



CUPERTINO

# Public Works

			<b>Proposed 2016-17</b>
<b>Page Administration</b>			<b>\$ 1,531,851</b>
GI Org			
510	100-80-800	Public Works Administration	1,531,851
514	100-80-851	Environmental Management	-
<b>Environmental Programs</b>			<b>\$ 3,869,077</b>
GI Org			
515	520-81-801	Resource Recovery	671,613
520	230-81-802	Non Point Source	3,197,464
<b>Development Services</b>			<b>\$ 2,187,546</b>
GI Org			
525	100-82-804	Plan Review	1,012,224
529	100-82-805	Inspection Service	-
530	100-82-806	Capital Improvement Program - Administration	1,175,322
<b>Service Center</b>			<b>\$ 1,660,327</b>
GI Org			
534	100-83-807	Administration	1,660,327
<b>Grounds and Fleet</b>			<b>\$ 4,014,847</b>
GI Org			
539	100-84-808	McClellan Ranch Park	65,540
543	100-84-809	Memorial Park	578,633
548	100-84-812	School Site Maintenance	769,372
553	100-84-813	Neighborhood Parks	1,560,033
558	100-84-814	Sports Field Jollyman/Creekside	514,581
562	100-84-815	Civic Center Maintenance	526,688



CUPERTINO

# Public Works

**Final  
Adopted  
2016-17**

**Page Streets \$ 11,550,383**

GI Org

566	100-85-818	Storm and Drain Maintenance	462,391
570	210-90-978	Minor Storm Drain	75,000
573	270-85-820	Sidewalk Curb and Gutter	1,001,932
577	270-85-821	Street Pavement Maintenance	7,275,167
581	270-85-822	Street Signs Markings	662,359
585	100-85-823	Graffiti Removal	
587	100-85-848	Street Lighting	550,658
592	630-85-849	Equipment Maintenance	1,395,195
597	100-85-850	Environmental Materials	127,681

**Trees and Right of Way \$ 2,769,700**

GI Org

601	100-86-824	Overpasses and Medians	1,365,888
605	100-86-825	Street Tree Maintenance	947,730
610	100-86-826	Weekend Work Program	456,082

**Facilities \$ 4,039,620**

GI Org

613	100-87-827	Building Maintenance City Hall	595,032
617	100-87-828	Library	622,835
622	100-87-829	Service Center	335,567
627	100-87-830	Quinlan Community Center	448,638
632	100-87-831	Senior Center	357,438
637	100-87-832	McClellan Ranch	134,854
642	100-87-833	Monta Vista	153,197
646	100-87-834	Wilson	69,237
651	100-87-835	Portal	48,887
655	570-87-836	Cupertino Sports Center	395,164
660	100-87-837	Creekside Park	67,785



CUPERTINO

# Public Works

Proposed  
2016-17

**Page Facilities (Continued)**

GI Org

664	100-87-838	Community Hall Maintenance	311,722
668	100-87-839	Teen Center Bldg Maintenance	43,549
672	100-87-840	Park Restrooms	157,933
676	100-87-841	Blackberry Farm Maintenance	297,782

**Transportation** \$ 2,393,711

GI Org

680	100-88-844	Traffic Engineering	1,758,401
685	100-88-845	Traffic Signal and Maintenance	635,310

**Fixed Asset Acquisition** \$ 1,222,000

GI Org

689	630-90-985	Fixed Asset Acquisition	1,222,000
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**TOTAL PUBLIC WORKS \$ 35,239,062**

## DIVISION SUMMARY

### Public Works - Summary

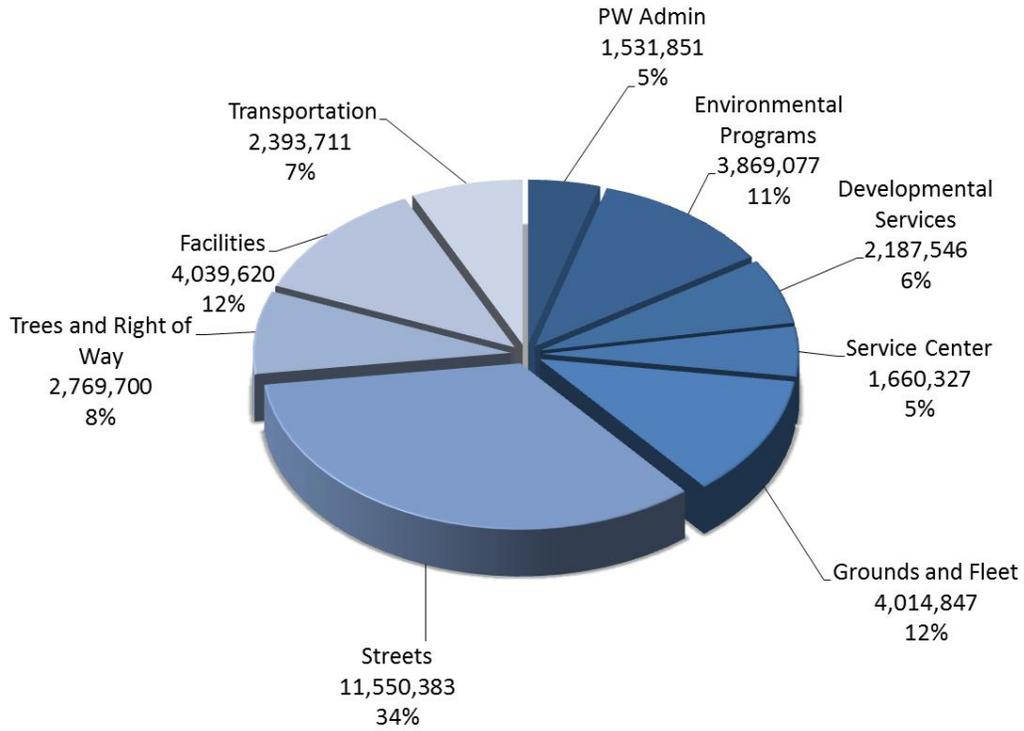
Category	2013-2014	2014-2015	2015-2016	2016-2017
	Actual	Actual	Final Adopted Budget	Final Adopted Budget
<u>Revenue</u>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	44,915	138,921	140,300	140,700
Intergovernmental Revenue	-	294,079	-	1,800,606
Charges for Services	3,770,404	1,971,584	3,854,000	8,898,276
Fines and Forfeitures	1,804	2,724	502,000	502,000
Miscellaneous Revenue	-	510,008	-	-
Interdepartmental Revenue	-	-	128,679	128,679
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,624,979</b>	<b>\$ 11,470,261</b>
<u>Expenditures</u>				
Employee Compensation	5,945,031	6,180,282	7,099,184	7,373,774
Employee Benefits	2,665,824	2,813,617	3,479,352	3,507,566
Materials	2,493,692	2,626,250	2,873,970	3,004,602
Contract Services	3,476,113	3,987,371	4,428,616	5,350,615
Cost Allocation	2,428,436	2,765,504	2,596,134	4,762,211
Capital Outlay	182,819	398,366	240,000	190,000
Special Projects	3,330,181	12,108,972	9,494,755	10,650,518
Appropriations for Contingency	-	-	499,707	399,776
<b>TOTAL EXPENDITURES</b>	<b>\$ 20,522,096</b>	<b>\$ 30,880,361</b>	<b>\$ 30,711,718</b>	<b>\$ 35,239,062</b>
Fund Balance	-	-	(1,419,858)	(3,242,235)
<b>General Fund Costs</b>	<b>\$ 20,522,096</b>	<b>\$ 30,880,361</b>	<b>\$ 24,666,881</b>	<b>\$ 20,526,566</b>

### FINAL ADOPTED BUDGET

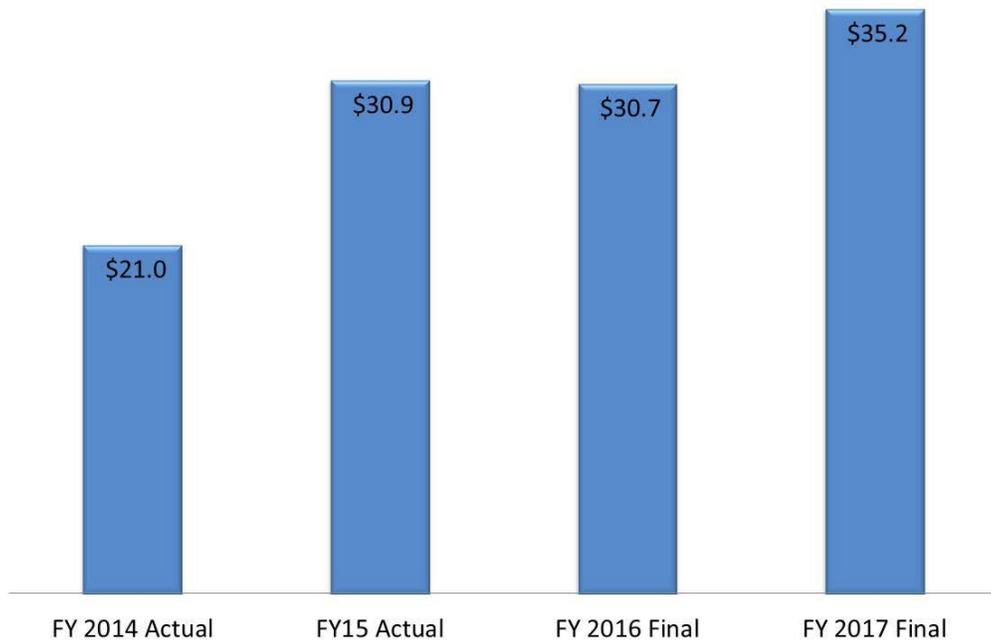
On June 6, 2016, City Council approved a budget of \$35,239,062 for Public Works Department. This represents an increase of \$4,527,344 over the FY 2015-16 Final Adopted Budget. The increase is attributed primarily to changes in costs allocation and the request to add an additional position.

This budget is funded from \$11,470,261 in estimated department revenue, the use of \$3,242,235 in retained earnings and a \$20,526,566 contribution from the General Fund.

## Adopted Expenditures Fiscal Year 2016-2017



## 4 Year Expenditure History In Millions





**PUBLIC RESOURCES**  
**Public Ways**

**PUBLIC WORKS**  
**Timm Borden, Director**

<b>BUDGET AT A GLANCE</b>	
Total Revenue	\$ 11,470,261
Total Expenditures	35,239,062
Fund Balance	(3,242,235)
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General Fund Costs	\$ 20,526,566
Total Staffing	83.12
% Funded by General Fund	58.2%

**KEY PERFORMANCE MEASURES BY DEPARTMENT**  
**CAPITAL PROJECT DELIVERY**

**GOAL: Deliver capital projects on time and within budget**

Mission	Measure	2015	2016	2017	Ongoing Target
So that... City funds capital improvement projects.	 Meet published commitments to Council and community				90%
So that... Projects are utilized by the community.	 Projects are on budget	83% (10/12) *			80%
So that... Residents and businesses are assured their community is being improved by efficient use of taxes and fees.	 Projects are on time				80%

*\*Current measure included both budget & time. These will be separated into distinct measures by 2017*

**DEVELOPMENT SERVICES**

**GOAL: Provide timely review and permitting of privately completed improvements within the public right of way.**

	Mission	Measure	2015	2016	2017	Ongoing Target
So that... Public Works Department reviews improvements within the public right of way.	<b>i</b>	Review and permit private development in a consistent manner in accordance with applicable codes, standards and policies	100%			100%
So that... Projects are constructed to an approved standard by a well-trained staff.	<b>i</b>	Respond to complete plan submittals or applications within two (2) weeks	97%			90%
So that... Customers expect quality reviews and permitting on a defined schedule.	<b>i</b>	Respond to public inquiries at the Public Works counter in City Hall within 15 minutes.	100%			95%

**DEPENDABLE INFRASTRUCTURE**

**GOAL: Timely maintain levels of service to meet community and environment requirements at optimal life-cycle costs.**

So that...

The City consistently funds infrastructure maintenance and safety improvement programs.

So that...

Infrastructure indicates good condition; safety programs are effective.

So that...

Cupertino has well maintained infrastructure and programs that meets the needs of the community.

Mission	Measure	2015	2016	2017	Ongoing Target
           	Paving project funding	\$13.5M			N/A
	Concrete project funding	\$750K			N/A
	Bicycle / pedestrian project funding	\$690K			N/A
	Storm water system improvement funding	\$2.57M			N/A
	Pavement condition index (PCI) > or equal to 80*	70	74		80
	Walk/bike mode share for middle and high school students travelling to school	UNK			40%
	Respond to reported storm drain system deficiencies with one (1) business day	100%			100%
	Remove known graffiti on City property within two (2) business days	100%			100%
	Respond within one (1) business day on any reported unsafe condition of street pavement markings & signs	100%			100%
	Respond within one (1) hour on any reported safety issue regarding traffic signals	100%			100%
Respond to reported streetlight outages within two (2) business days	100%			100%	
Respond & mitigate sidewalk and pathway deficiencies within one (1) business day	100%			100%	
Resolve any reported unsafe playground equipment issue within one (1) business day	100%			100%	

\* Requires \$7.5M annually to achieve by 2019

**Mission statement:** provide exceptional service, encourage all members of the community to take responsibility for one another, and to support the values of education, innovation and collaboration.

**ENVIRONMENT**

**GOAL: Protect our natural environment for current and future generations.**

	Mission	Measure	2015	2016	2017	Ongoing Target
So that... City is responsible for a comprehensive storm water pollution prevention program.		Compliance with municipal regional permit requirements	100%	100%		100%
So that... Potential pollutants are stopped before entering the storm drain system.		Respond to reports of actual or potential discharge within one (1) business day	98%			95%
So that... Current and future residents enjoy healthy creeks and a cleaner San Francisco Bay.		Percent of businesses in compliance during annual proactive inspections	85%			75%

ENVIRONMENT

**GOAL: Protect our natural environment and conserve resources for current and future generations.**

	Mission	Measure	2015	2016	2017	Ongoing Target
So that...		Tons of waste entering landfill( <i>does not include self-haul or material to landfills other than Newby Island</i> )	26,993 tons			N/A
City implements solid waste collection services that encourage diversion of waste from landfills.						
So that...		Enforce applicable City ordinance and franchise agreement requirements	100%			100%
Diversion of solid waste from landfill is maximized,compost is produced for community use, recyclable material is sold to help offset collection costs and methane gas emissions at landfills are reduced.			CalRecycle diversion rate	*		
		Commercial diversion rate( <i>does not include business donations, back haul, or other source reduction, etc</i> ).	37%			60%
			Number of all business accounts separating organics	19% (83 out of 447)		
So that...		Number of site visits, workshops, events and activities to inform residents and businesses	189			150
Current and future residents of Cupertino enjoy a healthy, sustainable environment.						

\*CalRecycle has a 12 month lag in reporting

**ENVIRONMENT**

**GOAL: Protect and expand the City's urban canopy as visible and tangible commitment to Cupertino's environment.**

	Mission	Measure	2015	2016	2017	Ongoing Target
So that...						
City is responsible for the maintenance and enhancement of the urban forest.		Enforce applicable City ordinance and keep current annual urban forest work plan	100%			100%
So that...						
Cupertino's urban forest is resilient, healthy and safe.		Respond to reported safety issues within one (1) business day	100%			100%
So that...						
Current and future residents enjoy all of the benefits provided by a healthy urban forest.		Inspect and maintain minimum of 2,100 out 17,000 street, median and park trees annually*	81%			100%
		Plant more trees than removed**	556%			110%

\* Eight year cycle

\*\*2015 completed a four year tree program to plant 400 trees annually.

**ENVIRONMENT**

**GOAL: Invest in technologies that “lead by example” and encourage others to take environmental action through their own purchasing decisions.**

	Mission	Measure	2015	2016	2017	Ongoing Target
So that... The City purchases and maintains vehicle fleet for delivery of services.		All new vehicle purchases are to be hybrid and/or electric only models	67%			90%
So that... Vehicles purchased have the least environmental impact possible.		When combustion vehicles are purchased, vehicle selection is to be determined by fuel efficiency, idle efficiency and emissions	90%			90%
So that... Cupertino invests in technologies that expand new and emerging markets that support our shared environment.						



**CUPERTINO**

**PUBLIC RESOURCES**

**Public Ways**

**ADMINISTRATION-  
 PUBLIC WORKS ADMINISTRATION**

Budget Unit 100-80-800  
 General Fund

<b>BUDGET AT A GLANCE</b>		
Total Revenue		\$ 266,238
Total Expenditures		1,531,851
Fund Balance		-
<hr/>		
	General Fund Costs	\$ 1,265,613
Total Staffing		3.25
	% Funded by General Fund	82.6%

**PROGRAM OVERVIEW**

The Public Works Department is comprised of the following eight divisions:

1. Development Services (including inspection services)
2. Capital Improvement Program Administration
3. Environmental Programs
4. Transportation
5. Facilities and Fleet
6. Trees and Right-of-Way
7. Grounds
8. Streets

**SERVICE OBJECTIVES**

- Provide capital project delivery, development plan check, permitting and inspection, solid waste and recycling services, storm water quality compliance, and public works maintenance services in a responsive and efficient manner by continuously adapting programs and resources to meet the community’s expectations.
- Provide response within 24 hours to the community on complaints and requests for services. Plan and program maintenance of the City’s public facilities and infrastructure.
- Program and deliver Capital Improvement Projects in a timely and cost-efficient manner. Work with operating departments and the community to ensure projects meet expectations.
- Collaborate with Community Development to efficiently deliver predictable, responsive and efficient development services.

- Represent the City on county and regional issues such as congestion management, and mobility and transit planning.
- Manage and adapt traffic operations to efficiently move traffic and protect neighborhoods.
- Oversee and manage stormwater, solid waste and recycling programs.

**FINAL ADOPTED BUDGET**

On June 6, 2016, City Council approved a budget of \$1,531,851 for the Public Works Administration Budget. This represents an increase of \$874,169 over the FY 2015-16 Final Adopted Budget. The increase is attributed to changes to the City’s Cost Allocation Plan (CAP) as part of a study conducted by Matrix late in the 2015-2016 Fiscal Year and a new special project of \$115,000 for landscape conversion rebates.

This budget is funded from \$266,238 in charges to user departments and a \$1,265,613 contribution from the General Fund.

The following table details revenue, total expenditures, changes in fund balance and General Fund costs by category for the two prior Fiscal Years and the Final Adopted Budget for the current year and prior Fiscal Years:

**SPECIAL PROJECTS**

This budget includes funding be approved for the following special projects:

<b>Special Project</b>	<b>Appropriations</b>	<b>Revenue</b>	<b>Funding Source</b>	<b>Description</b>
<b>Landscape Conversion Rebates Program</b>	\$115,000	\$115,000	General Fund	Landscape Conversion Rebates
<b>TOTAL</b>	\$115,000	\$115,000		

**Public Works -Administration**

Category	2013-2014	2014-2015	2015-2016	2016-2017
	Actual	Actual	Final Adopted Budget	Final Adopted Budget
<u>Revenue</u>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	266,238
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 266,238</b>
<u>Expenditures</u>				
Employee Compensation	409,779	357,831	402,591	422,641
Employee Benefits	148,032	144,116	176,136	170,796
Materials	12,363	13,131	17,039	17,839
Contract Services	800	521	2,000	2,000
Cost Allocation and Depreciation	85,384	57,828	57,825	801,902
Capital Outlay	-	-	-	-
Special Projects	-	-	-	115,000
Appropriations for Contingency	-	-	2,091	1,673
<b>TOTAL EXPENDITURES</b>	<b>\$ 656,358</b>	<b>\$ 573,428</b>	<b>\$ 657,682</b>	<b>\$ 1,531,851</b>
Fund Balance	-	-	-	-
<b>General Fund Costs</b>	<b>\$ 656,358</b>	<b>\$ 573,428</b>	<b>\$ 657,682</b>	<b>\$ 1,265,613</b>

**STAFFING**

Total current authorized positions – 3.25

There are no changes proposed to the current level of staffing.

Total authorized positions – 3.25

**4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL**

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET
<b>800 Public Works Admin</b>				
05 - Employee compensation				
500.501 - Salaries Full Time	406,124	347,765	383,810	377,682
500.502 - Salaries Part Time	0	6,328	12,500	40,000
500.503 - Excess Med Pay	0	0	572	0
500.505 - Overtime	55	0	0	0
500.506 - Car Allowance	3,600	3,738	4,350	3,600
500.507 - Taxable Life Premium		0	984	984
500.513 - Sick Leave			375	375
05 - Employee compensation Total	409,779	357,831	402,591	422,641
10 - Employee benefits				
501.500 - Retirement System	105,422	92,245	108,981	102,981
501.502 - Pers 1959 Surv Empr	159	67	53	0
501.505 - Health Insurance	18,048	25,340	28,278	28,926
501.506 - Dental Insurance	2,813	2,942	3,090	3,110
501.507 - Medicare	5,944	5,490	5,510	5,449
501.508 - Life Insurance	2,016	1,992	2,086	2,086
501.509 - Long Term Disability	1,492	1,672	2,578	2,552
501.510 - Workers Compensation	10,735	10,740	18,620	18,620
501.511 - Vision Insurance	538	562	583	585
501.516 - Hra City Contribution	866	3,065	6,357	6,487
10 - Employee benefits Total	148,032	144,116	176,136	170,796
15 - Materials				
600.601 - General Office Supplies	722	747	1,000	1,500
600.605 - Meeting Expenses	571	749	1,000	1,300
600.608 - Sml Tools and Equipment	0	1,702	0	0
600.613 - General Supplies	2,362	1,507	2,414	2,414
600.618 - Utilities and Phone	0	0	2,625	0
600.621 - Calrecylce City Payment Prgm Adm	469	-1,325	0	0
600.629 - Conference and Meeting	5,530	7,992	10,000	10,000
600.642 - Telephone and Data Services	2,710	1,759	0	2,625
15 - Materials Total	12,363	13,131	17,039	17,839
20 - Contract services				
700.701 - Training and Instruction	800	0	1,000	1,000
700.702 - General Service Agreement		521	1,000	1,000
20 - Contract services Total	800	521	2,000	2,000
25 - Cost allocation				
800.802 - IT Reimbursement	52,037	31,608	31,611	45,783
800.803 - City Channel Reimb	29,811	21,708	21,706	0
800.804 - Web Site Reimbursement	3,536	4,512	4,508	0
800.823 - Strategic Support CAP				756,119
25 - Cost allocation Total	85,384	57,828	57,825	801,902
31 - Special projects				
900.990 - Special Projects - PW			0	115,000
31 - Special projects Total			0	115,000
35 - Contingencies				
719.705 - Contingencies	0	0	2,091	1,673
35 - Contingencies Total	0	0	2,091	1,673
<b>800 Public Works Admin Total</b>	<b>656,358</b>	<b>573,428</b>	<b>657,682</b>	<b>1,531,851</b>



## **PUBLIC RESOURCES**

### **Public Ways**

#### **ADMINISTRATION- ENVIRONMENTAL MANAGEMENT**

Budget Unit 100-81-803

General Fund

Programs and staff previously funded by this budget have been moved to Traffic Engineering, Street Pavement Maintenance and Street Environmental Materials. This program is included to preserve historical data. Once all prior year data listed in the chart below is \$0, this program will be removed.



**PUBLIC RESOURCES**

**Public Ways**

**ENVIRONMENTAL PROGRAMS-  
RESOURCE RECOVERY**

Budget Unit 520-81-801

General Fund

**BUDGET AT A GLANCE**

Total Revenue	\$ 1,924,000
Total Expenditures	3,197,464
Fund Balance	(1,330,909)
<hr/>	
General Fund Costs	\$ (57,445)
Total Staffing	4.35
% Funded by General Fund	N/A

**PROGRAM OVERVIEW**

The Resource Recovery Division manages the City’s garbage and recycling franchised hauler contract and provides garbage and recycling customer service for residents and business owners; develops and implements programs and policy to comply with AB 939 source reduction and recycling mandates; manages the City’s state-permitted residential household hazardous waste (HHW) door-to-door collection and disposal service; oversees the free compost giveaway at Stevens Creek Quarry and the associated property lease and trucking agreement for the compost site; and represents the City on countywide committees. The public education and outreach programs led by this division include visits to schools and employee training for businesses on-site as needed. The Division coordinates many complimentary activities with the Sustainability Division in the Office of the City Manager.

**SERVICE OBJECTIVES**

- Meet State AB 939 requirements to divert a minimum of 50% of Citywide waste from landfill and achieve the State (AB 341) goal of 75% diversion by 2020. Continue to help businesses implement the City’s Mandatory Organics Recycling ordinance (6.24.037) which ensures compliance with AB 1826. Beginning in FY 2016-2017, assist businesses and multi-family properties (that generate 4 cubic yards of garbage per week) with preparations to comply with mandatory organics recycling by July 1, 2018. Begin providing landlords and property owners with support and educational outreach for their tenants. City staff will make several visits to the management of each multi-family complex and may include a knock and talk campaign to assist residents and the

distribution of free kitchen containers to collect residential food waste prior to transferring it to a central garbage and recycling area.

- Provide contract oversight and customer service for garbage and recycling collection, yard waste processing, composting and household hazardous waste collection. Manage community events such as the citywide Garage Sale. Offer free compost for residents and provide assistance to schools for student recycling and composting projects and teachers' curriculum and presentations related to the City's environmental initiatives.

#### **FINAL ADOPTED BUDGET**

On June 6, 2016, City Council approved a budget of \$3,197,464 for the Resource Recovery Division. This represents an increase of \$490,238 over the FY 2015-16 Final Adopted Budget. The increase is primarily due to increased contract service and cost allocation changes.

This budget is funded from \$1,924,000 in estimated department revenue and \$1,330,909 in fund balance.

The following table details revenue, total expenditures, and changes in fund balance and fund costs by category for the two prior Fiscal Years, and the Final Adopted Budget for the current year and prior Fiscal Years:

**Public Works - Resources Recovery**

Category	2013-2014		2015-2016		2016-2017	
	Actual	Actual	Final Adopted Budget	Final Adopted Budget	Final Adopted Budget	Final Adopted Budget
<u>Revenue</u>						
Taxes	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-
Use of Money and Property	-	-	-	-	-	-
Intergovernmental Revenue	-	-	-	-	-	-
Charges for Services	30,798	778,628	1,924,000	1,924,000	1,924,000	1,924,000
Fines and Forfeitures	-	-	-	-	-	-
Miscellaneous Revenue	-	-	-	-	-	-
Interdepartmental Revenue	-	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 30,798</b>	<b>\$ 778,628</b>	<b>\$ 1,924,000</b>	<b>\$ 1,924,000</b>	<b>\$ 1,924,000</b>	<b>\$ 1,924,000</b>
<u>Expenditures</u>						
Employee Compensation	281,617	364,001	455,549	455,549	433,953	433,953
Employee Benefits	102,377	108,174	177,806	177,806	184,838	184,838
Materials	8,662	14,664	19,834	19,834	21,760	21,760
Contract Services	1,611,580	1,982,445	1,975,000	1,975,000	2,401,000	2,401,000
Cost Allocation and Depreciation	154,810	79,177	79,037	79,037	155,913	155,913
Capital Outlay	-	-	-	-	-	-
Special Projects	-	-	-	-	-	-
Appropriations for Contingency	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,159,047</b>	<b>\$ 2,548,461</b>	<b>\$ 2,707,226</b>	<b>\$ 2,707,226</b>	<b>\$ 3,197,464</b>	<b>\$ 3,197,464</b>
Fund Balance	-	-	(783,226)	(783,226)	(1,330,909)	(1,330,909)
<b>General Fund Costs</b>	<b>\$ 2,128,249</b>	<b>\$ 1,769,833</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (57,445)</b>	<b>\$ (57,445)</b>

**STAFFING**

Total current authorized positions – 4.35

Staffing includes the following positions: (unless otherwise noted, the remaining percentage of the FTE is allocated to the Non-Point Source budget)

- 65% of an Environmental Programs Manager;
- 50% of an Assistant to the City Manager & Sustainability Manager;
- 65% of an Environmental Specialist, (formerly Senior Code Enforcement position)
- 100% of an Environmental Programs Assistant, Outreach Coordinator;
- 65% of an Environmental Programs Assistant;
- 65% of an Environmental Compliance Technician (formerly Maintenance Worker II shared across the Non-Point Source and Storm Drain Operation budgets); and
- 25% of an Assistant Director of Public Works

Total authorized positions – 4.35

#### 4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET
<b>801 Resources Recovery</b>				
05 - Employee compensation				
500.501 - Salaries Full Time	240,034	331,426	413,898	411,836
500.502 - Salaries Part Time	41,391	32,444	36,000	17,000
500.503 - Excess Med Pay		0	0	0
500.505 - Overtime	192	131	0	0
500.506 - Car Allowance		0	750	0
500.507 - Taxable Life Premium		0	3,821	4,037
500.510 - Employee Agency Serv	0	0	0	0
500.513 - Sick Leave			1,080	1,080
05 - Employee compensation Total	281,617	364,001	455,549	433,953
10 - Employee benefits				
501.500 - Retirement System	63,353	61,193	103,673	110,366
501.502 - Pers 1959 Surv Empr	116	71	39	0
501.504 - Employee Benefits	0	0	0	0
501.505 - Health Insurance	20,688	23,742	38,047	38,311
501.506 - Dental Insurance	2,217	2,693	4,534	4,559
501.507 - Medicare	3,967	4,911	5,970	5,942
501.508 - Life Insurance	1,581	1,947	2,884	2,784
501.509 - Long Term Disability	1,135	1,596	2,813	2,855
501.510 - Workers Compensation	7,872	7,893	10,557	10,557
501.511 - Vision Insurance	424	494	780	783
501.516 - Hra City Contribution	1,025	3,634	8,509	8,681
10 - Employee benefits Total	102,377	108,174	177,806	184,838
15 - Materials				
600.601 - General Office Supplies	2,715	779	1,792	3,000
600.611 - Uniforms/Safety Appar			0	260
600.618 - Utilities and Phone	0	0	1,500	0
600.619 - Advertising and Legal Notices	0	0	0	0
600.621 - Calrecylce City Payment Prgm Adm	4,035	12,233	16,000	16,000
600.623 - Grant Expenditures	0	0	0	0
600.632 - Mileage Reimbursement	307	369	542	1,000
600.641 - Electrical Service				0
600.642 - Telephone and Data Services	1,605	1,283	0	1,500
15 - Materials Total	8,662	14,664	19,834	21,760
20 - Contract services				
700.701 - Training and Instruction	2,691	4,253	5,000	6,000
700.702 - General Service Agreement	1,608,889	1,978,192	1,970,000	2,395,000
20 - Contract services Total	1,611,580	1,982,445	1,975,000	2,401,000
25 - Cost allocation				
800.802 - IT Reimbursement	15,608	27,240	27,235	61,948
800.803 - City Channel Reimb	4,919	3,576	3,581	0
800.804 - Web Site Reimbursement	2,593	3,888	3,884	0

800.805 - CC CAP Allocation	22,164	1,846	1,707	20,865
800.806 - CM CAP Allocation	20,074	8,784	8,781	5,734
800.807 - ENV Affairs CAP Allo	6,370	2,460	2,459	0
800.808 - ECON Dev CAP Allo	4,875	2,364	2,359	0
800.809 - City Clerk CAP Alloc	3,203	2,514	0	3,900
800.811 - Public Affairs CAP Alloc	15,891	2,142	4,283	0
800.812 - Disaster PREP CAP Alloc	5,354	372	743	0
800.813 - Admin Serv CAP Allocation	15,284	4,248	4,252	0
800.814 - Finance CAP Alloc	28,983	10,248	10,252	18,355
800.815 - Human resources CAP Alloc	6,141	6,144	6,141	34,908
800.817 - Community Hall/Quinlan CAP				4,846
800.818 - PW Admin CAP				0
800.820 - Grounds Maintenance CAP				110
800.821 - Building Maintenance CAP				1,887
25 - Cost allocation Total	151,459	75,826	75,677	152,553
30 - Capital outlays				
900.904 - Non Recur Facility MGT		0	0	0
900.905 - Facility Improvements		0	0	0
30 - Capital outlays Total		0	0	0
31 - Special projects				
900.945 - Fixed Asset Acquisition		0	0	0
900.990 - Special Projects - PW			0	0
31 - Special projects Total		0	0	0
50 - Other financing uses				
800.904 - Depreciation Expenses	3,351	3,351	3,360	3,360
50 - Other financing uses Total	3,351	3,351	3,360	3,360
<b>801 Resources Recovery Total</b>	<b>2,159,047</b>	<b>2,548,461</b>	<b>2,707,226</b>	<b>3,197,464</b>

**City of Cupertino**  
**Fiscal Year 2016-2017**

**PUBLIC RESOURCES**

**Public Ways**

**ENVIRONMENTAL PROGRAMS-  
NON-POINT SOURCE**  
Budget Unit 230-81-802  
Enterprise Fund

<b>BUDGET AT A GLANCE</b>	
Total Revenue	\$ 630,679
Total Expenditures	671,613
Fund Balance	(111,696)
	<b>General Fund Costs \$ (70,762)</b>
Total Staffing	1.87
	% Funded by General Fund -10.5%

**PROGRAM OVERVIEW**

The Non-Point Source Division manages the City’s compliance with its State-mandated *Municipal Regional Stormwater NPDES Permit (MRP 2.0, reissued with changes effective January 1, 2016)*); provides program and policy development and implementation of state-mandated activities including complaint response and enforcement programs; conducts annual inter-departmental staff training, scheduled business and construction site inspections and review of private development plans to ensure compliance with low impact development (LID) and new green infrastructure requirements. The division is responsible for calculating storm drain fees annually to submit to the County for collection on property tax bills, writing an annual report to the *Regional Water Quality Control Board* to verify and document the City’s compliance with Clean Water Act mandates; and engaging and educating the public via articles in the *Cupertino Scene*, webpage development, visits to businesses and presentations at local schools, De Anza College and community events. Public participation events include two or more annual volunteer creek cleanup days, a water quality monitoring day at Blackberry Farm, Earth Day and various countywide collaborative events. Implementation and annual progress assessment of the City’s eight-year litter reduction plan (approved by Council in January 2014) are among the requirements of the City’s Non-Point Source Program.

**SERVICE OBJECTIVES**

- Oversee the City’s compliance with the Municipal Regional Stormwater Permit (MRP 2.0) with regard to water pollution prevention, erosion control and low impact development (LID).

