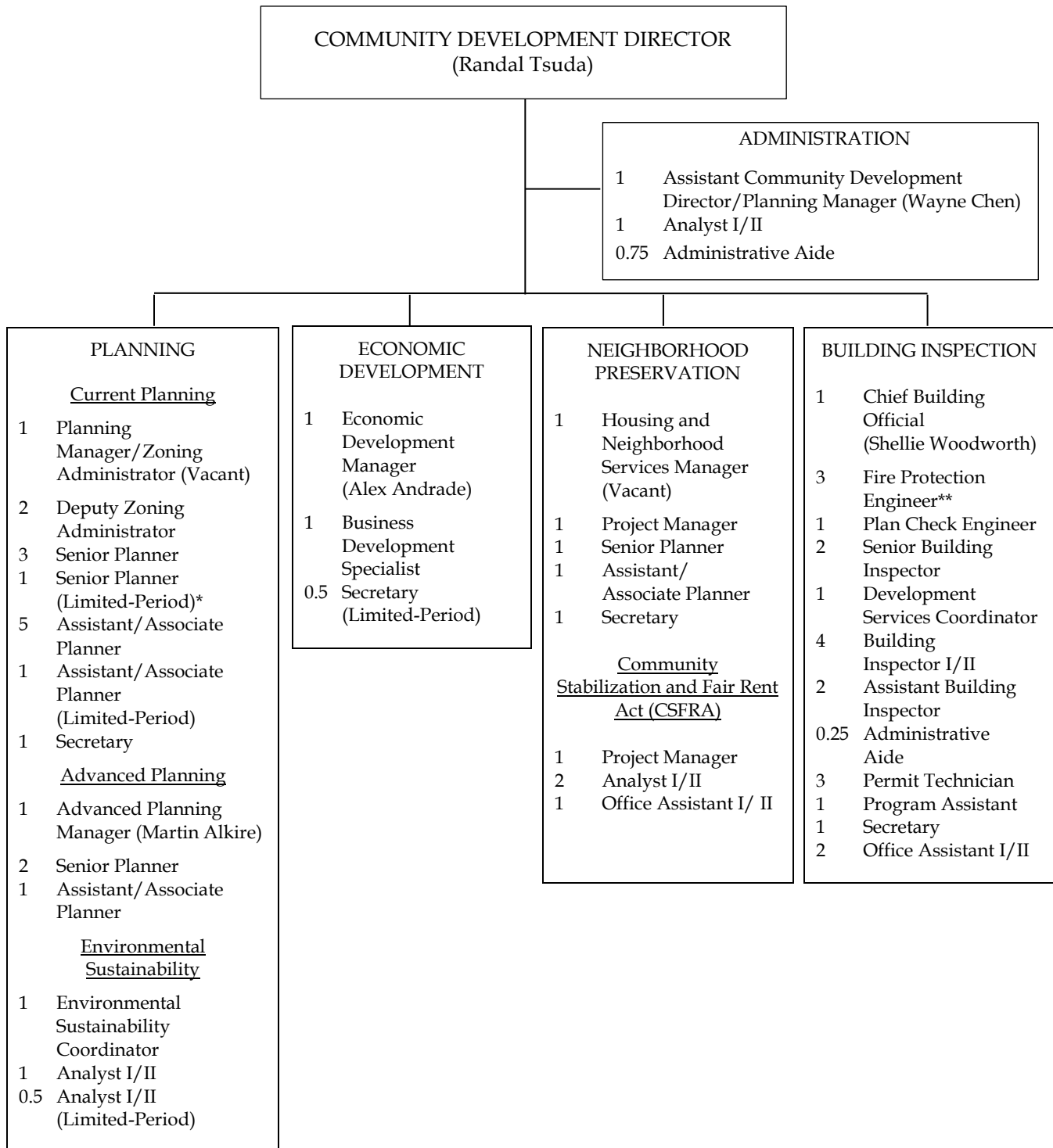
*4 Includes increased funding of \$54,000 for workers' compensation excess insurance.

*5 Includes limited-period funding of \$25,000 for safety training study implementation (rebudget balance).

NOTES

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COMMUNITY DEVELOPMENT DEPARTMENT



FISCAL YEAR 2018-19 POSITION TOTALS: 51.0 Full-Time
3.0 Limited-Period

* One limited-period Senior Planner position has been approved for the duration of the Google Reimbursement Agreement.

** Located in Community Development Department but budgeted in Fire Department.

NOTES

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COMMUNITY DEVELOPMENT DEPARTMENT SUMMARY

DEPARTMENT MANAGER – COMMUNITY DEVELOPMENT DIRECTOR

DEPARTMENT MISSION STATEMENT

To provide land use, building development, neighborhood protection, economic development, and environmental policy services.

DEPARTMENT OVERVIEW

The Community Development Department is responsible for the review of development and building activity to ensure compliance with zoning and building codes, the achievement of economic development goals, General Plan policies, the California Environmental Quality Act (CEQA), housing policies, and community values. The department assists the community in establishing land use and neighborhood plans and ensures the quality of new projects through the design and development review process. The department staffs the Environmental Planning Commission (EPC), the Council Neighborhoods Committee, the Downtown Committee, and the Visual Arts Committee in addition to establishing and maintaining communications with citizens, developers, businesses, other governmental agencies, and City departments. The department also provides technical and policy support to the City Manager and other departments.

DEPARTMENT FUNCTIONS

- Ensure quality development that is sensitive to community goals and consistent with City standards.
- Respond promptly to individual applications or Environmental Planning Commission-/City Council-initiated General Plan and Zoning Ordinance amendments and Precise Plan changes. (M 1)
- Provide support for the comprehensive planning efforts of citizens, City Council, and the Environmental Planning Commission. (M 1)
- Provide timely, professional assistance with the review of proposed subdivision applications and development applications for Administrative Zoning and Subdivision Committee hearings.
- Provide zoning and planning information to the public in a timely, complete, accurate, and courteous manner. (M 1)
- Provide a foundation for long-range planning activities by maintaining comprehensive databases on land use, demographics, and economics.
- Retain existing businesses and attract new businesses throughout the City. (M 2)
- Provide staff support to the Environmental Planning Commission, Downtown Committee, and the Visual Arts Committee.
- Implement economic development strategies. (M 2)

COMMUNITY DEVELOPMENT DEPARTMENT SUMMARY

- Manage affordable housing programs that include the Below-Market-Rate (BMR) program and new affordable housing projects, and oversight of Federally subsidized units. (M 3)
- Provide staff support to the Council Neighborhoods Committee and neighborhood programs.
- Continue to implement the Neighborhood Preservation Strategy by managing the Council Neighborhoods Committee's Neighborhood Grant Program, neighborhood meetings, and neighborhood networking events.
- Assist the City Council in allocating CDBG/HOME funding and monitor the use of these funds in compliance with Federal regulations. (M 3)
- Maintain the efficiency of the City's plan review and permit system, and building fire life safety inspection elements of the City's development review process, while integrating the requirements of City departments and other public agencies with community service goals. (M 4, 5)
- Coordinate development from design review through construction.
- Support code enforcement efforts.

MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEAR 2018-19

*(Items in **bold** are tied to Fiscal Years 2017-18 and 2018-19 Major Council Goals)*

- **Support recommendations on Short-Term Residential Rental Regulations (e.g., Airbnb, etc.), in conjunction with the City Attorney's Office, the City Manager's Office, and the Finance and Administrative Services Department.**
- **Explore strategies to increase ownership opportunities, in conjunction with the City Attorney's Office.**
- **Update the Below Market Rate (BMR) Ordinance, including Condo Mapping options, in conjunction with the City Attorney's Office.**
- **Begin marketing and establish the Request for Proposals (RFP) process for Lot 12, in conjunction with the City Attorney's Office and the Finance and Administrative Services Department.**
- **Continue to implement the Transit Center Master Plan, in conjunction with the City Attorney's Office, the Finance and Administrative Services Department, and the Public Works Department.**
- **Complete the review of the Employee Housing Assistance Program, in conjunction with the City Manager's Office and the Finance and Administrative Services Department.**
- **Support enhanced community policing services related to homelessness and mental health issues in conjunction with the City Manager's Office and the Police Department.**
- **Develop and implement a housing strategy for the homeless.**
- **Conduct a Community Benefit Financial Study for Gatekeeper applications, in conjunction with the Finance and Administrative Services Department.**

COMMUNITY DEVELOPMENT DEPARTMENT SUMMARY

- Establish Terra Bella Visioning and Development Principles.
- Continue to develop Downtown Parking Long-Term Solutions – Shared Parking Agreements and Launch of a Paid Parking Study.
- Develop North Bayshore – Residential Transportation Demand Management (TDM) Guidelines.
- Establish North Bayshore Precise Plan Environmental Impact Report (EIR) Greenhouse Gas (GHG) Mitigation Measures.
- Establish North Bayshore – District Sustainability Performance Measurements.
- Continue to implement the Community Stabilization and Fair Rent Act (CSFRA), in conjunction with the City Attorney’s Office and the Finance and Administrative Services Department.
- Continue Soft Story Seismic Retrofit Program, in conjunction with the City Attorney’s Office.
- Continue implementing initiatives to address homelessness, including residents unstably housed in vehicles, with both short-term and long-term actions, in conjunction with the City Manager’s Office, the Public Works Department, the Community Services Department, the Fire Department, and the Police Department.
- Continue the East Whisman Precise Plan, in conjunction with the Finance and Administrative Services Department.
- Implement and continue Downtown Parking Short-Term Solutions – Ridesharing Credit and Valet Attendant Assist Pilot Programs.
- Continue implementation of the North Bayshore Precise Plan Multimodal Improvements and Improvement Fee, in conjunction with the Finance and Administrative Services Department and the Public Works Department.
- Continue to enhance existing partnerships and develop new partnerships and funding opportunities to meet housing priorities.
- Continue facilitating development of affordable housing.
- Continue to process the ten authorized gatekeeper projects.
- Continue to develop housing policies (including affordable housing) for Precise Plans.
- Continue the City-Wide-SB 743 Implementation (California Environmental Quality Act (CEQA) Level of Services (LOS) Vehicle Miles Traveled (VMT) Change), in conjunction with the Public Works Department.
- Continue the Multimodal Improvement Plan, in conjunction with the Public Works Department.
- Continue El Camino Real Streetscape Guidelines, in conjunction with the Public Works Department.

COMMUNITY DEVELOPMENT DEPARTMENT SUMMARY

- **Continue the Environmental Sustainability Action Plan (ESAP-3) Implementation, in conjunction with the Public Works Department.**
- **Continue the Greenhouse Gas Reduction Program (GGRP) and Citywide Traffic Model Update.**
- Develop Options for Cannabis Retail Regulations, in conjunction with the City Attorney’s Office, City Manager’s Office, the Finance and Administrative Services Department, and the Police Department.
- Implement the Transfer of Development Rights (TDR) program in conjunction with the City Attorney’s Office.
- Support the development of a cost of services study for development-related fees, in conjunction with the Finance and Administrative Services Department and the Public Works Department.
- Develop the Environmental Sustainability Action Plan (ESAP-4) for Fiscal Years 2019 through 2022.
- Continue the Visual Arts Committee to develop a public arts strategy.
- Implement the Downtown Economic Vitality Program supporting existing retailers and attracting new retailers.
- Continue to provide business retention, attraction, and expansion services.
- Continue implementation of the El Camino Real, North Bayshore, and San Antonio Precise Plans.
- Continue to expand one-stop plan check services.
- Develop the residential components of North Bayshore Trip Cap Monitoring.
- Develop a strategy and requirements for implementing Master Plans in North Bayshore.
- Continue to implement action items related to the employee engagement survey results.

PERFORMANCE/WORKLOAD MEASURES

	2015-16 Actual	2016-17 Actual	2017-18 Target	2017-18 6 Months	2018-19 Target
Planning:					
1. Percentage of on-time response rates by Project Coordinating Committee members	56%(A)	52%(B)	>75%	54%(C)	>75%
Economic Development:					
2. Number of contacts with businesses interested in relocating or expanding in Mountain View	62	61	50	44	50
Neighborhood Preservation:					
3. Percentage of Federally funded contracts carried out in compliance with City and Federal requirements	100%	100%	100%	100%	100%

**COMMUNITY DEVELOPMENT
DEPARTMENT SUMMARY**

	2015-16 Actual	2016-17 Actual	2017-18 Target	2017-18 6 Months	2018-19 Target
Building Inspection:					
4. Percent of time where City provides 24-hour building inspection response for those inspection requests received by 3:00 p.m. on weekdays	100%	100%	>95%	100%	>95%
5. Percent of time that City meets five-day turnaround plan check for all Fast Track submittals that meet building inspection criteria	79% ^(D)	91%	>90%	88%	>90%

(A) Lower due to high volume of submittals and staffing vacancies. For Fiscal Year 2015-16, Planning received 949 on-time comments out of 1,683 items.

(B) Lower due to high volume of submittals and staffing vacancies. For Fiscal Year 2016-17, Planning received 902 on-time comments out of 1,734 items.

(C) Lower due to high volume of submittals and staffing vacancies. For Fiscal Year 2017-18, Planning received 434 on-time comments out of 803 items during the first six months.

(D) Lower due to high volume of submittals and staffing vacancies, in addition to the expansion of the Fast Track process, which now requires coordination with other divisions and departments.

BUD/LHP-820-01 FY2018-19

**COMMUNITY DEVELOPMENT
DEPARTMENT SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED	
Community Development Director	1	1	1	
Asst. Comm. Dev. Dir/ Planning Manager	1	1	1	
Economic Development Manager	1	1	1	
Housing & Neighborhood Srvcs Mgr.	1	1	1	
Chief Building Official	1	1	1	
Planning Manager/Zoning Administrator	1	1	1	
Advanced Planning Manager	0	1 *2	1	
Principal Planner	1	0 *2	0	
Deputy Zoning Administrator	1	2 *3	2	
Business Development Specialist	1	1	1	
Plan Check Engineer	1	1	1	
Senior Building Inspector	2	2	2	
Project Manager	1	2 *4	2	
Senior Planner	5.75	6 *3	6	
Development Services Coordinator	1	1	1	
Environmental Sustainability Coordinator	1	1	1	
Building Inspector I/II	3	3	4 *7	
Asst/ Associate Planner	5	7 *5	7	
Assistant Building Inspector	1	1	1	
Analyst I/II	1	3 *4	4 *8	
Administrative Aide	1	1	1	
Permit Technician	4	4	4	
Program Assistant	1	1	1	
Secretary	3	3	3	
Office Assistant I/II	2	3 *4	3	
TOTAL REGULAR	<u>41.75</u>	<u>49</u>	<u>51</u>	
TOTAL PART-TIME HOURLY	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL POSITIONS	<u><u>41.75</u></u> *1	<u><u>49</u></u> *6	<u><u>51</u></u> *6	

*1 In addition there are the following limited-period positions: Senior Planner (for the duration of the Google Reimbursement Agreement) and an Asst/ Associate Planner.

*2 Reclassified a Principal Planner position to an Advanced Planning Manager.

*3 Reclassified a Senior Planner position to Deputy Zoning Administrator and added a Senior Planner position and 0.25 FTE to an existing 0.75 FTE Senior Planner position.

*4 The Rental Housing Committee (RHC) adopted their budget subsequent to the City's Fiscal Year 2017-18 Adopted Budget and added the following positions: a Project Manager position, two Administrative Analyst I/II positions and an Office Assistant I/II position.

*5 Added two Asst/ Associate Planner positions.

*6 In addition there are the following limited-period positions: Senior Planner (for the duration of the Google Reimbursement Agreement), an Asst/ Associate Planner, and a 0.5 FTE Administrative Analyst I/II.

*7 Added a Building Inspector I/II positions.

*8 Added an Analyst I/II position and change the title from Administrative Analyst I/II to Analyst I/II.

**COMMUNITY DEVELOPMENT
DEPARTMENT SUMMARY**

DEPARTMENT PROGRAMS	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Community Development Administration	\$ 659,351	740,802	773,643
Planning	2,613,178	4,856,593	5,275,274
Economic Development	911,732	1,671,500	1,443,375
Neighborhood Preservation	1,155,374	5,789,707	13,039,269
Building Inspection	5,805,738	5,270,179	5,010,263
TOTAL EXPENDITURES	\$ 11,145,373	18,328,781	25,541,824

EXPENDITURE SUMMARY	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries Wages and Benefits	\$ 5,852,086	8,847,974	9,825,655
Supplies and Other Services	5,163,549	9,136,207	15,372,769
Capital Outlay	1,737	213,000	210,000
Interfund Expenditures	128,001	131,600	133,400
TOTAL EXPENDITURES	\$ 11,145,373	18,328,781	25,541,824

FUNDING SOURCES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
General Operating	\$ 1,506,491	1,829,613	2,055,434
General Non-Operating	96,408	811,828	722,000
Building/Development Services	7,845,552	8,713,254	8,798,599
Below Market Rate Housing	475,847	2,281,312	2,058,831
Housing Impact	134,845	232,626	7,692,041
CSFRA/Rental Housing Committee	132,194	1,872,900 *1	2,007,294
Parking District No.2	476,739	1,084,118	831,318
Grants	118,626	930,524	861,807
Shoreline Regional Park Community	358,671	572,606	514,500
TOTAL FUNDING	\$ 11,145,373	18,328,781	25,541,824

*1 The Rental Housing Committee (RHC) adopted its budget subsequent to the City's Fiscal Year 2017-18 Adopted Budget.

REVENUE SUMMARY	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
General Local Taxes	\$ 0	0	28,000
General Licenses & Permits	6,871,774	6,940,700	7,531,500
Rents and Leases	0	0	0
Federal Intergovernmental Revenue	750,264	700,000	818,354
General Service Charges	6,250,492	6,323,221	7,012,706
Miscellaneous Revenue	8,794	100,000	0
Interfund Revenue Transfer	462,000	0	0
TOTAL REVENUES	\$ 14,343,324	14,063,921	15,390,560

**COMMUNITY DEVELOPMENT – ADMINISTRATION
PROGRAM SUMMARY**

PROGRAM MANAGER – COMMUNITY DEVELOPMENT DIRECTOR

PROGRAM OVERVIEW

Administration is responsible for the management of the Community Development Department. This division provides leadership, policy development, administrative and technical support, career development, and training opportunities.

MAJOR PROGRAM CHANGES

- General Non-Operating Fund:

Visual Arts Committee (limited-period) (\$7,900 rebudget balance): \$18,900

Provides \$11,000 new funding and rebudgets the balance for two Visual Arts Committee Work Plan items. The funding will be used to continue the Public Arts Strategy and the Sidewalk Studios Pilot Program.

BUD/LHP-820-02 FY2018-19

**COMMUNITY DEVELOPMENT - ADMINISTRATION
PROGRAM SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Total Regular	2.75	2.75	2.75
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	2.75	2.75	2.75
EXPENDITURES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries	\$ 379,606	440,831	445,752
Wages	3,738	0	0
Benefits	182,223	209,012	229,832
TOTAL PERSONNEL	565,567	649,843	675,584
Materials and Supplies	62,599	53,748 *1	60,848 *2
Maintenance and Operations	0	286	286
Utilities	0	0	0
Professional/Technical Srvcs	250	5,060	5,060
Other Expenses	30,935	31,865	31,865
TOTAL SUPPLIES AND SERVICES	93,784	90,959	98,059
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ 659,351	740,802	773,643
REVENUES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Miscellaneous Revenue	\$ 165	0	0
TOTAL REVENUES	\$ 165	0	0

*1 Includes limited-period funding of \$10,000 for the Visual Arts Committee.

*2 Includes limited-period funding of \$18,900 for the Visual Arts Committee (\$7,900 rebudget balance). Also includes a transfer of funding to the Information Technology department for the consolidation of printer support services.

COMMUNITY DEVELOPMENT – PLANNING PROGRAM SUMMARY

PROGRAM MANAGER – ASSISTANT COMMUNITY DEVELOPMENT DIRECTOR/PLANNING MANAGER

PROGRAM OVERVIEW

Planning participates in long-range local and regional planning activities and is responsible for all matters concerning the implementation of the Zoning Ordinance, including the issuance of use permits, variance requests, and planned-unit development permits. This division assembles community data; develops and maintains the City's General Plan, precise plans, and Zoning Ordinance; reviews and administers zone change proposals; provides primary staffing to the EPC; reviews private development projects for design and compliance with the Zoning Ordinance; is responsible for CEQA review and subdivision design; and provides information to the public on regulations, zoning codes, and development projects. This division provides information for private-sector businesses, investors, and developers considering locations in Mountain View, and participates in early discussions with people considering new development or uses in the City. The division also holds hearings on proposed projects through the Development Review Committee and the Zoning Administrator.

MAJOR PROGRAM CHANGES

- General Operating Fund:

Analyst I/II – Environmental Sustainability Position: \$180,200

Converts a limited-term Analyst I/II position to ongoing to support the Environmental Sustainability Program. Sustainability continues to be a top priority for the community and the City Council. The additional resources will support the implementation of the Environmental Sustainability Action Plan 3 (ESAP-3), respond to grant opportunities, requests from the community, and the City Council for additional priorities in the future.

Environmental Sustainability Program: \$15,000

Provides annual funding for the Environmental Sustainability Program. Previously, the program was funded by limited-period funds.

- General Non-Operating Fund:

Soft-Story Building Study (rebudget): \$175,000

Rebudgets funding for a study on soft-story buildings in the City and to propose potential programs and incentives that could be adopted to retrofit these structures. The total funding of \$268,000 is allocated between the General Non-Operating and Development Services Funds.

Environmental Sustainability Action Plan (rebudget): \$100,000

Rebudgets funding approved by Council on September 13, 2016 for the Environmental Sustainability Action Plan.

COMMUNITY DEVELOPMENT – PLANNING PROGRAM SUMMARY

Analyst I/II – Environmental Sustainability Position (0.50) (limited-period): \$94,000

Provides funding for a half-time Analyst I/II position to support the implementation of the City’s Climate Protection Roadmap (CPR), the Municipal Operations Climate Action Plan (MOCAP), Environmental Sustainability Action Plan 3 (ESAP-3), as well as provide assistance with ongoing projects and grant opportunities. The additional resources will help to implement the work of the Environmental Sustainability Program.

Environmental Sustainability Fellow (limited-period): \$50,000

Provides funding for hourly wages for a Fellow to support the implementation of the City’s Climate Protection Roadmap (CPR), the Municipal Operations Climate Action Plan (MOCAP), Environmental Sustainability Action Plan 3 (ESAP-3), as well as provide assistance with ongoing projects and grant opportunities. The additional resources will help to implement the work of the Environmental Sustainability Program.

Short-Term Residential Rental Regulations (rebudget): \$50,000

Rebudgets funding to be used to finalize recommendations on short-term residential rental regulations and possible implementation/compliance costs.

2017 Community Greenhouse Gas (GHG) Inventory (limited-period): \$30,000

Provides funding for consultant services to conduct the community-wide GHG emissions inventory (based on 2017 data). The results will allow the City to evaluate the progress against its stated GHG emission reduction goals.

Sustainability Outreach and Engagement Program (rebudget balance): \$25,100

Rebudgets the balance to expand the implementation of the Sustainability Outreach and Engagement Program. These resources will fund a community-wide “green challenge” program and continue to provide outreach for the Silicon Valley Clean Energy (SVCE) program.

Explore Solar Hot Water Heaters (rebudget): \$20,000

Rebudgets funding for consultant services to explore the installation of solar hot water heaters on City properties.

Housing Element Update (rebudget balance): \$16,300

Rebudgets the balance available to implement action items required by the mandated Housing Element adopted October 2014.

COMMUNITY DEVELOPMENT – PLANNING PROGRAM SUMMARY

<p>Establish the Environmental Sustainability Task Force-2 (rebudget balance):</p> <p>Rebudgets the balance for funding to establish the Environmental Sustainability Task Force-2 to provide volunteer resources to support sustainability initiatives.</p> <ul style="list-style-type: none"> • Development Services Fund: 	<p>\$10,000</p>
<p>East Whisman Precise Plan & Environmental Impact Report (EIR) (limited-period):</p> <p>Provides additional funding to analyze additional freeway segments and intersections. The Congestion Management Program requires level of service (LOS) analysis of segments and intersections where the number of new trips is above a certain threshold. The number of these facilities that need analysis is about twice as high as previously expected.</p>	<p>\$270,000</p>
<p>Associate Planner Position (limited-period):</p> <p>Provides continuation funding for an Associate Planner position to support the continued high level of development activity and provide additional support at the Development Services Counter.</p>	<p>\$183,800</p>
<p>SB 743 – Transit-Oriented Infill Projects (limited-period) (\$50,000 rebudget):</p> <p>Provides \$50,000 new funding and rebudget of \$50,000 for consultant services to assist the City with developing thresholds of significance related to the implementation of California Environmental Quality Act (CEQA)'s new vehicle miles travelled (VMT) standards. SB 743 requires CEQA analysis of transportation impacts to move from LOS to VMT standards.</p>	<p>\$100,000</p>
<p>Community Benefit Financial Study for Gatekeeper Applications (rebudget):</p> <p>Rebudgets a portion of funding to be used to conduct a Community Benefit Financial Study for Gatekeeper Applications.</p>	<p>\$40,000</p>
<p>Precise Plan Noticings (limited-period):</p> <p>Provides continued funding for noticing the East Whisman Precise Plan and other planning projects. The notices are mailed to the Precise Plan areas to notify residents of Study Sessions, Public Hearings, and neighborhood meetings.</p>	<p>\$12,000</p>
<p>Legal Retainer:</p> <p>Provides increased funding for legal consultation on land use law, California Environmental Quality Act (CEQA), and general legal issues related to both long-range and current planning projects.</p>	<p>\$11,000</p>

COMMUNITY DEVELOPMENT – PLANNING PROGRAM SUMMARY

- Shoreline Regional Park Community Fund:
 - District Sustainability Performance Monitoring: \$50,000

Provides funding for the continuous monitoring of the sustainability performance of North Bayshore. This includes establishing baseline data measurements across a number of categories such as demographics, housing, built environment, economy, ecology, and climate change/resource management.
 - Precise Plan Implementation – District Utilities Feasibility Study (rebudget balance): \$46,500

Rebudgets the balance to conduct a study involving cost/benefit analysis for a district-scale utility system. This item is part of the North Bayshore Precise Plan Implementation.
 - North Bayshore – Residential Transportation Demand Management (TDM) Guidelines (rebudget balance): \$12,600

Rebudgets the balance of funding to develop the North Bayshore – Residential TDM Guidelines.
 - Contract Services – Arborist: \$10,000

Provides increased funding for outside professional contract services for the new street tree plan in North Bayshore.
 - Legal Retainer: \$5,000

Provides increased funding for legal consultation on matters involving North Bayshore district planning.

BUD/LHP-820-03 FY2018-19

**COMMUNITY DEVELOPMENT - PLANNING
PROGRAM SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Total Regular	15	18 *2	19 *4
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	15 *1	18 *3	19 *3

*1 In addition there are the following limited-period positions: Senior Planner and an Asst/ Associate Planner.

*2 Added a Senior Planner position and two Asst/ Associate Planner positions.

*3 In addition there are the following limited-period positions: Senior Planner, an Asst/ Associate Planner, and a 0.5 FTE Analyst I/II.

*4 Added an Analyst I/II position.

EXPENDITURES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries	\$ 1,530,206	2,381,359 *2	2,722,835 *5
Wages	34,489 *1	76,600 *2	50,000 *6
Benefits	685,140	1,090,566	1,240,032
TOTAL PERSONNEL	2,249,835	3,548,525	4,012,867
Materials and Supplies	6,814	10,515	25,515 *7
Maintenance and Operations	0	0	0
Utilities	0	0	0
Professional/Technical Svcs	328,388 *1	879,553 *3	754,292 *8
Other Expenses	27,272 *1	415,000 *4	482,600 *9
TOTAL SUPPLIES AND SERVICES	362,474	1,305,068	1,262,407
Capital Outlay	869	3,000	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ 2,613,178	4,856,593	5,275,274

*1 Includes limited-period expenditures for an Environmental Sustainability Analyst, 2015 Community Greenhouse Gas Inventory, Housing Element, Silicon Valley Clean Energy Authority, and Precise Plan District Utility Feasibility Study.

*2 Includes increased fundings of \$18,800 for the reclassification of a Senior Planner position to Deputy Zoning Administrator and \$4,300 for the reclassification of a Principal Planner position to Advanced Planning Manager. Also includes limited-period fundings for an Associate Planner position and for a 0.50 FTE Administrative Analyst I/II position.

*3 Includes limited-period fundings of \$175,000 for soft story building study (rebudget), \$128,400 for sustainability outreach and engagement program (\$98,400 rebudget), \$100,000 for ESAP (rebudget), \$75,000 for Environmental Sustainability Task Forces, \$56,500 for the Housing Element (rebudget balance), \$50,000 for short-term residential rental regulations, \$20,000 for solar hot water heaters, and \$12,700 for 2015 GHG Inventory (rebudget balance).

*4 Includes limited-period fundings of \$150,000 for Terra Bella visioning and development principles, \$60,000 for residential TDM guidelines, \$50,000 for Community Benefit Financial Study, \$50,000 for SB 743 - transit oriented infill projects (rebudget), \$46,500 for Precise Plan District Utilities Feasibility Study (rebudget balance), \$25,000 for district sustainability performance measurements, \$20,000 for legal retainer (rebudget balance), and \$12,000 for precise plan noticings (rebudget).

*5 Includes limited-period fundings for an Associate Planner position and a 0.50 FTE Analyst I/II position.

*6 Includes limited-period fundings of \$50,000 for an Environmental Sustainability Fellow.

*7 Includes increased funding of \$15,000 for the Environmental Sustainability Program operating budget.

*8 Includes increased fundings of \$50,000 for district sustainability performance monitoring, \$16,000 for legal retainer, and \$10,000 for arborist contract services. Also includes limited-period fundings of \$175,000 for soft story building study (rebudget), \$100,000 for ESAP (rebudget), \$50,000 for short-term residential rental regulations, \$30,000 for 2017 Community GHG Inventory, \$25,100 for sustainability outreach and engagement program (rebudget balance), \$20,000 for solar hot water heaters (rebudget balance), \$16,300 for the Housing Element (rebudget balance), and \$10,000 for Environmental Sustainability Task Force-2 (rebudget balance).

*9 Includes limited-period fundings of \$270,000 for East Whisman precise plan and EIR, \$100,000 for SB 743 - transit oriented infill projects (\$50,000 rebudget), \$46,500 for Precise Plan District Utilities Feasibility Study (rebudget balance), \$40,000 for Community Benefit Financial Study for Gatekeeper Applications (rebudget), \$12,600 for North Bayshore residential TDM guidelines (rebudget balance), and \$12,000 for precise plan noticings.

**COMMUNITY DEVELOPMENT - PLANNING
PROGRAM SUMMARY**

REVENUES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
General Licenses & Permits	\$ 13,560	0	0
General Service Charges	1,150,113	1,343,950	1,118,700
Miscellaneous Revenue	600	0	0
Interfund Revenue Transfer	100,000	0	0
TOTAL REVENUES	\$ 1,264,273	1,343,950	1,118,700

COMMUNITY DEVELOPMENT – ECONOMIC DEVELOPMENT PROGRAM SUMMARY

PROGRAM MANAGER – ECONOMIC DEVELOPMENT MANAGER

PROGRAM OVERVIEW

Economic Development is responsible for the Citywide economic development program. Economic Development staff serves as a primary contact and liaison with prospective new businesses that may need assistance in finding and developing an appropriate site. Another key function is retaining existing businesses by responding to situations where a business may need to expand or relocate. The program includes outreach efforts such as the corporate visitation program and regional economic development programs.

The Economic Development Division is also responsible for staffing the Downtown Committee and works closely with downtown businesses, property owners, and developers. The division is responsible for recruitment and retention of downtown businesses, the review of public and private projects in the downtown, coordination for the continued improvement and maintenance of the downtown, and for implementation of the Downtown Precise Plan.

MAJOR PROGRAM CHANGES

- General Non-Operating Fund:

El Camino Real Light Pole Banners (rebudget): \$40,000

Rebudgets funding to create and install new City banners on El Camino Real. The banners will create a consistent look that will identify the City's boundaries and promote the City.

Downtown Economic Vitality Program (limited-period): \$30,000

Provides funding for the Downtown Economic Vitality Program as directed by City Council on February 27, 2018. The goal of the program is to support existing businesses and attract new retailers. The downtown retail assessment (\$20,000) will provide strategic guidance on attracting new retailers. In addition, the downtown branding campaign (\$10,000) will provide an opportunity to create new marketing and promotional materials.

Secretary – Economic Development Division Position (0.15) (limited-period): \$22,700

Provides funding for a 0.15 FTE of a Secretary position to support the Economic Development division (the other 0.35 FTE is funded from the Downtown Benefit Assessment District Fund and the Shoreline Community Fund). For Fiscal Year 2017-18, a full-time Secretary position is shared by the Neighborhood Preservation and Economic Development divisions and for Fiscal Year 2018-19 the full-time position be reallocated entirely to the Neighborhood Preservation Division.

COMMUNITY DEVELOPMENT – ECONOMIC DEVELOPMENT PROGRAM SUMMARY

<p>Technology Showcase (limited-period):</p> <p>Provides continued funding for consultant services and event operations for the fourth Technology Showcase. The Technology Showcase is becoming a premier Silicon Valley event for local technology products and service demonstrations drawing over 1,500 attendees.</p>	<p>\$20,000</p>
<p>Parking Coordinator Consultant (rebudget):</p> <p>Rebudgets funding for a Parking Coordinator Consultant to help manage a number of Citywide parking initiatives. The total funding of \$70,000 is allocated between the General Non-Operating and Downtown Benefit Assessment Districts Funds.</p>	<p>\$20,000</p>
<ul style="list-style-type: none"> • Downtown Benefit Assessment Districts Fund: 	
<p>Downtown Parking Long-Term Solutions (rebudget):</p> <p>Rebudgets funding to be used to develop the Downtown Parking Long-Term Solution—Shared and Paid Parking Study.</p>	<p>\$200,000</p>
<p>Paid Parking Program (rebudget):</p> <p>Rebudgets funding to begin a study on paid parking per City Council direction on October 18, 2016 and to evaluate other alternatives to increase available parking in the downtown.</p>	<p>\$75,000</p>
<p>Parking Coordinator Consultant (rebudget):</p> <p>Rebudgets funding for consultation services on parking programs and policies associated with the Parking District. The consultant will assist with designing and implementing programs that increase parking availability and convenience by managing the different parking user groups more efficiently. In addition, consultant support is needed for the possible expansion of the Parking District and changes to the Parking in-lieu Fee.</p>	<p>\$50,000</p>
<p>Secretary – Economic Development Division Position (0.25) (limited-period):</p> <p>Provides funding for the allocation to the Downtown Benefit Assessment District Fund for the new half-time position as mentioned in the GOF section above.</p>	<p>\$37,900</p>
<p>Gas and Electricity Cost Increase:</p> <p>Provides increased funding for gas and electricity costs. The City receives its electricity through Silicon Valley Clean Energy, but is billed for both gas and electricity through PG&E. The total gas and electricity cost increase Citywide is \$101,500.</p>	<p>\$15,000</p>

**COMMUNITY DEVELOPMENT – ECONOMIC DEVELOPMENT
PROGRAM SUMMARY**

City Utility Cost Increase: \$3,000

Provides increased funding for City utility services used by City departments based on usage and the utility rate adjustments.

- Shoreline Regional Park Community Fund:

Secretary – Economic Development Division Position (0.10) (limited-period): \$15,100

Provides funding for the allocation to the Shoreline Community Fund for the new half-time position as mentioned in the GOF section above.

Redistribution of Funding for a Secretary Position: (\$52,700)

Redistributes funding for an existing full-time Secretary position. For Fiscal Year 2017-18, this position is being shared by the Neighborhood Preservation and Economic Development divisions. This provides a half-time limited-period Secretary to support the Economic Development division. There is an additional \$31,600 in the GOF, \$31,600 in the Housing Impact Fund, a reduction of \$10,500 in the BMR Fund, and no changes to CDBG's allocation of \$10,600 for a net zero increase in cost.

BUD/LHP-820-04 FY2018-19

**COMMUNITY DEVELOPMENT - ECONOMIC DEVELOPMENT
PROGRAM SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Total Regular	2.50	2.50	2 *1
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	2.50	2.50	2 *2

*1 Transferred a 0.50 FTE Secretary position to the Neighborhoods Preservation Program.

*2 In addition, there is a limited-period 0.5 FTE Secretary position.

EXPENDITURES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries	\$ 286,007	324,010	383,582 *5
Wages	23,727	32,000	32,000
Benefits	151,980	162,753	160,913
TOTAL PERSONNEL	461,714	518,763	576,495
Materials and Supplies	9,336	11,610	11,610
Maintenance and Operations	69,402	72,000	72,000
Utilities	105,589	112,000 *2	130,000 *6
Professional/Technical Svcs	68,734	204,500 *3	214,500 *7
Other Expenses	88,557 *1	644,227 *4	330,370 *8
TOTAL SUPPLIES AND SERVICES	341,618	1,044,337	758,480
Capital Outlay	0	0	0
Interfund Expenditures	108,400	108,400	108,400
TOTAL EXPENDITURES	\$ 911,732	1,671,500	1,443,375

*1 Includes limited-period expenditures for downtown parking technology improvements.

*2 Includes increased funding of \$20,000 for PG&E cost increases.

*3 Includes limited-period fundings \$40,000 for El Camino Real light pole banners (rebudget), \$20,000 for technology showcase, and \$20,000 for parking coordinator consultant (rebudget).

*4 Includes limited-period fundings of \$200,000 for downtown parking long-term solutions, \$100,000 for valet parking pilot program, \$75,000 for paid parking program, \$73,900 for parking technology enhancement (rebudget balance), \$50,000 for ride-sharing credit pilot program (rebudget), \$50,000 for parking coordinator consultant (rebudget), \$45,000 for consultant services, \$25,000 for parking structure-interior signage improvements, and \$20,000 for downtown parking loading zones.

*5 Includes reduced funding of \$52,700 for the redistribution of a Secretary position. Also includes limited-period funding of \$75,700 for a 0.50 FTE Secretary position.

*6 Includes increased fundings of \$15,000 for gas and electricity cost increases and \$3,000 for City utility cost increase.

*7 Includes limited-period fundings \$40,000 for El Camino Real light pole banners (rebudget), \$30,000 for the downtown economic vitality program, \$20,000 for technology showcase, and \$20,000 for parking coordinator consultant (rebudget).

*8 Includes limited-period fundings of \$200,000 for downtown parking long-term solutions, \$75,000 for paid parking program (rebudget), and \$50,000 for parking coordinator consultant (rebudget).

REVENUES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
General Licenses & Permits	\$ 560,544	500,000 *1	550,000
General Service Charges	157,270	178,606 *2	178,606
Miscellaneous Revenue	815	0	0
TOTAL REVENUES	\$ 718,629	678,606	728,606

*1 Includes increased revenue of \$183,900 for parking permits.

*2 Includes increased revenue of \$20,000 for charging stations.

NOTES

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COMMUNITY DEVELOPMENT – NEIGHBORHOOD PRESERVATION PROGRAM SUMMARY

PROGRAM MANAGER – HOUSING AND NEIGHBORHOOD SERVICES MANAGER

PROGRAM OVERVIEW

Neighborhood Preservation handles a variety of neighborhood and housing-related issues, including affordable housing information, the Below-Market-Rate Housing Program, a volunteer mediation program for neighborhood and tenant/landlord disputes, and other activities that support a variety of housing opportunities and promote quality neighborhoods. It is also responsible for staffing the Council Neighborhoods Committee that holds neighborhood meetings throughout the City.

This division also administers the Community Development Block Grant (CDBG) and HOME Federal funds allocated to the City by the U.S. Department of Housing and Urban Development (HUD). These grant funds benefit primarily low- and moderate-income citizens by funding affordable housing projects and community services and improvements.

MAJOR PROGRAM CHANGES

- General Operating Fund:

Secretary Position Redistribution of Funding: \$31,600

Redistributes funding to the GOF for an existing full-time Secretary position. For Fiscal Year 2017-18, this position is being shared by the Neighborhood Preservation and Economic Development divisions. This provides a half-time limited-period Secretary to support the Economic Development division. There is an additional \$31,600 in the Housing Impact Fund, a reduction of \$10,500 in the BMR Fund, a reduction of \$52,700 in the Shoreline Community Fund, and no changes to CDBG's allocation of \$10,600 for a net zero increase in cost.

Eliminate the Rental Housing Dispute Resolution Program (offset by reduction in revenue of \$110,000): (\$110,000)

Reduces funding for the Rental Housing Dispute Resolution Program. The program was repealed by City Council in June 2017.

- Below-Market-Rate (BMR) Fund:

Employee Homebuyers Program Loans (rebudget): \$1,000,000

Rebudgets funding for the Employee Homebuyers Program approved by Council during Fiscal Year 2008-09. This funding will only be available to employees that meet the median household income requirement. Staff is examining this program to explore ways to increase effectiveness.

**COMMUNITY DEVELOPMENT – NEIGHBORHOOD PRESERVATION
PROGRAM SUMMARY**

Marketing and Request for Proposals (RFP) Process for Lot 12 (rebudget):	\$150,000
Rebudgets funding to begin marketing and a RFP process for Lot 12.	
Fair Housing Assessment (rebudget):	\$60,000
Rebudgets funding for Fair Housing Assessment as required by HUD as a condition of CDBG and HOME funding.	
Contract Services – BMR Administration:	\$30,000
Provides increased funding for outside professional contract services for the administration of BMR ownership and rental housing programs.	
Homeless Census Count (limited-period):	\$10,000
Provides funding for a countywide homeless census count. Every other year, the City contributes funds towards the homeless census count performed by the County.	
Redistribution of Funding for a Secretary Position:	(\$10,500)
Redistributes funding from the BMR Fund for an existing Secretary position mentioned in the GOF section above.	
• Housing Impact Fund:	
Shorebreeze Apartments Project (limited-period) (\$7,320,000 rebudget):	\$7,441,000
Provides \$121,000 new funding and rebudgets the funding approved by City Council on January 30, 2018 for Affordable Housing Expansion at 460 North Shoreline Boulevard.	
Redistribution of Funding for a Secretary Position:	\$31,600
Redistributes funding to the Housing Impact Fund for an existing Secretary position mentioned in the GOF section above.	
Notice of Funding Availability (NOFA) Administration:	\$15,000
Provides increased funding for a variety of tasks associated with affordable housing projects, including facilitators at neighborhood meetings, consultants for financial analysis of NOFA proposals, and studies on unique site issues.	
• Community Stabilization and Fair Rent Act (CSFRA)/Rental Housing Committee (RHC) Fund:	
Net Miscellaneous Expenses:	(\$15,300)
Provides savings for supplies and services, pending adoption by the RHC.	

**COMMUNITY DEVELOPMENT – NEIGHBORHOOD PRESERVATION
PROGRAM SUMMARY**

- Community Development Block Grant (CDBG) Fund:

Monitoring of Federally Funded Activities: \$35,000

Provides funding for consultant services to perform required monitoring of activities for services and projects that receive CDBG and/or HOME funding.

CDBG/HOME Website: \$20,000

Provides increased funding for the web-based system used to administer the City's CDBG/HOME programs.

BUD/LHP-820-06 FY2018-19

**COMMUNITY DEVELOPMENT - NEIGHBORHOOD PRESERVATION
PROGRAM SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Total Regular	4.25	8.50 *1	9 *2
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	4.25	8.50	9

*1 The Rental Housing Committee (RHC) adopted their budget subsequent to the City's Fiscal Year 2017-18 Adopted Budget and added the following positions: a Project Manager position, two Administrative Analyst I/II positions and an Office Assistant I/II position.

*2 Transferred a 0.50 FTE Secretary position from the Economic Development Program.

EXPENDITURES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries	\$ 469,877 *1	1,021,909	1,078,105
Wages	15,890	0	0
Benefits	249,579 *1	522,825	524,811
TOTAL PERSONNEL	735,346	1,544,734	1,602,916
Materials and Supplies	52,184 *1	227,637 *2	141,570 *6
Maintenance and Operations	495	266,065	81,065 *7
Utilities	0	0	0
Professional/Technical Svcs	286,411 *1	2,186,271 *3	2,204,018 *8
Other Expenses	80,938 *1	1,390,000 *4	8,834,700 *9
TOTAL SUPPLIES AND SERVICES	420,028	4,069,973	11,261,353
Capital Outlay	0	175,000	175,000
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ 1,155,374	5,789,707 *5	13,039,269

*1 Includes limited-period expenditures for monitoring of federally funded subsidized housing the, soft story building study, 779 East Evelyn Avenue NOFA predevelopment, 1701 West El Camino Real NOFA project and predevelopment, and supplies and contracts for CSFRA.

*2 Includes increased funding of \$18,500 for notices and advertisements. Also includes limited-period funding of \$22,600 for rent relief strategies (rebudget balance).

*3 Includes increased fundings of \$30,000 for consultant services and \$25,000 for NOFA administration.

*4 Includes increased funding of \$3,500 for memberships and dues. Also includes limited-period fundings of \$1.0 million for the employee homebuyer program (rebudget), \$200,000 for Rent Assistance Programs (rebudget), \$150,000 for marketing and RFP process for Lot 12, \$60,000 for fair housing assessment (\$30,000 rebudget), \$55,000 for NOFA administration (\$40,000 rebudget), \$30,000 for contract services, \$25,000 for the employee homebuyer program administration (rebudget), \$6,000 for homeless Census count and \$5,500 for soft story building study (rebudget balance).

*5 Reflects the budget as adopted by the RHC on October 23, 2017, subsequent to the City budget adoption on June 20, 2017.

*6 Includes savings of \$63,500 pending Rental Housing Committee (RHC) approval.

*7 Includes savings of \$185,000 pending Rental Housing Committee (RHC) approval.

*8 Includes increased fundings of \$93,000 pending Rental Housing Committee (RHC) approval, \$35,000 for monitoring of federally funded activities, \$30,000 for BMR administration contract services, \$20,000 for CDBG/HOME website, \$15,000 for NOFA administration, and \$110,000 in reduced funding for the elimination of the Rental Housing Dispute Resolution Program.

*9 Includes increased fundings of \$7,441,000 for Shorebreeze apartments project (\$7,320,000 rebudget), \$1.0 million for the employee homebuyer program (rebudget), \$150,000 for marketing and RFP process for Lot 12(rebudget), \$140,200 pending Rental Housing Committee (RHC) approval, \$60,000 for fair housing assessment (rebudget), and \$10,000 for homeless Census count.

**COMMUNITY DEVELOPMENT - NEIGHBORHOOD PRESERVATION
PROGRAM SUMMARY**

<u>REVENUES</u>	<u>2016-17 ACTUAL</u>	<u>2017-18 ADOPTED</u>	<u>2018-19 PROPOSED</u>
Federal Intergovernmental Revenue	\$ 750,264	700,000	818,354
General Service Charges	111,917	2,700,915	2,126,700 *1
Miscellaneous Revenue	0	100,000	0 *2
Interfund Revenue Transfer	362,000	0	0
TOTAL REVENUES	\$ 1,224,181	3,500,915	2,945,054

*1 Includes proposed fee revenue of \$2.1 million from CSFRA and removes the revenue of \$110,000 for the repeal of the Rental Housing Dispute Resolution Program.

*2 Includes decreased revenues of \$100,000 as loan repayments are not anticipated in Fiscal Year 2018-19.

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COMMUNITY DEVELOPMENT – BUILDING INSPECTION PROGRAM SUMMARY

PROGRAM MANAGER – CHIEF BUILDING OFFICIAL

PROGRAM OVERVIEW

The Building Inspection Division, which includes new construction fire prevention functions, along with the Planning Division, helps provide the community a true “one-stop” service for development-related activities. The division is primarily responsible for the review of all building construction-related applications for conformance to the adopted Uniform Building Code and Municipal Code to ensure safe and habitable structures within the City. The Building Inspection Division inspection services help to ensure conformance to the adopted codes and adherence to the approved construction plans. Building staff is also a valuable resource to the community and City staff for building, fire, plumbing, electrical, mechanical, State, and Federal-related code questions, interpretations, and guidance.

MAJOR PROGRAM CHANGES

- Development Services Fund:

Soft-Story Building Study (limited-period) (\$87,500 rebudget balance): \$93,000

Provides \$5,500 new funding and rebudget of \$87,500 for the allocation to the Development Services Fund for a study on soft-story buildings in the City and to propose potential programs and incentives that could be adopted to retrofit these structures. The total funding of \$268,000 is allocated between the General Non-Operating and Development Services Funds.

Certified Access Specialist (CAsp) Training (offset by \$28,000 in revenues) (\$15,100 rebudget balance): \$43,100

Provides \$28,000 increased funding and rebudgets \$15,100 for CAsp Training per Assembly Bill (AB) 1379. The City collects four dollars for every business license issued and retains 90 percent of the funds. The City is required to use the funds on CAsp training and certification to facilitate compliance with construction-related accessibility requirements.

Digital Imaging of Building and Fire Permits (offset by \$30,000 in revenues): \$30,000

Provides increased funding for the digital imaging of projects for both building and fire permits. Jurisdictions are required to maintain a copy of approved permits.

Reclassification of a Permit Technician Position to Assistant Building Inspector: \$18,200

Provides funding for the reclassification of a Permit Technician position to Assistant Building Inspector based on an analysis showing a higher level of duties performed.

**COMMUNITY DEVELOPMENT – BUILDING INSPECTION
PROGRAM SUMMARY**

Training, Conference, and Travel: \$10,000

Provides increased funding for training, conference, and travel to allow the Building Division staff to attend the required training to maintain their mandatory certification.

Fire Protection Engineer and Building Inspector I/II Positions) (\$427,400 offset by a reduction to contract services): (\$22,600)

Provides funding for a Fire Protection Engineer and a Building Inspector I/II positions to support the high level of development activity. Converting contract services to regular positions will address the high turnover of consultants and will be more cost efficient. The Fire Protection Engineer position is located in the Community Development Department but budgeted in the Fire Department.

BUD/LHP-820-07 FY2018-19

**COMMUNITY DEVELOPMENT - BUILDING INSPECTION
PROGRAM SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Total Regular	17.25	17.25	18.25 *1
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	17.25	17.25	18.25

*1 Added a Building Inspector I/II position.

EXPENDITURES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries	\$ 1,183,521	1,715,333	1,914,752 *3
Wages	64,452	0	0
Benefits	591,651	870,776	1,043,041
TOTAL PERSONNEL	1,839,624	2,586,109	2,957,793
Materials and Supplies	69,606	35,515	35,515
Maintenance and Operations	1,214	42,000	42,000
Utilities	3,429	20,000	20,000
Professional/Technical Svcs	3,860,874	2,155,000 *1	1,735,000 *4
Other Expenses	10,522	373,355 *2	159,955 *5
TOTAL SUPPLIES AND SERVICES	3,945,645	2,625,870	1,992,470
Capital Outlay	868	35,000	35,000
Interfund Expenditures	19,601	23,200	25,000
TOTAL EXPENDITURES	\$ 5,805,738	5,270,179	5,010,263

*1 Includes increased funding of \$50,000 for digital imaging of Building and Fire permits.

*2 Includes limited-period fundings of \$110,000 for Web Enable Mountain View Permitting System (MPVS), \$87,500 for soft story building study (rebudget), \$75,000 for a One Stop Permit Center architectural study (rebudget), \$60,000 for digital imaging of Building permits, \$17,000 for new code adoption materials (rebudget), and \$10,000 for training, conference, and travel.

*3 Includes increased funding of \$18,200 for the reclassification of a Permit Technician position to Assistant Building Inspector.

*4 Includes increased funding of \$30,000 for digital imaging of Building and Fire permits. Also converts \$450,000 of contract services to regular positions.

*5 Includes increased fundings of \$28,000 for CASp training and \$10,000 for training, conference, and travel. Also includes limited-period fundings of \$93,000 for soft story building study (\$87,500 rebudget balance) and \$15,100 for CASp training (rebudget balance).

REVENUES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
General Local Taxes	\$ 0	0	28,000 *2
General Licenses & Permits	6,297,670	5,096,750	6,981,500 *3
General Service Charges	4,831,192	3,443,700 *1	3,588,700
Miscellaneous Revenue	7,214	0	0
TOTAL REVENUES	\$ 11,136,076	8,540,450	10,598,200

*1 Includes increased revenues of \$50,000 for fees related to the digital imaging of Building and Fire permits.

*2 Includes increased revenues of \$28,000 for AB1379 CASp Training.

*3 Includes increased revenues of \$30,000 for fees related to the digital imaging of building and Fire permits.

NOTES

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PUBLIC WORKS DEPARTMENT

PUBLIC WORKS DIRECTOR*
(Michael A. Fuller)

TRANSPORTATION AND BUSINESS SERVICES	
1	Assistant Public Works Director (Dawn Cameron)
<u>Administration</u>	
1	Senior Management Analyst
1	Secretary
0.5	Program Assistant
1.5	Office Assistant III
<u>Transportation Management</u>	
1	Transportation Manager
2	Transportation Planner
<u>Property Management</u>	
1	Real Property Program Administrator
<u>Solid Waste</u>	
1	Solid Waste Program Manager
1	Senior Management Analyst
1	Analyst I/II
1	Administrative Aide (Limited-Period)
<u>Facilities Maintenance</u>	
0.5	Fleet and Facilities Manager
1	Facilities Maintenance Supervisor
1	Facilities Contract Coordinator
2	Facilities Maintenance Worker III
2	Facilities Maintenance Worker I/II
1	Program Assistant
<u>Fleet Services</u>	
0.5	Fleet and Facilities Manager
1	Equipment Maintenance Supervisor
2	Equipment Mechanic III
3	Equipment Mechanic I/II
1	Equipment Service Worker
1	Program Assistant

ENGINEERING	
1	Assistant Public Works Director (Jacqueline Andrews Solomon)
0.5	Program Assistant
0.5	Office Assistant III
<u>Construction Engineering</u>	
1	Principal Civil Engineer
1	Senior Civil Engineer
3	Junior/Assistant/Associate Engineer
1	Junior/Assistant/Associate Engineer (Limited-Period)
1	Senior PW Inspector
1	PW Inspector I/II
1	PW Inspector I/II (Limited-Period)
<u>Capital Projects</u>	
1	Principal Civil Engineer
2.5	Senior Civil Engineer
3	Senior Project Manager
3	Junior/Assistant/Associate Engineer
1	Junior/Assistant/Associate Engineer (Limited-Period)
<u>Traffic Engineering</u>	
1	Traffic Engineer
1	Senior Civil Engineer
1	Junior/Assistant/Associate Engineer
1	Junior/Assistant/Associate Engineer (Limited-Period)
<u>Land Development</u>	
1	Principal Civil Engineer
3	Senior Civil Engineer
1	Senior Civil Engineer (Limited-Period)**
4	Junior/Assistant/Associate Engineer
2	Junior/Assistant/Associate Engineer (Limited-Period)
1	Engineering Asst I/II

PUBLIC SERVICES	
1	Asst. Public Works Director (Gregg Hosfeldt)
<u>Safety/Administration</u>	
1	Safety & Training Administrator
1	Senior Management Analyst
0.5	Streets Technician
1	Secretary
3	Office Assistant III
<u>Engineering & Envir. Compliance</u>	
1	Principal Civil Engineer
3	Senior Civil Engineer
1	Junior/Assistant/Associate Engineer (Limited-Period)
1	Facilities Contract Coordinator
1	Environ. Compliance Specialist
<u>Utilities Management</u>	
1	Utilities Services Manager
<u>Utility Systems</u>	
1	Utilities Systems Supervisor
1	Utilities Systems Specialist
1	Utilities Electrician
2	Sr. Utilities Systems Technician
<u>Water Operations</u>	
1	Water Quality Supervisor
1	Cross-Connection Ctrl. Specialist
1	Water Utility Worker III
3	Water Utility Worker I/II
<u>Water Distribution</u>	
1	Water Superintendent
1	Water Resources Manager
1	Water Resources Technician
1	Water Quality Technician
1	Water Operations Specialist
3	Sr. Water System Operator
1	Utilities Inspector/Locator
1	Heavy Equipment Operator
2	Water Utility Worker III
3	Water Utility Worker I/II
<u>Wastewater</u>	
1	Wastewater Supervisor
2	Wastewater Utility Worker III
5	Wastewater Utility Worker I/II
<u>Streets Maintenance</u>	
0.5	Streets & Landfill Closure Manager
1	Streets Supervisor
1	Street Lighting Technician
1	Heavy Equipment Operator
3	Streets Maintenance Worker III
4	Streets Maintenance Worker I/II
2	Street Sweeper Operator
<u>Landfill Maintenance</u>	
0.5	Streets & Landfill Closure Manager
1	Postclosure Supervisor
2	Postclosure Envir. Sys Specialist
2	Sr. Postclosure Envir. Sys Tech
1	Heavy Equipment Specialist

FISCAL YEAR 2018-19 POSITION TOTALS: 126.0 Full-Time
1.0 Regular Part-Time
9.0 Limited-Period

* This position also acts in the capacity of City Engineer.

** One limited-period Senior Civil Engineer position has been approved for the duration of the Google Reimbursement Agreement.

PUBLIC WORKS DEPARTMENT SUMMARY

DEPARTMENT MANAGER – PUBLIC WORKS DIRECTOR

DEPARTMENT MISSION STATEMENT

Plan, design, review, construct, operate, maintain, and improve the City's infrastructure, facilities, utilities, fleet, property, and equipment.

DEPARTMENT OVERVIEW

The Public Works Department plans, designs, reviews, constructs, operates, maintains, and improves the City's infrastructure, facilities, utilities, fleet, property, and equipment; administers the City's Solid Waste Management, Real Estate Management, and Grant programs; provides traffic engineering and transportation planning services; and permits private developments in the public right-of-way.

DEPARTMENT FUNCTIONS

- Represent the City's interest in local and regional public works studies and projects, and encourage the highest design and environmental quality in public and private improvements.
- Manage the City's participation in the National Flood Insurance Program.
- Manage the acquisition, lease, and disposal of City real property.
- Meet State-mandated solid waste landfill diversion goals by maximizing commercial and residential recycling. (M 1)
- Represent the City in matters relating to, and provide for, solid waste collection and disposal.
- Manage and implement the City's annual Capital Improvement Program. (M 5, 6)
- Ensure the design and construction of programmed capital projects remain on schedule and within budget. (M 6)
- Review, evaluate, and regulate private and public development and construction in the public right-of-way in conformance with the City's General Plan, ordinances, and policies. (M 7, 8)
- Review maps and plans of proposed private developments and assist developers, consultants, engineers, and the public in complying with the City's conditions of approval for private developments. (M 7, 8)
- Manage the processing of private developments, utility company projects, and encroachment and excavation permits.
- Provide for safe, efficient, and convenient circulation of vehicle, bicycle, and pedestrian traffic within the community.
- Maintain traffic-related records, conduct surveys, and perform studies as necessary for analysis of traffic problems, and develop and implement mitigation measures when appropriate.

PUBLIC WORKS DEPARTMENT SUMMARY

- Maintain public streets, sidewalks, parking lots, streetlight systems, and traffic-control measures, including traffic signals. (M 9)
- Manage the City's facilities maintenance and improvement efforts to ensure safe and aesthetically pleasing facilities, and provide project management and contract administration services. (M 2)
- Maintain and assist in the procurement of the City's vehicle and equipment fleet. (M 3, 4)
- Manage occupational safety programs and practices in the Public Works and Community Services Departments.
- Operate and maintain the recycled water supply and distribution system.
- Operate and maintain wastewater collection and discharge systems. (M 10, 11)
- Operate and maintain the City's potable water supply and distribution system. (M 12, 13)
- Monitor water quality and ensure compliance with all regulations. (M 13)
- Manage the City's water purchases and consumption to meet State water conservation goals and supply contract minimum purchase requirements.
- Represent the City in regional transportation issues and congestion management planning.
- Continue to monitor regional transportation projects and coordinate with local, regional, and State transportation agencies.
- Operate and maintain the landfill cap, gas and leachate collection systems, gas wells, flare station, and landfill gas-fueled microturbines. (M 14)
- Manage shopping cart collection and graffiti abatement activities.
- Continue providing landscaping selection assistance, irrigation Best Management Practices guidance, and on-site support to recycled water system customers.
- Continue to implement bicycle and pedestrian mobility improvements that are low-cost and easily implementable.
- Manage the recycled water program to improve water quality, maximize water use, expand the City's distribution system, and participate in efforts to develop a regional distribution system.

PUBLIC WORKS DEPARTMENT SUMMARY

MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEAR 2018-19

*(Items in **bold** are tied to Fiscal Years 2017-18 and 2018-19 Major Council Goals)*

- **Implement the Transit Center Master Plan, in conjunction with the City Attorney's Office, the Finance and Administrative Services Department, and the Community Development Department.**
- **Develop a comprehensive modal plan that would involve the Santa Clara Valley Transit Authority (VTA), Caltrain, major employers, etc., and include a funding mechanism, in conjunction with the Finance and Administrative Services Department.**
- **Adopt and implement a Vision Zero Policy/Program, in conjunction with the Police Department.**
- **Participate in South Bay Salt Ponds project in conjunction with California State Coastal Commission.**
- **Support implementing initiatives to address homelessness, including residents unstably housed in vehicles, with both short-term and long-term actions, in conjunction with the City Manager's Office, the Community Development Department, the Community Services Department, the Fire Department, and the Police Department.**
- **Continue to solicit input and collaborate with neighbors to develop a regional bike route from Redwood City to the City of Mountain View, in conjunction with the City Manager's Office.**
- **Continue the North Bayshore Precise Plan Multimodal Improvements and Improvement Fee, in conjunction with the Finance and Administrative Services Department and the Community Development Department.**
- **Continue the Citywide SB 743 Implementation (California Environmental Quality Act (CEQA) Level of Services (LOS) Vehicle Miles Traveled (VMT) Change), in conjunction with the Community Development Department.**
- **Continue the Multimodal Improvement Plan, in conjunction with the Community Development Department.**
- **Continue El Camino Real Streetscape Guidelines, in conjunction with the Community Development Department.**
- **Support the Environmental Sustainability Action Plan (ESAP-3) Implementation, in conjunction with the Community Development Department.**
- **Continue to administer an Office of Traffic Safety grant to enhance comprehensive traffic safety and education programs, in conjunction with the Police Department.**
- **Continue East Whisman Area Transportation-Oriented Development Improvements.**
- **Begin alignment and service strategy feasibility study of Automated Guideway Transportation System.**
- **Construction of Castro Street/Moffett Boulevard/Central Expressway near-term improvements.**

PUBLIC WORKS DEPARTMENT SUMMARY

- **Begin construction of Shoreline Boulevard interim bus lane and utility improvements.**
- **Continue the preliminary design of Shoreline Boulevard bicycle/pedestrian bridge over Highway 101.**
- **Continue to develop the Castro Street Bicycle Lane Study.**
- **Implement and evaluate bike share one-year pilot permit program.**
- **Construct Community Garden at Shoreline Boulevard and Latham Street, in conjunction with the Community Services Department.**
- **Work with the Santa Clara Valley Water District (SCVWD) and the City of Palo Alto to improve the quality of the City's recycled water, including the potential implementation of advanced treatment technologies.**
- Continue to coordinate with the Santa Clara Valley Water District (SCVWD) and cities in Santa Clara County to analyze the feasibility of regional recycled water and/or purified water distribution systems.
- Continue to update the utility system base maps (701 maps) to support a water, sewer, and storm drainage operations modeling system and a Computerized Work Order Management System, in conjunction with the Information Technology Department.
- Support the development of a cost of services study for development related fees in conjunction with the Finance and Administrative Services Department and the Community Development Department.
- Complete the construction of the Community Center renovation and expansion, in conjunction with the Community Services Department.
- Continue to monitor and participate in the Santa Clara Valley Water District's Permanente Creek flood protection project (including the construction of McKelvey Park/Ball Field and Schaefer Park), in conjunction with the Community Services Department.
- Develop a program for permitting on-site stormwater, rainwater and black-water treatment and reuse systems.
- Continue to implement action items related to the employee engagement survey results.

**PUBLIC WORKS
DEPARTMENT SUMMARY**

PERFORMANCE/WORKLOAD MEASURES

	2015-16 Actual	2016-17 Actual	2017-18 Target	2017-18 6 Months	2018-19 Target
Transportation and Business Services:					
1. Pounds of disposed waste per person per day	3.8	3.6	<7.8	3.5	<7.8
2. Percentage of Facilities Division work orders completed in 30 days or less	92%	87% ^(A)	>95%	90% ^(A)	>90% ^(B)
3. Percent of Fleet Division work orders completed in 30 days or less.	99%	97%	>95%	96%	>95%
4. Percent of time frontline fleet units are available (Public Services and Community Services field vehicles)	98%	98%	>95%	99%	>95%
Engineering:					
5. Percentage of construction projects completed with less than 10.0 percent time increase over the original contract award	92%	93%	>85%	100%	>85%
6. For capital improvement projects, the percentage of times the low bid is within 25.0 percent of the Engineer's Estimate	58% ^(C)	87%	>75%	100%	>75%
7. Percentage of time all tentative maps and private development applications are reviewed within the departmental standard review time	74% ^(D)	54% ^(E)	>85%	64% ^(F)	>70% ^(G)
8. Percentage of time building plans are reviewed within the departmental standard review time	90% ^(H)	94%	>90%	96%	>90%
9. Pavement condition index (PCI) for asphalt (Metropolitan Transportation Commission rating scale of 0-100, 70-100 being very good)	68 ^(I)	74 ^(J)	>75	73 ^(K)	>75
Public Services:					
10. Number of feet of sewer mains cleaned	766,426	612,137	>500,000	219,676 ^(L)	>500,000
11. Total number of sanitary sewer overflows	1	3	<6	3	<6
12. Total number of water main breaks	4	10 ^(M)	<6	2	<6
13. Total number of water quality reportable events	1	0	0	0	0
14. Total number of air and/or water quality reportable events at the closed landfills	0	0	<4	0	<4

^(A) There was a position vacancy during the reporting period.

^(B) A lower performance measure is proposed to reflect the age of our facilities, the increase in the employee population and, therefore, use of our infrastructure, the effects that the healthy economy is having on contractors' response time to our needs, and the improved accuracy of reporting due to the changes in how and when requests are entered into our tracking system.

^(C) In Fiscal Year 2015-16, 7 out of 12 projects were within 25 percent of Engineer's Estimate. For the remaining 5 projects, the low bid was more than 25 percent lower than Engineer's Estimate.

^(D) Two hundred nineteen (219) out of 324 excavation permits, and 272 out of 343 planning commentaries were reviewed within the standard time. The increase in review time was due to an increase in the

PUBLIC WORKS DEPARTMENT SUMMARY

amount and complexity of the workload performed by existing staff resources. The additional staffing resources added for Fiscal Year 2015-16 have not been fully filled.

- (E) One hundred sixty-seven (167) out of 383 excavation permits and 236 out of 358 planning commentaries were reviewed within the standard time. The increase in review time was due to continued high level and complexity of the workload performed by existing staff resources. Additionally, staff resources had not been fully filled until the end of the Fiscal Year 2016-17.
- (F) One hundred twenty-six (126) out of 186 excavation permits and 106 out of 174 planning commentaries were reviewed within the standard time. The increase in review time was due to continued high level and complexity of the workload performed by existing staff resources. The additional staffing resources added for Fiscal Year 2017-18 were fully filled at the end of Q2.
- (G) A lower performance measurement is proposed to reflect the additional time needed to provide for the more intensive coordination of complex development projects, inclusive of the large quantity of those projects. The actual performance over the past three fiscal years has shown that the target measurement has not been attained and continues with that trend with the current reporting period.
- (H) Four hundred fifty-five (455) out of 505 building plan sets were reviewed within the standard time.
- (I) Staff is evaluating the PCI report and will likely request additional street maintenance funding in future Capital Improvement Programs. For Fiscal Year 2015-16, additional funds of approximately \$500,000 per year have been added to the Annual Resurfacing and Slurry Seal capital improvement project over the next five years to address the recent drop in PCI.
- (J) The Metropolitan Transportation Commission updated the street rating system in 2015. The new system gives higher ratings for streets that are wearing due to weathering on the surface as opposed to raveling (when large base rocks start to appear on streets). The streets in Mountain View have more weathering and, as such, the City's PCI has risen due to the new rating system and due to recent street reconstruction projects.
- (K) The condition of asphalt is only reassessed every two years. Until it is reassessed, our projected PCI will continue to decrease due to aging/weathering.
- (L) Estimate is trending to be short of target for Fiscal Year 2017-18 due to several vacancies in the Wastewater Section and both VacCons were in for required repairs and out of service for much of this period. Both VacCons have since been replaced.
- (M) The water main breaks occurred on aging pipes. All breaks are documented and prioritized on a break history spreadsheet for future CIP Water Main Replacement.

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**PUBLIC WORKS
DEPARTMENT SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Public Works Director	1	1	1
Assistant Public Works Director	3	3	3
Transportation Manager	0	1 *2	1
Fleet and Facilities Manager	1	1	1
Utilities Services Manager	1	1	1
Streets and Landfill Closure Manager	1	1	1
Solid Waste Program Manager	1	1	1
Principal Civil Engineer	4	4	4
Senior Civil Engineer	8.50	9.50 *2	10.50 *7
Senior Project Manager	3	3	3
Transportation Planner	2	2	2
Traffic Engineer	1	1	1
Facilities Project Manager	1	1	1
Water Resources Manager	0	1 *3	1
Water Conservation Coordinator	1	0 *3	0
Real Property Program Administrator	1	1	1
Safety and Training Administrator	1	1	1
Senior Management Analyst	2	2	3 *8
Postclosure Supervisor	1	1	1
Utilities Systems Supervisor	1	1	1
Water Quality Supervisor	1	1	1
Water Superintendent	0	1 *4	1
Water Supervisor	1	0 *4	0
Wastewater Supervisor	1	1	1
Streets Supervisor	1	1	1
Equipment Maintenance Supervisor	1	1	1
Facilities Maintenance Supervisor	1	1	1
Facilities Contract Coordinator	1	1	1
Jr/ Asst/ Associate Engineer (Civil)	8	11 *2	11
Analyst I/II	2	2	1 *8
Environmental Compliance Specialist	1	1	1
Utility Systems Specialist	1	1	1
Postclosure Environmental Systems Specialist	2	2	2
Utilities Electrician	1	1	1
Water Quality Technician	1	1	1
Senior Public Works Inspector	1	1	1
Water Operations Specialist	0	1 *5	1
Senior Water System Operator	4	3 *5	3
Senior Utilities Systems Technician	2	2	2
Senior Postclosure Environmental Systems Tech	2	2	2
Street Lighting Technician	1	1	1
Engineering Assistant I/II	1	1	1
Heavy Equipment Specialist	1	1	1
SUBTOTAL REGULAR	69.50	74.50	75.50

**PUBLIC WORKS
DEPARTMENT SUMMARY**

POSITIONS CONTINUED	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Balance Forward	69.50	74.50	75.50
Water Resource Technician	1	1	1
Cross-Connection Cntrl Specialist	1	1	1
Public Works Inspector I/II	1	1	1
Utilities Inspector/Locator	1	1	1
Heavy Equipment Operator	2	2	2
Facilities Maintenance III	2	2	2
Facilities Maintenance I/II	2	2	2
Equipment Mechanic III	2	2	2
Equipment Mechanic I/II	3	3	3
Equipment Service Worker	1	1	1
Streets Maintenance Worker III	3	3	3
Streets Maintenance Worker I/II	4	4	4
Streetsweeper Operator	2	2	2
Water Utility Worker III	3	3	3
Water Utility Worker I/II	6	6	6
Wastewater Utility Worker III	2	2	2
Wastewater Utility Worker I/II	5	5	5
Streets Technician	0.50	0.50	0.50
Program Assistant	2	2	3 *7
Secretary	2	2	2
Office Assistant III	4	4	5 *9
Office Assistant I/II	0.50	0.50	0 *9
TOTAL REGULAR	119.50	124.50	127
TOTAL PART-TIME HOURLY	1.24	1.24	1.12
TOTAL POSITIONS	120.74 *1	125.74 *6	128.12 *10

*1 In addition there are the following limited-period positions: Senior Civil Engineer (for the duration of the Google Reimbursement Agreement), seven Jr/Asst/Associate Civil Engineers, and a 0.50 FTE Program Assistant.

*2 Added a Transportation Manager position, a Senior Civil Engineer position, and three Jr/Asst/Associate Civil Engineer positions.

*3 Reclassified a Water Conservation Coordinator position to a Water Resources Manager.

*4 Reclassified a Water Supervisor position to a Water Superintendent.

*5 Reclassified a Senior Water Systems Operator position to a Water Operations Specialist.

*6 In addition there is a limited-period Senior Civil Engineer position for the duration of the Google Reimbursement Agreement, six limited-period Jr/Asst/Associate Civil Engineer positions, and a limited-period Program Assistant position.

*7 Added a Senior Civil Engineer position and a Program Assistant position.

*8 Title change from Administrative Analyst I/II to Analyst I/II. Reclassified an Analyst I/II position to Senior Management Analyst.

*9 Reclassified an Office Assistant I/II position to Office Assistant III and increased from half to full-time.

*10 In addition there are the following limited-period positions: Senior Civil Engineer (for the duration of the Google Reimbursement Agreement), six Jr/Asst/Associate Civil Engineers, a Public Works Inspector I/II overhire, and an Administrative Aide.

