



# CITY OF MOUNTAIN VIEW

## FISCAL YEAR 2019-20 PROPOSED BUDGET



**Mission Statement:**

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

**THE CITY OF  
MOUNTAIN VIEW,  
CALIFORNIA  
OPERATING BUDGET  
FISCAL YEAR 2019-20**

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# City of Mountain View California

## City Officials

### City Council

Mayor – Lisa Matichak

Vice Mayor – Margaret Abe-Koga

Christopher R. Clark

Alison Hicks

Ellen Kamei

John McAlister

Lucas Ramirez

### City Staff

City Manager – Daniel H. Rich

City Attorney – Jannie L. Quinn

City Clerk – Lisa Natusch

Assistant City Manager/Chief Operating Officer – Audrey Seymour Ramberg

CIO/Information Technology Director – Roger R. Jensen

Finance and Administrative Services Director – Jesse Takahashi

Assistant City Manager/Community Development Director – Aarti Shrivastava

Public Works Director – Michael A. Fuller

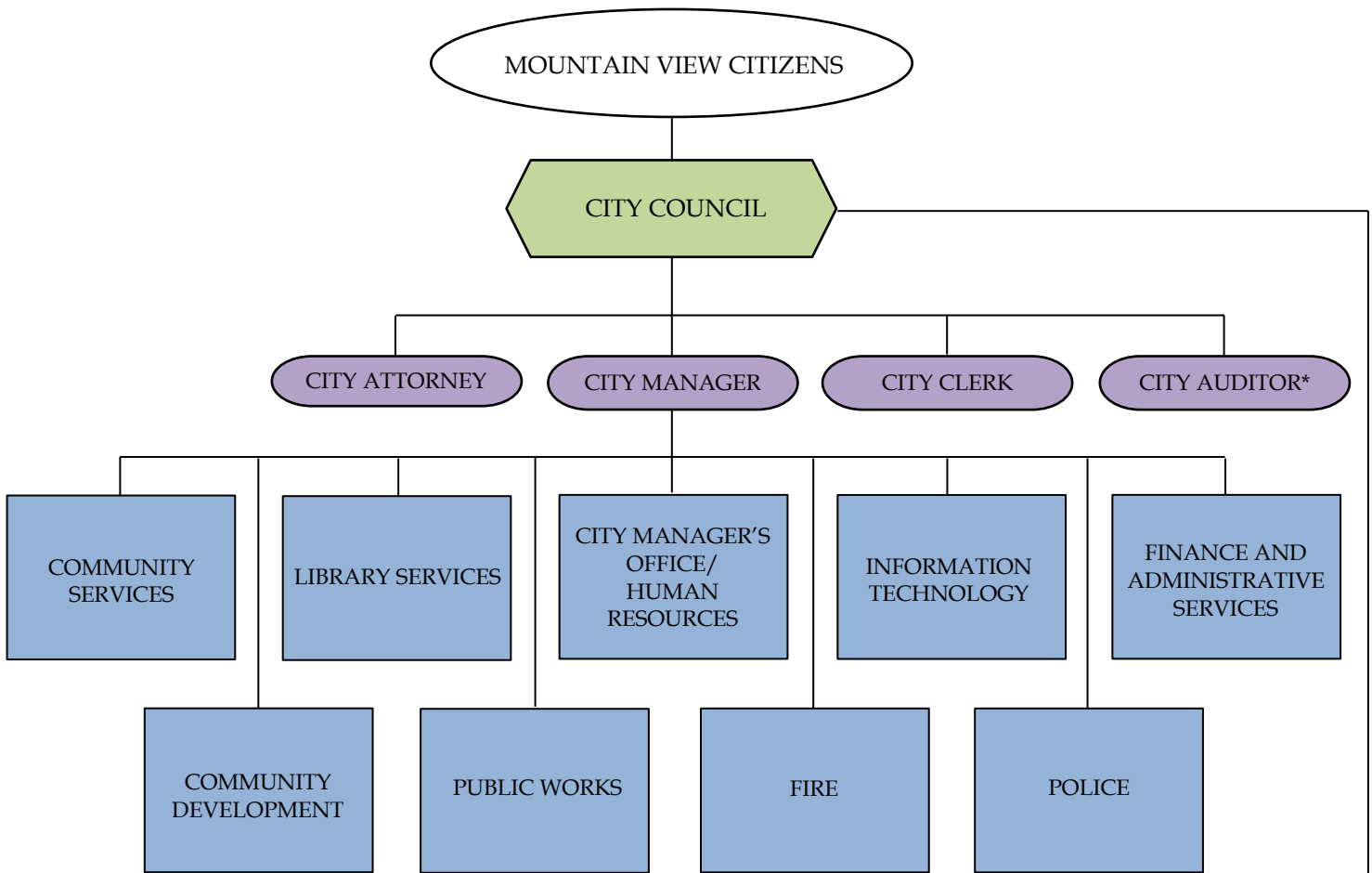
Community Services Director – John Marchant (Interim)

Library Services Director – Tracy Gray

Fire Chief – Juan Diaz

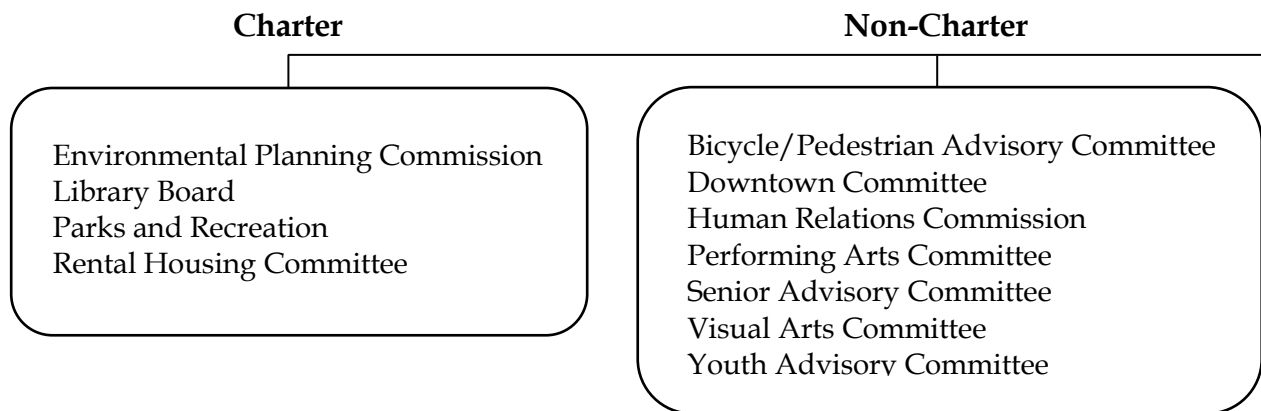
Police Chief – Max Bosel

# CITY GOVERNMENT ORGANIZATION



- KEY:**
- ELECTED
  - APPOINTED BY COUNCIL
  - APPOINTED BY CITY MANAGER

## CITY BOARDS, COMMISSIONS, AND COMMITTEES



\*Finance and Administrative Services Director serves as City Auditor.

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# **INTRODUCTION**



OFFICE OF THE CITY MANAGER

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650-903-6301 • Fax 650-962-0384

June 11, 2019

Honorable City Council  
City of Mountain View

Honorable Mayor and Members of the City Council:

We are pleased to present for your consideration the Fiscal Year 2019-20 Proposed Operating Budget, based on Council input from the Narrative Budget Study Session held on April 25, 2019. Formal adoption of the budget is scheduled after a second public hearing on June 18, 2019. This transmittal summarizes the Proposed Budget.

**INTRODUCTION**

The City continues to benefit from a strong local economy that is stimulating development and property tax growth. The Assessed Value (AV) growth for the entire City is net 4.9 percent for Fiscal Year 2018-19, and Fiscal Year 2019-20 is projected to grow 8.4 percent. This includes growth in AV from new development and changes in ownership being added to the tax roll. Property Tax revenues for the City's General Operating Fund (GOF) are projected 7.9 percent higher for Fiscal Year 2019-20 compared to the current fiscal year Adopted Budget. Other Local Taxes (Transient Occupancy Tax, Business License Tax, and Utility Users Tax) are projected 17.4 percent higher for Fiscal Year 2019-20 compared to the current fiscal year Adopted, primarily due to increases from Business License Tax and Transient Occupancy Tax (TOT). The Business License Tax includes an estimated \$2.0 million increase in revenue related to the new Business License Tax structure approved by voters in November 2018 which will be phased in over three years starting with Fiscal Year 2019-20. The City Council previously indicated 80.0 percent of this new revenue would be allocated to transportation and 10.0 percent to housing. TOT includes an increase in revenue related to the opening of both the Hyatt Centric hotel (San Antonio Phase II) and the Shashi hotel. The other major revenue category projected with a significant increase in Fiscal Year 2019-20 is Use of Money and Property, which includes Investment Earnings, and Rents and Leases. Investment Earnings are increasing due to the Federal Reserve's actions raising interest rates 2.0 percent from December 2016 to December 2018. Rents and Leases are increasing as a result of annual adjustments to ground leases. Most other revenue sources are expected to remain stable or see modest changes.

The City's revenues are cyclical and reflect the boom and bust of economic cycles. The City has addressed past recessions, balancing the GOF by strategically reducing expenditures, establishing more efficient operating models, and working closely with employee groups to contain employee compensation costs, as well as implementing limited revenue enhancements where appropriate. While the City has added positions back in recent years as the economy has improved, the City continues to operate with fewer staff. In Fiscal Year 2001-02, City employment peaked with 651.25 positions and in Fiscal Year 2012-13 there was a low of 564.75 positions Citywide. In the GOF, over the periods of retrenchment during this time frame, the City reduced approximately 70.0 positions or over 14.0 percent of its workforce.

The City organization has found methods to improve efficiencies, to do more with less staff, but heavy workloads have continued to place serious pressures on staff and the organization. To address some of the staffing needs within the City, for Fiscal Year 2017-18, a total of 29.0 positions, including limited-period positions, were added for all funds (4.5 of these are ongoing positions in the GOF), and for Fiscal Year 2018-19, a total of 33.0 positions, including limited-period positions, were added for all funds (4.5 of these are ongoing positions in the GOF). Total Citywide, all funds, for the current fiscal year, the position count is still down 38.0 positions from the peak, supplemented with 22.5 limited-period positions (net deficit of 15.5 positions).

Continuing to focus on adding personnel resources where most needed and to the extent the budget will allow, long-term, additional positions are proposed for Fiscal Year 2019-20. A total of 13.0 net positions are proposed as ongoing positions, and there are a net of 10.25 new personnel proposed. A summary of the positions proposed is as follows:

	<u>GF</u>	<u>Other Funds</u>	<u>Total Positions</u>
New Ongoing Regular	3.85	4.65	8.50 <sup>(1)</sup>
Limited-Period to Regular	3.95	0.55	4.50
Continuing Limited-Period	8.65	6.35	15.00 <sup>(2)</sup>
New Limited-Period	<u>1.75</u>	<u>0.00</u>	<u>1.75</u>
Total	<u>18.20</u>	<u>11.55</u>	<u>29.75<sup>(1)</sup></u>

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<sup>1</sup> Does not include 2.5 FTE positions added midyear.

<sup>2</sup> Does not include 2.0 FTE limited-period positions reimbursed by Google per the agreement that expires June 30, 2019. Staff is currently working on an amendment to extend the agreement.

Subsequent to the Narrative Budget Study Session, the following position changes are proposed resulting in no net change in position count: the addition of one Public Education/Fire Safety Specialist (GOF) and one Hazardous Materials Specialist (Wastewater), offset by the reduction of two Firefighter/Paramedic relief positions (GOF).

With the additional net positions proposed, this would provide for 628.75 ongoing positions and 18.75 limited-period positions, or a total of 647.50 positions, still lower than the peak of 651.25 positions. There have been some changes in operations (e.g., adding positions from contracts, such as insourcing IT, or contracting out positions, such as Shoreline Golf Links, etc.), but overall there are still fewer positions while the workload has become heavier and more complex. The positions recommended are for almost all departments; however, about half of the resources being added or continued are for Community Development and Public Works.

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

The Fiscal Year 2019-20 Proposed Budget document, which includes all City Funds, is divided into nine sections as follows:

1. Introduction—Includes a summary of the City's overall financial plan, proposed changes, and policy options based on Council direction at the Narrative Budget Study Session;
2. City and Community Information—Includes the community profile and other information about the City;
3. General Operating Fund Forecast—Includes the GOF 5-Year revenue and expenditure forecast;

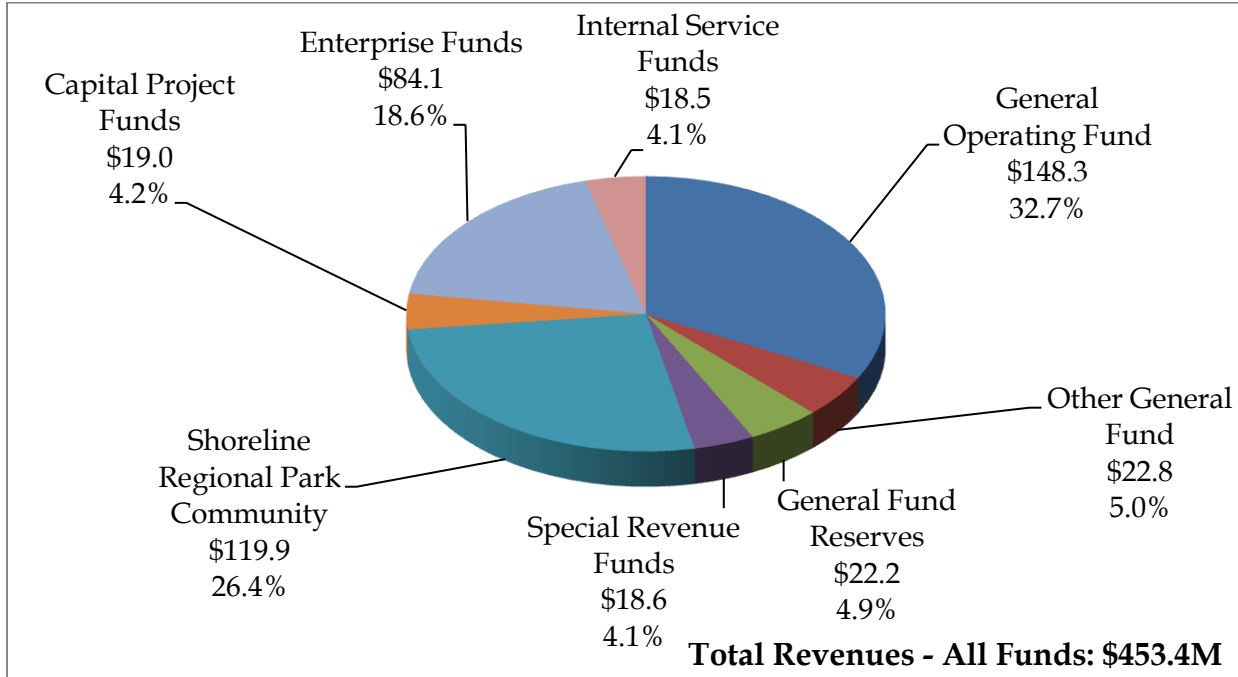
4. Department Budgets – Includes operating plans for all City departments;
5. Fund Schedules – Includes proposed budgets for all funds;
6. Capital Improvement Projects – Includes the Proposed Capital Improvement Program (CIP) for Fiscal Year 2019-20 and the Proposed Five-Year CIP;
7. Miscellaneous Information – Includes description of the budget process, position listing, debt administration and payments, and other information;
8. Shoreline Regional Park Community – Includes the proposed budget for the Shoreline Regional Park Community; and
9. Glossary and Index – Includes the glossary and index for this document.

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

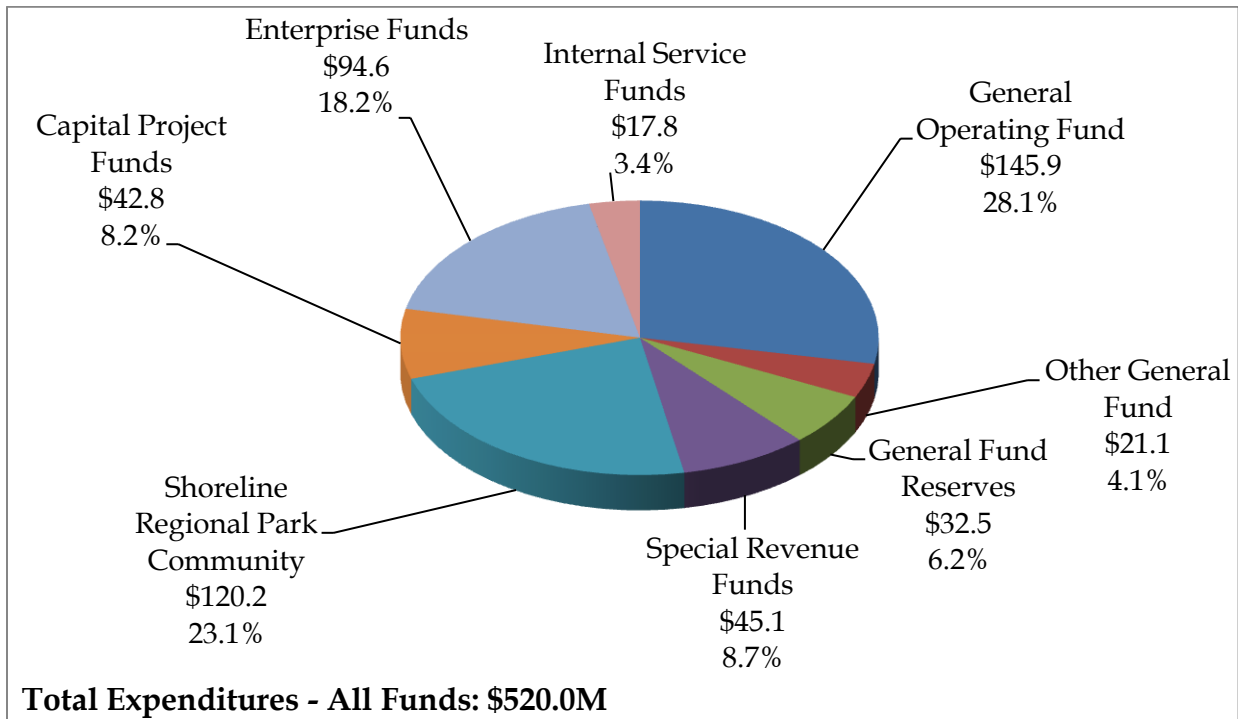
#### **FISCAL YEAR 2019-20 BUDGET OVERVIEW**

The total Proposed Budget for Fiscal Year 2019-20 is \$453.4 million in revenues and \$520.0 million in expenditures. Expenditures are greater than revenues as some expenditures, such as capital projects, are funded from existing available resources. The Fund Schedules Section of this document presents the City's financial picture in detail.

**Total Fiscal Year 2019-20 Proposed Revenues – All Funds  
 (dollars in millions)**



**Total Fiscal Year 2019-20 Proposed Expenditures – All Funds  
 (dollars in millions)**



**GENERAL OPERATING FUND**

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

Building on this strong financial foundation and with the current continuation of revenue growth, the Proposed GOF budget for Fiscal Year 2019-20 is structurally balanced.

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

Total Revenues	\$148,324
Total Expenditures	(135,870)
Transfer to GNOF for Sustainability CIP	(1,000)
Transfer to General Fund Reserve	(2,000)
Transfer to Capital Improvement Reserve	(3,000)
CalPERS Contribution	<u>(4,000)</u>
Operating Balance	\$ <u><u>2,454</u></u>

The City is in a desirable position to be generating a healthy operating balance, which provides the opportunity to address some infrastructure needs and unfunded liabilities, that were unable to be addressed during tough economic times. Revenues are at a level sufficient to fund expenditures with recommended additional funding of \$10.0 million: \$1.0 million for the Sustainability CIP, \$2.0 million for the General Fund Reserve, \$3.0 million to the Capital Improvement Reserve, and a contribution of \$4.0 million to pay down unfunded California Public Employees' Retirement System (CalPERS) liabilities.

The following chart shows the Fiscal Years 2014-15 through 2020-21 actual and proposed contributions to the City’s unfunded liabilities (dollars in millions):

	Fiscal Years 2014-15 through 2016-17		Fiscal Year 2017-18		Fiscal Year 2018-19		Fiscal Year 2019-20		Fiscal Year 2020-21		Total	
	PERS	OPEB	PERS	OPEB	PERS	OPEB	PERS	OPEB	PERS	OPEB	PERS	OPEB
GOF	\$4.0 M	\$4.0 M	\$4.0 M	\$2.0 M	\$4.0 M	\$1.0 M	\$4.0 M	–	\$1.0 M	–	\$17.0 M	\$7.0 M
GNOF	\$3.5 M	\$2.5 M	\$6.0 M	\$2.0 M	\$2.0 M	–	\$2.0 M	–	–	–	\$13.5 M	\$4.5 M
Other Funds	\$1.54 M	–	\$2.35 M	–	\$1.59 M	–	\$1.59 M	–	\$0.28 M	–	\$7.35 M	–
Total	\$9.04 M	\$6.5 M	\$12.35 M	\$4.0 M	\$7.59 M	\$1.0 M	\$7.59 M	–	\$1.28 M	–	\$37.85 M	\$11.5 M

The overall funding status of CalPERS has declined over the past decade due to a number of factors such as the CalPERS Fund’s investment losses, demographic assumption changes, and discount rate reductions. The City’s funded status as of June 30, 2017, the date of the most recent valuation, is 69.9 percent combined for both safety and miscellaneous plans, up from 67.4 percent in the previous fiscal year. The unfunded liability is \$224.3 million as of June 30, 2017. For the CalPERS pension liability, the City Council adopted the strategy recommended by staff to contribute a significant lump-sum contribution of \$10.0 million (General Fund) in Fiscal Year 2017-18, as well as proportionate contributions from other funds. This contribution will be included in the valuation of June 30, 2018. As part of this strategy, an additional \$10.0 million General Fund payment is proposed from the future Google Parking Lease revenues, as well as proportionate contributions from other funds. Staff recommends lump-sum payments to CalPERS when possible to address this unfunded liability. The total proposed contribution for Fiscal Year 2019-20 is \$7.59 million: \$4.0 million from the General Operating Fund, \$2.0 million from the Fiscal Year 2018-19 carryover, and \$1.59 million from other funds, proportionate to the General Fund contribution.

For other post-employment benefits (OPEB), or retirees’ health obligation, the City has made great strides toward funding the actuarial accrued liability (AAL). The liability was last calculated as of July 1, 2017 along with projections for five years. For Fiscal Year 2019-20, the estimated actuarial accrued liability (AAL) is \$163.3 million using a 6.25 percent discount rate; 80.9 percent funded based on estimated assets as of June 30, 2019 of \$132.1 million. The liability will be updated as of July 1, 2019 with the next actuarial update prepared during Fiscal Year 2019-20. Previously, all funds other than the GOF had contributed their full share of the unfunded AAL (UAAL). However, certain factors have caused some volatility in calculating the UAAL for each fund, and some funds are no longer fully funded. Staff is working to smooth the effect of these



factors in order to avoid large spikes in the amount of funding needed and achieve full funding. As noted in the table above, to reduce the GOF share of its UAAL, a total of \$11.5 million additional funds have been budgeted and transferred towards this liability since Fiscal Year 2014-15.

On April 30, 2019, the City Council provided direction to staff to allocate resources to substantially enhance sustainability efforts. As part of the direction, a total of \$7.5 million of funding was identified: \$4.5 million from the remaining unallocated GOF carryover and \$3.0 million identified in the budget for the SPAR (\$2.0 million from the Fiscal Year 2018-19 GOF budget and \$1.0 million from the Fiscal Year 2019-20 GOF budget). The Proposed Budget includes a new Sustainability CIP with the \$7.5 million funding.

A summary of the Fiscal Year 2019-20 General Operating Fund Proposed Budget is provided below. Details of the Proposed GOF revenues and expenditures are included on Page 5-4 and in the General Operating Fund Forecast section of this document.

### **General Operating Fund 5-Year Financial Forecast (Forecast)**

Included in this Proposed Budget document is the Forecast beginning on Page 3-1. Forecasting is an important part of a city's financial planning process. While it is challenging to accurately predict local government revenues due to the variable nature of the revenue sources and their connection to regional, State, national, and even international economic conditions, it is possible to identify reasonable financial trends and provide a conceptual financial picture for a multi-year period which is useful to the policy makers' decision-making. The Forecast demonstrates the projected fiscal outlook for the GOF (including the Fiscal Year 2019-20 Proposed Budget).

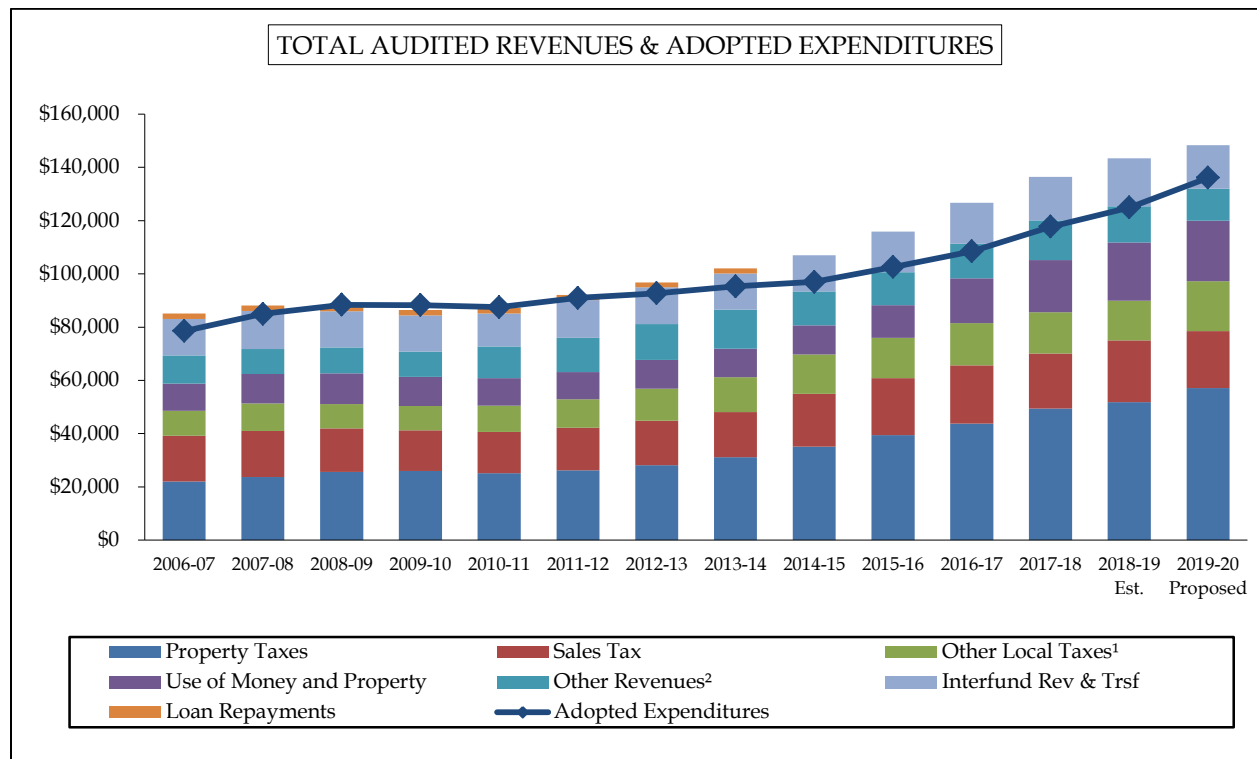
In the Forecast, revenues are projected to continue growing; however, staff assumes a downturn in the economy will occur during the 5-year forecast period. It is unknown exactly when a downturn will occur, but staff has incorporated the impact of a recession beginning in Fiscal Year 2020-21, which would be surpassing the longest economic expansion in decades. At that point, the projected operating balance declines and modest deficits are projected in Fiscal Years 2021-22 and 2022-23 (prior to any corrective action), and then a modest balance is projected in the final Forecast year.

**Fiscal Year 2019-20 General Operating Fund**

Revenues

For Fiscal Year 2019-20, GOF revenues are projected to grow by 7.7 percent compared to the current fiscal year Adopted Budget, to \$148.3 million. All major categories of revenues are projected with increases over the Fiscal Year 2018-19 Adopted. More detail on each revenue source can be found in the Forecast.

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



<sup>1</sup> Other Local Taxes consist of Transient Occupancy Tax, Business Licenses, and Utility Users Tax.

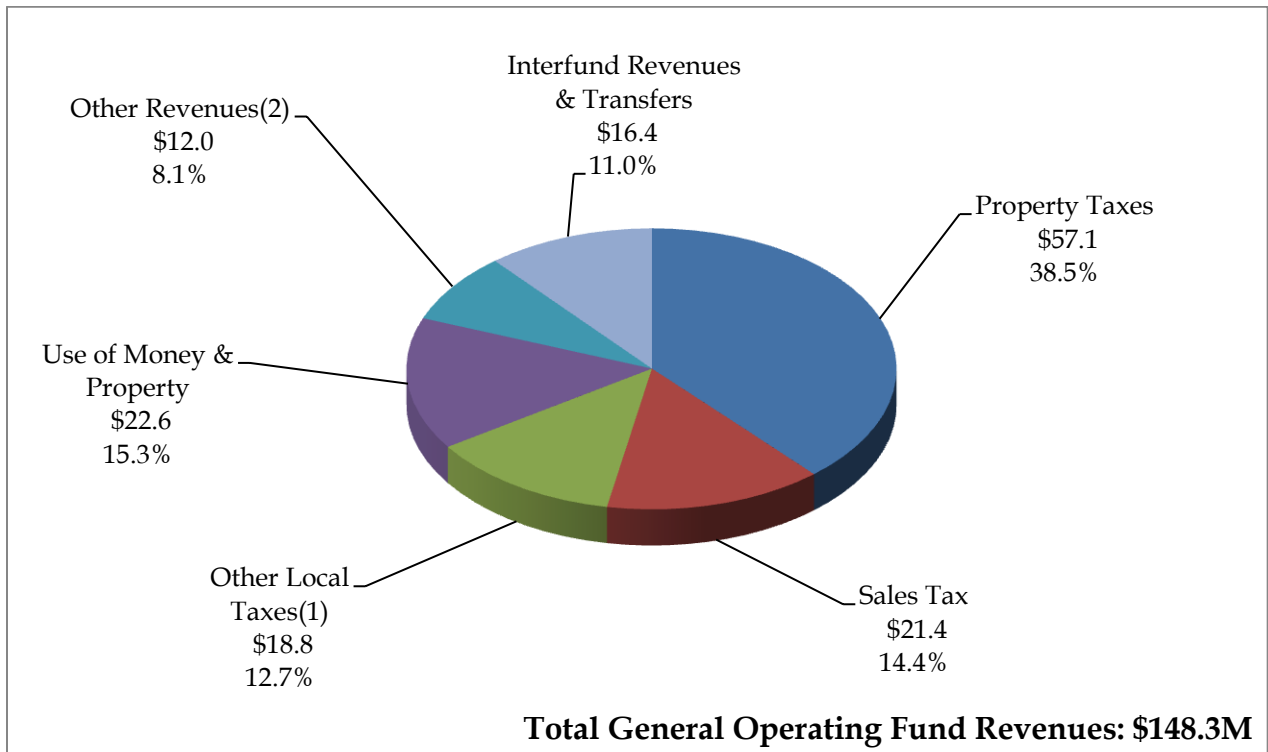
<sup>2</sup> Other Revenues consist of Licenses, Permits & Franchise Fees, Fines & Forfeitures, Intergovernmental, Charges for Services, and Miscellaneous Revenues.

This chart demonstrates the cyclical nature of the City’s balance between revenues and expenditures. In recessionary years, small margins existed between GOF revenues and expenditures, while that gap widens during high-revenue-growth years as we are currently experiencing. The adopted expenditures in the chart include budget savings;

however, for Fiscal Years 2008-09 through 2010-11, the actual budget saving results were greater than adopted and were necessary to maintain a positive operating balance due to revenue shortfalls compared to budget. In comparison, Fiscal Years 2011-12 through 2014-15, actual budget savings declined, but revenues were greater than adopted.

A summary of the major categories of GOF Revenues for the Fiscal Year 2019-20 Proposed Budget is as follows:

**Fiscal Year 2019-20 General Operating Fund Proposed Revenues  
 (dollars in millions)**



<sup>1</sup> Other Local Taxes consist of Transient Occupancy Tax, Business Licenses, and Utility Users Tax.

<sup>2</sup> Other Revenues consist of Licenses, Permits & Franchise Fees, Fines & Forfeitures, Intergovernmental, Charges for Services, and Miscellaneous Revenues.

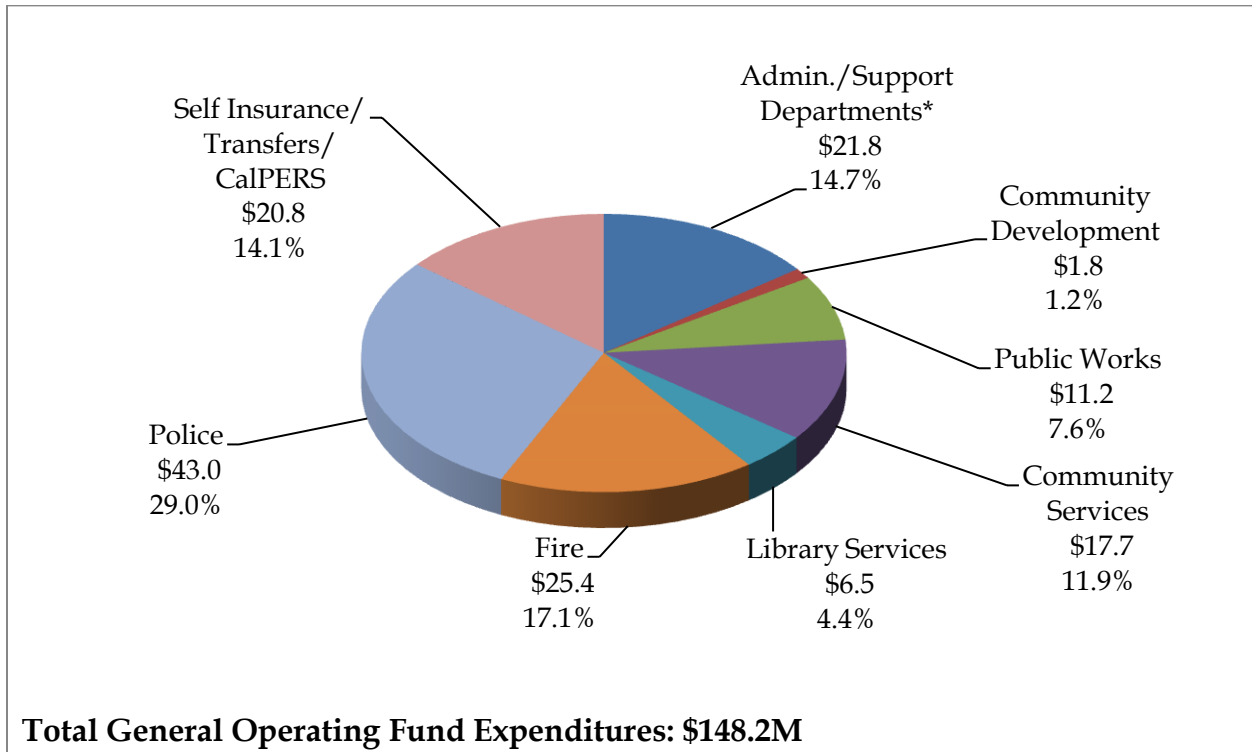
### Expenditures

The proposed expenditures for Fiscal Year 2019-20 include the addition of \$746,000 non-discretionary increases, which preserves current service levels, and \$1.4 million discretionary additions for resources to meet demands and reduce some of the workload strain on staff. In total, including increases for personnel costs, there is a proposed 8.7 percent increase in expenditures from the Fiscal Year 2018-19 Adopted Budget.

Although a significant portion of new expenditure requests by departments are being proposed, there were more requests for ongoing expenditure increases. As can be seen in the Forecast, although more expenditures could be afforded in the Fiscal Year 2019-20 Budget, it is recommended to only add expenditures that are generally sustainable through the next economic downturn, when the GOF could once again be facing an operating deficit, requiring budget reductions to maintain a balanced GOF. To address heavy workloads, some current demands for resources are being addressed through limited-period funding.

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

**Fiscal Year 2019-20 General Operating Fund Proposed Expenditures  
 (dollars in millions)**



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

Note: Does not include the \$2.3 million budget savings, but does include the transfers of \$1.0 million to the GNOF for the new Sustainability CIP, \$2.0 million to the GF Reserve, \$3.0 million to the Capital Improvement Reserve, and \$4.0 million toward the CalPERS Liability.

Fiscal Year 2019-20 Proposed Budget Changes

Departments have reviewed their programs, work levels, and preliminary goals for the upcoming fiscal year and developed their budget requests. Some adjustments to department proposed goals may still be necessary in light of heavy workloads and employee vacancy rates. The following is a discussion of major proposed expenditure changes for Fiscal Year 2019-20; unless otherwise noted, these were all presented in the Narrative Budget.

### Non-Discretionary Increases

For Fiscal Year 2019-20, a total of \$746,000 of non-discretionary increases, offset by \$177,000 in new revenue, are included to fund existing and new required operational costs such as increases in information technology costs, City utility cost increases, and contract services. A listing of all non-discretionary items, \$25,000 and over, are as follows (see Page 7-7 for a complete listing of non-discretionary items with descriptions):

- **Shared Public Safety System Maintenance:** \$155,000 (offset by \$155,000 revenue)
- **Information Technology Licenses and Maintenance:** \$146,200
- **Janitorial Cost Increases for City Facilities:** \$91,900
- **School Crossing Guard Services:** \$65,300
- **City Utility Cost Increase:** \$65,000 (reduced from \$100,000 in the Narrative)
- **False Alarm Outsourcing:** \$38,500
- **Congestion Management Agency Dues:** \$29,700

### Discretionary Expenditures

New expenditures totaling \$1.4 million, offset by \$80,000 in new revenue, are proposed for high-priority ongoing programs; \$1.3 million is related to personnel (fully loaded cost). These are included in the Fiscal Year 2019-20 Proposed Budget and future projections in the Forecast. Changes from the Narrative Budget include the Fire and Environmental Protection Division personnel changes and Police command staff succession planning (noted with <sup>(1)</sup>). Additional changes from the Narrative Budget Report are highlighted in the June 11, 2019 Council report. A listing of all discretionary items, \$25,000 and over, is as follows (see Page 7-12 for a complete listing of discretionary items with descriptions):

- **Fire and Environmental Protections Division Personnel Changes:** (\$291,500)<sup>(1)</sup>
- **Senior Deputy City Attorney Position:** \$240,700
- **Assistant Communications Operations Supervisor Position:** \$227,200
- **Senior Human Resources Analyst Position:** \$200,500

- **Analyst I/II – Environmental Sustainability Position:** \$186,200
- **CMO Office Assistant III Position:** \$135,900
- **IT Office Assistant III Position:** \$135,900
- **Conversion of a 0.5 FTE Librarian I/II position to 1.0 Analyst I/II:** \$102,200
- **Associate Civil Engineer – Traffic Section Position (0.45):** \$96,300
- **Short-Term Rental Compliance Contract:** \$80,000 (offset by \$80,000 revenue)
- **Library Books, eBooks, and Electronic Resources:** \$51,800
- **Fire Special Operations Overtime for Training:** \$51,000
- **Police Command Staff Succession Planning:** \$47,900<sup>(1)</sup>
- **Parks and Open Space Worker I/II Position (0.35): No Net Cost** (\$46,100 offset by a reduction in wages and contracts)
- **Building Attendant Wages for new Community Center:** \$40,000

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<sup>(1)</sup> Represents an addition from the Narrative Budget.

#### Limited-Period Expenditures

Funding of \$4.1 million (excluding rebudgeted items) for new limited-period items, offset by \$10,000 in revenue, is included in the Proposed Budget; \$2.2 million is related to personnel, much of which is a continuation of current staffing (notated with an \*). Changes from the Narrative Budget include homeless enforcement initiatives, ADA consultant, and nonprofit agency funding approved by the City Council on April 23, 2019 (noted with <sup>(1)</sup>). Additional changes from the Narrative Budget Report are highlighted in the June 11, 2019 Council report. A listing of all limited-period items, \$25,000 and over, are as follows (see Page 7-22 for a complete listing of limited-period items with descriptions):

- **Firefighter Recruit Academy:** \$497,000
- **Police Officer Position – Community Outreach\*:** \$264,000

- **Professional IT Services:** \$225,000
- **Homeless Enforcement Initiatives:** \$200,000<sup>(1)</sup>
- **ADA Consultant:** \$200,000<sup>(1)</sup>
- **Two Public Safety Dispatcher Overhire Positions (50 percent funded)\*:** \$199,000
- **Human Resources Analyst I/II Position\*:** \$160,000
- **Smart City Innovation:** \$150,000
- **Management Fellow Position\*:** \$145,000
- **HazMat Training:** \$139,800
- **Citywide Succession Planning:** \$125,000
- **CMO/CSD Communications Coordinator Position (0.50):** \$105,400
- **Human Resources Analyst Wages:** \$100,000
- **Employee Relations/Labor Negotiations Attorney Services:** \$95,000
- **Two Police Officer Trainee Positions (25 percent funded)\*:** \$91,000
- **Fire Training and Education:** \$90,000
- **Community Services Officer (CSO) Position (0.50)\*:** \$87,000
- **Program for Sidewalk Ramping and Grinding:** \$75,000
- **Visual Arts Committee:** \$60,000
- **PW Hourly Staff to Support the Traffic Section:** \$60,000
- **PW Hourly Staff to Support the Capital Projects Section:** \$60,000
- **Senior System Specialist Overhire Position (3 months funding):** \$57,000
- **Peninsula Bikeway Phase II/Bike Racks:** \$54,700
- **Employee Wellness Program:** \$53,000



- **Sustainability Outreach and Engagement Program: \$50,000**
- **FASD Consultant Services: \$50,000**
- **Lot 12 Development: \$50,000**
- **Nonprofit Agency Funding: \$49,600<sup>(1)</sup>**
- **New Community Center – Pilot Program for Day Porter Services: \$44,100**
- **Public Records Act Management Software: \$40,000**
- **Towing Fee Subsidy: \$40,000**
- **Parking Enforcement Hourly: \$40,000**
- **Multilingual Community Coordinator Position (0.25): \$35,800**
- **CPA Lobby Furniture: \$33,500**
- **PW Hourly Staff to Support the Transportation Section: \$30,000**
- **Fire Entry-Level Recruitment Program: \$30,000**
- **City's Antique Fire Apparatus: \$30,000**
- **Window and Blind Cleaning: \$25,000**
- **Community Risk Assessment: \$25,000**

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\*Represents a continuing limited-period position.

<sup>(1)</sup> Represents an addition from the Narrative Budget.

### **General Fund Carryover Available for Allocation**

The Fiscal Year 2018-19 estimated GOF operating balance carryover (subject to changes in assets and liabilities and grants/donations carryovers), \$2.0 million originally designated for the SPAR, and prior fiscal year unallocated balance totals \$16.6 million and is proposed to fund the following items included in the Proposed Budget:

- \$4.1 million for limited-period expenditures, as noted above, (excluding rebudgeted items);
- \$1.8 million General Fund Reserve;
- \$6.5 million new Sustainability CIP;
- \$2.0 million Compensated Absences Reserve;
- \$2.0 million for CalPERS; and
- The balance up to \$3.0 million to the Capital Improvement Reserve.

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

### **OTHER MAJOR FUNDS**

#### **Other General Funds**

##### **Development Services Fund**

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

Development activity is anticipated to continue to remain strong into the upcoming fiscal year. Fiscal Year 2019-20 total proposed operating revenues are \$17.6 million and total proposed operating expenditures are \$16.0 million. This includes non-discretionary and discretionary increases of \$241,600, new limited-period items of \$1.9 million primarily targeted to address workload during this period of unusually high development activity, \$503,000 contribution to the CalPERS liability (proportionate to

the General Fund contribution), \$100,000 to the Compensated Absences Reserve, and \$71,000 for capital projects. The Development Services Fund is projected to end the fiscal year with a Land Use Document Reserve of \$9.8 million and ending balance of \$17.7 million. This balance is necessary due to the timing of development-related revenues and expenditures. Revenues on development activity are collected in advance of the services provided and corresponding expenditures. A significant balance should be maintained in the fund for these prepaid services and to continue operations during the next slowdown in development activity.

#### Shoreline Golf Links and Restaurant Fund

For Fiscal Year 2019-20, Shoreline Golf Links revenues are proposed at \$2.5 million and expenditures are proposed at \$2.3 million. This fund is impacted by competition of neighboring courses, weather conditions affecting playability as well as the amount of water needed for irrigation of the course. Modest fee increases are being proposed for Fiscal Year 2019-20 and the revenues-over-expenditures balance is expected to provide a balance sufficient to transfer \$150,000 to the City's GOF. Touchstone Inc. took over management of Michaels at Shoreline Restaurant in January 2019. A full year's operating budget is reflected for Fiscal Year 2019-20 with a projected balance of \$125,000.

#### Special Funds

##### Shoreline Regional Park Community Fund (Shoreline Community)

The Shoreline Community was created by legislation in 1969, known as the Shoreline Regional Park Community Act (Act), for the development and support of the Shoreline Regional Park (Shoreline Park) and to economically and environmentally enhance the surrounding North Bayshore Area. In accordance with the Act, all tax revenues received by the Shoreline Community are deposited into a special fund and used to pay the principal of and interest on loans, advances, and other indebtedness of the Shoreline Community. The Act prescribes the powers of the Shoreline Community, including the construction and replacement of the infrastructure needed to serve the Shoreline Community such as streets, curbs, gutters, parking lots, sidewalks, water and sewer services, lighting, waste disposal, power and communications, housing and levees, as well as operations and maintenance of Shoreline Park. The Shoreline Community is a separate legal entity with its own budget and financial statements, but is considered a blended component unit of the City and financial activities are reported with the City's financial documents. A separate budget for the Shoreline Community is adopted by the Board of the Shoreline Community and is included in a separate section of this Proposed Budget document.

For Fiscal Year 2019-20, operating revenues are proposed at \$50.6 million, \$7.1 million higher than the Fiscal Year 2018-19 Adopted. This is primarily resulting from the projected growth in secured assessed value. Operating expenditures are proposed at \$31.5 million, \$612,000 higher than Fiscal Year 2018-19 Adopted. Ongoing changes of \$153,000 are proposed, as well as limited-period expenditures of \$179,200. In addition, there is a \$201,000 contribution to the CalPERS liability (proportionate to the General Fund contribution), \$70,000 to the Compensated Absences Reserve, a \$500,000 contribution to Retirees' Health UAAL, and capital projects of \$87.9 million (including \$69.3 million funded by bond proceeds). The General Reserve, based on 25.0 percent of expenditures (similar to other reserves), is increasing to \$5.3 million, the Landfill Reserve is increasing from \$7.0 million to \$8.0 million (incrementally increased in case of a catastrophic event), the Sea Level Rise Reserve is increasing \$3.0 million (as part of a plan to fund \$3.0 million annually for 10 years), and the Development Impact Fee Reserve is estimated at \$468,000. The remaining balance available is projected to be \$11.7 million.

### **Utility Funds**

The City's enterprise utility funds are fully funded by the rates charged to customers; there is no General Fund support to the utility funds. Utility rates charged by governmental entities for water, sewer, and trash and recycling services are considered property-related fees and are subject to the procedural requirements of Proposition 218, Article XIII, of the California Constitution. Proposition 218 requires governmental agencies to conduct a majority protest hearing prior to adopting any changes in utility rates. A notice is required to be mailed no later than 45 days prior to the public hearing and is required to include the proposed rate adjustment, the calculation methodology, and describe the process for submitting a protest vote. The legislation also provides for future rate increases within prescribed limits to be approved without holding a hearing each year for up to an additional four years.

A Proposition 218 hearing is not required for the proposed rate increases as all recommended increases for Fiscal Year 2019-20 are within the prescribed limits as noticed May 6, 2016 and approved at the June 21, 2016 public hearing (for Water and Wastewater rates) and noticed May 4, 2018 and approved at the June 19, 2018 public hearing (for trash and recycling rates) pursuant to Government Code Section 53756. Staff will be mailing a notification of the recommended rate changes on or before June 1.

### Water Fund

For Fiscal Year 2019-20, the San Francisco Public Utilities Commission (SFPUC) proposed a zero percent wholesale water rate increase, and Valley Water adopted a rate increase of 6.6 percent for groundwater (well water), which corresponds to an 6.1 percent rate increase for treated water (treated water is \$100 more per acre-foot than groundwater). A 1.0 percent rate increase for the average cost of water and meter rates is proposed due to the rate increases from Valley Water and City operating cost increased up to the Consumer Price Index (CPI).

A 20.0 percent increase is proposed for the recycled water rate, the second year of a three-year phase in to align rates to fully recover the cost of the program. With the 20.0 percent proposed increase for Fiscal Year 2019-20, the rate will increase from \$3.75 per unit to \$4.50 per unit, 35.2 percent lower than the potable Uniform water rate. If recycled water consumption increases or decreases, the rate increases recommended will be modified correspondingly. Staff continues efforts to convert customers from potable water to recycled water when possible.

Fiscal Year 2019-20 proposed operating revenues, with the proposed rate adjustments, are \$37.7 million and proposed operating expenditures are \$33.9 million (after eliminating the budget effect of depreciation expense). Included in expenditures are the rate adjustments to wholesale water costs. There is an operating balance of \$3.8 million, sufficient to fund the \$3.0 million annual level of capital projects included in the rate calculation. For Fiscal Year 2019-20, there is a contribution to CalPERS of \$387,000 (proportionate to the General Fund contribution), funding for the Retirees' Health UAAL of \$500,000, and capital projects of \$3.2 million. There are additional capital projects of \$6.2 million funded by Capacity/Development Impact fees. This results in projected reserve balances of \$16.4 million and the Fiscal Year 2019-20 ending balance is projected to be \$8.3 million.

### Wastewater Fund

For Fiscal Year 2019-20, the Palo Alto Regional Water Quality Control Plant (Treatment Plant) is proposed at no increase for treatment costs. A 3.0 percent overall rate increase is proposed: 1.0 percent is due to City operating cost increases up to the CPI and 2.0 percent is the sixth year of the phase-in of planned Treatment Plant capital costs.

The majority of the trunk main infrastructure was installed in the 1950s and 1960s. Staff has previously indicated through the budget and CIP process that there are major City sewer main replacement projects necessary over the next 10 years. As identified last fiscal year, capacity and development impact fees have provided a source of funding for

some projects; however, the fees received are not sufficient to fund all projects and staff recommended issuing debt to secure additional funds. On October 23, 2018, the City Council approved a \$10.1 million loan financing for Wastewater infrastructure projects. The \$10.1 million proceeds will fund capital projects as identified. The financing structure includes the ability to draw funds as needed for the first 18 months, lowering interest cost, and the ability to prepay 10 percent of the outstanding balance each year and all of the outstanding balance after 10 years without penalty. After the full \$10.1 million is drawn, annual payments will be approximately \$852,000. Approximately \$5.9 million of the loan proceeds will fund major capital projects included in Fiscal Year 2019-20 of the Five-Year CIP, and another \$3.1 million was added to a current project at the April 30, 2019 Council meeting. Staff is also reviewing the current major sewer capacity upgrades needed due to the increased density allowed in the City from Precise Plan adoptions and Gatekeeper approvals.

With an overall 3.0 percent rate increase, operating revenues for Fiscal Year 2019-20 are proposed at \$24.7 million (including \$1.9 million in revenue generated by the rate increases for planned Treatment Plant capital costs that is being reserved) and operating expenditures at \$20.1 million (after eliminating the budget effect of depreciation expense). The operating balance of \$4.6 million includes \$1.9 million in revenue generated by the rate increases for planned Treatment Plant capital costs that is being reserved and \$2.2 million annual level of capital projects included in the rate calculation. For Fiscal Year 2019-20, there is a contribution to CalPERS of \$222,000 (proportionate with the General Fund contribution) and \$2.2 million for capital projects, in addition to \$5.9 in capital projects funded by loan proceeds and \$499,000 funded by Capacity/Development Impact fees. This results in reserve balances of \$17.3 million and the projected ending balance for Fiscal Year 2019-20 is \$5.8 million.

#### Solid Waste Management Fund

For Fiscal Year 2019-20, there is a 3.97 percent increase for Recology. The City's share of SMaRT® Station costs is proposed to increase 16.0 percent, 4.5 percent after adjusting for tonnage increases that have associated revenue. These provider increases, as well as increases in the cost of City programs up to the CPI, result in an overall average rate increase of over 4.0 percent. However, this fund is in a stable financial condition and an overall rate increase of 3.0 percent is proposed for Fiscal Year 2019-20.

Operating revenues for Fiscal Year 2019-20 are proposed at \$15.9 million (\$33.4 million, including Recology) and operating expenditures are proposed at \$14.7 million (\$32.3 million, including Recology, and after eliminating the budget effect of depreciation expense). There is also funding for a contribution to CalPERS of \$159,000 (proportionate with the General Fund contribution), and \$293,000 for capital projects.

The fund is projected to end the 2019-20 fiscal year with a reserve at the policy level of \$3.7 million, the reserve for future facility equipment of \$1.3 million, and a \$8.6 million ending balance.

### **Reserves**

Most reserves are established pursuant to Council Policy A-11, Financial and Budgetary Policy, and others have been approved as needed by Council (see summary in Miscellaneous Section, Page 7-93). Reserves can be classified as those uncommitted but designated for a specific purpose, and those created to fund liabilities. With the recommendations to supplement the General Fund Reserve and the Compensated Absences Reserve, reserves are at or higher than the target or policy balance. An additional \$2.0 million contribution to CalPERS is proposed from the carryover balance to pay down unfunded liabilities. Any remaining GOF carryover balance up to \$3.0 million is recommended to be transferred to the Capital Improvement Reserve. Should the balance exceed the amount recommended, staff will return to Council for approval of the allocation of additional funds.

There is also a sufficient GOF surplus projected for Fiscal Year 2019-20 for proposed allocations of \$1.0 million to the Sustainability CIP, \$2.0 million to the General Fund Reserve, \$3.0 million to the Capital Improvement Reserve, and an additional \$4.0 million contribution towards the CalPERS unfunded liability.

### **CITY COUNCIL MAJOR GOALS**

Over the past few months, the City Council has undertaken a comprehensive goal-setting process to establish its major goals for a two-year cycle, Fiscal Years 2019-20 and 2020-21. These goals were adopted May 21, 2019. Attachment 1 provides a summary of the adopted projects and work plan for Fiscal Years 2019-20 and 2020-21.

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

- Promote a Community for All with a focus on strategies to protect vulnerable populations and preserve Mountain View's socioeconomic and cultural diversity.
- Improve the quantity, diversity, and affordability of housing by providing opportunities for subsidized, middle-income, and ownership housing.

- Develop and implement comprehensive and innovative transportation strategies to achieve mobility, connectivity, and safety for people of all ages.
- Promote environmental sustainability and quality of life for the enjoyment of current and future generations with a focus on measurable outcomes.

Projects identified that may require additional funding (not included in this Proposed Budget) are outlined in the staff report. City Council goals and department goals can also be found in the Department Budget Section.

### **COUNCIL FOLLOW-UP FROM THE NARRATIVE BUDGET STUDY SESSION**

At the April 25, 2019 Study Session, Council requested additional information related to the following:

- Child-Care Subsidies
- Feminine Hygiene Products at City Facilities
- Friends of Caltrain funding.
- Community Outreach (Multilingual) Coordinator 0.25 limited-period Position

These items are addressed in, or as attachments to, the staff report.

### **SUMMARY AND CONCLUSION**

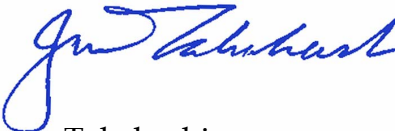
Strong revenue growth has continued and the GOF is in a good financial position. For Fiscal Year 2019-20, the economy is anticipated to remain strong with growth in revenues primarily in Property Taxes and Rents and Leases, with other major categories remaining stable or with modest changes. The GOF revenues are projected to increase to \$148.3 million, or 7.7 percent, compared to the current fiscal year adopted revenues. The Proposed Budget includes budget recommendations of \$746,000 in non-discretionary and \$1.4 million in discretionary spending, which contributes to an 8.7 percent total expenditure increase. The GOF is projected to have an operating balance of \$12.5 million at the end of Fiscal Year 2019-20, of which \$10.0 million is proposed to be transferred to reserves, the new Sustainability CIP, and used towards an unfunded liability, leaving a projected balance of \$2.5 million or 1.7 percent of projected revenues. A net total of 29.75 positions, including a net increase of 10.25 personnel, are proposed. Although there are other areas where additional resources could be added, more are not proposed at this time as it is anticipated there will be a slowdown in the economy in



the next few years, at which time operating deficits are forecasted to return. Additional net limited-period expenditures of \$4.1 million are proposed to address additional staff resources.

We would like to express our appreciation to the Council and to staff in all the departments for their cooperation and assistance in the development of this budget. In particular, we want to thank the department heads and Budget Team, with special thanks to Assistant Finance and Administrative Services Director Suzy Niederhofer, Retired Principal Financial Analyst Helen Ansted, Principal Financial Analyst Rafaela Duran, and Financial Analysts Ann Trinh and Lauren Kawawaki, for their assistance with the Operating Budget; Purchasing and Support Services Manager Ann Mehta and Deputy Public Works Director Dawn Cameron for their assistance with the capital outlay process; and the Document Processing Center and Copy Center staff for their constant support in the preparation of this document.

Respectfully submitted,



Jesse Takahashi  
Finance and Administrative  
Services Director



Daniel H. Rich  
City Manager

JT-DHR/SN/2/FIN  
541-06-11-18L

Attachment: 1. City Council Major Goals Work Plan Fiscal Years 2019-20 and 2020-21

## **CITY COUNCIL MAJOR GOALS WORK PLAN Fiscal Years 2019-20 and 2020-21**

Since Fiscal Year 2013-14, the City Council has undertaken a goal-setting process that consists of Council identifying high-level thematic goals (“major goals”) with specific projects that fulfill those goals over a two-year period. This selection of top priorities is an effective way of directing resources, aligning staff efforts, and communicating clearly about the organization’s areas of focus.

On February 28, 2019, the City Council held a goal-setting Study Session, during which it decided that the current Major Goals should continue, with minor revisions, as the Major Goals for the new biannual Work Plan. City Councilmembers also suggested a number of potential projects of interest to accomplish these goals. Following input from the City’s departments and advisory bodies, Council held a second Study Session on April 23, 2019 to review revised goal statements and discuss priorities for work plan projects. The Council met a third time on May 21, 2019 and adopted the goal statements and projects that follow.

### **Fiscal Years 2019-20 and 2020-21 Council Goals**

1. Promote a Community for All with a focus on Strategies to Protect Vulnerable Populations and Preserve Mountain View’s Socioeconomic and Cultural Diversity.
2. Improve the Quantity, Diversity, and Affordability of Housing by Providing Opportunities for Subsidized, Middle-Income, and Ownership Housing.
3. Develop and Implement Comprehensive and Innovative Transportation Strategies to Achieve Mobility, Connectivity, and Safety for People of All Ages.
4. Promote Environmental Sustainability and the Quality of Life for the Enjoyment of Current and Future Generations with a Focus on Measurable Outcomes.

### **Work Plan Projects**

The following table summarizes the projects in the Fiscal Years 2017-18 and 2018-19 Council Goals Work Plan that are continuing into the next two-year cycle, as well as the new projects that were approved by Council on May 21, 2019.

**Number of Proposed Continuing and  
New Projects, Fiscal Year 2019-21**

Goal	Continuing FY 2018-19 Projects	New FY 2019-21 Projects	Total Projects
1. Protect vulnerable populations	2	12	14
2. Housing quantity, diversity, and affordability	4	9	13
3. Comprehensive, coordinated transportation system	12	8	20
4. Environmental sustainability	3	9	12
5. Other Council-suggested projects	2	4	6
<b>TOTAL</b>	23	42	65

For each goal, the related projects are listed below. Also included are the other projects directed by Council that are not associated with one of the Major Goals. As the Fiscal Years 2019-20 and 2020-21 Work Plan commences, the continuing and new projects will be renumbered to avoid duplicate numbers.

**Goal One: Promote a Community for All with a Focus on Strategies to Protect Vulnerable Populations and Preserve Mountain View’s Socioeconomic and Cultural Diversity.**

*Goal One: New Projects*

- 1.9 Hold a Study Session on displacement and net loss; develop a work plan for any desired follow-up actions.
- 1.2 Develop and consider an ordinance to address wage theft and responsible construction.
- 1.13 Hold a Study Session on service gaps related to homelessness.
- 5.15 Develop and consider a Community Workforce Agreement.

- 1.8 Explore opportunities to partner with school districts to enhance after-school programs.
- 1.7 Work to ensure a complete count in Census 2020.
- 1.11 Provide City-led/-sponsored Know-Your-Rights Workshops.
- 1.14 Implement an Oversized Vehicle Ordinance for health and safety with associated phased enforcement.
- 1.12 Declare a housing emergency, develop a safe parking ordinance, and pilot more flexible, safe parking projects in Mountain View and regionally in cooperation with the County, community colleges, and the private sector.
- 1.15 Continue providing outreach associated with linking the unstably housed and homeless to services and housing.
- 1.16 Implement a Safe Parking Program to include temporary use of a Shoreline at Mountain View lot through March 2020 and the use of a City-negotiated lot.
- 1.17 Create a dedicated space in the Library with information from the United States Citizenship and Immigration Services about becoming a U.S. citizen, and develop a Library web page with links to this information.

Goal One: Continuing Projects

- 1.1 Continue to collaborate with regional partners to fund and/or improve awareness of and access to information and referral resources for immigrants, particularly for mixed-status families.
- 1.3 Continue a pilot to apply a Human Rights City analysis framework to selected projects.

**Goal Two: Improve the Quantity, Diversity, and Affordability of Housing by Providing Opportunities for Subsidized, Middle-Income, and Ownership Housing.**

Goal Two: New Projects

- 2.1 Hold a Study Session to explore modifications to CSFRA for the 2020 election.
- 2.2 Develop strategies for middle-income persons to afford different housing types.

- 2.13 Examine and potentially develop an ordinance that controls mobile home park space rents and addresses other issues.
- 2.16 Develop a City-led Gateway Master Plan for North Bayshore.
- 2.19 Update City documents, including the Density Bonus Ordinance, to implement new housing laws.
- 2.21 Facilitate the development of affordable housing at the Santa Clara Valley Transportation Authority (VTA) Evelyn Avenue Site.
- 2.22 Facilitate the planning/entitlement and building permit process for Lot 12.
- 2.5 Review and propose revisions to the R3 Zone standards that consider form-based zoning, incentivizing stacked flats, and updated rowhouse guidelines.
- 2.15 Work with the Mountain View Whisman School District to explore the possibility of the District acquiring the Shenandoah property and the opportunity for shared uses and affordable housing on the site.

Goal Two: Continuing Projects

- 2.4 Continue to market and coordinate the Request for Proposals process for Lot 12.
- 2.8 Continue to conduct a Community Benefit Financial Study for Gatekeeper applications.
- 2.12 Continue the East Whisman Precise Plan.
- 2.13 Continue the Soft-Story Seismic Retrofit Program.

<p><b>Goal Three: Develop and Implement Comprehensive and Innovative Transportation Strategies to Achieve Mobility, Connectivity, and Safety for People of All Ages.</b></p>
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Goal Three: New Projects

- 3.1A Complete the Traffic Operations Center feasibility study and develop an implementation plan for making Mountain View a “Transportation Smart City.”
- 3.12 Develop and implement a plan to prevent commercial parking from spilling into residential neighborhoods, including a review of the qualification requirements of the Residential Parking Permit Program to facilitate the establishment of Residential Parking Permit Zones.

- 3.18 Develop a Citywide Transportation Demand Management Ordinance.
- 3.10 Revisit the Neighborhood Traffic Management Program to determine and implement measures to further calm traffic.
- 3.6 Develop e-scooter regulations.
- 3.7A Complete the Castro Pedestrian Mall Feasibility Study.
- 3.9A Explore opportunities to partner with Sunnyvale and secure grant funding for expanding the Stevens Creek Trail into Sunnyvale.
- 3.17 Conduct a Shuttle Study.

Goal Three: Continuing Projects

- 3.1 Continue to develop a comprehensive modal plan that would involve the VTA, Caltrain, major employers, etc., and include a funding mechanism.
- 3.2 Continue to implement the Transit Center Master Plan.
- 3.3 Continue to implement the Vision Zero Policy/Program.
- 3.4 Continue to implement Downtown Parking Long-Term Solutions—Shared Parking Agreements and Paid Parking Study.
- 3.6 Continue to solicit input and collaborate with neighbors to develop a regional bike route from Redwood City to Mountain View.
- 3.7 Continue the Short-Term Downtown Parking Pilot Programs (Ridesharing/Valet Attendant Assist).
- 3.8 Continue the Citywide SB 743 Implementation (California Environmental Quality Act Level of Service Vehicle Miles Traveled Change).
- 3.10 Continue El Camino Real Streetscape Guidelines.
- 3.16 Continue the Feasibility Study of Automated Guideway Transportation System.
- 3.17 Continue the design, permit, and construction of Castro Street/Moffett Boulevard/Central Expressway near-term improvements (CIP 16-40).

3.18 Continue the design and construction of Shoreline Boulevard interim bus lane and utility improvements (CIP 16-58 (design) and CIP 18-43 (construction)).

3.20 Continue to develop the Castro Street Bicycle Lane Study.

**Goal Four: Promote Environmental Sustainability and Quality of Life for the Enjoyment of Current and Future Generations with a Focus on Measurable Outcomes.**

*Goal Four: New Projects*

4.9 Update the Community Tree Master Plan and review existing guiding policies and ordinances in coordination with the update.

4.11 Consolidate and update existing plans into a comprehensive wildlife and habitat management plan.

4.2 Explore opportunities to build/encourage additional EV charging stations.

4.3 Work through ESAP projects.

4.4 Develop alternative carbon offsets.

4.7 Review and consider amendments to various aspects of the Downtown Precise Plan, with the work phased to prioritize preserving the character of the downtown core and preventing, to the extent possible, preemption by State legislation.

4.8 Incorporate yearly targets for greenhouse gas reduction into ESAP.

4.12 Implement the Public Services Study actions, including population updates, study of Police staffing levels, and Fire Community Risk Assessment.

4.6 Modify existing bird-safe design codes.

*Goal Four: Continuing Projects*

4.1 Continue to Participate in South Bay Salt Ponds project in conjunction with California State Coastal Commission.

4.5 Continue to Establish North Bayshore—District Sustainability Performance Measurements.

- 4.8 Continue the Greenhouse Gas Reduction Program and Citywide Traffic Model Update.

**Section Five: Council-suggested Projects Unrelated to the Major Goals**

Section Five: New Projects

- 5.10 Hold a Study Session and develop a small business strategy.
- 5.3 Hold a Study Session to identify objectives and resource needs for the City to take a more active role in addressing State and Federal actions that impact local control.
- 5.5 Review and update the Park Land Dedication Ordinance.
- 5.1 Review and update the Historic Preservation Ordinance.

Section Five: Continuing Projects

- 5.3 Continue to work with the Visual Arts Committee to encourage public art.
- 5.4 Continue to work with County and State officials and stakeholders, including business, to explore options to develop regulatory code language addressing location and separation/setback requirements for on-demand mobile fueling that meet the interest of public safety and health.

