

Recreation and Community Services

Budget Unit	Program	2019 Proposed Budget
Administration		\$ 2,041,192
100-60-600	Leadership 95014	-
100-60-601	Recreation Administration	\$ 804,138
100-60-634	Park Planning and Restoration	\$ 267,549
100-60-636	Library Services	\$ 969,505
Business and Community Services		\$ 2,456,224
100-61-602	Administration	\$ 923,993
100-61-603	Blackberry Farm Picnic Area	-
100-61-604	Community Hall Operations	-
100-61-605	Cultural Events	\$ 646,618
100-61-607	Quinlan Community Center Operations	-
100-61-630	Facilities	\$ 684,362
100-61-632	Community Outreach & Neighborhood Watch	\$ 201,251
Recreation and Education		\$ 5,357,950
100-62-608	Administration	\$ 1,281,016
100-62-609	Youth Program	-
100-62-610	Teen Program	-
100-62-611	Teen Center	-
100-62-612	Park Facilities	-
580-62-613	Youth Teen Recreation	\$ 2,040,825
100-62-623	Youth, Teen and Senior Adult Rec	\$ 2,036,109
Sports, Safety and Outdoor Recreation		\$ 7,587,066
100-63-612	Park Facilities	\$ 2,382,394
100-63-615	Administration	\$ 190,734
560-63-616	Blackberry Farm Golf Course	\$ 687,939
100-63-618	Creekside Park Youth Sport	-
580-63-620	Outdoor Recreation	\$ 1,598,350
570-63-621	Sports Center Operations	\$ 2,460,735
100-63-633	Disaster Preparedness	\$ 266,914
Total		\$ 17,442,432

Budget Unit	Program	2019 Proposed Budget
100-63-637	Monta Vista Recreation Center	-
Senior Programs		-
100-64-622	Senior Adult Supervision	-
100-64-623	Youth, Teen and Senior Adult Rec	-
100-64-624	Senior Adult Recreation	-
100-64-630	Facilities	-
Community Services		-
100-65-632	Community Outreach & Neighborhood Watch	-
100-65-633	Disaster Preparedness	-
100-65-635	Neighborhood Watch	-
100-65-636	Library Services	-
Total		\$ 17,442,432

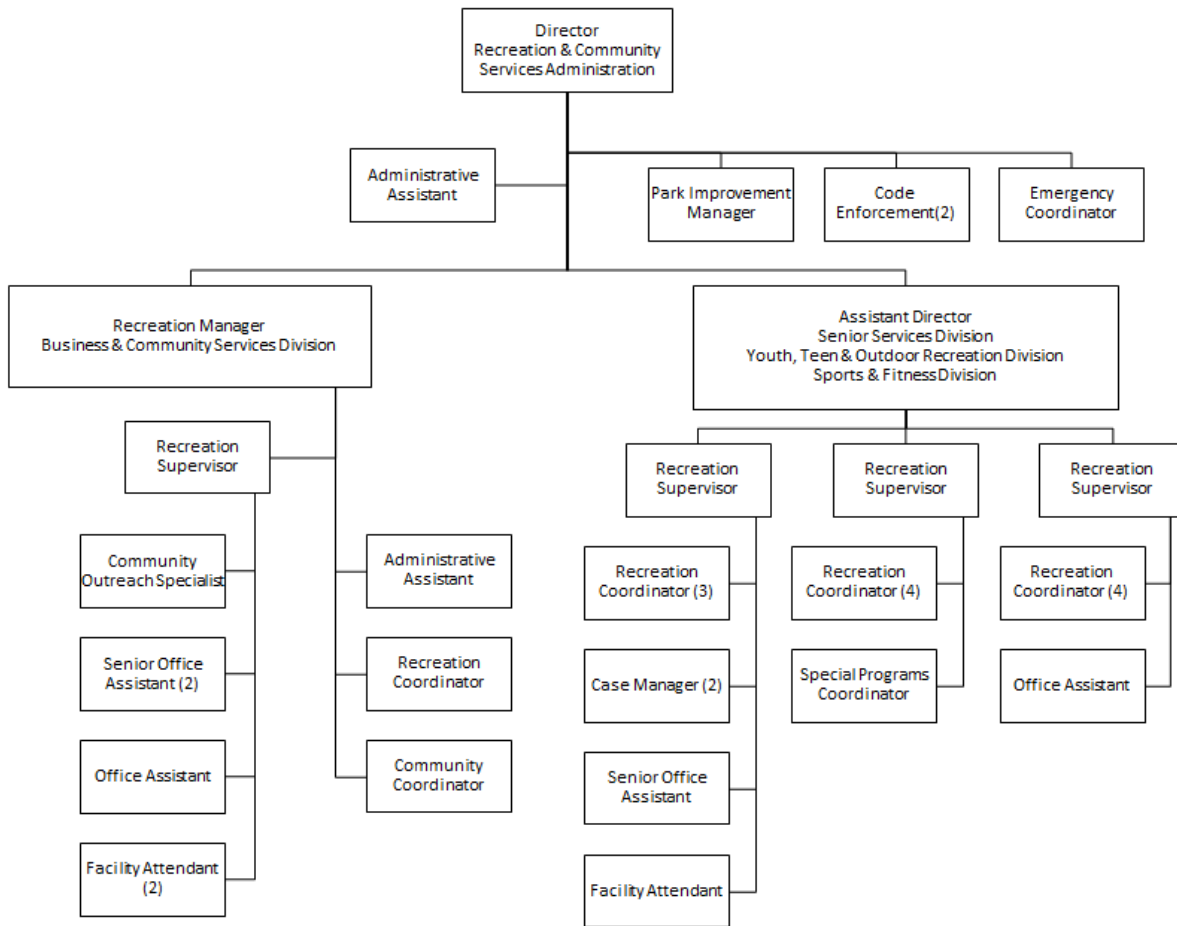
Department Overview

Budget at a Glance

2019 Proposed Budget	
Total Revenues	\$ 6,736,332
Total Expenditure	\$ 17,442,432
Fund Balance	\$ (1,786,449)
General Fund Costs	\$ 8,919,651
% Funded by General Fund	51.1 %
Total Staffing	34.8 FTE

Organization

Jeff Milkes, Director of Recreation and Community Services



Performance Measures

Goal: Create a positive, healthy and connected community.

Benefit: Cupertino has an exceptional system of parks & services that align with community values.

Measure	FY 2017 Jul-Jun	FY 2018 Jul-Dec	Ongoing Target
% of Recreation and Community Services Department customers surveyed who rate services as good or excellent	95%	97%	85%
% of programs maintaining minimum registration	71%	69%	80%
% Department's total cost recovery for all (direct and indirect) costs	49%	63%	40%
# of new programs or events offered	132	87	50
% change in participants	-6%	-4%	+1%

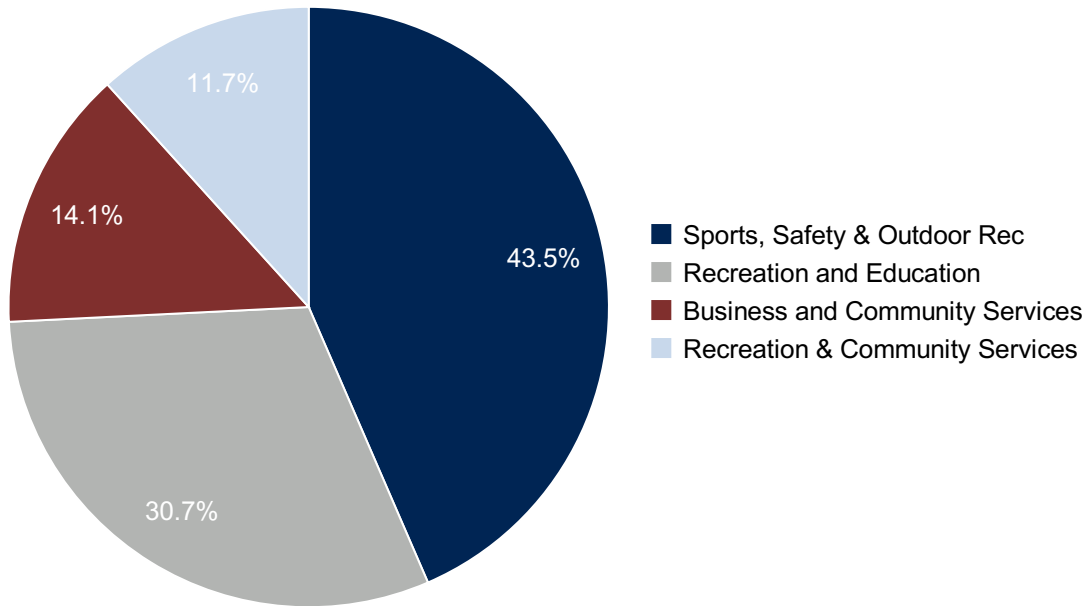
Proposed Budget

It is recommended that a budget of \$17,442,432 be approved for the Recreation and Community Services department. This represents an increase of \$994,854 (6.0%) from the FY 2018 Adopted Budget.

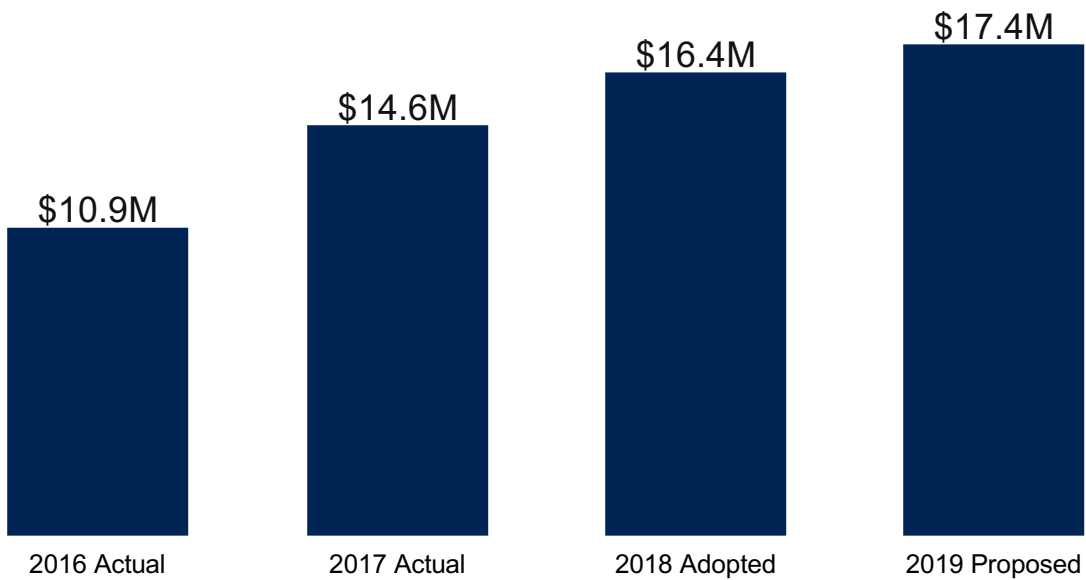
The department's net budget increase is primarily due to changes in how the City applies cost allocation charges. Increased cost allocation charges are due to one time project expenses and a change in allocation methodology for IT charges as well as increased costs of services provided by finance, human resources, and building maintenance. This budget decreases revenues to more accurately reflect projected revenue receipts based on historical trends and current service levels.

Funding is increased in this budget for new outdoor concert, movies, and fitness programs in neighborhood parks as well as additional family and teen activities such as a Teen Leadership Academy. This budget includes decreases in budgeted costs in other program areas, a result of more accurately budgeting expenses to align with historical actual expenditures and current service levels.