**PUBLIC WORKS
DEPARTMENT SUMMARY**

DEPARTMENT PROGRAMS	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Public Works Administration	\$ 957,620	1,012,304	1,160,283
Transportation and Business	14,743,993	16,333,921	17,661,634
Engineering	4,792,180	6,624,610	7,037,954
Public Services	39,964,113	46,847,877	48,466,863
TOTAL EXPENDITURES	\$ 60,457,906	70,818,712	74,326,734

EXPENDITURE SUMMARY	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries Wages and Benefits	\$ 17,479,961	21,995,416	23,732,423
Supplies and Other Services	42,201,982	47,531,783	49,572,498
Capital Outlay	71,944	437,813	120,313
Interfund Expenditures	704,019	853,700	901,500
TOTAL EXPENDITURES	\$ 60,457,906	70,818,712	74,326,734

FUNDING SOURCES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
General Operating	\$ 8,221,588	9,890,957	10,534,740
General Non-Operating	269,608	618,427	796,000
Building/Development Services	2,567,804	3,299,778	3,571,008
Shoreline Regional Park Community	823,925	1,089,237	1,231,451
Water	23,106,424	27,815,861	28,817,074
Wastewater	13,238,063	14,270,721	14,609,046
Solid Waste	10,147,985	11,478,111	12,192,701
Equipment Maintenance and Replacement	2,082,509	2,355,620	2,574,714
TOTAL FUNDING	\$ 60,457,906	70,818,712	74,326,734

**PUBLIC WORKS
DEPARTMENT SUMMARY**

REVENUE SUMMARY	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
General Licenses & Permits	\$ 769,057	524,250	773,500
Rents & Leases	140,387	136,850	0 *7
State Intergovernmental Revenue	186,012	135,000	135,000
General Service Charges	2,157,481	1,615,350	1,015,600 *8
Water Service Charges	28,515,983 *1	30,454,186 *4	34,001,697 *9
Wastewater Service Charges	19,145,152 *2	20,518,783 *5	23,095,252 *10
Recycled Water Charges	481,231 *1	600,000 *4	660,000 *9
Refuse Service Charges	13,840,235 *3	13,874,248 *6	13,676,132 *11
Miscellaneous Revenue	911,470	446,000	488,547
Equipment Maintenance Charges	2,234,753	2,580,100	2,690,500
Interfund Revenue Transfers	211,900	53,400	53,400
TOTAL REVENUE	\$ <u>68,593,661</u>	<u>70,938,167</u>	<u>76,589,628</u>

*1 Includes rate increase of 10% for average cost of water and meter rates and 3% increase for recycled water.

*2 Includes rate increase of 19%.

*3 Includes rate increase of 10% for carts only (year 2 of 3 year implementation of cost of service study results).

*4 Includes rate increase of 7% for average cost of water and meter rates and 3% increase for recycled water.

*5 Includes rate increase of 10%.

*6 Includes rate increase of 10% for carts (year 3 of 3 year implementation of cost of service study results) and 2% all other services.

*7 This revenue has been moved to the General Fund non-department to be consistent with other lease payments.

*8 Lower revenue based on trend.

*9 Includes rate increase of 1% for average cost of water and meter rates and 22% increase for recycled water.

*10 Includes rate increase of 8%.

*11 Includes rate increase if 5% for cart rates only for the Residential Food Scraps Program.

**PUBLIC WORKS – ADMINISTRATION
PROGRAM SUMMARY**

PROGRAM MANAGER – PUBLIC WORKS DIRECTOR

PROGRAM OVERVIEW

Administration is responsible for management of the department. This division provides leadership, policy development, administrative and technical support, career development, and training opportunities.

MAJOR PROGRAM CHANGES

- General Operating Fund:

Program Assistant – Engineering Division Position (0.50): \$73,300

Converts a limited-term Program Assistant position to ongoing (the other 0.50 FTE is funded from the Development Services Fund) to support the Engineering Division with the organization of paper and electronic files, plans and specifications, AutoCAD files, reports, and other work products from capital improvement and land development projects, and report on various program activities.

- General Non-Operating Fund:

Friends of Stevens Creek Trail Fish Passage (limited-period): \$9,900

Provides funding, per Council direction on March 20, 2018, for a portion of the local matching funds required for the Friends of Stevens Creek Trail's grant application to the Santa Clara Valley Water District for fish passage improvements on Stevens Creek at Deep Cliff Golf Course.

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**PUBLIC WORKS - ADMINISTRATION
PROGRAM SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Total Regular	3	3	3.50 *1
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	3	3	3.50

*1 Added 0.50 FTE of a Program Assistant position.

EXPENDITURES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries	\$ 648,510	706,664	783,034
Wages	13,271	0	0
Benefits	261,739	273,020	334,729
TOTAL PERSONNEL	923,520	979,684	1,117,763
Materials and Supplies	27,575	23,590	23,590
Maintenance and Operations	65	850	850
Utilities	0	345	345
Professional/Technical Srvcs	6,460	2,500	2,500
Other Expenses	0	5,335	15,235 *1
TOTAL SUPPLIES AND SERVICES	34,100	32,620	42,520
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ 957,620	1,012,304	1,160,283

*1 Includes limited-period funding of \$9,900 for the Friends of Stevens Creek Trail Fish Passage.

NOTES

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PUBLIC WORKS – TRANSPORTATION AND BUSINESS SERVICES PROGRAM SUMMARY

PROGRAM MANAGER – ASSISTANT PUBLIC WORKS DIRECTOR

PROGRAM OVERVIEW

Transportation Management reviews, analyzes, and evaluates City and regional transportation issues, studies, programs, and policies that impact the City, developing recommendations for improvements. Transportation Management is the liaison and advocate for City positions with County, regional, and State agencies involved in transportation planning and provides support to the Council Transportation Committee, Council Rail Corridor Committee, and the Bicycle/Pedestrian Advisory Committee. This division is also responsible for developing, updating, and promoting City programs, policies, and projects to improve pedestrian and bicycle mobility. Other responsibilities include developing the department's operating budget and financial reports, contract management, grant applications and monitoring, and providing clerical support to Public Works Department operations at City Hall.

Property Management manages appraisals, sales, and acquisitions of City property and monitors the department's grant compliance.

Solid Waste Management develops and implements residential/commercial waste reduction and recycling programs and manages waste disposal and SMaRT[®] Station recycling contracts.

Fleet Services provides safe, reliable, economical, and high-quality vehicles and equipment to City departments. This program performs vehicle and equipment services to comply with environmental and safety regulations, minimize operational and ownership costs, and maximize safety and equipment life. Fleet Services also maintains the City's inventory of alternative-fuel vehicles.

Facilities provides safe, clean, and reliable facilities for employees and their clients. The program maintains, inspects, and improves buildings to comply with environmental and safety regulations, minimize operational and ownership costs, and maximize building life.

MAJOR PROGRAM CHANGES

- General Operating Fund:

Gas and Electricity Cost Increase: \$73,000

Provides increased funding for gas and electricity costs. The City receives its electricity through Silicon Valley Clean Energy, but is billed for both gas and electricity through PG&E. The total gas and electricity cost increase Citywide is \$101,500.

Janitorial Cost Increases for City Facilities: \$32,400

Provides additional funding for contractual increases to janitorial services.

PUBLIC WORKS – TRANSPORTATION AND BUSINESS SERVICES PROGRAM SUMMARY

Contract Services – HVAC Systems:	\$28,000
<p>Provides funding for contract services to establish a maintenance service agreement with a vendor to monitor and service the equipment that is installed in City facilities to control the HVAC systems.</p>	
Reclassification of a half-time Office Assistant I/II Position to full-time Office Assistant III:	\$17,700
<p>Provides funding for the reclassification of an Office Assistant I/II position to an Office Assistant III based on an analysis showing a higher level of duties performed. There is an additional \$65,800 in the Development Services Fund for this position to be converted from 0.5 FTE to full-time.</p>	
Reclassification of an Analyst I/II Position to a Senior Management Analyst:	\$8,900
<p>Provides funding for the reclassification of an Analyst I/II position to a Senior Management Analyst based on an analysis showing a higher level of duties performed. There is an additional \$6,000 in the Water Fund.</p>	
<ul style="list-style-type: none">• General Non-Operating Fund:	
Manager’s Mobility Partnership (MMP) Regional Bike Route (limited-period):	\$75,000
<p>Provides funding to develop a multi-city implementation plan that is focused on developing a consistent, legible bikeway across multiple jurisdictions. On January 31, 2017, the City Council adopted a resolution to support the MMP effort to kick-off a multi-city visioning process to create a north-south bicycle route, from Redwood City to Mountain View.</p>	
Safe Routes to Schools (SRTS) Education Program (limited-period):	\$46,000
<p>Provides funding for the operations of a SRTS Education Program which promotes students walking/biking to school. The City has previously provided matching funds for this program though Federal grants were awarded to the City. Those funds will be expended in Fiscal Year 2017-18. The ongoing funding for this program will come from Measure B; this funding is for a temporary gap while the Measure B funding is in escrow until a court case is resolved.</p>	
Bay Area Bike Share Program (rebudget balance):	\$35,000
<p>Rebudgets a portion of the funding approved by City Council on May 24, 2016 to participate in the Bay Area Bike Share Program and for costs related to implementation and evaluation.</p>	

PUBLIC WORKS – TRANSPORTATION AND BUSINESS SERVICES PROGRAM SUMMARY

- Water Fund:

Reclassification of an Analyst I/II Positions to a Senior Management Analyst: \$6,000

Provides funding for the allocation to the Water Fund for this position as mentioned in the GOF section above.

- Solid Waste Fund:

Administrative Aide – Solid Waste Section Position (limited-period): \$154,500

Provides funding for an Administrative Aide position to assist with increasing responsibilities and workload due to new regulations and a commitment to zero waste. In addition, the next couple of years will be particularly challenging due to the upcoming simultaneous expiration of the hauling (Recology), processing (SMaRT Station), and landfill (Waste Management) agreements.

Commercial Composting Multi-Family Food Scraps Program: \$22,000

Provides increased funding to cover the increase in cost and volume of the program.

Commercial Composting Processing Fee: \$15,000

Provides increased funding for the City's Commercial Composting Processing Program. Additional funds are needed to cover the increase in cost due to CPI.

- Equipment Maintenance and Replacement Fund:

Hourly Staff to Support the Fleet Section (limited-period): \$50,000

Provides funding for hourly staff to continue supporting the Fleet Section. The additional resources will allow for an on-site fabricator and Police fleet liaison. The fabricator performs on-site metal work to create and repair vehicle and equipment components. The Police fleet liaison will assist with the specialized work involved in preparing specifications for and the upfitting of new police vehicles.

BUD/LHP-905-04 FY2018-19

**PUBLIC WORKS - TRANSPORTATION AND BUSINESS
PROGRAM SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Total Regular	26.50	27.50 *2	27.50
Total Part-Time Hourly	0.62	0.62	0.62
TOTAL POSITIONS	27.12 *1	28.12 *1	28.12 *1/*3

*1 Includes the consolidation of the Fleet and Facilities Program to the Transportation and Business Program.

*2 Added a Transportation Manager position.

*3 In addition there is a limited-period Administrative Aide position.

EXPENDITURES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries	\$ 2,364,798	3,007,417	3,389,337 *7
Wages	118,983	44,731	95,077 *8
Benefits	1,301,224	1,610,033	1,802,486
TOTAL PERSONNEL	3,785,005	4,662,181	5,286,900
Materials and Supplies	188,148	92,025	91,825 *9
Maintenance and Operations	1,583,288	1,980,074 *3	2,012,474 *10
Utilities	8,234,686	8,829,314 *4	9,309,835 *11
Professional/Technical Svcs	725,462	615,527 *5	746,900 *12
Other Expenses	140,203 *1	64,200 *6	64,200
TOTAL SUPPLIES AND SERVICES	10,871,787	11,581,140	12,225,234
Capital Outlay	30,553	1,500	70,000
Interfund Expenditures	56,648	89,100	79,500
TOTAL EXPENDITURES	\$ 14,743,993 *2	16,333,921 *2	17,661,634 *2

*1 Includes limited-period expenditures for the Bay Area Bike Share Program.

*2 Consolidated the Fleet and Facilities Program to the Transportation and Business Services Program.

*3 Includes increased funding of \$91,200 for janitorial cost increases.

*4 Includes increased fundings of \$80,000 for SVCE renewable energy, \$66,200 for PG&E cost increases, \$35,000 for commercial composting processing, and \$10,000 for city utility increases.

*5 Includes limited-period funding of \$72,600 for the Bay Area Bike Share Program (rebudget balance).

*6 Includes increased funding of \$5,000 for training, conference, and travel.

*7 Includes increased fundings of \$14,900 for the reclassification of an Analyst I/II position to Senior Management Analyst and \$17,700 for the reclassification of an Office Assistant I/II position to Office Assistant III. Also includes limited-period funding for an Administrative Aide position.

*8 Includes limited-period funding of \$50,000 for Fleet hourly staff support.

*9 Includes a transfer of funding to the Information Technology department for the consolidation of printer support services.

*10 Includes increased funding of \$32,400 for janitorial cost increases.

*11 Includes increased fundings of \$73,000 for gas and electricity cost increase, \$22,000 for commercial composting multi-family food scraps program, and \$15,000 for commercial composting processing fee.

*12 Includes increased funding of \$28,000 for HVAC systems contract services. Also includes limited-period fundings of \$46,000 for Safe Routes to Schools Education Program, and \$35,000 for the Bay Area Bike Share Program (rebudget balance).

**PUBLIC WORKS - TRANSPORTATION AND BUSINESS
PROGRAM SUMMARY**

<u>REVENUES</u>	<u>2016-17 ACTUAL</u>	<u>2017-18 ADOPTED</u>	<u>2018-19 PROPOSED</u>
Rents & Leases	\$ 140,387	136,850	0 *4
State Intergovernmental Revenue	186,012	135,000	135,000
Refuse Service Charges	13,840,235 *1	13,874,248 *3	13,676,132 *5
Miscellaneous Revenue	14,469	6,000	6,000
Equipment Maintenance Charges	2,234,753	2,580,100	2,690,500
Interfund Revenue Transfers	41,000	21,000	21,000
TOTAL REVENUES	\$ <u>16,456,856</u> *2	<u>16,753,198</u> *2	<u>16,528,632</u> *2

*1 Includes rate increase of 10% for carts only (year 2 of 3 year implementation of cost of service study results).

*2 Consolidated the Fleet and Facilities Program to the Transportation and Business Services Program.

*3 Includes rate increase of 10% for carts (year 3 of 3 year implementation of cost of service study results) and 2% all other services.

*4 This revenue has been moved to the General Fund non-department to be consistent with other lease payments.

*5 Includes rate increase if 5% for cart rates only for the Residential Food Scraps Program.

PUBLIC WORKS – ENGINEERING PROGRAM SUMMARY

PROGRAM MANAGER – ASSISTANT PUBLIC WORKS DIRECTOR

PROGRAM OVERVIEW

Construction Engineering performs inspections for compliance with plans, specifications, regulations, ordinances, and policies pertaining to capital projects and private developments/improvements in the public right-of-way.

Capital Projects Engineering plans, directs, and coordinates the design and management of capital improvement projects, including preparing or reviewing engineering studies, surveys, designs, specifications, and contract documents.

Traffic Engineering plans, designs, and implements traffic operational improvements for the safe and convenient movement and circulation of vehicles, bicycles, and pedestrians within the City. Traffic Engineering also maintains traffic-related records, such as accidents, counts, and speeds, and conducts surveys and studies necessary to analyze traffic situations.

Land Development Engineering establishes development conditions for approval and reviews the accuracy and completeness of private development plans, specifications, plats, maps, property descriptions, and engineering calculations submitted for City approval. Land Development Engineering also assists developers, consultants, engineers, and the public in complying with Public Works Department conditions.

MAJOR PROGRAM CHANGES

- General Non-Operating Fund:

Associate Civil Engineer – Land Development Section Position (limited-period): \$191,200

Provides continuation funding for an Associate Civil Engineer position. This position will support the increased workload in the Land Development Section due to the high levels of development activity and higher complexity of projects.

Associate Civil Engineer-Traffic Section Position (0.45) (limited-period): \$86,000

Provides continuation funding for an Associate Civil Engineer position (the other 0.55 FTE is funded from the Development Services and Shoreline Community Funds) in the Traffic Section to assist with the heavy workload.

Hourly Staff to Support the Traffic Section (limited-period): \$60,000

Provides continuation funding for hourly staff to support the Traffic Section. The increase in workload is mainly attributable to the high level of development activity.

PUBLIC WORKS – ENGINEERING PROGRAM SUMMARY

Hourly Staff to Support the Capital Projects Section (limited-period):	\$60,000
Provides continuation funding for hourly staff to support the Capital Projects Section. The increase in workload is mainly attributable to the large number of capital projects.	
Associate Civil Engineer – Capital Projects Section Position (\$191,200 offset by charges to CIPs) (limited-period):	\$19,100
Provides continuation funding for an Associate Civil Engineer position. The position will support the heavy workload in the Capital Improvement Program. The increase in workload is related to new projects generated from high levels of development activity and the Council’s focus on pedestrian and bicycle transportation.	
Public Works Inspector I/II Overhire – Construction Section Position (\$188,000 offset by charges to CIPs) (limited-period):	\$18,800
Provides funding for a Public Works Inspector I/II Overhire position. The position will support the high level of private development-related construction activity in North Bayshore. This position will also support succession planning.	
• Development Services Fund:	
Consultants to Support Land Development Section (limited-period):	\$450,000
Provides continuation funding for consultants to support the Land Development Section. Additional resources are necessary to process the additional workload created by the high level of development activity.	
Consultants to Support Construction Section (limited-period):	\$200,000
Provides continuation funding for consultants to support the Construction Section. Additional resources are necessary to process the additional workload created by the high level of development activity.	
Associate Civil Engineer-Construction Section Position (limited-period):	\$191,200
Provides continuation funding for an Associate Civil Engineer position. The position will support the increased workload in the Construction Section due to the high level of private development and related excavation permits activity.	
Consultants to Support Traffic Engineering Section (limited-period):	\$100,000
Provides continuation funding for consultants to support the Traffic Engineering Section. The increase in activity is mainly attributable to the approval of the three Precise Plans. The total funding of \$150,000 is allocated between the Development Services Fund and the Shoreline Community Fund.	

PUBLIC WORKS – ENGINEERING PROGRAM SUMMARY

Program Assistant – Engineering Division Position (0.50):	\$73,300
Converts a limited-term Program Assistant position to ongoing (the other 0.50 FTE is funded from the GOF) to support the Engineering Division with the organization of paper and electronic files, plans and specifications, AutoCAD files, reports, and other work products from capital improvement and land development projects, and report on various program activities.	
Office Assistant III Position (0.50):	\$65,800
Converts a regular 0.50 FTE Office Assistant III position to full-time. The additional resources will provide essential clerical support to the department.	
Hourly Staff to Support the Land Development Section (limited-period):	\$60,000
Provides continuation funding for hourly staff to support the Land Development Section. The increase in workload is mainly attributable to the high level of development activity.	
Hourly Staff to Support the Construction Section (limited-period):	\$60,000
Provides continuation funding for hourly staff to support the Construction Section. The increase in workload is mainly attributable to the high level of development activity.	
Associate Civil Engineer-Traffic Section Position (0.30) (limited-period):	\$57,400
Provides continuation funding for the allocation to the Development Services Fund for this position as mentioned in the GOF section above.	
Associate Civil Engineer-Land Development Section Position (0.20) (limited-period):	\$38,200
Provides continuation funding for 0.20 FTE of an Associate Civil Engineer position (the other 0.80 FTE is funded from the Shoreline Community, Water, Wastewater, and Solid Waste Funds). This position will support the increased workload in the Land Development Section due to the high level of development activity and higher complexity of projects.	
Developer Contribution (rebudget balance):	\$14,000
Rebudgets the balance of funding received from a developer to work on a project as approved by City Council on April 17, 2018.	

**PUBLIC WORKS – ENGINEERING
PROGRAM SUMMARY**

- Shoreline Regional Park Community Fund:
 - Consultants to Support Traffic Engineering Section (limited-period): \$50,000
 - Provides continuation funding for the allocation to the Shoreline Community Fund for consultants to support the Traffic Engineering Section as mentioned in the Development Services Fund section above.
 - Associate Civil Engineer – Traffic Section Position (0.25) (limited-period): \$47,800
 - Provides continuation funding for the allocation to the Shoreline Community Fund for this position as mentioned in the GOF section above.
 - Associate Civil Engineer – Land Development Section Position (0.20) (limited-period): \$38,200
 - Provides continuation funding for the allocation to the Shoreline Community Fund for this position as mentioned in the Development Services Fund section above.
- Water Fund:
 - Associate Civil Engineer-Land Development Section Position (0.20) (limited-period): \$38,200
 - Provides funding for the allocation to the Water Fund for this position as mentioned in the Development Services Fund section above.
- Wastewater Fund:
 - Associate Civil Engineer-Land Development Section Position (0.20) (limited-period): \$38,200
 - Provides funding for the allocation to the Wastewater Fund for this position as mentioned in the Development Services Fund section above.
- Solid Waste Fund:
 - Associate Civil Engineer-Land Development Section Positions (0.20) (limited-period): \$38,200
 - Provides funding for the allocation to the Solid Waste Fund for this position as mentioned in the Development Services Fund section above.

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**PUBLIC WORKS - ENGINEERING
PROGRAM SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Total Regular	24.50	28.50 *2	29.50 *4
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	24.50 *1	28.50 *3	29.50 *5

*1 In addition there are the following limited-period positions: Senior Civil Engineer, six Jr/ Asst/ Associate Civil Engineers, and a 0.50 FTE Program Assistant.

*2 Added a Senior Civil Engineer position and three Jr/ Asst/ Associate Civil Engineer positions.

*3 In addition there are the following limited-period positions: Senior Civil Engineer, five Jr/ Asst/ Associate Civil Engineers, and a 0.50 FTE Program Assistant.

*4 Added 0.50 FTE of a Program Assistant position and 0.50 FTE of an Office Assistant III position (reclassified from an Office Assistant I/II).

*5 In addition there are the following limited-period positions: Senior Civil Engineer, five Jr/ Asst/ Associate Civil Engineers, and a Public Works Inspector I/II.

EXPENDITURES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Labor Chargeback	\$ 0 *1	(2,000,850)	(2,000,850)
Salaries	2,533,219 *2	5,255,585 *3	5,271,187 *7
Wages	246,307	240,800 *4	300,800 *8
Benefits	1,120,550 *2	1,969,812	2,198,537
TOTAL PERSONNEL	3,900,076	5,465,347	5,769,674
Materials and Supplies	16,407	21,270 *5	20,270
Maintenance and Operations	52,120	79,265	79,265
Utilities	61,457	76,000	76,000
Professional/ Technical Svcs	637,788	235,000	235,000
Other Expenses	100,756 *2	662,728 *6	827,745 *9
TOTAL SUPPLIES AND SERVICES	868,528	1,074,263	1,238,280
Capital Outlay	7,003	68,000	0
Interfund Expenditures	16,573	17,000	30,000
TOTAL EXPENDITURES	\$ 4,792,180	6,624,610	7,037,954

*1 Actual Labor Chargeback is accounted for net of salaries.

*2 Includes limited-period expenditures for an Associate Civil Engineer position and consulting/hourly staff.

*3 Includes limited-period fundings of \$918,600 for five Jr/ Asst/ Associate Civil Engineer positions and \$129,800 for a Program Assistant position.

*4 Includes limited-period fundings for hourly staff support of \$60,000 for the Traffic Engineering section, \$40,000 for the Capital Projects section, \$40,000 for the Construction section, and \$40,000 for the Land Development section.

*5 Includes limited-period funding of \$1,000 for the Residential Parking Permit Program (rebudget balance).

*6 Includes limited-period fundings for consultant support of \$300,000 for the Land Development section, \$200,000 for the Construction Engineering section, \$100,000 for Traffic Engineering section and \$49,000 for developer contribution (rebudget balance).

*7 Includes increased funding of \$17,700 for the reclassification of an Offices Assistant I/II position to Office Assistant III. Also includes limited-period fundings of \$783,700 for five Jr/ Asst/ Associate Civil Engineer positions and \$18,800 for a Public Works Inspector I/II overhire position.

*8 Includes limited-period fundings for hourly staff support of \$60,000 for the Traffic Engineering section, \$60,000 for the Capital Projects section, \$60,000 for the Construction section, and \$60,000 for the Land Development section.

*9 Includes limited-period fundings for consultant support of \$450,000 for the Land Development section, \$200,000 for the Construction section, \$150,000 for Traffic Engineering section and \$14,000 for developer contribution (rebudget balance).

**PUBLIC WORKS - ENGINEERING
PROGRAM SUMMARY**

REVENUES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
General Licenses & Permits	\$ 769,057	524,250	773,500
General Service Charges	2,157,481	1,615,350	1,015,600 *1
Miscellaneous Revenue	69,690	20,000	6,000
Interfund Revenue Transfers	71,000	0	0
TOTAL REVENUES	\$ 3,067,228	2,159,600	1,795,100

*1 Lower revenue based on trend.

PUBLIC WORKS – PUBLIC SERVICES PROGRAM SUMMARY

PROGRAM MANAGER – ASSISTANT PUBLIC WORKS DIRECTOR

PROGRAM OPERATIONS

Safety and Administration manages the occupational safety program for the Public Works and Community Services Departments, including accident and illness prevention, workplace safety training, and Public Works emergency response planning. Administration manages customer service programs, including graffiti abatement and abandoned shopping cart retrieval.

Engineering and Environmental Compliance is responsible for the design and permitting of all landfill postclosure systems and meeting regulatory guidelines for landfill maintenance and other Public Services programs. This section also administers capital improvement and miscellaneous engineering projects.

Utilities Maintenance manages the City's water and wastewater systems. The Water Operation installs, operates, and maintains the equipment and facilities to distribute approximately 10 million gallons of water per day to approximately 17,500 customers in the Mountain View service area. The Water Operation also operates and maintains the City's recycled water system. The Wastewater Operation installs, operates, and maintains the sanitary sewer and storm drain systems. Sanitary sewer activities include installing sewer laterals, cleanouts and connections, clearing sewer blockages, and pumping sewage to the Palo Alto Regional Water Quality Control Plant. Storm drain activities include cleaning storm lines and catch basins, maintaining City retention basins, and operating pump stations.

The Streets and Landfill Postclosure Maintenance Section maintains and repairs the City's improved and unimproved streets, sidewalks, curbs and gutters, bikeways, public parking lots, and parking lots at City facilities. Street Maintenance also maintains the striping and markings on streets, curbs, and public parking lots and installs, maintains, and repairs City street signs and streetlights. Landfill Maintenance operates the Flare Station, microturbines, and leachate and gas extraction system, and maintains the landfill cap.

MAJOR PROGRAM CHANGES

- General Operating Fund:

Reclassification of a Facilities Project Manager Position to a Facilities Contract Coordinator: (\$29,000)

Provides savings for the reclassification of a Facilities Project Manager position to a Facilities Contracts Coordinator based on an analysis showing lower level of duties required. There is an additional savings of (\$1,500) in the Shoreline Community Fund.

- General Non-Operating Fund:

Contract Services – Utility Locating (limited-period): \$95,000

Provides funding for contract services to provide utilities locating services. Due to the significant number of planned commercial and residential projects throughout the City, staff will be unable to provide timely services with current staffing.

**PUBLIC WORKS – PUBLIC SERVICES
PROGRAM SUMMARY**

<p>Program for Sidewalk Ramping and Grinding (limited-period):</p> <p>Provides continuation funding to hire two hourly seasonal workers to perform sidewalk ramping and grinding operations. Since the start of this program in November 2016, the crew has grounded an additional 1,420 locations.</p>	<p>\$50,000</p>
<p>Residential Parking Permit Program (rebudget balance):</p> <p>Rebudgets a portion of the funding approved by City Council on October 4, 2016 for implementation costs of the Residential Parking Permit Program.</p>	<p>\$50,000</p>
<ul style="list-style-type: none"> • Shoreline Regional Park Community Fund: <p>Reclassification of a Facilities Project Manager Position to a Facilities Contract Coordinator:</p> <p>Provides savings for the allocation to the Shoreline Community Fund for this position as mentioned in the GOF section above.</p>	<p>(\$1,500)</p>
<ul style="list-style-type: none"> • Water Fund: <p>Associate Civil Engineer-Engineering and Environmental Compliance Section Position (limited-period):</p> <p>Provides continuation funding for an Associate Civil Engineer position. Additional staff resources are necessary to comply with recycled water regulations.</p>	<p>\$191,200</p>
<p>Contract Services – Recycled Water Program (limited-period):</p> <p>Provides funding for contract services to establish a gray/black water program for the City. A permitting and monitoring strategy will be developed in addition to identifying the appropriate agency to oversee the process. Once this program is established, fees will be created, and this will be a cost recovery program.</p>	<p>\$50,000</p>
<p>Senior Civil Engineer – Environmental Compliance Section Position (\$224,900 offset by charges to CIPs):</p> <p>Provides funding for a Senior Civil Engineer position to manage utility projects. This position will manage the engineering operations at the MOC and support the high volume of capital improvement projects.</p>	<p>\$22,500</p>
<p>Bay Area Water Supply and Conservation Agency (BAWSCA) Dues:</p> <p>Provides funding for the increase in dues to the City’s membership in BAWSCA, which represents the interest of 24 agencies and 2 private water companies that purchase wholesale water from the San Francisco regional (Hetch Hetchy) water system operated by the San Francisco Public Utilities Commission (SFPUC).</p>	<p>\$7,200</p>

**PUBLIC WORKS - PUBLIC SERVICES
PROGRAM SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Total Regular	65.50	65.50	66.50 *2
Total Part-Time Hourly	0.50	0.50	0.50
TOTAL POSITIONS	66 *1	66 *1	67 *1

*1 In addition there is a limited-period Jr/ Asst/ Associate Civil Engineer position.

*2 Added a Senior Civil Engineer position.

EXPENDITURES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries	\$ 5,549,628	7,055,568 *2	7,331,069 *7
Wages	182,073 *1	89,735 *3	94,651 *8
Benefits	3,139,659	3,742,901	4,132,366
TOTAL PERSONNEL	8,871,360	10,888,204	11,558,086
Materials and Supplies	680,125	720,060 *4	702,560 *9
Maintenance and Operations	18,816	58,890	58,890
Utilities	28,317,297	32,562,332	33,670,336
Professional/Technical Svcs	948,851	1,103,550 *5	1,178,550 *10
Other Expenses	462,478 *1	398,928 *6	456,128 *11
TOTAL SUPPLIES AND SERVICES	30,427,567	34,843,760	36,066,464
Capital Outlay	34,388	368,313	50,313
Interfund Expenditures	630,798	747,600	792,000
TOTAL EXPENDITURES	\$ 39,964,113	46,847,877	48,466,863

*1 Includes limited-period expenditures for a pilot program for sidewalk ramping and grinding and utility rate study.

*2 Includes increased fundings for the following reclassifications: \$15,800 for a Water Supervisor position to a Water Superintendent, \$14,100 for a Water Conservation Coordinator position to a Water Resources Manger, and \$2,200 for a Senior Water Systems Operator position to a Water Operations Specialist. Also includes limited-period funding of \$169,600 for a Jr/ Asst/ Associate Civil Engineer position.

*3 Includes limited-period funding of \$46,000 for pilot program for sidewalk ramping and grinding.

*4 Includes increased funding of \$2,300 for jackets. Also includes limited-period funding of \$67,500 for Residential Parking Permit Program (rebudget balance).

*5 Includes increased funding of \$24,300 for contract services.

*6 Includes increased funding of \$18,000 for BAWSCA dues.

*7 Includes reduced funding of \$30,500 for the reclassification of the Facilities Project Manager position to Facilities Contract Coordinator. Also includes limited-period funding of \$191,200 for a Jr/ Asst/ Associate Civil Engineer position.

*8 Includes limited-period funding of \$50,000 for sidewalk ramping and grinding program.

*9 Includes limited-period funding of \$50,000 for Residential Parking Permit Program (rebudget balance).

*10 Includes limited-period funding of \$95,000 for utility locating contract services.

*11 Includes increased funding of \$7,200 for BAWSCA dues. Also includes limited-period funding of \$50,000 for recycled water program contract services.

**PUBLIC WORKS - PUBLIC SERVICES
PROGRAM SUMMARY**

REVENUES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Water Service Charges	\$ 28,515,983 *1	30,454,186 *3	34,001,697 *5
Wastewater Service Charges	19,145,152 *2	20,518,783 *4	23,095,252 *6
Recycled Water Charges	481,231 *1	600,000 *3	660,000 *5
Miscellaneous Revenue	827,311	420,000	476,547
Interfund Revenue Transfers	99,900	32,400	32,400
TOTAL REVENUES	\$ 49,069,577	52,025,369	58,265,896

*1 Includes rate increase of 10% for average cost of water and meter rates and 3% increase for recycled water.

*2 Includes rate increase of 19%.

*3 Includes rate increase of 7% for average cost of water and meter rates and 3% increase for recycled water.

*4 Includes rate increase of 10%.

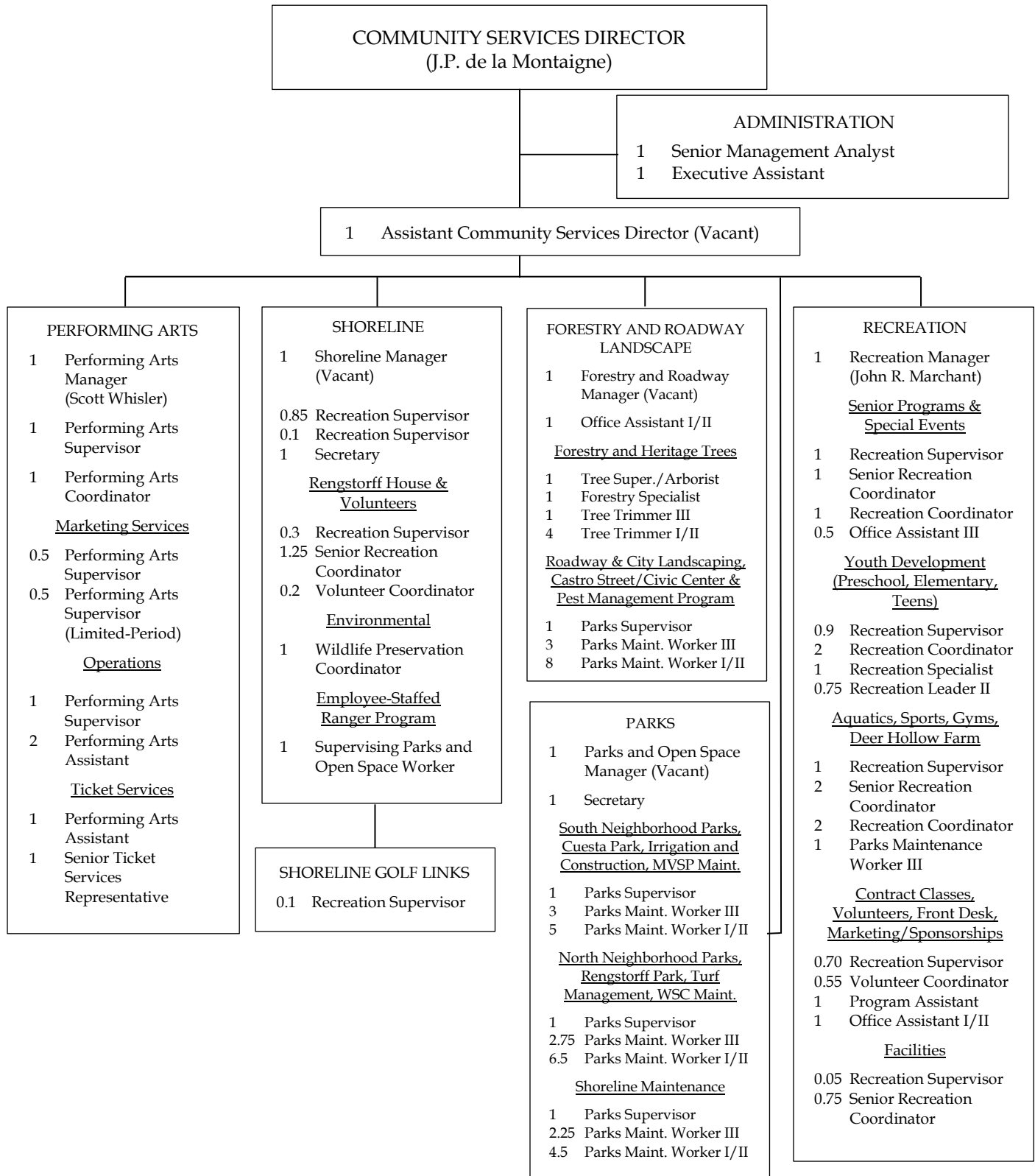
*5 Includes rate increase of 1% for average cost of water and meter rates and 22% increase for recycled water.

*6 Includes rate increase of 8%.

NOTES

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COMMUNITY SERVICES DEPARTMENT



FISCAL YEAR 2018-19 POSITION TOTALS: 84.0 Full-Time
 4.5 Regular Part-Time
 0.5 Limited-Period

NOTES

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COMMUNITY SERVICES DEPARTMENT SUMMARY

DEPARTMENT MANAGER – COMMUNITY SERVICES DIRECTOR

DEPARTMENT MISSION STATEMENT

To create community through people, parks, and programs; provide recreational experiences; promote health and wellness; foster human development; protect environmental and open space resources; strengthen security and safety; support economic growth; facilitate community problem-solving; and strengthen community image and sense of place.

DEPARTMENT OVERVIEW

The Community Services Department is responsible for the programming and operation of the Mountain View Center for the Performing Arts; for the continued development and operation of commercial and recreational activities at the City's 750-acre Shoreline at Mountain View Regional Park; for the maintenance and operation of Shoreline Golf Links and of Stevens Creek Trail; for the maintenance of City-owned parks, roadway landscaping, and street trees; and for delivery of recreation programs and services that make Mountain View a better place to live now and in the future.

DEPARTMENT FUNCTIONS

- Assure that services provided are responsive to community needs. (M 1, 2, 3, 4, 5, 6, 7, 8, 15, 16, 17, 19, 20, 21, 22, 23, 24, 25, 26, 27)
- Analyze the department's services to assure they are provided in a cost-effective manner.
- Continue to monitor and evaluate use of recycled water and maintain current aesthetics and plant health.
- Provide access to performing arts facilities and provide quality service for clients/licensees. (M 2, 3, 4, 5)
- Provide entertainment opportunities for Center for the Performing Arts patrons. (M 2, 3)
- Provide education and outreach opportunities to the community.
- Comply with various regulatory agency requirements as they relate to wetlands, wildlife, and land use in the Shoreline area.
- Provide the community and visitors a safe and secure outdoor recreation experience by proper maintenance and supervision of trails, pathways, roadway/landscaped areas, turf areas, and facilities in the Shoreline and North Bayshore areas. (M 6, 10, 11, 12)
- Manage and operate the golf course in such a manner as to maximize operating revenues and control operating expenses. (M 7, 8, 9)
- Provide golfing customers an enjoyable golfing experience, including enhanced playing conditions and high levels of customer service. (M 7, 8, 9)

COMMUNITY SERVICES DEPARTMENT SUMMARY

- Manage the Urban Forestry Program, including maintenance of street, median, and park trees, and enforcement of the Heritage Tree Ordinance. (M 10, 11, 12)
- Maintain all City landscaped areas, including parks, Stevens Creek Trail, medians, roadways, vacant land, and public facilities. (M 10, 11, 12, 13, 14)
- Conduct safety inspections of all park and playground areas and equipment.
- Monitor and evaluate Recreation Cost-Recovery Policy goals as approved by the City Council.
- Continue to implement positive and constructive activities for youth.
- Provide or facilitate scheduling of youth, adult, and older adult recreation activities, sports, classes, events, and facility rentals at the Community Center, Senior Center, Teen Center, Mountain View Sports Pavilion, Whisman Sports Center, Graham Sports Complex, Shoreline Athletic Fields, Cuesta Tennis Center, historic Adobe Building and Rengstorff House, as well as various park areas and school sites. (M 15, 16, 17, 18, 22, 23, 24, 25, 26, 27)
- Provide environmental education classes and camps at Deer Hollow Farm.
- Coordinate the City-wide volunteer program and establish effective partnerships with community-based organizations. (M 19)
- Provide a comprehensive aquatics program using Eagle and Rengstorff Pools. (M 20, 21)
- Plan, implement, and review Citywide special events.

MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEAR 2018-19

*(Items in **bold** are tied to Fiscal Years 2017-18 and 2018-19 Major Council Goals)*

- **Continue to collaborate with regional partners to fund and/or improve awareness of and access to information and referral resources for immigrants, particularly for mixed-status families, in conjunction with the City Manager's Office and the Library Services Department.**
- **Support implementing initiatives that come with being a designated Age-Friendly City by the World Health Organization.**
- **Support implementing initiatives to address homelessness, including residents unstably housed in vehicles, with both short-term and long-term actions, in conjunction with the City Manager's Office, the Community Development Department, the Public Works Department, the Fire Department, and the Police Department.**
- **Support the construction of the Community Garden at Shoreline Boulevard and Latham Street, in conjunction with the Public Works Department.**
- Continue to support the park irrigation improvement projects, including replacements at Shoreline Park, in conjunction with the Public Works Department.

COMMUNITY SERVICES DEPARTMENT SUMMARY

- Continue to support the park restroom projects including new restrooms at Huff, Landels, and Castro, and renovations at Whisman, Stevenson, Crittenden, and Monta Loma, in conjunction with the Mountain View Whisman School District and the Public Works Department.
- Continue to support the construction of the Community Center renovation and expansion, in conjunction with the Public Works Department.
- Support and continue to monitor and participate in the Santa Clara Valley Water District's Permanente Creek flood protection project (including the construction of McKelvey Park/Ball Field and Schaefer Park), in conjunction with the Public Works Department.
- Continue to collaborate with Sunnyvale, Cupertino, and Los Altos to build upon the 4 Cities Feasibility Study to share costs, leverage support for grants, and continue to support the extension of the Stevens Creek Trail.
- Continue to support the park improvements, including the Graham Athletic Field Synthetic Turf Replacement project through summer 2018, in conjunction with the Public Works Department.
- Continue outreach program to residents in order to reduce the number of vacant street tree openings and educate residents how to best maintain their tree.
- Continue to implement plans to maintain operations and programming during Community Center renovations by reallocating space, program usage, and rentals at other facilities.
- Implement new Employee-Staffed Ranger services program.
- Support the completion of improvements to facilities, including at Deer Hollow Farm, in conjunction with the Public Works Department.
- Perform safety and efficiency improvements at the Center for the Performing Arts.
- Work collaboratively with Youth Sports Organizations (YSOs) to provide adequate field space during construction at school district sites affecting field availability.
- Support design and construction of Fayette Park, Evandale Park, Mora-Ortega Park, and Wyandotte Park, in conjunction with the Public Works Department.
- Support fundraising, design, and construction of an all-inclusive playground, in conjunction with the Magical Bridge Foundation and the Public Works Department.
- Support the design of the Rengstorff Aquatics Complex Renovation, in conjunction with the Public Works Department.
- Implement strategies to market the new Community Center as a community asset offering new classes, camps, activities, and rental opportunities.
- Support design and construction of the Center for the Performing Arts SecondStage seating and support space upgrade, in conjunction with the Public Works Department.

**COMMUNITY SERVICES
DEPARTMENT SUMMARY**

- Resurface the entire landing area of the Driving Range at Shoreline Golf Links (pending CIP approval).
- Complete turf and bunker improvement projects on four holes at Shoreline Golf Links.
- Continue to implement action items related to the employee engagement survey results.

PERFORMANCE/WORKLOAD MEASURES

	2015-16 Actual	2016-17 Actual	2017-18 Target	2017-18 6 Months	2018-19 Target
Administration:					
1. Number of open space acres per 1,000/population:					
Including North Bayshore Area	13.4	13.4	>3	13.4	>3
Excluding North Bayshore Area	2.6 ^(A)	2.6 ^(A)	>3	2.6 ^(A)	>3
Center for the Performing Arts:					
2. Number of use days ^(B)	472	492	>430	260	>450
3. Number of performances	399	437	>365	235	>390
4. Percentage of clients surveyed who rate the theatre experience as “very good” or “outstanding”	94%	91%	>90%	100%	>90%
5. Percentage of patrons surveyed who say they enjoyed their experience at the MVCPA	98%	98%	>90%	99%	>90%
Shoreline:					
6. Number of Rengstorff House rentals	47 ^(C)	461 ^(C)	>500 ^(C)	338 ^(C)	>500 ^(C)
Shoreline Golf Links:					
7. Number of paid rounds of golf	70,951	69,132 ^(D)	74,000	36,570	74,000
8. Number of tournament rounds	5,043	4,295 ^(D)	>5,000	2,743	>5,000
9. Number of memberships	731	795	>775	747	>775
Forestry:					
10. Average maintenance cost per landscaped median acre	\$8,625	\$9,185	<\$10,000	\$5,164	<\$10,000
11. Number of trees planted	272	251	>256	Reported Annually	>256
12. Number of trees trimmed	3,213	2,863	>2,700	1,494	>2,700
Parks:					
13. Average maintenance cost per park acre (not including Shoreline park)	\$15,441	\$16,984	<\$22,000	\$9,558	<\$22,000
14. Average water consumption per park acre	539 units	380 units ^(E)	<820 units	210 units	<820 units
Recreation:					
15. Percentage of class registrations completed online (net, not including golf, tennis, drop-in or lap swim)	56%	68%	>60%	70%	>65%

**COMMUNITY SERVICES
DEPARTMENT SUMMARY**

	2015-16 Actual	2016-17 Actual	2017-18 Target	2017-18 6 Months Reported Annually	2018-19 Target
16. Number of participants registered in Recreation classes	8,697	8,412	>8,000		>8,000
17. Number of facility rental bookings/hours:					
Community Center	1,945 ^(C)	5,367	N/A ^(F)	N/A ^(F)	>1,000 ^(F)
Senior Center	63 ^(C)	700	>500	448	>550
Adobe Building	192 ^(C)	815	>600	362	>650
Gyms	4,310 ^(C)	5,923	>5,940	3,045	>5,940
Athletic Fields	23,446 ^(C)	32,153	>18,700	14,144	>30,000
18. Barbecue Rentals	1,230 ^(C)	1,021	>1,000	668 ^(C)	>5,000 ^(E)
19. Annual Citywide volunteer hours	46,876	46,413	>40,000	19,796	>45,000
20. Number of Lap Swim participants	26,294	25,648 ^(G)	>26,000	13,468	>26,000
21. Number of swim lesson participants	2,133	2,355	>2,100	2,346	>2,200
22. Number of meals served through the Senior Center Nutrition Program	30,461	30,734	>30,000	16,455	>30,000
23. Number of summer camp participants	1,800	1,835	>1,500	1,879	>1,800
24. Number of preschool participants	87	92	>75	94	>80
25. Number of participants in contract classes	3,337	3,368	>2,600	2,109	>3,300
26. Number of attendees participating at teen programs and events	8,940	9,752	>8,000	5,239	>9,000
27. Number of permits issued for special events and activities	129	131	>125	104	>125

^(A) Citywide target set at three acres per 1,000 population as defined by the City's Park Land Dedication Ordinance. The City continues to develop new open space but an increase in population has kept the actual below target.

^(B) Total includes rental of the rehearsal studio.

^(C) Due to a software upgrade by the Recreation Division and to better track the use of facilities, the reservation metric for gyms and athletic fields changed to private rental hours instead of number of bookings in Q2 of Fiscal Year 2015-16. For Fiscal Year 2016-17, the Performance Measures for the Community Center, Senior Center, Adobe Building, and Rengstorff House also changed from number of bookings to number of private rental hours. For Fiscal Year 2018-19, the Performance Measure for Barbecue Rentals is being changed to number of private rental hours. Future targets may need to be adjusted to better reflect goals for facility usage in the first couple of years using the new metric.

^(D) An unusually wet winter reduced the amount of rounds played on the golf course. A marketing position was also vacant for part of the fiscal year.

^(E) Water usage was low due to drought restrictions at the beginning of the fiscal year followed by an unusually wet winter.

^(F) The Community Center will be closed for renovation and expansion with plans to reopen in 2019. The Fiscal Year 2018-19 target is based on a partial year opening.

^(G) A wet winter reduced the number of lap swimmers. Also, mechanical issues with the chlorination system caused some closures.

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**COMMUNITY SERVICES
DEPARTMENT SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Community Services Director	1	1	1
Assistant Community Services Director	0	0	1 *5
Shoreline Manager	0	0	1 *5
Performing Arts Manager	1	1	1
Parks Manager	1	1	0 *6
Forestry and Roadway Manager	0	0	1 *6
Parks and Open Space Manager	0	0	1 *6
Recreation Manager	1	1	1
Performing Arts Supervisor	2.50	2.50	2.50
Parks Section Manager	1	1	0 *6
Tree Supervisor/Arborist	1	1	1
Parks Supervisor	3	3	4 *6
Performing Arts Coordinator	0.75	1 *2	1
Recreation Supervisor	5	5	5
Senior Recreation Coordinator	5	5	5
Volunteer Coordinator	0.75	0.75	0.75
Recreation Coordinator	5	5	5
Forestry Specialist	0	0	1 *7
Tree Trimmer III	1	2 *3	1 *7
Tree Trimmer I/II	4	4	4
Parks Maintenance Worker III	13	13	12 *6
Parks Maintenance Worker I/II	24	24	24
Supervising Parks and Open Space Worker	0	0	1 *5
Senior Management Analyst	1	1	1
Executive Assistant	1	1	1
Program Assistant	1	1	1
Secretary	2	2	2
Office Assistant III	0.50	0.50	0.50
Office Assistant I/II	1	1	2 *5
Performing Arts Assistant	3	3	3
Recreation Specialist	1	1	1
Shoreline Preservation Coordinator	1	1	1
Senior Stagehand	1	0 *2	0
Senior Ticket Service Representative	1	1	1
Recreation Leader II	0.75	0.75	0.75
TOTAL REGULAR	84.25	84.50	88.50
TOTAL PART-TIME HOURLY	44.40	45.80 *2/*4	47.07 *8
TOTAL POSITIONS	128.65 *1	130.30 *1	135.57 *1

*1 In addition there is a limited-period 0.50 FTE Performing Arts Supervisor position.

*2 Eliminated a Sr. Stagehand position, added 0.25 FTE to an existing 0.75 FTE Performing Arts Coord., and added hours for Stagehand I/II.

*3 Added a Tree Trimmer III position.

*4 Increased hours to cover the front desk at the Community Center.

*5 Added an Assistant Community Services Director position, a Shoreline Manager position, a Supervising Parks and Open Space Worker position, and an Office Assistant I/II position.

*6 Reclassifications of: the Parks Manager position to Parks and Open Space Manager; the Parks Section Manager position to Forestry and Roadway Manager; and a Parks Maintenance Worker III position to Parks Supervisor.

*7 Midyear reclassification of a Tree Trimmer III position to Forestry Specialist.

*8 Net increased hours for Ranger Program and City Trails.

**COMMUNITY SERVICES
DEPARTMENT SUMMARY**

DEPARTMENT PROGRAMS	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Community Services Administration	\$ 506,484	564,068	845,447
Performing Arts	1,486,754	1,759,956	1,830,560
Shoreline	1,512,829	1,771,568	1,967,404
Shoreline Golf Links	1,803,809	2,121,404	2,103,051
Forestry and Roadway Landscape	3,121,918	4,011,222	4,292,239
Parks	5,497,466	6,557,573	6,609,436
Recreation	4,534,923	5,121,571	5,836,749
TOTAL EXPENDITURES	\$ 18,464,183	21,907,362	23,484,886

EXPENDITURE SUMMARY	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries Wages and Benefits	\$ 12,099,415	14,195,342	15,906,240
Supplies and Other Services	5,965,810	7,053,976	6,827,046
Capital Outlay	23,779	160,944	207,600
Interfund Expenditures	375,179	497,100	544,000
TOTAL EXPENDITURES	\$ 18,464,183	21,907,362	23,484,886

FUNDING SOURCES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
General Operating	\$ 13,582,139	15,969,839	17,036,803
General Non-Operating	75,582	161,444	207,400
Shoreline Golf Links	1,803,809	2,121,404	2,103,051
Shoreline Regional Park Community	3,002,653	3,654,675	4,137,632
TOTAL FUNDING	\$ 18,464,183	21,907,362	23,484,886

REVENUE SUMMARY	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Fines & Forfeitures	\$ 2,250	1,300	1,000
Rents & Leases	1,131,057	946,590	1,089,420
Local Intergovernmental Revenue	115,914	111,000	130,000
Recreation Service Charges	1,774,353	1,633,510	1,833,340
Golf Course Service Charges	2,244,311	2,514,000	2,506,500
General Service Charges	460,001	383,460	381,280
Miscellaneous Revenue	778,618	549,940	595,130
Interfund Revenue Transfers	55,000	55,000	55,000
TOTAL REVENUES	\$ 6,561,504	6,194,800	6,591,670

**COMMUNITY SERVICES – ADMINISTRATION
PROGRAM SUMMARY**

PROGRAM MANAGER – COMMUNITY SERVICES DIRECTOR

PROGRAM OVERVIEW

Administration is responsible for the management of the Community Services Department. This division provides leadership, policy development, administrative and technical support, career development, and training opportunities.

MAJOR PROGRAM CHANGES

- General Operating Fund:

Assistant Community Services Director Position (0.50): \$133,000

Provides funding for 0.50 FTE of an Assistant Community Services Director position (the other 0.50 FTE is funded from the Shoreline Community Fund). This position will oversee the department's division managers.

- Shoreline Regional Park Community Fund:

Assistant Community Services Director Position (0.50): \$133,000

Provides funding for the allocation to the Shoreline Community Fund for this position as mentioned in the GOF section above.

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**COMMUNITY SERVICES - ADMINISTRATION
PROGRAM SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Total Regular	2.30	2.30	3.30 *1
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	2.30	2.30	3.30

*1 Added an Assistant Community Services Director position.

EXPENDITURES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries	\$ 282,921	310,716	504,281
Wages	0	0	0
Benefits	157,161	148,099	237,013
TOTAL PERSONNEL	440,082	458,815	741,294
Materials and Supplies	6,668	8,283	7,183 *2
Maintenance and Operations	0	0	0
Utilities	0	250	250
Professional/Technical Srvcs	54,714	81,735	81,735
Other Expenses	5,020	14,985 *1	14,985
TOTAL SUPPLIES AND SERVICES	66,402	105,253	104,153
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ 506,484	564,068	845,447

*1 Includes increased fundings of \$700 for training, conference, and travel and \$500 for membership and dues.

*2 Includes a transfer of funding to the Information Technology department for the consolidation of printer support services.

COMMUNITY SERVICES – PERFORMING ARTS PROGRAM SUMMARY

PROGRAM MANAGER – PERFORMING ARTS MANAGER

PROGRAM OPERATIONS

Performing Arts is responsible for the management and operation of the Mountain View Center for the Performing Arts – a three-theatre performing arts complex owned and managed by the City. The Center and its staff service an active schedule of performances with a mix of community and regional artists. The Center provides a well-maintained and equipped facility; technical service support; computerized ticket sales operation; marketing and publication support; house management; and a volunteer usher corps for all performances.

MAJOR PROGRAM CHANGES

- General Operating Fund:

Wage Range for House Manager (offset by \$3,800 in revenue from fees): \$3,200

Provides increased funding to increase the wage range for the Center for the Performing Arts House Manager hourly rate. The rate change will better align with this position's responsibilities and facilitate the staffing of this position.

- General Non-Operating Fund:

Performing Arts Supervisor Position (0.50) (limited-period): \$92,300

Provides continuation funding for a half-time Performing Arts Supervisor position to add to an existing half-time position. The additional resources help to maximize ticket sales and revenue at the Center for the Performing Arts.

BUD/LHP-209-03 FY2018-19

**COMMUNITY SERVICES - PERFORMING ARTS
PROGRAM SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Total Regular	9.25	8.50 *2	8.50
Total Part-Time Hourly	0.95	1.67 *2	1.67
TOTAL POSITIONS	10.20 *1	10.17 *1	10.17 *1

*1 In addition there is a limited-period 0.50 FTE Performing Arts Supervisor position.

*2 Eliminated a Senior Stagehand position, added 0.25 FTE to an existing 0.75 FTE Performing Arts Coordinator, and added hours for Stagehand I/II.

EXPENDITURES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries	\$ 722,132 *1	926,518 *2	959,734 *2
Wages	219,706	146,365	150,881 *4
Benefits	407,388 *1	505,782	509,398
TOTAL PERSONNEL	1,349,226	1,578,665	1,620,013
Materials and Supplies	30,632 *1	35,217	34,617 *5
Maintenance and Operations	45,143	38,350	38,350
Utilities	237	650	650
Professional/Technical Svcs	50,449	48,300 *3	38,300
Other Expenses	9,054	11,330	11,330
TOTAL SUPPLIES AND SERVICES	135,515	133,847	123,247
Capital Outlay	2,013	47,444	87,300
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ 1,486,754	1,759,956	1,830,560

*1 Includes limited-period expenditures for Performing Arts Supervisor position and costs for the CPA's 25th anniversary.

*2 Includes limited-period funding for a 0.50 FTE Performing Arts Supervisor position.

*3 Includes limited-period funding of \$10,000 for audio and visual consultant.

*4 Includes increased funding of \$3,200 for increased wage range for House Manager.

*5 Includes a transfer of funding to the Information Technology department for the consolidation of printer support services.

REVENUES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Rents & Leases	\$ 561,787	523,420	524,080
General Service Charges	363,443	329,300	329,300
Miscellaneous Revenue	284,910	211,040	216,330
TOTAL REVENUES	\$ 1,210,140	1,063,760	1,069,710

NOTES

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**COMMUNITY SERVICES – SHORELINE
PROGRAM SUMMARY**

PROGRAM MANAGER – SHORELINE MANAGER

PROGRAM OPERATIONS

The Shoreline Division is responsible for the operations, maintenance, preservation, and enhancement of environmental areas within Shoreline at Mountain View; rental and operations of the historic Rengstorff House; regulatory permits relating to open space and marsh restoration; management of commercial leases (including Shoreline Amphitheatre); park-related capital improvement projects; and oversight of the Citywide Park Ranger Program, including patrol of Stevens Creek Trail.

MAJOR PROGRAM CHANGES

- General Operating Fund:

Employee-Staffed Ranger Program – Wages and Janitorial Services (\$58,400 more than offset from the current budget for ranger services): (\$53,800)

Provides savings for the GOF portion of the contract with California Land Management (CLM) to provide ranger services. The City is recommending to bring the ranger services in-house starting November 1, 2018. The current funding for this contract will be used for hourly Parks and Open Space Workers and janitorial services. There is an additional \$215,500 in the Shoreline Community Fund associated with this request.

- Shoreline Regional Park Community Fund:

Shoreline Manger Position, Supervising Parks and Open Space Worker Position, Parks and Open Space Worker Wages, and Contract Services for CLM (\$447,800 offset from the current budget for ranger services): \$185,800

Provides funding for a Shoreline Manager position to oversee the employee-staffed ranger services and all of the Community Services Department’s activities and operations in the North Bayshore Area. Funding is also provided for a Supervising Parks and Open Space Worker position to direct and manage the ranger services and wages for Parks and Open Space Workers to bring the ranger services in-house. There is continuation funding for contract services for CLM to continue to provide ranger services from July 2018 to October 2018. These funds will be used for additional staffing in Fiscal Year 2019-20.

Laborer I/II Wages: \$19,500

Provides funding for the maintenance of the City’s trails previously provided through the CLM contract.

**COMMUNITY SERVICES – SHORELINE
PROGRAM SUMMARY**

Minimum Wage Impact One-Half Year: \$14,000

Provides additional funding to cover the impact of the City’s Minimum Wage Ordinance for the second half of calendar year 2018 (the total cost increase for all funds Citywide for a full year is \$492,900).

Janitorial Services: \$10,200

Provides increased funding for janitorial services for restrooms at parks in the North Bayshore Area.

ActiveNet Cost Increase: \$2,000

Provides additional funding for increases to ActiveNet’s transaction and processing fees. The increase is fully cost recovered by fees for contract classes (the total cost increase for all funds is \$13,500).

BUD/LHP-209-04 FY2018-19

**COMMUNITY SERVICES - SHORELINE
PROGRAM SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Total Regular	5.59	5.59	7.29 *1
Total Part-Time Hourly	2.53	2.53	4.76 *2
TOTAL POSITIONS	8.12	8.12	12.05

*1 Added a Shoreline Manager position and a Supervising Parks and Open Space Worker position. Transferred 0.40 FTE of the Recreation Manager position and 0.10 FTE of a Senior Recreation Coordinator position from the Recreation Program.

*2 Increased hours for employee-staffed ranger program and City Trails.

EXPENDITURES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries	\$ 491,742	534,338	730,731
Wages	66,542	115,042 *1	268,891 *1/*5
Benefits	261,060	299,779	436,358
TOTAL PERSONNEL	819,344	949,159	1,435,980 *6
Materials and Supplies	43,676	52,600	52,600
Maintenance and Operations	21,153	38,100 *2	50,300 *7
Utilities	52,484	67,300 *3	67,300
Professional/Technical Svcs	555,928	622,819 *4	292,734 *5/*6
Other Expenses	18,463	6,390	6,390
TOTAL SUPPLIES AND SERVICES	691,704	787,209	469,324
Capital Outlay	0	30,600	57,100
Interfund Expenditures	1,781	4,600	5,000
TOTAL EXPENDITURES	\$ 1,512,829	1,771,568	1,967,404

*1 Includes increased funding of \$14,000 for minimum wage impact (1/2-year).

*2 Includes increased funding of \$3,700 for janitorial cost increases.

*3 Includes a transfer of \$26,500 from the Parks Division for utility expenses related to the Athletic Fields.

*4 Includes increased funding of \$82,000 for ranger service contract.

*5 Includes increased funding of \$44,300 for janitorial services, \$14,100 for hourly wages, and an offset with a decrease in funding of \$112,200.

*6 Includes increased funding for a Shoreline Manger position, a Supervising Parks and Open Space Worker position, Parks and Open Space Worker wages, \$140,000 to continue the CLM contract through October 2018, and an offset with a decrease in funding of \$402,000.

*7 Includes increased funding of \$10,200 for janitorial services and \$2,000 for ActiveNet cost increase.

REVENUES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Rents & Leases	\$ 321,459	300,000	311,000
Recreation Service Charges	0	10,000	5,000
General Service Charges	51,205	8,200	4,500
Miscellaneous Revenue	13,091	0	0
TOTAL REVENUES	\$ 385,755	318,200	320,500

COMMUNITY SERVICES – SHORELINE GOLF LINKS PROGRAM SUMMARY

PROGRAM MANAGER – SHORELINE MANAGER

PROGRAM OVERVIEW

Shoreline Golf Links is the City's 18-hole golf course, open for group and individual play 364 days a year. The Shoreline Golf Links Division is responsible for overseeing the management services contract for the operation and maintenance of the course.

MAJOR PROGRAM CHANGES

- Shoreline Golf Links Fund:

Water Cost Increase: \$75,800

Provides increased funding for water usage to maintain the golf course.

Gas and Electricity Cost Increase: \$13,500

Provides increased funding for gas and electricity costs. The City receives its electricity through Silicon Valley Clean Energy, but is billed for both gas and electricity through PG&E. The total gas and electricity cost increase Citywide is \$101,500.

Net Miscellaneous: (\$92,500)

Provides overall savings from increases of \$5,800 to maintenance and operations and \$1,000 to fleet service charges. The increases are offset by reductions to personnel-related costs (\$78,600), materials and supplies (\$19,100), and other net operating costs (\$1,600).

BUD/LHP-209-08 FY2018-19

**COMMUNITY SERVICES - SHORELINE GOLF LINKS
PROGRAM SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Total Regular	0.30	0.30	0.30
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	0.30	0.30	0.30
EXPENDITURES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries	\$ 51,012	54,956	58,416
Wages	0	0	0
Benefits	22,500	24,933	27,965
TOTAL PERSONNEL	73,512	79,889	86,381
Materials and Supplies	149,584	198,024 *1	178,279 *2
Maintenance and Operations	137,081	125,737 *1	131,537 *2
Utilities	269,035	319,900 *1	409,200 *3
Professional/Technical Svcs	1,014,872	1,218,854 *1	1,140,254 *2
Other Expenses	159,228	158,000 *1	156,400 *2
TOTAL SUPPLIES AND SERVICES	1,729,800	2,020,515	2,015,670
Capital Outlay	0	21,000	0
Interfund Expenditures	497	0 *1	1,000 *2
TOTAL EXPENDITURES	\$ 1,803,809	2,121,404	2,103,051

*1 Includes increased funding of \$64,900 for minimum wage impact (1/2-year) and decreased funding of (\$185,600) for net miscellaneous.

*2 Includes net decreased funding of \$92,500 for miscellaneous.

*3 Includes increased funding of \$75,800 for water cost increase and \$13,500 for gas and electricity cost increase.

REVENUES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Golf Course Service Charges	\$ 2,244,311	2,514,000	2,506,500
Miscellaneous Revenue	10,705	20,000	20,000
TOTAL REVENUES	\$ 2,255,016	2,534,000	2,526,500

NOTES

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COMMUNITY SERVICES – FORESTRY AND ROADWAY LANDSCAPE PROGRAM SUMMARY

PROGRAM MANAGER – FORESTRY AND ROADWAY MANAGER

PROGRAM OVERVIEW

The Forestry and Roadway Landscape Division is responsible for maintaining the landscape on roadways, medians, overpasses, and all nonpark City-owned lands; managing the Urban Forestry Program, which includes maintenance of street trees (including those in parks and medians); and administering the City's Heritage Tree Ordinance. This division is responsible for maintenance of 120.25 acres of roadway landscape and 28,000 trees and maintains 12 acres in the downtown area consisting of Castro Street, Civic Center, Centennial Plaza, and Transit Center, and administers an Integrated Pest Management Program.

MAJOR PROGRAM CHANGES

- General Operating Fund:

Reclassification of a Parks Maintenance Worker III Position to Parks Supervisor: \$40,600

Provides funding for the reclassification of a Parks Maintenance Worker III position to a Parks Supervisor based on an analysis showing a higher level of duties performed.

Redistribution of Funding and Reclassification of a Parks Section Manager to Forestry and Roadway Manager Position: (\$7,400)

Redistributes funding from the GOF and reclassifies a Parks Section Manager position to Forestry and Roadway Manager based on an analysis showing a higher level of duties performed. Ten percent (10%) of the position will be allocated in the Shoreline Community based on changes to duties associated with operations in the North Bayshore Area. There is an additional \$22,500 in the Shoreline Community Fund.

City Utility Cost Reduction: (\$80,000)

Reduces budget for trash and recycling services in Community Services. The debris box rates were restructured in Fiscal Year 2015-16 as part of the Cost of Service Study, eliminating overtonnage charges. The actual cost of trash and recycling services since that change has been significantly lower than budget. This is to realign the budget to actual costs incurred.

- General Non-Operating Fund:

Pilot Power Washing of Downtown Sidewalks (limited-period): \$31,100

Provides funding for the Downtown Economic Vitality Program as directed by City Council on February 27, 2018. This pilot program will allow for additional power washing of the downtown sidewalks.

**COMMUNITY SERVICES – FORESTRY AND ROADWAY LANDSCAPE
PROGRAM SUMMARY**

- Shoreline Regional Park Community Fund:
Redistribution of Funding and Reclassification of a Parks Section Manager to
Forestry and Roadway Manager Position: \$22,500

Redistributes funding to the Shoreline Community Fund and funding for this
reclassification as mentioned in the GOF section above.

BUD/LHP-209-05 FY2018-19

**COMMUNITY SERVICES - FORESTRY AND ROADWAY LANDSCAPE
PROGRAM SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Total Regular	19	20 *1	21 *2
Total Part-Time Hourly	1.05	1.05	1.05
TOTAL POSITIONS	20.05	21.05	22.05

*1 Added a Tree Trimmer III position.

*2 Transferred a Park Maintenance Worker III from the Parks Division.

EXPENDITURES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries	\$ 1,362,288	1,676,477	1,867,424 *4
Wages	58,729	49,982	51,898
Benefits	846,007	1,087,863	1,231,917
TOTAL PERSONNEL	2,267,024	2,814,322	3,151,239
Materials and Supplies	80,099 *1	80,761	80,461 *5
Maintenance and Operations	9,563	2,500	12,000
Utilities	527,191	757,700 *2	677,700 *6
Professional/Technical Svcs	89,341	147,914 *3	159,014 *7
Other Expenses	4,503	18,325	8,825
TOTAL SUPPLIES AND SERVICES	710,697	1,007,200	938,000
Capital Outlay	2,400	0	0
Interfund Expenditures	141,797	189,700	203,000
TOTAL EXPENDITURES	\$ 3,121,918	4,011,222	4,292,239

*1 Includes limited-period expenditures for materials and supplies for the Weekend Furlough program.

*2 Includes increased funding of \$40,000 for City utility cost increase.

*3 Includes limited-period funding of \$20,000 for homeless encampment cleanups (rebudget).

*4 Includes increased fundings of \$40,600 for the reclassification of a Parks Maintenance Worker III position to Parks Supervisor and \$15,100 for the reclassification of the Parks Section Manager position to Forestry and Roadway Manager.

*5 Includes a transfer of funding to the Information Technology department for the consolidation of printer support services.

*6 Includes reduced funding of \$80,000 for trash and recycling services.

*7 Includes limited-period funding of \$31,100 for pilot power washing of downtown sidewalks.

REVENUES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Fines and Forfeitures	\$ 2,250	1,300	1,000
Local Intergovernmental Revenue	40,914	36,000	55,000
General Service Charges	19,723	22,680	22,720
Miscellaneous Revenue	1,274	4,000	0
Interfund Revenue Transfers	55,000	55,000	55,000
TOTAL REVENUES	\$ 119,161	118,980	133,720

COMMUNITY SERVICES – PARKS PROGRAM SUMMARY

PROGRAM MANAGER – PARKS AND OPEN SPACE MANAGER

PROGRAM OVERVIEW

The Parks Division is responsible for maintaining the City's landscape investment at City facilities; at 37 urban parks (195.7 acres); and 9.35 miles of pedestrian trail along the Bay, Permanente Creek, Stevens Creek, Hetch Hetchy, and Whisman Trails.

MAJOR PROGRAM CHANGES

- General Operating Fund:

Turf Cleaning: \$25,000

Provides increased funding for the biannual turf cleaning of Graham and Crittenden Fields. There is an additional \$12,400 in the Shoreline Community Fund.

Reclassification of a Parks Manager Position to Parks and Open Space Manager: (\$9,000)

Provides savings for the reclassification of a Parks Manager position to Parks and Open Space Manager based on the department's reorganization and succession planning efforts.

- Shoreline Regional Park Community Fund:

Turf Cleaning: \$12,400

Provides increased funding for the biannual turf cleaning of the Shoreline Athletic Field. There is an additional \$25,000 in the GOF.

Reclassification of a Parks Manager Position to Parks and Open Space Manager: (\$3,000)

Provides savings for the allocation to the Shoreline Community Fund for this reclassification as mentioned in the GOF section above.

BUD/LHP-209-06 FY2018-19

**COMMUNITY SERVICES - PARKS
PROGRAM SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Total Regular	30	30	29 *1
Total Part-Time Hourly	5.21	5.21	5.21
TOTAL POSITIONS	35.21	35.21	34.21

*1 Transferred a Park Maintenance Worker III to the Forestry and Roadway Landscape Division.

EXPENDITURES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries	\$ 2,389,279	2,629,641	2,620,648 *3
Wages	151,291	249,315	258,871
Benefits	1,472,835	1,592,175	1,646,975
TOTAL PERSONNEL	4,013,405	4,471,131	4,526,494
Materials and Supplies	209,644	247,725 *1	219,025 *4
Maintenance and Operations	11,352	3,850	11,650
Utilities	991,846	1,406,332 *1	1,406,332
Professional/Technical Svcs	46,839	44,998	82,398 *5
Other Expenses	5,759	41,137 *2	33,337
TOTAL SUPPLIES AND SERVICES	1,265,440	1,744,042	1,752,742
Capital Outlay	1,538	55,000	17,200
Interfund Expenditures	217,083	287,400	313,000
TOTAL EXPENDITURES	\$ 5,497,466	6,557,573	6,609,436

*1 Includes increased fundings of \$9,500 for Heritage Park maintenance, \$5,300 for jackets, \$5,000 for City utility increases, and a transfer of \$26,500 to the Shoreline Division for utility expenses related to the Athletic Fields. Also includes limited-period funding of \$28,000 for automatic locks and installation for park restrooms.

*2 Includes increased fundings of \$2,500 for training, conference, and travel and \$1,600 for memberships and dues.

*3 Includes decreased funding of \$12,000 for the reclassification of the Parks Manager position to Parks and Open Space Manager.

*4 Includes a transfer of funding to the Information Technology department for the consolidation of printer support services.

*5 Includes increased funding of \$37,400 for turf cleaning.

REVENUES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Miscellaneous Revenue	\$ 128,992	140,150	182,670
TOTAL REVENUES	\$ 128,992	140,150	182,670

COMMUNITY SERVICES – RECREATION PROGRAM SUMMARY

PROGRAM MANAGER – RECREATION MANAGER

PROGRAM OPERATIONS

Recreation provides activities to facilitate social/community connections, advance lifelong learning, and promote healthy lifestyles.

Activities, classes, and events are held at Cuesta and Rengstorff Community Parks, Crittenden and McKelvey Athletic Fields, Deer Hollow Farm, Mountain View Sports Pavilion, Whisman Sports Center, Cuesta Tennis Center, Graham Sports Complex, Community Center, Senior Center, Teen Center, Eagle and Rengstorff Pools, historic Adobe Building, and various other park areas and school sites.