- Coordinate urban runoff pollution prevention activities with other departments divisions and private businesses. Mandated activities include: catch basin cleaning; post-construction oversight of permanent control measures installed at new and redeveloped sites; implementation of, and annual progress assessments for the eight-year litter-reduction plan; oversight of construction best management practices during private and public construction; inspection of grease-generating food facilities and other businesses to prevent water polluting discharges; complaint response and investigation to protect water quality; and education of staff and local businesses on best management practices for outdoor storage and activities.
- Represent the City on county and regional committees to prevent creek and San Francisco Bay pollution, erosion and illegal dumping.

### **FINAL ADOPTED BUDGET**

On June 6, 2016, City Council approved a budget of \$671,613 for the Non-Point Source Program Budget. This represents an increase of \$40,934 over the FY 2015-16 Final Adopted Budget. This increase is attributed primarily to an increase in contract and cost allocation charges.

This budget is funded from \$630,679 in estimated department revenue and the use of \$111,696 in retained earnings.

The following table details revenue, total expenditures, changes in fund balance and General Fund costs by category for the two prior Fiscal Years, and the Final Adopted Budget for the current year and prior Fiscal Years:

**Public Works - Non Point Source**

Category	2013-2014	2014-2015	2015-2016	2016-2017
	Actual	Actual	Final Adopted Budget	Final Adopted Budget
<u>Revenue</u>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	300	100	-	-
Fines and Forfeitures	1,804	2,724	502,000	502,000
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	128,679	128,679
<b>TOTAL REVENUE</b>	<b>\$ 2,104</b>	<b>\$ 2,824</b>	<b>\$ 630,679</b>	<b>\$ 630,679</b>
<u>Expenditures</u>				
Employee Compensation	123,751	144,101	211,912	196,130
Employee Benefits	50,582	60,092	96,110	86,691
Materials	10,395	3,885	7,673	8,027
Contract Services	196,129	195,842	237,500	292,500
Cost Allocation and Depreciation	80,206	53,015	52,972	68,655
Capital Outlay	-	-	-	-
Special Projects	-	-	-	-
Appropriations for Contingency	-	-	24,512	19,610
<b>TOTAL EXPENDITURES</b>	<b>\$ 461,064</b>	<b>\$ 456,935</b>	<b>\$ 630,679</b>	<b>\$ 671,613</b>
Fund Balance	-	-	-	(111,696)
<b>General Fund Costs</b>	<b>\$ 458,960</b>	<b>\$ 454,111</b>	<b>\$ -</b>	<b>\$ (70,762)</b>

**STAFFING**

Total current authorized positions – 1.87

Staffing includes the following positions: (unless otherwise noted, the remaining percentage of the FTE is allocated to the Resource Recovery budget)

- 35% of an Environmental Programs Manager;
- 35% of an Environmental Specialist, (formerly Senior Code Enforcement position);
- 35% of an Environmental Programs Assistant
- 35% of an Environmental Compliance Technician (formerly a Maintenance Worker II shared across the Non-Point Source and Storm Drain Operation budgets);
- 20% of an Assistant Director of Public Works;
- 12% of a Recreation Coordinator;
- 10% of a Senior Building Inspector; and
- 5% of a Maintenance Worker III

Total authorized positions – 1.87

#### 4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET
<b>802 Non Point Source</b>				
05 - Employee compensation				
500.501 - Salaries Full Time	102,831	132,208	181,948	183,750
500.502 - Salaries Part Time	19,484	11,410	25,000	9,000
500.503 - Excess Med Pay	0	0	750	0
500.504 - Stand By			0	0
500.505 - Overtime	1,437	483	500	500
500.506 - Car Allowance		0	600	0
500.507 - Taxable Life Premium		0	2,364	2,130
500.510 - Employee Agency Serv				0
500.513 - Sick Leave			750	750
05 - Employee compensation Total	123,751	144,101	211,912	196,130
10 - Employee benefits				
501.500 - Retirement System	30,340	36,137	50,278	49,660
501.502 - Pers 1959 Surv Empr	49	18	16	0
501.505 - Health Insurance	10,555	11,641	22,121	16,648
501.506 - Dental Insurance	1,449	1,616	2,627	2,033
501.507 - Medicare	1,167	1,505	3,409	2,651
501.508 - Life Insurance	811	951	1,611	1,226
501.509 - Long Term Disability	516	618	1,537	1,271
501.510 - Workers Compensation	5,260	5,256	9,130	9,130
501.511 - Vision Insurance	206	239	452	337
501.516 - Hra City Contribution	229	2,112	4,929	3,735
10 - Employee benefits Total	50,582	60,092	96,110	86,691
15 - Materials				
600.601 - General Office Supplies	9,399	2,589	6,317	6,317
600.604 - Postage		0	0	0
600.611 - Uniforms/Safety Appar			0	160
600.618 - Utilities and Phone	0	0	1,050	0
600.632 - Mileage Reimbursement	320	433	306	500
600.635 - Special Departmental Exp	0	0	0	0
600.642 - Telephone and Data Services	676	864	0	1,050
15 - Materials Total	10,395	3,885	7,673	8,027
20 - Contract services				
700.701 - Training and Instruction	2,299	236	2,500	2,500
700.702 - General Service Agreement	193,830	195,606	235,000	290,000
20 - Contract services Total	196,129	195,842	237,500	292,500
25 - Cost allocation				
800.802 - IT Reimbursement	15,417	12,840	12,840	26,391
800.803 - City Channel Reimb	4,993	3,636	3,635	0

800.804 - Web Site Reimbursement	2,558	1,836	1,831	0
800.805 - CC CAP Allocation	6,822	455	424	8,209
800.806 - CM CAP Allocation	9,194	15,564	15,561	2,166
800.807 - ENV Affairs CAP Alloc	2,913	972	973	0
800.808 - ECON Dev CAP Alloc	2,231	936	934	0
800.809 - City Clerk CAP Alloc	3,203	3,984	2,986	0
800.811 - Public Affairs CAP Alloc	4,891	846	1,695	0
800.812 - Disaster PREP CAP Alloc	1,648	150	295	0
800.813 - Admin Serv CAP Allocation	7,001	1,680	1,683	0
800.814 - Finance CAP Alloc	13,277	4,056	4,057	12,387
800.815 - Human resources CAP Alloc	6,058	6,060	6,058	19,502
800.818 - PW Admin CAP				0
25 - Cost allocation Total	80,206	53,015	52,972	68,655
31 - Special projects				
900.990 - Special Projects - PW			0	0
31 - Special projects Total			0	0
35 - Contingencies				
719.705 - Contingencies	0	0	24,512	19,610
35 - Contingencies Total	0	0	24,512	19,610
<b>802 Non Point Source Total</b>	<b>461,064</b>	<b>456,935</b>	<b>630,679</b>	<b>671,613</b>



**PUBLIC RESOURCES**

**Public Ways**

**DEVELOPMENT SERVICES-  
PLAN REVIEW**

Budget Unit 100-82-804

General Fund

<b>BUDGET AT A GLANCE</b>	
Total Revenue	\$ 1,210,000
Total Expenditures	1,012,224
Fund Balance	-
	<hr/>
	General Fund Costs \$ (197,776)
Total Staffing	4.40
	% Funded by General Fund -19.5%

**PROGRAM OVERVIEW**

The Development Services Division is comprised of two areas:

1. Development Services - reviews plans for private developments and utility encroachments to ensure conformance with City standards and policies.
2. Inspection Services - ensures compliance with City standards and approved plans on all public and private developments, and utility projects.

**SERVICE OBJECTIVES**

- Ensure that private development projects provide necessary supporting infrastructure, and that potential impacts on the community are mitigated.
- Place safety of the general public, City employees and construction workers as the highest priority on construction sites.
- Inspect utility encroachment permits for work within the City right-of-way and return streets and sidewalks to City standards.
- Ensure compliance with stormwater permit and prevent runoff from polluting nearby watersheds. Work closely with the Environmental Programs Division to continue inspecting jobsites before, during and after each rain event and conduct annual inspections of all Post Construction Treatments and Stormwater Pollution Prevention Plan (SWPPP) compliance.
- Respond to public inquiries or complaints in a timely manner.
- Provide aid and information to other City Divisions and Departments, including Community Development, Building, Capital Improvements, City Attorney’s Office, Service Center and Recreation and Community Services, as needed to facilitate private developments and public infrastructure projects.

## FINAL ADOPTED BUDGET

On June 6, 2016, City Council approved a budget of \$1,012,224 for the Development Services Program Budget. This represents a decrease of \$704,053 from the FY 2015-16 Final Adopted Budget. The decrease is attributed primarily a decrease in the position allocated to this program.

This budget is funded from \$1,210,000 in estimated department revenue and is projected to return \$197,776 to the General Fund.

The following table details revenue, total expenditures, changes in fund balance and General Fund costs by category for the two prior Fiscal Years, and the Final Adopted Budget for the current year and prior Fiscal Years:

### Public Works - Development Services

Category	2013-2014 Actual	2014-2015 Actual	2015-2016 Final Adopted Budget	2016-2017 Final Adopted Budget
<i>Revenue</i>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	283,365	1,188,055	1,930,000	1,210,000
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 283,365</b>	<b>\$ 1,188,055</b>	<b>\$ 1,930,000</b>	<b>\$ 1,210,000</b>
<i>Expenditures</i>				
Employee Compensation	653,950	492,876	531,694	512,928
Employee Benefits	266,246	210,885	251,366	245,073
Materials	11,917	13,724	15,202	25,918
Contract Services	140,810	40,490	51,000	61,000
Cost Allocation and Depreciation	51,054	55,608	60,410	162,021
Capital Outlay	-	-	-	-
Special Projects	13,343	1,054,160	800,000	-
Appropriations for Contingency	-	-	6,605	5,284
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,137,320</b>	<b>\$ 1,867,742</b>	<b>\$ 1,716,277</b>	<b>\$ 1,012,224</b>
Fund Balance	-	-	-	-
<b>General Fund Costs</b>	<b>\$ 853,954</b>	<b>\$ 679,687</b>	<b>\$ (213,723)</b>	<b>\$ (197,776)</b>

## STAFFING

Total current authorized positions – 4.40

There are no changes to the current level of staffing.

Total authorized positions – 4.40

## 4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET
<b>82 Developmental Services</b>				
<b>804 Plan Review</b>				
05 - Employee compensation				
500.501 - Salaries Full Time	652,754	492,115	519,142	508,344
500.502 - Salaries Part Time	996	0	0	0
500.503 - Excess Med Pay	200	0	108	0
500.506 - Car Allowance		762	3,300	3,300
500.507 - Taxable Life Premium		0	1,285	1,284
500.510 - Employee Agency Serv	0	0	7,859	0
05 - Employee compensation Total	653,950	492,876	531,694	512,928
10 - Employee benefits				
501.500 - Retirement System	168,828	128,159	143,819	137,565
501.502 - Pers 1959 Surv Empr	324	103	108	0
501.504 - Employee Benefits	0	0	0	0
501.505 - Health Insurance	48,566	36,198	37,541	37,540
501.506 - Dental Insurance	5,734	4,307	4,151	4,211
501.507 - Medicare	9,425	7,581	7,453	7,334
501.508 - Life Insurance	4,292	3,338	3,049	3,049
501.509 - Long Term Disability	3,173	2,766	3,520	3,470
501.510 - Workers Compensation	22,006	22,008	42,330	42,330
501.511 - Vision Insurance	1,096	823	789	792
501.516 - Hra City Contribution	2,802	5,604	8,606	8,782
10 - Employee benefits Total	266,246	210,885	251,366	245,073
15 - Materials				
600.601 - General Office Supplies	4,478	3,931	6,000	6,000
600.602 - Printing and Duplication	1,791	1,854	1,900	1,900
600.603 - Maps, Blueprints, Etc	0	5	0	0
600.608 - Small Tools and Equipment		98	300	10,300
600.613 - General Supplies	1,479	1,329	3,000	3,000
600.618 - Utilities and Phone	0	690	3,284	0
600.629 - Conference and Meeting	24	1,717	350	350
600.632 - Mileage Reimbursement	650	55	368	368
600.642 - Telephone and Data Services	3,495	4,046	0	4,000
15 - Materials Total	11,917	13,724	15,202	25,918

20 - Contract services				
700.701 - Training and Instruction	448	400	1,000	1,000
700.702 - General Service Agreement	140,363	40,090	50,000	60,000
700.703 - Maintenance of Equipment	0	0	0	0
20 - Contract services Total	140,810	40,490	51,000	61,000
25 - Cost allocation				
800.801 - Equipment Reimbursement	3,020	6,708	11,510	0
800.802 - IT Reimbursement	40,784	42,792	42,797	72,393
800.804 - Web Site Reimbursement	7,250	6,108	6,103	0
800.805 - CC CAP Allocation				15,487
800.806 - CM CAP Allocation				4,195
800.814 - Finance CAP Alloc				18,293
800.815 - Human resources CAP Alloc				24,008
800.818 - PW Admin CAP				0
800.820 - Grounds Maintenance CAP				2,260
800.821 - Building Maintenance CAP				25,385
25 - Cost allocation Total	51,054	55,608	60,410	162,021
30 - Capital outlays				
900.905 - Facility Improvements	0	0	0	0
30 - Capital outlays Total	0	0	0	0
31 - Special projects				
900.923 - Apple Campus 2	2,403	1,054,160	800,000	0
900.936 - 3-YR Scanning Project	0	0	0	0
900.945 - Fixed Asset Acquisition	10,940	0	0	0
900.963 - Trash Capture			0	0
900.990 - Special Projects - PW			0	0
31 - Special projects Total	13,343	1,054,160	800,000	0
35 - Contingencies				
719.705 - Contingencies	0	0	6,605	5,284
35 - Contingencies Total	0	0	6,605	5,284
<b>804 Plan Review Total</b>	<b>1,137,320</b>	<b>1,867,742</b>	<b>1,716,277</b>	<b>1,012,224</b>



## **PUBLIC RESOURCES**

### **Public Ways**

#### **DEVELOPMENT SERVICES- INSPECTION SERVICES**

Budget Unit 100-82-805

General Fund

#### **PROGRAM OVERVIEW**

The Inspection Services Program has been transferred to Development Services (100-82-804) to accurately reflect all development related services costs and fee recovery in one division. Refer to Development Services for the Inspection Services Final Adopted Budget.



**PUBLIC RESOURCES**

**Public Ways**

**CAPITAL IMPROVEMENT PROGRAM**

**ADMINISTRATION**

Budget Unit 100-82-806

General Fund

<b>BUDGET AT A GLANCE</b>	
Total Revenue	\$ -
Total Expenditures	1,175,322
Fund Balance	-
<hr/>	
General Fund Costs	\$ 1,175,322
Total Staffing	3.00
% Funded by General Fund	100.0%

**PROGRAM OVERVIEW**

The Capital Improvement Program (CIP) provides design and construction administration for all capital improvement projects including streets, storm drainage, buildings, parks, and other public facilities.

**SERVICE OBJECTIVES**

- Ensure that all public improvements are designed and constructed in accordance with community expectations and City standards.
- Provide quarterly CIP status reports to Council and the community.
- Place safety of the general public, City employees and workers as the highest priority in the delivery of capital projects.
- Respond to public inquiries or complaints in a timely manner.

**FINAL ADOPTED BUDGET**

On June 6, 2016, City Council approved a budget of \$1,175,322 for the CIP Administration Program Budget. This represents an increase of \$344,045 over the FY 2015-16 Final Adopted Budget. The increase is attributed to changes to the City’s Cost Allocation Plan (CAP) as part of a study conducted by Matrix late in the 2015-2016 Fiscal Year and a new special project grant facilitation of \$40,000.

This budget is funded from a \$1,175,322 contribution from the General Fund.

The following table details revenue, total expenditures, changes in fund balance and General Fund costs by category for the two prior Fiscal Years, and the Final Adopted Budget for the current year and prior Fiscal Years:

## SPECIAL PROJECTS

This budget includes funding be approved for the following special projects:

Special Project	Appropriations	Revenue	Funding Source	Description
<b>Grant Facilitation</b>	\$ 40,000	\$40,000	General Fund	Funding to support a pilot program for consultant grant facilitation services
<b>TOTAL</b>	\$ 40,000	\$ 40,000		

### Public Works - CIP Administration

Category	2013-2014 Actual	2014-2015 Actual	2015-2016 Final Adopted Budget	2016-2017 Final Adopted Budget
<u>Revenue</u>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<u>Expenditures</u>				
Employee Compensation	-	337,302	395,824	452,764
Employee Benefits	-	114,293	155,824	142,053
Materials	-	6,564	9,300	12,500
Contract Services	-	57,328	203,000	203,000
Cost Allocation and Depreciation	-	33,348	44,791	306,974
Capital Outlay	-	-	-	-
Special Projects	-	-	-	40,000
Appropriations for Contingency	-	-	22,538	18,031
<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ 548,835</b>	<b>\$ 831,277</b>	<b>\$ 1,175,322</b>
Fund Balance	-	-	-	-
<b>General Fund Costs</b>	<b>\$ -</b>	<b>\$ 548,835</b>	<b>\$ 831,277</b>	<b>\$ 1,175,322</b>

## STAFFING

Total current authorized positions – 3.00

There are no changes to the current level of staffing.

Total authorized positions – 3.00

## 4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET
<b>806 CIP Administration</b>				
05 - Employee compensation				
500.501 - Salaries Full Time		337,302	393,207	385,820
500.502 - Salaries Part Time				65,000
500.507 - Taxable Life Premium		0	2,617	1,944
500.510 - Employee Agency Serv				0
05 - Employee compensation Total		337,302	395,824	452,764
10 - Employee benefits				
501.500 - Retirement System		87,130	106,398	101,851
501.502 - Pers 1959 Surv Empr		3,892	0	0
501.505 - Health Insurance		5,197	27,345	18,768
501.506 - Dental Insurance		2,504	3,479	2,871
501.507 - Medicare		4,822	5,645	5,567
501.508 - Life Insurance		1,950	2,079	2,079
501.509 - Long Term Disability		1,719	2,633	2,600
501.510 - Workers Compensation		1,788	1,789	1,789
501.511 - Vision Insurance		479	588	540
501.516 - Hra City Contribution		4,812	5,868	5,988
10 - Employee benefits Total		114,293	155,824	142,053
15 - Materials				
600.601 - General Office Supplies		1,425	2,000	2,000
600.602 - Printing and Duplication		2,260	2,000	2,000
600.613 - General Supplies		1,086	2,500	4,200
600.618 - Utilities and Phone		0	2,100	0
600.629 - Conference and Meeting		0	500	2,000
600.631 - Councilmember Santoro		0	0	0
600.632 - Mileage Reimbursement		196	200	200
600.642 - Telephone and Data Services		1,597	0	2,100
15 - Materials Total		6,564	9,300	12,500
20 - Contract services				
700.701 - Training and Instruction		645	3,000	3,000
700.702 - General Service Agreement		33,140	125,000	125,000
700.704 - Insurance Fees, Claims, Premiums		23,542	75,000	75,000

20 - Contract services Total	57,328	203,000	203,000
25 - Cost allocation			
800.801 - Equipment Reimbursement		11,450	0
800.802 - IT Reimbursement	29,184	29,180	82,269
800.804 - Web Site Reimbursement	4,164	4,161	0
800.823 - Strategic Support CAP			224,705
25 - Cost allocation Total	33,348	44,791	306,974
31 - Special projects			
900.990 - Special Projects - PW		0	40,000
31 - Special projects Total		0	40,000
35 - Contingencies			
719.705 - Contingencies	0	22,538	18,031
35 - Contingencies Total	0	22,538	18,031
<b>806 CIP Administration Total</b>	<b>548,835</b>	<b>831,277</b>	<b>1,175,322</b>



**PUBLIC RESOURCES**

**Public Ways**

**SERVICE CENTER-  
ADMINISTRATION**  
Budget Unit 100-83-807  
General Fund

**BUDGET AT A GLANCE**

Total Revenue	\$ -
Total Expenditures	1,660,327
Fund Balance	-
<hr/>	
General Fund Costs	\$ 1,660,327
Total Staffing	3.70
% Funded by General Fund	100.0%

**PROGRAM OVERVIEW**

This program manages Public Works maintenance operations that include the major divisions of streets, grounds, trees, medians, facilities and fleet, as well as the minor divisions of signs/markings, storm drain, sidewalk, curb and gutter, overpasses and storm water; provides administrative support for personnel timesheets, general training prioritization and assignment of service calls; provides oversight of various contracted services including street sweeping, janitorial and crossing guard in addition to the weekend work furlough program; and collaborates with Public Works Engineering for asset improvements beyond routine maintenance.

**SERVICE OBJECTIVES**

- Create a positive environment that fosters efficiency and innovation for service center employees.
- Insure proper documentation and inventory for trees, sidewalk repair, striping and legends, street signs, vehicle and equipment, streetlights and storm water pollution.
- Maintain records of all complaints and requests for services by tracking responses through computer programs and written service request forms.
- Maintain productivity units of measure for key tasks performed.
- Support Public Works Engineering in the collection of field data, review of improvement drawings and development of capital improvement projects.
- Timely manage completion of employee performance reviews, as well as provide timely progressive discipline per City policy when necessary.
- Maintain, lead and implement all elements of the Injury and Illness Prevention Program.
- Maintain positive, accountable relations with employee bargaining groups.

## **FINAL ADOPTED BUDGET**

On June 6, 2016, City Council approved a budget of \$1,660,327 for the Service Center Administration Program Budget. This represents an increase of \$640,146 over the FY 2015-16 Final Adopted Budget. The increase is attributed primarily to the special project highlighted below.

This budget is funded from a \$1,660,327 contribution from the General Fund.

## **SPECIAL PROJECTS**

This budget includes funding be approved for the following special projects:

<b>Special Project</b>	<b>Appropriations</b>	<b>Revenue</b>	<b>Funding Source</b>	<b>Description</b>
<b>Office Improvements</b>	\$175,000	\$175,000	General Fund	Citywide Office Improvements
<b>TOTAL</b>	\$175,000	\$175,000		

The following table details revenue, total expenditures, changes in fund balance and General Fund costs by category for the two prior Fiscal Years, and the Final Adopted Budget for the current year and prior Fiscal Years:

**Public Works - Service Center Administration**

Category	2013-2014	2014-2015	2015-2016	2016-2017
	Actual	Actual	Final Adopted Budget	Final Adopted Budget
<u>Revenue</u>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	19,350	12,900	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 19,350</b>	<b>\$ 12,900</b>	<b>\$ -</b>	<b>\$ -</b>
<u>Expenditures</u>				
Employee Compensation	286,844	287,015	340,960	442,389
Employee Benefits	115,911	123,428	137,520	172,253
Materials	63,096	59,738	74,745	75,745
Contract Services	141,956	141,136	217,500	217,500
Cost Allocation and Depreciation	170,273	200,196	150,281	554,100
Capital Outlay	565	55,633	-	-
Special Projects	-	-	70,000	175,000
Appropriations for Contingency	-	-	29,175	23,340
<b>TOTAL EXPENDITURES</b>	<b>\$ 778,646</b>	<b>\$ 867,146</b>	<b>\$ 1,020,181</b>	<b>\$ 1,660,327</b>
Fund Balance	-	-	-	-
<b>General Fund Costs</b>	<b>\$ 759,296</b>	<b>\$ 854,246</b>	<b>\$ 1,020,181</b>	<b>\$ 1,660,327</b>

**STAFFING**

Total current authorized positions – 2.70

Staffing changes reflect the addition of an asset (engineering) technician to assist with the coordination of the Geographic Information System and the Service Center asset inventory and work order systems.

Total authorized positions – 3.70

**4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL**

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET
<b>807 Service Center Administration</b>				
05 - Employee compensation				
500.501 - Salaries Full Time	267,816	269,247	290,883	392,182
500.502 - Salaries Part Time	5,647	6,903	32,500	32,500
500.503 - Excess Med Pay	2,404	267	3,640	0
500.504 - Stand By	10,600	10,600	10,400	15,400
500.505 - Overtime	378	-2	0	0
500.506 - Car Allowance		0	1,500	0
500.507 - Taxable Life Premium		0	1,662	1,932
500.510 - Employee Agency Serv				0
500.513 - Sick Leave			375	375
05 - Employee compensation Total	286,844	287,015	340,960	442,389
10 - Employee benefits				
501.500 - Retirement System	73,620	76,029	81,917	104,824
501.502 - Pers 1959 Surv Empr	140	74	47	0
501.504 - Employee Benefits	0	0	0	0
501.505 - Health Insurance	24,088	24,302	25,304	32,777
501.506 - Dental Insurance	2,765	2,972	2,809	3,542
501.507 - Medicare	4,455	4,814	4,694	5,659
501.508 - Life Insurance	1,786	1,990	1,893	2,315
501.509 - Long Term Disability	1,128	1,501	2,144	2,672
501.510 - Workers Compensation	7,157	7,152	12,413	12,413
501.511 - Vision Insurance	481	533	529	666
501.516 - Hra City Contribution	291	4,060	5,770	7,385
10 - Employee benefits Total	115,911	123,428	137,520	172,253
15 - Materials				
600.601 - General Office Supplies	9,702	9,703	12,000	12,000
600.604 - Postage	0	0	0	0
600.608 - Small Tools and Equipment	0	0	0	0
600.611 - Uniforms/Safety Appar	40,541	39,160	45,000	45,000
600.613 - General Supplies	1,827	901	5,000	6,000
600.618 - Utilities and Phone	0	0	10,500	0
600.629 - Conference and Meeting	341	1,276	1,200	1,200
600.632 - Mileage Reimbursement	991	993	1,045	1,045
600.642 - Telephone and Data Services	9,693	7,705	0	10,500
15 - Materials Total	63,096	59,738	74,745	75,745
20 - Contract services				
700.701 - Training and Instruction	13,423	9,301	14,000	14,000
700.702 - General Service Agreement	124,810	128,769	200,000	200,000
700.703 - Maintenance of Equipment	3,722	3,067	3,500	3,500
20 - Contract services Total	141,956	141,136	217,500	217,500
25 - Cost allocation				
800.801 - Equipment Reimbursement	153,580	174,636	124,720	0
800.802 - IT Reimbursement	14,335	22,368	22,371	38,182
800.804 - Web Site Reimbursement	2,358	3,192	3,190	0
800.805 - CC CAP Allocation				10,622
800.806 - CM CAP Allocation				2,845
800.814 - Finance CAP Alloc				14,291

800.815 - Human resources CAP Alloc				18,188
800.817 - Community Hall/Quinlan CAP				4,791
800.818 - PW Admin CAP				0
800.821 - Building Maintenance CAP				465,181
25 - Cost allocation Total	170,273	200,196	150,281	554,100
30 - Capital outlays				
900.905 - Facility Improvements	565	55,633	0	0
30 - Capital outlays Total	565	55,633	0	0
31 - Special projects				
900.945 - Fixed Asset Acquisition	0	0	0	0
900.990 - Special Projects - PW			70,000	175,000
31 - Special projects Total	0	0	70,000	175,000
35 - Contingencies				
719.705 - Contingencies	0	0	29,175	23,340
35 - Contingencies Total	0	0	29,175	23,340
<b>807 Service Center Administration Total</b>	<b>778,646</b>	<b>867,146</b>	<b>1,020,181</b>	<b>1,660,327</b>



**PUBLIC RESOURCES**

**Public Ways**

**GROUNDS-  
MCCLELLAN RANCH PARK**  
Budget Unit 100-84-808  
General Fund

<b>BUDGET AT A GLANCE</b>	
Total Revenue	\$ -
Total Expenditures	65,540
Fund Balance	-
<hr/>	
	General Fund Costs \$ 65,540
Total Staffing	0.30
	% Funded by General Fund 100.0%

**PROGRAM OVERVIEW**

McClellan Ranch Park is one of 19 parks and open space areas managed by the Grounds Division of the Public Works Department.

**SERVICE OBJECTIVES**

- The main objective of the Grounds Division is to provide the citizens of Cupertino with the cleanest and safest recreational areas to enjoy in the Bay Area.
- Provide daily general clean up, trash removal, and graffiti removal.
- Provide twice annually the mowing of fire breaks per Fire Marshal request in a manner in which wildlife is least impacted.
- Utilize weekend work furlough program as needed to assist in weekend and weekday cleanup programs of garden plots.
- Provide logistical support to the Recreation and Community Services Department for all of the City’s special events.

**FINAL ADOPTED BUDGET**

On June 6, 2016, City Council approved a budget of \$65,540 for the Grounds-McClellan Ranch Park Program Budget. This represents a decrease of \$10,581 under the FY 2015-16 Final Adopted Budget. The decrease is attributed primarily to the special project described below.

This budget is funded from a \$65,540 contribution from the General Fund.

The following table details revenue, total expenditures, changes in fund balance and General Fund costs by category for the two prior Fiscal Years, and the Final Adopted Budget for the current year and prior Fiscal Years:

**Public Works - McClellan Ranch Park**

Category	2013-2014	2014-2015	2015-2016	2016-2017
	Actual	Actual	Final Adopted Budget	Final Adopted Budget
<u>Revenue</u>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<u>Expenditures</u>				
Employee Compensation	26,917	25,725	27,924	24,956
Employee Benefits	11,895	11,786	14,239	13,173
Materials	10,388	13,007	12,142	13,597
Contract Services	2,000	5,975	8,000	8,000
Cost Allocation and Depreciation	4,104	3,336	3,334	4,228
Capital Outlay	-	-	-	-
Special Projects	-	-	8,500	-
Appropriations for Contingency	-	-	1,982	1,586
<b>TOTAL EXPENDITURES</b>	<b>\$ 55,304</b>	<b>\$ 59,830</b>	<b>\$ 76,121</b>	<b>\$ 65,540</b>
Fund Balance	-	-	-	-
<b>General Fund Costs</b>	<b>\$ 55,304</b>	<b>\$ 59,830</b>	<b>\$ 76,121</b>	<b>\$ 65,540</b>

## STAFFING

Total current authorized positions – .30

There are no changes to the current level of staffing.

Total authorized positions – .30

## 4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET
<b>808 McClellan Ranch Park</b>				
05 - Employee compensation				
500.501 - Salaries Full Time	26,917	25,676	27,458	24,491
500.504 - Stand By			0	0
500.505 - Overtime	0	49	300	300
500.507 - Taxable Life Premium		0	166	165
500.510 - Employee Agency Serv				0
05 - Employee compensation Total	26,917	25,725	27,924	24,956
10 - Employee benefits				
501.500 - Retirement System	6,920	6,486	7,783	6,657
501.502 - Pers 1959 Surv Empr	16	5	5	0
501.504 - Employee Benefits	0	0	0	0
501.505 - Health Insurance	2,576	2,433	2,750	2,870
501.506 - Dental Insurance	408	393	409	410
501.507 - Medicare	391	438	394	354
501.508 - Life Insurance	214	205	208	193
501.509 - Long Term Disability	144	147	193	174
501.510 - Workers Compensation	1,073	1,068	1,856	1,856
501.511 - Vision Insurance	53	51	54	59
501.516 - Hra City Contribution	99	560	587	600
10 - Employee benefits Total	11,895	11,786	14,239	13,173
15 - Materials				
600.601 - General Office Supplies	0	0	0	0
600.611 - Uniforms/Safety Appar			0	80
600.613 - General Supplies	5,317	8,059	5,317	5,317
600.618 - Utilities and Phone	0	0	6,825	0
600.643 - Water Services	5,070	4,949	0	8,200
15 - Materials Total	10,388	13,007	12,142	13,597
20 - Contract services				
700.702 - General Service Agreement	2,000	5,975	8,000	8,000
20 - Contract services Total	2,000	5,975	8,000	8,000
25 - Cost allocation				
800.802 - IT Reimbursement	3,750	2,916	2,918	4,228
800.804 - Web Site Reimbursement	354	420	416	0
25 - Cost allocation Total	4,104	3,336	3,334	4,228
31 - Special projects				

900.990 - Special Projects - PW			8,500	0
31 - Special projects Total			8,500	0
35 - Contingencies				
719.705 - Contingencies	0	0	1,982	1,586
35 - Contingencies Total	0	0	1,982	1,586
<b>808 McClellan Ranch Park Total</b>	<b>55,304</b>	<b>59,830</b>	<b>76,121</b>	<b>65,540</b>



**PUBLIC RESOURCES**

**Public Ways**

**GROUNDS-  
 MEMORIAL PARK**  
 Budget Unit 100-84-809  
 General Fund

<b>BUDGET AT A GLANCE</b>	
Total Revenue	\$ -
Total Expenditures	578,633
Fund Balance	-
<hr/>	
	General Fund Costs \$ 578,633
Total Staffing	3.05
	% Funded by General Fund 100.0%

**PROGRAM OVERVIEW**

Memorial Park is one of 19 parks and open space areas managed by the Grounds Division of the Public Works Department. Memorial Park is the largest and most utilized park in Cupertino.

**SERVICE OBJECTIVES**

- The main objective of the Grounds Division is to provide the citizens of Cupertino with the cleanest and safest recreational areas to enjoy in the Bay Area.
- Provide daily general clean up, trash removal, graffiti removal, irrigation adjustments and repairs and basic play structure inspections and maintenance.
- Provide weekly maintenance that may include mowing and edging of turf areas, spraying of pesticides, tennis court cleaning and general maintenance, basketball court maintenance and programmed play structure inspections and maintenance.
- Provide quarterly maintenance that may include turf spraying, fertilization applications, aerating, over-seeding and pruning of trees and shrubs.
- Provide semi-annual maintenance that may include replacement of planting material, pre-emergent applications, playground woodchip replenishing and preparation of athletic fields for seasonal use.
- Maintain all playgrounds in accordance with California playground safety requirements.
- Minimize the negative effects of waterfowl to park patrons.
- Reduce water consumption wherever practicable.
- Utilize weekend work furlough program as needed to assist in weekend and weekday cleanup programs of garden plots.

- Provide logistical support to the Recreation and Community Development Department for all the City's special events.
- Oversight of contracted tree trimming and fence repairs.

#### **FINAL ADOPTED BUDGET**

On June 6, 2016, City Council approved a budget of \$578,633 for the Memorial Park Program Budget. The Budget is a decrease of \$77,995 from the FY 2015-2016 Final Adopted Budget, attributed to staff changes reflected below.

This budget is funded from a \$578,633 contribution from the General Fund.