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# Revenue and Expenditure Tables for All Funds

## TOTAL FUND REVENUES

	AUDITED ACTUAL 2017-18	ADOPTED BUDGET 2018-19	ESTIMATED 2018-19	PROPOSED BUDGET 2019-20
GENERAL OPERATING FUND	\$ 136,376,999	137,682,020	143,374,420	148,323,840
GF - DEVELOPMENT SERVICES	21,271,489	14,753,000	20,557,980	18,367,200
GF - SHRLN GOLF /RESTAURANT	2,323,228	2,532,110	2,978,666	4,457,800
GF RESERVES	30,923,023	21,587,472	28,857,421	22,217,576
GAS TAX	2,140,424	3,380,120	3,198,880	3,664,100
OTHER STREETS & TRANSPORTATION	610,996	484,000	535,000	3,028,800
CONSTRUCTION/CONVEYANCE TAX	8,088,321	4,381,700	10,101,500	4,692,900
PUBLIC BENEFIT IN LIEU	571,838	340,100	295,000	346,400
TRANSIT-ORIENTED DEVELOPMENT	225,708	70,190	74,600	87,700
HOUSING	33,025,078	676,410	40,300,351	1,710,700
CSFRA/RHC	2,386,589	1,899,200	1,882,533	1,547,300
SUCCESSOR HOUSING AGENCY	25,245	0	33,400	39,400
DOWNTOWN BENEFIT ASSMT DIST	2,277,235	2,015,496	2,217,150	2,233,876
GENERAL SPECIAL PURPOSE	21,449	52,100	42,470	54,870
SUPPLEMENTAL LAW ENFRMNT	172,920	100,000	184,000	100,000
COMMUNITY DEV BLOCK GRANT	192,688	818,354	1,865,289	828,120
CABLE TELEVISION	236,172	241,000	215,160	241,000
SHORELINE REGIONAL PARK COMM	61,340,200	43,512,500	42,989,500	119,899,000
STORM DRAIN CONSTRUCTION	355,503	34,980	62,500	33,700
PARK LAND DEDICATION	9,968,711	1,634,600	11,074,390	18,916,660
WATER	48,372,883	36,405,771	38,567,488	37,712,670
WASTEWATER	28,556,194	23,825,602	28,083,070	30,548,933
SOLID WASTE MANAGEMENT	15,021,710	14,040,302	15,461,607	15,877,797
EQUIPMENT MAINT & REPLACMNT	7,054,135	7,106,968	7,242,873	6,817,960
WORKERS' COMPENSATION	2,540,148	2,603,490	2,363,580	2,671,400
UNEMPLOYMENT	100,522	59,860	55,200	63,400
LIABILITY	1,656,372	1,455,500	1,494,610	1,756,250
RETIREEES' HEALTH	12,225,073	6,305,780	7,002,390	7,079,186
EMPLOYEE BENEFITS	67,608	86,940	79,200	89,000
OTHER <sup>(1)</sup>	21,363	0	52,084	0
TOTAL	\$ <u>428,149,824</u>	<u>328,085,565</u>	<u>411,242,312</u>	<u>453,407,538</u>

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

## TOTAL FUND EXPENDITURES

	AUDITED ACTUAL 2017-18	ADOPTED BUDGET 2018-19	ESTIMATED 2018-19	PROPOSED BUDGET 2019-20
GENERAL OPERATING FUND	\$ 121,682,363	133,938,549	139,104,784	145,869,958
GF - DEVELOPMENT SERVICES	14,865,470	16,009,123	17,305,263	16,680,302
GF - SHRLN GOLF /RESTAURANT	2,338,345	2,533,719	2,980,702	4,452,623
GF RESERVES	25,715,248	24,333,841	27,328,310	32,503,282
GAS TAX	2,339,500	2,815,100	2,815,100	3,010,200
OTHER STREETS & TRANSPORTATION	394,000	402,000	402,000	3,084,904
CONSTRUCTION/CONVEYANCE TAX	10,102,000	8,612,000	10,812,000	11,442,000
PUBLIC BENEFIT IN LIEU	7,074,377	2,703,188	3,037,200	0
TRANSIT-ORIENTED DEVELOPMENT	0	0	0	0
HOUSING	9,490,759	11,989,169	20,799,097	22,929,472
CSFRA/RHC	1,741,353	2,309,237	1,502,548	2,036,691
SUCCESSOR HOUSING AGENCY	31,830	217,700	166,370	250,000
DOWNTOWN BENEFIT ASSMT DIST	541,064	849,491	826,081	939,370
GENERAL SPECIAL PURPOSE	3,474	85,314	2,700	100,339
SUPPLEMENTAL LAW ENFRMNT	175,000	175,000	184,000	175,000
COMMUNITY DEV BLOCK GRANT	180,397	861,807	1,876,713	928,120
CABLE TELEVISION	267,500	195,000	159,960	195,000
SHORELINE REGIONAL PARK COMM	85,848,044	44,829,967	48,971,456	120,156,055
STORM DRAIN CONSTRUCTION	280,000	406,000	406,000	31,000
PARK LAND DEDICATION	7,400,483	1,861,000	2,331,000	42,777,000
WATER	41,388,572	44,042,516	43,694,199	48,224,595
WASTEWATER	20,173,141	29,330,923	31,710,444	30,805,304
SOLID WASTE MANAGEMENT	13,673,821	14,451,456	14,240,458	15,560,985
EQUIPMENT MAINT & REPLACMNT	6,892,728	5,791,809	6,270,296	6,368,351
WORKERS' COMPENSATION	1,514,332	2,372,500	1,504,237	2,372,500
UNEMPLOYMENT	31,015	127,250	23,881	127,250
LIABILITY	1,300,817	1,575,300	2,181,290	1,756,550
RETIREEES' HEALTH	12,178,685	6,265,790	6,988,820	7,097,966
EMPLOYEE BENEFITS	55,769	114,500	54,970	114,500
OTHER <sup>(1)</sup>	0	0	0	0
TOTAL	\$ <u>387,680,087</u>	<u>359,199,249</u>	<u>387,679,879</u>	<u>519,989,317</u>

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

## GENERAL OPERATING FUND REVENUES

<u>FISCAL YEAR</u>	<u>OPERATING REVENUES</u>	<u>% CHANGE FROM PRIOR FISCAL YEAR</u>
2010-11	\$87,240,000	1.0%
2011-12	\$92,041,000	5.5%
2012-13	\$96,811,000	5.2%
2013-14	\$102,045,000	5.4%
2014-15	\$106,940,000 (1)	4.8%
2015-16	\$115,911,000	8.4%
2016-17	\$126,689,000	9.3%
2017-18	\$136,377,000	7.6%
2018-19 *	\$143,374,000	5.1%
2019-20 **	\$148,324,000	3.5%

\* Estimated

\*\* Proposed

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

## GENERAL OPERATING FUND EXPENDITURES

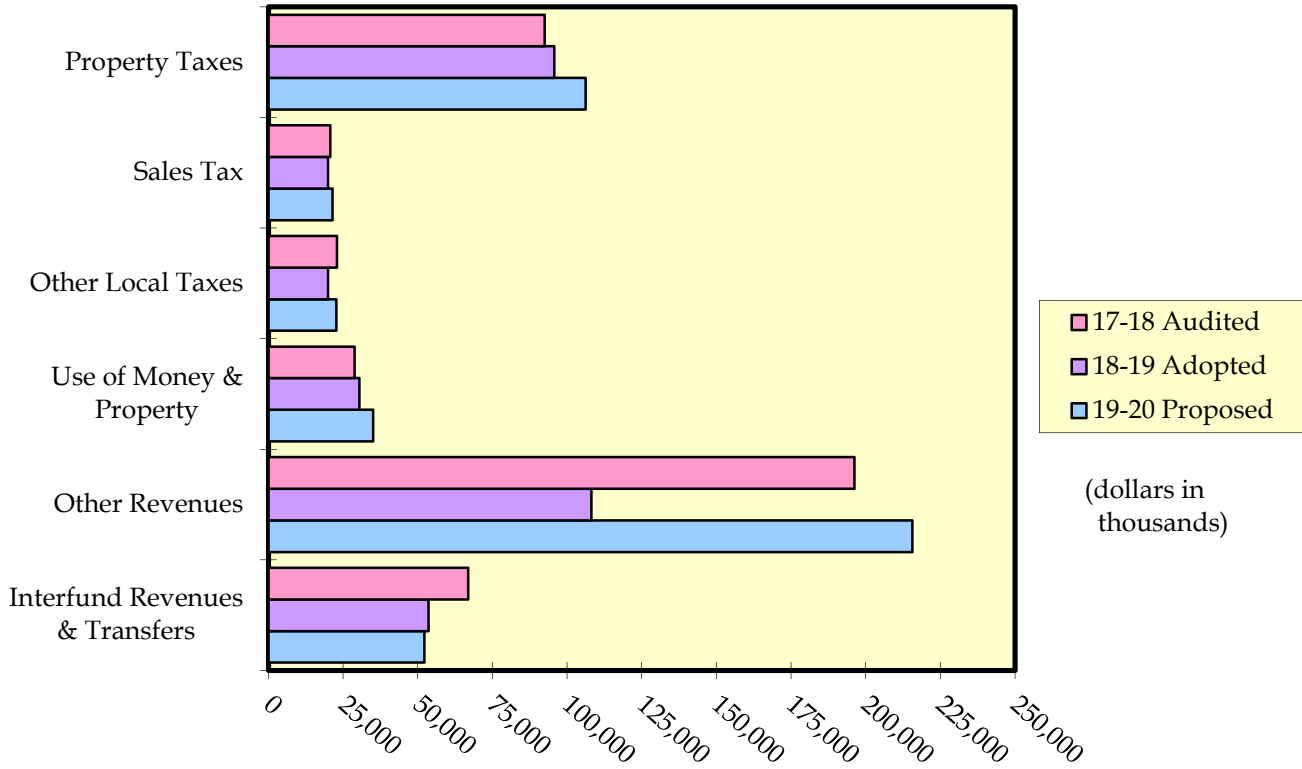
<u>FISCAL YEAR</u>	<u>OPERATING EXPENDITURES</u>	<u>% CHANGE FROM PRIOR FISCAL YEAR</u>
2010-11	\$86,160,000	0.0%
2011-12	\$90,605,000	5.2%
2012-13	\$93,041,000	2.7%
2013-14	\$94,933,000	2.0%
2014-15	\$97,677,000 (1)	2.9%
2015-16	\$102,590,000 (2)	5.0%
2016-17	\$110,936,000 (3)	8.1%
2017-18	\$121,682,000 (4)	9.7%
2018-19 *	\$139,105,000 (5)	14.3%
2019-20 **	\$145,870,000 (6)	4.9%

\* Estimated

\*\* Proposed

- (1) Effective July 1, 2014, all development related activities are consolidated into the Development Services Fund to more accurately align development related revenues and expenditures. Fiscal Year 2014-15 includes an additional contribution of \$1.0 million towards the OPEB liability.
- (2) Fiscal Year 2015-16 includes additional contributions of \$2.0 million towards the CalPERS liability and \$1.0 million towards the OPEB liability.
- (3) Fiscal Year 2016-17 includes additional contributions of \$2.0 million towards both the CalPERS and OPEB liabilities, and transfers of \$2.0 million to the Strategic Property Acquisition Reserve (SPAR) and \$500,000 to the General Non-Operating Fund (GNOF).
- (4) Fiscal Year 2017-18 includes additional contributions of \$4.0 million and \$2.0 million towards the CalPERS and OPEB liabilities, respectively, and a transfer of \$2.0 million to SPAR.
- (5) Fiscal Year 2018-19 includes additional contributions of \$4.0 million and \$1.0 million towards the CalPERS and OPEB liabilities, respectively, and transfers of \$6.5 million to the GNOF for the Sustainability CIP, \$2.0 million each to the Capital Improvement and Transportation Reserves,
- (6) Fiscal Year 2019-20 includes an additional contribution of \$4.0 million towards the CalPERS liability and transfers of \$1.0 million to the GNOF for the Sustainability CIP, \$2.0 million to the General Fund Reserve, and \$3.0 million to the Capital Improvement Reserve.

## TOTAL FUND REVENUES



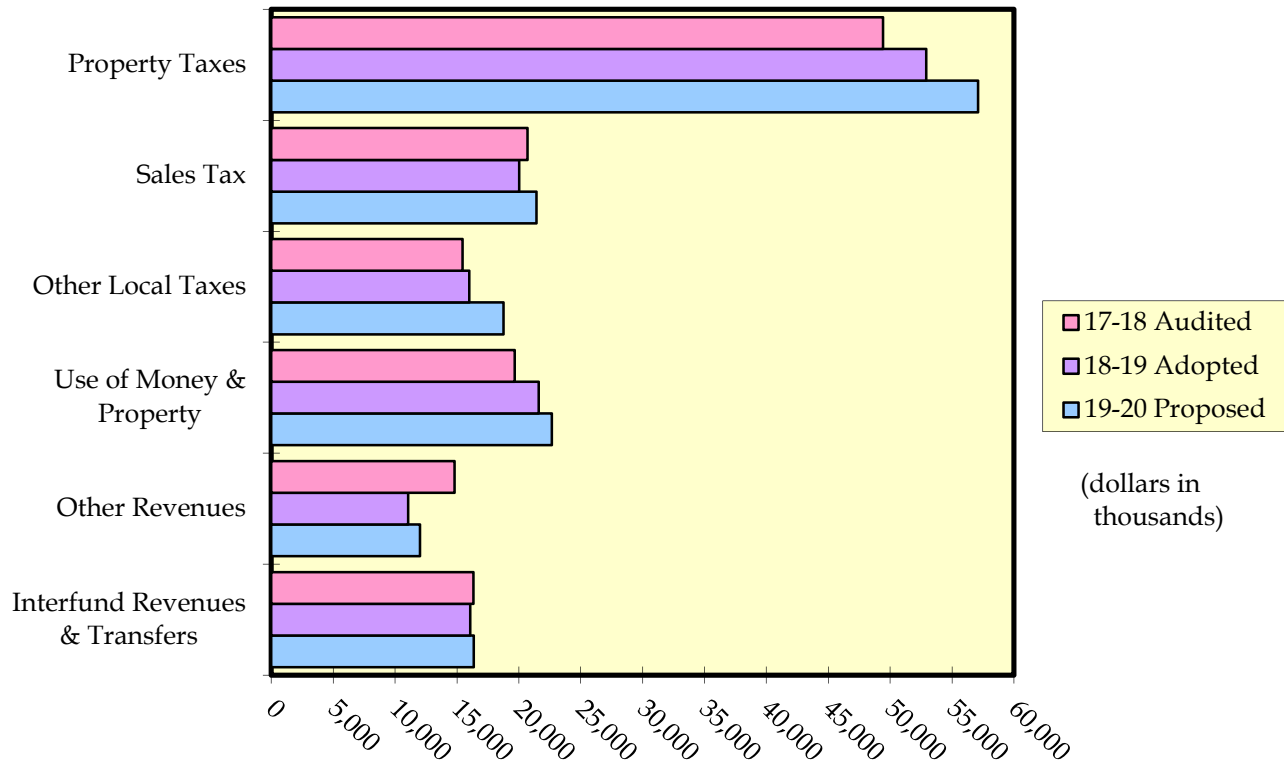
<u>Revenue Category</u>	<u>Audited Actual 2017-18</u>	<u>Adopted Budget 2018-19</u>	<u>Proposed Budget 2019-20</u>	<u>Percent Change *</u>
Property Taxes	\$ 92,477,376	95,714,640	106,221,410	11.0%
Sales Tax	20,713,381	20,026,480	21,432,550	7.0%
Other Local Taxes	23,014,618	20,021,100	22,774,700	13.8%
Use of Money & Property	28,906,473	30,505,828	35,112,421	15.1%
Other Revenues:				
Licenses, Permits & Franchise Fees/ Fines & Forfeitures	18,721,412	14,654,930	17,314,800	18.2%
Intergovernmental	3,910,830	5,465,454	8,177,820	49.6%
Charges for Services <sup>(1)</sup>	158,371,589	85,488,927	109,115,409	27.6%
Miscellaneous Revenues <sup>(2)</sup>	15,172,397	2,574,607	80,999,427	3046.1%
Interfund Revenues & Transfers	<u>66,861,748</u>	<u>53,633,599</u>	<u>52,259,001</u>	(2.6%)
<b>TOTAL</b>	<b>\$ <u>428,149,824</u></b>	<b><u>328,085,565</u></b>	<b><u>453,407,538</u></b>	<b>38.2%</b>

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

(1) Includes Developer Fees and Contributions.

(2) FY 2019-20 Miscellaneous Revenues include bond proceeds.

## GENERAL OPERATING FUND REVENUES

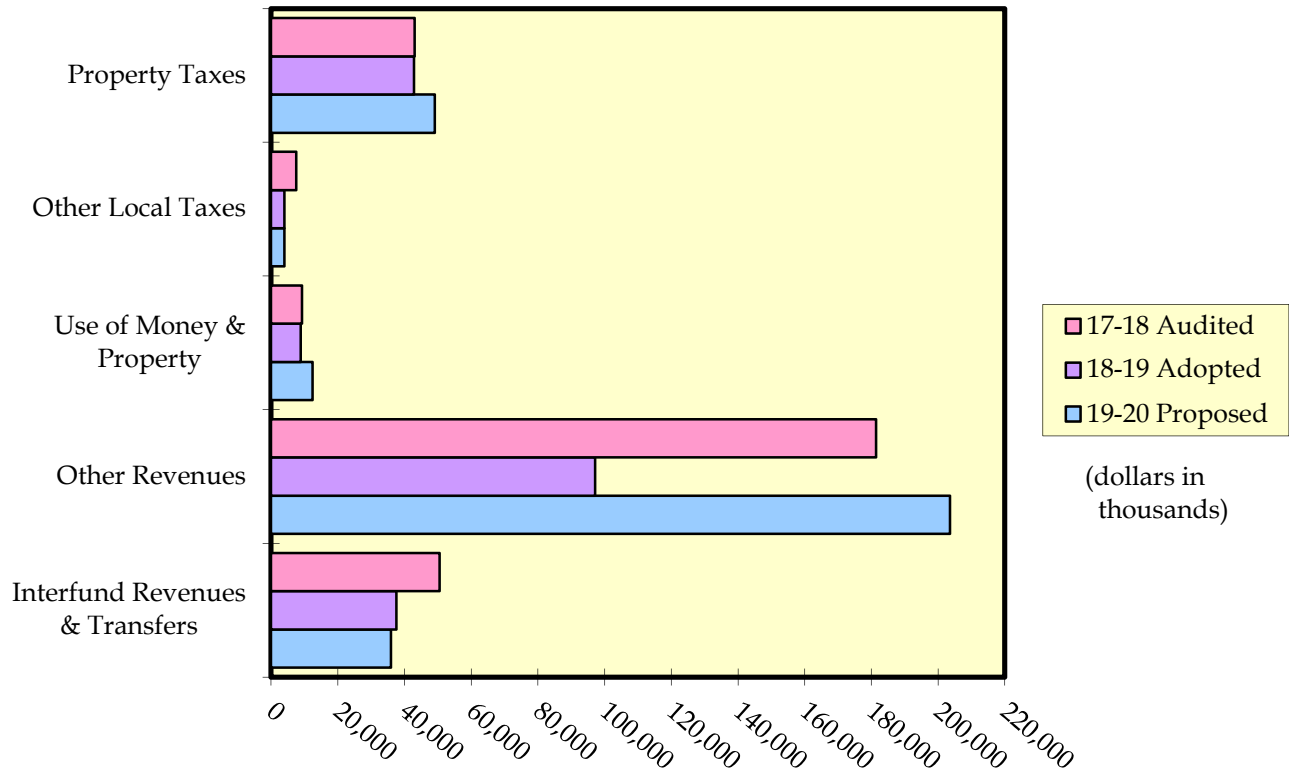


<u>Revenue Category</u>	<u>Audited Actual 2017-18</u>	<u>Adopted Budget 2018-19</u>	<u>Proposed Budget 2019-20</u>	<u>Percent Change *</u>
Property Taxes	\$ 49,418,921	52,908,540	57,091,200	7.9%
Sales Tax	20,713,381	20,026,480	21,432,550	7.0%
Other Local Taxes	15,443,748	15,989,100	18,770,700	17.4%
Use of Money & Property	19,659,406	21,613,100	22,657,560	4.8%
Other Revenues:				
Licenses, Permits & Franchise Fees/				
Fines & Forfeitures	6,160,744	5,924,930	6,419,800	8.4%
Intergovernmental	816,991	624,100	521,800	(16.4%)
Charges for Services	3,208,006	2,772,040	3,081,050	11.1%
Miscellaneous Revenue	4,616,082	1,748,860	1,988,680	13.7%
Interfund Revenues & Transfers	<u>16,339,720</u>	<u>16,074,870</u>	<u>16,360,500</u>	1.8%
<b>TOTAL</b>	<b>\$ <u>136,376,999</u></b>	<b><u>137,682,020</u></b>	<b><u>148,323,840</u></b>	<b>7.7%</b>

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



## OTHER FUND REVENUES



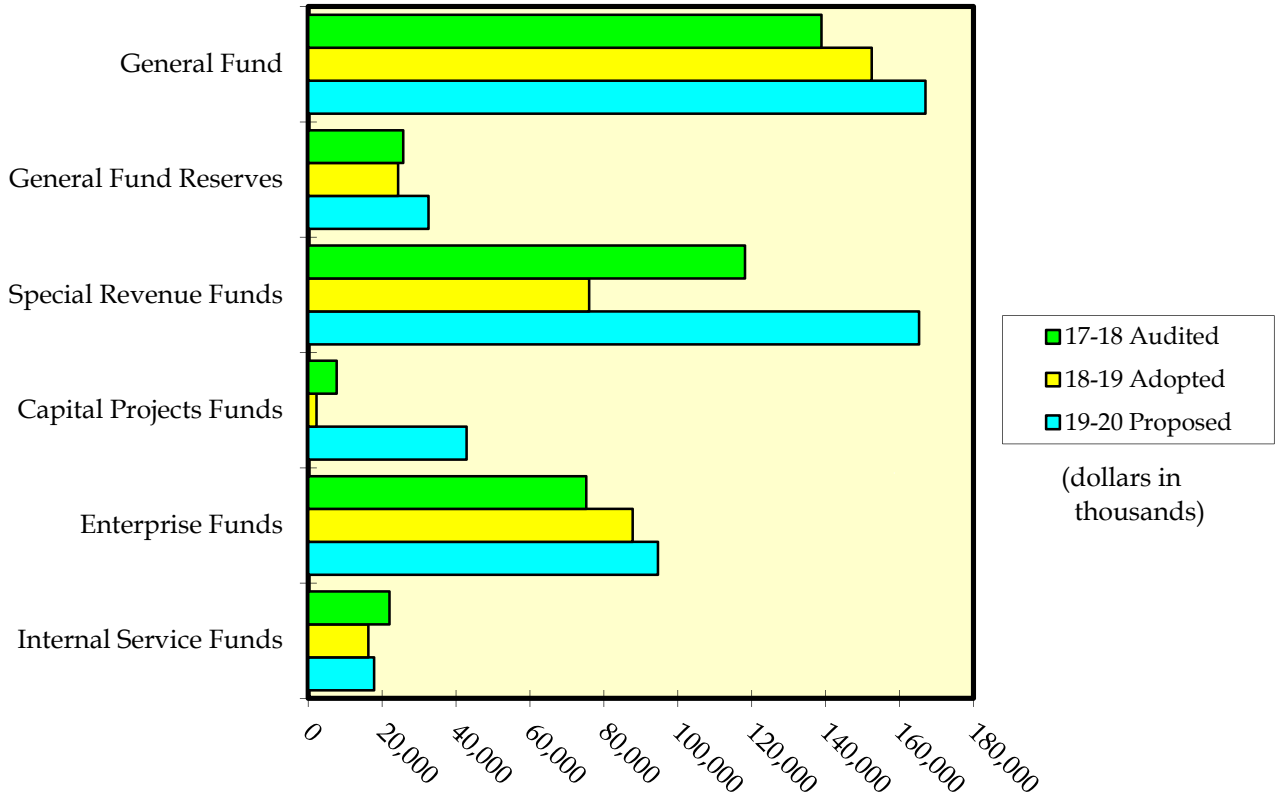
<u>Revenue Category</u>	<u>Audited Actual 2017-18</u>	<u>Adopted Budget 2018-19</u>	<u>Proposed Budget 2019-20</u>	<u>Percent Change *</u>
Property Taxes	\$ 43,058,455	42,806,100	49,130,210	14.8%
Other Local Taxes	7,570,870	4,032,000	4,004,000	(0.7%)
Use of Money & Property	9,247,067	8,892,728	12,454,861	40.1%
Other Revenues:				
Licenses, Permits & Franchise Fees/ Fines & Forfeitures	12,560,668	8,730,000	10,895,000	24.8%
Intergovernmental	3,093,839	4,841,354	7,656,020	58.1%
Charges for Services <sup>(1)</sup>	155,163,583	82,716,887	106,034,359	28.2%
Miscellaneous Revenues <sup>(2)</sup>	10,556,315	825,747	79,010,747	9468.4%
Interfund Revenues & Transfers	<u>50,522,028</u>	<u>37,558,729</u>	<u>35,898,501</u>	(4.4%)
<b>TOTAL</b>	<b><u><u>\$ 291,772,825</u></u></b>	<b><u><u>190,403,545</u></u></b>	<b><u><u>305,083,698</u></u></b>	<b>60.2%</b>

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

(1) Includes Developer Fees and Contributions.

(2) FY 2019-20 Miscellaneous Revenues include bond proceeds.

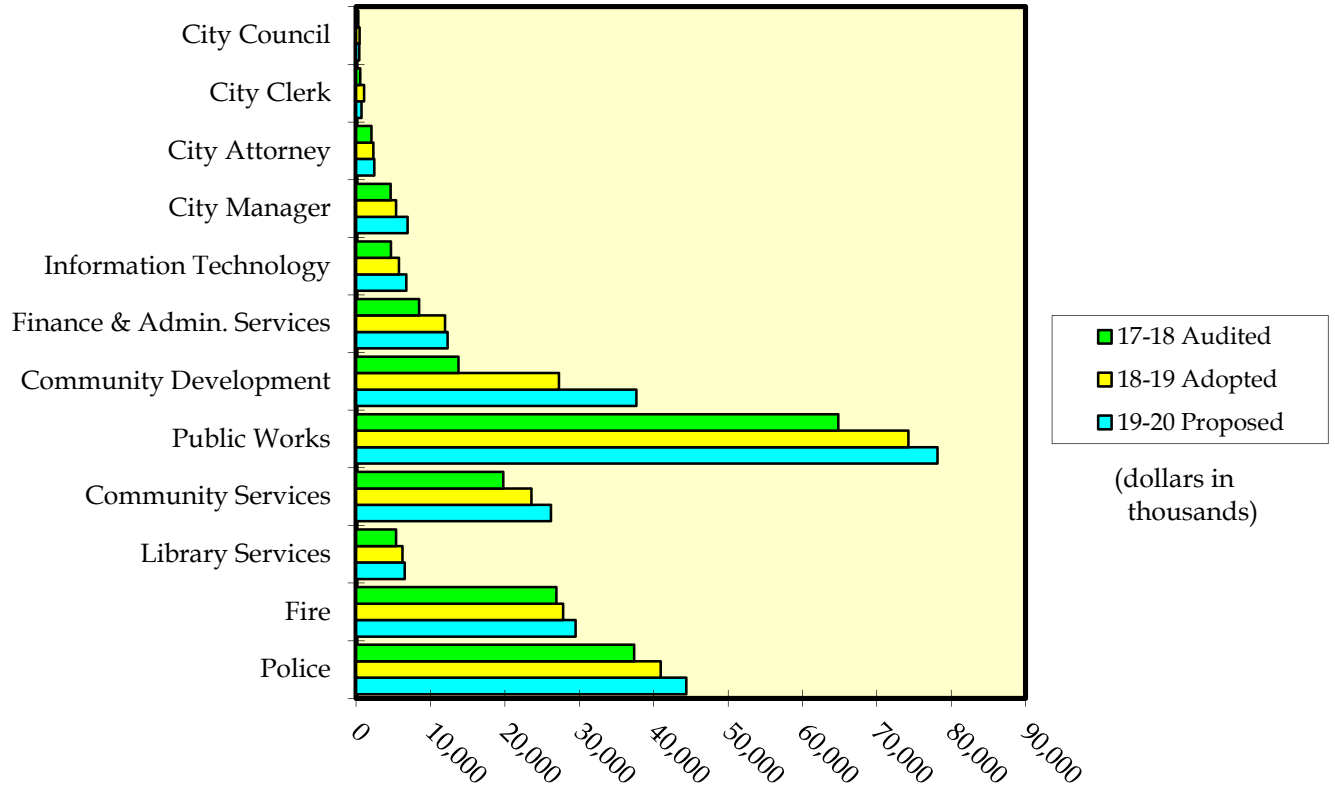
## TOTAL EXPENDITURES BY FUND TYPE



<u>Fund Type</u>	Audited Actual 2017-18	Adopted Budget 2018-19	Proposed Budget 2019-20	Percent Change *
General Fund	\$ 138,886,178	152,481,391	167,002,883	9.5%
General Fund Reserves	25,715,248	24,333,841	32,503,282	33.6%
Special Revenue Funds	118,189,298	76,044,973	165,247,151	117.3%
Capital Projects Funds	7,680,483	2,267,000	42,808,000	1788.3%
Enterprise Funds	75,235,534	87,824,895	94,590,884	7.7%
Internal Service Funds	21,973,346	16,247,149	17,837,117	9.8%
<b>TOTAL</b>	<b>\$ 387,680,087</b>	<b>359,199,249</b>	<b>519,989,317</b>	<b>44.8%</b>

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

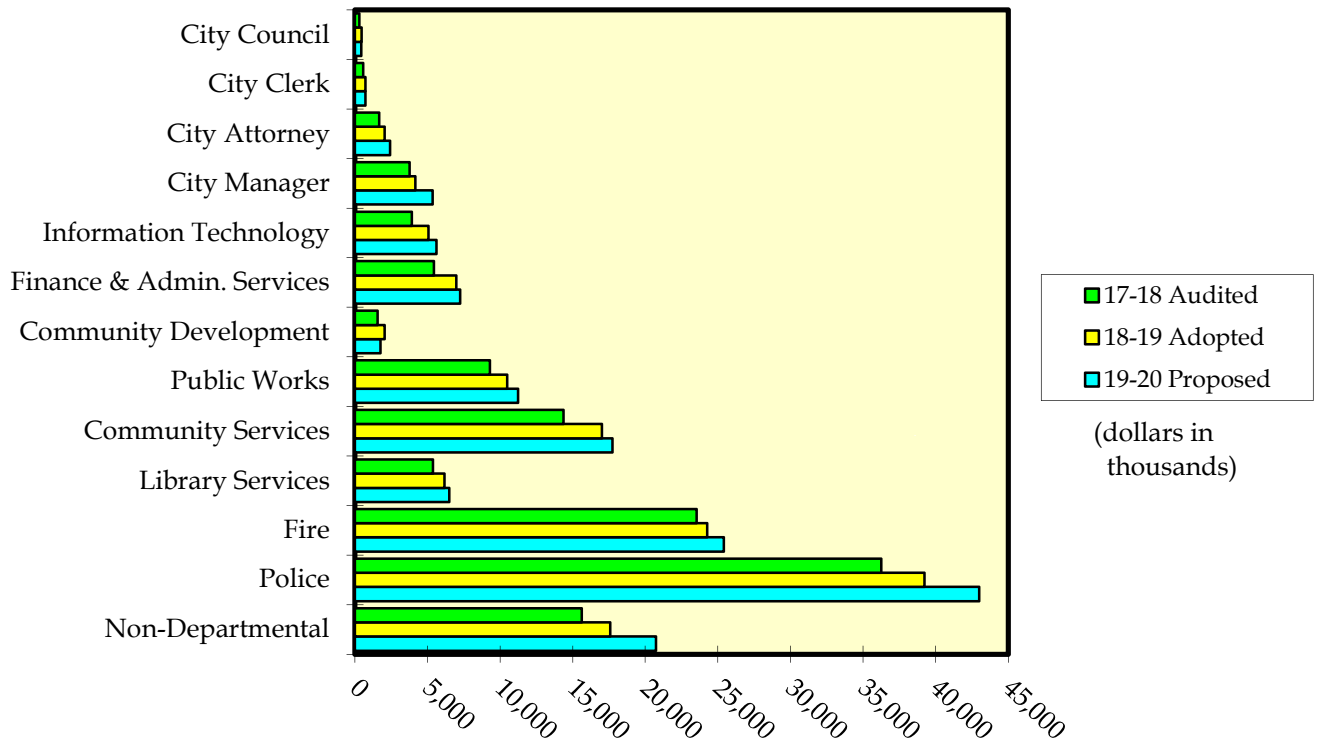
## TOTAL DEPARTMENT EXPENDITURES



<u>Department</u>	Audited Actual 2017-18	Adopted Budget 2018-19	Proposed Budget 2019-20	Percent Change *
City Council	\$ 307,138	473,226	427,807	(9.6%)
City Clerk	564,934	1,078,813	732,813	(32.1%)
City Attorney	2,059,870	2,315,293	2,458,638	6.2%
City Manager	4,656,911	5,347,744	6,929,081	29.6%
Information Technology	4,696,104	5,742,522	6,747,399	17.5%
Finance and Admin Svcs	8,479,351	11,938,315	12,279,110	2.9%
Community Development	13,749,828	27,251,837	37,656,255	38.2%
Public Works	64,835,141	74,237,930	78,162,258	5.3%
Community Services	19,765,254	23,559,906	26,196,580	11.2%
Library Services	5,385,482	6,230,085	6,528,199	4.8%
Fire	26,926,421	27,825,777	29,496,575	6.0%
Police	37,388,504	40,940,290	44,379,291	8.4%
<b>TOTAL</b>	<b>\$ 188,814,938</b>	<b>226,941,738</b>	<b>251,994,006</b>	<b>11.0%</b>

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

## GENERAL OPERATING FUND EXPENDITURES



<u>Department</u>	Audited Actual 2017-18	Adopted Budget 2018-19	Proposed Budget 2019-20	Percent Change *
City Council	\$ 301,232	451,826	427,807	(5.3%)
City Clerk	562,624	713,813	717,813	0.6%
City Attorney	1,663,370	2,040,893	2,418,638	18.5%
City Manager	3,760,788	4,164,016	5,350,201	28.5%
Information Technology	3,913,985	5,065,968	5,626,587	11.1%
Finance and Admin Srvcs	5,442,462	6,973,076	7,246,618	3.9%
Community Development	1,550,805	2,049,333	1,753,267	(14.4%)
Public Works	9,302,603	10,495,754	11,231,288	7.0%
Community Services	14,377,932	17,013,510	17,735,071	4.2%
Library Services	5,381,482	6,171,369	6,501,937	5.4%
Fire	23,533,899	24,266,587	25,418,236	4.7%
Police	36,259,122	39,239,658	42,999,713	9.6%
Non-Departmental	15,632,059 **	17,592,746 **	20,742,782 **	17.9%
Projected Budget Savings	Included	(2,300,000)	(2,300,000)	0.0%
<b>TOTAL</b>	<b>\$ 121,682,363</b>	<b>133,938,549</b>	<b>145,869,958</b>	<b>8.9%</b>

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

\*\* FY 17-18 includes an additional \$4.0 million towards CalPERS Liability, \$2.0 million OPEB contribution, and \$2.0 million transfer to SPAR. FY 18-19 includes an additional \$4.0 million towards CalPERS Liability, and transfers of \$1.0 million to the General Fund Reserve, and \$2.0 million to both the Transportation and Capital Improvement Reserves. FY 19-20 includes an additional \$4.0 million towards CalPERS Liability, and transfers of \$1.0 to the General Non-Operating Fund for the Sustainability CIP, \$2.0 million to the General Fund Reserve, and \$3.0 million to the Capital Improvement Reserve.

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**CITY &  
COMMUNITY  
INFO**

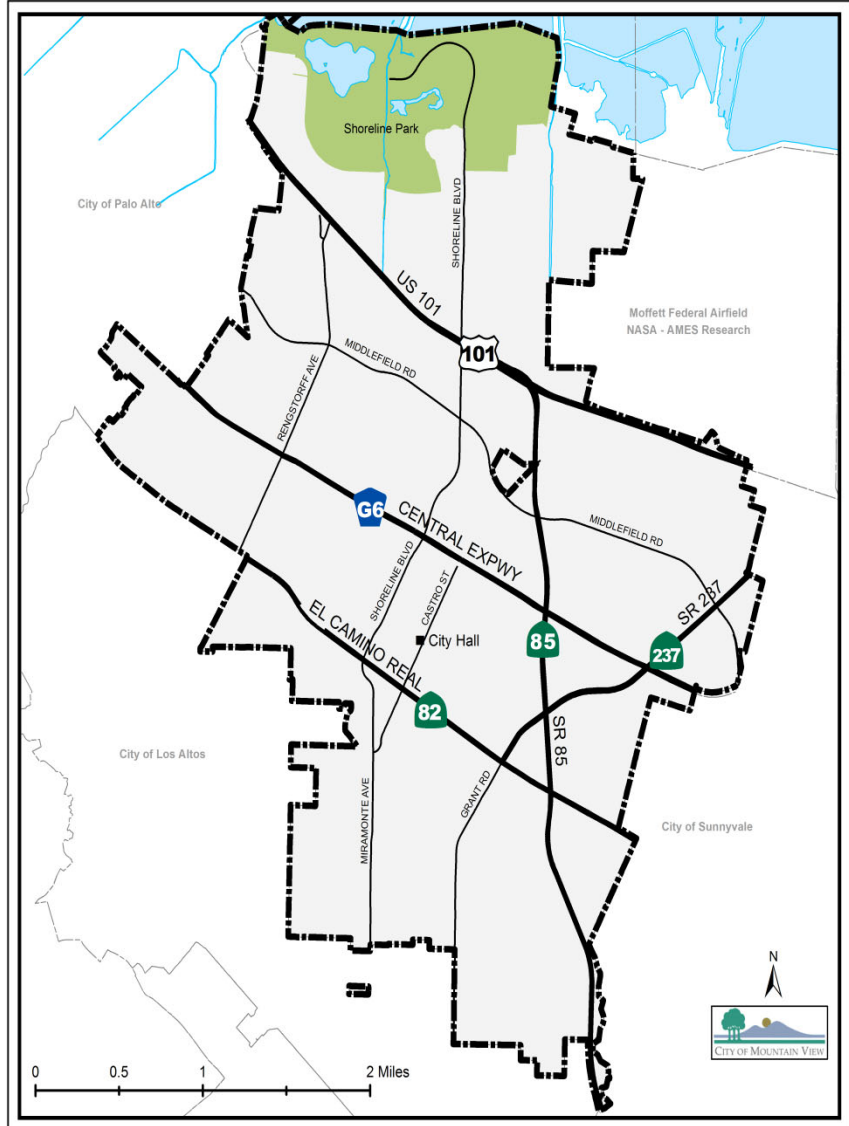
# City of Mountain View, California Community Profile

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

**State of California**



**City of Mountain View**



## Location

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

City of Mountain View, California  
Community Profile  
(Continued)

**History**

Mountain View began as a stagecoach stop and an agricultural center for the lush Santa Clara Valley. The town was incorporated in 1902 with a population of fewer than 1,000 people. Once covered in orchards and vineyards, by 1960 with the growth of the electronic and aerospace industries, the City of Mountain View's (City) population had exploded to over 30,000. As of January 1, 2019, the population is 81,992.



Castro Street, 1904

**Today**

Mountain View is a modern, high-tech city that retains quiet neighborhoods and a historic downtown core. While Mountain View is keeping pace with new ideas and innovations, the City is also committed to the traditional values of strong neighborhoods and resident involvement. Mountain View is comprised of a variety of distinct, locally organized neighborhood and homeowners associations which help identify the community's needs and shape the City's future. In 2015, Niche ranked Mountain View fourth in "Best Towns to Raise a Family in California". In 2016, Mountain View was honored as City of the Year by California veterans for its significant programs and activities in the City related to veterans. In 2018, Livability.com ranked Mountain View in "2018 Top 100 Best Places to Live" of small to mid-sized cities in the United States. In 2019, Niche ranked Mountain View fourth in "Best Suburbs to Live in California".



Mountain View Veterans Memorial

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



City of Mountain View, California  
Community Profile  
(Continued)



Utility Box Public Art Project



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

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



Downtown – Castro Street

### City Government

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




City of Mountain View, California  
Community Profile  
(Continued)

**City at a Glance**

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

**Population**

1960 Census	30,889
1970 Census	54,132
1980 Census	58,722
1990 Census	67,460
2000 Census	71,369
2010 Census	74,066
2011	74,869
2012	75,736
2013	76,802
2014	77,126
2015	78,648
2016	79,760
2017	80,484
2018	80,800
2019	81,992
2022 Forecast	86,915



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

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

<b>2010 Census Population Breakdown</b>	
White	46.0%
Asian	25.7%
Hispanic or Latino	21.7%
Black or African American	2.0%
American Indian and Alaska Native	0.2%
Native Hawaiian and Pacific Islander	0.5%
Two or More Races	3.6%
Other Race	0.3%

<b>2010 Census Age Distribution</b>	
<5	7.1%
5-19	14.3%
20-24	5.6%
25-34	21.1%
35-44	17.5%
45-54	13.9%
55-64	9.9%
65+	10.6%

*Source: U.S. Census Bureau*

City of Mountain View, California  
Community Profile  
(Continued)

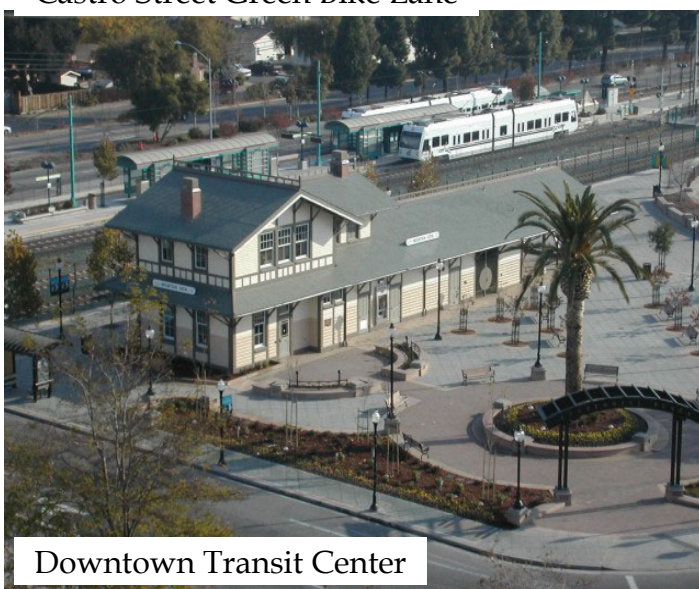
**Parks, Recreation, and Performing Arts**

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



**Transportation**

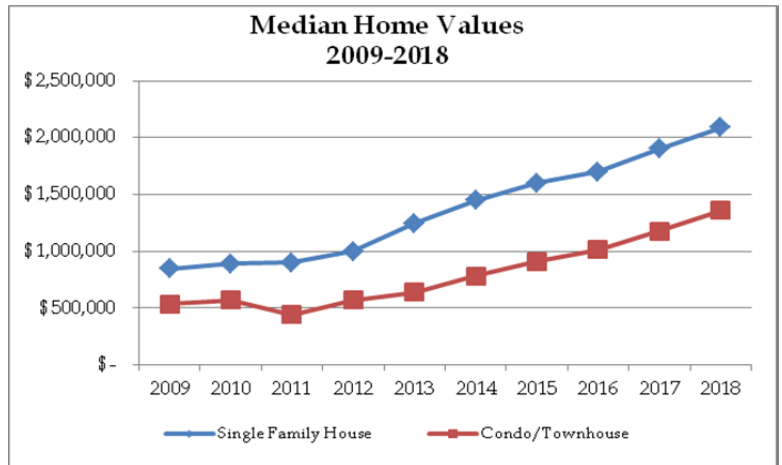
- Highway 101
- Interstate 280
- State Routes 82, 85, and 237
- Central and Foothill Expressways
- Downtown Transit Center
  - Caltrain
  - Valley Transportation Authority
- 15 miles of Class I shared-use bicycle/pedestrian paths along the Bay, Hetch-Hetchy, Permanente Creek, Stevens Creek, and Whisman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



City of Mountain View, California  
Community Profile  
(Continued)

**Housing**

- 34,138 housing units\*, including 1,226 affordable housing units existing and 314 under construction
- Median Home Values (end of 2018)
  - Single-family home \$2,088,000
  - Condo/townhouse \$1,360,000
- 41.3% owner-occupied\*\*
- 58.7% renter-occupied\*\*
- 7.9% Vacancy Rate\*\*



Recently approved by City Council: 950 West El Camino Real

The City’s goal is to create, preserve and improve a range of housing opportunities serving an economically diverse community. Through development fees, the City funds and supports an inventory of affordable rental housing developments for families, seniors, and developmentally disabled adults. There are 1,431 affordable housing units in the City. Currently there are 10 affordable

housing projects in various stages of development, of which two are nearing completion that would add 183 units to the City’s affordable housing inventory.

**Education**

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

- 7 Public Elementary Schools
- 2 Public Middle Schools
- 3 Public High Schools
- Higher Education Statistics:
  - 67.5% age 25 and over have a bachelor’s degree or higher\*\*
  - 38.8% age 25 and over have a graduate or professional degree\*\*

Sources: \* CA DOF, 1/1/2019 City/County Population and Housing Estimates

\*\* U.S. Census Bureau, 2017 American Community Survey (ACS) 1-year estimate

City of Mountain View, California  
Community Profile  
(Continued)

**Environmental Sustainability**

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

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



Purple Pipe

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

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

**Land Use Distribution**

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

**Income**

City of Mountain View, California  
Community Profile  
(Continued)



Based on the U.S. Census Bureau, 2016 American Community Survey (ACS) estimate, the median household income in Mountain View is \$135,000 (in 2017 inflation-adjusted dollars). This is higher than the median household income of \$119,000 in Santa Clara County and \$72,000 in the United States.

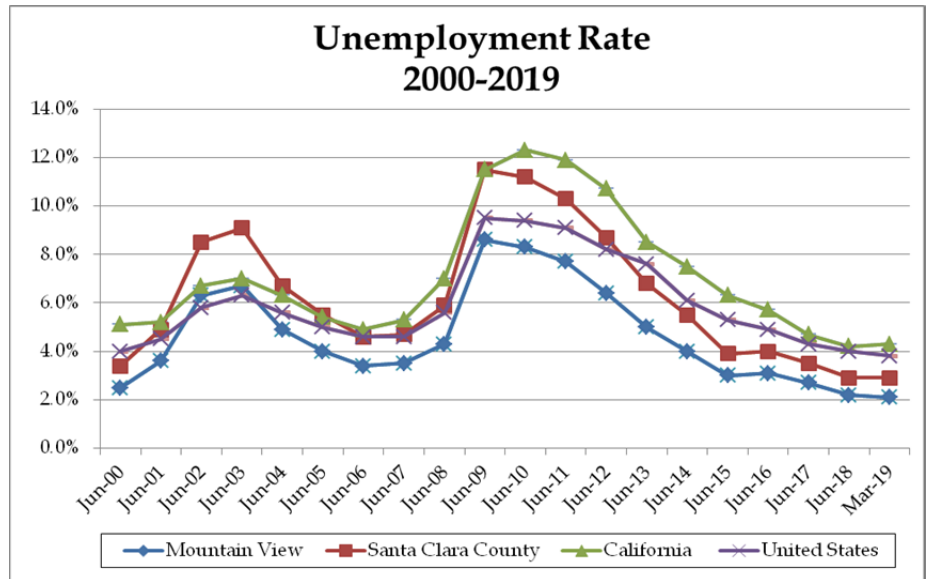
The Census Bureau establishes an income threshold for poverty every year. Below is a summary of the City's poverty level compared to Santa Clara County and the United States.

2017 ACS Estimated Poverty Status - Percentage Below Poverty Level		
Entity	Total Population	Under 18 Years
City of Mountain View	5.1%	1.9%
Santa Clara County	7.4%	8.0%
United States	13.3%	18.1%

**Employment**

Unemployment rates as of March 2019.

- 2.1% in Mountain View
- 2.9% in Santa Clara County
- 4.3% in California
- 3.8% in U.S.



**Health Care**



The 2017 ACS estimates 7.7 percent of Mountain View residents are uninsured. About one third of Mountain View residents can access a major medical facility within 30 minutes using public transit. El Camino Hospital is the primary hospital in Mountain View and one of the prominent hospitals in the Bay Area. Community health centers such as MayView Community Health Center (which offers services to low-income families and immigrants regardless of status), Kaiser Permanente, and Palo Alto Medical Foundation are also available. Carbon Health is an urgent care clinic and an alternative to an emergency room.

City of Mountain View, California  
Community Profile  
(Continued)

**Fiscal Year 2018-19 Financial Status Comparisons - Selected Santa Clara County Cities**

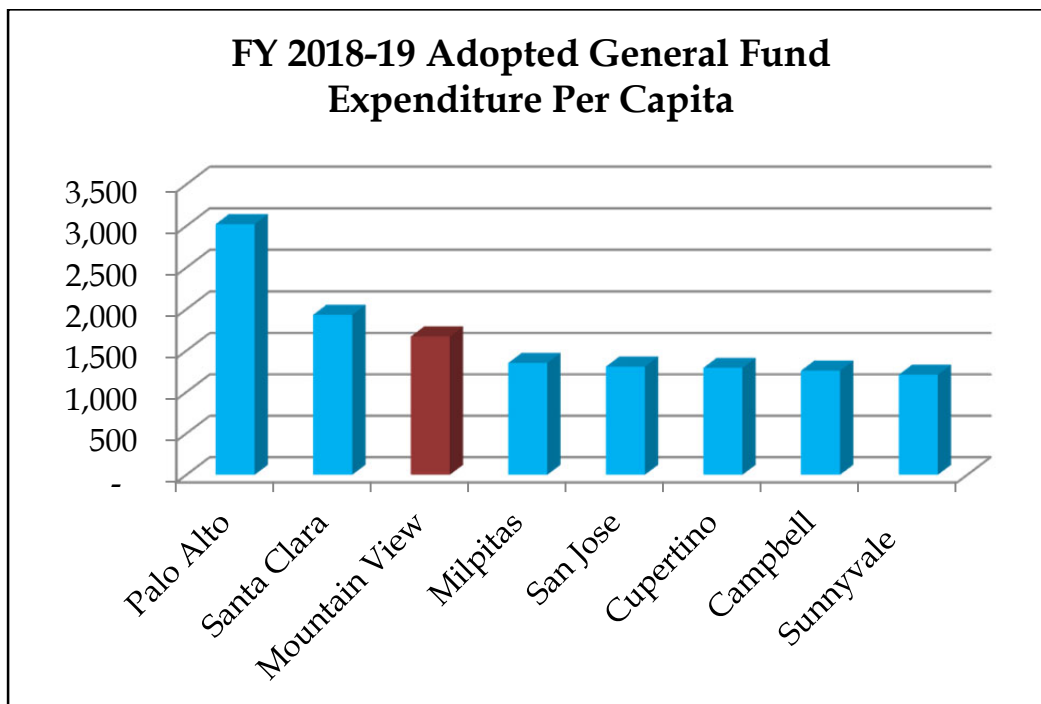
City	Population <sup>(1)</sup>	Adopted General Fund Revenues	Adopted General Fund Appropriations	Adopted Total Budget	General Fund Expenditure Per Capita
Campbell	42,696	\$ 53,783,228	\$ 53,692,156	\$ 74,784,799	\$1,258
Cupertino	60,091	76,888,476	77,639,720	131,718,859	1,292
Milpitas	74,865	95,176,575	101,232,007	191,055,583	1,352
<b>Mountain View</b>	<b>81,527</b>	<b>137,682,020</b>	<b>136,238,549<sup>(2)</sup></b>	<b>359,199,249<sup>(3)</sup></b>	<b>1,671</b>
Palo Alto	69,721	214,497,000	210,706,000	711,216,000	3,022
San Jose	1,051,316	1,091,154,378	1,373,674,973	3,728,246,392	1,307
Santa Clara	129,604	250,467,323	250,467,323	944,889,250	1,933
Sunnyvale	153,389	179,690,103	185,441,090	489,694,482	1,209

Source: Revenues, Appropriations and Budget obtained from respective cities

(1) Estimates as of 1/1/18, obtained from the CA DOF.

(2) Does not include projected budget savings.

(3) Amounts exclude interfund transfers.



City of Mountain View, California  
Community Profile  
(Continued)

**Major Employers\***

(In alphabetical order)

<u>Employer</u>	<u>Type of Business</u>
City of Mountain View	Government
El Camino Hospital	Health Care
Google Inc.	R&D, Software Development
Intuit Inc.	Software Development
LinkedIn Corporation	Business Information
Microsoft Corporation	Research and Development
Mountain View Whisman School District	Education
Palo Alto Medical Foundation	Health Care
Pure Storage	Information Technology
Quotient Technology	Information Technology
Samsung Electronics America Inc.	R&D, Software Development
Service by Medallion	Personal Services
Symantec	Software Development
Synopsys, Inc.	Software Development

Sources: *City of Mountain View Business License Data*  
*Silicon Valley Business Journal 'The List 2018'*  
*Company Representatives (2017 and 2018)*

\* Based on number of employees (over 500 employees)



City of Mountain View, California  
Community Profile  
(Continued)

Top 25 Sales Tax Producers  
As of December 31, 2018  
(In alphabetical order)

ABB Control Valves  
Allison BMW  
Bed Bath & Beyond  
Best Buy  
Bon Appetit  
Chevron  
Costco  
Financial Services Vehicle Trust  
Kohls  
Marshalls  
Mountain View Shell  
Omnicell  
Project Fi by Google  
Pure Storage  
REI  
Safeway  
Siemens Medical Solutions  
Synopsys  
Target  
Total Wine & More  
Valley Oil  
Walgreens  
Walmart  
Zee Aero  
Zones

*Source: HdL Companies*

FISCAL YEAR 2018-19

Top Ten Property Taxpayers  
(dollars in thousands)

<u>OWNER</u>	<u>AGENCY</u>	<u>PRIMARY USE</u>	<u>NET ASSESSED VALUATION</u>	<u>PERCENTAGE OF TOTAL NET ASSESSED VALUATION</u>
Google Inc.	City/SRPC	Industrial/ Unsecured	\$ 3,853,654	13.1%
HCP Life Science REIT Inc.	SRPC	Industrial	367,373	1.2%
Baccarat Shoreline LLC	SRPC	Industrial	199,425	0.7%
Richard T. Peery Trustee	SRPC	Commercial	145,848	0.5%
SI 62	SRPC	Commercial	145,024	0.5%
P A Charleston Road LLC	SRPC	Commercial	112,000	0.4%
Intuit Inc.	City/SRPC	Industrial/ Unsecured	229,099	0.8%
Charleston Properties	City/SRPC	Industrial/ Unsecured	104,486	0.4%
Microsoft Corporation	City/SRPC	Industrial/ Unsecured	90,498	0.3%
MGP IX SAC II Properties LLC	City	Commercial	<u>394,182</u>	<u>1.3%</u>
Total			\$ <u><u>5,641,589</u></u>	19.2%

Fiscal Year 2018-19 Total Net Assessed Valuation \$29,405,297

Source: Santa Clara County Assessor Fiscal Year 2018-19 Combined Tax Rolls (as of July 1, 2018).  
Ranking based on Tax Revenue.

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

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

## **GENERAL OPERATING FUND 5-YEAR FINANCIAL FORECAST**

### **INTRODUCTION**

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

A 5-Year Financial Forecast is prepared annually and a longer range 10-year Financial Forecast is prepared periodically and presented to the City Council during the budget process. This report is a 5-Year Financial Forecast (Forecast) for the time period of Fiscal Years 2019-20 through 2023-24. The last 10-year Financial Forecast was completed for Fiscal Years 2019-2028.

A financial forecast, even with fluctuating economic variables, can assist with identification of long-term financial trends, causes of fiscal imbalances, future fiscal challenges, opportunities, and potential requirements, all of which may assist in keeping the City on a continuing path of fiscal sustainability. Growth and development will occur at a different pace than anticipated in this Forecast, and actual revenues and expenditures in future years will vary, but trend lines will be apparent. This Forecast is intended to provide a foundation for the City Council's decision-making for Fiscal Year 2019-20 budget deliberations. The Forecast is for the General Operating Fund (GOF), which provides funding for the majority of City services, including Police, Fire, Parks, Recreation, Library, and administrative functions necessary for ongoing City operations. The GOF is also the fund that is most significantly influenced by economic conditions.

### **BACKGROUND**

The Forecast is based on reasonable assumptions utilizing available information from a wide variety of sources. These sources include reviewing the City's historical trends, gathering information from economists that specialize in the regional economics of Silicon Valley, reviewing various indicators (e.g., unemployment data, etc.), networking with staff of neighboring agencies, reviewing State of California (State) and national economic trends, and factoring in known Mountain View conditions, such as lease terms, and economic and property development. The level of City services, staffing, and cost of operations projected for Fiscal Year 2019-20 is the base year for subsequent fiscal years' expenditures in the Forecast. Confidence levels in the Forecast assumptions

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

The City is fortunate to be experiencing strong revenue growth, with economists currently believing the State and regional fundamentals (employment, job growth) are strong and that the likelihood of a recession in the next 24 months is possible, but low, and more likely to be a general slowdown in the economy. There are other factors such as housing/rent prices, recent market volatility, global trade, and political discourse that impact the economy. Historically, recessions have generally occurred between 3 and 9 years, post-World War II, with the longest period of expansion lasting 10 years, from 1991 to 2001. It has been approximately 10 years since the end of the last recession (June 2009); now the same recovery and expansion period of the 1990s. A table of previous recessions is as follows:

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

Although it is uncertain when the next economic slowdown will occur, based on history, it is certain there will eventually be another, and within the next few years is highly likely; therefore, an economic downturn is assumed during the Forecast period. The City's Forecast continues the presumption that the next downturn will occur in Fiscal Year 2020-21 and continue into Fiscal Year 2021-22. The Forecast is not intended to predict precisely when the next slowdown in the economy will occur but, rather, an indication of what the financial picture might look like when it does occur. The next slowdown could occur sooner or later than projected. The trend, based on the assumptions utilized, and assuming \$2.3 million annual budget savings, indicates revenues will exceed expenditures through Fiscal Year 2020-21 even with another downturn, but as a result of the anticipated economic downturn, revenues may not be sufficient to fund all expenditures in Fiscal Years 2021-22 and 2022-23.

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

**Influencing Factors**

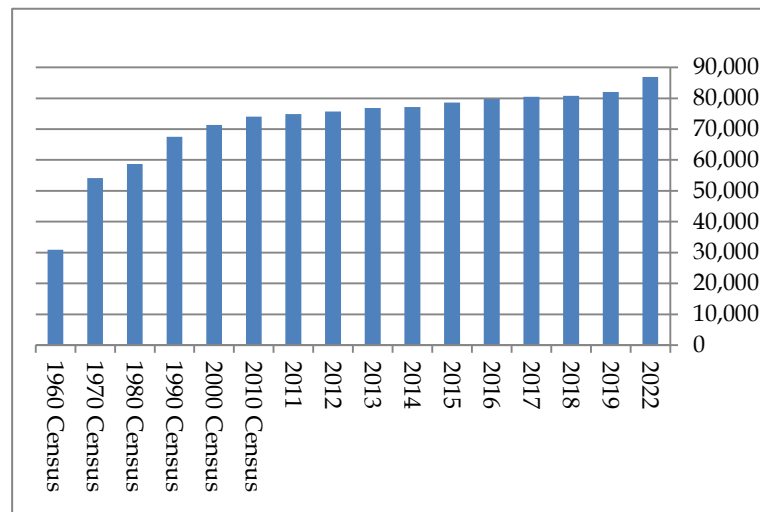
There are factors which influence each individual revenue source, some of which have broad ranges affecting multiple revenues and some are specific to an individual revenue source. The Forecast includes a discussion of these factors below.

**Population**

The following chart shows historical population annually for the past nine years, and each U.S. Census year back to 1960. From the 2000 Census to the 2010 Census, the City of Mountain View population grew by 2,697 (3.8 percent). According to the California State Department of Finance (CA DOF), the City’s population estimate as of January 1, 2019 is 81,992, 10.7 percent growth since the census. With the current pace of housing development, and potential for housing in the North Bayshore Area, staff has estimated a population of 86,915 for 2022 based on projects approved through January 2018. After 2020, it is expected population will grow more rapidly.

**Population**

1960 Census	30,889
1970 Census	54,132
1980 Census	58,722
1990 Census	67,460
2000 Census	71,369
2010 Census	74,066
2011	74,869
2012	75,736
2013	76,802
2014	77,126
2015	78,648
2016	79,760
2017	80,484
2018	80,800
2019	81,992
2022 Forecast	86,915

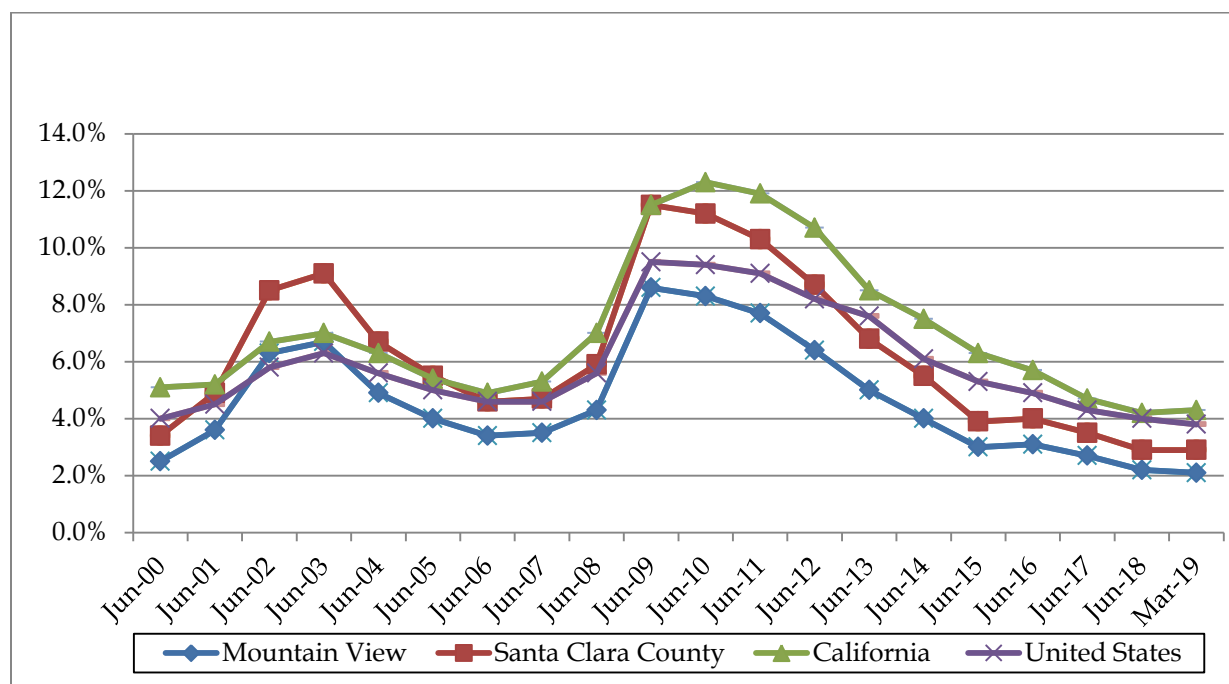


Sources: U.S. Census Bureau (1960-2010)  
 City of Mountain View (2022, based on unbuilt approved projects through 1/1/2018)  
 California State Department of Finance (all other years are provisional estimates as of January 1, revised annually)

## Unemployment

As detailed in the chart below, Mountain View's unemployment level has been below the County of Santa Clara (County), State, and nation, except during the recession of the early 2000s, which hit Silicon Valley the hardest. As of March 2019, the preliminary unemployment rate in the City is at 2.1 percent, well below the County (2.9 percent), the State (4.3 percent), and the nation (3.8 percent).

**Unemployment Rate – 2000-2019**



## State of California

The May revision of the Governor's Fiscal Year 2019-20 Proposed Budget includes slower growth in the economy and maintains a balanced budget for the foreseeable future under current projections. The Proposed Budget includes allocations to pay down the unfunded retirement liabilities, eliminate debts, and continues to build reserves to prepare for the next economic slowdown. In addition, the Proposed Budget also includes funding increases for emergency readiness, early childhood education and child care, K-12 schools and higher education, affordable housing, health care, immigration-related services, mental health, and homelessness. Despite this strong fiscal health in the short term, the risks to long-term fiscal health continue to mount due to the uncertain effects of Federal policies, global risks, rising costs, and volatility of the stock market.

## ANALYSIS

### Revenue and Expenditure Overview

In order to maintain a base level of services in the City, revenue growth is necessary. If the existing revenue base cannot generate sufficient revenues to fund the cost of operations, the economic base must be enhanced or operating costs reduced. Fiscal Year 2019-20 revenues are projected to increase \$10.6 million (7.7 percent) compared to Fiscal Year 2018-19 adopted revenues and \$4.9 million (3.5 percent) compared to the Fiscal Year 2018-19 estimated revenues. Approximately \$2.0 million of the increase is related to the new Business License structure approved by voters November 2018. The new structure is phased in over three years with the first phase in Fiscal Year 2019-20. The City Council previously earmarked 80.0 percent of these funds for transportation and 10.0 percent for housing.

The City is in a strong financial position with an annual surplus projected for the next two fiscal years, the result of increased revenues generated by continued economic growth. Locally, this includes major new private and public developments, such as The Village at San Antonio Center Phase II, Ameswell project, Hope Street project, and various rental and ownership housing, hotel, and commercial office developments. These developments will provide housing, hotel rooms, shopping, and entertainment as well as generate additional ongoing revenues for the City.

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

Fiscal Year 2019-20 proposed expenditures are \$10.9 million (8.7 percent) higher compared to the Fiscal Year 2018-19 adopted expenditures. The increases in expenditures are primarily related to personnel costs as approximately 80.0 percent of the budget is for the cost of employees to provide services. New ongoing expenditures of \$2.2 million are included to address some of the strains on staff resources. After allowing for transfers of \$1.0 million to the General Non-Operating Fund (GNOF) for the new Sustainability capital improvement project (CIP), \$2.0 million to the General Fund Reserve, \$3.0 million to the Capital Improvement Reserve, and a contribution of \$4.0 million to the unfunded California Public Employees' Retirement System



(CalPERS) liability, the operating balance is projected to be \$2.5 million (after budget savings of \$2.3 million) for Fiscal Year 2019-20, which represents approximately 1.7 percent of GOF projected revenues.

Staff and Council have recognized the opportunity to take advantage of the City’s improved financial position to reduce unfunded liabilities for CalPERS and Other Postretirement Employee Benefits (OPEB). For Fiscal Years 2014-15 through 2016-17, the City Council approved allocations of \$9.0 million toward the CalPERS liability and \$6.5 million toward the OPEB liability. For Fiscal Year 2017-18, the City Council approved allocations of \$12.4 million towards the CalPERS liability, as part of the CalPERS Discount Rate Change Funding Strategy, and \$4.0 million towards the OPEB liability. For the current fiscal year, the City Council approved additional allocations of \$7.6 million toward the CalPERS liability and \$1.0 million toward the OPEB liability.

The following chart shows the Fiscal Years 2014-15 through 2020-21 actual and proposed contributions to the City’s unfunded liabilities (dollars in millions):

	Fiscal Years 2014-15 through 2016-17		Fiscal Year 2017-18		Fiscal Year 2018-19		Fiscal Year 2019-20		Fiscal Year 2020-21		Total	
	PERS	OPEB	PERS	OPEB	PERS	OPEB	PERS	OPEB	PERS	OPEB	PERS	OPEB
GOF	\$4.0 M	\$4.0 M	\$4.0 M	\$2.0 M	\$4.0 M	\$1.0 M	\$4.0 M	–	\$1.0 M	–	\$17.0 M	\$7.0 M
GNOF	\$3.5 M	\$2.5 M	\$6.0 M	\$2.0 M	\$2.0 M	–	\$2.0 M	–	–	–	\$13.5 M	\$4.5 M
Other Funds	\$1.54 M	–	\$2.35 M	–	\$1.59 M	–	\$1.59 M	–	\$0.28 M	–	\$7.35 M	–
Total	\$9.04 M	\$6.5 M	\$12.35 M	\$4.0 M	\$7.59 M	\$1.0 M	\$7.59 M	–	\$1.28 M	–	\$37.85 M	\$11.5 M

For CalPERS, the City’s funded status as of June 30, 2017, the date of the most recent valuation, is 69.9 percent combined for both safety and miscellaneous plans, up from 67.4 percent the previous fiscal year. The unfunded liability is \$224.3 million as of June 30, 2017. For the CalPERS pension liability, the City Council adopted the strategy recommended by staff to contribute a significant lump-sum contribution of \$10.0 million (General Fund) in Fiscal Year 2017-18, as well as proportionate contributions from other funds. This contribution will be included in the valuation of June 30, 2018. As part of this strategy, an additional \$10.0 million General Fund payment is proposed from the future Google Parking Lease revenues, as well as proportionate contributions from other funds. The total proposed contribution for Fiscal Year 2019-20 is \$7.59 million: \$4.0 million from the General Operating Fund, \$2.0 million from the Fiscal Year 2018-19 carryover, and \$1.59 million from other funds, proportionate to the General Fund contribution.

For other post-employment benefits (OPEB), or retirees' health obligation, the liability was last calculated as of July 1, 2017 along with projections for five years. For Fiscal Year 2018-19, the actuarial accrued liability (AAL) is \$151.3 million using a 6.5 percent discount rate in order to provide a small margin of adverse deviation. For Fiscal Year 2019-20, the actuarial accrued liability (AAL) is \$163.3 million using a 6.25 percent discount rate as recommended by staff and approved by the City Council in response to the California Employers' Retiree Benefit Trust (CERBT), the trust the City's funds are held, recommending a reduced discount rate. The City has made great strides toward funding the actuarial accrued liability with \$11.5 million additional contributions from the General Fund between Fiscal Years 2014-15 and 2018-19. Other funds also make additional contributions toward full funding. The Reserve Section of the Narrative Budget Report has additional information on Retirees' Health funding.

The following table includes the projected revenues and proposed expenditures by category for Fiscal Year 2019-20 and projections for the subsequent Forecast years. The table indicates the budget is healthy through Fiscal Year 2020-21, but deficits are projected in Fiscal Years 2021-22 and 2022-23, and a modest balance is projected for Fiscal Year 2023-24.

GENERAL OPERATING FUND FORECAST  
(dollars in thousands)

	<u>2018-19 ADOPTED</u>	<u>2018-19 ESTIMATED</u>	<u>2019-20 PROPOSED</u>	<u>2020-21 FORECAST</u>	<u>2021-22 FORECAST</u>	<u>2022-23 FORECAST</u>	<u>2023-24 FORECAST</u>
REVENUES:							
Property Taxes	\$ 52,909	\$ 51,822	\$ 57,091	\$ 58,418	\$ 58,643	\$ 60,695	\$ 63,889
Sales Tax	20,026	23,179	21,433	20,559	19,328	19,852	20,470
Other Local Taxes <sup>1</sup>	15,989	14,874	18,771	19,067	20,124	22,935	24,655
Use of Money and Property	21,613	21,889	22,657	23,717	24,661	25,799	26,808
Other Revenues <sup>2</sup>	<u>27,145</u>	<u>31,610</u>	<u>28,372</u>	<u>27,979</u>	<u>27,759</u>	<u>27,919</u>	<u>28,325</u>
TOTAL REVENUES	<u>137,682</u>	<u>143,374</u>	<u>148,324</u>	<u>149,740</u>	<u>150,515</u>	<u>157,200</u>	<u>164,147</u>
EXPENDITURES:							
Salaries and All Pays	63,507	61,929	68,090	69,619	71,537	73,347	75,130
Retirement	19,662	18,359	22,109	24,151	26,051	27,635	28,744
Health Benefits	10,705	8,662	10,919	11,581	12,345	13,169	14,058
All Other Benefits	<u>6,943</u>	<u>6,490</u>	<u>7,463</u>	<u>7,488</u>	<u>7,698</u>	<u>7,906</u>	<u>8,118</u>
Salaries and Benefits	100,817	95,440	108,581	112,839	117,631	122,057	126,050
Supplies and Services	17,501	18,146	18,554	19,595	20,155	20,731	21,325
Capital Outlay/ Equipment Repl.	3,276	3,373	2,772	3,436	3,524	3,615	3,709
Interfund Expenditures and Transfers	5,645	5,645	8,263	10,044	11,590	10,386	10,619
Debt Service	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>1,000</u>	<u>1,000</u>	<u>4,300</u>	<u>4,300</u>
Total Operating Exp	127,239	122,604	138,170	146,914	153,900	161,089	166,003
Budget Savings	<u>(2,300)</u>	<u>Included</u>	<u>(2,300)</u>	<u>(2,300)</u>	<u>(2,300)</u>	<u>(2,300)</u>	<u>(2,300)</u>
NET EXPENDITURES	<u>124,939</u>	<u>122,604</u>	<u>135,870</u>	<u>144,614</u>	<u>151,600</u>	<u>158,789</u>	<u>163,703</u>
Transfer to GNOF for Sustainability CIP	-0-	(6,500)	(1,000)	-0-	-0-	-0-	-0-
Transfer to GF Reserve	(1,000)	(1,000)	(2,000)	-0-	-0-	-0-	-0-
Transfer to Trans Res	(2,000)	(2,000)	-0-	(1,000)	-0-	-0-	-0-
Transfer to Cap Imp Res	(2,000)	(2,000)	(3,000)	-0-	-0-	-0-	-0-
CalPERS Contribution	(4,000)	(4,000)	(4,000)	(1,000)	-0-	-0-	-0-
OPEB Contribution	<u>-0-</u>	<u>(1,000)</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
OPERATING BALANCE/(DEFICIT)	<u>\$ 3,743</u>	<u>\$ 4,270</u>	<u>\$ 2,454</u>	<u>\$ 3,126</u>	<u>\$ (1,085)</u>	<u>\$ (1,589)</u>	<u>\$ 444</u>

<sup>1</sup> Other Local Taxes consist of Transient Occupancy Tax, Business Licenses, and Utility Users Tax.