Program areas include: aquatics; adult and youth sports; seniors; cultural arts; preschool; elementary and teens; youth development; environmental education; community gardens; volunteers; coordination of special events and summer concerts; and reservations of buildings, facilities, and barbecue areas.

MAJOR PROGRAM CHANGES

- General Operating Fund:

Minimum Wage Impact One-Half Year: \$170,000

Provides additional funding to cover the impact of the City's Minimum Wage Ordinance for the second half of calendar year 2018 (the total cost increase for all funds Citywide for a full year is \$492,900).

Contract Services – Recreation Classes (offset by \$130,000 in revenue from fees): \$100,000

Provides increased funding for contract class services in youth sports and youth and adult classes. There has been an increase in demand and number of classes offered over the past several years.

Redistribution of Funding and Reclassification of a Recreation Manager Position: \$85,200

Redistributes funding to the GOF for the existing Recreation Manger position. This changes the allocation from 50 percent GOF and 50 percent Shoreline Community Fund to 90 percent GOF and 10 percent Shoreline Community Fund. It also reclassifies the position based on the reallocation of duties associated with the proposed for the Employee-Staffed Ranger Program and all Community Services Department responsibilities in the Shoreline Community consolidated in the proposed Shoreline Manager. There is a savings of \$94,700 in the Shoreline Community Fund.

Office Assistant I/II Position (\$122,700 offset by a reduction in wages): \$61,300

Provides funding for an Office Assistant I/II position. This position is for the front desk of the new Community Center and will provide a consistent presence for visitors and patrons.

**COMMUNITY SERVICES – RECREATION
PROGRAM SUMMARY**

New Contract Class Services (offset by \$23,700 in revenue from fees):	\$17,500
Provides funding for new contract class services in youth sports and youth and adult classes in preparation for the opening of the new Community Center.	
ActiveNet Cost Increase:	\$11,500
Provides additional funding for increases to ActiveNet’s transaction and processing fees. The increase is fully cost recovered by fees for contract classes (the total cost increase for all funds is \$13,500).	
Redistribution of Funding for a Recreation Supervisor Position:	(\$17,000)
Redistributes funding from the GOF for an existing full-time Recreation Supervisor position. This reallocates 10 percent of the position from the GOF to the Shoreline Community based on changes to duties associated with operations in the North Bayshore Area. There is an additional \$17,000 in the Shoreline Community Fund for a net zero increase in cost.	
<ul style="list-style-type: none"> • General Non-Operating Fund: 	
New Community Center – Pilot Program for Day Porter Services (limited-period):	\$42,800
Provides funding for additional janitorial services, room setup/tear-down, and support for special events at Recreation facilities. These resources will provide a day porter when the new Community Center opens.	
Thursday Night Live Special Events (offset by \$10,000 in sponsorships) (limited-period):	\$16,200
Provides funding to increase the Thursday Night Live special events to six consecutive Thursday nights over the summer. The additional events will start in the summer of 2019.	
<ul style="list-style-type: none"> • Shoreline Regional Park Community Fund: 	
Redistribution of Funding for a Recreation Supervisor Position:	\$17,000
Redistributes funding to the Shoreline Community Fund as mentioned in the GOF section above.	
Redistribution of Funding and Reclassification of a Recreation Manager Position:	(\$94,700)
Redistribution of funding from the Shoreline Community Fund and funding for this reclassification as mentioned in the GOF section above.	

**COMMUNITY SERVICES - RECREATION
PROGRAM SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Total Regular	17.81	17.81	19.11 *2
Total Part-Time Hourly	34.66	35.34 *1	34.38 *3
TOTAL POSITIONS	52.47	53.15	53.49

*1 Increased hours to cover the front desk at the Community Center.

*2 Added an Office Assistant I/II position, transferred 0.40 FTE of the Recreation Manager position from the Shoreline Program and transferred 0.10 FTE Senior Recreation Coordinator position to the Shoreline Program.

*3 Decreased hours to offset cost of new Office Assistant I/II position.

EXPENDITURES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries	\$ 1,310,412	1,560,921	1,748,364
Wages	1,060,384	1,374,640 *2	1,546,781 *6
Benefits	766,026	907,800	1,049,694
TOTAL PERSONNEL	3,136,822	3,843,361	4,344,839
Materials and Supplies	287,918 *1	276,857 *3	262,057 *7
Maintenance and Operations	168,599	152,839 *4	207,139 *8
Utilities	223,281	267,083	267,083
Professional/Technical Svcs	612,919	533,274	661,774 *9
Other Expenses	73,535	25,857 *5	25,857
TOTAL SUPPLIES AND SERVICES	1,366,252	1,255,910	1,423,910
Capital Outlay	17,828	6,900	46,000
Interfund Expenditures	14,021	15,400	22,000
TOTAL EXPENDITURES	\$ 4,534,923	5,121,571	5,836,749

*1 Includes limited-period expenditures for the milk room/goat barn remodel, tennis equipment and maintenance, and Senior Center ten year anniversary.

*2 Includes increased fundings of \$170,000 for minimum wage impact (1/2-year) and \$36,800 for Office Assistant wages.

*3 Includes limited-period funding of \$11,500 for special events and plaza activation.

*4 Includes increased funding of \$14,100 for janitorial cost increases.

*5 Includes increased fundings of \$4,100 for training, conference, and travel and \$200 for memberships and dues.

*6 Includes increased funding of \$170,000 for minimum wage impact (1/2-year). Also includes limited-period funding of \$5,200 for Thursday Night Live special events.

*7 Includes a transfer of funding to the Information Technology department for the consolidation of printer support services.

*8 Includes increased funding of \$11,500 for ActiveNet fees. Also includes limited-period funding of \$42,800 for pilot program for day porter services for the new Community Center.

*9 Includes increased fundings of \$100,000 for Recreation classes contract services and \$17,500 for new contract class services. Also includes limited-period funding of \$11,000 for Thursday Night Live special event.

**COMMUNITY SERVICES - RECREATION
PROGRAM SUMMARY**

REVENUES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Rents & Leases	\$ 247,811	123,170	254,340 *2
Local Intergovernmental Revenue	75,000	75,000	75,000
Recreation Service Charges	1,774,353	1,623,510	1,828,340 *3
General Service Charges	25,630	23,280 *1	24,760
Miscellaneous Revenue	339,646	174,750	176,130
TOTAL REVENUES	\$ 2,462,440	2,019,710	2,358,570

*1 Includes a \$14,100 increase in revenue for janitorial fees.

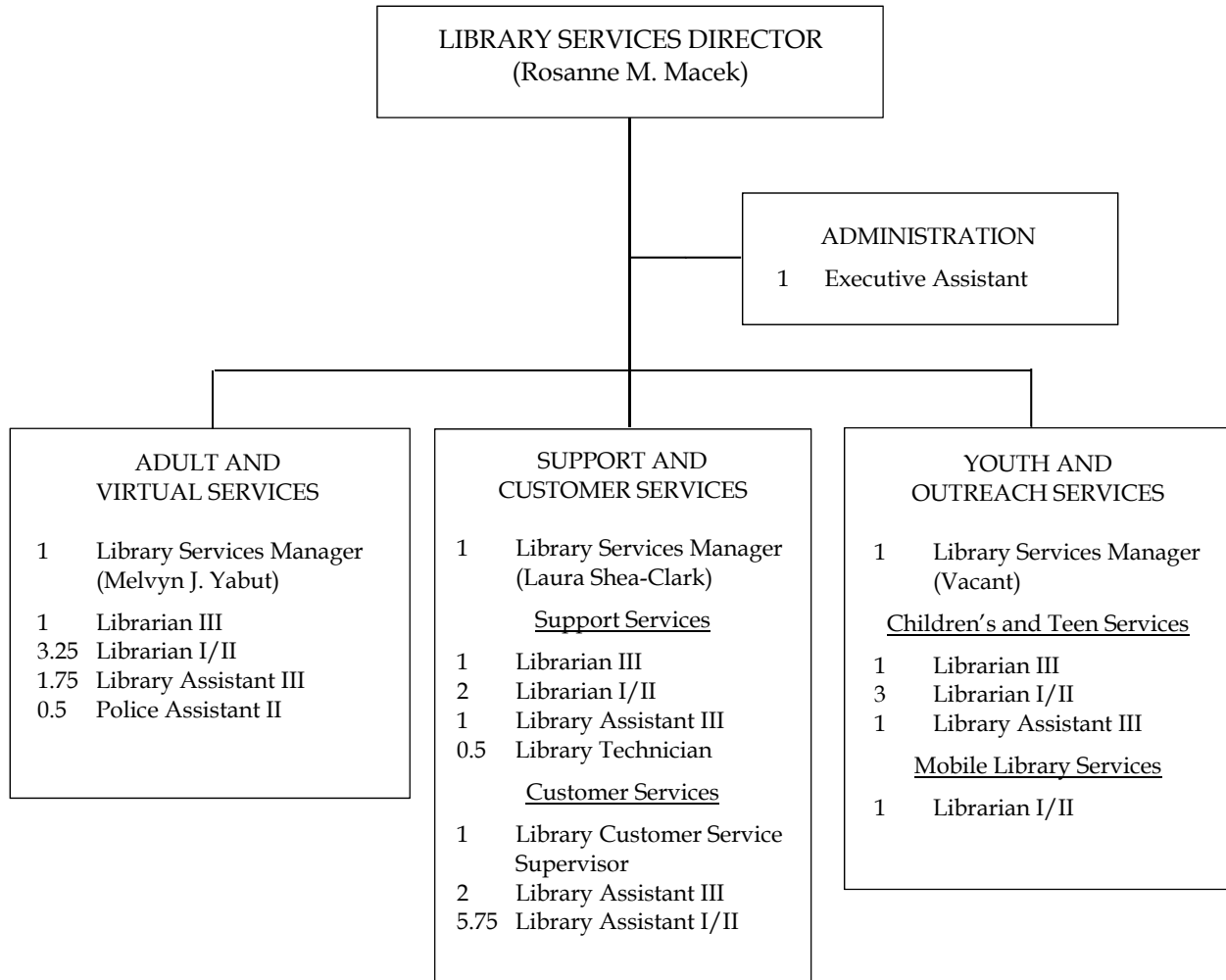
*2 Includes increased rental revenues of \$73,600 for the Senior Center, \$29,400 for Adobe Building, and \$27,700 for the Community Center.

*3 Includes increased revenue of \$130,000 for contract classes and \$23,700 for new programs.

NOTES

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LIBRARY SERVICES DEPARTMENT



FISCAL YEAR 2018-19 POSITION TOTALS: 23.0 Full-Time
7.75 Regular Part-Time

NOTES

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LIBRARY SERVICES DEPARTMENT SUMMARY

DEPARTMENT MANAGER – LIBRARY SERVICES DIRECTOR

DEPARTMENT MISSION STATEMENT

The Library Services Department is responsible for the planning and provision of library services. “Our Library is for everyone. We are a free resource helping our community connect, create, and learn.”

DEPARTMENT OVERVIEW

Library resources are made easily accessible to the community in a variety of formats, including print, media, and electronic. The Library Services Department participates in cooperative regional services and resource-sharing to meet the needs of all residents in the area.

DEPARTMENT FUNCTIONS

- Provide quality services, programs, and systems that enhance the quality of community life. (M 1, 2, 3, 4, 5, 6, 7, 10, 11)
- Provide a welcoming, comfortable, well-maintained, and safe facility and environment for all customers to use and enjoy. (M 1)
- Offer a variety of library materials, technology resources and references, and readers’ assistance to help customers meet their information, educational, and recreational reading needs. (M 2, 3, 4, 7, 8, 10)
- Provide a quality collection of popular and enduring materials for customers to use and borrow. (M 2, 3, 7, 9)
- Provide ongoing library services to support lifelong learning in the community, including physical and virtual collections, and programs for all ages. (M 2, 3, 5, 6, 10)
- Promote library services to ensure that all residents are aware of the breadth of library services and how to better use those services. (M 6)
- Provide Mobile Library Services to reduce trips to the Library. (M 2, 3)

LIBRARY SERVICES DEPARTMENT SUMMARY

MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEAR 2018-19

*((Items in **bold** are tied to Fiscal Years 2017-18 and 2018-19 Major Council Goals))*

- **Continue to support regional partners to fund and/or improve awareness of and access to information and referral resources for immigrants; particularly for mixed status families, in conjunction with the City Manager's Office and the Community Services Department.**
- Continue the weekly English as a Second Language (ESL) Conversation Club.
- Continue the weekly language swap meetings.
- Continue the 24 weeks of children's story times in Japanese, Spanish, and Chinese.
- Continue the drop-in bike clinics.
- **Continue to partner with Bay Area Water Supply and Conservation Agency (BAWSCA), Master Gardeners, and other organizations to offer educational classes on environmentally friendly gardening and environmental sustainability.**
- Develop educational programs to support City Council goals.
- Expand library outreach to have more of a library presence in the community and to promote Library services.
- Upgrade self-check-out and self-check-in stations associated with the library automated materials handling system.
- Continue to implement action items related to the employee engagement survey results.

**LIBRARY SERVICES
DEPARTMENT SUMMARY**

PERFORMANCE/WORKLOAD MEASURES

	2015-16 Actual	2016-17 Actual	2017-18 Target	2017-18 6 Months	2018-19 Target
1. Number of visits to the Library	624,421	633,920	>600,000	300,386	>600,000
2. Total circulation	1,416,360	1,338,714	>1,300,000	651,727	>1,300,000
3. Number of items circulated per capita	18.2	16.9	>17	8.2	>17
4. Questions answered per capita	1 ^(A)	0.9	>1	0.4 ^(A)	>0.8
5. Total attendees at Library programs	53,709	57,342	>50,000	25,420	>50,000
6. Satisfaction rate for Library programs	New for FY16-17	91%	>80%	90%	>80%
7. Percentage of circulation that is customer self-check	96%	96%	>92%	96%	>92%
8. Percentage of materials returned at automated returns	91%	89%	>85%	89%	>85%
9. Average number of calendar days between receipt of new item and availability to check out	7	7	<12	7.8	<10
10. New book and media items processed	27,401	28,068	>24,000	13,230	>24,000
11. Number of public computer sessions in the Library	57,778	55,348	>50,000	26,292	>50,000

^(A) The volume of reference questions has declined with more information available on the Internet. However, staff is spending more time on complex and technology-related questions. Neighboring Silicon Valley libraries are also reporting a decline in reference activity of up to 21.0 percent. The Fiscal Year 2018-19 Target has been updated.

BUD/LHP-026-01 FY2018-19

**LIBRARY SERVICES
DEPARTMENT SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Library Services Director	1	1	1
Library Services Manager	3	3	3
Library Customer Service Supervisor	1	1	1
Librarian III	2	2	3 *2
Librarian I/II	8.75	8.75	9.25 *2/*3
Executive Assistant	1	1	1
Library Assistant III	6.75	6.75	5.75 *3
Library Assistant I/II	5.75	5.75	5.75
Library Technician	0.50	0.50	0.50
Police Assistant II	0	0	0.50 *2
TOTAL REGULAR	<u>29.75</u>	<u>29.75</u>	<u>30.75</u>
TOTAL PART-TIME HOURLY	<u>11.13</u>	<u>12.27 *1</u>	<u>11.36 *2</u>
TOTAL POSITIONS	<u>40.88</u>	<u>42.02</u>	<u>42.11</u>

*1 Added wages to the Police Assistant role.

*2 Added a 0.50 FTE Librarian I/II position and 0.50 FTE Police Assistant II position. Reduced hours to offset the cost of added Police Assistant II position. Also includes the reclassification of a Librarian I/II position to Librarian III.

*3 Midyear reclassification of a Library Assistant III position to Librarian I/II.

DEPARTMENT PROGRAMS	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Library Services Administration	\$ 628,718	736,609	699,201
Adult and Virtual Services	1,434,551	1,559,921	1,785,155
Support and Customer Services	2,103,104	2,408,251	2,556,875
Youth and Outreach Services	1,076,134	1,174,218	1,228,595
TOTAL EXPENDITURES	<u>\$ 5,242,507</u>	<u>5,878,999</u>	<u>6,269,826</u>

EXPENDITURE SUMMARY	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries Wages and Benefits	\$ 4,377,797	4,864,017	5,296,744
Supplies and Other Services	846,429	909,866	897,366
Capital Outlay	11,062	95,316	62,716
Interfund Expenditures	7,219	9,800	13,000
TOTAL EXPENDITURES	<u>\$ 5,242,507</u>	<u>5,878,999</u>	<u>6,269,826</u>

FUNDING SOURCES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
General Operating	\$ 5,223,335	5,789,083	6,211,110
General Non-Operating	19,172	89,916	58,716
TOTAL FUNDING	<u>\$ 5,242,507</u>	<u>5,878,999</u>	<u>6,269,826</u>

**LIBRARY SERVICES
DEPARTMENT SUMMARY**

REVENUE SUMMARY	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Fines and Forfeitures	\$ 123,758	125,000	112,000
Rents & Leases	2,270	0	0
General Service Charges	15,630	15,000	15,000
Miscellaneous Revenue	153,198	200	200
TOTAL REVENUES	\$ 294,856	140,200	127,200

LIBRARY SERVICES – ADMINISTRATION PROGRAM SUMMARY

PROGRAM MANAGER – LIBRARY SERVICES DIRECTOR

PROGRAM OVERVIEW

Administration is responsible for the management of the Library Services Department. General administration of the Library includes: strategic planning, budget, personnel, facility management, and community relations. Administration also supports the Library Board of Trustees.

MAJOR PROGRAM CHANGES

- General Non-Operating Fund:

Water Bottle Filling Stations (2) (limited-period):	\$6,000
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Provides funding for the purchase and installation of two water bottle filling stations.

Library Logo (rebudget):	\$5,000
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Rebudgets funding for consultant services to develop a new library logo that is easily recognizable and quickly communicates the Library's value to the community.

BUD/LHP-026-02 FY2018-19

**LIBRARY SERVICES - ADMINISTRATION
PROGRAM SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Total Regular	2	2	2
Total Part-Time Hourly	0.85	1.14 *1	0.65 *2
TOTAL POSITIONS	2.85	3.14	2.65

*1 Increased hours for expansion of Police Assistant role.

*2 Increased hours to offset cost of added 0.50 FTE Police Assistant II position in the Adult and Virtual Services Program.

EXPENDITURES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries	\$ 286,824	309,458	327,162
Wages	30,651	61,750 *1	35,044
Benefits	111,979	122,077	137,471
TOTAL PERSONNEL	429,454	493,285	499,677
Materials and Supplies	9,490	30,030	32,830 *3
Maintenance and Operations	69,319	62,167	62,167
Utilities	3,318	7,000	7,000
Professional/Technical Svcs	29,726	25,000	25,000
Other Expenses	76,349	34,211 *2	34,211 *4
TOTAL SUPPLIES AND SERVICES	188,202	158,408	161,208
Capital Outlay	11,062	83,916	36,316
Interfund Expenditures	0	1,000	2,000
TOTAL EXPENDITURES	\$ 628,718	736,609	699,201

*1 Includes increased funding of \$15,600 for Police Assistant wages.

*2 Includes increased funding of \$3,000 for training, conference, and travel. Also includes limited-period funding of \$5,000 for a Library logo.

*3 Includes limited-period funding of \$6,000 for two water bottle filling stations. Also includes a transfer of funding to the Information Technology department for the consolidation of printer support services.

*4 Includes limited-period funding of \$5,000 for a Library logo (rebudget).

REVENUES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Fines and Forfeitures	\$ 1,795	0	0
Rents & Leases	2,270	0 *1	0
General Service Charges	15,567	15,000	15,000
Miscellaneous Revenue	48,000	200	200
TOTAL REVENUES	\$ 67,632	15,200	15,200

*1 Includes a reduction in revenue as a result of the elimination of the Monarch Room facility rental fee.

LIBRARY SERVICES – ADULT AND VIRTUAL SERVICES PROGRAM SUMMARY

PROGRAM MANAGER – LIBRARY SERVICES MANAGER

PROGRAM OVERVIEW

Adult and Virtual Services includes all services for adults, including an extensive collection of print and electronic information as well as programs and workshops on a variety of topics. Activities include selecting Library materials and providing instruction and assistance in their use. Staff provides individual assistance as well as training to use Library resources and the Internet and coordinates programs on topics of interest to the community. The division cooperates with community education programs and maintains a local history collection in cooperation with the Mountain View Historical Association. It also provides literacy services through a contract with the Reading Program.

An important focus is on 24/7 virtual access to Library information and services. This division maintains the Library's website, manages the selection and deployment of electronic databases, and provides access to and training for eBooks.

- General Operating Fund:

Police Assistant II Position (0.50) (\$65,500 offset by a reduction in hourly wages): \$38,500

Provides funding for a 0.50 FTE Police Assistant II position. This position will provide a vital function in ensuring the building is safe for everyone. Converting hours to a regular position will address the high turnover and will additionally provide guidance to the hourly employees.

Librarian I/II Position (0.50) (\$81,200 offset by a reduction in hourly wages): \$38,400

Provides funding for a 0.50 FTE Librarian I/II position. This position will provide coverage during evenings, weekends, and staff absences. Converting hours to a regular position will address the high turnover and reduce the time and resources spent on new recruitments and training.

BUD/LHP-026-03 FY2018-19

**LIBRARY SERVICES - ADULT AND VIRTUAL SERVICES
PROGRAM SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Total Regular	6.50	6.50	7.50 *1
Total Part-Time Hourly	1.36	1.36	1.15 *2
TOTAL POSITIONS	7.86	7.86	8.65

*1 Added a 0.50 FTE Librarian I/II position and a 0.50 FTE Police Assistant II position.

*2 Decreased hours to offset cost of added positions.

EXPENDITURES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries	\$ 542,532	580,341	697,788
Wages	71,991	76,422	63,644
Benefits	274,956	299,400	419,265
TOTAL PERSONNEL	889,479	956,163	1,180,697
Materials and Supplies	522,124	567,560 *2	567,260 *4
Maintenance and Operations	0	0	0
Utilities	0	0	0
Professional/Technical Srvcs	19,948	36,198 *3	22,198
Other Expenses	3,000 *1	0	0
TOTAL SUPPLIES AND SERVICES	545,072	603,758	589,458
Capital Outlay	0	0	15,000
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ 1,434,551	1,559,921	1,785,155

*1 Includes limited-period expenditures for ebooks.

*2 Includes increased funding of \$40,000 for library materials.

*3 Includes increased fundings of \$3,700 for contract services for Reading Program and \$15,500 for microfilming project (\$14,000 limited-period).

*4 Includes a transfer of funding to the Information Technology department for the consolidation of printer support services.

REVENUES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Miscellaneous Revenue	\$ 5,198	0	0
TOTAL REVENUES	\$ 5,198	0	0

LIBRARY SERVICES – SUPPORT AND CUSTOMER SERVICES PROGRAM SUMMARY

PROGRAM MANAGER – LIBRARY SERVICES MANAGER

PROGRAM OVERVIEW

Support Services provides support and maintenance of the Library's automation and catalog systems and automated check-in and check-out systems. It also includes the purchasing, physical processing, and maintenance of all materials in the Library's collection.

Customer Service is responsible for the lending and tracking of Library materials loaned to the public, registering customers, issuing Library cards, and collecting overdue fines and damage costs. Materials located outside the Library's collection are made available to the public through the Link+ service, which is a consortium of academic and public libraries. This section also provides the timely return of Library materials to the shelves and maintains the orderliness of the Library's materials collection.

MAJOR PROGRAM CHANGES

- General Operating Fund:

Minimum Wage Impact One-Half Year:	\$30,000
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Provides additional funding to cover the impact of the City's Minimum Wage Ordinance for the second half of calendar year 2018 (the total cost increase for all funds Citywide for a full year is \$492,900).

Reclassification of a Librarian I/II Position to Librarian III:	\$11,800
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Provides funding for the reclassification of a Librarian I/II position to Librarian III based on an analysis showing a higher level of duties performed.

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**LIBRARY SERVICES - SUPPORT AND CUSTOMER SERVICES
PROGRAM SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Total Regular	14.25	14.25 *1	14.25
Total Part-Time Hourly	7.61	8.46 *1	8.46
TOTAL POSITIONS	21.86	22.71	22.71

*1 Added a 0.50 FTE Library Technician position (elimination of 0.50 FTE Library Assistant III position).

EXPENDITURES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries	\$ 1,027,224	1,177,310	1,232,542 *2
Wages	341,890	365,149 *1	398,346 *1
Benefits	640,147	720,842	781,337
TOTAL PERSONNEL	2,009,261	2,263,301	2,412,225
Materials and Supplies	39,011	52,000	51,700 *3
Maintenance and Operations	595	0	0
Utilities	0	0	0
Professional/Technical Srvcs	52,063	90,950	90,950
Other Expenses	2,174	2,000	2,000
TOTAL SUPPLIES AND SERVICES	93,843	144,950	144,650
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	\$ 2,103,104	2,408,251	2,556,875

*1 Includes increased funding of \$30,000 for minimum wage impact (1/2-year).

*2 Includes increased funding of \$11,800 for the reclassification of a Librarian I/II position to Librarian III.

*3 Includes a transfer of funding to the Information Technology department for the consolidation of printer support services.

REVENUES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Fines and Forfeitures	\$ 121,963	125,000 *1	112,000
General Service Charges	63	0 *1	0
TOTAL REVENUES	\$ 122,026	125,000	112,000

*1 Reclassified revenue to Fines and Forfeitures.

LIBRARY SERVICES – YOUTH AND OUTREACH SERVICES PROGRAM SUMMARY

PROGRAM MANAGER – LIBRARY SERVICES MANAGER

PROGRAM OVERVIEW

Youth Services provides a full range of materials, services, and programs to children, teens, parents, adults working with youth, and agencies and organizations serving youth and educational institutions. Children's Services provides a carefully selected collection of materials; arranges for classes to visit the Library; promotes reading and communication skills through storytelling, book talks, musical, and other special programs; reading readiness programs; and prepares special reading lists. Teen Services provides materials and services to meet the special interests and needs of teens, including a group study area; textbook collection; a collection of popular books; music CDs; and after-school tutoring services.

Outreach Services provides access to Library services outside the Main Library via a Mobile Library (Bookmobile) and Special Outreach Services (SOS). Mobile Library Services provides materials and services to day-care centers, senior living facilities, schools, and local businesses. With the assistance of volunteers, SOS provides home delivery of materials to homebound residents.

BUD/LHP-026-05 FY2018-19

**LIBRARY SERVICES - YOUTH AND OUTREACH SERVICES
PROGRAM SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Total Regular	7	7	7 *1
Total Part-Time Hourly	1.31	1.31	1.10 *2
TOTAL POSITIONS	8.31	8.31	8.10

*1 Midyear reclassification of a Library Assistant III position to a Librarian I/II position.

*2 Converted hours to a regular position.

EXPENDITURES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries	\$ 629,374	680,028	714,691
Wages	104,903	102,987	85,355
Benefits	315,326	368,253	404,099
TOTAL PERSONNEL	1,049,603	1,151,268	1,204,145
Materials and Supplies	1,755	2,750	2,050 *1
Maintenance and Operations	0	0	0
Utilities	0	0	0
Professional/Technical Srvcs	0	0	0
Other Expenses	17,557	0	0
TOTAL SUPPLIES AND SERVICES	19,312	2,750	2,050
Capital Outlay	0	11,400	11,400
Interfund Expenditures	7,219	8,800	11,000
TOTAL EXPENDITURES	\$ 1,076,134	1,174,218	1,228,595

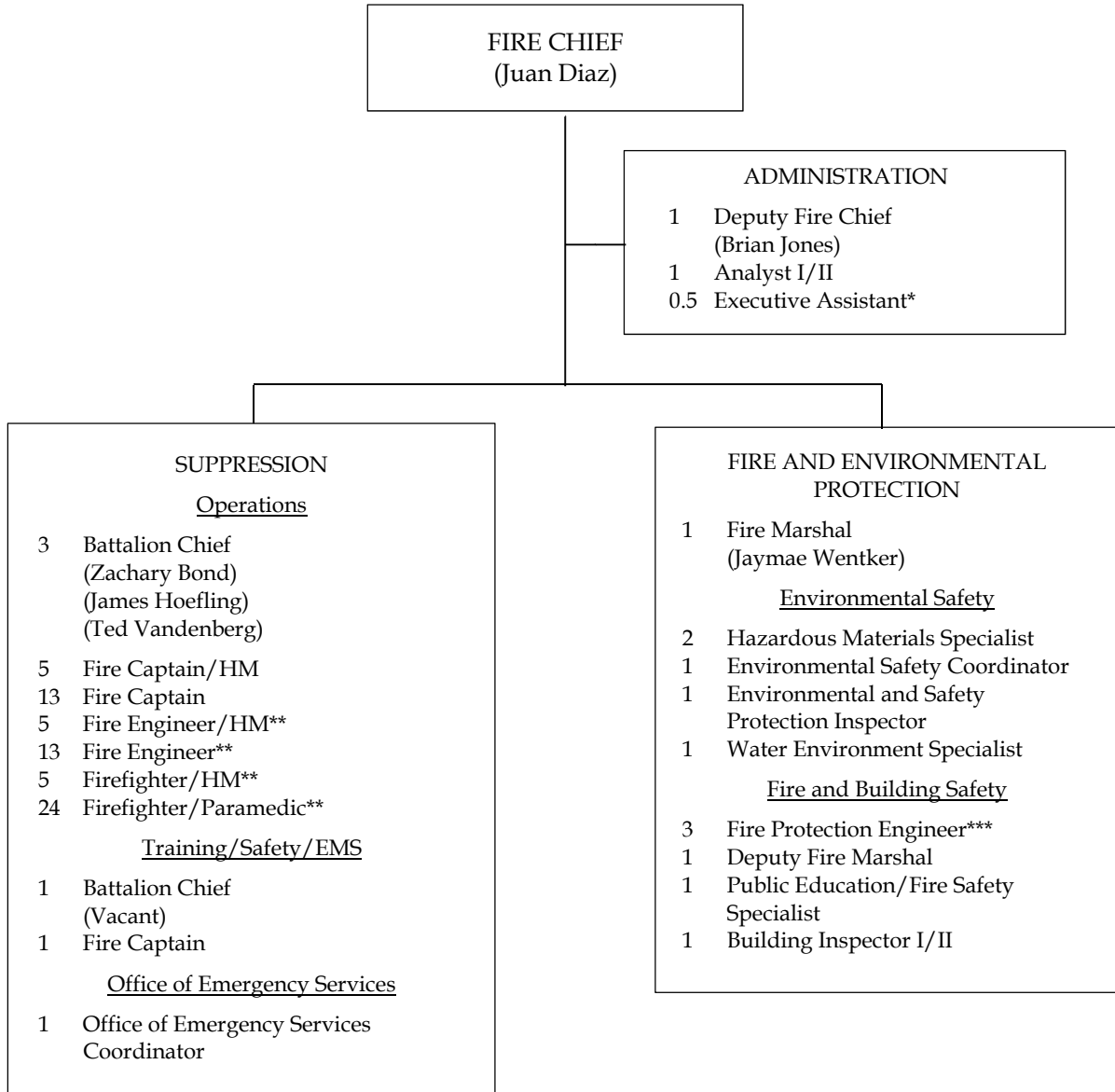
*1 Includes a transfer of funding to the Information Technology department for the consolidation of printer support services.

REVENUES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Miscellaneous Revenue	\$ 100,000	0	0
TOTAL REVENUES	\$ 100,000	0	0

NOTES

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FIRE DEPARTMENT



FISCAL YEAR 2018-19 POSITION TOTALS: 86.5 Full-Time

* Position directly reports to the Police Department but supports the Fire Department.

** Authorization of 27 Paramedics includes Engineer, Engineer/Hazardous Materials, and Firefighter/Hazardous Materials levels.

*** Located in Community Development Department but budgeted in Fire Department.

NOTES

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FIRE DEPARTMENT SUMMARY

DEPARTMENT MANAGER – FIRE CHIEF

DEPARTMENT MISSION STATEMENT

The Mountain View Fire Department exists to save lives and property, protect the environment, and minimize the risk of fire and natural disaster by investing in education, training, and prevention. The vision of the department is to be a progressive fire department that treats everyone with respect and dignity and applies best practices in innovative emergency response, fire prevention, training, environmental protection, and public education.

DEPARTMENT OVERVIEW

The Fire Department's personnel and equipment are strategically deployed throughout the City to rapidly assist citizens when emergencies occur, such as emergency medical services, fire suppression, technical rescue, and hazardous materials response, along with community emergency preparedness and recovery training. In addition to emergency response, the Fire Department focuses on community safety and education through fire prevention, housing code enforcement, public education, waste discharge and general surface water pollution prevention, and other services to the community.

DEPARTMENT FUNCTIONS

- Respond quickly to all emergencies and take appropriate actions thereby reducing loss of life, property, and environmental damage while ensuring the safety of all Fire personnel involved. (M 1, 2)
- Maintain a professional level of operational readiness as Firefighters, Paramedics, Emergency Medical Technicians, Hazardous Materials First-Responders, Hazardous Materials Technicians, Specialists, and Rescuers.
- Provide annual training and coordination for City staff, and residential and business community volunteers on disaster preparedness, response, and recovery.
- Provide management and oversight for the Santa Clara County Regional Command Training Center located in Mountain View.
- Ensure that facilities using or storing hazardous materials, or discharging wastewater into the sanitary or storm sewers, comply with applicable Federal, State, and local requirements. (M 3, 4)
- Maintain an ongoing fire prevention program, hazardous materials, and underground storage tank inspection program. (M 3)
- Maintain a rental housing inspection program.

FIRE DEPARTMENT SUMMARY

MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEAR 2018-19

*(Items in **bold** are tied to Fiscal Years 2017-18 and 2018-19 Major Council Goals)*

- **Support implementing initiatives to address homelessness, including residents unstably housed in vehicles, with both short-term and long-term actions, in conjunction with the City Manager's Office, the Community Development Department, the Public Works Department, the Community Services Department, and the Police Department.**
- Work with stakeholders, including businesses, and County and State officials, to explore options to develop an on-site fueling ordinance that meets safety requirements, in conjunction with the City Attorney's Office.
- Continue to collaborate with the fire agencies within Santa Clara County to develop community-focused and sustainable initiatives that improve service quality, create operational efficiencies, eliminate redundancy, and leverage existing emergency response resources. This is inclusive of:
 - a. Explore a joint Fire Dispatch Center, based on the Feasibility Study on Consolidation of Dispatch Center for Fire/EMS between Mountain View and Santa Clara County Fire (SCCFD), and continue to work on the connectivity of Fire Stations with SCCFD and updating the Fire Stations' Ring Down System.
 - b. Full boundary drops implementation between Los Altos and Mountain View.
- Continue with the training and skills development in the "Special Operations" program disciplines.
- Finalize the Strategic Plan, which was drafted in Fiscal Year 2017-18 and will guide the department towards operational efficiency and effectiveness.
- Continue to implement action items related to the employee engagement survey results.

**FIRE
DEPARTMENT SUMMARY**

PERFORMANCE/WORKLOAD MEASURES

	2015-16 Actual	2016-17 Actual	2017-18 Target	2017-18 6 Months	2018-19 Target
Suppression:					
1. For all structure fires, 60 seconds turn-out, 4 minutes for the first engine company to arrive and 8 minutes for the complete full first-alarm assignment.		New for FY17-18	>90%	100%	>90%
2. For all EMS calls, 60 seconds turn-out time and 6 minutes 59 seconds for the first ALS apparatus to arrive.		New for FY17-18	>95%	90% ^(A)	>95%
Fire and Environmental Protection:					
3. Percentage of plans checked within 15 working days of receipt by division	100%	100%	100%	100%	100%
4. Number of inspections conducted by Environment Safety Section	1,641	1,572 ^(B)	1,600	744 ^(C)	1,600

^(A) Trending below target possibly due to heavy freeway traffic congestion, issues with wireless data tracking, and mutual-aid responses from outside agencies. Further data analysis will need to be conducted to identify and evaluate these issues.

^(B) Lower due to Hazardous Materials Specialist vacancy from February to May.

^(C) Trending below target due to new hire (Hazardous Materials Specialist) training.

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**FIRE
DEPARTMENT SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Fire Chief	1	1	1
Deputy Fire Chief	1	1	1
Battalion Chief	4	4	4
Fire Marshal	1	1	1
Office of Emergency Services Coordinator	1	1	1
Fire Protection Engineer	2	2	3 *3
Deputy Fire Marshal	1	1	1
Public Education/Fire Safety Specialist	1	1	1
Fire Captain/HM	0	5 *2	5
Fire Captain/HM II	3	0 *2	0
Fire Captain/HM I	2	0 *2	0
Fire Captain	14	14	14
Fire Engineer/HM	0	5 *2	5
Fire Engineer/HM II	3	0 *2	0
Fire Engineer/HM I	2	0 *2	0
Fire Engineer	13	13 *2	13
Firefighter/HM	0	5 *2	5
Firefighter/HM II	3	0 *2	0
Firefighter/HM I	2	0 *2	0
Firefighter/Paramedic	21 *1	24 *2	24 *4
Firefighter	3	0 *2	0
Haz Mat Specialist	2	2	2
Environmental Safety Coordinator	1	1	1
Environmental & Safety Protection Inspector	1	1	1
Water Environment Specialist	1	1	1
Building Inspector I/II	1	1	1
Analyst I/II	0	0	1 *5
Executive Assistant	0.50	0.50	0.50
TOTAL REGULAR	84.50	84.50	86.50
TOTAL PART-TIME HOURLY	0	0	0
TOTAL POSITIONS	84.50	84.50	86.50

*1 Authorization of 21 Paramedics includes Engineer level and Firefighter/HM II level.

*2 Reclassified the Fire Captain/HM I/II positions to Fire Captain/HM, the Fire Engineer/HM I/II to Fire Engineer/HM, the Firefighter/HM I/II to Firefighter/HM, three Firefighter positions to Firefighter/Paramedics and changes the authorization from 21 to 27 Paramedics including Engineer, Engineer/HM, and Firefighter/HM levels.

*3 Added a Fire Protection Engineer position.

*4 Authorization of 27 Paramedics includes Engineer, Engineer/HM, and Firefighter/HM levels.

*5 Added an Analyst I/II position.

DEPARTMENT PROGRAMS	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Fire Administration	\$ 946,148	969,151	1,238,446
Fire Suppression	20,391,345	23,170,628	23,245,601
Fire and Environmental Protection	2,649,170	2,879,047	3,279,987
TOTAL EXPENDITURES	\$ 23,986,663	27,018,826	27,764,034

**FIRE
DEPARTMENT SUMMARY**

EXPENDITURE SUMMARY	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries Wages and Benefits	\$ 22,438,042	24,550,334	26,023,994
Supplies and Other Services	987,036	1,346,850	1,211,640
Capital Outlay	99,395	727,142	108,400
Interfund Expenditures	462,190	394,500	420,000
TOTAL EXPENDITURES	\$ 23,986,663	27,018,826	27,764,034
FUNDING SOURCES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
General Operating	\$ 21,692,646	22,991,284	24,222,650
General Non-Operating	147,871	1,708,802	824,100
Building/Development Services	477,633	541,742	797,567
Shoreline Regional Park Community	118,439	135,078	193,178
Wastewater	1,550,074	1,641,920	1,726,539
TOTAL FUNDING	\$ 23,986,663	27,018,826	27,764,034
REVENUE SUMMARY	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
General Licenses & Permits	\$ 542,952	465,000	465,000
Fines and Forfeitures	17,847	0	0
General Service Charges	236,303	226,120	233,710
Miscellaneous Revenue	1,178,979	337,000	342,090
TOTAL REVENUES	\$ 2,011,183	1,028,120	1,040,800

FIRE – ADMINISTRATION PROGRAM SUMMARY

PROGRAM MANAGER – FIRE CHIEF

PROGRAM OVERVIEW

Administration is responsible for management of the Fire Department. The division provides strategic planning, leading, managing, and supporting for Fire Department personnel and programs in the accomplishment of the department's mission.

MAJOR PROGRAM CHANGES

- General Operating Fund:

Analyst I/II Position:

\$180,200

Provides funding for an Analyst I/II position to perform essential analytical responsibilities to improve operational efficiencies. There is an increasing need for data analysis related to Emergency Medical Services (EMS) and suppression records.

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**FIRE - ADMINISTRATION
PROGRAM SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Total Regular	2.50	2.50	3.50 *1
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	2.50	2.50	3.50

*1 Added an Analyst I/II position.

EXPENDITURES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries	\$ 542,624	579,283	720,654
Wages	11,053	0	0
Benefits	302,515	318,494	420,818
TOTAL PERSONNEL	856,192	897,777	1,141,472
Materials and Supplies	26,087	40,844	40,044 *1
Maintenance and Operations	629	1,000	1,000
Utilities	0	0	0
Professional/Technical Svcs	48,234	0	0
Other Expenses	6,881	8,930	8,930
TOTAL SUPPLIES AND SERVICES	81,831	50,774	49,974
Capital Outlay	2,158	0	25,000
Interfund Expenditures	5,967	20,600	22,000
TOTAL EXPENDITURES	\$ 946,148	969,151	1,238,446

*1 Includes a transfer of funding to the Information Technology department for the consolidation of printer support services.

NOTES

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FIRE – SUPPRESSION PROGRAM SUMMARY

PROGRAM MANAGER – FIRE CHIEF

PROGRAM OVERVIEW

The Suppression Division consists of the Operations, the Personnel and Training, and the Office of Emergency Services/Public Information Sections.

The Operations Section provides firefighting, hazardous materials incident, paramedic, and rescue response services from five fire stations strategically located throughout the City. Firefighters also conduct fire prevention inspections, public education, equipment and facilities maintenance, as well as ongoing training activities. Paramedic Firefighters are assigned to every fire station.

The Training Safety Section plans, schedules, and provides training to Firefighters. The section also coordinates the Firefighter recruitment and selection process.

The Office of Emergency Services Section is responsible for disaster preparedness and coordinates disaster response.

MAJOR PROGRAM CHANGES

- General Operating Fund:

Personal Protective Equipment (PPE): \$37,200

Provides increased funding for Firefighter’s Personal Protective Equipment. The additional funds will ensure that national standards for PPEs are met.

Training, Conference, and Travel: \$20,000

Provides increased funding for training, conference, and travel budget for staff to meet the State and National Training Standards.

- General Non-Operating Fund:

Firefighter Recruit Academy (limited-period): \$450,000

Provides funding for Firefighter recruits to attend the Firefighter Academy for three months and for approximately one month of transition-to-shift schedules. The level of recruitments will continue to be high due to the number of current and expected vacancies.

Special Operations Program (rebudget balance): \$306,700

Rebudgets the balance of funding for the formalization of a Special Operations Program. The funding will provide training and equipment for Technical Rescue and Tactical Medic Programs over a three-year period.

**FIRE – SUPPRESSION
PROGRAM SUMMARY**

Entry-Level Recruitment Program (limited-period): \$30,000

Provides funding to establish a recruitment program. The funding will cover the personnel cost of attending career day and recruitment fairs in an effort to attract diversity and market the Mountain View Fire Department (MVFD) to entry-level candidates.

Consolidated Dispatch Consultant (rebudget): \$20,000

Rebudgets funding for a regional consolidation of dispatch services feasibility study or implementation actions. Several fire departments within Santa Clara County have identified regional fire dispatch as an area of opportunity for regional collaboration to increase efficiencies and lessen the strains on our Dispatch Center.

City's Antique Fire Apparatus (limited-period): \$10,000

Provides continued funding to support the maintenance and restoration of the City's Antique Fire Apparatus and other historical MVFD memorabilia.

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**FIRE - SUPPRESSION
PROGRAM SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Total Regular	71	71	71
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	71	71	71
EXPENDITURES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries	\$ 13,023,306 *1	13,810,419 *2	14,076,826 *7
Wages		0	0
Benefits	6,236,508 *1	7,321,399	7,902,817
TOTAL PERSONNEL	19,259,814	21,131,818	21,979,643
Materials and Supplies	264,917 *1	429,528 *2/*3	349,939 *8
Maintenance and Operations	66,724	61,186	61,186
Utilities	82,837	102,870 *4	102,870
Professional/Technical Svcs	174,009 *1	180,590 *5	168,330 *9
Other Expenses	63,521 *1	206,794 *2/*6	150,233 *10
TOTAL SUPPLIES AND SERVICES	652,008	980,968	832,558
Capital Outlay	97,237	727,142	83,400
Interfund Expenditures	382,286	330,700	350,000
TOTAL EXPENDITURES	\$ 20,391,345	23,170,628	23,245,601

- *1 Includes limited-period expenditures for firefighter recruitment, overtime training, hard suction hose and strainer replacement, consolidated dispatch consultant, promotional exams, training and education.
- *2 Includes increased fundings of \$140,000 for overtime - hiring and retention, \$116,100 for the reclassification of six Firefighter positions to Paramedic level, and \$31,000 for the reclassification of six Hazmat I/II level positions to Hazmat. Also includes limited-period fundings of \$500,000 for the Special Operations Program, \$450,000 for Firefighter recruits (\$300,000 rebudget balance), and \$78,700 overtime training (rebudget balance).
- *3 Includes increased funding of \$6,000 for rowing machines (\$5,000 limited-period). Also includes limited-period fundings of \$10,000 for City's antique fire apparatus, \$8,100 for structure Firefighter hoods, \$7,200 for multi-purpose devises (rebudget), and \$5,800 for vetter air bags.
- *4 Includes increased funding of \$5,000 for City utility increases.
- *5 Includes increased fundings of \$36,000 for annual medical surveillance exams and \$20,000 for promotional recruitment exams. Also includes limited-period funding of \$20,000 for a consolidated dispatch consultant (rebudget).
- *6 Includes limited-period fundings of \$45,000 for HazMat program training (rebudget) and \$20,700 for training and education (rebudget balance).
- *7 Includes limited-period fundings of \$450,000 for Firefighter recruits, \$211,900 for the Special Operations Program (rebudget balance), and \$30,000 for entry-level recruitment program.
- *8 Includes increased funding of \$37,200 for personal protective equipment. Also includes limited-period fundings of \$20,000 for Special Operations Program (rebudget balance) and \$10,000 for City's antique fire apparatus.
- *9 Includes limited-period funding of \$20,000 for a consolidated dispatch consultant (rebudget).
- *10 Includes increased funding of \$20,000 for training, conference, and travel. Also includes limited-period fundings of \$74,800 for Special Operations Program (rebudget balance).

REVENUES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Miscellaneous Revenue	\$ 1,149,548	318,000	323,090
Interfund Revenue Transfers	35,102	0	0
TOTAL REVENUES	\$ 1,184,650	318,000	323,090

FIRE – FIRE AND ENVIRONMENTAL PROTECTION PROGRAM SUMMARY

PROGRAM MANAGER – FIRE MARSHAL

PROGRAM OVERVIEW

The Fire and Environmental Protection Division consists of the Environmental Safety and the Fire and Building Safety Sections.

The Environmental Safety Section is responsible for the enforcement of local hazardous materials storage codes, State underground chemical storage tank regulations, industrial waste discharge, and Federal and State regulations related to the control of industrial waste and stormwater runoff. Efforts are aimed at preventing uncontrolled releases and movement of hazardous and toxic substances.

The Fire and Building Safety Section is responsible for conducting the City's fire and housing code enforcement programs, fire cause investigations, and technical support to the Suppression Division.

MAJOR PROGRAM CHANGES

- Development Services Fund:

Strong Motion Instrumentation Program (SMIP) (rebudget balance): \$5,700

Rebudgets the balance of funding for SMIP funds to be used for a Community Emergency Response Team (CERT) grant program.

Fire Protection Engineer Position

This position is located in the Community Development Department but budgeted in the Fire Department. The write-up is provided in the Building Inspection Program section of the Community Development Department.

- Wastewater Fund:

Consultant Services for Web-Based Reporting (rebudget): \$20,000

Rebudgets funding to create an electronic reporting system. The State requires all local government agencies to electronically report hazardous materials business plan, inspection, and enforcement information.

SCVURPPP and NPDES Permit Fees: \$14,200

Provides additional funding for the Santa Clara Valley Urban Runoff Pollution Prevention Program (SCVURPPP) and National Pollutant Discharge Elimination System (NPDES) permit fees.

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**FIRE - FIRE AND ENVIRONMENTAL PROTECTION
PROGRAM SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Total Regular	11	11	12 *1
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	11	11	12

*1 Added a Fire Protection Engineer position.

EXPENDITURES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries	\$ 1,462,841	1,655,157	1,854,282
Wages	0	0	0
Benefits	859,195	865,582	1,048,597
TOTAL PERSONNEL	<u>2,322,036</u>	<u>2,520,739</u>	<u>2,902,879</u>
Materials and Supplies	15,249	25,515	23,515 *3
Maintenance and Operations	67	4,375	3,375
Utilities	4,883	800	4,800
Professional/Technical Svcs	206,976	243,400	257,600 *4
Other Expenses	26,022 *1	41,018 *2	39,818 *2
TOTAL SUPPLIES AND SERVICES	<u>253,197</u>	<u>315,108</u>	<u>329,108</u>
Capital Outlay	0	0	0
Interfund Expenditures	73,937	43,200	48,000
TOTAL EXPENDITURES	\$ <u>2,649,170</u>	<u>2,879,047</u>	<u>3,279,987</u>

*1 Includes limited-period expenditures for Strong Motion Instrumentation Program (SMIP).

*2 Includes limited-period fundings of \$20,000 for consultant services for web-based reporting (rebudget) and \$5,700 for Strong Motion Instrumentation Program (SMIP) (rebudget balance).

*3 Includes a transfer of funding to the Information Technology department for the consolidation of printer support services.

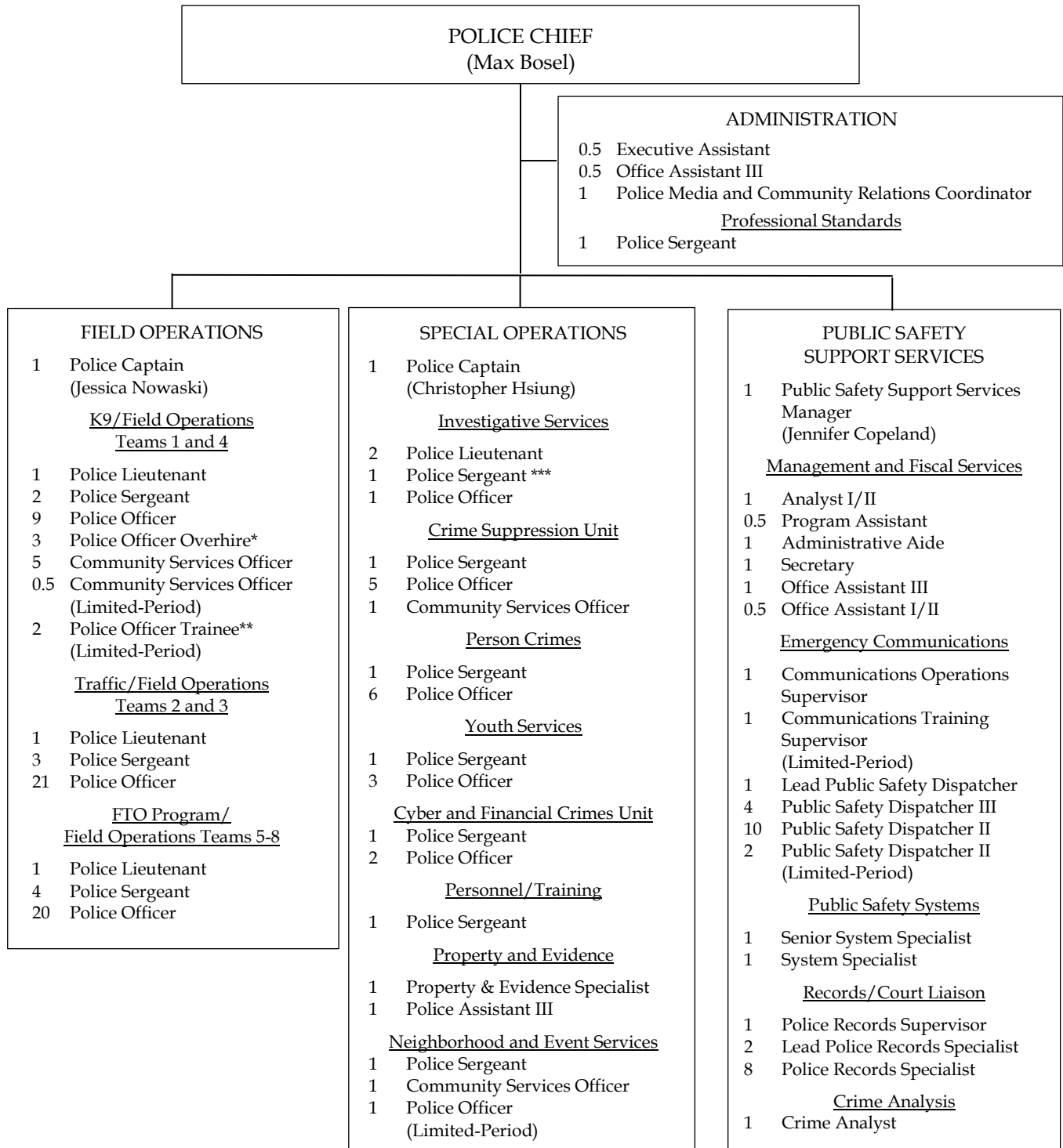
*4 Includes increased funding of \$14,200 for SCVURPPP and NPDES Permit Fees.

REVENUES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
General Licenses & Permits	\$ 542,952	465,000	465,000
Fines and Forfeitures	17,847	0	0
General Service Charges	236,303	226,120	233,710
Miscellaneous Revenue	29,431	19,000	19,000
TOTAL REVENUES	\$ <u>826,533</u>	<u>710,120</u>	<u>717,710</u>

NOTES

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POLICE DEPARTMENT



FISCAL YEAR 2018-19 POSITION TOTALS: 140.5 Full-Time
1.5 Regular Part-Time
6.5 Limited-Period

* The three Police Officer overhire positions are funded at 50 percent.
** The two limited-period Police Officer Trainee positions are funded at 50 percent.
*** One Police Sergeant position is being overfilled as a Police Lieutenant for Fiscal Year 2018-19.

NOTES

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POLICE DEPARTMENT SUMMARY

DEPARTMENT MANAGER – POLICE CHIEF

DEPARTMENT MISSION STATEMENT

The Police Department keeps Mountain View safe and tackles crime through quality policing that secures the trust and support of the people it serves and protects.

DEPARTMENT OVERVIEW

Through people, community collaboration, technology, and regional cooperation, the Police Department fulfills its mission through comprehensive programs that makes safety a priority, focuses on effectively working with people, and obtains fair and impartial results through education, prevention, intervention, suppression, and enforcement efforts. The department provides a visible presence, effective and timely response to calls for service, innovative community engagement activities, and comprehensive services for investigations, community-focused policing initiatives, and emergency preparedness. The department is also responsible for Police and Fire support services, emergency communications, and ensuring professional standards and accountability.

DEPARTMENT FUNCTIONS

- Promote a sense of safety and security in the community, keep the peace, provide public assistance, prevent and detect criminal activity, assist crime victims, apprehend offenders, and facilitate due process through the response to requests for police service, conducting investigations, and enforcing of the spirit of the law. (M 1, 2, 3, 4, 6, 7)
- Promote safety on the roadways through comprehensive and proactive education and enforcement initiatives that prevent fatal and injury traffic collisions. (M 3)
- Continue to enhance outreach and engagement programs with neighborhoods, schools, small businesses, corporations, and other stakeholders to promote community safety, prevention of crime, and secure communitywide trust and support. (M 5)
- Continually develop staff and implement solutions that enhance workplace and community safety, the ability to work effectively with people, and deliver fair and impartial results.
- Prevent juvenile delinquency, underage and illegal substance abuse, and gang activity.
- Work collaboratively with the community, City, and other criminal justice agencies in order to protect life, safeguard property, and enhance policing legitimacy and community support for the Police Department. (M 3, 4, 6)
- Provide support services functions to fulfill responsibilities related to public safety systems, technologies, records, warrants, and property and evidence.
- Recruit, retain, develop, and empower a broad range of talents at all levels of the organization who represent the diversity of the Mountain View community.

POLICE DEPARTMENT SUMMARY

- Provide communication services for Police, Fire, medical emergencies, and contract agencies. (M 7, 8)
- Prepare for, respond to, mitigate, and recover from all-hazard critical incidents and disasters.

MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEAR 2018-19

*(Items in **bold** are tied to Fiscal Years 2017-18 and 2018-19 Major Council Goals)*

- **Continue implementing initiatives to address homelessness, including residents unstably housed in vehicles, with both short-term and long-term actions, in conjunction with the City Manager's Office, the Community Development Department, the Public Works Department, the Community Services Department, and the Fire Department.**
- **Support enhanced community policing services related to homelessness and mental health issues in conjunction with the City Manager's Office and the Community Development Department.**
- **Adopt and implement a Vision Zero Policy/Program, in conjunction with the Public Works Department.**
- **Continue to administer an Office of Traffic Safety grant to enhance comprehensive traffic safety and education programs, in conjunction with the Public Works Department.**
- **Continue to utilize multiple methods and platforms to build strong community partnerships, to include online communication and hosting events that promote in-person community/police engagement, that improves public trust and support.**
- **Continue implementation, training, and evaluation of officer-worn cameras while ensuring that camera use and procedures address both departmental and community interests.**
- Support Development Options for Cannabis Retail Regulations, in conjunction with the City Attorney's Office, City Manager's Office, the Finance and Administrative Services Department, and the Community Development Department.
- Continue to implement programs that enhance Police Department employee safety and wellness.
- Complete the implementation of the records management system.
- Complete migration of the public safety radio infrastructure to the Silicon Valley Regional Interoperability Authority's regional communications system.
- Continue to implement action items related to the employee engagement survey results.

**POLICE
DEPARTMENT SUMMARY**

PERFORMANCE/WORKLOAD MEASURES

	2015-16 Actual	2016-17 Actual	2017-18 Target	2017-18 6 Months	2018-19 Target
Field Operations:					
1. Sustain a violent crime rate below the rate most recently reported by the California Department of Justice for Santa Clara County.	New for FY16-17	164	<249	86	<249
2. Sustain a property crime rate below the rate most recently reported by the California Department of Justice for Santa Clara County.	New for FY16-17	1,403	<2,292	1,013	<2,292
3. Sustain a fatal and injury traffic collision rate that is below the rate most recently reported by the California Highway Patrol for Santa Clara County.	New for FY16-17	282	<375.6	116	<375.6
4. Maintain an average response time (dispatch to on-scene) of 5 minutes or less to emergency (Priority 0) calls for service.	New for FY16-17	2.2	<5	2.2	<5
Special Operations:					
5. Continue an opt-in growth of 20% per year across digital media platforms.	New for FY16-17	21%	20%	29% ^(A)	20%
6. Sustain a violent and property crime clearance rate above the rate most recently reported by the California Department of Justice for Santa Clara County.	New for FY16-17	42%	>14.4%	13%	>14.4%
Public Safety Support Services:					
7. Answer incoming calls to 9-1-1 within 9 seconds.	New for FY16-17	98%	>95%	96%	>95%
8. Dispatch emergency (Priority 0) and urgent (Priority 1) calls in less than two minutes.	New for FY16-17	86% ^(B)	>95%	94% ^(C)	>95%

^(A) The Police Department continues to see a large increase in our Nextdoor and Snapchat followers. Our core platforms, Facebook and Twitter, saw much slower growth than usual.

^(B) The actual does not address outside factors that may have delayed a call being dispatched.

^(C) This measure was incorrectly reported as 62% in the Fiscal Year 2017-18 Midyear Budget Status Report.

BUD/LHP-312-01 FY2018-19

**POLICE
DEPARTMENT SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Police Chief	1	1	1
Police Captain	2	2	2
Public Safety Support Services Manager	1	1	1
Police Lieutenant	5	5	5
Police Sergeant	17	17	17
Police Officer	67	67	67
Police Officer (Overhire)	3	3	3
Police Media and Community Relations Coord.	1	1	1
Senior Systems Specialist	1	1	1
Crime Analyst	1	1	1
Systems Specialist	1	1	1
Communications Operations Supervisor	1	1	1
Lead Public Safety Dispatcher	1.50	2	1
Public Safety Dispatcher III	3	3	4
Public Safety Dispatcher II	10	10	10
Police Records Supervisor	1	1	1
Lead Police Records Specialist	2	2	2
Police Records Specialist	8	8	8
Community Services Officer	7	7	7
Property & Evidence Specialist	1	1	1
Police Assistant III	1	1	1
Senior Management Analyst	1	1	0
Analyst I/II	0	0	1
Program Assistant	0.50	0.50	0.50
Administrative Aide	1	1	1
Executive Assistant	0.50	0.50	0.50
Secretary	1	1	1
Office Assistant III	1.50	1.50	1.50
Office Assistant I/II	0.50	0.50	0.50
TOTAL REGULAR	141.50	142	142
TOTAL PART-TIME HOURLY	3.05	3.05	3.05
TOTAL POSITIONS	144.55	145.05	145.05

- *1 In addition there are the following limited-period positions: Communications Training Supervisor, a Public Safety Dispatch overhire, and two Police Officer Trainees at 50 percent funding.
- *2 Added a 0.50 FTE to an existing 0.50 FTE Lead Public Safety Dispatcher position.
- *3 In addition there are the following limited-period positions: Communications Training Supervisor, a Public Safety Dispatch overhire, two Police Officer Trainees at 50 percent funding, and a Police Officer - Community Outreach.
- *4 One Police Sergeant position is being overfilled as a Police Lieutenant for Fiscal Year 2018-19.
- *5 Midyear reclassification of a Lead Public Safety Dispatcher position to Public Safety Dispatch III.
- *6 Reclassified a Senior Management Analyst position to Analyst I/II.
- *7 In addition there are the following limited-period positions: Communications Training Supervisor, two Public Safety Dispatch overhires, two Police Officer Trainees at 50 percent funding, a Police Officer-Community Outreach, and a 0.50 FTE Community Services Officer (CSO).

**POLICE
DEPARTMENT SUMMARY**

DEPARTMENT PROGRAMS	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Police Administration	\$ 1,200,270	1,223,769	1,281,944
Field Operations	17,934,270	20,111,510	21,062,675
Special Operations	8,724,773	9,547,648	10,209,350
Public Safety Support Services	6,323,939	7,902,166	8,413,471
TOTAL EXPENDITURES	\$ 34,183,252	38,785,093	40,967,440

EXPENDITURE SUMMARY	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries Wages and Benefits	\$ 31,138,538	35,213,064	37,328,035
Supplies and Other Services	2,246,442	2,450,162	2,509,762
Capital Outlay	147,542	355,967	376,643
Interfund Expenditures	650,730	765,900	753,000
TOTAL EXPENDITURES	\$ 34,183,252	38,785,093	40,967,440

FUNDING SOURCES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
General Operating	\$ 33,877,641	37,283,718	39,224,523
General Non-Operating	53,178	1,176,467	1,364,843
Police Asset Forfeitures	2,937	0	0
Supplemental Law Enforcement Services	153,043	175,000	175,000
Shoreline Regional Park Community	40,000	40,000	77,000
Wastewater	56,453	109,908	126,074
TOTAL FUNDING	\$ 34,183,252	38,785,093	40,967,440

REVENUE SUMMARY	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
General Licenses & Permits	\$ 104,528	104,500	101,170
Fines & Forfeitures	672,104	621,400	653,900
Local Intergovernmental Revenue	216,511	175,000	182,000
State Intergovernmental Revenue	385,146	215,000	140,000
Federal Intergovernmental Revenue	38,296	0	0
General Service Charges	158,538	142,740	171,650
Miscellaneous Revenue	1,377,380	707,820	757,300
Interfund Revenue Transfers	193,600	0	0
TOTAL REVENUES	\$ 3,146,103	1,966,460	2,006,020

**POLICE – ADMINISTRATION
PROGRAM SUMMARY**

PROGRAM MANAGER – POLICE CHIEF

PROGRAM OVERVIEW

Administration is responsible for managing the Police Department. This division is responsible for maintaining the integrity of the department and investigating all complaints against Police employees, for tracking all major community policing actions, coordinating and implementing crime prevention activities, crime analysis, and relaying public information by maintaining open communications and relationships with local media personnel.

BUD/LHP-312-02 FY2018-19

**POLICE - ADMINISTRATION
PROGRAM SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Total Regular	4	4	4
Total Part-Time Hourly	0.57	0.57	0.57
TOTAL POSITIONS	4.57	4.57	4.57

EXPENDITURES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries	\$ 677,776	672,860	704,127
Wages	0	61,696 *1	42,259
Benefits	358,187	390,252	435,097
TOTAL PERSONNEL	1,035,963	1,124,808	1,181,483
Materials and Supplies	13,598	11,949	11,949
Maintenance and Operations	0	0	0
Utilities	0	0	0
Professional/Technical Svcs	89,374	28,500	28,500
Other Expenses	44,251	43,012	43,012
TOTAL SUPPLIES AND SERVICES	147,223	83,461	83,461
Capital Outlay	1,860	0	0
Interfund Expenditures	15,224	15,500	17,000
TOTAL EXPENDITURES	\$ 1,200,270	1,223,769	1,281,944

*1 Includes increased funding of \$19,400 for the Chaplaincy Program. Also includes limited-period funding of \$19,400 for the Chaplaincy Program.

REVENUES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
General Licenses and Permits	\$ 94,495	94,000	95,500
Fines & Forfeitures	126,457	121,100 *1	150,000
General Service Charges	53,423	56,870	56,870
Miscellaneous Revenue	593	500	500
TOTAL REVENUES	\$ 274,968	272,470	302,870

*1 Includes reduced revenues as a result of lower incidents of false alarms.

POLICE – FIELD OPERATIONS PROGRAM SUMMARY

PROGRAM MANAGER – FIELD OPERATIONS CAPTAIN

PROGRAM OVERVIEW

The Field Operations Division is responsible for providing all uniform police services to the community. Its primary function includes responding to criminal activity and calls for service in an effective and timely manner and providing crime suppression and prevention activities. Within this division resides Patrol, Traffic Safety, Canine, SWAT, Crisis Negotiations, and Bicycle Patrol. In addition, this division is responsible for coordinating the Field Training Officer Program and training all newly hired Police Officers and Reserve Officers in the field.

MAJOR PROGRAM CHANGES

- General Non-Operating Fund:

Two Police Officer Trainee Positions (limited-period): \$164,000

Provides continued funding for two Police Officer Trainee positions at 50 percent funding. Police Officer Trainees provide flexibility for current and anticipated vacancies. There are multiple vacant Police Officer positions and additional vacancies anticipated in the next 12 months

Community Services Officer (CSO) Position (0.50) (limited-period): \$90,100

Provides funding for a half-time CSO position. The position will provide additional deployable hours to improve patrol-team coverage due to a re-assignment of a CSO and will also support succession planning efforts. Includes \$6,000 for equipment and uniform costs.

Residential Parking Permit Program (rebudget): \$25,000

Rebudgets a portion of the funding approved by Council on October 4, 2016 for implementation costs associated with a Residential Parking Permit Program.

BUD/LHP-312-03 FY2018-19

**POLICE - FIELD OPERATIONS
PROGRAM SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Total Regular	71	71	71
Total Part-Time Hourly	1.17	1.17	1.17
TOTAL POSITIONS	72.17 *1	72.17 *1	72.17 *2

*1 In addition there are two limited-period Police Officer Trainee positions at 50 percent funding.

*2 In addition there are two limited-period Police Officer Trainee positions at 50 percent funding and a 0.50 FTE Community Services Officer (CSO).

EXPENDITURES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries	\$ 10,140,894 *1	11,459,524 *2	11,818,332 *3
Wages	82,838	81,754	81,679
Benefits	6,261,188 *1	7,029,143	7,661,608
TOTAL PERSONNEL	16,484,920	18,570,421	19,561,619
Materials and Supplies	40,697	42,880	48,880 *4
Maintenance and Operations	35,489	26,047	26,047
Utilities	359	0	0
Professional/Technical Svcs	630,922	589,975	589,975
Other Expenses	121,656	79,754	79,754
TOTAL SUPPLIES AND SERVICES	829,123	738,656	744,656
Capital Outlay	87,622	183,433	161,400
Interfund Expenditures	532,605	619,000	595,000
TOTAL EXPENDITURES	\$ 17,934,270	20,111,510	21,062,675

*1 Includes limited-period funding expenditures for two Police Officer Trainee positions at 50 percent funding.

*2 Includes limited-period fundings for two Police Officer Trainee positions at 50 percent funding and \$117,600 for Residential Parking Permit Program (rebudget).

*3 Includes limited-period fundings for two Police Officer Trainee positions at 50 percent funding, a 0.50 FTE CSO position, and \$25,000 for Residential Parking Permit Program (rebudget).

*4 Includes limited-period funding of \$6,000 for equipment and uniform costs for the CSO position.

REVENUES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Fines & Forfeitures	\$ 545,647	500,300	503,900
Local Intergovernmental Revenue	31,358	5,000	5,000
State Intergovernmental Revenue	292,363	205,000	130,000
Federal Intergovernmental Revenue	18,383	0	0
General Service Charges	75,931	60,320	89,000
Miscellaneous Revenue	73,466	30,000	30,000
Interfund Revenue Transfer	193,600	0	0
TOTAL REVENUES	\$ 1,230,748	800,620	757,900

POLICE – SPECIAL OPERATIONS PROGRAM SUMMARY

PROGRAM MANAGER – SPECIAL OPERATIONS CAPTAIN

PROGRAM OVERVIEW

The Special Operations Division is responsible for reducing and solving crime through prevention, intervention, investigation, and suppression activities; supporting patrol; providing Police services for schools and special events; coordination of personnel and functions; coordinating victim services; and providing technical support services. Within this division resides Investigations, which includes: Specialized Suppression, which addresses narcotic, vice, burglary, fraud, auto theft, and high-tech crimes; and Person Crimes, which addresses violent crimes, sexual predators, crimes against children, and missing persons. Also residing in this division is Special Services, which includes: Youth Services, which provides school resources, juvenile diversion, and gang-suppression activities; Operational Services, which manages special events, training, permits, and Reserve Officers; Personnel Services; and Property and Evidence, which is responsible for the collection and safekeeping of property and evidence taken into department custody.

MAJOR PROGRAM CHANGES

- General Non-Operating Fund:

Police Officer Position (two-year) – Community Outreach (limited-period): \$259,800

Provides funding for the second year of a two-year Police Officer over-hire position. This position focuses on improving the effectiveness of the Police Department’s handling of community concerns and issues related to vulnerable populations, to include homeless and the mentally ill. In addition, the officer would coordinate and expand the Department’s Crisis Intervention Training (CIT) efforts.

State-Allocated Assembly Bill 109 (AB 109) Funds (rebudget): \$80,300

Rebudgets funding received as part of the Public Safety Realignment Act. The department intends to use these funds for technology projects.

BUD/LHP-312-04 FY2018-19

**POLICE - SPECIAL OPERATIONS
PROGRAM SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Total Regular	31	31	31
Total Part-Time Hourly	0.45	0.45	0.45
TOTAL POSITIONS	31.45	31.45 *1	31.45 *1

*1 In addition there is a limited-period Police Officer-Community Outreach Position.

EXPENDITURES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries	\$ 5,259,720	5,595,342 *1	5,768,195 *1
Wages	90,218	79,994	88,965
Benefits	2,740,153	3,119,012	3,452,594
TOTAL PERSONNEL	8,090,091	8,794,348	9,309,754
Materials and Supplies	133,040	162,298 *2	150,498
Maintenance and Operations	3,714	5,830	5,830
Utilities	1,374	0	0
Professional/Technical Svcs	190,241	170,523	170,523
Other Expenses	152,076	173,202	244,502 *3
TOTAL SUPPLIES AND SERVICES	480,445	511,853	571,353
Capital Outlay	52,273	113,647	190,243
Interfund Expenditures	101,964	127,800	138,000
TOTAL EXPENDITURES	\$ 8,724,773	9,547,648	10,209,350

*1 Includes limited-period funding for a Police Officer - Community Outreach position.

*2 Includes limited-period funding of \$11,800 for uniform and equipment for new Police Officer.

*3 Includes limited-period funding of \$80,300 for State-allocated Assembly Bill 109 (AB109) funds (rebudget).

REVENUES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Local Intergovernmental Revenue	\$ 185,153	170,000	177,000
State Intergovernmental Revenue	92,666	10,000	10,000
Federal Intergovernmental Revenue	8,456	0	0
Miscellaneous Revenue	987,596	505,000	505,000
TOTAL REVENUES	\$ 1,273,871	685,000	692,000

POLICE – PUBLIC SAFETY SUPPORT SERVICES PROGRAM SUMMARY

PROGRAM MANAGER – PUBLIC SAFETY SUPPORT SERVICES MANAGER

PROGRAM OVERVIEW

The Public Safety Support Services Division is responsible for providing essential administrative and technical services to the Police and Fire Departments. Within this division resides Management and Fiscal Services which is responsible for providing appropriate, accurate, and effective fiscal analyses and administrative support for the Police and Fire Departments; Emergency Communications which answers 9-1-1 and nonemergency calls for public safety, dispatching the most appropriate response of Police, Fire, or ambulances and emergency medical dispatch services; Public Safety Systems which manages the City's various radio systems; and Records which is responsible for record-keeping activities such as filing, indexing, and collecting of records and statistical information, and processing of arrest warrants.