The following table details revenue, total expenditures, changes in fund balance and General Fund costs by category for the two prior Fiscal Years, and the Final Adopted Budget for the current year and prior Fiscal Years:

**Public Works - Memorial Park**

Category	2013-2014	2014-2015	2015-2016	2016-2017
	Actual	Actual	Final Adopted Budget	Final Adopted Budget
<i>Revenue</i>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<i>Expenditures</i>				
Employee Compensation	211,241	210,661	265,582	215,798
Employee Benefits	98,983	104,212	137,050	120,422
Materials	147,984	130,184	154,151	152,791
Contract Services	26,029	37,526	27,551	32,550
Cost Allocation and Depreciation	45,382	62,328	49,674	42,976
Capital Outlay	-	-	-	-
Special Projects	8,598	19,116	5,000	-
Appropriations for Contingency	-	-	17,620	14,096
<b>TOTAL EXPENDITURES</b>	<b>\$ 538,217</b>	<b>\$ 564,027</b>	<b>\$ 656,628</b>	<b>\$ 578,633</b>
Fund Balance	-	-	-	-
<b>General Fund Costs</b>	<b>\$ 538,217</b>	<b>\$ 564,027</b>	<b>\$ 656,628</b>	<b>\$ 578,633</b>

## STAFFING

Total current authorized positions – 3.05

There are no changes to the current level of staffing.

Total authorized positions – 3.05

## 4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET
<b>809 Memorial Park</b>				
05 - Employee compensation				
500.501 - Salaries Full Time	204,094	202,699	254,744	204,794
500.502 - Salaries Part Time	0	323	0	0
500.503 - Excess Med Pay			0	0
500.504 - Stand By			0	0
500.505 - Overtime	7,147	7,639	9,500	9,500
500.507 - Taxable Life Premium		0	1,338	1,504
500.510 - Employee Agency Serv				0
05 - Employee compensation Total	211,241	210,661	265,582	215,798
10 - Employee benefits				
501.500 - Retirement System	52,818	53,145	72,036	54,628
501.502 - Pers 1959 Surv Empr	150	62	50	0
501.504 - Employee Benefits	0	0	0	0
501.505 - Health Insurance	24,480	23,478	27,833	29,187
501.506 - Dental Insurance	4,374	4,455	4,029	4,653
501.507 - Medicare	3,032	3,226	3,657	2,955
501.508 - Life Insurance	2,045	2,121	1,913	1,609
501.509 - Long Term Disability	1,179	1,334	1,780	1,445
501.510 - Workers Compensation	10,198	10,200	19,239	19,239
501.511 - Vision Insurance	509	523	547	619
501.516 - Hra City Contribution	198	5,668	5,966	6,087
10 - Employee benefits Total	98,983	104,212	137,050	120,422
15 - Materials				
600.601 - General Office Supplies	170	0	0	0
600.611 - Uniforms/Safety Appar			0	1,140
600.613 - General Supplies	38,651	41,430	38,651	38,651
600.618 - Utilities and Phone	0	130	73,500	0
600.619 - Advertising and Legal Notices	0	0	42,000	0
600.641 - Electrical Service	42,643	19,890	0	42,000
600.642 - Telephone and Data Services	2,986	5,157	0	6,000
600.643 - Water Services	60,330	63,576	0	65,000
600.644 - Sewer Service	3,204	0	0	0
15 - Materials Total	147,984	130,184	154,151	152,791

20 - Contract services				
700.702 - General Service Agreement	26,029	37,526	27,551	32,550
20 - Contract services Total	26,029	37,526	27,551	32,550
25 - Cost allocation				
800.801 - Equipment Reimbursement	22,020	30,660	18,000	0
800.802 - IT Reimbursement	20,002	27,720	27,721	42,976
800.804 - Web Site Reimbursement	3,360	3,948	3,953	0
25 - Cost allocation Total	45,382	62,328	49,674	42,976
30 - Capital outlays				
900.904 - Non Recur Facility MGT	0	0	0	0
900.905 - Facility Improvements	0	0	0	0
30 - Capital outlays Total	0	0	0	0
31 - Special projects				
900.908 - Bring Dwgrd Water Main	8,598	19,116	0	0
900.990 - Special Projects - PW			5,000	0
31 - Special projects Total	8,598	19,116	5,000	0
35 - Contingencies				
719.705 - Contingencies	0	0	17,620	14,096
35 - Contingencies Total	0	0	17,620	14,096
<b>809 Memorial Park Total</b>	<b>538,217</b>	<b>564,027</b>	<b>656,628</b>	<b>578,633</b>



**PUBLIC RESOURCES**

**Public Ways**

**GROUNDS-  
SCHOOL SITE MAINTENANCE**

Budget Unit 100-84-812  
General Fund

<b>BUDGET AT A GLANCE</b>	
Total Revenue	\$ -
Total Expenditures	769,372
Fund Balance	-
<hr/>	
	General Fund Costs \$ 769,372
Total Staffing	4.30
	% Funded by General Fund 100.0%

**PROGRAM OVERVIEW**

Under a joint powers agreement with the Cupertino Union School District, nine athletic fields and landscape areas, constituting approximately 52 acres, are managed by the Grounds Division of the Public Works Department. These sites include Hyde and Kennedy Middle Schools, Collins, Eaton, Lincoln, Regnart, Faria, Stevens Creek and Garden Gate Elementary Schools.

**SERVICE OBJECTIVES**

- The main objective of the Grounds Division is to provide the citizens of Cupertino with the cleanest and safest recreational areas / athletic fields in the Bay Area.
- Provide daily general clean up, trash removal, graffiti removal, irrigation adjustments and repairs and other maintenance.
- Provide weekly maintenance that may include mowing and edging of turf areas, spraying of pesticides and other maintenance.
- Provide quarterly maintenance that may include turf spraying, fertilization applications, aerating, over-seeding and pruning of trees and shrubs.
- Provide semi-annual maintenance that may include replacement of planting material, pre-emergent applications and preparing athletic fields for seasonal use.
- Maintain school sites for recreational activities including soccer, baseball, cricket, track and field, softball and a variety of other sports.
- Reduce water consumption wherever practicable.
- Utilize weekend work furlough program as needed to assist in weekend and weekday cleanup programs of garden plots.

- Provide logistical support to the Park and Recreation Department for all the City's special events.

**FINAL ADOPTED BUDGET**

On June 6, 2016, City Council approved a budget of \$769,372 for the School Site Maintenance Program Budget. This represents a decrease of \$56,985 from the FY 2015-16 Final Adopted Budget. This decrease represents the special project described below and a proposed increase in utility expenses anticipated across all Public Works Divisions.

This budget is funded from a \$769,372 contribution from the General Fund.

**SPECIAL PROJECTS**

This budget includes funding be approved for the following special projects:

<b>Special Project</b>	<b>Appropriations</b>	<b>Revenue</b>	<b>Funding Source</b>	<b>Description</b>
Resurfacing of Asphalt Pathways	\$80,000	\$80,000	General Fund	Resurfacing of Asphalt Pathways at 8 sites.
<b>TOTAL</b>	\$80,000	\$80,000		

The following table details revenue, total expenditures, changes in fund balance and General Fund costs by category for the two prior Fiscal Years, and the Final Adopted Budget for the current year and prior Fiscal Years:

**Public Works - School Site Maintenance**

Category	2013-2014	2014-2015	2015-2016	2016-2017
	Actual	Actual	Final Adopted Budget	Final Adopted Budget
<i>Revenue</i>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<i>Expenditures</i>				
Employee Compensation	252,472	250,959	285,829	294,883
Employee Benefits	128,698	131,476	161,429	160,746
Materials	125,314	116,855	141,445	145,890
Contract Services	7,081	13,266	10,500	15,500
Cost Allocation and Depreciation	87,971	146,508	122,384	60,537
Capital Outlay	-	-	-	-
Special Projects	-	-	90,000	80,000
Appropriations for Contingency	-	-	14,770	11,816
<b>TOTAL EXPENDITURES</b>	<b>\$ 601,536</b>	<b>\$ 659,063</b>	<b>\$ 826,357</b>	<b>\$ 769,372</b>
Fund Balance	-	-	-	-
<b>General Fund Costs</b>	<b>\$ 601,536</b>	<b>\$ 659,063</b>	<b>\$ 826,357</b>	<b>\$ 769,372</b>

**STAFFING**

Total current authorized positions – 4.30

There are no changes to the current level of staffing.

Total authorized positions – 4.30

**4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL**

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET
<b>812 School Site Maintenance</b>				
05 - Employee compensation				
500.501 - Salaries Full Time	250,603	250,129	280,241	282,797
500.502 - Salaries Part Time	143	0	0	0
500.503 - Excess Med Pay			0	0
500.504 - Stand By			0	0
500.505 - Overtime	1,725	830	3,500	10,000
500.507 - Taxable Life Premium		0	2,088	2,086
500.510 - Employee Agency Serv				0
05 - Employee compensation Total	252,472	250,959	285,829	294,883
10 - Employee benefits				
501.500 - Retirement System	63,784	65,102	77,890	75,721
501.502 - Pers 1959 Surv Empr	205	75	68	0
501.504 - Employee Benefits	0	0	0	0
501.505 - Health Insurance	35,916	30,386	36,133	37,257
501.506 - Dental Insurance	5,998	5,909	6,616	6,611
501.507 - Medicare	3,677	3,868	4,023	4,080
501.508 - Life Insurance	2,783	2,794	2,259	2,330
501.509 - Long Term Disability	1,433	1,602	1,978	2,011
501.510 - Workers Compensation	13,956	13,956	23,280	23,280
501.511 - Vision Insurance	748	759	771	874
501.516 - Hra City Contribution	198	7,024	8,411	8,582
10 - Employee benefits Total	128,698	131,476	161,429	160,746
15 - Materials				
600.601 - General Office Supplies	5	0	0	0
600.611 - Uniforms/Safety Appar			0	1,640
600.613 - General Supplies	52,195	30,049	52,195	55,000
600.618 - Utilities and Phone	0	0	84,000	0
600.619 - Advertising and Legal Notices	0	0	5,250	0
600.632 - Mileage Reimbursement			0	0
600.641 - Electrical Service	4,665	3,823	0	5,250
600.643 - Water Services	68,449	82,983	0	84,000
15 - Materials Total	125,314	116,855	141,445	145,890
20 - Contract services				
700.702 - General Service Agreement	6,621	4,774	5,000	10,000
700.706 - Rent Expense	461	8,492	5,500	5,500
20 - Contract services Total	7,081	13,266	10,500	15,500
25 - Cost allocation				
800.801 - Equipment Reimbursement	56,680	103,164	79,040	0
800.802 - IT Reimbursement	26,694	37,932	37,934	60,537
800.804 - Web Site Reimbursement	4,597	5,412	5,410	0
25 - Cost allocation Total	87,971	146,508	122,384	60,537
30 - Capital outlays				
900.904 - Non Recur Facility MGT	0	0	0	0
900.905 - Facility Improvements	0	0	0	0
30 - Capital outlays Total	0	0	0	0
31 - Special projects				
900.990 - Special Projects - PW			90,000	80,000
31 - Special projects Total			90,000	80,000

35 - Contingencies				
719.705 - Contingencies	0	0	14,770	11,816
35 - Contingencies Total	0	0	14,770	11,816
<b>812 School Site Maintenance Total</b>	<b>601,536</b>	<b>659,063</b>	<b>826,357</b>	<b>769,372</b>



**PUBLIC RESOURCES**

**Public Ways**

**GROUNDS-  
NEIGHBORHOOD PARKS**  
Budget Unit 100-84-813  
General Fund

<b>BUDGET AT A GLANCE</b>	
Total Revenue	\$ -
Total Expenditures	1,560,033
Fund Balance	-
<hr/>	
General Fund Costs	\$ 1,560,033
Total Staffing	8.20
% Funded by General Fund	100.0%

**PROGRAM OVERVIEW**

Neighborhood Parks include 14 of the 19 parks and open space areas managed by the Grounds Division of the Public Works Department. Neighborhood park sites include Linda Vista, Mary Ave. Dog Park, Monta Vista, Portal, Somerset, Varian, Wilson, Three Oaks, Hoover, Canyon Oak (Little Rancho), Franco Park, Sterling/Barnhart, Oak Valley and Blackberry Farms.

**SERVICE OBJECTIVES**

- The main objective of the Grounds Division is to provide the citizens of Cupertino with the cleanest and safest recreational areas to enjoy in the Bay Area.
- Provide daily general clean up, trash removal, graffiti removal, irrigation adjustments and repairs and basic play structure inspections and maintenance.
- Provide weekly maintenance that may include mowing and edging of turf areas, spraying of pesticides, tennis court cleaning and general maintenance, basketball court maintenance and programmed play structure inspections and maintenance.
- Provide quarterly maintenance that may include turf spraying, fertilization applications, aerating, over-seeding and pruning of trees and shrubs.
- Provide semi-annual maintenance that may include replacement of planting material, pre-emergent applications, playground woodchip replenishing and prepare athletic fields for seasonal use.
- Maintain all playgrounds in accordance to California playground safety requirements.
- Reduce water consumption wherever practicable.
- Utilize Weekend Work furlough program as needed to assist in weekend and weekday cleanup programs of garden plots.
- Provide logistical support to the Recreation and Community Services Department for all the City’s special events.

## SPECIAL PROJECTS

- This budget includes funding be approved for the following special projects:

Special Project	Appropriations	Revenue	Funding Source	Description
New LED Lights At Linda Vista Park	\$25,000	\$25,000	General Fund	Install new LED Lights consistent with all other parks
Pathway Repairs at various locations	\$50,000	\$50,000	General Fund	Pathway Repairs at various locations
<b>TOTAL</b>	\$75,000	\$75,000		

## FINAL ADOPTED BUDGET

On June 6, 2016, City Council approved a budget of \$1,560,033 for the Neighborhood Parks Program Budget. This represents an increase of \$111,712 over the FY 2015-16 Final Adopted Budget. The increase is attributed primarily to savings from reduced program-related salaries and benefits.

This budget is funded from a \$1,560,033 contribution from the General Fund.

The following table details revenue, total expenditures, changes in fund balance and General Fund costs by category for the two prior Fiscal Years, and the Final Adopted Budget for the current year and prior Fiscal Years:

**Public Works - Neighborhood Parks**

Category	2013-2014	2014-2015	2015-2016	2016-2017
	Actual	Actual	Final Adopted Budget	Final Adopted Budget
<u>Revenue</u>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<u>Expenditures</u>				
Employee Compensation	522,628	548,775	529,967	562,946
Employee Benefits	259,862	279,558	317,672	324,927
Materials	255,840	271,060	249,239	295,900
Contract Services	87,543	164,860	117,000	157,000
Cost Allocation and Depreciation	247,104	251,460	198,544	115,540
Capital Outlay	5,488	-	-	-
Special Projects	60,000	-	-	75,000
Appropriations for Contingency	-	-	35,899	28,720
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,438,466</b>	<b>\$ 1,515,713</b>	<b>\$ 1,448,321</b>	<b>\$ 1,560,033</b>
Fund Balance	-	-	-	-
<b>General Fund Costs</b>	<b>\$ 1,438,466</b>	<b>\$ 1,515,713</b>	<b>\$ 1,448,321</b>	<b>\$ 1,560,033</b>

## STAFFING

Total current authorized positions – 8.20

There are no changes to the current level of staffing.

Total authorized positions – 8.20

## 4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET
<b>813 Neighborhood Parks</b>				
05 - Employee compensation				
500.501 - Salaries Full Time	486,924	545,127	523,340	554,272
500.502 - Salaries Part Time	24,986	0	0	0
500.503 - Excess Med Pay			0	0
500.504 - Stand By			0	0
500.505 - Overtime	10,717	3,647	2,000	4,000
500.507 - Taxable Life Premium		0	4,627	4,674
500.510 - Employee Agency Serv				0
05 - Employee compensation Total	522,628	548,775	529,967	562,946
10 - Employee benefits				
501.500 - Retirement System	123,346	141,388	145,745	149,027
501.502 - Pers 1959 Surv Empr	368	168	123	0
501.504 - Employee Benefits	0	0	0	0
501.505 - Health Insurance	69,482	62,686	65,438	68,186
501.506 - Dental Insurance	12,416	13,112	12,727	12,719
501.507 - Medicare	7,775	8,247	7,513	7,998
501.508 - Life Insurance	5,699	6,153	4,380	4,464
501.509 - Long Term Disability	2,786	3,546	3,716	3,929
501.510 - Workers Compensation	36,202	28,632	60,521	60,521
501.511 - Vision Insurance	1,591	1,718	1,470	1,716
501.516 - Hra City Contribution	198	13,907	16,039	16,367
10 - Employee benefits Total	259,862	279,558	317,672	324,927
15 - Materials				
600.601 - General Office Supplies	4,167	0	0	0
600.611 - Uniforms/Safety Appar			0	3,200
600.613 - General Supplies	96,939	119,283	96,939	140,000
600.618 - Utilities and Phone	0	0	147,000	0
600.619 - Advertising and Legal Notices	0	0	5,300	0
600.621 - Calrecylce City Payment Prgm Adm		0	0	0
600.632 - Mileage Reimbursement			0	0
600.641 - Electrical Service	6,144	5,480	0	5,300
600.643 - Water Services	148,188	145,967	0	147,000
600.644 - Sewer Service	403	330	0	400

15 - Materials Total	255,840	271,060	249,239	295,900
20 - Contract services				
700.701 - Training and Instruction	5,987	6,121	7,000	7,000
700.702 - General Service Agreement	81,556	158,738	110,000	150,000
20 - Contract services Total	87,543	164,860	117,000	157,000
25 - Cost allocation				
800.801 - Equipment Reimbursement	184,850	151,440	98,520	0
800.802 - IT Reimbursement	52,824	87,540	87,540	115,540
800.804 - Web Site Reimbursement	9,430	12,480	12,484	0
25 - Cost allocation Total	247,104	251,460	198,544	115,540
30 - Capital outlays				
900.904 - Non Recur Facility MGT	845	0	0	0
900.905 - Facility Improvements	4,644	0	0	0
30 - Capital outlays Total	5,488	0	0	0
31 - Special projects				
900.910 - Botchy Ball CT LED	60,000	0	0	0
900.990 - Special Projects - PW			0	75,000
31 - Special projects Total	60,000	0	0	75,000
35 - Contingencies				
719.705 - Contingencies	0	0	35,899	28,720
35 - Contingencies Total	0	0	35,899	28,720
<b>813 Neighborhood Parks Total</b>	<b>1,438,466</b>	<b>1,515,713</b>	<b>1,448,321</b>	<b>1,560,033</b>



**PUBLIC RESOURCES**

**Public Ways**

**GROUNDS-  
SPORTS FIELD JOLLYMAN/  
CREEKSIDE**  
Budget Unit 100-84-814  
General Fund

<b>BUDGET AT A GLANCE</b>		
Total Revenue		\$ -
Total Expenditures		514,581
Fund Balance		-
		<b>General Fund Costs \$ 514,581</b>
Total Staffing		2.90
	% Funded by General Fund	100.0%

**PROGRAM OVERVIEW**

The sport fields at Jollyman and Creekside parks are among the 19 parks and open space areas managed by the Grounds Division of the Public Works Department. Sport fields at these two parks are heavily used and enjoyed by the community.

**SERVICE OBJECTIVES**

- The main objective of the Grounds Division is to provide the citizens of Cupertino with the cleanest and safest recreational areas / sports fields in the Bay Area.
- Provide daily general clean up, trash removal, graffiti removal, irrigation adjustments and repairs and other maintenance.
- Provide weekly maintenance that may include mowing and edging of turf areas, spraying of pesticides, programmed play structure inspections and other maintenance.
- Provide quarterly maintenance that may include turf spraying, fertilization applications, aerating, over-seeding and pruning of trees and shrubs.
- Provide semi-annual maintenance that may include replacement of planting material, pre-emergent applications and preparing sport fields for seasonal use.
- Maintain sport fields for recreational activities including soccer, baseball, cricket, track and field, softball and a variety of other sports.
- Maintain all playgrounds in accordance to California playground safety requirements.
- Reduce water consumption wherever practicable.
- Utilize weekend work furlough program as needed to assist in weekend and weekday cleanup programs of garden plots.
- Provide logistical support to the Recreation and Community Services Department for all the City’s special events.

## FINAL ADOPTED BUDGET

On June 6, 2016, City Council approved a budget of \$514,581 for the Sports Field Jollyman/Creekside Program Budget. This represents a decrease of \$85,179 from the FY 2015-16 Final Adopted Budget. The decrease is attributed primarily to the completion of last year's park lighting upgrade special project.

This program is funded from a \$514,581 contribution from the General Fund.

The following table details revenue, total expenditures, changes in fund balance and General Fund costs by category for the two prior Fiscal Years, and the Final Adopted Budget for the current year and prior Fiscal Years:

### Public Works - Sports Field Jollyman/Creekside

Category	2013-2014	2014-2015	2015-2016	2016-2017
	Actual	Actual	Final Adopted Budget	Final Adopted Budget
<u>Revenue</u>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<u>Expenditures</u>				
Employee Compensation	184,083	193,123	198,924	195,263
Employee Benefits	90,489	96,102	115,031	111,806
Materials	128,756	132,286	141,629	142,709
Contract Services	7,307	1,475	12,000	12,000
Cost Allocation and Depreciation	48,554	84,468	71,279	40,885
Capital Outlay	-	-	-	-
Special Projects	-	90,828	46,000	-
Appropriations for Contingency	-	-	14,897	11,918
<b>TOTAL EXPENDITURES</b>	<b>\$ 459,188</b>	<b>\$ 598,282</b>	<b>\$ 599,760</b>	<b>\$ 514,581</b>
Fund Balance	-	-	-	-
<b>General Fund Costs</b>	<b>\$ 459,188</b>	<b>\$ 598,282</b>	<b>\$ 599,760</b>	<b>\$ 514,581</b>

## STAFFING

Total current authorized positions – 2.90

There are no changes to the current level of staffing.

Total authorized positions – 2.90

## 4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET
<b>814 Sport Fields Jollyman CRK</b>				
05 - Employee compensation				
500.501 - Salaries Full Time	182,280	191,904	196,837	192,774
500.503 - Excess Med Pay			0	0
500.504 - Stand By			0	0
500.505 - Overtime	1,803	1,218	500	1,000
500.507 - Taxable Life Premium		0	1,587	1,489
500.510 - Employee Agency Serv				0
500.512 - Vacancy Salary Savings	0	0	0	0
05 - Employee compensation Total	184,083	193,123	198,924	195,263
10 - Employee benefits				
501.500 - Retirement System	45,691	49,139	54,861	51,524
501.502 - Pers 1959 Surv Empr	147	56	49	0
501.504 - Employee Benefits	0	0	0	0
501.505 - Health Insurance	23,861	21,729	24,703	24,848
501.506 - Dental Insurance	4,291	4,267	4,422	4,419
501.507 - Medicare	2,669	3,027	2,826	2,781
501.508 - Life Insurance	2,007	2,031	1,649	1,554
501.509 - Long Term Disability	1,047	1,215	1,399	1,365
501.510 - Workers Compensation	10,020	10,020	18,930	18,930
501.511 - Vision Insurance	556	561	520	597
501.516 - Hra City Contribution	198	4,058	5,672	5,788
10 - Employee benefits Total	90,489	96,102	115,031	111,806
15 - Materials				
600.601 - General Office Supplies	0	0	0	0
600.611 - Uniforms/Safety Appar			0	1,080
600.613 - General Supplies	43,729	39,432	43,729	43,729
600.618 - Utilities and Phone	0	0	94,500	0
600.619 - Advertising and Legal Notices	0	0	3,400	0
600.632 - Mileage Reimbursement			0	0
600.641 - Electrical Service	3,348	3,133	0	3,400
600.643 - Water Services	81,316	89,721	0	94,500
600.644 - Sewer Service	363	0	0	0
15 - Materials Total	128,756	132,286	141,629	142,709

20 - Contract services				
700.702 - General Service Agreement	7,307	1,475	12,000	12,000
20 - Contract services Total	7,307	1,475	12,000	12,000
25 - Cost allocation				
800.801 - Equipment Reimbursement	25,570	53,340	40,160	0
800.802 - IT Reimbursement	19,683	27,240	27,235	40,885
800.804 - Web Site Reimbursement	3,301	3,888	3,884	0
25 - Cost allocation Total	48,554	84,468	71,279	40,885
30 - Capital outlays				
900.904 - Non Recur Facility MGT	0	0	0	0
900.905 - Facility Improvements	0	0	0	0
30 - Capital outlays Total	0	0	0	0
31 - Special projects				
900.946 - Park Light Upgrade JM/CRK		90,828	0	0
900.990 - Special Projects - PW			46,000	0
31 - Special projects Total		90,828	46,000	0
35 - Contingencies				
719.705 - Contingencies	0	0	14,897	11,918
35 - Contingencies Total	0	0	14,897	11,918
<b>814 Sport Fields Jollyman CRK Total</b>	<b>459,188</b>	<b>598,282</b>	<b>599,760</b>	<b>514,581</b>



**PUBLIC RESOURCES**

**Public Ways**

**GROUNDS-  
CIVIC CENTER MAINTENANCE**

Budget Unit 100-84-815  
General Fund

<b>BUDGET AT A GLANCE</b>	
Total Revenue	\$ 182,985
Total Expenditures	526,688
Fund Balance	-
<hr/>	
	General Fund Costs \$ 343,703
Total Staffing	1.00
	% Funded by General Fund 65.3%

**PROGRAM OVERVIEW**

The Civic Center grounds are one of 19 parks and open space areas managed by the Grounds Division of the Public Works Department. Due to the close proximity to City Hall, Community Hall and the Library, the Civic Center grounds are well utilized. Civic Center maintenance includes the adjacent Library Field.

**SERVICE OBJECTIVES**

- The main objective of the Grounds Division is to provide the citizens of Cupertino with the cleanest and safest recreational areas to enjoy in the Bay Area.
- Provide daily general clean up, trash removal, graffiti removal, irrigation adjustments and repairs and other maintenance.
- Provide weekly maintenance that may include mowing and edging of turf areas, spraying of pesticides and general maintenance.
- Provide quarterly maintenance that may include turf spraying, fertilization applications, aerating, over-seeding and pruning of trees and shrubs.
- Provide semi-annual maintenance that may include replacement of planting material and pre-emergent applications.
- Maintain Library Field for recreational activities including soccer, cricket and a variety of other sports.
- Reduce water consumption wherever practicable.
- Provide logistical support to all City Departments for special events.

## FINAL ADOPTED BUDGET

On June 6, 2016, City Council approved a budget of \$526,688 for the Civic Center Maintenance Program Budget. This represents an increase of \$356,087 over the FY 2015-16 Final Adopted Budget

This program is funded from a \$343,703 contribution from the General Fund.

The following table details revenue, total expenditures, changes in fund balance and General Fund costs by category for the two prior Fiscal Years, and the Final Adopted Budget for the current year and prior Fiscal Years:

### Public Works - Civic Center Maintenance

Category	2013-2014 Actual	2014-2015 Actual	2015-2016 Final Adopted Budget	2016-2017 Final Adopted Budget
<u>Revenue</u>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	182,985
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 182,985</b>
<u>Expenditures</u>				
Employee Compensation	69,624	68,954	72,622	75,908
Employee Benefits	32,388	34,015	41,414	41,675
Materials	31,103	31,549	33,938	34,298
Contract Services	-	-	3,000	3,000
Cost Allocation and Depreciation	18,145	20,484	16,052	368,947
Capital Outlay	-	-	-	-
Special Projects	-	-	-	-
Appropriations for Contingency	-	-	3,575	2,860
<b>TOTAL EXPENDITURES</b>	<b>\$ 151,261</b>	<b>\$ 155,002</b>	<b>\$ 170,601</b>	<b>\$ 526,688</b>
Fund Balance	-	-	-	-
<b>General Fund Costs</b>	<b>\$ 151,261</b>	<b>\$ 155,002</b>	<b>\$ 170,601</b>	<b>\$ 343,703</b>

## STAFFING

Total current authorized positions – 1.00

There are no changes to the current level of staffing.

Total authorized positions – 1.00

## 4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET
<b>815 Civic Center Ground Maint</b>				
05 - Employee compensation				
500.501 - Salaries Full Time	67,953	65,849	70,919	74,206
500.503 - Excess Med Pay			0	0
500.504 - Stand By			0	0
500.505 - Overtime	1,672	3,105	1,000	1,000
500.507 - Taxable Life Premium		0	703	702
500.510 - Employee Agency Serv				0
05 - Employee compensation Total	69,624	68,954	72,622	75,908
10 - Employee benefits				
501.500 - Retirement System	17,239	17,160	20,044	20,137
501.502 - Pers 1959 Surv Empr	48	19	16	0
501.504 - Employee Benefits	0	0	0	0
501.505 - Health Insurance	8,221	8,102	9,388	9,462
501.506 - Dental Insurance	1,361	1,384	1,506	1,507
501.507 - Medicare	1,011	1,089	1,018	1,070
501.508 - Life Insurance	647	667	596	580
501.509 - Long Term Disability	381	404	504	524
501.510 - Workers Compensation	3,221	3,216	6,207	6,207
501.511 - Vision Insurance	161	165	179	190
501.516 - Hra City Contribution	99	1,808	1,956	1,998
10 - Employee benefits Total	32,388	34,015	41,414	41,675
15 - Materials				
600.601 - General Office Supplies	0	0	0	0
600.611 - Uniforms/Safety Appar			0	360
600.613 - General Supplies	8,567	10,796	9,000	9,000
600.618 - Utilities and Phone	0	0	24,938	0
600.643 - Water Services	22,536	20,753	0	24,938
15 - Materials Total	31,103	31,549	33,938	34,298
20 - Contract services				
700.702 - General Service Agreement	0	0	3,000	3,000
20 - Contract services Total	0	0	3,000	3,000
25 - Cost allocation				
800.801 - Equipment Reimbursement	9,510	10,476	6,050	0

800.802 - IT Reimbursement	7,574	8,760	8,754	14,079
800.804 - Web Site Reimbursement	1,061	1,248	1,248	0
800.822 - Library Facilities CAP				0
800.823 - Strategic Support CAP				354,868
25 - Cost allocation Total	18,145	20,484	16,052	368,947
30 - Capital outlays				
900.904 - Non Recur Facility MGT		0	0	0
30 - Capital outlays Total		0	0	0
31 - Special projects				
900.990 - Special Projects - PW			0	0
31 - Special projects Total			0	0
35 - Contingencies				
719.705 - Contingencies	0	0	3,575	2,860
35 - Contingencies Total	0	0	3,575	2,860
<b>815 Civic Center Ground Maint Total</b>	<b>151,261</b>	<b>155,002</b>	<b>170,601</b>	<b>526,688</b>



**PUBLIC RESOURCES**

**Public Ways**

**STREET -**  
**STORM DRAIN MAINTENANCE**  
 Budget Unit 100-85-818  
 General Fund

<b>BUDGET AT A GLANCE</b>		
Total Revenue	\$	-
Total Expenditures		462,391
Fund Balance		-
<hr/>		
	General Fund Costs	\$ 462,391
Total Staffing		1.25
	% Funded by General Fund	100.0%

**PROGRAM OVERVIEW**

Maintenance of storm drain system to provide the efficient flow of storm water and to comply with storm water pollution prevention requirements.

**SERVICE OBJECTIVES**

- Provide effective and timely inspection and maintenance of the storm drain system including inlet and outfall structures, 2,216 storm drain inlets and collection system.
- Provide annual cleaning and inspection of all inlets.

**FINAL ADOPTED BUDGET**

On June 6, 2016, City Council approved a budget of \$462,391 for the Storm Drain Maintenance Program. This represents an increase of \$223,156 over the FY 2015-16 Final Adopted Budget.

This budget is funded from a \$462,391 contribution from the General Fund.

The following table details revenue, total expenditures, changes in fund balance and General Fund costs by category for the two prior Fiscal Years, and the Final Adopted Budget for the current year and prior Fiscal Years:

**Public Works - Storm Drain Maintenance**

Category	2013-2014	2014-2015	2015-2016	2016-2017
	Actual	Actual	Final Adopted Budget	Final Adopted Budget
<i>Revenue</i>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<i>Expenditures</i>				
Employee Compensation	112,821	87,418	119,037	131,373
Employee Benefits	42,966	34,889	49,651	55,319
Materials	401	6,629	1,000	15,260
Contract Services	51,350	54,618	50,000	225,000
Cost Allocation and Depreciation	11,405	14,448	14,447	31,359
Capital Outlay	-	-	-	-
Special Projects	-	-	-	-
Appropriations for Contingency	-	-	5,100	4,080
<b>TOTAL EXPENDITURES</b>	<b>\$ 218,943</b>	<b>\$ 198,002</b>	<b>\$ 239,235</b>	<b>\$ 462,391</b>
Fund Balance	-	-	-	-
<b>General Fund Costs</b>	<b>\$ 218,943</b>	<b>\$ 198,002</b>	<b>\$ 239,235</b>	<b>\$ 462,391</b>

**STAFFING**

Total current authorized positions – 1.25

There are no changes to the current level of staffing.