<sup>2</sup> Other Revenue consist of License, Permits & Franchise Fees, Fines & Forfeitures, Intergovernmental, Charges for Services, Miscellaneous Revenues, and Interfund Revenues & Transfers.

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

## **Revenue and Expenditure Background**

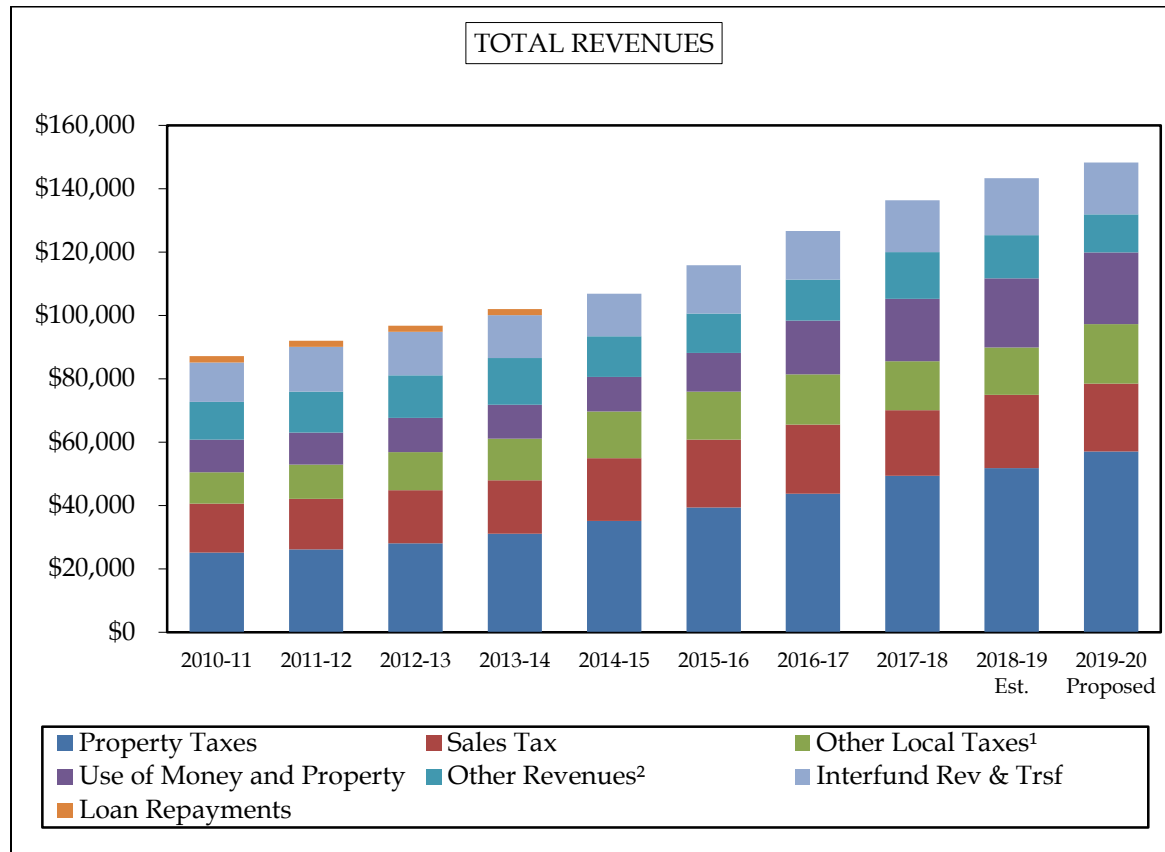
### **Revenues**

Historical experience demonstrates Mountain View had a relatively volatile revenue base, primarily related to sales tax, with substantial variation in the amount of revenues collected over time (see Exhibit A for revenue and expenditure history). In addition to the overarching factors described in the Impacting Factors Section, the City's revenue volatility is continually affected by local factors. In the past decade, however, other revenue sources, such as property taxes and lease revenues, have led to a more stable and predictable overall revenue base.

For Fiscal Year 2019-20, all the main categories of GOF Revenues listed in the previous table are projected to meet or exceed the Fiscal Year 2018-19 Adopted Budget. Significant factors, such as increasing property and lease values, improved interest yields, and the restructured Business License Tax are contributing to an improved financial condition and an overall indication the City is in a strong revenue growth period.

Growth in total revenues continues throughout the Forecast period. The decline in revenues from the anticipated downturn is masked by the restructured Business License Tax phased in over three years and strong development activity.

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



<sup>1</sup> Other Local Taxes consist of Transient Occupancy Tax, Business Licenses, and Utility Users Tax.

<sup>2</sup> Other Revenues consist of Licenses, Permits & Franchise Fees, Fines & Forfeitures, Intergovernmental, Charges for Services, and Miscellaneous Revenues.

Total Fiscal Year 2019-20 revenues are projected to increase \$10.6 million (7.7 percent) compared to the Fiscal Year 2018-19 Adopted. Additional discussion of individual revenue sources can be found later in this Forecast.

### Expenditures

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

housing, transportation, and sustainability. Revenue projections for Fiscal Year 2019-20 indicate the strong economic activity will continue and allow for the opportunity to address infrastructure needs and a strategy for reducing employee benefit unfunded liabilities which the City was unable to address during the last recession.

From the peak in Fiscal Year 2001-02 through Fiscal Year 2012-13, the GOF employee count was reduced by more than 70.0 positions (over 14.0 percent). Although there have been positions added in recent years, overall, the City continues to operate at a staff level less than the pre-recessionary level. This is further exacerbated by the high level of demand for services in City departments. The Fiscal Year 2019-20 budget includes additional regular and limited-period positions to address the most critical workload demands.

The Forecast expenditures are calculated in the same manner as the annual budget and include the full cost of each existing position (salary and benefits). For Fiscal Year 2019-20, COLAs are included as agreed to in MOUs and for unrepresented employees. A modest COLA is included in each of the remaining Forecast years. Also included are multi-year assumptions related to the remaining cost components (e.g., steps, merits, retirement, health care, etc.) throughout the Forecast period. The factors for future health benefit costs are based on health-care trends and historical experience. The CalPERS rates for Fiscal Years 2019-20 through 2023-24 were provided by CalPERS. CalPERS rates are expected to increase 16.2 percent and 16.6 percent over the next 5 years for Miscellaneous and Safety, respectively.

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

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

## **SUMMARY**

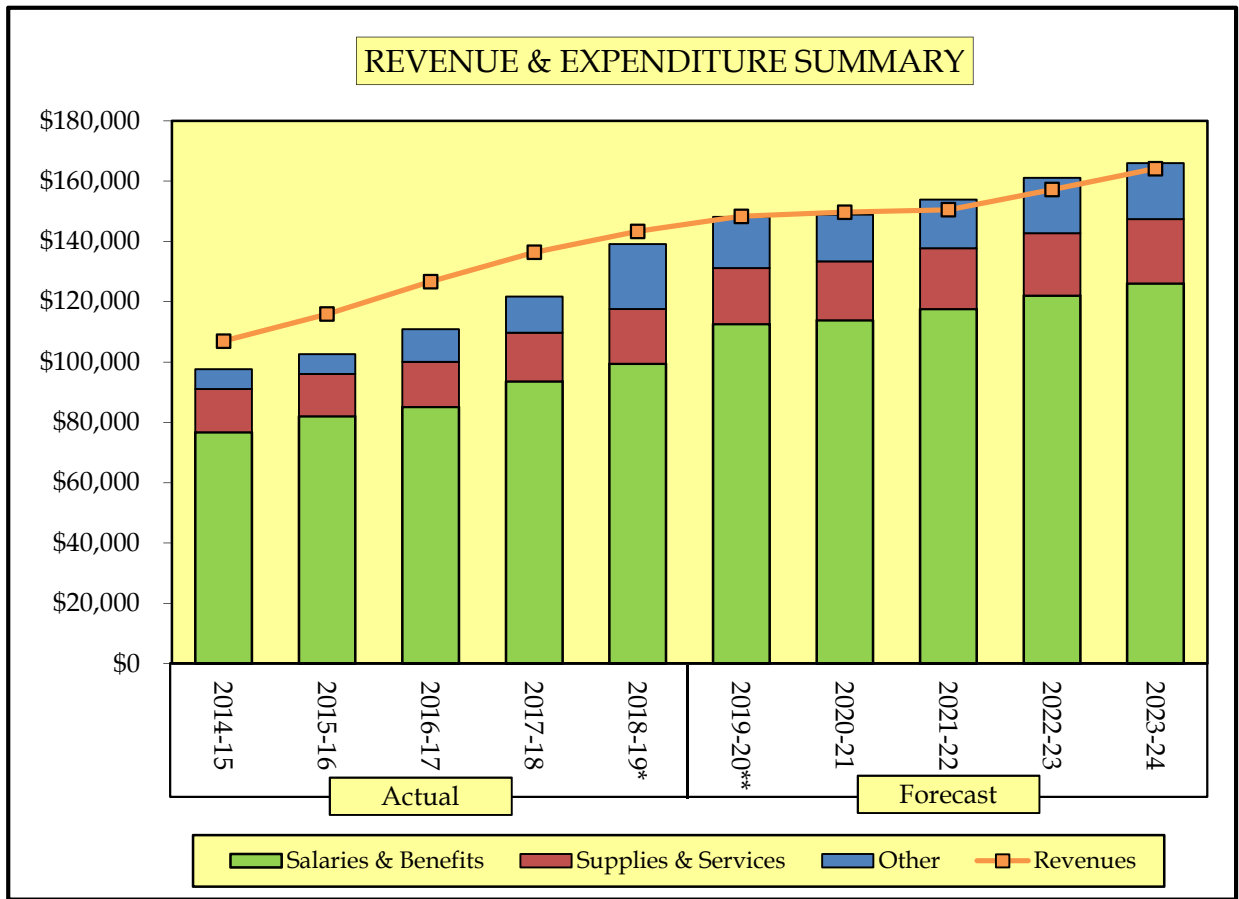
The Silicon Valley region continues to be a leader in the local and national economies—job creation, vacant space utilization, development of both residential and commercial projects, and the recovery of property values are contributing to the overall strong health of the local economy. Although anticipated CalPERS and medical rate increases are significant factors, the Forecast projects revenue growth and positive operating balances (including funds set aside for reserves and CalPERS) through Fiscal Year 2020-

21. Fiscal Years 2021-22 and 2022-23 project negative balances before any corrective actions and Fiscal Year 2023-24 projects a modest balance. Future financial stability will be dependent upon the continued strength of the economy, the timing of the next economic downturn, and continued fiscal restraint.

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

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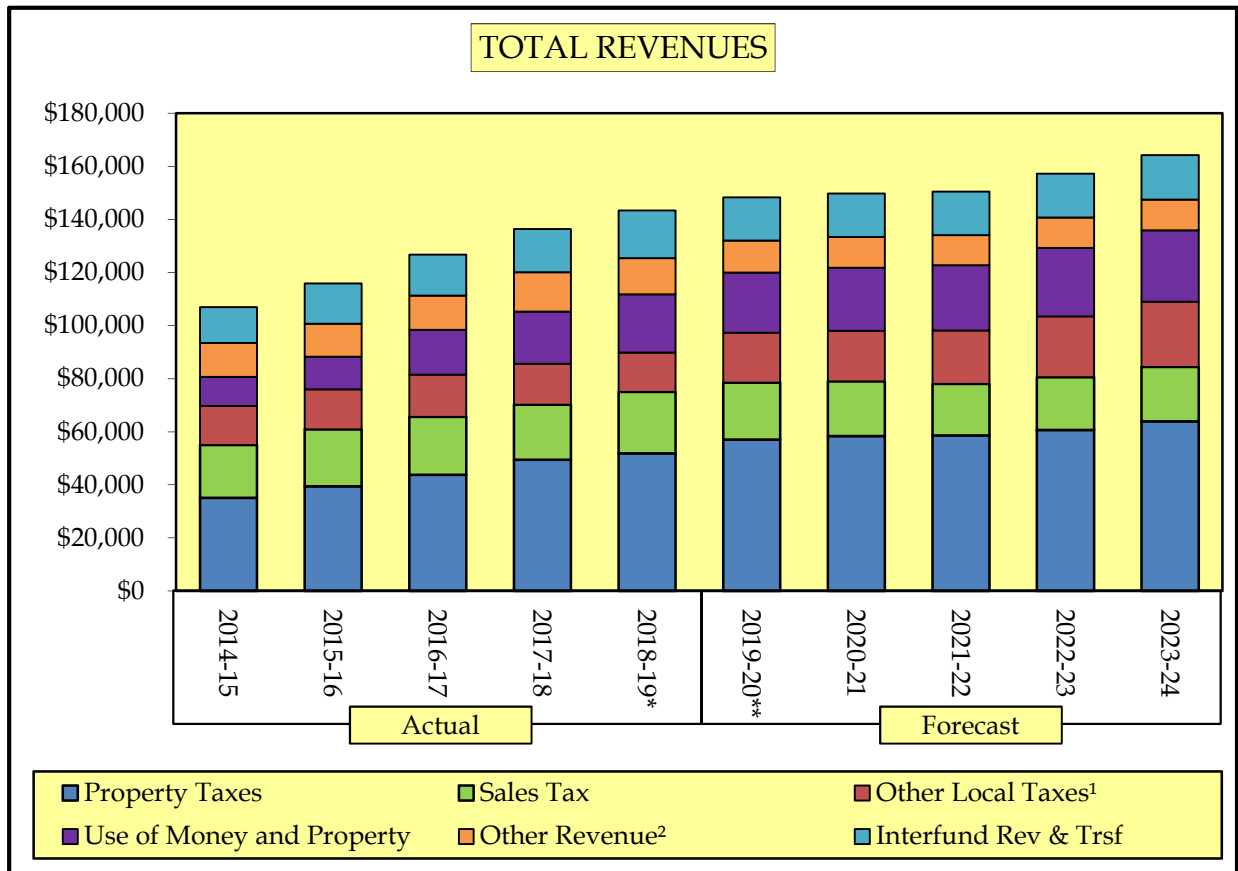




<u>Fiscal Year</u>	<u>Revenues</u>	<u>Expenditures</u>
2014-15	106,940	97,677
2015-16	115,911	102,590
2016-17	126,689	110,936
2017-18	136,377	121,682
2018-19 *	143,374	139,104
2019-20 **	148,324	148,170
2020-21	149,740	148,914
2021-22	150,515	153,900
2022-23	157,200	161,089
2023-24	164,147	166,003

\* Estimated  
 \*\* Proposed  
 (dollars in thousands)

The Fiscal Year 2019-20 recommended expenditures and all forecast years do not include the projected operating budget savings.



<u>Fiscal Year</u>	<u>Total Revenues</u>	<u>% Change</u>
2014-15	106,940	4.8%
2015-16	115,911	8.4%
2016-17	126,689	9.3%
2017-18	136,377	7.6%
2018-19 *	143,374	5.1%
2019-20 **	148,324	3.5%
2020-21	149,740	1.0%
2021-22	150,515	0.5%
2022-23	157,200	4.4%
2023-24	164,147	4.4%

\* Estimated

\*\* Proposed

(dollars in thousands)

<sup>1</sup> Includes Transient Occupancy Tax, Business Licenses, and Utility Users Tax.

<sup>2</sup> Includes Licenses, Permits & Franchise Fees, Fines & Forfeitures, Intergovernmental, Charges for Services, and Miscellaneous Revenues.

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## PROPERTY TAXES

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

### **SOURCES**

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

### **ECONOMIC FACTORS**

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

## HISTORY

In 1992, as a way of solving its own budget shortfall, the State enacted legislation that shifted partial financial responsibility for funding education to local government. Property tax revenues belonging to cities, counties, and special districts were shifted to the Education Revenue Augmentation Fund (ERAF). The net cumulative loss to the GOF resulting from all ERAF shifts through Fiscal Year 2018-19 exceeds \$114.0 million (\$117.0 million for the entire City).

For the past two decades, housing activity has remained strong with short periods of uncertainty or declines related to the availability of housing stock, interest rates, and the overall economy. During Fiscal Year 2008-09, the housing market collapsed and assessed values across the County suffered and caused some properties to be appraised at less than the outstanding debt on the property. During that time, foreclosures nationwide increased dramatically as homeowners defaulted on their mortgages, and California was the epicenter of the foreclosure crisis. Mountain View experienced foreclosures, but not as severely as other parts of the State. For calendar 2018, the most recent information available, there were a total of 168 foreclosures in the County. Mountain View had one foreclosure, the least in the County.

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

In the time period since the beginning of the recession and continuing into the recovery and expansion, commercial property owners have submitted applications for value reductions. The number of appeals submitted Countywide as of January 2019 is slightly higher than the same time frame in 2018, but, much lower compared to the level of activity during, and for several years after, the recession. As of January 2019, the County had approximately 5,300 active appeals, the same as January 2018. Because of the variable nature of commercial properties, the process of reviewing and valuing them is lengthy and more complicated. The County processes Countywide AV roll reductions (primarily the result of resolved appeals) and corrections throughout the year and currently estimates a net \$4.0 billion in reductions for Fiscal Year 2018-19. The General Fund's share of this estimated property tax revenue loss is approximately \$384,000.

Tracking of property sales activity, including new developments, was initiated in 2007 and the most recent 10 years of history is detailed below. The highest number of sales transactions for all types of properties and the largest increase in AV resulting from changes in ownership (CIO) occurred in 2018. For the first time since tracking began the increase in AV related to sales exceeded \$1.0 billion. There has been growth in the median price of single-family homes (SFH) experiencing a CIO every year since 2010.

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

<u>Year</u>	<u>Single-Family Home (SFH)</u>	<u>Number of SFH CIO</u>	<u>Condo/ Townhome</u>	<u>Number of Condo/ Townhome CIO</u>
2009	\$845,000	182	\$535,000	179
2010	\$892,000	267	\$572,500	268
2011	\$900,750	306	\$445,000	241
2012	\$1,000,000	341	\$570,000	299
2013	\$1,245,000	297	\$639,000	356
2014	\$1,450,000	255	\$781,000	322
2015	\$1,600,000	274	\$910,000	312
2016	\$1,700,000	253	\$1,013,000	345
2017	\$1,900,000	278	\$1,175,000	387
2018	\$2,100,000	343	\$1,360,000	417

Also impacting the growth in Property Taxes is the CCPI. Over the past 10 fiscal years (2009-10 to 2018-19), five years have had annual CCPI increases less than the maximum 2.0 percent allowed, and one of those five years was a negative CCPI.

In total, Fiscal Year 2018-19 Property Tax revenues of \$51.8 million is estimated to exceed the Fiscal Year 2017-18 Audited of \$49.4 million by 4.9 percent and estimated to be 2.1 percent below the Fiscal Year 2018-19 Adopted Budget of \$52.9 million. This decline is primarily the result of an incorrect revaluation included on the July 1, 2017 tax roll and subsequently corrected for Fiscal Year 2018-19. The City was not aware of this error until after the Fiscal Year budget was adopted.

**FORECAST**

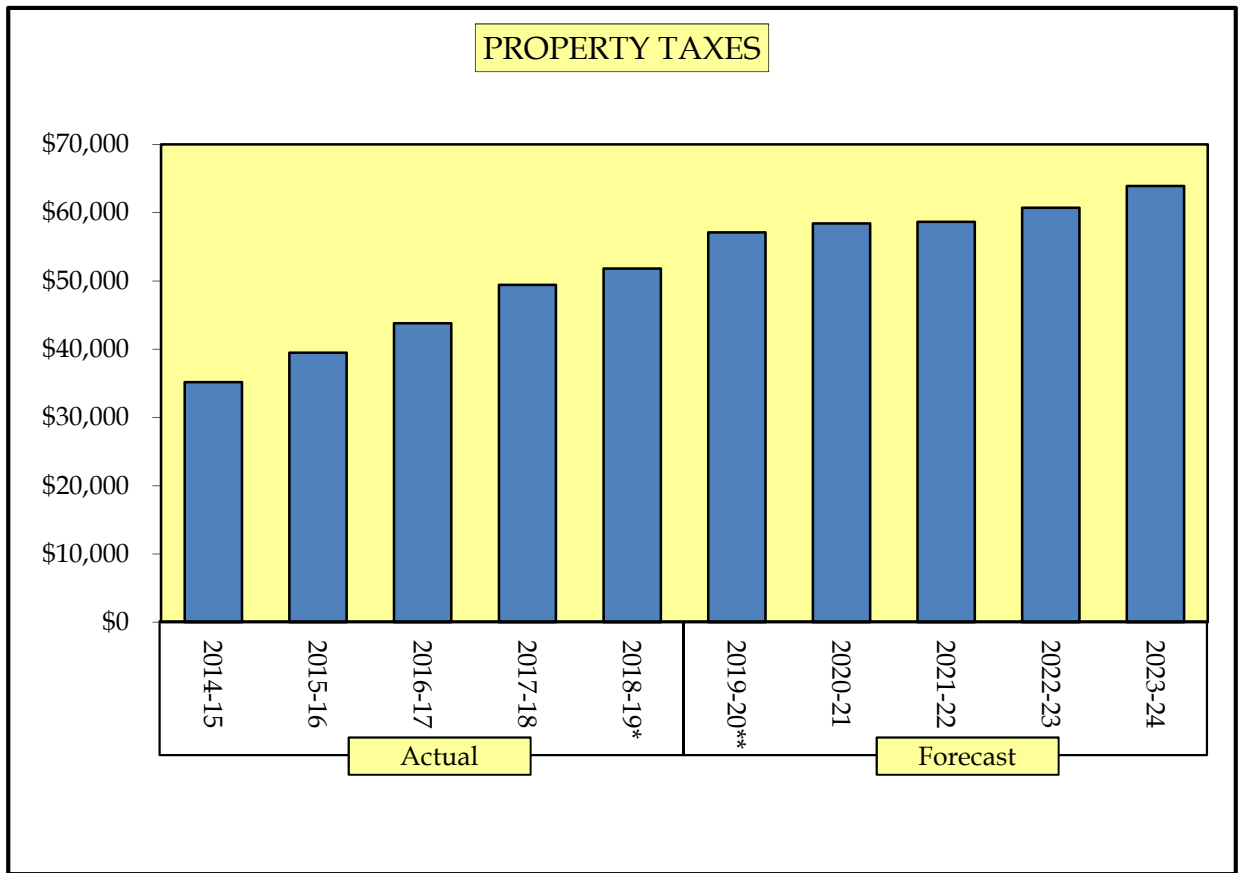
The Fiscal Year 2019-20 projected secured property tax revenue is based on the July 1, 2018 tax roll adjusted for the following:

- A 2.0 percent CCPI increase to the AV of all eligible residential and commercial property;
- Projected AV loss from resolution of pending appeals;

- AV changes related to property transfers and sales prior to the January 1 lien date; and
- Projected AV increase related to new development, tenant improvements and remodels.

As mentioned earlier, the County has approximately 5,300 active appeals, of which 179 have been filed over a 6-year span for properties located in the City; 104 filed for properties located in the Shoreline Community. The Fiscal Year 2019-20 revenue includes a projected tax loss based on the historic resolution of appeals. For the remaining Forecast years, total secured property tax is projected with net annual increases ranging from 1.9 percent to 4.6 percent. These increases include an annual change in AV based on a 2.0 percent CCPI for Fiscal Years 2020-21 and 2023-24, the final Forecast year. However, the anticipated economic downturn is projected to impact the intervening two fiscal years resulting in CCPI increases of 1.0 percent and 1.5 percent. In addition, increased AV is projected for Fiscal Years 2019-20 through 2023-24 as a result of new development projects under construction and in the pipeline (including The Village at San Antonio Phase II, Ameswell, and numerous housing, hotel, corporate campus and office developments), and anticipated growth from CIO and remodeling. The increased revenue from Ameswell has previously been identified as a revenue source for the Police/Fire Administration Building Remodel and Expansion project. The Forecast assumes appeals will continue to be filed annually and a portion will be resolved resulting in an AV loss. In addition, the Forecast does not include a projection of excess ERAF property tax to be distributed to the City. This revenue is not ongoing, and amounts received will be recorded as one-time revenue to the General Non-Operating Fund.

Unsecured property tax revenue is projected to increase by 1.0 percent for Fiscal Year 2019-20, decline for the two subsequent fiscal years as a result of the anticipated economic downturn, and grow for the remainder of the Forecast period.



<u>Fiscal Year</u>	<u>Property Taxes</u>	<u>% Change</u>
2014-15	35,173	13.0%
2015-16	39,461	12.2%
2016-17	43,774	10.9%
2017-18	49,419	12.9%
2018-19 *	51,822	4.9%
2019-20 **	57,091	10.2%
2020-21	58,418	2.3%
2021-22	58,643	0.4%
2022-23	60,695	3.5%
2023-24	63,889	5.3%

\* Estimated  
 \*\* Proposed  
 (dollars in thousands)



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## SALES TAX

Sales Tax revenue is currently the second largest single revenue source of the GOF and also the most volatile. The City of Mountain View is allocated 1.0 percent of every sales dollar subject to sales tax. In the late 1990s, sales tax from commercial/industrial businesses generated a greater amount of sales tax than retail businesses, an approximate 1.5:1.0 ratio. During the current decade, as a result of relocations, recession, growth of the service economy (nontaxable products), and California Department of Tax and Fee Administration (CDTFA) (previously known as State Board of Equalization or BOE) reporting changes, retail contributes a greater share, and the ratio for the most recent completed fiscal year is 1.0:5.7.

### **SOURCES**

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

### **ECONOMIC FACTORS**

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

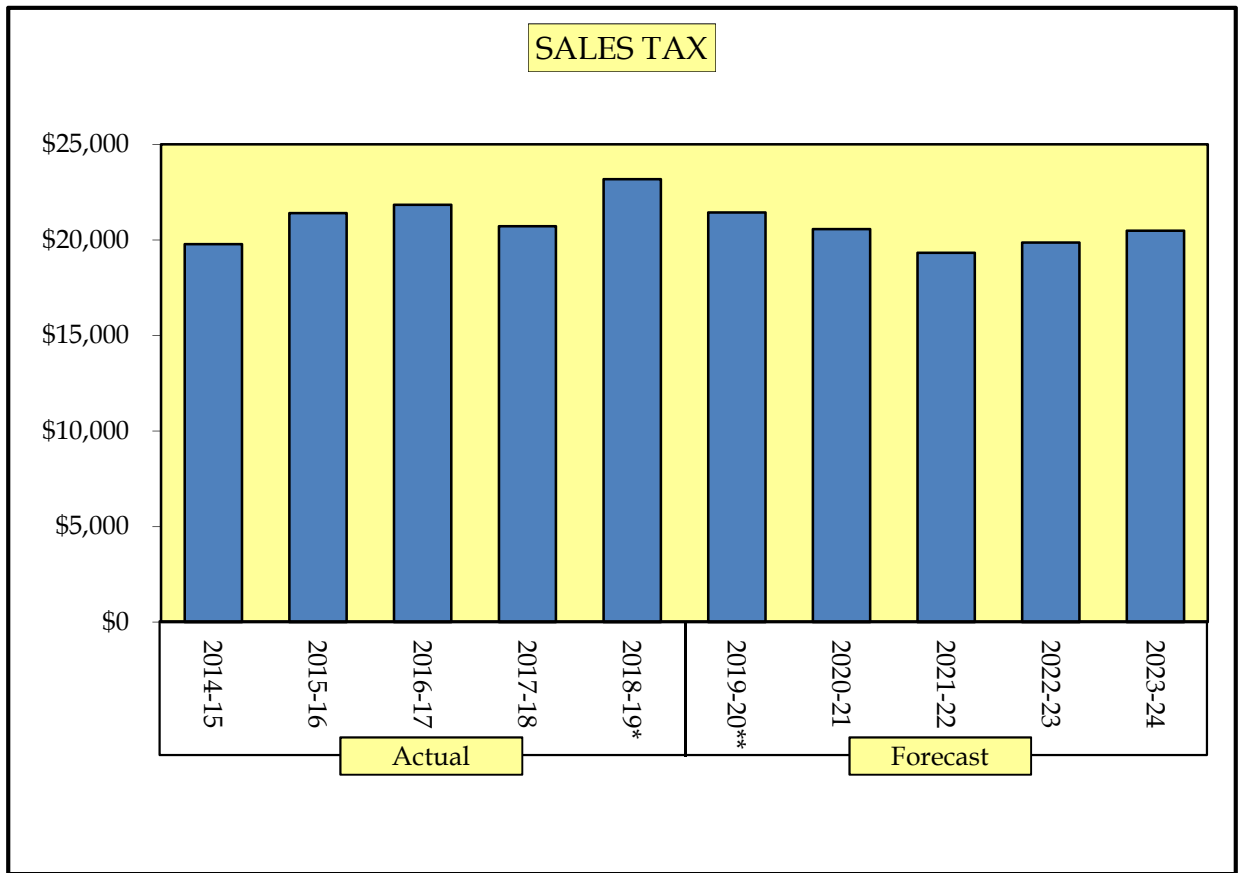
### **HISTORY**

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

a result of the Great Recession, Sales Tax revenue fell in excess of \$2.0 million (11.8 percent) to \$15.2 million in Fiscal Year 2009-10. Subsequently, sales tax revenue grew steadily through Fiscal Year 2015-16, but, since then, has either seen little growth or has declined. In Fiscal Year 2017-18 the CDTFA experienced issues with its new software system which delayed payments to local agencies. Approximately \$1.6 million received in Fiscal Year 2018-19 has been identified as late payments for Fiscal Year 2017-18. After adjusting for these late payments, total sales tax revenue for Fiscal Year 2017-18 would be \$452,700 (2.1 percent) higher than the prior fiscal year audited. Fiscal Year 2018-19 sales tax is estimated at \$23.2 million including the late payments. After adjusting for the late payments, Fiscal Year 2018-19 sales tax is estimated at \$21.6 million, \$669,700 (3.0 percent) lower than the adjusted previous fiscal year and \$1.6 million (7.9 percent) higher than the Fiscal Year 2018-19 Adopted. The \$669,700 net decrease is primarily the result of prior year audit/one-time adjustments and an increase in the allocation from the county pool.

## **FORECAST**

Fiscal Year 2019-20 sales tax revenue is projected at \$21.4 million, including The Village at San Antonio Center Phase II, which is anticipated to open June 2020 with retail tenants in place and beginning to generate sales tax. This projection is essentially the same as the Fiscal Year 2018-19 adjusted estimate. Fiscal Years 2020-21 and 2021-22 reflect 4.1 percent and 6.0 percent declines respectively, related to the anticipated downturn in the economy. Recovery begins in Fiscal Year 2022-23 with incremental growth continuing into the final Forecast year.



<u>Fiscal Year</u>	<u>Sales Tax</u>	<u>% Change</u>
2014-15	19,773	16.8%
2015-16	21,401	8.2%
2016-17	21,828	2.0%
2017-18	20,713	(5.1%)
2018-19 *	23,179	11.9%
2019-20 **	21,433	(7.5%)
2020-21	20,559	(4.1%)
2021-22	19,328	(6.0%)
2022-23	19,852	2.7%
2023-24	20,470	3.1%

\* Estimated  
 \*\* Proposed  
 (dollars in thousands)

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## OTHER LOCAL TAXES

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

### **SOURCES**

- TOT is a 10.0 percent tax assessed on hotel and motel occupancies. Any occupancy by a government employee while on government business, or a stay exceeding 30 consecutive days, is exempt from the tax. This tax is self-reported on a quarterly basis by hotels and motels within the City limits, and a compliance audit is performed on a periodic basis. On November 13, 2018, the City Council adopted an ordinance related to the short term rental (STR) of residential property. These rentals will be subject to the City's 10.0 percent TOT.
- Business License Tax is assessed on all businesses known to be operating in Mountain View and billed annually. Currently, there are approximately 6,100 active businesses licensed. The tax rate varies by type of business, generally \$30 per year for most (73.0 percent), but can reach \$250 for certain types of businesses. Measure P, approved by Mountain View voters in November 2018, changes the Business License Tax. Effective January 1, 2020, the tax will be assessed on a structure of tiered number of employees and phased in over a three-year period for businesses with more than 50 employees. The City Council preliminarily earmarked 80.0 percent of additional revenue generated from the restructured tax to transportation and 10.0 percent to housing.
- UUT is a 3.0 percent tax assessed on the consumption of all telecommunication (2.5 percent tax on purchases of Mobile Telephony Services (MTS)), electricity, and gas services. Companies providing taxable utility services remit UUT payments monthly, and a compliance audit is performed on a periodic basis.

### **ECONOMIC FACTORS**

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

## HISTORY

TOT: The current tax rate of 10.0 percent was last modified in June 1991 from 8.0 percent. Occupancy and room rates in the City typically grow in nonrecessionary times. The impacts of economic downturns or disruptions are immediately reflected in TOT revenue as demonstrated by the 52.1 percent decline resulting from the dot-com bust and the 26.6 percent decline during the Great Recession. TOT revenues began to recover from this last recession in spring 2010 and growth continued through Fiscal Year 2017-18. The current fiscal year estimate is lower than both the current fiscal year adopted and prior fiscal year audited. The first two quarters of Fiscal Year 2018-19 (ending September 30 and December 31) reflect the closure of Hotel Aria, which was anticipated in the current fiscal year Adopted Budget. The Adopted Budget also included the opening of the Hyatt Centric hotel, but the opening has been delayed and it is now anticipated in Fiscal Year 2019-20.

Business License Tax: Prior to the approval of Measure P, this revenue did not change significantly from year to year as the tax rate has remained essentially unchanged since June 1954 (excluding two business types updated in 1985). Any fluctuation in the number of businesses did not significantly change annual revenue because of the low annual tax rate. Fiscal Year 2018-19 revenue is estimated to be less than both the prior fiscal year audited and the current fiscal year adopted.

As mentioned previously, in November 2018, Mountain View voters approved Measure P, which restructures the Business License Tax. The new structure is an incremental, progressive, tax based on a tiered number of employees. Persons operating businesses with 50 employees or more shall pay a phased-in tax over a three-year period, with the first phase of the new tax rates effective January 1, 2020.

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

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

The Agreement between the CDTFA and the City for prepaid phone cards was executed in December 2015, and the City received the first quarterly payment in September 2016. In addition, direct providers of prepaid phone cards began remitting UUT payments in July 2016. UUT revenue from telecommunications has been declining since Fiscal Year 2015-16. Payments from a major telecommunications provider have been steadily declining since Fiscal Year 2015-16, and the pervasive use of cell phones has eliminated the necessity and cost of a landline for many people, and it is not uncommon for a cell phone to be utilized for both personal and professional uses. The City began receiving UUT payments from Silicon Valley Clean Energy (SVCE) in the beginning of Fiscal Year 2017-18, offset by lower payments from PG&E resulting from customer migration. Fiscal Year 2018-19 UUT revenue is estimated to be lower than both the prior fiscal year audited and the current fiscal year adopted, 5.0 percent and 7.8 percent, respectively.

## **FORECAST**

TOT: Fiscal Year 2019-20 revenue is projected 27.8 percent higher than the Fiscal Year 2018-19 estimated, and includes the opening of both the Hyatt Centric hotel (San Antonio Phase II) and Shashi hotel. No revenue from STR is included for Fiscal Year 2019-20 as there is insufficient data for an accurate projection. Revenue received will be reported to City Council in the Fiscal Year 2019-20 Mid-Year Report. Fiscal Years 2020-21 and 2021-22 include the opening of the Holiday Inn Express and Hampton Inn, respectively, and a reduction in revenue resulting from the anticipated economic downturn. Fiscal Year 2022-23 reflects the beginning of recovery and the opening of the hotels planned as part of the Ameswell and Hope Street projects.

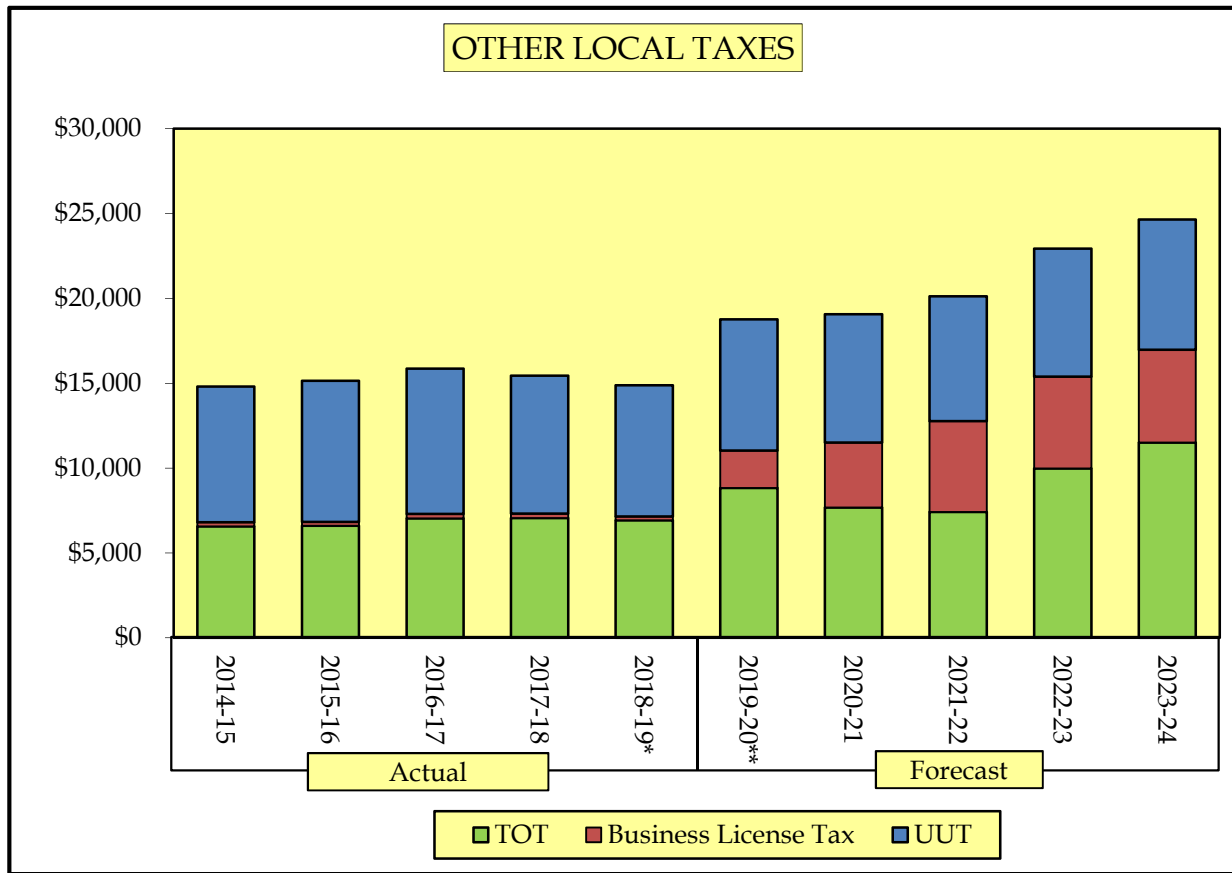
Business License Tax: Fiscal Years 2019-20 through 2021-22 business license tax revenue reflects the phase-in of the new business license tax structure and is projected at \$2.2 million, \$3.8 million, and \$5.4 million respectively, resulting in increased revenue of \$2.0 million, \$3.6 million, and \$5.1 million compared to the current fiscal year budget. City Council initially earmarked 80.0 percent of the increased tax revenue for transportation and 10.0 percent for housing; resulting in a net revenue gain to the GOF of approximately \$450,000, \$600,000, and \$760,000, respectively. Transfers to the Transportation Reserve and Affordable Housing Fund are included in the forecast and discussed later in the expenditures section.

The anticipated two-year downturn in Fiscal Years 2020-21 and 2021-22 include a projected 3.0 percent annual decline followed by incremental recovery in the remaining two Forecast years.

UUT: Fiscal Year 2019-20 total projected UUT revenue is essentially the same as the Fiscal Year 2018-19 estimated. UUT revenue for the following two Forecast years



decline as a result of the anticipated economic downturn. Fiscal Years 2022-23 and 2023-24 reflect recovery plus UUT generated from development anticipated in the Shoreline Regional Park Community as identified in the North Bayshore Precise Plan Fiscal Impact Analysis.



<u>Fiscal Year</u>	<u>Transient Occupancy Tax</u>	<u>Business License Tax</u>	<u>Utility Users Tax</u>	<u>Total Other Local Taxes</u>	<u>% Change</u>
2014-15	6,559	258	7,988	14,805	13.1%
2015-16	6,591	245	8,301	15,137	2.2%
2016-17	7,043	251	8,572	15,866	4.8%
2017-18	7,057	251	8,136	15,444	(2.7%)
2018-19 *	6,913	234	7,727	14,874	(3.7%)
2019-20 **	8,833	2,204	7,734	18,771	26.2%
2020-21	7,671	3,832	7,564	19,067	1.6%
2021-22	7,407	5,361	7,356	20,124	5.5%
2022-23	9,971	5,415	7,549	22,935	14.0%
2023-24	11,502	5,469	7,684	24,655	7.5%

\* Estimated  
 \*\* Proposed  
 (dollars in thousands)

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## USE OF MONEY AND PROPERTY

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

### **SOURCES**

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

### **ECONOMIC FACTORS**

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

## HISTORY

Investment Earnings: Over the past decade, part of the City's financial strategy was to build reserves in anticipation of budget constraints in order to generate additional revenue in the form of investment earnings and to maintain sufficient funds to weather any further significant declines in revenues. The Federal Reserve aggressively managed short-term interest rates between late 2007 and 2008 in an effort to combat the ripple effect of the subprime lending crisis and support the economic recovery by reducing the Federal funds rate from 5.25 percent to a target of 0.25 percent. This significantly impacted the City's interest earnings for numerous years. Between December 2015 and December 2018, the Federal Open Market Committee (FOMC) increased the benchmark interest rate nine times for a total 225-basis-point increase. This has significantly improved the City's interest earnings and Fiscal Year 2018-19 investment earnings are estimated to exceed the prior fiscal year audited by \$543,000, and exceed budget by \$196,000. It is uncertain if FOMC will continue to implement small incremental increases in the near future, but it is anticipated if the economy continues to improve.

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

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

The first decennial revaluation for the Charleston East (Lot 1) lease between the City and Google LLC (Google) was effective February 1, 2018. This lease includes a cap on the revalued rent that is not included in the other two land leases. The cap is 165.0 percent of the monthly rent payable during the initial year of the prior 10-year period. In this case, the rent for the period beginning February 1, 2018 is capped at 165.0 percent of the rent paid in February 2008. The total annualized revalued rent is \$1.9 million, an increase of \$387,000 (26.5 percent) compared to the prior year annualized rent and will continue to escalate 3.0 percent annually.

In late Fiscal Year 2005-06, Council approved the amended and restated lease between the City and SFX Entertainment, Inc. (SFX-operating company of Live Nation, Inc.), for

the lease of the Shoreline Amphitheatre. The terms of the lease eliminated the percentage rent structure and replaced it with a fixed amount of \$200,000 per month for the concert season (nine months), a total of \$1.8 million annually. The first annual contractual increase of 2.0 percent went into effect March 2018, and the current annualized payment is \$1.9 million.

In September 2007, CVS opened in the Bryant Street parking structure and began paying the City the negotiated monthly lease rent. The parking structure was partially funded with former Revitalization Authority funds and, based on the Compensation Agreement, any revenues generated from the parking structures are shared with the taxing entities in the same proportion of the Authority's contribution to the structures. The Compensation Agreement was effective July 1, 2014, resulting in annual lease revenue of \$165,000 to the GOF, a loss of \$78,000 annually. The CVS lease agreement provides for an 11.9 percent increase that is effective September 2017 through September 2022.

In May 2010, Savvy Cellars opened to the public at the Centennial Plaza Train Depot and, in accordance with the lease, the annual revenue to the City for the first five years was \$29,700. The first annual increase was effective December 2014, and there have been annual increases effective each subsequent December. Lease of City-owned property during Fiscal Year 2018-19 for construction staging is anticipated to generate \$71,000. In addition, there are various other rentals of City-owned property as listed previously in the Sources section which contribute revenue to the GOF.

On December 11, 2018 staff updated City Council on the Police/Fire Administration Building Expansion Study and confirmed most of the revenue generated from the Ameswell development is earmarked for debt service related to this facility. City Council authorized staff to issue a request for proposal (RFP) to prepare a preliminary design for a renovation/addition as well as evaluation of a new building. Staff will return to City Council in the fall of 2019 with additional information.

The remodeled and expanded Community Center opened February 2019 and is available for rent.

## **FORECAST**

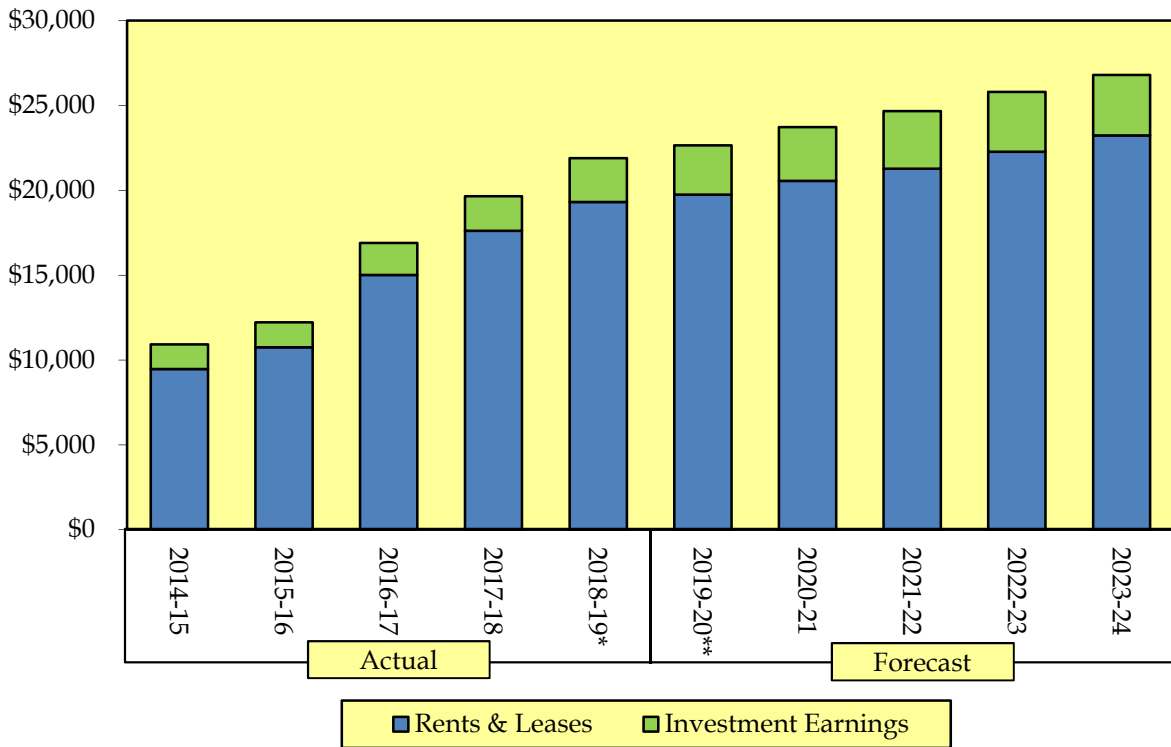
Investment Earnings: The Fiscal Year 2019-20 projection is based on the assumption that as instruments mature, the funds will be reinvested at rates slightly higher than those available in Fiscal Year 2018-19, resulting in a projected average portfolio yield of 2.32 percent for Fiscal Year 2019-20. The City's average portfolio yield is anticipated to continue rising through the end of the Forecast period. During the projected economic downturn, reinvestment rates are expected to be higher than the rates on the maturing instruments.

Rents and Leases: Fiscal Year 2019-20 includes a full year of the 10.0 percent rent increase generated from the CSMA ground lease and a partial year of rent from the Hope Street office development project. The Ameswell rent of \$1.4 million will continue to be transferred to the Budget Contingency Reserve to be utilized for funding of limited-period items until the proposed debt service related to the Police/Fire Administration Building remodel and expansion begins in Fiscal Year 2022-23.

The Forecast for the three long-term ground leases includes annual increases. During Fiscal Year 2022-23 the monthly CVS rent increases 12.0 percent in accordance with the lease. For the remaining leases and rental agreements, the Forecast period includes annual contractual increases and assumes renewal options will be exercised or extended.

As previously discussed with the City Council, Google has paid the City \$600,000 for extending the sublease of Parking Lots C and D from SFX through 2020. In addition, Google has agreed to lease the parking lots from the City for an additional five years (January 2021 to December 2025) and will be paying over \$2.0 million annually, unless the lease is terminated early. As these payments are limited-period in nature, they will not flow through the GOF. As discussed with the City Council during the Fiscal Year 2017-18 budget process, the \$2.0 million annual payments (\$10.0 million over the 5-year period) would be recorded as one-time GF revenues and then contributed to CalPERS toward the City's unfunded pension liability, and both the annual earned portion of the \$600,000 and the annual rent in excess of the \$2.0 million will be transferred to the Capital Improvement Reserve.

### USE OF MONEY AND PROPERTY



<u>Fiscal Year</u>	<u>Rents &amp; Leases</u>	<u>Investment Earnings</u>	<u>Total Use of Money and Property</u>	<u>% Change</u>
2014-15	9,463	1,465	10,928	2.2%
2015-16	10,751	1,468	12,219	11.8%
2016-17	15,020	1,876	16,896	38.3%
2017-18	17,618	2,041	19,659	16.4%
2018-19 *	19,305	2,584	21,889	11.3%
2019-20 **	19,741	2,916	22,657	3.5%
2020-21	20,565	3,152	23,717	4.7%
2021-22	21,281	3,380	24,661	4.0%
2022-23	22,276	3,523	25,799	4.6%
2023-24	23,235	3,573	26,808	3.9%

\* Estimated

\*\* Proposed

(dollars in thousands)



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## LICENSES, PERMITS, AND FRANCHISE FEES/FINES AND FORFEITURES

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

### **SOURCES**

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

### **ECONOMIC FACTORS**

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

### **HISTORY**

Licenses, Permits, and Franchise Fees: Historically, Licenses and Permits revenue tended to fluctuate with the development cycle. In Fiscal Year 2006-07, Building Services was separated from the GOF to better facilitate tracking and accounting. In order to provide a more comprehensive picture of the development process and to more accurately align all development-related revenues and expenditures, Council approved the consolidation of all development-related functions within the City into a Development Services Fund for Fiscal Year 2014-15. Development-related revenues and expenditures were moved from the GOF to the Development Services Fund, which decreased revenues in several categories, including this one, and eliminated the effect of development. Fiscal Year 2018-19 estimated Licenses and Permits revenue is 22.0 percent and 12.6 percent higher than the Fiscal Year 2018-19 Adopted and Fiscal Year 2017-18 Audited, respectively, primarily due to Cannabis Business Background Screening fee revenue of \$25,000 received.

Franchise Fee revenue generated from gas and electricity usage has historically increased as a result of significant commercial and residential development and

declined during economic downturns as a result of commercial office vacancies and conservation by residential and commercial customers.

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

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

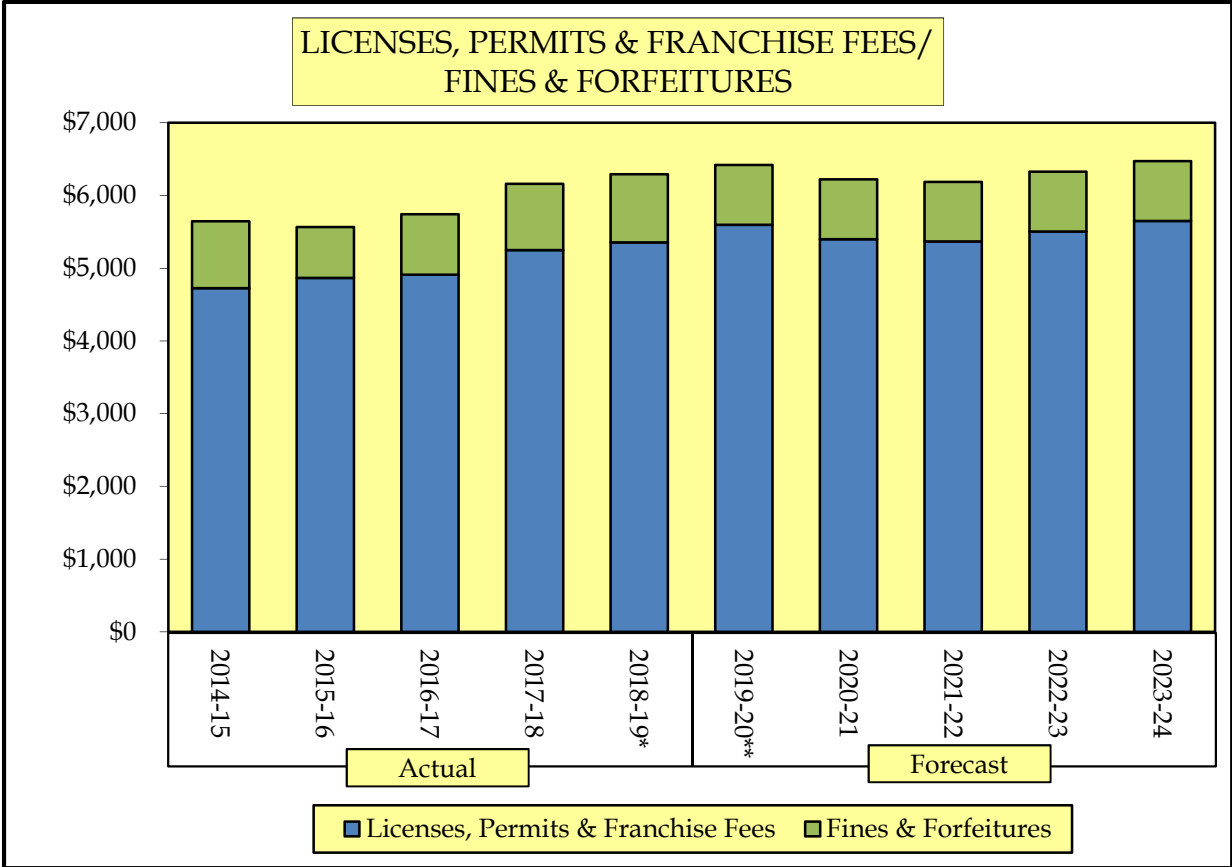
Fiscal Year 2018-19 estimated Franchise Fee revenues are 1.7 percent and 3.8 percent higher than the Fiscal Years 2017-18 Audited and 2018-19 Adopted, respectively.

Fines and Forfeitures: This revenue source includes false alarm response fees, bail/fine payments from the County, Library fines, and parking violation payments. Overall, the Fiscal Year 2018-19 estimated Fines and Forfeitures revenue sources are higher than budget and Fiscal Year 2017-18 Audited, primarily due to increased parking enforcement and City's share of bails and fines collections from the Superior Court, traffic court, and municipal cases

## **FORECAST**

Licenses, Permits, and Franchise Fees: Revenue is projected to increase by a net \$243,000 in Fiscal Year 2019-20 from the current fiscal year estimate, primarily resulting from the Cannabis annual operating permit fees adopted October 2, 2018 and the Recology franchise fee which is projected to increase with the trash and recycling rate increase. Revenues decline for Fiscal Years 2020-21 and 2021-22, then recover in the last two years of the Forecast.

Fines and Forfeitures: Fiscal Year 2019-20 is projected to be 12.3 percent below Fiscal Year 2018-19 estimated, primarily due to the proposed elimination of certain Library fines and also parking violations revenue, which tends to fluctuate. This revenue is essentially the same level throughout the Forecast period.



<u>Fiscal Year</u>	<u>Licenses, Permits &amp; Franchise Fees</u>	<u>Fines &amp; Forfeitures</u>	<u>Total Licenses, Permits &amp; Franchise Fees/ Fines &amp; Forf</u>	<u>% Change</u>
2014-15	4,725	920	5,645	(11.6%)
2015-16	4,869	697	5,566	(1.4%)
2016-17	4,913	830	5,743	3.2%
2017-18	5,249	912	6,161	7.3%
2018-19 *	5,356	936	6,292	2.1%
2019-20 **	5,599	821	6,420	2.0%
2020-21	5,401	821	6,222	(3.1%)
2021-22	5,368	821	6,189	(0.5%)
2022-23	5,507	821	6,328	2.2%
2023-24	5,652	821	6,473	2.3%

\* Estimated  
 \*\* Proposed  
 (dollars in thousands)

## INTERGOVERNMENTAL

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

### **SOURCES**

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

### **ECONOMIC FACTORS**

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

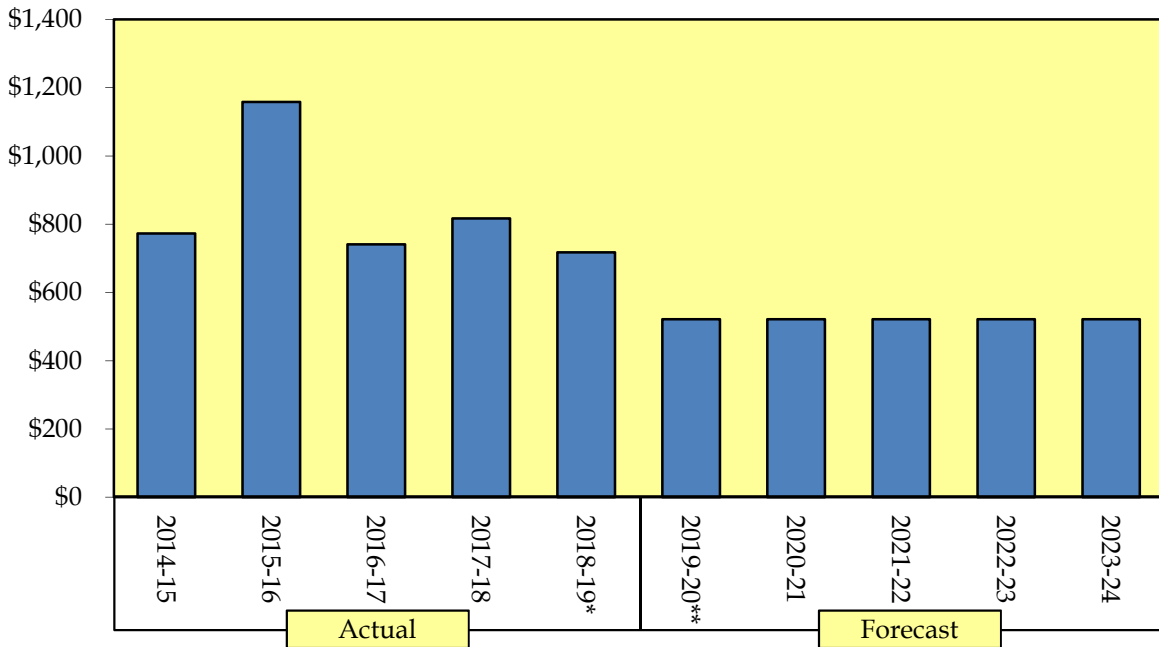
### **HISTORY**

For more than a decade, many revenues from the State have been reduced or eliminated, including Vehicle License Fees (VLF), Community-Oriented Policing Services (COPS), Public Library Funds, Rapid Enforcement Allied Computer Team (REACT), SB 90 mandate reimbursement, and other programs. Fiscal Year 2018-19 is estimated with a net revenue gain compared to the Fiscal Year 2018-19 Adopted Budget due to grants, SB 90 and other State and County reimbursements; funding received that was not budgeted. This revenue is 12.2 percent lower than the Fiscal Year 2017-18 Audited as Police Officer staffing shortages have not allowed the City to assign an Officer to the Regional Auto Theft Task Force (RATTF) and, therefore, there is no reimbursement from the Santa Clara County Specialized Enforcement Team Task Force.

### **FORECAST**

Fiscal Year 2019-20 is projected 16.4 percent lower than Fiscal Year 2018-19 Adopted as the City does not anticipate State AB 109 funding, or County reimbursements for RATTF and the Avoid the 13 DUI campaign. The remaining Forecast years are at essentially the same level.

**INTERGOVERNMENTAL**



<u>Fiscal Year</u>	<u>Intergovernmental</u>	<u>% Change</u>
2014-15	773	13.8%
2015-16	1,158	49.8%
2016-17	741	(36.0%)
2017-18	817	10.3%
2018-19 *	717	(12.2%)
2019-20 **	522	(27.2%)
2020-21	522	0.0%
2021-22	522	0.0%
2022-23	522	0.0%
2023-24	522	0.0%

\* Estimated  
 \*\* Proposed  
 (dollars in thousands)

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## CHARGES FOR SERVICES

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

### **SOURCES**

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

### **ECONOMIC FACTORS**

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

### **HISTORY**

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

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



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

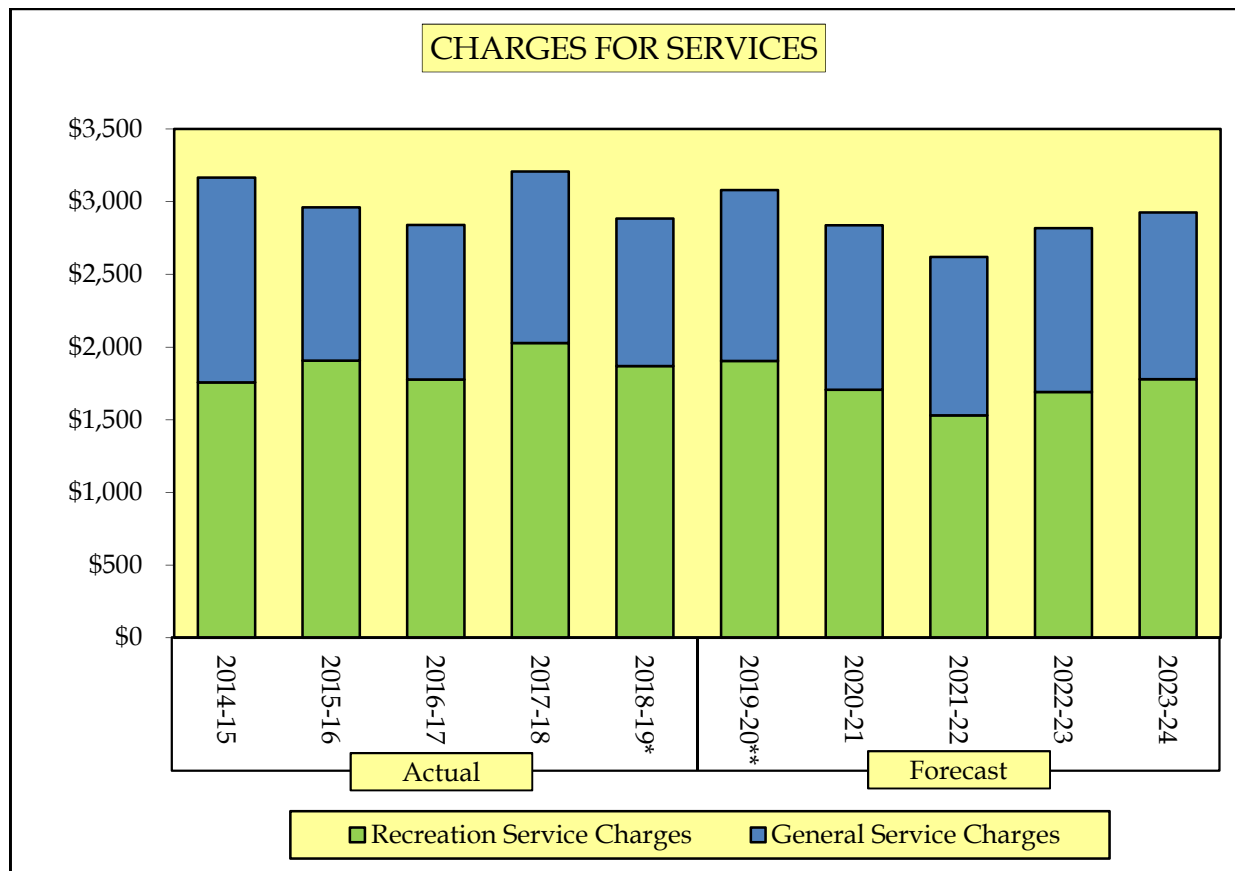
Staff continually reviews programming and pricing, adjusts as appropriate, and Recreation-related Service Charge revenue has continued to improve. Effective with the Fiscal Year 2015-16 Adopted Budget, some Charges for Services revenue was determined to be rental income and was moved to the appropriate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

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

Total Service Charge revenue for Fiscal Year 2018-19 is estimated higher than the Adopted Budget but indicates a net decline compared to Fiscal Year 2017-18 Audited, primarily due to lower registration fee revenue from youth classes and camps, reduced facility use fees and ticket service charge revenue at the CPA.

## **FORECAST**

Total Service Charge revenue for Fiscal Year 2019-20 is projected to be 6.8 percent higher than Fiscal Year 2018-19 estimated. The subsequent two fiscal years reflect the impact of the projected economic downturn, followed by recovery for the remaining Forecast period.



<u>Fiscal Year</u>	<u>Recreation Service Charges</u>	<u>General Service Charges</u>	<u>Total Charges for Services</u>	<u>% Change</u>
2014-15	1,756	1,410	3,166	(39.1%)
2015-16	1,906	1,056	2,962	(6.4%)
2016-17	1,776	1,064	2,840	(4.1%)
2017-18	2,027	1,181	3,208	13.0%
2018-19 *	1,870	1,014	2,884	(10.1%)
2019-20 **	1,905	1,176	3,081	6.8%
2020-21	1,707	1,131	2,838	(7.9%)
2021-22	1,530	1,090	2,620	(7.7%)
2022-23	1,690	1,127	2,817	7.5%
2023-24	1,779	1,147	2,926	3.9%

\* Estimated

\*\* Proposed

(dollars in thousands)

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

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## MISCELLANEOUS REVENUES

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

### **SOURCES**

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

### **ECONOMIC FACTORS**

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

### **HISTORY**

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

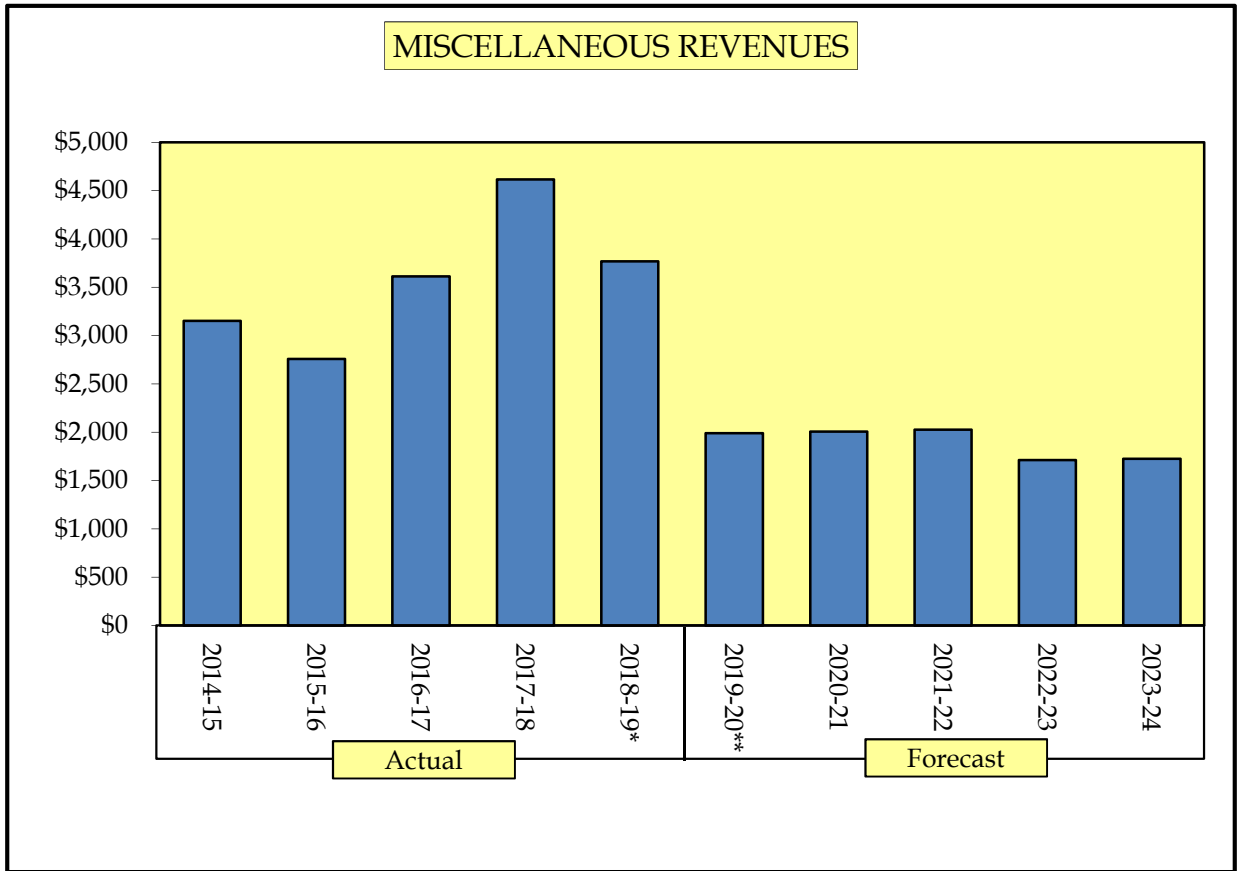
Some reimbursement for services provided in Fiscal Year 2018-19 and prior fiscal years are budgeted as they are ongoing in nature. Other reimbursements are one-time in nature and are not budgeted. The City provides the following categories of services:

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

Total annual Miscellaneous Revenues vary, but over the past 10 years has averaged approximately \$2.7 million annually.

## **FORECAST**

Fiscal Year 2019-20 Miscellaneous Revenues is projected to be 13.7 percent higher than the Fiscal Year 2018-19 Adopted Budget and, as discussed earlier, lower than the Fiscal Year 2018-19 estimated as a result of grants, donations, and reimbursements not budgeted. Fiscal Years 2020-21 and 2021-22 are projected to be essentially level, and Fiscal Years 2022-23 and 2023-24 decline as the City's agreement with Santa Clara County to provide first responder support to Rural Metro expires June 30, 2022.