MAJOR PROGRAM CHANGES

- General Operating Fund:

Reclassification of a Senior Management Analyst Position to Analyst I/II: (\$14,900)

Provides savings for the reclassification of a Senior Management Analyst position to Analyst I/II based on the addition of an Analyst I/II in the Fire Department. The position currently provides support to both the Fire and Police Departments. If the Analyst I/II position in the Fire Department is approved, each Analyst I/II position will be primarily dedicated to one department.

- General Non-Operating Fund:

Two Public Safety Dispatcher Overhire Positions (limited-period): \$386,200

Provides new and continued funding for two Public Safety Dispatcher Overhire positions. These positions are requested due to anticipated vacancies and the lengthy selection and training process.

Communications Training Supervisor Position (limited-period): \$211,200

Provides continuation funding for a Communications Training Supervisor position. The position will work in conjunction with the Communications Operations Supervisor to plan, coordinate, implement, and direct all training programs for Emergency Communications staff.

Public Safety Network Design (rebudget): \$60,000

Rebudgets funding for third-party consulting and technical services related to public safety computer network design, implementation of all-IP 9-1-1 and radio networks, and industry expertise with respect to Federal information security policies and standards compliance.

**POLICE - PUBLIC SAFETY SUPPORT SERVICES
PROGRAM SUMMARY**

POSITIONS	2016-17 ADJUSTED	2017-18 ADOPTED	2018-19 PROPOSED
Total Regular	35.50	36 *2	36
Total Part-Time Hourly	0.86	0.86	0.86
TOTAL POSITIONS	36.36 *1	36.86 *1	36.86 *3

*1 In addition there is a limited-period Communications Training Supervisor position and a Public Safety Dispatch overhire position.

*2 Added a 0.50 FTE to an existing 0.50 FTE Lead Public Safety Dispatcher position.

*3 In addition there is a limited-period Communications Training Supervisor position and two Public Safety Dispatch overhire positions.

EXPENDITURES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
Salaries	\$ 3,554,091	4,377,018 *2	4,767,155 *5
Wages	103,634	72,734	74,808
Benefits	1,869,839	2,273,735	2,433,216
TOTAL PERSONNEL	5,527,564	6,723,487	7,275,179
Materials and Supplies	97,124	91,301	87,401 *6
Maintenance and Operations	315,793	423,223	423,223
Utilities	195,888	226,448	226,448
Professional/Technical Svcs	89,538	247,205 *3	245,205 *7
Other Expenses	91,308 *1	128,015 *4	128,015
TOTAL SUPPLIES AND SERVICES	789,651	1,116,192	1,110,292
Capital Outlay	5,787	58,887	25,000
Interfund Expenditures	937	3,600	3,000
TOTAL EXPENDITURES	\$ 6,323,939	7,902,166	8,413,471

*1 Includes limited-period expenditures for technology training.

*2 Includes limited-period fundings for a Communications Training Supervisor position and a Public Safety Dispatch overhire position.

*3 Includes limited-period fundings of \$60,000 for public safety network design (rebudget) and \$2,000 for hiring background checks for a Public Safety Dispatch position (rebudget).

*4 Includes increased funding of \$35,000 for the lease of officer-worn cameras.

*5 Includes savings of \$14,900 for the reclassification of a Senior Management Analyst position to Analyst I/II. Also includes limited-period fundings for two Public Safety Dispatch overhire positions and a Communications Training Supervisor position.

*6 Includes a transfer of funding to the Information Technology department for the consolidation of printer support services.

*7 Includes limited-period funding of \$60,000 for public safety network design (rebudget).

REVENUES	2016-17 ACTUAL	2017-18 ADOPTED	2018-19 PROPOSED
General Licenses & Permits	\$ 10,033	10,500	5,670
State Intergovernmental Revenue	117	0	0
Federal Intergovernmental Revenue	11,457	0	0
General Service Charges	29,184	25,550	25,780
Miscellaneous Revenue	315,725	172,320	221,800
TOTAL REVENUES	\$ 366,516	208,370	253,250

NOTES

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FUND SCHEDULES

CITY OF MOUNTAIN VIEW
FUND STRUCTURE OUTLINE AND DESCRIPTION OF FUNDS

GOVERNMENTAL FUNDS:

GENERAL FUND

General Operating (101000)
 Development Services (101102)
 Shoreline Golf Links (213000)

Operations of the City which are not recorded in other funds.
 City's operation of development services.
 City's operation of the municipal golf course.

GENERAL FUND RESERVES

Reserves (101103-101141)

Committed for specific purposes or to fund liabilities.

SPECIAL REVENUE

Gas Tax (201000)

Expenditures restricted to specific purposes as prescribed by law, primarily road construction, maintenance and certain administrative costs.

Vehicle Registration Fee (VRF) (202000)
 Construction/Conveyance Tax (204000)

Voter approved fee to fund local road improvements and repairs.
 Revenues derived from fees authorized by Mountain View City Code restricted for implementation of the Capital Improvement Program.

Public Benefit In Lieu (206000, 206002)
 Transit-Oriented Development (206010)

Developer fees in-lieu of providing improvements necessitated by their development.
 Developer fees in-lieu of providing certain transit related improvements for an increased development intensity permit.

Housing - Below Market Rate Housing (207000)/
 Housing Impact (207002)/Rental Housing
 Impact (207003)/General Fund Housing (207005)
 Comm Stabilization & Fair Rent Act (CSFRA)/
 Rental Housing Committee (208000)
 Successor Housing Agency (210001)
 Downtown Benefit Assessment Districts
 (214000, 214001, 214002)

Developer fees in-lieu of providing affordable housing and nonresidential development fees restricted to increase/improve the supply of very low to moderate income housing. GOF contribution for low and moderate-income housing.
 Community Stabilization and Fair Rent Act (CSFRA) funds related to stabilization of rents and provision of just cause eviction protections.

Tree Mitigation (215001)
 Supplemental Law Enforcement Services (221000)

City designated as Housing Successor Agency to dissolved RDA.
 Operations of a Maintenance Assessment District, a Business Improvement District created for specific areas downtown, and collection of Parking in-lieu fees (restricted for construction of new parking spaces).
 Fees paid for replacement trees when developer is unable to plant required trees.
 State Supplemental Law Enforcement Services (COPS) grant restricted to fund law enforcement services.

CDBG (222001, 222003)

Federal Community Development Block Grant and Home Investment Partnership Program funds.

Cable Television (231001)

Cable Public, Education and Government (PEG) funds restricted for related expenditures.

Shoreline Regional Park Community
 (258000, 258001, 258002, 258003, 258005)

Created by State legislation. Tax increment and other revenue generated by the activities of the Shoreline Community are restricted to the development and support of the Shoreline Community and surrounding North Bayshore Area.

CAPITAL PROJECTS

Storm Drain (412000)

Revenues derived from off-site drainage fees authorized by Mountain View City Code Section 28.51 and restricted for storm drainage capital improvements.

Park Land Dedication (413000)

Revenues derived from fees authorized by Chapter 41 of the Mountain View City Code restricted for park and recreation projects.

PROPRIETARY FUNDS:

ENTERPRISE

Water (601000, 601001, 601003, 601004, 601010)

Operation and maintenance of all facilities required to supply, distribute and meter potable and recycled water.

Wastewater (602000, 602001, 602003, 602004,
 602005, 602006, 602010)

Operation and maintenance of all facilities required to transport and process wastewater.

Solid Waste Management
 (610000, 610001, 610004, 610005)

Collection, transportation, recycling and disposal services of the City and two of the City's landfill postclosure maintenance activities.

INTERNAL SERVICE

Equipment Maintenance &
 Replacement (701000, 701001)

Centralized fleet maintenance services and certain equipment replacement.

Workers' Compensation (751000)

City's workers' compensation self insurance program.

Unemployment (752000)

City's unemployment self insurance program.

Liability (754000)

City's liability self insurance program.

Retirees' Health (756000)

City's retirees' health insurance program.

Employee Benefits (759000)

City's employee benefits self insurance program (vision and other misc benefits).

PROPOSED FISCAL YEAR 2018-19 BUDGET - FUND GROUP SUMMARIES

		BEGINNING <u>BALANCE</u>	REVENUES	TOTAL <u>AVAILABLE</u>	EXPENDI- <u>TURES</u>
<u>GENERAL FUND</u>					
General Operating	\$	0	137,687,750	137,687,750	123,375,883
Development Services		14,830,564	14,753,000	29,583,564	15,623,764
Shoreline Golf Links		5,000	2,532,110	2,537,110	2,181,331
TOTAL	\$	14,835,564	154,972,860	169,808,424	141,180,978
<u>SPECIAL REVENUE</u>					
Gas Tax	\$	1,244,430	3,380,120	4,624,550	0
Vehicle Registration Fee (VRF)		657,161	484,000	1,141,161	0
Construction/Conveyance Tax		11,444,386	4,381,700	15,826,086	0
Public Benefit In Lieu		10,613,699	340,100	10,953,799	21,600
Transit-Oriented Development		1,180,107	70,190	1,250,297	0
Housing		48,727,045	676,410	49,403,455	10,014,285
CSFRA/Rental Housing Committee		610,283	2,128,700	2,738,983	2,300,574
Successor Housing Agency		1,544,031	0	1,544,031	250,000
Downtown Benefit Assmt Districts		13,831,438	2,015,496	15,846,934	815,718
Tree Mitigation		45,146	52,100	97,246	50,000
Supplemental Law Enforcement Serv		108,009	100,000	208,009	175,000
Community Dev Block Grant		3,016	818,354	821,370	861,807
Cable Television		771,706	241,000	1,012,706	195,000
Shoreline Community		33,444,102	43,512,500	76,956,602	24,434,931
TOTAL	\$	124,224,559	58,200,670	182,425,229	39,118,915
<u>CAPITAL PROJECTS</u>					
Storm Drain Construction	\$	408,058	34,980	443,038	0
Park Land Dedication		51,794,598	1,634,600	53,429,198	0
TOTAL	\$	52,202,656	1,669,580	53,872,236	0
<u>ENTERPRISE</u>					
Water	\$	32,857,813	36,405,771	69,263,584	36,169,736
Wastewater		22,315,763	23,825,602	46,141,365	20,090,397
Solid Waste Management		10,603,881	14,040,302	24,644,183	13,687,003
TOTAL	\$	65,777,457	74,271,675	140,049,132	69,947,136
<u>INTERNAL SERVICE</u>					
Equipment Maint & Replacmnt	\$	28,572,773	7,106,968	35,679,741	5,927,470
Workers' Compensation		12,177,624	2,603,490	14,781,114	2,372,500
Unemployment		566,208	59,860	626,068	127,250
Liability		5,293,557	1,455,500	6,749,057	1,455,500
Retirees' Health		414,036	6,305,780	6,719,816	6,265,790
Employee Benefits		395,780	86,940	482,720	114,500
TOTAL	\$	47,419,978	17,618,538	65,038,516	16,263,010
<u>GENERAL FUND RESERVES</u>					
TOTAL	\$	92,478,291	19,950,507	112,428,798	8,097,746
GRAND TOTAL	\$	396,938,505	326,683,830	723,622,335	274,607,785

<u>DEBT SERVICE</u>	<u>CAPITAL PROJECTS</u>	<u>INTRFD TRANSFERS</u>	<u>TOTAL EXPENDITURES</u>	<u>OTHER</u>	<u>ENDING BALANCE</u>
0	0	10,620,627	133,996,510	0	3,691,240
0	25,000	399,544	16,048,308	(7,250,987)	6,284,269
0	0	337,422	2,518,753	0	18,357
0	25,000	11,357,593	152,563,571	(7,250,987)	9,993,866
0	1,508,000	1,307,100	2,815,100	0	1,809,450
0	402,000	0	402,000	0	739,161
0	8,612,000	0	8,612,000	0	7,214,086
0	2,367,000	0	2,388,600	0	8,565,199
0	0	0	0	0	1,250,297
0	0	5,508	10,019,793	(1,758,022)	37,625,640
0	0	9,677	2,310,251	(384,000)	44,732
0	0	0	250,000	0	1,294,031
0	0	108,790	924,508	(7,041,544)	7,880,882
0	0	0	50,000	0	47,246
0	0	0	175,000	0	33,009
0	0	0	861,807	43,453	3,016
0	0	0	195,000	0	817,706
6,566,122	13,518,000	356,268	44,875,321	(15,966,113)	16,115,168
6,566,122	26,407,000	1,787,343	73,879,380	(25,106,226)	83,439,623
0	406,000	0	406,000	0	37,038
0	1,861,000	0	1,861,000	(16,082,775)	35,485,423
0	2,267,000	0	2,267,000	(16,082,775)	35,522,461
629,250	6,678,000	655,808	44,132,794	(17,811,855)	7,318,935
0	8,909,000	296,722	29,296,119	(12,773,905)	4,071,341
0	594,000	171,887	14,452,890	(3,854,958)	6,336,335
629,250	16,181,000	1,124,417	87,881,803	(34,440,718)	17,726,611
0	0	66,705	5,994,175	(29,527,129)	158,437
0	0	0	2,372,500	(7,646,227)	4,762,387
0	0	0	127,250	0	498,818
0	0	0	1,455,500	(2,462,354)	2,831,203
0	0	0	6,265,790	0	454,026
0	0	0	114,500	0	368,220
0	0	66,705	16,329,715	(39,635,710)	9,073,091
0	7,289,263	6,515,066	21,902,075	(10,951,454)	79,575,269
7,195,372	52,169,263	20,851,124	354,823,544	(133,467,870)	235,330,921

GENERAL OPERATING FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2016-17</u>	Adopted Budget <u>2017-18</u>	Estimated <u>2017-18</u>	Proposed Budget <u>2018-19</u>
Revenues and Sources of Funds:				
Property Taxes	\$ 43,773,612	45,285,200	50,621,700	52,908,540
Sales Tax	21,828,516	21,194,100	20,413,100	20,026,480
Other Local Taxes	15,866,546	15,589,450	15,860,970	15,989,100
Use of Money & Property	16,895,582	19,832,860	19,585,380	21,613,100
Licenses, Permits & Franchise Fees/ Fines & Forfeitures	5,742,617	5,839,300	5,908,050	5,924,930
Intergovernmental	740,920	573,010	775,380	624,100
Charges for Services	2,840,079	2,632,080	2,578,100	2,772,040
Miscellaneous Revenue	3,610,559	1,602,660	2,960,470	1,748,860
Interfund Revenues & Transfers	15,390,436	15,473,400	15,684,600	16,080,600
	<hr/>	<hr/>	<hr/>	<hr/>
Total	126,688,867	128,022,060	134,387,750	137,687,750
Expenditures and Uses of Funds:				
Operations:				
Salaries and Benefits	83,155,695	94,104,744	90,945,379	100,986,685
Supplies and Services	14,925,846	17,109,979	16,554,562	17,389,179
Capital Outlay	331,180	500,000	673,919	507,900
Self Insurance	3,353,334	3,457,097	3,457,097	2,792,119
Transfer to Budget Contingency Res	0	755,400	323,800	1,400,000
Transfer to Capital Improvement Res	0	1,281,500	1,241,700	1,401,900
Transfer to Housing Fund	51,000	51,000	51,000	51,000
Transfer to Equip Replace Res	2,618,344	2,727,828	2,727,828	2,767,727
Projected Oper Budget Savings	0	(2,300,000)	0	(2,300,000)
	<hr/>	<hr/>	<hr/>	<hr/>
Total	104,435,399	117,687,548	115,975,285	124,996,510
Revenues and Sources Over (Under)				
Expenditures and Uses	22,253,468	10,334,512	18,412,465	12,691,240
Transfer to General Non-Oper Fund	(15,556,103)	0	(10,412,465)	0
Transfer to General Fund Reserve	0	0	0	(1,000,000) ⁽¹⁾
Transfer to Transportation Reserve	0	0	0	(2,000,000)
Transfer to Capital Improvement Res	0	0	0	(2,000,000)
Transfer to SPAR	(2,000,000)	(2,000,000)	(2,000,000)	0
CalPERS Contribution	(2,000,000)	(4,000,000)	(4,000,000)	(4,000,000)
OPEB Contribution	(2,000,000)	(2,000,000)	(2,000,000)	0
Change in Assets, Liabilities and Reserve for Enc, Grants & Donations	(697,365)	0	0	0
Beginning Balance, July 1	<hr/>	<hr/>	<hr/>	<hr/>
Ending Balance, June 30 ⁽²⁾	\$ 0	2,334,512	0	3,691,240
	<hr/>	<hr/>	<hr/>	<hr/>

(1) Funding to bring the GOF Reserve to above the minimum 20% of policy level range of 20%-25% of net proposed expenditures.

(2) Balance less any reserves for encumbrances, grants, donations, and changes in assets and liabilities, is transferred to various reserves after the end of the fiscal year.

The General Operating Fund accounts for the operations of the City which are not recorded in other funds.

GENERAL FUND: DEVELOPMENT SERVICES

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2016-17</u>	Adopted Budget <u>2017-18</u>	Estimated <u>2017-18</u>	Proposed Budget <u>2018-19</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 262,164	206,000	334,900	441,000
Licenses & Permits	7,080,287	5,621,000	8,832,300	7,755,000
Charges for Services	8,139,094	6,403,000	5,670,600	5,723,000
Land Use Documents	1,108,597	800,000	1,913,330	800,000
Other Revenues	77,503	20,000	59,700	34,000
Total	<u>16,667,645</u>	<u>13,050,000</u>	<u>16,810,830</u>	<u>14,753,000</u>
Expenditures and Uses of Funds:				
Operations	11,129,989	13,283,774	16,280,836	13,710,174
Capital Projects	780,900	40,000	40,000	25,000
General Fund Administration	1,576,460	1,592,200	1,592,200	1,811,600
Self Insurance	86,460	95,110	95,110	101,990
Retirees' Health Unfunded Liability	753,651	0	0	250,000
Transfer to Comp Absences Res	66,000	22,000	22,000	56,000
Transfer to Equip Replace Res	82,248	88,143	88,143	93,544
Total	<u>14,475,708</u>	<u>15,121,227</u>	<u>18,118,289</u>	<u>16,048,308</u>
Revenues and Sources Over (Under) Expenditures and Uses	2,191,937	(2,071,227)	(1,307,459)	(1,295,308)
Beginning Balance, July 1	13,946,086	16,138,023	16,138,023	14,830,564
Reserve for Land Use Documents	<u>(4,722,657)</u>	<u>(5,522,657)</u>	<u>(6,450,987)</u>	<u>(7,250,987)</u>
Ending Balance, June 30	<u>\$ 11,415,366</u>	<u>8,544,139</u>	<u>8,379,577</u>	<u>6,284,269</u>

All development related activities are consolidated into the Development Services Fund to more accurately align all development related revenues and expenditures. The City Council has committed the revenues generated from these permits and charges to fund these expenditures.

GENERAL FUND: SHORELINE GOLF LINKS

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2016-17</u>	Adopted Budget <u>2017-18</u>	Estimated <u>2017-18</u>	Proposed Budget <u>2018-19</u>
Revenues and Sources of Funds:				
Green Fees	\$ 1,491,317	1,665,000	1,537,000	1,613,000
Golf Cart/Other Rentals	320,391	395,000	365,000	351,500
Range Revenue	240,052	249,000	251,000	326,500
Retail Sales	169,288	181,000	177,000	191,500
Golf Lessons/Club Repair	21,100	21,000	21,000	21,000
Concessions	2,163	3,000	2,500	3,000
Other Revenues	15,559	24,000	19,000	25,610
Total	<u>2,259,870</u>	<u>2,538,000</u>	<u>2,372,500</u>	<u>2,532,110</u>
Expenditures and Uses of Funds:				
Operations	1,704,809	2,019,404	1,899,000	1,995,051
Management Fee to Touchstone	102,000	102,000	108,000	108,000
General Fund Administration	76,000	76,800	76,800	77,600
Self Insurance	710	780	780	680
Transfer to Comp Absences Res	1,000	0	0	0
Transfer to Equip Replace Res	210,026	215,375	215,375	212,422
Total	<u>2,094,545</u>	<u>2,414,359</u>	<u>2,299,955</u>	<u>2,393,753</u>
Revenues and Sources Over (Under) Expenditures and Uses	165,325	123,641	72,545	138,357
Transfer to General Operating Fund	(150,000)	(125,000)	(90,047)	(125,000)
Beginning Balance, July 1	<u>7,177</u>	<u>22,502</u>	<u>22,502</u>	<u>5,000</u>
Ending Balance, June 30*	<u>\$ 22,502</u>	<u>21,143</u>	<u>5,000</u>	<u>18,357</u>

Shoreline Golf Links includes revenues and expenditures related to the operation of the golf course. Effective January 8, 2012 the City entered into an Operating Management Agreement with Touchstone Golf, LLC.

* Balance remaining for cash and encumbrances set aside for Touchstone Golf operations.

GAS TAX FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2016-17</u>	Adopted Budget <u>2017-18</u>	Estimated <u>2017-18</u>	Proposed Budget <u>2018-19</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 36,418	53,130	34,600	45,720
2103 Funds	207,986	312,000	318,300	607,790
2105 Funds	437,854	452,920	444,650	456,430
2106 Funds	279,518	278,350	290,770	289,770
2107 Funds	555,128	585,110	566,290	566,290
2107.5 Funds	7,500	7,500	7,500	7,500
State Loan Repayment	0	89,160	90,130	90,130
Road Repair & Accountability Act 2017	0	449,370	208,520	1,316,490
Total	1,524,404	2,227,540	1,960,760	3,380,120
Expenditures and Uses of Funds:				
Capital Projects	585,000	596,000	1,045,300	1,508,000
General Fund Administration	27,295	0	0	0
Transfer to General Oper Fund	1,281,400	1,294,200	1,294,200	1,307,100
Total	1,893,695	1,890,200	2,339,500	2,815,100
Revenues and Sources Over (Under) Expenditures and Uses	(369,291)	337,340	(378,740)	565,020
Beginning Balance, July 1	1,992,461	1,623,170	1,623,170	1,244,430
Ending Balance, June 30	\$ 1,623,170	1,960,510	1,244,430	1,809,450

1. Section 2103 Funds: Expenditure of apportioned funds may be made for any street purpose (including debt service). Funds are apportioned to the City based on population.
2. Section 2105 Funds: Expenditure of apportioned funds may be made for any street purpose and funds are apportioned to the City on a per capita basis.
3. Section 2106 and 2107 Funds: Expenditure of apportioned funds may be made for any street purpose. This includes construction, purchase of right-of-way, or maintenance. Funds are apportioned as follows: (a) 2106: \$4,800 fixed amount and a per capita distribution; (b) 2107: a per capita distribution and interest earnings.
4. Section 2107.5 Funds-Engineering: Funds are required to be used exclusively for engineering and administrative costs associated with streets and roads. The amount of \$7,500 is apportioned to the City based on population.
5. State Loan Repayment: One time funds for transportation loan repayments repaid over three years (ends June 30, 2020).
6. Road Repair and Accountability Act (RRAA) 2017: SB 1 is an increase in deisel excise and sales taxes, gasoline excise tax, the assessment of an annual Transportation Improvement fee based on the value of the vehicle and an annual \$100 Zero Emissions Vehicle fee.

Expenditures of this fund, including RRAA are restricted for specific purposes as prescribed by law; primarily road construction, maintenance/repair of roads, highways, bridges and culverts, improvement of public transportation, trade corridors, and infrastructure promoting walking and bicycling, reduction of congestion on major corridors, and certain administrative costs. All expenditures are audited by the State Controller's Office and RRAA expenditures are to be reported to the California Transportation Commission.

VEHICLE REGISTRATION FEES (VRF) FUND

Statement of Revenues, Expenditures and Balances

	<u>Audited Actual 2016-17</u>	<u>Adopted Budget 2017-18</u>	<u>Estimated 2017-18</u>	<u>Proposed Budget 2018-19</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 17,326	22,000	25,310	34,000
Vehicle Registration Fees	471,750	450,000	486,900	450,000
Capital Projects Refunds	42,065	0	0	0
Total	<u>531,141</u>	<u>472,000</u>	<u>512,210</u>	<u>484,000</u>
Expenditures and Uses of Funds:				
General Fund Administration	2,162	0	0	0
Capital Projects	489,000	394,000	394,000	402,000
Total	<u>491,162</u>	<u>394,000</u>	<u>394,000</u>	<u>402,000</u>
Revenues and Sources Over (Under)				
Expenditures and Uses	39,979	78,000	118,210	82,000
Beginning Balance, July 1	<u>498,972</u>	<u>538,951</u>	<u>538,951</u>	<u>657,161</u>
Ending Balance, June 30	<u>\$ 538,951</u>	<u>616,951</u>	<u>657,161</u>	<u>739,161</u>

In November 2010 the voters of Santa Clara County approved a measure to increase the Vehicle Registration Fee (VRF) by \$10.00 annually for transportation related projects. These funds will be managed by the Santa Clara County Valley Transportation Authority (VTA) and allocated based on city population and County of Santa Clara road and expressway lane mileage.

CONSTRUCTION TAX - REAL PROPERTY CONVEYANCE TAX FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2016-17</u>	Adopted Budget <u>2017-18</u>	Estimated <u>2017-18</u>	Proposed Budget <u>2018-19</u>
Revenues and Sources of Funds:				
Real Property Conveyance Tax	\$ 7,808,617	6,000,000	6,708,619	4,000,000
Construction Tax - Other	39,275	25,000	685	4,000
Investment Earnings	311,366	297,300	371,245	377,700
Capital Projects Refunds	488,492	0	0	0
Total	<u>8,647,750</u>	<u>6,322,300</u>	<u>7,080,549</u>	<u>4,381,700</u>
Expenditures and Uses of Funds:				
Capital Projects	5,840,000	6,762,000	9,907,000	8,612,000
General Fund Administration	106,697	0	0	0
Total	<u>5,946,697</u>	<u>6,762,000</u>	<u>9,907,000</u>	<u>8,612,000</u>
Revenues and Sources Over (Under) Expenditures and Uses	2,701,053	(439,700)	(2,826,451)	(4,230,300)
Beginning Balance, July 1	<u>11,569,784</u>	<u>14,270,837</u>	<u>14,270,837</u>	<u>11,444,386</u>
Ending Balance, June 30	<u>\$ 14,270,837</u>	<u>13,831,137</u>	<u>11,444,386</u>	<u>7,214,086</u>

The Construction Tax and Real Property Conveyance Tax Fund revenues are derived from fees authorized by Mountain View City Code, Sections 29.56 and 29.63 respectively. When a transfer of ownership occurs the Real Property Conveyance Tax is assessed at \$3.30 for each \$1,000 of real property located in the City. All revenues of this fund are restricted for implementation of the City's Capital Improvements Program, including servicing bonds issued in connection with said improvements.

PUBLIC BENEFIT IN LIEU FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2016-17</u>	Adopted Budget <u>2017-18</u>	Estimated <u>2017-18</u>	Proposed Budget <u>2018-19</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 155,086	192,000	254,970	340,100
PB In Lieu Contributions*	<u>15,283,172</u>	<u>0</u>	<u>315,000</u>	<u>0</u>
Total	<u>15,438,258</u>	<u>192,000</u>	<u>569,970</u>	<u>340,100</u>
Expenditures and Uses of Funds:				
Expenditures	0	477,000	128,300	21,600
Capital Projects	<u>1,000,000</u>	<u>6,935,000</u>	<u>6,935,000</u>	<u>2,367,000</u>
Total	<u>1,000,000</u>	<u>7,412,000</u>	<u>7,063,300</u>	<u>2,388,600</u>
Revenues and Sources Over (Under) Expenditures and Uses	14,438,258	(7,220,000)	(6,493,330)	(2,048,500)
Beginning Balance, July 1	<u>2,668,771</u>	<u>17,107,029</u>	<u>17,107,029</u>	<u>10,613,699</u>
Ending Balance, June 30	<u>\$ 17,107,029</u>	<u>9,887,029</u>	<u>10,613,699</u>	<u>8,565,199</u>

A developer may be required to provide public benefits, such as area improvements or affordable housing, as a result of their development project. A developer may pay a fee in lieu of providing these public benefits which will then be used by the City to provide improvements in the general area of the development as approved by the City Council.

* As revenues are dependent upon the level and type of development, future fee revenues are not projected or budgeted in advance.

TRANSIT-ORIENTED DEVELOPMENT FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2016-17</u>	Adopted Budget <u>2017-18</u>	Estimated <u>2017-18</u>	Proposed Budget <u>2018-19</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 46,830	49,050	52,532	70,190
Transit-Oriented Development Fees*	<u>0</u>	<u>0</u>	<u>170,060</u>	<u>0</u>
Total	<u>46,830</u>	<u>49,050</u>	<u>222,592</u>	<u>70,190</u>
Expenditures and Uses of Funds:				
General Fund Administration	<u>3,847</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>3,847</u>	<u>0</u>	<u>0</u>	<u>0</u>
Revenues and Sources Over (Under) Expenditures and Uses	42,983	49,050	222,592	70,190
Beginning Balance, July 1	<u>914,532</u>	<u>957,515</u>	<u>957,515</u>	<u>1,180,107</u>
Ending Balance, June 30	<u>\$ 957,515</u>	<u>1,006,565</u>	<u>1,180,107</u>	<u>1,250,297</u>

As authorized by Mountain View City Code, Chapter 36, Article XVI, Division 8, a developer may apply for a Transit (T) Overlay Zone and a Transit-Oriented Development permit to increase the development density. A condition of the permit would require the provision of certain transit related improvements. A developer may pay the City in-lieu of providing these improvements.

* As revenues are dependent upon the conditions described above, future fee revenues are not projected or budgeted in advance.

HOUSING FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2016-17</u>	Adopted Budget <u>2017-18</u>	Estimated <u>2017-18</u>	Proposed Budget <u>2018-19</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 354,781	331,550	637,080	625,410
BMR Housing in Lieu Fees*	1,652,080	0	7,795,950	0
Housing Impact Fees*	7,607,132	0	20,699,942	0
Rental Housing Impact Fees*	148,371	0	0	0
Transfer from General Oper Fund	51,000	51,000	51,000	51,000
Transfer from General Non-Op Fund	210,300	0	0	0
Other Revenue	0	0	150	0
	<u>10,023,664</u>	<u>382,550</u>	<u>29,184,122</u>	<u>676,410</u>
Expenditures and Uses of Funds:				
Operations	630,114	2,739,316	8,293,192	10,007,455
Loan-1701 W El Camino Real	1,805,076	0	0	0
Loan-779 East Evelyn Ave	6,726,035	0	0	0
Self Insurance	6,550	7,210	7,210	6,830
Retirees' Health Unfunded Liability	190,830	0	0	0
Transfer to Comp Absences Res	5,000	0	0	2,000
Transfer to Equip Replace Res	3,304	3,449	3,449	3,508
	<u>9,366,909</u>	<u>2,749,975</u>	<u>8,303,851</u>	<u>10,019,793</u>
Revenues and Sources Over (Under)				
Expenditures and Uses	656,755	(2,367,425)	20,880,271	(9,343,383)
Beginning Balance, July 1	27,190,019	27,846,774	27,846,774	48,727,045
Reserved for Low-Mod Housing**	<u>(14,788,165)</u>	<u>(14,788,165)</u>	<u>(9,078,022)</u>	<u>(1,758,022)</u>
Ending Balance, June 30	<u>\$ 13,058,609</u>	<u>10,691,184</u>	<u>39,649,023</u>	<u>37,625,640</u>

As authorized by Mountain View City Code section 36.82 the Below Market Rate (BMR) Housing Program requires that 10.0% of all new ownership residential units or parcels within a development be affordable to low and moderate income households. Alternatively, a developer may pay a fee in-lieu of providing these units which will then be used to provide affordable housing approved by the City Council. These revenues are restricted for expenditures related to the provision of low and moderate income housing. The City contracts with the Palo Alto Housing Corporation for administrative support for this program.

In accordance with the Mountain View City Code section 36.91, the Housing Impact Program requires a fee to be imposed on all nonresidential developments. Resolution No. 17748 adopted by the City Council on December 11, 2012 allows for a fee to be imposed on all residential rental developments. Expenditures are restricted for increasing and improving the supply of very low to moderate income housing and rental housing.

* As revenues are dependent upon the type and timing of development, future fee revenues are not projected or budgeted in advance.

** Represents the balance of funds committed by City Council for Notice of Funding Availability (NOFA) Project taking into account funds expended, encumbered, and budgeted. Does not include reservation of \$22.8 million approved by City Council May 15, 2018, funded from BMR funds not yet received.

COMMUNITY STABILIZATION AND FAIR RENT ACT (CSFRA)/
RENTAL HOUSING COMMITTEE (RHC) FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2016-17</u>	Adopted ⁽¹⁾ Budget <u>2017-18</u>	Estimated Actual <u>2017-18</u>	Proposed Budget <u>2018-19</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 0	0	5,834	2,000
Charges for Services	0	2,590,915	2,230,608	2,126,700
Transfer from General Fund Res	362,000	0	0	0
Total	<u>362,000</u>	<u>2,590,915</u>	<u>2,236,442</u>	<u>2,128,700</u>
Expenditures and Uses of Funds:				
Operations	185,023	1,872,900	908,145	2,007,294
General Fund Administration	56,295	272,160	272,160	284,170
Self Insurance	0	10,110	10,110	9,110
Transfer to General Operating Fund	0	431,595	431,595	0
Transfer to General Non Oper Fund	0	0	120,682	0
Transfer to Comp Absences Res	0	4,150	0	5,000
Transfer to Retirees' Health Res	0	0	4,149	0
Transfer to Equip Replace Res	0	0	0	4,677
Total	<u>241,318</u>	<u>2,590,915</u>	<u>1,746,841</u>	<u>2,310,251</u>
Revenues and Sources Over (Under) Expenditures and Uses	120,682	0	489,601	(181,551)
Beginning Balance, July 1	0	120,682	120,682	610,283
Reserve/Rebudget Items	0	0	(576,400)	(384,000)
Ending Balance, June 30	<u>\$ 120,682</u>	<u>120,682</u>	<u>33,883</u>	<u>44,732</u>

On November 8, 2016 the residents of the City of Mountain View voted to adopt Measure V, also known as the Community Stabilization and Fair Rent Act (CSFRA), to stabilize rents and provide just cause eviction protections for certain rental units in Mountain View. The CSFRA created an entirely new program in the City of Mountain View and requires dedicated resources for its development, implementation, and administration. Section 1709(d) of the CSFRA empowers the RHC to establish a budget for the reasonable and necessary implementation of the provisions of the CSFRA, and Section 1709(j) requires the RHC to finance its reasonable and necessary expenses as necessary to ensure implementation of the CSFRA by charging landlords an annual Rental Housing Fee. The RHC will adopt its budget on June 18, 2018.

(1) Reflects the budget as adopted by the RHC on October 23, 2017, subsequent to the City budget adoption on June 20, 2017.

SUCCESSOR HOUSING AGENCY FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2016-17</u>	Adopted Budget <u>2017-18</u>	Estimated <u>2017-18</u>	Proposed Budget <u>2018-19</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 33,844	0	21,600	0
Loan Payment	718,216	0	0	0
Total	<u>752,060</u>	<u>0</u>	<u>21,600</u>	<u>0</u>
Expenditures and Uses of Funds:				
Expenditures	<u>0</u>	<u>250,000</u>	<u>0</u>	<u>250,000</u>
Total	<u>0</u>	<u>250,000</u>	<u>0</u>	<u>250,000</u>
Revenues and Sources Over (Under)				
Expenditures and Uses	752,060	(250,000)	21,600	(250,000)
Beginning Balance, July 1	<u>770,371</u>	<u>1,522,431</u>	<u>1,522,431</u>	<u>1,544,031</u>
Ending Balance, June 30	<u>\$ 1,522,431</u>	<u>1,272,431</u>	<u>1,544,031</u>	<u>1,294,031</u>

Effective February 1, 2012 all California redevelopment agencies, including the Mountain View Revitalization Authority (Authority), were dissolved pursuant to the Dissolution Act. On January 10, 2012 the City Council adopted resolution 17668 expressing the intent to serve as the Successor Housing Agency of the Authority pursuant to Health and Safety Code sections 34171(j), 34173 and 34176. The housing assets (e.g. long-term loans and bonds) were transferred to the Successor Housing Agency. Effective January 1, 2014, SB 341 required housing successors to follow new expenditure and accounting rules. If a housing successor has fulfilled all replacement, affordable housing production, and monitoring, database compilation and web site publication requirements, it may spend up to \$250,000 annually on homelessness prevention and rapid rehousing services.

DOWNTOWN BENEFIT ASSESSMENT DISTRICTS FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2016-17</u>	Adopted Budget <u>2017-18</u>	Estimated <u>2017-18</u>	Proposed Budget <u>2018-19</u>
Revenues and Sources of Funds:				
Property Taxes	\$ 963,530	880,500	1,008,540	997,700
Permit Revenues	560,544	500,000	577,130	550,000
Investment Earnings	145,900	164,030	181,547	241,590
Homeowner's Tax Exemption	3,824	3,830	3,612	3,600
Maintenance Assessment District	157,270	158,606	158,606	158,606
Parking In Lieu Fees	286,000	0	240,000	0
Business Improvement Districts	43,756	44,000	41,169	44,000
Other Revenues	20,777	20,000	20,149	20,000
Capital Projects Refunds	148	0	0	0
	<hr/>	<hr/>	<hr/>	<hr/>
Total	2,181,749	1,770,966	2,230,753	2,015,496
Expenditures and Uses of Funds:				
Operations	371,339	982,718	528,514	726,918
Business Improvement Districts	43,756	44,000	41,169	44,000
General Fund Administration	44,211	43,600	43,600	44,000
Self Insurance	840	920	920	800
Transfer to General Oper Fund	108,400	108,400	108,400	108,400
Transfer to Equip Replace Res	367	383	383	390
	<hr/>	<hr/>	<hr/>	<hr/>
Total	568,913	1,180,021	722,986	924,508
Revenues and Sources Over (Under)				
Expenditures and Uses	1,612,836	590,945	1,507,767	1,090,988
Beginning Balance, July 1	10,710,835	12,323,671	12,323,671	13,831,438
Reserve for Future Parking Maint	(337,500)	(375,000)	(375,000)	(412,500)
Reserve for Future Parking	<u>(6,180,159)</u>	<u>(6,266,539)</u>	<u>(6,509,604)</u>	<u>(6,629,044)</u>
Ending Balance, June 30	\$ <u>5,806,012</u>	<u>6,273,077</u>	<u>6,946,834</u>	<u>7,880,882</u>

The Parking District (District) is a maintenance assessment district in the downtown Castro Street area created to provide and maintain parking lots and structures. In addition to property taxes and permit revenues, an annual assessment is levied on properties in the District. The Mountain View City Code requires that as a condition of approval for any development within the District, the developer or owner shall provide the required off-street parking, pay the parking in-lieu fee or a combination of both. These funds are restricted for the construction of new parking spaces, are designated for the Hope St development and are accounted for in the Reserve for Future Parking.

The Business Improvement Areas (BIA's) were created for specific areas of the downtown and are an assessment to the business owners based on the type and size of the business. These funds are utilized for staffing dedicated to the promotion and support of downtown businesses.

The Reserve for Future Parking Maintenance was recommended in a previous Parking Study for long term maintenance and improvements of the parking structures and lots not funded in the operating budget (e.g. janitorial services, elevator maintenance, etc.). The District contributes \$37,500 annually and it is anticipated these funds will be utilized when major improvements are needed (e.g. steam cleaning the entire parking structure, repaving a parking lot, replacing signage inside the parking structure, etc.).

TREE MITIGATION FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2016-17</u>	Adopted Budget <u>2017-18</u>	Estimated <u>2017-18</u>	Proposed Budget <u>2018-19</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 1,656	620	2,040	2,100
Fines & Forfeitures	41,200	0	0	0
Charges for Services	0	50,000	250	50,000
Total	<u>42,856</u>	<u>50,620</u>	<u>2,290</u>	<u>52,100</u>
Expenditures and Uses of Funds:				
Expenditures	<u>0</u>	<u>50,000</u>	<u>0</u>	<u>50,000</u>
Total	<u>0</u>	<u>50,000</u>	<u>0</u>	<u>50,000</u>
Revenues and Sources Over (Under) Expenditures and Uses	42,856	620	2,290	2,100
Beginning Balance, July 1	<u>0</u>	<u>42,856</u>	<u>42,856</u>	<u>45,146</u>
Ending Balance, June 30	<u>\$ 42,856</u>	<u>43,476</u>	<u>45,146</u>	<u>47,246</u>

The Community Tree Master Plan (CTMP) was adopted by City Council September 15, 2015 and includes objectives and strategies to improve and enhance the City's urban forest and canopy over the following 15 years and to respond to environmental and safety issues that can impact community trees and wildlife habitat. The CTMP established implementation measures to achieve the objectives, including establishing a Tree Mitigation Fund and a Tree Replacement fee. For any trees that cannot be replaced on site, the fee will be assessed to provide funding for tree planting at other sites within the community.

SUPPLEMENTAL LAW ENFORCEMENT SERVICES FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2016-17</u>	Adopted Budget <u>2017-18</u>	Estimated <u>2017-18</u>	Proposed Budget <u>2018-19</u>
Revenues and Sources of Funds:				
COPs Grant	\$ 163,364	175,000	184,330	100,000
Total	<u>163,364</u>	<u>175,000</u>	<u>184,330</u>	<u>100,000</u>
Expenditures and Uses of Funds:				
Operations	153,043	175,000	184,330	175,000
Transfer to Comp Absences Res	<u>1,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>154,043</u>	<u>175,000</u>	<u>184,330</u>	<u>175,000</u>
Revenues and Sources Over (Under)				
Expenditures and Uses	9,321	0	0	(75,000)
Beginning Balance, July 1	<u>98,688</u>	<u>108,009</u>	<u>108,009</u>	<u>108,009</u>
Ending Balance, June 30	<u>\$ 108,009</u>	<u>108,009</u>	<u>108,009</u>	<u>33,009</u>

The Supplemental Law Enforcement Services Fund receives revenues from a state grant to counties and cities which is restricted for funding additional front-line law enforcement services.

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2016-17</u>	Adopted Budget <u>2017-18</u>	Estimated <u>2017-18</u>	Proposed Budget <u>2018-19</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 116,630	0	83,020	0
Federal Grant	516,706	500,000	77,515	536,360
Home Program	233,558	200,000	8,348	281,994
Loan Repayments	<u>0</u>	<u>100,000</u>	<u>20,000</u>	<u>0</u>
Total	<u>866,894</u>	<u>800,000</u>	<u>188,883</u>	<u>818,354</u>
Expenditures and Uses of Funds:				
Operations	118,626	930,524	185,000	861,807
Loans	<u>859,135</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>977,761</u>	<u>930,524</u>	<u>185,000</u>	<u>861,807</u>
Revenues and Sources Over (Under)				
Expenditures and Uses	(110,867)	(130,524)	3,883	(43,453)
Reprogrammed Revenue	0	131,391	0	43,453
Beginning Balance, July 1	<u>110,000</u>	<u>(867)</u>	<u>(867)</u>	<u>3,016</u>
Ending Balance, June 30	<u>\$ (867)</u>	<u>0</u>	<u>3,016</u>	<u>3,016</u>

The Community Development Block Grant Fund derives its revenues from grants received from the Department of Housing and Urban Development. The intent of the program is to enhance the physical development of the community. Public services are also eligible to a limited extent.

CABLE TELEVISION FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2016-17</u>	Adopted Budget <u>2017-18</u>	Estimated <u>2017-18</u>	Proposed Budget <u>2018-19</u>
Revenues and Sources of Funds:				
PEG Fees	\$ 250,828	257,500	240,999	241,000
Total	<u>250,828</u>	<u>257,500</u>	<u>240,999</u>	<u>241,000</u>
Expenditures and Uses of Funds:				
Expenditures	202,543	237,500	273,750	195,000
Capital Projects	85,000	0	0	0
Total	<u>287,543</u>	<u>237,500</u>	<u>273,750</u>	<u>195,000</u>
Revenues and Sources Over (Under) Expenditures and Uses	(36,715)	20,000	(32,751)	46,000
Beginning Balance, July 1	<u>841,172</u>	<u>804,457</u>	<u>804,457</u>	<u>771,706</u>
Ending Balance, June 30	<u>\$ 804,457</u>	<u>824,457</u>	<u>771,706</u>	<u>817,706</u>

Ordinance No. 4.08, adopted on May 13, 2008 amended Chapter 37 of the Mountain View City Code relating to Cable Television franchise regulations in its entirety. Public, Education and Government (PEG) fees collected by the cable providers are restricted for PEG channel support and are not for general use by the City. The City passes a portion of these funds through to the non-profit KMVT for government and public access television services per contractual agreement.

SHORELINE REGIONAL PARK COMMUNITY FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2016-17</u>	Adopted Budget <u>2017-18</u>	Estimated <u>2017-18</u>	Proposed Budget <u>2017-18</u>
Revenues and Sources of Funds:				
Property Taxes	\$ 41,635,453	39,305,500	41,329,060	41,808,400
Investment Earnings	880,908	954,427	1,299,210	1,338,600
Rents & Leases	321,459	300,000	377,170	311,000
Development Impact Fees	5,051,430	0	13,783,850	0
Other Revenues	312,900	63,200	452,511	54,500
Capital Projects Refunds	547,250	0	0	0
Total	<u>48,749,400</u>	<u>40,623,127</u>	<u>57,241,801</u>	<u>43,512,500</u>
Expenditures and Uses of Funds:				
Operations	4,492,362	5,813,646	5,153,217	6,404,811
Intergovernmental Payments	8,212,731	9,994,000	10,295,000	10,272,000
Capital Projects	4,962,000	28,175,000	43,369,350	7,118,000
Capital Projects from Fees	100,000	0	13,369,650	6,400,000
General Fund Administration	7,783,282	7,571,600	7,571,600	7,647,300
Water Fund Administration	62,000	62,600	62,600	63,200
2011 Revenue Bonds	3,357,841	3,360,532	3,359,842	3,345,832
2014 Bank Loan	3,155,979	1,619,551	1,619,551	1,620,300
Transportation Debt Issue	0	0	0	1,599,990
Self Insurance	48,750	53,630	53,630	47,620
Retirees' Health Unfunded Liability	923,598	994,770	994,770	195,000
Transfer to Comp Absences Res	52,000	20,000	20,000	42,000
Transfer to Equip Replace Res	111,989	116,501	116,501	119,268
Total	<u>33,262,532</u>	<u>57,781,830</u>	<u>85,985,711</u>	<u>44,875,321</u>
Revenues and Sources Over (Under) Expenditures and Uses	15,486,868	(17,158,703)	(28,743,910)	(1,362,821)
Beginning Balance, July 1	46,701,144	62,188,012	62,188,012	33,444,102
Reserve	(4,900,000)	(4,600,000)	(4,600,000)	(5,200,000)
Reserve for Landfill	(5,000,000)	(6,000,000)	(6,000,000)	(7,000,000)
Reserve for Sea Level Rise	0	0	0	(3,000,000)
Reserve for Dev Impact Fees	<u>(6,482,383)</u>	<u>(6,577,710)</u>	<u>(7,166,113)</u>	<u>(766,113)</u>
Ending Balance, June 30	\$ <u><u>45,805,629</u></u>	<u><u>27,851,599</u></u>	<u><u>15,677,989</u></u>	<u><u>16,115,168</u></u>

The State legislature created the Shoreline Regional Park Community (Shoreline Community). Tax increment derived on the difference between the frozen base year value and the current fiscal year assessed value and other revenues generated from the activities of the Shoreline Community are to be utilized to develop and support the Shoreline Community and surrounding North Bayshore Area. Reserves are for general purposes, a catastrophic landfill event funding sea level rise infrastructure improvements, and tracking of development impact fees.

Assessed values are as follows (in thousands):

		<u>Total Assessed Value</u>	<u>Frozen Base</u>	<u>Tax Increment Value</u>
Actual	2014-15	\$3,263,434	\$33,888	3,229,546
Actual (Revised)	2015-16	\$3,379,348	\$33,888	3,345,460
Actual	2016-17	\$3,913,665	\$33,888	3,879,777
Actual	2017-18	\$4,012,187	\$33,888	3,978,299
Proposed	2018-19	\$4,050,626	\$33,888	4,016,738

STORM DRAIN CONSTRUCTION FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2016-17</u>	Adopted Budget <u>2017-18</u>	Estimated <u>2017-18</u>	Proposed Budget <u>2018-19</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 15,754	16,920	18,421	24,980
Existing Facilities & Front Footage	132,655	10,000	277,094	10,000
Capital Projects Refunds	<u>56,974</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>205,383</u>	<u>26,920</u>	<u>295,515</u>	<u>34,980</u>
Expenditures and Uses of Funds:				
Capital Projects	245,000	30,000	280,000	406,000
General Fund Administration	<u>3,025</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>248,025</u>	<u>30,000</u>	<u>280,000</u>	<u>406,000</u>
Revenues and Sources Over (Under) Expenditures and Uses	(42,642)	(3,080)	15,515	(371,020)
Beginning Balance, July 1	<u>435,185</u>	<u>392,543</u>	<u>392,543</u>	<u>408,058</u>
Ending Balance, June 30	<u><u>\$ 392,543</u></u>	<u><u>389,463</u></u>	<u><u>408,058</u></u>	<u><u>37,038</u></u>

The Storm Drain Construction Fund revenues are derived from off-site drainage fees authorized by Mountain View Code Section 28.51. These revenues are restricted for storm drainage projects in the Capital Improvements Program.

PARK LAND DEDICATION FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2016-17</u>	Adopted Budget <u>2017-18</u>	Estimated <u>2017-18</u>	Proposed Budget <u>2018-19</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 707,152	688,200	1,189,156	1,634,600
Construction Fees*	26,490,880	0	8,583,600	0
Capital Projects Refunds	17,098	0	0	0
Total	<u>27,215,130</u>	<u>688,200</u>	<u>9,772,756</u>	<u>1,634,600</u>
Expenditures and Uses of Funds:				
Expenditures	7,118	0	30,483	0
Capital Projects	24,781,000	7,130,000	7,370,000	1,861,000
General Fund Administration	30,884	0	0	0
Total	<u>24,819,002</u>	<u>7,130,000</u>	<u>7,400,483</u>	<u>1,861,000</u>
Revenues and Sources Over (Under)				
Expenditures and Uses	2,396,128	(6,441,800)	2,372,273	(226,400)
Beginning Balance, July 1	47,026,197	49,422,325	49,422,325	51,794,598
Committed for Future CIP's**	<u>(17,552,143)</u>	<u>(16,123,275)</u>	<u>(16,092,792)</u>	<u>(16,082,775)</u>
Ending Balance, June 30	<u>\$ 31,870,182</u>	<u>26,857,250</u>	<u>35,701,806</u>	<u>35,485,423</u>

The Park Land Dedication Fund revenues are derived from fees authorized by Chapter 41 of the Mountain View City Code. These revenues are restricted for expenditures for park and recreation projects. Effective in Fiscal Year 1997-98, fees are approved and committed by City Council after receipt.

* As this fee is dependent upon subdivision and single lot development, future fee revenues are not projected or budgeted in advance.

** The Five-Year CIP identifies future projects which funds have not yet been committed.

WATER FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2016-17</u>	Adopted Budget <u>2017-18</u>	Estimated <u>2017-18</u>	Proposed Budget <u>2018-19</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 397,886	397,571	645,360	501,727
Water Sales	28,515,983	30,454,186	33,665,047	34,001,697
Recycled Water Sales	481,231	600,000	595,661	660,000
Capacity/Development Impact Fees	4,720,898	2,303,000	7,823,104	0
Water Transfer Agreement	0	0	5,000,000	0
Other Revenues	1,089,254	456,547	890,509	456,547
Interfund Revenues	732,000	739,300	739,300	785,800
Total	<u>35,937,252</u>	<u>34,950,604</u>	<u>49,358,981</u>	<u>36,405,771</u>
Expenditures and Uses of Funds:				
Operations	7,719,886	9,105,326	8,425,278	9,016,472
Water Purchased	17,087,513	20,768,084	20,967,892	21,289,654
Capital Projects	2,079,000	2,942,000	2,942,000	3,038,000
Capital Projects from Fees	1,079,000	2,287,000	2,287,000	3,640,000
General Fund Administration	1,439,517	1,419,070	1,419,070	1,427,870
Depreciation	4,048,440	4,009,749	4,048,440	4,048,440
2004 Water Revenue Bonds	630,144	634,450	634,450	629,250
Recycled Water System Loan Repymt	300,000	300,000	300,000	300,000
Self Insurance	91,100	100,210	100,210	87,300
Retirees' Health Unfunded Liability	635,209	294,466	294,466	200,000
Transfer to Graham School Site Maint Res	220,000	220,000	220,000	220,000
Transfer to Equip Replace Res	223,244	231,087	231,087	235,808
Total	<u>35,553,053</u>	<u>42,311,442</u>	<u>41,869,893</u>	<u>44,132,794</u>
Revenues and Sources Over (Under)				
Expenditures and Uses	384,199	(7,360,838)	7,489,088	(7,727,023)
Net Change In Non Current Assets	4,039,570	4,009,749	4,048,440	4,048,440
Beginning Balance, July 1	16,896,516	21,320,285	21,320,285	32,857,813
Reserve for Capacity/Dev Impact Fees	(3,739,625)	(3,755,625)	(9,435,769)	(5,795,769)
Reserve for Minimum Water Purchase	0	0	(5,000,000)	(5,000,000)
Reserve	(9,946,294)	(10,830,444)	(10,830,444)	(11,064,526)
Ending Balance, June 30	<u>\$ 7,634,366</u>	<u>3,383,127</u>	<u>7,591,600</u>	<u>7,318,935</u>

The Water Fund accounts for the cost, operation and maintenance of all facilities required to supply, distribute and meter the water used by consumers in the City's service area. A separate reserve is used to account for the capacity and development impact fees collected to fund capital projects. A general Reserve is used for emergencies, contingencies and rate stabilization.

WASTEWATER FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2016-17</u>	Adopted Budget <u>2017-18</u>	Estimated <u>2017-18</u>	Proposed Budget <u>2018-19</u>
Revenues and Sources of Funds:				
Hazardous Materials Permits	\$ 502,004	425,000	462,211	425,000
Investment Earnings	248,301	290,165	362,134	271,350
Wastewater Charges	19,145,152	20,518,783	21,384,493	23,095,252
Capacity/Development Impact Fees	3,439,159	4,050,000	5,504,741	0
Other Revenues	481,945	34,000	32,553	34,000
	<u>23,816,561</u>	<u>25,317,948</u>	<u>27,746,132</u>	<u>23,825,602</u>
Expenditures and Uses of Funds:				
Operations	4,601,171	5,723,671	5,353,706	5,449,347
Water Quality Control Plant	10,385,028	10,667,878	8,710,323	11,254,312
Capital Projects	1,759,000	2,103,000	2,103,000	2,409,000
Capital Projects from Fees	1,520,000	627,000	627,000	6,500,000
General Fund Administration	1,228,910	1,214,330	1,214,330	1,223,330
Water Fund Administration	351,000	354,500	354,500	352,700
Depreciation	1,761,308	1,615,363	1,761,308	1,761,308
Self Insurance	51,440	56,580	56,580	49,400
Retirees' Health Unfunded Liability	387,225	246,288	246,288	50,000
Transfer to Equip Replace Res	229,486	240,668	240,668	246,722
	<u>22,274,568</u>	<u>22,849,278</u>	<u>20,667,703</u>	<u>29,296,119</u>
Revenues and Sources Over (Under)				
Expenditures and Uses	1,541,993	2,468,670	7,078,429	(5,470,517)
Net Change In Non Current Assets	4,423,368	1,615,363	1,761,308	1,761,308
Beginning Balance, July 1	7,510,665	13,476,026	13,476,026	22,315,763
Reserve for Capacity/Dev Impact Fees	(2,936,298)	(6,359,298)	(7,925,044)	(1,425,044)
Reserve for Treatment Plant	(891,473)	(2,077,226)	(3,843,666)	(6,353,716)
Reserve	<u>(5,596,806)</u>	<u>(5,646,725)</u>	<u>(6,542,157)</u>	<u>(6,756,453)</u>
Ending Balance, June 30	\$ <u>4,051,449</u>	<u>3,476,810</u>	<u>4,004,896</u>	<u>4,071,341</u>

This fund accounts for the operation and maintenance of all facilities, including Mountain View's share of operation costs of the Palo Alto Regional Water Quality Control Plant (Treatment Plant), required to transport and process wastewater. Chapter 35 of the Mountain View City Code authorizes the collection of a wastewater service charge. The fund has several reserves, one accounts for the capacity and development impact fees collected to fund capital projects and is projected with a negative balance for Fiscal Years 2015-16 and 2016-17 as the CIP's are scheduled prior to the timeframe the fees are projected to be collected. The Reserve for Treatment Plant is for long term capital costs. A general reserve is used for emergencies, contingencies and rate stabilization.

SOLID WASTE MANAGEMENT FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2016-17</u>	Adopted Budget <u>2017-18</u>	Estimated <u>2017-18</u>	Proposed Budget <u>2018-19</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 96,176	102,135	135,114	169,170
Intergovernmental	186,013	135,000	191,770	135,000
Waste Disposal Charges	13,840,235	13,874,248	14,199,425	13,676,132
Other Revenues	27,064	60,000	5,942	60,000
City Revenues	<u>14,149,488</u>	<u>14,171,383</u>	<u>14,532,251</u>	<u>14,040,302</u>
Recology Revenues	<u>14,438,683</u>	<u>15,051,581</u>	<u>15,166,609</u>	<u>15,654,974</u>
Total	<u>28,588,171</u>	<u>29,222,964</u>	<u>29,698,860</u>	<u>29,695,276</u>
Expenditures and Uses of Funds:				
Operations	3,418,795	4,550,797	4,272,075	4,775,866
Disposal	7,240,093	7,245,314	7,019,916	7,652,835
Capital Projects	279,000	338,000	338,000	594,000
General Fund Administration	526,398	528,200	528,200	533,500
Water Fund Administration	281,000	283,800	283,800	331,100
Depreciation	360,012	329,724	360,012	360,012
Self Insurance	35,010	38,510	38,510	33,690
Retirees' Health Unfunded Liability	0	875,995	875,995	0
Transfer to Equip Replace Res	153,848	167,855	167,855	171,887
City Expenditures	<u>12,294,156</u>	<u>14,358,195</u>	<u>13,884,363</u>	<u>14,452,890</u>
Payments to Recology	<u>14,438,683</u>	<u>15,051,581</u>	<u>15,166,609</u>	<u>15,654,974</u>
Total	<u>26,732,839</u>	<u>29,409,776</u>	<u>29,050,972</u>	<u>30,107,864</u>
Revenues and Sources Over (Under) Expenditures and Uses	1,855,332	(186,812)	647,888	(412,588)
Net Change In Non Current Assets	439,417	329,724	360,012	360,012
Beginning Balance, July 1	7,301,232	9,595,981	9,595,981	10,603,881
Reserve for Future Facility Equipment Reserve	0 (3,185,833)	0 (3,185,833)	(440,000) (3,185,833)	(880,000) (3,334,970)
Ending Balance, June 30	<u>\$ 6,410,148</u>	<u>6,553,060</u>	<u>6,978,048</u>	<u>6,336,335</u>

The Solid Waste Management Fund accounts for the collection, transportation, recycling and disposal services of the City. It also funds two of the City's landfill post closure maintenance activities. Revenues for payments to Recology are included for informational purposes only, a budget is not adopted for Recology. A general reserve is used for emergencies, contingencies, rate stabilization and required Financial Assurance Mechanisms (FAMs) if applicable.

EQUIPMENT MAINTENANCE AND REPLACEMENT FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2016-17</u>	Adopted Budget <u>2017-18</u>	Estimated <u>2017-18</u>	Proposed Budget <u>2018-19</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 341,629	399,340	389,219	518,810
Interfund Service Charges	2,234,753	2,580,100	2,580,100	2,690,500
Other Revenues	257,312	0	175,053	0
Transfer from General Oper Fund	2,618,344	2,727,828	2,727,828	2,767,727
Transfer from Other General Funds	292,274	303,518	303,518	305,966
Transfer from Other Funds	761,159	800,949	800,949	823,965
Total	<u>6,505,471</u>	<u>6,811,735</u>	<u>6,976,667</u>	<u>7,106,968</u>
Expenditures and Uses of Funds:				
Operations	2,126,509	2,474,620	2,495,108	2,651,714
Equipment Purchases	2,929,863	5,898,006	2,968,673	3,217,606
Water Fund Administration	41,048	38,400	38,400	38,800
Self Insurance	20,240	22,260	22,260	19,350
Retirees' Health Unfunded Liability	0	32,688	32,688	25,000
Transfer to Equip Replace Res	38,921	41,006	41,006	41,705
Total	<u>5,156,581</u>	<u>8,506,980</u>	<u>5,598,135</u>	<u>5,994,175</u>
Revenues and Sources Over (Under) Expenditures and Uses	1,348,890	(1,695,245)	1,378,532	1,112,793
Net Change In Non Current Assets	(263,229)	11,000	11,000	11,000
Beginning Balance, July 1	26,097,580	27,183,241	27,183,241	28,572,773
Reserve for Equipment Replacement	<u>(27,013,016)</u>	<u>(25,339,865)</u>	<u>(28,349,097)</u>	<u>(29,538,129)</u>
Ending Balance, June 30	\$ <u>170,225</u>	<u>159,131</u>	<u>223,676</u>	<u>158,437</u>

The purpose of this fund is to account for centralized fleet maintenance costs and to charge a proportionate share to all funds utilizing maintenance services. In addition, this fund accounts for certain equipment replacement requirements of the City.

WORKERS' COMPENSATION SELF-INSURANCE FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2016-17</u>	Adopted Budget <u>2017-18</u>	Estimated <u>2017-18</u>	Proposed Budget <u>2018-19</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 126,881	149,980	152,264	203,490
Interfund Service Charges	2,106,939	2,572,852	2,572,852	2,400,000
Other Revenues	<u>129,262</u>	<u>0</u>	<u>155,190</u>	<u>0</u>
Total	<u>2,363,082</u>	<u>2,722,832</u>	<u>2,880,306</u>	<u>2,603,490</u>
Expenditures and Uses of Funds:				
Expenditures	<u>1,822,335</u>	<u>2,372,500</u>	<u>1,451,574</u>	<u>2,372,500</u>
Total	<u>1,822,335</u>	<u>2,372,500</u>	<u>1,451,574</u>	<u>2,372,500</u>
Revenues and Sources Over (Under)				
Expenditures and Uses	540,747	350,332	1,428,732	230,990
Beginning Balance, July 1	10,208,145	10,748,892	10,748,892	12,177,624
Reserve for Future Claims	<u>(7,646,227)</u>	<u>(7,646,227)</u>	<u>(7,646,227)</u>	<u>(7,646,227)</u>
Ending Balance, June 30	<u>\$ 3,102,665</u>	<u>3,452,997</u>	<u>4,531,397</u>	<u>4,762,387</u>

The City implemented a self-insurance program for Workers' Compensation benefits on September 7, 1975 as authorized by Council Resolution No. 10581. This program provides for State mandated insurance benefits (salary and medical costs) for employees who are injured on the job.

This fund accounts for current operating expenditures, future costs of previously incurred injury claims and reserves for catastrophic losses. This fund also provides for the administration of safety and loss prevention programs throughout the City to reduce the probability of incurring future catastrophic claims against the City. The City is self-insured for \$750,000 and has purchased Workers Compensation Excess Insurance above this limit.

UNEMPLOYMENT SELF-INSURANCE FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2016-17</u>	Adopted Budget <u>2017-18</u>	Estimated <u>2017-18</u>	Proposed Budget <u>2018-19</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 5,987	6,360	7,379	9,860
Interfund Service Charges	<u>86,487</u>	<u>105,911</u>	<u>92,330</u>	<u>50,000</u>
Total	<u>92,474</u>	<u>112,271</u>	<u>99,709</u>	<u>59,860</u>
Expenditures and Uses of Funds:				
Expenditures	<u>50,318</u>	<u>127,250</u>	<u>31,015</u>	<u>127,250</u>
Total	<u>50,318</u>	<u>127,250</u>	<u>31,015</u>	<u>127,250</u>
Revenues and Sources Over (Under) Expenditures and Uses	42,156	(14,979)	68,694	(67,390)
Beginning Balance, July 1	<u>455,358</u>	<u>497,514</u>	<u>497,514</u>	<u>566,208</u>
Ending Balance, June 30	<u>\$ 497,514</u>	<u>482,535</u>	<u>566,208</u>	<u>498,818</u>

The City implemented a self-insurance program for unemployment benefits on March 13, 1978 as authorized by Council Resolution No. 11975. This program provides for State and Federal mandated unemployment insurance benefits for employees separated from service with the City.

LIABILITY INSURANCE FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2016-17</u>	Adopted Budget <u>2017-18</u>	Estimated <u>2017-18</u>	Proposed Budget <u>2018-19</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 47,140	47,850	54,140	69,690
Other Revenues	73,569	25,610	79,069	18,200
Interfund Service Charges	<u>1,377,190</u>	<u>1,515,210</u>	<u>1,525,320</u>	<u>1,367,610</u>
Total	<u>1,497,899</u>	<u>1,588,670</u>	<u>1,658,529</u>	<u>1,455,500</u>
Expenditures and Uses of Funds:				
Expenditures	<u>1,989,638</u>	<u>1,455,500</u>	<u>1,390,930</u>	<u>1,455,500</u>
Total	<u>1,989,638</u>	<u>1,455,500</u>	<u>1,390,930</u>	<u>1,455,500</u>
Revenues and Sources Over (Under)				
Expenditures and Uses	(491,739)	133,170	267,599	0
Beginning Balance, July 1	5,517,697	5,025,958	5,025,958	5,293,557
Reserve for Future Claims	<u>(2,462,354)</u>	<u>(2,462,354)</u>	<u>(2,462,354)</u>	<u>(2,462,354)</u>
Ending Balance, June 30	<u><u>\$ 2,563,604</u></u>	<u><u>2,696,774</u></u>	<u><u>2,831,203</u></u>	<u><u>2,831,203</u></u>

On August 11, 1980, Council approved a self-insurance program for liability insurance effective September 1, 1980. Existing provisions include claims approval authority to \$30,000 and any claims exceeding \$30,000 require City Council approval.

The City acts as its own agent and controls risk to limit liability loss exposure. There is a \$1.0 million self-insurance retention for each liability incident. The minimum reserve and balance for future claims of \$2.0 million is maintained in accordance with Council policy. Other insurance such as property, flood, earthquake and other coverages are not self-insured as the City purchases insurance policies.

RETIREES' HEALTH PROGRAM INSURANCE FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2016-17</u>	Adopted Budget <u>2017-18</u>	Estimated <u>2017-18</u>	Proposed Budget <u>2018-19</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 44,745	46,490	33,830	39,990
Other Revenues	16,232	11,240	30,363	0
Interfund Service Charges	5,576,917	5,682,710	5,682,710	5,545,790
Transfer from General Oper Fund	2,000,000	2,000,000	2,000,000	0
Transfer from General Non-Op Fund	1,000,000	2,000,000	2,000,000	0
Transfer from Other Funds	2,890,513	2,444,207	2,448,356	720,000
Total	<u>11,528,407</u>	<u>12,184,647</u>	<u>12,195,259</u>	<u>6,305,780</u>
Expenditures and Uses of Funds:				
Expenditures	4,102,249	4,536,970	4,426,882	4,705,080
CERBT	7,380,006	7,601,187	7,734,547	1,560,710
Total	<u>11,482,255</u>	<u>12,138,157</u>	<u>12,161,429</u>	<u>6,265,790</u>
Revenues and Sources Over (Under) Expenditures and Uses	46,152	46,490	33,830	39,990
Beginning Balance, July 1	<u>334,054</u>	<u>380,206</u>	<u>380,206</u>	<u>414,036</u>
Ending Balance, June 30	\$ <u>380,206</u>	<u>426,696</u>	<u>414,036</u>	<u>454,026</u>
Balance in CERBT	\$ <u>110,669,266</u>	<u>118,270,453</u>	<u>124,072,084</u>	<u>125,632,794</u>

This fund was established in Fiscal Year 1985-86 as a self-insurance fund to pay the health insurance premiums of employees retired from the City. Governmental Accounting Standards Board (GASB) issued Statement No. 45, which requires an actuarial valuation be performed bi-ennially to calculate the City's other post employment benefits (OPEB) liabilities. The City implemented GASB Statement No. 45 in Fiscal Year 2007-08 and has chosen to budget the Annual Required Contribution (ARC). The most recent actuarial valuation estimated a liability of \$137.4 million as of July 1, 2017. The reserve is supplemented as funds become available.

On February 26, 2008 Council approved joining the California Employers Retiree Benefit Trust (CERBT), managed by the California Public Employees Retirement System (CalPERS) and the City began transferring funds in Fiscal Year 2008-09 and intends to, at a minimum, annually transfer the ARC less Retirees' Health premiums.

EMPLOYEE BENEFITS SELF-INSURANCE FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2016-17</u>	Adopted Budget <u>2017-18</u>	Estimated <u>2017-18</u>	Proposed Budget <u>2018-19</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 4,486	4,660	5,250	6,940
Interfund Service Charges	<u>55,976</u>	<u>68,000</u>	<u>79,230</u>	<u>80,000</u>
Total	<u>60,462</u>	<u>72,660</u>	<u>84,480</u>	<u>86,940</u>
Expenditures and Uses of Funds:				
Expenditures	<u>46,030</u>	<u>100,500</u>	<u>58,330</u>	<u>114,500</u>
Total	<u>46,030</u>	<u>100,500</u>	<u>58,330</u>	<u>114,500</u>
Revenues and Sources Over (Under) Expenditures and Uses	14,432	(27,840)	26,150	(27,560)
Beginning Balance, July 1	<u>355,198</u>	<u>369,630</u>	<u>369,630</u>	<u>395,780</u>
Ending Balance, June 30	<u>\$ 369,630</u>	<u>341,790</u>	<u>395,780</u>	<u>368,220</u>

The Employee Benefits Self-Insurance Fund accounts for the City's self-insured vision and other miscellaneous benefits.

PROPOSED 2018-19 BUDGET - GENERAL FUND RESERVES (1)

Statement of Revenues, Expenditures and Balances

	Unassigned		Committed			
	General Non-Operating Fund	General Fund Reserve	Budget Contingency Reserve	Earned Lease Revenue Reserve	Property Management Reserve	Graham School Site Maint Reserve
Revenues & Sources of Funds:						
GOF Carryover	\$ 3,691,440	0	0	0	0	0
Revenue	411,084	0	0	580,900	0	0
Transfers	0	2,800,000	1,400,000	0	0	220,000
Investment Earnings	0	0	0	566,450	0	0
Total	4,102,524	2,800,000	1,400,000	1,147,350	0	220,000
Expenditures & Uses of Funds:						
Expenditures	7,637,559	0	0	0	0	220,000
CIP	0	0	0	0	0	0
Transfers	6,515,066	0	0	0	0	0
Total	14,152,625	0	0	0	0	220,000
Revenues & Sources Over (Under) Expenditures & Uses	(10,050,101)	2,800,000	1,400,000	1,147,350	0	0
Beginning Balance, July 1	18,585,291	23,390,000	5,209,000	4,603,000	1,560,000	802,000
Reserves	(2,163,525)	0	0	0	0	0
Ending Balance, June 30	\$ <u>6,371,665</u>	<u>26,190,000</u> (6)	<u>6,609,000</u>	<u>5,750,350</u>	<u>1,560,000</u>	<u>802,000</u>

- (1) Governmental fund balances are reported based on the reporting hierarchy established by GASB Statement No. 54 (Fund Balance Reporting and Governmental Fund Type Definitions) that is based on the extent to which the City is bound to honor constraints on the specific purpose for which amounts in a fund can be spent.
 - Restricted - Constraints on expenditures are externally imposed by creditors, grantors, or laws/regulations of other governments or by enabling legislation.
 - Committed - Formal action by the City Council (Council) places the constraint on how the funds can be spent and may only be altered by the same type of Council action. Contractual obligations are included in this category.
 - Assigned - The City's intent to use funds for a specific purpose as expressed by Council or a delegated authority.
 - Unassigned - This is the residual classification for the General Fund.
- (2) Appropriations for Compensated Absences Reserve are on an as needed basis up to the amount of the balance.
- (3) Comprised of a \$5.0 million reserve policy balance plus \$3.1 million prepaid lease for the Downtown Family Housing project.
- (4) Reserves \$277,280 for a property lease (\$125,000 for Fiscal Year's 2018-19 and 2019-20 including a 3.0% annual CPI adjustment from Fiscal Year 2015-16).
- (5) Minor Trust reserve established at \$410,235 endowment plus 25.0 percent of interest earned annually.
- (6) Up to \$1.0 million to be used for the Mountain View Employee Homebuyer Program.