Proposed Expenditures by Division



Department Expenditure History



Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Proposed Budget for the current fiscal year:

Category	2016 Actual	2017 Actual	2018 Adopted Budget	2019 Proposed Budget
Revenues				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	\$ 562,456	\$ 676,453	\$ 601,325	\$ 754,500
Intergovernmental Revenue	\$ (1,387)	-	\$ 10,500	-
Charges for Services	\$ 5,642,870	\$ 6,185,732	\$ 6,505,929	\$ 5,925,832
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	\$ 58,928	\$ 49,575	\$ 63,000	\$ 56,000
Interdepartmental Revenue	-	-	-	-
Total Revenues	\$ 6,262,866	\$ 6,911,760	\$ 7,180,754	\$ 6,736,332
Expenditures				
Employee Compensation	\$ 3,523,471	\$ 3,770,679	\$ 4,958,694	\$ 5,185,708
Employee Benefits	\$ 1,120,347	\$ 1,185,469	\$ 1,580,194	\$ 1,583,600
Materials	\$ 1,076,671	\$ 869,264	\$ 1,395,942	\$ 1,062,056
Contract Services	\$ 3,941,287	\$ 3,659,175	\$ 4,552,277	\$ 4,756,614
Cost Allocation	\$ 1,140,589	\$ 4,998,615	\$ 3,501,914	\$ 4,461,823
Capital Outlay	\$ 5,848	\$ 313	-	-
Special Projects	\$ 116,801	\$ 91,082	\$ 83,000	\$ 133,000
Appropriations for Contingency	\$ 14,135	-	\$ 375,557	\$ 259,631
Total Expenditures	\$ 10,939,149	\$ 14,574,598	\$ 16,447,578	\$ 17,442,432
Fund Balance	\$ 976,182	\$ 678,906	\$ (1,184,607)	\$ (1,786,449)
General Fund Costs	\$ 5,652,465	\$ 8,341,743	\$ 8,082,217	\$ 8,919,651

Leadership 95014

Budget Unit 100-60-600

General Fund - Administration - Leadership 95014

Budget at a Glance

	2019 Proposed Budget
Total Revenues	-
Total Expenditures	-
Fund Balance	-
General Fund Costs	-
% Funded by General Fund	-
<hr/>	
Total Staffing	0 FTE

Program Overview

In FY 2016, this program was transferred to the Recreation and Education Division - Administration as part of a department reorganization. A complete discussion of the program can be found under Budget Unit 100-62-608. This program will remain in order to maintain historical data however, once all prior year data as listed in the table below is \$0, this program will be removed.

Proposed Budget

There is no budget requested for this program.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Proposed Budget for the current fiscal year:

Category	2016 Actual	2017 Actual	2018 Adopted Budget	2019 Proposed Budget
Revenues				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	\$ 15,875	-	-	-
Interdepartmental Revenue	-	-	-	-
Total Revenues	\$ 15,875	-	-	-
Expenditures				
Employee Compensation	\$ 10,103	-	-	-
Employee Benefits	\$ 4,012	-	-	-
Materials	\$ 6,863	-	-	-
Contract Services	\$ 13,865	-	-	-
Cost Allocation	\$ 1,596	-	-	-
Capital Outlay	-	-	-	-
Special Projects	-	-	-	-
Appropriations for Contingency	-	-	-	-
Total Expenditures	\$ 36,439	-	-	-
Fund Balance	-	-	-	-
General Fund Costs	\$ 20,564	-	-	-

Staffing

Total current authorized positions - 0.00

Total recommended positions - 0.00

Recreation Administration

Budget Unit 100-60-601

General Fund - Administration - Recreation Administration

Budget at a Glance

	2019 Proposed Budget
Total Revenues	\$ 42,000
Total Expenditures	\$ 804,138
Fund Balance	-
General Fund Costs	\$ 762,138
% Funded by General Fund	94.8 %
Total Staffing	2.85 FTE

Program Overview

The Recreation Administration program provides overall department administration, as well as project management, community outreach, and support to the Parks and Recreation Commission. In addition, the program oversees a national accreditation process for the Department.

Service Objectives

- Provide overall department administration, budget control, and employee development and evaluation.
- Support the Planning and Public Works Departments in the development, renovation and improvements of parks and open spaces.
- Complete long term and strategic plans for the Department including the Parks and Recreation System Master Plan.
- Monitor and facilitate partnerships in regards to Library and other community organizations.
- Oversee community services functions to include code enforcement and the Office of Emergency Services.
- Outreach to the community in conjunction with programs and the Parks and Recreation System Master Plan.
- Promote partnerships with Cupertino Union School District, Fremont Union High School District, and De Anza College with quarterly meetings and joint projects.
- Continually evaluate the efficiency and effectiveness of the department, working to receive national accreditation.

Proposed Budget

It is recommended that a budget of \$804,138 be approved for the Recreation Administration program. This represents an increase of \$308,231 (62.2%) from the FY 2018 Adopted Budget.

The increase in compensation and benefits is primarily due to the reallocation of the Assistant Director position from 100-62-608 to this program budget. The increase funds a part-time Administrative Assistant to support the national accreditation process and additional Department staff training opportunities (contract services).

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Proposed Budget for the current fiscal year:

Category	2016 Actual	2017 Actual	2018 Adopted Budget	2019 Proposed Budget
Revenues				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	\$ 42,980	\$ 43,200	\$ 42,000	\$ 42,000
Interdepartmental Revenue	-	-	-	-
Total Revenues	\$ 42,980	\$ 43,200	\$ 42,000	\$ 42,000
Expenditures				
Employee Compensation	\$ 250,990	\$ 145,714	\$ 257,608	\$ 462,975
Employee Benefits	\$ 94,547	\$ 78,966	\$ 105,964	\$ 186,440
Materials	\$ 66,757	\$ 72,451	\$ 74,521	\$ 74,521
Contract Services	\$ 82,387	\$ 27,960	\$ 11,000	\$ 40,500
Cost Allocation	\$ 63,456	\$ 658,797	\$ 36,814	\$ 35,426
Capital Outlay	-	-	-	-
Special Projects	-	\$ 2,468	-	-
Appropriations for Contingency	\$ 4,677	-	\$ 10,000	\$ 4,276
Total Expenditures	\$ 562,814	\$ 986,356	\$ 495,907	\$ 804,138
Fund Balance	-	-	-	-
General Fund Costs	\$ 519,834	\$ 943,156	\$ 453,907	\$ 762,138

Staffing

Total current authorized positions - 1.90

Increased staffing is due to reallocation of existing staff to better reflect time spent in this program.

Total recommended positions - 2.85

Park Planning and Restoration

Budget Unit 100-60-634

General Fund - Administration - Park Planning and Restoration

Budget at a Glance

	2019 Proposed Budget
Total Revenues	-
Total Expenditures	\$ 267,549
Fund Balance	-
General Fund Costs	\$ 267,549
% Funded by General Fund	100.0 %
Total Staffing	1.0 FTE

Program Overview

This program conducts park planning, renovation, outreach, and monitoring of Capital Improvement Projects and grant funding opportunities and works with other agencies and jurisdictions to identify potential partnerships for future park and trail expansion and collaboration opportunities.

Service Objectives

- Oversee the Parks and Recreation System Master Plan and assist with the Stevens Creek Corridor Master Plan and monitoring of the Stevens Creek Corridor Park & Restoration Phase 2 Project.
- Support the Public Works Department in the planning and development of new parks and restoration of existing parks.
- Promote partnerships with Santa Clara County (SCC), Santa Clara Valley Water District (SCVWD), Midpeninsula Regional Open Space District (MROSD) and other agencies.
- Identify and monitor grant funding opportunities.

Proposed Budget

It is recommended that a budget of \$267,549 be approved for the Park Planning and Restoration program. This represents an increase of \$14,314 (5.7%) from the FY 2018 Adopted Budget.

This budget is relatively unchanged since last fiscal year and supports Citywide park planning. Increased costs in cost allocation are due one-time project expenses and a change in allocation methodology for IT charges.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Proposed Budget for the current fiscal year:

Category	2016 Actual	2017 Actual	2018 Adopted Budget	2019 Proposed Budget
Revenues				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
Total Revenues	-	-	-	-
Expenditures				
Employee Compensation	\$ 141,510	\$ 143,496	\$ 151,209	\$ 153,090
Employee Benefits	\$ 51,924	\$ 57,721	\$ 63,864	\$ 65,777
Materials	\$ 5,914	\$ 2,461	\$ 11,500	\$ 11,500
Contract Services	\$ 55,601	-	\$ 10,000	\$ 10,000
Cost Allocation	-	\$ 34,794	\$ 16,662	\$ 27,182
Capital Outlay	-	-	-	-
Special Projects	\$ 5,866	-	-	-
Appropriations for Contingency	-	-	-	-
Total Expenditures	\$ 260,816	\$ 238,472	\$ 253,235	\$ 267,549
Fund Balance	-	-	-	-
General Fund Costs	\$ 260,816	\$ 238,472	\$ 253,235	\$ 267,549

Staffing

Total current authorized positions - 1.00

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

Total recommended positions - 1.00

Library Services

Budget Unit 100-60-636

General Fund - Administration - Library Services

Budget at a Glance

	2019 Proposed Budget
Total Revenues	-
Total Expenditures	\$ 969,505
Fund Balance	-
General Fund Costs	\$ 969,505
% Funded by General Fund	100.0 %
Total Staffing	0 FTE

Program Overview

This budget augments the existing hours of library service currently provided to our community through the Santa Clara County (SCC) Library Joint Powers Authority.

Service Objectives

- Provide 12 extra hours per week of library service for our constituents.
- Explore partnerships with the SCC Library for recreation and community programs.

Proposed Budget

It is recommended that a budget of \$969,505 be approved for the Library Services program. This represents an increase of \$180,613 (22.9%) from the FY 2018 Adopted Budget.

Increased cost allocation is due to the reallocation of Library building maintenance costs to this program.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Proposed Budget for the current fiscal year:

Category	2016 Actual	2017 Actual	2018 Adopted Budget	2019 Proposed Budget
Revenues				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
Total Revenues	-	-	-	-
Expenditures				
Employee Compensation	-	-	-	-
Employee Benefits	-	-	-	-
Materials	-	-	-	-
Contract Services	-	\$ 443,106	\$ 454,871	\$ 468,023
Cost Allocation	-	\$ 715,712	\$ 334,021	\$ 501,482
Capital Outlay	-	-	-	-
Special Projects	-	-	-	-
Appropriations for Contingency	-	-	-	-
Total Expenditures	-	\$ 1,158,818	\$ 788,892	\$ 969,505
Fund Balance	-	-	-	-
General Fund Costs	-	\$ 1,158,818	\$ 788,892	\$ 969,505

Staffing

Total current authorized positions - 0.00

There is no staffing associated with this program.

Total recommended positions - 0.00

Administration

Budget Unit 100-61-602

General Fund - Business and Community Services - Administration

Budget at a Glance

	2019 Proposed Budget
Total Revenues	-
Total Expenditures	\$ 923,993
Fund Balance	-
General Fund Costs	\$ 923,993
% Funded by General Fund	100.0 %
Total Staffing	6.05 FTE

Program Overview

The Business and Community Services division supports department programs and services through the provision of customer service and analytical support, development and administration of policies, managing marketing and social media functions, and administration of recreation management software. The division is also responsible for the department's community outreach programs, including community festivals and City events at Memorial Park, the Neighborhood Watch and Block Leader programs, and City neighborhood events. This division also manages Quinlan Community Center (QCC) and Community Hall, as well as facility and park picnic rentals.