<u>Fiscal Year</u>	<u>Miscellaneous Revenues</u>	<u>% Change</u>
2014-15	3,152	26.9%
2015-16	2,757	(12.5%)
2016-17	3,611	31.0%
2017-18	4,616	27.8%
2018-19 *	3,768	(18.4%)
2019-20 **	1,989	(47.2%)
2020-21	2,006	0.9%
2021-22	2,024	0.9%
2022-23	1,710	(15.5%)
2023-24	1,724	0.8%

\* Estimated  
 \*\* Proposed  
 (dollars in thousands)

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## INTERFUND REVENUES AND TRANSFERS

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

### **SOURCES**

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

### **ECONOMIC FACTORS**

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

### **HISTORY**

Interfund Revenues: In the early 1990s, with the assistance of a cost plan consultant, the City began preparing and utilizing a full cost plan allocation for reimbursement to the GOF. The Plan has been updated approximately every two to four years, most recently during Fiscal Year 2014-15 and the results incorporated for Fiscal Year 2015-16. Fiscal Year 2018-19 estimated is higher than budget as capital improvement project expenditures have been higher, generating a higher level of reimbursement.

Interfund Transfers: These vary from year to year and are both, ongoing and one-time/limited-period in nature. Fiscal Year 2018-19 estimated includes the annual transfers from the Gas Tax and Parking District funds, net operating income from Shoreline Golf Links, and transfers from the GF Reserve approved by City Council during the current fiscal year.

In April 2011, the City executed a long-term (52 years) ground lease with Google Inc. for the other portion of the Charleston East site which became effective in June 2011. Google remitted \$30.0 million in prepaid rent to the City which is invested and generates annual investment earnings. The \$30.0 million of prepaid rent was received from Google for the Charleston East site when the portfolio yield was above 2.5 percent and the average annual rate was projected at 3.5 percent for the 52 years. However, due to the recession, the FOMC reduced interest rates (and only began raising the benchmark rate beginning December 2015) and the actual investment yields have been



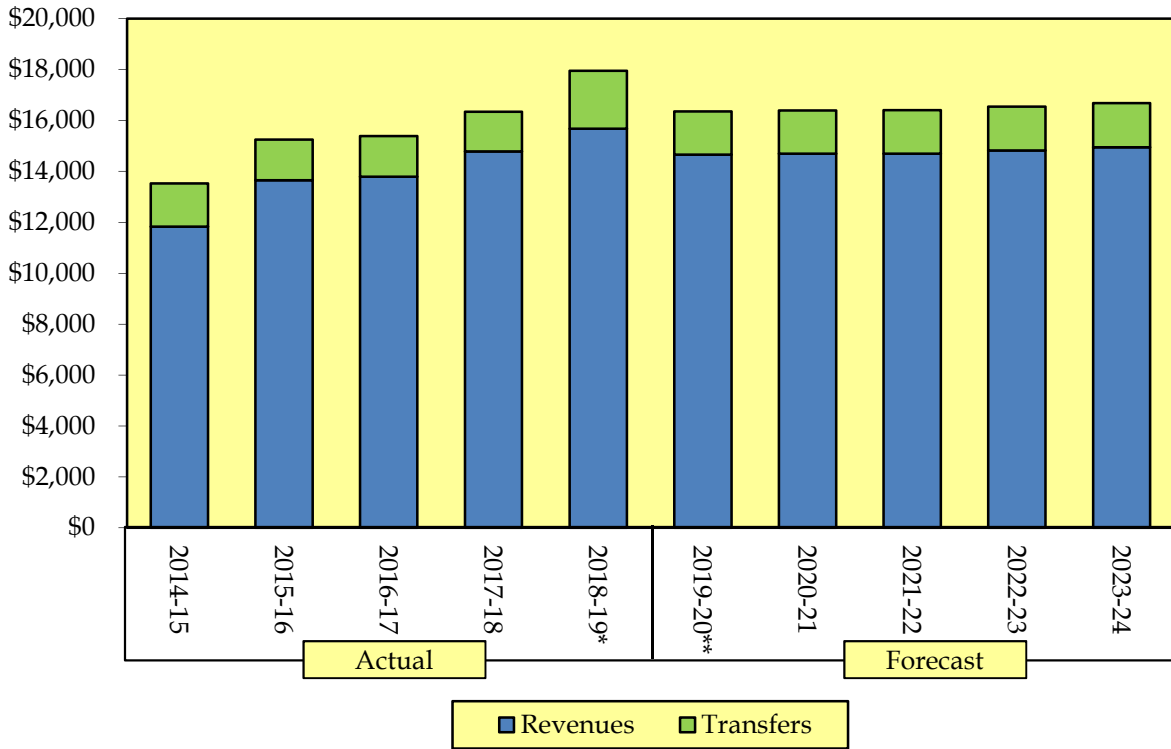
significantly lower than the 3.5 percent originally projected. This low interest rate environment has lasted longer than anticipated; therefore, in order to preserve the principal amount of the prepaid rent, beginning in Fiscal Year 2014-15, Council agreed to defer transfers until interest rates regain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

## **FORECAST**

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

Interfund Transfers: For Fiscal Year 2019-20, Interfund Transfers include \$1.3 million of reimbursement from the Gas Tax Fund, \$100,000 of operating income from Shoreline Golf Links, \$150,000 of operating income from Michaels at Shoreline Restaurant, and \$108,000 of reimbursement from the Parking District. As discussed previously, the transfer from the Lease Reserve continues to be deferred. The remaining Forecast period includes level or slightly increasing transfers from the same funds.

### INTERFUND REVENUES AND TRANSFERS



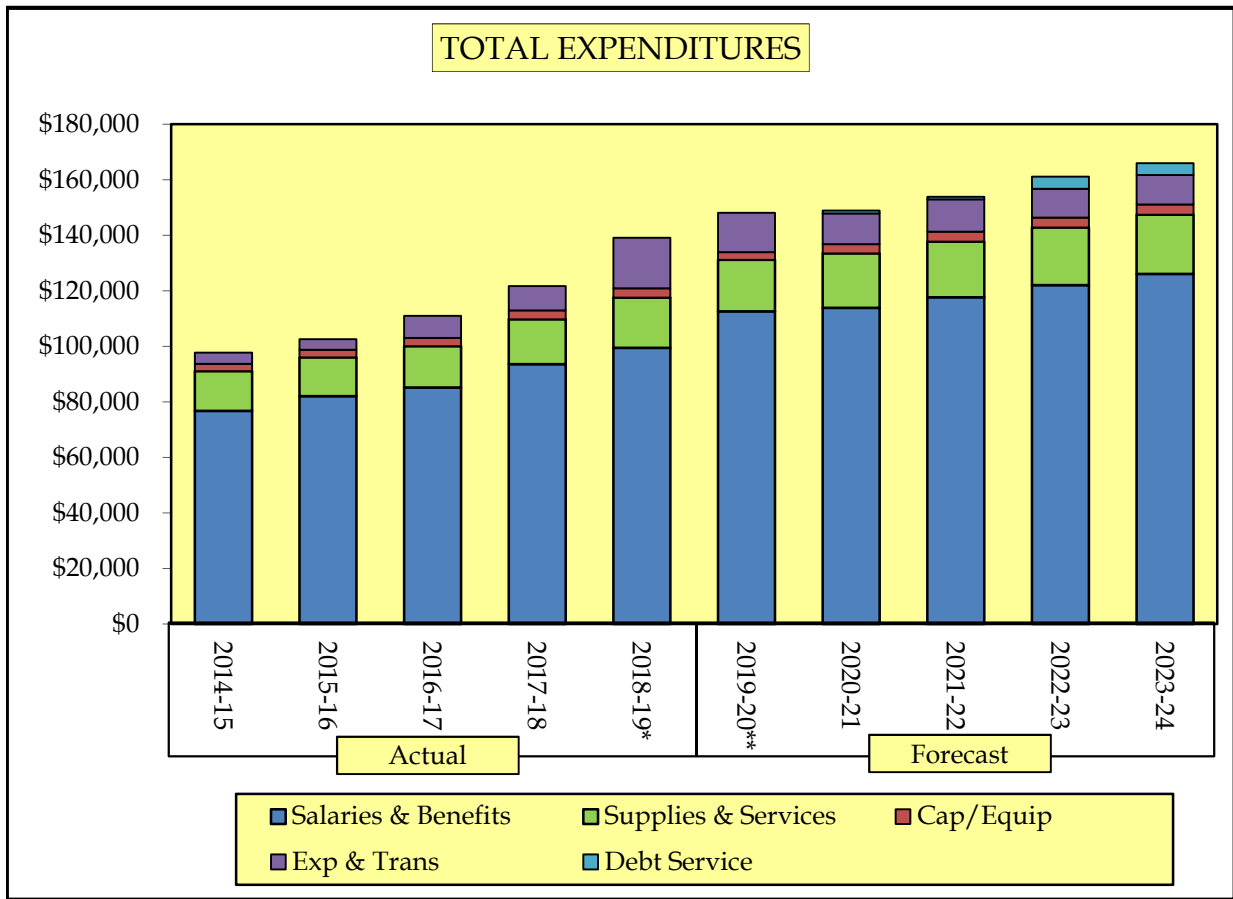
<u>Fiscal Year</u>	<u>Interfund Revenues</u>	<u>Interfund Transfers</u>	<u>Total Interfund Rev &amp; Trans</u>	<u>% Change</u>
2014-15	11,836	1,689	13,525	(0.4%)
2015-16	13,654	1,596	15,250	12.8%
2016-17	13,795	1,595	15,390	0.9%
2017-18	14,790	1,550	16,340	6.2%
2018-19 *	15,681	2,268	17,949	9.8%
2019-20 **	14,657	1,703	16,360	(8.9%)
2020-21	14,699	1,692	16,391	0.2%
2021-22	14,699	1,705	16,404	0.1%
2022-23	14,823	1,719	16,542	0.8%
2023-24	14,948	1,732	16,680	0.8%

\* Estimated

\*\* Proposed

(dollars in thousands)

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<u>Fiscal Year</u>	<u>Total Expenditures</u>	<u>% Change</u>
2014-15	97,677	2.9%
2015-16	102,590	5.0%
2016-17	110,936	8.1%
2017-18	121,682	9.7%
2018-19 *	139,104	14.3%
2019-20 **	148,170	6.5%
2020-21	148,914	0.5%
2021-22	153,900	3.3%
2022-23	161,089	4.7%
2023-24	166,003	3.1%

\* Estimated  
 \*\* Proposed  
 (dollars in thousands)

The Fiscal Year 2019-20 recommended expenditures and all forecast years do not include the projected operating budget savings.

## SALARIES AND BENEFITS

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

### **CATEGORIES**

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

### **HISTORY**

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

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

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

Pension costs have increased dramatically since 2000, when pension costs were \$2.9 million (4.7 percent of GOF expenditures), compared to \$19.7 million (15.5 percent of GOF expenditures) adopted for Fiscal Year 2018-19. Pension costs continue to grow and, in many cities, the employer pays some or all of the employee contribution. Mountain View employees not only pay the full employee contribution, but they also pay a portion of the employer contribution. This was an unusual and progressive arrangement when instituted in Mountain View and reflects the collaborative approach of our employees. For Fiscal Year 2018-19, cost shares range from 10.5 percent to 17.4 percent, depending on the employee group.

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

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

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

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

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

These actions have been adopted to maintain the financial sustainability of the pension fund; however, these actions result in higher rates for the City. The City Council has approved additional contributions (including the CalPERS Discount Rate Change Funding Strategy proposed by staff to pay down the unfunded CalPERS liability) from the General Fund totaling \$23.5 million from a combination of carryover funds and

budgets since Fiscal Year 2014-15 through Fiscal Year 2018-19. The GOF represents approximately 80.0 percent of the total CalPERS contribution; therefore, additional contributions from the Other Funds, proportional to the GOF contribution, were also included in Fiscal Years 2015-16 through 2018-19.

## FORECAST

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

All labor contracts and resolutions expire June 30, 2020, but have a reopener on salary for Fiscal Year 2019-20, and discussions are under way. The Forecast includes COLAs and other benefits as negotiated for the third year of the contracts, Fiscal Year 2019-20. Each of the remaining Forecast years includes a modest COLA and all Forecast years include step and merit increases.

Fiscal Year 2019-20 medical insurance rates are projected to increase 5.0 percent to 10.0 percent (depending on the health plan), for the second half of the fiscal year and dental rates are projected to increase 2.0 percent. The remaining Forecast years assume medical rates will increase 5.0 percent to 10.0 percent annually (depending on the health plan) and dental rates will continue to increase by 2.0 percent annually.

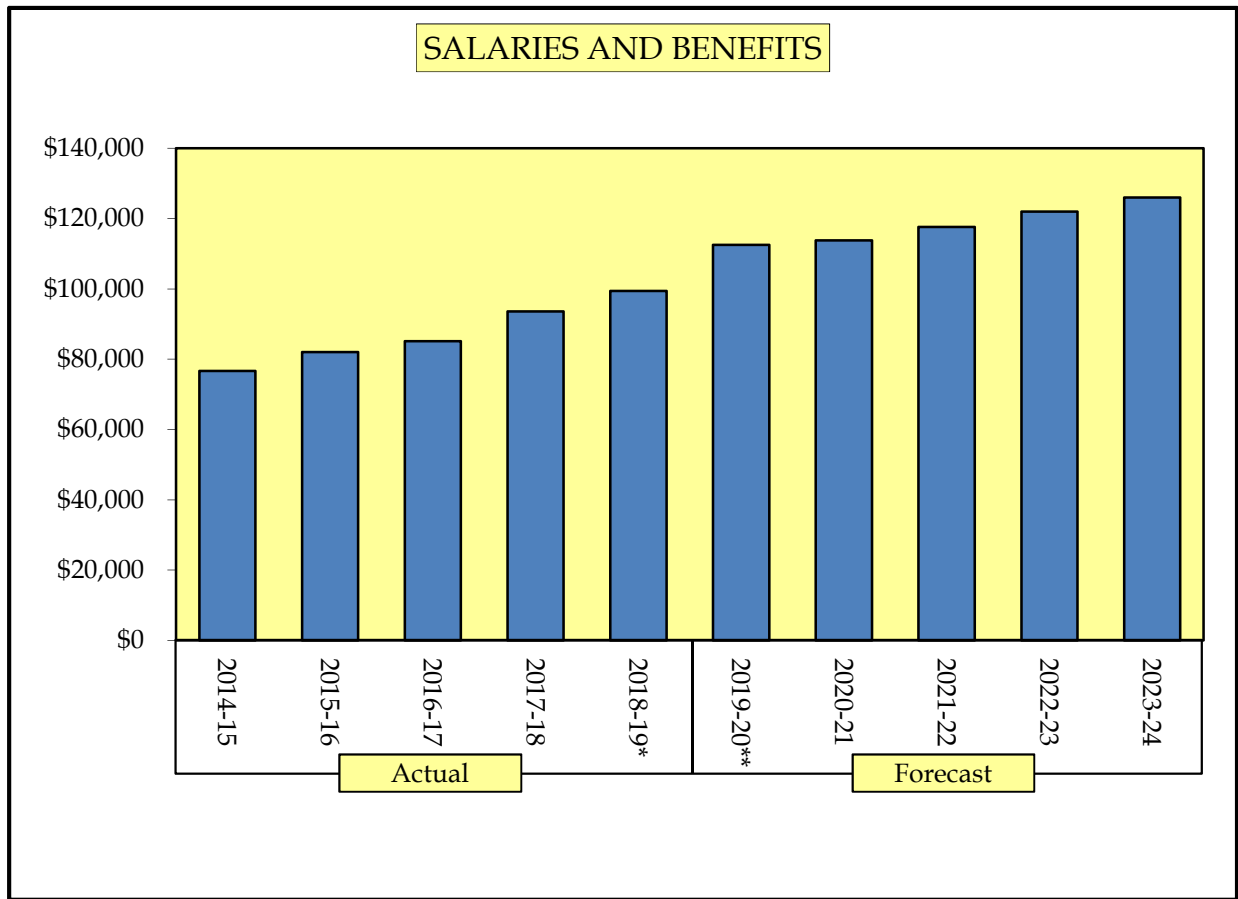
For Fiscal Year 2019-20, retirement benefit costs, overall (excluding the cost for new positions), are projected to increase 10.9 percent compared to the Fiscal Year 2018-19 Adopted Budget. In Fiscal Year 2020-21, retirement costs are projected to increase another 10.8 percent and gradually decline to a 4.0 percent increase in the last year of the Forecast period. Retirement costs are impacted by salary increases (COLAs, steps, and merits) and CalPERS rates which include the impact of the discount rate change. Annual increases range from \$2.4 million to \$1.1 million by the end of the Forecast period. The Forecast continues to include available funding to pay down the unfunded CalPERS pension obligation with proposed contributions of \$2.0 million from the Fiscal Year 2018-19 carryover, \$4.0 million in Fiscal Year 2019-20, and \$1.0 million in Fiscal Year 2020-21 to reduce this unfunded liability. Contributions from other funds for their share of this liability are also included, proportionate to the GF contributions. The table in the Revenue and Expenditure Overview Section of the Forecast provides detailed amounts for each fiscal year.

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



the June 30, 2017 CalPERS actuarial valuations (the valuation for Fiscal Year 2019-20 rates and estimates through Fiscal Year 2024-25).

	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>
Miscellaneous	33.151	35.357	36.922	38.028	38.519	39.080
Safety	50.153	53.516	55.890	57.666	58.480	59.384



<u>Fiscal Year</u>	<u>Salaries and Benefits</u>	<u>% Change</u>
2014-15	76,707	0.7%
2015-16	82,073	7.0%
2016-17	85,156	3.8%
2017-18	93,624	9.9%
2018-19 *	99,440	6.2%
2019-20 **	112,581	13.2%
2020-21	113,839	1.1%
2021-22	117,631	3.3%
2022-23	122,057	3.8%
2023-24	126,050	3.3%

\* Estimated  
 \*\* Proposed  
 (dollars in thousands)

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

## SUPPLIES AND SERVICES

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

### **CATEGORIES**

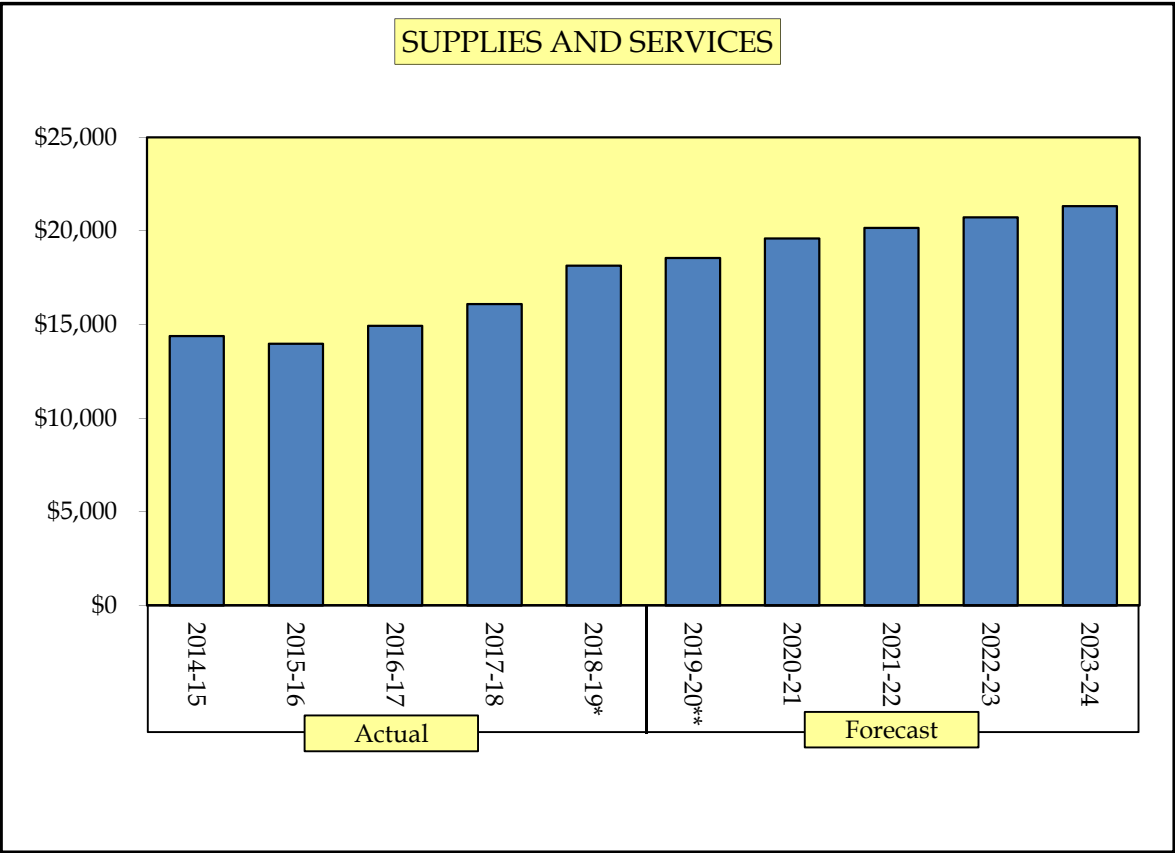
- Materials and Supplies.
- Maintenance and Operations.
- Utilities.
- Professional/Technical Services.
- Training, Conference, and Travel.
- Miscellaneous Expenditures.

### **HISTORY**

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

### **FORECAST**

Fiscal Year 2019-20 (including proposed discretionary and nondiscretionary increases) is increasing \$1.1 million (6.0 percent) compared to the Fiscal Year 2018-19 Adopted. The increase is primarily related to a shared public safety system maintenance (offset by revenue), IT licenses and maintenance, increased City utility cost increases, janitorial cost increase, STR compliance contract, school crossing guard services, and Library supplies. The remainder of the Forecast period includes average annual changes of 3.0 percent.



<u>Fiscal Year</u>	<u>Supplies and Services</u>	<u>% Change</u>
2014-15	14,386	5.7%
2015-16	13,969	(2.9%)
2016-17	14,926	6.9%
2017-18	16,089	7.8%
2018-19 *	18,146	12.8%
2019-20 **	18,554	2.2%
2020-21	19,595	5.6%
2021-22	20,155	2.9%
2022-23	20,731	2.9%
2023-24	21,325	2.9%

\* Estimated  
 \*\* Proposed  
 (dollars in thousands)

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## CAPITAL OUTLAY AND EQUIPMENT REPLACEMENT

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

### **CATEGORIES**

- Capital Outlay.
- Equipment Replacement.

### **HISTORY**

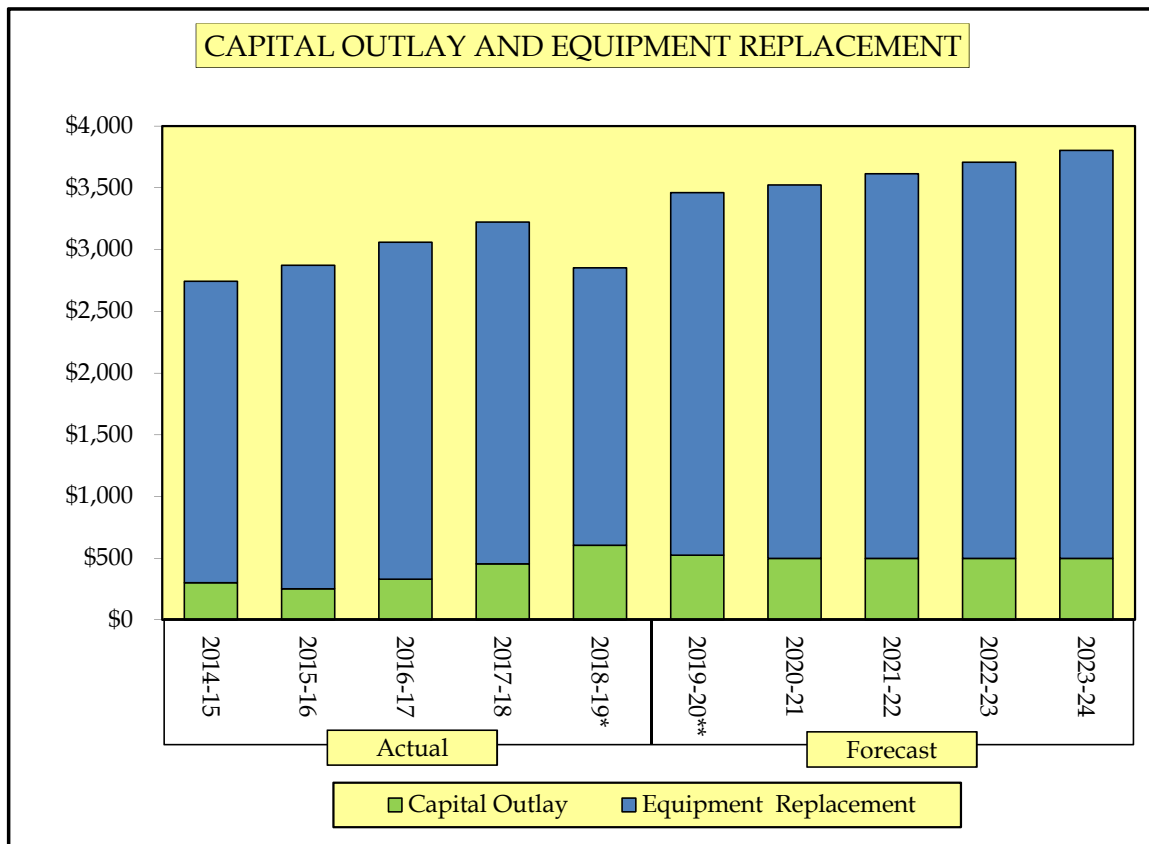
Capital Outlay: Since Fiscal Year 1993-94, annual expenditures have grown as a result of an increased level of technology and related equipment, an increase in the number and quality of safety vehicles, and the addition of hybrid vehicles to the fleet. This category is also influenced by the economic condition impacting the GOF and has experienced fluctuations over the past 10 fiscal years. For the past decade, annual budgeted expenditures for Capital Outlay have ranged between \$200,000 and \$500,000. For Fiscal Year 2018-19, Capital Outlay was funded at \$508,000.

Equipment Replacement: The Equipment Replacement Reserve was funded with year-end General Fund carryover in Fiscal Years 1992-93 and 1993-94. Subsequently, appropriations were gradually increased until the GOF was fully funding its share in Fiscal Year 2001-02. Then, after several years of reduced contributions, a review of cost methodologies, useful life assumptions, and annual contributions was completed in Fiscal Year 2005-06 and staff concluded annual funding would need to be restored in order to financially sustain the replacement schedule. This was accomplished through a combination of increasing operating budget contributions supplemented by General Fund carryover. Beginning in Fiscal Year 2009-10, the full share of funding is budgeted in the GOF. The Fiscal Year 2018-19 contribution to Equipment Replacement was adopted at \$2.8 million.

### **FORECAST**

Capital Outlay: For Fiscal Year 2019-20, proposed capital outlay items total \$524,900, and annual funding of \$500,000 is included as the base level of funding for the remaining Forecast period.

Equipment Replacement: The GOF contribution for Fiscal Year 2019-20 is decreasing 18.8 percent to \$2.2 million due to a net of inflation for replacement cost and some adjustments to quantity of items and life expectancy offset by no annual funding needed for certain pieces of equipment that have reached their life expectancy but are not recommended for replacement as they are still in good operating condition. This is a one-time reduction, as when this equipment is replaced, the full annual funding will be required again. Fiscal Year 2020-21 is increasing 30.6 percent to \$2.9 million with the assumption that the delayed replacement of the equipment in the prior fiscal year will be replaced and the remaining Forecast period includes annual increases of 3.0 percent, continuing full funding of the GOF's share of equipment replacement.



Fiscal Year	Capital Outlay	Equipment Replacement	Total Capital Outlay & Equip. Replcmnt.	% Change
2014-15	303	2,279	2,582	0.8%
2015-16	254	2,442	2,696	4.4%
2016-17	331	2,619	2,950	9.4%
2017-18	456	2,728	3,184	7.9%
2018-19 *	605	2,768	3,373	5.9%
2019-20 **	525	2,247	2,772	(17.8%)
2020-21	500	2,936	3,436	24.0%
2021-22	500	3,024	3,524	2.6%
2022-23	500	3,115	3,615	2.6%
2023-24	500	3,209	3,709	2.6%

\* Estimated

\*\* Proposed

(dollars in thousands)



## INTERFUND EXPENDITURES AND TRANSFERS

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

### **CATEGORIES**

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

### **HISTORY**

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

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

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

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

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

In February 2008, Council approved an agreement authorizing the City’s participation in the CalPERS-administered CERBT Fund, and in February 2009, the City began depositing funds into the CERBT. The balance in the CERBT is estimated to be \$130.2 million by the end of the current fiscal year. All funds except the GOF had previously contributed their full share of the actuarial accrued liability. However, changes such as the option to choose the Defined Contribution plan, has added volatility to calculating the actuarial accrued liability for each fund. Staff will continue to work towards all other funds contributing their full share as valuations are updated. The City Council has approved additional General Fund contributions totaling \$11.5 million from Fiscal Years 2014-15 through 2018-19. As part of the agreement for Public Safety to move to the CalPERS Health Care system, Public Safety employees are contributing an ongoing 1.2 percent of salary towards the OPEB liability.

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

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

General Non-Operating Fund (GNOF): As directed by the City Council at the Fiscal Year 2016-17 budget public hearing, the Adopted Budget included a transfer of \$500,000 to the GNOF to fund a one-time employee bonus, recruitment strategies and employee engagement activities, and a new limited-term Communications Training Supervisor position. At the April 30, 2019 Study Session, the City Council directed staff to allocate funding of \$7.5 million for sustainability efforts. This allocation is made up of \$4.5 million from the GOF carryover for Fiscal Year 2018-19, \$2.0 million originally designated for the SPAR in Fiscal Year 2018-19, and \$1.0 million originally designated for the SPAR in Fiscal Year 2019-20. Staff proposes a Sustainability CIP be created in Fiscal Year 2019-20, all funding sources be transferred to the GNOF, and the total \$7.5 million be transferred to the CIP.

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

GF Budget Contingency Reserve: The full projected annual revenue from the Ameswell property after a few years of operations is estimated at over \$3.5 million. The majority of this revenue is currently earmarked for debt service to fund the Police/Fire Administration Building Remodel and Expansion (see Debt Service section).

During the Fiscal Year 2017-18 budget process, a strategy was adopted for the Ameswell property revenue received in the fiscal years prior to the beginning of debt service to be transferred to this reserve and used for a limited-period need. The Fiscal Year 2017-18 Adopted Budget included a transfer of \$755,400 to the Budget Contingency Reserve; however, only \$35,000 was transferred as the project was delayed and the building permit was not issued until June 2018. The Fiscal Year 2018-19 Adopted Budget included a transfer of \$1.4 million, which reflects a full year of office base rent.

GF Transportation Reserve: A number of priority transportation projects have been identified and a new Transportation Reserve was established Fiscal Year 2018-19 with \$2.0 million initial funding from the Fiscal Year 2017-18 GF carryover and \$2.0 million from the Fiscal Year 2018-19 GOF.

GF Capital Improvement Reserve: By mid-Fiscal Year 2017-18, the decennial revaluation process had been completed for the three City-owned land leases between the City and Google. Based on the revaluations of the three sites, annualized rent payments increased approximately \$6.8 million. It is probable that during the time span before the next decennial adjustment in April 2026, there will be at least one economic downturn, and if a downturn occurs when a revaluation occurs, the lease revenues to the City could decline. Staff reviewed the changes in AV for the past 13 years and identified a potential 15.0 percent loss in secured AV in the event of an

economic downturn. Therefore, to reduce the dependency on these revenues, staff recommended, and the City Council adopted, a strategy to set aside 10.0 percent of this potential decline in lease revenues (“at-risk” lease revenue) to fund future capital projects. In Fiscal Year 2017-18, a potential 10.0 percent decline in revenues, calculated at \$1.2 million, was transferred to the Capital Improvement Reserve to fund projects in Fiscal Year 2018-19 or later. In Fiscal Year 2018-19, a total \$3.4 million was transferred; \$1.4 million in “at-risk” lease revenue, and an additional \$2.0 million from GOF balance for potential debt service to fund the Police/Fire Administration Building Remodel and Expansion project should the City Council desire to fund the project sooner than revenues from the Ameswell development will be received.

GF Strategic Property Acquisition Reserve (SPAR): The City has successfully leveraged City-owned property for ongoing revenues, and setting aside available resources in the SPAR could assist in obtaining future strategic properties. The Fiscal Years 2016-17 and 2017-18 Adopted Budgets included transfers of \$2.0 million each in order to increase the available funding for future property investment. For Fiscal Year 2018-19, the budget includes a transfer of \$2.0 million to the SPAR; however, as stated above, at the April 30, 2019 Study Session, the City Council directed staff to, instead, use the \$2.0 million for sustainability efforts.

## **FORECAST**

General Liability: The Fiscal Years 2019-20 through 2023-24 projections are based on maintaining the minimum policy level for reserve balances. The City currently has a \$1.0 million SIR. For Fiscal Year 2019-20, the GOF is contributing \$1.2 million for the cost of claims and administering the program, a 21.0 percent increase from Fiscal Year 2018-19 Adopted. The remaining Forecast period includes 3.0 percent annual increases.

Vision Care: The GOF’s contribution is the same level as Fiscal Year 2018-19 Adopted.

Retirees’ Health Insurance Program: Fiscal Year 2019-20 includes \$2.2 million for the UAAL amortization. The remaining Forecast years use projections based on information provided in the July 1, 2017 valuation for the UAAL amortization.

The City has made great strides toward funding the AAL of \$163.3 million (projected for Fiscal Year 2019-20), with estimated assets of \$132.1 million as of June 30, 2019, or 80.9 percent funded, at a discount rate of 6.25 percent. The discount rate for Fiscal Year 2019-20 is reduced from 6.5 percent to 6.25 percent, as previously approved, to provide a margin for adverse deviation or uncertainty. The actuarial valuation will be updated as of July 1, 2019 during Fiscal Year 2019-20.

Housing: As a result of the dissolution of the former Revitalization Authority (RDA), the GOF now receives its share of the former RDA property taxes. An annual transfer

of these property taxes, in the amount of \$51,000, to the Housing Fund is included for the remaining Forecast period. As discussed previously in this document, in November 2018, Mountain View voters approved Measure P, which restructures the Business License Tax. The new structure is an incremental, progressive, tax based on a tiered number of employees. Persons operating businesses with 50 employees or more shall pay a phased-in tax over a three-year period, with the first phase of the new tax rates effective January 1, 2020. The City Council previously earmarked 80.0 percent of the increased tax revenue for transportation and 10.0 percent for housing. The Forecast reflects 10.0 percent of the increased business license tax revenue estimated at \$195,400 for Fiscal Year 2019-20, growing to \$521,900 in the last year of the Forecast period.

General Non-Operating Fund (GNOF): Fiscal Year 2019-20 includes an additional \$1.0 million transfer to a proposed new Sustainability CIP, based on direction from the City Council at the April 30, 2019 Study Session.

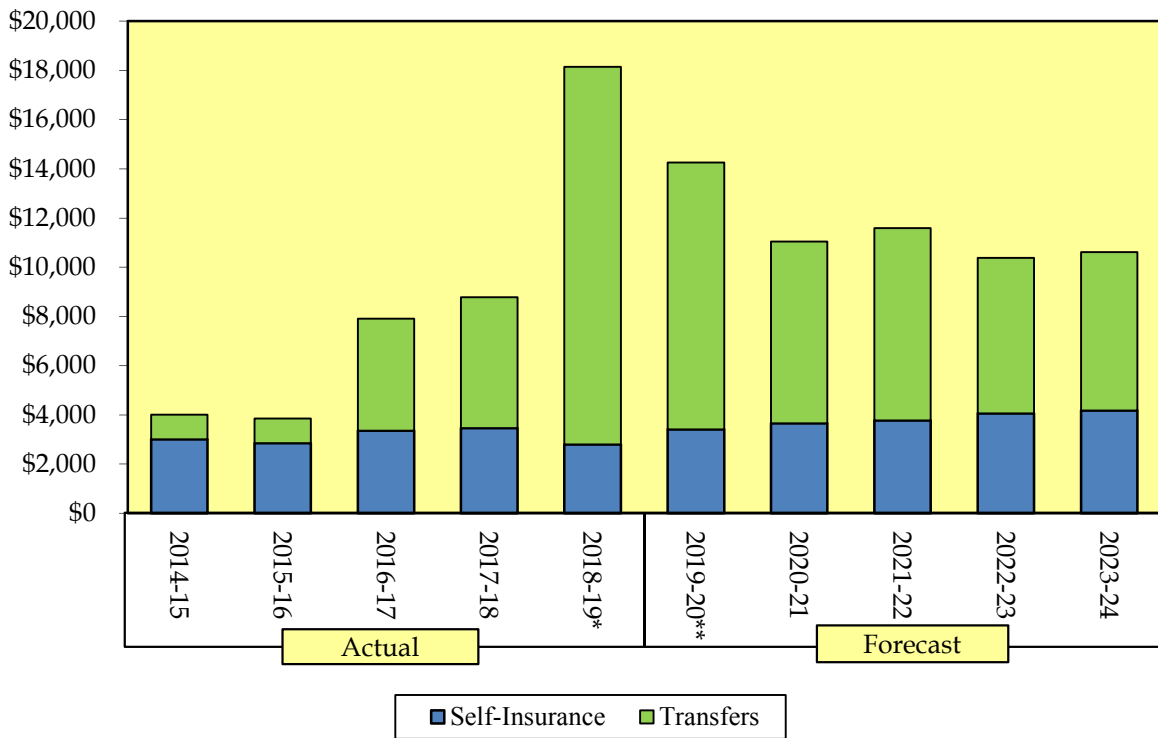
General Fund Reserve: For Fiscal Year 2019-20, a transfer of \$2.0 million from the General Fund is proposed to bring this reserve above the 20.0 percent minimum level.

GF Budget Contingency Reserve: As discussed above, revenue from the Ameswell development began late Fiscal Year 2017-18 and by the end of the forecast period is projected over \$3.5 million annually. This revenue is earmarked for debt service payments related to the Police/Fire Administration Building Remodel and Expansion project (see Debt Service section). It is anticipated the debt will be issued in Fiscal Year 2022-23 and, in the interim, Fiscal Years 2019-20 through 2021-22 include transfers of \$1.6 million to the Budget Contingency Reserve.

GF Transportation Reserve: Fiscal Year 2020-21 includes a \$1.0 million transfer to this Reserve. The Forecast also reflects 80.0 percent of the increased business license tax revenue, estimated at \$1.6 million for Fiscal Year 2019-20 and growing to \$4.2 million in the last year of the Forecast period.

GF Capital Improvement Reserve: As mentioned in the History section above, in order to reduce the dependency on the long-term lease revenues, \$1.5 million is proposed to be transferred to the Capital Improvement Reserve for Fiscal Year 2019-20. For the remaining Forecast period, this amount is increased by the annual rent escalation factors referenced in the lease agreements. In addition, for Fiscal Year 2019-20 an additional \$3.0 million allocation is included for potential debt service to fund the Police/Fire Administration Building Remodel and Expansion project should the City Council desire to fund the project sooner than revenues from the Ameswell development will be received.

### INTERFUND EXPENDITURES AND TRANSFERS



Fiscal Year	Self Insurance	Transfers	Total SI & Transfers	% Change
2014-15	3,002	1,000	4,002	56.0%
2015-16	2,852	1,000	3,852	(3.7%)
2016-17	3,353	4,551	7,904	105.2%
2017-18	3,457	5,328	8,785	11.1%
2018-19 *	2,792	15,353	18,145	106.5%
2019-20 **	3,404	10,859	14,263	(21.4%)
2020-21	3,659	7,385	11,044	(22.6%)
2021-22	3,769	7,821	11,590	4.9%
2022-23	4,055	6,331	10,386	(10.4%)
2023-24	4,176	6,443	10,619	2.2%

\* Estimated  
 \*\* Proposed  
 (dollars in thousands)

## DEBT SERVICE

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

### **CATEGORIES**

- Police/Fire Administration Building.

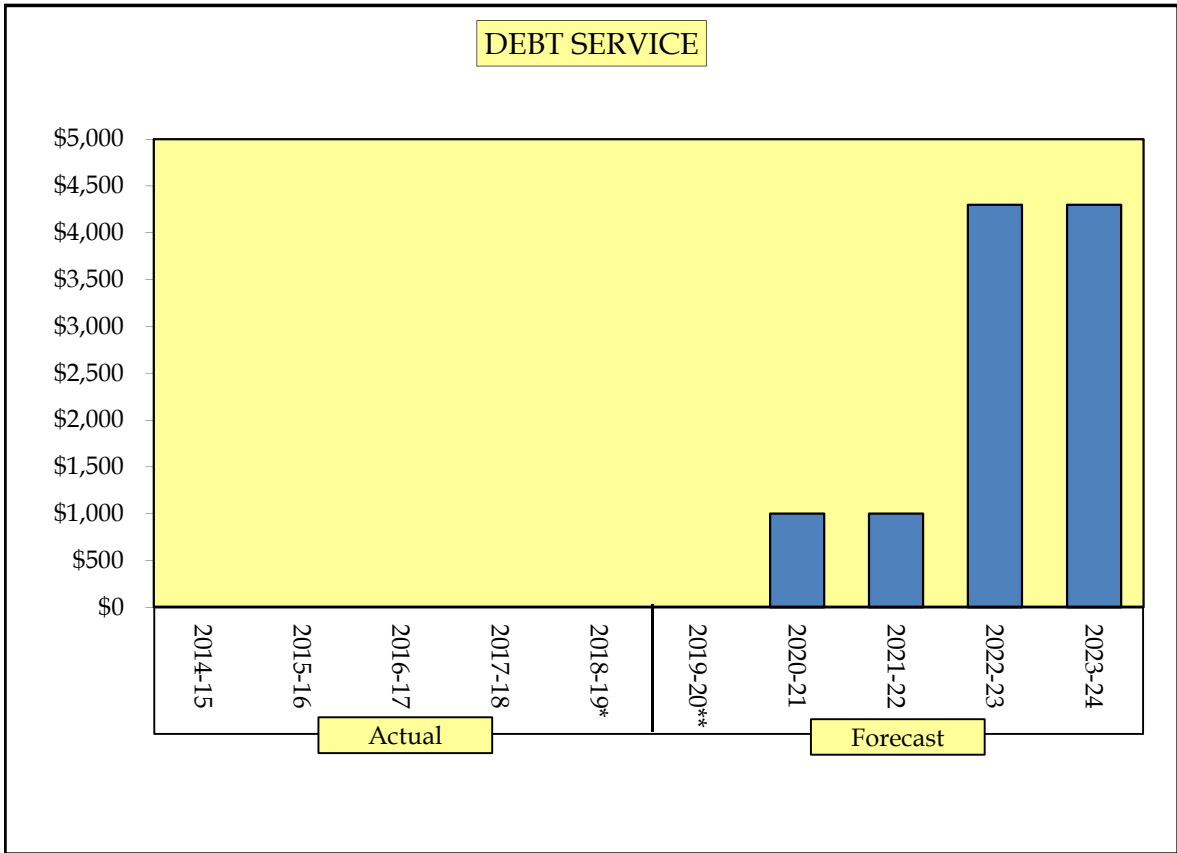
### **HISTORY**

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

### **FORECAST**

The Forecast assumes revenue generated from the Ameswell development is earmarked for the Police/Fire Administration Building Remodel and Expansion. It is assumed debt will be issued for the project and annual debt service payments of approximately \$3.3 million have been included as a placeholder beginning in Fiscal Year 2022-23.

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<u>Fiscal Year</u>	<u>Debt Service</u>	<u>% Change</u>
2014-15	0	0.0%
2015-16	0	0.0%
2016-17	0	0.0%
2017-18	0	0.0%
2018-19 *	0	0.0%
2019-20 **	0	0.0%
2020-21	1,000	100.0%
2021-22	1,000	0.0%
2022-23	4,300	330.0%
2023-24	4,300	0.0%

\* Estimated  
 \*\* Proposed  
 (dollars in thousands)



EXHIBIT A

GENERAL OPERATING FUND HISTORY  
(dollars in thousands)

	<u>2008-09</u> <u>AUDITED</u>	<u>2009-10</u> <u>AUDITED</u>	<u>2010-11</u> <u>AUDITED</u>	<u>2011-12</u> <u>AUDITED</u>	<u>2012-13</u> <u>AUDITED</u>
REVENUES:					
Property Taxes	\$ 25,647	\$26,017	\$25,142	\$26,216	\$28,122
Sales Tax	16,264	15,242	15,502	15,940	16,744
Other Local Taxes <sup>1</sup>	9,242	9,144	9,870	10,774	12,015
Use of Money and Property	11,480	10,881	10,290	10,138	10,783
Other Revenues <sup>2</sup>	23,270	23,072	24,361	27,079	27,253
Loan Repayments	<u>2,060</u>	<u>2,060</u>	<u>2,075</u>	<u>1,894</u>	<u>1,894</u>
TOTAL REVENUES	<u>87,963</u>	<u>86,416</u>	<u>87,240</u>	<u>92,041</u>	<u>96,811</u>
EXPENDITURES:					
Salaries and All Pays	50,868	51,273	50,187	50,445	51,252
Retirement	7,275	7,330	7,286	10,028	10,856
Health Benefits	6,300	6,519	7,055	7,701	8,086
All Other Benefits	<u>3,648</u>	<u>4,427</u>	<u>4,479</u>	<u>4,363</u>	<u>4,367</u>
Salaries and Benefits	68,091	69,549	69,007	72,537	74,561
Supplies and Services	13,155	11,933	12,226	12,910	13,414
Capital Outlay/ Equipment Replc.	1,504	2,213	2,253	2,282	2,315
Interfund Expenditures and Transfers	809	2,441	2,674	2,876	2,751
Debt Service	<u>1,020</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
TOTAL EXPENDITURES	<u>84,579</u>	<u>86,136</u>	<u>86,160</u>	<u>90,605</u>	<u>93,041</u>
Transfer to GNOF	-0-	-0-	-0-	-0-	-0-
Transfer to SPAR	-0-	-0-	-0-	-0-	-0-
CalPERS Contrib.	-0-	-0-	-0-	-0-	-0-
OPEB Contrib.	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
OPERATING BALANCE <sup>3</sup>	<u>\$ 3,384</u>	<u>\$ 280</u>	<u>\$ 1,080</u>	<u>\$ 1,436</u>	<u>\$ 3,770</u>

<sup>1</sup> Other Local Taxes consist of Transient Occupancy Tax, Business Licenses, and Utility Users Tax.

<sup>2</sup> Other Revenues consist of Licenses, Permits & Franchise Fees, Fines & Forfeitures, Intergovernmental, Charges for Services, Miscellaneous Revenues, and Interfund Revenues & Transfers.

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

**GENERAL OPERATING FUND HISTORY**  
**(dollars in thousands)**

	<u>2013-14</u> <u>AUDITED</u>	<u>2014-15</u> <u>AUDITED</u>	<u>2015-16</u> <u>AUDITED</u>	<u>2016-17</u> <u>AUDITED</u>	<u>2017-18</u> <u>AUDITED</u>
REVENUES:					
Property Taxes	\$ 31,120	\$ 35,173	\$ 39,461	\$ 43,774	\$ 49,419
Sales Tax	16,936	19,773	21,401	21,828	20,713
Other Local Taxes <sup>1</sup>	13,089	14,805	15,137	15,866	15,444
Use of Money and Property	10,690	10,928	12,219	16,896	19,659
Other Revenues <sup>2</sup>	28,316	26,261	27,693	28,325	31,142
Loan Repayments	<u>1,894</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
<b>TOTAL REVENUES</b>	<u>102,045</u>	<u>106,940</u>	<u>115,911</u>	<u>126,689</u>	<u>136,377</u>
EXPENDITURES:					
Salaries and All Pays	52,379	52,231	54,024	55,262	59,483
Retirement	11,219	11,799	12,575	13,606	15,360
Health Benefits	8,215	7,886	8,102	8,320	8,527
All Other Benefits	<u>4,385</u>	<u>4,791</u>	<u>5,372</u>	<u>5,968</u>	<u>6,254</u>
Salaries and Benefits	76,198	76,707	80,073	83,156	89,624
Supplies and Services	13,608	14,386	13,969	14,926	16,089
Capital Outlay/ Equipment Replc.	2,562	2,582	2,696	2,950	3,184
Interfund Expenditures and Transfers	<u>2,565</u>	<u>3,002</u>	<u>2,852</u>	<u>3,404</u>	<u>4,785</u>
<b>TOTAL EXPENDITURES</b>	<u>94,933</u>	<u>96,677</u>	<u>99,590</u>	<u>104,436</u>	<u>113,682</u>
Transfer to GNOF	-0-	-0-	-0-	(500)	-0-
Transfer to SPAR	-0-	-0-	-0-	(2,000)	(2,000)
CalPERS Contrib.	-0-	-0-	(2,000)	(2,000)	(4,000)
OPEB Contrib.	<u>-0-</u>	<u>(1,000)</u>	<u>(1,000)</u>	<u>(2,000)</u>	<u>(2,000)</u>
<b>OPERATING BALANCE<sup>3</sup></b>	<u>\$ 7,112</u>	<u>\$ 9,263</u>	<u>\$ 13,321</u>	<u>\$ 15,753</u>	<u>\$ 14,695</u>

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# **DEPARTMENT BUDGETS**

## GENERAL NOTES

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

### A. Organizational Charts

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

### B. Text Pages

1. Centered at the top of the page is a title identifying the Department or Division name and if it is the Department Summary or a Division Summary.
2. The Department or Division Manager is identified.
3. The Department mission statement and an overview of the functions and responsibilities of the Department and Divisions are provided.
4. The Department's functions are listed on the Department Summary only. Functions are the key ongoing responsibilities of the Department and are tied to performance measures.
5. The Department's major goals/projects/initiatives for Fiscal Year 2019-20 are listed only on the Department Summary. Items in **bold** are tied to Fiscal Years 2019-20 and 2020-21 Major Council Goals. Items in **bold** with \* are continuing Major Council Goals. Major Departmental Goals/Projects/Initiatives are short-term in nature.
6. Major Division Changes are new funding items and are identified by fund on the Division Summary pages or the Department Summary if there are no Divisions for the Department.
7. Performance measures are listed on Department Summary pages only. Performance/Workload Measures are related to Department Functions. If a Department Function has a Performance/Workload Measure tied to it, it is noted in parenthesis with an "M" and the Performance/Workload Measure number(s) following (e.g. M 1, 2, 3). The long-term goals are listed as Department Functions and directly tied to Performance/Workload Measures.

## GENERAL NOTES

(Continued)

### C. Numerical Pages

1. The listed number of positions for each Department or Division represents the maximum number of regular authorized positions that can be filled. "Part-Time Hourly" positions identify the number of full-time equivalent positions budgeted to be filled by hourly personnel. Limited-Period and contract personnel are not included in this listing.
2. Positions listed in the "2017-18 Adjusted" column are those positions actually approved in the adopted budget that year plus any adjustments made mid-year. Positions listed in the "2018-19 Adopted" column are those positions adopted in Fiscal Year 2018-19. Positions listed in the "2019-20 Proposed" column are those positions in the "2018-19 Adopted" column plus any amendments or adjustments made midyear and any changes proposed for Fiscal Year 2019-20.
3. Salaries for regular positions are calculated using the employees' actual salary plus any potential increases for the upcoming budget year. Vacant positions are budgeted at fifth step or control point. Hourly positions are calculated using the minimum/maximum range of the position classification. In general, hourly positions are budgeted at the higher end of the range; seasonal hourly positions are generally budgeted at mid-range.

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**FISCAL YEAR 2019-20 PROPOSED BUDGET APPROPRIATIONS MATRIX**

	City Council	City Clerk's Office	City Attorney's Office	City Manager's Office	Information Technology	Finance and Administrative Services
<b><u>GENERAL FUND</u></b>						
General Operating	\$ 427,807	717,813	2,418,638	5,350,201	5,626,587	7,246,618
Development Services	0	0	0	0	0	13,000
Shoreline Golf Links/Restaurant	0	0	0	0	0	0
<b>TOTAL</b>	<b>\$ 427,807</b>	<b>717,813</b>	<b>2,418,638</b>	<b>5,350,201</b>	<b>5,626,587</b>	<b>7,259,618</b>
<b><u>SPECIAL REVENUE</u></b>						
Below-Market-Rate Housing	\$ 0	0	0	0	0	0
Housing Impact	0	0	0	0	0	0
CSFRA/Rental Housing Committee	0	0	0	0	0	0
Downtown Benefit Assmt Districts	0	0	0	0	0	0
Supplemental Law Enforcement Services	0	0	0	0	0	0
CDBG	0	0	0	0	0	0
Cable Television	0	0	0	195,000	0	0
Shoreline Regional Park Community	0	0	10,000	0	0	19,500
<b>TOTAL</b>	<b>\$ 0</b>	<b>0</b>	<b>10,000</b>	<b>195,000</b>	<b>0</b>	<b>19,500</b>
<b><u>ENTERPRISE</u></b>						
Water	\$ 0	0	0	0	613,812	606,292
Wastewater	0	0	0	0	0	0
Solid Waste Management	0	0	0	0	0	0
<b>TOTAL</b>	<b>\$ 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>613,812</b>	<b>606,292</b>
<b><u>INTERNAL SERVICE</u></b>						
Equipment Maint & Replacmnt	\$ 0	0	0	0	0	0
Workers' Compensation	0	0	0	0	0	2,372,500
Unemployment	0	0	0	0	0	127,250
Liability	0	0	30,000	0	0	1,726,550
Retirees' Health	0	0	0	0	0	30,000
Employee Benefits	0	0	0	14,000	0	0
<b>TOTAL</b>	<b>\$ 0</b>	<b>0</b>	<b>30,000</b>	<b>14,000</b>	<b>0</b>	<b>4,256,300</b>
<b><u>GENERAL FUND RESERVES</u></b>						
General Non-Operating	\$ 0	15,000	0	1,369,880	507,000	137,400
<b>TOTAL</b>	<b>\$ 0</b>	<b>15,000</b>	<b>0</b>	<b>1,369,880</b>	<b>507,000</b>	<b>137,400</b>
<b>GRAND TOTAL</b>	<b>\$ 427,807</b>	<b>732,813</b>	<b>2,458,638</b>	<b>6,929,081</b>	<b>6,747,399</b>	<b>12,279,110</b>



Community Development	Public Works	Community Services	Library Services	Fire	Police	Total
1,753,267	11,231,288	17,735,071	6,501,937	25,418,236	42,999,713	127,427,176
8,978,887	4,092,715	0	0	874,687	0	13,959,289
0	0	3,865,878	0	0	0	3,865,878
<b>10,732,154</b>	<b>15,324,003</b>	<b>21,600,949</b>	<b>6,501,937</b>	<b>26,292,923</b>	<b>42,999,713</b>	<b>145,252,343</b>
22,236,860	0	0	0	0	0	22,236,860
269,618	0	0	0	0	0	269,618
1,777,593	0	0	0	0	0	1,777,593
845,694	0	0	0	0	0	845,694
0	0	0	0	0	175,000	175,000
928,120	0	0	0	0	0	928,120
0	0	0	0	0	0	195,000
497,616	1,303,960	4,359,211	0	202,178	40,000	6,432,465
<b>26,555,501</b>	<b>1,303,960</b>	<b>4,359,211</b>	<b>0</b>	<b>202,178</b>	<b>215,000</b>	<b>32,860,350</b>
0	29,788,970	0	0	0	0	31,009,074
0	15,130,680	0	0	1,997,974	162,346	17,291,000
0	13,586,650	0	0	0	0	13,586,650
<b>0</b>	<b>58,506,300</b>	<b>0</b>	<b>0</b>	<b>1,997,974</b>	<b>162,346</b>	<b>61,886,724</b>
0	2,683,936	0	0	0	0	2,683,936
0	0	0	0	0	0	2,372,500
0	0	0	0	0	0	127,250
0	0	0	0	0	0	1,756,550
0	0	0	0	0	0	30,000
0	0	0	0	0	0	14,000
<b>0</b>	<b>2,683,936</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,984,236</b>
368,600	344,059	236,420	26,262	1,003,500	1,002,232	5,010,353
<b>368,600</b>	<b>344,059</b>	<b>236,420</b>	<b>26,262</b>	<b>1,003,500</b>	<b>1,002,232</b>	<b>5,010,353</b>
<b>37,656,255</b>	<b>78,162,258</b>	<b>26,196,580</b>	<b>6,528,199</b>	<b>29,496,575</b>	<b>44,379,291</b>	<b>251,994,006</b>

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## NOTES

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# CITY COUNCIL

## CITY COUNCIL

<b>Councilmembers</b>	<b>Term Expires</b>
Lisa Matichak, Mayor	01/2021
Margaret Abe-Koga, Vice Mayor	01/2021
Christopher R. Clark	01/2021
Alison Hicks	01/2023
Ellen Kamei	01/2023
John McAlister	01/2021
Lucas Ramirez	01/2023

## STANDING COMMITTEES

### **Appointments Review Committee (CARC)**

Matichak, Chair  
Abe-Koga  
Clark

### **Finance Committee (CFC) and Investment Review Committee (IRC)\***

Clark, Chair  
Matichak  
Ramirez

### **Neighborhoods Committee (CNC)**

Ramirez, Chair  
Hicks  
McAlister

### **Policy and Procedures Committee (CPPC)**

Matichak, Chair  
Abe-Koga  
McAlister

### **Transportation Committee (CTC)**

McAlister, Chair  
Kamei  
Matichak

### **Youth Services Committee (CYSC)**

Kamei, Chair  
Abe-Koga  
Ramirez

## AD HOC SUBCOMMITTEES

### **Environmental Sustainability Committee (CESC)**

Abe-Koga, Chair  
Hicks  
Kamei

### **NOFA Review Committee (CNRC)**

Hicks, Chair  
Clark  
McAlister

\* The IRC consists of the members of the CFC and two members of the public.

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## CITY COUNCIL DEPARTMENT SUMMARY

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### DEPARTMENT MISSION STATEMENT

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

### DEPARTMENT OVERVIEW

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

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

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

### DEPARTMENT FUNCTIONS

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

### MAJOR CITY COUNCIL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEARS 2019-20 AND 2020-21

- Promote a Community for All with a focus on strategies to protect vulnerable populations and preserve Mountain View's socioeconomic and cultural diversity.
- Improve the quantity, diversity, and affordability of housing by providing opportunities for subsidized, middle-income, and ownership housing.
- Develop and implement comprehensive and innovative transportation strategies to achieve mobility, connectivity, and safety for people of all ages.
- Promote environmental sustainability and quality of life for the enjoyment of current and future generations with a focus on measurable outcomes.

**CITY COUNCIL  
DEPARTMENT SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Mayor	1	1	1
Councilmember	6	6	6
TOTAL REGULAR	<u>7</u>	<u>7</u>	<u>7</u>
TOTAL PART-TIME HOURLY	<u>0</u>	<u>0</u>	<u>0</u>
<b>TOTAL POSITIONS</b>	<b><u>7</u></b>	<b><u>7</u></b>	<b><u>7</u></b>

EXPENDITURE SUMMARY	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries Wages and Benefits	\$ 241,560	338,666	314,647
Supplies and Other Services	65,578	134,560	113,160
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 307,138</u></b>	<b><u>473,226</u></b>	<b><u>427,807</u></b>

FUNDING SOURCES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
General Operating	\$ 301,232	451,826	427,807
General Non-Operating	5,906	21,400	0
<b>TOTAL FUNDING</b>	<b><u>\$ 307,138</u></b>	<b><u>473,226</u></b>	<b><u>427,807</u></b>

EXPENDITURES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries	\$ 93,853	97,825	100,367
Wages	0	0	0
Benefits	147,707	240,841	214,280
TOTAL PERSONNEL	<u>241,560</u>	<u>338,666</u>	<u>314,647</u>
Materials and Supplies	15,443 *1	27,600 *2	11,200
Maintenance and Operations	0	0	0
Utilities	6,955	12,360	12,360
Professional/Technical Srvcs	1,782 *1	5,000 *3	0
Other Expenses	41,398	89,600	89,600
TOTAL SUPPLIES AND SERVICES	<u>65,578</u>	<u>134,560</u>	<u>113,160</u>
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 307,138</u></b>	<b><u>473,226</u></b>	<b><u>427,807</u></b>

\*1 Includes limited-period expenditures for per-term Council allowance and furniture for Committee Room.

\*2 Includes limited-period funding of \$11,400 for per-term Council allowance and \$5,000 for Committee Room furniture.

\*3 Includes limited-period funding of \$5,000 for Council team building.

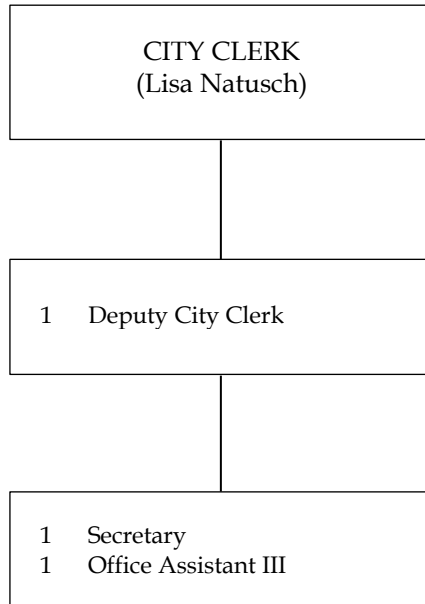
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## NOTES

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# CITY CLERK'S OFFICE



FISCAL YEAR 2019-20 POSITION TOTALS: 4.0 Full-Time

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## NOTES

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## CITY CLERK'S OFFICE DEPARTMENT SUMMARY

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### DEPARTMENT MANAGER – CITY CLERK

#### DEPARTMENT MISSION STATEMENT

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

#### DEPARTMENT OVERVIEW

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

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

The City Clerk's Office provides administrative assistance to the Council, maintains the City Code and City Charter, is custodian of the City Seal, administers oaths or affirmations, and maintains the official record of City contracts and agreements. The office also maintains official City records, administers the Public Records Act request process, and provides information to the public regarding the legislative operations of government.

#### DEPARTMENT FUNCTIONS

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

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**CITY CLERK'S OFFICE  
DEPARTMENT SUMMARY**

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MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR  
FISCAL YEARS 2019-20 AND 2020-21

*(Items in **bold** are tied to Fiscal Years 2019-20 and 2020-21 Major Council Goals; items in **bold** with \* are continuing Major Council Goals)*

- **Support Environmental Sustainability Action Plan (ESAP) projects in conjunction with all departments.**
- **Support implementation of the Public Services Study actions, including population updates, study of police staffing levels, and Fire community risk assessment, in conjunction with all departments.**
- **\*Continue to support a pilot to apply a Human Rights City analysis framework to selected projects in conjunction with all departments.**
- Continue to review/implement the digitizing of the microfilm/microfiche records project.
- Review and update City Council Policies as appropriate.
- Implement Public Records Act Tracking System Citywide.
- Review procedures and systems to maximize efficiencies.
- Review and update the City's Code of Conduct.

MAJOR DEPARTMENT CHANGES

- General Non-Operating Fund:

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

Rebudgets the balance of funding to convert existing microfilm to digital format. Digitizing microfilm will allow easier access for the public and increase efficiency in responding to public records requests.

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**CITY CLERK'S OFFICE  
DEPARTMENT SUMMARY**

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PERFORMANCE/WORKLOAD MEASURES

	2016-17 Actual	2017-18 Actual	2018-19 Target	2018-19 6 Months	2019-20 Target
<b>Elections:</b>					
1. Percentage of official election notices published without errors and on time	100%	N/A	100%	100%	100%
2. Percentage of Statement of Economic Interests submitted on time	100%	99% <sup>(A)</sup>	100%	90% <sup>(B)</sup>	100%
<b>Legislative:</b>					
3. Percentage of agenda packets prepared and distributed five days before a Council meeting	100%	91% <sup>(C)</sup>	100%	100%	100%
4. Percentage of agendas and minutes posted at least 72 hours prior to a regular Council meeting	100%	100%	100%	100%	Discontinue
5. Percentage of minutes prepared for a City Council meeting without errors of fact	99%	88% <sup>(D)</sup>	>98%	100%	>98%
6. Percentage of resolutions and ordinances processed within five days after a Council meeting is held	100%	99%	>90%	98%	>90%
7. Percentage of legal hearing notices published and mailed within legal deadlines and per the City's noticing guidelines <sup>(E)</sup>	99% <sup>(F)</sup>	100%	100%	100%	100%
8. Percentage of agenda items uploaded to the imaging system each agenda production week	100%	100%	100%	100%	Discontinue
<b>Administrative/Support to Council:</b>					
9. Percentage of Council service requests responded to within one working day of receipt	100%	100%	100%	100%	100%

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(A) One Commissioner filed late.

(B) Three advisory body member filings were overdue as of December 31, 2018.

(C) An agenda item was not submitted in a timely manner, and there were issues with Internet outages.

(D) Draft minutes were prepared for 25 City Council meetings. The draft minutes of three City Council meetings included errors of fact, which were corrected at the time of City Council approval.

(E) Measure updated from "Percentage of legal hearing notices prepared, noticed, and mailed within legal deadlines."

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

**CITY CLERK'S OFFICE  
DEPARTMENT SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
City Clerk	1	1	1
Deputy City Clerk	1	1	1
Secretary	1	1	1
Office Assistant III	1	1	1
TOTAL REGULAR	<u>4</u>	<u>4</u>	<u>4</u>
TOTAL PART-TIME HOURLY	<u>0</u>	<u>0</u>	<u>0</u>
<b>TOTAL POSITIONS</b>	<b><u>4</u></b>	<b><u>4</u></b>	<b><u>4</u></b>
EXPENDITURE SUMMARY	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries Wages and Benefits	\$ 538,161	672,753	676,753
Supplies and Other Services	26,773	406,060	56,060
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 564,934</u></b>	<b><u>1,078,813</u></b>	<b><u>732,813</u></b>
FUNDING SOURCES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
General Operating	\$ 562,624	713,813	717,813
General Non-Operating	2,310	365,000	15,000
<b>TOTAL FUNDING</b>	<b><u>\$ 564,934</u></b>	<b><u>1,078,813</u></b>	<b><u>732,813</u></b>
REVENUE SUMMARY	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
General Service Charges	\$ 3,417	2,900	1,620 *1
Miscellaneous Revenue	3,947	1,290	1,310
<b>TOTAL REVENUES</b>	<b><u>\$ 7,364</u></b>	<b><u>4,190</u></b>	<b><u>2,930</u></b>

\*1 Includes elimination or marriage officiant fee.

**CITY CLERK'S OFFICE  
DEPARTMENT SUMMARY**

EXPENDITURES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries	\$ 357,652	440,033	432,892
Wages	17,526	8,000	8,000
Benefits	162,983	224,720	235,861
TOTAL PERSONNEL	<u>538,161</u>	<u>672,753</u>	<u>676,753</u>
Materials and Supplies	8,735	10,595	10,595
Maintenance and Operations	145	1,475	1,475
Utilities	225	290	290
Professional/ Technical Srvcs	7,382 *1	376,530 *2	26,530 *4
Other Expenses	10,286	17,170 *3	17,170
TOTAL SUPPLIES AND SERVICES	<u>26,773</u>	<u>406,060</u>	<u>56,060</u>
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$ <u>564,934</u></b>	<b><u>1,078,813</u></b>	<b><u>732,813</u></b>

\*1 Includes limited-period expenditures for records retention schedule.

\*2 Includes limited-period funding of \$350,000 for the November 2018 General Municipal Election and \$15,000 for microfilm digitizing service (\$11,600 rebudget balance).

\*3 Includes increased funding of \$2,700 for training, conferences, and travel.

\*4 Includes limited-period funding of \$15,000 for microfilm digitizing service (rebudget balance).

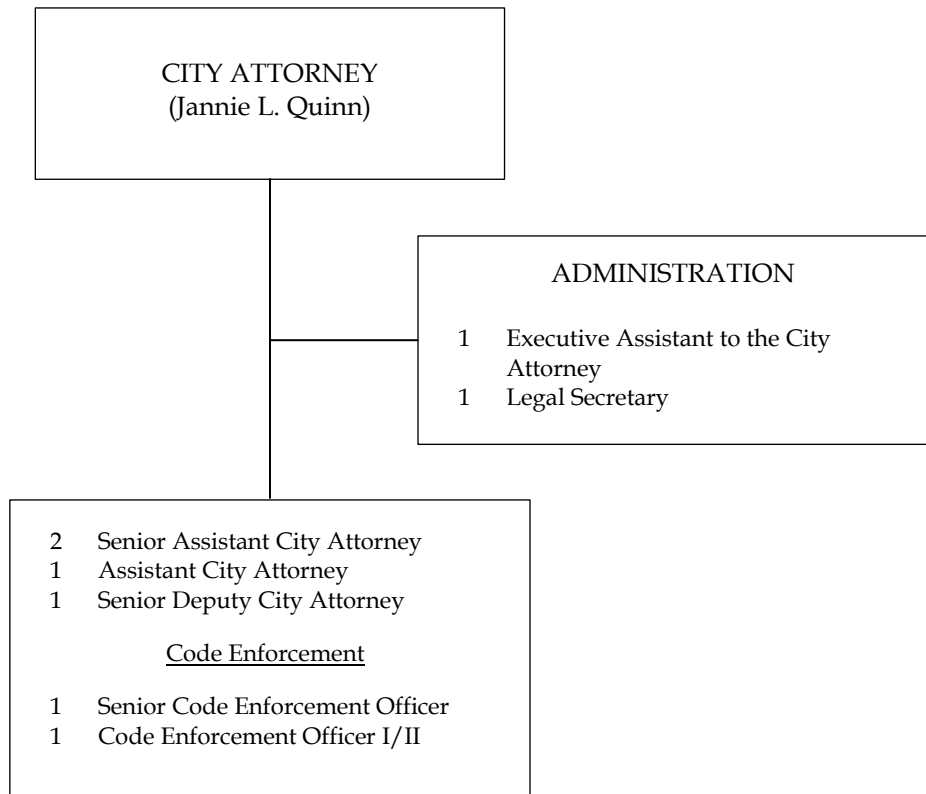
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## NOTES

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# CITY ATTORNEY'S OFFICE



FISCAL YEAR 2019-20 POSITION TOTALS: 9.0 Full-Time

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## CITY ATTORNEY'S OFFICE DEPARTMENT SUMMARY

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### DEPARTMENT MANAGER – CITY ATTORNEY

#### DEPARTMENT MISSION STATEMENT

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

#### DEPARTMENT OVERVIEW

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

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

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

#### DEPARTMENT FUNCTIONS

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



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**CITY ATTORNEY'S OFFICE  
DEPARTMENT SUMMARY**

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MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR  
FISCAL YEARS 2019-20 AND 2020-21

*(Items in **bold** are tied to Fiscal Years 2019-20 and 2020-21 Major Council Goals; items in **bold** with \* are continuing Major Council Goals)*

- Support a Study Session on displacement and net loss; development of a work plan for any desired follow-up actions in conjunction with the City Manager's Office, Community Development Department, and Public Works Department.
- Support Development and consideration of an ordinance to address wage theft and responsible construction in conjunction with the City Manager's Office.
- Support a Study Session on service gaps related to homelessness in conjunction with the City Manager's Office, Community Development Department, and Police Department.
- Support development and consideration of a Community Workforce Agreement in conjunction with the City Manager's Office, Finance and Administrative Services Department, and Public Works Department.
- Support implementation of an oversized vehicle ordinance for health and safety with associated phased enforcement in conjunction with the City Manager's Office, Public Works Department, and Police Department.
- Support declaration of a housing emergency, development of a safe parking ordinance, and piloting more flexible safe parking projects in Mountain View and regionally in cooperation with the County, community colleges, and private sector in conjunction with the City Manager's Office and Community Development Department.
- Support review of and propose revisions to the R3 Zone standards that consider form-based zoning, incentivizing stacked flats, and updated rowhouse guidelines in conjunction with the Community Development Department. (Tentative)
- Support development of a Shenandoah Precise Plan in conjunction with the City Manager's Office and Community Development Department. (Tentative)
- Support a Study Session to explore modifications to CSFRA for the 2020 election in conjunction with the City Manager's Office and Community Development Department.
- Support development of strategies for middle-income persons to afford different housing types in conjunction with the Community Development Department.
- Examine and potentially develop an ordinance that controls mobile home space rents and addresses other issues with support from the Community Development Department.
- Support update of City documents, including the Density Bonus Ordinance, to implement new housing laws in conjunction with the Community Development Department. (Tentative)
- Support facilitation of the development of affordable housing at the Santa Clara Valley Transportation Authority (VTA) Evelyn site in conjunction with the City Manager's Office, Community Development Department, and Public Works Department.