Committed						
Transportation Reserve	Capital Improvement Reserve	Open Space Acquisition Reserve	Strategic Property Acquisition Reserve	Child Care Commitment Reserve	Compensated Absences (2)	Minor Estate Trust
	0	0	0	0	0	0
	58,667	0	0	0	0	0
4,000,000	5,016,966	0	0	0	1,205,000	0
	0	0	0	0	0	0
4,000,000	5,075,633	0	0	0	1,205,000	0
0	0	0	132,613	105,000	0	2,574
0	7,289,263	0	0	0	0	0
0	0	0	0	0	0	0
0	7,289,263	0	132,613	105,000	0	2,574
4,000,000	(2,213,630)	0	(132,613)	(105,000)	1,205,000	(2,574)
0	16,388,000	3,456,000	11,645,000	520,000	5,900,000	420,000
0	(8,099,555) (3)	0	(277,280) (4)	0	0	(411,094) (5)
4,000,000	6,074,815	3,456,000	11,235,107	415,000	7,105,000	6,332

PROPOSED 2018-19 BUDGET - SCHEDULE OF INTERFUND TRANSFERS

EXPENDITURES	REVENUES							TOTAL
	General Fund	Special Revenue Funds	Debt Service Funds	Capital Projects Funds	Enterprise Funds	Internal Service Funds	Reserve Funds	
General Operating/ Development Services/ Shoreline Golf Links	125,000	51,000		25,000		3,323,693	7,857,900	\$11,382,593
Special Revenue Funds	1,415,500		6,566,122	26,407,000		322,843	49,000	34,760,465
Capital Projects Funds				2,267,000				2,267,000
Enterprise Funds			629,250	16,181,000		904,417	220,000	17,934,667
Internal Service Funds						66,705		66,705
Reserve Funds				7,289,263			6,515,066	13,804,329
TOTAL	\$1,540,500	51,000	7,195,372	52,169,263	0	4,617,658	14,641,966	\$80,215,759

**CAPITAL
IMPROVEMENT
PROJECTS**

**PROPOSED FISCAL YEAR 2018-19
CAPITAL IMPROVEMENT PROGRAM**

Capital Improvement Program (CIP) projects include, but are not limited to, facilities, mobility-related infrastructure, park development/rehabilitation, and utilities projects. These projects are usually multi-year and, thus, extend beyond the annual budget.

The emphasis for the Fiscal Year 2018-19 Capital Improvement Program (CIP) is on the:

- Review, refinement and funding of Fiscal Year 2018-19 projects identified in the Five-Year CIP adopted by the City Council for Fiscal Year 2017-18.
- Identification and funding of additional new projects for Fiscal Year 2018-19 given anticipated financial and staffing resources, that support City Council goals and priorities, address health and safety concerns, are needed to comply with regulatory requirements, and/or generate operational savings or revenues.

The CIP is funded from a variety of sources. Some funding sources, such as the Capital Improvement Reserve and Construction/Conveyance Tax (C/C Tax) Funds, have no restrictions on their use. Other CIP funding sources must be used for specific purposes (e.g., Water Fund – water system infrastructure and maintenance; Wastewater Fund – sewer system infrastructure and maintenance; Shoreline Community Fund – projects that facilitate development in the City's North Bayshore Area and/or support Shoreline Regional Park operations; and Gas Tax Fund – design and construction of roadway improvements).

The Fiscal Year 2018-19 CIP is balanced and maintains all fund reserves as required by Council policy.

Projects included in the Fiscal Year 2018-19 Proposed CIP are listed on the following pages in three separate categories: (1) Non-Discretionary, (2) Discretionary, and (3) Amendments to Existing Projects

These projects were discussed at the March 20, 2018 and May 1, 2018 CIP Study Sessions.

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Proposed FY 2018-19 Non-Discretionary Projects

(in thousands of dollars)

Brief descriptions and funding sources for the projects below are provided on the pages that follow.

Project No.	Non-Discretionary Projects	Budget
19-01	Street Resurfacing and Slurry Seal Program	\$ 1,600
19-02	Traffic Infrastructure - Miscellaneous Replacements and Modifications	244
19-03	Street Light Pole Replacements	237
19-04	Water System Improvements and Recycled Water System Improvements	628
19-05	Wastewater System Improvements	161
19-06	Concrete Sidewalk/Curb Repairs	662
19-07	Parks Pathway Resurfacing	84
19-08	Shoreline Pathway, Roadway, Parking Improvements	199
19-09	Forestry Maintenance Program and Street Tree Replanting	458
19-10	Shoreline Landfill Cap Maintenance and Repairs	137
19-11	Developer Reimbursements	124
19-12	Street Lane Line and Legend Repainting	378
19-13	Landfill Gas/Leachate System Repairs & Improvements	137
19-14	Facilities Maintenance Plan	718
19-15	Annual Traffic Studies/NTMP Improvements/Bicycle Counts	157
19-16	Maintenance Agreement for JPB/VTA Transit Center	62
19-17	Shoreline Infrastructure Maintenance	249
19-18	Planned and Emergency Facilities Projects	1,500
19-19	Biennial Park Renovations/Improvements	112
19-20	Biennial Good Neighbor Fence Replacements	37
19-21	Miscellaneous Water Main/Service Line Replacement	2,584
19-22	Miscellaneous Storm/Sanitary Sewer Main Replacement	1,617
19-23	TDA Projects	60
19-24	Biennial ADA Improvements to City Facilities	94
19-25	Annual New Energy Conservation Measures	186
19-26	Biennial Tennis Court Resurfacing	87
19-27	Intersection Traffic Signal System - Major Replacements and Upgrades (Intersection TBD)	402
19-28	North Bayshore Semi-Annual Traffic Counts	159
19-29	Annual Regional Public Safety	150
19-30 thru 19-33	Information Technology Projects (1-5 Separate Projects Per Fiscal Year)	715
Total: Non-Discretionary Projects		\$ 13,938

Non-Discretionary Projects

(in thousands of dollars)

<p>Project xx-01 Street Resurfacing and Slurry Seal Program Install asphalt concrete and fog seal overlays, raise utilities and monuments. Apply slurry seal to selected street surfaces and City facility parking lots as required.</p>	Sponsor Department: Public Works Department Category: Streets and Sidewalks Additional Annual O&M Costs: None Prevailing Wage Project? Yes																																						
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>19-01</th> <th>20-01</th> <th>21-01</th> <th>22-01</th> <th></th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th></th> </tr> </thead> <tbody> <tr> <td>C/C Tax</td> <td>\$ 1,092</td> <td>\$ 1,012</td> <td>\$ 1,032</td> <td>\$ 1,053</td> <td>\$ -</td> <td>\$ 4,189</td> </tr> <tr> <td>Gas Tax</td> <td>\$ 508</td> <td>\$ 620</td> <td>\$ 633</td> <td>\$ 645</td> <td>\$ -</td> <td>\$ 2,406</td> </tr> <tr> <td>Total</td> <td>\$ 1,600</td> <td>\$ 1,632</td> <td>\$ 1,665</td> <td>\$ 1,698</td> <td>\$ -</td> <td>\$ 6,595</td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	19-01	20-01	21-01	22-01		2018-19	2019-20	2020-21	2021-22	2022-23		C/C Tax	\$ 1,092	\$ 1,012	\$ 1,032	\$ 1,053	\$ -	\$ 4,189	Gas Tax	\$ 508	\$ 620	\$ 633	\$ 645	\$ -	\$ 2,406	Total	\$ 1,600	\$ 1,632	\$ 1,665	\$ 1,698	\$ -	\$ 6,595
Project Number and Fiscal Year					Total																																		
19-01	20-01	21-01	22-01																																				
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C/C Tax	\$ 1,092	\$ 1,012	\$ 1,032	\$ 1,053	\$ -	\$ 4,189																																	
Gas Tax	\$ 508	\$ 620	\$ 633	\$ 645	\$ -	\$ 2,406																																	
Total	\$ 1,600	\$ 1,632	\$ 1,665	\$ 1,698	\$ -	\$ 6,595																																	

<p>Project xx-02 Traffic Infrastructure - Miscellaneous Replacements and Modifications Replace traffic signal controllers, traffic detector loops, back-up batteries, LED traffic signal lights, and radar speed signs. Includes minor modifications to existing traffic signals to improve traffic safety.</p>	Sponsor Department: Public Works Department Category: Traffic, Parking and Transportation Additional Annual O&M Costs: None Prevailing Wage Project? Yes																																						
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>19-02</th> <th>20-02</th> <th>21-02</th> <th>22-02</th> <th></th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th></th> </tr> </thead> <tbody> <tr> <td>C/C Tax</td> <td>\$ 223</td> <td>\$ 228</td> <td>\$ 232</td> <td>\$ 237</td> <td>\$ -</td> <td>\$ 920</td> </tr> <tr> <td>Shoreline Community</td> <td>\$ 21</td> <td>\$ 21</td> <td>\$ 22</td> <td>\$ 22</td> <td>\$ -</td> <td>\$ 86</td> </tr> <tr> <td>Total</td> <td>\$ 244</td> <td>\$ 249</td> <td>\$ 254</td> <td>\$ 259</td> <td>\$ -</td> <td>\$ 1,006</td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	19-02	20-02	21-02	22-02		2018-19	2019-20	2020-21	2021-22	2022-23		C/C Tax	\$ 223	\$ 228	\$ 232	\$ 237	\$ -	\$ 920	Shoreline Community	\$ 21	\$ 21	\$ 22	\$ 22	\$ -	\$ 86	Total	\$ 244	\$ 249	\$ 254	\$ 259	\$ -	\$ 1,006
Project Number and Fiscal Year					Total																																		
19-02	20-02	21-02	22-02																																				
2018-19	2019-20	2020-21	2021-22	2022-23																																			
C/C Tax	\$ 223	\$ 228	\$ 232	\$ 237	\$ -	\$ 920																																	
Shoreline Community	\$ 21	\$ 21	\$ 22	\$ 22	\$ -	\$ 86																																	
Total	\$ 244	\$ 249	\$ 254	\$ 259	\$ -	\$ 1,006																																	

<p>Project xx-03 Street Light Pole Replacements Replace end-of-life street light poles throughout the City.</p>	Sponsor Department: Public Works Department Category: Traffic, Parking and Transportation Additional Annual O&M Costs: None Prevailing Wage Project? Yes																																						
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>19-03</th> <th>20-03</th> <th>21-03</th> <th>22-03</th> <th></th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th></th> </tr> </thead> <tbody> <tr> <td>C/C Tax</td> <td>\$ 217</td> <td>\$ 221</td> <td>\$ 225</td> <td>\$ 230</td> <td>\$ -</td> <td>\$ 893</td> </tr> <tr> <td>Shoreline Community</td> <td>\$ 20</td> <td>\$ 21</td> <td>\$ 21</td> <td>\$ 21</td> <td>\$ -</td> <td>\$ 83</td> </tr> <tr> <td>Total</td> <td>\$ 237</td> <td>\$ 242</td> <td>\$ 246</td> <td>\$ 251</td> <td>\$ -</td> <td>\$ 976</td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	19-03	20-03	21-03	22-03		2018-19	2019-20	2020-21	2021-22	2022-23		C/C Tax	\$ 217	\$ 221	\$ 225	\$ 230	\$ -	\$ 893	Shoreline Community	\$ 20	\$ 21	\$ 21	\$ 21	\$ -	\$ 83	Total	\$ 237	\$ 242	\$ 246	\$ 251	\$ -	\$ 976
Project Number and Fiscal Year					Total																																		
19-03	20-03	21-03	22-03																																				
2018-19	2019-20	2020-21	2021-22	2022-23																																			
C/C Tax	\$ 217	\$ 221	\$ 225	\$ 230	\$ -	\$ 893																																	
Shoreline Community	\$ 20	\$ 21	\$ 21	\$ 21	\$ -	\$ 83																																	
Total	\$ 237	\$ 242	\$ 246	\$ 251	\$ -	\$ 976																																	

Non-Discretionary Projects

(in thousands of dollars)

<p>Project xx-04 Water System Improvements and Recycled Water System Improvements Scheduled replacement of water and recycled water system components and minor unscheduled improvements to the City's water system.</p>	Sponsor Department: Public Works Department Category: Utilities Additional Annual O&M Costs: None Prevailing Wage Project? Yes																															
Funding Sources	<table border="1" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>19-04</th> <th>20-04</th> <th>21-04</th> <th>22-04</th> <th></th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th></th> </tr> </thead> <tbody> <tr> <td>Water (Includes Water Capacity Fees)</td> <td style="text-align: right;">\$ 628</td> <td style="text-align: right;">\$ 641</td> <td style="text-align: right;">\$ 654</td> <td style="text-align: right;">\$ 667</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 2,590</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 628</td> <td style="text-align: right;">\$ 641</td> <td style="text-align: right;">\$ 654</td> <td style="text-align: right;">\$ 667</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 2,590</td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	19-04	20-04	21-04	22-04		2018-19	2019-20	2020-21	2021-22	2022-23		Water (Includes Water Capacity Fees)	\$ 628	\$ 641	\$ 654	\$ 667	\$ -	\$ 2,590	Total	\$ 628	\$ 641	\$ 654	\$ 667	\$ -	\$ 2,590
Project Number and Fiscal Year					Total																											
19-04	20-04	21-04	22-04																													
2018-19	2019-20	2020-21	2021-22	2022-23																												
Water (Includes Water Capacity Fees)	\$ 628	\$ 641	\$ 654	\$ 667	\$ -	\$ 2,590																										
Total	\$ 628	\$ 641	\$ 654	\$ 667	\$ -	\$ 2,590																										

<p>Project xx-05 Wastewater System Improvements Unscheduled improvements/repairs to the City's wastewater collection and pumping system.</p>	Sponsor Department: Public Works Department Category: Utilities Additional Annual O&M Costs: None Prevailing Wage Project? Yes																															
Funding Sources	<table border="1" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>19-05</th> <th>20-05</th> <th>21-05</th> <th>22-05</th> <th></th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th></th> </tr> </thead> <tbody> <tr> <td>Wastewater (Includes Sewer Capacity Fees)</td> <td style="text-align: right;">\$ 161</td> <td style="text-align: right;">\$ 164</td> <td style="text-align: right;">\$ 168</td> <td style="text-align: right;">\$ 171</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 664</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 161</td> <td style="text-align: right;">\$ 164</td> <td style="text-align: right;">\$ 168</td> <td style="text-align: right;">\$ 171</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 664</td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	19-05	20-05	21-05	22-05		2018-19	2019-20	2020-21	2021-22	2022-23		Wastewater (Includes Sewer Capacity Fees)	\$ 161	\$ 164	\$ 168	\$ 171	\$ -	\$ 664	Total	\$ 161	\$ 164	\$ 168	\$ 171	\$ -	\$ 664
Project Number and Fiscal Year					Total																											
19-05	20-05	21-05	22-05																													
2018-19	2019-20	2020-21	2021-22	2022-23																												
Wastewater (Includes Sewer Capacity Fees)	\$ 161	\$ 164	\$ 168	\$ 171	\$ -	\$ 664																										
Total	\$ 161	\$ 164	\$ 168	\$ 171	\$ -	\$ 664																										

<p>Project xx-06 Concrete Sidewalk/Curb Repairs Replace deteriorated sidewalks and repair concrete curbs, gutters, and sidewalks displaced by street tree growth, and/or failure of City-owned utilities. Improve concrete curb and gutter, median curb and valley gutter within the limits of annual street resurfacing and slurry seal program.</p>	Sponsor Department: Public Works Department Category: Streets and Sidewalks Additional Annual O&M Costs: None Prevailing Wage Project? Yes																															
Funding Sources	<table border="1" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>19-06</th> <th>20-06</th> <th>21-06</th> <th>22-06</th> <th></th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th></th> </tr> </thead> <tbody> <tr> <td>C/C Tax</td> <td style="text-align: right;">\$ 662</td> <td style="text-align: right;">\$ 675</td> <td style="text-align: right;">\$ 689</td> <td style="text-align: right;">\$ 702</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 2,728</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 662</td> <td style="text-align: right;">\$ 675</td> <td style="text-align: right;">\$ 689</td> <td style="text-align: right;">\$ 702</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 2,728</td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	19-06	20-06	21-06	22-06		2018-19	2019-20	2020-21	2021-22	2022-23		C/C Tax	\$ 662	\$ 675	\$ 689	\$ 702	\$ -	\$ 2,728	Total	\$ 662	\$ 675	\$ 689	\$ 702	\$ -	\$ 2,728
Project Number and Fiscal Year					Total																											
19-06	20-06	21-06	22-06																													
2018-19	2019-20	2020-21	2021-22	2022-23																												
C/C Tax	\$ 662	\$ 675	\$ 689	\$ 702	\$ -	\$ 2,728																										
Total	\$ 662	\$ 675	\$ 689	\$ 702	\$ -	\$ 2,728																										

Non-Discretionary Projects

(in thousands of dollars)

<p>Project xx-07 Parks Pathway Resurfacing Renovate various park pathways within City parks.</p>	Sponsor Department: Community Services Department Category: Parks and Recreation Additional Annual O&M Costs: None Prevailing Wage Project? TBD																															
Funding Sources	<table border="1" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>19-07</th> <th>20-07</th> <th>21-07</th> <th>22-07</th> <th></th> </tr> <tr> <th>2017-18</th> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2022-23</th> <th></th> </tr> </thead> <tbody> <tr> <td>C/C Tax</td> <td style="text-align: right;">\$ 84</td> <td style="text-align: right;">\$ 85</td> <td style="text-align: right;">\$ 87</td> <td style="text-align: right;">\$ 89</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 345</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 84</td> <td style="text-align: right;">\$ 85</td> <td style="text-align: right;">\$ 87</td> <td style="text-align: right;">\$ 89</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 345</td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	19-07	20-07	21-07	22-07		2017-18	2018-19	2019-20	2020-21	2022-23		C/C Tax	\$ 84	\$ 85	\$ 87	\$ 89	\$ -	\$ 345	Total	\$ 84	\$ 85	\$ 87	\$ 89	\$ -	\$ 345
Project Number and Fiscal Year					Total																											
19-07	20-07	21-07	22-07																													
2017-18	2018-19	2019-20	2020-21	2022-23																												
C/C Tax	\$ 84	\$ 85	\$ 87	\$ 89	\$ -	\$ 345																										
Total	\$ 84	\$ 85	\$ 87	\$ 89	\$ -	\$ 345																										

<p>Project xx-08 Shoreline Pathway, Roadway, Parking Improvements Correct drainage problems and damage due to differential settlement; provide pathway, roadway and parking related improvements.</p>	Sponsor Department: Community Services Department Category: Parks and Recreation Additional Annual O&M Costs: None Prevailing Wage Project? TBD																															
Funding Sources	<table border="1" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>19-08</th> <th>20-08</th> <th>21-08</th> <th>22-08</th> <th>23-08</th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th></th> </tr> </thead> <tbody> <tr> <td>Shoreline Community</td> <td style="text-align: right;">\$ 199</td> <td style="text-align: right;">\$ 203</td> <td style="text-align: right;">\$ 207</td> <td style="text-align: right;">\$ 211</td> <td style="text-align: right;">\$ 215</td> <td style="text-align: right;">\$ 1,035</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 199</td> <td style="text-align: right;">\$ 203</td> <td style="text-align: right;">\$ 207</td> <td style="text-align: right;">\$ 211</td> <td style="text-align: right;">\$ 215</td> <td style="text-align: right;">\$ 1,035</td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	19-08	20-08	21-08	22-08	23-08	2018-19	2019-20	2020-21	2021-22	2022-23		Shoreline Community	\$ 199	\$ 203	\$ 207	\$ 211	\$ 215	\$ 1,035	Total	\$ 199	\$ 203	\$ 207	\$ 211	\$ 215	\$ 1,035
Project Number and Fiscal Year					Total																											
19-08	20-08	21-08	22-08	23-08																												
2018-19	2019-20	2020-21	2021-22	2022-23																												
Shoreline Community	\$ 199	\$ 203	\$ 207	\$ 211	\$ 215	\$ 1,035																										
Total	\$ 199	\$ 203	\$ 207	\$ 211	\$ 215	\$ 1,035																										

<p>Project xx-09 Forestry Maintenance Program and Street Tree Replanting Contract to prune, remove, stump, purchase and plant approximately 800 to 1,000 medium to large trees within the City. Maintain trees damaged by freezing, disease, drought and other natural causes. Additional Shoreline Community funding will replace 105 trees annually over a 4-year period (ending in FY 2020-21) that are dead or dying due to high salt content in recycled water or other causes.</p>	Sponsor Department: Community Services Department Category: Parks and Recreation Additional Annual O&M Costs: None Prevailing Wage Project? TBD																																						
Funding Sources	<table border="1" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>19-09</th> <th>20-09</th> <th>21-09</th> <th>22-09</th> <th></th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th></th> </tr> </thead> <tbody> <tr> <td>C/C Tax</td> <td style="text-align: right;">\$ 376</td> <td style="text-align: right;">\$ 384</td> <td style="text-align: right;">\$ 392</td> <td style="text-align: right;">\$ 399</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 1,551</td> </tr> <tr> <td>Shoreline Community</td> <td style="text-align: right;">\$ 82</td> <td style="text-align: right;">\$ 84</td> <td style="text-align: right;">\$ 85</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 251</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 458</td> <td style="text-align: right;">\$ 468</td> <td style="text-align: right;">\$ 477</td> <td style="text-align: right;">\$ 399</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 1,802</td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	19-09	20-09	21-09	22-09		2018-19	2019-20	2020-21	2021-22	2022-23		C/C Tax	\$ 376	\$ 384	\$ 392	\$ 399	\$ -	\$ 1,551	Shoreline Community	\$ 82	\$ 84	\$ 85	\$ -	\$ -	\$ 251	Total	\$ 458	\$ 468	\$ 477	\$ 399	\$ -	\$ 1,802
Project Number and Fiscal Year					Total																																		
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Total	\$ 458	\$ 468	\$ 477	\$ 399	\$ -	\$ 1,802																																	

Non-Discretionary Projects

(in thousands of dollars)

<p>Project xx-10 Shoreline Landfill Cap Maintenance and Repairs Regulatory mandates of the Bay Area Air Quality Management District and the Regional Water Quality Control Board require the City to protect the integrity of the landfill cap and prevent surface emissions by regrading, filling, recompacting, and making other improvements.</p>	Sponsor Department: Public Works Department					
	Category: Regulatory Requirements					
	Additional Annual O&M Costs: None		Prevailing Wage Project?		TBD	
Funding Sources	Project Number and Fiscal Year					
	19-10	20-10	21-10	22-10		
	2018-19	2019-20	2020-21	2021-22	2022-23	Total
Solid Waste	\$ 137	\$ 139	\$ 142	\$ 145	\$ -	\$ 563
Total	\$ 137	\$ 139	\$ 142	\$ 145	\$ -	\$ 563

<p>Project xx-11 Developer Reimbursements Construction of street and utility improvements concurrent with private development. Adjacent properties benefiting from street and utility improvements will be required to reimburse the City for the improvements.</p>	Sponsor Department: Public Works Department					
	Category: Miscellaneous					
	Additional Annual O&M Costs: None		Prevailing Wage Project?		No	
Funding Sources	Project Number and Fiscal Year					
	19-11	20-11	21-11	22-11		
	2018-19	2019-20	2020-21	2021-22	2022-23	Total
C/C Tax	\$ 31	\$ 31	\$ 32	\$ 32	\$ -	\$ 126
Water (Includes Water Capacity Fees)	\$ 31	\$ 31	\$ 32	\$ 32	\$ -	\$ 126
Wastewater (Includes Sewer Capacity Fees)	\$ 31	\$ 31	\$ 32	\$ 32	\$ -	\$ 126
Storm Water Fund	\$ 31	\$ 31	\$ 32	\$ 32	\$ -	\$ 126
Total	\$ 124	\$ 124	\$ 128	\$ 128	\$ -	\$ 504

<p>Project xx-12 Street Lane Line and Legend Repainting Annual repainting of City street lane lines and legends.</p>	Sponsor Department: Public Works Department					
	Category: Streets and Sidewalks					
	Additional Annual O&M Costs: None		Prevailing Wage Project?		Yes	
Funding Sources	Project Number and Fiscal Year					
	19-12	20-12	21-12	22-12		
	2018-19	2019-20	2020-21	2021-22	2022-23	Total
C/C Tax	\$ 378	\$ 58	\$ 393	\$ 61	\$ -	\$ 890
Total	\$ 378	\$ 58	\$ 393	\$ 61	\$ -	\$ 890

Non-Discretionary Projects

(in thousands of dollars)

Project xx-13 Landfill Gas/Leachate System Repairs and Improvements Annual repairs and improvements to large components of the landfill gas and leachate system.	Sponsor Department: Public Works Department					
	Category: Regulatory Requirements					
	Additional Annual O&M Costs: None	Prevailing Wage Project? TBD				
Funding Sources	Project Number and Fiscal Year					
	19-13	20-13	21-13	22-13		
	2018-19	2019-20	2020-21	2021-22	2022-23	Total
Solid Waste	\$ 137	\$ 139	\$ 142	\$ 145	\$ -	\$ 563
Total	\$ 137	\$ 139	\$ 142	\$ 145	\$ -	\$ 563

Project xx-14 Facilities Maintenance Plan Repair, replace, or maintain City facilities (HVAC, roofs, carpets, plumbing, painting, etc.).	Sponsor Department: Public Works Department					
	Category: Facilities					
	Additional Annual O&M Costs: None	Prevailing Wage Project? TBD				
Funding Sources	Project Number and Fiscal Year					
	19-14	20-14	21-14	22-14		
	2018-19	2019-20	2020-21	2021-22	2022-23	Total
C/C Tax	\$ 560	\$ 571	\$ 583	\$ 594	\$ -	\$ 2,308
Shoreline Community	\$ 158	\$ 161	\$ 164	\$ 168	\$ -	\$ 651
Total	\$ 718	\$ 732	\$ 747	\$ 762	\$ -	\$ 2,959

Project xx-15 Annual Traffic Studies/NTMP Improvements/Bicycle Counts Funding for traffic calming devices on neighborhood, local, and residential streets in conformance with the Neighborhood Traffic Management Program, as well as annual bicycle counts and contracts with consultants regarding improving traffic flow.	Sponsor Department: Public Works Department					
	Category: Traffic, Parking and Transportation					
	Additional Annual O&M Costs: None	Prevailing Wage Project? Yes				
Funding Sources	Project Number and Fiscal Year					
	2018-19	2019-20	2020-21	2021-22	2022-23	Total
C/C Tax	\$ 157	\$ 160	\$ 163	\$ 167	\$ -	\$ 647
Total	\$ 157	\$ 160	\$ 163	\$ 167	\$ -	\$ 647

Non-Discretionary Projects

(in thousands of dollars)

<p>Project xx-16 Maintenance Agreement for JPB/VTA Transit Center Reimbursement of City expenses by JPB/VTA.</p>	Sponsor Department: Public Works Department Category: Facilities Additional Annual O&M Costs: None Prevailing Wage Project? No																															
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>19-16</th> <th>20-16</th> <th>21-16</th> <th>22-16</th> <th></th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th></th> </tr> </thead> <tbody> <tr> <td>Other (Reimbursement)</td> <td style="text-align: right;">\$ 62</td> <td style="text-align: right;">\$ 63</td> <td style="text-align: right;">\$ 65</td> <td style="text-align: right;">\$ 66</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 256</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 62</td> <td style="text-align: right;">\$ 63</td> <td style="text-align: right;">\$ 65</td> <td style="text-align: right;">\$ 66</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 256</td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	19-16	20-16	21-16	22-16		2018-19	2019-20	2020-21	2021-22	2022-23		Other (Reimbursement)	\$ 62	\$ 63	\$ 65	\$ 66	\$ -	\$ 256	Total	\$ 62	\$ 63	\$ 65	\$ 66	\$ -	\$ 256
Project Number and Fiscal Year					Total																											
19-16	20-16	21-16	22-16																													
2018-19	2019-20	2020-21	2021-22	2022-23																												
Other (Reimbursement)	\$ 62	\$ 63	\$ 65	\$ 66	\$ -	\$ 256																										
Total	\$ 62	\$ 63	\$ 65	\$ 66	\$ -	\$ 256																										

<p>Project xx-17 Shoreline Infrastructure Maintenance Maintenance of water lines, sewer lines, storm drainage system, and water system supplying the sailing lake.</p>	Sponsor Department: Public Works Department Category: Utilities Additional Annual O&M Costs: None Prevailing Wage Project? TBD																															
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>19-17</th> <th>20-17</th> <th>21-17</th> <th>22-17</th> <th></th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th></th> </tr> </thead> <tbody> <tr> <td>Shoreline Community</td> <td style="text-align: right;">\$ 249</td> <td style="text-align: right;">\$ 254</td> <td style="text-align: right;">\$ 259</td> <td style="text-align: right;">\$ 264</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 1,026</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 249</td> <td style="text-align: right;">\$ 254</td> <td style="text-align: right;">\$ 259</td> <td style="text-align: right;">\$ 264</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 1,026</td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	19-17	20-17	21-17	22-17		2018-19	2019-20	2020-21	2021-22	2022-23		Shoreline Community	\$ 249	\$ 254	\$ 259	\$ 264	\$ -	\$ 1,026	Total	\$ 249	\$ 254	\$ 259	\$ 264	\$ -	\$ 1,026
Project Number and Fiscal Year					Total																											
19-17	20-17	21-17	22-17																													
2018-19	2019-20	2020-21	2021-22	2022-23																												
Shoreline Community	\$ 249	\$ 254	\$ 259	\$ 264	\$ -	\$ 1,026																										
Total	\$ 249	\$ 254	\$ 259	\$ 264	\$ -	\$ 1,026																										

<p>Project xx-18 Planned and Emergency Facilities Projects Emergency and Planned Facilities Projects that are currently not covered by xx-14, but are vital to the City's infrastructure (19-18 includes funding for Health and Safety Improvements at all Fire Stations, Shoreline Boathouse Maintenance and Contract Project Management).</p>	Sponsor Department: Public Works Department Category: Facilities Additional Annual O&M Costs: None Prevailing Wage Project? TBD																																													
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>19-18</th> <th>20-18</th> <th>21-18</th> <th>22-18</th> <th></th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th></th> </tr> </thead> <tbody> <tr> <td>C/C Tax</td> <td style="text-align: right;">\$ 561</td> <td style="text-align: right;">\$ 572</td> <td style="text-align: right;">\$ 584</td> <td style="text-align: right;">\$ 250</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 1,967</td> </tr> <tr> <td>CIP Reserve</td> <td style="text-align: right;">\$ 579</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 345</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 924</td> </tr> <tr> <td>Shoreline Community</td> <td style="text-align: right;">\$ 360</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 360</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 1,500</td> <td style="text-align: right;">\$ 572</td> <td style="text-align: right;">\$ 584</td> <td style="text-align: right;">\$ 595</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 3,251</td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	19-18	20-18	21-18	22-18		2018-19	2019-20	2020-21	2021-22	2022-23		C/C Tax	\$ 561	\$ 572	\$ 584	\$ 250	\$ -	\$ 1,967	CIP Reserve	\$ 579	\$ -	\$ -	\$ 345	\$ -	\$ 924	Shoreline Community	\$ 360	\$ -	\$ -	\$ -	\$ -	\$ 360	Total	\$ 1,500	\$ 572	\$ 584	\$ 595	\$ -	\$ 3,251
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Non-Discretionary Projects

(in thousands of dollars)

<p>Projects 19-19 & 21-19 Biennial Park Renovations/Improvements Biennial repairs and improvements to City parks.</p>	Sponsor Department: Community Services Department Category: Parks and Recreation																															
<p>Projects 20-19 & 22-19 Biennial Median Renovations and Roadway Landscape Renovations Biennial repairs and improvements to City landscaped medians and roadway landscaping.</p>	Additional Annual O&M Costs: None Prevailing Wage Project? TBD																															
Funding Sources	<table border="1" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>19-19</th> <th>20-19</th> <th>21-19</th> <th>22-19</th> <th></th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th></th> </tr> </thead> <tbody> <tr> <td>C/C Tax</td> <td style="text-align: right;">\$ 112</td> <td style="text-align: right;">\$ 76</td> <td style="text-align: right;">\$ 117</td> <td style="text-align: right;">\$ 79</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 384</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 112</td> <td style="text-align: right;">\$ 76</td> <td style="text-align: right;">\$ 117</td> <td style="text-align: right;">\$ 79</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 384</td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	19-19	20-19	21-19	22-19		2018-19	2019-20	2020-21	2021-22	2022-23		C/C Tax	\$ 112	\$ 76	\$ 117	\$ 79	\$ -	\$ 384	Total	\$ 112	\$ 76	\$ 117	\$ 79	\$ -	\$ 384
Project Number and Fiscal Year					Total																											
19-19	20-19	21-19	22-19																													
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C/C Tax	\$ 112	\$ 76	\$ 117	\$ 79	\$ -	\$ 384																										
Total	\$ 112	\$ 76	\$ 117	\$ 79	\$ -	\$ 384																										

<p>Projects 19-20 & 21-20 Biennial Good Neighbor Fence (GNF) Replacements Funding to replace fencing between City parks and private property.</p>	Sponsor Department: Community Services Department Category: Parks and Recreation Additional Annual O&M Costs: None Prevailing Wage Project? No																																													
Funding Sources	<table border="1" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>19-20</th> <th>20-20</th> <th>21-20</th> <th>22-20</th> <th></th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th></th> </tr> </thead> <tbody> <tr> <td>C/C Tax</td> <td style="text-align: right;">\$ 37</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 39</td> <td></td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 76</td> </tr> <tr> <td>Shoreline Community</td> <td></td> <td style="text-align: right;">\$ -</td> <td></td> <td></td> <td></td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Park Land</td> <td></td> <td style="text-align: right;">\$ -</td> <td></td> <td style="text-align: right;">\$ -</td> <td></td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 37</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 39</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 76</td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	19-20	20-20	21-20	22-20		2018-19	2019-20	2020-21	2021-22	2022-23		C/C Tax	\$ 37	\$ -	\$ 39		\$ -	\$ 76	Shoreline Community		\$ -				\$ -	Park Land		\$ -		\$ -		\$ -	Total	\$ 37	\$ -	\$ 39	\$ -	\$ -	\$ 76
Project Number and Fiscal Year					Total																																									
19-20	20-20	21-20	22-20																																											
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Shoreline Community		\$ -				\$ -																																								
Park Land		\$ -		\$ -		\$ -																																								
Total	\$ 37	\$ -	\$ 39	\$ -	\$ -	\$ 76																																								

<p>Projects 20-20 & 22-20 Biennial Real Estate Technical and Legal Services Funding for appraisals, environmental reports, surveys, and lease preparation/review services for City Real Estate activity.</p>	Sponsor Department: Public Works Department Category: Miscellaneous Additional Annual O&M Costs: None Prevailing Wage Project? No																																													
Funding Sources	<table border="1" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th></th> <th>20-20</th> <th></th> <th>22-20</th> <th></th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th></th> </tr> </thead> <tbody> <tr> <td>C/C Tax</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 19</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 19</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 38</td> </tr> <tr> <td>Shoreline Community</td> <td></td> <td style="text-align: right;">\$ 9</td> <td></td> <td style="text-align: right;">\$ 10</td> <td></td> <td style="text-align: right;">\$ 19</td> </tr> <tr> <td>Park Land</td> <td></td> <td style="text-align: right;">\$ 48</td> <td></td> <td style="text-align: right;">\$ 50</td> <td></td> <td style="text-align: right;">\$ 98</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 76</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 79</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 155</td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total		20-20		22-20		2018-19	2019-20	2020-21	2021-22	2022-23		C/C Tax	\$ -	\$ 19	\$ -	\$ 19	\$ -	\$ 38	Shoreline Community		\$ 9		\$ 10		\$ 19	Park Land		\$ 48		\$ 50		\$ 98	Total	\$ -	\$ 76	\$ -	\$ 79	\$ -	\$ 155
Project Number and Fiscal Year					Total																																									
	20-20		22-20																																											
2018-19	2019-20	2020-21	2021-22	2022-23																																										
C/C Tax	\$ -	\$ 19	\$ -	\$ 19	\$ -	\$ 38																																								
Shoreline Community		\$ 9		\$ 10		\$ 19																																								
Park Land		\$ 48		\$ 50		\$ 98																																								
Total	\$ -	\$ 76	\$ -	\$ 79	\$ -	\$ 155																																								

Non-Discretionary Projects

(in thousands of dollars)

<p>Project xx-21 Miscellaneous Water Main/Service Line Replacement Replace corroded and/or undersized water main pipes on various streets. The replacements include water services, fire hydrants and saddle replacements.</p>	Sponsor Department: Public Works Department Category: Utilities Additional Annual O&M Costs: None Prevailing Wage Project? Yes																	
Funding Sources	<table border="1" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>19-21</th> <th>20-21</th> <th>21-21</th> <th>22-21</th> <th></th> </tr> </thead> <tbody> <tr> <td>2018-19</td> <td>2019-20</td> <td>2020-21</td> <td>2021-22</td> <td>2022-23</td> <td></td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	19-21	20-21	21-21	22-21		2018-19	2019-20	2020-21	2021-22	2022-23	
Project Number and Fiscal Year					Total													
19-21	20-21	21-21	22-21															
2018-19	2019-20	2020-21	2021-22	2022-23														
Water (Includes Water Capacity Fees)	\$ 2,584 \$ 2,636 \$ 2,688 \$ 2,742 \$ - \$ 10,650																	
Total	\$ 2,584 \$ 2,636 \$ 2,688 \$ 2,742 \$ - \$ 10,650																	

<p>Project xx-22 Miscellaneous Storm/Sanitary Sewer Main Replacement Repair and replace storm and sanitary sewer pipes, manholes and systems identified by the City's annual line televising program.</p>	Sponsor Department: Public Works Department Category: Utilities Additional Annual O&M Costs: None Prevailing Wage Project? Yes																	
Funding Sources	<table border="1" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>19-22</th> <th>20-22</th> <th>21-22</th> <th>22-22</th> <th></th> </tr> </thead> <tbody> <tr> <td>2018-19</td> <td>2019-20</td> <td>2020-21</td> <td>2021-22</td> <td>2022-23</td> <td></td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	19-22	20-22	21-22	22-22		2018-19	2019-20	2020-21	2021-22	2022-23	
Project Number and Fiscal Year					Total													
19-22	20-22	21-22	22-22															
2018-19	2019-20	2020-21	2021-22	2022-23														
Wastewater (Includes Sewer Capacity Fees)	\$ 1,617 \$ 1,649 \$ 1,682 \$ 1,716 \$ - \$ 6,664																	
Total	\$ 1,617 \$ 1,649 \$ 1,682 \$ 1,716 \$ - \$ 6,664																	

<p>Projects xx-23 TDA Projects Various bike and pedestrian related projects.</p>	Sponsor Department: Public Works Department Category: Traffic, Parking and Transportation Additional Annual O&M Costs: None Prevailing Wage Project? Yes																	
Funding Sources	<table border="1" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>19-23</th> <th>20-23</th> <th>21-23</th> <th>22-23</th> <th></th> </tr> </thead> <tbody> <tr> <td>2018-19</td> <td>2019-20</td> <td>2020-21</td> <td>2021-22</td> <td>2022-23</td> <td></td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	19-23	20-23	21-23	22-23		2018-19	2019-20	2020-21	2021-22	2022-23	
Project Number and Fiscal Year					Total													
19-23	20-23	21-23	22-23															
2018-19	2019-20	2020-21	2021-22	2022-23														
C/C Tax	\$ 10 \$ 10 \$ 10 \$ 10 \$ - \$ 40																	
Transportation Development Act (TDA) Funding	\$ 50 \$ 50 \$ 50 \$ 50 \$ - \$ 200																	
Total	\$ 60 \$ 60 \$ 60 \$ 60 \$ - \$ 240																	

Non-Discretionary Projects

(in thousands of dollars)

<p>Projects 19-24 & 21-24 Biennial ADA Improvements to City Facilities Continuation of efforts to implement ADA improvements at City facilities.</p>	Sponsor Department: Public Works Department/City Manager's Office Category: Regulatory Requirements Additional Annual O&M Costs: None Prevailing Wage Project? Yes/TBD																															
<p>Projects 20-24 & 22-24 Biennial Installation of ADA Curb Ramps Install approximately 10 ADA-compliant curb ramps throughout the City.</p>																																
Funding Sources	<table border="1" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>19-24</th> <th>20-24</th> <th>21-24</th> <th>22-24</th> <th></th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th></th> </tr> </thead> <tbody> <tr> <td>C/C Tax</td> <td style="text-align: right;">\$ 94</td> <td style="text-align: right;">\$ 67</td> <td style="text-align: right;">\$ 97</td> <td style="text-align: right;">\$ 69</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 327</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 94</td> <td style="text-align: right;">\$ 67</td> <td style="text-align: right;">\$ 97</td> <td style="text-align: right;">\$ 69</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 327</td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	19-24	20-24	21-24	22-24		2018-19	2019-20	2020-21	2021-22	2022-23		C/C Tax	\$ 94	\$ 67	\$ 97	\$ 69	\$ -	\$ 327	Total	\$ 94	\$ 67	\$ 97	\$ 69	\$ -	\$ 327
Project Number and Fiscal Year					Total																											
19-24	20-24	21-24	22-24																													
2018-19	2019-20	2020-21	2021-22	2022-23																												
C/C Tax	\$ 94	\$ 67	\$ 97	\$ 69	\$ -	\$ 327																										
Total	\$ 94	\$ 67	\$ 97	\$ 69	\$ -	\$ 327																										

<p>Project xx-25 Annual New Energy Conservation Measures Fund energy conservation efforts in City facilities.</p>	Sponsor Department: Public Works Department Category: Facilities Additional Annual O&M Costs: None Prevailing Wage Project? TBD																															
Funding Sources	<table border="1" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>19-25</th> <th>20-25</th> <th>21-25</th> <th>22-25</th> <th></th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th></th> </tr> </thead> <tbody> <tr> <td>C/C Tax</td> <td style="text-align: right;">\$ 186</td> <td style="text-align: right;">\$ 95</td> <td style="text-align: right;">\$ 194</td> <td style="text-align: right;">\$ 99</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 574</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 186</td> <td style="text-align: right;">\$ 95</td> <td style="text-align: right;">\$ 194</td> <td style="text-align: right;">\$ 99</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 574</td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	19-25	20-25	21-25	22-25		2018-19	2019-20	2020-21	2021-22	2022-23		C/C Tax	\$ 186	\$ 95	\$ 194	\$ 99	\$ -	\$ 574	Total	\$ 186	\$ 95	\$ 194	\$ 99	\$ -	\$ 574
Project Number and Fiscal Year					Total																											
19-25	20-25	21-25	22-25																													
2018-19	2019-20	2020-21	2021-22	2022-23																												
C/C Tax	\$ 186	\$ 95	\$ 194	\$ 99	\$ -	\$ 574																										
Total	\$ 186	\$ 95	\$ 194	\$ 99	\$ -	\$ 574																										

<p>Projects 19-26 & 21-26 Biennial Tennis Court Resurfacing Periodic routine resurfacing of tennis courts at the following parks: Cuesta, Rengstorff, Cooper, Stevenson, Sylvan and Whisman.</p>	Sponsor Department: Community Services Department Category: Parks and Recreation Additional Annual O&M Costs: None Prevailing Wage Project? Yes																															
Funding Sources	<table border="1" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>19-26</th> <th></th> <th>21-26</th> <th></th> <th></th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th></th> </tr> </thead> <tbody> <tr> <td>C/C Tax</td> <td style="text-align: right;">\$ 87</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 91</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 178</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 87</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 91</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 178</td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	19-26		21-26			2018-19	2019-20	2020-21	2021-22	2022-23		C/C Tax	\$ 87	\$ -	\$ 91	\$ -	\$ -	\$ 178	Total	\$ 87	\$ -	\$ 91	\$ -	\$ -	\$ 178
Project Number and Fiscal Year					Total																											
19-26		21-26																														
2018-19	2019-20	2020-21	2021-22	2022-23																												
C/C Tax	\$ 87	\$ -	\$ 91	\$ -	\$ -	\$ 178																										
Total	\$ 87	\$ -	\$ 91	\$ -	\$ -	\$ 178																										

Non-Discretionary Projects

(in thousands of dollars)

<p>Projects 20-26 & 22-26 Biennial PMP Recertification Field inspection of all arterial and collector streets as required by the Metropolitan Transportation Commission (MTC).</p>	<p>Sponsor Department: Public Works Department Category: Streets and Sidewalks Additional Annual O&M Costs: None Prevailing Wage Project? No</p>																									
Funding Sources	<table border="1" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> </tr> </thead> <tbody> <tr> <td>C/C Tax</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 75</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 78</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 153</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 75</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 78</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 153</td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	2018-19	2019-20	2020-21	2021-22	2022-23	C/C Tax	\$ -	\$ 75	\$ -	\$ 78	\$ -	\$ 153	Total	\$ -	\$ 75	\$ -	\$ 78	\$ -	\$ 153
Project Number and Fiscal Year					Total																					
2018-19	2019-20	2020-21	2021-22	2022-23																						
C/C Tax	\$ -	\$ 75	\$ -	\$ 78	\$ -	\$ 153																				
Total	\$ -	\$ 75	\$ -	\$ 78	\$ -	\$ 153																				

<p>Project xx-27 Intersection Traffic Signal System - Major Replacements and Upgrades (Intersection TBD) Annual project to replace/upgrade one existing traffic signal and controller that are at the end of their useful lives.</p>	<p>Sponsor Department: Public Works Department Category: Traffic, Parking and Transportation Additional Annual O&M Costs: None Prevailing Wage Project? Yes</p>																															
Funding Sources	<table border="1" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>19-27</th> <th>20-27</th> <th>21-27</th> <th>22-27</th> <th></th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th></th> </tr> </thead> <tbody> <tr> <td>Vehicle Registration Fee (VRF) - Measure B Funding</td> <td style="text-align: right;">402</td> <td style="text-align: right;">410</td> <td style="text-align: right;">418</td> <td style="text-align: right;">426</td> <td style="text-align: right;">-</td> <td style="text-align: right;">1,656</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 402</td> <td style="text-align: right;">\$ 410</td> <td style="text-align: right;">\$ 418</td> <td style="text-align: right;">\$ 426</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 1,656</td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	19-27	20-27	21-27	22-27		2018-19	2019-20	2020-21	2021-22	2022-23		Vehicle Registration Fee (VRF) - Measure B Funding	402	410	418	426	-	1,656	Total	\$ 402	\$ 410	\$ 418	\$ 426	\$ -	\$ 1,656
Project Number and Fiscal Year					Total																											
19-27	20-27	21-27	22-27																													
2018-19	2019-20	2020-21	2021-22	2022-23																												
Vehicle Registration Fee (VRF) - Measure B Funding	402	410	418	426	-	1,656																										
Total	\$ 402	\$ 410	\$ 418	\$ 426	\$ -	\$ 1,656																										

<p>Project xx-28 North Bayshore Semi-Annual Traffic Counts Perform traffic counts in the North Bayshore area to support the Transportation Demand Management (TDM) goals.</p>	<p>Sponsor Department: Community Development Department Category: Traffic, Parking and Transportation Additional Annual O&M Costs: None Prevailing Wage Project? No</p>																															
Funding Sources	<table border="1" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>19-28</th> <th>20-28</th> <th>21-28</th> <th>22-28</th> <th></th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th></th> </tr> </thead> <tbody> <tr> <td>Shoreline Community</td> <td style="text-align: right;">\$ 159</td> <td style="text-align: right;">\$ 162</td> <td style="text-align: right;">\$ 166</td> <td style="text-align: right;">\$ 169</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 656</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 159</td> <td style="text-align: right;">\$ 162</td> <td style="text-align: right;">\$ 166</td> <td style="text-align: right;">\$ 169</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 656</td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	19-28	20-28	21-28	22-28		2018-19	2019-20	2020-21	2021-22	2022-23		Shoreline Community	\$ 159	\$ 162	\$ 166	\$ 169	\$ -	\$ 656	Total	\$ 159	\$ 162	\$ 166	\$ 169	\$ -	\$ 656
Project Number and Fiscal Year					Total																											
19-28	20-28	21-28	22-28																													
2018-19	2019-20	2020-21	2021-22	2022-23																												
Shoreline Community	\$ 159	\$ 162	\$ 166	\$ 169	\$ -	\$ 656																										
Total	\$ 159	\$ 162	\$ 166	\$ 169	\$ -	\$ 656																										

Non-Discretionary Projects

(in thousands of dollars)

<p>Project xx-29 Annual Regional Public Safety Conversion of the City’s Public Safety radio infrastructure in support of the Silicon Valley Regional Interoperability Authority’s (SVRIA’s) Regional Communications System (RCS) project.</p>	Sponsor Department: Police Department Category: Information Technology and Communication Additional Annual O&M Costs: None Prevailing Wage Project? No																															
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>19-29</th> <th>20-29</th> <th>21-29</th> <th>22-29</th> <th></th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th></th> </tr> </thead> <tbody> <tr> <td>C/C Tax</td> <td style="text-align: right;">\$ 150</td> <td style="text-align: right;">\$ 150</td> <td style="text-align: right;">\$ 150</td> <td style="text-align: right;">\$ 150</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 600</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 150</td> <td style="text-align: right;">\$ 150</td> <td style="text-align: right;">\$ 150</td> <td style="text-align: right;">\$ 150</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 600</td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	19-29	20-29	21-29	22-29		2018-19	2019-20	2020-21	2021-22	2022-23		C/C Tax	\$ 150	\$ 150	\$ 150	\$ 150	\$ -	\$ 600	Total	\$ 150	\$ 150	\$ 150	\$ 150	\$ -	\$ 600
Project Number and Fiscal Year					Total																											
19-29	20-29	21-29	22-29																													
2018-19	2019-20	2020-21	2021-22	2022-23																												
C/C Tax	\$ 150	\$ 150	\$ 150	\$ 150	\$ -	\$ 600																										
Total	\$ 150	\$ 150	\$ 150	\$ 150	\$ -	\$ 600																										

<p>Project xx-30 Information Technology Projects (1-5 Separate Projects Per Fiscal Year)</p>	Sponsor Department: Information Technology Category: Information Technology and Communication Additional Annual O&M Costs: None Prevailing Wage Project? No																																																																		
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>19-30</th> <th>20-30</th> <th>21-30</th> <th>22-30</th> <th></th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th></th> </tr> </thead> <tbody> <tr> <td>C/C Tax</td> <td style="text-align: right;">\$ 555</td> <td style="text-align: right;">\$ 388</td> <td style="text-align: right;">\$ 396</td> <td style="text-align: right;">\$ 404</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 1,743</td> </tr> <tr> <td>Water (Includes Water Capacity Fees)</td> <td style="text-align: right;">\$ 65</td> <td style="text-align: right;">\$ 30</td> <td style="text-align: right;">\$ 30</td> <td style="text-align: right;">\$ 30</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 155</td> </tr> <tr> <td>Wastewater (Includes Sewer Capacity Fees)</td> <td style="text-align: right;">\$ 65</td> <td style="text-align: right;">\$ 30</td> <td style="text-align: right;">\$ 30</td> <td style="text-align: right;">\$ 30</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 155</td> </tr> <tr> <td>Solid Waste</td> <td style="text-align: right;">\$ 10</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 10</td> </tr> <tr> <td>Development Services</td> <td style="text-align: right;">\$ 20</td> <td style="text-align: right;">\$ 30</td> <td style="text-align: right;">\$ 30</td> <td style="text-align: right;">\$ 30</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 110</td> </tr> <tr> <td>Shoreline Community</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 30</td> <td style="text-align: right;">\$ 30</td> <td style="text-align: right;">\$ 30</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 90</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 715</td> <td style="text-align: right;">\$ 508</td> <td style="text-align: right;">\$ 516</td> <td style="text-align: right;">\$ 524</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 2,263</td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	19-30	20-30	21-30	22-30		2018-19	2019-20	2020-21	2021-22	2022-23		C/C Tax	\$ 555	\$ 388	\$ 396	\$ 404	\$ -	\$ 1,743	Water (Includes Water Capacity Fees)	\$ 65	\$ 30	\$ 30	\$ 30	\$ -	\$ 155	Wastewater (Includes Sewer Capacity Fees)	\$ 65	\$ 30	\$ 30	\$ 30	\$ -	\$ 155	Solid Waste	\$ 10	\$ -	\$ -	\$ -	\$ -	\$ 10	Development Services	\$ 20	\$ 30	\$ 30	\$ 30	\$ -	\$ 110	Shoreline Community	\$ -	\$ 30	\$ 30	\$ 30	\$ -	\$ 90	Total	\$ 715	\$ 508	\$ 516	\$ 524	\$ -	\$ 2,263
Project Number and Fiscal Year					Total																																																														
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Total	\$ 715	\$ 508	\$ 516	\$ 524	\$ -	\$ 2,263																																																													

Proposed FY 2018-19 Discretionary Projects

(in thousands of dollars)

Brief descriptions and funding sources for the projects below are provided on the pages that follow.

Project No.	Discretionary Projects	Budget
19-34	Charleston Road Improvements, Design	2,365
19-35	Middlefield Road Improvements, between Rengstorff Avenue to Shoreline Boulevard	1,660
19-36	Mayfield/San Antonio Ped/Bike Tunnel, Preliminary Design	4,110
19-37	City Hall Remodel - 2nd Floor	650
19-38	Shorebird Way & Charleston Road Recycled Water Extension & Water System Improvements, Construction	1,580
19-39	Well Abandonment (10 and 17) and Well Siting Study	650
19-40	2018/19 City Bridges and Culverts Structural Inspection and Repairs	230
19-41	Leong Drive Water and Sewer Main Replacement, Construction	8,500
19-42	Solid Waste Agreement, Phase II	310
19-43	Upgrades to Irrigation Pump Station, Phase I	240
19-44	Amphitheatre Pump Station, Evaluation and Repair	290
19-45	San Antonio Area Sewer Improvements, Construction	530
19-46	Water System Operations Study and Transmission Main Condition Assessment	330
19-47	Police Parking Lot Expansion	725
19-48	Street Reconstruction Project (Street TBD)	1,000
19-49	Cross Culvert Removal and Storm Drain Extensions	500
19-50	Crosswalk Improvements	300
19-51	Traffic Operations Center Feasibility Study	160
19-52	Mountain View Center for the Performing Arts SecondStage Addition and Seating Improvements, Construction	3,560
19-53	Deer Hollow Farm Barn Renovation	50
19-54	Circulation Feasibility Study from NBSPPII (Charleston Rd Underpass & SC Transit Bridge)	1,100
19-55	Slater School Field, Restroom and Traffic Signal	1,725
19-56	Shoreline Golf Links Turf and Bunker Improvements	150
19-57	Shoreline Golf Links Driving Range Landing Area Renovation	175
19-58	Metal Beam Guardrail Installation	585
19-59	NB Shoreline Blvd/101 Off-Ramp Realignment, Design	6,400
19-60	Police/Fire Administration Building Expansion, Study	500
19-61	El Monte Corridor Study	100
	Total: Discretionary Projects	38,475

Discretionary Projects

(in thousands of dollars)

<p>Project 19-34 Charleston Road Improvements, Design Design and construct road and surface improvements along Charleston Rd from Shoreline Blvd to Amphitheatre Pkwy as described in the North Bayshore Precise Plan and analyzed in the Charleston Road Improvements Feasibility Study.</p>	Sponsor Department: Public Works Department					
	Category: Streets and Sidewalks					
	Additional Annual O&M Costs: None		Prevailing Wage Project? Yes			
	Project Number and Fiscal Year					
Funding Sources	19-34					Total
	2018-19	2019-20	2020-21	2021-22	2022-23	
Shoreline Community	\$ 2,365	\$ -	\$ -	\$ -	\$ -	\$ 2,365
Total	\$ 2,365	\$ -	\$ -	\$ -	\$ -	\$ 2,365

<p>Project 19-35 Middlefield Road Improvements, between Rengstorff Avenue to Shoreline Boulevard The Middlefield Road Improvements project would resurface the road and reconstruct the median island curbs on Middlefield Road from Rengstorff Avenue to Shoreline Boulevard. This roadway segment has a Pavement Condition Index (PCI) rating of 43 out of 100.</p>	Sponsor Department: Public Works Department					
	Category: Streets and Sidewalks					
	Additional Annual O&M Costs: None		Prevailing Wage Project? Yes			
	Project Number and Fiscal Year					
Funding Sources	19-35					Total
	2018-19	2019-20	2020-21	2021-22	2022-23	
C/C Tax	\$ 524	\$ -	\$ -	\$ -	\$ -	\$ 524
OBAG (One Bay Area Grant) Funding	\$ 1,136	\$ -	\$ -	\$ -	\$ -	\$ 1,136
Total	\$ 1,660	\$ -	\$ -	\$ -	\$ -	\$ 1,660

<p>Project 19-36 Mayfield/San Antonio Ped/Bike Tunnel, Preliminary Design Prepare preliminary design and perform environmental studies for a pedestrian and bicycle tunnel under Central Expressway at Mayfield Ave to align with existing tunnel under the Caltrain Tracks at San Antonio Station per the Feasibility Study completed by CIP 07-25.</p>	Sponsor Department: Public Works Department					
	Category: Traffic, Parking and Transportation					
	Additional Annual O&M Costs: None		Prevailing Wage Project? No			
	Project Number and Fiscal Year					
Funding Sources	19-36					Total
	2018-19	2019-20	2020-21	2021-22	2022-23	
C/C Tax	\$ 1,110	\$ -	\$ -	\$ -	\$ -	\$ 1,110
Developer Donation	\$ 633	\$ -	\$ -	\$ -	\$ -	\$ 633
San Antonio Public Benefit	\$ 2,367	\$ -	\$ -	\$ -	\$ -	\$ 2,367
Total	\$ 4,110	\$ -	\$ -	\$ -	\$ -	\$ 4,110

Discretionary Projects

(in thousands of dollars)

<p>Project 19-37 City Hall Remodel - 2nd Floor This project will remodel the Document Processing and Purchasing Manager work areas.</p>	<p>Sponsor Department: Public Works Department Category: Facilities Additional Annual O&M Costs: None Prevailing Wage Project? TBD</p>																																
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th>19-37</th> <th></th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>CIP Reserve</td> <td style="text-align: right;">\$ 650</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 650</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 650</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 650</td> </tr> </tbody> </table>	Project Number and Fiscal Year						19-37						2018-19	2019-20	2020-21	2021-22	2022-23	Total	CIP Reserve	\$ 650	\$ -	\$ -	\$ -	\$ -	\$ 650	Total	\$ 650	\$ -	\$ -	\$ -	\$ -	\$ 650
Project Number and Fiscal Year																																	
19-37																																	
2018-19	2019-20	2020-21	2021-22	2022-23	Total																												
CIP Reserve	\$ 650	\$ -	\$ -	\$ -	\$ -	\$ 650																											
Total	\$ 650	\$ -	\$ -	\$ -	\$ -	\$ 650																											

<p>Project 19-38 Shorebird Way & Charleston Road Recycled Water Extension & Water System Improvements, Construction Per the Recycled Water System Expansion Feasibility Study, extend recycled water on Shorebird and Charleston Road. Construct a new water main between Shorebird Way & Charleston Rd to provide looping of the water system.</p>	<p>Sponsor Department: Public Works Department Category: Utilities Additional Annual O&M Costs: TBD Prevailing Wage Project? Yes</p>																																
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th>19-38</th> <th></th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Shoreline Community</td> <td style="text-align: right;">\$ 1,580</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 1,580</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 1,580</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 1,580</td> </tr> </tbody> </table>	Project Number and Fiscal Year						19-38						2018-19	2019-20	2020-21	2021-22	2022-23	Total	Shoreline Community	\$ 1,580	\$ -	\$ -	\$ -	\$ -	\$ 1,580	Total	\$ 1,580	\$ -	\$ -	\$ -	\$ -	\$ 1,580
Project Number and Fiscal Year																																	
19-38																																	
2018-19	2019-20	2020-21	2021-22	2022-23	Total																												
Shoreline Community	\$ 1,580	\$ -	\$ -	\$ -	\$ -	\$ 1,580																											
Total	\$ 1,580	\$ -	\$ -	\$ -	\$ -	\$ 1,580																											

<p>Project 19-39 Well Abandonment (10 and 17) and Well Siting Study Well 10 (Central Expwy and Rengstorff, constructed in 1956) is out of service due to water quality and mechanical issues. Well 17 (Rengstorff Park, constructed in 1960) is out of service due to mechanical issues and low production. Staff is recommending abandoning both wells. Well siting study for placement of new well at Rengstorff Park and additional Zone 3 Area Well.</p>	<p>Sponsor Department: Public Works Department Category: Utilities Additional Annual O&M Costs: None Prevailing Wage Project? TBD</p>																																
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th>19-39</th> <th></th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Water (Includes Water Capacity Fees)</td> <td style="text-align: right;">\$ 650</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 650</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 650</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 650</td> </tr> </tbody> </table>	Project Number and Fiscal Year						19-39						2018-19	2019-20	2020-21	2021-22	2022-23	Total	Water (Includes Water Capacity Fees)	\$ 650	\$ -	\$ -	\$ -	\$ -	\$ 650	Total	\$ 650	\$ -	\$ -	\$ -	\$ -	\$ 650
Project Number and Fiscal Year																																	
19-39																																	
2018-19	2019-20	2020-21	2021-22	2022-23	Total																												
Water (Includes Water Capacity Fees)	\$ 650	\$ -	\$ -	\$ -	\$ -	\$ 650																											
Total	\$ 650	\$ -	\$ -	\$ -	\$ -	\$ 650																											

Discretionary Projects

(in thousands of dollars)

<p>Project 19-40 2018/19 City Bridges and Culverts Structural Inspection and Repairs Funding for structural inspections of City-owned vehicular and pedestrian bridges, culverts, tunnels and observation decks that are not inspected through the Caltrans Bridge Inspection Program. These facilities were last inspected in 2013. National Bridge Inspection Standards allow inspections at intervals not to exceed 48 months.</p>	Sponsor Department: Public Works Department Category: Regulatory Requirements Additional Annual O&M Costs: None Prevailing Wage Project? Yes																																
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th>19-40</th> <th></th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>CIP Reserve</td> <td style="text-align: right;">\$ 230</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 230</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 230</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 230</td> </tr> </tbody> </table>	Project Number and Fiscal Year						19-40						2018-19	2019-20	2020-21	2021-22	2022-23	Total	CIP Reserve	\$ 230	\$ -	\$ -	\$ -	\$ -	\$ 230	Total	\$ 230	\$ -	\$ -	\$ -	\$ -	\$ 230
Project Number and Fiscal Year																																	
19-40																																	
2018-19	2019-20	2020-21	2021-22	2022-23	Total																												
CIP Reserve	\$ 230	\$ -	\$ -	\$ -	\$ -	\$ 230																											
Total	\$ 230	\$ -	\$ -	\$ -	\$ -	\$ 230																											

<p>Project 19-41 Leong Drive Water and Sewer Main Replacement, Construction Replace water and sewer main, water services, sewer laterals, meters and cleanouts, and associated appurtenances on Leong Drive from Walker Drive to Fairchild Drive.</p>	Sponsor Department: Public Works Department Category: Utilities Additional Annual O&M Costs: None Prevailing Wage Project? Yes																																							
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th>19-41</th> <th></th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Water (Includes Water Capacity Fees)</td> <td style="text-align: right;">\$ 2,000</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 2,000</td> </tr> <tr> <td>Wastewater (Includes Sewer Capacity Fees)</td> <td style="text-align: right;">\$ 6,500</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 6,500</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 8,500</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 8,500</td> </tr> </tbody> </table>	Project Number and Fiscal Year						19-41						2018-19	2019-20	2020-21	2021-22	2022-23	Total	Water (Includes Water Capacity Fees)	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000	Wastewater (Includes Sewer Capacity Fees)	\$ 6,500	\$ -	\$ -	\$ -	\$ -	\$ 6,500	Total	\$ 8,500	\$ -	\$ -	\$ -	\$ -	\$ 8,500
Project Number and Fiscal Year																																								
19-41																																								
2018-19	2019-20	2020-21	2021-22	2022-23	Total																																			
Water (Includes Water Capacity Fees)	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000																																		
Wastewater (Includes Sewer Capacity Fees)	\$ 6,500	\$ -	\$ -	\$ -	\$ -	\$ 6,500																																		
Total	\$ 8,500	\$ -	\$ -	\$ -	\$ -	\$ 8,500																																		

<p>Project 19-42 Solid Waste Agreement, Phase II Develop new hauling, processing and landfill agreements for all solid waste and recycling activities. All current agreements expire at the end of 2021. Consultant assistance will be needed to develop new agreements.</p>	Sponsor Department: Public Works Department Category: Miscellaneous Additional Annual O&M Costs: None Prevailing Wage Project? No																																
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th>19-42</th> <th></th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Solid Waste</td> <td style="text-align: right;">\$ 310</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 310</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 310</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 310</td> </tr> </tbody> </table>	Project Number and Fiscal Year						19-42						2018-19	2019-20	2020-21	2021-22	2022-23	Total	Solid Waste	\$ 310	\$ -	\$ -	\$ -	\$ -	\$ 310	Total	\$ 310	\$ -	\$ -	\$ -	\$ -	\$ 310
Project Number and Fiscal Year																																	
19-42																																	
2018-19	2019-20	2020-21	2021-22	2022-23	Total																												
Solid Waste	\$ 310	\$ -	\$ -	\$ -	\$ -	\$ 310																											
Total	\$ 310	\$ -	\$ -	\$ -	\$ -	\$ 310																											

Discretionary Projects

(in thousands of dollars)

<p>Project 19-43 Upgrades to Irrigation Pump Station, Phase I The Recycled Water Feasibility Study identified Phase I and Phase II improvements. Phase I: Replace pump 2 and 3 with VFD. Phase II: 325 HP upgrade to the IPS.</p>	Sponsor Department: Public Works Department Category: Utilities Additional Annual O&M Costs: None Prevailing Wage Project? Yes																																				
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th>19-43</th> <th></th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td style="text-align: right;">\$ 120</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 120</td> </tr> <tr> <td style="text-align: right;">\$ 120</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 120</td> </tr> <tr> <td style="text-align: right;">\$ 240</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 240</td> </tr> </tbody> </table>	Project Number and Fiscal Year						19-43						2018-19	2019-20	2020-21	2021-22	2022-23	Total	\$ 120	\$ -	\$ -	\$ -	\$ -	\$ 120	\$ 120	\$ -	\$ -	\$ -	\$ -	\$ 120	\$ 240	\$ -	\$ -	\$ -	\$ -	\$ 240
Project Number and Fiscal Year																																					
19-43																																					
2018-19	2019-20	2020-21	2021-22	2022-23	Total																																
\$ 120	\$ -	\$ -	\$ -	\$ -	\$ 120																																
\$ 120	\$ -	\$ -	\$ -	\$ -	\$ 120																																
\$ 240	\$ -	\$ -	\$ -	\$ -	\$ 240																																
Water (Includes Water Capacity Fees)	\$ 120 \$ - \$ - \$ - \$ - \$ 120																																				
Shoreline Community	\$ 120 \$ - \$ - \$ - \$ - \$ 120																																				
Total	\$ 240 \$ - \$ - \$ - \$ - \$ 240																																				

<p>Project 19-44 Amphitheatre Pump Station, Evaluation and Repair The 2008 Storm Drain Pump Station Evaluation indicated deficiencies beginning in 2018. New evaluation and repairs are needed to update the Amphitheatre Pump Station.</p>	Sponsor Department: Public Works Department Category: Utilities Additional Annual O&M Costs: None Prevailing Wage Project? Yes																														
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th>19-44</th> <th></th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td style="text-align: right;">\$ 290</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 290</td> </tr> <tr> <td style="text-align: right;">\$ 290</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 290</td> </tr> </tbody> </table>	Project Number and Fiscal Year						19-44						2018-19	2019-20	2020-21	2021-22	2022-23	Total	\$ 290	\$ -	\$ -	\$ -	\$ -	\$ 290	\$ 290	\$ -	\$ -	\$ -	\$ -	\$ 290
Project Number and Fiscal Year																															
19-44																															
2018-19	2019-20	2020-21	2021-22	2022-23	Total																										
\$ 290	\$ -	\$ -	\$ -	\$ -	\$ 290																										
\$ 290	\$ -	\$ -	\$ -	\$ -	\$ 290																										
Shoreline Community	\$ 290 \$ - \$ - \$ - \$ - \$ 290																														
Total	\$ 290 \$ - \$ - \$ - \$ - \$ 290																														

<p>Project 19-45 San Antonio Area Sewer Improvements, Construction (Phase I) Project will address capacity deficiency in the existing sewer pipeline in the San Antonio area (Phase II), and at the Alma Recorder (Phase I) adjacent to San Antonio Road and Showers Drive. The project includes increasing the capacity of the existing pipeline and sewer flow routing at Sondgroth Way, improvements to the Alma Recorder and the adjacent pipelines to improve data recording accuracy, and eliminating sewer back up from the downstream system.</p>	Sponsor Department: Public Works Department Category: Utilities Additional Annual O&M Costs: None Prevailing Wage Project? Yes																														
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th>19-45</th> <th></th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td style="text-align: right;">\$ 530</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 530</td> </tr> <tr> <td style="text-align: right;">\$ 530</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 530</td> </tr> </tbody> </table>	Project Number and Fiscal Year						19-45						2018-19	2019-20	2020-21	2021-22	2022-23	Total	\$ 530	\$ -	\$ -	\$ -	\$ -	\$ 530	\$ 530	\$ -	\$ -	\$ -	\$ -	\$ 530
Project Number and Fiscal Year																															
19-45																															
2018-19	2019-20	2020-21	2021-22	2022-23	Total																										
\$ 530	\$ -	\$ -	\$ -	\$ -	\$ 530																										
\$ 530	\$ -	\$ -	\$ -	\$ -	\$ 530																										
Wastewater (Includes Sewer Capacity Fees)	\$ 530 \$ - \$ - \$ - \$ - \$ 530																														
Total	\$ 530 \$ - \$ - \$ - \$ - \$ 530																														

Discretionary Projects

(in thousands of dollars)

<p>Project 19-46 Water System Operations Study and Transmission Main Condition Assessment Study to respond/evaluate new demands on the water system due to NBS Precise Plan development including engineer's report to implement recommended installation of the Whisman Inter-zonal Improvements. Perform condition assessment of 21-inch CCP and Steel transmission water mains. Requires specialized equipment and consultant assistance. Inceptions involve taking mains out of service so there is operational risk planning that is required.</p>	Sponsor Department: Public Works Department Category: Utilities Additional Annual O&M Costs: None Prevailing Wage Project? No																																				
Funding Sources	<table border="1" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th>19-46</th> <th></th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td style="text-align: right;">\$ 245</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 245</td> </tr> <tr> <td style="text-align: right;">\$ 85</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 85</td> </tr> <tr> <td style="text-align: right;">\$ 330</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 330</td> </tr> </tbody> </table>	Project Number and Fiscal Year						19-46						2018-19	2019-20	2020-21	2021-22	2022-23	Total	\$ 245	\$ -	\$ -	\$ -	\$ -	\$ 245	\$ 85	\$ -	\$ -	\$ -	\$ -	\$ 85	\$ 330	\$ -	\$ -	\$ -	\$ -	\$ 330
Project Number and Fiscal Year																																					
19-46																																					
2018-19	2019-20	2020-21	2021-22	2022-23	Total																																
\$ 245	\$ -	\$ -	\$ -	\$ -	\$ 245																																
\$ 85	\$ -	\$ -	\$ -	\$ -	\$ 85																																
\$ 330	\$ -	\$ -	\$ -	\$ -	\$ 330																																
Water (Includes Water Capacity Fees)	\$ 245	\$ -	\$ -	\$ -	\$ -	\$ 245																															
Shoreline Community	\$ 85	\$ -	\$ -	\$ -	\$ -	\$ 85																															
Total	\$ 330	\$ -	\$ -	\$ -	\$ -	\$ 330																															

<p>Project 19-47 Police Parking Lot Expansion Excavate and create additional paved surface in the southwest corner of the Police Department's parking lot adjacent to Oak Court and provide additional parking and storage capacity for property and equipment.</p>	Sponsor Department: Public Works Department Category: Traffic, Parking and Transportation Additional Annual O&M Costs: None Prevailing Wage Project? Yes																														
Funding Sources	<table border="1" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th>19-47</th> <th></th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td style="text-align: right;">\$ 725</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 725</td> </tr> <tr> <td style="text-align: right;">\$ 725</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 725</td> </tr> </tbody> </table>	Project Number and Fiscal Year						19-47						2018-19	2019-20	2020-21	2021-22	2022-23	Total	\$ 725	\$ -	\$ -	\$ -	\$ -	\$ 725	\$ 725	\$ -	\$ -	\$ -	\$ -	\$ 725
Project Number and Fiscal Year																															
19-47																															
2018-19	2019-20	2020-21	2021-22	2022-23	Total																										
\$ 725	\$ -	\$ -	\$ -	\$ -	\$ 725																										
\$ 725	\$ -	\$ -	\$ -	\$ -	\$ 725																										
CIP Reserve	\$ 725	\$ -	\$ -	\$ -	\$ -	\$ 725																									
Total	\$ 725	\$ -	\$ -	\$ -	\$ -	\$ 725																									

<p>Project 19-48 Street Reconstruction Project (Street TBD) Scope of the project includes removal of existing roadway pavement and construction of new sidewalk, curb, gutter, roadway pavement, and storm drainage system.</p>	Sponsor Department: Public Works Department Category: Streets and Sidewalks Additional Annual O&M Costs: None Prevailing Wage Project? Yes																														
Funding Sources	<table border="1" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th>19-48</th> <th></th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td style="text-align: right;">\$ 1,000</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">=</td> <td style="text-align: right;">\$ 1,000</td> </tr> <tr> <td style="text-align: right;">\$ 1,000</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 1,000</td> </tr> </tbody> </table>	Project Number and Fiscal Year						19-48						2018-19	2019-20	2020-21	2021-22	2022-23	Total	\$ 1,000	\$ -	\$ -	\$ -	=	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000
Project Number and Fiscal Year																															
19-48																															
2018-19	2019-20	2020-21	2021-22	2022-23	Total																										
\$ 1,000	\$ -	\$ -	\$ -	=	\$ 1,000																										
\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000																										
Gas Tax	\$ 1,000	\$ -	\$ -	\$ -	=	\$ 1,000																									
Total	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000																									

Discretionary Projects

(in thousands of dollars)