Total authorized positions – 1.25

#### 4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET
<b>85 Streets</b>				
<b>818 Storm Drain Maintenance</b>				
05 - Employee compensation				
500.501 - Salaries Full Time	91,311	69,019	91,174	103,486
500.502 - Salaries Part Time	20,411	14,220	25,000	25,000
500.504 - Stand By			0	0
500.505 - Overtime	1,099	4,179	1,500	1,500
500.507 - Taxable Life Premium		0	613	637
500.510 - Employee Agency Serv				0
500.513 - Sick Leave			750	750
05 - Employee compensation Total	112,821	87,418	119,037	131,373
10 - Employee benefits				
501.500 - Retirement System	23,031	17,761	25,017	27,968
501.502 - Pers 1959 Surv Empr	22	9	7	0
501.505 - Health Insurance	10,177	7,187	10,381	12,077
501.506 - Dental Insurance	1,785	1,277	1,806	2,041
501.507 - Medicare	1,500	943	1,309	1,492
501.508 - Life Insurance	863	666	672	811
501.509 - Long Term Disability	532	418	637	732
501.510 - Workers Compensation	4,652	4,656	7,135	7,135
501.511 - Vision Insurance	222	167	242	268
501.516 - Hra City Contribution	182	1,805	2,445	2,795
10 - Employee benefits Total	42,966	34,889	49,651	55,319
15 - Materials				
600.601 - General Office Supplies	0	0	0	0
600.611 - Uniforms/Safety Appar			0	260
600.613 - General Supplies	401	6,549	1,000	15,000
600.618 - Utilities and Phone		0	0	0
600.632 - Mileage Reimbursement			0	0
600.642 - Telephone and Data Services		80	0	0
15 - Materials Total	401	6,629	1,000	15,260
20 - Contract services				
700.702 - General Service Agreement	36,300	42,993	25,000	200,000
700.706 - Rent Expense	15,050	11,626	25,000	25,000
20 - Contract services Total	51,350	54,618	50,000	225,000
25 - Cost allocation				
800.802 - IT Reimbursement	9,873	12,648	12,644	12,693
800.804 - Web Site Reimbursement	1,532	1,800	1,803	0
800.805 - CC CAP Allocation				3,184
800.806 - CM CAP Allocation				839
800.814 - Finance CAP Alloc				8,459
800.815 - Human resources CAP Alloc				6,184
800.818 - PW Admin CAP				0

25 - Cost allocation Total	11,405	14,448	14,447	31,359
30 - Capital outlays				
900.905 - Facility Improvements	0	0	0	0
30 - Capital outlays Total	0	0	0	0
31 - Special projects				
900.990 - Special Projects - PW			0	0
31 - Special projects Total			0	0
35 - Contingencies				
719.705 - Contingencies	0	0	5,100	4,080
35 - Contingencies Total	0	0	5,100	4,080
<b>818 Storm Drain Maintenance Total</b>	<b>218,943</b>	<b>198,002</b>	<b>239,235</b>	<b>462,391</b>



**PUBLIC RESOURCES**

**Public Ways**

**STREET -  
MINOR STORM DRAIN**  
Budget Unit 210-90-978  
Special Revenue Fund

**BUDGET AT A GLANCE**

Total Revenue	\$ 100,000
Total Expenditures	75,000
Fund Balance	25,000
<hr/>	
General Fund Costs	\$ -
Total Staffing	-
% Funded by General Fund	N/A

**PROGRAM OVERVIEW**

This program provides funding for drainage repairs as needed in various locations.

**SERVICE OBJECTIVES**

- Provide storm drain repairs throughout the City on an annual basis.

**FINAL ADOPTED BUDGET**

On June 6, 2016, City Council approved a budget of \$75,000 for the Minor Storm Drain Program.

The following table details revenue, total expenditures, changes in fund balance and General Fund costs by category for the two prior Fiscal Years, and the Final Adopted Budget for the current year and prior Fiscal Years:

**Public Works - Minor Storm Drain**

Category	2013-2014	2014-2015	2015-2016	2016-2017
	Actual	Actual	Final Adopted Budget	Final Adopted Budget
<i>Revenue</i>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	100,000
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>
<i>Expenditures</i>				
Employee Compensation	-	-	-	-
Employee Benefits	-	-	-	-
Materials	-	-	-	-
Contract Services	4,000	1,920	-	-
Cost Allocation and Depreciation	-	-	-	-
Capital Outlay	25,197	2,978	75,000	75,000
Special Projects	-	-	-	-
Appropriations for Contingency	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 29,197</b>	<b>\$ 4,898</b>	<b>\$ 75,000</b>	<b>\$ 75,000</b>
Fund Balance	-	-	25,000	25,000
<b>General Fund Costs</b>	<b>\$ 29,197</b>	<b>\$ 4,898</b>	<b>\$ 100,000</b>	<b>\$ -</b>

**STAFFING**

There is no staffing associated with this budget.

#### 4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY14 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET	
<b>978 Minor Storm Drain Impv</b>					
20 - Contract services					
700.702 - General Service Agreement		4,000	1,920	0	0
20 - Contract services Total		4,000	1,920	0	0
30 - Capital outlays					
900.905 - Facility Improvements		25,197	2,978	75,000	75,000
30 - Capital outlays Total		25,197	2,978	75,000	75,000
<b>978 Minor Storm Drain Impv Total</b>		<b>29,197</b>	<b>4,898</b>	<b>75,000</b>	<b>75,000</b>



CUPERTINO

**PUBLIC RESOURCES**

**Public Ways**

**STREET -  
SIDEWALK CURB AND GUTTER**

Budget Unit 270-85-820  
Special Revenue Fund

<b>BUDGET AT A GLANCE</b>	
Total Revenue	\$ 253,554
Total Expenditures	1,001,932
Fund Balance	51,622
<hr/>	
General Fund Costs	\$ 800,000
Total Staffing	0.90
% Funded by General Fund	79.8%

**PROGRAM OVERVIEW**

Maintain sidewalks, curb and gutter to a standard that is functional and improves accessibility and minimizes liability. Optimize the use of available funds by coordinating with other improvement projects.

**SERVICE OBJECTIVES**

- Timely maintain concrete improvements in response to citizen complaints and coordinate with programmed asphalt improvements.

**FINAL ADOPTED BUDGET**

On June 6, 2016, City Council approved a budget of \$1,001,932 for the Sidewalk Curb and Gutter Program. This represents an increase of \$39,385 over the FY 2015-16 Final Adopted Budget due to increased special project costs.

**SPECIAL PROJECTS**

This budget includes funding be approved for the following special projects:

Special Project	Appropriations	Revenue	Funding Source	Description
Curb Gutter & Sidewalk	\$850,000	\$850,000	General Fund	Annual Curb, Gutter & Sidewalk Project
<b>TOTAL</b>	\$850,000	\$ 850,000		

The following table details revenue, total expenditures, changes in fund balance and General Fund costs by category for the two prior Fiscal Years, and the Final Adopted Budget for the current year and prior Fiscal Years:

**Public Works - Sidewalk Curb and Gutter**

Category	2013-2014	2014-2015	2015-2016	2016-2017
	Actual	Actual	Final Adopted Budget	Final Adopted Budget
<u>Revenue</u>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	253,554
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	490,860	-	-
Interdepartmental Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ 490,860</b>	<b>\$ -</b>	<b>\$ 253,554</b>
<u>Expenditures</u>				
Employee Compensation	62,122	64,395	58,786	67,576
Employee Benefits	29,214	31,590	33,181	35,922
Materials	3,101	3,455	3,409	3,729
Contract Services	-	269	-	-
Cost Allocation and Depreciation	44,398	51,090	66,834	44,435
Capital Outlay	-	-	-	-
Special Projects	349,214	1,000,336	800,000	850,000
Appropriations for Contingency	-	-	337	270
<b>TOTAL EXPENDITURES</b>	<b>\$ 488,049</b>	<b>\$ 1,151,135</b>	<b>\$ 962,547</b>	<b>\$ 1,001,932</b>
Fund Balance	-	-	(38)	51,622
<b>General Fund Costs</b>	<b>\$ 488,049</b>	<b>\$ 660,275</b>	<b>\$ 962,509</b>	<b>\$ 800,000</b>

**STAFFING**

Total current authorized positions – .90

There are no changes to the current level of staffing.

Total authorized positions – .90

#### 4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET
<b>820 Sidewalk Curb and Gutter</b>				
05 - Employee compensation				
500.501 - Salaries Full Time	59,977	61,246	56,297	65,069
500.502 - Salaries Part Time	0	0	0	0
500.504 - Stand By			0	0
500.505 - Overtime	2,144	3,149	2,000	2,000
500.507 - Taxable Life Premium		0	489	507
500.510 - Employee Agency Serv				0
05 - Employee compensation Total	62,122	64,395	58,786	67,576
10 - Employee benefits				
501.500 - Retirement System	15,156	16,262	15,892	17,630
501.502 - Pers 1959 Surv Empr	40	18	13	0
501.505 - Health Insurance	7,655	7,668	7,843	8,380
501.506 - Dental Insurance	1,247	1,314	1,271	1,347
501.507 - Medicare	895	984	808	938
501.508 - Life Insurance	588	641	478	514
501.509 - Long Term Disability	345	359	401	459
501.510 - Workers Compensation	3,041	3,036	4,660	4,660
501.511 - Vision Insurance	174	189	152	196
501.516 - Hra City Contribution	73	1,120	1,663	1,798
10 - Employee benefits Total	29,214	31,590	33,181	35,922
15 - Materials				
600.601 - General Office Supplies	480	76	0	0
600.611 - Uniforms/Safety Appar			0	320
600.613 - General Supplies	2,621	2,476	2,621	2,621
600.618 - Utilities and Phone		0	788	0
600.632 - Mileage Reimbursement	0	0	0	0
600.642 - Telephone and Data Services		903	0	788
15 - Materials Total	3,101	3,455	3,409	3,729
20 - Contract services				
700.702 - General Service Agreement	0	269	0	0
20 - Contract services Total	0	269	0	0
25 - Cost allocation				
800.801 - Equipment Reimbursement	1,550	1,740	17,640	0
800.802 - IT Reimbursement	7,004	8,268	8,268	13,051
800.803 - City Channel Reimb	4,993	3,636	3,635	0
800.804 - Web Site Reimbursement	1,002	1,176	1,179	0
800.805 - CC CAP Allocation	1,687	2,262	2,093	6,054
800.806 - CM CAP Allocation	2,906	5,412	5,412	1,701
800.807 - ENV Affairs CAP Alloc	920	1,512	1,516	0
800.808 - ECON Dev CAP Alloc	706	1,452	1,454	0
800.809 - City Clerk CAP Alloc	3,203	1,548	0	3,900

800.810 - City Attorney CAP Alloc	10,027	13,596	13,599	0
800.811 - Public Affairs CAP Alloc	1,209	1,320	2,640	0
800.812 - Disaster PREP CAP Alloc	407	228	458	0
800.813 - Admin Serv CAP Allocation	2,213	2,616	2,621	0
800.814 - Finance CAP Alloc	4,198	6,324	6,319	13,545
800.815 - Human resources CAP Alloc	2,373	0	0	6,184
800.818 - PW Admin CAP				0
25 - Cost allocation Total	44,398	51,090	66,834	44,435
31 - Special projects				
900.922 - Annual SW Curb Gutter	349,214	1,000,336	800,000	850,000
900.990 - Special Projects - PW			0	0
31 - Special projects Total	349,214	1,000,336	800,000	850,000
35 - Contingencies				
719.705 - Contingencies	0	0	337	270
35 - Contingencies Total	0	0	337	270
<b>820 Sidewalk Curb and Gutter Total</b>	<b>488,049</b>	<b>1,151,135</b>	<b>962,547</b>	<b>1,001,932</b>



**PUBLIC RESOURCES**

**Public Ways**

**STREET -**  
**STREET PAVEMENT MAINTENANCE**  
 Budget Unit 270-85-821  
 Special Revenue Fund

<b>BUDGET AT A GLANCE</b>	
Total Revenue	\$ 1,800,606
Total Expenditures	7,275,167
Fund Balance	(474,561)
<hr/>	
	General Fund Costs \$ 5,000,000
=	3.70
	% Funded by General Fund 68.7%

**PROGRAM OVERVIEW**

This program maintains streets to a standard that balances preventative maintenance with stop gap measures while minimizing liability.

**SERVICE OBJECTIVES**

- Perform preventative maintenance activities of fog seal and crack fill.
- Perform stop gap maintenance of arterial, collector and residential streets.
- Oversee and manage contracted pavement maintenance projects.

**FINAL ADOPTED BUDGET**

On June 6, 2016, City Council approved a budget of \$7,275,167 for the Street Pavement Maintenance Program. This represents an increase of \$576,943 over the FY 2015-16 Final Adopted Budget. The increase is due to increases in special project costs.

This budget is funded from \$1,800,606 in department revenue, a \$5,000,000 contribution from the General Fund and the use of \$474,561 in retained earnings.

## SPECIAL PROJECTS

This budget includes funding be approved for the following special projects:

Special Project	Appropriations	Revenue	Funding Source	Description
Annual pavement maintenance	6,500,000	\$ 6,500,000	General Fund	Annual pavement maintenance project
<b>TOTAL</b>	\$6,500,000	\$ 6,500,000		

The following table details revenue, total expenditures, changes in fund balance and General Fund costs by category for the two prior Fiscal Years, and the Final Adopted Budget for the current year and prior Fiscal Years:

### Public Works - Street Pavement Maintenance

Category	2013-2014	2014-2015	2015-2016	2016-2017
	Actual	Actual	Final Adopted Budget	Final Adopted Budget
<u>Revenue</u>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	294,079	-	1,800,606
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	19,148	-	-
Interdepartmental Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ 313,227</b>	<b>\$ -</b>	<b>\$ 1,800,606</b>
<u>Expenditures</u>				
Employee Compensation	216,514	217,204	274,488	289,405
Employee Benefits	105,682	109,078	135,429	137,473
Materials	28,222	35,818	49,500	50,880
Contract Services	87,034	90,649	95,000	136,000
Cost Allocation and Depreciation	90,022	95,362	89,357	149,849
Capital Outlay	19,932	-	-	-
Special Projects	2,686,095	9,733,664	6,040,000	6,500,000
Appropriations for Contingency	-	-	14,450	11,560
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,233,500</b>	<b>\$ 10,281,775</b>	<b>\$ 6,698,224</b>	<b>\$ 7,275,167</b>
Fund Balance	-	-	(50,422)	(474,561)
<b>General Fund Costs</b>	<b>\$ 3,233,500</b>	<b>\$ 9,968,548</b>	<b>\$ 6,647,802</b>	<b>\$ 5,000,000</b>

## STAFFING

Total current authorized positions – 3.70

There are no changes to the current level of staffing.

Total authorized positions – 3.70

## 4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET
821 Street Pavement Maintenance				
05 - Employee compensation				
500.501 - Salaries Full Time	214,400	213,606	244,263	259,192
500.502 - Salaries Part Time	0	745	25,000	25,000
500.504 - Stand By			0	0
500.505 - Overtime	2,114	2,853	2,500	2,500
500.507 - Taxable Life Premium		0	1,975	1,963
500.510 - Employee Agency Serv				0
500.513 - Sick Leave			750	750
05 - Employee compensation Total	216,514	217,204	274,488	289,405
10 - Employee benefits				
501.500 - Retirement System	54,881	55,955	68,210	70,142
501.502 - Pers 1959 Surv Empr	138	54	46	0
501.505 - Health Insurance	27,275	24,811	31,509	31,238
501.506 - Dental Insurance	4,782	4,756	5,614	5,532
501.507 - Medicare	2,996	3,111	3,507	3,741
501.508 - Life Insurance	2,236	2,300	1,989	2,066
501.509 - Long Term Disability	1,260	1,396	1,728	1,833
501.510 - Workers Compensation	11,271	11,268	14,908	14,908
501.511 - Vision Insurance	625	620	681	728
501.516 - Hra City Contribution	218	4,806	7,237	7,285
10 - Employee benefits Total	105,682	109,078	135,429	137,473
15 - Materials				
600.601 - General Office Supplies	9	0	0	0
600.611 - Uniforms/Safety Appar			0	1,380
600.613 - General Supplies	28,213	35,513	49,500	49,500
600.618 - Utilities and Phone		0	0	0
600.632 - Mileage Reimbursement			0	0
600.642 - Telephone and Data Services		305	0	0
15 - Materials Total	28,222	35,818	49,500	50,880
20 - Contract services				
700.702 - General Service Agreement	82,834	89,709	90,000	135,000
700.706 - Rent Expense	4,200	940	5,000	1,000
20 - Contract services Total	87,034	90,649	95,000	136,000
25 - Cost allocation				
800.801 - Equipment Reimbursement	9,230	14,004	8,070	0

800.802 - IT Reimbursement	21,663	33,072	33,070	56,439
800.803 - City Channel Reimb	4,993	3,636	3,635	0
800.804 - Web Site Reimbursement	3,713	4,716	4,716	0
800.805 - CC CAP Allocation	3,136	910	845	34,728
800.806 - CM CAP Allocation	8,576	8,520	8,520	10,000
800.807 - ENV Affairs CAP Alloc	2,712	2,388	2,386	0
800.808 - ECON Dev CAP Alloc	2,081	2,292	2,289	0
800.809 - City Clerk CAP Alloc	3,203	4,194	2,986	0
800.811 - Public Affairs CAP Alloc	2,249	846	1,695	0
800.812 - Disaster PREP CAP Alloc	758	360	721	0
800.813 - Admin Serv CAP Allocation	6,530	1,680	1,683	0
800.814 - Finance CAP Alloc	12,385	9,948	9,948	26,129
800.815 - Human resources CAP Alloc	8,793	8,796	8,793	22,553
800.818 - PW Admin CAP				0
25 - Cost allocation Total	90,022	95,362	89,357	149,849
30 - Capital outlays				
900.904 - Non Recur Facility MGT	19,932	0	0	0
30 - Capital outlays Total	19,932	0	0	0
31 - Special projects				
900.921 - Annual Asphalt Project	2,686,095	9,702,389	6,000,000	6,500,000
900.947 - Metal Beam Guardrail Repl		31,275	0	0
900.990 - Special Projects - PW			40,000	0
31 - Special projects Total	2,686,095	9,733,664	6,040,000	6,500,000
35 - Contingencies				
719.705 - Contingencies	0	0	14,450	11,560
35 - Contingencies Total	0	0	14,450	11,560
<b>821 Street Pavement Maintenance Total</b>	<b>3,233,500</b>	<b>10,281,775</b>	<b>6,698,224</b>	<b>7,275,167</b>



**PUBLIC RESOURCES**

**Public Ways**

**STREET -  
STREET SIGN MARKINGS**

Budget Unit 270-85-822  
General Fund

<b>BUDGET AT A GLANCE</b>	
Total Revenue	\$ 160,840
Total Expenditures	662,359
Fund Balance	(501,519)
<hr/>	
General Fund Costs	\$ -
Total Staffing	4.00
% Funded by General Fund	0.0%

**PROGRAM OVERVIEW**

This program maintains street regulatory and informational signs, street striping, markings and legends, as well as removes graffiti within street right-of-way in a timely manner.

**SERVICE OBJECTIVES**

- Respond to regulatory and informational sign issues in a timely manner.
- Coordinate and respond to work orders from the Traffic Engineer.
- Maintain street sign and traffic marking assets in compliance with the Manual of Uniform Traffic Control Devices.
- Remove graffiti in a timely manner.

**FINAL ADOPTED BUDGET**

On June 6, 2016, City Council approved a budget of \$662,359 for the Street Sign Markings Program. This represents a decrease of \$106,631 from the FY 2015-16 Final Adopted Budget. The decrease is attributed primarily to decreases in cost allocation charges.

This budget is funded from \$160,840 in estimated department revenue and is anticipated to use \$501,519 in retained earnings.

The following table details revenue, total expenditures, changes in fund balance and General Fund costs by category for the two prior Fiscal Years, and the Final Adopted Budget for the current year and prior Fiscal Years:

**Public Works - Street Signs and Markings**

Category	2013-2014	2014-2015	2015-2016	2016-2017
	Actual	Actual	Final Adopted Budget	Final Adopted Budget
<u>Revenue</u>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	1,220	-	-	160,840
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 1,220</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 160,840</b>
<u>Expenditures</u>				
Employee Compensation	281,556	258,174	267,199	287,082
Employee Benefits	142,902	130,344	146,612	147,426
Materials	85,098	94,303	84,628	86,228
Contract Services	4,882	1,896	17,000	17,000
Cost Allocation and Depreciation	252,935	236,616	243,388	116,492
Capital Outlay	-	-	-	-
Special Projects	-	-	-	-
Appropriations for Contingency	-	-	10,163	8,131
<b>TOTAL EXPENDITURES</b>	<b>\$ 767,373</b>	<b>\$ 721,333</b>	<b>\$ 768,990</b>	<b>\$ 662,359</b>
Fund Balance	-	-	(11,534)	(501,519)
<b>General Fund Costs</b>	<b>\$ 766,153</b>	<b>\$ 721,333</b>	<b>\$ 757,456</b>	<b>\$ -</b>

**STAFFING**

Total current authorized positions – 4.00

There are no changes to the current level of staffing.

Total authorized positions – 4.00

#### 4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET
<b>822 Street Sign Marking</b>				
05 - Employee compensation				
500.501 - Salaries Full Time	277,207	252,561	259,882	274,183
500.502 - Salaries Part Time	0	0	0	0
500.504 - Stand By			0	0
500.505 - Overtime	4,349	5,613	5,000	10,600
500.507 - Taxable Life Premium		0	2,317	2,299
500.510 - Employee Agency Serv				0
05 - Employee compensation Total	281,556	258,174	267,199	287,082
10 - Employee benefits				
501.500 - Retirement System	71,180	66,622	72,720	74,226
501.502 - Pers 1959 Surv Empr	168	67	56	0
501.505 - Health Insurance	42,633	30,372	34,656	33,800
501.506 - Dental Insurance	6,227	5,833	6,146	5,986
501.507 - Medicare	3,608	3,391	3,731	3,955
501.508 - Life Insurance	2,881	2,773	2,141	2,189
501.509 - Long Term Disability	1,631	1,677	1,842	1,941
501.510 - Workers Compensation	13,597	13,596	16,764	16,764
501.511 - Vision Insurance	795	744	732	781
501.516 - Hra City Contribution	182	5,267	7,824	7,784
10 - Employee benefits Total	142,902	130,344	146,612	147,426
15 - Materials				
600.601 - General Office Supplies	470	0	0	0
600.611 - Uniforms/Safety Appar			0	1,600
600.613 - General Supplies	84,628	93,998	84,628	84,628
600.618 - Utilities and Phone		0	0	0
600.632 - Mileage Reimbursement	0	0	0	0
600.642 - Telephone and Data Services		305	0	0
15 - Materials Total	85,098	94,303	84,628	86,228
20 - Contract services				
700.701 - Training and Instruction	4,882	1,896	2,000	2,000
700.702 - General Service Agreement	0	0	15,000	15,000
20 - Contract services Total	4,882	1,896	17,000	17,000
25 - Cost allocation				
800.801 - Equipment Reimbursement	132,400	149,856	172,700	0
800.802 - IT Reimbursement	33,601	52,068	35,989	59,159
800.803 - City Channel Reimb	4,919	3,576	3,581	0
800.804 - Web Site Reimbursement	4,303	5,136	5,132	0
800.805 - CC CAP Allocation	6,315	0	0	12,912
800.806 - CM CAP Allocation	11,322	0	0	3,360
800.807 - ENV Affairs CAP Alloc	3,584	0	0	0
800.808 - ECON Dev CAP Alloc	2,747	0	0	0
800.809 - City Clerk CAP Alloc	3,203	2,892	1,371	0
800.810 - City Attorney CAP Alloc	10,027	13,596	13,599	0
800.811 - Public Affairs CAP Alloc	4,527	0	0	0

800.812 - Disaster PREP CAP Alloc	1,525	0	1,525	0
800.813 - Admin Serv CAP Allocation	8,621	0	0	0
800.814 - Finance CAP Alloc	16,350	0	0	13,780
800.815 - Human resources CAP Alloc	9,491	9,492	9,491	27,281
800.818 - PW Admin CAP				0
25 - Cost allocation Total	252,935	236,616	243,388	116,492
30 - Capital outlays				
900.904 - Non Recur Facility MGT	0	0	0	0
30 - Capital outlays Total	0	0	0	0
31 - Special projects				
900.990 - Special Projects - PW			0	0
31 - Special projects Total			0	0
35 - Contingencies				
719.705 - Contingencies	0	0	10,163	8,131
35 - Contingencies Total	0	0	10,163	8,131
<b>822 Street Sign Marking Total</b>	<b>767,373</b>	<b>721,333</b>	<b>768,990</b>	<b>662,359</b>



**PUBLIC RESOURCES**

**Public Ways**

**STREET -**

**Graffiti Removal**

Budget Unit 100-85-823

General Fund

**PROGRAM OVERVIEW**

In Fiscal Year 2011-12, this program was transferred to 270-85-821 Street Sign Markings. Prior year actual costs are included to preserve historical data. Once all prior year actuals are \$0 in the following table, this program will be removed.

**4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL**

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET
<b>823 Graffiti Removal</b>				
05 - Employee compensation				
500.501 - Salaries Full Time	15,991	8,410	0	0
500.505 - Overtime	45	96	0	0
05 - Employee compensation Total	16,036	8,507	0	0
10 - Employee benefits				
501.500 - Retirement System	4,164	1,785	0	0
501.502 - Pers 1959 Surv Empr	0	10	0	0
501.505 - Health Insurance	1,965	1,549	0	0
501.506 - Dental Insurance	390	261	0	0
501.507 - Medicare	242	117	0	0
501.508 - Life Insurance	178	120	0	0
501.509 - Long Term Disability	97	43	0	0
501.510 - Workers Compensation	1,402	0	0	0
501.511 - Vision Insurance	44	30	0	0
501.516 - Hra City Contribution			0	0
10 - Employee benefits Total	8,482	3,915	0	0
15 - Materials				
600.601 - General Office Supplies	915	0	0	0
15 - Materials Total	915	0	0	0
20 - Contract services				

700.702 - General Service Agreement	0	0	0	0
700.706 - Rent Expense	0	0	0	0
20 - Contract services Total	0	0	0	0
25 - Cost allocation				
800.802 - IT Reimbursement	1,300	0	0	0
25 - Cost allocation Total	1,300	0	0	0
31 - Special projects				
900.990 - Special Projects - PW				0
31 - Special projects Total				0
<b>823 Graffiti Removal Total</b>	<b>26,732</b>	<b>12,422</b>	<b>0</b>	<b>0</b>



CUPERTINO

**PUBLIC RESOURCES**

**Public Ways**

**STREET -  
STREET LIGHTING**  
Budget Unit 100-85-848  
General Fund

<b>BUDGET AT A GLANCE</b>		
Total Revenue	\$	-
Total Expenditures		550,658
Fund Balance		-
		<b>General Fund Costs \$ 550,658</b>
Total Staffing		0.35
% Funded by General Fund		100.0%

**PROGRAM OVERVIEW**

Maintain city owned streetlights (2,950), parking lot lights and park lighting.

**SERVICE OBJECTIVES**

- Respond to outages in a timely manner.
- Conserve electricity through the conversion of older less efficient light technology to current and tested technologies.
- Replace direct buried wiring with wiring in conduits as failures occur.

**FINAL ADOPTED BUDGET**

On June 6, 2016, City Council approved a budget of \$550,658 for the Street Lighting Program. This represents an increase of \$65,993 over the FY 2015-16 Final Adopted Budget attributed to the special project shown below.

This budget is funded from a \$550,658 contribution from the General Fund.

**SPECIAL PROJECTS**

This budget includes funding be approved for the following special projects:

Special Project	Appropriations	Revenue	Funding Source	Description
Light Pole/Arm Replacement and Upgrades	\$130,000	\$130,000	General Fund	Replace and upgrade ~450 failing light pole/arms. This would be year 2 of a 5-year program, with ~100 poles receiving upgrades/replacement per year.
Rancho San Antonio streetlight upgrade	\$34,000	\$34,000	General Fund	Replace 21 existing light fixtures with new LED fixtures.
<b>TOTAL</b>	\$164,000	\$164,000		

The following table details revenue, total expenditures, changes in fund balance and General Fund costs by category for the two prior Fiscal Years, and the Final Adopted Budget for the current year and prior Fiscal Years:

**Public Works - Street Lighting**

Category	2013-2014	2014-2015	2015-2016	2016-2017
	Actual	Actual	Final Adopted Budget	Final Adopted Budget
<u>Revenue</u>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<u>Expenditures</u>				
Employee Compensation	27,278	26,743	39,416	39,069
Employee Benefits	12,386	12,864	15,865	15,485
Materials	220,191	227,734	241,526	242,146
Contract Services	9,965	2,235	20,500	50,500
Cost Allocation and Depreciation	21,841	21,792	12,110	19,259
Capital Outlay	-	-	-	-
Special Projects	12,000	28,279	130,000	164,000
Appropriations for Contingency	-	-	25,248	20,199
<b>TOTAL EXPENDITURES</b>	<b>\$ 303,661</b>	<b>\$ 319,647</b>	<b>\$ 484,665</b>	<b>\$ 550,658</b>
Fund Balance	-	-	-	-
<b>General Fund Costs</b>	<b>\$ 303,661</b>	<b>\$ 319,647</b>	<b>\$ 484,665</b>	<b>\$ 550,658</b>

**STAFFING**

Total current authorized positions – .35

There are no changes to the current level of staffing.

Total authorized positions – .35

**4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL**

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16FINAL BUDGET	FY17 FINAL BUDGET
<b>848 Street Lighting</b>				
05 - Employee compensation				
500.501 - Salaries Full Time	26,476	26,127	29,082	28,734
500.502 - Salaries Part Time	0	0	0	0
500.505 - Overtime	802	615	10,000	10,000
500.507 - Taxable Life Premium		0	334	335
500.510 - Employee Agency Serv				0
500.512 - Vacancy Salary Savings	0	0	0	0
05 - Employee compensation Total	27,278	26,743	39,416	39,069
10 - Employee benefits				
501.500 - Retirement System	6,849	6,743	8,254	7,835
501.502 - Pers 1959 Surv Empr	18	255	6	0
501.505 - Health Insurance	3,213	3,268	3,354	3,390
501.506 - Dental Insurance	506	530	518	518
501.507 - Medicare	56	71	418	414
501.508 - Life Insurance	240	261	201	201
501.509 - Long Term Disability	155	188	201	200
501.510 - Workers Compensation	1,253	1,248	2,165	2,165
501.511 - Vision Insurance	60	64	63	63
501.516 - Hra City Contribution	36	235	685	699
10 - Employee benefits Total	12,386	12,864	15,865	15,485
15 - Materials				
600.601 - General Office Supplies	0	0	0	0
600.611 - Uniforms/Safety Appar			0	120
600.613 - General Supplies	40,976	50,454	40,976	40,976
600.618 - Utilities and Phone	0	0	1,050	1,050
600.619 - Advertising and Legal Notices	0	0	199,500	0
600.641 - Electrical Service	178,735	176,116	0	199,000
600.642 - Telephone and Data Services	480	1,163	0	1,000
15 - Materials Total	220,191	227,734	241,526	242,146
20 - Contract services				
700.701 - Training and Instruction	715	75	500	500
700.702 - General Service Agreement	9,250	2,160	20,000	50,000
20 - Contract services Total	9,965	2,235	20,500	50,500
25 - Cost allocation				
800.801 - Equipment Reimbursement	15,910	17,904	8,220	0
800.802 - IT Reimbursement	5,518	3,408	3,405	5,027
800.804 - Web Site Reimbursement	413	480	485	0
800.805 - CC CAP Allocation				2,843
800.806 - CM CAP Allocation				806
800.814 - Finance CAP Alloc				8,037
800.815 - Human resources CAP Alloc				2,546
800.818 - PW Admin CAP				0
25 - Cost allocation Total	21,841	21,792	12,110	19,259
30 - Capital outlays				
900.904 - Non Recur Facility MGT	0	0	0	0
30 - Capital outlays Total	0	0	0	0
31 - Special projects				
900.919 - Monta Vista Lights	12,000	28,279	0	0

900.990 - Special Projects - PW			130,000	164,000
31 - Special projects Total	12,000	28,279	130,000	164,000
35 - Contingencies				
719.705 - Contingencies	0	0	25,248	20,199
35 - Contingencies Total	0	0	25,248	20,199
<b>848 Street Lighting Total</b>	<b>303,661</b>	<b>319,647</b>	<b>484,665</b>	<b>550,658</b>



**PUBLIC RESOURCES**

**Public Ways**

**STREET -  
FLEET-EQUIPMENT MAINTENANCE**  
Budget Unit 630-85-849  
General Fund

<b>BUDGET AT A GLANCE</b>	
Total Revenue	\$ 1,416,325
Total Expenditures	1,395,195
Fund Balance	21,130
<hr/>	
General Fund Costs	\$ -
Total Staffing	2.90
% Funded by General Fund	0.0%

**PROGRAM OVERVIEW**

The Fleet Division maintains all fleet equipment, including small power equipment. Equipment includes vehicles (102), rolling stock (55), trailers (19), riding mowers (12), and all power equipment (234). The division also manages above ground fuel storage tank at Service Center.

**SERVICE OBJECTIVES**

- Maintain all city vehicles and equipment to reduce operating costs and increase safety.
- Fabricate, weld and repair equipment that includes vehicles, apparatus, structures, facilities for function and safety.
- Develop specifications and bid per City policy the purchases of trucks, tractors and other significant equipment.
- Maintain surplus vehicles and other equipment per City policy.
- Ensure all vehicles conform to State of California emission regulations.
- Maintain / inspect above ground fuel tanks as required.
- Maintain accurate inventory of fleet/equipment assets.
- Maintain a safe and clean working environment be approved for the equipment mechanics and welding.

**FINAL ADOPTED BUDGET**

On June 6, 2016, City Council approved a budget of \$1,395,195 for the Fleet-Equipment Maintenance Program. This represents an increase of \$211,020 over the FY 2015-16 Final Adopted Budget.

This budget is funded by \$1,416,325 in charges to user departments and is projected to increase their retained earnings by \$21,130.

**SPECIAL PROJECTS**

This budget includes funding be approved for the following special projects:

<b>Special Project</b>	<b>Appropriations</b>	<b>Revenue</b>	<b>Funding Source</b>	<b>Description</b>
Racks, Bins, Fire Cabinets	\$50,000	\$50,000	General Fund	New Racks, bins and Fire Cabinets for Re-Organization of Mechanic Shop
Fuel Management System	\$30,000	\$30,000	General Fund	Replace Outdated Fuel Management System
Oil Filter Crusher	\$3,500	\$3,500	General Fund	Oil Filter Crusher will Reduce storage of old filters and reduce disposal fee's
<b>TOTAL</b>	<b>\$83,500</b>	<b>\$83,500</b>		

The following table details revenue, total expenditures, changes in fund balance and General Fund costs by category for the two prior Fiscal Years, and the Final Adopted Budget for the current year and prior Fiscal Years:

**Public Works - Street Equipment Maintenance**

Category	2013-2014	2014-2015	2015-2016	2016-2017
	Actual	Actual	Final Adopted Budget	Final Adopted Budget
<u>Revenue</u>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	1,416,325
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,416,325</b>
<u>Expenditures</u>				
Employee Compensation	229,064	147,322	208,528	272,448
Employee Benefits	108,027	79,310	115,245	120,799
Materials	266,955	230,531	266,265	294,366
Contract Services	114,930	93,096	136,500	136,500
Cost Allocation and Depreciation	322,540	327,715	417,364	455,363
Capital Outlay	-	-	-	-
Special Projects	-	41,632	-	83,500
Appropriations for Contingency	-	-	40,273	32,219
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,041,515</b>	<b>\$ 919,606</b>	<b>\$ 1,184,175</b>	<b>\$ 1,395,195</b>
Fund Balance	-	-	(204,638)	21,130
<b>General Fund Costs</b>	<b>\$ 1,041,515</b>	<b>\$ 919,606</b>	<b>\$ 979,537</b>	<b>\$ -</b>

**STAFFING**

Total current authorized positions – 2.90

There are no changes to the current level of staffing.