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**CITY ATTORNEY'S OFFICE  
DEPARTMENT SUMMARY**

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- Support facilitation of the planning/entitlement and building permit process for Lot 12 in conjunction with the City Manager's Office, Finance and Administrative Services Department, Community Development Department, and Public Works Department.
- Support development and implementation of a plan to prevent commercial parking from spilling into residential neighborhoods, including a review of the qualification requirements of the Residential Parking Permit Program to facilitate the establishment of RPP Zones, in conjunction with the Community Development Department and Public Works Department.
- Support development of a Citywide Transportation Demand Ordinance in conjunction with the Community Development Department and Public Works Department. (Tentative)
- Support review of the Neighborhood Traffic Management Program to facilitate consideration of traffic calming measures in conjunction with the Community Development Department, Public Works Department, and Police Department.
- Support update of the Community Tree Master Plan and review existing guiding policies and ordinances in coordination with the update in conjunction with the City Manager's Office, Community Development Department, and Community Services Department.
- Support Environmental Sustainability Action Plan (ESAP) projects in conjunction with all departments.
- Support implementation of the Public Services Study actions, including population updates, study of Police staffing levels, and Fire community risk assessment in conjunction with all departments.
- Support review and update of the historic preservation ordinance in conjunction with the Community Development Department. (Tentative)
- Support a Study Session to identify objectives and resource needs for the City to take a more active role in addressing State and Federal actions that impact local control in conjunction with the City Manager's Office and Community Development Department.
- Support review and update of the Park Land Dedication Ordinance in conjunction with the Community Development Department and Community Services Department.
- \*Continue to support a pilot to apply a Human Rights City analysis framework to selected projects in conjunction with all departments.
- \*Continue to support marketing and coordination of the Request for Proposals (RFP) process for Lot 12, in conjunction with the Finance and Administrative Services Department, Community Development Department, and Public Works Department.
- \*Continue to support the Soft-Story Seismic Retrofit Program in conjunction with the Community Development Department.
- \*Continue to support the implementation of the Transit Center Master Plan in conjunction with the Finance and Administrative Services Department, the Community Development Department, and the Public Works Department.

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**CITY ATTORNEY'S OFFICE  
DEPARTMENT SUMMARY**

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- **\*Continue to work with County and State officials, including business, to explore options to develop regulatory code language addressing location and separation/setback requirements for on-demand mobile fueling that meets the interest of public safety and health in conjunction with the Fire Department.**
- Continue to support the implementation of the Community Stabilization and Fair Rent Act (CSFRA).
- Provide legal support to update Precise Plans to implement the General Plan.
- Support the implementation of the Transfer of Development Rights (TDR) program in conjunction with the Community Development Department.

MAJOR DEPARTMENT CHANGES

- General Operating Fund:

Senior Deputy City Attorney Position: \$240,700

Converts a limited-term Senior Deputy City Attorney position to ongoing to assist with the workload demands.

PERFORMANCE/WORKLOAD MEASURES

	2016-17 Actual	2017-18 Actual	2018-19 Target	2018-19 6 Months	2019-20 Target
<b>City Attorney's Office:</b>					
1. Total cost of legal services, in-house and outside counsel, as a percentage of General Operating Fund expenditures	1.2%	1.0%	<2%	1.0%	<2%
2. Percentage of claims entered into the claim reporting system, reported to ACCEL, and directed to appropriate departments for response within 5 working days of receipt of the claim	100%	100%	>90%	100%	>90%
3. Percentage of standard contracts reviewed within 2 working days	100%	100%	>85%	100%	>85%
4. Percentage of complex contracts reviewed within 20 working days	100%	100%	>80%	100%	>80%
5. Percentage of code enforcement cases responded to within 5 working days of receipt of complaint or observation of violation	97%	99%	>95%	99%	>95%

**CITY ATTORNEY'S OFFICE  
DEPARTMENT SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
City Attorney	1	1	1
Senior Assistant City Attorney	2	2	2
Assistant City Attorney	1	1	1
Senior Deputy City Attorney	0	0	1 *3
Senior Code Enforcement Officer	1	1	1
Code Enforcement Officer I/II	1	1	1
Exec Asst to the City Attorney	1	1	1
Legal Secretary	1	1	1
<b>TOTAL REGULAR</b>	<b>8</b>	<b>8</b>	<b>9</b>
<b>TOTAL PART-TIME HOURLY</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POSITIONS</b>	<b>8</b> *1	<b>8</b> *2	<b>9</b>

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

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

\*3 Added a Senior Deputy City Attorney position.

EXPENDITURE SUMMARY	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries Wages and Benefits	\$ 1,670,330	2,168,003	2,310,348
Supplies and Other Services	387,941	141,290	141,290
Capital Outlay	0	0	0
Interfund Expenditures	1,599	6,000	7,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,059,870</b>	<b>2,315,293</b>	<b>2,458,638</b>

FUNDING SOURCES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
General Operating	\$ 1,663,370	2,040,893	2,418,638
General Non-Operating	106,553	234,400	0
Shoreline Regional Park Community	0	10,000	10,000
Liability Self-Insurance	289,947	30,000	30,000
<b>TOTAL FUNDING</b>	<b>\$ 2,059,870</b>	<b>2,315,293</b>	<b>2,458,638</b>

REVENUE SUMMARY	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Fines and Forfeitures	\$ 10,428	23,750	23,750
General Service Charge	443	150	0
Miscellaneous Revenue	27,931	2,000	2,000
<b>TOTAL REVENUES</b>	<b>\$ 38,802</b>	<b>25,900</b>	<b>25,750</b>

**CITY ATTORNEY'S OFFICE  
DEPARTMENT SUMMARY**

EXPENDITURES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries	\$ 1,128,198 *1	1,569,389 *3	1,552,602
Wages	26,176	0	0
Benefits	515,956	598,614	757,746
TOTAL PERSONNEL	<u>1,670,330</u>	<u>2,168,003</u>	<u>2,310,348</u>
Materials and Supplies	33,144	31,660 *4	31,660
Maintenance and Operations	16	1,200	1,200
Utilities	1,085	3,350	3,350
Professional/ Technical Svcs	337,152 *2	80,900	80,900
Other Expenses	16,544 *2	24,180 *5	24,180
TOTAL SUPPLIES AND SERVICES	<u>387,941</u>	<u>141,290</u>	<u>141,290</u>
Capital Outlay	0	0	0
Interfund Expenditures	1,599	6,000	7,000
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 2,059,870</u></b>	<b><u>2,315,293</u></b>	<b><u>2,458,638</u></b>

\*1 Includes limited-period expenditures for a 0.50 FTE Senior Deputy City Attorney position.

\*2 Includes limited-period expenditures for legal services and costs for litigation cases, funding approved mid-year or carried over from prior fiscal years.

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

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

\*5 Includes increased funding of \$2,500 for training, conferences, and travel.

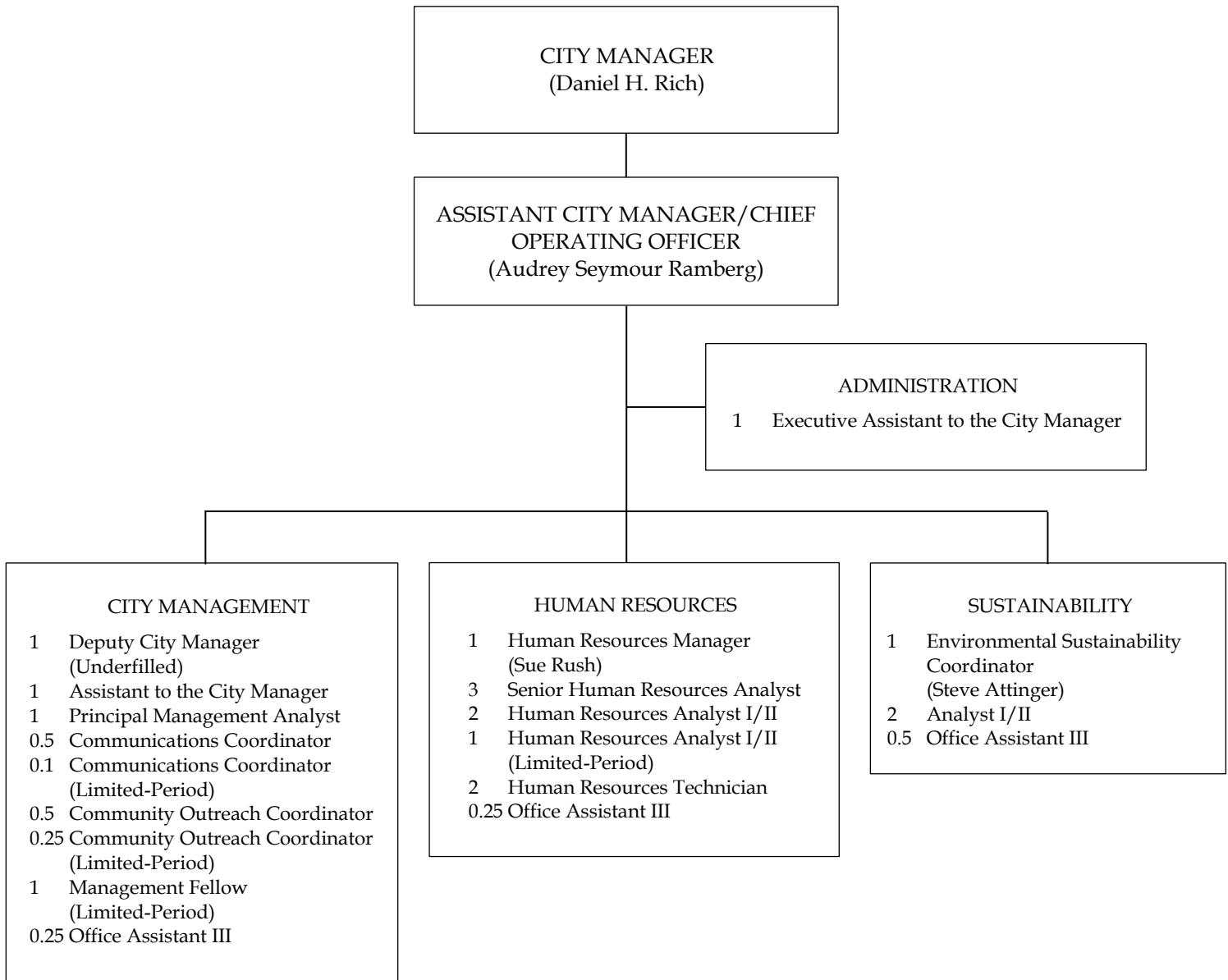
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## NOTES

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# CITY MANAGER'S OFFICE



FISCAL YEAR 2019-20 POSITION TOTALS: 18.0 Full-Time  
 1.0 Regular Part-Time  
 2.35 Limited-Period

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## CITY MANAGER'S OFFICE DEPARTMENT SUMMARY

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### DEPARTMENT MANAGER – ASSISTANT CITY MANAGER/ CHIEF OPERATING OFFICER

#### DEPARTMENT MISSION STATEMENT

To support the City Council in the development and execution of its goals and policies; to provide leadership and guidance to City departments in the delivery of City services; to attract, retain, and support the performance of highly qualified employees; and to collaborate with City departments, the community, and other partners to achieve a thriving, sustainable community.

#### DEPARTMENT OVERVIEW

The City Manager is appointed by the City Council. The City Manager's Office consists of three divisions: the City Management Division, the Human Resources Division, and the Sustainability Division. Through these divisions, the Office: provides professional leadership in the administration of all City services, activities, and facilities; directs the execution of policies and objectives formulated by the City Council; develops and presents to the City Council recommendations and strategies in response to community issues; plans and executes programs to meet the current and future needs of the City of Mountain View; conducts outreach and communication to provide public information and opportunities for input; strives to create an engaging and high-performing workplace culture; provides effective human resource services to City departments, employees, and prospective employees; and plans and coordinates a wide range of sustainability policies and programs.

#### DEPARTMENT FUNCTIONS

- Develop and present to the City Council solutions and strategies in response to community issues.
- Provide leadership to City departments in the execution of policies, objectives, and programs adopted by the City Council. (M 1)
- Respond to all City Council and citizen inquiries received by the City Manager's Office in a timely manner.
- Assist the City Council in its biannual setting of major City goals and track departments' progress in achieving Citywide goals.
- Develop and submit an annual balanced City budget to the City Council and support City Council efforts in long-term financial planning.
- Support the City Council's legislative advocacy and intergovernmental relations efforts. (M 3)
- Manage complex, cross-departmental projects.
- Manage the City's Community Relations Program by providing information to the community through public forums, City publication *The View*, and government access programming. (M 5)
- Manage the Multilingual Community Outreach Program. (M 2, 5)



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## CITY MANAGER'S OFFICE DEPARTMENT SUMMARY

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- Provide staff support to the Human Relations Commission.
- Act as City liaison to various community groups and nonprofit organizations.
- Coordinate intergovernmental issues related to the Moffett Complex/NASA Ames issues.
- Coordinate specific interdepartmental and intergovernmental compliance issues.
- Manage customer/citizen relationship management (CRM) “*Ask Mountain View*” web- and mobile-based systems. (M 5)
- Provide staff support to the Council Environmental Sustainability Committee (CESC) and Council Policy and Procedures Committee (CPPC).
- Manage the Human Resources Division, including day-to-day functions and initiatives, to promote a strong and effective workplace culture.
- Oversee the City’s performance management processes.
- Develop and maintain infrastructure for administering effective personnel/employee relations functions. (M 6)
- Manage and coordinate the City’s grievance and appeals process and assist departments with all disciplinary actions. (M 6)
- Manage and maintain positive employee/labor relations with unrepresented and represented employee groups through negotiations and administration of Memorandums of Understanding and resolutions governing unrepresented compensation. (M 6, 7)
- Plan, conduct, and continually evaluate employee training, organizational development opportunities, and succession planning efforts. (M 7)
- Fill vacant positions as quickly and cost-effectively as possible while adhering to equal employment principles. (M 7)
- Orient all new employees to the City and conduct interviews with all employees who separate from City service. (M 8, 9)
- Evaluate, update, and maintain the City’s classification plan through periodic salary surveys and classification/reclassification studies, and implement changes to the City’s compensation plan as needed.
- Manage and administer the City’s comprehensive benefits program for employees and retirees, including the wellness program. (M 10)
- Administer the City’s leave programs.
- Coordinate with the Finance and Administrative Services Department to process accurate personnel information for payroll, budgeting, and reporting purposes.

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**CITY MANAGER'S OFFICE  
DEPARTMENT SUMMARY**

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- Coordinate cross-departmental sustainability strategic planning and policy-making.
- Develop and oversee implementation of sustainability initiatives.
- Provide information and resources to encourage the community to undertake sustainability actions.
- Develop partnerships with regional agencies, neighboring jurisdictions, and local employers to coordinate and maximize the impact of sustainability solutions.
- Identify and seek grant funding to support sustainability efforts.

MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR  
FISCAL YEARS 2019-20 AND 2020-21

*(Items in **bold** are tied to Fiscal Years 2019-20 and 2020-21 Major Council Goals; items in **bold** with \* are continuing Major Council Goals)*

- **Support a Study Session on displacement and net loss; develop a work plan for any desired follow-up actions in conjunction with the City Attorney's Office, Community Development Department, and Public Works Department.**
- **Develop and consider an ordinance to address wage theft and responsible construction with support from the City Attorney's Office.**
- **Hold a Study Session on service gaps related to homelessness with support from the City Attorney's Office, Community Development Department, and Police Department.**
- **Develop and consider a Community Workforce Agreement with support from the City Attorney's Office, Finance and Administrative Services Department, and Public Works Department.**
- **Work to ensure a complete count in Census 2020 with support from the Library Services Department and Police Department.**
- **Provide City-led/-sponsored Know Your Rights workshops with support from the Police Department.**
- **Implement an oversized vehicle ordinance for health and safety with associated phased enforcement with support from the City Attorney's Office, Public Works Department, and Police Department.**
- **Declare a housing emergency, develop a safe parking ordinance, and pilot more flexible safe parking projects in Mountain View and regionally in cooperation with the County, community colleges, and private sector with support from the City Attorney's Office and Community Development Department.**
- **Continue providing outreach associated with linking the unstably housed and homeless to services and housing with support from the Police Department.**

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## CITY MANAGER'S OFFICE DEPARTMENT SUMMARY

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- Implement a Safe Parking Program to include temporary use of Shoreline at Mountain View through March 2020 and the use of a City-negotiated lot with support from the Community Development Department, Public Works Department, Community Services Department, and Police Department.
- Support development of a Shenandoah Precise Plan in conjunction with the City Attorney's Office and Community Development Department. (Tentative)
- Support a Study Session to explore modifications to CSFRA for the 2020 election in conjunction with the City Attorney's Office and Community Development Department.
- Support facilitation of the development of affordable housing at the Santa Clara Valley Transportation Authority (VTA) Evelyn site in conjunction with the City Attorney's Office, Community Development Department, and Public Works Department.
- Support facilitation of the planning/entitlement and building permit process for Lot 12 in conjunction with the City Attorney's Office, Finance and Administrative Services Department, Community Development Department, and Public Works Department.
- Support completion of the Castro Pedestrian Mall Feasibility Study in conjunction with the Community Development Department and Public Works Department.
- Support a shuttle study in conjunction with the Public Works Department.
- Support update of the Community Tree Master Plan and review existing guiding policies and ordinances in coordination with the update in conjunction with the City Attorney's Office, Community Development Department, and Community Services Department.
- Support consolidation and update of existing plans into a comprehensive wildlife and habitat management plan in conjunction with the Public Works Department and Community Services Department.
- Explore opportunities to build/encourage additional electric vehicle (EV) charging stations in conjunction with the Community Development Department and Public Works Department.
- Work through Environmental Sustainability Action Plan (ESAP) projects with support from all departments.
- Develop alternative carbon offsets with support from the Finance and Administrative Services Department.
- Support revision of aspects of the Downtown Precise Plan in conjunction with the Community Development Department.
- Incorporate yearly targets for Greenhouse Gas (GHG) reduction into ESAP.
- Implement the Public Services Study actions, including population updates, study of Police staffing levels, and Fire community risk assessment, with support of all departments.

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**CITY MANAGER’S OFFICE  
DEPARTMENT SUMMARY**

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- **Hold a Study Session to identify objectives and resource needs for the City to take a more active role in addressing State and Federal actions that impact local control with support from the City Attorney’s Office and Community Development Department.**
- **\*Continue to collaborate with regional partners to fund and/or improve awareness of and access to information and referral resources for immigrants, particularly for mixed-status families in conjunction with the Community Services Department and the Library Services Department.**
- **\*Continue a pilot program to apply a Human Rights City analysis framework to selected projects with support from all departments.**
- **\*Continue to solicit input and collaborate with neighbors to develop a regional bike route from Redwood City to Mountain View in conjunction with the Public Works Department.**
- **\*Continue the Greenhouse Gas Reduction Program (GGRP) and Citywide traffic model update in conjunction with the Public Works Department.**
- Continue implementation of a Succession Plan to prepare the next generation of City leadership and facilitate a smooth transition for potential retirements.
- Administer one-time Community for All grants to provide and/or improve access to services for immigrants.
- Conduct the biannual Employee Engagement Survey and begin implementation of associated initiatives.
- Implement Environmental Sustainability Action Plan-4 (ESAP-4) action items and Environmental Sustainability Task Force-2 (ESTF-2) recommendations.
- Coordinate a City of Mountain View Americans with Disabilities Act (ADA) assessment and transition plan for City facilities, website, and public programs.

**PERFORMANCE/WORKLOAD MEASURES**

	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Target</b>	<b>2018-19 6 Months</b>	<b>2019-20 Target</b>
<b>City Management Division:</b>					
1. Percentage of City Manager’s Office cost as a percent of the General Operating Fund expenditures <sup>(A)</sup>	1.3%	1.4%	<2%	1.4%	<2%
2. Number of in-person outreach activities the Multilingual Community Outreach Program conducted to support City initiatives (attendance at special events, community, and resident meetings)	59	50 <sup>(B)</sup>	60	31	60
3. Number of communications regarding the City’s position on legislation or legislative issues made annually to the State Legislature, Congress, and other branches of government	14	15	9	7	9

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**CITY MANAGER'S OFFICE  
DEPARTMENT SUMMARY**

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	2016-17 Actual	2017-18 Actual	2018-19 Target	2018-19 6 Months	2019-20 Target
4. Number of topics initiated via Online Community Engagement Feedback with Open City Hall	6	5	5	4	Discontinue
5. Number of Community Information and Outreach Program products provided (newsletters, press releases, Internet postings, media contacts, etc.)	532	658 <sup>(C)</sup>	400	387 <sup>(D)</sup>	600
<b>Human Resources Division:</b>					
6. Employee turnover rate	9.9%	8%	<10%	6.3%	<10%
7. Percentage of recruitments/vacant positions filled by existing personnel (excludes promoting within positions classified as I/II)	37%	30%	>30%	37%	>30%
8. Percentage of new employee orientations conducted within seven days of hire	99%	100%	>98%	100%	>98%
9. Percentage of retirement planning informational meetings conducted with retiring employees	98%	100%	>90%	95%	>90%
10. Percentage of employee benefit inquiries responded to within two working days	98%	99%	>90%	96%	>90%

**Sustainability Division:** Performance and workload measures for Sustainability are currently being developed through a strategic planning process.

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

(B) Staff conducted 10 fewer outreach activities than expected as a significant amount of staff time was used to conduct the Spanish-Language Civic Academy.

(C) There was a high volume of media contacts due to the Revenue Ballot Measures, Precise Plans, and Homelessness interests.

(D) There was an unusually busy fall with unique media contacts (231 from July 1 to December 31).

BUD/LHP-614-01 FY2019-20

**CITY MANAGER'S OFFICE  
DEPARTMENT SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED	
City Manager	1	1	1	
Assistant City Manager/Chief Operating Officer	1	1	1	*2
Deputy City Manager	1	1	1	
Assistant to the City Manager	1	1	1	
Human Resources Manager	1	1	1	
Principal Management Analyst	1	1	1	
Senior Human Resources Analyst	2	2	3	*3
Environmental Sustainability Coordinator	0	0	1	*4
Human Resources Analyst I/II	2	2	2	
Analyst I/II	0	0	2	*3/4
Human Resources Technician	2	2	2	
Communications Coordinator	0.50	0.50	0.50	
Community Outreach Coordinator	0.50	0.50	0.50	
Exec Asst to the City Manager	1	1	1	
Office Assistant III	0	0	1	*2
TOTAL REGULAR	14	14	19	
TOTAL PART-TIME HOURLY	0	0	0	
<b>TOTAL POSITIONS</b>	<b>14</b>	<b>14</b>	<b>19</b>	*5

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

\*2 Midyear title change from Assistant City Manager.

\*3 Added a Senior Human Resources Analyst, an Analyst I/II, and an Office Assistant III positions.

\*4 Environmental Sustainability Coordinator and one Analyst I/II positions transferred from the Community Development Department.

\*5 In addition there are the following limited-period positions: Management Fellow, Human Resources Analyst I/II, 0.10 FTE Communications Coordinator, and 0.25 FTE Community Outreach Coordinator.

DEPARTMENT DIVISIONS	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
City Management	\$ 2,123,986	2,385,598	2,904,328
Human Resources	2,532,925	2,962,146	3,166,378
Sustainability	0	0	858,375
<b>TOTAL EXPENDITURES</b>	<b>\$ 4,656,911</b>	<b>5,347,744</b>	<b>6,929,081</b>

EXPENDITURE SUMMARY	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries Wages and Benefits	\$ 3,365,169	3,852,108	4,963,773
Supplies and Other Services	1,291,742	1,495,636	1,965,308
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$ 4,656,911</b>	<b>5,347,744</b>	<b>6,929,081</b>

**CITY MANAGER'S OFFICE  
DEPARTMENT SUMMARY**

FUNDING SOURCES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
General Operating	\$ 3,760,788	4,164,016	5,350,201
General Non-Operating	624,743	974,728	1,369,880
Cable Television	267,500	195,000	195,000
Employee Benefits	3,880	14,000	14,000
<b>TOTAL FUNDING</b>	<b>\$ 4,656,911</b>	<b>5,347,744</b>	<b>6,929,081</b>
REVENUE SUMMARY	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Miscellaneous Revenue	\$ 260,606	241,250	241,000
Interfund Revenue Transfers	279,000	0	0
<b>TOTAL REVENUES</b>	<b>\$ 539,606</b>	<b>241,250</b>	<b>241,000</b>

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## NOTES

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## CITY MANAGER'S OFFICE – CITY MANAGEMENT DIVISION SUMMARY

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### DIVISION MANAGER – DEPUTY CITY MANAGER

#### DIVISION OVERVIEW

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

#### MAJOR DIVISION CHANGES

- General Operating Fund:
  - Short-Term Rental Compliance Contract (offset by \$80,000 revenue): \$80,000
  - Provides funding to contract compliance services for the new Short-Term Rental Ordinance. Costs are fully offset by registration revenue.
  - Office Assistant III Position: \$34,000
  - Provides funding for 0.25 FTE of an Office Assistant III position to provide support to the City Management Division. The other 0.75 FTE will provide support to the Human Resources Division (0.25) and Sustainability Division (0.50).
- General Non-Operating Fund:
  - Homeless Enforcement Initiatives (limited period): \$200,000
  - Provides funding for homeless enforcement initiatives as directed by City Council at the March 19, 2019 City Council meeting.
  - ADA Consultant (limited period): \$200,000
  - Provides funding for a consultant to prepare an ADA assessment and transition plan for City facilities, website, and public programs (streets, sidewalks, etc.).
  - Management Fellow Position (limited period): \$145,000
  - Provides continued funding for a Management Fellow position. The objective of this position is to provide increased capacity and an increased level of analytical rigor for important department and Citywide projects.

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

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Community Outreach (Multilingual) Coordinator Position (0.25) (limited period): \$35,800

Provides funding for 0.25 FTE Community Outreach Coordinator position to make three-quarter-time. This additional FTE will support the demand for translation services, the Leadership Academy, and Census 2020.

Communications Coordinator Position (0.1) (limited period): \$21,100

Provides funding for 0.10 FTE Communications Coordinator position. Another 0.40 FTE is in the Community Services Department to support the Center for the Performing Arts. The additional resources will provide improved public communication.

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

Provides continued funding for additional resources to the MCOP due to increased demand for translation, interpretation, outreach, and referral assistance. The funding will also be used for hourly staff time and supplies to continue the foreign language speakers Civic Leadership Academy, Spanish-language CERT, and the PEP emergency preparedness program.

BUD/LHP-614-02 FY2019-20

**CITY MANAGER'S OFFICE - CITY MANAGEMENT  
DIVISION SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Total Regular	6.50	6.50	6.75 *2
Total Part-Time Hourly	0	0	0
<b>TOTAL POSITIONS</b>	<b>6.50</b> *1	<b>6.50</b> *1	<b>6.75</b> *1

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

\*2 Added 0.25 FTE Office Assistant III position.

EXPENDITURES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries	\$ 1,123,873 *1	1,308,164 *6	1,434,153 *11
Wages	61,415 *2	74,200 *7	46,700 *12
Benefits	521,634	516,628	567,169
<b>TOTAL PERSONNEL</b>	<b>1,706,922</b>	<b>1,898,992</b>	<b>2,048,022</b>
Materials and Supplies	26,519 *3	55,260 *8	57,260 *12
Maintenance and Operations	0	0	0
Utilities	681	720	720
Professional/Technical Svcs	326,737 *4	401,996 *9	778,696 *13
Other Expenses	63,127 *5	28,630 *10	19,630
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>417,064</b>	<b>486,606</b>	<b>856,306</b>
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,123,986</b>	<b>2,385,598</b>	<b>2,904,328</b>

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

\*2 Includes limited-period expenditures for additional support staff and temporary staffing for the Revenue Measures project.

\*3 Includes limited-period expenditures for minimum wage mailer and Multilingual Civic Leadership Academy supplies.

\*4 Includes limited-period expenditures for new City Council goal related to vulnerable populations and Revenue Measures polls.

\*5 Includes limited-period expenditures for cable TV broadcasting equipment.

\*6 Includes limited-period funding for a Management Fellow position.

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

\*8 Includes limited-period funding of \$3,000 for MCOP support. Also includes a transfer of funding to the Information Technology department for the consolidation of printer support services.

\*9 Includes limited-period fundings of \$73,300 for City Council goal related to vulnerable populations (rebudget balance), \$25,000 for Regional Airplane Noise Round Table, and \$5,000 for Civica software training.

\*10 Includes limited-period funding of \$9,000 for Multicultural Festival.

\*11 Includes limited-period funding for a Management Fellow, 0.10 FTE Communications Coordinator, and 0.25 FTE Community Outreach (Multilingual) Coordinator positions.

\*12 Includes limited-period funding of \$10,000 for MCOP hourly support (\$5,000) and supplies (\$5,000).

\*13 Includes increased funding of \$80,000 for STR compliance contract. Also includes limited-period fundings of \$200,000 for homeless enforcement initiatives and \$200,000 for ADA consultant.

REVENUES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Miscellaneous Revenue	\$ 260,342	241,000	241,000
Interfund Revenue Transfers	111,000	0	0
<b>TOTAL REVENUES</b>	<b>\$ 371,342</b>	<b>241,000</b>	<b>241,000</b>

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## NOTES

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## CITY MANAGER'S OFFICE – HUMAN RESOURCES DIVISION SUMMARY

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### DIVISION MANAGER – HUMAN RESOURCES MANAGER

#### DIVISION OVERVIEW

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

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

#### MAJOR DIVISION CHANGES

- General Operating Fund:

Senior Human Resources Analyst Position: \$200,500

Provides funding for a Senior Human Resources Analyst position to plan, implement, assess, and continually improve a more comprehensive Organizational Development program, freeing up resources of the Assistant City Manager/Chief Operating Officer, Human Resources Manager, and the other Senior Human Resources Analysts.

Office Assistant III Position: \$34,000

Provides funding for 0.25 FTE of an Office Assistant III position to provide support to the Human Resources Division. The other 0.75 FTE will provide support to the City Management Division (0.25) and Sustainability Division (0.50).

- General Non-Operating Fund:

Human Resources Analyst I/II Position (limited period): \$160,000

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

Citywide Succession Planning (limited period): \$125,000

Provides continued funding for Citywide Succession Planning efforts. The funds will be used to continue the City's Leadership Development Program and provide other resources to develop staff and prepare the organization for potential retirements.

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

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Human Resources Analyst Wages (limited period): \$100,000

Provides continued funding for a Human Resources Analyst hourly wages. The funding will provide dedicated resources for the high volume of recruitments and support special projects.

Employee Relations/Labor Negotiations Attorney Services (limited period): \$95,000

Provides funding for Attorney Services to lead the negotiation process for the labor agreements expiring June 30, 2020. Also, provides funding for legal advice on general employee relations matters.

Employee Wellness Program (limited period): \$53,000

Provides continued and increased funding for the purchase and delivery of healthy snacks to City offices to expand on the initiatives of the Wellness Committee.

Commute Benefits (limited period): \$15,000

Provides funding for incentives and resources to support the City's participation in the Fair Value Commuting Pilot program.

BUD/LHP-614-03 FY2019-20

**CITY MANAGER'S OFFICE - HUMAN RESOURCES  
DIVISION SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Total Regular	7.50	7.50	8.75 *2
Total Part-Time Hourly	0	0	0
<b>TOTAL POSITIONS</b>	<b>7.50 *1</b>	<b>7.50 *1</b>	<b>8.75 *1</b>

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

\*2 Added a Senior Human Resource Analyst and 0.25 FTE Office Assistant III positions.

EXPENDITURES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries	\$ 1,022,032 *1	1,272,377 *2	1,458,206 *2
Wages	82,578 *1	103,840 *3	103,840 *3
Benefits	553,637 *1	576,899 *4	728,830 *7
<b>TOTAL PERSONNEL</b>	<b>1,658,247</b>	<b>1,953,116</b>	<b>2,290,876</b>
Materials and Supplies	69,883 *1	47,310	47,310
Maintenance and Operations	0	122	122
Utilities	227	0	0
Professional/Technical Srvcs	287,424 *1	528,950 *5	303,950 *8
Other Expenses	517,144 *1	432,648 *6	524,120 *9
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>874,678</b>	<b>1,009,030</b>	<b>875,502</b>
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,532,925</b>	<b>2,962,146</b>	<b>3,166,378</b>

\*1 Includes limited-period expenditures for a Human Resources Analyst I/II position, a Human Resources Analyst Wages, employee transportation program, labor negotiations, employee engagement initiatives, workplace investigations, succession planning, frontline employee development pilot program, and wellness program.

\*2 Includes limited-period funding for a Human Resources Analyst I/II position.

\*3 Includes limited-period funding for Human Resources Analyst wages.

\*4 Includes increased funding of \$60,000 for the employee commute benefit program.

\*5 Includes increased fundings of \$30,000 for personnel related contract services and \$25,000 for employee engagement and appreciation program. Also includes limited-period fundings of \$160,000 for succession planning, \$50,000 for labor negotiations, \$50,000 for employee engagement and appreciation program (rebudget balance), \$35,000 for deferred compensation plan, and \$25,000 for tax regulation study (rebudget).

\*6 Includes limited-period fundings of \$51,500 for frontline employee development pilot program (rebudget balance) and \$35,000 for employee wellness program.

\*7 Includes increased funding of \$15,000 for the employee commute benefit program.

\*8 Includes limited-period funding of \$95,000 for the employee relations/labor negotiation Attorney services.

\*9 Includes limited-period fundings of \$125,000 for Citywide succession planning and \$53,000 for employee wellness program.

REVENUES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Miscellaneous Revenue	\$ 264	250	0
Interfund Revenue Transfers	168,000	0	0
<b>TOTAL REVENUES</b>	<b>\$ 168,264</b>	<b>250</b>	<b>0</b>

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## NOTES

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**CITY MANAGER’S OFFICE – SUSTAINABILITY  
DIVISION SUMMARY**

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DIVISION MANAGER – ASSISTANT CITY MANAGER/  
CHIEF OPERATING OFFICER

DIVISION OVERVIEW

The Sustainability Division oversees the City’s sustainability activities, both from a communitywide and municipal operations perspective. This includes formulating strategies and policies and implementing programs and projects based on broad stakeholder engagement with residents, businesses, and City employees, and direction from the City Council. The Division addresses environmental, social equity, and economic considerations, seeking to create a more resilient, safe, and livable Mountain View for all community members by: (1) optimizing land use, transportation, energy, water, waste, and ecosystem resources; (2) mitigating and adapting to the effects of climate change through outreach, education, and action; and (3) increasing the efficiency of City operations to reduce expenses.

MAJOR DIVISION CHANGES

- General Operating Fund:

Analyst I/II – Environmental Sustainability Position: \$186,200

Converts a 0.50 limited-term Administrative Aide position to an ongoing Analyst I/II position. This position is needed to execute and coordinate significant and sustained residential and business outreach and engagement.

Office Assistant III Position: \$67,900

Provides funding for 0.50 FTE of an Office Assistant III position to provide support to the Sustainability Division. The other 0.50 FTE will provide support to the City Management Division (0.25) and Human Resources Division (0.25).

Environmental Sustainability Training: \$4,000

Provides increased funding for training for Environmental Sustainability staff.

Environmental Sustainability Memberships: \$3,000

Provides increased funding for Environmental Sustainability memberships.

- General Non-Operating Fund:

Environmental Sustainability Action Plan (rebudget balance): \$150,000

Rebudgets the balance of funding approved by City Council on December 4, 2018 for the Environmental Sustainability Action items, including the Building Baseline and Decarbonization Study and the 2017 Community Greenhouse Gas Inventory.

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**CITY MANAGER'S OFFICE – SUSTAINABILITY  
DIVISION SUMMARY**

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Sustainability Outreach and Engagement Program (limited period): \$50,000

Provides funding to expand the City's outreach program in support of Environmental Sustainability Action Plan 4 (ESAP-4).

2018 Community Greenhouse Gas (GHG) Inventory (limited period): \$10,000

Provides funding for consultant services to provide transportation data needed to conduct the communitywide GHG emissions inventory. The results will allow the City to evaluate the progress against its stated GHG emission reduction goals.

BUD/LHP-614-03 FY2019-20 NEW DIVISION PAGE (Copied)

**CITY MANAGER'S OFFICE - SUSTAINABILITY  
DIVISION SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Total Regular	0	0	3.50 *1
Total Part-Time Hourly	0	0	0
<b>TOTAL POSITIONS</b>	<b>0</b>	<b>0</b>	<b>3.50</b>

\*1 Two positions transferred from Community Development Department. Added one Analyst I/II and 0.5 FTE Office Assistant III positions.

EXPENDITURES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries	\$ 0	0	404,767
Wages	0	0	0
Benefits	0	0	220,108
TOTAL PERSONNEL	0	0	624,875
Materials and Supplies	0	0	15,000 *1
Maintenance and Operations	0	0	0
Utilities	0	0	0
Professional/Technical Srvcs	0	0	210,000 *2
Other Expenses	0	0	8,500 *3
TOTAL SUPPLIES AND SERVICES	0	0	233,500
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$ 0</b>	<b>0</b>	<b>858,375</b>

\*1 Includes \$15,000 funding transferred from the Community Development Department.

\*2 Includes limited-period fundings of \$150,000 for Environmental Sustainability action plan (rebudget balance), \$50,000 for outreach and engagement, and \$10,000 for the 2018 community greenhouse gas inventory.

\*3 Includes \$1,500 funding transferred from the Community Development Department, and increased fundings of \$4,000 for training, conference, and travel, and \$3,000 for memberships.

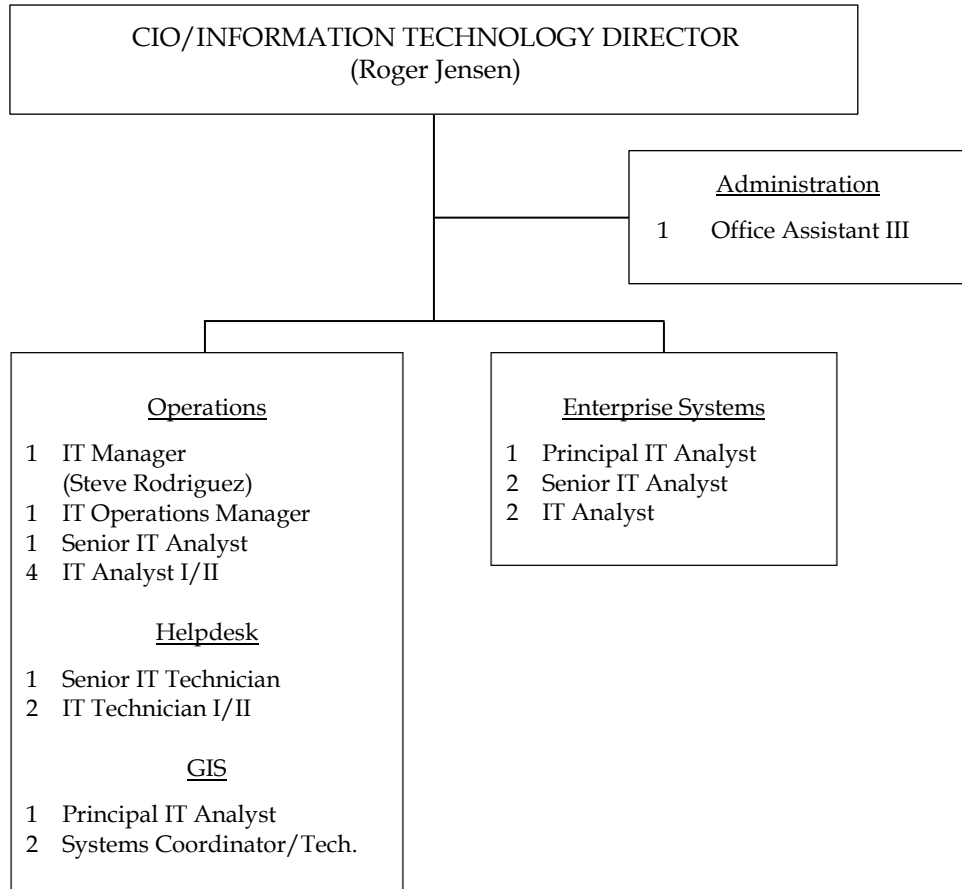
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## NOTES

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# INFORMATION TECHNOLOGY DEPARTMENT



FISCAL YEAR 2019-20 POSITION TOTALS: 20.0 Full-Time

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## INFORMATION TECHNOLOGY DEPARTMENT SUMMARY

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### DEPARTMENT MANAGER – CIO/INFORMATION TECHNOLOGY DIRECTOR

#### DEPARTMENT MISSION STATEMENT

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

#### DEPARTMENT OVERVIEW

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

#### DEPARTMENT FUNCTIONS

- Manage and support the planning, implementation, operation, and maintenance of information technology, providing a reliable Citywide network, electronic mail, public access, public WiFi, City Internet and Intranet website, and technical support of computer applications in City departments. (M 1, 3, 4)
- Coordinate cost-effective telephone services, including long distance, voice mail applications, and cellular phone services.
- Manage the Geographic Information System (GIS) team to support departments by providing accurate, consistent, and comprehensive GIS data, GIS infrastructure, and GIS services.

#### MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEARS 2019-20 AND 2020-21

*(Items in **bold** are tied to Fiscal Years 2019-20 and 2020-21 Major Council Goals; items in **bold with \*** are continuing Major Council Goals)*

- **Support Environmental Sustainability Action Plan (ESAP) projects in conjunction with all departments.**
- **Support implementation of the Public Services Study actions, including population updates, study of Police staffing levels, and Fire community risk assessment in conjunction with all departments.**
- **\*Continue to support a pilot to apply a Human Rights City analysis framework to selected projects in conjunction with all departments.**
- Continue to support the Finance and Administrative Services Department with Phase II of the implementation of ONESolution.
- Continue to update the utility system base maps (701 maps) to support a water, sewer, and storm drainage operations modeling system and a Computerized Work Order Management System in conjunction with the Public Works Department.

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## INFORMATION TECHNOLOGY DEPARTMENT SUMMARY

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- Continue the rollout of secure WiFi to the Police/Fire Administration Building.
- Continue to install permanent monitors and computer systems in City conference rooms to replace laptops and portable projectors.
- Complete the deployment of a public WiFi system for the Shoreline at Mountain View area.
- Deploy a new Closed-Circuit Television system in the Public Safety Administration Building.
- Support the preparation of a Request for Proposals for the replacement or upgrade to the Utility Billing System.
- Support network and telephone systems for remodeling projects in the Library, Community Center, and the Fire Administration area in conjunction with the Public Works Department.
- Continue rollout of Microsoft Office 365 for Microsoft-hosted e-mail services, Windows 10, and new Office product suite.
- Deploy new server and network monitoring system to identify performance issues with our systems.
- Launch Smart City Innovation project with one to three pilot projects.
- Replace data backup system with cloud-ready systems that can move backups off-site for secure storage.
- Replace aging network equipment that is being used beyond recommended life expectancy.
- Complete a work plan for implementing Paperless Permitting and Online Permitting Systems in conjunction with the Community Development and Public Works Departments.

### MAJOR DEPARTMENT CHANGES

- General Operating Fund:
  - Information Technology Licenses and Maintenance: \$146,200  
  
Provides new and increased funding for the annual maintenance charges for the Library system, Microsoft Office, telephone system, the ONESolution Financial system, network firewall, and network storage.
  - Office Assistant III Position: \$135,900  
  
Converts a 0.50 limited-term Secretary position to an ongoing Office Assistant III position to provide administrative support to the IT Department.

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## INFORMATION TECHNOLOGY DEPARTMENT SUMMARY

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- General Non-Operating Fund:

Professional IT Services (limited period):	\$225,000
Provides funding for consultant services to assist with the backlog of funded infrastructure and capital improvement projects that cannot be executed due to limited resources.	
Smart City Innovation (limited period):	\$150,000
Provides funding for consultant services to help implement new technology and innovations to increase staff's efficiency and/or provide new services to the community.	
Public Records Act Management Software (limited period):	\$40,000
Provides funding for software to provide more efficient management of public records requests.	
Office 365 Migration Consultant (rebudget balance):	\$30,000
Rebudgets the balance of funding for consultant services to assist with the Office 365 rollout.	
Agency Cyber-Attack Training (rebudget balance):	\$20,000
Rebudgets the balance of funding for training materials and webinars for cyber awareness and anti-phishing training.	
SharePoint Consultant (limited period):	\$15,000
Provides funding for consulting services to integrate information from an obsolete Public Works software system into the SharePoint software system.	
Envisio Software (limited period):	\$15,000
Provides funding for a software system to better track City Council goals and other projects.	
Open City Hall Subscription (limited period):	\$12,000
Provides continued funding for the Open City Hall Subscription. This software allows the City to post questions and collect feedback from the community.	
  
- Water Fund:

GIS Contract:	\$100,000
Provides placeholder funding for a contract to support the GIS system to enhance the timeliness of entering new data into the system.	



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**INFORMATION TECHNOLOGY  
DEPARTMENT SUMMARY**

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PERFORMANCE/WORKLOAD MEASURES

	2016-17 Actual	2017-18 Actual	2018-19 Target	2018-19 6 Month	2019-20 Target
<b>Information Technology:</b>					
1. Cost of information technology as a percentage of total City department expenditures	2.3%	2.4%	<3%	2.3%	<3%
2. Percentage of time network is up <sup>(A)</sup>	99%	99%	>98%	99% <sup>(B)</sup>	Discontinue
3. Percentage of time the City's website is up		New for FY18-19	>98%	99%	>98%
4. Percentage of IT Helpdesk Tickets responded to within SLA targets <sup>(C)</sup>				New for FY19-20	>80%

<sup>(A)</sup> Does not include network events not under the City's control.

<sup>(B)</sup> Does not include the 2.5-day network outage due to Comcast issue.

<sup>(C)</sup> IT Service Level Agreement (SLA) targets:

- Critical Priority within 30 business minutes (system down or work stopped for multiple business units).
- Medium Priority within 1 business hour (system degraded or performance affected for multiple users).
- Low Priority within 8 business hours (system degraded or performance affected for single user).

BUD/LHP-450-01 FY2019-20

**INFORMATION TECHNOLOGY  
DEPARTMENT SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
CIO/Information Technology Director	1	1	1
Information Technology Manager	1	1	1
Information Technology Operations Manager	1	1	1
Principal Information Technology Analyst	2	2	2
Senior Information Technology Analyst	3	3	3
Information Technology Analyst I/II	6	6	6
Senior Information Technology Technician	1	1	1
System Coordinator /Technician	2	2	2
Information Technology Technician I/II	2	2	2
Office Assistant III	0	0	1 <sup>*2</sup>
TOTAL REGULAR	19	19	20
TOTAL PART-TIME HOURLY	0	0	0
<b>TOTAL POSITIONS</b>	<b>19</b> <sup>*1</sup>	<b>19</b> <sup>*1</sup>	<b>20</b>

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

\*2 Added an Office Assistant III position.

EXPENDITURE SUMMARY	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries Wages and Benefits	\$ 3,404,271	4,001,162	4,319,439
Supplies and Other Services	1,290,217	1,741,360	2,427,960
Capital Outlay	1,616	0	0
Interfund Expenditures	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$ 4,696,104</b>	<b>5,742,522</b>	<b>6,747,399</b>

FUNDING SOURCES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
General Operating	\$ 3,913,985	5,065,968	5,626,587
General Non-Operating	25,843	190,700	507,000
Water	756,276	485,854	613,812
<b>TOTAL FUNDING</b>	<b>\$ 4,696,104</b>	<b>5,742,522</b>	<b>6,747,399</b>

**INFORMATION TECHNOLOGY  
DEPARTMENT SUMMARY**

EXPENDITURES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries	\$ 2,271,602	2,670,514 *3	2,791,714
Wages	16,434 *1	6,000	6,000
Benefits	1,116,235	1,324,648	1,521,725
TOTAL PERSONNEL	<u>3,404,271</u>	<u>4,001,162</u>	<u>4,319,439</u>
Materials and Supplies	16,001	46,250 *4	46,250
Maintenance and Operations	840,027	1,136,040 *5	1,327,240 *8
Utilities	142,768	197,500	197,500
Professional/ Technical Srvc	261,188	318,070 *6	716,470 *9
Other Expenses	30,233 *2	43,500 *7	140,500 *10
TOTAL SUPPLIES AND SERVICES	<u>1,290,217</u>	<u>1,741,360</u>	<u>2,427,960</u>
Capital Outlay	1,616	0	0
Interfund Expenditures	0	0	0
<b>TOTAL EXPENDITURES</b>	<u><u>\$ 4,696,104</u></u>	<u><u>5,742,522</u></u>	<u><u>6,747,399</u></u>

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

\*2 Includes limited-period expenditures for Smart Cities membership.

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

\*4 Includes a transfer of \$24,000 funding from other departments for the consolidation of printer support services.

\*5 Includes increased funding of \$66,400 for Information Technology Licenses and Maintenance and reduced funding of \$7,500 for digital imaging services. Also includes limited-period fundings of \$12,000 for Open City Hall Subscription and \$10,000 for plan management software.

\*6 Includes limited-period fundings of \$60,000 for Office 365 migration consultant and \$30,000 for agency cyber-attack training.

\*7 Includes limited-period funding of \$3,000 for training, conferences, and travel.

\*8 Includes increased funding of \$131,200 for Information Technology Licenses and Maintenance. Also includes limited-period fundings of \$40,000 for Public Records Act management software, \$15,000 for SharePoint consultant, \$15,000 for Envisio software, and \$12,000 for Open City Hall Subscription.

\*9 Includes \$48,400 funding transferred from the Library Services Department and increased funding of \$15,000 for Information Technology Licenses and Maintenance. Also includes limited-period fundings of \$225,000 for professional IT services, \$150,000 for Smart City innovation, \$30,000 for Office 365 migration consultant (rebudget balance), and \$20,000 for agency cyber-attack training (rebudget balance).

\*10 Includes limited-period funding of \$100,000 for GIS contract services.

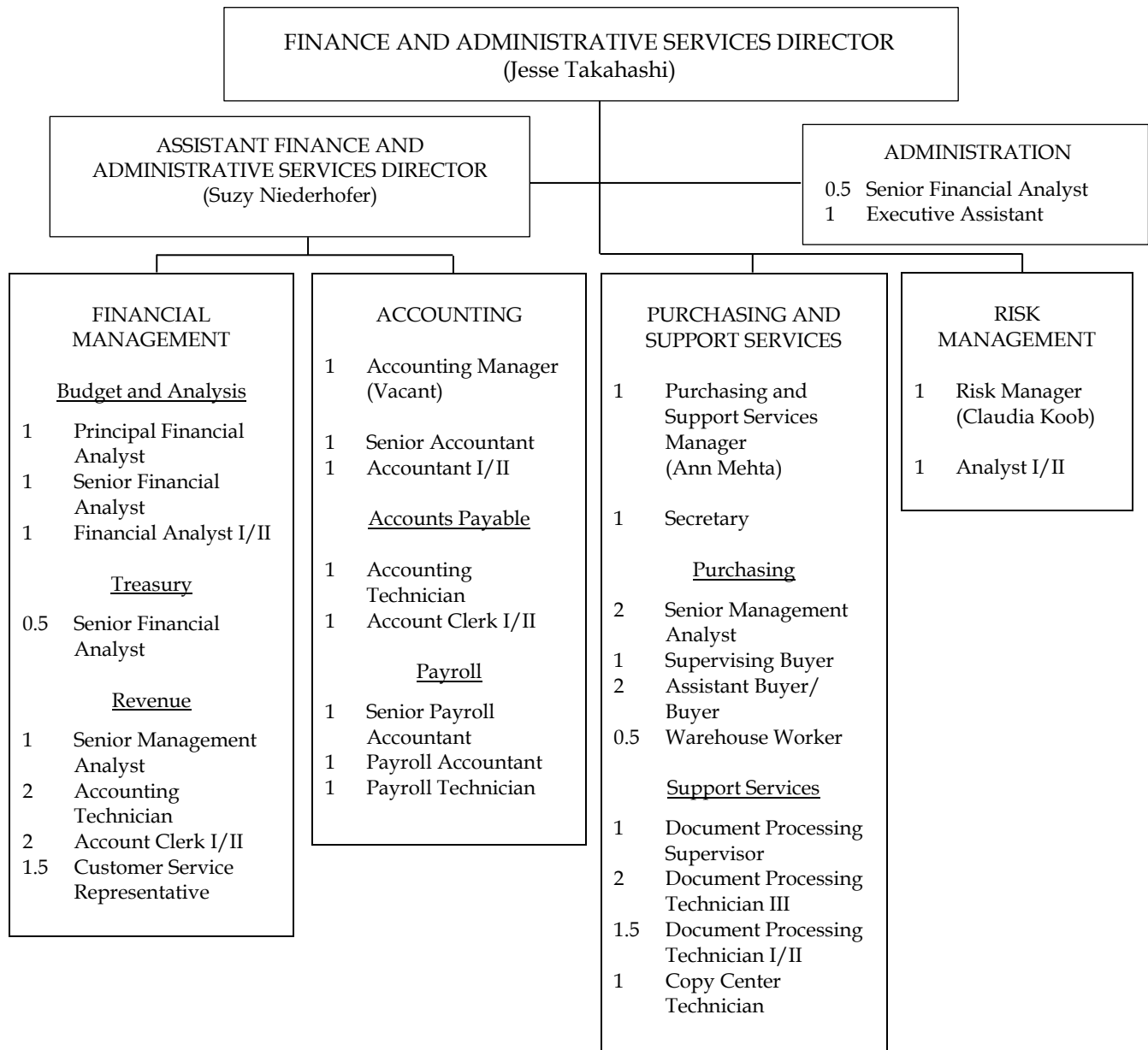
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**NOTES**

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# FINANCE & ADMINISTRATIVE SERVICES DEPARTMENT



FISCAL YEAR 2019-20 POSITION TOTALS: 35.0 Full-Time  
1.5 Regular Part-Time

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## FINANCE AND ADMINISTRATIVE SERVICES DEPARTMENT SUMMARY

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### DEPARTMENT MANAGER – FINANCE AND ADMINISTRATIVE SERVICES DIRECTOR

#### DEPARTMENT MISSION STATEMENT

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

#### DEPARTMENT OVERVIEW

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

#### DEPARTMENT FUNCTIONS

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

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## FINANCE AND ADMINISTRATIVE SERVICES DEPARTMENT SUMMARY

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- Provide efficient and effective centralized purchasing services, as required by the City Charter and City Code, and the sale of surplus equipment. (M 11, 12)
- Provide cost-beneficial, centralized document processing, document reproduction, and mail distribution services. (M 13, 14, 15)
- Manage the City's comprehensive general liability, property, loss control, Workers' Compensation, and industrial disability retirement programs, including self-insurance programs and excess insurances for catastrophic loss. (M 16, 17, 18, 19)

### MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEARS 2019-20 AND 2020-21

*(Items in **bold** are tied to Fiscal Years 2019-20 and 2020-21 Major Council Goals; items in **bold with \*** are continuing Major Council Goals)*

- **Support development and consideration of a Community Workforce Agreement in conjunction with the City Attorney's Office, City Manager's Office, and Public Works Department.**
- **Support facilitation of the planning/entitlement and building permit process for Lot 12 in conjunction with the City Attorney's Office, City Manager's Office, Community Development Department, and Public Works Department.**
- **Support Environmental Sustainability Action Plan (ESAP) projects in conjunction with all departments.**
- **Support development of alternative carbon offsets in conjunction with the City Manager's Office.**
- **Support implementation of the Public Services Study actions, including population updates, study of Police staffing levels, and Fire community risk assessment, in conjunction with all departments.**
- **\*Continue to support a pilot to apply a Human Rights City analysis framework to selected projects in conjunction with all departments.**
- **\*Continue to support marketing and coordination of the Request for Proposals (RFP) process for Lot 12 in conjunction with the City Attorney's Office, Community Development Department, and Public Works Department.**
- **\*Continue to support a Community Benefit Financial Study for Gatekeeper applications in conjunction with the Community Development Department.**
- **\*Continue to support the East Whisman Precise Plan in conjunction with the Community Development Department.**
- **\*Continue to support a comprehensive modal plan that would involve the Santa Clara Valley Transit Authority (VTA), Caltrain, major employers, etc., and include a funding mechanism, in conjunction with the Public Works Department.**

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**FINANCE AND ADMINISTRATIVE SERVICES  
DEPARTMENT SUMMARY**

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- **\*Continue to support the implementation of the Transit Center Master Plan in conjunction with the City Attorney’s Office, the Community Development Department, and the Public Works Department.**
- **\*Continue to support the short-term downtown parking pilot programs in conjunction with the Community Development Department.**
- Support Development Options for Cannabis Retail Regulations in conjunction with the City Attorney’s Office, City Manager’s Office, the Community Development Department, and the Police Department.
- Continue work on Phase II of the implementation of ONESolution.
- Develop, update, and implement a Safety Program for City Hall, Library, and Fire and Police Administration.
- Implement the provisions of new Business License Ordinance, including modification or replacement of existing business licensing system.
- Research feasibility of replacing utility billing system.
- Begin work on the issuance of debt related to the City’s funding obligation for the Hope Street development project.

PERFORMANCE/WORKLOAD MEASURES

	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Target</b>	<b>2018-19 6 Months</b>	<b>2019-20 Target</b>
<b>Financial Management:</b>					
1. Accuracy of final budget numbers – percentage of budget corrections needed due to error	0.1%	0.1%	<2%	0.1%	<2%
2. Percentage of time portfolio’s market-risk target (modified duration) is within:					
– 3.0 percent of the benchmark (policy requires 25.0 percent of time within 3.0 percent)	92%	92%	>50%	100%	>50%
– 15.0 percent of the benchmark (policy requires 100.0 percent of time within 15.0 percent)	100%	100%	100%	100%	100%
3. Percentage of utility bills processed and mailed 10 working days from last meter reading date	93% <sup>(A)</sup>	90% <sup>(A)</sup>	>90%	60% <sup>(B)</sup>	>80%
4. Percentage of utility accounts and accounts receivable written off as a percent of total receivables	0.1%	0.1%	<2%	0.1%	<2%
<b>Accounting:</b>					
5. Percentage of correcting accounting entries to total accounting entries	5.2%	5.3%	<10%	4.2%	<10%



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**FINANCE AND ADMINISTRATIVE SERVICES  
DEPARTMENT SUMMARY**

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	2016-17 Actual	2017-18 Actual	2018-19 Target	2018-19 6 Months	2019-20 Target
6. Percentage of month-end closes completed within 10 working days (target assumes June and July will not close within 10 working days due to year-end workload)	92%	83%	83%	100%	83%
7. Cost of Accounts Payable processing as a percentage of total dollars spent	0.2%	0.2%	<1%	0.2%	<1%
8. Cost per payroll check issued (cost of payroll operation to total paychecks issued)	\$17.97	\$23.80 <sup>(C)</sup>	<\$27.00	\$24.97	<\$30.00
9. Percentage of reissued payroll checks versus total issued	0.1%	0.04%	<1%	0.15%	<1%
10. Payroll checks issued	20,344	20,914	21,500	10,690	21,500
<b>Purchasing and Support Services:</b>					
11. Cost of procurement services as a percentage of total dollars spent	4.1%	3.5%	<6%	2.7%	<5%
12. Percentage of time purchase orders are issued timely	90%	91%	>90%	89%	>89%
13. Percentage of time City Council documents are completed timely		New for FY18-19	>90%	99%	>90%
14. Percentage of time non-City Council documents are completed timely		New for FY18-19	>90%	98%	>90%
15. Percentage of time Copy Center documents are completed timely	93%	95%	>90%	92%	>90%
<b>Risk Management:</b>					
16. Percentage of Workers' Compensation program costs to total payroll	2.3%	1.8%	<5%	Reported Annually	<5%
17. Percentage of hours lost to occupational injury compared to total hours worked	0.5%	0.6%	<2.5%	Reported Annually	<2.5%
18. Percentage of dollars recovered compared to expenditures paid to repair damage to City property	84%	100%	>85%	Reported Annually	>85%

<sup>(A)</sup> Public Works changed their meter reading schedule due to staffing levels, which resulted in some read dates to be more than 10 working days ahead of the billing dates. The target has been adjusted for Fiscal Year 2018-19.

<sup>(B)</sup> No billings were scheduled during holiday weeks, causing the time between the read date and billing to be longer than 10 days. The target has been adjusted for Fiscal Year 2019-20.

<sup>(C)</sup> Fiscal Year 2017-18 target did not reflect full staffing; there were several prior years with staff vacancies. The target was adjusted for Fiscal Year 2018-19.

**FINANCE AND ADMINISTRATIVE SERVICES  
DEPARTMENT SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Finance and Administrative Svcs Director	1	1	1
Assistant Finance and Admin Svcs Director	1	1	1
Purchasing and Support Services Manager	1	1	1
Risk Manager	1	1	1
Accounting Manager	1	1	1
Principal Financial Analyst	1	1	1
Senior Payroll Accountant	1	1	1
Senior Management Analyst	3	4 *1	3 *3
Senior Financial Analyst	1	1	2 *3
Senior Accountant	1	1	1
Payroll Accountant I/II	1	1	1
Financial Analyst I/II	1	1	1
Analyst I/II	1	1 *2	1
Accountant I/II	1	1	1
Supervising Buyer	1	1	1
Document Processing Supervisor	1	1	1
Assistant Buyer/Buyer	2	2	2
Payroll Technician	1	1	1
Accounting Technician	3	3	3
Account Clerk I/II	2	2	3 *4
Document Processing Technician III	2	2	2
Document Processing Technician I/II	1.50	1.50	1.50
Warehouse Worker	0.50	0.50	0.50
Executive Assistant	1	1	1
Copy Center Technician	1	1	1
Customer Service Representative	1.50	1.50	1.50
Secretary	1	1	1
<b>TOTAL REGULAR</b>	<b>34.50</b>	<b>35.50</b>	<b>36.50</b>
<b>TOTAL PART-TIME HOURLY</b>	<b>0.30</b>	<b>0.30</b>	<b>0.30</b>
<b>TOTAL POSITIONS</b>	<b>34.80</b>	<b>35.80</b>	<b>36.80</b>

\*1 Added a Senior Management Analyst position.

\*2 Title change from Administrative Analyst I/II to Analyst I/II.

\*3 Title change of one Senior Management Analyst position to Senior Financial Analyst.

\*4 Midyear addition of an Account Clerk I/II position.

DEPARTMENT DIVISIONS	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Finance and Admin. Services Administration	\$ 1,199,647	2,134,462	1,733,539
Financial Management	1,947,224	1,780,828	1,949,343
Accounting	679,294	1,439,179	1,516,359
Purchasing and Support Services	1,703,673	2,082,325	2,391,337
Risk Management	2,949,513	4,501,521	4,688,532
<b>TOTAL EXPENDITURES</b>	<b>\$ 8,479,351</b>	<b>11,938,315</b>	<b>12,279,110</b>

**FINANCE AND ADMINISTRATIVE SERVICES  
DEPARTMENT SUMMARY**

EXPENDITURE SUMMARY	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries Wages and Benefits	\$ 5,115,284	6,428,575	6,798,083
Supplies and Other Services	3,334,194	5,379,840	5,436,027
Capital Outlay	11,023	101,900	15,000
Interfund Expenditures	18,850	28,000	30,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 8,479,351</b>	<b>11,938,315</b>	<b>12,279,110</b>
FUNDING SOURCES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
General Operating	\$ 5,442,462	6,973,076	7,246,618
General Non-Operating	47,245	277,873	137,400
Building/Development Services	0	40,000	13,000
Shoreline Regional Park Community	0	15,000	19,500
Water	433,428	587,316	606,292
Workers Compensation Insurance	1,514,332	2,372,500	2,372,500
Unemployment Self-Insurance	31,014	127,250	127,250
Liability Self-Insurance	1,010,870	1,545,300	1,726,550
Retirees' Health Program Insurance	0	0	30,000
<b>TOTAL FUNDING</b>	<b>\$ 8,479,351</b>	<b>11,938,315</b>	<b>12,279,110</b>
REVENUE SUMMARY	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
General Licenses and Permits	\$ 2,678	2,630	0
General Service Charge	170	4,200	149,700
Miscellaneous Revenue	283,074	85,800	92,500
<b>TOTAL REVENUES</b>	<b>\$ 285,922</b>	<b>92,630</b>	<b>242,200</b>

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**NOTES**

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## FINANCE AND ADMINISTRATIVE SERVICES – ADMINISTRATION DIVISION SUMMARY

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### DIVISION MANAGER – FINANCE AND ADMINISTRATIVE SERVICES DIRECTOR

#### DIVISION OVERVIEW

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

#### MAJOR DIVISION CHANGES

- General Operating Fund:

Citywide Memberships: \$9,000

Provides increased funding for Citywide memberships such as the League of California Cities, Santa Clara County Cities Association, and ABAG due to cost increases.

Community Health Awareness Council (CHAC) Funding: \$5,200

Provides increased funding to CHAC. The City is a joint powers authority member of CHAC. This provides for a 5.0 percent increase as request by CHAC and directed by the City Council.

Transportation Management Association: \$4,500

Provides increased funding for the City's membership to the Transportation Management Association. Funding is split with the Shoreline Community Fund; total additional funding requested is \$9,000.

- General Nonoperating Fund:

Consultant Services (limited period): \$50,000

Provides placeholder funding for consulting services to support special projects.

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

Provides continued additional limited-period funding for the first year of funding for nonprofit agencies as identified by the City Council at the CDBG hearing on April 23, 2019.

Regional Airplane Noise Roundtable (limited period): \$22,800

Provides continued funding provided for by a memorandum of understanding for the Regional Airplane Noise Round Table.

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

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- Shoreline Regional Park Community Fund:

Transportation Management Association: \$4,500

Provides increased funding for the City's membership to the Transportation Management Association. Funding is split with the General Operating Fund; total additional funding requested is \$9,000.

- Retirees' Health Fund:

Retirees' Health Actuarial Valuation (limited period): \$30,000

Provides funding to update of the valuation of retirees' health (OPEB), which is required to be updated every two years.

BUD/LHP-546-02 FY2019-20

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

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Total Regular	4	5 *1	3.50 *2
Total Part-Time Hourly	0	0	0
<b>TOTAL POSITIONS</b>	<b>4</b>	<b>5</b>	<b>3.50</b>

\*1 Added a Senior Management Analyst position.

\*2 One Senior Management Analyst position transferred to the Purchasing and Support Services Division and 0.5 Senior Financial Analyst position transferred to the Financial Management Division.

EXPENDITURES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries	\$ 589,742	845,937	658,075
Wages	0	0	0
Benefits	279,247	429,295	344,597
<b>TOTAL PERSONNEL</b>	<b>868,989</b>	<b>1,275,232</b>	<b>1,002,672</b>
Materials and Supplies	16,245	17,310 *2	17,310
Maintenance and Operations	0	0	0
Utilities	0	0	0
Professional/Technical Svcs	107,569	145,100 *3	205,100 *5
Other Expenses	206,658 *1	646,820 *4	508,457 *6
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>330,472</b>	<b>809,230</b>	<b>730,867</b>
Capital Outlay	186	50,000	0
Interfund Expenditures	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,199,647</b>	<b>2,134,462</b>	<b>1,733,539</b>

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

\*2 Includes a transfer of funding to the Information Technology department for the consolidation of printer support services.

\*3 Includes limited-period funding of \$20,000 for purchase card transaction review (rebudget).

\*4 Includes increased fundings of \$10,000 for the Transportation Management Association and \$4,000 for historic property tax rebate program and includes transfers of \$20,000 for Joint Ventures Silicon Valley and \$10,000 for Transportation Management Association from the Community Development Department. Also includes limited-period funding of \$208,900 (\$159,300 rebudget balance) for nonprofit agency funding and \$1,600 for N.O.I.S.E. membership.

\*5 Includes limited-period fundings of \$50,000 for consultant services and \$30,000 for retirees' health actuarial valuation.

\*6 Includes a \$25,000 transfer of funding to the Community Development Department for Project Sentinel Fair Housing Services. Includes increased fundings of \$9,000 for Citywide memberships, \$9,000 for Transportation Management Association, and \$5,200 for CHAC. Also includes limited-period fundings of \$49,600 for nonprofit agency funding and \$22,800 for Regional Airplane Noise Roundtable.

REVENUES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Miscellaneous Revenue	\$ 505	0	0
<b>TOTAL REVENUES</b>	<b>\$ 505</b>	<b>0</b>	<b>0</b>

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## FINANCE AND ADMINISTRATIVE SERVICES – FINANCIAL MANAGEMENT DIVISION SUMMARY

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### DIVISION MANAGER – ASSISTANT FINANCE AND ADMINISTRATIVE SERVICES DIRECTOR

#### DIVISION OVERVIEW

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

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

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

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

#### MAJOR DIVISION CHANGES

- General Operating Fund:

Training, Conference, and Travel: \$2,300

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

- Development Services Fund:

Cost of Service Study (rebudget balance): \$13,000

Rebudgets the balance of funding for contractual services to conduct a cost of services study for the Development Services Fund. Fees have not been reviewed since the consolidation of all development services into the Development Services Fund in Fiscal Year 2014-15. This project was postponed from Fiscal Year 2017-18 due to other Council-directed priorities.