<p>Project 19-49 Cross Culvert Removal and Storm Drain Extensions Project scope includes removal of cross culverts, construction of new curb ramps, curb, gutter, roadway pavement and storm drainage.</p>	Sponsor Department: Public Works Department Category: Streets and Sidewalks Additional Annual O&M Costs: None Prevailing Wage Project? Yes																																				
Funding Sources	<table border="1" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th>19-49</th> <th></th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>C/C Tax</td> <td style="text-align: right;">\$ 125</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 125</td> </tr> <tr> <td>Storm Drain Fund</td> <td style="text-align: right;">\$ 375</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 375</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 500</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 500</td> </tr> </tbody> </table>	Project Number and Fiscal Year						19-49						2018-19	2019-20	2020-21	2021-22	2022-23	Total	C/C Tax	\$ 125	\$ -	\$ -	\$ -	\$ 125	Storm Drain Fund	\$ 375	\$ -	\$ -	\$ -	\$ 375	Total	\$ 500	\$ -	\$ -	\$ -	\$ 500
Project Number and Fiscal Year																																					
19-49																																					
2018-19	2019-20	2020-21	2021-22	2022-23	Total																																
C/C Tax	\$ 125	\$ -	\$ -	\$ -	\$ 125																																
Storm Drain Fund	\$ 375	\$ -	\$ -	\$ -	\$ 375																																
Total	\$ 500	\$ -	\$ -	\$ -	\$ 500																																

<p>Project 19-50 Crosswalk Improvements This project will enhance intersections to improve pedestrian and/or bicycle safety.</p>	Sponsor Department: Public Works Department Category: Traffic, Parking and Transportation Additional Annual O&M Costs: None Prevailing Wage Project? Yes																														
Funding Sources	<table border="1" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th>19-50</th> <th></th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>CIP Reserve</td> <td style="text-align: right;">\$ 300</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 300</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 300</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 300</td> </tr> </tbody> </table>	Project Number and Fiscal Year						19-50						2018-19	2019-20	2020-21	2021-22	2022-23	Total	CIP Reserve	\$ 300	\$ -	\$ -	\$ -	\$ 300	Total	\$ 300	\$ -	\$ -	\$ -	\$ 300
Project Number and Fiscal Year																															
19-50																															
2018-19	2019-20	2020-21	2021-22	2022-23	Total																										
CIP Reserve	\$ 300	\$ -	\$ -	\$ -	\$ 300																										
Total	\$ 300	\$ -	\$ -	\$ -	\$ 300																										

<p>Project 19-51 Traffic Operations Center Feasibility Study The City's existing traffic signals, traffic signal infrastructure and traffic signal communications will be evaluated to determine what would be necessary to build a Traffic Operations Center (TOC) that would satisfy the need to communicate from a central location with all traffic signals within the City and to create a system that operates efficiently and is well managed.</p>	Sponsor Department: Public Works Department Category: Traffic, Parking and Transportation Additional Annual O&M Costs: None Prevailing Wage Project? No																														
Funding Sources	<table border="1" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th>19-51</th> <th></th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>CIP Reserve</td> <td style="text-align: right;">\$ 160</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 160</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 160</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 160</td> </tr> </tbody> </table>	Project Number and Fiscal Year						19-51						2018-19	2019-20	2020-21	2021-22	2022-23	Total	CIP Reserve	\$ 160	\$ -	\$ -	\$ -	\$ 160	Total	\$ 160	\$ -	\$ -	\$ -	\$ 160
Project Number and Fiscal Year																															
19-51																															
2018-19	2019-20	2020-21	2021-22	2022-23	Total																										
CIP Reserve	\$ 160	\$ -	\$ -	\$ -	\$ 160																										
Total	\$ 160	\$ -	\$ -	\$ -	\$ 160																										

Discretionary Projects

(in thousands of dollars)

<p>Project 19-52 Mountain View Center for the Performing Arts SecondStage Addition and Seating Improvements, Construction Construction of a 1,800 square foot addition to allow concurrent use of the Main Stage and SecondStage and increase marketability and use of the CPA. Construct moveable risers to improve capacity and use of space.</p>	Sponsor Department: Public Works Department Category: Facilities Additional Annual O&M Costs: None Prevailing Wage Project? Yes																									
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>19-52</th> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> </tr> </thead> <tbody> <tr> <td>CIP Reserve</td> <td style="text-align: right;">\$ 3,560</td> <td></td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 3,560</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 3,560</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 3,560</td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	19-52	2018-19	2019-20	2020-21	2021-22	CIP Reserve	\$ 3,560		\$ -	\$ -	\$ -	\$ 3,560	Total	\$ 3,560	\$ -	\$ -	\$ -	\$ -	\$ 3,560
Project Number and Fiscal Year					Total																					
19-52	2018-19	2019-20	2020-21	2021-22																						
CIP Reserve	\$ 3,560		\$ -	\$ -	\$ -	\$ 3,560																				
Total	\$ 3,560	\$ -	\$ -	\$ -	\$ -	\$ 3,560																				

<p>Project 19-53 Deer Hollow Farm Barn Renovation City portion of the cost to study the historic white barn located at Deer Hollow Farm by Midpeninsula Regional Open Space District to determine necessary improvements that will ensure long-term structural integrity and safety.</p>	Sponsor Department: Community Services Department Category: Parks and Recreation Additional Annual O&M Costs: None Prevailing Wage Project? TBD																									
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>19-53</th> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> </tr> </thead> <tbody> <tr> <td>CIP Reserve</td> <td style="text-align: right;">\$ 50</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 50</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 50</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 50</td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	19-53	2018-19	2019-20	2020-21	2021-22	CIP Reserve	\$ 50	\$ -	\$ -	\$ -	\$ -	\$ 50	Total	\$ 50	\$ -	\$ -	\$ -	\$ -	\$ 50
Project Number and Fiscal Year					Total																					
19-53	2018-19	2019-20	2020-21	2021-22																						
CIP Reserve	\$ 50	\$ -	\$ -	\$ -	\$ -	\$ 50																				
Total	\$ 50	\$ -	\$ -	\$ -	\$ -	\$ 50																				

<p>Project 19-54 Circulation Feasibility Study from NBSPPH (Charleston Rd Underpass & SC Transit Bridge) The study will include an evaluation of the traffic and transportation impacts of these two facilities both inside and outside of the North Bayshore.</p>	Sponsor Department: Public Works Department Category: Traffic, Parking and Transportation Additional Annual O&M Costs: None Prevailing Wage Project? No																									
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>19-54</th> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> </tr> </thead> <tbody> <tr> <td>Shoreline Community</td> <td style="text-align: right;">\$ 1,100</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 1,100</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 1,100</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 1,100</td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	19-54	2018-19	2019-20	2020-21	2021-22	Shoreline Community	\$ 1,100	\$ -	\$ -	\$ -	\$ -	\$ 1,100	Total	\$ 1,100	\$ -	\$ -	\$ -	\$ -	\$ 1,100
Project Number and Fiscal Year					Total																					
19-54	2018-19	2019-20	2020-21	2021-22																						
Shoreline Community	\$ 1,100	\$ -	\$ -	\$ -	\$ -	\$ 1,100																				
Total	\$ 1,100	\$ -	\$ -	\$ -	\$ -	\$ 1,100																				

Discretionary Projects

(in thousands of dollars)

<p>Project 19-55 Slater School Field, Restroom and Traffic Signal This project would allow the City to partner with the School District on construction of the field and restrooms, which will be available for public use outside of school hours. The City desires a new traffic signal at Pacific Drive for pedestrian safety and the School District will split the cost with the City.</p>	<p>Sponsor Department: Public Works Department</p> <p>Category: Parks and Recreation</p> <p>Additional Annual O&M Costs: TBD Prevailing Wage Project? Yes</p>																																		
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>19-55</th> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> </tr> </thead> <tbody> <tr> <td>Park Land</td> <td style="text-align: right;">\$ 1,119</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 1,119</td> </tr> <tr> <td>C/C Tax</td> <td style="text-align: right;">\$ 606</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 606</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 1,725</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 1,725</td> </tr> </tbody> </table>	Project Number and Fiscal Year						Total	19-55	2018-19	2019-20	2020-21	2021-22	2022-23	Park Land	\$ 1,119	\$ -	\$ -	\$ -	\$ -	\$ 1,119	C/C Tax	\$ 606	\$ -	\$ -	\$ -	\$ -	\$ 606	Total	\$ 1,725	\$ -	\$ -	\$ -	\$ -	\$ 1,725
Project Number and Fiscal Year						Total																													
19-55	2018-19	2019-20	2020-21	2021-22	2022-23																														
Park Land	\$ 1,119	\$ -	\$ -	\$ -	\$ -	\$ 1,119																													
C/C Tax	\$ 606	\$ -	\$ -	\$ -	\$ -	\$ 606																													
Total	\$ 1,725	\$ -	\$ -	\$ -	\$ -	\$ 1,725																													

<p>Project 19-56 Shoreline Golf Links Turf and Bunker Improvements Turf and Bunker improvements are needed to repair various areas of the golf course where land-fill settlement has occurred, the soil has become fouled, or the area is no longer reasonably maintainable.</p>	<p>Sponsor Department: Community Services Department</p> <p>Category: Parks and Recreation</p> <p>Additional Annual O&M Costs: None Prevailing Wage Project? Yes</p>																											
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>19-56</th> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> </tr> </thead> <tbody> <tr> <td>Shoreline Community</td> <td style="text-align: right;">\$ 150</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 150</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 150</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 150</td> </tr> </tbody> </table>	Project Number and Fiscal Year						Total	19-56	2018-19	2019-20	2020-21	2021-22	2022-23	Shoreline Community	\$ 150	\$ -	\$ -	\$ -	\$ -	\$ 150	Total	\$ 150	\$ -	\$ -	\$ -	\$ -	\$ 150
Project Number and Fiscal Year						Total																						
19-56	2018-19	2019-20	2020-21	2021-22	2022-23																							
Shoreline Community	\$ 150	\$ -	\$ -	\$ -	\$ -	\$ 150																						
Total	\$ 150	\$ -	\$ -	\$ -	\$ -	\$ 150																						

<p>Project 19-57 Shoreline Golf Links Driving Range Landing Area Renovation This project will provide new turf to increase the aesthetic appeal, which in turn attracts new golfers and encourages current golfers to return.</p>	<p>Sponsor Department: Community Services Department</p> <p>Category: Parks and Recreation</p> <p>Additional Annual O&M Costs: None Prevailing Wage Project? Yes</p>																											
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>19-57</th> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> </tr> </thead> <tbody> <tr> <td>Shoreline Community</td> <td style="text-align: right;">\$ 175</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 175</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 175</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 175</td> </tr> </tbody> </table>	Project Number and Fiscal Year						Total	19-57	2018-19	2019-20	2020-21	2021-22	2022-23	Shoreline Community	\$ 175	\$ -	\$ -	\$ -	\$ -	\$ 175	Total	\$ 175	\$ -	\$ -	\$ -	\$ -	\$ 175
Project Number and Fiscal Year						Total																						
19-57	2018-19	2019-20	2020-21	2021-22	2022-23																							
Shoreline Community	\$ 175	\$ -	\$ -	\$ -	\$ -	\$ 175																						
Total	\$ 175	\$ -	\$ -	\$ -	\$ -	\$ 175																						

Discretionary Projects

(in thousands of dollars)

<p>Project 19-58 Metal Beam Guardrail Installation Project will include the installation of guardrail system, including metal beam guardrails, wooden guard blocks, wooden guard posts, concrete foundation, end anchor assemblies and in-line terminal systems.</p>	Sponsor Department: Public Works Department Category: Streets and Sidewalks Additional Annual O&M Costs: None Prevailing Wage Project? Yes																																
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th>19-58</th> <th></th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>C/C Tax</td> <td style="text-align: right;">\$ 585</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 585</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 585</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 585</td> </tr> </tbody> </table>	Project Number and Fiscal Year						19-58						2018-19	2019-20	2020-21	2021-22	2022-23	Total	C/C Tax	\$ 585	\$ -	\$ -	\$ -	\$ -	\$ 585	Total	\$ 585	\$ -	\$ -	\$ -	\$ -	\$ 585
Project Number and Fiscal Year																																	
19-58																																	
2018-19	2019-20	2020-21	2021-22	2022-23	Total																												
C/C Tax	\$ 585	\$ -	\$ -	\$ -	\$ -	\$ 585																											
Total	\$ 585	\$ -	\$ -	\$ -	\$ -	\$ 585																											

<p>Project 19-59 NB Shoreline Blvd/101 Off-Ramp Realignment, Design Realignment of NB Shoreline Blvd off-ramp from intersecting with Shoreline Blvd instead to La Avenida to provide for more efficient operations and increased capacity to support North Bayshore Precise Plan development.</p>	Sponsor Department: Public Works Department Category: Additional Annual O&M Costs: None Prevailing Wage Project? Yes																																
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th>19-59</th> <th></th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Shoreline Community Development Impact Fee</td> <td style="text-align: right;">\$ 6,400</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 6,400</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 6,400</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 6,400</td> </tr> </tbody> </table>	Project Number and Fiscal Year						19-59						2018-19	2019-20	2020-21	2021-22	2022-23	Total	Shoreline Community Development Impact Fee	\$ 6,400	\$ -	\$ -	\$ -	\$ -	\$ 6,400	Total	\$ 6,400	\$ -	\$ -	\$ -	\$ -	\$ 6,400
Project Number and Fiscal Year																																	
19-59																																	
2018-19	2019-20	2020-21	2021-22	2022-23	Total																												
Shoreline Community Development Impact Fee	\$ 6,400	\$ -	\$ -	\$ -	\$ -	\$ 6,400																											
Total	\$ 6,400	\$ -	\$ -	\$ -	\$ -	\$ 6,400																											

<p>Project 19-60 Police/Fire Administration Building Expansion, Study Study of the expansion/renovations of the City's Police/Fire Administration Building.</p>	Sponsor Department: Public Works Department Category: Facilities Additional Annual O&M Costs: None Prevailing Wage Project? No																																
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th>19-60</th> <th></th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>CIP Reserve</td> <td style="text-align: right;">\$ 500</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 500</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 500</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 500</td> </tr> </tbody> </table>	Project Number and Fiscal Year						19-60						2018-19	2019-20	2020-21	2021-22	2022-23	Total	CIP Reserve	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 500	Total	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 500
Project Number and Fiscal Year																																	
19-60																																	
2018-19	2019-20	2020-21	2021-22	2022-23	Total																												
CIP Reserve	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 500																											
Total	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 500																											

<p>Project 19-61 El Monte Corridor Study Study to evaluate all options with the goal to increase safety in the area.</p>	Sponsor Department: Public Works Department Category: Facilities Additional Annual O&M Costs: None Prevailing Wage Project? No																																
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th>19-61</th> <th></th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>CIP Reserve</td> <td style="text-align: right;">\$ 100</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 100</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 100</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 100</td> </tr> </tbody> </table>	Project Number and Fiscal Year						19-61						2018-19	2019-20	2020-21	2021-22	2022-23	Total	CIP Reserve	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ 100	Total	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ 100
Project Number and Fiscal Year																																	
19-61																																	
2018-19	2019-20	2020-21	2021-22	2022-23	Total																												
CIP Reserve	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ 100																											
Total	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ 100																											

Proposed FY 2018-19 Amendments to Existing Projects

(in thousands of dollars)

Brief descriptions and funding sources for the projects below are provided on the pages that follow.

Project No.	Amendments to Existing Projects	Budget
15-32	Shoreline Boulevard Pathway Villa-Wright	55
16-18	IT Computer Projects	55
16-34	Regional Public Safety Communications System - Infrastructure Replacement	215
16-45	Park Irrigation Pump Installation	667
18-43	Shoreline Boulevard Interim Bus Lane, Phase I	1,540
18-36	All-Inclusive Playground	75
18-50	Fire Station #4 Fire Training Tower Rehabilitation	75
Total: Amendments to Existing Projects		\$ 2,682

Amendments to Existing Projects
(in thousands of dollars)

Project 15-32 Shoreline Boulevard Pathway Villa-Wright Additional funding is needed for engineering services to complete the design of pathway and connection improvements for bicycles and pedestrians along Shoreline Boulevard between Villa and Wright.	Sponsor Department: Public Works Department		
	Category: Traffic, Parking and Transportation		
	Additional Annual O&M Costs:	None	Prevailing Wage Project? No
Funding Sources	<i>FY 2017-18 Total Project Funding</i>	Increased Funding for FY 2018-19	<i>FY 2018-19 Total Project Funding</i>
C/C Tax	\$ 180	\$ 55	\$ 235
Prometheus Real Estate Group Funding	\$ 100	\$ -	\$ 100
Total	\$ 280	\$ 55	\$ 335

Project 16-18 IT Computer Projects Additional funding will continue the development of the GIS platform by expanding the application pool to include advanced web-based mapping solutions and establish an ongoing data maintenance framework to ensure the GIS remains accurate and up to date. Add funds to 4161802.	Sponsor Department: Information Technology		
	Category: Information Technology and Communication		
	Additional Annual O&M Costs:	None	Prevailing Wage Project? No
Funding Sources	<i>FY 2017-18 Total Project Funding</i>	Increased Funding for FY 2018-19	<i>FY 2018-19 Total Project Funding</i>
Development Services	\$ 17	\$ 5	\$ 22
C/C Tax	\$ 286	\$ 35	\$ 321
Shoreline Regional Park Community	\$ 32	\$ 5	\$ 37
Water (Includes Water Capacity Fees)	\$ 79	\$ 5	\$ 84
Wastewater (Includes Sewer Capacity Fees)	\$ 72	\$ 5	\$ 77
Solid Waste Management	\$ 19	\$ -	\$ 19
Total	\$ 505	\$ 55	\$ 560

Amendments to Existing Projects

(in thousands of dollars)

<p>Project 16-34 Regional Public Safety Communications System-Infrastructure Replacement Additional Funding needed as final vendor pricing was 50% higher than estimated in the original quote from 2015. Dispatch center audio recording system cost also exceeded original estimates.</p>	Sponsor Department: Police Department		
	Category: Information Technology and Communications		
	Additional Annual O&M Costs:	\$90,000	Prevailing Wage Project? No
	<i>FY 2017-18 Total Project Funding</i>	Increased Funding for FY 2018-19	<i>FY 2018-19 Total Project Funding</i>
Funding Sources			
CIP Reserve	\$ 1,800	\$ 215	\$ 2,015
Equipment Maintenance	\$ 700	\$ -	\$ 700
Total	\$ 2,500	\$ 215	\$ 2,715

<p>Project 16-45 Park Irrigation Pump Installation Additional funding needed for project as the original estimate only funded one of the four parks (Cooper) and Bubb, Stevenson and Whisman were left undone.</p>	Sponsor Department: Community Services Department		
	Category: Parks and Recreation		
	Additional Annual O&M Costs:	None	Prevailing Wage Project? Yes
	<i>FY 2017-18 Total Project Funding</i>	Increased Funding for FY 2018-19	<i>FY 2018-19 Total Project Funding</i>
Funding Sources			
Park Land	\$ 253	\$ 667	\$ 920
Total	\$ 253	\$ 667	\$ 920

Amendments to Existing Projects

(in thousands of dollars)

<p>Project 18-43 Shoreline Blvd Interim Bus Lane Additional funding needed and contributed to complete the reversible bus lane project that was proposed in the North Bayshore Precise Plan to reduce single occupancy vehicles commuting to work in the North Bayshore area.</p>	Sponsor Department: Public Works Department Category: Traffic, Parking and Transportation Additional Annual O&M Costs: None Prevailing Wage Project? Yes																											
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 33%;"><i>FY 2017-18 Total Project Funding</i></th> <th style="width: 33%;">Increased Funding for FY 2018-19</th> <th style="width: 33%;"><i>FY 2018-19 Total Project Funding</i></th> </tr> </thead> <tbody> <tr> <td>CIP Reserve</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 145</td> </tr> <tr> <td>Water (Includes Water Capacity Fees)</td> <td style="text-align: right;">\$ 86</td> <td style="text-align: right;">\$ 350</td> </tr> <tr> <td>Water (NBS Development Impact Fees)</td> <td style="text-align: right;">\$ 1,414</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Wastewater (Includes Sewer Capacity Fees)</td> <td style="text-align: right;">\$ 358</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Wastewater (NBS Development Impact Fees)</td> <td style="text-align: right;">\$ 269</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Shoreline Community</td> <td style="text-align: right;">\$ 10,037</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Developer Contribution</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 1,045</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 12,164</td> <td style="text-align: right;">\$ 1,540</td> </tr> </tbody> </table>	<i>FY 2017-18 Total Project Funding</i>	Increased Funding for FY 2018-19	<i>FY 2018-19 Total Project Funding</i>	CIP Reserve	\$ -	\$ 145	Water (Includes Water Capacity Fees)	\$ 86	\$ 350	Water (NBS Development Impact Fees)	\$ 1,414	\$ -	Wastewater (Includes Sewer Capacity Fees)	\$ 358	\$ -	Wastewater (NBS Development Impact Fees)	\$ 269	\$ -	Shoreline Community	\$ 10,037	\$ -	Developer Contribution	\$ -	\$ 1,045	Total	\$ 12,164	\$ 1,540
<i>FY 2017-18 Total Project Funding</i>	Increased Funding for FY 2018-19	<i>FY 2018-19 Total Project Funding</i>																										
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Developer Contribution	\$ -	\$ 1,045																										
Total	\$ 12,164	\$ 1,540																										

<p>Project 18-36 All-Inclusive Playground Additional funding needed for City administration and staffing costs.</p>	Sponsor Department: Community Services Department Category: Parks and Recreation Additional Annual O&M Costs: TBD Prevailing Wage Project? Yes									
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 33%;"><i>FY 2017-18 Total Project Funding</i></th> <th style="width: 33%;">Increased Funding for FY 2018-19</th> <th style="width: 33%;"><i>FY 2018-19 Total Project Funding</i></th> </tr> </thead> <tbody> <tr> <td>Park Land</td> <td style="text-align: right;">\$ 1,000</td> <td style="text-align: right;">\$ 75</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 1,000</td> <td style="text-align: right;">\$ 75</td> </tr> </tbody> </table>	<i>FY 2017-18 Total Project Funding</i>	Increased Funding for FY 2018-19	<i>FY 2018-19 Total Project Funding</i>	Park Land	\$ 1,000	\$ 75	Total	\$ 1,000	\$ 75
<i>FY 2017-18 Total Project Funding</i>	Increased Funding for FY 2018-19	<i>FY 2018-19 Total Project Funding</i>								
Park Land	\$ 1,000	\$ 75								
Total	\$ 1,000	\$ 75								

Amendments to Existing Projects

(in thousands of dollars)

<p>Project 18-50 Fire Station #4 Fire Training Tower Rehabilitation Add funding to include replacing railings on the roof top for propelling, replacement of roof hatch, and other miscellaneous items due to wear and tear.</p>	Sponsor Department: Public Works Department Category: Facilities Additional Annual O&M Costs: None Prevailing Wage Project? Yes									
Funding Sources	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;"><i>FY 2017-18 Total Project Funding</i></th> <th style="width: 25%;">Increased Funding for FY 2018-19</th> <th style="width: 25%;"><i>FY 2018-19 Total Project Funding</i></th> </tr> </thead> <tbody> <tr> <td style="text-align: right;">CIP Reserve</td> <td style="text-align: right;">\$ 365</td> <td style="text-align: right;">\$ 75</td> </tr> <tr> <td style="text-align: right;">Total</td> <td style="text-align: right;">\$ 365</td> <td style="text-align: right;">\$ 75</td> </tr> </tbody> </table>	<i>FY 2017-18 Total Project Funding</i>	Increased Funding for FY 2018-19	<i>FY 2018-19 Total Project Funding</i>	CIP Reserve	\$ 365	\$ 75	Total	\$ 365	\$ 75
<i>FY 2017-18 Total Project Funding</i>	Increased Funding for FY 2018-19	<i>FY 2018-19 Total Project Funding</i>								
CIP Reserve	\$ 365	\$ 75								
Total	\$ 365	\$ 75								

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MISCELLANEOUS INFORMATION

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7. MISCELLANEOUS INFORMATION

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Regular Full-Time and Part-Time Position Allocation

	2016-17 <u>ADJUSTED</u>	2017-18 <u>ADOPTED</u>	2018-19 <u>PROPOSED</u>	<u>CHANGE</u>
<u>GENERAL OPERATING FUND</u>				
CITY COUNCIL	7.00	7.00	7.00	
CITY CLERK	4.00	4.00	4.00	
CITY ATTORNEY	8.00	8.00	8.00	
CITY MANAGER	13.50	14.00	14.00	
INFORMATION TECHNOLOGY	14.40	15.40	17.40	+2.00 (a)
FINANCE AND ADMIN SRVCS	31.75	32.25	33.25	+1.00 (b)
COMMUNITY DEVELOPMENT	6.65	6.65	8.10	+1.45 (c)(i)
PUBLIC WORKS	37.42	39.17	39.67	+0.50 (d)
COMMUNITY SERVICES	69.26	69.51	71.21	+1.70 (e)(l)
LIBRARY SERVICES	29.75	29.75	30.75	+1.00 (f)
FIRE	76.60	76.60	77.60	+1.00 (g)
POLICE	140.50	141.00	141.00	
	<u>438.83</u>	<u>443.33</u>	<u>451.98</u>	<u>8.65</u>
<u>OTHER FUNDS</u>				
INFORMATION TECHNOLOGY				
WATER	3.60	3.60	1.60	-2.00 (a)
FINANCE AND ADMIN SRVCS				
WATER	2.25	2.25	2.25	
COMMUNITY DEVELOPMENT				
DEVELOPMENT SERVICES	29.70	32.70	33.70	+1.00 (h)
BELOW MARKET RATE HOUSING	2.11	2.26	2.20	-0.06 (i)
HOUSING IMPACT FEE	0.68	0.74	1.10	+0.36 (i)
CSFRA/RENTAL HOUSING COMMITTEE	0.00	4.00	4.00	
PARKING DISTRICT	0.35	0.35	0.35	
COMMUNITY DEVELOPMENT BLOCK GRANT	0.66	0.70	0.45	-0.25 (i)
SHORELINE REGIONAL PARK COMMUNITY	1.60	1.60	1.10	-0.50 (i)
PUBLIC WORKS				
DEVELOPMENT SERVICES	7.60	10.10	11.10	+1.00 (j)
SHORELINE REGIONAL PARK COMMUNITY	4.18	4.63	4.63	
WATER	32.40	32.50	33.50	+1.00 (k)
WASTEWATER	14.70	14.80	14.80	
SOLID WASTE MANAGEMENT	14.70	14.80	14.80	
EQUIPMENT MAINTENANCE	8.50	8.50	8.50	
COMMUNITY SERVICES				
SHORELINE GOLF LINKS	0.30	0.30	0.30	
SHORELINE REGIONAL PARK COMMUNITY	14.69	14.69	16.99	+2.30 (l)
FIRE				
DEVELOPMENT SERVICES	2.00	2.00	3.00	+1.00 (m)
WASTEWATER	5.90	5.90	5.90	
POLICE				
WASTEWATER	1.00	1.00	1.00	
	<u>146.92</u>	<u>157.42</u>	<u>161.27</u>	<u>3.85</u>
TOTAL REGULAR POSITIONS	<u>585.75</u>	<u>600.75</u>	<u>613.25</u>	<u>12.50</u>
Total Limited-Period Positions	<u>17.50</u>	<u>19.00</u>	<u>22.50</u>	<u>+3.50 (n)</u>
NET FUNDED POSITIONS	<u>603.25</u>	<u>619.75</u>	<u>635.75</u>	
CHANGE FROM PRIOR FISCAL YEAR	13.25	16.50	16.00	

Regular Full-Time and Part-Time Position Allocation
(Continued)

Notes:

- a. Includes the transfer of 2.0 FTEs from the Water Fund to the General Operating Fund. Positions are being reallocated and are also adjusted through the cost allocation plan.
- b. Includes the addition of a Senior Management Analyst position.
- c. Includes the addition of an Analyst I/II position.
- d. Includes the addition of 0.50 FTE Program Assistant position.
- e. Includes the additions of an Office Assistant I/II position and 0.50 FTE Assistant Community Services Director position.
- f. Includes the additions of a 0.50 FTE Librarian I/II position and 0.50 FTE Police Assistant II position.
- g. Includes the addition of an Analyst I/II position.
- h. Includes the addition of a Building Inspector I/II position.
- i. Includes the transfers of a Senior Planner position from CDBG (-0.25) to the GOF (+0.15), BMR (+0.04), and Housing Impact (+0.06). Also includes the transfer of a Secretary from BMR (-0.10), SRPC (-0.50), Housing Impact (+0.30) to the GOF (+0.30).
- j. Includes the additions of a 0.50 FTE Program Assistant position and 0.50 FTE Office Assistant III position.
- k. Includes the addition of a Senior Civil Engineer position.
- l. Includes the additions of a Shoreline Manager position, a Supervising Parks and Open Space Worker, and 0.50 FTE Assistant Community Services Director position. Also includes the transfers of 0.40 FTE Recreation Manger position to the GOF, and 0.10 FTE each of Forestry and Roadway Manager and a Recreation Supervisor to the Shoreline Community Fund.
- m. Includes the addition of a Fire Protection Engineer position.
- n. Includes the following limited-period positions:
 - City Attorney's Office: Continuation of a Senior Deputy City Attorney.
 - City Manager's Office: Continuation of a Human Resources Analyst I/II and a Management Fellow.
 - Information Technology Department: Continuation of 0.50 FTE Secretary.
 - Community Development Department: Continuation of a Senior Planner (for the duration of the Google Agreement) and an Associate Planner. Also includes new 0.5 FTE Analyst I/II and 0.50 FTE Secretary.
 - Public Works Department: Continuation of a Sr. Civil Engineer (for the duration of the Google Agreement) and 6.0 FTE Jr/ Asst/ Associate Civil Engineers. Also includes a new Public Works Inspector I/II Overhire and an Analyst I/II.
 - Community Services Department: Continuation of 0.50 FTE Performing Arts Supervisor.
 - Police Department: Continuation of a Police Officer, a Communications Training Supervisor, a Public Safety Dispatcher II Overhire, and 2.0 FTE Police Officer Trainees. Also includes a new Public Safety Dispatcher II Overhire and 0.50 FTE Community Services Officer.

FISCAL YEAR 2018-19
Funding of Nonprofit Agencies

<u>AGENCY</u>	<u>2017-18 Adopted</u>	<u>2018-19 Requested</u>	<u>2018-19 Proposed</u>
<u>General Fund Funded</u>			
Catholic Charities- Long-Term Care Ombudsman Program	\$ 8,000	(a)	8,000
Community School of Music & Arts- Art & Music Programs for Youth	15,490	(a)	15,490
CSA- Homelessness Prevention/Homeless Services	5,000 (b)	(a)	5,000 (b)
CSA- Senior Nutrition Program	33,054	(a)	33,054
Day Worker Center- Services for Day Workers	20,000 (c)	(a)	20,000 (c)
Healthier Kids Foundation- Community Outreach Program	12,180	(a)	12,180
Junior Achievement- Vision Screenings for Low-Income Children	5,000	(a)	5,000
LifeMoves- Shelter & Outreach Services for Homeless	5,000 (b)	(a)	5,000 (b)
MayView Community Health Center- Healthcare for Low-Income Households	50,000 (c)	(a)	50,000 (c)
Parents Helping Parents, Inc.- Services for Families with Special Needs Children	5,000	(a)	5,000
The Health Trust- Meals on Wheels Program	25,000 (c)	(a)	25,000 (c)
YWCA/Maitri- Housing and Services for Domestic Violence Victims	<u>37,000 (c)</u>	<u>(a)</u>	<u>37,000 (c)</u>
General Fund Total	<u>\$ 220,724</u>	<u>(a)</u>	<u>220,724</u>
<u>CDBG Funded:</u>			
Child Advocates of Silicon Valley	\$ 14,832	(a)	15,000 (d)
CSA- Homelessness Prevention/Homeless Services	27,798	(a)	28,112
CSA- Senior Services Program	20,672	(a)	20,906
LifeMoves- Shelter & Outreach Services for Homeless	9,776	(a)	12,711
Senior Adults Legal Assistance	6,922	(a)	7,000
Silicon Valley Independent Living Center (SVILC)- Housing-Related Assistance for the Disabled	5,000	(a)	5,028
Vista- Support Services for Blind & Visually Impaired Persons	<u>5,000</u>	<u>(a)</u>	<u>7,150</u>
CDBG Total	<u>\$ 90,000</u>	<u>(a)</u>	<u>95,907</u>

(a) FY18-19 is the second year of a 2-year funding cycle.

(b) Funded from General Housing (Boomerang) Fund.

(c) Includes partial limited-period funding.

(d) Funding adjusted from FY17-18 Adopted Budget based on FY18-19 HUD Award.

FISCAL YEAR 2018-19
Funding of Nonprofit Agencies
(Continued)

<u>AGENCY</u>	<u>2017-18</u> <u>Adopted</u>	<u>2018-19</u> <u>Proposed</u>
<u>Other Non-Profit Agencies - not requested by an agency during CDBG Public Hearing</u>		
211 United Way Bay Area	\$ 2,500	2,500
Community Health Awareness Council	104,273	104,273
Community School of Music & Arts		
Art4Schools	52,259	52,259
Music4Schools	24,800	24,800
Friends of Caltrain- Education Services Only	5,000	5,000
Housing Trust	150,000 (e)	150,000 (e)
Joint Venture: Silicon Valley	20,000 (f)	20,000 (f)
Police Activities League (MVPAL)	5,000	5,000
Project Sentinel - Fair Housing Services	25,000	25,000
Project Sentinel - Mediation Program	91,944	91,944
Youth Sports Fee Waiver	<u>2,000</u>	<u>2,000</u>
Total Other Non-Profit Funding	<u>\$ 482,776</u>	<u>482,776</u>

(e) Funded by the Below Market Rate Housing Fund.

(f) Funded by the Shoreline Regional Park Community Fund.

FISCAL YEAR 2018-19

Proposed **Non-Discretionary** On-Going Changes

General Operating Fund

CITYWIDE

CalPERS Replacement Benefit: \$ 31,500

Provides increased funding for replacement benefits processed by CalPERS for certain retiree payments.

Citywide Total **\$ 31,500**

INFORMATION TECHNOLOGY DEPARTMENT

Information Technology Licenses and Maintenance: \$ 66,400

Provides new and increased funding for the annual maintenance charges for Image Trend, ExecuTime, G2 Fire Station Alerting System, Helpdesk, and Citrix management software systems.

Information Technology Department Total **\$ 66,400**

FINANCE AND ADMINISTRATIVE SERVICES DEPARTMENT

Historic Property Tax Rebate Program: \$ 4,000

Provides increased funding for the City's Historic Preservation Program which provides a rebate to property owners for the City's share of their property tax payment. For properties on the list of historic properties in Mountain View, the property owner(s) may enter into an agreement with the City to abide by certain rules, and in exchange the City rebates a portion of their property taxes.

Finance and Administrative Services Department Total **\$ 4,000**

PUBLIC WORKS DEPARTMENT

Gas and Electricity Cost Increase: \$ 73,000

Provides increased funding for gas and electricity costs. The City receives its electricity through Silicon Valley Clean Energy, but is billed for both gas and electricity through PG&E. The total gas and electricity cost increase Citywide is \$101,500.

Janitorial Cost Increases for City Facilities: \$ 32,400

Provides additional funding for contractual increases to janitorial services.

Public Works Department Total **\$ 105,400**

FISCAL YEAR 2018-19

Proposed **Non-Discretionary** On-Going Changes

General Operating Fund
(Continued)

COMMUNITY SERVICES DEPARTMENT

Minimum Wage Impact One-Half Year: \$ 170,000

Provides additional funding to cover the impact of the City's Minimum Wage Ordinance for the second half of calendar year 2018 (the total cost increase for all funds Citywide for a full year is \$492,900).

ActiveNet Cost Increase: \$ 11,500

Provides additional funding for increases to ActiveNet's transaction and processing fees. The increase is fully cost recovered by fees for contract classes (the total cost increase for all funds is \$13,500).

City Utility Cost Reduction: \$ (80,000)

Reduces budget for trash and recycling services in Community Services. The debris box rates were restructured in Fiscal Year 2015-16 as part of the Cost of Service Study, eliminating overtonnage charges. The actual cost of trash and recycling services since that change has been significantly lower than budget. This is to realign the budget to actual costs incurred.

Community Services Department Total **\$ 101,500**

LIBRARY SERVICES DEPARTMENT

Minimum Wage Impact One-Half Year: \$ 30,000

Provides additional funding to cover the impact of the City's Minimum Wage Ordinance for the second half of calendar year 2018 (the total cost increase for all funds Citywide for a full year is \$492,900).

Library Services Department Total **\$ 30,000**

Total Non-Discretionary On-Going for General Fund **\$ 338,800**

FISCAL YEAR 2018-19

Proposed **Non-Discretionary** On-Going Changes

Other Funds

COMMUNITY DEVELOPMENT DEPARTMENT

Downtown Benefit Assessments District Fund

Gas and Electricity Cost Increase: \$ 15,000

Provides increased funding for gas and electricity costs. The City receives its electricity through Silicon Valley Clean Energy, but is billed for both gas and electricity through PG&E. The total gas and electricity cost increase Citywide is \$101,500.

City Utility Cost Increase: \$ 3,000

Provides increased funding for City utility services used by City departments based on usage and the utility rate adjustments.

Community Development Department Total **\$ 18,000**

PUBLIC WORKS DEPARTMENT

Water Fund

Bay Area Water Supply and Conservation Agency (BAWSCA) Dues: \$ 7,200

Provides funding for the increase in dues to the City's membership in BAWSCA, which represents the interest of 24 agencies and 2 private water companies that purchase wholesale water from the San Francisco regional (Hetch Hetchy) water system operated by the San Francisco Public Utilities Commission (SFPUC).

Solid Waste Fund

Commercial Composting Processing Fee: \$ 15,000

Provides increased funding for the City's Commercial Composting Processing Program. Additional funds are needed to cover the increase in cost due to CPI.

Public Works Department Total **\$ 22,200**

COMMUNITY SERVICES DEPARTMENT

Shoreline Golf Links

Water Cost Increase: \$ 75,800

Provides increased funding for water usage to maintain the golf course.

Gas and Electricity Cost Increase: \$ 13,500

Provides increased funding for gas and electricity costs. The City receives its electricity through Silicon Valley Clean Energy, but is billed for both gas and electricity through PG&E. The total gas and electricity cost increase Citywide is \$101,500.

FISCAL YEAR 2018-19

Proposed **Non-Discretionary** On-Going Changes

Other Funds
(Continued)

Shoreline Community Fund

Minimum Wage Impact One-Half Year: \$ 14,000

Provides additional funding to cover the impact of the City's Minimum Wage Ordinance for the second half of calendar year 2018 (the total cost increase for all funds Citywide for a full year is \$492,900).

ActiveNet Cost Increase: \$ 2,000

Provides additional funding for increases to ActiveNet's transaction and processing fees. The increase is fully cost recovered by fees for contract classes (the total cost increase for all funds is \$13,500).

Community Services Department Total **\$ 105,300**

FIRE DEPARTMENT

Wastewater Fund

SCVURPPP and NPDES Permit Fees: \$ 14,200

Provides additional funding for the Santa Clara Valley Urban Runoff Pollution Prevention Program (SCVURPPP) and National Pollutant Discharge Elimination System (NPDES) permit fees.

Fire Department Total **\$ 14,200**

Total Non-Discretionary On-Going for Other Funds **\$ 159,700**

FISCAL YEAR 2018-19

Proposed **Discretionary** On-Going Changes

General Operating Fund

CITY CLERK'S OFFICE

Training, Conference, and Travel: \$ 2,700

Provides increased funding for training, conference, and travel budget to allow staff to attend additional conferences, educational seminars, and training classes.

City Clerk's Office Total **\$ 2,700**

CITY ATTORNEY'S OFFICE

Training, Conference, and Travel: \$ 2,500

Provides increased funding for training, conference, and travel budget to allow staff to attend additional conferences, educational seminars, and training classes.

City Attorney's Office Total **\$ 2,500**

CITY MANAGER'S OFFICE

Employee Commute Benefit Program: \$ 60,000

Converts limited-period funding to ongoing for transit and bike stipends to City employees. This funding will be used to expand the program and will allow for the development of new programs to address the commute impact on employees.

Contract Services - Personnel Related: \$ 30,000

Converts limited-period funding to ongoing for increased contract services for workplace investigations, employee relations, and personnel studies. The use of these services has increased over the past couple of years and using budget savings from other departments is no longer sufficient.

Employee Engagement and Appreciation Program: \$ 25,000

Converts a portion of limited-period funding to ongoing for Employee Engagement and Appreciation Program. The funding will allow staff to continue to develop programs and activities that fulfills the initiatives identified in the 2015 and 2018 Employee Engagement surveys. There is an additional \$50,000 in limited-period funding.

City Manager's Office Total **\$ 115,000**

FISCAL YEAR 2018-19

Proposed **Discretionary** On-Going Changes

General Operating Fund
(Continued)

INFORMATION TECHNOLOGY DEPARTMENT

Printer Support Services: No Net Cost (\$24,000 offset by reduction to other department's budgets)

Transfers funding from other departments to outsource printer support services that will include all supply and maintenance print cost. Existing toner budget from departments will be consolidated and transferred to the Information Technology Department.

Information Technology Department Total **No Net Cost**

FINANCE AND ADMINISTRATIVE SERVICES DEPARTMENT

Senior Management Analyst (Contracts Coordinator) Position: \$ 195,100

Provides funding for a Senior Management Analyst (Contracts Coordinator) position to centralize and administer contracts Citywide. This position will provide consistency and efficiency when processing contracts and will also reduce staff time spent on reviewing contracts, allowing additional staff attention to safety programs.

Transportation Management Association: \$ 10,000

Provides increased funding for the City's membership to the Transportation Management Association.

Finance and Administrative Services Department Total **\$ 205,100**

COMMUNITY DEVELOPMENT DEPARTMENT

Analyst I/II – Environmental Sustainability Position: \$ 180,200

Converts a limited-term Analyst I/II position to ongoing to support the Environmental Sustainability Program. Sustainability continues to be a top priority for the community and the City Council. The additional resources will support the implementation of the Environmental Sustainability Action Plan 3 (ESAP-3), respond to grant opportunities, requests from the community, and the City Council for additional priorities in the future.

Secretary Position Redistribution of Funding: \$ 31,600

Redistributes funding to the GOF for an existing full-time Secretary position. For Fiscal Year 2017-18, this position is being shared by the Neighborhood Preservation and Economic Development divisions. This provides a half-time limited-period Secretary to support the Economic Development division. There is an additional \$31,600 in the Housing Impact Fund, a reduction of \$10,500 in the BMR Fund, a

FISCAL YEAR 2018-19

Proposed **Discretionary** On-Going Changes

General Operating Fund
(Continued)

reduction of \$52,700 in the Shoreline Community Fund, and no changes to CDBG's allocation of \$10,600 for a net zero increase in cost.

Environmental Sustainability Program: \$ 15,000

Provides annual funding for the Environmental Sustainability Program. Previously, the program was funded by limited-period funds.

Eliminate the Rental Housing Dispute Resolution Program: \$ (110,000) (offset by reduction in revenue of \$110,000)

Reduces funding for the Rental Housing Dispute Resolution Program. The program was repealed by City Council in June 2017.

Community Development Department Total

\$ 116,800

PUBLIC WORKS DEPARTMENT

Program Assistant – Engineering Division Position (0.50): \$ 73,300

Converts a limited-term Program Assistant position to ongoing (the other 0.50 FTE is funded from the Development Services Fund) to support the Engineering Division with the organization of paper and electronic files, plans and specifications, AutoCAD files, reports, and other work products from capital improvement and land development projects, and report on various program activities.

Contract Services – HVAC Systems: \$ 28,000

Provides funding for contract services to establish a maintenance service agreement with a vendor to monitor and service the equipment that is installed in City facilities to control the HVAC systems.

Reclassification of a half-time Office Assistant I/II Position to full-time Office Assistant III: \$ 17,700

Provides funding for the reclassification of an Office Assistant I/II position to an Office Assistant III based on an analysis showing a higher level of duties performed. There is an additional \$65,800 in the Development Services Fund for this position to be converted from 0.5 FTE to full-time.

Reclassification of an Analyst I/II Position to a Senior Management Analyst: \$ 8,900

Provides funding for the reclassification of an Analyst I/II position to a Senior Management Analyst based on an analysis showing a higher level of duties performed. There is an additional \$6,000 in the Water Fund.

FISCAL YEAR 2018-19

Proposed **Discretionary** On-Going Changes

General Operating Fund
(Continued)

Reclassification of a Facilities Project Manager Position to a Facilities Contract Coordinator: \$ (29,000)

Provides savings for the reclassification of a Facilities Project Manager position to a Facilities Contracts Coordinator based on an analysis showing lower level of duties required. There is an additional savings of (\$1,500) in the Shoreline Community Fund.

Public Works Department Total **\$ 98,900**

COMMUNITY SERVICES DEPARTMENT

Succession Plan: \$ 242,400

The following personnel changes are proposed as part of a reorganization and to support succession planning:

- **Assistant Community Services Director Position (0.50): \$ 133,000**
Provides funding for 0.50 FTE of an Assistant Community Services Director position (the other 0.50 FTE is funded from the Shoreline Community Fund). This position will oversee the department's division managers.
- **Redistribution of Funding and Reclassification of a Recreation Manager Position: \$ 85,200**
Redistributes funding to the GOF for the existing Recreation Manger position. This changes the allocation from 50 percent GOF and 50 percent Shoreline Community Fund to 90 percent GOF and 10 percent Shoreline Community Fund. It also reclassifies the position based on the reallocation of duties associated with the proposed Employee-Staffed Ranger Program and all Community Services Department responsibilities in the Shoreline Community consolidated in the proposed Shoreline Manager. There is a savings of \$94,700 in the Shoreline Community Fund.
- **Reclassification of a Parks Maintenance Worker III Position to Parks Supervisor: \$ 40,600**
Provides funding for the reclassification of a Parks Maintenance Worker III position to a Parks Supervisor based on an analysis showing a higher level of duties performed.
- **Redistribution of Funding and Reclassification of a Parks Section Manager to Forestry and Roadway Manager Position: \$ (7,400)**
Redistributes funding from the GOF and reclassifies a Parks Section Manger position to Forestry and Roadway Manager based on an analysis showing a

FISCAL YEAR 2018-19

Proposed **Discretionary** On-Going Changes

General Operating Fund
(Continued)

higher level of duties performed. Ten percent (10%) of the position will be allocated in the Shoreline Community based on changes to duties associated with operations in the North Bayshore Area. There is an additional \$22,500 in the Shoreline Community Fund.

- **Reclassification of a Parks Manager Position to Parks and Open Space Manager:** \$ (9,000)
Provides savings for the reclassification of a Parks Manager position to Parks and Open Space Manager based on the department's reorganization and succession planning efforts.

Contract Services - Recreation Classes: \$ 100,000 (offset by \$130,000 in revenue from fees)

Provides increased funding for contract class services in youth sports and youth and adult classes. There has been an increase in demand and number of classes offered over the past several years.

Office Assistant I/II Position: \$ 61,300 (\$122,700 offset by a reduction in wages)

Provides funding for an Office Assistant I/II position. This position is for the front desk of the new Community Center and will provide a consistent presence for visitors and patrons.

Turf Cleaning: \$ 25,000

Provides increased funding for the biannual turf cleaning of Graham and Crittenden Fields. There is an additional \$12,400 in the Shoreline Community Fund.

New Contract Class Services: \$ 17,500 (offset by \$23,700 in revenue from fees)

Provides funding for new contract class services in youth sports and youth and adult classes in preparation for the opening of the new Community Center.

Wage Range for House Manager: \$ 3,200 (offset by \$3,800 in revenue from fees)

Provides increased funding to increase the wage range for the Center for the Performing Arts House Manager hourly rate. The rate change will better align with this position's responsibilities and facilitate the staffing of this position.

Redistribution of Funding for a Recreation Supervisor Position: \$ (17,000)

Redistributes funding from the GOF for an existing full-time Recreation Supervisor position. This reallocates 10 percent of the position from the GOF to the Shoreline Community based on changes to duties associated with operations in the North Bayshore Area. There is an additional \$17,000 in the Shoreline Community Fund for a net zero increase in cost.

FISCAL YEAR 2018-19

Proposed **Discretionary** On-Going Changes

General Operating Fund
(Continued)

Employee-Staffed Ranger Program - Wages and Janitorial Services: \$ (53,800)
(\$58,400 more than offset from the current budget for ranger services)

Provides savings for the GOF portion of the contract with California Land Management (CLM) to provide ranger services. The City is recommending to bring the ranger services in-house starting November 1, 2018. The current funding for this contract will be used for hourly Parks & Open Space Workers and janitorial services. There is an additional \$215,500 in the Shoreline Community Fund associated with this request.

Community Services Department Total **\$ 378,600**

LIBRARY SERVICES DEPARTMENT

Police Assistant II Position (0.50): \$38,500 (\$65,500 offset by a reduction in hourly wages)

Provides funding for a 0.50 FTE Police Assistant II position. This position will provide a vital function in ensuring the building is safe for everyone. Converting hours to a regular position will address the high turnover and will additionally provide guidance to the hourly employees.

Librarian I/II Position (0.50): \$38,400 (\$81,200 offset by a reduction in hourly wages)

Provides funding for a 0.50 FTE Librarian I/II position. This position will provide coverage during evenings, weekends, and staff absences. Converting hours to a regular position will address the high turnover and reduce the time and resources spent on new recruitments and training.

Reclassification of a Librarian I/II Position to Librarian III: \$ 11,800

Provides funding for the reclassification of a Librarian I/II position to Librarian III based on an analysis showing a higher level of duties performed.

Library Services Department Total **\$ 88,700**

FIRE DEPARTMENT

Analyst I/II Position: \$ 180,200

Provides funding for an Analyst I/II position to perform essential analytical responsibilities to improve operational efficiencies. There is an increasing need for data analysis related to Emergency Medical Services (EMS) and suppression records.

FISCAL YEAR 2018-19

Proposed **Discretionary** On-Going Changes

General Operating Fund
(Continued)

Personal Protective Equipment (PPE): \$ 37,200

Provides increased funding for Firefighter's Personal Protective Equipment. The additional funds will ensure that national standards for PPEs are met.

Training, Conference, and Travel: \$ 20,000

Provides increased funding for training, conference, and travel budget for staff to meet the State and National Training Standards.

Fire Department Total

\$ 237,400

POLICE DEPARTMENT

Reclassification of a Senior Management Analyst Position to Analyst I/II: \$ (14,900)

Provides savings for the reclassification of a Senior Management Analyst position to Analyst I/II based on the addition of an Analyst I/II in the Fire Department. The position currently provides support to both the Fire and Police Departments, if the Analyst I/II position in the Fire department is approved, each Analyst I/II position will be primarily dedicated to one department.

Police Department Total

\$ (14,900)

Total Discretionary On-Going for General Fund

\$ 1,230,800

FISCAL YEAR 2018-19

Proposed **Discretionary** On-Going Changes

Other Funds

INFORMATION TECHNOLOGY DEPARTMENT

Water Fund

Digital Imaging: \$ (7,500)

Provides savings from the elimination of the digital imaging budget, funding for these services are budgeted in the Community Development Department.

Information Technology Department Total **\$ (7,500)**

COMMUNITY DEVELOPMENT DEPARTMENT

Development Services Fund

Digital Imaging of Building and Fire Permits: \$ 30,000 (offset by \$30,000 in revenues)

Provides increased funding for the digital imaging of projects for both building and fire permits. Jurisdictions are required to maintain a copy of approved permits.

Certified Access Specialist (CASp) Training: \$ 28,000 (offset by \$28,000 in revenues)

Provides increased funding for CASp Training per Assembly Bill (AB) 1379. The City collects four dollars for every business license issued and retains 90 percent of the funds. The City is required to use the funds on CASp training and certification to facilitate compliance with construction-related accessibility requirements. There is an additional \$15,100 limited-period funding associated with this request.

Reclassification of a Permit Technician Position to Assistant Building Inspector: \$ 18,200

Provides funding for the reclassification of a Permit Technician position to Assistant Building Inspector based on an analysis showing a higher level of duties performed.

Legal Retainer: \$ 11,000

Provides increased funding for legal consultation on land use law, California Environmental Quality Act (CEQA), and general legal issues related to both long-range and current planning projects.

Training, Conference, and Travel: \$ 10,000

Provides increased funding for training, conference, and travel to allow the Building Division staff to attend the required training to maintain their mandatory certification.

FISCAL YEAR 2018-19

Proposed **Discretionary** On-Going Changes

Other Funds
(Continued)

Fire Protection Engineer and Building Inspector I/II Positions: \$ (22,600) (\$427,400 offset by a reduction to contract services)

Provides funding for a Fire Protection Engineer and a Building Inspector I/II positions to support the high level of development activity. Converting contract services to regular positions will address the high turnover of consultants and will be more cost efficient.

Below Market Rate (BMR) Housing Fund

Contract Services – BMR Administration: \$ 30,000

Provides increased funding for outside professional contract services for the administration of BMR ownership and rental housing programs.

Redistribution of Funding for a Secretary Position: \$ (10,500)

Redistributes funding from the BMR Fund for an existing Secretary position mentioned in the GOF section above.

Housing Impact Fund

Redistribution of Funding for a Secretary Position: \$ 31,600

Redistributes funding to the Housing Impact Fund for an existing Secretary position mentioned in the GOF section above.

Notice of Funding Availability (NOFA) Administration: \$ 15,000

Provides increased funding for a variety of tasks associated with affordable housing projects, including facilitators at neighborhood meetings, consultants for financial analysis of NOFA proposals, and studies on unique site issues.

Community Development Block Grant (CDBG) Fund

Monitoring of Federally Funded Activities: \$ 35,000

Provides funding for consultant services to perform required monitoring of activities for services and projects that receive CDBG and/or HOME funding.

CDBG/HOME Website: \$ 20,000

Provides increased funding for the web-based system used to administer the City's CDBG/HOME programs.

Shoreline Community

District Sustainability Performance Monitoring: \$ 50,000

Provides funding for the continuous monitoring of the sustainability performance of North Bayshore. This includes establishing baseline data measurements across a number of categories such as demographics, housing, built environment, economy, ecology, and climate change/resource management.

FISCAL YEAR 2018-19

Proposed **Discretionary** On-Going Changes

Other Funds
(Continued)

Contract Services – Arborist: \$ 10,000

Provides increased funding for outside professional contract services for the new street tree plan in North Bayshore.

Legal Retainer: \$ 5,000

Provides increased funding for legal consultation on matters involving North Bayshore district planning.

Redistribution of Funding for a Secretary Position: \$ (52,700)

Redistributes funding from the Shoreline Community Fund for the existing Secretary position mentioned in the GOF section above.

Community Development Department Total

\$ 208,000

PUBLIC WORKS DEPARTMENT

Development Services Fund

Program Assistant – Engineering Division Position (0.50): \$ 73,300

Provides funding for the allocation to the Development Services Fund for this position as mentioned in the GOF section above.

Office Assistant III Position (0.50): \$ 65,800

Converts a regular 0.50 FTE Office Assistant III position to full-time. The additional resources will provide essential clerical support to the department.

Shoreline Community

Reclassification of a Facilities Project Manager Position to a Facilities Contract Coordinator: \$ (1,500)

Provides savings for the allocation to the Shoreline Community Fund for this position as mentioned in the GOF section above.

Water Fund

Senior Civil Engineer – Environmental Compliance Section Position: \$ 22,500
(\$224,900 offset by charges to CIPs)

Provides funding for a Senior Civil Engineer position to manage utility projects. This position will manage the engineering operations at the MOC and support the high volume of capital improvement projects.

Reclassification of an Analyst I/II Positions to a Senior Management Analyst: \$ 6,000

Provides funding for the allocation to the Water Fund for this position as mentioned in the GOF section above.

FISCAL YEAR 2018-19

Proposed **Discretionary** On-Going Changes

Other Funds
(Continued)

Solid Waste Fund

Commercial Composting Multi-Family Food Scraps Program: \$ 22,000

Provides increased funding to cover the increase in cost and volume of the program.

Public Works Department Total

\$ 188,100

COMMUNITY SERVICES DEPARTMENT

Shoreline Golf Links

Net Miscellaneous: \$ (92,500)

Provides overall savings from increases of \$5,800 to maintenance and operations and \$1,000 to fleet service charges. The increases are offset by reductions to personnel-related costs (\$78,600), materials and supplies (\$19,100), other net operating costs (\$1,600).

Shoreline Community

Employee-Staffed Ranger Program: \$ 215,500

The following changes are proposed to bring the ranger services in-house:

- **Shoreline Manger Position, Supervising Parks and Open Space Worker Position, Parks and Open Space Worker Wages, and Contract Services for CLM:** \$ 185,800 (\$447,800 offset from the current budget for ranger services)
Provides funding for a Shoreline Manager position to oversee the employee staffed ranger services and all of the Community Services Department's activities and operations in the North Bayshore Area. Funding is also provided for a Supervising Parks and Open Space Worker position to direct and manage the ranger services and wages for Parks and Open Space Workers to bring the ranger services in-house. There is continuation funding for contract services for CLM to continue to provide ranger services from July to October of 2018. These funds will be used for additional staffing in Fiscal Year 2019-20.
- **Laborer I/II Wages:** \$ 19,500
Provides funding for the maintenance of the City's trails previously provided through the CLM contract.
- **Janitorial Services:** \$ 10,200
Provides increased funding for janitorial services for restrooms at parks in the North Bayshore.

FISCAL YEAR 2018-19

Proposed **Discretionary** On-Going Changes

Other Funds
(Continued)

Succession Plan: \$ 57,800

The following personnel changes are proposed as part of a reorganization and to support succession planning:

- **Assistant Community Services Director Position (0.50): \$ 133,000**
Provides funding for the allocation to the Shoreline Community Fund for this position as mentioned in the GOF section above.
- **Redistribution of Funding and Reclassification of a Parks Section Manager to Forestry and Roadway Manager Position: \$ 22,500**
Redistributes funding to the Shoreline Community Fund and funding for this reclassification as mentioned in the GOF section above.
- **Reclassification of a Parks Manager Position to Parks and Open Space Manager: \$ (3,000)**
Provides savings for the allocation to the Shoreline Community Fund for this reclassification as mentioned in the GOF section above.
- **Redistribution of Funding and Reclassification of a Recreation Manager Position: \$ (94,700)**
Redistribution of funding from the Shoreline Community Fund and funding for this reclassification as mentioned in the GOF section above.

Redistribution of Funding for a Recreation Supervisor Position: \$ 17,000

Redistributes funding to the Shoreline Community Fund as mentioned in the GOF section above.

Turf Cleaning: \$ 12,400

Provides increased funding for the biannual turf cleaning of the Shoreline Athletic Field. There is an additional \$25,000 in the GOF.

Community Services Department Total **\$ 210,200**

Total Discretionary On-Going for Other Fund **\$ 598,800**

FISCAL YEAR 2018-19

Proposed **Limited-Period Expenditures**

(Funded From Fiscal Year 2017-18 Carryover)

General Fund

CITY COUNCIL

Newly Elected Councilmember Per-Term Allowance: \$ 11,400

Provides funding per Council Policy A-2, whereby each Councilmember is to receive an allowance per term for specialized office equipment necessary to allow Councilmembers to perform their official duties and communicate with the public and staff. The Council Procedures Committee made no recommendations or changes. The budget includes \$3,800 for each Councilmember.

Council Team Building: \$ 5,000

Provides funding for Council team building. With the 2018 election and new member(s) joining the Council, the Council Procedures Committee (CPC) recommends additional funding for a Council team building facilitator for 2019, as was done in early 2015 and 2017.

Furniture for Committee Room: \$ 5,000

Provides funding to replace furniture for the Committee Room.

City Council Total

\$ 21,400

CITY CLERK'S OFFICE

November 2018 Election: \$ 100,000

Provides funding for the November 6, 2018 General Municipal Election, including three Councilmember seats, the nomination process, candidate statements and ballot title reviews. This does not include funding for any City-sponsored or initiative ballot measure.

Microfilm Digitizing Service: \$ 15,000 (*\$11,600 rebudget balance*)

Provides \$3,400 new funding and rebudgets the balance of funding to convert existing microfilm to digital format. Digitizing microfilm will allow easier access for the public and increase efficiency in responding to public records requests. Additional funding is needed to cover the increased cost from a new vendor.

City Clerk's Office Total

\$ 115,000

FISCAL YEAR 2018-19

Proposed **Limited-Period Expenditures**

(Continued)

CITY ATTORNEY'S OFFICE

Senior Deputy City Attorney Position: \$ 234,400

Provides continuation and increased funding for the conversion of a 0.50 FTE to a full-time Senior Deputy City Attorney position. This position will assist with the increase in workload.

City Attorney's Office Total

\$ 234,400

CITY MANAGER'S OFFICE

Human Resources Analyst I/II Position: \$ 180,200

Provides continuation funding for a Human Resources Analyst I/II position. This position will be fully dedicated to assist with the high volume of recruitments.

Citywide Succession Planning: \$ 160,000

Provides funding for Citywide Succession Planning efforts. The funds will be used to continue the City's Leadership Development Program and provide other resources to develop staff and prepare the organization for potential retirements.

Management Fellow Position: \$ 140,200

Provides continuation funding for a Management Fellow position. The objective of this position is to provide increased capacity and an increased level of analytical rigor for important department and Citywide projects.

Human Resources Analyst Wages: \$ 100,000

Provides continuation funding for a Human Resources Analyst hourly wages. The funding will provide dedicated resources for recruitments and support special projects.

New City Council Goal Related to Vulnerable Populations (rebudget): \$ 75,000

Rebudgets funding for the City Council Major Goal of addressing the need to protect vulnerable populations and preserve the socioeconomic and cultural diversity of the community. This funding will be used to provide grants and collaborate with regional partners to improve access to information and referral resources for immigrants.

Frontline Employee Development Pilot Program (rebudget balance): \$ 59,500

Rebudgets the balance of funding approved by Council on October 3, 2017 for a Frontline Employee Development Pilot Program.

FISCAL YEAR 2018-19

Proposed **Limited-Period Expenditures**

(Continued)

Labor Negotiations: \$ 50,000

Provides funding for a Labor Negotiations Attorney to assist with the reopener negotiation process. All four represented employee groups have a reopener for Fiscal Year 2019-20.

Employee Engagement and Appreciation Program (rebudget balance): \$ 50,000

Rebudgets a portion of the funding for Employee Engagement and Appreciation Programs. The funding will allow staff to continue to develop programs and activities that fulfills the initiatives identified in the 2015 and 2018 Employee Engagement surveys. There is an additional \$25,000 in ongoing funding.

Employee Wellness Program: \$ 35,000

Provides funding for the purchase and delivery of healthy snacks to City offices to expand on the initiatives of the Wellness Committee.

Deferred Compensation Plan: \$ 35,000

Provides funding to contract with a firm to assist the City in analyzing the current deferred compensation plans and providers, conducting a negotiation and/or request for proposal (RFP), and updating the plan document.

Hourly Support Staff: \$ 25,500

Provides continued funding for clerical hourly support to the City Manager's Office. The additional funds are needed to help support five managers and assist with the increasing workload of the department.

Regional Airplane Noise Round Table: \$ 25,000

Provides placeholder funding for the regional airplane noise round table being discussed by the Cities Association.

Tax Regulations Study (rebudget): \$ 25,000

Rebudgets funding approved by Council on October 24, 2017 for a study regarding tax regulations related to potential constructive receipt issues for compensatory time.

Multilingual Community Outreach Program (MCOP) Support: \$ 10,000

Provides continued funding for additional resources to the MCOP due to increased demand for translation, interpretation, outreach, and referral assistance. The funding will also be used for staff time and supplies to continue the foreign language speakers Civic Leadership Academy. The intent of the Academy is to improve non-native English-speaking residents' understanding of government and City services, increase civic engagement, leadership, and volunteerism in the City.

FISCAL YEAR 2018-19

Proposed **Limited-Period Expenditures**

(Continued)

Multicultural Festival: \$ 9,000

Provides funding for a Multicultural Festival to celebrate diversity and promote respect and inclusion of diverse cultures in Mountain View.

Civica Software Training: \$ 5,000

Provides funding for continued web software training.

City Manager's Office Total **\$ 984,400**

INFORMATION TECHNOLOGY DEPARTMENT

Secretary Position (0.50): \$ 75,700

Provides continuation funding for a half-time Secretary position to provide administrative support to the IT Department.

Office 365 Migration Consultant: \$ 60,000

Provides funding for consultant services to assist with the Office 365 rollout.

Agency Cyber-Attack Training: \$ 30,000

Provides funding for training materials and webinars for cyber awareness and anti-phishing training.

Open City Hall Subscription: \$ 12,000

Provides continued funding for the Open City Hall Subscription. This software allows the City to post questions and collect feedback from the community.

Plan Management Software: \$ 10,000

Provides funding for new software to improve tracking of City Council goals.

Training, Conference, and Travel: \$ 3,000

Provides funding for training, conference, and travel to allow two additional IT staff to attend the Municipal Information Systems Association of California (MISAC) conference.

Information Technology Department Total **\$ 190,700**

FINANCE AND ADMINISTRATIVE SERVICES DEPARTMENT

Nonprofit Agency Funding: \$ 49,600

Provides the second year of funding for nonprofit agencies as identified by Council at the CDBG hearing on May 2, 2017.

FISCAL YEAR 2018-19

Proposed **Limited-Period Expenditures**

(Continued)

Safety Training Study Implementation (rebudget): \$ 25,000

Rebudgets a portion of funding to implement components recommended from a Citywide Safety Training Study.

Purchase Card Transaction Review (rebudget): \$ 20,000

Rebudgets funding for an outside consultant to review departments' compliance with purchasing card policies.

N.O.I.S.E Membership: \$ 1,600

Provides funding for membership to N.O.I.S.E, a nationwide community-based association composed of local elected officials committed to reducing the impact of aviation noise in local communities.

Finance and Administrative Services Department Total

\$ 96,200

COMMUNITY DEVELOPMENT DEPARTMENT

Soft-Story Building Study (rebudget): \$ 175,000

Rebudgets funding for a study on soft-story buildings in the City and to propose potential programs and incentives that could be adopted to retrofit these structures. The total funding of \$268,000 is allocated between the General Non-Operating and Development Services Funds.

Environmental Sustainability Action Plan (rebudget): \$ 100,000

Rebudgets funding approved by Council on September 13, 2016 for the Environmental Sustainability Action Plan.

Analyst I/II - Environmental Sustainability Position (0.50): \$ 94,000

Provides funding for a half-time Analyst I/II position to support the implementation of the City's Climate Protection Roadmap (CPR), the Municipal Operations Climate Action Plan (MOCAP), Environmental Sustainability Action Plan 3 (ESAP-3), as well as provide assistance with ongoing projects and grant opportunities. The additional resources will help to implement the work of the Environmental Sustainability Program.

Environmental Sustainability Fellow: \$ 50,000

Provides funding for hourly wages for a Fellow to support the implementation of the City's Climate Protection Roadmap (CPR), the Municipal Operations Climate Action Plan (MOCAP), Environmental Sustainability Action Plan 3 (ESAP-3), as well as provide assistance with ongoing projects and grant opportunities. The additional resources will help to implement the work of the Environmental Sustainability Program.

FISCAL YEAR 2018-19

Proposed **Limited-Period Expenditures**

(Continued)

Short-Term Residential Rental Regulations (rebudget): \$50,000

Rebudgets funding to be used to finalize recommendations on short-term residential rental regulations and possible implementation/compliance costs.

El Camino Real Light Pole Banners (rebudget): \$ 40,000

Rebudgets funding to create and install new City banners on El Camino Real. The banners will create a consistent look that will identify the City's boundaries and promote the City.

2017 Community Greenhouse Gas (GHG) Inventory: \$ 30,000

Provides funding for consultant services to conduct the community-wide GHG emissions inventory (based on 2017 data). The results will allow the City to evaluate the progress against its stated GHG emission reduction goals.

Downtown Economic Vitality Program: \$ 30,000

Provides funding for the Downtown Economic Vitality Program as directed by City Council on February 27, 2018. The goal of the program is to support existing businesses and attract new retailers. The downtown retail assessment (\$20,000) will provide strategic guidance on attracting new retailers. In addition, the downtown branding campaign (\$10,000) will provide an opportunity to create new marketing and promotional materials.

Sustainability Outreach and Engagement Program (rebudget balance): \$ 25,100

Rebudgets the balance to expand the implementation of the Sustainability Outreach and Engagement Program. These resources will fund a community-wide "green challenge" program and continue to provide outreach for the Silicon Valley Clean Energy (SVCE) program.

Secretary – Economic Development Division Position (0.15): \$ 22,700

Provides funding for a 0.15 FTE of a Secretary position to support the Economic Development division (the other 0.35 FTE is funded from the Downtown Benefit Assessment District Fund and the Shoreline Community Fund). For Fiscal Year 2017-18, a full-time Secretary position is shared by the Neighborhood Preservation and Economic Development divisions and for Fiscal Year 2018-19 the full-time position be reallocated entirely to the Neighborhood Preservation Division.

Technology Showcase: \$ 20,000

Provides continued funding for consultant services and event operations for the fourth Technology Showcase. The Technology Showcase is becoming a premier Silicon Valley event for local technology products and service demonstrations drawing over 1,500 attendees.

FISCAL YEAR 2018-19

Proposed **Limited-Period Expenditures**

(Continued)

Explore Solar Hot Water Heaters (rebudget): \$ 20,000

Rebudgets funding for consultant services to explore the installation of solar hot water heaters on City properties).

Parking Coordinator Consultant (rebudget): \$ 20,000

Rebudgets funding for a Parking Coordinator Consultant to help manage a number of Citywide parking initiatives. The total funding of \$70,000 is allocated between the General Non-Operating and Downtown Benefit Assessment Districts Funds.

Visual Arts Committee: \$ 18,900 (\$7,900 rebudget balance)

Provides \$11,000 new funding and rebudgets the balance for two Visual Arts Committee Work Plan items. The funding will be used to continue the Public Arts Strategy and the Sidewalk Studios Pilot Program.

Housing Element Update (rebudget balance): \$ 16,300

Rebudgets the balance available to implement action items required by the mandated Housing Element adopted October 2014.

Establish the Environmental Sustainability Task Force-2 (rebudget balance): \$10,000

Rebudgets the balance for funding to establish the Environmental Sustainability Task Force-2 to provide volunteer resources to support sustainability initiatives.

Community Development Department Total

\$ 722,000

PUBLIC WORKS DEPARTMENT

Associate Civil Engineer – Land Development Section Position: \$ 191,200

Provides continuation funding for an Associate Civil Engineer position. This position will support the increased workload in the Land Development Section due to the high levels of development activity and higher complexity of projects.

Contract Services – Utility Locating: \$ 95,000

Provides funding for contract services to provide utilities locating services. Due to the significant number of planned commercial and residential projects throughout the City, staff will be unable to provide timely services with current staffing.

Associate Civil Engineer – Traffic Section Position (0.45): \$ 86,000

Provides continuation funding for an Associate Civil Engineer position (the other 0.55 FTE is funded from the Development Services and Shoreline Community Funds) in the Traffic Section to assist with the heavy workload.

FISCAL YEAR 2018-19

Proposed **Limited-Period Expenditures**

(Continued)

Manager's Mobility Partnership (MMP) Regional Bike Route: \$ 75,000

Provides funding to develop a multi-city implementation plan that is focused on developing a consistent, legible bikeway across multiple jurisdictions. On January 31, 2017, City Council adopted a resolution to support the MMP effort to kick-off a multi-city visioning process to create a north-south bicycle route, from Redwood City to Mountain View.

Hourly Staff to Support the Traffic Section: \$ 60,000

Provides continuation funding for hourly staff to support the Traffic Section. The increase in workload is mainly attributable to the high level of development activity.

Hourly Staff to Support the Capital Projects Section: \$ 60,000

Provides continuation funding for hourly staff to support the Capital Projects Section. The increase in workload is mainly attributable to the large number of capital projects.

Program for Sidewalk Ramping and Grinding: \$ 50,000

Provides continuation funding to hire two hourly seasonal workers to perform sidewalk ramping and grinding operations. Since the start of this program in November 2016, the crew has grounded an additional 1,420 locations.

Residential Parking Permit Program (rebudget balance): \$ 50,000

Rebudgets a portion of the funding approved by City Council on October 4, 2016 for implementation costs of the Residential Parking Permit Program.

Safe Routes to Schools (SRTS) Education Program: \$ 46,000

Provides funding for the operations of a SRTS Education Program which promotes students walking/biking to school. The City has previously provided matching funds for this program though Federal grants were awarded to the City. Those funds will be expended in Fiscal Year 2017-18. The ongoing funding for this program will come from Measure B; this funding is for a temporary gap while the Measure B funding is in escrow until a court case is resolved.

Bay Area Bike Share Program (rebudget balance): \$ 35,000

Rebudgets a portion of the funding approved by City Council on May 24, 2016 to participate in the Bay Area Bike Share Program and for costs related to implementation and evaluation.

Associate Civil Engineer—Capital Projects Section Position: \$ 19,100 (\$191,200 offset by charges to CIPs)

Provides continuation funding for an Associate Civil Engineer position. The position will support the heavy workload in the Capital Improvement Program. The increase

FISCAL YEAR 2018-19

Proposed **Limited-Period Expenditures**

(Continued)

in workload is related to new projects generated from high levels of development activity and the Council's focus on pedestrian and bicycle transportation.

Public Works Inspector I/II Overhire–Construction Section Position: \$ 18,800
(\$188,000 offset by charges to CIPs)

Provides funding for a Public Works Inspector I/II Overhire position. The position will support the high level of private development related construction activity in North Bayshore. This position will also support succession planning.