Service Objectives

- Provide first-rate customer service through the implementation of consistent policies, procedures, and performance standards.
- Procure and implement a new recreation software system to streamline customer registration, memberships, point of sale, and facility rentals.
- Collect and analyze data from customer satisfaction surveys and program and revenue reports to improve programs and services.
- Enhance program marketing and communications through effective brochure, website, print materials, and social media.
- Increase participation at City events including 4th of July, Summer Concerts, Cinema at Sundown, Shakespeare in the Park, and the Tree Lighting Ceremony.
- Issue parks and facilities permits for individual customers as well as community festivals and events that promote our diverse culture and connected community.
- Maintain a positive relationship with neighborhoods adjacent to our facilities and parks.
- Facilitate connected, safe neighborhoods through production of events in neighborhood parks, leveraging the input and support of Block Leader participants.

Proposed Budget

It is recommended that a budget of \$923,993 be approved for the Administration program. This represents an increase of \$4,988 (0.5%) from the FY 2018 Adopted Budget.

This budget remains relatively unchanged from the prior fiscal year and supports customer service, administrative and analytical, and marketing activities in support of department-wide activities. Increases in compensation and benefits are due to negotiated salary and benefit changes to take effect in July 2018.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Proposed Budget for the current fiscal year:

Category	2016 Actual	2017 Actual	2018 Adopted Budget	2019 Proposed Budget
Revenues				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
Total Revenues	-	-	-	-
Expenditures				
Employee Compensation	\$ 394,592	\$ 363,454	\$ 506,532	\$ 495,491
Employee Benefits	\$ 178,195	\$ 178,886	\$ 243,155	\$ 252,608
Materials	\$ 3,665	\$ 14,163	\$ 30,170	\$ 30,170
Contract Services	-	\$ 1,063	\$ 8,500	\$ 8,500
Cost Allocation	\$ 57,756	\$ 166,746	\$ 130,188	\$ 135,290
Capital Outlay	-	-	-	-
Special Projects	-	-	-	-
Appropriations for Contingency	-	-	\$ 460	\$ 1,934
Total Expenditures	\$ 634,208	\$ 724,312	\$ 919,005	\$ 923,993
Fund Balance	-	-	-	-
General Fund Costs	\$ 634,208	\$ 724,312	\$ 919,005	\$ 923,993

Staffing

Total current authorized positions - 6.05

There are no changes to the current level of staffing.

Total recommended positions - 6.05

Blackberry Farm Picnic Area

Budget Unit 100-61-603

General Fund - Business and Community Services - Blackberry Farm Picnic Area

Budget at a Glance

	2019 Proposed Budget
Total Revenues	-
Total Expenditures	-
Fund Balance	-
General Fund Costs	-
% Funded by General Fund	-
<hr/>	
Total Staffing	0 FTE

Program Overview

In FY 2016, this program was transferred to Sports, Safety, and Outdoor Recreation – Park Facilities as part of a department reorganization. A complete discussion of this program can be found under Budget Unit 100-63-612. This program will remain in order to maintain historical data however, once all prior year data as listed in the table below is \$0, this program will be removed.

Proposed Budget

There is no budget requested for this program.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Proposed Budget for the current fiscal year:

Category	2016 Actual	2017 Actual	2018 Adopted Budget	2019 Proposed Budget
Revenues				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	\$ 36,260	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	\$ 238,874	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
Total Revenues	\$ 275,134	-	-	-
Expenditures				
Employee Compensation	\$ 346,539	-	-	-
Employee Benefits	\$ 52,930	-	-	-
Materials	\$ 91,714	-	-	-
Contract Services	\$ 81,551	-	-	-
Cost Allocation	\$ 23,976	-	-	-
Capital Outlay	-	-	-	-
Special Projects	\$ 10,243	-	-	-
Appropriations for Contingency	-	-	-	-
Total Expenditures	\$ 606,953	-	-	-
Fund Balance	-	-	-	-
General Fund Costs	\$ 331,819	-	-	-

Staffing

Total current authorized positions - 0.00

Total recommended positions - 0.00

Community Hall Operations

Budget Unit 100-61-604

General Fund - Business and Community Services - Community Hall Operations

Budget at a Glance

	2019 Proposed Budget
Total Revenues	-
Total Expenditures	-
Fund Balance	-
General Fund Costs	-
% Funded by General Fund	-
<hr/>	
Total Staffing	0 FTE

Program Overview

In FY 2016, this program was transferred to Business and Community Services – Facilities as part of a department reorganization. A complete discussion of this program can be found under Budget Unit 100-61-630. This program will remain in order to maintain historical data however, once all prior year data as listed in the table below is \$0, this program will be removed.

Proposed Budget

There is no budget requested for this program.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Proposed Budget for the current fiscal year:

Category	2016 Actual	2017 Actual	2018 Adopted Budget	2019 Proposed Budget
Revenues				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	\$ 28,420	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
Total Revenues	\$ 28,420	-	-	-
Expenditures				
Employee Compensation	\$ 59,637	-	-	-
Employee Benefits	\$ 25,903	-	-	-
Materials	\$ 656	-	-	-
Contract Services	-	-	-	-
Cost Allocation	\$ 9,588	-	-	-
Capital Outlay	-	-	-	-
Special Projects	-	-	-	-
Appropriations for Contingency	-	-	-	-
Total Expenditures	\$ 95,784	-	-	-
Fund Balance	-	-	-	-
General Fund Costs	\$ 67,365	-	-	-

Staffing

Total current authorized positions - 0.00

Total recommended positions - 0.00

Cultural Events

Budget Unit 100-61-605

General Fund - Business and Community Services - Cultural Events

Budget at a Glance

	2019 Proposed Budget
Total Revenues	-
Total Expenditures	\$ 646,618
Fund Balance	-
General Fund Costs	\$ 646,618
% Funded by General Fund	100.0 %
Total Staffing	0.77 FTE

Program Overview

The Business and Community Service Division's events program produces the City's special events including 4th of July festivities and those hosted at Memorial Park and Quinlan Community Center including the Summer Concert Series, Cinema at Sundown, Shakespeare in the Park, and Tree Lighting. This staff also serves as liaison and issues permits for community and cultural events at Memorial Park including the Cherry Blossom Festival, World Journal Festival, Kids 'N Fun Festival, Fall Festival, Veteran's Day Memorial Ceremony, Diwali Festival, and more. Expanded programs will be developed to provide and enhance neighborhood events to build community.

Service Objectives

- Provide a summer concert series at Memorial Park and in various neighborhood parks.
- Produce a summer movie series at Memorial Park and in various neighborhood parks.
- Partner with the San Francisco Shakespeare Company to produce Free Shakespeare in the Park in Cupertino.
- Organize and facilitate the 4th of July Independence Day celebration and fireworks show .
- Bring the community together with the annual Tree Lighting celebration.
- Serve as liaison and issue special event permits to nonprofit organization event producers to ensure successful community and cultural festivals in Memorial Park.

Proposed Budget

It is recommended that a budget of \$646,618 be approved for the Cultural Events program. This represents an increase of \$208,281 (47.5%) from the FY 2018 Adopted Budget.

This budget proposes enhancements to special events (Concerts and Movies) at Memorial Park and expanded events in neighborhood parks. Funding for Memorial Park enhancements includes \$10,000 for a professional sound contractor to provide high quality sound for concerts at Memorial Park. The expanded neighborhood events requires an ongoing allocation of \$154,000 for part-time staff to coordinate and execute the events and

\$20,000 for contractual services for bands, performers, and movie licensing. To support these efforts, one-time funding of \$40,000 is included for the purchase of projectors and movie screens. Increases in compensation and benefits are due to negotiated salary and benefit changes due to take effect in July 2018.

Special Projects

The following table shows the special projects for the fiscal year.

Special Project	Appropriation	Revenue	Funding Source	Description
Neighborhood Parks Special Events	\$20,000		General Fund	Projectors, Stage, Generators
Neighborhood Parks Special Events	\$20,000		General Fund	Movie Screens
Total	\$40,000			

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Proposed Budget for the current fiscal year:

Category	2016 Actual	2017 Actual	2018 Adopted Budget	2019 Proposed Budget
Revenues				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	\$ 5,000	-
Interdepartmental Revenue	-	-	-	-
Total Revenues	-	-	\$ 5,000	-
Expenditures				
Employee Compensation	\$ 42,757	\$ 90,421	\$ 160,849	\$ 264,053
Employee Benefits	\$ 16,136	\$ 33,619	\$ 37,004	\$ 45,493
Materials	\$ 8,488	\$ 3,717	\$ 20,850	\$ 23,850
Contract Services	\$ 67,880	\$ 85,402	\$ 164,496	\$ 217,496
Cost Allocation	\$ 3,516	\$ 37,289	\$ 42,685	\$ 45,209
Capital Outlay	-	-	-	-
Special Projects	-	\$ 1,582	-	\$ 40,000
Appropriations for Contingency	-	-	\$ 12,453	\$ 10,517
Total Expenditures	\$ 138,777	\$ 252,030	\$ 438,337	\$ 646,618
Fund Balance	-	-	-	-
General Fund Costs	\$ 138,777	\$ 252,030	\$ 433,337	\$ 646,618

Staffing

Total current authorized positions - 0.77

There are no changes to the current level of staffing.

Total recommended positions - 0.77

Quinlan Community Center Operations

Budget Unit 100-61-607

General Fund - Business and Community Services - Quinlan Community Center Operations

Budget at a Glance

	2019 Proposed Budget
Total Revenues	-
Total Expenditures	-
Fund Balance	-
General Fund Costs	-
% Funded by General Fund	-
<hr/>	
Total Staffing	0 FTE

Program Overview

In FY 2016, this program was transferred to Business and Community Services – Facilities as part of a department reorganization. A complete discussion of this program can be found under Budget Unit 100-61-630. This program will remain in order to maintain historical data however, once all prior year data as listed in the table below is \$0, this program will be removed.

Proposed Budget

There is no budget requested for this program.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Proposed Budget for the current fiscal year:

Category	2016 Actual	2017 Actual	2018 Adopted Budget	2019 Proposed Budget
Revenues				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	\$ 121,773	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
Total Revenues	\$ 121,773	-	-	-
Expenditures				
Employee Compensation	\$ 105,407	-	-	-
Employee Benefits	\$ 29,096	-	-	-
Materials	\$ 41,429	-	-	-
Contract Services	\$ 7,423	-	-	-
Cost Allocation	\$ 22,800	-	-	-
Capital Outlay	-	-	-	-
Special Projects	\$ 40,371	-	-	-
Appropriations for Contingency	-	-	-	-
Total Expenditures	\$ 246,527	-	-	-
Fund Balance	-	-	-	-
General Fund Costs	\$ 124,754	-	-	-

Staffing

Total current authorized positions - 0.00

Total recommended positions - 0.00

Facilities

Budget Unit 100-61-630

General Fund - Business and Community Services - Facilities

Budget at a Glance

	2019 Proposed Budget
Total Revenues	\$ 703,382
Total Expenditures	\$ 684,362
Fund Balance	-
General Fund Costs	\$ (19,020)
% Funded by General Fund	-
Total Staffing	2.68 FTE

Program Overview

Community Hall provides space for City Council meetings and various Commission meetings, as well as facility rental space available for a variety of activities including business meetings, community events, and Cupertino Library programs. The Quinlan Community Center houses the administrative office of the Recreation and Community Services Department and serves as facility space for rentals and a variety of recreational, social, and community activities.

Service Objectives

- Provide a rental facility for community meetings, business functions, social events, and other similar activities.
- Provide a facility for City Channel programming, and City Council, Planning Commission, Parks & Recreation Commission and other City meetings.
- Offer in-person and on-line registration for recreation programs.
- Schedule facility space for contractual and staff-run classes and camps.
- Rent the facility for meetings, birthday parties, wedding receptions, community events, business functions, and other similar activities.
- House the Cupertino Historical Society.
- Serve as the City's Emergency Operations Shelter in case of disasters.
- Develop a master plan for this facility with the Stevens Creek to McClellan Ranch Corridor that will serve the community's long-term goals for improvements or changes.