BUD/LHP-546-03 FY2019-20



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

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Total Regular	11.50	8.50 *1	10 *2
Total Part-Time Hourly	0	0	0
<b>TOTAL POSITIONS</b>	<b>11.50</b>	<b>8.50</b>	<b>10</b>

\*1 Transferred three Payroll positions to the Accounting Division.

\*2 Midyear addition of one Account Clerk I/II position, and transferred 0.5 Senior Financial Analyst position from the Administration Division.

EXPENDITURES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries	\$ 1,046,967	850,301	991,377
Wages	48,286	0	0
Benefits	533,026	428,297	497,336
<b>TOTAL PERSONNEL</b>	<b>1,628,279</b>	<b>1,278,598</b>	<b>1,488,713</b>
Materials and Supplies	74,074	89,580	89,580
Maintenance and Operations	6,307	3,500	3,500
Utilities	0	0	0
Professional/Technical Svcs	228,031	346,550	346,550
Other Expenses	1,998	45,700 *1	21,000 *3
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>310,410</b>	<b>485,330</b>	<b>460,630</b>
Capital Outlay	8,535	16,900	0
Interfund Expenditures	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,947,224</b>	<b>1,780,828 *2</b>	<b>1,949,343</b>

\*1 Includes limited-period funding of \$40,000 for cost of service study (rebudget).

\*2 Transferred the Payroll section to the Accounting Division.

\*3 Includes increased funding of \$2,300 for training, conference and travel. Also includes limited-period funding of \$13,000 for cost of service study (rebudget balance).

REVENUES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
General Licenses and Permits	\$ 2,678	2,630	0
General Service Charge	170	500	146,000 *1
Miscellaneous Revenue	0	0	0
<b>TOTAL REVENUES</b>	<b>\$ 2,848</b>	<b>3,130</b>	<b>146,000</b>

\*1 Includes revenue from short-term rental registrations.

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

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DIVISION MANAGER – ACCOUNTING MANAGER

DIVISION OVERVIEW

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

BUD/LHP-546-04 FY2019-20

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

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Total Regular	5	8 *1	8
Total Part-Time Hourly	0	0	0
<b>TOTAL POSITIONS</b>	<b>5</b>	<b>8</b>	<b>8</b>

\*1 Transferred three Payroll positions from the Financial Management Division.

EXPENDITURES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries	\$ 424,187	913,885	951,194
Wages	3,846	900	900
Benefits	236,846	500,194	539,065
TOTAL PERSONNEL	664,879	1,414,979	1,491,159
Materials and Supplies	4,810	7,200	7,200
Maintenance and Operations	484	950	950
Utilities	0	0	0
Professional/Technical Svcs	983	6,000	6,000
Other Expenses	8,138	10,050	11,050
TOTAL SUPPLIES AND SERVICES	14,415	24,200	25,200
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$ 679,294</b>	<b>1,439,179</b> *1	<b>1,516,359</b>

\*1 Transferred the Payroll section from the Financial Management Division.

REVENUES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
General Service Charge	\$ 0	3,700	3,700
Miscellaneous Revenue	12,544	0	27,700
<b>TOTAL REVENUES</b>	<b>\$ 12,544</b>	<b>3,700</b>	<b>31,400</b>

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**FINANCE AND ADMINISTRATIVE SERVICES – PURCHASING AND  
SUPPORT SERVICES DIVISION SUMMARY**

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DIVISION MANAGER – PURCHASING AND SUPPORT SERVICES MANAGER

DIVISION OVERVIEW

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

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

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

MAJOR DIVISION CHANGES

- General Operating Fund:

Training, Conference, and Travel: \$2,000

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

BUD/LHP-546-05 FY2019-20

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

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Total Regular	12	12	13 *1
Total Part-Time Hourly	0.30	0.30	0.30
<b>TOTAL POSITIONS</b>	<b>12.30</b>	<b>12.30</b>	<b>13.30</b>

\*1 One Senior Management Analyst position transferred from the Administration Division.

EXPENDITURES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries	\$ 976,806	1,167,495	1,345,694
Wages	42,734	19,548	19,990
Benefits	548,841	652,232	798,603
TOTAL PERSONNEL	1,568,381	1,839,275	2,164,287
Materials and Supplies	43,388	50,050 *1	50,050
Maintenance and Operations	5,952	44,200	44,200
Utilities	281	0	0
Professional/Technical Svcs	41,914	6,200	6,200
Other Expenses	22,605	79,600	81,600 *2
TOTAL SUPPLIES AND SERVICES	114,140	180,050	182,050
Capital Outlay	2,302	35,000	15,000
Interfund Expenditures	18,850	28,000	30,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,703,673</b>	<b>2,082,325</b>	<b>2,391,337</b>

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

\*2 Includes increased funding of \$2,000 for training, conference, and travel.

REVENUES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Miscellaneous Revenue	\$ 72,145	67,600	46,600
<b>TOTAL REVENUES</b>	<b>\$ 72,145</b>	<b>67,600</b>	<b>46,600</b>

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**FINANCE AND ADMINISTRATIVE SERVICES – RISK MANAGEMENT  
DIVISION SUMMARY**

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DIVISION MANAGER – RISK MANAGER

DIVISION OVERVIEW

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

MAJOR DIVISION CHANGES

- Liability Self-Insurance Fund:

Liability Insurance: \$181,300

Provides increased funding for cost increases related to the City’s liability insurances, including self-insurance, excess property insurance, earthquake insurance, and flood insurance.

BUD/LHP-546-06 FY2019-20

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

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Total Regular	2	2	2
Total Part-Time Hourly	0	0	0
<b>TOTAL POSITIONS</b>	<b>2</b>	<b>2</b>	<b>2</b>
EXPENDITURES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries	\$ 267,879	489,692 *1	506,856
Wages	0	1,500	1,500
Benefits	116,877	129,299	142,896
TOTAL PERSONNEL	<u>384,756</u>	<u>620,491</u>	<u>651,252</u>
Materials and Supplies	476	6,000	6,000
Maintenance and Operations	0	0	0
Utilities	0	0	0
Professional/ Technical Svcs	221,613	355,950 *2	330,950
Other Expenses	2,342,668	3,519,080 *3	3,700,330 *4
TOTAL SUPPLIES AND SERVICES	<u>2,564,757</u>	<u>3,881,030</u>	<u>4,037,280</u>
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$ <u>2,949,513</u></b>	<b>\$ <u>4,501,521</u></b>	<b>\$ <u>4,688,532</u></b>

\*1 Includes \$200,000 for backfilling for employees out on workers' compensation.

\*2 Includes limited-period funding of \$25,000 for safety training study implementation (rebudget balance).

\*3 Includes increased funding of \$99,800 for excess liability insurance and \$20,000 for property insurance.

\*4 Includes increased funding of \$181,300 for liability insurances.

REVENUES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Miscellaneous Revenue	\$ 197,880	18,200	18,200
<b>TOTAL REVENUES</b>	<b>\$ <u>197,880</u></b>	<b>\$ <u>18,200</u></b>	<b>\$ <u>18,200</u></b>

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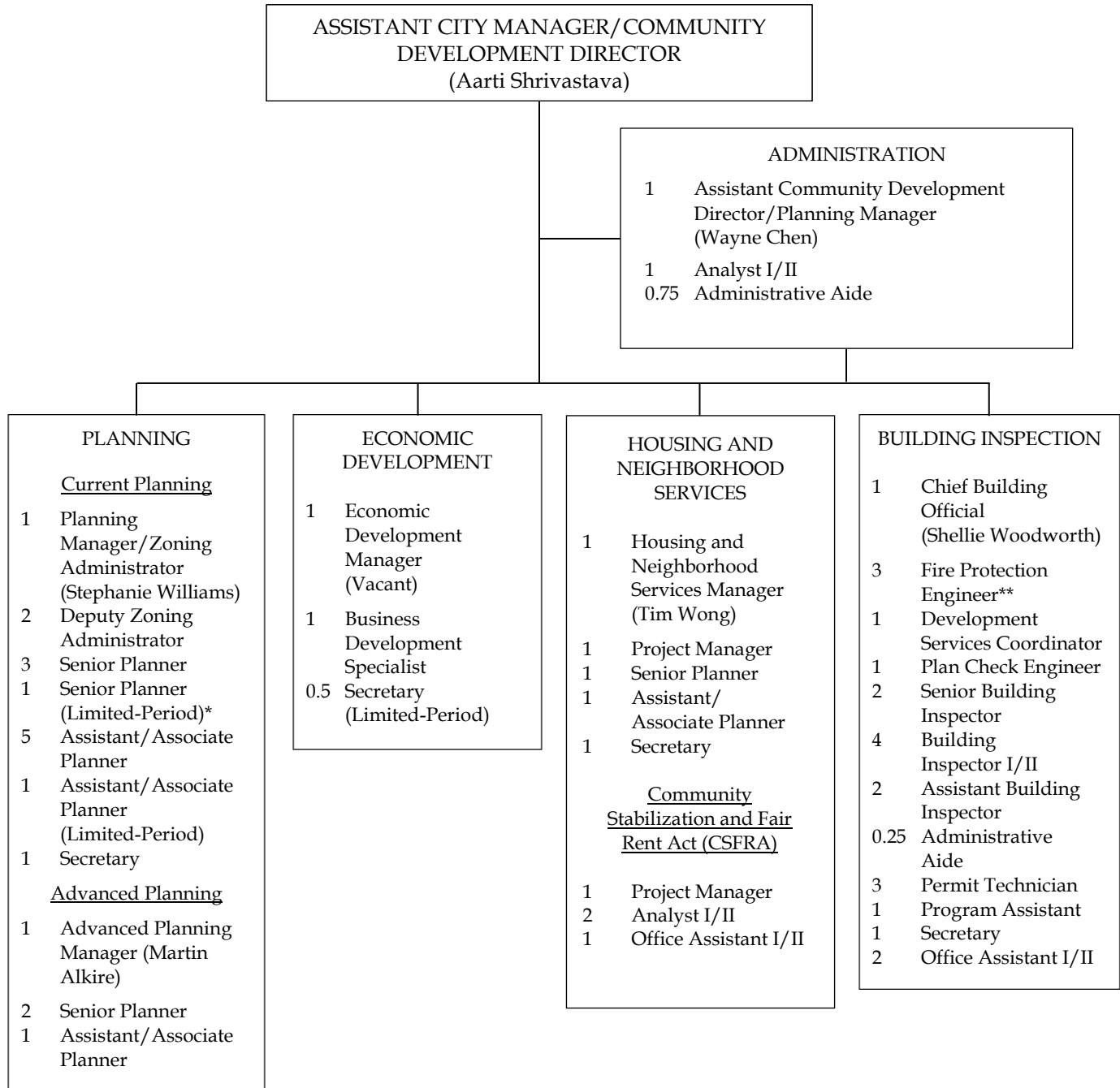
## NOTES

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# COMMUNITY DEVELOPMENT DEPARTMENT



FISCAL YEAR 2019-20 POSITION TOTALS: 51.0 Full-Time  
2.5 Limited-Period

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

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

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## COMMUNITY DEVELOPMENT DEPARTMENT SUMMARY

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### DEPARTMENT MANAGER – ASSISTANT CITY MANAGER/COMMUNITY DEVELOPMENT DIRECTOR

#### DEPARTMENT MISSION STATEMENT

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

#### DEPARTMENT OVERVIEW

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

#### DEPARTMENT FUNCTIONS

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

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## COMMUNITY DEVELOPMENT DEPARTMENT SUMMARY

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- Manage affordable housing programs that include the Below-Market-Rate (BMR) program, funding of new affordable housing projects, and oversight of Federally subsidized units. (M 3, 4)
- Provide staff support to the Council Neighborhoods Committee and neighborhood programs.
- Continue to implement the Neighborhood Preservation Strategy by managing the Council Neighborhoods Committee's Neighborhood Grant Program, neighborhood meetings, and neighborhood networking events.
- Assist the City Council in allocating CDBG/HOME funding and monitor the use of these funds in compliance with Federal regulations. (M 3)
- Maintain the efficiency of the City's plan review and permit system and building fire life safety inspection elements of the City's development review process while integrating the requirements of City departments and other public agencies with community service goals. (M 5, 7, 8)
- Coordinate development from design review through construction.
- Support code enforcement efforts.

### MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEARS 2019-20 AND 2020-21

*(Items in **bold** are tied to Fiscal Years 2019-20 and 2020-21 Major Council Goals; items in **bold with \*** are continuing Major Council Goals)*

- **Hold a Study Session on displacement and net loss; develop a work plan for any desired follow-up actions with support from the City Attorney's Office, City Manager's Office, and Public Works Department.**
- **Support a Study Session on service gaps related to homelessness in conjunction with the City Attorney's Office, City Manager's Office, and Police Department.**
- **Support declaration of a housing emergency, development of a safe parking ordinance, and piloting more flexible safe parking projects in Mountain View and regionally in cooperation with the County, community colleges, and private sector in conjunction with the City Attorney's Office and City Manager's Office.**
- **Support implementation of a Safe Parking Program to include temporary use of Shoreline at Mountain View through March 2020 and the use of a City-negotiated lot in conjunction with the City Manager's Office, Public Works Department, Community Services Department, and Police Department.**
- **Review and propose revisions to the R3 Zone standards that consider form-based zoning, incentivizing stacked flats, and updated rowhouse guidelines with support from the City Attorney's Office. (Tentative)**
- **Develop a Shenandoah Precise Plan with support from the City Attorney's Office and City Manager's Office. (Tentative)**

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## COMMUNITY DEVELOPMENT DEPARTMENT SUMMARY

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- Hold a Study Session to explore modifications to CSFRA for the 2020 election with support from the City Attorney's Office and City Manager's Office.
- Develop strategies for middle-income persons to afford different housing types with support from the City Attorney's Office.
- Support examination and potential development of an ordinance that controls mobile home space rents and addresses other issues in conjunction with the City Attorney's Office.
- Develop a City-led Gateway Master Plan for North Bayshore with support from the Public Works Department.
- Update City documents, including the Density Bonus Ordinance, to implement new housing laws with support from the City Attorney's Office. (Tentative)
- Facilitate the development of affordable housing at the Santa Clara Valley Transportation Authority (VTA) Evelyn site with support from the City Attorney's Office, City Manager's Office, and Public Works Department.
- Facilitate the planning/entitlement and building permit process for Lot 12 with support from the City Attorney's Office, City Manager's Office, Finance and Administrative Services Department, and Public Works Department.
- Develop and implement a plan to prevent commercial parking from spilling into residential neighborhoods, including a review of the qualification requirements of the Residential Parking Permit Program, to facilitate the establishment of RPP Zones in conjunction with the Public Works Department and support from the City Attorney's Office.
- Develop a Citywide Transportation Demand Ordinance with support from the City Attorney's Office and Public Works Department. (Tentative)
- Support review of the Neighborhood Traffic Management Program to facilitate consideration of traffic-calming measures in conjunction with the City Attorney's Office, Public Works Department, and Police Department.
- Support completion of the Castro Pedestrian Mall Feasibility Study in conjunction with the City Manager's Office and Public Works Department.
- Support update of the Community Tree Master Plan, and review existing guiding policies and ordinances, in coordination with the update in conjunction with the City Attorney's Office, City Manager's Office, and Community Services Department.
- Explore opportunities to build/encourage additional electric vehicle charging stations in conjunction with the City Manager's Office and Public Works Department.
- Support Environmental Sustainability Action Plan (ESAP) projects in conjunction with all departments.
- Revise aspects of the Downtown Precise Plan with support from the City Manager's Office.

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## COMMUNITY DEVELOPMENT DEPARTMENT SUMMARY

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- Support implementation of the Public Services Study actions, including population updates, study of Police staffing levels, and Fire community risk assessment, in conjunction with all departments.
- Hold a Study Session and develop a small business strategy.
- Review and update the Historic Preservation Ordinance with support from the City Attorney's Office. (Tentative)
- Support a Study Session to identify objectives and resource needs for the City to take a more active role in addressing State and Federal actions that impact local control in conjunction with the City Attorney's Office and City Manager's Office.
- Support review and update of the Park Land Dedication Ordinance in conjunction with the City Attorney's Office and Community Services Department.
- \*Continue to support a pilot to apply a Human Rights City analysis framework to selected projects in conjunction with all departments.
- \*Continue to market and coordinate the Request for Proposals (RFP) process for Lot 12 in conjunction with the City Attorney's Office, Finance and Administrative Services Department, and Public Works Department.
- \*Continue to conduct a Community Benefit Financial Study for Gatekeeper applications in conjunction with the Finance and Administrative Services Department.
- \*Finalize the East Whisman Precise Plan in conjunction with the Finance and Administrative Services Department.
- \*Continue the Soft-Story Seismic Retrofit Program in conjunction with the City Attorney's Office.
- \*Continue to support the implementation of the Transit Center Master Plan in conjunction with the City Attorney's Office, the Finance and Administrative Services Department, and the Public Works Department.
- \*Continue to implement downtown parking long-term solutions—shared parking agreements and paid parking study.
- \*Continue the short-term downtown parking pilot programs in conjunction with the Finance and Administrative Services Department.
- \*Continue Citywide SB 743 implementation (California Environmental Quality Act (CEQA) Level of Service (LOS) Vehicle Miles Traveled (VMT) Change) in conjunction with the Public Works Department.
- \*Continue El Camino Real streetscape guidelines in conjunction with the Public Works Department.
- \*Continue to work on establishing North Bayshore—District Sustainability Performance Measurements.

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## COMMUNITY DEVELOPMENT DEPARTMENT SUMMARY

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- **\*Continue work with the Visual Arts Committee to encourage public art.**
- Continue to process authorized Gatekeeper projects.
- Continue monitoring and reporting on the performance of the North Bayshore transportation system to serve current and future growth.
- Implement the new Cannabis Business Regulation in conjunction with the Police Department.
- Implement the affordable housing strategy to facilitate housing for the homeless, including the Council's goal to create 200 to 250 permanent supportive housing and/or rapid rehousing units.
- Develop and implement a Downtown Parking Demand Management Strategy to support the downtown public parking system.
- Continue implementation of the Downtown Economic Vitality Program supporting existing retailers and attracting new retailers.
- Explore opportunities to apply for SB 2, or other funds, to facilitate innovative housing development strategies.
- Assess and develop policies and programs to address residential tenant displacement.
- Continue to dialogue with the local school districts and developers to create a school strategy on how new development can contribute to local school infrastructure needs.
- Continue to work on the design process and implementation of North Bayshore Area branding and wayfinding signage.
- Adopt the 2019 California Building and Fire Code series.
- Continue to work toward incorporating sustainable/green buildings that are smart, energy- and resource-efficient, environmentally friendly, and assist in reducing GHG in our community.

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**COMMUNITY DEVELOPMENT  
DEPARTMENT SUMMARY**

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PERFORMANCE/WORKLOAD MEASURES

	2016-17 Actual	2017-18 Actual	2018-19 Target	2018-19 6 Month	2019-20 Target
<b>Planning:</b>					
1. Percentage of on-time response rates by Project Coordinating Committee members	52% <sup>(A)</sup>	59% <sup>(B)</sup>	>75%	61% <sup>(C)</sup>	>75%
<b>Economic Development:</b>					
2. Number of contacts with businesses interested in relocating or expanding in Mountain View	61	62	50	30	50
<b>Housing and Neighborhood Services:</b>					
3. Percentage of Federally funded contracts carried out in compliance with City and Federal requirements	100%	100%	100%	100%	100%
4. Number of low-/moderate-income persons served by City housing programs				New for FY19-20	3,750 <sup>(D)</sup>
<b>Building Inspection:</b>					
5. Percentage of time where City provides 24-hour building inspection response for those inspection requests received by 3:00 p.m. on weekdays	100%	100%	>95%	100%	100%
6. Percentage of time that City meets five-day turnaround plan check for all Fast Track submittals that meet building inspection criteria	91%	83% <sup>(E)</sup>	>90%	79% <sup>(E)</sup>	Discontinue
7. Number of Inspections Performed				New for FY19-20	32,100
8. Number of Plan Checks Performed				New for FY19-20	4,200

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

<sup>(B)</sup> Lower due to high volume of submittals and staffing vacancies. For Fiscal Year 2017-18, Planning received 973 on-time comments out of 1,657 items.

<sup>(C)</sup> Lower due to high volume of submittals and staffing vacancies. For the first half of Fiscal Year 2018-19, Planning received 524 on-time comments out of 866 items.

<sup>(D)</sup> The new performance measure was added to better gauge the effectiveness of the City's Federally funded housing activities, including public services and capital projects.

<sup>(E)</sup> The expansion of the Fast Track process requires coordination with other divisions and departments, which all have staffing issues.

**COMMUNITY DEVELOPMENT  
DEPARTMENT SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED	
Assistant City Manager/Comm. Dev. Director	1	1	1	*6
Asst. Comm. Dev. Dir./ Planning Manager	1	1	1	
Economic Development Manager	1	1	1	
Housing & Neighborhood Svcs Manager	1	1	1	
Chief Building Official	1	1	1	
Planning Manager/Zoning Administrator	1	1	1	
Advanced Planning Manager	1	1	1	
Deputy Zoning Administrator	2	2	2	
Business Development Specialist	1	1	1	
Development Services Coordinator	1	1	1	
Plan Check Engineer	1	1	1	
Senior Building Inspector	2	2	2	
Project Manager	2	2	2	
Senior Planner	6	6	6	
Environmental Sustainability Coordinator	1	1	0	*7
Building Inspector I/II	3	4 *2	6	*8
Asst/ Associate Planner	7	7	7	
Assistant Building Inspector	1	2 *3	2	
Analyst I/II	3	4 *4	3	*7
Administrative Aide	1	1	1	
Permit Technician	4	3 *3	3	
Program Assistant	1	1	1	
Secretary	3	3	3	
Office Assistant I/II	3	3	3	
<b>TOTAL REGULAR</b>	<b>49</b>	<b>51</b>	<b>51</b>	
<b>TOTAL PART-TIME HOURLY</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL POSITIONS</b>	<b>49</b> *1	<b>51</b> *5	<b>51</b> *9	

\*1 In addition there are the following limited-period positions: Senior Planner (for the duration of the Google Reimbursement Agreement), an Asst/ Associate Planner, and a 0.5 FTE Administrative Analyst I/II.

\*2 Added a Building Inspector I/II position.

\*3 Reclassified a Permit Technician position to Assistant Building Inspector.

\*4 Added an Analyst I/II position and change the title from Administrative Analyst I/II to Analyst I/II.

\*5 In addition there are the following limited-period positions: Senior Planner (for the duration of the Google Reimbursement Agreement), an Asst/ Associate Planner, a 0.5 FTE Administrative Aide, and a 0.5 FTE Secretary.

\*6 Midyear title change from Community Development Director.

\*7 Environmental Sustainability Coordinator and one Analyst I/II positions transferred to the City Manager's Office.

\*8 Added two Building Inspector I/II positions.

\*9 In addition there are the following limited-period positions: Senior Planner (for the duration of the Google Reimbursement Agreement), an Asst/ Associate Planner, and a 0.5 FTE Secretary.



**COMMUNITY DEVELOPMENT  
DEPARTMENT SUMMARY**

DEPARTMENT DIVISIONS	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Community Development Administration	\$ 645,255	769,590	776,530
Planning	2,890,340	5,077,894	4,366,581
Economic Development	879,005	1,368,037	1,507,322
Housing and Neighborhood Services	2,221,310	15,011,515	25,716,046
Building Inspection	7,113,918	5,024,801	5,289,776
<b>TOTAL EXPENDITURES</b>	<b>\$ 13,749,828</b>	<b>27,251,837</b>	<b>37,656,255</b>

EXPENDITURE SUMMARY	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries Wages and Benefits	\$ 6,823,076	9,783,622	10,123,547
Supplies and Other Services	6,782,856	17,130,306	27,168,908
Capital Outlay	8,177	204,509	216,400
Interfund Expenditures	135,719	133,400	147,400
<b>TOTAL EXPENDITURES</b>	<b>\$ 13,749,828</b>	<b>27,251,837</b>	<b>37,656,255</b>

FUNDING SOURCES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
General Operating	\$ 1,550,805	2,049,333	1,753,267
General Non-Operating	180,354	836,100	368,600
Building/Development Services	9,248,864	8,492,918	8,978,887
Below-Market-Rate Housing	664,161	3,833,358	22,236,860
Housing Impact	168,656	7,891,095	269,618
CSFRA/Rental Housing Committee	958,952	2,006,280	1,777,593
Parking District No.2	446,011	756,301	845,694
General Special Purpose	0	35,314	0
Grants	150,244	861,807	928,120
Shoreline Regional Park Community	381,781	489,331	497,616
<b>TOTAL FUNDING</b>	<b>\$ 13,749,828</b>	<b>27,251,837</b>	<b>37,656,255</b>

REVENUE SUMMARY	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
General Local Taxes	\$ 1,736	28,000	0
General Licenses & Permits	10,118,611	7,531,500	9,410,000
Federal Intergovernmental Revenue	89,669	818,354	828,120
General Service Charges	8,159,268	6,783,206	7,104,106
Miscellaneous Revenue	4,356	0	0
<b>TOTAL REVENUES</b>	<b>\$ 18,373,640</b>	<b>15,161,060</b>	<b>17,342,226</b>

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**COMMUNITY DEVELOPMENT – ADMINISTRATION  
DIVISION SUMMARY**

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DIVISION MANAGER – ASSISTANT CITY MANAGER/  
COMMUNITY DEVELOPMENT DIRECTOR

DIVISION OVERVIEW

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

MAJOR DIVISION CHANGES

- General Operating Fund:

Public Noticing: \$12,500

Provides increased funding for costs related to notice meetings. The noticing requirement has been increased to 750', which significantly increases the amount needed for postage and materials for public noticing requirements. An additional \$36,000 is included as limited period in the Development Services Fund.

Supplies: \$4,000

Provides increased funding for supplies, offset by a reduction for courier services.

Training, Conference, and Travel: \$1,500

Provides increased funding for training, conference, and travel to allow the Planning Division staff to attend additional conferences, educational seminars, and training classes. There is an additional \$10,000 in the Development Services Fund.

BUD/LHP-820-02 FY2019-20

**COMMUNITY DEVELOPMENT - ADMINISTRATION  
DIVISION SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Total Regular	2.75	2.75	2.75
Total Part-Time Hourly	0	0	0
<b>TOTAL POSITIONS</b>	<b>2.75</b>	<b>2.75</b>	<b>2.75</b>
EXPENDITURES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries	\$ 342,567	445,752	462,090
Wages	5,566	0	0
Benefits	168,740	229,579	217,281
TOTAL PERSONNEL	516,873	675,331	679,371
Materials and Supplies	73,728 *1	57,048 *2	58,448 *3
Maintenance and Operations	242	286	286
Utilities	0	0	0
Professional/Technical Srvcs	28,385	5,060	5,060
Other Expenses	26,027	31,865	33,365 *4
TOTAL SUPPLIES AND SERVICES	128,382	94,259	97,159
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$ 645,255</b>	<b>769,590</b>	<b>776,530</b>

\*1 Includes limited-period expenditures for the Visual Arts Committee.

\*2 Includes limited-period funding of \$15,100 for the Visual Arts Committee (\$4,100 rebudget balance). Also includes a transfer of funding to the Information Technology department for the consolidation of printer support services.

\*3 Includes increased fundings of \$12,500 for public noticing and \$4,000 for supplies.

\*4 Includes increased funding of \$1,500 for training, conference, and travel.

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## COMMUNITY DEVELOPMENT – PLANNING DIVISION SUMMARY

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### DIVISION MANAGER – ASSISTANT COMMUNITY DEVELOPMENT DIRECTOR/PLANNING MANAGER

#### DIVISION OVERVIEW

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

#### MAJOR DIVISION CHANGES

- General Non-Operating Fund:

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

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

- Development Services Fund:

Associate Planner Position (limited period): \$189,900

Provides continued funding for an Associate Planner position to support the continued high level of development activity and provide additional support at the Development Services Counter.

Transportation Demand Management Ordinance (limited-period): \$100,000

Provides funding for the General Plan action item for a consultant to help prepare a Transportation Demand Management Ordinance.

Community Benefit Financial Study for Gatekeeper Applications (rebudget): \$40,000

Rebudgets funding to be used to conduct a Community Benefit Financial Study for Gatekeeper Applications.

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**COMMUNITY DEVELOPMENT – PLANNING  
DIVISION SUMMARY**

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Precise Plan Noticings (limited period): \$36,000

Provides continued funding for noticing of planning projects. The notices are mailed to the Precise Plan areas to notify residents of Study Sessions, Public Hearings, and neighborhood meetings. An additional \$10,000 is proposed ongoing in the GOF.

Training, Conference, and Travel: \$10,000

Provides increased funding for training, conference, and travel to allow the Planning Division staff to attend additional conferences, educational seminars, and training classes. There is an additional \$1,500 in the General Operating Fund.

Legal Retainer: \$5,000

Provides increased funding for legal consultation on land use law, California Environmental Quality Act (CEQA), and general legal issues related to both long-range and current planning projects.

- Shoreline Regional Park Community Fund:

Legal Retainer (\$10,000 limited period): \$20,000

Provides increased and limited-period funding for legal consultation on matters involving North Bayshore area planning.

BUD/LHP-820-03 FY2019-20

**COMMUNITY DEVELOPMENT - PLANNING  
DIVISION SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Total Regular	18	19 *2	17 *4
Total Part-Time Hourly	0	0	0
<b>TOTAL POSITIONS</b>	<b>18 *1</b>	<b>19 *3</b>	<b>17 *5</b>

\*1 In addition there are the following limited-period positions: Senior Planner, an Asst/ Associate Planner, and a 0.5 FTE Analyst I/II.

\*2 Added an Analyst I/II position.

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

\*4 Two positions transferred to the City Manager's Office.

\*5 In addition there are the following limited-period positions: Senior Planner and Asst/ Associate Planner.

EXPENDITURES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries	\$ 1,626,940 *1	2,692,983 *2	2,479,992 *7
Wages	33,221	50,000 *3	0
Benefits	756,976	1,230,604	1,162,182
<b>TOTAL PERSONNEL</b>	<b>2,417,137</b>	<b>3,973,587</b>	<b>3,642,174</b>
Materials and Supplies	14,553	25,515 *4	10,515
Maintenance and Operations	0	0	0
Utilities	0	0	0
Professional/Technical Srvcs	381,759 *1	891,192 *5	517,892 *8
Other Expenses	74,205 *1	187,600 *6	196,000 *9
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>470,517</b>	<b>1,104,307</b>	<b>724,407</b>
Capital Outlay	2,686	0	0
Interfund Expenditures	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,890,340</b>	<b>5,077,894</b>	<b>4,366,581</b>

\*1 Includes limited-period expenditures for an Administrative Analyst I/II position, Associate Planner position, Environmental Sustainability Task Force, sustainability outreach and engagement, 2015 GHG Inventory, Silicon Valley Clean Energy Authority (SVCE), Environmental Sustainability Action Plan (ESAP), short-term residential rental regulations, soft-story building study, residential TDM guidelines, Precise Plan District Utilities Feasibility Study, Housing Element update, Terra Bella visioning and development principles, legal retainer, and precise plan noticing.

\*2 Includes limited-period fundings for an Associate Planner position and a 0.50 FTE Administrative Aide position.

\*3 Includes limited-period fundings of \$50,000 for an Environmental Sustainability Fellow.

\*4 Includes increased funding of \$15,000 for the Environmental Sustainability Program operating budget.

\*5 Includes increased fundings of \$50,000 for district sustainability performance monitoring, \$16,000 for legal retainer, and \$10,000 for arborist contract services. Also includes limited-period fundings of \$175,000 for soft-story building study (rebudget), \$150,000 for environmental sustainability contract services, \$100,000 for ESAP (rebudget), \$50,000 for short-term residential rental regulations, \$30,000 for 2017 GHG Inventory, \$28,300 for sustainability outreach and engagement (rebudget balance), \$20,000 for solar hot water heaters (rebudget balance), and \$10,000 for ESTF-2 (rebudget balance).

\*6 Includes limited-period fundings of \$100,000 for SB 743 - transit oriented infill projects (\$50,000 rebudget), \$40,000 for Community Benefit Financial Study for Gatekeeper Applications (rebudget), \$21,500 for Precise Plan District Utilities Feasibility Study (rebudget balance), \$12,600 for NBS residential TDM guidelines (rebudget balance), and \$12,000 for precise plan noticings.

\*7 Includes limited-period funding for an Associate Planner position.

\*8 Includes increased funding of \$15,000 for legal retainer. Also includes limited-period funding of \$175,000 for soft-story building study (rebudget).

\*9 Includes increased funding of \$10,000 for training, conference, and travel. Also includes limited-period fundings of \$100,000 for transportation demand management ordinance, \$40,000 for Community Benefit Financial Study for Gatekeeper Applications (rebudget), \$36,000 for Precise Plan noticings, and \$10,000 for legal retainer.

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**COMMUNITY DEVELOPMENT - PLANNING  
DIVISION SUMMARY**

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<u>REVENUES</u>	2017-18 <u>ACTUAL</u>	2018-19 <u>ADOPTED</u>	2019-20 <u>PROPOSED</u>
General Licenses & Permits	\$ 1,124	0	10,000
General Service Charges	1,120,573	1,118,700	811,500
<b>TOTAL REVENUES</b>	<b><u>\$ 1,121,697</u></b>	<b><u>1,118,700</u></b>	<b><u>821,500</u></b>

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**NOTES**

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## COMMUNITY DEVELOPMENT – ECONOMIC DEVELOPMENT DIVISION SUMMARY

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### DIVISION MANAGER – ECONOMIC DEVELOPMENT MANAGER

#### DIVISION OVERVIEW

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

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

#### MAJOR DIVISION CHANGES

- General Non-Operating Fund:

Visual Arts Committee (limited period): \$60,000

Provides continued funding for consultant services to develop a Public Arts Strategy and also to continue the Sidewalk Studios pilot program.

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

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

Secretary – Economic Development Division Position (0.15) (limited period): \$23,600

Provides continued funding for a 0.15 FTE of a Secretary position to support the Economic Development Division (the other 0.35 FTE is funded from the Downtown Benefit Assessment District Fund and the Shoreline Community Fund).

Technology Showcase (limited period): \$20,000

Provides continued funding for consultant services and event operations for the fourth Technology Showcase. The Technology Showcase is becoming a premier Silicon Valley event for local technology products and service demonstrations drawing over 1,500 attendees.

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**COMMUNITY DEVELOPMENT – ECONOMIC DEVELOPMENT  
DIVISION SUMMARY**

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- Downtown Benefit Assessment Districts Fund:
  - Downtown Parking Consultant Services/Long-Term Solutions (limited period): \$300,000
  - Provides continued and new funding to be used to develop shared parking solutions, for consultant services, and for a transportation demand pilot program.
  - Secretary – Economic Development Division Position (0.25) (limited period): \$39,600
  - Provides continued funding for the allocation to the Downtown Benefit Assessment District Fund for the half-time position as noted in the GOF section above.
  - Biannual Collection of Parking Data: \$12,000
  - Provides funding for outside professional contract services for collection of parking data.
  - Parking Lot Pressure Washing (limited period): \$20,000
  - Provides funding to pressure wash and deep clean the City’s two parking garages.
- Shoreline Regional Park Community Fund:
  - Secretary – Economic Development Division Position (0.10) (limited period): \$15,700
  - Provides continued funding for the allocation to the Shoreline Community Fund for the half-time position as noted in the GOF section above.

BUD/LHP-820-04 FY2019-20

**COMMUNITY DEVELOPMENT - ECONOMIC DEVELOPMENT  
DIVISION SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Total Regular	2.50	2 *1	2
Total Part-Time Hourly	0	0	0
<b>TOTAL POSITIONS</b>	<b>2.50</b>	<b>2 *2</b>	<b>2 *2</b>

\*1 Transferred a 0.50 FTE Secretary position to the Housing and Neighborhood Services Division.

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

EXPENDITURES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries	\$ 275,860	383,582 *2	408,103 *6
Wages	43,293	32,000	32,000
Benefits	151,600	160,575	183,339
<b>TOTAL PERSONNEL</b>	<b>470,753</b>	<b>576,157</b>	<b>623,442</b>
Materials and Supplies	29,872	11,610	71,610 *7
Maintenance and Operations	88,276	72,000	72,000
Utilities	102,276	130,000 *3	130,000
Professional/Technical Svcs	52,914 *1	214,500 *4	176,500 *8
Other Expenses	26,514 *1	255,370 *5	325,370 *9
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>299,852</b>	<b>683,480</b>	<b>775,480</b>
Capital Outlay	0	0	0
Interfund Expenditures	108,400	108,400	108,400
<b>TOTAL EXPENDITURES</b>	<b>\$ 879,005</b>	<b>1,368,037</b>	<b>1,507,322</b>

\*1 Includes limited-period expenditures for the technology showcase, parking structure-interior signage improvements, paid parking program, and valet parking pilot program.

\*2 Includes reduced funding of \$52,700 for the redistribution of a Secretary position. Also includes limited-period funding of \$75,700 for a 0.50 FTE Secretary position.

\*3 Includes increased fundings of \$15,000 for gas and electricity cost increases and \$3,000 for City utility cost increase.

\*4 Includes limited-period fundings \$40,000 for El Camino Real light pole banners (rebudget), \$30,000 for the downtown economic vitality program, \$20,000 for technology showcase, and \$20,000 for parking coordinator consultant (rebudget).

\*5 Includes limited-period fundings of \$200,000 for downtown parking long-term solutions and \$50,000 for parking coordinator consultant (rebudget).

\*6 Includes limited-period funding for a 0.50 FTE Secretary position.

\*7 Includes limited-period funding of \$60,000 for the Visual Arts Committee.

\*8 Includes increased funding of \$12,000 for biannual collection of parking data. Also includes limited-period fundings of \$40,000 for El Camino Real light pole banners (rebudget), and \$20,000 for technology showcase.

\*9 Includes limited-period fundings of \$300,000 for downtown parking consultant/long-term solutions and \$20,000 for parking lot pressure washing.

REVENUES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
General Licenses & Permits	\$ 649,093	550,000	697,000
General Service Charges	178,081	178,606	178,606
Miscellaneous Revenue	840	0	0
<b>TOTAL REVENUES</b>	<b>\$ 828,014</b>	<b>728,606</b>	<b>875,606</b>

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## COMMUNITY DEVELOPMENT – HOUSING AND NEIGHBORHOOD SERVICES DIVISION SUMMARY

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### DIVISION MANAGER – HOUSING AND NEIGHBORHOOD SERVICES MANAGER

#### DIVISION OVERVIEW

Housing and Neighborhood Services handles a variety of neighborhood- and housing-related issues, including affordable housing information, the Below-Market-Rate Housing Program, a volunteer mediation program for neighborhood and tenant/landlord disputes, and other activities that support a variety of housing opportunities and promote quality neighborhoods. It is also responsible for staffing the Council Neighborhoods Committee that holds neighborhood meetings throughout the City.

This division also administers the Community Development Block Grant (CDBG) and HOME Federal funds allocated to the City by the U.S. Department of Housing and Urban Development (HUD). These grant funds benefit primarily low- and moderate-income citizens by funding affordable housing projects and community services and improvements.

#### MAJOR DIVISION CHANGES

- General Non-Operating Fund:

Lot 12 Development (limited period): \$50,000

Provides continued funding to move forward with the development of Lot 12. Next steps include retaining attorney services to prepare the legal documents and a parking consultant to review any parking proposals. Total funding of \$150,000 is allocated between the General Non-Operating and Below-Market-Rate Housing Funds.

- Below-Market-Rate (BMR) Fund:

950 West El Camino Real Affordable Housing Project (limited period): \$21,072,800

Rebudgets funding approved by the City Council at the April 30, 2019 Council meeting.

Lot 12 Development (limited period): \$100,000

Provides continued funding to move forward with the development of Lot 12. Next steps include retaining attorney services to prepare the legal documents and a parking consultant to review any parking proposals. Total funding of \$150,000 is allocated between the General Non-Operating and Below-Market-Rate Housing Funds.

Fair Housing Assessment (limited period, \$60,000 rebudget): \$85,000

Provides \$25,000 new funding and rebudgets \$60,000 for Fair Housing Assessment as required by HUD as a condition of CDBG and HOME funding.

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## COMMUNITY DEVELOPMENT – HOUSING AND NEIGHBORHOOD SERVICES DIVISION SUMMARY

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BMR Affordable Housing Program (rebudget balance):	\$50,000
Rebudgets funding for consultant services required as a component of the City Council-requested Phase II assessment and possible modification of the program.	
Housing Intern (limited period):	\$22,000
Provides funding for a Housing Intern to assist with workload.	
Homeless Census Count (limited period, \$4,600 rebudget balance):	\$6,600
Provides \$2,000 new funding and rebudgets the balance of \$4,600 for a Countywide homeless census count. Every other year, the City contributes funds towards the homeless census count performed by the County.	
Training, Conference, and Travel and Memberships:	\$5,000
Provides increased funding for training, conference, and travel to allow the Housing Division staff to attend additional conferences, educational seminars, and training classes; and for professional memberships.	
• Community Stabilization and Fair Rent Act (CSFRA)/Rental Housing Committee (RHC) Fund:	
Net Miscellaneous Expenses:	(\$15,300)
Provides savings for supplies and services as adopted by the RHC on June 18, 2018.	

BUD/LHP-820-06 FY2019-20

**COMMUNITY DEVELOPMENT - HOUSING AND NEIGHBORHOOD SERVICES  
DIVISION SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Total Regular	8.50	9 *2	9
Total Part-Time Hourly	0	0	0
<b>TOTAL POSITIONS</b>	<b>8.50</b>	<b>9</b>	<b>9</b>

\*1 Transferred a 0.50 FTE Secretary position from the Economic Development Division.

EXPENDITURES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries	\$ 760,814	1,078,155	1,131,457
Wages	22,362	0	22,000 *4
Benefits	331,309	522,784	588,697
<b>TOTAL PERSONNEL</b>	<b>1,114,485</b>	<b>1,600,939</b>	<b>1,742,154</b>
Materials and Supplies	78,945	191,570	237,570 *5
Maintenance and Operations	2,824	81,065	55,065 *5
Utilities	0	0	0
Professional/Technical Svcs	827,132 *1	2,154,086 *2	2,146,913 *5/6
Other Expenses	197,924 *1	10,808,855 *3	21,387,944 *5/7
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>1,106,825</b>	<b>13,235,576</b>	<b>23,827,492</b>
Capital Outlay	0	175,000	146,400
Interfund Expenditures	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,221,310</b>	<b>15,011,515</b>	<b>25,716,046</b>

\*1 Includes limited-period expenditures for contract services, NOFA administration, marketing and RFP process for Lot 12, and third party legal services for CSFRA.

\*2 Includes increased fundings of \$35,000 for monitoring of federally funded activities, \$30,000 for BMR administration contract services, \$20,000 for CDBG/HOME website, \$15,000 for NOFA administration, and \$110,000 in reduced funding for the elimination of the Rental Housing Dispute Resolution Program.

\*3 Includes limited-period fundings of \$7.6 million for Shorebreeze apartments project (\$7,320,000 rebudget), \$1.7 million for Palo Alto Housing NOFA proposal, \$1.0 million for the employee homebuyer program (rebudget), \$125,000 for marketing and RFP process for Lot 12(rebudget), \$100,000 for BMR Affordable Housing Program, \$60,000 for fair housing assessment (rebudget), \$10,000 for homeless Census count, and savings of \$15,300 for net miscellaneous expenses as approved by the RHC on June 18, 2018.

\*4 Includes limited-period funding of \$22,000 for a Housing Intern.

\*5 Includes changes to CSFRA budget as proposed to RHC on May 13, 2019.

\*6 Includes limited-period fundings of \$50,000 for Lot 12 development

\*7 Includes a \$25,000 transfer of funding from the Finance and Administrative Services Department for Project Sentinel Fair Housing Services and increased funding of \$5,000 for training, conference, and travel and memberships. Also includes limited-period fundings of \$21.1 million for 950 El Camino Real NOFA project (rebudget), \$100,000 for Lot 12 development, \$85,000 for fair housing assessment (\$60,000 rebudget), \$50,000 for BMR Affordable Housing Program (rebudget balance); and \$6,600 for homeless census count (\$4,600 rebudget balance).

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**COMMUNITY DEVELOPMENT - HOUSING AND NEIGHBORHOOD SERVICES  
DIVISION SUMMARY**

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REVENUES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Federal Intergovernmental Revenue	\$ 89,669	818,354	828,120
General Service Charges	2,373,968	1,897,200 *1	1,545,300
Miscellaneous Revenue	3,516	0	0
<b>TOTAL REVENUES</b>	<b>\$ 2,467,153</b>	<b>2,715,554</b>	<b>2,373,420</b>

\*1 Includes proposed fee revenue of \$2.1 million from CSFRA and removes the revenue of \$110,000 for the repeal of the Rental Housing Dispute Resolution Program.

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## COMMUNITY DEVELOPMENT – BUILDING INSPECTION DIVISION SUMMARY

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### DIVISION MANAGER – CHIEF BUILDING OFFICIAL

#### DIVISION OVERVIEW

The Building Inspection Division, which includes new construction fire prevention functions, along with the Planning Division, helps provide the community a true “one-stop” service for development-related activities. The division is primarily responsible for the review of all building construction-related applications for conformance to the adopted Uniform Building Code and Municipal Code to ensure safe and habitable structures within the City. The Building Inspection Division inspection services help to ensure conformance to the adopted codes and adherence to the approved construction plans. Building staff is also a valuable resource to the community and City staff for building, fire, plumbing, electrical, mechanical, State, and Federal-related code questions, interpretations, and guidance.

#### MAJOR DIVISION CHANGES

- Development Services Fund:

Building Inspector I/II Positions (2.0) (\$387,400 offset by a reduction to contract services): \$137,400

Provides funding for two Building Inspector I/II positions to support the high level of development activity. Converting contract services to regular positions will address the high turnover of consultants and will be more cost-efficient.

Soft-Story Building Study (rebudget): \$93,000

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

Permitting System Maintenance: \$25,000

Provides increased funding for maintenance of the City’s permitting system.

New Building Code Materials (limited period): \$20,000

Provides funding to purchase new sets of code books (both hard copy and electronic) for staff and a set for the City Library. On a triannual basis, the State of California adopted a new series of codes that the Building Inspection Division is required to learn and apply during plan check and inspections.



**COMMUNITY DEVELOPMENT - BUILDING INSPECTION  
DIVISION SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Total Regular	17.25	18.25 *1	20.25 *2
Total Part-Time Hourly	0	0	0
<b>TOTAL POSITIONS</b>	<b>17.25</b>	<b>18.25</b>	<b>20.25</b>

\*1 Added a Building Inspector I/II position.

\*2 Added two Building Inspector I/II positions.

EXPENDITURES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries	\$ 1,492,936	1,918,632 *1	2,222,503
Wages	38,284	0	0
Benefits	772,608	1,038,976	1,213,903
TOTAL PERSONNEL	2,303,828	2,957,608	3,436,406
Materials and Supplies	36,763	35,515	35,515
Maintenance and Operations	363	42,000	42,000
Utilities	4,527	20,000	20,000
Professional/ Technical Svcs	4,716,695	1,735,000 *2	1,510,000 *4
Other Expenses	18,932	180,169 *3	136,855 *5
TOTAL SUPPLIES AND SERVICES	4,777,280	2,012,684	1,744,370
Capital Outlay	5,491	29,509	70,000
Interfund Expenditures	27,319	25,000	39,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 7,113,918</b>	<b>5,024,801</b>	<b>5,289,776</b>

\*1 Includes increased funding of \$18,200 for the reclassification of a Permit Technician position to Assistant Building Inspector.

\*2 Includes increased funding of \$30,000 for digital imaging of Building and Fire permits. Also converts \$450,000 of contract services to regular positions.

\*3 Includes increased fundings of \$28,000 for CASp training and \$10,000 for training, conference, and travel. Also includes limited-period fundings of \$93,000 for soft-story building study (\$87,500 rebudget balance) and \$35,300 for CASp training (rebudget balance).

\*4 Includes increased funding of \$25,000 for permitting system maintenance and decreased funding of \$250,000 for contract services offsetting new positions.

\*5 Includes limited-period fundings of \$93,000 for soft-story building study (rebudget balance) and \$20,000 for new building code materials.

REVENUES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
General Local Taxes	\$ 1,736	28,000 *1	0 *3
General Licenses & Permits	9,468,394	6,981,500 *2	8,703,000
General Service Charges	4,486,646	3,588,700	4,568,700
<b>TOTAL REVENUES</b>	<b>\$ 13,956,776</b>	<b>10,598,200</b>	<b>13,271,700</b>

\*1 Includes increased revenues of \$28,000 for AB1379 CASp Training.

\*2 Includes increased revenues of \$30,000 for fees related to the digital imaging of building and Fire permits.

\*3 AB1379 CASp Training funds now accounted for in a separate fund..

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## NOTES

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# PUBLIC WORKS DEPARTMENT

PUBLIC WORKS DIRECTOR\*  
(Michael A. Fuller)

- TRANSPORTATION AND BUSINESS SERVICES
- 1 Assistant Public Works Director (Dawn Cameron)
- Administration
- 1 Senior Management Analyst  
1 Secretary  
0.5 Program Assistant  
1.5 Office Assistant III
- Transportation Management
- 1 Transportation Manager  
2 Transportation Planner
- Property Management
- 1 Real Property Program Administrator
- Solid Waste
- 1 Solid Waste Program Manager  
1 Senior Management Analyst  
1 Analyst I/II  
1 Administrative Aide (Limited-Period)
- Facilities Maintenance
- 0.5 Fleet and Facilities Manager  
1 Facilities Maintenance Supervisor  
1 Facilities Contract Coordinator  
2 Facilities Maintenance Worker III  
2 Facilities Maintenance Worker I/II  
1 Program Assistant
- Fleet Services
- 0.5 Fleet and Facilities Manager  
1 Equipment Maintenance Supervisor  
2 Equipment Mechanic III  
3 Equipment Mechanic I/II  
1 Equipment Service Worker  
1 Program Assistant

- ENGINEERING
- 1 Assistant Public Works Director (Jacqueline Andrews Solomon)
- 0.5 Program Assistant  
0.5 Office Assistant III
- Construction Engineering
- 1 Principal Civil Engineer  
1 Senior Civil Engineer  
3 Junior/Assistant/Associate Engineer  
1 Junior/Assistant/Associate Engineer (Limited-Period)  
1 Senior PW Inspector  
1 PW Inspector I/II  
1 PW Inspector I/II Overhire (Limited-Period)
- Capital Projects
- 1 Principal Civil Engineer  
2.5 Senior Civil Engineer  
3 Senior Project Manager  
5 Junior/Assistant/Associate Engineer
- Traffic Engineering
- 1 Traffic Engineer  
1 Senior Civil Engineer  
2 Junior/Assistant/Associate Engineer
- Land Development
- 1 Principal Civil Engineer  
3 Senior Civil Engineer  
1 Senior Civil Engineer (Limited-Period)\*\*  
4 Junior/Assistant/Associate Engineer  
2 Junior/Assistant/Associate Engineer (Limited-Period)  
1 Engineering Assistant I/II

- PUBLIC SERVICES
- 1 Assistant Public Works Director (Gregg Hosfeldt)
- Safety/Administration
- 1 Safety & Training Administrator  
1 Senior Management Analyst  
0.5 Streets Technician  
1 Secretary  
3 Office Assistant III
- Engineering & Envir. Compliance
- 1 Principal Civil Engineer  
3 Senior Civil Engineer  
1 Junior/Assistant/Associate Engineer  
1 Junior/Assistant/Associate Engineer (Limited-Period)  
1 Facilities Contract Coordinator
- Utilities Management
- 1 Utilities Services Manager
- Utility Systems
- 1 Utilities Systems Supervisor  
1 Utilities Systems Specialist  
1 Utilities Electrician  
2 Sr. Utilities Systems Technician
- Water Operations
- 1 Water Quality Supervisor  
1 Cross-Connection Ctrl. Specialist  
1 Water Utility Worker III  
3 Water Utility Worker I/II
- Water Distribution
- 1 Water Superintendent  
1 Water Resources Manager  
1 Water Resources Technician  
1 Water Quality Technician  
1 Water Operations Specialist  
3 Sr. Water System Operator  
1 Utilities Inspector/Locator  
1 Heavy Equipment Operator  
2 Water Utility Worker III  
3 Water Utility Worker I/II
- Wastewater
- 1 Wastewater Supervisor  
2 Wastewater Utility Worker III  
5 Wastewater Utility Worker I/II
- Streets Maintenance
- 0.5 Streets & Landfill Closure Manager  
1 Streets Supervisor  
1 Street Lighting Technician  
1 Heavy Equipment Operator  
3 Streets Maintenance Worker III  
4 Streets Maintenance Worker I/II  
2 Street Sweeper Operator
- Landfill Maintenance
- 0.5 Streets & Landfill Closure Manager  
1 Postclosure Supervisor  
2 Postclosure Envir. Sys Specialist  
2 Sr. Postclosure Envir. Sys. Tech.  
1 Heavy Equipment Specialist

FISCAL YEAR 2019-20 POSITION TOTALS: 129.0 Full-Time  
1.0 Regular Part-Time  
6.0 Limited-Period  
1.0 Overhire

\* This position also acts in the capacity of City Engineer.

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

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## NOTES

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## PUBLIC WORKS DEPARTMENT SUMMARY

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### DEPARTMENT MANAGER – PUBLIC WORKS DIRECTOR

#### DEPARTMENT MISSION STATEMENT

Plan, design, review, construct, operate, maintain, and improve the City's infrastructure, facilities, utilities, fleet, property, and equipment.

#### DEPARTMENT OVERVIEW

The Public Works Department plans, designs, reviews, constructs, operates, maintains, and improves the City's infrastructure, facilities, utilities, fleet, property, and equipment; administers the City's Solid Waste Management, Real Estate Management, and Grant programs; provides traffic engineering and transportation planning services; and permits private developments in the public right-of-way.

#### DEPARTMENT FUNCTIONS

- Represent the City's interest in local and regional public works studies and projects and encourage the highest design and environmental quality in public and private improvements.
- Manage the City's participation in the National Flood Insurance Program.
- Manage the acquisition, lease, and disposal of City real property.
- Meet State-mandated solid waste landfill diversion goals by maximizing commercial and residential recycling. (M 1)
- Represent the City in matters relating to, and provide for, solid waste collection and disposal.
- Manage and implement the City's annual Capital Improvement Program. (M 5, 6)
- Ensure the design and construction of programmed capital projects remain on schedule and within budget. (M 6)
- Review, evaluate, and regulate private and public development and construction in the public right-of-way in conformance with the City's General Plan, ordinances, and policies. (M 7, 8)
- Review maps and plans of proposed private developments and assist developers, consultants, engineers, and the public in complying with the City's conditions of approval for private developments. (M 7, 8)
- Manage the processing of private developments, utility company projects, and encroachment and excavation permits.
- Provide for safe, efficient, and convenient circulation of vehicle, bicycle, and pedestrian traffic within the community.
- Maintain traffic-related records, conduct surveys, and perform studies as necessary for the analysis of traffic problems and develop and implement mitigation measures when appropriate.

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## PUBLIC WORKS DEPARTMENT SUMMARY

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- Maintain public streets, sidewalks, parking lots, streetlight systems, and traffic-control measures, including traffic signals. (M 9)
- Manage the City's facilities maintenance and improvement efforts to ensure safe and aesthetically pleasing facilities and provide project management and contract administration services. (M 2)
- Maintain and assist in the procurement of the City's vehicle and equipment fleet. (M 3, 4)
- Manage occupational safety programs and practices in the Public Works and Community Services Departments.
- Operate and maintain the recycled water supply and distribution system.
- Operate and maintain wastewater collection and discharge systems. (M 10, 11)
- Operate and maintain the City's potable water supply and distribution system. (M 12, 13)
- Monitor water quality and ensure compliance with all regulations. (M 13)
- Manage the City's water purchases and consumption to meet State water conservation goals and water supply contract minimum purchase requirements.
- Represent the City in regional transportation issues and congestion management planning.
- Continue to monitor regional transportation projects and coordinate with local, regional, and State transportation agencies.
- Operate and maintain the landfill cap, gas and leachate collection systems, gas wells, flare station, and landfill gas-fueled microturbines. (M 14)
- Manage shopping cart collection and graffiti abatement activities.
- Continue providing landscaping selection assistance, irrigation Best Management Practices guidance, and on-site support to recycled water system customers.
- Continue to implement bicycle and pedestrian mobility improvements that are low-cost and easily implementable.
- Manage the recycled water program to improve water quality, maximize water use, expand the City's distribution system, and participate in efforts to develop a regional distribution system.

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## PUBLIC WORKS DEPARTMENT SUMMARY

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### MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEARS 2019-20 AND 2020-21

*(Items in **bold** are tied to Fiscal Years 2019-20 and 2020-21 Major Council Goals; items in **bold** with \* are continuing Major Council Goals)*

- **Support a Study Session on displacement and net loss; develop a work plan for any desired follow-up actions in conjunction with the City Attorney's Office, City Manager's Office, and Community Development Department.**
- **Support development and consideration of a Community Workforce Agreement in conjunction with the City Attorney's Office, City Manager's Office, Finance and Administrative Services Department.**
- **Support implementation of an oversized vehicle ordinance for health and safety with associated phased enforcement in conjunction with the City Attorney's Office, City Manager's Office, and Police Department.**
- **Support implementation of a Safe Parking Program to include temporary use of Shoreline at Mountain View through March 2020 and the use of a City-negotiated lot in conjunction with the City Manager's Office, Community Development Department, Community Services Department, and Police Department.**
- **Support development of a City-led Gateway Master Plan for North Bayshore in conjunction with the Community Development Department.**
- **Support facilitation of the development of affordable housing at the Santa Clara Valley Transportation Authority (VTA) Evelyn site in conjunction with the City Attorney's Office, City Manager's Office, and Community Development Department.**
- **Support facilitation of the planning/entitlement and building permit process for Lot 12 in conjunction with the City Attorney's Office, City Manager's Office, Finance and Administrative Services Department, and Community Development Department.**
- **Complete the Traffic Operations Center (TOC) feasibility study and develop an implementation plan for making Mountain View a "Transportation Smart City" with support from the Police Department.**
- **Develop and implement a plan to prevent commercial parking from spilling into residential neighborhoods, including a review of the qualification requirements of the Residential Parking Permit Program to facilitate the establishment of RPP Zones, in conjunction with the Community Development Department and support from the City Attorney's Office.**
- **Support development of a Citywide Transportation Demand Ordinance in conjunction with the City Attorney's Office and Community Development Department. (Tentative)**
- **Review of the Neighborhood Traffic Management Program to facilitate consideration of traffic-calming measures, with support from the City Attorney's Office, Community Development Department, and Police Department.**
- **Develop e-scooter regulations with support from the Police Department.**

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## PUBLIC WORKS DEPARTMENT SUMMARY

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- Complete the Castro Pedestrian Mall Feasibility Study with support from the City Manager's Office and Community Development Department.
- Explore opportunities to partner with Sunnyvale and secure grant funding for expanding the Stevens Creek Trail into Sunnyvale.
- Conduct a shuttle study with support from the City Manager's Office.
- Support consolidation and update of existing plans into a comprehensive wildlife and habitat management plan in conjunction with the City Manager's Office and Community Services Department.
- Explore opportunities to build/encourage additional electric vehicle charging stations in conjunction with the City Manager's Office and Community Development Department.
- Support Environmental Sustainability Action Plan (ESAP) projects in conjunction with all departments.
- Support implementation of the Public Services Study actions, including population updates, study of Police staffing levels, and Fire community risk assessment, in conjunction with all departments.
- \*Continue to support a pilot to apply a Human Rights City analysis framework to selected projects in conjunction with all departments.
- \*Continue to support marketing and coordination of the Request for Proposals (RFP) process for Lot 12 in conjunction with the City Attorney's Office, Finance and Administrative Services Department, and Community Development Department.
- \*Continue to develop a comprehensive modal plan that would involve the Santa Clara Valley Transit Authority (VTA), Caltrain, major employers, etc., and include a funding mechanism in conjunction with the Finance and Administrative Services Department.
- \*Continue to implement the Transit Center Master Plan, in conjunction with the City Attorney's Office, the Finance and Administrative Services Department, and the Community Development Department.
- \*Continue to implement a Vision Zero Policy/Program in conjunction with the Police Department.
- \*Continue to solicit input and collaborate with neighbors to develop a regional bike route from Redwood City to Mountain View in conjunction with the City Manager's Office.
- \*Continue to support Citywide SB 743 implementation (California Environmental Quality Act (CEQA) Level of Services (LOS) Vehicle Miles Traveled (VMT) Change) in conjunction with the Community Development Department.
- \*Continue El Camino Real streetscape guidelines, in conjunction with the Community Development Department.
- \*Continue the feasibility study of Automated Guideway Transportation System.



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## PUBLIC WORKS DEPARTMENT SUMMARY

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- **\*Continue the design, permit, and construction of Castro Street/Moffett Boulevard/Central Expressway near-term improvements.**
- **\*Continue the design and construction of Shoreline Boulevard interim transit lane and utility improvements.**
- **\*Continue to develop the Castro Street Bicycle Lane Study.**
- **\*Continue to participate in South Bay Salt Ponds project in conjunction with California State Coastal Commission.**
- **\*Continue to support the Greenhouse Gas Reduction Program (GGRP) and Citywide traffic model update in conjunction with the City Manager's Office.**
- Support Environmental Sustainability Action Plan (ESAP-3) implementation in conjunction with the City Manager's Office.
- Continue East Whisman Area Transportation-Oriented Development Improvements.
- Continue the preliminary design of Shoreline Boulevard bicycle/pedestrian bridge over Highway 101.
- Work with the Santa Clara Valley Water District (SCVWD) and the City of Palo Alto to improve the quality of the City's recycled water, including the potential implementation of advanced treatment technologies.
- Continue to coordinate with the Santa Clara Valley Water District (SCVWD) and cities in Santa Clara County to analyze the feasibility of regional recycled water and/or purified water distribution systems.
- Continue to update the utility system base maps (701 maps) to support a water, sewer, and storm drainage operations modeling system and a Computerized Work Order Management System in conjunction with the Information Technology Department.
- Work with the State Water Resources Control Board to develop a program for permitting on-site stormwater, rainwater, and black-water treatment and reuse systems.
- Complete a work plan for implementing Paperless Permitting and Online Permitting Systems in conjunction with the Community Development, Public Works, and Fire Departments.

**PUBLIC WORKS  
DEPARTMENT SUMMARY**

PERFORMANCE/WORKLOAD MEASURES

	2016-17 Actual	2017-18 Actual	2018-19 Target	2018-19 6 Month	2019-20 Target
<b>Transportation and Business Services:</b>					
1. Pounds of disposed waste per person per day	3.6	3.5	<7.8	3.4	<7.8
2. Percentage of Facilities Division work orders completed in 30 days or less	87% <sup>(A)</sup>	92% <sup>(B)</sup>	>90% <sup>(B)</sup>	88% <sup>(C)</sup>	>90%
3. Percentage of Fleet Division work orders completed in 30 days or less	97%	96%	>95%	97%	>95%
4. Percentage of time frontline fleet units are available (Public Services and Community Services field vehicles)	98%	98%	>95%	97%	>95%
<b>Engineering:</b>					
5. Percentage of construction projects completed with less than 10.0 percent time increase over the original contract award	93%	100%	>85%	100%	>85%
6. For capital improvement projects, the percentage of time the low bid is within 25.0 percent of the Engineer's Estimate	87%	82%	>75%	86%	>75%
7. Percentage of time all tentative maps and private development applications are reviewed within the departmental standard review time	54% <sup>(D)</sup>	64% <sup>(E)</sup>	>70% <sup>(F)</sup>	62% <sup>(G)</sup>	>70%
8. Percentage of time building plans are reviewed within the departmental standard review time	94%	97%	>90%	100%	>90%
9. Pavement condition index (PCI) for asphalt (Metropolitan Transportation Commission rating scale of 0-100, 70-100 being very good)	74 <sup>(H)</sup>	72 <sup>(I)</sup>	>75	N/A <sup>(J)</sup>	N/A <sup>(J)</sup>
<b>Public Services:</b>					
10. Number of feet of sewer mains cleaned	612,137	643,902	>500,000	516,849	>500,000
11. Total number of sanitary sewer overflows	3	4	<6	1	<6
12. Total number of water main breaks	10 <sup>(K)</sup>	2	<6	5 <sup>(K)</sup>	<6
13. Total number of water quality reportable events	0	0	0	0	0
14. Total number of air and/or water quality reportable events at the closed landfills	0	0	<4	0	<4

<sup>(A)</sup> There was a position vacancy during the reporting period.

<sup>(B)</sup> A lower target for Fiscal Year 2018-19 was adopted to reflect the age of City facilities, the increase in the employee population and, therefore, use of City infrastructure, the effects that the healthy economy is having on contractors' response time to our needs, and the improved accuracy of reporting due to the changes in how and when requests are entered into the tracking system.

<sup>(C)</sup> Performance missed target due to aging infrastructure, work orders that were reliant on outside vendors and contractors repair schedules that are often beyond the 30-day target, and major projects (i.e., Michaels) taking significant time from staff.

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## PUBLIC WORKS DEPARTMENT SUMMARY

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- (D) One hundred sixty-seven (167) out of 383 excavation permits and 236 out of 358 planning commentaries were reviewed within the standard time. The increase in review time was due to continued high level and complexity of the workload performed by existing staff resources. Additionally, staff resources had not been fully filled until the end of Fiscal Year 2016-17.
- (E) Two hundred sixty (260) out of 408 excavation permits and 237 out of 376 planning commentaries were reviewed within the standard time. The increase in review time was due to continued high level and complexity of the workload performed by existing staff resources. The additional staffing resources added for Fiscal Year 2017-18 were fully filled at the end of Q2.
- (F) A lower performance measurement was adopted to reflect the additional time needed to provide for the more intensive coordination of complex development projects, inclusive of the large quantity of those projects. The actual performance over the past three fiscal years has shown that the target measurement has not been attained and continues with that trend with the current reporting period.
- (G) One hundred nineteen (119) out of 203 excavation permits and 121 out of 186 planning commentaries were reviewed within the standard time. The increase in review time was due to continued high level and complexity of the workload performed by existing staff resources. Additionally, staff resources for Fiscal Year 2018-19 were not fully filled during Q2.
- (H) The Metropolitan Transportation Commission updated the street rating system in 2015. The new system gives higher ratings for streets that are wearing due to weathering on the surface as opposed to raveling (when large base rocks start to appear on streets). The streets in Mountain View have more weathering and, as such, the City's PCI has risen due to the new rating system and due to recent street reconstruction projects.
- (I) The condition of asphalt is only reassessed every two years. Until it is reassessed, the City's projected PCI will continue to decrease due to aging/weathering.
- (J) Staff has not received a final PCI determination from the Metropolitan Transportation Commission (MTC) as of December 31, 2018.
- (K) The water main breaks occurred on aging pipes. All breaks are documented and prioritized on a break history spreadsheet for future Capital Improvement Projects (CIP) Water Main Replacement.

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**PUBLIC WORKS  
DEPARTMENT SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Public Works Director	1	1	1
Assistant Public Works Director	3	3	3
Transportation Manager	1	1	1
Fleet and Facilities Manager	1	1	1
Utilities Services Manager	1	1	1
Streets and Landfill Closure Manager	1	1	1
Solid Waste Program Manager	1	1	1
Principal Civil Engineer	4	4	4
Senior Civil Engineer	9.50	10.50 *2	10.50
Senior Project Manager	3	3	3
Transportation Planner	2	2	2
Traffic Engineer	1	1	1
Facilities Project Manager	1	0 *3	0
Water Resources Manager	1	1	1
Real Property Program Administrator	1	1	1
Safety and Training Administrator	1	1	1
Senior Management Analyst	2	3 *4	3
Postclosure Supervisor	1	1	1
Utilities Systems Supervisor	1	1	1
Water Quality Supervisor	1	1	1
Water Superintendent	1	1	1
Wastewater Supervisor	1	1	1
Streets Supervisor	1	1	1
Equipment Maintenance Supervisor	1	1	1
Facilities Maintenance Supervisor	1	1	1
Facilities Contract Coordinator	1	2 *3	2
Jr/ Asst/ Associate Engineer (Civil)	11	11	15 *7
Analyst I/II	2	1 *4	1
Environmental Compliance Specialist	1	1	0 *7
Utility Systems Specialist	1	1	1
Postclosure Environmental Systems Specialist	2	2	2
Utilities Electrician	1	1	1
Water Quality Technician	1	1	1
Senior Public Works Inspector	1	1	1
Water Operations Specialist	1	1	1
Senior Water System Operator	3	3	3
Senior Utilities Systems Technician	2	2	2
Senior Postclosure Environmental Systems Tech	2	2	2
Street Lighting Technician	1	1	1
Engineering Assistant I/II	1	1	1
Heavy Equipment Specialist	1	1	1
SUBTOTAL REGULAR	74.50	75.50	78.50

**PUBLIC WORKS  
DEPARTMENT SUMMARY**

POSITIONS CONTINUED	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Balance Forward	74.50	75.50	78.50
Water Resource Technician	1	1	1
Cross-Connection Cntrl Specialist	1	1	1
Public Works Inspector I/II	1	1	1
Utilities Inspector/Locator	1	1	1
Heavy Equipment Operator	2	2	2
Facilities Maintenance III	2	2	2
Facilities Maintenance I/II	2	2	2
Equipment Mechanic III	2	2	2
Equipment Mechanic I/II	3	3	3
Equipment Service Worker	1	1	1
Streets Maintenance Worker III	3	3	3
Streets Maintenance Worker I/II	4	4	4
Streetsweeper Operator	2	2	2
Water Utility Worker III	3	3	3
Water Utility Worker I/II	6	6	6
Wastewater Utility Worker III	2	2	2
Wastewater Utility Worker I/II	5	5	5
Streets Technician	0.50	0.50	0.50
Program Assistant	2	3 *2	3
Secretary	2	2	2
Office Assistant III	4	5 *5	5
Office Assistant I/II	0.50	0 *5	0
<b>TOTAL REGULAR</b>	<b>124.50</b>	<b>127</b>	<b>130</b>
<b>TOTAL PART-TIME HOURLY</b>	<b>1.24</b>	<b>1.12</b>	<b>1.12</b>
<b>TOTAL POSITIONS</b>	<b>125.74 *1</b>	<b>128.12 *6</b>	<b>131.12 *8</b>

\*1 In addition there is a limited-period Senior Civil Engineer position for the duration of the Google Reimbursement Agreement, six limited-period Jr/Asst/Associate Civil Engineer positions, and a limited-period Program Assistant position.