Friends of Stevens Creek Trail Fish Passage: \$ 9,900

Provides funding, per Council direction on March 20, 2018, for a portion of the local matching funds required for the Friends of Stevens Creek Trail's grant application to the Santa Clara Valley Water District for fish passage improvements on Stevens Creek at Deep Cliff Golf Course.

Public Works Department Total **\$ 796,000**

COMMUNITY SERVICES DEPARTMENT

Performing Arts Supervisor Position (0.50): \$ 92,300

Provides continuation funding for a half-time Performing Arts Supervisor position to add to an existing half-time position. The additional resources help to maximize ticket sales and revenue at the Center for the Performing Arts.

New Community Center – Pilot Program for Day Porter Services: \$ 42,800

Provides funding for additional janitorial services, room setup/teardown, and support for special events at Recreation facilities. These resources will provide a day porter when the new Community Center opens.

Pilot Power Washing of Downtown Sidewalks: \$ 31,100

Provides funding for the Downtown Economic Vitality Program as directed by City Council on February 27, 2018. This pilot program will allow for additional power washing of the downtown sidewalks.

Thursday Night Live Special Events: \$ 16,200 (offset by \$10,000 in sponsorships)

Provides funding to increase the Thursday Nights Live special events to six consecutive Thursday nights over the summer. The additional events will start in the Sumer of 2019.

Community Services Department Total **\$ 182,400**

FISCAL YEAR 2018-19

Proposed **Limited-Period Expenditures**

(Continued)

LIBRARY SERVICES DEPARTMENT

Water Bottle Filling Stations (2): \$ 6,000

Provides funding for the purchase and installation of two water bottle filling stations.

Library Logo (rebudget): \$ 5,000

Rebudgets funding for consultant services to develop a new library logo that is easily recognizable and quickly communicates the Library's value to the community.

Library Services Department Total

\$ 11,000

FIRE DEPARTMENT

Firefighter Recruit Academy: \$ 450,000

Provides funding for Firefighter recruits to attend the Firefighter Academy for three months and for approximately one month transition-to-shift schedules. The level of recruitments will continue to be high due to the number of current and expected vacancies.

Special Operations Program (rebudget balance): \$ 306,700

Rebudgets the balance of funding for the formalization of a Special Operations Program. The funding will provide training and equipment for Technical Rescue and Tactical Medic Programs over a three-year period.

Entry-Level Recruitment Program: \$ 30,000

Provides funding to establish a recruitment program. The funding will cover the personnel cost of attending career day and recruitment fairs in an effort to attract diversity and market the Mountain View Fire Department (MVFD) to entry-level candidates.

Consolidated Dispatch Consultant (rebudget): \$ 20,000

Rebudgets funding for a regional consolidation of dispatch services feasibility study or implementation actions. Several fire departments within Santa Clara County have identified regional fire dispatch as an area of opportunity for regional collaboration to increase efficiencies and lessen the strains on our Dispatch Center.

City's Antique Fire Apparatus: \$ 10,000

Provides continued funding to support the maintenance and restoration of the City's Antique Fire Apparatus and other historical MVFD memorabilia.

Fire Department Total

\$ 816,700

FISCAL YEAR 2018-19

Proposed **Limited-Period Expenditures**

(Continued)

POLICE DEPARTMENT

Two Public Safety Dispatcher Overhire Positions: \$ 386,200

Provides new and continued funding for two Public Safety Dispatcher Overhire positions. These positions are requested due to anticipated vacancies and the lengthy selection and training process.

Police Officer Position (two-year) – Community Outreach: \$ 259,800

Provides funding for the second year of a two-year Police Officer over-hire position. This position focuses on improving the effectiveness of the Police Department's handling of community concerns and issues related to vulnerable populations, to include homeless and the mentally ill. In addition, the officer would coordinate and expand the Department's Crisis Intervention Training (CIT) efforts.

Communications Training Supervisor Position: \$ 211,200

Provides continuation funding for a Communications Training Supervisor position. The position will work in conjunction with the Communications Operations Supervisor to plan, coordinate, implement, and direct all training programs for Emergency Communications staff.

Two Police Officer Trainee Positions: \$ 164,000

Provides continued funding for two Police Officer Trainee positions at 50 percent funding. Police Officer Trainees provide flexibility for current and anticipated vacancies. There are multiple vacant Police Officer positions and additional vacancies anticipated in the next 12 months

Community Services Officer (CSO) Position (0.50): \$ 90,100

Provides funding for a half-time CSO position. The position will provide additional deployable hours to improve patrol team coverage due to a re-assignment of a CSO and will also support succession planning efforts. Includes \$6,000 for equipment and uniform costs.

State-Allocated Assembly Bill 109 (AB109) Funds (rebudget): \$ 80,300

Rebudgets funding received as part of the Public Safety Realignment Act. The department intends to use these funds for technology projects.

Public Safety Network Design (rebudget): \$ 60,000

Rebudgets funding for third-party consulting and technical services related to public safety computer network design, implementation of all-IP 9-1-1 and radio networks, and industry expertise with respect to Federal information security policies and standards compliance.

FISCAL YEAR 2018-19

Proposed **Limited-Period Expenditures**

(Continued)

Residential Parking Permit Program (rebudget): \$ 25,000

Rebudgets a portion of the funding approved by Council on October 4, 2016 for implementation costs associated with a Residential Parking Permit Program.

Police Department Total **\$ 1,276,600**

Total General Fund Limited-Period Expenditures **\$ 5,446,800**
(New \$4,134,400; Rebudget \$1,312,400)

Rebudgets are italicized and are Fiscal Year 2017-18 non-operating appropriations that are unspent and recommended to be carried over to Fiscal Year 2018-19.

FISCAL YEAR 2018-19

Proposed **Limited-Period Expenditures**

(Continued)

Other Funds

NON-DEPARTMENT

Child-Care Commitment Reserve

Low-Income Child-Care Subsidies: \$ 100,000

Provides funding from the revenue generated by the provider for low-income Child-Care Center enrollment subsidies through the contract term.

Public Benefit Fund

Homelessness Initiatives (rebudget balance): \$ 21,600

Rebudgets the balance of funding approved by Council on March 7, 2017 for various Homelessness Initiatives.

General Housing Fund

Boomerang Funds (rebudget balance): \$ 28,400

Rebudgets the balance of Boomerang funds for affordable housing.

Successor Agency Fund

Housing and Services for Low-Income Residents (rebudget): \$ 250,000

Rebudgets the funding approved by Council on March 7, 2017 for Housing and Services for Low-Income and Homeless Residents.

Non-Department Total

\$ 400,000

FINANCE AND ADMINISTRATIVE SERVICES DEPARTMENT

Development Services Fund

Cost of Service Study (rebudget): \$ 40,000

Rebudgets funding for contractual services to conduct a cost of services study for the Development Services Fund. Fees have not been reviewed since the consolidation of all development services into the Development Services Fund in Fiscal Year 2014-15. This project has been postponed due to other Council-directed priorities.

Finance and Administrative Services Department Total

\$ 40,000

COMMUNITY DEVELOPMENT DEPARTMENT

Development Services Fund

East Whisman Precise Plan & Environmental Impact Report (EIR): \$ 270,000

Provides additional funding to analyze additional freeway segments and intersections. The Congestion Management Program requires level of service (LOS) analysis of segments and intersections where the number of new trips is above a certain threshold. The number of these facilities that need analysis is about twice as high as previously expected.

FISCAL YEAR 2018-19

Proposed **Limited-Period Expenditures**

(Continued)

Associate Planner Position: \$ 183,800

Provides continuation funding for an Associate Planner position to support the continued high level of development activity and provide additional support at the Development Services Counter.

SB 743– Transit-Oriented Infill Projects: \$ 100,000 (*rebudget \$50,000*)

Provides \$50,000 new funding and rebudget of \$50,000 for consultant services to assist the City with developing thresholds of significance related to the implementation of California Environmental Quality Act (CEQA)'s new vehicle miles travelled (VMT) standards. SB 743 requires CEQA analysis of transportation impacts to move from LOS to VMT standards.

Soft-Story Building Study: \$ 93,000 (*rebudget \$87,500*)

Provides \$5,500 new funding and rebudget of \$87,500 for the allocation to the Development Services Fund as mentioned in the General Fund section above.

Community Benefit Financial Study for Gatekeeper Applications (*rebudget*): \$40,000

Rebudgets a portion of funding to be used to conduct a Community Benefit Financial Study for Gatekeeper Applications.

Certified Access Specialist (CAsp) Training (*rebudget balance*): \$ 15,100

Rebudgets the balance of funding previously received for CAsp Training per Assembly Bill (AB) 1379. The City collects four dollars for every business license issued and retains 90 percent of the funds. The City is required to use the funds on CAsp training and certification to facilitate compliance with construction-related accessibility requirements. There is an additional \$28,000 in ongoing funding associated with this request.

Precise Plan Noticings: \$ 12,000

Provides continued funding for noticing the East Whisman Precise Plan and other planning projects. The notices are mailed to the Precise Plan areas to notify residents of Study Sessions, Public Hearings, and neighborhood meetings.

Below Market Rate (BMR) Housing Fund

Employee Homebuyers Program Loans (*rebudget*): \$ 1,000,000

Rebudgets funding for the Employee Homebuyers Program approved by Council during Fiscal Year 2008-09. This funding will only be available to employees that meet the median household income requirement. Staff is examining this program to explore ways to increase effectiveness.

Marketing and Request for Proposals (RFP) Process for Lot 12 (*rebudget*): \$150,000

Rebudgets funding to begin marketing and a RFP process for Lot 12.

FISCAL YEAR 2018-19

Proposed **Limited-Period Expenditures**

(Continued)

Fair Housing Assessment (rebudget): \$ 60,000

Rebudgets funding for Fair Housing Assessment as required by HUD as a condition of CDBG and HOME funding.

Homeless Census Count: \$ 10,000

Provides funding for a countywide homeless census count. Every other year, the City contributes funds towards the homeless census count performed by the County.

Housing Impact Fund

Shorebreeze Apartments Project: \$ 7,441,000 (\$7,320,000 rebudget)

Provides \$121,000 new funding and rebudgets the funding approved by Council on January 30, 2018 for Affordable Housing Expansion at 460 North Shoreline Boulevard.

Downtown Benefit Assessments Districts Fund

Downtown Parking Long-Term Solutions (rebudget): \$200,000

Rebudgets funding to be used to develop the Downtown Parking Long-Term Solution – Shared and Paid Parking Study.

Paid Parking Program (rebudget): \$ 75,000

Rebudgets funding to begin a study on paid parking per City Council direction on October 18, 2016 and to evaluate other alternatives to increase available parking in the downtown.

Parking Coordinator Consultant (rebudget): \$ 50,000

Rebudgets funding for consultation services on parking programs and policies associated with the Parking District. The consultant will assist with designing and implementing programs that increase parking availability and convenience by managing the different parking user groups more efficiently. In addition, consultant support is needed for the possible expansion of the Parking District and changes to the Parking in-lieu Fee.

Secretary – Economic Development Division Position (0.25): \$ 37,900

Provides funding for the allocation to the Downtown Benefit Assessment District Fund for the new half-time position as mentioned in the GOF section above.

Shoreline Community Fund

Precise Plan Implementation - District Utilities Feasibility Study (rebudget balance): \$46,500

Rebudgets the balance to conduct a study involving cost/benefit analysis for a district-scale utility system. This item is part of the North Bayshore Precise Plan Implementation.

Secretary – Economic Development Division Position (0.10): \$ 15,100

Provides funding for the allocation to the Shoreline Community Fund for the new half-time position as mentioned in the GOF section above.

FISCAL YEAR 2018-19

Proposed **Limited-Period Expenditures**

(Continued)

North Bayshore—Residential Transportation Demand Management (TDM) Guidelines (rebudget balance): \$12,600

Rebudgets the balance of funding to develop the North Bayshore – Residential TDM Guidelines.

Community Development Department Total **\$ 9,812,000**

PUBLIC WORKS DEPARTMENT

Development Services Fund

Consultants to Support Land Development Section: \$ 450,000

Provides continuation funding for consultants to support the Land Development Section. Additional resources are necessary to process the additional workload created by the high level of development activity.

Consultants to Support Construction Section: \$ 200,000

Provides continuation funding for consultants to support the Construction Section. Additional resources are necessary to process the additional workload created by the high level of development activity.

Associate Civil Engineer – Construction Section Position: \$ 191,200

Provides continuation funding for an Associate Civil Engineer position. The position will support the increased workload in the Construction Section due to the high level of private development and related excavation permits activity.

Consultants to Support Traffic Engineering Section: \$ 100,000

Provides continuation funding for consultants to support the Traffic Engineering Section. The increase in activity is mainly attributable to the approval of the three Precise Plans. The total funding of \$150,000 is allocated between the Development Services Fund and the Shoreline Community Fund.

Hourly Staff to Support the Land Development Section: \$ 60,000

Provides continuation funding for hourly staff to support the Land Development Section. The increase in workload is mainly attributable to the high level of development activity.

Hourly Staff to Support the Construction Section: \$ 60,000

Provides continuation funding for hourly staff to support the Construction Section. The increase in workload is mainly attributable to the high level of development activity.

Associate Civil Engineer – Traffic Section Position (0.30): \$ 57,400

Provides continuation funding for the allocation to the Development Services Fund for this position as mentioned in the GOF section above.

FISCAL YEAR 2018-19

Proposed **Limited-Period Expenditures**

(Continued)

Associate Civil Engineer – Land Development Section Position (0.20): \$ 38,200

Provides continuation funding for 0.20 FTE of an Associate Civil Engineer position (the other 0.80 FTE is funded from the Shoreline Community, Water, Wastewater, and Solid Waste Funds). This position will support the increased workload in the Land Development Section due to the high level of development activity and higher complexity of projects.

Developer Contribution (rebudget balance): \$ 14,000

Rebudgets the balance of funding received from a developer to work on a project as approved by City Council on April 17, 2018.

Shoreline Community Fund

Consultants to Support Traffic Engineering Section: \$ 50,000

Provides continuation funding for the allocation to the Shoreline Community Fund for consultants to support the Traffic Engineering Section as mentioned in the Development Services Fund section above.

Associate Civil Engineer – Traffic Section Position (0.25): \$ 47,800

Provides continuation funding for the allocation to the Shoreline Community Fund for this position as mentioned in the GOF section above.

Associate Civil Engineer – Land Development Section Position (0.20): \$ 38,200

Provides continuation funding for the allocation to the Shoreline Community Fund for this position as mentioned in the Development Services Fund section above.

Water Fund

Associate Civil Engineer – Engineering and Environmental Compliance Section Position: \$ 191,200

Provides continuation funding for an Associate Civil Engineer position. Additional staff resources are necessary to comply with recycled water regulations.

Contract Services – Recycled Water Program: \$ 50,000

Provides funding for contract services to establish a gray/black water program for the City. A permitting and monitoring strategy will be developed in addition to identifying the appropriate agency to oversee the process. Once this program is established, fees will be created and this will be a cost recovery program.

Associate Civil Engineer – Land Development Section Position (0.20): \$ 38,200

Provides funding for the allocation to the Water Fund for this position as mentioned in the Development Services Fund section above.

FISCAL YEAR 2018-19

Proposed **Limited-Period Expenditures**

(Continued)

Wastewater Fund

Associate Civil Engineer – Land Development Section Position (0.20): \$ 38,200

Provides funding for the allocation to the Wastewater Fund for this position as mentioned in the Development Services Fund section above.

Solid Waste Fund

Administrative Aide – Solid Waste Section Position: \$ 154,500

Provides funding for an Administrative Aide position to assist with increasing responsibilities and workload due to new regulations and a commitment to zero waste. In addition, the next couple of years will be particularly challenging due to the upcoming simultaneous expiration of the hauling (Recology), processing (SMaRT Station) and landfill (Waste Management) agreements.

Associate Civil Engineer – Land Development Section Position (0.20): \$ 38,200

Provides funding for the allocation to the Solid Waste Fund for this position as mentioned in the Development Services Fund section above.

Equipment Maintenance and Replacement Fund

Hourly Staff to Support the Fleet Section: \$ 50,000

Provides funding for hourly staff to continue supporting the Fleet Section. The additional resources will allow for an on-site fabricator and Police fleet liaison. The fabricator performs on-site metal work to create and repair vehicle and equipment components. The Police fleet liaison will assist with the specialized work involved in preparing specifications for and the upfitting of new police vehicles.

Public Works Department Total

\$ 1,867,100

FIRE DEPARTMENT:

Development Services Fund

Strong Motion Instrumentation Program (SMIP) (rebudget balance): \$ 5,700

Rebudgets the balance of funding for SMIP funds to be used for a Community Emergency Response Team (CERT) grant program.

Wastewater Fund

Consultant Services for Web-Based Reporting (rebudget): \$ 20,000

Rebudgets funding to create an electronic reporting system. The State requires all local government agencies to electronically report hazardous materials business plan, inspection, and enforcement information.

Fire Department Total

\$ 25,700

Total Other Funds Limited-Period Expenditures

\$ 12,144,800

FISCAL YEAR 2018-19
Proposed **Capital Outlay**
General Operating Fund

Finance and Administrative Services Department:		\$ <u>70,000</u>
Desk Replacements (26 shared with the Water Fund)	50,000	
City Hall Gym Equipment	20,000	
Community Services Department:		<u>125,500</u>
Outdoor Marquee in the Plaza	41,300	
Banquet Chairs for the Adobe and Senior Center (350)	32,900	
MainStage Lighting Upgrade (Phase I)	21,000	
Tow-Behind Blowers (2)	17,200	
Tables for the Adobe and Senior Center (46)	13,100	
Library Services Department:		<u>15,000</u>
Folding Tables (12) and Chairs (60)	15,000	
Fire Department:		<u>46,000</u>
Upgrade Vehicle #1129 from a Hybrid SUV to ½-ton 4x4 Truck with Crew Cab and Shell (plus \$35,000 in Equipment Replacement Fund)	25,000	
Vetter Air Bag System Replacement for Truck 51	14,700	
Manikin for CPR Simulation Training System	6,300	
Police Department:		<u>251,400</u>
Report Writing Workstations (4)	60,000	
Undercover Vehicle	45,000	
Detective Vehicle	45,000	
SWAT Rifles (12)	43,200	
Vehicle First Aid Bags (75) and Critical Event Bags (6)	32,000	
Automated External Defibrillators (AED) (12)	26,200	
General Operating Fund Total		\$ <u>507,900</u>

FISCAL YEAR 2018-19
Proposed **Capital Outlay**
(Continued)

Other Funds

Finance and Administrative Services Department:

<u>General Non-Operating Fund:</u>	\$ <u>4,000</u>
Front Counter Remodel (rebudget balance)	4,000
<u>Water Fund:</u>	<u>6,100</u>
Front Counter Remodel (rebudget balance)	4,000
Desk Replacements (26 shared with the General Fund)	2,100

Community Development Department:

<u>Development Services Fund:</u>	<u>35,000</u>
Building Inspection Office Remodel (rebudget)	35,000

Public Works Department:

<u>Shoreline Regional Park Community Fund:</u>	<u>12,000</u>
Gas Detectors for Landfill (1 of 3)	12,000
<u>Water Fund:</u>	<u>14,300</u>
Upgrade to Gate Valve Truck (rebudget balance)	14,300
<u>Solid Waste Fund:</u>	<u>24,000</u>
Gas Detectors for Landfill (2 of 3)	24,000
<u>Equipment Maintenance and Replacement Fund:</u>	<u>70,000</u>
Portable Heavy Vehicle Lift System	70,000

Community Services Department:

<u>General Non-Operating Fund:</u>	<u>25,000</u>
Fall Prevention Upgrades to the CPA (rebudget)	25,000
<u>Shoreline Regional Park Community Fund:</u>	<u>57,100</u>
Mid-Size Truck (Ranger Program)	35,000
Caryall Vehicle (Ranger Program)	19,000
Police Radios (Ranger Program) (5)	3,100

FISCAL YEAR 2018-19
Proposed **Capital Outlay**
(Continued)

Library Services Department:

<u>General Non-Operating Fund:</u>	\$ <u>47,700</u>
Chairs for 2 nd floor (rebudget balance)	23,400
Bookmobile Vinyl Wrap (rebudget)	11,400
Technology Upgrade - Community Room (rebudget balance)	9,300
Technology Upgrade - Training Room (rebudget balance)	3,600

Fire Department:

<u>General Non-Operating Fund:</u>	<u>10,800</u>
Lifepak 15 Monitor (rebudget)	10,800
 <u>Shoreline Regional Park Community Fund:</u>	 <u>55,000</u>
Utility Task Vehicle (includes trailer and other equipment)	55,000

Police Department:

<u>General Non-Operating Fund:</u>	<u>88,900</u>
Mobile Responder Software (rebudget balance)	55,600
Interview Room Recording System (rebudget)	25,000
Utility Task Vehicle (rebudget balance)	8,300
 <u>Shoreline Regional Park Community Fund:</u>	 <u>37,000</u>
Utility Task Vehicle	37,000

Total Other Funds \$ 486,900

Total Capital Outlay \$ 994,800

FISCAL YEAR 2018-19

Proposed **Equipment Replacement**

COMPUTERS: \$ 942,200

188 Computer	231,500
29 Switches (Rebudget)	205,400
1 PD Link Server	100,000
12 Server (2 Rebudget)	82,800
5 UPS for Switches (Rebudget)	75,000
23 Printer	50,500
4 Plotter (1 Rebudget)	47,000
1 UPS CH Server Room	35,000
1 Atrium Conference Room AV System	25,000
2 Library Self Check-in Station (Rebudget)	20,000
2 Library Self Check-out Station (Rebudget)	20,000
1 CommVault Backup SAN	20,000
2 Blades for Switches (Rebudget)	12,000
7 Portable Projector (4 Rebudget)	10,500
3 Printer-Performing Arts Tickets	7,500

COMPUTER AIDED DISPATCH/RECORDS MANAGEMENT SYSTEM: 761,200

9 Servers	326,000
28 Mobile Data Computers (Rebudget)	196,000
1 Software (Rebudget)	147,700
55 Data Modems	82,500
2 Firewall (Rebudget)	6,000
1 Router	3,000

COMMUNICATIONS CENTER: 312,200

11 Base (Rebudget)	99,200
7 T-1 Transmitter and Receiver (Rebudget)	50,000
2 Voter/Comparator (Rebudget)	32,000
4 Voting Receiver (Rebudget)	24,000
7 T-1 Router (Rebudget)	22,000
1 Antenna FD St 4 (Rebudget)	20,000
12 Monitor Receiver (Rebudget)	18,000
1 Digital Access and Cross-Connect System (Rebudget)	15,000
1 UPS (Rebudget)	15,000
2 UPS Batteries	14,000
1 Encoder (Rebudget)	3,000

FISCAL YEAR 2018-19

Proposed **Equipment Replacement**

(Continued)

FLEET:		\$ <u>988,500</u>
8 Hybrid SUV		286,000
4 Patrol Vehicle		200,000
2 Forklift		120,000
1 Utility Patch Truck (Rebudget)		100,000
1 3-Ton Truck (Rebudget)		100,000
1 Turf Sweeper (Medium) (Rebudget)		75,000
1 Riding Mower (Medium)		30,000
6 Undesignated Equipment		25,000
1 Trailer (Radar & Signal)		24,500
1 Trailer (Heavy Duty) (Rebudget)		20,000
1 Trailer (Medium) (Rebudget)		8,000
GOLF EQUIPMENT:		<u>213,500</u>
2 Mower - Fairway		128,000
2 Mower - Rotary Rough		58,000
1 Sand Raking Machine		17,000
1 Handicap Access Golf Cart		10,500
TOTAL EQUIPMENT REPLACEMENT		\$ <u>3,217,600</u>



CITY OF MOUNTAIN VIEW

MEMORANDUM

Finance and Administrative Services Department

DATE: June 12, 2018

TO: City Council

FROM: Ann Trinh, Financial Analyst
Helen Ansted, Principal Financial Analyst
Suzanne Niederhofer, Assistant Finance and Administrative Services Director
Patty J. Kong, Finance and Administrative Services Director

VIA: Daniel H. Rich, City Manager

SUBJECT: Fiscal Year 2018-19 Proposed Fee Modifications

INTRODUCTION

As part of the annual budget process, departments review their fees and prepare recommendations to modify current fees, add appropriate new fees, and eliminate any fees that are no longer necessary. If there are services provided that specifically benefit a particular individual/household or segment of the population versus more global services that generally benefit the entire community, a fee may be calculated and recommended to Council to recover all or a portion of the cost of providing the service. The Master Fee Schedule, the complete listing of all City fees, will be updated to reflect Council actions on June 19, 2018, pertaining to fees, and then published for Fiscal Year 2018-19.

BACKGROUND AND ANALYSIS

Each fee recommended to be modified, added, or eliminated is listed on the attached Exhibits A through K which detail the fee amounts currently in effect for Fiscal Year 2017-18 and the Fiscal Year 2018-19 proposed fees, amounts, fee basis, and effective dates. The significant fee modifications are summarized below, and if the fee is not a General Operating Fund revenue source, the applicable fund is identified. The remaining fees on the attached exhibits are recommended with an adjustment by the appropriate factor (Consumer Price Index, Cost-of-Living Adjustment, or Engineering News Record Construction Cost Index (ENR-CCI)) or resulting from a new contract such as the janitorial fee. Some fees are recommended with a multi-year increase as the

annual factor is not sufficient to round to the next highest dollar or staff recommended waiting some period of time to evaluate a fee.

The [Fiscal Year 2017-18 Master Fee Schedule](#), a complete listing of all current City fees, can be found on the City website.

Community Development Department (Exhibit D)

Development Services Fund

Building and Planning Divisions:

As part of the City's sustainability effort, the City Council adopted the Environmental Sustainability Action Plan 3 (ESAP-3), which included incentivizing Zero Net Energy (ZNE) building. Staff recommends Building Plan Check fees be reduced 50 percent and administrative review fees for both Development Review and Planned Community Permits be exempted for ZNE remodels, retrofits, and tenant improvements (TI) where no new building area is proposed, until such time as these actions are required by the California Building Code (CBC) or International Code Council (ICC). In order to eliminate the reduction and waiver of these fees to coincide with the State requirements, it is recommended the City Manager be given the authority to approve any modifications to these exemptions and waivers as necessary based on the CBC or ICC. Both the revenue loss to the Development Services Fund and the Greenhouse Gas reduction resulting from this recommendation are unknown.

Planning Division:

Many of the recommended changes to Planning fees are intended to bring some previously adopted fees more in line with both the division's procedures and the Mountain View City Code (MVCC).

All sidewalk café fees were last increased 3.0 percent effective August 2015. The existing Sidewalk Café Permit is currently assessed for the initial and annual renewal permits. For Fiscal Year 2018-19, the fee is recommended with a name change to Sidewalk Café New License for the initial license at the existing amount of \$769. The annual renewal is recommended with a name change to License Renewal – Annual and as the renewal process is more streamlined than the initial permit process the fee is recommended with a \$564 decrease to \$205. However, if the renewal application is submitted after termination of the existing annual license, the application will be treated as an initial application and the New License fee will be assessed. Many sidewalk café permit holders do not comply with the annual due date, resulting in an increased staff

workload related to follow-up and enforcement. Consistent with the Sidewalk Café Guidelines, the license holders pay an annual rent based on square footage for a sidewalk café on the public sidewalk and an annual rent for a café in a downtown parking space calculated using the cost per square foot for a sidewalk café. These rental fees are recommended with name changes to better reflect the purpose, and the amounts are recommended to increase to \$1,200 per space annually, resulting in a net annual increase of \$18 for annual renewal and rent. A verbal presentation regarding these café fees was provided to the Downtown Committee at the April 2018 meeting. In addition, a letter was sent to all current sidewalk café license holders informing them of the recommended changes.

CC&R Amendment Review is a recommended new fee established to recover the cost of the Planning staff performing this service.

Development Review Permits (DRP)—Three of the DRPs are recommended with a name change to reflect current language in the Zoning Ordinance; one of these, the <2,000 SF Permit, is combined with the Use Changes and Fences Exceptions and reduced to the current lower amount, and one DRP is recommended to be eliminated as this action no longer requires a permit.

Gatekeeper is a new fee recommended at \$3,000 that is required as part of the Gatekeeper process recently approved by the City Council.

As a result of the *Palmer Sixth Street Properties v. City of Los Angeles* case, the City's inclusionary housing ordinance could not be applied to rental development projects. In response to this case, the City adopted a Rental Housing Impact Fee ("RHIF"). Last year, the California Legislature enacted a new State law which reversed the *Palmer* decision. As provided in the resolution adopting the RHIF, the Council reconsidered the RHIF once the State law reversed the *Palmer* decision and chose to apply the inclusionary zoning ordinance to rental developments and rescinded the RHIF. Certain development projects were entitled with a condition of paying the RHIF and the Below-Market-Rate Fee would not apply to these projects because they were approved or deemed complete prior to April 28, 2018. For this reason, it is recommended that the RHIF be restored for those development projects that were approved or deemed complete prior to April 28, 2018 to ensure the project condition can be met and the RHIF is collected. As previously directed by Council, the fee is recommended with an annual CPI adjustment. When all such developments have paid the fee, which is due at occupancy, the fee will be brought back to Council with a recommendation to be eliminated and then removed from the Master Fee Schedule.

Community Services Department (Exhibit E)

General Operating Fund

Recreation:

A new fee is recommended allowing free Recreation Swim for residents, with the approval of the Community Services Director, when the National Weather Service issues a heat advisory and the County of Santa Clara calls for cooling centers to open. This would provide residents an alternative way to stay cool.

Security deposits for facility rentals are recommended to be standardized at two levels (doubled for events with alcohol):

- \$500 (\$1,000 with alcohol) for Social Halls/Multipurpose Room (Adobe Building, Community Center, Senior Center, and Teen Center); and
- \$250 (\$500 with alcohol) for smaller rooms.

Peak rentals are recommended with an extension from the current time of 10:00 p.m. to 11:00 p.m. Renters may end their event at 10:00 p.m. and allow for an hour of cleanup until 11:00 p.m. Staff believes this will encourage more rentals and provides a better schedule for events.

The Adobe Building nonresident rates are recommended to be increased 25.0 percent higher than resident rates. This provides preferential opportunities for residents and nonresident rates in the same relationship as other City facilities.

Staff compared rental rates of other cities with the existing Community Center, Adobe Building, and Senior Center rental rates. Rental rates are recommended for the rooms in the renovated Community Center which will provide greater consistency with other City facilities, is easier to explain to customers, and reflects amenities of the upgraded Community Center. The resident peak-hour rental rates were developed for the Community Center Social Hall, Basement, Breakout Room, and Room Nos. 1 through 4. The following guidelines were developed for calculation of other Community Center rental rates:

- Resident Off Peak – 50.0 percent less than Resident Peak
- Nonresident Peak – 50.0 percent higher than Resident Peak

- Nonresident Off-Peak – 35.0 percent less than Nonresident Peak
- Nonprofit/Community Group Peak – 25.0 percent less than Resident Peak
- Nonprofit/Community Group Off-Peak – \$50/hour Social Hall; \$10/hour for Basement, and Room Nos. 1 and 4

Shoreline Golf Links Fund

Frequent Player fees for single player annual are recommended to increase 2.5 percent to 4.3 percent and the related annual family fees maintain the previous relationship. Loyalty Program fees and all other Green fees are recommended with a \$2 to \$3 per player increase and \$1 per player increase, respectively. Club rentals are recommended with a 50.0 percent increase and a basis change from Fixed to Day. The amount of range balls provided is recommended to increase, along with a \$1 to \$2 price increase.

Fire Department (Exhibit G)

Environmental Safety:

Wastewater Fund

The services provided as part of a Hazardous Materials Facility Closure are currently free for the first hour and assessed at \$105 per hour for subsequent hours. The fee is recommended to be assessed for a minimum of two hours. The activities related to a hazardous materials facility closure take at least two hours and should be paid for by the facility. This is recommended to increase to \$113 per hour for the reasons stated above and to be at the same level as the Plan Check or Plan Review Inspection fee which is performed by the same staff.

The title of one of the On-Demand Mobile Fueling Operation Permits is recommended to include Documentation Review to more clearly indicate the scope of the activity.

The Fire Inspections (Temporary Installation/Events) are recommended to be set with a two-hour minimum.

Library Services Department (Exhibit H)

General Operating Fund

The following fees are recommended to be eliminated:

Training Center Support facility rent as the room is being repurposed as part of the Library remodel. It will now be a second program room to respond to public demand for more adult education programs.

The interlibrary loan service was eliminated two years ago and is no longer needed in addition to Link+.

The laptop/tablet pilot service was eliminated last year.

Public Works Department (Exhibit K)

Utility Services:

Water, Wastewater, and Solid Waste Management Funds

Utility rates are detailed in the attached Exhibit K and include the following recommended adjustments:

- Water – 1.0 percent for the average cost of water and meter rates, 22.0 percent for Recycled Water.
- Wastewater – 8.0 percent.
- Solid Waste Management – 5.0 percent for carts only for the cost of the food scraps program. The program was implemented in Fiscal Year 2017-18, but the rate impact was deferred until Fiscal Year 2018-19.

CONCLUSION

Departments reviewed their fees and recommended the new, modified, or eliminated fees discussed in this memo and detailed in Exhibits A through K. As part of the budget noticing process, the City will comply with all noticing requirements which apply to fees.

AT-HA-SN-PJK/2/FIN

530-06-12-18M-E

- Exhibits:
- A. Fee Schedule – Citywide
 - B. Fee Schedule – City Attorney’s Office
 - C. Fee Schedule – City Clerk’s Office
 - D. Fee Schedule – Community Development Department
 - E. Fee Schedule – Community Services Department
 - F. Fee Schedule – Finance and Administrative Services Department
 - G. Fee Schedule – Fire Department
 - H. Fee Schedule – Library Services Department
 - I. Fee Schedule – Police Department
 - J. Fee Schedule – Public Works Department
 - K. Fee Schedule – Utility Services

FEE SCHEDULE – CITYWIDE

Exhibit A

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2017-18 Adopted	Fiscal Year 2018-19 Proposed	Fee Basis	Effective Date
	38.3.g; CP H-5	Building Attendant (as required for utilization of City facilities)	\$20.00	\$22.00	Hour	7/1/18
	38.101; CP H-5	Janitorial: Adobe Building, City Hall, Community Center, Library, Rengstorff House, Senior Center, Teen Center	\$31.58	\$32.84	Hour	7/1/18

FEE SCHEDULE – CITY ATTORNEY’S OFFICE

Exhibit B

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2017-18 Adopted	Fiscal Year 2018-19 Proposed	Fee Basis	Effective Date
		Code Compliance Inspection	\$101.00	\$105.00	Hour (4-hour min.)	7/1/18
		Development Agreement	\$181.00	\$195.00	Hour	7/1/18
		Document Review for CC&Rs, Easements, and Other Documents Related to Permits, Licenses, etc.:				
	36.54.30 36.56.15	Additional Review	\$154.00	\$170.00	Hour	7/1/18
	36.54.30 36.56.15	Mixed Product/Use	\$768.00	\$849.00	Initial 5 Hours	7/1/18
	36.54.30 36.56.15	Uniform Product/Use	\$384.00	\$425.00	Initial 2.5 Hours	7/1/18

FEE SCHEDULE – CITY CLERK’S OFFICE

Exhibit C

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2017-18 Adopted	Fiscal Year 2018-19 Proposed	Fee Basis	Effective Date
	38.101; CP H-5	Facility Reservation/Rental: Council Chambers Nonprofits Off Peak	\$120.00	\$124.00	Hour (1-hour min.)	7/1/18
		Peak	\$120.00	\$124.00	Hour (2-hour min.)	7/1/18
	38.101	Courtyard Lunchroom ¹ Off Peak	N/A	Building Attendant	Hour (1-hour min.)	7/1/18
		Peak	N/A	Building Attendant and Janitorial Service	Hour (2-hour min.)	7/1/18
Family Code 400 <i>et seq.</i>		Marriage Officiant: On-Site	\$50.00	\$66.00	Fixed	7/1/18
		Off-Site	\$192.00	\$199.00	1.5 Hours	7/1/18

1. Recommended new fee.

FEE SCHEDULE – COMMUNITY DEVELOPMENT DEPARTMENT

Exhibit D

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2017-18 Adopted	Fiscal Year 2018-19 Proposed	Fee Basis	Effective Date
		<u>BUILDING SERVICES</u>				
	8.10.12	Digital Imaging/ Microfilm ¹	\$2.00	\$2.00	Sheet	7/1/18
		Guide to Remodeling	\$5.00	Eliminate		7/1/18
Sec 109, 2016 CBC	ESAP-3	Plan Checks (for Zero Net Energy building remodels/retrofits/tenant improvements):				
Sec 109, 2016 CBC	8.10.12	Building Plan Check	65% of permit fee	50% Reduction ²	Plan Check Fee	7/1/18
Sec 109, 2016 CBC	8.10.12	Electrical Plan Check	65% of permit fee	50% Reduction ²	Plan Check Fee	7/1/18
Sec 109, 2016 CBC	8.10.12	Mechanical Plan Check	65% of permit fee	50% Reduction ²	Plan Check Fee	7/1/18
Sec 109, 2016 CBC	8.10.12	Plumbing Plan Check	65% of permit fee	50% Reduction ²	Plan Check Fee	7/1/18
		<u>PARKING</u>				
		Parking In-Lieu:				
	Reso 14763; 18082 Downtown Precise Plan Table II-2	New Construction ³	\$49,963.00	\$51,707.00	Space	7/1/18
		Change of Use ³	\$24,981.00	\$25,853.00	Space	7/1/18
	19.92.1; Reso 17820	Parking Permits: ⁴				
		Downtown Parking Annual ⁵	\$336.00	\$346.00	Space	1/1/19
		Daily ⁵	\$4.00	\$5.00	Day	1/1/19
			\$112.00	\$115.00	25 Daily Permits	1/1/19
		Monthly ⁵	\$56.00	\$58.00	Space	1/1/19
		Quarterly ⁵	\$112.00	\$115.00	Space	1/1/19

FEE SCHEDULE – COMMUNITY DEVELOPMENT DEPARTMENT

Exhibit D

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2017-18 Adopted	Fiscal Year 2018-19 Proposed	Fee Basis	Effective Date
		<u>PLANNING</u>				
		Cafés:				
	36.42.20	Sidewalk Café New License ¹	\$769.00	\$769.00	Fixed Initial	7/1/18
	36.42.20	Renewal-Rent -Annual (downtown parking space) ¹	\$618.00	\$1,200.00	Annual	7/1/18
	36.42.20	Renewal-Rent -Annual (downtown public ROWsidewalk) ¹	\$3.10	\$6.00	Square Foot Annual	7/1/18
	36.42.20	Sidewalk Café Permit License Renewal -Annual ^{1,6}	\$769.00	\$205.00	Fixed Annual	7/1/18
	36.56.15	CC&R Amendment Review ⁷	NA	\$181.00	Fixed	7/1/18
		Conditional Use Permit (CUP):				
	36.56.15	Family Day Child-Care Home Center ¹	\$200.00	\$200.00	Fixed	7/1/18
	36.56.15	Modifications	\$1,929.00	Eliminate		7/1/18
		Development Review Permit (DRP):				
	ESAP-3	All Administrative Review permits for Zero Net Energy building remodels/retrofits/tenant improvements ²	Various	Waived		7/1/18
	36.56.15	Modifications, Including Additions <1,000 Sq Ft, Code Compliance Review, Fence Exceptions w/ Neighbor Authorization, and Use Changes and Fences Exceptions & <2,000 Sq Ft (Admin Review) ¹	\$526.00/ \$1,158.00	\$526.00	Fixed	7/1/18
	36.56.15	<2,000 Sq Ft Modifications, Including Additions <1,000 Sq Ft, Design Review (Admin Review) ¹	\$1,158.00	\$1,158.00	Fixed	7/1/18
	36.56.15	>2,000 Sq Ft New Buildings and Modifications, Including Additions >1,000 Sq Ft, and others as identified in MVCC 36.44.65 (b) (ZA Review) ¹	\$2,315.00	\$2,315.00	Fixed	7/1/18
	36.56.15	Structures on New Standard Subdivisions of >/=5 Lots New Buildings and Modifications (CC Review) ¹	\$5,926.00	\$5,926.00	Fixed	7/1/18

FEE SCHEDULE – COMMUNITY DEVELOPMENT DEPARTMENT

Exhibit D

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2017-18 Adopted	Fiscal Year 2018-19 Proposed	Fee Basis	Effective Date
	A36.80.030	New Construction/ Additions on R1 Lots <5,000 Sq Ft or <40' Wide	\$1,088.00	Eliminate		7/1/18
	36.56.15	Gatekeeper ⁷	NA	\$3,000	Fixed	7/1/18
	36.40.55.b Reso 16666	Housing: Housing Impact ⁴ Commercial/Entertainment /Hotel/Retail First 25,000 square feet	\$1.41	\$1.46	Net New Square Foot	8/19/18
		25,000+ square feet	\$2.81	\$2.91	Net New Square Foot	8/19/18
	36.40.55.b Reso 16666, 17938	High-Tech/Industrial/ Office First 10,000 square feet	\$13.14	\$13.60	Net Square Foot	8/19/18
		10,000+ square feet	\$26.27	\$27.19	Net Square Foot	8/19/18
	Reso 17748, 17937	Rental Housing Impact ^{4,8}	\$17.86	\$18.49	Net New Habitable Square Foot	8/19/18
	28.10	Maps: Preliminary Parcel Map ¹	\$1,947.00	\$1,947.00	Fixed	7/1/18
GC 66000	Reso 18029	North Bayshore Development Impact: Hotel ⁹ Transportation	\$2,071.00	\$2,102.00	Per Guest Room	8/19/18
GC 66000	Reso 18029	Water	\$4,068.00	\$4,129.00	Per Guest Room	8/19/18
GC 66000	Reso 18029	Sewer	\$732.00	\$743.00	Per Guest Room	8/19/18
GC 66000	Reso 18029	Office/R&D ⁹ Transportation	\$23.26	\$23.61	Per Square Foot Net New Gross Floor Area	8/19/18

FEE SCHEDULE – COMMUNITY DEVELOPMENT DEPARTMENT

Exhibit D

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2017-18 Adopted	Fiscal Year 2018-19 Proposed	Fee Basis	Effective Date
GC 66000	Reso 18029	Water	\$6.57	\$6.67	Per Square Foot Net New Gross Floor Area	8/19/18
GC 66000	Reso 18029	Sewer	\$1.22	\$1.24	Per Square Foot Net New Gross Floor Area	8/19/18
GC 66000	Reso 18029	Retail ⁹ Transportation	\$2.43	\$2.47	Per Square Foot Net New Gross Floor Area	8/19/18
GC 66000	Reso 18029	Sewer	\$0.82	\$0.83	Per Square Foot Net New Gross Floor Area	8/19/18
	ESAP-3	Planned Community Permit (PCP): All Administrative Review permits for Zero Net Energy building remodels/ retrofits/tenant improvements ²	Various	Waived		7/1/18
	36.56.15	Architectural Minor Modification, Design Review (DRC Admin. Review) ¹	\$2,245.00	\$2,245.00	Fixed	7/1/18
	36.56.15	Minor Modification, Code Compliance Review (Admin. Review) ¹	\$771.00	\$771.00	Fixed	7/1/18
	36.56.15	Major Modification (ZA Review)	\$3,508.00	Eliminate		7/1/18
	36.56.15	New Construction (ZA Review)	\$3,578.00	Eliminate		7/1/18
	36.56.15	Major Modification, New Construction (ZA Review) ⁷	NA	\$3,543.00	Fixed	7/1/18
	36.56.15	Provisional Uses (ZA Review) ¹	\$3,016.00	\$3,016.00	Fixed	7/1/18
	36.56.15	Use Changes (ZA Review)	\$1,474.00	Eliminate		7/1/18
		Planning Hourly Rates:				
	36.56.15	Administrative Aide	\$86.00	\$89.00	Hour	7/1/18
	36.56.15	Associate Planner	\$133.00	\$138.00	Hour	7/1/18
	36.56.15	Clerical	\$81.00	\$84.00	Hour	7/1/18
	36.56.15	Principal Planner	\$181.00	\$188.00	Hour	7/1/18
	36.56.15	Senior Planner	\$138.00	\$144.00	Hour	7/1/18

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2017-18 Adopted	Fiscal Year 2018-19 Proposed	Fee Basis	Effective Date
	CP B-3	Publications: CEQA Guidelines	\$28.00	Eliminate		7/1/18
	CP B-3	Data Book	\$6.00	Eliminate		7/1/18
	36.56.15	Sign Permit: Copy Change Only	\$176.00	Eliminate		7/1/18
	36.56.15	Temporary Use Permit (TUP): Nonprofit Housing Needs, Meals and Similar Programs Operated by Nonprofit Agencies	\$71.00	\$71.00	Fixed	7/1/18
	36.56.15	Planning/Building Review	\$368.00	Eliminate		7/1/18
	36.56.15	Planning/Building/Police/ Fire Review	\$368.00	Eliminate		7/1/18
	36.56.15	Planning/Building/Police/ Fire/Code Enforcement Review	\$368.00	Eliminate		7/1/18
	36.56.15	Transit-Oriented Development (TOD): Minor Modification (DRC Review)	\$999.00	Eliminate		7/1/18
	36.56.15	New Construction (ZA,CC review)	\$7,647.00	\$7,647.00	Fixed	7/1/18
		Housing<2/Acres	\$7,647.00	Eliminate		7/1/18
		Housing>=2 /Acres	\$7,647.00	Eliminate		7/1/18

Note: Bold font indicates recommended language to be added and ~~strikeout~~ indicates recommended language to be deleted.

1. Name change.
2. Staff recommends Building Plan Check fees be reduced 50 percent and administrative review fees for both Development Review and Planned Community Permits be exempted for Zero Net Energy (ZNE) remodels, retrofits, and tenant improvements (TI), where no new building area is proposed, until such time as these actions are required by the California Building Code (CBC) or International Code Council (ICC). In order to eliminate the reduction and waiver of these fees to coincide with updates to the State requirements, it is recommended the City Manager be given the authority to approve any modifications to these exemptions and waivers as necessary based on the CBC or ICC.
3. Previously authorized by City Council to be modified annually by the December 31 Engineering New Record Construction Cost Index (ENR-CCI).
4. Previously authorized by City Council to be modified annually by the prior year Consumer Price Increase as part of the annual budget process.
5. Recommended for Fiscal Year 2018-19 permit cycles beginning on or after January 1, 2019 regardless of payment date.
6. This annual renewal fee will apply if the renewal is submitted prior to termination of the existing annual license. If not, the fee will be in the amount of the new license fee. In addition, failure to maintain a Sidewalk Café license is a violation of the MVCC and subject to Administrative Penalties.
7. Recommended new fee.

8. The Rental Housing Impact Fee (RHIF) was rescinded and removed from the Master Fee Schedule with Resolution 18196. The RHIF is recommended to be restored for those development projects that were approved or deemed complete prior to April 28, 2018, to ensure the project condition can be met and the RHIF is collected. As previously directed by the City Council, the fee is recommended with an annual CPI adjustment. When all such developments have paid the RHIF, which is due at occupancy, it will be brought back to Council with a recommendation to be eliminated and then removed from the Master Fee Schedule. For more information, see the Fiscal Year 2018-19 Proposed Fee Modifications memo.
9. Previously authorized by City Council to be modified annually by the June 30 ENR-CCI as part of the annual budget process.

FEE SCHEDULE – COMMUNITY SERVICES DEPARTMENT

Exhibit E

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2017-18 Adopted	Fiscal Year 2018-19 Proposed	Fee Basis	Effective Date
		<u>CENTER FOR THE PERFORMING ARTS</u>				
		<u>Home Company/ All Nonprofits/ All Commercial Rehearsal Studio¹</u>	\$25.00-\$75.00	\$25.00-\$75.00	Hour	7/1/18
		<u>Meeting (M-F 8 a.m. - 5 p.m.; 1-hour increments, no minimum; no Tech or Front of House Services)</u>				
		Standard	\$25.00-\$75.00	Eliminate		7/1/18
		<u>RECREATION</u>				
	38.8	Recreation Swim Day Pass	NA	Free	Day	7/1/18
		National Weather Service Issues Heat Advisory, Santa Clara County Cooling Centers Open & Discretion of CSD ²				
	38.3.g; CP H-5	Facility Rentals: Adobe Building MV Resident/Business, Nonprofit/Community Group, MV NP Nonpolitical Fundraising Group, and Nonresident				
		Security Deposit (no alcohol) ³	\$560.00	\$500.00	Fixed	7/1/18
		Security Deposit (w/alcohol) ³	\$560.00	\$1,000.00	Fixed	7/1/18
		Nonresident				
		Off Peak	\$121.00	\$151.00	Fixed	7/1/18
		Peak	\$182.00	\$228.00	Fixed	7/1/18
		Peak-8-Hour Special	\$1,212.00	\$1,515.00	Fixed	7/1/18
	38.3.g; CP H-5	Community Center-Lower Social Hall Basement³ MV Resident/Business				
		Off Peak	\$73.00	\$75.00	Hour	7/1/18
		Peak	\$92.00	\$150.00	Hour	7/1/18
		Security Deposit (no alcohol) ³	\$560.00	\$250.00	Fixed	7/1/18
		Security Deposit (w/alcohol) ³	\$560.00	\$500.00	Fixed	7/1/18
		MV NP Nonpolitical Fundraising Group (1 x/year)				
		Security Deposit (no alcohol) ³	\$560.00	\$250.00	Fixed	7/1/18
		Security Deposit (w/alcohol) ³	\$560.00	\$500.00	Fixed	7/1/18
		Nonprofit/Community Group				
		Off Peak	\$5.00	\$10.00	Hour	7/1/18
		Peak	\$50.00	\$113.00	Hour	7/1/18

FEE SCHEDULE – COMMUNITY SERVICES DEPARTMENT

Exhibit E

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2017-18 Adopted	Fiscal Year 2018-19 Proposed	Fee Basis	Effective Date
		Security Deposit-Peak (no alcohol) ³	\$560.00	\$250.00	Fixed	7/1/18
		Security Deposit-Peak (w/alcohol) ³	\$560.00	\$500.00	Fixed	7/1/18
		Nonresident				
		Off Peak	\$152.00	\$171.00	Hour	7/1/18
		Peak	\$152.00	\$225.00	Hour	7/1/18
		Security Deposit (no alcohol) ³	\$560.00	\$250.00	Fixed	7/1/18
		Security Deposit (w/alcohol) ³	\$560.00	\$500.00	Fixed	7/1/18
	38.3.g; CP H-5	Community Center-Breakout Room				
		MV Resident/Business				
		Off Peak ²	NA	\$38.00	Hour	7/1/18
		Peak ²	NA	\$75.00	Hour	7/1/18
		Security Deposit (no alcohol) ²	NA	\$250.00	Fixed	7/1/18
		Security Deposit (w/alcohol) ²	NA	\$500.00	Fixed	7/1/18
		MV NP Nonpolitical				
		Fundraising Group (1 x/year)				
		Security Deposit (no alcohol) ²	NA	\$250.00	Fixed	7/1/18
		Security Deposit (w/alcohol) ²	NA	\$500.00	Fixed	7/1/18
		Nonprofit/Community Group				
		Off Peak ²	NA	\$5.00	Hour	7/1/18
		Peak ²	NA	\$56.00	Hour	7/1/18
		Security Deposit-Peak (no alcohol) ²	NA	\$250.00	Fixed	7/1/18
		Security Deposit-Peak (w/alcohol) ²	NA	\$500.00	Fixed	7/1/18
		Nonresident				
		Off Peak ²	NA	\$85.00	Hour	7/1/18
		Peak ²	NA	\$113.00	Hour	7/1/18
		Security Deposit (no alcohol) ²	NA	\$250.00	Fixed	7/1/18
		Security Deposit (w/alcohol) ²	NA	\$500.00	Fixed	7/1/18
	38.3.g; CP H-5	Community Center-Room 1				
		MV Resident/Business				
		Off Peak ²	NA	\$38.00	Hour	7/1/18
		Peak ²	NA	\$75.00	Hour	7/1/18
		Security Deposit (no alcohol) ²	NA	\$250.00	Fixed	7/1/18
		Security Deposit (w/alcohol) ²	NA	\$500.00	Fixed	7/1/18
		MV NP Nonpolitical				
		Fundraising Group (1 x/year)				
		Security Deposit (no alcohol) ²	NA	\$250.00	Fixed	7/1/18
		Security Deposit (w/alcohol) ²	NA	\$500.00	Fixed	7/1/18
		Nonprofit/Community Group				
		Off Peak ²	NA	\$10.00	Hour	7/1/18
		Peak ²	NA	\$56.00	Hour	7/1/18

FEE SCHEDULE – COMMUNITY SERVICES DEPARTMENT

Exhibit E

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2017-18 Adopted	Fiscal Year 2018-19 Proposed	Fee Basis	Effective Date
		Security Deposit-Peak (no alcohol) ²	NA	\$250.00	Fixed	7/1/18
		Security Deposit-Peak (w/alcohol) ²	NA	\$500.00	Fixed	7/1/18
		Nonresident				
		Off Peak ²	NA	\$85.00	Hour	7/1/18
		Peak ²	NA	\$113.00	Hour	7/1/18
		Security Deposit (no alcohol) ²	NA	\$250.00	Fixed	7/1/18
		Security Deposit (w/alcohol) ²	NA	\$500.00	Fixed	7/1/18
	38.3.g; CP H-5	Community Center-Room 2 & 3 MV Resident/Business				
		Off Peak	\$39.00	\$38.00	Hour	7/1/18
		Peak	\$50.00	\$75.00	Hour	7/1/18
		Security Deposit (no alcohol) ³	\$560.00	\$250.00	Fixed	7/1/18
		Security Deposit (w/alcohol) ³	\$560.00	\$500.00	Fixed	7/1/18
		MV NP Nonpolitical Fundraising Group (1 x/year)				
		Security Deposit (no alcohol) ³	\$560.00	\$250.00	Fixed	7/1/18
		Security Deposit (w/alcohol) ³	\$560.00	\$500.00	Fixed	7/1/18
		Nonprofit/Community Group				
		Peak	\$39.00	\$56.00	Hour	7/1/18
		Security Deposit-Peak (no alcohol) ³	\$560.00	\$250.00	Fixed	7/1/18
		Security Deposit-Peak (w/alcohol) ³	\$560.00	\$500.00	Fixed	7/1/18
		Nonresident				
		Off Peak	\$187.00	\$85.00	Hour	7/1/18
		Peak	\$203.00	\$113.00	Hour	7/1/18
		Security Deposit (no alcohol) ³	\$560.00	\$250.00	Fixed	7/1/18
		Security Deposit (w/alcohol) ³	\$560.00	\$500.00	Fixed	7/1/18
	38.3.g; CP H-5	Community Center-Room 4 MV Resident/Business				
		Off Peak ²	NA	\$75.00	Hour	7/1/18
		Peak ²	NA	\$150.00	Hour	7/1/18
		Security Deposit (no alcohol) ²	NA	\$250.00	Fixed	7/1/18
		Security Deposit (w/alcohol) ²	NA	\$500.00	Fixed	7/1/18
		MV NP Nonpolitical Fundraising Group (1 x/year)				
		Security Deposit (no alcohol) ²	NA	\$250.00	Fixed	7/1/18
		Security Deposit (w/alcohol) ²	NA	\$500.00	Fixed	7/1/18
		Nonprofit/Community Group				
		Off Peak ²	NA	\$10.00	Hour	7/1/18
		Peak ²	NA	\$113.00	Hour	7/1/18
		Security Deposit-Peak (no alcohol) ²	NA	\$250.00	Fixed	7/1/18

FEE SCHEDULE – COMMUNITY SERVICES DEPARTMENT

Exhibit E

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2017-18 Adopted	Fiscal Year 2018-19 Proposed	Fee Basis	Effective Date
		Security Deposit-Peak (w/alcohol) ²	NA	\$500.00	Fixed	7/1/18
		Nonresident Off Peak ²	NA	\$171.00	Hour	7/1/18
		Peak ²	NA	\$225.00	Hour	7/1/18
		Security Deposit (no alcohol) ²	NA	\$250.00	Fixed	7/1/18
		Security Deposit (w/alcohol) ²	NA	\$500.00	Fixed	7/1/18
	38.3.g; CP H-5	Community Center-Auditorium Social Hall ³				
		MV Resident/Business Off Peak	\$117.00	\$125.00	Hour	7/1/18
		Peak	\$124.00	\$250.00	Hour	7/1/18
		Security Deposit (no alcohol) ³	\$560.00	\$500.00	Fixed	7/1/18
		Security Deposit (w/alcohol) ³	\$560.00	\$1,000.00	Fixed	7/1/18
		MV NP Nonpolitical Fundraising Group (1 x/year)				
		Security Deposit (no alcohol) ³	\$560.00	\$500.00	Fixed	7/1/18
		Security Deposit (w/alcohol) ³	\$560.00	\$1,000.00	Fixed	7/1/18
		Nonprofit/Community Group Off Peak	\$5.00	\$50.00	Hour	7/1/18
		Peak	\$71.00	\$188.00	Hour	7/1/18
		Security Deposit-Peak (no alcohol) ³	\$560.00	\$500.00	Fixed	7/1/18
		Security Deposit-Peak (w/alcohol) ³	\$560.00	\$1,000.00	Fixed	7/1/18
		Nonresident Off Peak	\$187.00	\$244.00	Fixed	7/1/18
		Peak	\$203.00	\$375.00	Fixed	7/1/18
		Security Deposit (no alcohol) ³	\$560.00	\$500.00	Fixed	7/1/18
		Security Deposit (w/alcohol) ³	\$560.00	\$1,000.00	Fixed	7/1/18
	38.3.g; CP H-5	Senior Center-Game Room, Social Hall/ All Renters				
		Security Deposit (no alcohol) ³	\$896.00- \$1,344.00	\$500.00	Fixed	7/1/18
		Security Deposit (w/alcohol) ³	\$896.00- \$1,344.00	\$1,000.00	Fixed	7/1/18
	38.3.g; CP H-5	Senior Center-All Other Rooms/ All Renters				
		Security Deposit (no alcohol) ³	\$336.00- \$896.00	\$250.00	Fixed	7/1/18
		Security Deposit (w/alcohol) ³	\$336.00- \$896.00	\$500.00	Fixed	7/1/18
	38.3.g; CP H-5	Teen Center-Multipurpose Room All Renters				

FEE SCHEDULE – COMMUNITY SERVICES DEPARTMENT

Exhibit E

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2017-18 Adopted	Fiscal Year 2018-19 Proposed	Fee Basis	Effective Date
		Security Deposit (no alcohol) ³	\$560.00	\$500.00	Fixed	7/1/18
		Security Deposit (w/alcohol) ³	\$560.00	\$1,000.00	Fixed	7/1/18
		<u>SHORELINE GOLF LINKS</u>				
		Frequent Player:				
38.8		Junior (≤17) (Annual)	\$390.00	\$400.00	Fixed	7/1/18
38.8		Regular Play (Annual)	\$2,635.00	\$2,700.00	Fixed	7/1/18
38.8		Regular Play (Annual Family)	\$3,960.00	\$4,000.00	Fixed	7/1/18
38.8		Regular (M-Th/ Annual)	\$1,725.00	\$1,800.00	Fixed	7/1/18
38.8		Regular (M-Th/ Annual Family)	\$2,255.00	\$2,350.00	Fixed	7/1/18
38.8		Senior (M-Th/ Annual)	\$1,325.00	\$1,375.00	Fixed	7/1/18
38.8		Senior (M-Th/ Annual Family)	\$1,915.00	\$1,975.00	Fixed	7/1/18
38.8		Twilight (Annual)	\$1,045.00	\$1,075.00	Fixed	7/1/18
38.8		Twilight (Annual Family)	\$1,725.00	\$1,775.00	Fixed	7/1/18
		Green Fees (18 holes):				
		Super Twilight				
38.11		Regular	Up to \$20.00	Up to \$21.00	Fixed	7/1/18
38.11		Resident	Up to \$13.00	Up to \$14.00	Fixed	7/1/18
		Weekday M-F:				
38.11		Afternoon (March-October, 2 hours prior to twilight)	Up to \$28.00	Up to \$29.00	Fixed	7/1/18
38.11		Junior (≤17)	Up to \$17.00	Up to \$18.00	Fixed	7/1/18
38.11		Regular	Up to \$41.00	Up to \$42.00	Fixed	7/1/18
38.11		Resident	Up to \$34.00	Up to \$35.00	Fixed	7/1/18
38.11		Senior (≥60)	Up to \$31.00	Up to \$32.00	Fixed	7/1/18
38.11		Senior Resident (≥60)	Up to \$24.00	Up to \$25.00	Fixed	7/1/18
38.11		Twilight (Back 9 Regular)	Up to \$28.00	Up to \$29.00	Fixed	7/1/18
38.11		Twilight (Back 9 Resident)	Up to \$21.00	Up to \$22.00	Fixed	7/1/18
38.11		All Others	Up to \$35.00	Up to \$36.00	Fixed	7/1/18
		Weekends/Holidays:				
38.11		Junior (≤17)	Up to \$17.00	Up to \$18.00	Fixed	7/1/18
38.11		Regular	Up to \$57.00	Up to \$58.00	Fixed	7/1/18
38.11		Resident	Up to \$50.00	Up to \$51.00	Fixed	7/1/18
38.11		Twilight (Back 9 Regular)	Up to \$31.00	Up to \$32.00	Fixed	7/1/18
38.11		Twilight (Back 9 Resident)	Up to \$24.00	Up to \$25.00	Fixed	7/1/18
		Loyalty Program:				
		Super Twilight				
38.8		Regular ²	NA	\$17.00	Fixed	7/1/18
38.8		Resident ²	NA	\$10.00	Fixed	7/1/18
		Weekday Green Fees				
38.8		Regular	\$35.00	\$38.00	Fixed	7/1/18

FEE SCHEDULE – COMMUNITY SERVICES DEPARTMENT

Exhibit E

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2017-18 Adopted	Fiscal Year 2018-19 Proposed	Fee Basis	Effective Date
	38.8	Resident ²	NA	\$31.00	Fixed	7/1/18
	38.8	Senior (≥60)	\$25.00	\$28.00	Fixed	7/1/18
	38.8	Senior Resident (≥60) ²	NA	\$21.00	Fixed	7/1/18
	38.8	Twilight (Back 9 Regular) ³	\$23.00	\$25.00	Fixed	7/1/18
	38.8	Twilight (Back 9 Resident) ²	NA	\$18.00	Fixed	7/1/18
		Weekend Green Fees				
	38.8	Regular	\$51.00	\$54.00	Fixed	7/1/18
	38.8	Resident ²	NA	\$47.00	Fixed	7/1/18
	38.8	Twilight (Back 9 Regular) ³	\$26.00	\$28.00	Fixed	7/1/18
	38.8	Twilight (Back 9 Resident) ²	NA	\$21.00	Fixed	7/1/18
		Rentals:				
		Clubs				
	38.8	Top-of-Line ⁴	\$30.00	\$45.00	Fixed Day	7/1/18
	38.8	Pro-Line ⁴	\$20.00	\$30.00	Fixed Day	7/1/18
		Range Balls:				
	38.8	Jumbo Bucket	\$13.00	\$15.00	Fixed/Player	7/1/18
	38.8	Large Bucket	\$10.00	\$12.00	Fixed/Player	7/1/18
	38.8	Medium Bucket	\$7.00	\$8.00	Fixed/Player	7/1/18
	38.8	Small Bucket & Practice Area Tube	\$4.00	\$5.00	Fixed/Player	7/1/18

Note: Bold font indicates recommended language to be added and ~~strikeout~~ indicates recommended language to be deleted.

1. Minimum four hours required for use of any café, dressing or green rooms, lobby, ~~rehearsal studio~~ scene shop, or storage.
2. Recommended new fee.
3. Name change.
4. Fee basis change.

State Code § (if any)	MVCC§§ /CP/ Other	Title of Fee	Fiscal Year 2017-18 Adopted	Fiscal Year 2018-19 Proposed	Fee Basis	Effective Date
GC 6253.9(b)	CP B-3	Business License Report: Electronic	\$17.00	\$18.00	Fixed	7/1/18
GC 6253.9(b)		Hard Copy	\$17.00	\$18.00	Fixed	7/1/18
	15.31.b.4	Vendor Permits: Merchant Vendor ¹ (downtown)	\$767.00	\$790.00	Annual (rolling)	1/1/19
	15.17.b	Mobile Vendor ¹	\$122.00	\$126.00	Annual (calendar)	1/1/19

1. For Fiscal Year 2018-19 permit cycles with an effective date beginning on or after January 1, 2019 regardless of the payment date.

FEE SCHEDULE – FIRE DEPARTMENT

Exhibit G

State Code § (if any)	MVCCSS /CP/ Other	Title of Fee	Fiscal Year 2017-18 Adopted	Fiscal Year 2018-19 Proposed	Fee Basis	Effective Date
		<u>ENVIRONMENTAL SAFETY</u>				
	24	Electronic/Computer Entry of Hazardous Materials Management Plan Data	\$95.00	\$99.00	Hour (1-hour min.)	7/1/18
		Fire Safety Facility Inspection:				
	24	0-5,000	\$33.00	\$34.00	Square Foot	7/1/18
	24	5,001-25,000	\$194.00	\$201.00	Square Foot	7/1/18
	24	25,001-100,000	\$806.00	\$834.00	Square Foot	7/1/18
	24	100,001-250,000	\$2,256.00	\$2,335.00	Square Foot	7/1/18
	24	250,001-500,000	\$4,835.00	\$5,004.00	Square Foot	7/1/18
	24	500,001+	\$6,446.00	\$6,672.00	Square Foot	7/1/18
		Fire Safety Operational Permits:				
IFC 105	14	Hazardous Materials Permitted Occupancy	\$209.00	\$216.00	Annual	7/1/18
	24	Hazardous Materials: Emergency Response (Hazardous Materials Specialist)	\$107.00 Plus equip- ment costs	\$111.00 Plus equip- ment costs	Hour	7/1/18
	24	Hazardous Materials Facility Closure Review/Inspection ² >1 Hour	\$105.00	\$113.00	Hour (2-hour min.)²	7/1/18
	24	Hazardous Materials Third and Subsequent Reinspection(s)	\$356.00	\$370.00	Hour	7/1/18
	24	Plan Check or Plan Review/Inspection	\$109.00	\$113.00	Hour (2-hour min.)	7/1/18
		Hazardous Materials Permit for the following hazard classes:				
		Miscellaneous Hazardous Materials – Liquids, Solids				
	24	QR1	\$132.00	\$137.00	Annual	7/1/18
	24	QR2	\$161.00	\$167.00	Annual	7/1/18
	24	QR3	\$197.00	\$204.00	Annual	7/1/18
	24	QR4	\$229.00	\$237.00	Annual	7/1/18
	24	QR5	\$262.00	\$271.00	Annual	7/1/18

FEE SCHEDULE – FIRE DEPARTMENT

Exhibit G

State Code § (if any)	MVCC§§ /CP/ Other	Title of Fee	Fiscal Year 2017-18 Adopted	Fiscal Year 2018-19 Proposed	Fee Basis	Effective Date
		Combustible Liquids, Flammable (Liquids, Solids), and Nonflammable (Gas)				
	24	QR1	\$132.00	\$137.00	Annual	7/1/18
	24	QR2	\$197.00	\$204.00	Annual	7/1/18
	24	QR3	\$262.00	\$271.00	Annual	7/1/18
	24	QR4	\$329.00	\$341.00	Annual	7/1/18
	24	QR5	\$393.00	\$407.00	Annual	7/1/18
		Corrosive (Gas, Liquids, Solids), Cryogen, Flammable (Gas), Explosives, Infectious Substances, and Oxidizers (Gas, Liquids, Solids)				
	24	QR1	\$132.00	\$137.00	Annual	7/1/18
	24	QR2	\$262.00	\$271.00	Annual	7/1/18
	24	QR3	\$393.00	\$407.00	Annual	7/1/18
	24	QR4	\$459.00	\$475.00	Annual	7/1/18
	24	QR5	\$524.00	\$542.00	Annual	7/1/18
		Poisonous Materials (Gas, Liquids, Solids), Spontaneous Combustible Materials, Dangerous When Wet Materials (Liquids, Solids), and Organic Peroxides				
	24	QR1	\$132.00	\$137.00	Annual	7/1/18
	24	QR2	\$262.00	\$271.00	Annual	7/1/18
	24	QR3	\$393.00	\$407.00	Annual	7/1/18
	24	QR4	\$524.00	\$542.00	Annual	7/1/18
	24	QR5	\$656.00	\$679.00	Annual	7/1/18
	24	Radioactive QR1-QR5	\$162.00	\$168.00	Annual	7/1/18
	14.10.12	On-Demand Mobile Fueling: Operating Permit Demonstration and Equipment Inspection/ Documentation Review (Initial and/or Change in Conditions) ¹	\$170.00	\$178.00	Hour (2-hour min.)	7/1/18
	14.10.12	Operator Permit	\$170.00	\$182.00	Annual Renewal	7/1/18
	14.10.12	Site Permit Plan Review and Site Inspection (Initial and/or Change in Conditions)	\$170.00	\$178.00	Hour (2-hour min.)	7/1/18
	14.10.12	Site Permit	\$170.00	\$182.00	Annual Renewal	7/1/18

FEE SCHEDULE – FIRE DEPARTMENT

Exhibit G

State Code § (if any)	MVCCSS /CP/ Other	Title of Fee	Fiscal Year 2017-18 Adopted	Fiscal Year 2018-19 Proposed	Fee Basis	Effective Date
		<u>ENVIRONMENTAL SAFETY/FIRE AND BUILDING SAFETY</u>				
IFC Chapter 9	14	Fire Protection/Public Safety System Maintenance: Required to be Tested on a Frequency of < 1 Year (waived if test completed within 30 days)	\$115.00	\$119.00	System	7/1/18
IFC Chapter 9	14	Required to be Tested on a Frequency of ≥ 1 Year and < 5 Years (waived if test completed within 30 days)	\$233.00	\$241.00	System	7/1/18
IFC Chapter 9	14	Required to be Tested on a Frequency of ≥ 5 Years (waived if test completed within 30 days)	\$349.00	\$361.00	System	7/1/18
IFC Chapter 9	14	Deficiencies Failed to be Corrected Within 30 Days	\$178.00	\$184.00	System	7/1/18
		<u>FIRE AND BUILDING SAFETY</u>				
	14	Alarm (Preventable False)	\$148.00	\$153.00	3rd and Subsequent Alarm/180 Days	7/1/18
	14	Extended Consultation/ Preconstruction Conference	\$163.00	\$170.00	Hour	7/1/18

FEE SCHEDULE – FIRE DEPARTMENT

Exhibit G

State Code § (if any)	MVCC§§ /CP/ Other	Title of Fee	Fiscal Year 2017-18 Adopted	Fiscal Year 2018-19 Proposed	Fee Basis	Effective Date
IFC 105	14	Fire Inspections (Temporary Installation/Events) ²	\$171.00	\$178.00	Hour (2-hour min.) ²	7/1/18
	Reso 17968 Reso 17968 Reso 17968 Reso 17968	All Others Carnivals Christmas Tree Lot Fairs Fireworks Display Haunted Houses Live Audiences Production Facility Pumpkin Patch Pyrotechnical Special Effects Special Inspection of Temporary Installation Temporary Membrane Structures, Tents, Canopies				
	14	After Hours or Weekend Duty (only DFM) M-F 5:00 p.m.-6:59 a.m., Sat, Sun, Holidays ¹	\$171.00	\$178.00	Hour (2-hour min.)	7/1/18
IFC 105	14	Fire Safety Operational Permits:				
		Fire Prevention Bureau (Nonhazardous Materials Permitted Occupancy) Reinspections (third and subsequent)	\$175.00	\$182.00	Annual	7/1/18
			\$173.00	\$180.00	Hour	7/1/18

FEE SCHEDULE – FIRE DEPARTMENT

Exhibit G

State Code § (if any)	MVCC§§ /CP/ Other	Title of Fee	Fiscal Year 2017-18 Adopted	Fiscal Year 2018-19 Proposed	Fee Basis	Effective Date
	25.77	Multi-Housing Inspection: Hotels and Motels	\$82.00	\$85.00	Hour (2-hour min.)	7/1/18
	25.77	Serious Violations	\$18.00	\$19.00	Unit	7/1/18
	25.78	Reinspections: Hotels and Motels	\$104.00	\$108.00	Hour (2-hour min.)	7/1/18
	25.79	Multi-Housing	\$104.00	\$108.00	Hour (2-hour min.)	7/1/18
	25.81	Valid Service Request	\$103.00	\$107.00	Hour (2-hour min.)	7/1/18
		<u>SUPPRESSION</u>				
GC 53150, HSC 13009.6		Emergency Response Reimbursement: Battalion Chief	\$123.00	\$128.00	Hour (1/2 hour increments)	7/1/18
GC 53150, HSC 13009.6		Deputy Fire Marshal	\$152.00	\$158.00	Hour (1/2 hour increments)	7/1/18
GC 53150, HSC 13009.6		Engine/Truck	\$268.00	\$279.00	Hour (1/2 hour increments)	7/1/18
GC 53150, HSC 13009.6		Public Safety Social Media/Community Coordinator	\$132.00	\$137.00	Hour (1/2 hour increments)	7/1/18
GC 53150, HSC 13009.6		Rescue Company	\$166.00	\$173.00	Hour (1/2 hour increments)	7/1/18

-
- 1. Name change.
 - 2. Fee basis change.