Proposed Budget

It is recommended that a budget of \$684,362 be approved for the Facilities program. This represents an increase of \$104,615 (18.0%) from the FY 2018 Adopted Budget.

This budget includes one-time funding for the replacement of the department's portable speakers (speakers, stands, case, sound board, microphones, cables) used for a variety of indoor and outdoor events. The current systems have reached the end of their useful life. Increases in compensation and benefits are due to negotiated

salary and benefit changes due to take effect in July 2018 and the reallocation of part-time staffing for the City Hall front desk (nights and weekends) which was previously budgeted in the Innovation and Technology Department. Increased costs in cost allocation are due one time project expenses and a change in allocation methodology for IT charges and increased costs of services provided by finance and human resources.

Special Projects

The following table shows the special projects for the fiscal year.

Special Project	Appropriation	Revenue	Funding Source	Description
Quinlan Equipment	\$10,000		General Fund	Portable Sound System
Total	\$10,000			

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Proposed Budget for the current fiscal year:

Category	2016 Actual	2017 Actual	2018 Adopted Budget	2019 Proposed Budget
Revenues				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	\$ 289,115	\$ 142,000	\$ 245,000
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	\$ 825,501	\$ 489,379	\$ 458,382
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
Total Revenues	-	\$ 1,114,616	\$ 631,379	\$ 703,382
Expenditures				
Employee Compensation	\$ 5,126	\$ 290,439	\$ 301,728	\$ 330,663
Employee Benefits	\$ 1,454	\$ 102,430	\$ 101,702	\$ 102,437
Materials	-	\$ 51,386	\$ 68,465	\$ 68,465
Contract Services	-	\$ 15,028	\$ 17,000	\$ 17,000
Cost Allocation	-	\$ 546,269	\$ 85,157	\$ 151,524
Capital Outlay	-	\$ 313	-	-
Special Projects	-	\$ 5,694	-	\$ 10,000
Appropriations for Contingency	-	-	\$ 5,695	\$ 4,273
Total Expenditures	\$ 6,580	\$ 1,011,559	\$ 579,747	\$ 684,362
Fund Balance	-	-	-	-
General Fund Costs	\$ 6,580	\$ (103,057)	\$ (51,632)	\$ (19,020)

Staffing

Total current authorized positions - 2.68

There are no changes to the current level of staffing.

Total recommended positions - 2.68

Community Outreach & Neighborhood Watch

Budget Unit 100-61-632

General Fund - Business and Community Services - Community Outreach & Neighborhood Watch

Budget at a Glance

	2019 Proposed Budget
Total Revenues	-
Total Expenditures	\$ 201,251
Fund Balance	-
General Fund Costs	\$ 201,251
% Funded by General Fund	100.0 %
<hr/>	
Total Staffing	0.8 FTE

Program Overview

Community Outreach programs facilitate communication and enhance cultural understanding in Cupertino neighborhoods. Block Leaders are instrumental in building connected communities, delivering timely and pertinent information to neighbors, and providing input to the City. Neighborhood Watch enhances public safety by providing crime prevention information to local businesses and residents. The program promotes an active relationship between the community and the Sheriff's Office.

Service Objectives

- Aid in the development, implementation, and coordination of City programs and community-building activities designed to bring Cupertino neighborhoods together.
- Coordinate and disseminate useful and important information to Cupertino residents through regular meetings and communications that build relationships and strengthen neighborhoods.
- Facilitate collaboration with Emergency Preparedness and Neighborhood Watch programs.
- Train residents to connect and organize neighbors and neighborhoods.
- Get Block Leaders involved in the Parks and Recreation System Master Plan.
- Create and implement Neighborhood Watch meetings and groups.
- Disseminate important City news and safety information.
- Organize and conduct annual National Night Out initiative.

Proposed Budget

It is recommended that a budget of \$201,251 be approved for the Community Outreach & Neighborhood Watch program. This represents a decrease of \$90,996 (-31.1%) from the FY 2018 Adopted Budget.

A decrease in compensation and benefits is due to the reallocation of existing management and administrative support staff to better reflect actual time spent in this program.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Proposed Budget for the current fiscal year:

Category	2016 Actual	2017 Actual	2018 Adopted Budget	2019 Proposed Budget
Revenues				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
Total Revenues	-	-	-	-
Expenditures				
Employee Compensation	-	\$ 127,900	\$ 173,131	\$ 99,003
Employee Benefits	-	\$ 43,967	\$ 47,406	\$ 32,968
Materials	-	\$ 9,588	\$ 18,250	\$ 19,250
Contract Services	-	\$ 3,181	\$ 9,500	\$ 9,500
Cost Allocation	-	\$ 51,725	\$ 42,400	\$ 39,142
Capital Outlay	-	-	-	-
Special Projects	-	-	-	-
Appropriations for Contingency	-	-	\$ 1,560	\$ 1,388
Total Expenditures	-	\$ 236,361	\$ 292,247	\$ 201,251
Fund Balance	-	-	-	-
General Fund Costs	-	\$ 236,361	\$ 292,247	\$ 201,251

Staffing

Total current authorized positions - 0.80

There are no changes to the current level of staffing.

Total recommended positions - 0.80

Administration

Budget Unit 100-62-608

General Fund - Recreation and Education - Administration

Budget at a Glance

	2019 Proposed Budget
Total Revenues	\$ 34,000
Total Expenditures	\$ 1,281,016
Fund Balance	-
General Fund Costs	\$ 1,247,016
% Funded by General Fund	97.3 %
Total Staffing	3.2 FTE

Program Overview

This program includes administration activities in support of the coordination of youth, teen, and senior programs throughout the City. Program services focus on youth includes afterschool enrichment classes, youth camps, special events, preschool, teens, leadership training opportunities, and volunteer coordination. Senior programs focus on enhancing a healthy lifestyle through quality education, recreation, travel, socials, and volunteer opportunities. The Leadership 95014 program provides a leadership training opportunity for adults living and working in the Cupertino community.

Service Objectives

- Provide management and supervision of all programs, activities, personnel, and facilities within the two designated divisions.
- Establish program goals and priorities.
- Educate participants on Cupertino's City government, schools, businesses, and nonprofit sectors.
- Expand advertising and marketing in the community.
- Enhance executive leadership skills to enable participants to make a positive impact.
- Ensure operational hours accommodate community usage.
- Provide community outreach to individual neighborhoods throughout the City.
- Coordinate Special Events at Main Street Park and at the Creekside Farmer's Market.
- Partner with Fremont Union High School District to provide social skills programming for Special Education high school students.

Proposed Budget

It is recommended that a budget of \$1,281,016 be approved for the Administration program. This represents an increase of \$198,528 (18.3%) from the FY 2018 Adopted Budget.

Increased costs are primarily due to cost allocation increases for one time project expenses and a change in allocation methodology for IT charges as well as an increase in the cost of services provided for building maintenance. This budget also includes a \$16,000 increase in general supplies for events at Main Street Park and

the weekly Creekside Farmers' Market, and a new Special Education program. A \$20,000 part-time staffing increase will support the new Special Education program.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Proposed Budget for the current fiscal year:

Category	2016 Actual	2017 Actual	2018 Adopted Budget	2019 Proposed Budget
Revenues				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	\$ 5,017	\$ 33,125	\$ 20,000
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	\$ 6,375	\$ 16,000	\$ 14,000
Interdepartmental Revenue	-	-	-	-
Total Revenues	-	\$ 11,392	\$ 49,125	\$ 34,000
Expenditures				
Employee Compensation	\$ 91,979	\$ 430,150	\$ 401,786	\$ 358,084
Employee Benefits	\$ 42,068	\$ 197,044	\$ 148,131	\$ 144,312
Materials	\$ 7,222	\$ 20,666	\$ 39,416	\$ 53,851
Contract Services	\$ 388	\$ 10,216	\$ 22,200	\$ 30,750
Cost Allocation	\$ 4,800	\$ 494,790	\$ 452,107	\$ 690,664
Capital Outlay	-	-	-	-
Special Projects	-	-	\$ 15,000	-
Appropriations for Contingency	-	-	\$ 3,848	\$ 3,355
Total Expenditures	\$ 146,457	\$ 1,152,866	\$ 1,082,488	\$ 1,281,016
Fund Balance	-	-	-	-
General Fund Costs	\$ 146,457	\$ 1,141,474	\$ 1,033,363	\$ 1,247,016

Staffing

Total current authorized positions - 2.45

Decreased staffing is due to reallocation of existing staff to better reflect time spent in this program.

Total recommended positions - 3.20

Youth Program

Budget Unit 100-62-609

General Fund - Recreation and Education - Youth Program

Budget at a Glance

	2019 Proposed Budget
Total Revenues	-
Total Expenditures	-
Fund Balance	-
General Fund Costs	-
% Funded by General Fund	-
<hr/>	
Total Staffing	0 FTE

Program Overview

In FY 2016, this program was transferred to Recreation and Education – Youth, Teen, and Senior Adult Recreation as part of a department reorganization. A complete discussion of this program can be found under Budget Unit 100-62-623. This program will remain in order to maintain historical data however, once all prior year data as listed in the table below is \$0, this program will be removed.

Proposed Budget

There is no budget requested for this program.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Proposed Budget for the current fiscal year:

Category	2016 Actual	2017 Actual	2018 Adopted Budget	2019 Proposed Budget
Revenues				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	\$ 9,079	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
Total Revenues	\$ 9,079	-	-	-
Expenditures				
Employee Compensation	\$ 20,843	-	-	-
Employee Benefits	\$ 7,823	-	-	-
Materials	\$ 6,017	-	-	-
Contract Services	-	-	-	-
Cost Allocation	\$ 2,136	-	-	-
Capital Outlay	-	-	-	-
Special Projects	-	-	-	-
Appropriations for Contingency	-	-	-	-
Total Expenditures	\$ 36,819	-	-	-
Fund Balance	-	-	-	-
General Fund Costs	\$ 27,740	-	-	-

Staffing

Total current authorized positions - 0.00

Total recommended positions - 0.00

Teen Program

Budget Unit 100-62-610

General Fund - Recreation and Education - Teen Program

Budget at a Glance

	2019 Proposed Budget
Total Revenues	-
Total Expenditures	-
Fund Balance	-
General Fund Costs	-
% Funded by General Fund	-
<hr/>	
Total Staffing	0 FTE

Program Overview

In FY 2016, this program was transferred to Recreation and Education – Youth, Teen, and Senior Adult Recreation as part of a department reorganization. A complete discussion of this program can be found under Budget Unit 100-62-623. This program will remain in order to maintain historical data however, once all prior year data as listed in the table below is \$0, this program will be removed.

Proposed Budget

There is no budget requested for this program.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Proposed Budget for the current fiscal year:

Category	2016 Actual	2017 Actual	2018 Adopted Budget	2019 Proposed Budget
Revenues				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
Total Revenues	-	-	-	-
Expenditures				
Employee Compensation	\$ 12,950	-	-	-
Employee Benefits	\$ 5,664	-	-	-
Materials	\$ 1,169	-	-	-
Contract Services	\$ 1,208	-	-	-
Cost Allocation	\$ 2,136	-	-	-
Capital Outlay	-	-	-	-
Special Projects	-	-	-	-
Appropriations for Contingency	-	-	-	-
Total Expenditures	\$ 23,127	-	-	-
Fund Balance	-	-	-	-
General Fund Costs	\$ 23,127	-	-	-

Staffing

Total current authorized positions - 0.00

Total recommended positions - 0.00

Teen Center

Budget Unit 100-62-611

General Fund - Recreation and Education - Teen Center

Budget at a Glance

	2019 Proposed Budget
Total Revenues	-
Total Expenditures	-
Fund Balance	-
General Fund Costs	-
% Funded by General Fund	-
<hr/>	
Total Staffing	0 FTE

Program Overview

In FY 2016, this program was transferred to Recreation and Education – Youth, Teen, and Senior Adult Recreation as part of a department reorganization. A complete discussion of this program can be found under Budget Unit 100-62-623. This program will remain in order to maintain historical data however, once all prior year data as listed in the table below is \$0, this program will be removed.