\*2 Added a Senior Civil Engineer position and a Program Assistant position.

\*3 Reclassified a Facilities Project Manager position to Facilities Contract Coordinator.

\*4 Title change from Administrative Analyst I/II to Analyst I/II. Reclassified an Analyst I/II position to Senior Management Analyst.

\*5 Reclassified an Office Assistant I/II position to Office Assistant III and increased from half to full-time.

\*6 In addition there is a Public Works Inspector I/II overhire position and the following limited-period positions: Senior Civil Engineer (for the duration of the Google Reimbursement Agreement), six Jr/Asst/Associate Civil Engineers, and an Administrative Aide.

\*7 Added three Jr/Asst/Associate Civil Engineer positions, and reclassified the Environmental Compliance Specialist position to Jr/Asst/Associate Civil Engineer.

\*8 In addition there is a Public Works Inspector I/II overhire position and the following limited-period positions: Senior Civil Engineer (for the duration of the Google Reimbursement Agreement), four Jr/Asst/Associate Civil Engineers, and an Administrative Aide.

**PUBLIC WORKS  
DEPARTMENT SUMMARY**

DEPARTMENT DIVISIONS	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Public Works Administration	\$ 993,607	1,159,100	1,449,444
Transportation and Business	15,509,828	17,638,664	19,217,624
Engineering	5,670,977	7,039,619	7,702,598
Public Services	42,660,729	48,400,547	49,792,592
<b>TOTAL EXPENDITURES</b>	<b>\$ 64,835,141</b>	<b>74,237,930</b>	<b>78,162,258</b>

EXPENDITURE SUMMARY	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries Wages and Benefits	\$ 19,045,960	23,639,926	25,079,668
Supplies and Other Services	44,828,892	49,576,191	52,003,090
Capital Outlay	98,730	120,313	118,000
Interfund Expenditures	861,559	901,500	961,500
<b>TOTAL EXPENDITURES</b>	<b>\$ 64,835,141</b>	<b>74,237,930</b>	<b>78,162,258</b>

FUNDING SOURCES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
General Operating	\$ 9,302,603	10,495,754	11,231,288
General Non-Operating	457,204	801,000	344,059
Building/Development Services	2,615,493	3,567,842	4,092,715
Shoreline Regional Park Community	956,657	1,230,419	1,303,960
Water	26,973,424	28,735,678	29,788,970
Wastewater	11,437,155	14,643,622	15,130,680
Solid Waste	10,803,860	12,191,267	13,586,650
Equipment Maintenance and Replacement	2,288,745	2,572,348	2,683,936
<b>TOTAL FUNDING</b>	<b>\$ 64,835,141</b>	<b>74,237,930</b>	<b>78,162,258</b>

**PUBLIC WORKS  
DEPARTMENT SUMMARY**

<u>REVENUE SUMMARY</u>	<u>2017-18 ACTUAL</u>	<u>2018-19 ADOPTED</u>	<u>2019-20 PROPOSED</u>
General Licenses & Permits	\$ 1,825,212	773,500	1,060,000
Rents & Leases	154,860	0 *4	0
State Intergovernmental Revenue	193,955	135,000	135,000
General Service Charges	1,462,209	1,015,600	1,656,000
Water Service Charges	33,304,674 *1	34,001,697 *5	34,923,323 *8
Wastewater Service Charges	21,699,987 *2	23,095,252 *6	23,715,433 *9
Recycled Water Charges	640,007 *1	660,000 *5	750,000 *8
Refuse Service Charges	14,665,811 *3	13,676,132 *7	15,429,497 *9
Miscellaneous Revenue	1,021,306	488,547	493,547
Equipment Maintenance Charges	2,487,435	2,690,500	2,884,500
Interfund Revenue Transfers	53,400	53,400	53,400
<b>TOTAL REVENUE</b>	<b>\$ <u>77,508,856</u></b>	<b><u>76,589,628</u></b>	<b><u>81,100,700</u></b>

\*1 Includes rate increase of 7% for average cost of water and meter rates and 3% increase for recycled water.

\*2 Includes rate increase of 10%.

\*3 Includes rate increase of 10% for carts (year 3 of 3 year implementation of cost of service study results) and 2% all other services.

\*4 This revenue has been moved to the General Fund non-department to be consistent with other lease payments.

\*5 Includes rate increase of 1% for average cost of water and meter rates and 22% increase for recycled water.

\*6 Includes rate increase of 8%.

\*7 Includes rate increase if 5% for cart rates only for the Residential Food Scraps Program.

\*8 Includes rate increase of 1% for average cost of water and meter rates and 20% increase for recycled water.

\*9 Includes rate increase of 3%.

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**PUBLIC WORKS – ADMINISTRATION  
DIVISION SUMMARY**

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DIVISION MANAGER – PUBLIC WORKS DIRECTOR

DIVISION OVERVIEW

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

MAJOR DIVISION CHANGES

- Water Fund:

Succession Planning Contract Services for Backfill (limited period):	\$250,000
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Provides funding for contract services to support backfilling positions for succession planning for several positions in addition to the broader City succession plan.

BUD/LHP-905-02 FY2019-20



**PUBLIC WORKS - ADMINISTRATION  
DIVISION SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Total Regular	3	3.50 *1	3.50
Total Part-Time Hourly	0	0	0
<b>TOTAL POSITIONS</b>	<b>3</b>	<b>4</b>	<b>3.50</b>
*1 Added 0.50 FTE of a Program Assistant position.			
EXPENDITURES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries	\$ 675,758	783,034	806,608
Wages	0	0	0
Benefits	272,665	333,546	360,216
TOTAL PERSONNEL	948,423	1,116,580	1,166,824
Materials and Supplies	34,838	23,590	23,590
Maintenance and Operations	0	850	850
Utilities	0	345	345
Professional/Technical Svcs	0	2,500	2,500
Other Expenses	10,346	15,235 *1	255,335 *2
TOTAL SUPPLIES AND SERVICES	45,184	42,520	282,620
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$ 993,607</b>	<b>1,159,100</b>	<b>1,449,444</b>

\*1 Includes limited-period funding of \$9,900 for the Friends of Stevens Creek Trail Fish Passage.

\*2 Includes limited-period funding of \$250,000 for succession planning contract services for backfill.

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## NOTES

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## PUBLIC WORKS – TRANSPORTATION AND BUSINESS SERVICES DIVISION SUMMARY

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### DIVISION MANAGER – ASSISTANT PUBLIC WORKS DIRECTOR

#### DIVISION OVERVIEW

Transportation Management reviews, analyzes, and evaluates City and regional transportation issues, studies, programs, and policies that impact the City, developing recommendations for improvements. Transportation Management is the liaison and advocate for City positions with County, regional, and State agencies involved in transportation planning and provides support to the Council Transportation Committee, Council Rail Corridor Committee, and the Bicycle/Pedestrian Advisory Committee. This division is also responsible for developing, updating, and promoting City programs, policies, and projects to improve pedestrian and bicycle mobility. Other responsibilities include developing the department's operating budget and financial reports, contract management, grant applications and monitoring, and providing clerical support to Public Works Department operations at City Hall.

Property Management manages appraisals, sales, and acquisitions of City property and monitors the department's grant compliance.

Solid Waste Management develops and implements residential/commercial waste reduction and recycling programs and manages waste disposal and SMaRT<sup>®</sup> Station recycling contracts.

Fleet Services provides safe, reliable, economical, and high-quality vehicles and equipment to City departments. This program performs vehicle and equipment services to comply with environmental and safety regulations, minimize operational and ownership costs, and maximize safety and equipment life. Fleet Services also maintains the City's inventory of alternative-fuel vehicles.

Facilities provides safe, clean, and reliable facilities for employees and their clients. The program maintains, inspects, and improves buildings to comply with environmental and safety regulations, minimize operational and ownership costs, and maximize building life.

#### MAJOR DIVISION CHANGES

- General Operating Fund:

Janitorial Cost Increases for City Facilities:	\$91,900
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Provides additional funding for contractual increases to janitorial services.

Congestion Management Agency Dues:	\$29,700
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Provides increased funding for the City's share of dues for the Congestion Management Agency.

City Utility Cost Increase:	\$10,000
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Provides increased funding for City utility services used by City departments based on usage and utility rate adjustments.

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## PUBLIC WORKS – TRANSPORTATION AND BUSINESS SERVICES DIVISION SUMMARY

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- General Non-Operating Fund:
  - Peninsula Bikeway Phase II/Bike Racks (limited period): \$54,700

Provides funding to be received from the Valley Transportation Authority under a funding agreement to be used for the Peninsula Bikeway Study/Phase II (\$39,700) and to add bicycle parking racks at select locations throughout the City (\$15,000).
  - Hourly Staff to Support the Transportation Section (limited period): \$30,000

Provides funding for hourly staff to support the Transportation Section. The increase in workload is mainly attributable to the increased volume of transportation issues.
  - Window and Blind Cleaning (limited period): \$25,000

Provides funding for window and blind cleaning for a portion of City facilities. Funding for the remaining facilities will be requested for Fiscal Year 2020-21.
  - Transportation Management Association/Transportation Demand Management Initiatives (limited period): \$20,000

Provides funding for initiative to expand services beyond shuttles and beyond the current service areas.
- Solid Waste Fund:
  - Administrative Aide – Solid Waste Section Position (limited period): \$159,800

Provides continued funding for an Administrative Aide position to assist with increasing responsibilities and workload due to new regulations and a commitment to zero waste. In addition, the next couple of years will be particularly challenging due to the upcoming simultaneous expiration of the hauling (Recology), processing (SMaRT Station), and landfill (Waste Management) agreements.
  - Commercial Composting Processing Fee: \$10,000

Provides increased funding for the City’s Commercial Composting Processing Program. Additional funds are needed for the increase in cost due to CPI.
- Equipment Maintenance and Replacement Fund:
  - Service Maintenance and Repair Contracts: \$107,000

Provides increased funding for routine maintenance on all vehicles and equipment and unexpected repairs due to increased cost of services.

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**PUBLIC WORKS – TRANSPORTATION AND BUSINESS SERVICES  
DIVISION SUMMARY**

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Permit Fees:	\$15,000
Provides funding for two annual permits fees, Bay Area Air Quality and California Air Resource Board.	
Materials:	\$4,400
Provides increased funding for materials due to cost increases.	
Training, Conference, and Travel:	\$3,600
Provides increased funding for training, conference, and travel to allow staff to attend additional conferences, educational seminars, and training classes.	
Hourly Staff to Support the Fleet Section (limited period):	\$25,000
Provides continued funding for hourly staff to continue supporting the Fleet Section. The additional resources will allow for an on-site fabricator and Police fleet liaison. The fabricator performs on-site metal work to create and repair vehicle and equipment components. The Police fleet liaison will assist with the specialized work involved in preparing specifications for and the upfitting of new Police vehicles.	

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**PUBLIC WORKS - TRANSPORTATION AND BUSINESS  
DIVISION SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Total Regular	27.50	27.50	27.50
Total Part-Time Hourly	0.62	0.62	0.62
<b>TOTAL POSITIONS</b>	<b>28.12</b>	<b>28.12</b> *1	<b>28.12</b> *1

\*1 In addition there is a limited-period Administrative Aide position.

EXPENDITURES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries	\$ 2,742,444	3,369,337 *1	3,495,869 *7
Wages	100,409	95,077 *2	101,211 *8
Benefits	1,475,187	1,794,516	1,855,840
<b>TOTAL PERSONNEL</b>	<b>4,318,040</b>	<b>5,258,930</b>	<b>5,452,920</b>
Materials and Supplies	134,759	96,825 *3	91,825
Maintenance and Operations	1,812,021	2,012,474 *4	2,215,774 *9
Utilities	8,540,628	9,309,835 *5	10,564,546 *10
Professional/Technical Svcs	451,391	746,900 *6	665,600 *11
Other Expenses	181,996	64,200	137,459 *12
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>11,120,795</b>	<b>12,230,234</b>	<b>13,675,204</b>
Capital Outlay	13,393	70,000	0
Interfund Expenditures	57,600	79,500	89,500
<b>TOTAL EXPENDITURES</b>	<b>\$ 15,509,828</b>	<b>17,638,664</b>	<b>19,217,624</b>

\*1 Includes increased fundings of \$14,900 for the reclassification of an Analyst I/II position to Senior Management Analyst and \$17,700 for the reclassification of an Office Assistant I/II position to Office Assistant III. Also includes limited-period funding for an Administrative Aide position.

\*2 Includes limited-period funding of \$50,000 for Fleet hourly staff support.

\*3 Includes limited-period funding of \$5,000 for Plaza Conference Room tables. Also includes a transfer of funding to the Information Technology department for the consolidation of printer support services.

\*4 Includes increased funding of \$32,400 for janitorial cost increases.

\*5 Includes increased fundings of \$73,000 for gas and electricity cost increase, \$22,000 for commercial composting multi-family food scraps program, and \$15,000 for commercial composting processing fee.

\*6 Includes increased funding of \$28,000 for HVAC systems contract services. Also includes limited-period fundings of \$75,000 for Manager's Mobility Partnership regional bike route, \$46,000 for Safe Routes to Schools Education Program, and \$35,000 for the Bay Area Bike Share Program (rebudget balance).

\*7 Includes limited-period funding for an Administrative Aide position.

\*8 Includes limited-period fundings of \$30,000 for Transportation and \$25,000 for Fleet hourly staff support.

\*9 Includes increased fundings of \$107,000 for service maintenance and repair contracts, \$91,900 for janitorial cost increases, and \$4,400 for materials.

\*10 Includes increased fundings of \$10,000 for City utility cost increases and \$10,000 for commercial composting processing fee.

\*11 Includes increased funding of \$29,700 for Congestion Management Agency dues. Also includes limited-period fundings of \$25,000 for window and blind cleaning and \$20,000 for Transportation Management Association/transportation demand management initiatives.

\*12 Includes increased fundings of \$15,000 for permit fees and \$3,600 for training, conference, and travel. Also includes limited-period funding of \$54,700 for Peninsula Bikeway Phase II/bike racks.

**PUBLIC WORKS - TRANSPORTATION AND BUSINESS  
DIVISION SUMMARY**

<u>REVENUES</u>	<u>2017-18 ACTUAL</u>	<u>2018-19 ADOPTED</u>	<u>2019-20 PROPOSED</u>
Rents & Leases	\$ 154,860	0 *2	0
State Intergovernmental Revenue	193,955	135,000	135,000
Refuse Service Charges	14,665,811 *1	13,676,132 *3	15,429,497 *4
Miscellaneous Revenue	53,562	6,000	7,000
Equipment Maintenance Charges	2,487,435	2,690,500	2,884,500
Interfund Revenue Transfers	21,000	21,000	21,000
<b>TOTAL REVENUES</b>	<b>\$ <u>17,576,623</u></b>	<b><u>16,528,632</u></b>	<b><u>18,476,997</u></b>

\*1 Includes rate increase of 10% for carts (year 3 of 3 year implementation of cost of service study results) and 2% all other services.

\*2 This revenue has been moved to the General Fund non-department to be consistent with other lease payments.

\*3 Includes rate increase of 5% for cart rates only for the Residential Food Scraps Program.

\*4 Includes rate increase of 3%.

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## PUBLIC WORKS – ENGINEERING DIVISION SUMMARY

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### DIVISION MANAGER – ASSISTANT PUBLIC WORKS DIRECTOR

#### DIVISION OVERVIEW

Construction Engineering performs inspections for compliance with plans, specifications, regulations, ordinances, and policies pertaining to capital projects and private developments/improvements in the public right-of-way.

Capital Projects Engineering plans, directs, and coordinates the design and management of capital improvement projects, including preparing or reviewing engineering studies, surveys, designs, specifications, and contract documents.

Traffic Engineering plans, designs, and implements traffic operational improvements for the safe and convenient movement and circulation of vehicles, bicycles, and pedestrians within the City. Traffic Engineering also maintains traffic-related records, such as accidents, counts, and speeds, and conducts surveys and studies necessary to analyze traffic situations.

Land Development Engineering establishes development conditions for approval and reviews the accuracy and completeness of private development plans, specifications, plats, maps, property descriptions, and engineering calculations submitted for City approval. Land Development Engineering also assists developers, consultants, engineers, and the public in complying with Public Works Department conditions.

#### MAJOR DIVISION CHANGES

- General Operating Fund:

Associate Civil Engineer – Traffic Section Position (0.45): \$96,300

Converts a limited-term Associate Civil Engineer position to ongoing (the other 0.55 FTE is funded from the Development Services and Shoreline Community Funds) in the Traffic Section to assist with consistently heavy workload.

Adaptive Signal Maintenance Agreement: \$22,100

Provides continuation funding for an Associate Civil Engineer position. This position will support the increased workload in the Land Development Section due to the high levels of development activity and higher complexity of projects.

Associate Civil Engineer – Capital Projects Section Position (\$214,000 offset charges to CIPs): \$21,400

Converts a limited-term Associate Civil Engineer position to ongoing. The position will support the heavy workload in the Capital Improvement Program. The increase in workload is related to new projects generated from high levels of development activity and the Council’s focus on pedestrian and bicycle transportation.



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## PUBLIC WORKS – ENGINEERING DIVISION SUMMARY

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Associate Civil Engineer – Capital Projects Section Position (\$214,000 offset charges to CIPs):	\$21,400
Provides funding for a new Associate Civil Engineer position. The position will support the heavy workload in the Capital Improvement Program and provide increased capacity. The increase in workload is related to new projects generated from high levels of development activity and the Council’s focus on pedestrian and bicycle transportation.	
Rengstorff/Crisanto Traffic Signal System and Streetlight:	\$15,000
Provides funding for the shared maintenance, operation, repair, and utilities for the traffic signal system and streetlights at Rengstorff and Crisanto Avenues. These costs are shared under an agreement with the County of Santa Clara.	
• General Non-Operating Fund:	
Hourly Staff to Support the Traffic Section (limited period):	\$60,000
Provides continued funding for hourly staff to support the Traffic Section. The increase in workload is mainly attributable to the high level of development activity.	
Hourly Staff to Support the Capital Projects Section (limited period):	\$60,000
Provides continued funding for hourly staff to support the Capital Projects Section. The increase in workload is mainly attributable to the large number of capital projects.	
Public Works Inspector I/II Overhire – Construction Section Position (\$193,700 offset by charges to CIPs) (limited period):	\$19,400
Provides continued funding for a Public Works Inspector I/II Overhire position. The position will support the high level of private development-related construction activity in North Bayshore. This position will also support succession planning.	
• Development Services Fund:	
Consultants to Support Land Development Section (limited period):	\$450,000
Provides continued funding for consultants to support the Land Development Section. Additional resources are necessary to process the additional workload created by the high level of development activity.	

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**PUBLIC WORKS – ENGINEERING  
DIVISION SUMMARY**

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Consultants to Support Construction Section (limited period):	\$400,000
Provides continued funding for consultants to support the Construction Section. Additional resources are necessary to process the additional workload created by the high level of development activity.	
Associate Civil Engineer – Construction Section Position (limited period):	\$214,000
Provides continued funding for an Associate Civil Engineer position. This position will support the increased workload in the Construction Section due to the high level of private development and related excavation permits activity.	
Associate Civil Engineer – Land Development Section Position (limited period):	\$214,000
Provides continued funding for an Associate Civil Engineer position. This position will support the increased workload in the Land Development Section due to the high level of development activity and higher complexity of projects.	
Consultants to Support Traffic Engineering Section (limited period):	\$100,000
Provides continued funding for consultants to support the Traffic Engineering Section. The increase in activity is mainly attributable to the approval of the three Precise Plans. The total funding of \$150,000 is allocated between the Development Services Fund and the Shoreline Community Fund.	
Hourly Staff to Support the Land Development Section (limited period):	\$60,000
Provides continued funding for hourly staff to support the Land Development Section. The increase in workload is mainly attributable to the high level of development activity.	
Hourly Staff to Support the Construction Section (limited period):	\$60,000
Provides continued funding for hourly staff to support the Construction Section. The increase in workload is mainly attributable to the high level of development activity.	
Associate Civil Engineer – Traffic Section Position (0.30):	\$64,200
Converts a limited-term Associate Civil Engineer position to ongoing. This is funding for the allocation to the Development Services Fund for this position as mentioned in the GOF section above.	
Associate Civil Engineer – Land Development Section Position (0.25) (limited period):	\$53,500
Provides continued funding for 0.25 FTE of an Associate Civil Engineer position (the other 0.75 FTE is funded from the Shoreline Community, Water, and Wastewater Funds). This position will support the increased workload in the Land	

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**PUBLIC WORKS – ENGINEERING  
DIVISION SUMMARY**

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Development Section due to the high level of development activity and higher complexity of projects.

Developer Contribution (rebudget balance): \$12,400

Rebudgets the balance of funding received from a developer to work on a project as approved by City Council on April 17, 2018.

- Shoreline Regional Park Community Fund:

Associate Civil Engineer – Traffic Section Position (0.25): \$53,500

Converts a limited-term Associate Civil Engineer position to ongoing. This is funding for the allocation to the Shoreline Community Fund for this position as mentioned in the GOF section above.

Associate Civil Engineer – Land Development Section Position (0.25) (limited period): \$53,500

Provides continued funding for the allocation to the Shoreline Community Fund for this position as noted in the Development Services Fund section above.

Consultants to Support Traffic Engineering Section (limited period): \$50,000

Provides continued funding for the allocation to the Shoreline Community Fund for consultants to support the Traffic Engineering Section as noted in the Development Services Fund section above.

- Water Fund:

Associate Civil Engineer – Land Development Section Position (0.25) (limited period): \$53,500

Provides continued funding for the allocation to the Water Fund for this position as noted in the Development Services Fund section above.

- Wastewater Fund:

Associate Civil Engineer-Land Development Section Position (0.20) (limited period): \$53,500

Provides continued funding for the allocation to the Wastewater Fund for this position as noted in the Development Services Fund section above.

BUD/LHP-905-05 FY2019-20

**PUBLIC WORKS - ENGINEERING  
DIVISION SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Total Regular	28.50	29.50 *2	32.50 *4
Total Part-Time Hourly	0	0	0
<b>TOTAL POSITIONS</b>	<b>28.50 *1</b>	<b>29.50 *3</b>	<b>32.50 *5</b>

\*1 In addition there are the following limited-period positions: Senior Civil Engineer, five Jr/Asst/Associate Civil Engineers, and a 0.50 FTE Program Assistant.

\*2 Added 0.50 FTE of a Program Assistant position and 0.50 FTE of an Office Assistant III position (reclassified from an Office Assistant I/II).

\*3 In addition there are the following limited-period positions: Senior Civil Engineer and five Jr/Asst/Associate Civil Engineers, and there is a Public Works Inspector I/II overhire position. .

\*4 Added three Jr/Asst/Associate Civil Engineer positions.

\*5 In addition there is a Public Works Inspector I/II overhire position and the following limited-period positions: Senior Civil Engineer and three Jr/Asst/Associate Civil Engineers, .

EXPENDITURES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Labor Chargeback	\$ 0 *1	(2,000,850)	(2,386,050)
Salaries	2,842,606 *2	5,260,495 *3	5,714,703 *6
Wages	314,733	300,800 *4	300,800 *4
Benefits	1,322,861 *2	2,212,201	2,568,362
<b>TOTAL PERSONNEL</b>	<b>4,480,200</b>	<b>5,772,646</b>	<b>6,197,815</b>
Materials and Supplies	13,754	20,270	20,270
Maintenance and Operations	67,960	79,265	79,265
Utilities	68,583	76,000	76,000
Professional/Technical Srvcs	249,318	235,000	272,100 *7
Other Expenses	697,868 *2	826,438 *5	1,026,148 *8
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>1,097,483</b>	<b>1,236,973</b>	<b>1,473,783</b>
Capital Outlay	67,875	0	0
Interfund Expenditures	25,419	30,000	31,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 5,670,977</b>	<b>7,039,619</b>	<b>7,702,598</b>

\*1 Actual Labor Chargeback is accounted for net of salaries.

\*2 Includes limited-period expenditures for an Associate Civil Engineer position, consulting/hourly staff and developer contribution.

\*3 Includes increased funding of \$17,700 for the reclassification of an Offices Assistant I/II position to Office Assistant III. Also includes limited-period fundings of \$783,700 for five Jr/Asst/Associate Civil Engineer positions and \$18,800 for a Public Works Inspector I/II overhire position.

\*4 Includes limited-period fundings for hourly staff support of \$60,000 for the Traffic Engineering section, \$60,000 for the Capital Projects section, \$60,000 for the Construction section, and \$60,000 for the Land Development section.

\*5 Includes limited-period fundings for consultant support of \$450,000 for the Land Development section, \$200,000 for the Construction section, \$150,000 for Traffic Engineering section and \$12,700 for developer contribution (rebudget balance).

\*6 Includes limited-period fundings of \$642,000 for three Jr/Asst/Associate Civil Engineer positions and \$19,400 for a Public Works Inspector I/II overhire position.

\*7 Includes increased fundings of \$22,100 for adaptive signal maintenance agreement and \$15,000 for Rengstorff/Cristano traffic signal system and streetlight.

\*8 Includes limited-period fundings for consultant support of \$450,000 for the Land Development section, \$400,000 for the Construction section, \$150,000 for Traffic Engineering section and \$12,400 for developer contribution (rebudget balance).

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**PUBLIC WORKS - ENGINEERING  
DIVISION SUMMARY**

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<u>REVENUES</u>	<u>2017-18 ACTUAL</u>	<u>2018-19 ADOPTED</u>	<u>2019-20 PROPOSED</u>
General Licenses & Permits	\$ 1,825,212	773,500	1,060,000
General Service Charges	1,462,209	1,015,600	1,656,000
Miscellaneous Revenue	60,828	6,000	10,000
<b>TOTAL REVENUES</b>	<b>\$ <u>3,348,249</u></b>	<b><u>1,795,100</u></b>	<b><u>2,726,000</u></b>

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## PUBLIC WORKS – PUBLIC SERVICES DIVISION SUMMARY

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### DIVISION MANAGER – ASSISTANT PUBLIC WORKS DIRECTOR

#### DIVISION OVERVIEW

Safety and Administration manages the occupational safety program for the Public Works and Community Services Departments, including accident and illness prevention, workplace safety training, and Public Works emergency response planning. Administration manages customer service programs, including graffiti abatement and abandoned shopping cart retrieval.

Engineering and Environmental Compliance is responsible for the design and permitting of all landfill postclosure systems and meeting regulatory guidelines for landfill maintenance and other Public Services programs. This section also administers capital improvement and miscellaneous engineering projects.

Utilities Maintenance manages the City's water and wastewater systems. The Water Operation installs, operates, and maintains the equipment and facilities to distribute approximately 10 million gallons of water per day to approximately 17,500 customers in the Mountain View service area. The Water Operation also operates and maintains the City's recycled water system. The Wastewater Operation installs, operates, and maintains the sanitary sewer and storm drain systems. Sanitary sewer activities include installing sewer laterals, cleanouts and connections, clearing sewer blockages, and pumping sewage to the Palo Alto Regional Water Quality Control Plant. Storm drain activities include cleaning storm lines and catch basins, maintaining City retention basins, and operating pump stations.

The Streets and Landfill Postclosure Maintenance Section maintains and repairs the City's improved and unimproved streets, sidewalks, curbs and gutters, bikeways, public parking lots, and parking lots at City facilities. Street Maintenance also maintains the striping and markings on streets, curbs, and public parking lots and installs, maintains, and repairs City street signs and streetlights. Landfill Maintenance operates the Flare Station, microturbines, and leachate and gas extraction system, and maintains the landfill cap.

#### MAJOR DIVISION CHANGES

- General Non-Operating Fund:

Program for Sidewalk Ramping, Grinding, and Inspecting (limited period): \$75,000

Provides continued funding to hire hourly seasonal workers to continue performing sidewalk ramping and grinding operations. Also provides increased funding for bimonthly sidewalk inspections to target areas needing repair.

- Shoreline Regional Park Community Fund:

City Utility Cost Increase: \$2,000

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

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**PUBLIC WORKS – PUBLIC SERVICES  
DIVISION SUMMARY**

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- Water Fund:

Associate Civil Engineer – Engineering and Environmental Compliance Section  
Position (limited period): \$214,000

Provides continued funding for an Associate Civil Engineer position. Additional  
staff resources are necessary to comply with recycled water regulations.

Hourly Utility Locating (limited period): \$66,000

Provides funding to hire hourly help to provide utilities locating services. Due to  
the significant number of planned commercial and residential projects throughout  
the City, staff will be unable to provide timely services with current staffing.
- Wastewater Fund:

Hourly Staff to Review Sewer Video: \$50,000

Provides funding for hourly staff to support reviewing sewer video and report  
sewer issues for corrective action.
- Solid Waste Fund:

Reclassification of an Environmental Compliance Specialist position to Associate  
Civil Engineer: \$38,200

Provides funding to reclassify an Environmental Compliance Specialist position to  
Associate Civil Engineer based on an analysis showing a higher level of duties  
performed. This position will support reviewing, compiling, and the ongoing  
management of the City's water/sewer/storm infrastructure-related technical  
documents, studies, and master plans, as well as supporting ongoing utility CIP  
and regulation compliance items.

Bike Lane Cleaning Services: \$18,000

Provides funding for weekly bike lane cleaning services. The City's protected bike  
lanes are too narrow to be cleaned by the City's street sweepers.

City Utility Cost Increase: \$17,200

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

BUD/LHP-905-06 FY2019-20

**PUBLIC WORKS - PUBLIC SERVICES  
DIVISION SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Total Regular	65.50	66.50 *2	66.50
Total Part-Time Hourly	0.50	0.50	0.50
<b>TOTAL POSITIONS</b>	<b>66</b> *1	<b>67</b> *1	<b>67</b> *1

\*1 In addition there is a limited-period Jr/Asst/Associate Civil Engineer position.

\*2 Added a Senior Civil Engineer position.

EXPENDITURES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries	\$ 5,871,572	7,328,269 *2	7,682,720 *7
Wages	131,052 *1	94,651 *3	236,275 *8
Benefits	3,296,673	4,068,850	4,343,114
TOTAL PERSONNEL	9,299,297	11,491,770	12,262,109
Materials and Supplies	756,355	702,560 *4	652,560
Maintenance and Operations	37,146	58,890	58,890
Utilities	30,560,130	33,670,336	34,352,355 *9
Professional/Technical Svcs	765,449	1,178,550 *5	1,101,550 *10
Other Expenses	446,350	456,128 *6	406,128
TOTAL SUPPLIES AND SERVICES	32,565,430	36,066,464	36,571,483
Capital Outlay	17,462	50,313	118,000
Interfund Expenditures	778,540	792,000	841,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 42,660,729</b>	<b>48,400,547</b>	<b>49,792,592</b>

\*1 Includes limited-period expenditures for a pilot program for sidewalk ramping and grinding.

\*2 Includes reduced funding of \$30,500 for the reclassification of the Facilities Project Manager position to Facilities Contract Coordinator. Also includes limited-period funding of \$191,200 for a Jr/Asst/Associate Civil Engineer position.

\*3 Includes limited-period funding of \$50,000 for sidewalk ramping and grinding program.

\*4 Includes limited-period funding of \$50,000 for Residential Parking Permit Program (rebudget balance).

\*5 Includes limited-period funding of \$95,000 for utility locating contract services.

\*6 Includes increased funding of \$7,200 for BAWSCA dues. Also includes limited-period funding of \$50,000 for recycled water program contract services.

\*7 Includes increased funding of \$38,200 for the reclassification of Environmental Compliance Specialist position to Associate Civil Engineer. Also includes limited-period funding of \$214,000 for a Jr/Asst/Associate Civil Engineer position.

\*8 Includes increased funding of \$50,000 for hourly staff to review sewer video. Also includes limited-period fundings of \$75,000 for sidewalk ramping, grinding, and inspecting and \$66,000 for hourly utility locating.

\*9 Includes increased funding of \$19,200 for City utility cost increase.

\*10 Includes increased funding of \$18,000 for bike lane cleaning services.



**PUBLIC WORKS - PUBLIC SERVICES  
DIVISION SUMMARY**

REVENUES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Water Service Charges	\$ 33,304,674 *1	34,001,697 *3	34,923,323 *5
Wastewater Service Charges	21,699,987 *2	23,095,252 *4	23,715,433 *6
Recycled Water Charges	640,007 *1	660,000 *3	750,000 *5
Miscellaneous Revenue	906,916	476,547	476,547
Interfund Revenue Transfers	32,400	32,400	32,400
<b>TOTAL REVENUES</b>	<b>\$ 56,583,984</b>	<b>58,265,896</b>	<b>59,897,703</b>

\*1 Includes rate increase of 7% for average cost of water and meter rates and 3% increase for recycled water.

\*2 Includes rate increase of 10%.

\*3 Includes rate increase of 1% for average cost of water and meter rates and 22% increase for recycled water.

\*4 Includes rate increase of 8%.

\*5 Includes rate increase of 1% for average cost of water and meter rates and 20% increase for recycled water.  
Includes rate increase of 3%.

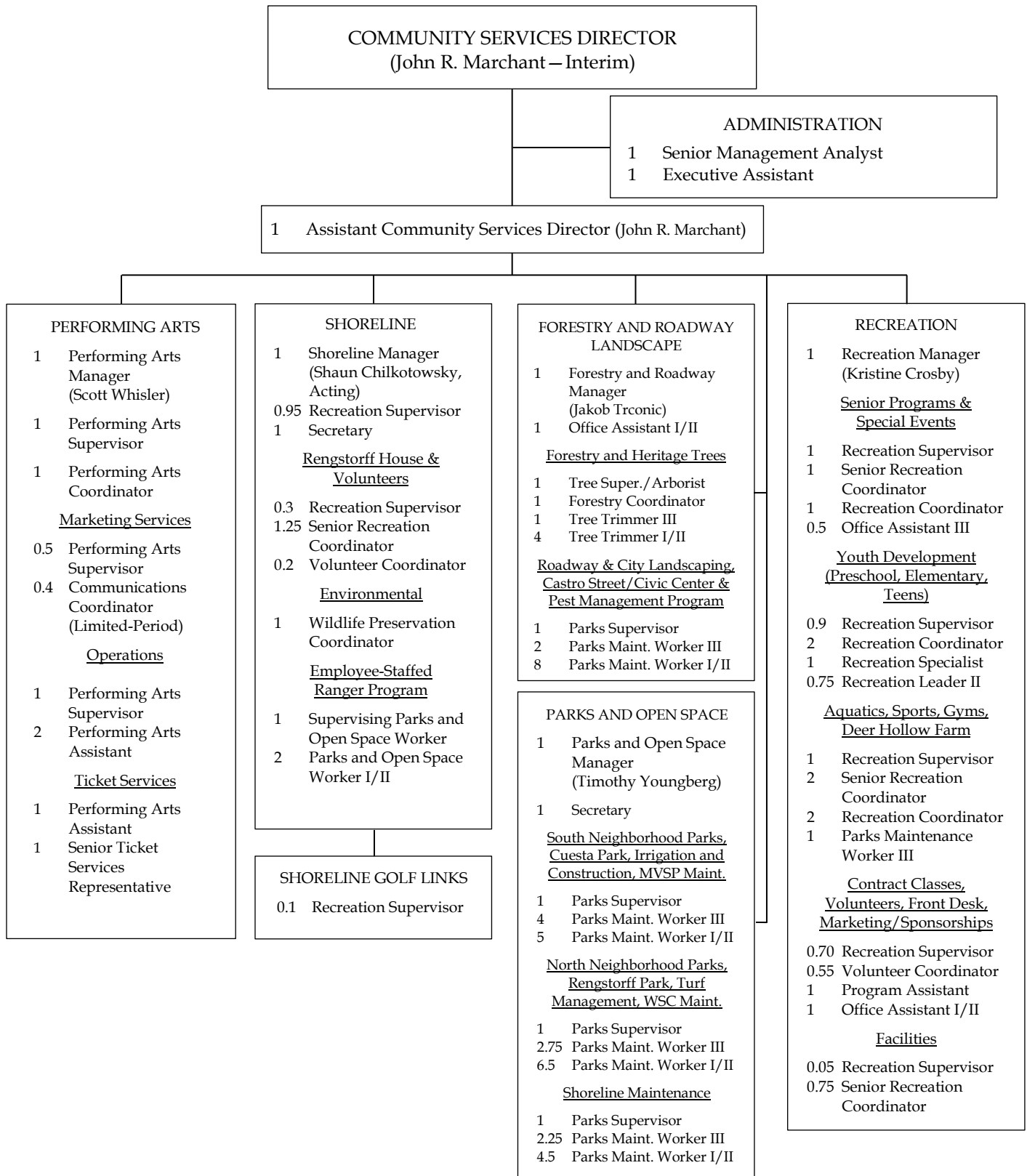
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## NOTES

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# COMMUNITY SERVICES DEPARTMENT



FISCAL YEAR 2019-20 POSITION TOTALS: 86.0 Full-Time  
 4.5 Regular Part-Time  
 0.4 Limited-Period

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## COMMUNITY SERVICES DEPARTMENT SUMMARY

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### DEPARTMENT MANAGER – COMMUNITY SERVICES DIRECTOR

#### DEPARTMENT MISSION STATEMENT

To create community through people, parks, and programs; provide recreational experiences; promote health and wellness; foster human development; protect environmental and open-space resources; strengthen security and safety; support economic growth; facilitate community problem-solving; and strengthen community image and sense of place.

#### DEPARTMENT OVERVIEW

The Community Services Department is responsible for the programming and operation of the Mountain View Center for the Performing Arts; for the continued development and operation of commercial and recreational activities at the City's 750-acre Shoreline at Mountain View Regional Park; for the maintenance and operation of Shoreline Golf Links and of Stevens Creek Trail; for the maintenance of City-owned parks, roadway landscaping, and street trees; and for delivery of recreation programs and services that make Mountain View a better place to live now and in the future.

#### DEPARTMENT FUNCTIONS

- Assure that services provided are responsive to community needs. (M 1, 2, 3, 4, 5, 6, 7, 8, 15, 16, 17, 19, 20, 21, 22, 23, 24, 25, 26, 27)
- Analyze the department's services to assure they are provided in a cost-effective manner.
- Continue to monitor and evaluate use of recycled water and maintain current aesthetics and plant health.
- Provide access to performing arts facilities and provide quality service for clients/licensees. (M 2, 3, 4, 5)
- Provide entertainment opportunities for Center for the Performing Arts patrons. (M 2, 3)
- Provide education and outreach opportunities to the community.
- Comply with various regulatory agency requirements as they relate to wetlands, wildlife, and land use in the Shoreline area.
- Provide the community and visitors a safe and secure outdoor recreation experience by proper maintenance and supervision of trails, pathways, roadway/landscaped areas, turf areas, and facilities in the Shoreline and North Bayshore areas. (M 6, 10, 11, 12)
- Manage and operate the golf course in such a manner as to maximize operating revenues and control operating expenses. (M 7, 8, 9)
- Provide golfing customers an enjoyable golfing experience, including enhanced playing conditions and high levels of customer service. (M 7, 8, 9)

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## COMMUNITY SERVICES DEPARTMENT SUMMARY

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- Manage the Urban Forestry Program, including maintenance of street, median, and park trees, and enforcement of the Heritage Tree Ordinance. (M 10, 11, 12)
- Maintain all City landscaped areas, including parks, Stevens Creek Trail, medians, roadways, vacant land, and public facilities. (M 10, 11, 12, 13, 14)
- Conduct safety inspections of all park and playground areas and equipment.
- Monitor and evaluate Recreation Cost-Recovery Policy goals as approved by the City Council.
- Continue to implement positive and constructive activities for youth.
- Provide or facilitate scheduling of youth, adult, and older adult recreation activities, sports, classes, events, and facility rentals at the Community Center, Senior Center, Teen Center, Mountain View Sports Pavilion, Whisman Sports Center, Graham Sports Complex, Shoreline Athletic Fields, Cuesta Tennis Center, historic Adobe Building and Rengstorff House, as well as various park areas and school sites. (M 15, 16, 17, 18, 22, 23, 24, 25, 26, 27)
- Provide environmental education classes and camps at Deer Hollow Farm.
- Coordinate the Citywide volunteer program and establish effective partnerships with community-based organizations. (M 19)
- Provide a comprehensive aquatics program using Eagle and Rengstorff Pools. (M 20, 21)
- Plan, implement, and review Citywide special events.

### MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEARS 2019-20 AND 2020-21

*(Items in **bold** are tied to Fiscal Years 2019-20 and 2020-21 Major Council Goals; items in **bold** with \* are continuing Major Council Goals)*

- **Explore opportunities to partner with school districts to enhance after-school programs.**
- **Support implementation of a Safe Parking Program to include temporary use of Shoreline at Mountain View through March 2020 and the use of a City-negotiated lot in conjunction with the City Manager's Office, Community Development Department, Public Works Department, and Police Department.**
- **Update the Community Tree Master Plan, and review existing guiding policies and ordinances in coordination with the update, with support from the City Attorney's Office, City Manager's Office, and Community Development Department.**
- **Consolidate and update existing plans into a comprehensive wildlife and habitat management plan, with support from the City Manager's Office and Public Works Department.**
- **Support Environmental Sustainability Action Plan (ESAP) projects in conjunction with all departments.**

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## COMMUNITY SERVICES DEPARTMENT SUMMARY

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- Support implementation of the Public Services Study actions, including population updates, study of Police staffing levels, and Fire community risk assessment, in conjunction with all departments.
- Review and update the Park Land Dedication Ordinance with support from the City Attorney's Office and Community Development Department.
- \*Continue to support collaboration with regional partners to fund and/or improve awareness of and access to information and referral resources for immigrants, particularly for mixed-status families, in conjunction with the City Manager's Office and the Library Services Department.
- \*Continue to support a pilot to apply a Human Rights City analysis framework to selected projects, in conjunction with all departments.
- Support implementation of initiatives that come with being a designated Age-Friendly City by the World Health Organization.
- Continue to support the park irrigation improvement projects, including replacements at Shoreline at Mountain View in conjunction with the Public Works Department.
- Continue the efforts of the Four-Cities Coordinated Stevens Creek Trail Feasibility Study by identifying available funding sources both locally and regionally to support the design and construction of the extension of the Trail to Remington Drive.
- Continue to implement and evaluate new employee-staffed Ranger services program.
- Support the completion of improvements to facilities, including at Deer Hollow Farm, in conjunction with the Public Works Department.
- Continue to perform safety and efficiency improvements at the Center for the Performing Arts.
- Support design and construction of Fayette Park, Evandale Park, Mora-Ortega Park, South Whisman, and Wyandotte Park in conjunction with the Public Works Department.
- Support fundraising, design, and construction of an all-inclusive playground in conjunction with the Magical Bridge Foundation and the Public Works Department.
- Support the design of the Rengstorff Aquatics Complex Renovation in conjunction with the Public Works Department.
- Implement and evaluate new programming and marketing strategies for the renovated and expanded Community Center as a community asset offering new classes, camps, activities, and rental opportunities.
- Support design and construction of the Center for the Performing Arts SecondStage seating and support space upgrade in conjunction with the Public Works Department.
- Resurface the entire landing area of the Driving Range at Shoreline Golf Links.
- Continue turf and bunker improvement projects at Shoreline Golf Links.

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## COMMUNITY SERVICES DEPARTMENT SUMMARY

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- Replace the play structure (scow) at Shoreline at Mountain View in conjunction with the Public Works Department.
- Install a sand volleyball court for public use in the City of Mountain View in conjunction with the Public Works Department.
- Continue to implement and evaluate new programming for Civic Center Plaza activation.
- Pilot expansion of the Thursday Night Live special event series in downtown by two additional nights for a six-consecutive-night series while increasing engagement with downtown businesses.
- Evaluate the operations of Michaels at Shoreline by the new operator, Touchstone Golf, following the facility enhancements and reopening of the restaurant in winter 2019.

### PERFORMANCE/WORKLOAD MEASURES

	2016-17 Actual	2017-18 Actual	2018-19 Target	2018-19 6 Months	2019-20 Target
<b>Administration:</b>					
1. Number of open space acres per 1,000/population:					
Including North Bayshore Area	13.4	13.4	>3	13.4	>3
Excluding North Bayshore Area	2.6 <sup>(A)</sup>	2.6 <sup>(A)</sup>	>3	2.6 <sup>(A)</sup>	>3
<b>Center for the Performing Arts:</b>					
2. Number of use days <sup>(B)</sup>	492	573	>450	270	>450
3. Number of performances	437	555	>390	242	>390
4. Percentage of clients surveyed who rate the theatre experience as "very good" or "outstanding"	91%	85% <sup>(C)</sup>	>90%	94%	>90%
5. Percentage of patrons surveyed who say they enjoyed their experience at the MVCPA	98%	96%	>90%	97%	>90%
<b>Shoreline:</b>					
6. Number of Rengstorff House rentals	461	520	>500	340	>500
<b>Shoreline Golf Links:</b>					
7. Number of paid rounds of golf	69,132 <sup>(D)</sup>	65,749 <sup>(E)</sup>	74,000	30,201 <sup>(E)</sup>	69,100
8. Number of tournament rounds	4,295 <sup>(D)</sup>	5,562	>5,000	2,341	>5,100
9. Number of memberships	795	756 <sup>(E)</sup>	>775	693 <sup>(E)</sup>	>740
<b>Forestry:</b>					
10. Average maintenance cost per landscaped median acre	\$9,185	\$8,096	<\$10,000	\$5,925 Reported	<\$10,000
11. Number of trees planted	251	256	>256	Annually	>256
12. Number of trees trimmed	2,863	2,726	>2,700	1,694	>2,700

**COMMUNITY SERVICES  
DEPARTMENT SUMMARY**

	2016-17 Actual	2017-18 Actual	2018-19 Target	2018-19 6 Months	2019-20 Target
<b>Parks and Open Space:</b>					
13. Average maintenance cost per park acre (not including Shoreline)	\$16,984	\$16,361	<\$22,000	\$10,146	<\$22,000
14. Average water consumption per park acre	380 units <sup>(F)</sup>	370 units <sup>(G)</sup>	<820 units	194 units <sup>(G)</sup>	<820 units
<b>Recreation:</b>					
15. Percentage of class registrations completed online (net, not including golf, tennis, drop-in or lap swim)	68%	77%	>65%	74%	>70%
16. Number of participants registered in Recreation classes	8,412	8,501	>8,000	Reported Annually	>8,300
17. Number of facility rental bookings/hours:					
Community Center	5,367	N/A <sup>(H)</sup>	>1,000 <sup>(H)</sup>	0 <sup>(H)</sup>	>5,000
Senior Center	700	1,055	>550	802	>550
Adobe Building	815	817	>650	478	>650
Gyms	5,923	6,352	>5,940	2,676	>5,940
Athletic Fields	32,153	27,662 <sup>(G)</sup>	>30,000	14,755	>30,000
18. Barbecue Rentals	1,021	7,178 <sup>(I)</sup>	>5,000 <sup>(I)</sup>	5,863	>5,000
19. Annual Citywide volunteer hours	46,413	42,235 <sup>(J)</sup>	>45,000	23,054	>45,000
20. Number of Lap Swim participants	25,648 <sup>(K)</sup>	25,803 <sup>(L)</sup>	>26,000	13,141	>26,000
21. Number of swim lesson participants	2,355	2,418	>2,200	2,203	>2,200
22. Number of meals served through the Senior Center Nutrition Program	30,734	32,597	>30,000	15,722	>30,000
23. Number of summer camp participants	1,835	2,029	>1,800	1,848	>1,800
24. Number of preschool participants	92	79 <sup>(H)</sup>	>80	64 <sup>(H)</sup>	>80
25. Number of participants in contract classes	3,368	4,481	>3,300	2,728	>3,600
26. Number of attendees participating at teen programs and events	9,752	10,584	>9,000	4,038	>9,000
27. Number of permits issued for special events and activities	131	166	>125	104	>125

<sup>(A)</sup> Citywide target set at three acres per 1,000 population as defined by the City's Park Land Dedication Ordinance. The City continues to develop new open space, but an increase in population has kept the actual below target.

<sup>(B)</sup> Total includes rental of the rehearsal studio.

<sup>(C)</sup> Received a total of 13 responses, of which two were "satisfactory." The small number of responses gave these two lower ratings more weight, which lowered the percentage.

<sup>(D)</sup> An unusually wet winter reduced the amount of rounds played on the golf course. A marketing position was also vacant for part of the fiscal year.

<sup>(E)</sup> Competition from Moffett Golf Course and the reopening of Baylands Golf Course in Palo Alto in May 2018 have affected number of rounds and membership.

<sup>(F)</sup> Water usage was low due to drought restrictions at the beginning of the fiscal year followed by an unusually wet winter.

<sup>(G)</sup> Due to renovation of multiple athletic fields, rental hours and water use are down compared to prior years.



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## COMMUNITY SERVICES DEPARTMENT SUMMARY

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- (H) The Community Center was closed for renovation and expansion from August 2018 to March 2019. The Fiscal Year 2018-19 target is based on a partial-year opening. As a result, Preschool was moved to The View Teen Center in the interim.
- (I) Due to a software upgrade by the Recreation Division and to better track the use of facilities, the reservation metric for Barbecue Rentals was changed to private rental hours instead of number of bookings for Fiscal Year 2017-18. This matches the metric for other rental facilities, which switched to private rental hours in previous years.
- (J) Due to the Library renovation, the Library needed approximately 1,100 fewer volunteer hours. The Office of Emergency Services also had approximately 2,000 fewer volunteer hours due to volunteers retiring or moving out of the area. Also, the CERT program is now coordinated with neighboring communities, reducing the number of volunteer instructor hours.
- (K) A wet winter reduced the number of lap swimmers. Mechanical issues with the chlorination system also caused some closures.
- (L) With Recreation's current registration system, ActiveNet, Master's swimmers, who also utilize the pool for lap swim, were not counted in this total. Staff has modified their process to account for these lap swim participants and are reflected in the Fiscal Year 2018-19 Actuals.

BUD/LHP-209-01 FY2019-20

**COMMUNITY SERVICES  
DEPARTMENT SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Community Services Director	1	1	1
Assistant Community Services Director	0	1 *2	1
Shoreline Manager	0	1 *2	1
Performing Arts Manager	1	1	1
Parks Manager	1	0 *3	0
Forestry and Roadway Manager	0	1 *3	1
Parks and Open Space Manager	0	1 *3	1
Recreation Manager	1	1	1
Performing Arts Supervisor	2.50	2.50	2.50
Parks Section Manager	1	0 *3	0
Tree Supervisor/Arborist	1	1	1
Parks Supervisor	3	4 *3	4
Performing Arts Coordinator	1	1	1
Recreation Supervisor	5	5	5
Senior Recreation Coordinator	5	5	5
Volunteer Coordinator	0.75	0.75	0.75
Recreation Coordinator	5	5	5
Forestry Coordinator	0	0	1 *5
Forestry Maintenance Specialist	1	1	0 *5
Tree Trimmer III	1	1	1
Tree Trimmer I/II	4	4	4
Parks Maintenance Worker III	13	12 *3	12
Parks Maintenance Worker I/II	24	24	24
Supervising Parks and Open Space Worker	0	1 *2	1
Parks and Open Space Worker I/II	0	0	2 *6
Senior Management Analyst	1	1	1
Executive Assistant	1	1	1
Program Assistant	1	1	1
Secretary	2	2	2
Office Assistant III	0.50	0.50	0.50
Office Assistant I/II	1	2 *2	2
Performing Arts Assistant	3	3	3
Recreation Specialist	1	1	1
Wildlife Preservation Coordinator	1	1	1
Senior Ticket Service Representative	1	1	1
Recreation Leader II	0.75	0.75	0.75
<b>TOTAL REGULAR</b>	<b>84.50</b>	<b>88.50</b>	<b>90.50</b>
<b>TOTAL PART-TIME HOURLY</b>	<b>45.80</b>	<b>47.42 *4</b>	<b>47.12 *7</b>
<b>TOTAL POSITIONS</b>	<b>130.30 *1</b>	<b>135.92 *1</b>	<b>137.62 *8</b>

\*1 In addition there is a limited-period 0.50 FTE Performing Arts Supervisor position.

\*2 Added an Assistant Community Services Director position, a Shoreline Manager position, a Supervising Parks and Open Space Worker position, and an Office Assistant I/II position.

\*3 Reclassifications of: the Parks Manager position to Parks and Open Space Manager; the Parks Section Manager position to Forestry and Roadway Manager; and a Parks Maintenance Worker III position to Parks Supervisor.

\*4 Net increased hours for Ranger Program and City Trails.

\*5 Midyear reclassification of a Forestry Maintenance Specialist position to a Forestry Coordinator.

**COMMUNITY SERVICES  
DEPARTMENT SUMMARY**

\*6 Added two Parks and Open Space Worker I/II positions.

\*7 Net of reduced hours to offset Parks and Open Space Worker I/II positions, and increased hours for Building Attendant for the new Community Center.

\*8 In addition there is a limited-period 0.40 FTE Communications Coordinator position.

DEPARTMENT DIVISIONS	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Community Services Administration	\$ 487,746	887,074	1,031,245
Performing Arts	1,636,734	1,802,901	1,869,930
Shoreline	1,489,515	1,924,024	1,886,587
Shoreline Golf Links/Restaurant	1,956,877	2,133,017	3,865,878
Forestry and Roadway Landscape	3,419,635	4,286,156	4,298,315
Parks and Open Space	5,926,171	6,586,099	7,124,052
Recreation	4,848,576	5,940,635	6,120,573
<b>TOTAL EXPENDITURES</b>	<b>\$ 19,765,254</b>	<b>23,559,906</b>	<b>26,196,580</b>

EXPENDITURE SUMMARY	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries Wages and Benefits	\$ 12,828,584	15,865,760	16,824,088
Supplies and Other Services	6,280,190	6,903,546	8,624,092
Capital Outlay	153,230	246,600	178,400
Interfund Expenditures	503,250	544,000	570,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 19,765,254</b>	<b>23,559,906</b>	<b>26,196,580</b>

FUNDING SOURCES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
General Operating	\$ 14,377,932	17,013,510	17,735,071
General Non-Operating	134,036	279,900	236,420
Shoreline Golf Links/Restaurant	1,956,877	2,133,017	3,865,878
Shoreline Regional Park Community	3,296,409	4,133,479	4,359,211
<b>TOTAL FUNDING</b>	<b>\$ 19,765,254</b>	<b>23,559,906</b>	<b>26,196,580</b>

REVENUE SUMMARY	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Fines & Forfeitures	\$ 500	1,000	1,000
Rents & Leases	1,317,734	1,089,420	1,151,210
Local Intergovernmental Revenue	140,132	130,000	130,000
Recreation Service Charges	2,025,235	1,833,340	1,908,270
Golf Course Service Charges	2,302,555	2,514,000	2,431,500
Restaurant Revenue	0	0	2,000,500
General Service Charges	658,748	381,280	487,160
Miscellaneous Revenue	919,634	595,130	684,970
Interfund Revenue Transfers	55,000	55,000	55,000
<b>TOTAL REVENUES</b>	<b>\$ 7,419,538</b>	<b>6,599,170</b>	<b>8,849,610</b>

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**COMMUNITY SERVICES – ADMINISTRATION  
DIVISION SUMMARY**

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DIVISION MANAGER – COMMUNITY SERVICES DIRECTOR

DIVISION OVERVIEW

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

BUD/LHP-209-02 FY2019-20

**COMMUNITY SERVICES - ADMINISTRATION  
DIVISION SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Total Regular	2.30	3.60 *1	3.80 *2
Total Part-Time Hourly	0	0	0
<b>TOTAL POSITIONS</b>	<b>2.30</b>	<b>3.60</b>	<b>3.80</b>

\*1 Added an Assistant Community Services Director position. Transferred 0.15 FTE of a Senior Management Analyst position and 0.15 FTE of an Executive Assistant position from the Shoreline Division.

\*2 Transferred 0.20 FTE of the Community Services Director position from the Shoreline Division.

EXPENDITURES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries	\$ 290,459	532,578	616,450
Wages	0	0	0
Benefits	131,964	250,343	310,642
TOTAL PERSONNEL	422,423	782,921	927,092
Materials and Supplies	4,665	7,183 *1	7,183
Maintenance and Operations	0	0	0
Utilities	0	250	250
Professional/ Technical Srvcs	54,370	81,735	81,735
Other Expenses	6,288	14,985	14,985
TOTAL SUPPLIES AND SERVICES	65,323	104,153	104,153
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$ 487,746</b>	<b>887,074</b>	<b>1,031,245</b>

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

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## COMMUNITY SERVICES – PERFORMING ARTS DIVISION SUMMARY

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### DIVISION MANAGER – PERFORMING ARTS MANAGER

#### DIVISION OVERVIEW

Performing Arts is responsible for the management and operation of the Mountain View Center for the Performing Arts, a three-theatre performing arts complex owned and managed by the City. The Center and its staff service an active schedule of performances with a mix of community and regional artists. The Center provides a well-maintained and -equipped facility; technical service support; computerized ticket sales operation; marketing and publication support; house management; and a volunteer usher corps for all performances.

#### MAJOR DIVISION CHANGES

- General Operating Fund:

Per-Ticket Fee (offset by \$13,000 in revenue): \$13,000

Provides additional funding for increases related to the per ticket fee assessed on all ticket sales the vendor, ShoWare. The increase is fully cost recovered by fees charged to the performance.

*Preview* Magazine (offset by \$9,000 in revenue): \$9,000

Provides additional funding for the increased cost to print and mail the *Preview* Magazine.

Audience Services Supplies: \$3,000

Provides increased funding for audience services materials and supplies at the Center for the Performing Arts due to increased costs.

- General Non-Operating Fund:

Communications Coordinator Position (0.40) (limited period): \$84,300

Provides funding for 0.40 FTE Communications Coordinator position. Another 0.10 FTE is in the City Manager's Office. The additional resources will provide continued support for marketing and public relations.

CPA Lobby Furniture (limited period): \$33,500

Provides funding to replace furniture in the lobby of the Center for Performing Arts.

BUD/LHP-209-03 FY2019-20

**COMMUNITY SERVICES - PERFORMING ARTS  
DIVISION SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Total Regular	8.50	8.50	8.50
Total Part-Time Hourly	1.67	1.67	1.67
<b>TOTAL POSITIONS</b>	<b>10.17</b> *1	<b>10.17</b> *1	<b>10.17</b> *2

\*1 In addition there is a limited-period 0.50 FTE Performing Arts Supervisor position.

\*2 In addition there is a limited-period 0.40 FTE Communications Coordinator position.

EXPENDITURES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries	\$ 785,033 *1	948,352 *2	959,573 *5
Wages	229,154	150,881 *3	153,248
Benefits	461,419 *1	493,121	512,562
<b>TOTAL PERSONNEL</b>	<b>1,475,606</b>	<b>1,592,354</b>	<b>1,625,383</b>
Materials and Supplies	34,764	34,617 *4	72,897 *6
Maintenance and Operations	49,291	38,350	50,700 *7
Utilities	242	650	450
Professional/Technical Svcs	55,792 *1	38,300	45,800 *8
Other Expenses	7,543	11,330	11,900
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>147,632</b>	<b>123,247</b>	<b>181,747</b>
Capital Outlay	13,496	87,300	62,800
Interfund Expenditures	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,636,734</b>	<b>1,802,901</b>	<b>1,869,930</b>

\*1 Includes limited-period expenditures for Performing Arts Supervisor position and audio and visual consultant.

\*2 Includes limited-period funding for a 0.50 FTE Performing Arts Supervisor position.

\*3 Includes increased funding of \$3,200 for increased wage range for House Manager.

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

\*5 Includes limited-period funding for a 0.40 FTE Communicationc Coordinator position.

\*6 Includes increased funding of \$3,000 for audience services supplies and limited-period funding of \$33,500 for lobby furniture.

\*7 Includes increased funding of \$13,000 for per-ticket fee.

\*8 Includes increased funding of \$9,000 for Preview magazine.

REVENUES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Rents & Leases	\$ 690,602	524,080	525,580
General Service Charges	540,083	329,300	383,500
Miscellaneous Revenue	298,088	216,330	252,620
<b>TOTAL REVENUES</b>	<b>\$ 1,528,773</b>	<b>1,069,710</b>	<b>1,161,700</b>

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**COMMUNITY SERVICES – SHORELINE  
DIVISION SUMMARY**

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DIVISION MANAGER – SHORELINE MANAGER

DIVISION OVERVIEW

The Shoreline Division is responsible for the operations, maintenance, preservation, and enhancement of environmental areas within Shoreline at Mountain View; rental and operations of the historic Rengstorff House; regulatory permits relating to open space and marsh restoration; management of commercial leases (including Shoreline Amphitheatre); park-related capital improvement projects; and oversight of the Citywide Park Ranger Program, including patrol of Stevens Creek Trail.

MAJOR DIVISION CHANGES

- General Operating Fund:

Parks and Open Space Worker I/II Position (0.35) (\$46,100 offset by a reduction in wages and contracts):

No Net Cost

Provides funding for 0.35 FTE of a Parks and Open Space Worker I/II position. The other 0.65 FTE is in the Shoreline Community Fund. Converting contract services and hourly wages to a regular position will provide a stable, well-trained workforce with dependable hours and avoid high turnover.

- Shoreline Regional Park Community Fund:

Parks and Open Space Worker I/II Position (1.65 FTE) (\$217,300 offset by a reduction in wages and contracts):

No Net Cost

Provides funding for 1.65 FTE Parks and Open Space Worker I/II positions. The other 0.35 FTE is in the General Operating Fund. Converting contract services and hourly wages to a regular position will provide a stable, well-trained workforce with dependable hours and avoid high turnover.

City Utility Cost Increase:

\$6,000

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

BUD/LHP-209-04 FY2019-20



**COMMUNITY SERVICES - SHORELINE  
DIVISION SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Total Regular	5.59	6.99 *1	8.79 *3
Total Part-Time Hourly	2.53	4.76 *2	3.48 *3
<b>TOTAL POSITIONS</b>	<b>8.12</b>	<b>11.75</b>	<b>12.27</b>

\*1 Added a Shoreline Manager position and a Supervising Parks and Open Space Worker position. Transferred 0.40 FTE of the Recreation Manager position to the Recreation Division and 0.10 FTE of a Senior Recreation Coordinator position from the Recreation Division. Also transferred 0.15 FTE of a Senior Management Analyst position and 0.15 FTE of an Executive Assistant position to the Administration Division.

\*2 Increased hours for employee-staffed ranger program and City Trails.

\*3 Transferred 0.20 FTE of the Community Services Director position to the Administration Division, and added two Parks and Open Space Worker I/II positions with offsetting reduction in hours.

EXPENDITURES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries	\$ 522,311	702,434	828,059
Wages	70,063	268,891 *1/2	192,727 *5
Benefits	287,020	421,275	563,577
TOTAL PERSONNEL	879,394	1,392,600 *3	1,584,363
Materials and Supplies	75,094	52,600	52,600
Maintenance and Operations	25,870	50,300 *4	50,300
Utilities	68,170	67,300	73,300 *6
Professional/Technical Svcs	423,944	292,734 *2/3	112,634 *5
Other Expenses	12,332	6,390	6,390
TOTAL SUPPLIES AND SERVICES	605,410	469,324	295,224
Capital Outlay	0	57,100	0
Interfund Expenditures	4,711	5,000	7,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,489,515</b>	<b>1,924,024</b>	<b>1,886,587</b>

\*1 Includes increased funding of \$14,000 for minimum wage impact (1/2-year).

\*2 Includes increased funding of \$44,300 for janitorial services, \$14,100 for hourly wages, and an offset with a decrease in funding of \$112,200.

\*3 Includes increased funding for a Shoreline Manger position, a Supervising Parks and Open Space Worker position, Parks and Open Space Worker wages, \$140,000 to continue the CLM contract through October 2018, and an offset with a decrease in funding of \$402,000.

\*4 Includes increased funding of \$10,200 for janitorial services and \$2,000 for ActiveNet cost increase.

\*5 Includes decreased hourly funding of \$83,300 and contract funding of \$180,100 to offset cost of two new Parks and Open Space Worker II positions.

\*6 Includes increased funding of \$6,000 for City utility cost increase.

REVENUES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Rents & Leases	\$ 370,546	311,000	368,000
Local Intergovernmental Revenue	14,351	0	0
Recreation Service Charges	0	5,000	5,000
General Service Charges	74,475	4,500	50,000
Miscellaneous Revenue	10,755	0	0
<b>TOTAL REVENUES</b>	<b>\$ 470,127</b>	<b>320,500</b>	<b>423,000</b>

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**COMMUNITY SERVICES – SHORELINE GOLF LINKS/RESTAURANT  
DIVISION SUMMARY**

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DIVISION MANAGER – SHORELINE MANAGER

DIVISION OVERVIEW

Shoreline Golf Links is the City's 18-hole golf course, open for group and individual play 364 days a year. The Shoreline Golf Links Division is responsible for overseeing the management services contract for the operation and maintenance of the course.

MAJOR DIVISION CHANGES

- Shoreline Golf Links Fund:
  - Water Cost Increase: \$28,600
  - Provides increased funding for water increases to maintain the golf course.
  - Net Miscellaneous (offset by \$74,800 reduced revenue): (\$82,000)
  - Provides overall savings from estimated lower revenue. Estimated lower revenue is offset by reductions to personnel related costs (\$34,100), contracts (\$24,800), and other operating costs (\$23,100).
  
- Shoreline Restaurant Fund:
  - Operating Costs (offset by \$2.0 million revenue): \$1,850,500
  - Provides funding for a full fiscal year's operating costs and revenue for Michaels Restaurant. The City entered into an operating agreement with Touchstone in January 2019.

BUD/LHP-209-08 FY2019-20

**COMMUNITY SERVICES - SHORELINE GOLF LINKS/RESTAURANT  
DIVISION SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Total Regular	0.30	0.30	0.30
Total Part-Time Hourly	0	0	0
<b>TOTAL POSITIONS</b>	<b>0.30</b>	<b>0.30</b>	<b>0.30</b>
EXPENDITURES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries	\$ 54,023	58,416	61,462
Wages	0	0	0
Benefits	24,889	27,931	30,650
TOTAL PERSONNEL	78,912	86,347	92,112
Materials and Supplies	130,999	178,279 *1	280,270
Maintenance and Operations	118,861	131,537 *1	180,942
Utilities	424,760	439,200 *2	569,404 *3
Professional/Technical Svcs	1,021,982	1,140,254 *1	2,018,690
Other Expenses	161,448	156,400 *1	702,460
TOTAL SUPPLIES AND SERVICES	1,858,050	2,045,670	3,751,766 *4
Capital Outlay	19,507	0	21,000
Interfund Expenditures	408	1,000	1,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,956,877</b>	<b>2,133,017</b>	<b>3,865,878</b>

\*1 Includes net decreased funding of \$92,500 for miscellaneous.

\*2 Includes increased funding of \$105,800 for water cost increase and \$13,500 for gas and electricity cost increase.

\*3 Includes increased funding of \$28,600 for water cost increase.

\*4 Includes net reduced funding of \$82,000 for the Golf Course and full year funding of \$1.8 million for the Restaurant.

REVENUES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Golf Course Service Charges	\$ 2,302,555	2,514,000	2,431,500
Restaurant Revenue	0	0	2,000,500
Miscellaneous Revenue	16,883	20,000	20,000
<b>TOTAL REVENUES</b>	<b>\$ 2,319,438</b>	<b>2,534,000</b>	<b>4,452,000</b>

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## COMMUNITY SERVICES – FORESTRY AND ROADWAY LANDSCAPE DIVISION SUMMARY

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### DIVISION MANAGER – FORESTRY AND ROADWAY MANAGER

#### DIVISION OVERVIEW

The Forestry and Roadway Landscape Division is responsible for maintaining the landscape on roadways, medians, overpasses, and all nonpark, City-owned lands; managing the Urban Forestry Program, which includes maintenance of street trees (including those in parks and medians); and administering the City's Heritage Tree Ordinance. This division is responsible for maintenance of 120.25 acres of roadway landscape and 28,000 trees; maintaining 12 acres in the downtown area consisting of Castro Street, Civic Center, Centennial Plaza, and Transit Center; and administering an Integrated Pest Management Program.

#### MAJOR DIVISION CHANGES

- General Operating Fund:
  - Parcel Landscape Contract: \$6,500  
Provides increased funding for the increased cost of mowing and landscape services on undeveloped lots.
  - City Utility Cost Increase: \$1,500  
Provides increased funding for City utility services used by City departments based on usage and utility rate adjustments.

BUD/LHP-209-05 FY2019-20

**COMMUNITY SERVICES - FORESTRY AND ROADWAY LANDSCAPE  
DIVISION SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Total Regular	20	21 *1	20 *2
Total Part-Time Hourly	1.05	1.05	1.05
<b>TOTAL POSITIONS</b>	<b>21.05</b>	<b>22.05</b>	<b>21.05</b>

\*1 Transferred a Park Maintenance Worker III from the Parks and Open Space Division.

\*2 Transferred a Park Maintenance Worker III to the Parks and Open Space Division.

EXPENDITURES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries	\$ 1,373,169	1,867,424 *2	1,838,618
Wages	41,341	51,898	53,203
Benefits	896,559	1,225,834	1,256,094
<b>TOTAL PERSONNEL</b>	<b>2,311,069</b>	<b>3,145,156</b>	<b>3,147,915</b>
Materials and Supplies	83,782	80,461 *3	80,461
Maintenance and Operations	7,974	12,000	12,000
Utilities	560,715	677,700 *4	670,700 *6
Professional/Technical Svcs	101,879 *1	159,014 *5	134,414 *7
Other Expenses	10,863	8,825	8,825
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>765,213</b>	<b>938,000</b>	<b>906,400</b>
Capital Outlay	114,195	0	35,000
Interfund Expenditures	229,158	203,000	209,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,419,635</b>	<b>4,286,156</b>	<b>4,298,315</b>

\*1 Includes limited-period expenditures for homeless encampment cleanups.

\*2 Includes increased fundings of \$40,600 for the reclassification of a Parks Maintenance Worker III position to Parks Supervisor and \$15,100 for the reclassification of the Parks Section Manager position to Forestry and Roadway Manager.

\*3 Includes a transfer of funding to the Information Technology department for the consolidation of printer support services.

\*4 Includes reduced funding of \$80,000 for trash and recycling services.

\*5 Includes limited-period funding of \$31,100 for pilot power washing of downtown sidewalks.

\*6 Includes increased funding of \$1,500 for City utility cost increase.

\*7 Includes increased funding of \$6,500 for parcel landscape contract.