FEE SCHEDULE – LIBRARY SERVICES DEPARTMENT

Exhibit H

State Code § (if any)	MVCC§ §/CP/ Other	Title of Fee	Fiscal Year 2017-18 Adopted	Fiscal Year 2018-19 Proposed	Fee Basis	Effective Date
	CP H-5	Facility Rental:				
	CP H-5	Training Center Support ¹¹ :				
		</=4 Hours	\$80.00	Eliminate		7/1/18
		Additional Hours	\$20.00	Eliminate		7/1/18
	Library Policy	Interlibrary Loan ² :				
	Library Policy	MV Library Customers	\$25.00	Eliminate		7/1/18
	Library Policy	Libraries Outside California	\$20.00	Eliminate		7/1/18
	Library Policy	Library Fines:				
		Laptop/Tablet Late Fee ³	\$5.00/Hour	Eliminate		7/1/18
			\$25.00/Day	Eliminate		7/1/18

-
1. Training Center Support: This room is being repurposed as part of the Library remodel. It will now be a second program room to respond to public demand for more adult educational programs.
 2. Interlibrary Loan: This service was eliminated two years ago. It is no longer needed in addition to Link+.
 3. Laptop/Tablet Late Fee: This was a pilot service that was eliminated last year.

FEE SCHEDULE – POLICE DEPARTMENT

Exhibit I

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2017-18 Adopted	Fiscal Year 2018-19 Proposed	Fee Basis	Effective Date	
§12053	26.54	Adult Entertainment: Application	\$801.00	\$829.00	Initial	7/1/18	
	26.54	Renewal	\$384.00	\$397.00	Annual	7/1/18	
		Card Rooms:					
	9.14	Dealer Application	\$276.00	\$286.00	Biennial	7/1/18	
	9.14	Dealer Renewal	\$137.00	\$142.00	Biennial	7/1/18	
	9.4	Permit Application	\$1,109.00	\$1,148.00	Initial	7/1/18	
		Citation Sign-Off:					
		Nonresident	\$25.00	\$26.00	Fixed	7/1/18	
		Clearance Letters:					
		Letter	\$19.00	\$20.00	Fixed	7/1/18	
		Name Check	\$9.00	\$10.00	Fixed	7/1/18	
		Concealed Weapon Permit:					
		City of Mountain View	\$25.00	\$26.00	Fixed	7/1/18	
		26.29	Dance Permit (public and private)	\$35.00	\$36.00	Fixed	7/1/18
		6.7	Going Out of Business: Permit	\$68.00	\$70.00	In Business < 2 years	7/1/18
		6.7	Permit	\$32.00	\$33.00	In Business > 2 years	7/1/18
		6.3	Permit Extension	\$32.00	\$33.00	30-Day Extension	7/1/18
		9.53	Hot Tub: Business Permit Application	\$1,539.00	\$1,593.00	Initial	7/1/18
		9.53	Business Renewal	\$770.00	\$797.00	Annual	7/1/18
		9.57	Manager	\$542.00	\$561.00	Initial	7/1/18
	26.29	Live Entertainment: Permit	\$399.00	\$413.00	Initial	7/1/18	
	26.29	Renewal	\$131.00	\$136.00	Annual	7/1/18	
	26.29	Permit (w/dance)	\$399.00	\$413.00	Initial	7/1/18	
	26.29	Renewal (w/dance)	\$131.00	\$136.00	Annual	7/1/18	
BPC §4600 et seq.	9.24	Massage Business: Massage Establishment Permit	\$163.00	\$169.00	Initial	7/1/18	
BPC §4600 et seq.	9.32	Massage Establishment Renewal	\$163.00	\$169.00	Annual	7/1/18	

FEE SCHEDULE – POLICE DEPARTMENT

Exhibit I

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2017-18 Adopted	Fiscal Year 2018-19 Proposed	Fee Basis	Effective Date
	22	Parade Permit	\$200.00	\$207.00	Parade	7/1/18
	26.12-.13	Pool/Billiard Room	\$135.00	\$140.00	Fixed	7/1/18
	Contract	Rotation Tow Service Contract Application	\$180.00	\$186.00	Fixed	7/1/18
	30.2	Taxi: Driver Permit	\$185.00	\$191.00	Initial (Biennial-from approval date)	7/1/18
	30.2	Driver Renewal	\$130.00	\$135.00	Renewal (Biennial-from approval date)	7/1/18
		Vehicle Abatement (AVASA)	\$20.00	\$21.00	Fixed	7/1/18
VEH 22850.5		Vehicle Release: Impound/Storage	\$150.00	\$155.00	Fixed	7/1/18
GC 41612		Vehicle Repossession	\$15.00	\$16.00	Fixed	7/1/18

FEE SCHEDULE – PUBLIC WORKS DEPARTMENT

Exhibit J

State Code § (if any)	MVCC§ §/CP/ Other	Title of Fee	Fiscal Year 2017-18 Adopted	Fiscal Year 2018-19 Proposed	Fee Basis	Effective Date
		Encroachment Permit:				
	27.17	Debris Box	\$125.00	\$130.00	Fixed	7/1/18
	27.17	Nonresidential	\$2,157.00	\$2,243.00	Fixed	7/1/18
	27.17	Residential	\$1,179.00	\$1,226.00	Fixed	7/1/18
	27.17	Temporary	\$927.00	\$964.00	Fixed	7/1/18
		Excavation Permit:				
	27.43	Associated with Inspection Rate	\$233.00 or 15% of construction cost	\$242.00 or 15% of construction cost	Hour (3-hour minimum) or Percentage	7/1/18
	27.43	Full Cost Recovery	\$233.00	\$242.00	Hour	7/1/18
	27.43	Hourly Labor Rate (Research, Plan Check, Inspection)	\$233.00	\$242.00	Hour (2-hour minimum)	7/1/18
66412	28.106	Lot Line Adjustment	\$2,493.00	\$2,593.00	Fixed	7/1/18
		Map Check:				
66451.2.i	28.27(b)	Final Map	\$5,205.00 +\$62.00	\$5,413.00 +\$64.00	Fixed Each Lot	7/1/18 7/1/18
66451.2.i	28.19(b)	Parcel Map	\$3,084.00	\$3,207.00	Fixed	7/1/18
8300, <i>et seq.</i>	27.18	Right-of-Way Vacation	\$1,693.00	\$1,761.00	Fixed	8/19/18
8740.1	28.6.1	Segregation of Assessment Dist.	\$2,474.00 +\$233.00	\$2,573.00 +\$242.00	First 2 Lots Each Add'l Lot	7/1/18 7/1/18
		Sidewalk Permit ¹				
	27.23	Nonresidential	\$355.00 +5% of construction cost	\$367.00 +5% of construction cost	Fixed + Percentage	8/19/18
	27.23	Residential	\$4.09 (\$237.00 minimum)	\$4.23 (\$242.00 minimum)	Linear Foot (or 1-hour minimum)	8/19/18
		Storm Drainage Connection ¹				
	28.51(b)	First-Class Rate	\$0.295	\$0.305	Net Square Foot	8/19/18
		Second-Class Rate	\$0.142	\$0.147	Gross Square Foot	8/19/18

FEE SCHEDULE – PUBLIC WORKS DEPARTMENT

Exhibit J

State Code § (if any)	MVCC§ §/CP/ Other	Title of Fee	Fiscal Year 2017-18 Adopted	Fiscal Year 2018-19 Proposed	Fee Basis	Effective Date
		Street Improvement Reimbursement ¹				
	27.65(c)	Major Structural Street Section	\$11.22	\$11.61	Square Foot	8/19/18
	27.65(c)	R1 and R2 Structural Street Section	\$9.00	\$9.31	Square Foot	8/19/18
	27.65(c)	R3 Structural Street Section	\$10.22	\$10.58	Square Foot	8/19/18
	27.65(c)	Standard and Ornamental Street Lighting	\$28.27	\$29.26	Linear Foot	8/19/18
	27.65(c)	Standard PCC Curb and Gutter	\$32.91	\$34.06	Linear Foot	8/19/18
	27.65(c)	Standard PCC Driveway Approach	\$11.22	\$11.61	Square Foot	8/19/18
	27.65(c)	Standard PCC Sidewalk	\$10.22	\$10.58	Square Foot	8/19/18
	27.65(c)	Street Trees (15-gallon)	\$12.58	\$13.02	Linear Foot	8/19/18

1. Modified annually by the December 31 Engineering News Record Construction Cost Index (ENR-CCI).

FEE SCHEDULE – UTILITY SERVICES

Exhibit K

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2017-18 Adopted	Fiscal Year 2018-19 Proposed	Fee Basis	Effective Date
		<u>ENTERPRISE FUNDS</u>				
		Labor Rates:				
		Frontline				
		Regular	\$81.00	\$84.00	Hour	7/1/18
		Overtime	\$118.00	\$123.00	Hour	7/1/18
		Manager				
		Regular	\$123.00	\$128.00	Hour	7/1/18
		Supervisor				
		Regular	\$101.00	\$105.00	Hour	7/1/18
		Overtime	\$152.00	\$158.00	Hour	7/1/18
		Sewer Capacity Charges: ¹				
	35.41	Residential Class 1	\$3,113.00	\$3,160.00	Unit	7/1/18
	35.41	Residential Class 2	\$2,820.00	\$2,862.00	Unit	7/1/18
	35.41	Residential Class 3	\$2,193.00	\$2,226.00	Unit	7/1/18
	35.41	Commercial/Retail	\$1,525.00	\$1,548.00	1,000 Sq Ft	7/1/18
	35.41	Office/R&D	\$2,232.00	\$2,266.00	1,000 Sq Ft	7/1/18
	35.41	Restaurant	\$12,847.00	\$13,040.00	1,000 Sq Ft	7/1/18
	35.41	Hotels and Motels	\$1,410.00	\$1,431.00	charge/room/ dwelling unit	7/1/18
	35.41	Industrial/Other (charges based on estimated loadings)	\$14.010	\$14.221	flow/gpd	7/1/18
	35.41		\$1.361	\$1.381	BOD/lb/year	7/1/18
	35.41		\$1.361	\$1.381	SS/lb/year	7/1/18
		Water Capacity Charges: ¹				
	35.41	Residential Class 1	\$3,770.00	\$3,827.00	Unit	7/1/18
	35.41	Residential Class 2	\$3,204.00	\$3,252.00	Unit	7/1/18
	35.41	Residential Class 3	\$2,450.00	\$2,487.00	Unit	7/1/18
	35.41	3/4" meter	\$6,282.00	\$6,377.00	Meter	7/1/18
	35.41	1" meter	\$10,471.00	\$10,629.00	Meter	7/1/18
	35.41	1-1/2" meter	\$20,941.00	\$21,256.00	Meter	7/1/18
	35.41	2" meter	\$33,506.00	\$34,010.00	Meter	7/1/18
	35.41	3" meter	\$62,823.00	\$63,768.00	Meter	7/1/18
	35.41	Meters greater than 3"	\$16.753	\$17.005	Per gallons/ day estimated water demand	7/1/18

FEE SCHEDULE – UTILITY SERVICES

Exhibit K

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2017-18 Adopted	Fiscal Year 2018-19 Proposed	Fee Basis	Effective Date
		<u>UTILITY SERVICES</u>				
		<u>Trash Disposal and Recycling Service:</u>				
		Cart Service (Compost-Commercial Only):				
		64-gallon				
	16	1 Time/Week	\$48.40	\$50.85	Container/Month	7/1/18
	16	2 Times/Week	\$106.10	\$111.45	Container/Month	7/1/18
	16	3 Times/Week	\$163.35	\$171.55	Container/Month	7/1/18
	16	4 Times/Week	\$221.65	\$232.75	Container/Month	7/1/18
	16	5 Times/Week	\$279.50	\$293.50	Container/Month	7/1/18
	16	6 Times/Week ²	NA	\$355.15	Container/Month	7/1/18
	16	Extra Pickup	\$32.05	\$33.70	Pickup	7/1/18
		96-gallon				
	16	1 Time/Week	\$72.60	\$76.30	Container/Month	7/1/18
	16	2 Times/Week	\$159.15	\$167.15	Container/Month	7/1/18
	16	3 Times/Week	\$245.05	\$257.35	Container/Month	7/1/18
	16	4 Times/Week	\$332.55	\$349.20	Container/Month	7/1/18
	16	5 Times/Week	\$419.65	\$440.65	Container/Month	7/1/18
	16	6 Times/Week ²	NA	\$533.15	Container/Month	7/1/18
	16	Extra Pickup	\$48.05	\$50.50	Pickup	7/1/18
		Cart Service (Trash):				
	16	20-Gallon (residential only)	\$22.10	\$23.25	Container/Month	7/1/18
	16	32-Gallon	\$32.25	\$33.90	Container/Month	7/1/18
	16	64-Gallon	\$64.50	\$67.80	Container/Month	7/1/18
	16	96-Gallon	\$96.75	\$101.70	Container/Month	7/1/18
		Extra Collection Services:				
	16	Return Trip Fee	\$17.00	\$18.00	Per Trip	7/1/18
	16	Extra Collection-Yard Trimmings or Recycling Cart (nonservice day)	\$13.00	\$14.00	Pickup	7/1/18
		<u>Wastewater Service:</u>				
	35.35	Base Commercial	\$4.94/ unit (748 gallons) or fraction thereof of water consumed (\$34.58 min.)	\$5.34/ unit (748 gallons) or fraction thereof of water consumed (\$37.38 min.)	Quantity	7/1/18
	35.35	Commercial/Industrial, Chemical, Groundwater, Liquid Waste	\$8.40/ unit (1.7 x base) (748 gallons) or fraction thereof of water consumed (\$58.80 min.)	\$9.08/ unit (1.7 x base) (748 gallons) or fraction thereof of water consumed (\$63.56 min.)	Quantity	7/1/18

FEE SCHEDULE – UTILITY SERVICES

Exhibit K

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2017-18 Adopted	Fiscal Year 2018-19 Proposed	Fee Basis	Effective Date
	35.35	Restaurant	\$9.64/ unit (1.95 x base) (748 gallons) or fraction thereof of water consumed (\$67.48 min.)	\$10.42/ unit (1.95 x base) (748 gallons) or fraction thereof of water consumed (\$72.94 min.)	Quantity	7/1/18
	35.35	Single-Family Residence, Duplex, Multiple Dwellings, Mobile Homes, and Trailer Courts	\$37.75	\$40.80	Dwelling Unit/Month	7/1/18
		<u>Water Service:</u>				
		Backflow Prevention Devices (Commercial, Industrial)				
	35.27	5/8" to 1" meter	\$31.65	\$32.00	Monthly	7/1/18
	35.27	1.5" to 2" meter	\$48.30	\$48.80	Monthly	7/1/18
	35.27	3" meter	\$56.80	\$57.40	Monthly	7/1/18
	35.27	4" meter	\$67.10	\$67.80	Monthly	7/1/18
	35.27	6" meter	\$81.45	\$82.30	Monthly	7/1/18
	35.27	8" to 10" meter	\$100.20	\$101.25	Monthly	7/1/18
		Consumption				
	35.26(a)	Commercial/Nonresidential – Uniform	\$6.80	\$6.87	ccf/month	7/1/18
	35.26	Recycled Water	\$3.07	\$3.75	ccf/month	7/1/18
	35.26(a)	Residential – Multi-Family 0 to 2 ccf	\$5.10	\$5.15	ccf/month/ dwelling	7/1/18
	35.26(a)	>2 to 7 ccf	\$6.80	\$6.87	ccf/month/ dwelling	7/1/18
	35.26(a)	>7 ccf	\$10.88	\$10.99	ccf/month/ dwelling	7/1/18
		Residential – Single-Family				
	35.26(a)	0 to 3 ccf	\$5.10	\$5.15	ccf/month/ dwelling	7/1/18
	35.26(a)	>3 to 15 ccf	\$6.80	\$6.87	ccf/month/ dwelling	7/1/18
	35.26(a)	>15 ccf	\$10.88	\$10.99	ccf/month/ dwelling	7/1/18
		Fire Service:				
	35.26(a)	Consumption – Uniform	\$6.80	\$6.87	ccf/month	7/1/18
	35.26(a)	Meter	\$12.71/inch diameter (\$50.84 min.)	\$12.84/inch diameter (\$51.36 min.)	Monthly	7/1/18

FEE SCHEDULE – UTILITY SERVICES

Exhibit K

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2017-18 Adopted	Fiscal Year 2018-19 Proposed	Fee Basis	Effective Date
		Meter: Residential – Single-Family Residential – Multi-Family/ Commercial/ Recycled Water/ All Other:	\$15.00	\$15.15	Monthly	7/1/18
	35.26(a)	5/8" and 3/4" meters	\$15.00	\$15.15	Monthly	7/1/18
	35.26(a)	1" meter	\$30.00	\$30.30	Monthly	7/1/18
	35.26(a)	1.5" meter	\$60.00	\$60.60	Monthly	7/1/18
	35.26(a)	2" meter	\$96.00	\$97.00	Monthly	7/1/18
	35.26(a)	3" meter	\$180.00	\$181.80	Monthly	7/1/18
	35.26(a)	4" meter	\$300.00	\$303.00	Monthly	7/1/18
	35.26(a)	6" meter	\$600.00	\$606.00	Monthly	7/1/18
	35.26(a)	8" meter	\$960.00	\$969.60	Monthly	7/1/18
	35.26(a)	10" meter	\$1,440.00	\$1,454.40	Monthly	7/1/18
	35.28	Special Water Service: Hydrant Meter Construction	\$15.30	\$15.76	ccf/month	7/1/18

-
1. In accordance with MVCC Section 35.41, the capacity-based charges shall be adjusted annually as part of the City’s annual budget process by the percent change in the Engineering News Record Construction Cost Index (ENR-CCI) for the previous year.
 2. Recommended new fee.

Comparison of Current and Proposed Utility Rates

Single Family	FY17-18	FY18-19	Difference	% Change *
Water (10 units)	\$ 77.90	78.69	0.79	1.0%
Sewer	37.75	40.80	3.05	8.1%
Trash (1 32-gal cart)	<u>32.25</u>	<u>33.90</u>	<u>1.65</u>	5.1%
Total monthly bill:	\$ 147.90	153.39	5.49	3.7%

Multi-Family (4-plex)	FY17-18	FY18-19	Difference	% Change *
Water (30 units)	\$ 213.56	215.73	2.17	1.0%
Sewer	151.00	163.20	12.20	8.1%
Trash (4 32-gal carts)	<u>129.00</u>	<u>135.60</u>	<u>6.60</u>	5.1%
Total monthly bill:	\$ 493.56	514.53	20.97	4.2%

Apartment Complex (120 units)	FY17-18	FY18-19	Difference	% Change *
Water (830 units)	\$ 5,603.10	5,660.10	57.00	1.0%
Sewer	4,530.00	4,896.00	366.00	8.1%
Trash (ten 3 Yd Bins)	<u>3,856.95</u>	<u>3,856.95</u>	<u>0.00</u>	0.0%
Total monthly bill:	\$ 13,990.05	14,413.05	423.00	3.0%

Commercial	FY17-18	FY18-19	Difference	% Change *
Water (60 units)	\$ 504.00	509.20	5.20	1.0%
Sewer	296.40	320.40	24.00	8.1%
Trash (one 3 Yd Bin)	<u>352.50</u>	<u>352.50</u>	<u>0.00</u>	0.0%
Total monthly bill:	\$ 1,152.90	1,182.10	29.20	2.5%

*Note: Due to rounding to the next penny or nickle, actual increase may be slightly higher. These are samples, actual effect is dependant on customer's service level.

Residential Services - Single Family					Sample Monthly Bill
	Water (1)	Sewer	Trash (2)		
Mountain View					
FY 2017-18	\$ 77.90	37.75	32.25		147.90
FY 2018-19	\$ 78.69	40.80	33.90		153.39
% Increase	1.0%	8.1%	5.1%		
Palo Alto					
FY 2017-18	\$ 93.45	34.83	50.07		178.35
FY 2018-19	\$ 96.03	38.66	50.07		184.76
% Increase	2.8%	11.0%	0.0%		
Sunnyvale					
FY 2017-18	\$ 60.36	47.18	40.83		148.37
FY 2018-19	\$ 62.80	49.36	41.65		153.81
% Increase	4.0%	4.6%	2.0%		
Cal Water Rate					
FY 2017-18	\$ 64.30	(3)			
FY 2018-19	\$ 68.83	(4)			
% Increase	7.0%				

(1) Based on 10 units of water plus meter charge. Mountain View's meter charge for single family is for both 5/8 and 3/4 inch meter sizes. Sunnyvale, Palo Alto and Cal Water have separate rates. This comparison uses the lower 5/8 inch meter rate.

(2) Mountain View and Palo Alto based on 32-gallon, Sunnyvale based on 27-gallon. Mountain View has biweekly recycling pick-up; Palo Alto and Sunnyvale have weekly recycling pick-up.

(3) Rate in effect as of 7/1/17.

(4) Rate in effect as of 1/1/18.

Residential Services - Multi-Family (4-plex)				
	Water (1)	Sewer	Trash (2)	Sample Monthly Bill
Mountain View				
FY 2017-18	\$ 213.56	151.00	129.00	493.56
FY 2018-19	\$ 215.73	163.20	135.60	514.53
% Increase	1.0%	8.1%	5.1%	
Palo Alto				
FY 2017-18	\$ 282.00	139.32	200.28	621.60
FY 2018-19	\$ 289.72	154.64	200.28	644.64
% Increase	2.7%	11.0%	0.0%	
Sunnyvale				
FY 2017-18	\$ 230.36	121.80	182.60	534.76
FY 2018-19	\$ 239.70	136.68	186.24	562.62
% Increase	4.1%	12.2%	2.0%	

(1) Based on 30 units of water plus meter charge.

(2) Mountain View and Palo Alto based on 32-gallon, Sunnyvale based on a 65-gallon minimum charge. Mountain View has biweekly recycling pick-up; Palo Alto and Sunnyvale have weekly recycling pick-up.

Residential Services - Apartment Complex (120 units)

	Water (1)	Sewer	Trash (2)	Sample Monthly Bill
Mountain View				
FY 2017-18	\$ 5,603.10	4,530.00	3,856.95	13,990.05
FY 2018-19	\$ 5,660.10	4,896.00	3,856.95	14,413.05
% Increase	1.0%	8.1%	0.0%	
Palo Alto				
FY 2017-18	\$ 6,746.71	4,179.60	5,520.11	16,446.42
FY 2018-19	\$ 6,858.15	4,639.20	5,520.11	17,017.46
% Increase	1.7%	11.0%	0.0%	
Sunnyvale				
FY 2017-18	\$ 4,374.69	3,654.00	4,558.68	12,587.37
FY 2018-19	\$ 4,552.67	4,100.40	4,649.81	13,302.88
% Increase	4.1%	12.2%	2.0%	

(1) Based on 830 units of water plus 4" meter charge.

(2) Based on nine 3-yard 1x/week and one 3-yard 2x/week. Mountain View has biweekly recycling pick-up; Palo Alto and Sunnyvale have weekly recycling pick-up.

Commercial Services					
		Water (1)	Sewer	Trash (2)	Sample Monthly Bill
Mountain View					
FY 2017-18	\$	504.00	296.40	352.50	1,152.90
FY 2018-19	\$	509.20	320.40	352.50	1,182.10
% Increase		1.0%	8.1%	0.0%	
Palo Alto					
FY 2017-18	\$	559.17	402.60	504.40	1,466.17
FY 2018-19	\$	574.28	447.00	504.40	1,525.68
% Increase		2.7%	11.0%	0.0%	
Sunnyvale					
FY 2017-18	\$	443.48	279.00	416.21	1,138.69
FY 2018-19	\$	461.44	314.40	424.53	1,200.37
% Increase		4.0%	12.7%	2.0%	

(1) Based on 60 units of water plus 2" meter charge.

(2) Based on one 3-yard 1x/week. Mountain View has biweekly recycling pick-up;
Palo Alto and Sunnyvale have weekly recycling pick-up.

FISCAL YEAR 2018-19
Calculation of Appropriations Limit

The City is required by the State Constitution, Article XIII B, to annually calculate the maximum amount of appropriations subject to limitation. This calculation is intended to limit the annual growth in tax revenues used to fund governmental expenditures in California. Article XIII B was changed with the passage of Proposition 111 on the June 1990 ballot. These changes permit greater flexibility with regard to annually calculating increases in the appropriations limit by allowing additional growth factors to be used. The factors permitting the maximum allowable increase in the appropriations limit are chosen for the calculation each fiscal year.

As can be seen below, the City is substantially under its appropriations limit. The difference between the appropriations limit and the appropriations subject to limitation has grown over time as the limit has been substantially increased by the annual adjustment factors. This, combined with the comparatively slower pace of growth in proceeds of taxes over the same time period, has contributed to the amount under the appropriations limit.

Fiscal Year 2017-18 Limit	\$254,038,158
2018 Change in Santa Clara County Population	1.0099
2018-19 Change in California Per Capita Personal Income	<u>1.0367</u>
 Fiscal Year 2018-19 Limit	 265,968,636
 Fiscal Year 2018-19 Budget Amount Subject to Limitation	 <u>96,163,444</u>
 Amount Under Appropriation Limit	 <u>\$169,805,192</u>

Debt Administration

Legal Debt Margin:

The legal debt margin for the City of Mountain View, California, is calculated using a debt limit of 15 percent of the assessed value of property (excluding tax increment) within the City limits. Computation of the City's legal debt margin as of June 30, 2017 is as follows (dollars in thousands):

Assessed value (net) – June 30, 2017 ⁽¹⁾	\$25,232,918,082
Debt limit: 15 percent of assessed value	3,784,937,712
Less total bonded debt, general obligation	<u>-0-</u>
Legal debt margin	<u>\$ 3,784,937,712</u>

In 2001 the City was awarded a AAA issuer credit rating by Standard and Poor's (S & P), one of the nation's top-ranked independent credit rating agencies. S & P upgraded the City from AA to AAA, the highest credit rating possible, because of a solid and diversified local tax base, the City's low debt burden, high property values and personal income levels, and the expectation of continued strong financial operations by the City. At that time, Mountain View was one of only three California cities to receive the AAA rating from S & P. The AAA issuer credit rating was last reaffirmed by S & P in 2015 and has resulted in lower debt costs and savings to the City.

Debt Obligations Outstanding:

As of June 30, 2018, the City is anticipated to have various debt obligations outstanding. These obligations are comprised of the following (dollars in thousands):

City of Mountain View:

Water Revenue Bonds were issued in 2004 to fund the construction of infrastructure to expand the City's water storage capacity.

<u>Type of Indebtedness</u>	<u>Maturity</u>	<u>Interest Rates</u>	<u>Authorized and Issued</u>	<u>Outstanding as of June 30, 2018</u>
2004 Water Revenue Bonds	2029	3.0%-4.5%	\$9,700	\$5,360

⁽¹⁾ Source: California Municipal Statistics Inc.

Debt Administration
(Continued)

Shoreline Regional Park Community:

The 2011 Revenue Bonds were issued to refund the 1996 Tax Allocation Bonds (TABs) (which were originally issued to fund the acquisition of certain land from the City and to fund road, water, sewer, and other public improvements) and to fund the construction of Fire Station No. 5, Permanente Creek Trail improvements, and the Athletic Field projects.

The 2014 Bank Loan was issued to refund the 2001 and 2004 TABs. The 2001 TABs were issued to refinance and retire a portion of the 1992 TABs. The 2004 TA Refunding Bonds were issued to refund the 1993 Series A Bonds (which were originally issued to finance certain landfill closure projects and other public improvements within the Shoreline Community).

<u>Type of Indebtedness</u>	<u>Maturity</u>	<u>Interest Rates</u>	<u>Authorized and Issued</u>	<u>Outstanding as of June 30, 2018</u>
2011 Revenue Refunding Bonds	2040	2.0%-5.75%	\$39,030	\$29,555
2014 Bank Loan	2018	1.65%	\$12,135	\$1,607

Special Assessment:

Special assessment debt consists of various issues to finance property owner improvements within the City. Special assessment revenues are recorded in the Special Assessment Debt Service Fund.

<u>Type of Indebtedness</u>	<u>Maturity</u>	<u>Interest Rates</u>	<u>Authorized and Issued</u>	<u>Outstanding as of June 30, 2018</u>
Special Assessment Debt with Governmental Commitment	Up to 2020	4.1%-7.0%	\$756	\$95

Total long-term debt outstanding is \$36.6 million.

Annual debt service payments by entity for Fiscal Years 2016-17 audited, 2017-18 Adopted and 2018-19 Proposed can be found on the following pages.

Annual Debt Service Payments by Entity

	<u>2016-17</u> <u>AUDITED</u>	<u>2017-18</u> <u>ADOPTED</u>	<u>2018-19</u> <u>PROPOSED</u>
CITY OF MOUNTAIN VIEW			
2001 Refunding Certificates of Participation (COPs)			
Principal	\$ 0	0	0
Interest	<u>0</u>	<u>0</u>	<u>0</u>
Total 2001 Refunding COPs	<u>0</u>	<u>0</u>	<u>0</u>
2004 Water Revenue Bonds			
Principal	365,000	380,000	390,000
Interest	<u>265,144</u>	<u>254,450</u>	<u>239,250</u>
Total 2004 Water Revenue Bonds	<u>630,144</u>	<u>634,450</u>	<u>629,250</u>
TOTAL City of Mountain View	<u>\$ 630,144</u>	<u>634,450</u>	<u>629,250</u>
SHORELINE REGIONAL PARK COMMUNITY			
2011 Revenue Bonds			
Principal	1,665,000	1,735,000	1,800,000
Interest	<u>1,692,841</u>	<u>1,625,532</u>	<u>1,545,832</u>
Total 2011 Revenue Bonds	<u>3,357,841</u>	<u>3,360,532</u>	<u>3,345,832</u>
2014 Bank Loan			
Principal	3,078,000	1,580,000	1,607,000
Interest	<u>77,979</u>	<u>39,551</u>	<u>13,258</u>
Total 2014 Bank Loan	<u>3,155,979</u>	<u>1,619,551</u>	<u>1,620,258</u>
TOTAL Shoreline Regional Park Community	<u>\$ 6,513,820</u>	<u>4,980,083</u>	<u>4,966,090</u>
TOTAL DEBT SERVICE REQUIREMENTS	<u><u>\$ 7,143,964</u></u>	<u><u>5,614,533</u></u>	<u><u>5,595,340</u></u>

FISCAL YEAR 2018-19
Budget Preparation and Review Process

The budget process typically begins in November of each fiscal year when all City departments begin preparation of their budget proposals for the upcoming fiscal year. Budget requests are reviewed by the City Manager and the Budget Review Team (consisting of the Assistant City Manager and the Finance and Administrative Services Director).

Below is a condensed time line for the entire Fiscal Year 2018-19 budget process:

November 2017 - January 2018	<p>Departments prepare and submit the following for the upcoming fiscal year:</p> <ul style="list-style-type: none"> (1) budget transmittal letter, non-discretionary increases, discretionary increases, and limited-period requests to the Budget Review Team; (2) reclassification requests to Human Resources and then to the Budget Review Team; (3) capital outlay and equipment replacement requests to the Capital Outlay Review Committee; (4) new and modified performance measure proposals and current fiscal year 6 month actuals; (5) department goals work plan update and new department goals.
November - December 2017	The Capital Outlay Review Committee meets with each department and reviews their capital requests.
December 2017	Develop list of revenue enhancements, and potential fees to be modified or added, and submit for review.
December 2017 - February 2018	Initial forecast for upcoming fiscal year prepared and presented to City Council.*
January 2018	Departments develop and submit preliminary departmental goals.
February 2018	City Manager and Budget Review Team meet with each department to review budget submittals, including capital outlay, department goals and fees.
February - May 2018	Departments continue to review and modify goals/initiatives/projects to support City Council Major Goals.
March	City Council study session for preliminary review of the Fiscal Year 2018-19 Capital Improvement Program.*

FISCAL YEAR 2017-18
Budget Preparation and Review Process
(Continued)

March – April 2018	Ten-Year Financial Forecast updated for upcoming fiscal year. A 5-year financial forecast is prepared annually and a longer range 10-Year Financial Forecast is prepared periodically. Fiscal Year 2018-19 includes a 10-Year Financial Forecast.
April 24, 2018	Public Hearing for CDBG/HOME funds.*
May 1, 2018	City Council study session for presentation and discussion of Fiscal Year 2018-19 Narrative Budget Report which includes General Operating Fund, Other General, Special and Utility Enterprise Funds, Reserves, and 10-Year Financial Forecast.* City Council study session for presentation and discussion of Proposed Fiscal Year 2018-19 Capital Improvement Program.*
June 12, 2018	City Council Public Hearing for presentation and discussion of the Fiscal Year 2018-19 Proposed Budget.*
June 19 2018	Public hearing and adoption of Fiscal Year 2018-19 Capital Improvement Program.* Proposition 218 public hearing.* Public hearing and adoption of Fiscal Year 2018-19 budgets, appropriations limit, fee modification (including utility rates), and funding for Fiscal Year 2018-19 Capital Improvement Program.*

This process complies with the procedures required in the City Charter for adoption of the annual budget specifying the annual City budget must be adopted prior to July 1, the beginning of each fiscal year.

* The public has the opportunity to comment during study sessions and public hearings.

Budget Awards

For the 25th time, the Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Mountain View for the Fiscal Year 2017-18 annual budget. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, an operations guide, as a financial plan and as a communications device.

In addition, for the Fiscal Year 2017-18 budget documents the California Society of Municipal Finance Officers (CSMFO) has presented the City with the award for Excellence in Operational Budgeting for the 32nd year.

The awards are valid for a period of one year only. The Fiscal Year 2018-19 budget documents continue to conform to program requirements and will be submitted to GFOA and CSMFO to determine eligibility for Fiscal Year 2018-19.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Mountain View
California**

For the Fiscal Year Beginning

July 1, 2017

Christopher P. Morill

Executive Director

*California Society of
Municipal Finance Officers*

Certificate of Award

*Operating Budget Excellence Award
Fiscal Year 2017-2018*

Presented to the

City of Mountain View

For meeting the criteria established to achieve the Operating Budget Excellence Award.

February 7, 2018



Drew Corbett

*Drew Corbett
CSMFO President*

Craig Boyer

*Craig Boyer, Chair
Professional Standards and
Recognition Committee*

Dedicated Excellence in Municipal Financial Reporting

SUMMARY OF FINANCIAL AND BUDGETARY POLICIES

The City Council has established financial and budgetary policies which are reviewed and updated as necessary by approval of the City Council. A comprehensive and consistent set of financial and budgetary policies provides a basis for sound financial planning, identifies appropriate directions for service-level development, aids budgetary decision-making and serves as an overall framework to guide financial management and operations of the City.

A city's adoption of financial policies also promotes public confidence and increases the city's credibility in the eyes of bond rating agencies and potential investors. Such policies also provide the resources to react to potential financial emergencies in a prudent manner. The adopted Financial and Budgetary Policy A-11 can be found at the link below and a summary of this policy is included in this document.

<http://laserfiche.mountainview.gov/WebLink/0/doc/206526/Page1.aspx>

Budget Policies:

All governmental fund-type annual budgets are presented on a modified accrual basis consistent with the general purpose financial statements prepared in accordance with generally accepted accounting principles. Pursuant to Council-adopted financial and budgetary policies, budgets are approved at the fund and department level (legal level of control) and may not be exceeded without City Council approval. Transfers and adjustments between funds, departments or capital projects must be submitted to the City Council for approval. The City Charter requires approval by five votes of the seven-member City Council to amend the budget.

Budget Adjustments:

Budget adjustments are also required for grants and reimbursed services that were not anticipated or budgeted. Council Policy A-10 "Authorization to Execute City Contracts and Agreements and Increase Certain Limited Appropriations" authorizes the Finance and Administrative Services Director and the City Manager to increase appropriations up to \$20,000 and \$100,000 (indexed to 2011 dollars), respectively, when outside grants or reimbursement revenues have been received to offset expenditures that were not anticipated or budgeted. If the grant or reimbursement is not within the City Manager's level of authorization, a request for an appropriation increase must be submitted to the City Council for approval (five votes required).

Department heads are responsible for managing expenditures within their budget and assuring funds are only expended for properly authorized City expenses. Department heads are also responsible for expending funds consistent with the goals and objectives approved by the City Council.

- The adopted budget shall serve as the annual financial plan for the City. This financial plan shall include the goals, projects and initiatives set by the City Council and the level of services determined by the City Council.

**SUMMARY OF
FINANCIAL AND BUDGETARY POLICIES
(Continued)**

- A structurally balanced General Operating Fund budget will be adopted annually, whereby recurring operating expenditures shall not exceed recurring operating revenues.
- The City Council shall adopt an annual operating budget before the first of July of each fiscal year.
- The City Manager or designee shall have discretion for budget adjustments within a fund and within a department's operating budget.
- All budget adjustments between funds or departments shall be submitted to the City Council for approval.
- Performance and workload measures which reflect the effectiveness, efficiency, or workload of departmental operations will be included in the annual budget. The budget should include comparisons of actual performance to a target goal.

Revenue Policies:

- The development and maintenance of diversified and reliable revenue streams will be the primary revenue policy of the City. The City will focus its efforts to optimize existing revenue sources while periodically reviewing potential new revenue sources.
- Revenues for the General Operating Fund will be forecast for the upcoming budget year and the four subsequent fiscal years.
- Revenues will be estimated conservatively using information provided by State and other governmental agencies, trending of historical information, and other relevant information.
- Fees and charges for services will be evaluated and, if necessary, adjusted annually. The City's objective in setting fees and charges for services is to achieve a reasonable level of cost recovery for services that are not provided to, or do not benefit the community as a whole.
- Periodic reviews or audits of significant revenue sources will be conducted to determine the accuracy of amounts paid and to monitor developments in the City's revenue base.

Expenditure Policies:

- City services and operations will be provided in an efficient manner with the objective of delivering the highest level of service possible at the lowest level of expenditure.

**SUMMARY OF
FINANCIAL AND BUDGETARY POLICIES
(Continued)**

- Expenditures for the General Operating Fund will be forecast for the upcoming budget year and the four subsequent fiscal years.
- Expenditures will be estimated conservatively using information provided by State and other governmental agencies, trending of historical information, and other relevant information.
- A good internal control structure assuring that only properly authorized expenditures are made will be maintained.
- Expenditures will be controlled at the fund and department level and will not exceed appropriations without City Council authorization. Appropriations lapse at the end of the fiscal year to the extent that they have not been expended or encumbered.
- Obligations of the City will be recognized when incurred. Encumbrances will be used for outstanding commitments. Encumbrances outstanding at fiscal year-end will be carried over to the next fiscal year and are automatically reappropriated for inclusion in the next fiscal year's budget.

Reserve Policies:

- The General Fund Reserve, to be funded at a level of between 20.0 percent to 25.0 percent of General Operating Fund budgeted expenditures, net of budget savings, shall be used: (1) for City Council-approved expenditures not appropriated during the annual budget process; (2) to cover unanticipated revenue shortfalls; (3) in situations of extreme physical or financial emergency (with the approval of the City Council); (4) to generate ongoing investment earnings; and (5) as a funding source for interfund loans and other loans or advances from the General Fund as approved by City Council. Such loans and advances should accrue interest earnings for the General Operating Fund and include principal repayment to the extent possible.
- The General Fund Budget Contingency Reserve shall be used to provide one-time financial resources during uncertain economic conditions. This reserve may be used for such things as the transitioning of positions to be eliminated, the phasing out of certain expenditures, smoothing of employee benefit changes, or anticipated or unanticipated revenue declines, as approved by City Council.
- The General Fund Earned Lease Revenue Reserve shall be used to accumulate the rent from the ground lease of a portion of the City's Charleston East property to Google Inc. (Google). Google prepaid \$30.0 million as rent for the initial approximately 52-year lease term. The intent is for this reserve to accumulate the rent, as it is earned, so that the \$30.0 million principal balance will be available at the end of the initial lease term.

**SUMMARY OF
FINANCIAL AND BUDGETARY POLICIES
(Continued)**

- The General Fund Transportation Reserve is a new reserve proposed to accumulate funding for significant transportation projects identified to mitigate traffic congestion, improve infrastructure, and allow for continued growth in the City. A plan for initial funding totaling \$7.0 million over the next three years has been discussed with City Council.

- The General Fund Capital Improvement Reserve, to be funded with a goal of a minimum balance of \$5.0 million, and shall be used for the funding of unanticipated priority capital improvement projects authorized by the City Council. To the extent possible, General Operating Fund carryovers remaining from the end of the fiscal year, not designated for other reserve purposes, may be applied to this Reserve.

- The General Fund Open Space Acquisition Reserve shall be used for the purpose of acquiring open space to meet the needs of the City and as authorized by the City Council. Proceeds from excess City-owned properties shall fund this Reserve as directed by City Council.

- The General Fund Strategic Property Acquisition Reserve shall be used for the purpose of setting aside specific funds for the City to use for the acquisition of strategic property(ies).

- The General Fund Property Management Reserve shall be used to provide a source of funds for obligations which could arise from the City's leasing of property, including legal services, certain responsibilities identified in land leases, environmental testing or other costs normally incurred by a lessor.

- The Graham Site Maintenance Reserve shall be used to fund the maintenance obligations, per the agreement with the school district, of the Graham Sports Complex, including the playing field at Graham Middle School beneath which the City has a reservoir.

- The Compensated Absences Reserve shall fund the disbursements of separated or retired employees for accrued vacation and sick-leave or other accrued leave as applicable. This reserve shall be funded at a minimum of 80.0 percent of the accrued liabilities of the City for compensated absences such as vacation and vested sick leave.

- The Equipment Replacement Reserve shall be maintained to fund the replacement of capital equipment. The financial objective of this fund is to permit the budgeting of level annual amounts for capital equipment replacement while utilizing this fund's reserves to absorb the cash flow variations caused by the timing of asset replacements. Major categories of capital assets (e.g., vehicles, information technology equipment, Police and Fire radios, CAD/RMS system hardware and Communications Center furniture and equipment, etc.) are included in this Reserve. Appropriations for this

**SUMMARY OF
FINANCIAL AND BUDGETARY POLICIES
(Continued)**

fund will be requested in the annual budget. It is policy direction that capital assets not be replaced before the end of their useful life unless justified by operating necessity.

- The Workers' Compensation Self-Insurance Reserve shall be maintained at a level deemed adequate to meet projected liabilities as determined by an actuarial valuation to be conducted at least once every three years. This reserve may also be used for the backfill of public safety positions out on Workers' Compensation up to Two Hundred Thousand Dollars (\$200,000) annually. In addition to projected liabilities, the reserve balance shall include at a minimum the provision for two catastrophic losses at the City's current level of self-insured retention.

- The Liability Self-Insurance Reserve shall be maintained at a minimum level of \$2.0 million plus an amount deemed appropriate to cover expected claim settlements for the current fiscal year.

- The Unemployment Self-Insurance Reserve will be reviewed annually and maintained at a level adequate to meet estimated unemployment liabilities.

- The Employee Benefits Plan (Prescription/Vision) Reserve will be reviewed annually and maintained at a level adequate to meet estimated benefit liabilities.

- The Retirees' Health Insurance Program Reserve will be accounted for in accordance with Generally Accepted Accounting Principles (GAAP) which includes a periodic actuarial valuation of the City's liability and for each fund to contribute, to the extent possible, its Actuarially Determined Contribution (ADC). In addition, to the extent possible, payments toward the Unfunded Actuarial Accrued Liability (UAAL) shall be made. All ADC and UAAL funds received net of actual retiree premiums paid are transferred to the California Employers Retiree Benefit Trust (CERBT), the City's third-party trustee.

- The Water Fund Reserve shall be maintained as follows:

- 1) Minimum 10.0 percent of operating budget for emergencies
- 2) Minimum 5.0 percent of operating budget for contingencies
- 3) Goal of 10.0 percent of operating budget for rate stabilization *
- 4) Goal for capital improvements which averages the amount budgeted for annual maintenance capital improvement projects over the prior three to five fiscal years

- The Wastewater Fund Reserve shall be maintained as follows:

- 1) Minimum 10.0 percent of operating budget for emergencies
- 2) Minimum 5.0 percent of operating budget for contingencies
- 3) Goal of 10.0 percent of operating budget for rate stabilization *

**SUMMARY OF
FINANCIAL AND BUDGETARY POLICIES
(Continued)**

4) Goal for capital improvements which averages the amount budgeted for annual maintenance capital improvement projects over the prior three to five fiscal years

- The Solid Waste Fund Reserve shall be maintained as follows:

- 1) Minimum 10.0 percent of operating budget for emergencies
- 2) Minimum 5.0 percent of operating budget for contingencies
- 3) Goal of 10.0 percent of operating budget for rate stabilization *
- 4) Required Financial Assurance Mechanisms (FAMs) if applicable

* The purpose of the rate stabilization funds is to buffer any significant changes in revenues or expenses. Use of the rate stabilization funds is allowed to gradually or incrementally change rates in any fiscal year to lessen the impact of an otherwise significant rate change. The funds are to be adjusted in the following fiscal years to meet the 10.0 percent guideline

- The Shoreline Regional Park Community General Reserve is based on 25.0 percent of the Operating Budget.

- The Shoreline Regional Park Community Landfill Reserve is to rebuild the landfill system in case of a catastrophic event. The landfill reserve is recommended to be increased by \$1.0 million annually until it reaches \$6.0 million and then be adjusted for inflation.

- The Shoreline Regional Park Community Sea Level Rise Reserve is recommended to accumulate a \$3.0 million annual contribution over the next ten years to fund approximately \$30.0 million for projects identified in the Shoreline Sea Level Rise Study.

Capital Improvement Policies:

- A five-year comprehensive Capital Improvement Program (CIP), identifying proposed major construction projects, capital equipment outlays, land acquisition and other capital improvement expenditures, and providing an analysis of the estimated funding available and necessary to fund these projects, shall be prepared biennially and presented to the City Council for approval. In the years when a five-year CIP is not prepared, capital projects for a single year will be presented to City Council for approval.

- The CIP shall identify all proposed projects to be initiated during the five-year period.

- The first year of the CIP and single-year capital projects shall be appropriated with the annual budget. The appropriations for each project are ongoing until project completion, project cancellation, or amendment.

**SUMMARY OF
FINANCIAL AND BUDGETARY POLICIES
(Continued)**

- The first year of the CIP and single-year capital projects shall only include those projects which can reasonably be accomplished or substantially started within the fiscal year.
- Recurring annual projects shall be closed out at the end of the fiscal year or as soon as all related expenditures have been paid.
- Capital projects will be reviewed on an annual basis for amendments or potential closure/cancellation.
- A list of unscheduled projects (projects not included in the plan period) will be identified in the CIP as an indication of potential future projects.
- Future potential ongoing operating costs associated with a project will be identified with the project in the CIP.

Cash Management and Investment Policies:

- The City will follow modern cash management practices that require active revenue oversight, prompt collection, deposit and investment of all funds and cash flow management which maximizes the amount of invested cash balanced with the timely payment of obligations.
- The City will invest all funds in accordance with the City Council Investment Policy B-2 (Investment Policy) based on the following criteria:
 - 1) Safety of investment
 - 2) Maintenance of sufficient liquidity to meet cash flow needs
 - 3) Attainment of a market rate of return consistent with the requirements of the Investment Policy
- The City shall conduct all of its investment activities in accordance with the California Government Code Section 53600 and the Investment Policy.
- The Investment Policy shall be updated as necessary and approved by the City Council.
- A complete report on the City's investment portfolio shall be presented to the City Council on a regular basis.
- A cash flow analysis shall be prepared on a monthly basis in order to estimate the amount of funds available for investment.

**SUMMARY OF
FINANCIAL AND BUDGETARY POLICIES
(Continued)**

Accounting Policies:

The City's Comprehensive Annual Financial Report (CAFR) is prepared in accordance with the requirements of Governmental Accounting Standards Board (GASB) Statement No. 34 and provides the government-wide financial statements in addition to the fund financial statements. The accounting and financial reporting treatment applied to the fund financial statements is determined by the measurement focus of the individual fund.

- A financial accounting system adequate to provide management information and meet reporting requirements shall be maintained.
- A system of effective internal controls will be maintained that assures only properly authorized expenditures, recordings of financial transactions, and accounting entries are executed.
- The City's financial records will be audited annually by an independent accounting firm as required by the City Charter.
- A Comprehensive Annual Financial Report (CAFR) shall be prepared each year within six months of the close of the previous fiscal year. The CAFR will be presented to the City Council in a Study Session in accordance with Council Policy B-6.
- The CAFR shall be prepared in accordance with generally accepted accounting principles applicable to local governments.
- The "Management Letter" presented by the City's independent accounting firm will be presented, with City staff's comments if applicable, to the City Council.

Basis of Accounting:

Governmental fund types are accounted for using the modified accrual basis of accounting. Revenues are recorded as received or accrued if they are both measurable and available to finance expenditures of the current period. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on long-term debt, which are recorded when paid.

Proprietary fund types are accounted for using the accrual basis of accounting wherein revenues, unbilled or billed, are recognized in the accounting period in which they are earned, and expenses are recognized in the period liabilities are incurred. For budgetary purposes, capital projects are appropriated for the estimated cost of the total project. These financial uses of funds are not reflected as expenses in the City's financial statements but are capitalized and depreciated in accordance with generally accepted accounting principles.

**SUMMARY OF
FINANCIAL AND BUDGETARY POLICIES
(Continued)**

Cost Allocation Plan:

The City prepares a cost allocation plan, to identify the costs associated with providing certain services. These indirect charges, noted as General Fund Administration on the fund schedules, reimburses the General Operating Fund for services such as those provided by the City Manager, Human Resources, City Attorney, Payroll, Purchasing, Accounts Payable and Information Technology. The full cost allocation plan delineates the basis of allocation by department which may include the total operating budget, the number of full-time equivalent positions per department, the number of work requests, square footage occupied, number of items processed, number of applicable devices, etc. The City also prepares a cost allocation plan for the Water Fund similar to the General Fund plan.

Internal Service Funds:

The City also has six internal service funds that provide service to all major funds within the City and, in turn, charge these funds for the cost of providing services. Revenues received for providing services are noted as interfund service charges in the fund schedules.

Debt Management Policies:

The City's debt management policies are intended to comply with California Government Code Section 8855 (i)

- Long-term borrowing will be restricted to the funding of capital improvement projects and equipment. The use of long-term borrowing for ongoing operations shall be avoided.
- The term of the debt shall not exceed the expected useful life of the capital improvement project or equipment.
- Debt obligations will be met in a timely and efficient manner.
- The City will comply with all debt covenants.
- Good communications with bond rating agencies about its financial condition will be maintained.
- The City will not exceed its legal debt margin limit of 15.0 percent of assessed value of property within the City limits.
- Refunding techniques will be used where appropriate to allow for the restructuring of its current outstanding debt, to remove or change restrictive covenants, and/or to reduce annual debt service in an amount sufficient to justify the costs of the refunding/reissuance.

**SUMMARY OF
FINANCIAL AND BUDGETARY POLICIES
(Continued)**

Risk Management Policies:

- The City will maintain an appropriate level of funding or insurance coverage for exposure to risks of financial loss through self-insurance, partial self-insurance, commercial insurance, or pooled insurance with other agencies, whichever form is the most cost effective in the long term. If self-insuring, stop loss insurance or pooled insurance should be acquired in order to minimize the amount of self-insured retention, or financial responsibility, at the lowest level that is cost effective. The form of insurance employed for different risks shall be periodically evaluated.

- City property shall be appropriately insured or self-insured to cover the City's losses through theft, destruction, fire, and other insurable perils.

- All liability-type losses and claims that occur with predictable frequency and which will not have a significant adverse impact on the City's financial position shall be self-insured to an appropriate level.

- An annual analysis shall be made of all insurance and self-insurance to monitor and compare costs.

- The City shall be self-insured for unemployment benefits.

- Workers' Compensation shall be insured or self-insured to an appropriate level and the program carried out according to State laws with the intent to care for the injured and preclude abuse to the extent allowable by law.

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**SHORELINE
REGIONAL PARK
COMMUNITY**

Shoreline Regional Park Community

The Shoreline Regional Park Community (Shoreline Community) was created in 1969 by the Shoreline Regional Park Community Act (Act) for the development and support of the Shoreline Regional Park (Shoreline park) and to economically and environmentally enhance the surrounding North Bayshore Area. The Act prescribes the powers of the Shoreline Community, including the construction and replacement of the infrastructure needed to serve the Shoreline Community such as streets, curbs, gutters, parking lots, sidewalks, water and sewer services, lighting, waste disposal, power and communications, housing, and levees, as well as operations and maintenance of Shoreline park.

The Shoreline Community is a separate legal entity with its own budget and financial statements, but is considered a blended component unit of the City. A separate budget for the Shoreline Community is adopted by the Board of the Shoreline Community.

The primary source of revenues for the Shoreline Community is property taxes, which include the revenue generated from the Shoreline Community's 1.0 percent levy assessed on the incremental taxable value of real and personal property located within the Shoreline Community. The assessed value of secured real property that does not experience a change in ownership or is not subject to new construction is adjusted annually at a rate not to exceed the California Consumer Price Index (CCPI) or 2.0 percent, whichever is lower. However, if a property changes ownership, it is reassessed at the current market value and new construction is initially valued at the cost of the construction. Unsecured tax on personal property, such as computers and other equipment, is assessed on the value of the property as reported annually to the County by the owning business.

For Fiscal Year 2018-19, operating revenues are proposed at \$43.5 million, \$2.9 million higher than the Fiscal Year 2017-18 Adopted. This is primarily resulting from the projected growth in secured assessed value. Operating expenditures are proposed at \$30.9 million, \$2.6 million higher than Fiscal Year 2017-18 Adopted, primarily due to \$1.6 million additional debt service payments estimated for a proposed new debt issuance for transportation projects and an estimated \$278,000 increase for intergovernmental payments resulting from higher property taxes estimated. Ongoing changes of \$329,500 are proposed, including the Employee-Staffed Ranger Program, a succession plan, and sustainability performance monitoring. In addition, there is a \$201,000 contribution to the CalPERS liability (proportionate to the General Fund contribution), \$42,000 to the Compensated Absences Reserve, a \$195,000 contribution to Retirees' Health unfunded actuarial accrued liability (UAAL), and capital projects of \$13.5 million (including \$6.4 million for transportation-related projects). The General Reserve, based on 25.0 percent of expenditures (similar to other reserves), is increasing

to \$5.2 million, the Landfill Reserve is increasing from \$6.0 million to \$7.0 million (incrementally increased in case of a catastrophic event), a new Sea Level Rise Reserve is established at \$3.0 million (recommended to be funded at \$3.0 million annually for 10 years), and the Development Impact Fee Reserve is estimated at \$766,000. The remaining balance available is projected to be \$16.1 million.

There are significant capital projects anticipated in future years related to transportation, landfill, and sea level rise. There are two significant transportation projects proposed in the CIP for Fiscal Year 2019-20 that require funding beyond available resources, and it is proposed debt be issued to fund these projects.

As of June 30, 2018, the Shoreline Community is anticipated to have the following debt obligations outstanding (dollars in thousands):

The 2011 Revenue Bonds were issued to refund the 1996 Tax Allocation Bonds (TABs) (which were originally issued to fund the acquisition of certain land from the City and to fund road, water, sewer, and other public improvements) and to fund the construction of Fire Station No. 5, Permanente Creek Trail improvements, and the Athletic Field projects.

The 2014 Bank Loan was issued to refund the 2001 and 2004 TABs. The 2001 TABs were issued to refinance and retire a portion of the 1992 TABs. The 2004 Tax Allocation Refunding Bonds were issued to refund the 1993 Series A Bonds (which were originally issued to finance certain landfill closure projects and other public improvements within the Shoreline Community).

<u>Type of Indebtedness</u>	<u>Maturity</u>	<u>Interest Rates</u>	<u>Authorized and Issued</u>	<u>Outstanding as of June 30, 2018</u>
2011 Revenue Refunding Bonds	2040	2.0%-5.75%	\$39,030	\$29,555
2014 Bank Loan	2018	1.65%	\$12,135	\$1,607

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SHORELINE REGIONAL PARK COMMUNITY FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2016-17</u>	Adopted Budget <u>2017-18</u>	Estimated <u>2017-18</u>	Proposed Budget <u>2017-18</u>
Revenues and Sources of Funds:				
Property Taxes	\$ 41,635,453	39,305,500	41,329,060	41,808,400
Investment Earnings	880,908	954,427	1,299,210	1,338,600
Rents & Leases	321,459	300,000	377,170	311,000
Development Impact Fees	5,051,430	0	13,783,850	0
Other Revenues	312,900	63,200	452,511	54,500
Capital Projects Refunds	547,250	0	0	0
Total	<u>48,749,400</u>	<u>40,623,127</u>	<u>57,241,801</u>	<u>43,512,500</u>
Expenditures and Uses of Funds:				
Operations	4,492,362	5,813,646	5,153,217	6,404,811
Intergovernmental Payments	8,212,731	9,994,000	10,295,000	10,272,000
Capital Projects	4,962,000	28,175,000	43,369,350	7,118,000
Capital Projects from Fees	100,000	0	13,369,650	6,400,000
General Fund Administration	7,783,282	7,571,600	7,571,600	7,647,300
Water Fund Administration	62,000	62,600	62,600	63,200
2011 Revenue Bonds	3,357,841	3,360,532	3,359,842	3,345,832
2014 Bank Loan	3,155,979	1,619,551	1,619,551	1,620,300
Transportation Debt Issue	0	0	0	1,599,990
Self Insurance	48,750	53,630	53,630	47,620
Retirees' Health Unfunded Liability	923,598	994,770	994,770	195,000
Transfer to Comp Absences Res	52,000	20,000	20,000	42,000
Transfer to Equip Replace Res	111,989	116,501	116,501	119,268
Total	<u>33,262,532</u>	<u>57,781,830</u>	<u>85,985,711</u>	<u>44,875,321</u>
Revenues and Sources Over (Under) Expenditures and Uses	15,486,868	(17,158,703)	(28,743,910)	(1,362,821)
Beginning Balance, July 1	46,701,144	62,188,012	62,188,012	33,444,102
Reserve	(4,900,000)	(4,600,000)	(4,600,000)	(5,200,000)
Reserve for Landfill	(5,000,000)	(6,000,000)	(6,000,000)	(7,000,000)
Reserve for Sea Level Rise	0	0	0	(3,000,000)
Reserve for Dev Impact Fees	<u>(6,482,383)</u>	<u>(6,577,710)</u>	<u>(7,166,113)</u>	<u>(766,113)</u>
Ending Balance, June 30	\$ <u>45,805,629</u>	<u>27,851,599</u>	<u>15,677,989</u>	<u>16,115,168</u>

The State legislature created the Shoreline Regional Park Community (Shoreline Community). Tax increment derived on the difference between the frozen base year value and the current fiscal year assessed value and other revenues generated from the activities of the Shoreline Community are to be utilized to develop and support the Shoreline Community and surrounding North Bayshore Area. Reserves are for general purposes, a catastrophic landfill event funding sea level rise infrastructure improvements, and tracking of development impact fees.

Assessed values are as follows (in thousands):

		<u>Total Assessed Value</u>	<u>Frozen Base</u>	<u>Tax Increment Value</u>
Actual	2014-15	\$3,263,434	\$33,888	3,229,546
Actual (Revised)	2015-16	\$3,379,348	\$33,888	3,345,460
Actual	2016-17	\$3,913,665	\$33,888	3,879,777
Actual	2017-18	\$4,012,187	\$33,888	3,978,299
Proposed	2018-19	\$4,050,626	\$33,888	4,016,738

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GLOSSARY AND INDEX

GLOSSARY

Accounting System—The total structure of records and procedures which identify, record, classify, summarize and report information on the financial position and results of operations of a government.

Accrual Basis of Accounting—A method of accounting that recognizes the financial effect of transactions, events and interfund activities when they occur, regardless of the timing of related cash flows.

Actual/Audited Actual—The amount of expenditures, positions or revenues for the fiscal year as verified by the auditors.

Actuarial Accrued Liability (AAL)—The amount calculated by an actuary related to an incurred liability.

Actuarially Determined Contribution (ADC)—Equal to the sum of the Normal Cost (NC) and Amortization of the Unfunded Actuarial Accrued Liability (UAAL). Used when discussing the California Public Employees Retirement System (CalPERS) and Retirees' Health Insurance Program. Developed on the same basis as the Annual Required Contribution (ARC) previously developed under GASB Statement No. 45.

ADA—Americans with Disabilities Act.

Adjusted—Adopted plus/minus any encumbrance carryovers, donations, grants, and midyear Council action.

Adopted—Formal action is taken by the City Council to set a plan, action or strategy, etc for the fiscal year.

Annual Budget—The total budget for a given fiscal year as approved by City Council.

Appropriation—A legislative act authorizing the expenditure of a designated amount of public funds for a specific purpose.

Assessed Value (AV)—A value established by the County Assessor which approximates fair-market value of real or personal property or fair-market value at the time of sale, change in ownership or completion of construction adjusted by the annual California Consumer Price Index not to exceed 2.0 percent annually. By State law, 100 percent of the property value is used for determining the basis for levying property taxes.

Bonds—A legal promise to pay a sum of money on a specific date at a specified interest rate.

GLOSSARY (Continued)

Budget—A financial plan identifying projected revenues, planned expenditures and levels of service.

Budget Adjustment— Any lawful change after the formal adoption of the budget.

CalPERS— California Public Employees Retirement System.

Capital Improvement Program or Project (CIP)—Capital projects such as City buildings, General Plan update, park renovations, etc. These projects are usually multi-year and, thus, extend beyond the annual budget. The CIPs are supported by a five-year expenditure plan detailing funding sources and expenditure amounts.

Capital Outlay (also referred to as Capital Equipment)—Expenditures that result in the acquisition of assets with an estimated useful life of two or more years and a unit cost of \$5,000 or more (account classification 56100s).

Capital Projects Fund—Used to account for financial resources for the construction or acquisition of major capital facilities (other than those financed by Enterprise Funds). For the annual budget, only the Capital Project Funds that have annual budgets are included.

Carryover Balance—The difference between actual General Operating Fund (GOF) revenues received and actual GOF expenditures (operating balance), plus any other GOF one-time revenues or expenditure savings in a given fiscal year.

CCPI— California Consumer Price Index

Certificates of Participation (COPs)—Provides a long-term financing mechanism through a financing lease agreement.

COLA— Cost-of-living adjustment.

Community Development Block Grant (CDBG)— A grant received by the Department of Housing and Urban Development.

Community Stabilization and Fair Rent Act (CSFRA)—On November 8, 2017 voters adopted Measure V, or CSFRA, to stabilize rents and provide just cause eviction protections for certain rental units in Mountain View.

Component Units—Legally separate entities for which the elected officials of the primary government are financially accountable.

GLOSSARY (Continued)

Consumer Price Index (CPI)—A statistical measure of price levels provided by the U.S. Department of Labor signifying the cost-of-living and economic inflation.

Contingency—An amount set aside for emergency or unanticipated expenditure and revenue shortfall.

Cost Recovery Program—Service provided to a specific group or population where the fee is established to partially or fully offset the expenditures incurred for the program or service.

Debt Retirement Costs—Costs associated with the payoff of debt.

Debt Service—The payment of principal and interest on borrowed funds such as bonds.

Debt Service Fund—Government fund type used to account for the accumulation of resources for and the payment of interest and principal on a debt issue.

Department—The highest organizational unit within the City which is responsible for managing divisions or activities within a functional area.

Depreciation— The cost of an asset divided by its expected useful life in years.

Discretionary Expenditure— An expenditure that is avoidable.

Division— An organizational unit within a department that provides a specific service.

Educational Revenue Augmentation Fund (ERAF)— The mechanism used by the State to shift local taxes for the State's education funding commitments. This mechanism has been used three different times, thus the terms ERAF I, ERAF II and ERAF III.

EIR— Environmental Impact Report.

Encumbrances— A legal expenditure obligations of the City established when an agreement for services or goods is entered into. The appropriations for a legal encumbrance does not lapse at the end of the fiscal year.

Ending Balance— A fund's accumulation of revenues over its expenditures available for appropriation.

Enterprise Funds— Used to account for an activity for which a fee or fees is charged to external users for goods or services. The City has three Enterprise (or Utility) Funds,

GLOSSARY (Continued)

Water, Wastewater and Solid Waste Management, that account for the water services, wastewater or sewer services, and trash and recycling services provided to residents and businesses in the City.

Estimated Expenditures—The amount of expenditures expected in the current fiscal year.

Estimated Revenue—The amount of revenue expected to be received in the current fiscal year.

Expenditures—The use of financial resources typically spent for goods or services.

Fiscal Year—A 12-month period specified for recording financial transactions. The City of Mountain View's fiscal year starts on July 1 and ends on the following June 30.

Full-Time Equivalent (FTE)—Part-time and hourly positions expressed as a fraction of full-time positions (2,080 hours per year). Example: 3 positions working 1/2 time equal 1-1/2 FTEs.

Functions—Long-term goals of a department which are tied to performance measures.

Fund—A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.

Fund Balance—The difference between assets and deferred outflows and liabilities and deferred inflows reported in a governmental fund.

General Fund—Accounts for the operations of the City which are not recorded in other funds.

General Fund Budget Contingency Reserve—A reserve set aside for uncertain economic conditions to provide for financial flexibility.

General Fund Reserve—The reserve that provides a source of funding for necessary, but unanticipated, expenditures during the fiscal year, unanticipated revenue shortfalls, sources for interfund loans, emergencies and to generate ongoing interest earnings for the General Operating Fund.

General Fund Reserves—The combination of all General Fund Reserves.

GLOSSARY (Continued)

General Government—A grouping of departments that support those which give direct service to the public.

General Non-Operating Fund—A "sub" fund of the General Fund which accounts for the limited-period revenues and expenditures of the General Fund.

General Obligation Bonds?—Are issued to fund public projects and are backed by the full faith and credit of the issuer.

General Operating Fund—A "sub" fund of the General Fund which accounts for the ongoing annual operations of the City which are not recorded in other funds.

Goals/Projects/Initiatives—A set of criteria to be achieved within a certain time period.

Governmental Funds—Funds generally used to account for tax-supported activities. There are four different types of governmental funds: the General Fund, special revenue funds, debt service funds, and capital projects funds.

Grant Funds—Moneys received from another government, such as the State or Federal government, usually restricted to a specific purpose.

Gross—Amount prior to any deductions.

Infrastructure—A substructure or underlying foundation on which the continuance or growth of a community depends: roads, schools, transportation systems, etc.

Initiative Process—A system designed to place lawmaking power in the hands of the people. Allows voters to collect signatures to place a new law or change on the ballot.

Interdepartmental Charges—Charges from one department or fund to another department or fund within the governmental entity.

Interfund Expenditure—An expenditure reported in one department or fund that is generated by another department or fund within the governmental entity.

Interfund Transfers—Movement of money from one fund to another within the City of Mountain View or component units of the City of Mountain View.

Intergovernmental Revenue—Grants, entitlements and cost reimbursements from another Federal, State or local governmental unit.

GLOSSARY (Continued)

Internal Service Fund—Used to account for any activity that provides goods or services to other funds or departments on a cost reimbursement basis. The City uses Internal Service Funds for fleet maintenance, equipment replacement, Workers' Compensation, unemployment, liability risk exposure, retirees' health and employee benefits, etc.

Investment Portfolio—The accumulation of all cash and investments regardless of source or ownership, placed in securities or vehicles for purposes of generating interest income.

Labor Chargeback—An account used to credit salaries and benefits when time is charged to a capital improvement project or another fund or department for services provided.

Limited-Period Expenditure—An expenditure that is of a one-time or limited duration and not considered ongoing in nature.

Maintenance and Operations—Cost of upkeep and running of property or equipment (account classification 55200s).

Major Fund—Are funds that have either assets, liabilities, revenues or expenditures/expenses equal to 10 percent of their fund type total and 5 percent of the grand total of governmental and enterprise funds or can be a fund designated by the City.

Materials and Supplies—Expenditures for goods used to support operations (account classification 55100s).

Measurement Focus—Types of balances (and related changes) reported in a given set of financial statements (e.g., economic resources, current financial resources, assets and liabilities resulting from cash transactions).

Mission Statement—A broad direction based on the needs of the community. A mission is general and timeless; it is not concerned with a specific achievement in a given time period.

Modified Accrual Basis of Accounting—Basis of accounting according to which (a) revenues are recognized in the accounting period in which they become available and measurable; and (b) expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt and certain similar accrued obligations which should be recognized when due. (NCGA Statement 1)

GLOSSARY (Continued)

Net— Amount after consideration of any adjustments.

Non-Discretionary Expenditure— Unavoidable expenditure

Normal Cost (NC)— Represents the annual cost estimated for pension or retirees' health benefits of the future liability for current employees.

Objective— Something aimed at or strived for.

OneSolution— The accounting and budgetary system implemented by the City of Mountain View in March 2016.

Operating Balance— The balance of ongoing revenues and expenditures before one-time revenues or expenditures such as capital projects.

Operating Budget— Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing acquisition, spending and service delivery activities of a government are controlled.

Operations— Includes salaries, benefits, supplies and services, and capital outlay expenditures.

Other Expenses— All expenditures not recorded in other major account classifications (account classification 55500s).

Other Funds— The reference used for funds other than the General Fund (e.g., Special Revenue, Debt Service, Capital Projects, etc.).

Overhire Position— A position created for temporary use above the approved budgeted number of positions. This is used as an overlap when someone is retiring, out on disability, etc.

Performance/Workload Measures— Number or percentage of work category completed or performed. The performance/workload measures provide an indicator of the amount of work performed or measures the quality of effectiveness of work performed by a department or program from year to year.

Personnel Services— Salaries and benefits paid to City employees (account classification 54100-54300s).

GLOSSARY (Continued)

Position Classification—Includes job titles, job grades and job families for an overall job level.

Primary Government —Any state government or general purpose local government (municipality or county).

Professional/Technical Services—Expertise purchased from external sources (account classification 55400s).

Projected Revenue—The amount of revenue projected for future fiscal year's budget(s).

Property Tax Apportionment—The allotment of direct taxes on the basis of population.

Proposed Budget—The initial plan by the City Manager for the fiscal year presented to the City Council before adoption.

Proposition 4/GANN Initiative Limit—The City is required, under Article XIII B of the State Constitution, to limit appropriations from proceeds of taxes. The annual appropriation limit is based on data received from the State, including various growth measures such as population, CPI and nonresidential construction changes.

Proprietary Funds—To account for operations that involve business-like activities. There are two different types of proprietary funds: enterprise funds and internal service funds.

Rebudget—Funding for limited-period (one-time), capital outlay or equipment replacement items carried over from the current fiscal year to the next fiscal year with Council approval.

Recommended Budget—The preliminary spending plan for the fiscal year presented to the City Council in the Narrative Budget Report.

Rental Housing Committee (RHC)—Established by the Community Stabilization and Fair Rent Act, and consists of five members and one alternate member.

Reserves—Used to indicate that resources are not available for appropriation and subsequent spending, but is set aside for future use and is either for a specific purpose or to fund a liability.

Revenue Enhancements—Any action that increases current revenue sources or creates new ones.

GLOSSARY (Continued)

Salaries and Benefits—The set of all City-related operating costs for personnel (e.g., salaries, wages, retirement, health, dental, etc.).

Section 1103 of City Charter—Mandates that the City Manager will send a careful estimate, in writing, detailing the amount of expenditures required to ensure the proper conduct of business at all levels the City Manager has control of and an estimate of incomes expected.

Secured Debt—Debt guaranteed by the pledge of assets or other collateral.

Services and Supplies—The set of all nonpersonnel-related operating costs (e.g., supplies, maintenance, utilities, services, etc.).

Services to Other Departments—Includes interdepartmental charges and credits received for work performed for another department or fund (account classification 54100).

Shoreline Community (SRPC) — The Shoreline Regional Park Community.

Significant Changes — Any increase above the base budget that is discretionary.

SMaRT® Station—The copyright protected acronym used for the Sunnyvale Materials and Recovery Transfer Station.

Special Assessment—Compulsory levy made against certain properties to defray all or part of the cost of a specific capital improvement or service deemed to benefit primarily those properties.

Special Revenue Funds—Governmental fund type used to account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted for specified purposes.

Structural Deficit—The deficit that occurs when there is an imbalance between ongoing revenues and ongoing expenditures.

Structurally Balanced Budget—Ongoing revenues are greater than or equal to ongoing expenditures.

TABs—Tax Allocation Bonds. Bonds issued by a government agency secured by the agency's pledge of tax increment revenues.

Taxes—Compulsory charges levied by a government for the purpose of financing services performed for the common benefit.

GLOSSARY (Continued)

Unfunded Actuarial Accrued Liability (UAAL)— The portion of the AAL that does not have funds set aside toward this liability. Used in reference to the CalPERS system and Retirees' Health Benefit Program.

Unsecured Debt— Obligation not backed by the pledge of specific collateral.

Utilities— A public service such as gas, electricity or water. Also used to account for expenditures for services such as gas, electricity, water, trash and recycling collection, etc. (account classification 55300s).

Utility Funds— See Enterprise Funds.

Utility Rolls— Utility property assessed by the State Board of Equalization.

Vehicle License Fee (VLF)— Established in 1953 as a uniform statewide tax, the VLF is a tax on the ownership of a registered vehicle in place of taxing vehicles as personal property. By law, all revenues from the VLF fund city and county services, but the state legislature controls the tax rate and the allocation among local governments. In 2004, the Legislature permanently reduced the VLF tax rate and eliminated state general fund backfill to cities and counties. Instead, cities and counties now receive additional transfers of property tax revenues in lieu of VLF. In 2011 the legislature eliminated all VLF allocations to local agencies in order to fund COP's grant, booking fee subvention and other safety related grants.

VTA— Valley Transportation Authority.

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