Total authorized positions – 2.90

#### 4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET
<b>849 Equipment Maintenance</b>				
05 - Employee compensation				
500.501 - Salaries Full Time	228,736	147,214	207,604	221,654
500.502 - Salaries Part Time	0	0	0	50,000
500.504 - Stand By			0	0
500.505 - Overtime	328	108	0	0
500.506 - Car Allowance		0	0	0
500.507 - Taxable Life Premium		0	924	794
500.510 - Employee Agency Serv				0
500.512 - Vacancy Salary Savings	0	0	0	0
05 - Employee compensation Total	229,064	147,322	208,528	272,448
10 - Employee benefits				
501.500 - Retirement System	58,286	39,089	53,686	59,529
501.502 - Pers 1959 Surv Empr	100	13	33	0
501.505 - Health Insurance	27,354	17,418	25,388	24,456
501.506 - Dental Insurance	4,573	3,203	4,544	4,541
501.507 - Medicare	3,330	2,325	2,980	3,199
501.508 - Life Insurance	2,077	1,482	1,622	1,885
501.509 - Long Term Disability	1,329	985	1,465	1,590
501.510 - Workers Compensation	10,371	10,368	19,239	19,239
501.511 - Vision Insurance	606	418	616	572
501.516 - Hra City Contribution		4,009	5,672	5,788
10 - Employee benefits Total	108,027	79,310	115,245	120,799
15 - Materials				
600.601 - General Office Supplies	0	0	0	0
600.608 - Small Tools and Equipment	9,894	5,136	9,349	9,349
600.609 - Equipment Parts	33,089	30,568	31,760	34,000
600.610 - Auto Parts/Supplies	19,264	30,390	20,499	46,000
600.611 - Uniforms/Safety Appar	100	0	0	360
600.612 - Fuel	166,311	131,958	166,311	166,311
600.613 - General Supplies	37,528	31,900	37,528	37,528
600.618 - Utilities and Phone	0	0	818	818
600.632 - Mileage Reimbursement			0	0
600.642 - Telephone and Data Services	770	579	0	0
15 - Materials Total	266,955	230,531	266,265	294,366
20 - Contract services				
700.701 - Training and Instruction	205	914	1,500	1,500
700.702 - General Service Agreement	90,561	67,276	95,000	95,000
700.703 - Maintenance of Equipment	24,164	24,906	40,000	40,000
20 - Contract services Total	114,930	93,096	136,500	136,500
25 - Cost allocation				
800.802 - IT Reimbursement	18,475	28,212	28,208	41,045
800.804 - Web Site Reimbursement	3,417	4,020	4,023	0
800.805 - CC CAP Allocation				12,324
800.806 - CM CAP Allocation	5,859	5,856	5,859	3,301

800.807 - ENV Affairs CAP Alloc	1,850	1,848	1,850	0
800.808 - ECON Dev CAP Alloc	1,421	1,416	1,421	0
800.809 - City Clerk CAP Alloc	2,137	1,992	1,993	0
800.813 - Admin Serv CAP Allocation	4,454	4,452	4,454	0
800.814 - Finance CAP Alloc	8,463	8,460	8,463	13,981
800.815 - Human resources CAP Alloc	8,093	8,088	8,093	31,712
800.818 - PW Admin CAP				0
25 - Cost allocation Total	54,169	64,344	64,364	102,363
30 - Capital outlays				
900.904 - Non Recur Facility MGT	0	0	0	0
30 - Capital outlays Total	0	0	0	0
31 - Special projects				
900.920 - Fuel Pump Dispenser	0	41,632	0	0
900.990 - Special Projects - PW			0	83,500
31 - Special projects Total	0	41,632	0	83,500
35 - Contingencies				
719.705 - Contingencies	0	0	40,273	32,219
35 - Contingencies Total	0	0	40,273	32,219
50 - Other financing uses				
800.904 - Depreciation Expenses	268,371	263,371	353,000	353,000
50 - Other financing uses Total	268,371	263,371	353,000	353,000
<b>849 Equipment Maintenance Total</b>	<b>1,041,515</b>	<b>919,606</b>	<b>1,184,175</b>	<b>1,395,195</b>



**PUBLIC RESOURCES**

**Public Ways**

**STREET - ENVIRONMENTAL MATERIALS**  
 Budget Unit 100-85-850  
 General Fund

<b>BUDGET AT A GLANCE</b>		
Total Revenue		\$ -
Total Expenditures		127,681
Fund Balance		-
		General Fund Costs \$ 127,681
Total Staffing		0.55
	% Funded by General Fund	100.0%

**PROGRAM OVERVIEW**

This program manages Service Center solid waste disposal, Service Center safety inspections, handling/disposal/reporting of City generated hazardous waste and materials – including waste that may be illegally deposited upon the right-of-way. Provide street cleaning for unforeseen events such as debris from trucks or other sources.

**SERVICE OBJECTIVES**

- Coordinate disposal of solid waste collection.
- Adhere to the requirements of hazardous waste/materials storage, handling and reporting.
- Comply with Fire Marshal safety inspection requirements for Service Center facilities.
- Inspect and maintain below ground fuel tanks as required.
- Clean up traffic debris that may become deposited on streets while reducing traffic hazards.

**FINAL ADOPTED BUDGET**

On June 6, 2016, City Council approved a budget of \$127,681 for the Environmental Materials Program. This represents a decrease of \$13,432 from the FY 2015-16 Final Adopted Budget.

This budget is funded from a \$127,681 contribution from the General Fund.

The following table details revenue, total expenditures, changes in fund balance and General Fund costs by category for the two prior Fiscal Years, and the Final Adopted Budget for the current year and prior Fiscal Years:

**Public Works - Street Environmental Materials**

Category	2013-2014	2014-2015	2015-2016	2016-2017
	Actual	Actual	Final Adopted Budget	Final Adopted Budget
<u>Revenue</u>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<u>Expenditures</u>				
Employee Compensation	38,286	28,787	45,487	43,718
Employee Benefits	18,142	14,448	22,638	20,934
Materials	25,842	22,699	33,850	34,220
Contract Services	1,464	4,029	3,814	3,814
Cost Allocation and Depreciation	30,943	42,324	31,563	21,986
Capital Outlay	-	-	-	-
Special Projects	-	-	-	-
Appropriations for Contingency	-	-	3,761	3,009
<b>TOTAL EXPENDITURES</b>	<b>\$ 114,676</b>	<b>\$ 112,286</b>	<b>\$ 141,113</b>	<b>\$ 127,681</b>
Fund Balance	-	-	-	-
<b>General Fund Costs</b>	<b>\$ 114,676</b>	<b>\$ 112,286</b>	<b>\$ 141,113</b>	<b>\$ 127,681</b>

**STAFFING**

Total current authorized positions – .55

There are no changes to the current level of staffing.

Total authorized positions – .55

#### 4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET
<b>850 Environmental Materials</b>				
05 - Employee compensation				
500.501 - Salaries Full Time	38,019	28,054	44,954	42,996
500.504 - Stand By			0	0
500.505 - Overtime	267	733	300	500
500.507 - Taxable Life Premium		0	233	222
500.510 - Employee Agency Serv				0
05 - Employee compensation Total	38,286	28,787	45,487	43,718
10 - Employee benefits				
501.500 - Retirement System	9,691	7,226	12,729	11,674
501.502 - Pers 1959 Surv Empr	15	7	15	0
501.505 - Health Insurance	4,364	3,055	4,886	4,468
501.506 - Dental Insurance	817	556	879	800
501.507 - Medicare	550	437	645	620
501.508 - Life Insurance	382	288	340	320
501.509 - Long Term Disability	218	186	315	301
501.510 - Workers Compensation	1,968	1,968	1,547	1,547
501.511 - Vision Insurance	102	76	108	105
501.516 - Hra City Contribution	36	651	1,174	1,099
10 - Employee benefits Total	18,142	14,448	22,638	20,934
15 - Materials				
600.601 - General Office Supplies	0	0	0	0
600.608 - Small Tools and Equipment	380	0	0	0
600.611 - Uniforms/Safety Appar			0	220
600.613 - General Supplies	2,533	3,665	3,800	3,800
600.616 - Haz Material Mgmt	22,269	17,057	29,000	29,000
600.618 - Utilities and Phone	0	0	1,050	0
600.632 - Mileage Reimbursement	0	101	0	0
600.642 - Telephone and Data Services	660	1,876	0	1,200
15 - Materials Total	25,842	22,699	33,850	34,220
20 - Contract services				
700.701 - Training and Instruction	1,464	3,699	3,814	3,814
700.702 - General Service Agreement		330	0	0
20 - Contract services Total	1,464	4,029	3,814	3,814
25 - Cost allocation				
800.801 - Equipment Reimbursement	25,880	40,128	29,360	0
800.802 - IT Reimbursement	4,768	1,296	1,299	9,156
800.804 - Web Site Reimbursement	295	900	904	0
800.805 - CC CAP Allocation				1,480
800.806 - CM CAP Allocation				396
800.814 - Finance CAP Alloc				8,408
800.815 - Human resources CAP Alloc				2,546
800.818 - PW Admin CAP				0
25 - Cost allocation Total	30,943	42,324	31,563	21,986

31 - Special projects				
900.990 - Special Projects - PW			0	0
31 - Special projects Total			0	0
35 - Contingencies				
719.705 - Contingencies	0	0	3,761	3,009
35 - Contingencies Total	0	0	3,761	3,009
<b>850 Environmental Materials Total</b>	<b>114,676</b>	<b>112,286</b>	<b>141,113</b>	<b>127,681</b>



**PUBLIC RESOURCES**

**Public Ways**

**TREES AND RIGHT-OF-WAY -  
OVERPASSES AND MEDIANS**

Budget Unit 100-86-824  
General Fund

<b>BUDGET AT A GLANCE</b>	
Total Revenue	\$ -
Total Expenditures	1,365,888
Fund Balance	-
<hr/>	
General Fund Costs	\$ 1,365,888
Total Staffing	6.30
% Funded by General Fund	100.0%

**PROGRAM OVERVIEW**

The Medians Maintenance Division maintains 31.54 developed acres of median island hardscapes and softscapes as well as 21.69 undeveloped acres of city right-of-way and the landscaped area of the Don Burnett Bridge.

**SERVICE OBJECTIVES**

- Timely maintain improved median islands, landscape strips, trails, landscaped roadsides and public right-of-ways.
- Maintain and improve water efficient programming of irrigations systems.
- Meet all Department of Pesticide Regulation requirements for weed and pest control.
- Timely pruning of plant material to promote plant health, maximize aesthetics and to reduce future maintenance requirements.
- Plant and care for new plant stock to help ensure future plant health and reduce future maintenance requirements.
- Conserve water through planting of appropriate plant stock.

**FINAL ADOPTED BUDGET**

On June 6, 2016, City Council approved a budget of \$1,365,888 for the Trees and Right-Of-Way Program. This represents an increase of \$120,173 over the FY 2015-16 Final Adopted Budget.

This budget is funded from a \$1,365,888 contribution from the General Fund.

The following table details revenue, total expenditures, changes in fund balance and General Fund costs by category for the two prior Fiscal Years, and the Final Adopted Budget for the current year and prior Fiscal Years:

**Public Works - Overpasses and Medians**

Category	2013-2014	2014-2015	2015-2016	2016-2017
	Actual	Actual	Final Adopted Budget	Final Adopted Budget
<u>Revenue</u>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<u>Expenditures</u>				
Employee Compensation	387,014	539,485	441,800	453,243
Employee Benefits	199,380	291,714	244,712	243,919
Materials	270,851	289,907	306,033	310,800
Contract Services	13,043	29,737	38,000	33,000
Cost Allocation and Depreciation	151,635	217,092	181,867	298,283
Capital Outlay	-	-	-	-
Special Projects	-	-	-	-
Appropriations for Contingency	-	-	33,303	26,643
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,021,924</b>	<b>\$ 1,367,935</b>	<b>\$ 1,245,715</b>	<b>\$ 1,365,888</b>
Fund Balance	-	-	-	-
<b>General Fund Costs</b>	<b>\$ 1,021,924</b>	<b>\$ 1,367,935</b>	<b>\$ 1,245,715</b>	<b>\$ 1,365,888</b>

**STAFFING**

Total current authorized positions – 6.30

There are no changes to the current level of staffing.

Total authorized positions – 6.30

#### 4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET
<b>824 Over Passes and Medians</b>				
05 - Employee compensation				
500.501 - Salaries Full Time	334,211	516,110	423,019	435,687
500.502 - Salaries Part Time	48,310	7,551	0	0
500.504 - Stand By		200	0	0
500.505 - Overtime	4,493	15,624	15,000	15,000
500.507 - Taxable Life Premium		0	3,781	2,556
500.510 - Employee Agency Serv				0
500.512 - Vacancy Salary Savings	0	0	0	0
05 - Employee compensation Total	387,014	539,485	441,800	453,243
10 - Employee benefits				
501.500 - Retirement System	85,889	132,968	117,023	116,269
501.502 - Pers 1959 Surv Empr	296	325	99	0
501.504 - Employee Benefits	0	0	0	0
501.505 - Health Insurance	51,004	68,200	54,287	53,953
501.506 - Dental Insurance	8,698	13,796	9,689	9,683
501.507 - Medicare	6,294	8,418	6,073	6,287
501.508 - Life Insurance	4,042	6,573	3,534	3,395
501.509 - Long Term Disability	1,934	3,501	3,005	3,073
501.510 - Workers Compensation	40,160	39,703	37,550	37,550
501.511 - Vision Insurance	1,060	1,663	1,129	1,134
501.516 - Hra City Contribution	3	16,569	12,323	12,575
10 - Employee benefits Total	199,380	291,714	244,712	243,919
15 - Materials				
600.601 - General Office Supplies	25	0	0	0
600.611 - Uniforms/Safety Appar			0	2,800
600.613 - General Supplies	71,463	43,446	45,000	45,000
600.617 - Irrigation Improvement		34,628	30,000	35,000
600.618 - Utilities and Phone	-4,585	-2,387	210,000	0
600.619 - Advertising and Legal Notices	0	0	21,033	0
600.632 - Mileage Reimbursement	16	340	0	0
600.641 - Electrical Service	14,019	14,796	0	16,000
600.642 - Telephone and Data Services	2,872	2,351	0	2,000
600.643 - Water Services	187,042	196,733	0	210,000
15 - Materials Total	270,851	289,907	306,033	310,800
20 - Contract services				
700.701 - Training and Instruction	8,084	3,962	8,000	8,000
700.702 - General Service Agreement	4,959	25,775	30,000	25,000
20 - Contract services Total	13,043	29,737	38,000	33,000
25 - Cost allocation				
800.801 - Equipment Reimbursement	105,490	147,072	111,850	0
800.802 - IT Reimbursement	39,190	61,284	61,278	102,866
800.804 - Web Site Reimbursement	6,955	8,736	8,739	0
800.805 - CC CAP Allocation				43,599
800.806 - CM CAP Allocation				11,064

800.814 - Finance CAP Alloc				33,811
800.815 - Human resources CAP Alloc				106,943
800.818 - PW Admin CAP				0
25 - Cost allocation Total	151,635	217,092	181,867	298,283
30 - Capital outlays				
900.904 - Non Recur Facility MGT	0	0	0	0
30 - Capital outlays Total	0	0	0	0
31 - Special projects				
900.990 - Special Projects - PW			0	0
31 - Special projects Total			0	0
35 - Contingencies				
719.705 - Contingencies	0	0	33,303	26,643
35 - Contingencies Total	0	0	33,303	26,643
<b>824 Over Passes and Medians Total</b>	<b>1,021,924</b>	<b>1,367,935</b>	<b>1,245,715</b>	<b>1,365,888</b>



**PUBLIC RESOURCES**

**Public Ways**

**TREES AND RIGHT-OF-WAY -  
STREET TREE MAINTENANCE**

Budget Unit 100-86-825  
General Fund

<b>BUDGET AT A GLANCE</b>	
Total Revenue	\$ 30,000
Total Expenditures	947,730
Fund Balance	-
<hr/>	
	General Fund Costs \$ 917,730
Total Staffing	7.40
	% Funded by General Fund 96.8%

**PROGRAM OVERVIEW**

The Trees Division maintains the safety, health and appearance of approximately 14,000 Street and Right-of-Way trees, as well as promotes disease free trees to enhance the City’s urban forest.

**SERVICE OBJECTIVES**

- Proactively perform the activities of trimming, spraying, staking, pest management and other tree health related functions.
- Respond to citizen requests to perform the trimming or other tree health related services in a timely manner.
- Remove diseased and damaged trees as needed.
- Plant replacement trees for trees removed due to disease and damage.
- Continue activities to maintain standing as a Tree City USA program.
- Update the annual forestry work plan to document our urban forest and to establish goals and objectives be approved for the care and planting of trees.
- Affix and maintain tree identification badges on all City-owned and maintained street trees.
- Provide educational flyers to all residents with street trees adjacent to their property.
- Oversees stump grinding contracts.

**FINAL ADOPTED BUDGET**

On June 6, 2016, City Council approved a budget of \$947,730 for the Street Tree Maintenance Budget. This represents a decrease of \$250,780 from the FY 2015-16 Final Adopted Budget.

This budget is funded from \$30,000 in estimated department revenue and a \$917,730 contribution from the General Fund.

**SPECIAL PROJECTS**

This budget includes funding be approved for the following special projects:

<b>Project Name</b>	<b>Appropriations</b>	<b>Revenue</b>	<b>Source</b>	<b>Description</b>
Drought related expenses	\$30,000	\$30,000	General Fund	Maintenance on drought effected trees.
	\$30,000	\$30,000		

The following table details revenue, total expenditures, changes in fund balance and General Fund costs by category for the two prior Fiscal Years, and the Final Adopted Budget for the current year and prior Fiscal Years:

**Public Works - Street Tree Maintenance**

Category	2013-2014	2014-2015	2015-2016	2016-2017
	Actual	Actual	Final Adopted Budget	Final Adopted Budget
<u>Revenue</u>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	12,506	4,801	-	30,000
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 12,506</b>	<b>\$ 4,801</b>	<b>\$ -</b>	<b>\$ 30,000</b>
<u>Expenditures</u>				
Employee Compensation	393,630	308,658	535,077	463,685
Employee Benefits	172,518	145,784	267,591	267,037
Materials	41,596	52,434	45,250	53,400
Contract Services	10,380	47,127	65,000	20,000
Cost Allocation and Depreciation	166,151	273,468	244,592	104,808
Capital Outlay	-	7,000	-	-
Special Projects	27,428	16,902	30,000	30,000
Appropriations for Contingency	-	-	11,000	8,800
<b>TOTAL EXPENDITURES</b>	<b>\$ 811,703</b>	<b>\$ 851,373</b>	<b>\$ 1,198,510</b>	<b>\$ 947,730</b>
Fund Balance	-	-	-	-
<b>General Fund Costs</b>	<b>\$ 799,197</b>	<b>\$ 846,572</b>	<b>\$ 1,198,510</b>	<b>\$ 917,730</b>

**STAFFING**

Total current authorized positions - 7.40

There are no changes to the current level of staffing.

Total authorized positions – 7.40

**4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL**

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET
825 Street Tree Maintenance				
05 - Employee compensation				
500.501 - Salaries Full Time	325,819	262,238	478,698	453,875
500.502 - Salaries Part Time	61,841	40,888	47,000	0

500.505 - Overtime	5,970	5,533	6,000	6,000
500.507 - Taxable Life Premium		0	1,969	2,400
500.510 - Employee Agency Serv				0
500.512 - Vacancy Salary Savings	0	0	0	0
500.513 - Sick Leave			1,410	1,410
05 - Employee compensation Total	393,630	308,658	535,077	463,685
10 - Employee benefits				
501.500 - Retirement System	82,252	67,267	123,045	118,290
501.502 - Pers 1959 Surv Empr	271	101	90	0
501.504 - Employee Benefits	0	0	0	0
501.505 - Health Insurance	45,408	32,869	61,834	66,136
501.506 - Dental Insurance	7,959	5,999	11,351	11,345
501.507 - Medicare	6,525	5,185	6,872	6,549
501.508 - Life Insurance	3,733	2,872	3,604	3,604
501.509 - Long Term Disability	1,904	1,611	3,343	3,210
501.510 - Workers Compensation	23,507	23,278	41,651	41,651
501.511 - Vision Insurance	955	746	1,327	1,482
501.516 - Hra City Contribution	4	5,857	14,474	14,770
10 - Employee benefits Total	172,518	145,784	267,591	267,037
15 - Materials				
600.601 - General Office Supplies	0	0	0	0
600.611 - Uniforms/Safety Appar			0	2,400
600.613 - General Supplies	37,010	46,044	40,000	40,000
600.618 - Utilities and Phone	4,585	2,387	5,250	0
600.641 - Electrical Service				0
600.642 - Telephone and Data Services		2,273	0	1,000
600.643 - Water Services		1,730	0	10,000
15 - Materials Total	41,596	52,434	45,250	53,400
20 - Contract services				
700.702 - General Service Agreement	10,380	27,072	20,000	20,000
700.706 - Rent Expense	0	20,055	45,000	0
20 - Contract services Total	10,380	47,127	65,000	20,000
25 - Cost allocation				
800.801 - Equipment Reimbursement	116,230	191,232	162,350	0
800.802 - IT Reimbursement	42,377	71,976	71,977	90,053
800.804 - Web Site Reimbursement	7,544	10,260	10,265	0
800.805 - CC CAP Allocation				4,755
800.806 - CM CAP Allocation				1,428
800.814 - Finance CAP Alloc				8,572
800.815 - Human resources CAP Alloc				0
800.818 - PW Admin CAP				0
25 - Cost allocation Total	166,151	273,468	244,592	104,808
30 - Capital outlays				
900.904 - Non Recur Facility MGT	0	7,000	0	0
900.905 - Facility Improvements	0	0	0	0
30 - Capital outlays Total	0	7,000	0	0
31 - Special projects				
900.911 - Trees and Badges	27,428	16,902	0	0
900.990 - Special Projects - PW			30,000	30,000
31 - Special projects Total	27,428	16,902	30,000	30,000
35 - Contingencies				

719.705 - Contingencies	0	0	11,000	8,800
35 - Contingencies Total	0	0	11,000	8,800
<b>825 Street Tree Maintenance Total</b>	<b>811,703</b>	<b>851,373</b>	<b>1,198,510</b>	<b>947,730</b>



**PUBLIC RESOURCES**

**Public Ways**

**TREES AND RIGHT-OF-WAY -  
WEEKEND WORK PROGRAM**

Budget Unit 100-86-826  
General Fund

<b>BUDGET AT A GLANCE</b>	
Total Revenue	\$ -
Total Expenditures	456,082
Fund Balance	-
<hr/>	
General Fund Costs	\$ 456,082
Total Staffing	2.70
% Funded by General Fund	100.0%

**PROGRAM OVERVIEW**

The Weekend Work Program supplements existing Service Center staffing with individuals in a sentencing alternative program. Participants of the program perform manual labor type duties. The work performed by this program is equivalent to five full time maintenance workers.

**SERVICE OBJECTIVES**

- Efficiently administer and schedule the Weekend Work Program for a variety of non-skilled activities, including trash pick-up, weed control, right-of-way maintenance and sand bag filling.
- Offset manual work currently performed by skilled labor so as to increase overall productivity at the Service Center.

**FINAL ADOPTED BUDGET**

On June 6, 2016, City Council approved a budget of \$456,082 for the Weekend Work Program. This represents an increase of \$81,892 over the FY 2015-16 Final Adopted Budget. The increase is attributed primarily to an increase in departmental cost allocations.

This budget is funded from a \$456,082 contribution from the General Fund.

The following table details revenue, total expenditures, changes in fund balance and General Fund costs by category for the two prior Fiscal Years, and the Final Adopted Budget for the current year and prior Fiscal Years:

**Public Works - Weekend Work Program**

Category	2013-2014	2014-2015	2015-2016	2016-2017
	Actual	Actual	Final Adopted Budget	Final Adopted Budget
<u>Revenue</u>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<u>Expenditures</u>				
Employee Compensation	224,013	221,012	194,211	260,349
Employee Benefits	115,142	101,863	105,709	109,333
Materials	5,275	11,126	9,788	10,760
Contract Services	-	-	-	-
Cost Allocation and Depreciation	36,779	42,960	63,507	74,860
Capital Outlay	-	-	-	-
Special Projects	-	-	-	-
Appropriations for Contingency	-	-	975	780
<b>TOTAL EXPENDITURES</b>	<b>\$ 381,209</b>	<b>\$ 376,961</b>	<b>\$ 374,190</b>	<b>\$ 456,082</b>
Fund Balance	-	-	-	-
<b>General Fund Costs</b>	<b>\$ 381,209</b>	<b>\$ 376,961</b>	<b>\$ 374,190</b>	<b>\$ 456,082</b>

**STAFFING**

Total current authorized positions – 2.70

There are no changes to the current level of staffing.

Total authorized positions – 2.70

**4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL**

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET
<b>826 Weekend Work Program</b>				
05 - Employee compensation				
500.501 - Salaries Full Time	213,518	211,192	180,608	196,747
500.502 - Salaries Part Time	0	0	0	50,000
500.505 - Overtime	10,495	9,819	10,000	10,000
500.507 - Taxable Life Premium		0	3,603	3,602
500.510 - Employee Agency Serv				0
05 - Employee compensation Total	224,013	221,012	194,211	260,349
10 - Employee benefits				
501.500 - Retirement System	54,448	54,870	49,967	52,995
501.502 - Pers 1959 Surv Empr	163	60	54	0
501.505 - Health Insurance	24,741	20,943	21,282	21,427
501.506 - Dental Insurance	4,657	4,169	4,048	4,045
501.507 - Medicare	3,275	3,426	2,593	2,839
501.508 - Life Insurance	2,204	2,032	1,483	1,482
501.509 - Long Term Disability	1,226	1,158	1,278	1,381
501.510 - Workers Compensation	23,792	11,835	19,239	19,239
501.511 - Vision Insurance	633	573	484	536
501.516 - Hra City Contribution	3	2,796	5,281	5,389
10 - Employee benefits Total	115,142	101,863	105,709	109,333
15 - Materials				
600.601 - General Office Supplies	0	0	0	0
600.611 - Uniforms/Safety Appar			0	960
600.613 - General Supplies	4,143	10,133	9,000	9,000
600.618 - Utilities and Phone	0	0	788	0
600.632 - Mileage Reimbursement			0	0
600.641 - Electrical Service			0	0
600.642 - Telephone and Data Services	1,132	993	0	800
15 - Materials Total	5,275	11,126	9,788	10,760
25 - Cost allocation				
800.801 - Equipment Reimbursement	11,780	12,948	33,500	0
800.802 - IT Reimbursement	21,345	26,268	26,262	37,998
800.804 - Web Site Reimbursement	3,654	3,744	3,745	0
800.805 - CC CAP Allocation				8,585
800.806 - CM CAP Allocation				2,205
800.814 - Finance CAP Alloc				6,429
800.815 - Human resources CAP Alloc				19,643
800.818 - PW Admin CAP				0
25 - Cost allocation Total	36,779	42,960	63,507	74,860
31 - Special projects				
900.990 - Special Projects - PW			0	0
31 - Special projects Total			0	0
35 - Contingencies				
719.705 - Contingencies	0	0	975	780
35 - Contingencies Total	0	0	975	780
<b>826 Weekend Work Program Total</b>	<b>381,209</b>	<b>376,961</b>	<b>374,190</b>	<b>456,082</b>



**PUBLIC RESOURCES**

**Public Ways**

**FACILITIES-BUILDING MAINTENANCE**

**CITY HALL**

Budget Unit 100-87-827

General Fund

**BUDGET AT A GLANCE**

Total Revenue	\$ 653,222
Total Expenditures	595,032
Fund Balance	-
	General Fund Costs \$ (58,190)
Total Staffing	1.00
	% Funded by General Fund -9.8%

**PROGRAM OVERVIEW**

Maintain City Hall building to ensure efficient operations, employee satisfaction and community pride.

**SERVICE OBJECTIVES**

- Provide for a safe, clean and productive working environment be approved for the public and city employees.
- Respond to requests made by City Hall staff.
- Manage and responsibly coordinate work completed by contractors.
- Perform improvements that responsibly conserve the resources of water, electricity and gas.

**FINAL ADOPTED BUDGET**

On June 6, 2016, City Council approved a budget of \$595,032 for the Building Maintenance City Hall Program. This represents an increase of \$56,189 over the FY 2015-16 Final Adopted Budget. The increase is primarily related to an increase in materials and contract costs.

This budget is funded from a \$58,190 contribution from the General Fund.

**SPECIAL PROJECTS**

This budget includes funding be approved for the following special projects:

Project Name	Appropriations	Revenue	Source	Description
Paint entry way	\$4,500	\$4,500	General Fund	Paint and seal entry to prevent water leakage
Repaint stair handrails	\$9,000	\$9,000	General Fund	Strip and repaint al stair handrails
	\$13,500	\$13,500		

The following table details revenue, total expenditures, changes in fund balance and General Fund costs by category for the two prior Fiscal Years, and the Final Adopted Budget for the current year and prior Fiscal Years:

**Public Works - Building Maintenance City Hall**

Category	2013-2014 Actual	2014-2015 Actual	2015-2016 Final Adopted Budget	2016-2017 Final Adopted Budget
<u>Revenue</u>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	653,222
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 653,222</b>
<u>Expenditures</u>				
Employee Compensation	94,956	91,605	90,572	88,320
Employee Benefits	43,298	43,319	46,615	45,855
Materials	134,910	160,235	207,500	207,820
Contract Services	123,882	145,646	137,000	154,000
Cost Allocation and Depreciation	24,725	28,128	23,456	58,577
Capital Outlay	60,328	2,765	-	-
Special Projects	-	-	-	13,500
Appropriations for Contingency	-	-	33,700	26,960
<b>TOTAL EXPENDITURES</b>	<b>\$ 482,099</b>	<b>\$ 471,698</b>	<b>\$ 538,843</b>	<b>\$ 595,032</b>
Fund Balance	-	-	-	-
<b>General Fund Costs</b>	<b>\$ 482,099</b>	<b>\$ 471,698</b>	<b>\$ 538,843</b>	<b>\$ (58,190)</b>

## STAFFING

Total current authorized positions – 1.00

There are no proposed changes to the current level of staffing.

Total authorized positions – 1.00

## 4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET
<b>827 Bldg Maint City Hall</b>				
05 - Employee compensation				
500.501 - Salaries Full Time	92,597	88,843	85,948	83,697
500.502 - Salaries Part Time	0	0	0	0
500.504 - Stand By			0	0
500.505 - Overtime	2,359	2,762	4,000	4,000
500.507 - Taxable Life Premium		0	624	623
500.510 - Employee Agency Serv				0
05 - Employee compensation Total	94,956	91,605	90,572	88,320
10 - Employee benefits				
501.500 - Retirement System	23,349	22,879	24,366	22,735
501.502 - Pers 1959 Surv Empr	48	14	16	0
501.505 - Health Insurance	10,145	9,187	8,070	9,014
501.506 - Dental Insurance	1,770	1,648	1,445	1,445
501.507 - Medicare	1,671	1,329	1,234	1,207
501.508 - Life Insurance	863	827	679	596
501.509 - Long Term Disability	513	565	607	583
501.510 - Workers Compensation	4,683	4,656	8,063	8,063
501.511 - Vision Insurance	252	240	179	215
501.516 - Hra City Contribution	5	1,975	1,956	1,997
10 - Employee benefits Total	43,298	43,319	46,615	45,855
15 - Materials				
600.601 - General Office Supplies	231	219	0	0
600.611 - Uniforms/Safety Appar			0	320
600.613 - General Supplies	9,013	17,296	40,000	40,000
600.618 - Utilities and Phone	0	0	52,500	0
600.619 - Advertising and Legal Notices	0	0	105,000	0
600.620 - Gas Service	6,481	9,019	10,000	10,000
600.641 - Electrical Service	79,069	103,182	0	105,000
600.642 - Telephone and Data Services	35,604	19,466	0	35,000
600.643 - Water Services	3,651	4,045	0	4,000
600.644 - Sewer Service	861	7,007	0	13,500
15 - Materials Total	134,910	160,235	207,500	207,820
20 - Contract services				
700.701 - Training and Instruction	2,449	683	7,000	7,000

700.702 - General Service Agreement	107,406	142,362	130,000	147,000
700.703 - Maintenance of Equipment	14,027	2,601	0	0
20 - Contract services Total	123,882	145,646	137,000	154,000
25 - Cost allocation				
800.801 - Equipment Reimbursement	13,240	14,892	10,230	0
800.802 - IT Reimbursement	9,953	11,580	11,575	14,198
800.804 - Web Site Reimbursement	1,532	1,656	1,651	0
800.823 - Strategic Support CAP				44,379
25 - Cost allocation Total	24,725	28,128	23,456	58,577
30 - Capital outlays				
900.904 - Non Recur Facility MGT	60,328	2,765	0	0
900.905 - Facility Improvements	0	0	0	0
30 - Capital outlays Total	60,328	2,765	0	0
31 - Special projects				
900.935 - Cell Phone Coverage Analy	0	0	0	0
900.990 - Special Projects - PW			0	13,500
31 - Special projects Total	0	0	0	13,500
35 - Contingencies				
719.705 - Contingencies	0	0	33,700	26,960
35 - Contingencies Total	0	0	33,700	26,960
<b>827 Bldg Maint City Hall Total</b>	<b>482,099</b>	<b>471,698</b>	<b>538,843</b>	<b>595,032</b>



**PUBLIC RESOURCES**

**Public Ways**

**FACILITIES-  
LIBRARY**

Budget Unit 100-87-828  
General Fund

**BUDGET AT A GLANCE**

Total Revenue	\$ 727,159
Total Expenditures	622,835
Fund Balance	-
<hr/>	
General Fund Costs	\$ (104,324)
Total Staffing	0.80
% Funded by General Fund	-16.7%

**PROGRAM OVERVIEW**

Maintain Library building to ensure public and employee satisfaction and community pride.