Proposed Budget

There is no budget requested for this program.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Proposed Budget for the current fiscal year:

Category	2016 Actual	2017 Actual	2018 Adopted Budget	2019 Proposed Budget
Revenues				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	\$ 2,000	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	\$ 1,844	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
Total Revenues	\$ 3,844	-	-	-
Expenditures				
Employee Compensation	\$ 40,634	-	-	-
Employee Benefits	\$ 2,878	-	-	-
Materials	\$ 13,721	-	-	-
Contract Services	-	-	-	-
Cost Allocation	\$ 3,720	-	-	-
Capital Outlay	-	-	-	-
Special Projects	-	-	-	-
Appropriations for Contingency	-	-	-	-
Total Expenditures	\$ 60,953	-	-	-
Fund Balance	-	-	-	-
General Fund Costs	\$ 57,110	-	-	-

Staffing

Total current authorized positions - 0.00

Total recommended positions - 0.00

Park Facilities

Budget Unit 100-62-612

General Fund - Recreation and Education - Park Facilities

Budget at a Glance

	2019 Proposed Budget
Total Revenues	-
Total Expenditures	-
Fund Balance	-
General Fund Costs	-
% Funded by General Fund	-
<hr/>	
Total Staffing	0 FTE

Program Overview

In FY 2016, this program was transferred to the Sports, Safety, and Outdoor Recreation Division as part of a department reorganization. The Nature Classes/Camps were incorporated into Programs and McClellan Ranch Preserve was incorporated into Park Facilities. A complete discussion of this program can be found under Budget Unit 580-63-620. This program will remain in order to maintain historical data however, once all prior year data as listed in the table below is \$0, this program will be removed.

Proposed Budget

There is no budget requested for this program.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Proposed Budget for the current fiscal year:

Category	2016 Actual	2017 Actual	2018 Adopted Budget	2019 Proposed Budget
Revenues				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	\$ 3,456	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	\$ 370	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
Total Revenues	\$ 3,826	-	-	-
Expenditures				
Employee Compensation	\$ 183,282	-	-	-
Employee Benefits	\$ 60,206	-	-	-
Materials	\$ 46,158	-	-	-
Contract Services	\$ 4,163	-	-	-
Cost Allocation	\$ 11,508	-	-	-
Capital Outlay	-	-	-	-
Special Projects	\$ 28,000	-	-	-
Appropriations for Contingency	-	-	-	-
Total Expenditures	\$ 333,317	-	-	-
Fund Balance	-	-	-	-
General Fund Costs	\$ 329,491	-	-	-

Staffing

Total current authorized positions - 0.00

Total recommended positions - 0.00

Youth Teen Recreation

Budget Unit 580-62-613

Recreation Program - Recreation and Education - Youth Teen Recreation

Budget at a Glance

	2019 Proposed Budget
Total Revenues	\$ 1,444,500
Total Expenditures	\$ 2,040,825
Fund Balance	\$ (596,325)
General Fund Costs	-
% Funded by General Fund	-
Total Staffing	1.6 FTE

Program Overview

This program encompasses fee-based youth and teen programs such as academic and enrichment classes, STEAM and STEM programming, recreational camps, preschool, and special events, as well as art and enrichment classes for adults.

Service Objectives

- Provide a preschool program, summer camps, and an extensive variety of contract classes for youth, teens, and adults, while collaborating with the Cupertino Union School District and Fremont Union High School District on select program offerings.
- Promote programs through social media to increase community awareness.
- Increase the number of youth and teen Science Technology Engineering Art Math (STEAM) programs offered.
- Expand all-day summer camp offerings to meet daycare needs of families.
- Provide family-oriented programs designed to bring the community together.
- Provide safe, fun, life-long learning activities that promote self-confidence, skill development, and personal growth.
- Coordinate a new spring special event (Bunny Brunch/Egg Hunt) targeting preschool and elementary youth and their families.

Proposed Budget

It is recommended that a budget of \$2,040,825 be approved for the Youth Teen Recreation program. This represents a decrease of \$173,584 (-7.8%) from the FY 2018 Adopted Budget.

Decreases in the cost of compensation and benefits reflects a reallocation of existing staff to better reflect actual time spent in this program. In addition to staff cost savings, this program budget includes reductions in materials and supplies and contract services to reflect improved efficiencies and to address the changing needs of the Cupertino community. The decreases are partially offset by increased costs in cost allocation due to increased costs of services provided by finance, human resources, and building maintenance. This budget also adds

funding for part-time staffing, supplies and materials, and contract services for a new family spring event, targeting preschool and young elementary school students, and the addition of Parent/Tot classes and a Creative Arts Toddler program.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Proposed Budget for the current fiscal year:

Category	2016 Actual	2017 Actual	2018 Adopted Budget	2019 Proposed Budget
Revenues				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	\$ 1,503,958	\$ 1,441,395	\$ 1,510,300	\$ 1,444,500
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
Total Revenues	\$ 1,503,958	\$ 1,441,395	\$ 1,510,300	\$ 1,444,500
Expenditures				
Employee Compensation	\$ 428,178	\$ 397,589	\$ 530,720	\$ 432,339
Employee Benefits	\$ 84,793	\$ (1,545)	\$ 109,842	\$ 71,556
Materials	\$ 70,134	\$ 71,123	\$ 87,588	\$ 79,988
Contract Services	\$ 936,993	\$ 859,700	\$ 1,110,600	\$ 1,049,500
Cost Allocation	\$ 307,549	\$ 305,794	\$ 290,183	\$ 351,973
Capital Outlay	-	-	-	-
Special Projects	-	-	-	-
Appropriations for Contingency	-	-	\$ 85,476	\$ 55,469
Total Expenditures	\$ 1,827,648	\$ 1,632,661	\$ 2,214,409	\$ 2,040,825
Fund Balance	\$ 258,058	\$ 257,692	\$ (704,109)	\$ (596,325)
General Fund Costs	\$ 581,748	\$ 448,957	-	-

Staffing

Total current authorized positions - 2.25

Decreased staffing is due to reallocation of existing staff to better reflect actual time spent in this program.

Total recommended positions - 1.60

Youth, Teen and Senior Adult Rec

Budget Unit 100-62-623

General Fund - Recreation and Education - Youth, Teen and Senior Adult Rec

Budget at a Glance

	2019 Proposed Budget
Total Revenues	\$ 581,550
Total Expenditures	\$ 2,036,109
Fund Balance	-
General Fund Costs	\$ 1,454,559
% Funded by General Fund	71.4 %
Total Staffing	5.2 FTE

Program Overview

This program area includes the coordination and delivery of program services for youth, teen, and seniors at various sites such as elementary school sites, the Teen Center, the Senior Center, and Quinlan Community Center. Staff coordinates youth enrichment programs, both City-sponsored and in conjunction with the Cupertino Union School District (CUSD); volunteer opportunities for teens in the Cupertino community; a safe, comfortable, and well-maintained Teen Center for students in grades 6-12; a safe, comfortable, and well-maintained Senior Center for adults age 50+; and senior adult recreation programs such as educational classes, presentations, group trips and travel, and social events. In addition, the Senior Center team leverages members to support programs and services through over 24,000 hours of volunteer service annually and also coordinates Case Management services to assist seniors in remaining independent and safe in their own homes.

Service Objectives

- Enhance partnerships with Cupertino Union School District, Fremont Union High School District, the Santa Clara County Library, the YMCA, and other local nonprofit agencies.
- Provide appreciation events for teen and senior volunteers who support the Recreation and Community Services Department throughout the year.
- Encourage youth development and leadership through volunteer efforts of teens in summer camps, aquatics, and outdoor park improvements through the Leader In Training program and the Cupertino Teen Leadership Academy.
- Maintain maximum operating hours for teens to drop in during non-school hours to partake in leisure and enrichment activities at the Teen Center in partnership with the Teen Commission.
- Provide multi-lingual senior case management services.
- Offer educational courses and presentations, group travel, and socialization opportunities to adults age 50+.
- Provide volunteer service opportunities for adults age 50+.
- Provide educational and performing arts community youth competitions such as a Spelling Bee, Geography Bee, and "CuperTeeno" Talent.

Proposed Budget

It is recommended that a budget of \$2,036,109 be approved for the Youth, Teen and Senior Adult Rec program. This represents a decrease of \$170,775 (-7.7%) from the FY 2018 Adopted Budget.

This program's net decrease is primarily due to changes in cost allocation charges and more accurately budgeting the Senior Center travel program to align with actual expenditures from the trend of the past few years. This decrease is partially offset by increases in compensation and benefits due to negotiated salary and benefit changes due to take effect in July 2018 and increases in part-time staffing. The budget includes a minor increase in part-time staffing at the Senior Center to support extended hours of operation and increased rentals. It also includes increases in part time staffing for two new Staff Assistant positions and three college interns to assist with new and expanded Teen programs, such as the Teen Talent Show, Spelling and Geography Bees, and a Teen Leadership Academy.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Proposed Budget for the current fiscal year:

Category	2016 Actual	2017 Actual	2018 Adopted Budget	2019 Proposed Budget
Revenues				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	\$ 4,788	\$ 1,000	\$ 3,500
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	\$ 572,307	\$ 734,750	\$ 578,050
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
Total Revenues	-	\$ 577,095	\$ 735,750	\$ 581,550
Expenditures				
Employee Compensation	-	\$ 449,507	\$ 649,620	\$ 818,614
Employee Benefits	-	\$ 142,146	\$ 213,676	\$ 238,292
Materials	-	\$ 341,397	\$ 585,723	\$ 220,985
Contract Services	-	\$ 98,398	\$ 143,800	\$ 317,220
Cost Allocation	-	\$ 588,869	\$ 552,901	\$ 415,210
Capital Outlay	-	-	-	-
Special Projects	-	-	-	-
Appropriations for Contingency	-	-	\$ 61,164	\$ 25,788
Total Expenditures	-	\$ 1,620,317	\$ 2,206,884	\$ 2,036,109
Fund Balance	-	-	-	-
General Fund Costs	-	\$ 1,043,222	\$ 1,471,134	\$ 1,454,559

Staffing

Total current authorized positions - 5.00

Increased staffing is due to reallocation of existing staff to better reflect time spent in this program.

Total recommended positions - 5.20

Park Facilities

Budget Unit 100-63-612

General Fund - Sports, Safety and Outdoor Recreation - Park Facilities

Budget at a Glance

	2019 Proposed Budget
Total Revenues	\$ 374,000
Total Expenditures	\$ 2,382,394
Fund Balance	-
General Fund Costs	\$ 2,008,394
% Funded by General Fund	84.3 %
Total Staffing	3.43 FTE

Program Overview

Blackberry Farm provides the community with recreational space to swim, picnic, and enjoy the Stevens Creek Trail. McClellan Ranch Preserve offers environmental education classes/creek tours to school groups, nature programs, and is the location of the Community Garden program and non-profit operations such as Grassroots Ecology, Santa Clara Valley Audubon Society, UCCE Master Gardeners, and Rolling Hills 4-H Club. The Creekside Park building provides community members with facility space which can be used for a variety of activities. The Monta Vista Recreation Center is home to a diverse array of recreational activities including gymnastics classes and preschool.