**SERVICE OBJECTIVES**

- Provide for a safe, clean and productive working environment be approved for the public and county employees.
- Timely response to requests made by County staff.
- Manage and responsibly coordinate work completed by contractors.
- Perform improvements that responsibly conserve the resources of water, electricity and gas.

**FINAL ADOPTED BUDGET**

On June 6, 2016, City Council approved a budget of \$622,835 for the Library Program. This represents an increase of \$191,679 over the FY 2015-16 Final Adopted Budget. The increase is driven primarily by special projects listed below.

This budget is funded from \$727,159 in estimated department revenue and is projected to return \$104,324 to the General Fund.

**SPECIAL PROJECTS**

This budget includes funding be approved for the following special projects:

<b>Project Name</b>	<b>Appropriations</b>	<b>Revenue</b>	<b>Source</b>	<b>Description</b>
<b>Card Access System</b>	\$10,000	\$10,000	General Fund	Replace outdated key card system
<b>Window Upgrade/Replacement</b>	\$10,000	\$10,000	General Fund	Annual window upgrade/replacement due to broken/cracked/leaking windows
<b>Granite Floor restoration</b>	\$8,500	\$8,500	General Fund	Resurface and seal granite floor
<b>Aquarium Education</b>	\$40,000	\$40,000	General Fund	Interactional upgrades to the aquarium designed to educate children on aquatic life
	\$68,500	\$68,500		

The following table details revenue, total expenditures, changes in fund balance and General Fund costs by category for the two prior Fiscal Years, and the Final Adopted Budget for the current year and prior Fiscal Years:

Public Works - Library

Category	2013-2014	2014-2015	2015-2016	2016-2017
	Actual	Actual	Final Adopted Budget	Final Adopted Budget
<u>Revenue</u>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	6,500	78,125	140,300	140,700
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	586,459
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue				
Interdepartmental Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 6,500</b>	<b>\$ 78,125</b>	<b>\$ 140,300</b>	<b>\$ 727,159</b>
<u>Expenditures</u>				
Employee Compensation	69,683	71,973	56,794	56,742
Employee Benefits	31,590	34,692	32,396	32,078
Materials	14,131	6,290	14,076	14,356
Contract Services	139,912	162,674	145,000	175,000
Cost Allocation and Depreciation	8,650	12,972	12,982	263,432
Capital Outlay	20,520	4,049	-	-
Special Projects	-	24,695	154,000	68,500
Appropriations for Contingency	-	-	15,908	12,727
<b>TOTAL EXPENDITURES</b>	<b>\$ 284,485</b>	<b>\$ 317,345</b>	<b>\$ 431,156</b>	<b>\$ 622,835</b>
Fund Balance	-	-	-	-
<b>General Fund Costs</b>	<b>\$ 277,985</b>	<b>\$ 239,220</b>	<b>\$ 290,856</b>	<b>\$ (104,324)</b>

## STAFFING

Total current authorized positions – .80

There are no proposed changes to the current level of staffing.

Total authorized positions – .80

## 4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET
<b>828 Bldg Maint Library</b>				
05 - Employee compensation				
500.501 - Salaries Full Time	68,911	70,077	55,850	55,299
500.502 - Salaries Part Time	0	0	0	0
500.505 - Overtime	772	1,896	500	1,000
500.507 - Taxable Life Premium		0	444	443
500.510 - Employee Agency Serv				0
05 - Employee compensation Total	69,683	71,973	56,794	56,742
10 - Employee benefits				
501.500 - Retirement System	17,396	18,034	15,282	14,815
501.502 - Pers 1959 Surv Empr	38	20	13	0
501.505 - Health Insurance	7,385	8,281	6,974	7,132
501.506 - Dental Insurance	1,354	1,518	1,192	1,193
501.507 - Medicare	1,301	1,050	802	798
501.508 - Life Insurance	645	738	444	400
501.509 - Long Term Disability	386	457	393	385
501.510 - Workers Compensation	2,894	2,868	5,588	5,588
501.511 - Vision Insurance	189	212	143	169
501.516 - Hra City Contribution	3	1,513	1,565	1,598
10 - Employee benefits Total	31,590	34,692	32,396	32,078
15 - Materials				
600.601 - General Office Supplies	54	0	0	0
600.611 - Uniforms/Safety Appar			0	280
600.613 - General Supplies	14,076	6,290	14,076	14,076
600.621 - Calrecylce City Payment Prgm Adm	0	0	0	0
15 - Materials Total	14,131	6,290	14,076	14,356
20 - Contract services				
700.702 - General Service Agreement	139,401	159,857	145,000	175,000
700.703 - Maintenance of Equipment	510	2,817	0	0
20 - Contract services Total	139,912	162,674	145,000	175,000
25 - Cost allocation				
800.801 - Equipment Reimbursement	940	1,980	1,980	0
800.802 - IT Reimbursement	6,767	9,624	9,629	11,336
800.804 - Web Site Reimbursement	943	1,368	1,373	0
800.817 - Community Hall/Quinlan CAP				184,405

800.822 - Library Facilities CAP				0
800.823 - Strategic Support CAP				67,691
25 - Cost allocation Total	8,650	12,972	12,982	263,432
30 - Capital outlays				
900.904 - Non Recur Facility MGT	20,520	4,049	0	0
900.905 - Facility Improvements	0	0	0	0
30 - Capital outlays Total	20,520	4,049	0	0
31 - Special projects				
900.948 - Hybrid DVR		24,695	0	0
900.949 - Windows		0	0	0
900.990 - Special Projects - PW			154,000	68,500
31 - Special projects Total		24,695	154,000	68,500
35 - Contingencies				
719.705 - Contingencies	0	0	15,908	12,727
35 - Contingencies Total	0	0	15,908	12,727
<b>828 Bldg Maint Library Total</b>	<b>284,485</b>	<b>317,345</b>	<b>431,156</b>	<b>622,835</b>



**CUPERTINO**

**PUBLIC RESOURCES**

**Public Ways**

**FACILITIES-**

**SERVICE CENTER**

Budget Unit 100-87-829

General Fund

<b>BUDGET AT A GLANCE</b>	
Total Revenue	\$ 465,181
Total Expenditures	335,567
Fund Balance	-
<hr/>	
	General Fund Costs \$ (129,614)
Total Staffing	0.80
	% Funded by General Fund -38.6%

**PROGRAM OVERVIEW**

This program maintains the Service Center buildings to ensure employee satisfaction and community pride.

**SERVICE OBJECTIVES**

- Provide for a safe, clean and productive working environment be approved for the public and employees.
- Timely respond to requests made by Service Center staff.
- Manage and responsibly coordinate work completed by contractors.
- Perform improvements that responsibly conserve the resources of water, electricity and gas.

**FINAL ADOPTED BUDGET**

On June 6, 2016, City Council approved a budget of \$335,567 for the Service Center Program. This represents a decrease of \$92,575 from the FY 2015-16 Final Adopted Budget. The decrease is attributed primarily to increases in special project costs detailed below.

This budget is funded from a \$129,614 contribution from the General Fund.

**SPECIAL PROJECTS**

This budget includes funding be approved for the following special projects:

<b>Project Name</b>	<b>Appropriations</b>	<b>Revenue</b>	<b>Source</b>	<b>Description</b>
<b>Paint Front of Shop</b>	\$20,000	\$20,000	General Fund	Repaint front of Mech. shop
<b>LED lights welding shop</b>	\$6,000	\$6,000	General Fund	New LED lights in weld Shop for energy efficiency
<b>Replacement Radio Replacement</b>	\$10,000	\$10,000	General Fund	Replace outdated radios
<b>Bird Netting</b>	\$3,614	\$3,614	General Fund	Install bird netting to prevent droppings and unsanitary conditions
<b>Total</b>	\$39,614	\$39,614		

The following table details revenue, total expenditures, changes in fund balance and General Fund costs by category for the two prior Fiscal Years, and the Final Adopted Budget for the current year and prior Fiscal Years:

**Public Works - Service Center**

Category	2013-2014	2014-2015	2015-2016	2016-2017
	Actual	Actual	Final Adopted Budget	Final Adopted Budget
<i>Revenue</i>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	465,181
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 465,181</b>
<i>Expenditures</i>				
Employee Compensation	63,986	54,710	59,105	61,081
Employee Benefits	29,732	27,283	34,041	33,971
Materials	67,911	65,009	86,983	86,780
Contract Services	32,454	28,296	30,000	40,000
Cost Allocation and Depreciation	43,450	76,584	63,622	65,008
Capital Outlay	2,385	9,425	-	-
Special Projects	15,918	-	143,000	39,614
Appropriations for Contingency	-	-	11,391	9,113
<b>TOTAL EXPENDITURES</b>	<b>\$ 255,836</b>	<b>\$ 261,308</b>	<b>\$ 428,142</b>	<b>\$ 335,567</b>
Fund Balance	-	-	-	-
<b>General Fund Costs</b>	<b>\$ 255,836</b>	<b>\$ 261,308</b>	<b>\$ 428,142</b>	<b>\$ (129,614)</b>

**STAFFING**

Total current authorized positions – .80

There are no changes to the current level of staffing.

Total authorized positions – .80

#### 4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET
<b>829 Bldg Maint Service Center</b>				
05 - Employee compensation				
500.501 - Salaries Full Time	62,481	53,851	57,888	59,030
500.502 - Salaries Part Time	0	0	0	0
500.504 - Stand By			0	0
500.505 - Overtime	1,506	859	650	1,500
500.507 - Taxable Life Premium		0	567	551
500.510 - Employee Agency Serv				0
05 - Employee compensation Total	63,986	54,710	59,105	61,081
10 - Employee benefits				
501.500 - Retirement System	15,881	14,025	16,143	16,020
501.502 - Pers 1959 Surv Empr	44	16	15	0
501.505 - Health Insurance	7,449	6,171	6,817	6,820
501.506 - Dental Insurance	1,352	1,148	1,192	1,195
501.507 - Medicare	934	846	831	852
501.508 - Life Insurance	644	564	471	455
501.509 - Long Term Disability	352	349	410	416
501.510 - Workers Compensation	2,894	2,868	6,449	6,449
501.511 - Vision Insurance	179	157	148	164
501.516 - Hra City Contribution	3	1,138	1,565	1,600
10 - Employee benefits Total	29,732	27,283	34,041	33,971
15 - Materials				
600.601 - General Office Supplies	2,213	0	0	0
600.611 - Uniforms/Safety Appar			0	280
600.613 - General Supplies	6,932	21,588	17,000	17,000
600.618 - Utilities and Phone	0	0	31,500	0
600.619 - Advertising and Legal Notices	0	0	32,983	0
600.620 - Gas Service	3,729	5,190	5,500	5,500
600.632 - Mileage Reimbursement			0	0
600.641 - Electrical Service	27,970	22,092	0	35,000
600.642 - Telephone and Data Services	22,974	12,836	0	24,000
600.643 - Water Services	2,006	1,873	0	3,000
600.644 - Sewer Service	2,086	1,431	0	2,000
15 - Materials Total	67,911	65,009	86,983	86,780
20 - Contract services				
700.702 - General Service Agreement	31,139	28,296	30,000	40,000
700.703 - Maintenance of Equipment	1,315	0	0	0
20 - Contract services Total	32,454	28,296	30,000	40,000
25 - Cost allocation				
800.801 - Equipment Reimbursement	35,740	66,696	53,730	0
800.802 - IT Reimbursement	6,767	8,652	8,657	11,315
800.804 - Web Site Reimbursement	943	1,236	1,235	0
800.823 - Strategic Support CAP				53,693
25 - Cost allocation Total	43,450	76,584	63,622	65,008

30 - Capital outlays				
900.904 - Non Recur Facility MGT	0	9,425	0	0
900.905 - Facility Improvements	2,385	0	0	0
<b>30 - Capital outlays Total</b>	<b>2,385</b>	<b>9,425</b>	<b>0</b>	<b>0</b>
31 - Special projects				
900.912 - Awning- SVC CTR	7,800	0	0	0
900.913 - Roll Up Door	2,559	0	0	0
900.914 - Camera Coverage Expand	5,559	0	0	0
900.990 - Special Projects - PW			143,000	39,614
<b>31 - Special projects Total</b>	<b>15,918</b>	<b>0</b>	<b>143,000</b>	<b>39,614</b>
35 - Contingencies				
719.705 - Contingencies	0	0	11,391	9,113
<b>35 - Contingencies Total</b>	<b>0</b>	<b>0</b>	<b>11,391</b>	<b>9,113</b>
<b>829 Bldg Maint Service Center Total</b>	<b>255,836</b>	<b>261,308</b>	<b>428,142</b>	<b>335,567</b>



**PUBLIC RESOURCES**

**Public Ways**

**FACILITIES-**

**QUINLAN COMMUNITY CENTER**

Budget Unit 100-87-830

General Fund

<b>BUDGET AT A GLANCE</b>	
Total Revenue	\$ 228,304
Total Expenditures	448,638
Fund Balance	-
	<hr/>
	General Fund Costs \$ 220,334
Total Staffing	0.80
	% Funded by General Fund 49.1%

**PROGRAM OVERVIEW**

This program maintains Quinlan Community Center building to ensure efficient operations, employee satisfaction, user satisfaction and community pride.

**SERVICE OBJECTIVES**

- Provide for a safe, clean and productive working environment be approved for the public and employees.
- Timely respond to requests made by Parks & Recreation Department staff.
- Manage and responsibly coordinate work completed by contractors.
- Perform improvements that responsibly conserve the resources of water, electricity and gas.

**FINAL ADOPTED BUDGET**

On June 6, 2016, City Council approved a budget of \$448,638 for the Quinlan Community Center Program. This represents an increase of \$78,656 over the FY 2015-16 Final Adopted Budget. The increase is driven primarily by special project costs prioritized for this Fiscal Year.

This budget is funded from \$228,304 in estimated department revenue and a \$220,334 contribution from the General Fund.

## SPECIAL PROJECTS

This budget includes funding be approved for the following special projects:

Project Name	Appropriations	Revenue	Source	Description
Exterior Shutters	\$3,000	\$3,000	General Fund	Replace old shutters
Panic Alarms, Blue Strobes	\$3,000	\$3,000	General Fund	Installation of Panic Alarms and Blue Strobes
Music Room Acoustic	\$14,000	\$14,000	General Fund	Install acoustic material
Social room Sound Dampening	\$13,000	\$13,000	General Fund	Install sound dampening material
Repaint Social Room	\$18,000	\$18,000	General Fund	Repaint Social Room
Kitchen Upgrades	\$25,000	\$25,000	General Fund	Upgrades to Kitchen Equipment
Door Replacement	\$9,000	\$9,000	General Fund	Replacement of old doors
Windows Replacement	\$10,000	\$10,000	General Fund	Window upgrade/replacement due to broken/cracked/leaking windows
<b>TOTAL</b>	<b>\$95,000</b>	<b>\$95,000</b>		

The following table details revenue, total expenditures, changes in fund balance and General Fund costs by category for the two prior Fiscal Years, and the Final Adopted Budget for the current year and prior Fiscal Years:

Public Works - Quinlan Community Center

Category	2013-2014	2014-2015	2015-2016	2016-2017
	Actual	Actual	Final Adopted Budget	Final Adopted Budget
<u>Revenue</u>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	228,304
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 228,304</b>
<u>Expenditures</u>				
Employee Compensation	40,885	55,895	56,518	62,120
Employee Benefits	19,279	26,257	31,096	32,057
Materials	112,820	126,029	135,442	135,722
Contract Services	85,958	95,110	85,000	100,000
Cost Allocation and Depreciation	10,409	10,980	10,880	19,502
Capital Outlay	32,000	65,801	-	-
Special Projects	-	-	29,500	82,000
Appropriations for Contingency	-	-	21,546	17,237
<b>TOTAL EXPENDITURES</b>	<b>\$ 301,351</b>	<b>\$ 380,072</b>	<b>\$ 369,982</b>	<b>\$ 448,638</b>
Fund Balance	-	-	-	-
<b>General Fund Costs</b>	<b>\$ 301,351</b>	<b>\$ 380,072</b>	<b>\$ 369,982</b>	<b>\$ 220,334</b>

## STAFFING

Total current authorized positions – .80

There are no proposed changes to the current level of staffing.

Total authorized positions – .80

## 4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET
<b>830 Bldg Maint Quinlan Center</b>				
05 - Employee compensation				
500.501 - Salaries Full Time	39,321	53,436	54,370	59,473
500.502 - Salaries Part Time	0	0	0	0
500.505 - Overtime	1,564	2,459	1,500	2,000
500.507 - Taxable Life Premium		0	648	647
500.510 - Employee Agency Serv				0
05 - Employee compensation Total	40,885	55,895	56,518	62,120
10 - Employee benefits				
501.500 - Retirement System	9,954	13,763	15,345	16,140
501.502 - Pers 1959 Surv Empr	23	15	8	0
501.505 - Health Insurance	4,364	5,551	6,250	6,251
501.506 - Dental Insurance	744	1,051	1,192	1,193
501.507 - Medicare	603	830	781	858
501.508 - Life Insurance	367	520	457	456
501.509 - Long Term Disability	221	338	386	418
501.510 - Workers Compensation	2,894	2,868	4,969	4,969
501.511 - Vision Insurance	106	153	143	174
501.516 - Hra City Contribution	3	1,169	1,565	1,598
10 - Employee benefits Total	19,279	26,257	31,096	32,057
15 - Materials				
600.601 - General Office Supplies	593	0	0	0
600.611 - Uniforms/Safety Appar			0	280
600.613 - General Supplies	7,642	16,541	20,000	20,000
600.618 - Utilities and Phone	0	0	26,250	0
600.619 - Advertising and Legal Notices	0	0	78,397	0
600.620 - Gas Service	10,522	14,642	10,738	10,738
600.632 - Mileage Reimbursement	38	125	57	57
600.641 - Electrical Service	79,102	80,537	0	78,397
600.642 - Telephone and Data Services	10,249	8,882	0	21,250
600.643 - Water Services	4,209	4,631	0	5,000
600.644 - Sewer Service	466	670	0	0
15 - Materials Total	112,820	126,029	135,442	135,722
20 - Contract services				

700.702 - General Service Agreement	85,351	90,608	85,000	100,000
700.703 - Maintenance of Equipment	606	4,502	0	0
20 - Contract services Total	85,958	95,110	85,000	100,000
25 - Cost allocation				
800.801 - Equipment Reimbursement	2,700	2,208	2,100	0
800.802 - IT Reimbursement	6,766	7,680	7,684	11,500
800.804 - Web Site Reimbursement	943	1,092	1,096	0
800.823 - Strategic Support CAP				8,002
25 - Cost allocation Total	10,409	10,980	10,880	19,502
30 - Capital outlays				
900.904 - Non Recur Facility MGT	32,000	65,801	0	0
900.905 - Facility Improvements	0	0	0	0
30 - Capital outlays Total	32,000	65,801	0	0
31 - Special projects				
900.990 - Special Projects - PW			29,500	82,000
31 - Special projects Total			29,500	82,000
35 - Contingencies				
719.705 - Contingencies	0	0	21,546	17,237
35 - Contingencies Total	0	0	21,546	17,237
<b>830 Bldg Maint Quinlan Center Total</b>	<b>301,351</b>	<b>380,072</b>	<b>369,982</b>	<b>448,638</b>



**PUBLIC RESOURCES**

**Public Ways**

**FACILITIES-**

**SENIOR CENTER**

Budget Unit 100-87-831

General Fund

<b>BUDGET AT A GLANCE</b>	
Total Revenue	\$ 246,095
Total Expenditures	357,438
Fund Balance	-
<hr/>	
	General Fund Costs \$ 111,343
Total Staffing	0.80
	% Funded by General Fund 31.2%

**PROGRAM OVERVIEW**

Maintain Senior Center building to ensure efficient operations, employee satisfaction, user satisfaction and community pride.

**SERVICE OBJECTIVES**

- Provide for a safe, clean and productive working environment be approved for the public and employees.
- Timely response to requests made by Recreation and Community Services Department staff.
- Manage and responsibly coordinate work completed by contractors.
- Perform improvements that responsibly conserve the resources of water, electricity and gas.

**FINAL ADOPTED BUDGET**

On June 6, 2016, City Council approved a budget of \$357,438 for the Senior Center Program. This represents an increase of \$132,565 over the FY 2015-16 Final Adopted Budget. The increase is attributed primarily to new special projects highlighted below.

This budget is funded from a \$111,343 contribution from the General Fund.

## SPECIAL PROJECTS

This budget includes funding be approved for the following special projects:

Special Project	Appropriations	Revenue	Funding Source	Description
Replace Front Counter	\$25,000	\$25,000	General fund	Replacement of Front Counter
New Exterior Lights	\$2,500	\$2,500	General Fund	Replace Exterior Lights with LED
Paint Trash Enclosure	\$6,000	\$6,000	General Fund	Repaint Trash Enclosure
New Dance Floor	\$20,000	\$20,000	General Fund	Replacement of fountain Room Dance Floor
Replace Fabric on Partitions	\$50,000	\$50,000	General Fund	Replace Fabric on Wall Partitions due to Wear and Dirt
<b>TOTAL</b>	<b>\$103,500</b>	<b>\$103,500</b>		

The following table details revenue, total expenditures, changes in fund balance and General Fund costs by category for the two prior Fiscal Years, and the Final Adopted Budget for the current year and prior Fiscal Years:

**Public Works - Senior Center**

Category	2013-2014	2014-2015	2015-2016	2016-2017
	Actual	Actual	Final Adopted Budget	Final Adopted Budget
<u>Revenue</u>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	246,095
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 246,095</b>
<u>Expenditures</u>				
Employee Compensation	59,117	56,165	56,334	57,574
Employee Benefits	27,861	28,033	30,480	30,286
Materials	51,646	52,266	57,190	57,635
Contract Services	50,222	56,217	55,000	60,000
Cost Allocation and Depreciation	7,709	9,888	9,892	39,661
Capital Outlay	-	33,490	-	-
Special Projects	-	-	5,000	103,500
Appropriations for Contingency	-	-	10,977	8,782
<b>TOTAL EXPENDITURES</b>	<b>\$ 196,555</b>	<b>\$ 236,059</b>	<b>\$ 224,873</b>	<b>\$ 357,438</b>
Fund Balance	-	-	-	-
<b>General Fund Costs</b>	<b>\$ 196,555</b>	<b>\$ 236,059</b>	<b>\$ 224,873</b>	<b>\$ 111,343</b>

**STAFFING**

Total current authorized positions – .80

There are no changes to the current level of staffing.

Total authorized positions – .80

#### 4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET
<b>831 Bldg Maint Senior Center</b>				
05 - Employee compensation				
500.501 - Salaries Full Time	58,559	56,143	54,370	55,610
500.502 - Salaries Part Time	0	0	0	0
500.505 - Overtime	558	22	800	800
500.507 - Taxable Life Premium		0	1,164	1,164
500.510 - Employee Agency Serv				0
05 - Employee compensation Total	59,117	56,165	56,334	57,574
10 - Employee benefits				
501.500 - Retirement System	14,753	14,607	15,345	15,086
501.502 - Pers 1959 Surv Empr	30	17	10	0
501.505 - Health Insurance	7,067	6,092	6,250	6,250
501.506 - Dental Insurance	1,190	1,215	1,192	1,192
501.507 - Medicare	858	856	781	803
501.508 - Life Insurance	570	596	457	457
501.509 - Long Term Disability	325	364	386	396
501.510 - Workers Compensation	2,894	2,868	4,351	4,351
501.511 - Vision Insurance	170	158	143	154
501.516 - Hra City Contribution	3	1,261	1,565	1,597
10 - Employee benefits Total	27,861	28,033	30,480	30,286
15 - Materials				
600.601 - General Office Supplies	41	0	0	0
600.611 - Uniforms/Safety Appar			0	280
600.613 - General Supplies	2,843	4,967	4,000	4,000
600.618 - Utilities and Phone	0	0	21,000	0
600.619 - Advertising and Legal Notices	0	0	29,835	0
600.620 - Gas Service	1,212	1,687	2,355	2,355
600.641 - Electrical Service	31,022	32,285	0	32,000
600.642 - Telephone and Data Services	9,561	8,538	0	14,000
600.643 - Water Services	4,488	4,408	0	5,000
600.644 - Sewer Service	2,478	381	0	0
15 - Materials Total	51,646	52,266	57,190	57,635
20 - Contract services				
700.702 - General Service Agreement	49,588	56,217	55,000	60,000
700.703 - Maintenance of Equipment	635	0	0	0
20 - Contract services Total	50,222	56,217	55,000	60,000
25 - Cost allocation				
800.801 - Equipment Reimbursement	0	0	0	0
800.802 - IT Reimbursement	6,766	8,652	8,657	11,256
800.804 - Web Site Reimbursement	943	1,236	1,235	0
800.823 - Strategic Support CAP				28,405
25 - Cost allocation Total	7,709	9,888	9,892	39,661
30 - Capital outlays				
900.904 - Non Recur Facility MGT	0	33,490	0	0
900.905 - Facility Improvements	0	0	0	0

30 - Capital outlays Total	0	33,490	0	0
31 - Special projects				
900.990 - Special Projects - PW			5,000	103,500
31 - Special projects Total			5,000	103,500
35 - Contingencies				
719.705 - Contingencies	0	0	10,977	8,782
35 - Contingencies Total	0	0	10,977	8,782
<b>831 Bldg Maint Senior Center Total</b>	<b>196,555</b>	<b>236,059</b>	<b>224,873</b>	<b>357,438</b>

## Fiscal Year 2016-2017

### PUBLIC RESOURCES

#### Public Ways

#### FACILITIES-

#### MCCLELLAN RANCH

Budget Unit 100-87-832

General Fund

#### BUDGET AT A GLANCE

Total Revenue	\$	-
Total Expenditures		134,854
Fund Balance		-
<hr/>		
	General Fund Costs	\$ 134,854
Total Staffing		0.60
	% Funded by General Fund	100.0%

#### PROGRAM OVERVIEW

This program maintains McClellan Ranch buildings to ensure efficient operations, employee satisfaction, user satisfaction and community pride.

#### SERVICE OBJECTIVES

- Provide for a safe, clean and productive working environment be approved for the public and employees.
- Timely respond to requests made by Recreation and Community Services Department staff.
- Manage and responsibly coordinate work completed by contractors.
- Perform improvements that responsibly conserve the resources of water, electricity and gas.

#### FINAL ADOPTED BUDGET

On June 6, 2016, City Council approved a budget of \$134,854 for the McClellan Ranch Program. This represents a decrease of \$34,350 from the FY 2015-16 Final Adopted Budget. The decrease is attributed to the reduced costs of special one-time projects in this program.

This budget is funded from a \$134,854 contribution from the General Fund.

#### SPECIAL PROJECTS

This budget includes funding be approved for the following special projects:

<b>Special Project</b>	<b>Appropriations</b>	<b>Revenue</b>	<b>Funding Source</b>	<b>Description</b>
<b>New Wood Fencing</b>	<b>\$6,500</b>	<b>\$6,500</b>	<b>General Fund</b>	<b>Install New Wood Fence behind EEC</b>
<b>Informational Kiosk</b>	<b>\$2,500</b>	<b>\$2,500</b>	<b>General Fund</b>	<b>Install New Informational Kiosk</b>
<b>Cement Pads</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>General Fund</b>	<b>Install Cement Pads for ease of Maintenance</b>
<b>TOTAL</b>	<b>\$11,000</b>	<b>\$11,000</b>		

The following table details revenue, total expenditures, changes in fund balance and General Fund costs by category for the two prior Fiscal Years, and the Final Adopted Budget for the current year and prior Fiscal Years:

**Public Works - McClellan Ranch**

Category	2013-2014	2014-2015	2015-2016	2016-2017
	Actual	Actual	Final Adopted Budget	Final Adopted Budget
<i>Revenue</i>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	11,000	30,580	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 11,000</b>	<b>\$ 30,580</b>	<b>\$ -</b>	<b>\$ -</b>
<i>Expenditures</i>				
Employee Compensation	37,261	35,531	42,363	43,882
Employee Benefits	16,584	17,031	21,429	21,764
Materials	11,337	16,386	25,467	19,676
Contract Services	9,962	7,022	20,000	26,000
Cost Allocation and Depreciation	4,688	5,448	5,446	8,432
Capital Outlay	569	-	-	-
Special Projects	6,147	3,853	50,000	11,500
Appropriations for Contingency	-	-	4,499	3,600
<b>TOTAL EXPENDITURES</b>	<b>\$ 86,548</b>	<b>\$ 85,271</b>	<b>\$ 169,204</b>	<b>\$ 134,854</b>
Fund Balance	-	-	-	-
<b>General Fund Costs</b>	<b>\$ 75,548</b>	<b>\$ 54,691</b>	<b>\$ 169,204</b>	<b>\$ 134,854</b>

**STAFFING**

Total current authorized positions – .60

There are no proposed changes to the current level of staffing.

Total authorized positions – .60

#### 4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET
<b>832 Bldg Maint McClellan Ranc</b>				
<b>05 - Employee compensation</b>				
500.501 - Salaries Full Time	37,056	35,010	41,367	42,887
500.502 - Salaries Part Time	0	0	0	0
500.505 - Overtime	205	521	600	600
500.507 - Taxable Life Premium		0	396	395
500.510 - Employee Agency Serv				0
<b>05 - Employee compensation Total</b>	<b>37,261</b>	<b>35,531</b>	<b>42,363</b>	<b>43,882</b>
<b>10 - Employee benefits</b>				
501.500 - Retirement System	9,423	9,007	11,181	11,452
501.502 - Pers 1959 Surv Empr	26	14	9	0
501.505 - Health Insurance	3,800	3,893	5,019	5,019
501.506 - Dental Insurance	710	725	879	879
501.507 - Medicare	537	539	594	619
501.508 - Life Insurance	352	369	319	318
501.509 - Long Term Disability	201	225	290	300
501.510 - Workers Compensation	1,431	1,428	1,856	1,856
501.511 - Vision Insurance	102	106	108	123
501.516 - Hra City Contribution	3	725	1,174	1,198
<b>10 - Employee benefits Total</b>	<b>16,584</b>	<b>17,031</b>	<b>21,429</b>	<b>21,764</b>
<b>15 - Materials</b>				
600.601 - General Office Supplies	0	0	0	0
600.611 - Uniforms/Safety Appar			0	200
600.613 - General Supplies	1,249	6,329	8,000	8,000
600.618 - Utilities and Phone	0	0	6,491	0
600.619 - Advertising and Legal Notices	0	-469	3,435	0
600.620 - Gas Service	632	880	716	716
600.621 - Calrecylce City Payment Prgm Adm		0	825	825
600.633 - Simms House	0	1,206	6,000	0
600.641 - Electrical Service	3,461	1,895	0	3,435
600.642 - Telephone and Data Services	180	0	0	0
600.643 - Water Services	2,920	4,250	0	4,500
600.644 - Sewer Service	2,896	2,295	0	2,000
<b>15 - Materials Total</b>	<b>11,337</b>	<b>16,386</b>	<b>25,467</b>	<b>19,676</b>
<b>20 - Contract services</b>				
700.702 - General Service Agreement	9,793	7,022	20,000	26,000
700.703 - Maintenance of Equipment	169	0	0	0
<b>20 - Contract services Total</b>	<b>9,962</b>	<b>7,022</b>	<b>20,000</b>	<b>26,000</b>
<b>25 - Cost allocation</b>				
800.802 - IT Reimbursement	4,216	4,764	4,766	8,432
800.804 - Web Site Reimbursement	472	684	680	0
<b>25 - Cost allocation Total</b>	<b>4,688</b>	<b>5,448</b>	<b>5,446</b>	<b>8,432</b>
<b>30 - Capital outlays</b>				
900.904 - Non Recur Facility MGT	569	0	0	0
<b>30 - Capital outlays Total</b>	<b>569</b>	<b>0</b>	<b>0</b>	<b>0</b>

31 - Special projects				
900.915 - Lighting Upgrd Autohahn	6,147	3,853	0	0
900.990 - Special Projects - PW			50,000	11,500
31 - Special projects Total	6,147	3,853	50,000	11,500
35 - Contingencies				
719.705 - Contingencies	0	0	4,499	3,600
35 - Contingencies Total	0	0	4,499	3,600
<b>832 Bldg Maint McClellan Ranc Total</b>	<b>86,548</b>	<b>85,271</b>	<b>169,204</b>	<b>134,854</b>



**PUBLIC RESOURCES**

**Public Ways**

**FACILITIES-**

**MONTA VISTA**

Budget Unit 100-87-833

General Fund

<b>BUDGET AT A GLANCE</b>		
Total Revenue		\$ 151,450
Total Expenditures		153,197
Fund Balance		-
	General Fund Costs	\$ 1,747
Total Staffing		0.40
	% Funded by General Fund	1.1%

**PROGRAM OVERVIEW**

This program maintains Monta Vista Community Center and adjacent buildings to ensure efficient operations, employee satisfaction, user satisfaction and community pride.

**SERVICE OBJECTIVES**

- Provide for a safe, clean and productive working environment be approved for the public and employees.
- Timely respond to requests made by Recreation and Community Services Department staff.
- Manage and responsibly coordinate work completed by contractors.
- Perform improvements that responsibly conserve the resources of water, electricity and gas.

**FINAL ADOPTED BUDGET**

On June 6, 2016, City Council approved a budget of \$153,197 for the Monta Vista Program. This represents an increase of \$14,807 over the FY 2015-16 Final Adopted Budget. The increase is driven primarily by an increase in cost allocation.

This budget is funded from a \$1,747 contribution from the General Fund.

## SPECIAL PROJECTS

This budget includes funding be approved for the following special projects:

Special Project	Appropriations	Revenue	Funding Source	Description
New Bathroom Partitions	\$12,000	\$12,000	General Fund	Replace existing old partitions
<b>TOTAL</b>	<b>\$12,000</b>	<b>\$12,000</b>		

The following table details revenue, total expenditures, changes in fund balance and General Fund costs by category for the two prior Fiscal Years, and the Final Adopted Budget for the current year and prior Fiscal Years:

### Public Works - Monta Vista

Category	2013-2014 Actual	2014-2015 Actual	2015-2016 Final Adopted Budget	2016-2017 Final Adopted Budget
<u>Revenue</u>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	151,450
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 151,450</b>
<u>Expenditures</u>				
Employee Compensation	36,787	32,824	30,532	31,769
Employee Benefits	16,693	15,174	17,112	17,169
Materials	24,207	24,689	29,000	29,120
Contract Services	24,921	22,823	35,000	35,000
Cost Allocation and Depreciation	4,688	5,448	5,446	23,099
Capital Outlay	-	3,120	-	-
Special Projects	29,276	-	15,000	12,000
Appropriations for Contingency	-	-	6,300	5,040
<b>TOTAL EXPENDITURES</b>	<b>\$ 136,572</b>	<b>\$ 104,077</b>	<b>\$ 138,390</b>	<b>\$ 153,197</b>
Fund Balance	-	-	-	-
<b>General Fund Costs</b>	<b>\$ 136,572</b>	<b>\$ 104,077</b>	<b>\$ 138,390</b>	<b>\$ 1,747</b>

## STAFFING

Total current authorized positions – .40

There are no changes to the current level of staffing.

Total authorized positions – .40

## 4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET
<b>833 Bldg Maint Monta Vista Ct</b>				
05 - Employee compensation				
500.501 - Salaries Full Time	36,334	32,170	29,536	30,773
500.502 - Salaries Part Time	0	0	0	0
500.505 - Overtime	453	654	600	600
500.507 - Taxable Life Premium		0	396	396
500.510 - Employee Agency Serv				0
05 - Employee compensation Total	36,787	32,824	30,532	31,769
10 - Employee benefits				
501.500 - Retirement System	9,260	8,326	8,338	8,358
501.502 - Pers 1959 Surv Empr	23	9	8	0
501.505 - Health Insurance	4,050	3,005	3,365	3,365
501.506 - Dental Insurance	723	588	566	566
501.507 - Medicare	541	502	424	444
501.508 - Life Insurance	358	304	236	222
501.509 - Long Term Disability	201	203	208	215
501.510 - Workers Compensation	1,431	1,428	3,113	3,113
501.511 - Vision Insurance	103	90	72	87
501.516 - Hra City Contribution	3	718	782	799
10 - Employee benefits Total	16,693	15,174	17,112	17,169
15 - Materials				
600.601 - General Office Supplies	0	0	0	0
600.611 - Uniforms/Safety Appar			0	120
600.613 - General Supplies	4,819	5,125	5,000	5,000
600.618 - Utilities and Phone	0	0	6,300	0
600.619 - Advertising and Legal Notices	0	0	14,700	0
600.620 - Gas Service	1,895	2,637	3,000	3,000
600.641 - Electrical Service	14,052	13,484	0	14,700
600.642 - Telephone and Data Services	1,553	1,298	0	3,000
600.643 - Water Services	1,525	1,797	0	3,000
600.644 - Sewer Service	363	346	0	300
15 - Materials Total	24,207	24,689	29,000	29,120
20 - Contract services				
700.702 - General Service Agreement	24,921	22,823	35,000	35,000

700.703 - Maintenance of Equipment	0	0	0	0
20 - Contract services Total	24,921	22,823	35,000	35,000
25 - Cost allocation				
800.802 - IT Reimbursement	4,216	4,764	4,766	5,618
800.804 - Web Site Reimbursement	472	684	680	0
800.823 - Strategic Support CAP				17,481
25 - Cost allocation Total	4,688	5,448	5,446	23,099
30 - Capital outlays				
900.904 - Non Recur Facility MGT	0	3,120	0	0
30 - Capital outlays Total	0	3,120	0	0
31 - Special projects				
900.916 - MV Sewer/Window Upgrd	29,276	0	0	0
900.990 - Special Projects - PW			15,000	12,000
31 - Special projects Total	29,276	0	15,000	12,000
35 - Contingencies				
719.705 - Contingencies	0	0	6,300	5,040
35 - Contingencies Total	0	0	6,300	5,040
<b>833 Bldg Maint Monta Vista Ct Total</b>	<b>136,572</b>	<b>104,077</b>	<b>138,390</b>	<b>153,197</b>



**PUBLIC RESOURCES**

**Public Ways**

**FACILITIES-  
WILSON**

Budget Unit 100-87-834  
General Fund

<b>BUDGET AT A GLANCE</b>	
Total Revenue	\$ -
Total Expenditures	69,237
Fund Balance	-
<hr/>	
General Fund Costs	\$ 69,237
Total Staffing	0.20
% Funded by General Fund	100.0%

**PROGRAM OVERVIEW**

This program maintains Wilson Park pottery building to ensure efficient operations, user satisfaction and community pride.

**SERVICE OBJECTIVES**

- Provide for a safe, clean and productive working environment be approved for the public and employees.
- Timely respond to requests made by Recreation and Community Services Department staff.
- Manage and responsibly coordinate work completed by contractors.
- Perform improvements that responsibly conserve the resources of water, electricity and gas.

**FINAL ADOPTED BUDGET**

On June 6, 2016, City Council approved a budget of \$69,237 for the Wilson Program Budget. This represents an increase of \$14,975 over the FY 2015-16 Final Adopted Budget due primarily to an increase in special one-time project costs.

This budget is funded from a \$69,237 contribution from the General Fund.

**SPECIAL PROJECTS**

<b>Special Project</b>	<b>Appropriations</b>	<b>Revenue</b>	<b>Funding Source</b>	<b>Description</b>
<b>Repaint Interior</b>	\$6,000	\$6,000	General Fund	Repaint interior of Pottery Building
<b>New Cabinets</b>	\$3,000	\$3,000	General Fund	Install New Cabinets In Pottery Building
<b>New Sinks And Counter</b>	\$6,700	\$6,700	General Fund	Install New Sinks And Counter in Pottery Building
<b>TOTAL</b>	<b>\$15,700</b>	<b>\$15,700</b>		

The following table details revenue, total expenditures, changes in fund balance and General Fund costs by category for the two prior Fiscal Years, and the Final Adopted Budget for the current year and prior Fiscal Years:

**Public Works - Wilson**

Category	2013-2014	2014-2015	2015-2016	2016-2017
	Actual	Actual	Final Adopted Budget	Final Adopted Budget
<i>Revenue</i>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<i>Expenditures</i>				
Employee Compensation	8,229	15,027	16,697	16,984
Employee Benefits	4,239	7,320	9,128	8,893
Materials	11,334	10,367	12,970	13,050
Contract Services	4,229	15,505	10,000	10,000
Cost Allocation and Depreciation	3,178	3,228	3,222	2,814
Capital Outlay	-	-	-	-
Special Projects	-	-	-	15,700
Appropriations for Contingency	-	-	2,245	1,796
<b>TOTAL EXPENDITURES</b>	<b>\$ 31,208</b>	<b>\$ 51,446</b>	<b>\$ 54,262</b>	<b>\$ 69,237</b>
Fund Balance	-	-	-	-
<b>General Fund Costs</b>	<b>\$ 31,208</b>	<b>\$ 51,446</b>	<b>\$ 54,262</b>	<b>\$ 69,237</b>

**STAFFING**

Total current authorized positions – .20

There are no changes to the current level of staffing.

Total authorized positions – .20

#### 4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET
<b>834 Bldg Maint Wilson</b>				
05 - Employee compensation				
500.501 - Salaries Full Time	8,223	14,098	16,549	16,436
500.504 - Stand By			0	0
500.505 - Overtime	6	930	100	500
500.507 - Taxable Life Premium		0	48	48
500.510 - Employee Agency Serv				0
05 - Employee compensation Total	8,229	15,027	16,697	16,984
10 - Employee benefits				
501.500 - Retirement System	2,060	3,616	4,699	4,460
501.502 - Pers 1959 Surv Empr	5	4	2	0
501.505 - Health Insurance	1,003	1,910	1,955	1,955
501.506 - Dental Insurance	164	318	313	313
501.507 - Medicare	119	220	238	237
501.508 - Life Insurance	75	148	139	139
501.509 - Long Term Disability	49	91	118	117
501.510 - Workers Compensation	746	720	1,237	1,237
501.511 - Vision Insurance	19	41	36	36
501.516 - Hra City Contribution		252	391	399
10 - Employee benefits Total	4,239	7,320	9,128	8,893
15 - Materials				
600.601 - General Office Supplies	55	0	0	0
600.611 - Uniforms/Safety Appar			0	80
600.613 - General Supplies	1,080	190	1,500	1,500
600.618 - Utilities and Phone	0	0	4,200	0
600.619 - Advertising and Legal Notices	0	0	6,825	0
600.620 - Gas Service	286	398	445	445
600.641 - Electrical Service	6,336	6,305	0	6,825
600.642 - Telephone and Data Services	1,142	875	0	1,000
600.643 - Water Services	1,075	1,479	0	2,000
600.644 - Sewer Service	1,360	1,119	0	1,200
15 - Materials Total	11,334	10,367	12,970	13,050
20 - Contract services				
700.702 - General Service Agreement	4,229	15,505	10,000	10,000
700.703 - Maintenance of Equipment	0	0	0	0
20 - Contract services Total	4,229	15,505	10,000	10,000
25 - Cost allocation				
800.802 - IT Reimbursement	2,942	2,820	2,820	2,814
800.804 - Web Site Reimbursement	236	408	402	0
25 - Cost allocation Total	3,178	3,228	3,222	2,814
30 - Capital outlays				
900.904 - Non Recur Facility MGT	0	0	0	0

30 - Capital outlays Total	0	0	0	0
31 - Special projects				
900.990 - Special Projects - PW			0	15,700
31 - Special projects Total			0	15,700
35 - Contingencies				
719.705 - Contingencies	0	0	2,245	1,796
35 - Contingencies Total	0	0	2,245	1,796
<b>834 Bldg Maint Wilson Total</b>	<b>31,208</b>	<b>51,446</b>	<b>54,262</b>	<b>69,237</b>



**PUBLIC RESOURCES**

**Public Ways**

**FACILITIES-  
 PORTAL**

Budget Unit 100-87-835  
 General Fund

<b>BUDGET AT A GLANCE</b>		
Total Revenue		\$ -
Total Expenditures		48,887
Fund Balance		-
	General Fund Costs	\$ 48,887
Total Staffing		0.10
	% Funded by General Fund	100.0%

**PROGRAM OVERVIEW**

This program maintains Portal Park building to ensure user efficient operations, satisfaction and community pride.

**SERVICE OBJECTIVES**

- Provide for a safe, clean and productive working environment be approved for the public and employees.
- Timely respond to requests made by Recreation and Community Services Department staff.
- Manage and responsibly coordinate work completed by contractors.
- Perform improvements that responsibly conserve the resources of water, electricity and gas.

**FINAL ADOPTED BUDGET**

On June 6, 2016, City Council approved a budget of \$48,887 for the Portal Program. This represents an increase of \$18,088 over the FY 2015-16 Final Adopted Budget. The increase is due to one-time special projects.

This budget is funded from a \$48,887 contribution from the General Fund.

## SPECIAL PROJECTS

This budget includes funding be approved for the following special projects:

<b>Special Project</b>	<b>Appropriations</b>	<b>Revenue</b>	<b>Funding Source</b>	<b>Description</b>
<b>Repaint Inside &amp; Outside</b>	\$14,000	\$14,000	General Fund	Repaint Inside & Outside of Classroom Building
<b>White Boards in Classroom</b>	\$5,000	\$5,000	General Fund	Install New White boards in Classroom
<b>TOTAL</b>	<b>\$19,000</b>	<b>\$19,000</b>		

The following table details revenue, total expenditures, changes in fund balance and Federal Fund costs by category for the two prior Fiscal Years, and the Final Adopted Budget for the current year and prior Fiscal Years:

**Public Works - Portal**

Category	2013-2014	2014-2015	2015-2016	2016-2017
	Actual	Actual	Final Adopted Budget	Final Adopted Budget
<i>Revenue</i>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<i>Expenditures</i>				
Employee Compensation	5,264	8,651	8,298	8,242
Employee Benefits	2,830	4,077	4,567	4,449
Materials	3,889	5,149	6,153	6,391
Contract Services	5,719	7,581	8,251	8,251
Cost Allocation and Depreciation	2,422	2,112	2,113	1,420
Capital Outlay	-	-	-	-
Special Projects	-	-	-	19,000
Appropriations for Contingency	-	-	1,417	1,134
<b>TOTAL EXPENDITURES</b>	<b>\$ 20,125</b>	<b>\$ 27,570</b>	<b>\$ 30,799</b>	<b>\$ 48,887</b>
Fund Balance	-	-	-	-
<b>General Fund Costs</b>	<b>\$ 20,125</b>	<b>\$ 27,570</b>	<b>\$ 30,799</b>	<b>\$ 48,887</b>

**STAFFING**

Total current authorized positions – .10

There are no recommended changes to staffing.

Total authorized positions – .10

**4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL**

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET
<b>835 Bldg Maint Portal</b>				
05 - Employee compensation				
500.501 - Salaries Full Time	5,264	8,575	8,274	8,218
500.502 - Salaries Part Time	0	0	0	0
500.504 - Stand By			0	0
500.505 - Overtime	0	76	0	0
500.507 - Taxable Life Premium		0	24	24
500.510 - Employee Agency Serv				0
05 - Employee compensation Total	5,264	8,651	8,298	8,242
10 - Employee benefits				
501.500 - Retirement System	1,360	2,148	2,350	2,230
501.502 - Pers 1959 Surv Empr	5	2	2	0
501.505 - Health Insurance	752	939	978	978
501.506 - Dental Insurance	157	158	157	157
501.507 - Medicare	78	125	119	119
501.508 - Life Insurance	71	73	69	69
501.509 - Long Term Disability	31	54	59	59
501.510 - Workers Compensation	358	360	619	619
501.511 - Vision Insurance	18	18	18	18
501.516 - Hra City Contribution		199	196	200
10 - Employee benefits Total	2,830	4,077	4,567	4,449
15 - Materials				
600.601 - General Office Supplies	0	0	679	679
600.611 - Uniforms/Safety Appar			0	40
600.613 - General Supplies	302	884	302	500
600.618 - Utilities and Phone	0	292	4,860	0
600.619 - Advertising and Legal Notices	0	0	0	0
600.620 - Gas Service	306	426	312	312
600.642 - Telephone and Data Services	660	330	0	300
600.643 - Water Services	2,291	2,836	0	4,000
600.644 - Sewer Service	330	381	0	560
15 - Materials Total	3,889	5,149	6,153	6,391
20 - Contract services				
700.702 - General Service Agreement	5,719	7,581	8,251	8,251
700.703 - Maintenance of Equipment	0	0	0	0
20 - Contract services Total	5,719	7,581	8,251	8,251
25 - Cost allocation				
800.802 - IT Reimbursement	2,304	1,848	1,849	1,420
800.804 - Web Site Reimbursement	118	264	264	0
25 - Cost allocation Total	2,422	2,112	2,113	1,420
30 - Capital outlays				
30 - Capital outlays Total	0	0	0	0
31 - Special projects				
900.990 - Special Projects - PW			0	19,000
31 - Special projects Total			0	19,000
35 - Contingencies				
719.705 - Contingencies	0	0	1,417	1,134
35 - Contingencies Total	0	0	1,417	1,134
<b>835 Bldg Maint Portal Total</b>	<b>20,125</b>	<b>27,570</b>	<b>30,799</b>	<b>48,887</b>



**PUBLIC RESOURCES**

**Public Ways**

**FACILITIES-  
SPORTS CENTER**

Budget Unit 570-87-836

General Fund

<b>BUDGET AT A GLANCE</b>		
Total Revenue		\$ -
Total Expenditures		395,164
Fund Balance		(4,802)
		General Fund Costs \$ 390,362
Total Staffing		0.75
	% Funded by General Fund	98.8%

**PROGRAM OVERVIEW**

This program maintains Sport Center facilities to ensure efficient operations, employee satisfaction, user satisfaction and community pride.

**SERVICE OBJECTIVES**

- Provide for a safe, clean and productive working environment be approved for the public and employees.
- Timely respond to requests made by Recreation and Community Services Department staff.
- Manage and responsibly coordinate work completed by contractors.
- Perform improvements that responsibly conserve the resources of water, electricity and gas.

**FINAL ADOPTED BUDGET**

On June 6, 2016, City Council approved a budget of \$359,164 for the Sports Center Program. This represents decrease of \$16,546 under the FY 2015-16 Final Adopted Budget. The decrease is attributed primarily to special projects prioritized for this Fiscal Year, coupled with utility expenditures projected to significantly rise.

This budget is funded from a \$390,362 in fund balance.

**SPECIAL PROJECTS**

This budget includes funding be approved for the following special projects:

<b>Project Name</b>	<b>Appropriations</b>	<b>Revenue</b>	<b>Source</b>	<b>Description</b>
<b>New Gates Between Courts</b>	\$5,000	\$5,000	Recreation Enterprise Fund	Install New Gates Between New Sport Court and Tennis Courts
<b>LED Lights</b>	\$4,000	\$4,000	Recreation Enterprise Fund	Upgrade Existing Lights with LED for Energy Savings
<b>Repaint Stair Handrails</b>	\$9,000	\$9,000	Recreation Enterprise Fund	Strip and Repaint all Stair Handrails
<b>New Carpet</b>	\$20,000	\$20,000	Recreation Enterprise Fund	Replace Carpet in Lobby and Office Space
	\$38,000	\$38,000		

The following table details revenue, total expenditures, changes in fund balance and General Fund costs by category for the two prior Fiscal Years, and the Final Adopted Budget for the current year and prior Fiscal Years:

**Public Works - Cupertino Sports Center**

Category	2013-2014	2014-2015	2015-2016	2016-2017
	Actual	Actual	Final Adopted Budget	Final Adopted Budget
<i>Revenue</i>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<i>Expenditures</i>				
Employee Compensation	61,549	62,220	64,430	63,446
Employee Benefits	27,436	26,021	32,502	31,638
Materials	98,739	104,456	134,200	135,360
Contract Services	39,423	42,166	60,000	60,000
Cost Allocation and Depreciation	66,510	94,426	84,158	51,184
Capital Outlay	-	14,380	-	-
Special Projects	-	(57,887)	17,000	38,000
Appropriations for Contingency	-	-	19,420	15,536
<b>TOTAL EXPENDITURES</b>	<b>\$ 293,656</b>	<b>\$ 285,781</b>	<b>\$ 411,710</b>	<b>\$ 395,164</b>
Fund Balance	-	-	-	(4,802)
<b>General Fund Costs</b>	<b>\$ 293,656</b>	<b>\$ 285,781</b>	<b>\$ 411,710</b>	<b>\$ 390,362</b>

**STAFFING**

Total current authorized positions – .75

There are no changes to the current level of staffing.

Total authorized positions – .75

#### 4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET
<b>836 Bldg Maint Sports Center</b>				
05 - Employee compensation				
500.501 - Salaries Full Time	60,325	60,718	62,514	61,531
500.502 - Salaries Part Time	0	0	0	0
500.504 - Stand By			0	0
500.505 - Overtime	1,224	1,501	1,500	1,500
500.507 - Taxable Life Premium		0	416	415
500.510 - Employee Agency Serv				0
05 - Employee compensation Total	61,549	62,220	64,430	63,446
10 - Employee benefits				
501.500 - Retirement System	15,233	12,517	17,726	16,711
501.502 - Pers 1959 Surv Empr	40	14	13	0
501.505 - Health Insurance	6,447	6,437	6,787	6,945
501.506 - Dental Insurance	1,105	1,131	1,114	1,114
501.507 - Medicare	822	871	897	888
501.508 - Life Insurance	531	557	499	484
501.509 - Long Term Disability	332	389	442	435
501.510 - Workers Compensation	2,776	2,688	3,423	3,423
501.511 - Vision Insurance	146	148	134	140
501.516 - Hra City Contribution	2	1,270	1,467	1,498
10 - Employee benefits Total	27,436	26,021	32,502	31,638
15 - Materials				
600.601 - General Office Supplies	16	0	0	0
600.611 - Uniforms/Safety Appar			0	260
600.613 - General Supplies	4,104	11,037	10,000	10,000
600.618 - Utilities and Phone	0	0	44,100	0
600.619 - Advertising and Legal Notices	0	0	75,600	0
600.620 - Gas Service	3,202	4,456	4,500	4,500
600.641 - Electrical Service	73,438	71,478	0	75,600
600.642 - Telephone and Data Services	8,140	7,141	0	20,000
600.643 - Water Services	8,429	8,764	0	21,000
600.644 - Sewer Service	1,411	1,579	0	4,000
15 - Materials Total	98,739	104,456	134,200	135,360
20 - Contract services				
700.702 - General Service Agreement	39,423	42,166	60,000	60,000
700.703 - Maintenance of Equipment	0	0	0	0
20 - Contract services Total	39,423	42,166	60,000	60,000
25 - Cost allocation				
800.801 - Equipment Reimbursement			2,480	0
800.802 - IT Reimbursement	6,367	8,172	8,171	10,623
800.803 - City Channel Reimb	4,993	3,636	3,635	0
800.804 - Web Site Reimbursement	884	1,164	1,165	0
800.805 - CC CAP Allocation	4,246	5,512	5,092	3,606
800.806 - CM CAP Allocation	4,509	10,620	10,624	979

800.807 - ENV Affairs CAP Alloc	1,431	2,976	2,976	0
800.808 - ECON Dev CAP Alloc	1,095	2,856	2,854	0
800.809 - City Clerk CAP Alloc	3,203	6,030	2,986	0
800.811 - Public Affairs CAP Alloc	3,046	2,592	5,183	0
800.812 - Disaster PREP CAP Alloc	1,029	450	899	0
800.813 - Admin Serv CAP Allocation	3,435	5,148	5,145	0
800.814 - Finance CAP Alloc	6,512	12,408	12,404	12,070
800.815 - Human resources CAP Alloc	2,094	2,100	2,094	5,456
800.818 - PW Admin CAP				0
800.823 - Strategic Support CAP				0
25 - Cost allocation Total	42,844	63,664	65,708	32,734
30 - Capital outlays				
900.904 - Non Recur Facility MGT	0	14,380	0	0
900.905 - Facility Improvements	0	0	0	0
30 - Capital outlays Total	0	14,380	0	0
31 - Special projects				
900.945 - Fixed Asset Acquisition		-57,887	0	0
900.990 - Special Projects - PW			17,000	38,000
31 - Special projects Total		-57,887	17,000	38,000
35 - Contingencies				
719.705 - Contingencies	0	0	19,420	15,536
35 - Contingencies Total	0	0	19,420	15,536
50 - Other financing uses				
800.904 - Depreciation Expenses	23,666	30,762	18,450	18,450
50 - Other financing uses Total	23,666	30,762	18,450	18,450
<b>836 Bldg Maint Sports Center Total</b>	<b>293,656</b>	<b>285,781</b>	<b>411,710</b>	<b>395,164</b>



**PUBLIC RESOURCES**

**Public Ways**

**FACILITIES-**

**CREEKSIDE PARK**

Budget Unit 100-87-837

General Fund

**BUDGET AT A GLANCE**

Total Revenue	\$ 81,781
Total Expenditures	67,785
Fund Balance	-
<hr/>	
General Fund Costs	\$ (13,996)
Total Staffing	0.20
% Funded by General Fund	-20.6%

**PROGRAM OVERVIEW**

This program maintains Creekside Park building to ensure efficient operations, user satisfaction and community pride.

**SERVICE OBJECTIVES**

- Provide for a safe, clean and productive working environment be approved for the public and employees.
- Timely respond to requests made by Recreation and Community Services Department staff.
- Manage and responsibly coordinate work completed by contractors.
- Perform improvements that responsibly conserve the resources of water, electricity and gas.

**FINAL ADOPTED BUDGET**

On June 6, 2016, City Council approved a budget of \$67,785 for the Creekside Park Program. This represents a decrease of \$6,944 from the FY 2015-16 Final Adopted Budget. The decrease is driven primarily by the special projected identified below.

This budget is funded from a \$13,996 contribution from the General Fund.

## SPECIAL PROJECTS

This budget includes funding be approved for the following special projects:

Special Project	Appropriations	Revenue	Funding Source	Description
Window Film	\$ 5,000	\$ 5,000	General Fund	Replace old failing window film
<b>TOTAL</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>		

The following table details revenue, total expenditures, changes in fund balance and General Fund costs by category for the two prior Fiscal Years, and the Final Adopted Budget for the current year and prior Fiscal Years:

### Public Works - Creekside Park

Category	2013-2014	2014-2015	2015-2016	2016-2017
	Actual	Actual	Final Adopted Budget	Final Adopted Budget
<u>Revenue</u>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	81,781
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 81,781</b>
<u>Expenditures</u>				
Employee Compensation	17,265	16,609	17,597	17,348
Employee Benefits	7,644	7,752	9,064	8,723
Materials	11,018	10,251	12,536	12,665
Contract Services	10,636	5,559	10,000	10,000
Cost Allocation and Depreciation	3,178	3,336	3,334	12,290
Capital Outlay	-	4,154	-	-
Special Projects	-	-	20,000	5,000
Appropriations for Contingency	-	-	2,198	1,759
<b>TOTAL EXPENDITURES</b>	<b>\$ 49,740</b>	<b>\$ 47,661</b>	<b>\$ 74,729</b>	<b>\$ 67,785</b>
Fund Balance	-	-	-	-
<b>General Fund Costs</b>	<b>\$ 49,740</b>	<b>\$ 47,661</b>	<b>\$ 74,729</b>	<b>\$ (13,996)</b>

## STAFFING

Total current authorized positions – .20

There are no changes to the current level of staffing.

Total authorized positions – .20

## 4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET
837 Bldg Maint Creekside				
05 - Employee compensation				
500.501 - Salaries Full Time	16,892	16,137	17,118	16,569
500.505 - Overtime	373	472	400	700
500.507 - Taxable Life Premium		0	79	79
500.510 - Employee Agency Serv				0
05 - Employee compensation Total	17,265	16,609	17,597	17,348
10 - Employee benefits				
501.500 - Retirement System	4,355	4,284	4,835	4,507
501.502 - Pers 1959 Surv Empr	8	5	3	0
501.505 - Health Insurance	1,785	1,782	1,820	1,820
501.506 - Dental Insurance	251	260	252	253
501.507 - Medicare	254	253	246	239
501.508 - Life Insurance	144	151	125	111
501.509 - Long Term Disability	89	98	119	115
501.510 - Workers Compensation	715	720	1,237	1,237
501.511 - Vision Insurance	40	42	36	41
501.516 - Hra City Contribution	3	156	391	400
10 - Employee benefits Total	7,644	7,752	9,064	8,723
15 - Materials				
600.601 - General Office Supplies	0	0	0	0
600.611 - Uniforms/Safety Appar			0	40
600.613 - General Supplies	584	201	900	900
600.618 - Utilities and Phone	0	0	4,725	0
600.619 - Advertising and Legal Notices	0	0	6,911	0
600.641 - Electrical Service	6,454	5,975	0	7,000
600.642 - Telephone and Data Services	1,356	1,144	0	1,000
600.643 - Water Services	2,172	2,495	0	3,000
600.644 - Sewer Service	452	436	0	725
15 - Materials Total	11,018	10,251	12,536	12,665
20 - Contract services				
700.702 - General Service Agreement	10,636	5,559	10,000	10,000
700.703 - Maintenance of Equipment	0	0	0	0
20 - Contract services Total	10,636	5,559	10,000	10,000

25 - Cost allocation				
800.802 - IT Reimbursement	2,942	2,916	2,918	2,850
800.804 - Web Site Reimbursement	236	420	416	0
800.823 - Strategic Support CAP				9,440
25 - Cost allocation Total	3,178	3,336	3,334	12,290
30 - Capital outlays				
900.904 - Non Recur Facility MGT	0	4,154	0	0
30 - Capital outlays Total	0	4,154	0	0
31 - Special projects				
900.990 - Special Projects - PW			20,000	5,000
31 - Special projects Total			20,000	5,000
35 - Contingencies				
719.705 - Contingencies	0	0	2,198	1,759
35 - Contingencies Total	0	0	2,198	1,759
<b>837 Bldg Maint Creekside Total</b>	<b>49,740</b>	<b>47,661</b>	<b>74,729</b>	<b>67,785</b>



**PUBLIC RESOURCES**

**Public Ways**

**FACILITIES-**  
**COMMUNITY HALL MAINTENANCE**

Budget Unit 100-87-838  
 General Fund

<b>BUDGET AT A GLANCE</b>	
Total Revenue	\$ 250,130
Total Expenditures	311,722
Fund Balance	-
	General Fund Costs \$ 61,592
Total Staffing	0.50
	% Funded by General Fund 19.8%

**PROGRAM OVERVIEW**

This program maintains Community Hall and interactive fountain to ensure efficient operations, employee satisfaction, user satisfaction and community pride.

**SERVICE OBJECTIVES**

- Provide for a safe, clean and productive working environment be approved for the public and employees.
- Timely respond to requests made by City Hall staff.
- Manage and responsibly coordinate work completed by contractors.
- Ensure water quality and functionality of interactive fountain.
- Perform improvements that responsibly conserve the resources of water, electricity and gas.

**FINAL ADOPTED BUDGET**

On June 6, 2016, City Council approved a budget of \$311,722 for the Community Hall Maintenance Program. This represents an increase of \$68,854 over the FY 2015-16 Final Adopted Budget. The increase is driven primarily by special projects highlighted below.

This budget is funded from a \$61,592 contribution from the General Fund.

## SPECIAL PROJECTS

This budget includes funding be approved for the following special projects:

<b>Project Name</b>	<b>Appropriations</b>	<b>Revenue</b>	<b>Source</b>	<b>Description</b>
<b>Vehicle Charging Station</b>	\$15,000	\$15,000	General Fund	Designated station for City owned all-electric pool vehicle
<b>Replace Wood/Podium Council Dais</b>	\$40,000	\$40,000	General Fund	Mill work to support video department monitor/lighting upgrade project
<b>Carpet Replacement</b>	\$60,000	\$60,000	General Fund	Replace original carpeting in building
<b>TOTAL</b>	\$115,000	\$115,000		

The following table details revenue, total expenditures, changes in fund balance and General Fund costs by category for the two prior Fiscal Years, and the Final Adopted Budget for the current year and prior Fiscal Years:

**Public Works - Community Hall Maintenance**

Category	2013-2014	2014-2015	2015-2016	2016-2017
	Actual	Actual	Final Adopted Budget	Final Adopted Budget
<i>Revenue</i>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	8,065	17,316	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	250,130
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 8,065</b>	<b>\$ 17,316</b>	<b>\$ -</b>	<b>\$ 250,130</b>
<i>Expenditures</i>				
Employee Compensation	33,527	34,317	33,844	33,897
Employee Benefits	16,177	17,534	20,017	19,775
Materials	45,566	43,839	53,350	54,950
Contract Services	23,361	22,479	25,000	75,000
Cost Allocation and Depreciation	5,443	5,556	5,557	7,020
Capital Outlay	-	-	-	115,000
Special Projects	-	-	97,500	-
Appropriations for Contingency	-	-	7,600	6,080
<b>TOTAL EXPENDITURES</b>	<b>\$ 124,074</b>	<b>\$ 123,725</b>	<b>\$ 242,868</b>	<b>\$ 311,722</b>
Fund Balance	-	-	-	-
<b>General Fund Costs</b>	<b>\$ 116,009</b>	<b>\$ 106,409</b>	<b>\$ 242,868</b>	<b>\$ 61,592</b>

**STAFFING**

Total current authorized positions – .50

There are no changes to the current level of staffing.

Total authorized positions – .50

**4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL**

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET
<b>838 Comm Hall Bldg Maint</b>				
05 - Employee compensation				
500.501 - Salaries Full Time	39,147	32,991	35,885	33,109
500.502 - Salaries Part Time	0	0	0	0
500.505 - Overtime	329	536	180	180
500.507 - Taxable Life Premium			395	555
05 - Employee compensation Total	39,476	33,527	36,460	33,844
10 - Employee benefits				
501.500 - Retirement System	10,333	8,332	9,774	9,356
501.502 - Pers 1959 Surv Empr	0	22	0	7
501.505 - Health Insurance	4,444	3,945	4,649	4,068
501.506 - Dental Insurance	941	794	784	783
501.507 - Medicare	583	639	521	475
501.508 - Life Insurance	428	360	276	291
501.509 - Long Term Disability	231	192	249	237
501.510 - Workers Compensation	3,321	1,789	1,789	3,732
501.511 - Vision Insurance	107	104	91	90
501.516 - Hra City Contribution			979	978
10 - Employee benefits Total	20,387	16,177	19,112	20,017
15 - Materials				
600.601 - General Office Supplies	6,921	244	0	0
600.611 - Uniforms/Safety Appar				0
600.613 - General Supplies		5,165	4,000	4,000
600.618 - Utilities and Phone	0	0	11,845	15,750
600.619 - Advertising and Legal Notices	0	0	29,753	33,600
600.641 - Electrical Service	34,939	28,080	0	0
600.642 - Telephone and Data Services	474	268	0	0
600.643 - Water Services	12,382	11,083	0	0
600.644 - Sewer Service	660	726	0	0
15 - Materials Total	55,375	45,566	45,598	53,350
20 - Contract services				
700.702 - General Service Agreement	13,507	22,248	22,957	25,000
700.703 - Maintenance of Equipment	97	1,113	1,200	0
20 - Contract services Total	13,604	23,361	24,157	25,000
25 - Cost allocation				
800.802 - IT Reimbursement	181,300	4,854	4,863	4,863
800.804 - Web Site Reimbursement		589	694	694
25 - Cost allocation Total	181,300	5,443	5,557	5,557
30 - Capital outlays				
900.904 - Non Recur Facility MGT	5,367	0	0	0
900.905 - Facility Improvements	1,085	0	0	0
30 - Capital outlays Total	6,452	0	0	0
31 - Special projects				
900.990 - Special Projects - PW				97,500
31 - Special projects Total				97,500
35 - Contingencies				
719.705 - Contingencies		0	6,976	7,600
35 - Contingencies Total		0	6,976	7,600
<b>838 Comm Hall Bldg Maint Total</b>	<b>316,594</b>	<b>124,074</b>	<b>137,860</b>	<b>242,868</b>



**PUBLIC RESOURCES**

**Public Ways**

**FACILITIES-  
TEEN CENTER BUILDING  
MAINTENANCE**  
Budget Unit 100-87-839  
General Fund

<b>BUDGET AT A GLANCE</b>		
Total Revenue		\$ 40,287
Total Expenditures		43,549
Fund Balance		-
	General Fund Costs	\$ 3,262
Total Staffing		0.10
	% Funded by General Fund	7.5%

**PROGRAM OVERVIEW**

This program maintains Teen Center area below the Sports Center to ensure efficient operations, employee satisfaction, user satisfaction and community pride.