Service Objectives

Blackberry Farm Picnic Grounds and Pools:

- Provide the community with two recreational pools for drop-in use.
- Offer a Junior Lifeguard course for teens, ages 12-15.
- Engage and provide the community with annual 4th of July and Pooch Plunge events.
- Partner with the Audubon Society to provide Wildlife & Harvest Day at Blackberry Farm.
- Increase residential usage of the facility.
- Implement Park Ranger-led activities such as interpretive walks, star-gazing events, and a Stevens Creek Corridor volunteer program.

McClellan Ranch Preserve:

- Continue to offer drop-in visitor hours at the Environmental Education Center and Blacksmith Shop on Saturdays, Sundays, and some school holidays. During summer months, offer extended drop-in hours on Friday evenings.
- Develop park management internship opportunities in partnership with the West Valley Community College Park Management Program.
- Partner with SCVAS, Grassroots Ecology, Watershed Stewardship Program Members, Santa Clara Valley Audubon Society, Rolling Hills 4H and UCCE Master Gardeners in providing public education programs.
- Expand programming opportunities for teens.
- Increase volunteer/docent opportunities at McClellan Ranch.

- Improve and increase community garden programming.

Creekside Park Building:

- Rent facility for nonprofit board meetings, birthday parties, school group picnics, and other similar activities.
- Provide contract and staff-run classes and camps.
- Provide storage space for Farmers' market

Monta Vista Recreation Center:

- Provide gymnastics classes via Twisters Sports Center.
- Offer department run preschool program.
- Provide contract and staff-run classes and camps.
- Make space available for co-sponsored clubs and rentals.

Proposed Budget

It is recommended that a budget of \$2,382,394 be approved for the Park Facilities program. This represents an increase of \$414,216 (21.0%) from the FY 2018 Adopted Budget.

Compensation and benefit increases reflect the reallocation of full-time positions to better reflect actual time spent supporting McClellan Ranch. In addition, increased costs in cost allocation are due one time project expenses and a change in allocation methodology for IT charges and increased costs of services provided by finance, human resources, and building maintenance.

Special Projects

The following table shows the special projects for the fiscal year.

Special Project	Appropriation	Revenue	Funding Source	Description
Grassroots Ecology	\$68,000		General Fund	Habitat Restoration of Stevens Creek Corridor
Total	\$68,000			

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Proposed Budget for the current fiscal year:

Category	2016 Actual	2017 Actual	2018 Adopted Budget	2019 Proposed Budget
Revenues				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	\$ 9,650	\$ 69,631	\$ 219,000	\$ 199,000
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	\$ 152,130	\$ 250,000	\$ 175,000
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
Total Revenues	\$ 9,650	\$ 221,761	\$ 469,000	\$ 374,000
Expenditures				
Employee Compensation	-	\$ 586,441	\$ 623,665	\$ 730,520
Employee Benefits	-	\$ 112,901	\$ 128,654	\$ 130,493
Materials	-	\$ 96,656	\$ 141,214	\$ 136,073
Contract Services	-	\$ 10,427	\$ 31,550	\$ 31,700
Cost Allocation	-	\$ 815,707	\$ 954,759	\$ 1,277,319
Capital Outlay	-	-	-	-
Special Projects	-	\$ 55,071	\$ 68,000	\$ 68,000
Appropriations for Contingency	-	-	\$ 20,336	\$ 8,289
Total Expenditures	-	\$ 1,677,203	\$ 1,968,178	\$ 2,382,394
Fund Balance	-	-	-	-
General Fund Costs	\$ (9,650)	\$ 1,455,442	\$ 1,499,178	\$ 2,008,394

Staffing

Total current authorized positions - 2.73

Increased staffing is due to reallocation of existing staff to better reflect actual time spent supporting McClellan Ranch.

Total recommended positions - 3.43

Administration

Budget Unit 100-63-615

General Fund - Sports, Safety and Outdoor Recreation - Administration

Budget at a Glance

	2019 Proposed Budget
Total Revenues	-
Total Expenditures	\$ 190,734
Fund Balance	-
General Fund Costs	\$ 190,734
% Funded by General Fund	100.0 %
Total Staffing	0.5 FTE

Program Overview

This budget supports all facets of the Sports, Safety, and Outdoor Recreation Division. Provides for the supervision and operation of the Cupertino Sports Center and Blackberry Farm Golf Course as enterprise facilities. In addition, provides for the supervision and operation of Blackberry Farm picnic area and swimming pools, McClellan Ranch Preserve, Monta Vista Recreation Center and Creekside Park building. The Sports, Safety, and Outdoor Recreation Division includes a diverse offerings of recreation programs for all ages including sports leagues, camps/classes, nature programs, volunteer opportunities, drop-in activities, and special events. Aquatics programs, golf, and specialty classes as offered seasonally.

Service Objectives

- Efficiently manage the Cupertino Sports Center, Blackberry Farm Golf Course, Blackberry Farm picnic sites and swimming pools, McClellan Ranch Preserve, Monta Vista Recreation Center, Creekside park building, nine school sites and various City fields.
- Better coordinate park facilities and staff within the Stevens Creek Corridor in order to enhance customer service and experience for park visitors.
- Oversee marketing, budget development, and program plans for all locations.

Proposed Budget

It is recommended that a budget of \$190,734 be approved for the Administration program. This represents a decrease of \$53,086 (-21.8%) from the FY 2018 Adopted Budget.

Decreased funding accounts for the reallocation of existing staff to 100-63-612 to more accurately reflect the actual time spent in these programs.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Proposed Budget for the current fiscal year:

Category	2016 Actual	2017 Actual	2018 Adopted Budget	2019 Proposed Budget
Revenues				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	\$ 194,537	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
Total Revenues	\$ 194,537	-	-	-
Expenditures				
Employee Compensation	\$ 32,867	\$ 88,077	\$ 101,931	\$ 54,513
Employee Benefits	\$ 19,272	\$ 39,767	\$ 47,714	\$ 20,550
Materials	\$ 507	\$ 4,620	\$ 6,755	\$ 6,755
Contract Services	\$ 81	\$ 388	-	-
Cost Allocation	\$ 6,384	\$ 105,013	\$ 87,147	\$ 108,578
Capital Outlay	-	-	-	-
Special Projects	-	-	-	-
Appropriations for Contingency	-	-	\$ 273	\$ 338
Total Expenditures	\$ 59,110	\$ 237,865	\$ 243,820	\$ 190,734
Fund Balance	-	-	-	-
General Fund Costs	\$ (135,426)	\$ 237,865	\$ 243,820	\$ 190,734

Staffing

Total current authorized positions - 1.75

Decreased staff is due to reallocation of existing staff to better reflect actual time spent in this program.

Total recommended positions - 0.50

Blackberry Farm Golf Course

Budget Unit 560-63-616

Blackberry Farm - Sports, Safety and Outdoor Recreation - Blackberry Farm Golf Course

Budget at a Glance

	2019 Proposed Budget
Total Revenues	\$ 335,000
Total Expenditures	\$ 687,939
Fund Balance	\$ (352,939)
General Fund Costs	-
% Funded by General Fund	-
Total Staffing	0.9 FTE

Program Overview

Blackberry Farm Golf Course provides a nine-hole golf facility and open space to the community that serves all ages.

Service Objectives

- Increase the golfer base through private golf instruction, family events, high school golf team partnerships, and marketing tools such as Groupon and Golf Now.
- Operate a golf course concession where customers may purchase golfing accessories and golf instruction.

Proposed Budget

It is recommended that a budget of \$687,939 be approved for the Blackberry Farm Golf Course program. This represents a decrease of \$20,522 (-2.9%) from the FY 2018 Adopted Budget.

The increase in compensation is primarily due to golf instruction now provided under a part-time class instructor position. This same move has resulted in a decrease in contract services, as golf instruction was previously provided contractually. A \$23,000 increase in materials and supplies will support merchandise concession, which is now operated by the City. An allocation of \$10,000 for special projects will address pro shop facility maintenance needs.

Special Projects

The following table shows the special projects for the fiscal year.

Special Project	Appropriation	Revenue	Funding Source	Description
Blackberry Farm Golf Course Facility Maintenance	\$10,000		560 - Enterprise Fund	Facility maintenance backlog project
Total	\$10,000			

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Proposed Budget for the current fiscal year:

Category	2016 Actual	2017 Actual	2018 Adopted Budget	2019 Proposed Budget
Revenues				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	\$ 14,650	\$ 19,791	\$ 22,000	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	\$ 199,707	\$ 305,435	\$ 381,000	\$ 335,000
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
Total Revenues	\$ 214,357	\$ 325,226	\$ 403,000	\$ 335,000
Expenditures				
Employee Compensation	\$ 116,011	\$ 147,505	\$ 145,924	\$ 150,811
Employee Benefits	\$ 32,574	\$ 47,658	\$ 46,214	\$ 37,632
Materials	\$ 64,471	\$ 24,148	\$ 101,015	\$ 124,693
Contract Services	\$ 258,604	\$ 267,036	\$ 305,472	\$ 244,200
Cost Allocation	\$ 84,462	\$ 88,300	\$ 82,183	\$ 102,158
Capital Outlay	-	-	-	-
Special Projects	\$ 17,304	\$ 22,758	-	\$ 10,000
Appropriations for Contingency	\$ 2,750	-	\$ 27,653	\$ 18,445
Total Expenditures	\$ 576,176	\$ 597,405	\$ 708,461	\$ 687,939
Fund Balance	\$ (99,811)	\$ 60,753	\$ (5,461)	\$ (352,939)
General Fund Costs	\$ 262,008	\$ 332,931	\$ 300,000	-

Staffing

Total current authorized positions - 0.90

There are no changes to the current level of staffing.

Total recommended positions - 0.90

Creekside Park Youth Sport

Budget Unit 100-63-618

General Fund - Sports, Safety and Outdoor Recreation - Creekside Park Youth Sport

Budget at a Glance

	2019 Proposed Budget
Total Revenues	-
Total Expenditures	-
Fund Balance	-
General Fund Costs	-
% Funded by General Fund	-
<hr/>	
Total Staffing	0 FTE

Program Overview

In FY 2016, this program was transferred to Sports, Safety and Outdoor Recreation – Park Facilities as part of the department reorganization. A complete discussion of this program can be found under Budget Unit 100-63-612. This program will remain in order to maintain historical data, however once all prior year data as listed in the table below is \$0, this program will be removed.

Proposed Budget

There is no budget requested for this program.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Proposed Budget for the current fiscal year:

Category	2016 Actual	2017 Actual	2018 Adopted Budget	2019 Proposed Budget
Revenues				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	\$ 10,600	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
Total Revenues	\$ 10,600	-	-	-
Expenditures				
Employee Compensation	\$ 3,396	-	-	-
Employee Benefits	\$ 141	-	-	-
Materials	\$ 295	-	-	-
Contract Services	-	-	-	-
Cost Allocation	-	-	-	-
Capital Outlay	-	-	-	-
Special Projects	-	-	-	-
Appropriations for Contingency	-	-	-	-
Total Expenditures	\$ 3,831	-	-	-
Fund Balance	-	-	-	-
General Fund Costs	\$ (6,769)	-	-	-

Staffing

Total current authorized positions - 0.00

Total recommended positions - 0.00

Outdoor Recreation

Budget Unit 580-63-620

Recreation Program - Sports, Safety and Outdoor Recreation - Outdoor Recreation

Budget at a Glance

	2019 Proposed Budget
Total Revenues	\$ 1,121,400
Total Expenditures	\$ 1,598,350
Fund Balance	\$ (476,950)
General Fund Costs	-
% Funded by General Fund	-
Total Staffing	2.45 FTE

Program Overview

This program encompasses the coordination and delivery of a wide range of sports, fitness, and outdoor activities for youth and adults.

Service Objectives

- Operate a summer Red Cross learn-to-swim program for infants, children, teens, and adults.
- Coordinate spring, summer, and fall adult softball leagues.
- Provide sports, dance, fitness, and wellness classes for youth, teens, and adults.
- Offer a 5k, community walk, and kids' fun run in the spring.
- Manage user group field rentals under the Cupertino Union School District/City Joint Use Agreement.
- Increase nature and environmental classes for parent/child, teen, and adult demographics.
- Increase youth and teen activities to better accommodate working parents.
- Provide an afternoon summer nature program to provide all-day camp options for families.
- Offer fee-based gardening programs for youth and adults.

Proposed Budget

It is recommended that a budget of \$1,598,350 be approved for the Outdoor Recreation program. This represents an increase of \$146,650 (10.1%) from the FY 2018 Adopted Budget.

Increases in compensation and benefits are due to negotiated salary and benefit changes due to take effect in July 2018. This budget also includes increased part-time salaries for additional staff for fee-based programs, including: aquatic program expansion and the addition of afterschool and weekend Outdoor Education classes and camps at McClellan Ranch Preserve. Additional evenings of the adult softball program require an increase in part-time staff as well as general service agreements for umpires. Increased costs in cost allocation are due one time project expenses and a change in allocation methodology for IT charges and increased costs of services provided by finance and human resources.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Proposed Budget for the current fiscal year:

Category	2016 Actual	2017 Actual	2018 Adopted Budget	2019 Proposed Budget
Revenues				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	\$ 287,318	\$ 183,000	\$ 287,000
Intergovernmental Revenue	-	-	-	-
Charges for Services	\$ 901,067	\$ 756,005	\$ 855,500	\$ 834,400
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
Total Revenues	\$ 901,067	\$ 1,043,324	\$ 1,038,500	\$ 1,121,400
Expenditures				
Employee Compensation	\$ 185,014	\$ 168,563	\$ 388,966	\$ 401,676
Employee Benefits	\$ 48,189	\$ 64,633	\$ 113,583	\$ 113,131
Materials	\$ 78,161	\$ 102,762	\$ 90,387	\$ 90,367
Contract Services	\$ 515,273	\$ 498,388	\$ 652,188	\$ 701,125
Cost Allocation	\$ 274,369	\$ 205,271	\$ 193,496	\$ 253,026
Capital Outlay	-	-	-	-
Special Projects	-	\$ 595	-	-
Appropriations for Contingency	-	-	\$ 13,080	\$ 39,025
Total Expenditures	\$ 1,101,007	\$ 1,040,212	\$ 1,451,700	\$ 1,598,350
Fund Balance	\$ (66,428)	\$ 11,467	\$ (413,200)	\$ (476,950)
General Fund Costs	\$ 133,512	\$ 8,355	-	-

Staffing

Total current authorized positions - 2.43

A minimal reallocation of existing staff is included to better reflect actual time spent in this program.

Total recommended positions - 2.45

Sports Center Operations

Budget Unit 570-63-621

Sports Center - Sports, Safety and Outdoor Recreation - Sports Center Operations

Budget at a Glance

	2019 Proposed Budget
Total Revenues	\$ 2,100,500
Total Expenditures	\$ 2,460,735
Fund Balance	\$ (360,235)
General Fund Costs	-
% Funded by General Fund	-
Total Staffing	2.27 FTE

Program Overview

The Cupertino Sports Center offers a variety of health and wellness activities including a full fitness center, child care, a Teen Center, and a wide assortment of fitness classes and racquet sports. In addition, the Sports Center houses contract tennis, table tennis, and badminton classes, camps, and programs.

Service Objectives

- Increase memberships, participation in fitness classes, and enrollment in contract camps.
- Market programs through social media, the recreation schedule, new signage on Stevens Creek, and the City website.
- Collaborate with Public Works to ensure successful implementation of Capital Improvement Projects.
- Explore new program offerings each quarter.
- Offer special classes for International Yoga Day and the annual Open House.

Proposed Budget

It is recommended that a budget of \$2,460,735 be approved for the Sports Center Operations program. This represents an increase of \$12,698 (0.5%) from the FY 2018 Adopted Budget.

This budget remains relatively unchanged from the prior fiscal year and supports the operations at the Cupertino Sports Center. This includes staffing, fitness programs, exercise classes, tennis, child care, racquetball, and a variety of camps and classes for all ages. Increased costs in cost allocation are due one time project expenses and a change in allocation methodology for IT charges and increased costs of services provided by the finance and human resources.

Special Projects

The following table shows the special projects for the fiscal year.

Special Project	Appropriation	Revenue	Funding Source	Description
Sports Center Health & Safety Equipment	\$5,000			Signage and hand sanitizer stations
Total	\$5,000			

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Proposed Budget for the current fiscal year:

Category	2016 Actual	2017 Actual	2018 Adopted Budget	2019 Proposed Budget
Revenues				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	\$ 1,257	\$ 793	\$ 1,200	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	\$ 2,130,534	\$ 2,132,958	\$ 2,285,000	\$ 2,100,500
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
Total Revenues	\$ 2,131,791	\$ 2,133,751	\$ 2,286,200	\$ 2,100,500
Expenditures				
Employee Compensation	\$ 234,492	\$ 305,387	\$ 352,461	\$ 340,112
Employee Benefits	\$ 60,739	\$ 86,232	\$ 91,226	\$ 91,817
Materials	\$ 31,114	\$ 39,705	\$ 86,600	\$ 86,600
Contract Services	\$ 1,422,146	\$ 1,338,511	\$ 1,606,100	\$ 1,606,100
Cost Allocation	\$ 132,581	\$ 170,485	\$ 179,899	\$ 246,571
Capital Outlay	\$ 5,848	-	-	-
Special Projects	\$ 11,532	\$ 481	-	\$ 5,000
Appropriations for Contingency	\$ 6,708	-	\$ 131,751	\$ 84,535
Total Expenditures	\$ 1,905,160	\$ 1,940,802	\$ 2,448,037	\$ 2,460,735
Fund Balance	\$ 884,363	\$ 348,994	\$ (61,837)	\$ (360,235)
General Fund Costs	\$ 657,732	\$ 156,045	\$ 100,000	-

Staffing

Total current authorized positions - 2.02

Increased staffing is due to the reallocation of existing staff to better reflect actual time spent in this program.

Total recommended positions - 2.27

Disaster Preparedness

Budget Unit 100-63-633

General Fund - Sports, Safety and Outdoor Recreation - Disaster Preparedness

Budget at a Glance

	2019 Proposed Budget
Total Revenues	-
Total Expenditures	\$ 266,914
Fund Balance	-
General Fund Costs	\$ 266,914
% Funded by General Fund	100.0 %
Total Staffing	1.1 FTE

Program Overview

The mission of the Office of Emergency Services is to lead and direct the City in prevention, preparation, mitigation, response, and recovery from all emergencies, hazards, incidents, and events.

Service Objectives

- Develop and implement the goals and objectives of Cupertino's Office of Emergency Services.
- Maintain the City's Emergency Operations Center (EOC) in a perpetual state of operational readiness.
- Support Citizen Corps, Cupertino Amateur Radio Emergency Service (CARES), Medical Reserve Corps (MRC), and Community Emergency Response Team (CERT).
- Prepare, test and revise emergency response and recovery policies, plans and procedures in compliance with the California Emergency Services Act, the Standardized Emergency Management System (SEMS), and the National Incident Management System (NIMS).
- Coordinate training of City staff in personal preparedness, SEMS/NIMS, and EOC functions.
- Maintain effective liaison with local, state, and national emergency management organizations and/or allied disaster preparedness and response agencies.

Proposed Budget

It is recommended that a budget of \$266,914 be approved for the Disaster Preparedness program. This represents a decrease of \$89,317 (-25.1%) from the FY 2018 Adopted Budget.

The decreases in this program budget reflect reduced staffing costs, due primarily to a 0.50 Recreation Coordinator that is no longer allocated to the program. In addition, due to an oversight identified after the proposed budget was developed, an existing part-time Community Coordinator was not included in the budget but will be requested as a First Quarter Budget Adjustment (\$37,000). Decreases in compensation and benefits are partially offset by increased costs in cost allocation due to one-time project expenses and a change in allocation methodology for IT charges, increased costs of services provided by finance and human resources, and increased vehicle and equipment charges due to updated allocations to better identify the programs utilizing the items.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Proposed Budget for the current fiscal year:

Category	2016 Actual	2017 Actual	2018 Adopted Budget	2019 Proposed Budget
Revenues				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	\$ 10,500	-
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
Total Revenues	-	-	\$ 10,500	-
Expenditures				
Employee Compensation	-	\$ 36,036	\$ 212,564	\$ 93,764
Employee Benefits	-	\$ 1,043	\$ 82,059	\$ 50,094
Materials	-	\$ 14,421	\$ 33,488	\$ 34,988
Contract Services	-	\$ 372	\$ 5,000	\$ 5,000
Cost Allocation	-	\$ 13,054	\$ 21,312	\$ 81,069
Capital Outlay	-	-	-	-
Special Projects	-	\$ 2,433	-	-
Appropriations for Contingency	-	-	\$ 1,808	\$ 1,999
Total Expenditures	-	\$ 67,359	\$ 356,231	\$ 266,914
Fund Balance	-	-	-	-
General Fund Costs	-	\$ 67,359	\$ 345,731	\$ 266,914

Staffing

Total current authorized positions - 1.10

There are no changes to the current level of staffing.

Total recommended positions - 1.10

Monta Vista Recreation Center

Budget Unit 100-63-637

General Fund - Sports, Safety and Outdoor Recreation - Monta Vista Recreation Center

Budget at a Glance

	2019 Proposed Budget
Total Revenues	-
Total Expenditures	-
Fund Balance	-
General Fund Costs	-
% Funded by General Fund	-
<hr/>	
Total Staffing	0 FTE

Program Overview

In FY 2016, this program was transferred to Sports, Safety, and Outdoor Recreation – Park Facilities as part of a department reorganization. A complete discussion of this program can be found under Budget Unit 100-63-612. This program will remain in order to maintain historical data however, once all prior year data as listed in the table below is \$0, this program will be removed.

Proposed Budget

There is no budget requested for this program.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Proposed Budget for the current fiscal year:

Category	2016 Actual	2017 Actual	2018 Adopted Budget	2019 Proposed Budget
Revenues				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	\$ 22,740	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
Total Revenues	\$ 22,740	-	-	-
Expenditures				
Employee Compensation	\$ 2,141	-	-	-
Employee Benefits	\$ 84	-	-	-
Materials	\$ 2,793	-	-	-
Contract Services	-	-	-	-
Cost Allocation	-	-	-	-
Capital Outlay	-	-	-	-
Special Projects	-	-	-	-
Appropriations for Contingency	-	-	-	-
Total Expenditures	\$ 5,018	-	-	-
Fund Balance	-	-	-	-
General Fund Costs	\$ (17,722)	-	-	-

Staffing

Total current authorized positions - 0.00

Total recommended positions - 0.00

Senior Adult Supervision

Budget Unit 100-64-622

General Fund - Senior Programs - Senior Adult Supervision

Budget at a Glance

	2019 Proposed Budget
Total Revenues	-
Total Expenditures	-
Fund Balance	-
General Fund Costs	-
% Funded by General Fund	-
<hr/>	
Total Staffing	0 FTE

Program Overview

In FY 2016, this program was transferred to Recreation and Education – Administration as part of a department reorganization. A complete discussion of this program can be found under Budget Unit 100-62-608. This program will remain in order to maintain historical data however, once all prior year data as listed in the table below is \$0, this program will be removed.