**SERVICE OBJECTIVES**

- Provide for a safe, clean and productive working environment be approved for the public and employees.
- Timely respond to requests made by Recreation and Community Services Department staff.
- Manage and responsibly coordinate work completed by contractors.
- Perform improvements that responsibly conserve the resources of water, electricity and gas.

**FINAL ADOPTED BUDGET**

On June 6, 2016, City Council approved a budget of \$43,549 for the Teen Center Building Maintenance Program. This represents an increase of \$6,736 over the FY 2015-16 Final Adopted Budget. The increase is primarily attributed to changes in the City’s Cost Allocation Plan.

This budget is funded from a \$3,262 contribution from the General Fund.

The following table details revenue, total expenditures, changes in fund balance and General Fund costs by category for the two prior Fiscal Years, and the Final Adopted Budget for the current year and prior Fiscal Years:

**Public Works - Teen Center Bldg Maintenance**

Category	2013-2014	2014-2015	2015-2016	2016-2017
	Actual	Actual	Final Adopted Budget	Final Adopted Budget
<u>Revenue</u>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	40,287
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 40,287</b>
<u>Expenditures</u>				
Employee Compensation	15,442	7,124	8,498	8,442
Employee Benefits	6,713	3,568	4,568	4,449
Materials	6,683	6,210	8,612	8,957
Contract Services	9,383	9,606	12,000	14,000
Cost Allocation and Depreciation	2,422	1,116	1,112	6,082
Capital Outlay	-	-	-	-
Special Projects	-	-	-	-
Appropriations for Contingency	-	-	2,023	1,619
<b>TOTAL EXPENDITURES</b>	<b>\$ 40,643</b>	<b>\$ 27,623</b>	<b>\$ 36,813</b>	<b>\$ 43,549</b>
Fund Balance	-	-	-	-
<b>General Fund Costs</b>	<b>\$ 40,643</b>	<b>\$ 27,623</b>	<b>\$ 36,813</b>	<b>\$ 3,262</b>

**STAFFING**

Total current authorized positions – .10

There are no changes to the current level of staffing.

Total authorized positions – .10

#### 4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET
839 Teen Center Bldg Maint				
05 - Employee compensation				
500.501 - Salaries Full Time		15,340	7,124	8,274
500.504 - Stand By				0
500.505 - Overtime		102	0	200
500.507 - Taxable Life Premium			0	24
500.510 - Employee Agency Serv				0
05 - Employee compensation Total		15,442	7,124	8,498
10 - Employee benefits				
501.500 - Retirement System		3,826	1,815	2,350
501.502 - Pers 1959 Surv Empr		10	2	3
501.505 - Health Insurance		1,696	759	978
501.506 - Dental Insurance		309	167	157
501.507 - Medicare		217	112	119
501.508 - Life Insurance		140	78	69
501.509 - Long Term Disability		86	49	59
501.510 - Workers Compensation		389	360	619
501.511 - Vision Insurance		40	24	18
501.516 - Hra City Contribution			202	196
10 - Employee benefits Total		6,713	3,568	4,568
15 - Materials				
600.601 - General Office Supplies		0	0	0
600.611 - Uniforms/Safety Appar				0
600.613 - General Supplies		14	250	500
600.618 - Utilities and Phone		0	0	2,310
600.619 - Advertising and Legal Notices		0	0	5,685
600.620 - Gas Service		23	0	117
600.641 - Electrical Service		4,500	4,125	0
600.642 - Telephone and Data Services		2,044	1,669	0
600.643 - Water Services		102	165	0
15 - Materials Total		6,683	6,210	8,612
20 - Contract services				
700.702 - General Service Agreement		9,383	9,606	12,000
700.703 - Maintenance of Equipment		0	0	0
20 - Contract services Total		9,383	9,606	12,000
25 - Cost allocation				
800.802 - IT Reimbursement		2,304	972	973
800.804 - Web Site Reimbursement		118	144	139
800.823 - Strategic Support CAP				4,650
25 - Cost allocation Total		2,422	1,116	1,112
30 - Capital outlays				
900.904 - Non Recur Facility MGT		0	0	0
30 - Capital outlays Total		0	0	0
31 - Special projects				
900.990 - Special Projects - PW				0

31 - Special projects Total			0	0
35 - Contingencies				
719.705 - Contingencies	0	0	2,023	1,619
35 - Contingencies Total	0	0	2,023	1,619
<b>839 Teen Center Bldg Maint Total</b>	<b>40,643</b>	<b>27,623</b>	<b>36,813</b>	<b>43,549</b>



**PUBLIC RESOURCES**

**Public Ways**

**FACILITIES-**

**PARK RESTROOMS**

Budget Unit 100-87-840

General Fund

**BUDGET AT A GLANCE**

Total Revenue	\$	-
Total Expenditures		157,933
Fund Balance		-
<hr/>		
	General Fund Costs	\$ 157,933
Total Staffing		0.20
	% Funded by General Fund	100.0%

**PROGRAM OVERVIEW**

This program maintains park restrooms to ensure efficient operations, user satisfaction and community pride.

**SERVICE OBJECTIVES**

- Provide for clean and functioning restrooms at various park locations.
- Timely response to requests made by the users of the park.
- Manage and responsibly coordinate work completed by contractors.
- Perform improvements that responsibly conserve the resources of water, electricity and gas.

**FINAL ADOPTED BUDGET**

On June 6, 2016, City Council approved a budget of \$157,933 for the Park Restrooms Program. This represents an increase of \$28,066 over the FY 2015-16 Final Adopted Budget, the increase is attributed to one-time special project costs.

This budget is funded from a \$157,933 contribution from the General Fund.

## SPECIAL PROJECTS

This budget includes funding be approved for the following special projects:

Special Project	Appropriations	Revenue	Funding Source	Description
New Partitions	\$7,000	\$7,000	General Fund	Install New Stall Partitions
Repaint Exteriors	\$11,000	\$11,000	General Fund	Repaint exteriors of Bathrooms
Floor Repairs	\$8,000	\$8,000	General fund	Bathroom Floor Repairs
<b>TOTAL</b>	\$26,000	\$26,000		

The following table details revenue, total expenditures, changes in fund balance and General Fund costs by category for the two prior Fiscal Years, and the Final Adopted Budget for the current year and prior Fiscal Years:

**Public Works - Park Restrooms**

Category	2013-2014	2014-2015	2015-2016	2016-2017
	Actual	Actual	Final Adopted Budget	Final Adopted Budget
<i>Revenue</i>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<i>Expenditures</i>				
Employee Compensation	1,453	518	13,496	14,527
Employee Benefits	16	48	6,371	6,394
Materials	1,112	8,094	25,000	25,080
Contract Services	62,172	64,041	75,000	75,000
Cost Allocation and Depreciation	-	-	-	2,932
Capital Outlay	-	6,000	-	-
Special Projects	688	575	-	26,000
Appropriations for Contingency	-	-	10,000	8,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 65,442</b>	<b>\$ 79,276</b>	<b>\$ 129,867</b>	<b>\$ 157,933</b>
Fund Balance	-	-	-	-
<b>General Fund Costs</b>	<b>\$ 65,442</b>	<b>\$ 79,276</b>	<b>\$ 129,867</b>	<b>\$ 157,933</b>

**STAFFING**

Total current authorized positions – .20

There are no proposed changes to the current level of staffing.

Total authorized positions – .20

**4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL**

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET
<b>840 Park Bathrooms</b>				
05 - Employee compensation				
500.501 - Salaries Full Time		92	12,417	12,948
500.505 - Overtime	1,453	426	1,000	1,500
500.507 - Taxable Life Premium			79	79
500.510 - Employee Agency Serv				0
05 - Employee compensation Total	1,453	518	13,496	14,527
10 - Employee benefits				
501.500 - Retirement System		28	3,503	3,509
501.502 - Pers 1959 Surv Empr			0	0
501.505 - Health Insurance		6	1,750	1,751
501.506 - Dental Insurance		1	313	314
501.507 - Medicare	16	11	178	186
501.508 - Life Insurance		1	111	97
501.509 - Long Term Disability			89	91
501.510 - Workers Compensation	0	0	0	0
501.511 - Vision Insurance		0	36	46
501.516 - Hra City Contribution		1	391	400
10 - Employee benefits Total	16	48	6,371	6,394
15 - Materials				
600.611 - Uniforms/Safety Appar			0	80
600.613 - General Supplies	1,112	4,233	25,000	25,000
600.618 - Utilities and Phone		0	0	0
600.644 - Sewer Service		3,861	0	0
15 - Materials Total	1,112	8,094	25,000	25,080
20 - Contract services				
700.702 - General Service Agreement	62,172	64,041	75,000	75,000
700.703 - Maintenance of Equipment	0	0	0	0
20 - Contract services Total	62,172	64,041	75,000	75,000
25 - Cost allocation				
800.802 - IT Reimbursement				2,932
25 - Cost allocation Total				2,932
30 - Capital outlays				
900.904 - Non Recur Facility MGT		6,000	0	0
30 - Capital outlays Total		6,000	0	0
31 - Special projects				
900.917 - Park Door Jollyman Ranch	688	426	0	0
900.953 - Sandwich Refrigerator		150	0	0
900.990 - Special Projects - PW			0	26,000
31 - Special projects Total	688	575	0	26,000
35 - Contingencies				
719.705 - Contingencies	0	0	10,000	8,000
35 - Contingencies Total	0	0	10,000	8,000
<b>840 Park Bathrooms Total</b>	<b>65,442</b>	<b>79,276</b>	<b>129,867</b>	<b>157,933</b>



**PUBLIC RESOURCES**

**Public Ways**

**FACILITIES-  
BLACKBERRY FARM MAINTENANCE**

Budget Unit 100-87-841  
General Fund

<b>BUDGET AT A GLANCE</b>	
Total Revenue	\$ 345,925
Total Expenditures	297,782
Fund Balance	-
	General Fund Costs \$ (48,143)
Total Staffing	0.90
	% Funded by General Fund -16.2%

**PROGRAM OVERVIEW**

This program maintains Blackberry Farm buildings and facilities to ensure efficient operations, employee satisfaction, user satisfactions and community pride.

**SERVICE OBJECTIVES**

- Provide for a safe, clean and productive working environment be approved for the public and employees.
- Timely response to requests made by Recreation and Community Services Department staff.
- Manage and responsibly coordinate work completed by contractors.
- Perform improvements that responsibly conserve the resources of water, electricity and gas.

**FINAL ADOPTED BUDGET**

On June 6, 2016, City Council approved a budget of \$297,782 for the Blackberry Farm Maintenance Program. This represents a decrease of \$18,312 from the FY 2015-16 Final Adopted Budget. The decrease is driven by a decrease in special projects for this property.

This budget is funded from \$345,925 in charges for services and is projected to return \$48,143 in fund balance to the general fund due to the cost allocation plan true up.

## SPECIAL PROJECTS

This budget includes funding be approved for the following special projects:

Special Project	Appropriations	Revenue	Funding Source	Description
Door Threshold/Sweep	\$5,000	\$5,000	General Fund	Install New Door Thresholds/Weather Stripping
Pool Sweep	\$6,500	\$6,500	General Fund	Backup in case the existing breaks down
<b>TOTAL</b>	<b>\$ 11,500</b>	<b>\$11,500</b>		

The following table details revenue, total expenditures, changes in fund balance and General Fund costs by category for the two prior Fiscal Years, and the Final Adopted Budget for the current year and prior Fiscal Years:

### Public Works - Blackberry Farm Maintenance

Category	2013-2014 Actual	2014-2015 Actual	2015-2016 Final Adopted Budget	2016-2017 Final Adopted Budget
<i>Revenue</i>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	345,925
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 345,925</b>
<i>Expenditures</i>				
Employee Compensation	2,094	26,464	55,608	51,601
Employee Benefits	24	12,347	27,195	26,345
Materials	86,024	160,608	88,925	89,297
Contract Services	43,160	21,418	55,000	55,000
Cost Allocation and Depreciation	1,667	2,220	2,223	52,724
Capital Outlay	-	71,368	-	-
Special Projects	65,009	46,762	73,000	11,500
Appropriations for Contingency	-	-	14,143	11,315
<b>TOTAL EXPENDITURES</b>	<b>\$ 197,978</b>	<b>\$ 341,187</b>	<b>\$ 316,094</b>	<b>\$ 297,782</b>
Fund Balance	-	-	-	-
<b>General Fund Costs</b>	<b>\$ 197,978</b>	<b>\$ 341,187</b>	<b>\$ 316,094</b>	<b>\$ (48,143)</b>

## STAFFING

Total authorized positions – .90

There are no proposed changes to the current level of staffing.

Total current authorized positions – .90

## 4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET
<b>841 BBF Facilities Maintenance</b>				
05 - Employee compensation				
500.501 - Salaries Full Time		24,277	54,120	50,113
500.502 - Salaries Part Time		0	0	0
500.505 - Overtime	2,094	2,187	1,200	1,200
500.507 - Taxable Life Premium		0	288	288
500.510 - Employee Agency Serv				0
05 - Employee compensation Total	2,094	26,464	55,608	51,601
10 - Employee benefits				
501.500 - Retirement System		6,131	13,781	13,002
501.502 - Pers 1959 Surv Empr		20	0	0
501.505 - Health Insurance		3,886	8,511	8,511
501.506 - Dental Insurance		726	1,410	1,410
501.507 - Medicare	24	391	777	723
501.508 - Life Insurance		342	416	374
501.509 - Long Term Disability		166	379	351
501.510 - Workers Compensation	0	0	0	0
501.511 - Vision Insurance		319	161	177
501.516 - Hra City Contribution		367	1,760	1,797
10 - Employee benefits Total	24	12,347	27,195	26,345
15 - Materials				
600.601 - General Office Supplies	0	0	0	0
600.611 - Uniforms/Safety Appar			0	360
600.613 - General Supplies	32,437	99,507	32,437	32,437
600.618 - Utilities and Phone	0	0	21,000	0
600.619 - Advertising and Legal Notices	0	0	31,488	0
600.620 - Gas Service	4,253	5,708	4,000	4,000
600.632 - Mileage Reimbursement			0	0
600.641 - Electrical Service	34,539	35,930	0	31,500
600.643 - Water Services	14,796	19,083	0	20,500
600.644 - Sewer Service	0	381	0	500
15 - Materials Total	86,024	160,608	88,925	89,297
20 - Contract services				
700.702 - General Service Agreement	35,151	20,878	55,000	55,000
700.703 - Maintenance of Equipment	8,009	540	0	0
20 - Contract services Total	43,160	21,418	55,000	55,000

25 - Cost allocation				
800.802 - IT Reimbursement	1,667	1,944	1,946	12,796
800.804 - Web Site Reimbursement		276	277	0
800.823 - Strategic Support CAP				39,928
25 - Cost allocation Total	1,667	2,220	2,223	52,724
30 - Capital outlays				
900.904 - Non Recur Facility MGT	0	71,368	0	0
30 - Capital outlays Total	0	71,368	0	0
31 - Special projects				
900.918 - Remodel Pool HVAC	65,009	0	0	0
900.950 - Floors Paint and amp; Doors		16,000	0	0
900.951 - Pool Sweep		6,213	0	0
900.952 - Pool Slide		6,623	0	0
900.953 - Sandwich Refrigerator		1,748	0	0
900.954 - FRP Restroom		2,017	0	0
900.955 - Golf Course Restroom		14,161	0	0
900.990 - Special Projects - PW			73,000	11,500
31 - Special projects Total	65,009	46,762	73,000	11,500
35 - Contingencies				
719.705 - Contingencies	0	0	14,143	11,315
35 - Contingencies Total	0	0	14,143	11,315
<b>841 BBF Facilities Maintenance Total</b>	<b>197,978</b>	<b>341,187</b>	<b>316,094</b>	<b>297,782</b>



**PUBLIC RESOURCES**

**Public Ways**

**TRANSPORTATION-  
 TRAFFIC ENGINEERING**

Budget Unit 100-88-844  
 General Fund

<b>BUDGET AT A GLANCE</b>		
Total Revenue		\$ -
Total Expenditures		1,758,401
Fund Balance		-
<hr/>		
	General Fund Costs	\$ 1,758,401
Total Staffing		3.60
	% Funded by General Fund	100.0%

**PROGRAM OVERVIEW**

The Transportation Division oversees traffic operations, traffic studies, transportation planning, and transportation capital improvements to safely and efficiently manage vehicular, bicycle and pedestrian traffic within the City’s street and trail network. This includes responding to citizen requests and concerns regarding traffic issues, developing plans for the installation of traffic signals, traffic signs, and pavement markings, and developing design standards. The Division assists in the preparation of the General Plan, street plan lines and the capital improvement program related to street improvements. Division staff are active on Santa Clara Valley Transportation Authority (VTA) subcommittees and working groups and keeps abreast regarding current developments in the field as well as grant funding opportunities for large projects.

The Transportation Division also participates in the review of private development proposals to identify potential traffic impacts and to require necessary mitigations to maintain levels of service and safe and efficient traffic operations.

**SERVICE OBJECTIVES**

- Ensure the efficiency and safety of the street system for all modes of travel through continual observation of traffic patterns, traffic signals and other traffic control devices.
- Review traffic collision reports, traffic flow patterns, and neighborhood traffic issues and respond as needed.
- Cooperate with neighboring jurisdictions on regional issues that affect both traffic safety and traffic efficiency at City boundaries.
- Continue training personnel in traffic engineering by encouraging attendance at classes and seminars.

- Coordinate with schools and school districts on Safe Routes to School Program

**FINAL ADOPTED BUDGET**

On June 6, 2016, City Council approved a budget of \$1,758,401 for the Traffic Engineering Program. This represents an increase of \$1,016,848 over the FY 2015-16 Final Adopted Budget. The increase is attributed primarily to the Apple Traffic Mitigation Study.

This budget is funded from a \$1,758,401 contribution from the General Fund.

**SPECIAL PROJECTS**

This budget includes funding be approved for the following special projects:

<b>Special Project</b>	<b>Appropriations</b>	<b>Revenue</b>	<b>Funding Source</b>	<b>Description</b>
<b>Apple Traffic Mitigation</b>	\$850,000	\$850,000	Pass Through Revenue*	Apple Traffic Mitigation Neighborhood Studies per Mitigation Agreement
<b>TOTAL</b>	\$850,000	\$850,000		

\*Cost Recovered

The following table details revenue, total expenditures, changes in fund balance and General Fund costs by category for the two prior Fiscal Years, and the Final Adopted Budget for the current year and prior Fiscal Years:

**Public Works - Traffic Engineering**

Category	2013-2014	2014-2015	2015-2016	2016-2017
	Actual	Actual	Final Adopted Budget	Final Adopted Budget
<u>Revenue</u>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	3,192,215	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 3,192,215</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<u>Expenditures</u>				
Employee Compensation	213,280	227,700	379,497	416,555
Employee Benefits	85,529	90,095	140,308	164,030
Materials	4,520	4,092	5,230	5,230
Contract Services	136,452	112,777	175,500	225,500
Cost Allocation and Depreciation	41,249	25,320	22,952	82,633
Capital Outlay	-	-	-	-
Special Projects	22,850	-	-	850,000
Appropriations for Contingency	-	-	18,066	14,453
<b>TOTAL EXPENDITURES</b>	<b>\$ 503,881</b>	<b>\$ 459,984</b>	<b>\$ 741,553</b>	<b>\$ 1,758,401</b>
Fund Balance	-	-	-	-
<b>General Fund Costs</b>	<b>\$ (2,688,334)</b>	<b>\$ 459,984</b>	<b>\$ 741,553</b>	<b>\$ 1,758,401</b>

**STAFFING**

Total current authorized positions – 3.60

There are no proposed changes to the current level of staffing.

Total authorized positions – 3.60

**4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL**

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET
844 Traffic Engineering				
05 - Employee compensation				
500.501 - Salaries Full Time	207,280	219,382	324,541	410,239

500.502 - Salaries Part Time	0	2,768	50,000	0
500.503 - Excess Med Pay		0	0	0
500.505 - Overtime	0	81	0	1,000
500.506 - Car Allowance	6,000	5,469	2,700	2,700
500.507 - Taxable Life Premium		0	756	1,116
500.510 - Employee Agency Serv				0
500.512 - Vacancy Salary Savings	0	0	0	0
500.513 - Sick Leave			1,500	1,500
05 - Employee compensation Total	213,280	227,700	379,497	416,555
10 - Employee benefits				
501.500 - Retirement System	54,619	58,625	88,240	109,175
501.502 - Pers 1959 Surv Empr	99	42	33	0
501.505 - Health Insurance	15,686	14,106	22,147	22,148
501.506 - Dental Insurance	1,773	1,719	2,457	2,488
501.507 - Medicare	3,002	3,295	4,705	5,919
501.508 - Life Insurance	1,324	1,336	1,739	2,495
501.509 - Long Term Disability	940	1,116	2,093	2,805
501.510 - Workers Compensation	6,620	6,624	13,342	13,342
501.511 - Vision Insurance	339	329	466	468
501.516 - Hra City Contribution	1,127	2,903	5,086	5,190
10 - Employee benefits Total	85,529	90,095	140,308	164,030
15 - Materials				
600.601 - General Office Supplies	2,613	671	2,500	2,500
600.603 - Maps, Blueprints, Etc	0	0	55	55
600.613 - General Supplies	400	924	500	500
600.618 - Utilities and Phone	0	0	1,575	1,575
600.629 - Conference and Meeting	8	740	500	500
600.632 - Mileage Reimbursement	0	0	100	100
600.642 - Telephone and Data Services	1,500	1,756	0	0
15 - Materials Total	4,520	4,092	5,230	5,230
20 - Contract services				
700.701 - Training and Instruction	88	400	500	500
700.702 - General Service Agreement	128,729	112,377	175,000	225,000
700.703 - Maintenance of Equipment	7,636	0	0	0
20 - Contract services Total	136,452	112,777	175,500	225,500
25 - Cost allocation				
800.801 - Equipment Reimbursement	6,690	7,536	5,170	0
800.802 - IT Reimbursement	32,378	15,564	15,563	50,758
800.804 - Web Site Reimbursement	2,181	2,220	2,219	0
800.805 - CC CAP Allocation				7,413
800.806 - CM CAP Allocation				1,991
800.814 - Finance CAP Alloc				10,103
800.815 - Human resources CAP Alloc				12,368
800.818 - PW Admin CAP				0
25 - Cost allocation Total	41,249	25,320	22,952	82,633
31 - Special projects				
900.923 - Apple Campus 2	22,850	12,461	0	850,000
900.964 - I-280/Wolfe Rd Interchange Imprv			0	0
900.965 - Traffic Impact Fee			0	0
900.990 - Special Projects - PW			0	0

31 - Special projects Total	22,850	12,461	0	850,000
35 - Contingencies				
719.705 - Contingencies	0	0	18,066	14,453
35 - Contingencies Total	0	0	18,066	14,453
<b>844 Traffic Engineering Total</b>	<b>503,881</b>	<b>472,445</b>	<b>741,553</b>	<b>1,758,401</b>



**PUBLIC RESOURCES**

**Public Ways**

**TRANSPORTATION-  
TRAFFIC SIGNAL MAINTENANCE**

Budget Unit 100-88-845  
General Fund

<b>BUDGET AT A GLANCE</b>	
Total Revenue	\$ -
Total Expenditures	635,310
Fund Balance	-
<hr/>	
General Fund Costs	\$ 635,310
Total Staffing	2.00
% Funded by General Fund	100.0%

**PROGRAM OVERVIEW**

The Traffic Signal Maintenance Division oversees the operation and maintenance of the City’s 56 traffic signals, including eight traffic signals owned by the State of California. The Division also maintains the traffic signal communication infrastructure, such as the fiber optic network and the traffic operation center hub.

**SERVICE OBJECTIVES**

- Ensure the continuous and safe operation of the City’s traffic signal system on a continuous 24-hour basis with full-time and on-call staff, which is accomplished by regularly performing preventative maintenance, diagnosing malfunctions and repairs, investigating citizen complaints, replacing or upgrading obsolete hardware, inspecting the work of contractors, responding to knockdowns and power outages, and adjusting signal timing parameters.
- Continue training maintaining proficiency of traffic signal technicians and on-call staff by encouraging attendance at classes and seminars.

**FINAL ADOPTED BUDGET**

On June 6, 2016, City Council approved a budget of \$635,310 for the Traffic Signal Maintenance Program. This represents a decrease of \$177,649 from the FY 2015-16 Final Adopted Budget. The decrease is attributed primarily to the reduction in capital outlay costs.

This budget is funded from a \$635,310 contribution from the General Fund.

The following table details revenue, total expenditures, changes in fund balance and General Fund costs by category for the two prior Fiscal Years, and the Final Adopted Budget for the current year and prior Fiscal Years:

**Public Works - Traffic Signal and Maintenance**

Category	2013-2014	2014-2015	2015-2016	2016-2017
	Actual	Actual	Final Adopted Budget	Final Adopted Budget
<u>Revenue</u>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	250,000	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<u>Expenditures</u>				
Employee Compensation	186,342	202,429	205,594	202,737
Employee Benefits	77,132	83,047	94,233	91,590
Materials	54,496	40,999	53,750	53,750
Contract Services	155,984	202,011	201,000	201,000
Cost Allocation and Depreciation	76,412	108,120	68,127	66,029
Capital Outlay	15,834	118,203	165,000	-
Special Projects	-	-	25,255	20,204
Appropriations for Contingency	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 566,201</b>	<b>\$ 754,809</b>	<b>\$ 812,959</b>	<b>\$ 635,310</b>
Fund Balance	-	-	-	-
<b>General Fund Costs</b>	<b>\$ 316,201</b>	<b>\$ 754,809</b>	<b>\$ 812,959</b>	<b>\$ 635,310</b>

**STAFFING**

Total current authorized positions – 2.00

There are no changes to the current level of staffing.

Total authorized positions – 2.00

#### 4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET
<b>845 Traffic Signal Maintenance</b>				
05 - Employee compensation				
500.501 - Salaries Full Time	171,296	180,928	187,059	184,913
500.503 - Excess Med Pay	0	0	711	0
500.504 - Stand By	9,200	10,000	10,000	10,000
500.505 - Overtime	5,846	11,502	6,000	6,000
500.507 - Taxable Life Premium		0	1,824	1,824
500.510 - Employee Agency Serv				0
05 - Employee compensation Total	186,342	202,429	205,594	202,737
10 - Employee benefits				
501.500 - Retirement System	44,471	47,316	53,119	50,420
501.502 - Pers 1959 Surv Empr	104	46	35	0
501.505 - Health Insurance	16,381	16,406	17,136	17,136
501.506 - Dental Insurance	1,828	1,966	1,878	1,914
501.507 - Medicare	2,669	3,044	2,686	2,667
501.508 - Life Insurance	1,254	1,493	1,386	1,386
501.509 - Long Term Disability	934	1,146	1,309	1,302
501.510 - Workers Compensation	7,157	7,152	12,413	12,413
501.511 - Vision Insurance	344	373	359	360
501.516 - Hra City Contribution	1,992	4,106	3,912	3,992
10 - Employee benefits Total	77,132	83,047	94,233	91,590
15 - Materials				
600.601 - General Office Supplies	11,371	110	7,000	7,000
600.613 - General Supplies	92	104	350	350
600.618 - Utilities and Phone	0	0	4,200	0
600.619 - Advertising and Legal Notices	0	1,155	42,000	0
600.632 - Mileage Reimbursement	0	410	200	200
600.641 - Electrical Service	39,275	35,877	0	42,000
600.642 - Telephone and Data Services	3,759	3,342	0	4,200
15 - Materials Total	54,496	40,999	53,750	53,750
20 - Contract services				
700.701 - Training and Instruction	1,354	599	1,000	1,000
700.702 - General Service Agreement	76,477	138,447	100,000	100,000
700.703 - Maintenance of Equipment	78,154	62,965	100,000	100,000
20 - Contract services Total	155,984	202,011	201,000	201,000
25 - Cost allocation				
800.801 - Equipment Reimbursement	58,420	85,896	45,900	0
800.802 - IT Reimbursement	15,634	19,452	19,453	28,042
800.804 - Web Site Reimbursement	2,358	2,772	2,774	0
800.805 - CC CAP Allocation				8,485
800.806 - CM CAP Allocation				2,272
800.814 - Finance CAP Alloc				12,680
800.815 - Human resources CAP Alloc				14,550
800.818 - PW Admin CAP				0
25 - Cost allocation Total	76,412	108,120	68,127	66,029

31 - Special projects				
900.937 - T/S Interc Modif	15,834	118,203	0	0
900.990 - Special Projects - PW			165,000	0
31 - Special projects Total	15,834	118,203	165,000	0
35 - Contingencies				
719.705 - Contingencies	0	0	25,255	20,204
35 - Contingencies Total	0	0	25,255	20,204
<b>845 Traffic Signal Maintenance Total</b>	<b>566,201</b>	<b>754,809</b>	<b>812,959</b>	<b>635,310</b>



**PUBLIC RESOURCES**

**Public Ways**

**FIXED ASSET ACQUISITION-**

Budget Unit 630-90-985

Internal Service Fund

<b>BUDGET AT A GLANCE</b>	
Total Revenue	\$ 305,500
Total Expenditures	1,222,000
Fund Balance	(916,500)
<hr/>	
	General Fund Costs \$ -
Total Staffing	-
	% Funded by General Fund 0.0%

**PROGRAM OVERVIEW**

This program purchases equipment having a value greater than \$5,000 and expected life of more than one year. Equipment users are charged be approved for the use of these assets through a depreciation schedule. Equipment used by Special Revenue and Enterprise funds are charged to the respective funds.

**SERVICE OBJECTIVES**

- Obtain quality equipment through competitive bidding.
- Purchase energy efficient vehicles whenever practical.
- Purchase quiet, ergonomic and environmentally friendly equipment whenever practical.

**FINAL ADOPTED BUDGET**

On June 6, 2016, City Council approved a budget of \$1,222,000 for the Fixed Asset Acquisition Program. This represents an increase of \$376,000 over the FY 2015-16 Final Adopted Budget. The increase is attributed primarily to the replacement of several conventional vehicles with fuel efficient alternatives as well as additional vehicle/equipment purchases in FY 2016-17 shown below.

<b>Replacement Vehicles/Equipment</b>	<b>Costs</b>
Replace TCM loader (service center)	\$125,000
Replace D60 & 404 with new boom truck (trees/row)	\$155,000
Replace D38 aerial lift truck (streetlights)	\$125,000
Replace D96 water truck with F650 (trees/row)	\$85,000
Replace D30 dump with similar F550 (trees/row)	\$75,000
Replace #33 with larger F450 dump (trees/row)	\$65,000
Replace D67 stake bed (streets)	\$65,000
Replace Chevy #62 with F350 w/utility (fleet)	\$65,000
Replace truck #61 with F350 w/utility (facilities)	\$55,000
Replace ranger #74 with larger F350 w/utility & dump (grounds)	\$55,000
Replace ranger #75 with larger F350 w/utility & dump (grounds)	\$55,000
Replace F250 #19 with larger F350 w/utility & dump (grounds)	\$55,000
Replace salvaged Dodge #22 with F350 w/utility & dump (trees/row)	\$55,000
Replace ranger #47 with larger F350 w/utility (streets)	\$55,000
Replace ranger #32 with larger F350 w/utility (traffic)	\$55,000
Replace van #5 with a transit connect wagon (public works/video)	\$40,000
Replace ranger #82 with larger F150 (facilities)	\$37,000
<b>TOTAL REPLACEMENT VEHICLES/EQUIPMENT</b>	<b>\$1,222,000</b>
<b>New Vehicles/Equipment</b>	
<b>No Equipment Proposed for FY 16/17</b>	
<b>TOTAL NEW VEHICLES/EQUIPMENT</b>	<b>\$0</b>
<b>TOTAL ALL</b>	<b>\$1,222,000</b>

This budget is funded from \$305,500 in estimated department revenue resulting from charges to user departments as part of the Cost Allocation Plan (CAP) and \$916,500 in retained earnings.

The following table details revenue, total expenditures, changes in fund balance and General Fund costs by category for the two prior Fiscal Years, and the Final Adopted Budget for the current year and prior Fiscal Years:

**Public Works - Fixed Asset Acquisition**

Category	2013-2014	2014-2015	2015-2016	2016-2017
	Actual	Actual	Final Adopted Budget	Proposed Budget
<u>Revenue</u>				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	305,500
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 305,500</b>
<u>Expenditures</u>				
Employee Compensation	-	-	-	-
Employee Benefits	-	-	-	-
Materials	-	-	-	-
Contract Services	-	-	-	-
Cost Allocation and Depreciation	-	-	-	-
Capital Outlay	-	-	-	-
Special Projects	33,615	106,056	846,000	1,222,000
Appropriations for Contingency	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 33,615</b>	<b>\$ 106,056</b>	<b>\$ 846,000</b>	<b>\$ 1,222,000</b>
Fund Balance	-	-	(395,000)	(916,500)
<b>General Fund Costs</b>	<b>\$ 33,615</b>	<b>\$ 106,056</b>	<b>\$ 451,000</b>	<b>\$ -</b>

**STAFFING**

There is no staffing associated with this budget.

**4 YEAR PROGRAM DETAIL AT THE ACCOUNT LEVEL**

The following report details actual expenditures and budgeted appropriations over a 4 year period at the account level.

	FY14 ACTUALS	FY15 ACTUALS	FY16 FINAL BUDGET	FY17 FINAL BUDGET
985 Fixed Assets Acquisition				
31 - Special projects				
900.945 - Fixed Asset Acquisition	33,615	106,056	846,000	1,222,000
31 - Special projects Total	33,615	106,056	846,000	1,222,000
<b>985 Fixed Assets Acquisition Total</b>	<b>33,615</b>	<b>106,056</b>	<b>846,000</b>	<b>1,222,000</b>