Proposed Budget

There is no budget requested for this program.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Proposed Budget for the current fiscal year:

Category	2016 Actual	2017 Actual	2018 Adopted Budget	2019 Proposed Budget
Revenues				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	\$ 1,160	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	\$ 3,634	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
Total Revenues	\$ 4,794	-	-	-
Expenditures				
Employee Compensation	\$ 377,893	-	-	-
Employee Benefits	\$ 164,475	-	-	-
Materials	\$ 16,194	-	-	-
Contract Services	\$ 278	-	-	-
Cost Allocation	\$ 51,456	-	-	-
Capital Outlay	-	-	-	-
Special Projects	-	-	-	-
Appropriations for Contingency	-	-	-	-
Total Expenditures	\$ 610,297	-	-	-
Fund Balance	-	-	-	-
General Fund Costs	\$ 605,504	-	-	-

Staffing

Total current authorized positions - 1.00

Total recommended positions - 0.00

Youth, Teen and Senior Adult Rec

Budget Unit 100-64-623

General Fund - Senior Programs - Youth, Teen and Senior Adult Rec

Budget at a Glance

	2019 Proposed Budget
Total Revenues	-
Total Expenditures	-
Fund Balance	-
General Fund Costs	-
% Funded by General Fund	-
<hr/>	
Total Staffing	0 FTE

Program Overview

In FY 2016, this program was transferred to Recreation and Education – Youth, Teen, and Senior Recreation as part of a department reorganization. A complete discussion of this program can be found under Budget Unit 100-62-623. This program will remain in order to maintain historical data, however once all prior year data as listed in the table below is \$0, this program will be removed.

Proposed Budget

There is no budget requested for this program.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Proposed Budget for the current fiscal year:

Category	2016 Actual	2017 Actual	2018 Adopted Budget	2019 Proposed Budget
Revenues				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	\$ 8,837	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
Total Revenues	\$ 8,837	-	-	-
Expenditures				
Employee Compensation	\$ 117,381	-	-	-
Employee Benefits	\$ 49,147	-	-	-
Materials	\$ 9,826	-	-	-
Contract Services	\$ 3,994	-	-	-
Cost Allocation	\$ 22,368	-	-	-
Capital Outlay	-	-	-	-
Special Projects	-	-	-	-
Appropriations for Contingency	-	-	-	-
Total Expenditures	\$ 202,716	-	-	-
Fund Balance	-	-	-	-
General Fund Costs	\$ 193,879	-	-	-

Staffing

Total current authorized positions - 0.00

Total recommended positions - 0.00

Senior Adult Recreation

Budget Unit 100-64-624

General Fund - Senior Programs - Senior Adult Recreation

Budget at a Glance

	2019 Proposed Budget
Total Revenues	-
Total Expenditures	-
Fund Balance	-
General Fund Costs	-
% Funded by General Fund	-
<hr/>	
Total Staffing	0 FTE

Program Overview

In FY 2016, this program was transferred to Recreation and Education – Youth, Teen, and Senior Adult Recreation as part of a department reorganization. A complete discussion of this program can be found under Budget Unit 100-62-623. This program will remain in order to maintain historical data however, once all prior year data as listed in the table below is \$0, this program will be removed.

Proposed Budget

There is no budget requested for this program.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Proposed Budget for the current fiscal year:

Category	2016 Actual	2017 Actual	2018 Adopted Budget	2019 Proposed Budget
Revenues				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	\$ 635,835	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	\$ 73	-	-	-
Interdepartmental Revenue	-	-	-	-
Total Revenues	\$ 635,908	-	-	-
Expenditures				
Employee Compensation	\$ 199,129	-	-	-
Employee Benefits	\$ 58,177	-	-	-
Materials	\$ 454,755	-	-	-
Contract Services	\$ 71,308	-	-	-
Cost Allocation	\$ 46,440	-	-	-
Capital Outlay	-	-	-	-
Special Projects	-	-	-	-
Appropriations for Contingency	-	-	-	-
Total Expenditures	\$ 829,810	-	-	-
Fund Balance	-	-	-	-
General Fund Costs	\$ 193,902	-	-	-

Staffing

Total current authorized positions - 0.00

Total recommended positions - 0.00

Facilities

Budget Unit 100-64-630

General Fund - Senior Programs - Facilities

Budget at a Glance

	2019 Proposed Budget
Total Revenues	-
Total Expenditures	-
Fund Balance	-
General Fund Costs	-
% Funded by General Fund	-
<hr/>	
Total Staffing	0 FTE

Program Overview

In FY 2016, this program was transferred to Business and Community Services – Facilities as part of a department reorganization. A complete discussion of this program can be found under Budget Unit 100-61-630. This program will remain in order to maintain historical data however, once all prior year data as listed in the table below is \$0, this program will be removed.

Proposed Budget

There is no budget requested for this program.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Proposed Budget for the current fiscal year:

Category	2016 Actual	2017 Actual	2018 Adopted Budget	2019 Proposed Budget
Revenues				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	\$ 115,954	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
Total Revenues	\$ 115,954	-	-	-
Expenditures				
Employee Compensation	-	-	-	-
Employee Benefits	-	-	-	-
Materials	\$ 2,582	-	-	-
Contract Services	-	-	-	-
Cost Allocation	-	-	-	-
Capital Outlay	-	-	-	-
Special Projects	-	-	-	-
Appropriations for Contingency	-	-	-	-
Total Expenditures	\$ 2,582	-	-	-
Fund Balance	-	-	-	-
General Fund Costs	\$ (113,372)	-	-	-

Staffing

Total current authorized positions - 0.00

Total recommended positions - 0.00

Community Outreach & Neighborhood Watch

Budget Unit 100-65-632

General Fund - Community Services - Community Outreach & Neighborhood Watch

Budget at a Glance

	2019 Proposed Budget
Total Revenues	-
Total Expenditures	-
Fund Balance	-
General Fund Costs	-
% Funded by General Fund	-
<hr/>	
Total Staffing	0 FTE

Program Overview

In FY 2016, this program was transferred to Business and Community Services – Community Outreach and Neighborhood Watch as part of a department reorganization. A complete discussion of this program can be found under Budget Unit 100-61-632. This program will remain in order to maintain historical data, however once all prior year data as listed in the table below is \$0, this program will be removed.

Proposed Budget

There is no budget requested for this program.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Proposed Budget for the current fiscal year:

Category	2016 Actual	2017 Actual	2018 Adopted Budget	2019 Proposed Budget
Revenues				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
Total Revenues	-	-	-	-
Expenditures				
Employee Compensation	\$ 62,983	-	-	-
Employee Benefits	\$ 28,345	-	-	-
Materials	\$ 7,648	-	-	-
Contract Services	\$ 9,037	-	-	-
Cost Allocation	\$ 7,992	-	-	-
Capital Outlay	-	-	-	-
Special Projects	-	-	-	-
Appropriations for Contingency	-	-	-	-
Total Expenditures	\$ 116,005	-	-	-
Fund Balance	-	-	-	-
General Fund Costs	\$ 116,005	-	-	-

Staffing

Total current authorized positions - 0.00

Total recommended positions - 0.00

Disaster Preparedness

Budget Unit 100-65-633

General Fund - Community Services - Disaster Preparedness

Budget at a Glance

	2019 Proposed Budget
Total Revenues	-
Total Expenditures	-
Fund Balance	-
General Fund Costs	-
% Funded by General Fund	-
<hr/>	
Total Staffing	0 FTE

Program Overview

In FY 2016, this program was added to the Sports, Safety, and Outdoor Recreation – Disaster Preparedness as part of a department reorganization. A complete discussion of this program can be found under Budget Unit 100-63-633. This program will remain in order to maintain historical data, however once all prior year data as listed in the table below is \$0, this program will be removed.

Proposed Budget

There is no budget requested for this program.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Proposed Budget for the current fiscal year:

Category	2016 Actual	2017 Actual	2018 Adopted Budget	2019 Proposed Budget
Revenues				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	\$ (1,387)	-	-	-
Charges for Services	\$ 9,132	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
Total Revenues	\$ 7,745	-	-	-
Expenditures				
Employee Compensation	\$ 31,577	-	-	-
Employee Benefits	\$ 863	-	-	-
Materials	\$ 35,536	-	-	-
Contract Services	\$ 138	-	-	-
Cost Allocation	-	-	-	-
Capital Outlay	-	-	-	-
Special Projects	\$ 3,484	-	-	-
Appropriations for Contingency	-	-	-	-
Total Expenditures	\$ 71,599	-	-	-
Fund Balance	-	-	-	-
General Fund Costs	\$ 63,854	-	-	-

Staffing

Total current authorized positions - 0.00

Total recommended positions - 0.00

Neighborhood Watch

Budget Unit 100-65-635

General Fund - Community Services - Neighborhood Watch

Budget at a Glance

	2019 Proposed Budget
Total Revenues	-
Total Expenditures	-
Fund Balance	-
General Fund Costs	-
% Funded by General Fund	-
<hr/>	
Total Staffing	0 FTE

Program Overview

In FY 2016, this program was transferred to Business and Community Services – Community Outreach and Neighborhood Watch as part of a department reorganization. A complete discussion of this program can be found under Budget Unit 100-61-632. This program will remain in order to maintain historical data however, once all prior year data as listed in the table below is \$0, this program will be removed.

Proposed Budget

There is no budget requested for this program.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Proposed Budget for the current fiscal year:

Category	2016 Actual	2017 Actual	2018 Adopted Budget	2019 Proposed Budget
Revenues				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
Total Revenues	-	-	-	-
Expenditures				
Employee Compensation	\$ 26,056	-	-	-
Employee Benefits	\$ 713	-	-	-
Materials	\$ 2,882	-	-	-
Contract Services	\$ 79	-	-	-
Cost Allocation	-	-	-	-
Capital Outlay	-	-	-	-
Special Projects	-	-	-	-
Appropriations for Contingency	-	-	-	-
Total Expenditures	\$ 29,730	-	-	-
Fund Balance	-	-	-	-
General Fund Costs	\$ 29,730	-	-	-

Staffing

Total current authorized positions - 0.00

Total recommended positions - 0.00

Library Services

Budget Unit 100-65-636

General Fund - Community Services - Library Services

Budget at a Glance

	2019 Proposed Budget
Total Revenues	-
Total Expenditures	-
Fund Balance	-
General Fund Costs	-
% Funded by General Fund	-
<hr/>	
Total Staffing	0 FTE

Program Overview

In FY 2016, this program was transferred to Recreation and Community Services – Library Services as part of a department reorganization. A complete discussion of the program can be found under Budget Unit 100-60-636. This program will remain in order to maintain historical data however, once all prior year data as listed in the table below is \$0, this program will be removed.

Proposed Budget

There is no budget requested for this program.

Revenues and Expenditures

The following table details revenues, expenditures, changes in fund balance and General Fund costs by category for two prior fiscal years, the Adopted Budget for the prior fiscal year, and the Proposed Budget for the current fiscal year:

Category	2016 Actual	2017 Actual	2018 Adopted Budget	2019 Proposed Budget
Revenues				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interdepartmental Revenue	-	-	-	-
Total Revenues	-	-	-	-
Expenditures				
Employee Compensation	-	-	-	-
Employee Benefits	-	-	-	-
Materials	-	-	-	-
Contract Services	\$ 408,888	-	-	-
Cost Allocation	-	-	-	-
Capital Outlay	-	-	-	-
Special Projects	-	-	-	-
Appropriations for Contingency	-	-	-	-
Total Expenditures	\$ 408,888	-	-	-
Fund Balance	-	-	-	-
General Fund Costs	\$ 408,888	-	-	-

Staffing

Total current authorized positions - 0.00

Total recommended positions - 0.00