REVENUES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Fines and Forfeitures	\$ 500	1,000	1,000
Local Intergovernmental Revenue	50,781	55,000	55,000
General Service Charges	22,807	22,720	22,530
Miscellaneous Revenue	14,637	0	0
Interfund Revenue Transfers	55,000	55,000	55,000
<b>TOTAL REVENUES</b>	<b>\$ 143,725</b>	<b>133,720</b>	<b>133,530</b>

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**COMMUNITY SERVICES – PARKS AND OPEN SPACE  
DIVISION SUMMARY**

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DIVISION MANAGER – PARKS AND OPEN SPACE MANAGER

DIVISION OVERVIEW

The Parks and Open Space Division is responsible for maintaining the City’s landscape investment at City facilities, 37 urban parks (195.7 acres), and 9.35 miles of pedestrian trail along the Bay; Permanente Creek, Stevens Creek, Hetch Hetchy, and Whisman Trails.

MAJOR DIVISION CHANGES

- General Operating Fund:
  - Construction and Irrigation Supplies: \$12,000  
Provides increased funding for materials and supplies for repairs and replacements at the City’s parks and roadways due to increased costs.
  - City Utility Cost Increase: \$38,500  
Provides increased funding for City utility services used by City departments based on usage and utility rate adjustments.
- Shoreline Regional Park Community Fund:
  - City Utility Cost Increase: \$75,000  
Provides increased funding for City utility services used by City departments based on usage and utility rate adjustments.

BUD/LHP-209-06 FY2019-20

**COMMUNITY SERVICES - PARKS AND OPEN SPACE  
DIVISION SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Total Regular	30	29 *1	30 *2
Total Part-Time Hourly	5.21	5.21	5.21
<b>TOTAL POSITIONS</b>	<b>35.21</b>	<b>34.21</b>	<b>35.21</b>

\*1 Transferred a Park Maintenance Worker III to the Forestry and Roadway Landscape Division.

\*2 Transferred a Park Maintenance Worker III from the Forestry and Roadway Landscape Division.

EXPENDITURES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries	\$ 2,416,466	2,607,032 *2	2,801,889
Wages	163,320	258,871	265,382
Benefits	1,609,414	1,637,254	1,813,239
<b>TOTAL PERSONNEL</b>	<b>4,189,200</b>	<b>4,503,157</b>	<b>4,880,510</b>
Materials and Supplies	238,136 *1	219,025 *3	230,025 *5
Maintenance and Operations	16,526	11,650	15,290
Utilities	1,180,370	1,406,332	1,513,332 *6
Professional/Technical Svcs	45,058	82,398 *4	83,398
Other Expenses	10,464	33,337	29,697
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>1,490,554</b>	<b>1,752,742</b>	<b>1,871,742</b>
Capital Outlay	0	17,200	47,800
Interfund Expenditures	246,417	313,000	324,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 5,926,171</b>	<b>6,586,099</b>	<b>7,124,052</b>

\*1 Includes limited-period expenditures for automatic locks and installation for park restrooms.

\*2 Includes decreased funding of \$12,000 for the reclassification of the Parks Manager position to Parks and Open Space Manager.

\*3 Includes a transfer of funding to the Information Technology department for the consolidation of printer support services.

\*4 Includes increased funding of \$37,400 for turf cleaning.

\*5 Includes increased funding of \$12,000 for construction and irrigation supplies.

\*6 Includes increased funding of \$113,500 for City utility cost increase.

REVENUES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Miscellaneous Revenue	\$ 184,111	182,670	221,650
<b>TOTAL REVENUES</b>	<b>\$ 184,111</b>	<b>182,670</b>	<b>221,650</b>

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## COMMUNITY SERVICES – RECREATION DIVISION SUMMARY

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### DIVISION MANAGER – RECREATION MANAGER

#### DIVISION OVERVIEW

Recreation provides activities to facilitate social/community connections, advance lifelong learning, and promote healthy lifestyles.

Activities, classes, and events are held at Cuesta and Rengstorff Community Parks, Crittenden and McKelvey Athletic Fields, Deer Hollow Farm, Mountain View Sports Pavilion, Whisman Sports Center, Cuesta Tennis Center, Graham Sports Complex, Community Center, Senior Center, Teen Center, Eagle and Rengstorff Pools, historic Adobe Building, and various other park areas and school sites.

Program areas include: aquatics; adult and youth sports; seniors; cultural arts; preschool; elementary and teens; youth development; environmental education; community gardens; volunteers; coordination of special events and summer concerts; and reservations of buildings, facilities, and barbecue areas.

#### MAJOR DIVISION CHANGES

- General Operating Fund:

Building Attendant Wages for New Community Center: \$40,000

Provides funding for increased Building Attendant hours to meet the staffing needs of the new Community Center in the evenings and on the weekends.

Aquatics Chemical Supplies: \$14,500

Provides increased funding for aquatic chemical supplies due to increased costs.

City Utility Cost Increase: \$10,000

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

Tennis Nets and Windscreens: \$2,500

Provides funding to replace tennis nets and windscreens as needed annually for the City's 35 tennis courts.

- General Non-Operating Fund:

New Community Center – Pilot Program for Day Porter Services (limited period): \$44,100

Provides continued funding for additional janitorial services, room setup/tear-down, and support for special events at Recreation facilities. These resources will provide a day porter at the new Community Center.



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**COMMUNITY SERVICES – RECREATION  
DIVISION SUMMARY**

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Thursday Night Live Special Events (offset by \$10,000 in sponsorships) (limited period): \$16,200

Provides continued funding for two Thursday Night Live special events for a total of six consecutive Thursday nights over the summer. The additional events will start in the summer of 2020.

Senior Center Exercise Equipment (limited period): \$13,500

Provides funding to replace exercise equipment at the Senior Center.

Senior Center Blinds (limited period): \$9,900

Provides funding to replace the blinds at the Senior Center.

Aquatics Operations and Training Equipment (limited period): \$9,900

Provides funding to replace Aquatics operations and training equipment.

BUD/LHP-209-07 FY2019-20

**COMMUNITY SERVICES - RECREATION  
DIVISION SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Total Regular	17.81	19.11 *1	19.11
Total Part-Time Hourly	35.34	34.73 *2	35.71 *3
<b>TOTAL POSITIONS</b>	<b>53.15</b>	<b>53.84</b>	<b>54.82</b>

\*1 Added an Office Assistant I/II position, transferred 0.40 FTE of the Recreation Manager position from the Shoreline Division and transferred 0.10 FTE Senior Recreation Coordinator position to the Shoreline Division.

\*2 Decreased hours to offset cost of new Office Assistant I/II position and added hours for Plaza Activation.

\*3 Increased hours for Building Attendant for the new Community Center.

EXPENDITURES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries	\$ 1,453,364	1,750,011	1,826,768
Wages	1,149,546	1,566,029 *2	1,647,887 *6
Benefits	869,070	1,047,185	1,092,058
TOTAL PERSONNEL	<u>3,471,980</u>	<u>4,363,225</u>	<u>4,566,713</u>
Materials and Supplies	272,965 *1	301,057 *3	303,357 *7
Maintenance and Operations	187,726	207,139 *4	178,389 *8
Utilities	200,261	267,083	292,083 *9
Professional/Technical Svcs	614,060	669,274 *5	713,374 *10
Other Expenses	72,996	25,857	25,857
TOTAL SUPPLIES AND SERVICES	<u>1,348,008</u>	<u>1,470,410</u>	<u>1,513,060</u>
Capital Outlay	6,032	85,000	11,800
Interfund Expenditures	22,556	22,000	29,000
<b>TOTAL EXPENDITURES</b>	<b>\$ <u>4,848,576</u></b>	<b><u>5,940,635</u></b>	<b><u>6,120,573</u></b>

\*1 Includes limited-period expenditures for special events and plaza activation.

\*2 Includes increased funding of \$170,000 for minimum wage impact (½-year) and \$19,700 for wages for plaza activation. Also includes limited-period funding of \$5,200 for Thursday Night Live special events.

\*3 Includes increased funding of \$5,500 for materials and supplies for plaza activation and a transfer of funding to the Information Technology department for the consolidation of printer support services. Also includes limited-period funding of \$33,500 for amenities for plaza activation.

\*4 Includes increased funding of \$11,500 for ActiveNet fees. Also includes limited-period funding of \$42,800 for pilot program for day porter services for the renovated and expanded Community Center.

\*5 Includes increased fundings of \$100,000 for Recreation classes contract services, \$17,500 for new contract class services, and \$7,500 for professional services for plaza activation. Also includes limited-period funding of \$11,000 for Thursday Night Live special event.

\*6 Includes increased funding of \$40,000 for Building Attendant wages for the new Community Center. Also includes limited-period funding of \$5,200 for Thursday Night Live special events.

\*7 Includes increased funding of \$2,500 for tennis nets and windscreens. Also includes limited-period funding of \$13,500 for Senior Center exercise equipment, \$9,900 for Senior Center blinds, and \$9,900 for Aquatics operations and training equipment.

\*8 Includes increased funding of \$14,500 for Aquatics chemical supplies.

\*9 Includes increased funding of \$10,000 for City utility cost increase.

\*10 Includes limited-period fundings of \$44,100 for pilot program for day porter services at the Community Center \$11,000 for Thursday Night Live special events.

**COMMUNITY SERVICES - RECREATION  
DIVISION SUMMARY**

REVENUES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Rents & Leases	\$ 256,586	254,340 *1	257,630
Local Intergovernmental Revenue	75,000	75,000	75,000
Recreation Service Charges	2,025,235	1,828,340 *2	1,903,270
General Service Charges	21,383	24,760	31,130
Miscellaneous Revenue	395,160	176,130	190,700
<b>TOTAL REVENUES</b>	<b>\$ 2,773,364</b>	<b>2,358,570</b>	<b>2,457,730</b>

\*1 Includes increased rental revenues of \$73,600 for the Senior Center, \$29,400 for Adobe Building, and \$27,700 for the Community Center.

\*2 Includes increased revenue of \$130,000 for contract classes and \$23,700 for new programs.

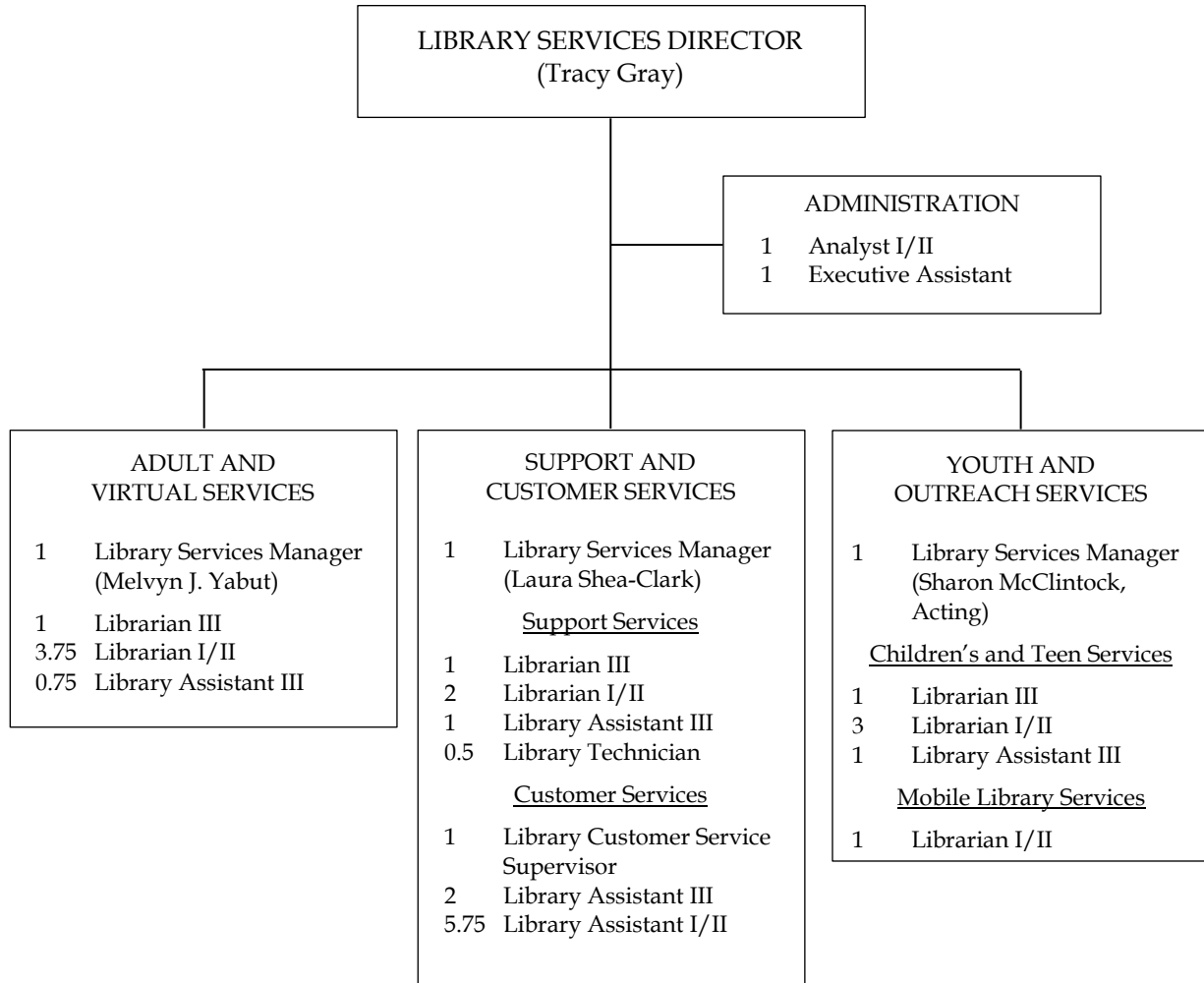
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## NOTES

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# LIBRARY SERVICES DEPARTMENT



FISCAL YEAR 2019-20 POSITION TOTALS: 24.0 Full-Time  
6.75 Regular Part-Time

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## NOTES

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## LIBRARY SERVICES DEPARTMENT SUMMARY

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### DEPARTMENT MANAGER – LIBRARY SERVICES DIRECTOR

#### DEPARTMENT MISSION STATEMENT

The Library Services Department is responsible for the planning and provision of library services. “Our Library is for everyone. We are a free resource helping our community connect, create, and learn.”

#### DEPARTMENT OVERVIEW

Library resources are made easily accessible to the community in a variety of formats, including print, media, and electronic. The Library Services Department participates in cooperative regional services and resource-sharing to meet the needs of all residents in the area.

#### DEPARTMENT FUNCTIONS

- Provide quality services, programs, and systems that enhance the quality of community life. (M 1, 2, 3, 4, 5, 6, 7, 10, 11)
- Provide a welcoming, comfortable, well-maintained, and safe facility and environment for all customers to use and enjoy. (M 1)
- Offer a variety of library materials, technology resources and references, and readers’ assistance to help customers meet their information, educational, and recreational reading needs. (M 2, 3, 4, 7, 8, 10)
- Provide a quality collection of popular and enduring materials for customers to use and borrow. (M 2, 3, 7, 9)
- Provide ongoing library services to support lifelong learning in the community, including physical and virtual collections, and programs for all ages. (M 2, 3, 5, 6, 10)
- Promote library services to ensure that all residents are aware of the breadth of library services and how to better use those services. (M 6)
- Provide Mobile Library Services to reduce trips to the Library. (M 2, 3)

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## LIBRARY SERVICES DEPARTMENT SUMMARY

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### MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEARS 2019-20 AND 2020-21

*(Items in **bold** are tied to Fiscal Years 2019-20 and 2020-21 Major Council Goals; items in **bold** with \* are continuing Major Council Goals)*

- **Support work to ensure a complete count in Census 2020 in conjunction with the City Manager's Office and Police Department.**
- **Create a dedicated space in the Library with information from the United States Citizenship and Immigration Services about becoming a U.S. Citizen, and develop a Library web page with links to this information.**
- **Support Environmental Sustainability Action Plan (ESAP) projects in conjunction with all departments.**
- **Support implementation of the Public Services Study actions, including population updates, study of Police staffing levels, and Fire community risk assessment, in conjunction with all departments.**
- **\*Continue to support collaboration with regional partners to fund and/or improve awareness of and access to information and referral resources for immigrants, particularly for mixed-status families, in conjunction with the City Manager's Office and Community Services Department.**
- **\*Continue to support a pilot program to apply a Human Rights City analysis framework to selected projects in conjunction with all departments.**
- Develop educational programs to support City Council goals.
- Expand Library outreach to have more of a Library presence in the community and to promote Library services.
- In collaboration with Information Technology Department, move Integrated Library System from physical computer servers to a hosted environment.
- Conduct Library Services customer surveys.



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**LIBRARY SERVICES  
DEPARTMENT SUMMARY**

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PERFORMANCE/WORKLOAD MEASURES

	2016-17 Actual	2017-18 Actual	2018-19 Target	2018-19 6 Months	2019-20 Target
1. Number of visits to the Library	633,920	560,956 <sup>(A)</sup>	>600,000	290,796	>600,000
2. Total circulation	1,338,714	1,176,679 <sup>(A)</sup>	>1,300,000	611,069	>1,100,000
3. Number of items circulated per capita	16.9	14.8 <sup>(A)</sup>	>17	15 <sup>(B)</sup>	>14
4. Questions answered per capita	0.9	0.7 <sup>(C)</sup>	>0.8	0.6 <sup>(C)</sup>	>0.5
5. Total attendees at Library programs	57,342	39,491 <sup>(A)</sup>	>50,000	21,765 <sup>(D)</sup>	>50,000
6. Satisfaction rate for Library programs	91%	91%	>80%	96%	>90%
7. Percentage of circulation that is customer self-check	96%	93%	>92%	95%	>92%
8. Percentage of materials returned at automated returns	89%	87%	>85%	84%	>85%
9. Average number of calendar days between receipt of new item and availability to check out	7	8.3	<10	6.8	<10
10. New book and media items processed	28,068	30,934	>24,000	11,398	>22,000
11. Number of public computer sessions in the Library	55,348	48,275 <sup>(A)</sup>	>50,000	20,697 <sup>(E)</sup>	>30,000

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<sup>(A)</sup> The measures were affected by the remodel of the Library with major portions of the building being closed and most programs on hiatus.

<sup>(B)</sup> The overall total circulation in many libraries is steadily decreasing with more information being available on the Internet. The amount of total circulation across neighboring Silicon Valley libraries is also reporting a decline. Although the overall total circulation is decreasing, the circulation of electronic items is steadily increasing. The Fiscal Year 2019-20 Target has been updated.

<sup>(C)</sup> The volume of reference questions has declined with more information available on the Internet. However, staff is spending more time on complex and technology-related questions. Neighboring Silicon Valley libraries are also reporting a decline in reference activity of up to 21.0 percent. The Fiscal Year 2019-20 Target has been updated.

<sup>(D)</sup> This measure was affected by the remodel of the Library with major portions of the building being closed and most programs on hiatus. Many programs were steadily added as programs were developed and planned, which can take several weeks or months to implement. A high amount of staff vacancies in the first quarter of the fiscal year also led to fewer programs being planned and implemented.

<sup>(E)</sup> The volume of public computer sessions has declined, most likely due to users bringing in their own electronic devices and connecting to the Library's wireless network; and the reduction of public computers on the second floor from 36 to 26 after the remodel. The Fiscal Year 2019-20 Target has been updated.

**LIBRARY SERVICES  
DEPARTMENT SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Library Services Director	1	1	1
Library Services Manager	3	3	3
Library Customer Service Supervisor	1	1	1
Librarian III	2	3 *2	3
Librarian I/II	9.75	9.25 *2	9.75 *3/4
Analyst I/II	0	0	1 *4
Executive Assistant	1	1	1
Library Assistant III	5.75	5.75	4.75 *3
Library Assistant I/II	5.75	5.75	5.75
Library Technician	0.50	0.50	0.50
Police Assistant II	0	0.50 *2	0 *5
<b>TOTAL REGULAR</b>	<b>29.75</b>	<b>30.75</b>	<b>30.75</b>
<b>TOTAL PART-TIME HOURLY</b>	<b>12.27 *1</b>	<b>11.36 *2</b>	<b>12.86 *5</b>
<b>TOTAL POSITIONS</b>	<b>42.02</b>	<b>42.11</b>	<b>43.61</b>

\*1 Added wages to the Police Assistant role.

\*2 Added a 0.50 FTE Librarian I/II position and 0.50 FTE Police Assistant II position. Reduced hours to offset the cost of added Police Assistant II position. Also includes the reclassification of a Librarian I/II position to Librarian III.

\*3 Midyear reclassification of a Library Assistant III position to Librarian I/II.

\*4 Conversion of 0.5 FTE Librarian I/II position to Analyst I/II.

\*5 Conversion of 0.5 FTE Police Assistant II position to hours.

DEPARTMENT DIVISIONS	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Library Services Administration	\$ 673,186	699,201	835,865
Adult and Virtual Services	1,492,761	1,773,439	1,765,270
Support and Customer Services	2,138,563	2,548,263	2,639,143
Youth and Outreach Services	1,080,972	1,209,182	1,287,921
<b>TOTAL EXPENDITURES</b>	<b>\$ 5,385,482</b>	<b>6,230,085</b>	<b>6,528,199</b>

EXPENDITURE SUMMARY	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries Wages and Benefits	\$ 4,436,036	5,257,003	5,592,471
Supplies and Other Services	927,829	897,366	899,066
Capital Outlay	4,000	62,716	20,662
Interfund Expenditures	17,617	13,000	16,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 5,385,482</b>	<b>6,230,085</b>	<b>6,528,199</b>

FUNDING SOURCES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
General Operating	\$ 5,381,482	6,171,369	6,501,937
General Non-Operating	4,000	58,716	26,262
<b>TOTAL FUNDING</b>	<b>\$ 5,385,482</b>	<b>6,230,085</b>	<b>6,528,199</b>

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**LIBRARY SERVICES  
DEPARTMENT SUMMARY**

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<u>REVENUE SUMMARY</u>	<u>2017-18 ACTUAL</u>	<u>2018-19 ADOPTED</u>	<u>2019-20 PROPOSED</u>
Fines and Forfeitures	\$ 105,365	112,000	44,000
General Service Charges	15,033	15,000	13,000
Miscellaneous Revenue	92,242	200	0
<b>TOTAL REVENUES</b>	<b>\$ <u>212,640</u></b>	<b><u>127,200</u></b>	<b><u>57,000</u></b>

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## LIBRARY SERVICES – ADMINISTRATION DIVISION SUMMARY

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### DIVISION MANAGER – LIBRARY SERVICES DIRECTOR

#### DIVISION OVERVIEW

Administration is responsible for the management of the Library Services Department. General administration of the Library includes: strategic planning, budget, personnel, facility management, and community relations. Administration also supports the Library Board of Trustees.

#### MAJOR DIVISION CHANGES

- General Operating Fund:

Conversion of a 0.5 FTE Librarian I/II position to 1.0 Analyst I/II: \$186,200

Provides funding to increase a half-time Librarian I/II position (from the Youth and Outreach Services Division) to full-time Analyst I/II position. This position will provide analytical support to the management team and Librarians.

Wayfinding Software Stackmap Subscription: \$3,700

Provides increased funding for the annual Stackmap subscription on the information kiosks.

BUD/LHP-026-02 FY2019-20

**LIBRARY SERVICES - ADMINISTRATION  
DIVISION SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Total Regular	2	2	3 *3
Total Part-Time Hourly	1.14 *1	0.65 *2	0.65
<b>TOTAL POSITIONS</b>	<b>3.14</b>	<b>2.65</b>	<b>3.65</b>

\*1 Increased hours for expansion of Police Assistant role.

\*2 Increased hours to offset cost of added 0.50 FTE Police Assistant II position in the Adult and Virtual Services Division.

\*3 Added an Analyst I/II position, conversion of 0.50 FTE Librarian I/II position in the Adult and Virtual Services Division.

EXPENDITURES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries	\$ 306,264	327,162	423,376
Wages	46,177	35,044	35,926
Benefits	122,936	137,471	210,393
<b>TOTAL PERSONNEL</b>	<b>475,377</b>	<b>499,677</b>	<b>669,695</b>
Materials and Supplies	19,729	32,830 *1	30,530 *3
Maintenance and Operations	57,512	62,167	62,167
Utilities	3,646	7,000	7,000
Professional/Technical Svcs	15,674	25,000	20,000
Other Expenses	97,248	34,211 *2	34,211
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>193,809</b>	<b>161,208</b>	<b>153,908</b>
Capital Outlay	4,000	36,316	9,262
Interfund Expenditures	0	2,000	3,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 673,186</b>	<b>699,201</b>	<b>835,865</b>

\*1 Includes limited-period funding of \$6,000 for two water bottle filling stations. Also includes a transfer of funding to the Information Technology department for the consolidation of printer support services.

\*2 Includes limited-period funding of \$5,000 for a Library logo (rebudget).

\*3 Includes increased funding of \$3,700 for Wayfinding software stackmap subscription.

REVENUES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Fines and Forfeitures	\$ 1,736	0	0
General Service Charges	15,008	15,000	13,000
Miscellaneous Revenue	63,541	200	0
<b>TOTAL REVENUES</b>	<b>\$ 80,285</b>	<b>15,200</b>	<b>13,000</b>

\*1 Includes a reduction in revenue as a result of the elimination of the Monarch Room facility rental fee.

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## LIBRARY SERVICES – ADULT AND VIRTUAL SERVICES DIVISION SUMMARY

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### DIVISION MANAGER – LIBRARY SERVICES MANAGER

#### DIVISION OVERVIEW

Adult and Virtual Services includes all services for adults, including an extensive collection of print and electronic information as well as programs and workshops on a variety of topics. Activities include selecting Library materials and providing instruction and assistance in their use. Staff provides individual assistance as well as training to use Library resources and the Internet and coordinates programs on topics of interest to the community. The division cooperates with community education programs and maintains a local history collection in cooperation with the Mountain View Historical Association. It also provides literacy services through a contract with the Reading Program.

An important focus is on 24/7 virtual access to Library information and services. This division maintains the Library's website, manages the selection and deployment of electronic databases, and provides access to and training for e-books.

#### MAJOR DIVISION CHANGES

- General Operating Fund:

Convert 0.5 FTE Police Assistant Position to Hours: No Net Cost

Converts a 0.50 FTE Police Assistant position to hourly wages. This position provides a vital function in ensuring that the building is safe for everyone. It was converted from hours to a regular position for Fiscal Year 2018-19. However, staff believes hourly staff will provide more flexibility of scheduling. Staff will also be exploring the use of a private security company to provide these services.

Conversion of a 0.5 FTE Librarian I/II position to 1.0 Analyst I/II: (\$84,000)

Provides funding to increase a half-time Librarian I/II position to full-time Analyst I/II position (in the Administration Division). This position will provide analytical support to the management team and Librarians.

Books, e-books, and Electronic Resources: \$51,800

Provides increased funding for Library materials, particularly e-books.

- General Non-Operating Fund:

Folding Tables and Chairs (limited period): \$5,600

Provides funding for the purchase of additional folding tables and chairs.

BUD/LHP-026-03 FY2019-20

**LIBRARY SERVICES - ADULT AND VIRTUAL SERVICES  
DIVISION SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Total Regular	6.50	7.50 *1	6.50 *3
Total Part-Time Hourly	1.36	1.15 *2	2.65 *3
<b>TOTAL POSITIONS</b>	<b>7.86</b>	<b>8.65</b>	<b>9.15</b>

\*1 Added a 0.50 FTE Librarian I/II position and a 0.50 FTE Police Assistant II position.

\*2 Decreased hours to offset cost of added positions.

\*3 Conversion of 0.50 FTE Police Assistant II position to hours and conversion of 0.50 FTE Librarian I/II position to 1.0 Analyst I/II in the Administration Division.

EXPENDITURES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries	\$ 528,091	687,788	654,202
Wages	98,501	63,644	149,129
Benefits	268,803	417,549	335,779
TOTAL PERSONNEL	<u>895,395</u>	<u>1,168,981</u>	<u>1,139,110</u>
Materials and Supplies	560,305	567,260 *1	624,660 *2
Maintenance and Operations	0	0	0
Utilities	0	0	0
Professional/Technical Svcs	20,648	22,198	1,500
Other Expenses	16,413	0	0
TOTAL SUPPLIES AND SERVICES	<u>597,366</u>	<u>589,458</u>	<u>626,160</u>
Capital Outlay	0	15,000	0
Interfund Expenditures	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$ <u>1,492,761</u></b>	<b><u>1,773,439</u></b>	<b><u>1,765,270</u></b>

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

\*2 Includes increased funding of \$51,800 for books, eBooks, and electronic resources and limited-period funding of \$5,600 for folding tables and chairs.

REVENUES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Miscellaneous Revenue	\$ 26,246	0	0
<b>TOTAL REVENUES</b>	<b>\$ <u>26,246</u></b>	<b><u>0</u></b>	<b><u>0</u></b>

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## LIBRARY SERVICES – SUPPORT AND CUSTOMER SERVICES DIVISION SUMMARY

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### DIVISION MANAGER – LIBRARY SERVICES MANAGER

#### DIVISION OVERVIEW

Support Services provides support and maintenance of the Library's automation and catalog systems and automated check-in and check-out systems. It also includes the purchasing, physical processing, and maintenance of all materials in the Library's collection.

Customer Service is responsible for the lending and tracking of Library materials loaned to the public, registering customers, issuing Library cards, and collecting overdue fines and damage costs. Materials located outside the Library's collection are made available to the public through the Link+ service, which is a consortium of academic and public libraries. This section also provides the timely return of Library materials to the shelves and maintains the orderliness of the Library's materials collection.

BUD/LHP-026-04 FY2019-20



**LIBRARY SERVICES - SUPPORT AND CUSTOMER SERVICES  
DIVISION SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Total Regular	14.25 *1	14.25	14.25
Total Part-Time Hourly	8.46 *1	8.46	8.46
<b>TOTAL POSITIONS</b>	<b>22.71</b>	<b>22.71</b>	<b>22.71</b>

\*1 Added a 0.50 FTE Library Technician position (elimination of 0.50 FTE Library Assistant III position).

EXPENDITURES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries	\$ 1,028,061	1,222,410 *1	1,271,096
Wages	359,814	398,346 *2	415,482
Benefits	643,819	782,857	835,617
TOTAL PERSONNEL	2,031,694	2,403,613	2,522,195
Materials and Supplies	42,941	51,700 *3	60,898
Maintenance and Operations	191	0	0
Utilities	0	0	0
Professional/Technical Svcs	61,637	90,950	54,050 *4
Other Expenses	2,100	2,000	2,000
TOTAL SUPPLIES AND SERVICES	106,869	144,650	116,948
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,138,563</b>	<b>2,548,263</b>	<b>2,639,143</b>

\*1 Includes increased funding of \$11,800 for the reclassification of a Librarian I/II position to Librarian III.

\*2 Includes increased funding of \$30,000 for minimum wage impact (1/2-year).

\*3 Includes a transfer of funding to the Information Technology department for the consolidation of printer support services.

\*4 Includes \$48,400 funding transferred to the Information Technology department.

REVENUES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Fines and Forfeitures	\$ 103,629	112,000	44,000 *1
General Service Charges	25	0	0
<b>TOTAL REVENUES</b>	<b>\$ 103,654</b>	<b>112,000</b>	<b>44,000</b>

\*1 Includes the elimination of some fines and fees.

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## LIBRARY SERVICES – YOUTH AND OUTREACH SERVICES DIVISION SUMMARY

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### DIVISION MANAGER – LIBRARY SERVICES MANAGER

#### DIVISION OVERVIEW

Youth Services provides a full range of materials, services, and programs to children, teens, parents, adults working with youth, and agencies and organizations serving youth and educational institutions. Children's Services provides a carefully selected collection of materials; arranges for classes to visit the Library; promotes reading and communication skills through storytelling, book talks, and musical and other special programs; reading readiness programs; and prepares special reading lists. Teen Services provides materials and services to meet the special interests and needs of teens, including a group study area; textbook collection; a collection of popular books; music CDs; and after-school tutoring services.

Outreach Services provides access to Library services outside the Main Library via a Mobile Library (Bookmobile) and Special Outreach Services (SOS). Mobile Library Services provides materials and services to day-care centers, senior living facilities, schools, and local businesses. With the assistance of volunteers, SOS provides home delivery of materials to homebound residents.

BUD/LHP-026-05 FY2019-20

**LIBRARY SERVICES - YOUTH AND OUTREACH SERVICES  
DIVISION SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Total Regular	7	7	7
Total Part-Time Hourly	1.31	1.10 *1	1.10
<b>TOTAL POSITIONS</b>	<b>8.31</b>	<b>8.10</b>	<b>8.10</b>

\*1 Converted hours to a regular position.

EXPENDITURES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries	\$ 581,078	689,913	720,790
Wages	145,735	85,355	88,647
Benefits	306,757	409,464	452,034
TOTAL PERSONNEL	<u>1,033,570</u>	<u>1,184,732</u>	<u>1,261,471</u>
Materials and Supplies	5,328	2,050 *1	2,050
Maintenance and Operations	0	0	0
Utilities	0	0	0
Professional/Technical Svcs	0	0	0
Other Expenses	24,457	0	0
TOTAL SUPPLIES AND SERVICES	<u>29,785</u>	<u>2,050</u>	<u>2,050</u>
Capital Outlay	0	11,400	11,400
Interfund Expenditures	17,617	11,000	13,000
<b>TOTAL EXPENDITURES</b>	<b>\$ <u>1,080,972</u></b>	<b><u>1,209,182</u></b>	<b><u>1,287,921</u></b>

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

REVENUES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Miscellaneous Revenue	\$ 2,455	0	0
<b>TOTAL REVENUES</b>	<b>\$ <u>2,455</u></b>	<b><u>0</u></b>	<b><u>0</u></b>

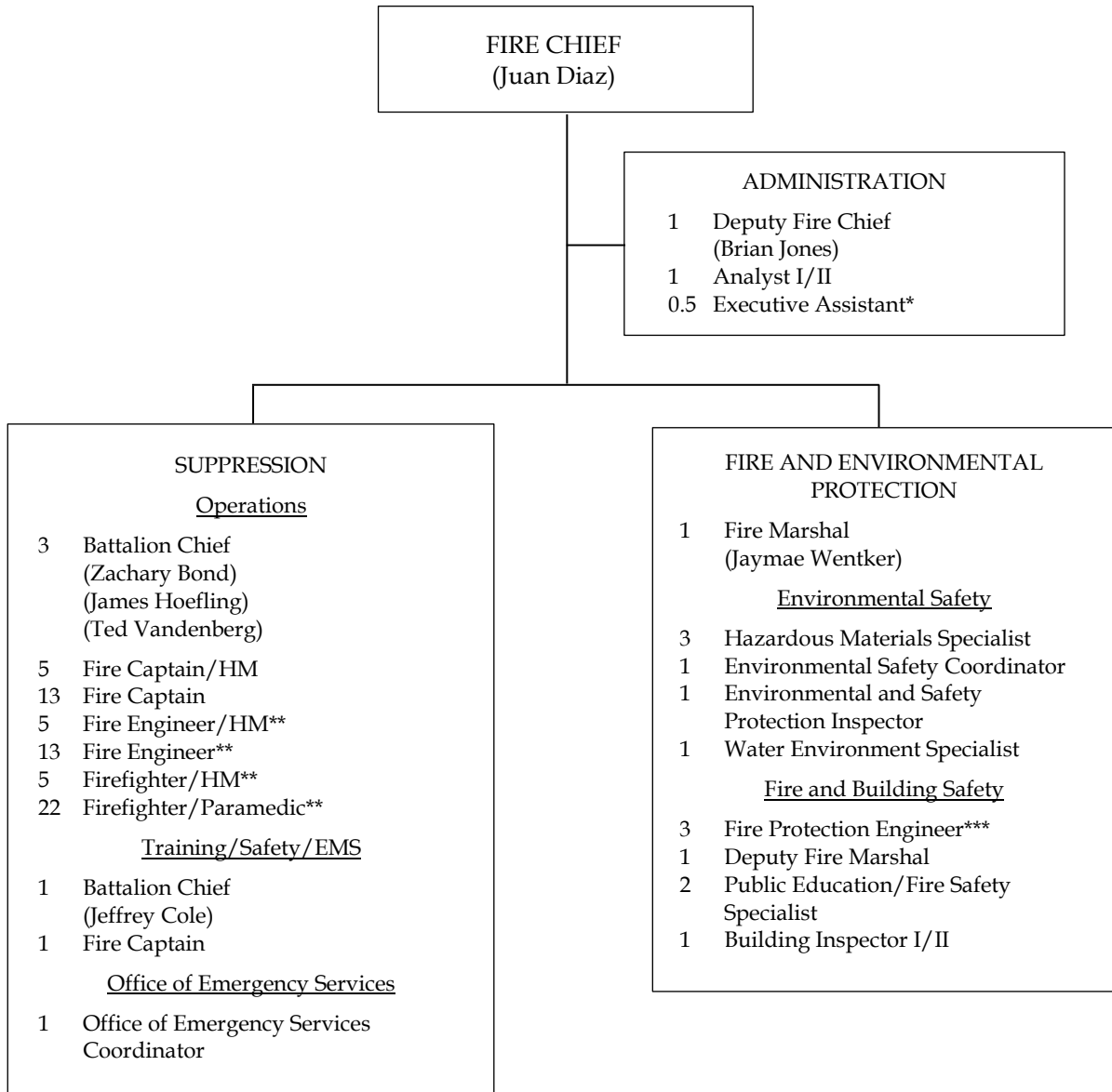
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## NOTES

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# FIRE DEPARTMENT



FISCAL YEAR 2019-20 POSITION TOTALS: 86.5 Full-Time

\* Position directly reports to the Police Department but supports the Fire Department.

\*\* Authorization of 27 Paramedics includes Engineer, Engineer/Hazardous Materials, and Firefighter/Hazardous Materials levels.

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

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## FIRE DEPARTMENT SUMMARY

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### DEPARTMENT MANAGER – FIRE CHIEF

#### DEPARTMENT MISSION STATEMENT

The Mountain View Fire Department exists to save lives and property, protect the environment, and minimize the risk of fire and natural disaster by investing in education, training, and prevention. The vision of the department is to be a progressive fire department that treats everyone with respect and dignity and applies best practices in innovative emergency response, fire prevention, training, environmental protection, and public education.

#### DEPARTMENT OVERVIEW

The Fire Department's personnel and equipment are strategically deployed throughout the City to rapidly assist citizens when emergencies occur, such as emergency medical services, fire suppression, technical rescue, and hazardous materials response, along with community emergency preparedness and recovery training. In addition to emergency response, the Fire Department focuses on community safety and education through fire prevention, housing code enforcement, public education, waste discharge and general surface water pollution prevention, and other services to the community.

#### DEPARTMENT FUNCTIONS

- Respond quickly to all emergencies and take appropriate actions, thereby reducing loss of life, property, and environmental damage while ensuring the safety of all Fire personnel involved. (M 2, 4)
- Maintain a professional level of operational readiness as Firefighters, Paramedics, Emergency Medical Technicians, Hazardous Materials First Responders, Hazardous Materials Technicians, Specialists, and Rescuers.
- Provide annual training and coordination for City staff, and residential and business community volunteers on disaster preparedness, response, and recovery.
- Provide management and oversight for the Santa Clara County Regional Command Training Center located in Mountain View.
- Ensure that facilities using or storing hazardous materials, or discharging wastewater into the sanitary or storm sewers, comply with applicable Federal, State, and local requirements. (M 5, 6)
- Maintain an ongoing fire prevention program, hazardous materials, and underground storage tank inspection program. (M 5)
- Maintain a rental housing inspection program.

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## FIRE DEPARTMENT SUMMARY

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### MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEARS 2019-20 AND 2020-21

*(Items in **bold** are tied to Fiscal Years 2019-20 and 2020-21 Major Council Goals; items in **bold** with \* are continuing Major Council Goals)*

- **Support Environmental Sustainability Action Plan (ESAP) projects in conjunction with all departments.**
- **Support implementation of the Public Services Study actions, including population updates, study of Police staffing levels, and Fire community risk assessment, in conjunction with all departments.**
- **\*Continue to support a pilot program to apply a Human Rights City analysis framework to selected projects in conjunction with all departments.**
- **\*Continue to work with County and State officials, including businesses, to explore options to develop regulatory code language addressing location and separation/setback requirements for on-demand mobile fueling that meets the interest of public safety and health in conjunction with the City Attorney's Office.**
- Support implementing initiatives to address homelessness, including residents unstably housed in vehicles, with both short-term and long-term actions.
- Continue to collaborate with the fire agencies within Santa Clara County to develop community-focused and sustainable initiatives that improve service quality, create operational efficiencies, eliminate redundancy, and leverage existing emergency response resources. This is inclusive of:
  - Explore a joint Fire Dispatch Center, based on the Feasibility Study on Consolidation of Dispatch Center for Fire/EMS between Mountain View and Santa Clara County Fire (SCCFD), and continue to work on the connectivity of Fire Stations with SCCFD and updating the Fire Stations' Ring-Down System.
  - Full boundary drops implementation between Los Altos and Mountain View.
- Continue with the training and skills development in the "Special Operations" program disciplines.
- Complete a work plan for implementing Paperless Permitting and Online Permitting Systems in conjunction with the Community Development, Public Works, and Fire Departments.

**FIRE  
DEPARTMENT SUMMARY**

PERFORMANCE/WORKLOAD MEASURES

	2016-17 Actual	2017-18 Actual	2018-19 Target	2018-19 6 Months	2019-20 Target
<b>Suppression:</b>					
1. For all structure fires, 60 second turnout, 4 minutes for the first engine company to arrive, and 8 minutes for the complete full first-alarm assignment	New for FY17-18	100%	>90%	42%(A)	Discontinue
2. For all structure fires:					
• Response of 90 seconds turnout time				New for FY19-20	>90%
• Response of 4 minutes for the first engine company to arrive				New for FY19-20	>90%
• Response of 8 minutes for all MVFD apparatus on the first alarm assignment to arrive				New for FY19-20	>90%
3. For all EMS calls, 60 second turnout time and 6 minutes 59 seconds for the first ALS apparatus to arrive	New for FY17-18	95%	>95%	70%(A)	Discontinue
4. For all EMS calls:					
• Response of 60 seconds turnout time				New for FY19-20	>95%
• Response of 6 minutes 59 seconds for the first ALS apparatus to arrive				New for FY19-20	>95%
<b>Fire and Environmental Protection:</b>					
5. Percentage of plans checked within 15 working days of receipt by division	100%	100%	100%	100%	100%
6. Number of inspections conducted by Environmental Safety Section	1,572(B)	1,418(C)	1,600	976	1,500

(A) During this rating period, the Fire Department has experienced technological communications issues resulting in lower-than-expected performance outcomes. An example of technological issues we have experienced pertains to “En Route” signals—those that are transmitted wirelessly via cellular technology—which may not have been received in a timely manner by the Computer-Aided Dispatch (CAD) system. Technology glitches such as these can produce faulty data and inaccurate performance outcomes.

Another factor in lower-than-expected performance outcomes may be due to vacancies in support service positions as we did not have an Analyst to monitor turnout and response times. Analytical support is instrumental in our ability to proactively address these issues. The Fire Department believes that the lack of oversight due to vacancies in the analytical support position created an unintentional lapse in the necessary process of informing and updating Fire personnel on the importance of meeting certain performance measure standards (e.g., exiting the fire stations within 60 seconds).

An ongoing delay in arrival times is a topic that must be considered further. Such delays may be a result of technological glitches among wireless communications between the CAD system and Fire



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## FIRE DEPARTMENT SUMMARY

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Apparatus vehicles. Or, perhaps delays are a result of increased traffic conditions as population density continues to increase in Mountain View. In an effort to aid in answering these questions and to address the above issues, the Fire Department has hired an Analyst to monitor performance measures and to review further steps and actions to improve turnout and response times, as well as separating the different types of responses. This separation is justified as it will provide a more accurate representation of specific performance metrics needing improvement. In addition, the performance metric for structure fire turnout times has been increased from previous years to reflect current National Fire Protection Agency (NFPA) standards and more feasible standard given necessities around equipment and protective gear.

- (B) Lower due to Hazardous Materials Specialist vacancy from February to May.
- (C) Below target due to new hire (Hazardous Materials Specialist) training and the Environmental and Safety Protection vacancy between March and June 2018.

BUD/LHP-100-01 FY2019-20

**FIRE  
DEPARTMENT SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED	
Fire Chief	1	1	1	
Deputy Fire Chief	1	1	1	
Battalion Chief	4	4	4	*3
Fire Marshal	1	1	1	
Office of Emergency Services Coordinator	1	1	1	
Fire Protection Engineer	2	3	3	*2
Deputy Fire Marshal	1	1	1	
Public Education/Fire Safety Specialist	1	1	2	*4
Fire Captain/HM	5	5	5	
Fire Captain	14	14	14	
Fire Engineer/HM	5	5	5	
Fire Engineer	13	13	13	
Firefighter/HM	5	5	5	
Firefighter/Paramedic	24	24	22	*1/4
Haz Mat Specialist	2	2	3	*4
Environmental Safety Coordinator	1	1	1	
Environmental & Safety Protection Inspector	1	1	1	
Water Environment Specialist	1	1	1	
Building Inspector I/II	1	1	1	
Analyst I/II	0	1	1	*2
Executive Assistant	0.50	0.50	0.50	
<b>TOTAL REGULAR</b>	<u>84.50</u>	<u>86.50</u>	<u>86.50</u>	
<b>TOTAL PART-TIME HOURLY</b>	<u>0</u>	<u>0</u>	<u>0</u>	
<b>TOTAL POSITIONS</b>	<u><u>84.50</u></u>	<u><u>86.50</u></u>	<u><u>86.50</u></u>	

\*1 Authorization of 27 Paramedics includes Engineer, Engineer/HM, and Firefighter/HM levels.

\*2 Added a Fire Protection Engineer position and an Analyst I/II position.

\*3 The Fire Marshall position is flexibly staffed as safety/non-safety.

\*4 Added a Public Education/Fire Safety Specialist and a Haz Mat Specialist positions with offsetting reduction of two Firefighter/Paramedic relief positions.

DEPARTMENT DIVISIONS	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Fire Administration	\$ 953,320	1,248,519	1,253,489
Fire Suppression	23,543,076	23,299,637	24,363,881
Fire and Environmental Protection	2,430,025	3,277,621	3,879,205
<b>TOTAL EXPENDITURES</b>	<u><u>\$ 26,926,421</u></u>	<u><u>27,825,777</u></u>	<u><u>29,496,575</u></u>

**FIRE  
DEPARTMENT SUMMARY**

EXPENDITURE SUMMARY	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries Wages and Benefits	\$ 24,746,931	26,065,937	27,464,337
Supplies and Other Services	1,059,073	1,231,640	1,413,538
Capital Outlay	698,347	108,200	124,700
Interfund Expenditures	422,070	420,000	494,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 26,926,421</b>	<b>27,825,777</b>	<b>29,496,575</b>
FUNDING SOURCES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
General Operating	\$ 23,533,899	24,266,587	25,418,236
General Non-Operating	1,336,316	843,900	1,003,500
Building/Development Services	474,660	797,229	874,687
Shoreline Regional Park Community	111,855	193,178	202,178
Wastewater	1,469,691	1,724,883	1,997,974
<b>TOTAL FUNDING</b>	<b>\$ 26,926,421</b>	<b>27,825,777</b>	<b>29,496,575</b>
REVENUE SUMMARY	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
General Licenses & Permits	\$ 599,951	465,000	465,000
Fines and Forfeitures	62,795	0	1,000
General Service Charges	265,702	233,710	251,960
Miscellaneous Revenue	2,061,189	342,090	339,300
<b>TOTAL REVENUES</b>	<b>\$ 2,989,637</b>	<b>1,040,800</b>	<b>1,057,260</b>

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**FIRE – ADMINISTRATION  
DIVISION SUMMARY**

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DIVISION MANAGER – FIRE CHIEF

DIVISION OVERVIEW

Administration is responsible for management of the Fire Department. The division provides strategic planning, leading, managing, and supporting for Fire Department personnel and programs in the accomplishment of the department's mission.

BUD/LHP-100-02 FY2019-20

**FIRE - ADMINISTRATION  
DIVISION SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Total Regular	2.50	3.50 *1	3.50
Total Part-Time Hourly	0	0	0
<b>TOTAL POSITIONS</b>	<b>2.50</b>	<b>3.50</b>	<b>3.50</b>
*1 Added an Analyst I/II position.			
EXPENDITURES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries	\$ 574,533	720,654	745,029
Wages	0	0	0
Benefits	332,107	430,891	435,486
TOTAL PERSONNEL	906,640	1,151,545	1,180,515
Materials and Supplies	27,213	40,044 *1	40,044
Maintenance and Operations	805	1,000	1,000
Utilities	0	0	0
Professional/Technical Svcs	0	0	0
Other Expenses	5,072	8,930	8,930
TOTAL SUPPLIES AND SERVICES	33,090	49,974	49,974
Capital Outlay	0	25,000	0
Interfund Expenditures	13,590	22,000	23,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 953,320</b>	<b>1,248,519</b>	<b>1,253,489</b>

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

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## NOTES

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## FIRE – SUPPRESSION DIVISION SUMMARY

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### DIVISION MANAGER – FIRE CHIEF

#### DIVISION OVERVIEW

The Suppression Division consists of the Operations, the Personnel and Training, and the Office of Emergency Services/Public Information Sections.

The Operations Section provides firefighting, hazardous materials incident, paramedic, and rescue response services from five fire stations strategically located throughout the City. Firefighters also conduct fire prevention inspections, public education, equipment and facilities maintenance, as well as ongoing training activities. Paramedic Firefighters are assigned to every fire station.

The Personnel and Training Section plans, schedules, and provides training to Firefighters. The section also coordinates the Firefighter recruitment and selection process.

The Office of Emergency Services Section is responsible for disaster preparedness and coordinates disaster response.

#### MAJOR DIVISION CHANGES

- General Operating Fund:

Firefighter/Paramedic Positions (2):	(\$529,400)
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Eliminates two Firefighter/Paramedic relief positions. These relief positions have typically not been filled. Instead, shifts have been staffed when needed using overtime. There will be three relief positions remaining, one per shift.

Special Operations Overtime for Training:	\$51,000
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Provides increased funding for overtime to allow the Tactical Rescue, Tactical Paramedics, and Type 2 Hazardous Materials Teams to attend Santa Clara County Quarterly Drills and Tactical Paramedics training.

iPad Data Plan:	\$20,000
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Provides additional funding to cover the cost of a monthly data service plan for 20 iPads used in place of mobile data computers (MDCs) on all fire apparatus that respond to emergencies.

Annual Firefighter Medical Exam:	\$11,000
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Provides additional funding for cost increases related to annual medical exams.

Records Management System:	\$8,500
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Provides additional funding for increased costs resulting from the migration to the Santa Clara County Image Trend records management system.

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## FIRE – SUPPRESSION DIVISION SUMMARY

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Annual iPad Replacement:	\$6,600
Provides funding for replacement of 7 iPads annually.	
• General Non-Operating Fund:	
Firefighter Recruit Academy (limited period):	\$497,000
Provides continued funding for Firefighter recruits to attend the Firefighter Academy for three months and for approximately one month of transition-to-shift schedules. The level of recruitments will continue to be high due to the number of current and expected vacancies/retirements.	
Special Operations Program (rebudget balance):	\$156,700
Rebudgets the balance of funding for the formalization of a Special Operations Program. The funding will provide training and equipment for Technical Rescue and Tactical Medic Programs over a three-year period, and this is the third year.	
HazMat Training (limited period):	\$139,800
Provides funding for training new HazMat team members in anticipation of retirements.	
Training and Education (limited period):	\$90,000
Provides funding for training and to meet the State and National Training Standards for Fire Captain, Fire Engineer, and Firefighter/Paramedic.	
Entry-Level Recruitment Program (limited period):	\$30,000
Provides continued funding for recruitment programs. The funding will cover the personnel cost of attending career day and recruitment fairs in an effort to attract diversity and market the Mountain View Fire Department (MVFD) to entry-level candidates.	
City's Antique Fire Apparatus (limited period):	\$30,000
Provides continued funding to support the maintenance and restoration of the City's Antique Fire Apparatus and other historical MVFD memorabilia.	
Community Risk Assessment (limited period):	\$25,000
Provides funding for consultant services to conduct a Community Hazard and Risk Assessment of fire resources based on future growth in the City. Total funding of \$75,000 is allocated between the General Non-Operating and Shoreline Community Funds.	



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## FIRE – SUPPRESSION DIVISION SUMMARY

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Consolidated Dispatch Consultant (rebudget): \$20,000

Rebudgets funding for a regional consolidation of dispatch services feasibility study or implementation actions. Several fire departments within Santa Clara County have identified regional fire dispatch as an area of opportunity for regional collaboration to increase efficiencies and lessen the strains on our Dispatch Center.

VHF Infrastructure Maintenance (limited period): \$15,000

Provides funding to maintain the conventional very high frequency (VHF) infrastructure and channels. All Santa Clara County fire agencies are in the process of migrating to the Silicon Valley Regional Communications System (SVRCS).

- Shoreline Regional Park Community Fund:

Community Risk Assessment (limited period): \$50,000

Provides funding for consultant services to conduct a Community Hazard and Risk Assessment of fire resources based on future growth in the City. Total funding of \$75,000 is allocated between the General Non-Operating and Shoreline Community Funds.

City Utility Cost Increase: \$2,000

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

BUD/LHP-100-03 FY2019-20

**FIRE - SUPPRESSION  
DIVISION SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Total Regular	71	71	69 *1
Total Part-Time Hourly	0	0	0
<b>TOTAL POSITIONS</b>	<b>71</b>	<b>71</b>	<b>69</b>

\*1 Reduction of two Firefighter/Paramedic relief positions to offset added two positions in the Fire and Environmental Protection Division.

EXPENDITURES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries	\$ 14,732,773 *1	14,086,346 *2	14,875,859 *6
Wages	2,180	0	0
Benefits	6,929,542 *1	7,927,533	7,942,164
<b>TOTAL PERSONNEL</b>	<b>21,664,495</b>	<b>22,013,879</b>	<b>22,818,023</b>
Materials and Supplies	401,515 *1	369,939 *3	422,839 *7
Maintenance and Operations	82,074	61,186	76,186 *8
Utilities	94,373	102,870	124,870 *9
Professional/Technical Svcs	127,639 *1	168,330 *4	204,330 *10
Other Expenses	89,246 *1	150,233 *5	178,933 *11
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>794,847</b>	<b>852,558</b>	<b>1,007,158</b>
Capital Outlay	698,347	83,200	124,700
Interfund Expenditures	385,387	350,000	414,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 23,543,076</b>	<b>23,299,637</b>	<b>24,363,881</b>

- \*1 Includes limited-period expenditures for firefighter recruitment, Special Operations Program, overtime training, training and education, rowing machines, vetter air bags, and structure Firefighter hoods.
- \*2 Includes limited-period fundings of \$450,000 for Firefighter recruits, \$211,900 for the Special Operations Program (rebudget balance), and \$30,000 for entry-level recruitment program.
- \*3 Includes increased funding of \$37,200 for personal protective equipment. Also includes limited-period fundings of \$30,000 for City's antique fire apparatus and \$20,000 for Special Operations Program (rebudget balance).
- \*4 Includes limited-period funding of \$20,000 for a consolidated dispatch consultant (rebudget).
- \*5 Includes increased funding of \$20,000 for training, conference, and travel. Also includes limited-period fundings of \$74,800 for Special Operations Program (rebudget balance).
- \*6 Includes increased funding of \$51,000 for special operations overtime for training. Also includes limited-period fundings of \$452,500 for Firefighter recruits, \$138,300 for Special Operations Program (rebudget balance), \$101,400 for HazMat training, \$90,000 for training and education, and \$20,000 for entry-level recruitment program.
- \*7 Includes increased fundings of \$8,500 for records management system and \$6,600 for annual iPad replacement. Also includes limited-period fundings of \$30,000 for City's antique fire apparatus, \$29,400 for Firefighter recruit academy supplies, \$18,400 for Special Operations Program (rebudget balance), and \$10,000 for entry-level recruitment supplies.
- \*8 Includes limited-period funding of \$15,000 for VHF infrastructure maintenance.
- \*9 Includes increased fundings of \$20,000 for iPad date plan and \$2,000 for City utility cost increase.
- \*10 Includes increased funding of \$11,000 for annual Firefighter medical exam. Also includes limited period fundings of \$25,000 for community risk assessment and \$20,000 for consolidated dispatch consultant (rebudget).
- \*11 Includes limited-period fundings of \$50,000 for community risk assessment, \$38,400 for HazMat training, and \$15,100 for Firfighter recruit academy training.

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**FIRE - SUPPRESSION  
DIVISION SUMMARY**

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<u>REVENUES</u>	<u>2017-18 ACTUAL</u>	<u>2018-19 ADOPTED</u>	<u>2019-20 PROPOSED</u>
General Service Charges	\$ 2,680	0	0
Miscellaneous Revenue	2,035,562	323,090	320,300
<b>TOTAL REVENUES</b>	<b>\$ 2,038,242</b>	<b>323,090</b>	<b>320,300</b>

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## NOTES

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## FIRE – FIRE AND ENVIRONMENTAL PROTECTION DIVISION SUMMARY

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### DIVISION MANAGER – FIRE MARSHAL

#### DIVISION OVERVIEW

The Fire and Environmental Protection Division consists of the Environmental Safety and the Fire and Building Safety Sections.

The Environmental Safety Section is responsible for the enforcement of local hazardous materials storage codes, State underground chemical storage tank regulations, industrial waste discharge, and Federal and State regulations related to the control of industrial waste and stormwater runoff. Efforts are aimed at preventing uncontrolled releases and movement of hazardous and toxic substances.

The Fire and Building Safety Section is responsible for conducting the City's fire and housing code enforcement programs, fire cause investigations, and technical support to the Suppression Division.

#### MAJOR DIVISION CHANGES

- General Operating Fund:

Public Education/Fire Safety Specialist Position: \$179,100

Provides funding for a Public Education/Fire Safety Specialist position. This position will be responsible for conducting fire/life safety inspections pursuant to the fire code and inspections for the City's Housing Program.

Flexibly Staff the Fire Marshal Position as Safety: \$57,800

Provides funding for the difference in benefit costs for staffing the Fire Marshall position as a safety position.

- Development Services Fund:

Strong Motion Instrumentation Program (SMIP) (rebudget balance): \$33,000

Rebudgets the balance of funding available for SMIP funds to be used for a Community Emergency Response Team (CERT) grant program.

- Wastewater Fund:

Hazardous Materials Specialist Position: \$242,700

Provides funding for a Hazardous Materials Specialist position to implement and enforce local and State hazardous materials pursuant to the Fire Code. This position will also respond, when necessary, to hazardous materials spills, fires, and other emergencies involving hazardous materials and will train first responders and the community in methods of identification and control of hazardous materials.

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**FIRE – FIRE AND ENVIRONMENTAL PROTECTION  
DIVISION SUMMARY**

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Consultant Services for Web-Based Reporting (rebudget): \$20,000

Rebudgets funding to create an electronic reporting system. The State requires all local government agencies to electronically report hazardous materials business plan, inspection, and enforcement information.

BUD/LHP-100-04 FY2019-20

**FIRE - FIRE AND ENVIRONMENTAL PROTECTION  
DIVISION SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Total Regular	11	12 *1	14 *2
Total Part-Time Hourly	0	0	0
<b>TOTAL POSITIONS</b>	<b>11</b>	<b>12</b>	<b>14</b>

\*1 Added a Fire Protection Engineer position.

\*2 Added a Public Education/Fire Safety Specialist position and a Haz Mat Specialist position with offsetting reduction of two positions in the Suppression Division.

EXPENDITURES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries	\$ 1,391,232	1,854,282	2,244,803 *4
Wages	0	0	0
Benefits	784,564	1,046,231	1,220,996
<b>TOTAL PERSONNEL</b>	<b>2,175,796</b>	<b>2,900,513</b>	<b>3,465,799</b>
Materials and Supplies	6,082	23,515 *1	23,515
Maintenance and Operations	895	3,375	3,375
Utilities	4,998	4,800	4,800
Professional/ Technical Srvcs	211,210	257,600 *2	257,600
Other Expenses	7,951	39,818 *3	67,116 *5
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>231,136</b>	<b>329,108</b>	<b>356,406</b>
Capital Outlay	0	0	0
Interfund Expenditures	23,093	48,000	57,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,430,025</b>	<b>3,277,621</b>	<b>3,879,205</b>

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

\*2 Includes increased funding of \$14,200 for SCVURPPP and NPDES Permit Fees.

\*3 Includes limited-period fundings of \$20,000 for consultant services for web-based reporting (rebudget) and \$5,700 for Strong Motion Instrumentation Program (SMIP) (rebudget balance).

\*4 Includes increased funding of \$57,800 to flexibly staff the Fire Marshal position as safety.

\*5 Includes limited-period fundings of \$33,000 for Strong Motion Instrumentation Program (SMIP) (rebudget balance) and \$20,000 for consultant services for web-based reporting (rebudget).

REVENUES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
General Licenses & Permits	\$ 599,951	465,000	465,000
Fines and Forfeitures	62,795	0	1,000
General Service Charges	263,022	233,710	251,960
Miscellaneous Revenue	25,627	19,000	19,000
<b>TOTAL REVENUES</b>	<b>\$ 951,395</b>	<b>717,710</b>	<b>736,960</b>

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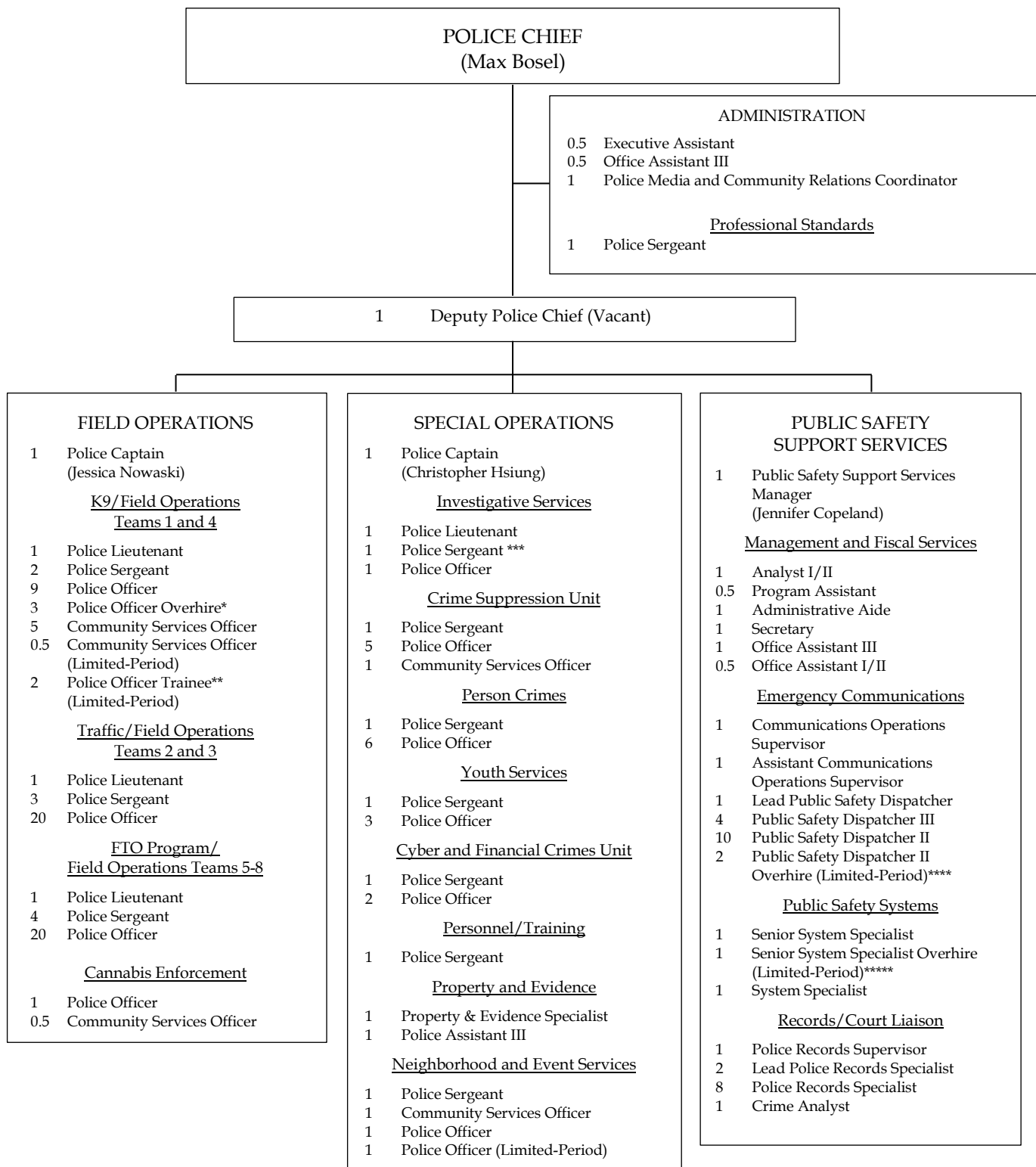
## NOTES

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# POLICE DEPARTMENT



FISCAL YEAR 2019-20 POSITION TOTALS: 143.0 Full-Time  
1.5 Regular Part-Time  
6.5 Limited-Period

\* The three Police Officer overhire positions are funded at 50 percent.  
 \*\* The two limited-period Police Officer Trainee positions are funded at 50 percent.  
 \*\*\* One Police Sergeant position is being overfilled as a Police Lieutenant for Fiscal Year 2019-20.  
 \*\*\*\* The two limited-period Public Safety Dispatch II overhire positions are funded at 50 percent.  
 \*\*\*\*\* The one limited-period Senior System Specialist overhire position is funded for 3 months.

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## POLICE DEPARTMENT SUMMARY

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### DEPARTMENT MANAGER – POLICE CHIEF

#### DEPARTMENT MISSION STATEMENT

The Police Department keeps Mountain View safe and tackles crime through quality policing that secures the trust and support of the people it serves and protects.

#### DEPARTMENT OVERVIEW

Through people, community collaboration, technology, and regional cooperation, the Police Department fulfills its mission through comprehensive programs that make safety a priority, focus on effectively working with people, and obtain fair and impartial results through education, prevention, intervention, suppression, and enforcement efforts. The department provides a visible presence, effective and timely response to calls for service, innovative community engagement activities, and comprehensive services for investigations, community-focused policing initiatives, and emergency preparedness. The department is also responsible for Police and Fire support services, emergency communications, and ensuring professional standards and accountability.

#### DEPARTMENT FUNCTIONS

- Promote a sense of safety and security in the community, keep the peace, provide public assistance, prevent and detect criminal activity, assist crime victims, apprehend offenders, and facilitate due process through the response to requests for Police service, conducting investigations, and enforcing of the spirit of the law. (M 1, 2, 3, 4, 6, 7)
- Promote safety on the roadways through comprehensive and proactive education and enforcement initiatives that prevent fatal and injury traffic collisions. (M 3)
- Continue to enhance outreach and engagement programs with neighborhoods, schools, small businesses, corporations, and other stakeholders to promote community safety, prevention of crime, and secure communitywide trust and support. (M 5)
- Continually develop staff and implement solutions that enhance workplace and community safety, the ability to work effectively with people, and deliver fair and impartial results.
- Prevent juvenile delinquency, underage and illegal substance abuse, and gang activity.
- Work collaboratively with the community, City, and other criminal justice agencies in order to protect life, safeguard property, and enhance policing legitimacy and community support for the Police Department. (M 3, 4, 6)
- Provide support services functions to fulfill responsibilities related to public safety systems, technologies, records, warrants, and property and evidence.
- Recruit, retain, develop, and empower a broad range of talents at all levels of the organization who represent the diversity of the Mountain View community.

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## POLICE DEPARTMENT SUMMARY

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- Provide communication services for Police, Fire, medical emergencies, and contract agencies. (M 7, 8)
- Prepare for, respond to, mitigate, and recover from all-hazard critical incidents and disasters.

### MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEARS 2019-20 AND 2020-21

*(Items in **bold** are tied to Fiscal Years 2019-20 and 2020-21 Major Council Goals; items in **bold with \*** are continuing Major Council Goals)*

- **Support a Study Session on service gaps related to homelessness in conjunction with the City Attorney's Office, City Manager's Office, and Community Development Department.**
- **Support work to ensure a complete count in Census 2020 in conjunction with the City Manager's Office and Library Services Department.**
- **Support providing City-led/-sponsored Know Your Rights workshops in conjunction with the City Manager's Office.**
- **Support implementation of an oversized vehicle ordinance for health and safety with associated phased enforcement in conjunction with the City Attorney's Office, City Manager's Office, and Public Works Department.**
- **Support continuing to provide outreach associated with linking the unstably housed and homeless to services and housing in conjunction with the City Manager's Office.**
- **Support implementation of a Safe Parking Program to include temporary use of Shoreline at Mountain View through March 2020 and the use of a City-negotiated lot in conjunction with the City Manager's Office, Community Development Department, Public Works Department, and Community Services Department.**
- **Support completion of the Traffic Operations Center (TOC) Feasibility Study and development of an implementation plan for making Mountain View a "Transportation Smart City" in conjunction with the Public Works Department.**
- **Support review of the Neighborhood Traffic Management Program to facilitate consideration of traffic-calming measures, in conjunction with the City Attorney's Office, Community Development Department, and Public Works Department.**
- **Support development of e-scooter regulations in conjunction with the Public Works Department.**
- **Support Environmental Sustainability Action Plan (ESAP) projects in conjunction with all departments.**
- **Support implementation of the Public Services Study actions, including population updates, study of Police staffing levels, and Fire community risk assessment, in conjunction with all departments.**
- **\*Continue to support a pilot program to apply a Human Rights City analysis framework to selected projects in conjunction with all departments.**

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## POLICE DEPARTMENT SUMMARY

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- **\*Continue to support implementing a Vision Zero traffic safety policy/program in conjunction with the Public Works Department.**
- Continue to implement programs that enhance Police Department employee safety and wellness.
- Continue working on the implementation of the records management system.
- Implement Cannabis Retail Regulations in conjunction with the City Attorney's Office, City Manager's Office, Finance and Administrative Services Department, and Community Development Department.
- Assess operational and service impacts resulting from population growth in the City, and recommend alternatives for potential staff resource needs.
- Evaluate alternatives and make recommendations for the remodel or replacement of the Police/Fire Administration Building, in conjunction with the Public Works Department.
- Implement technology and equipment to enhance response capability to emergency incidents.

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**POLICE  
DEPARTMENT SUMMARY**

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PERFORMANCE/WORKLOAD MEASURES

	2016-17 Actual	2017-18 Actual	2018-19 Target	2018-19 6 Months	2019-20 Target
<b>Field Operations:</b>					
1. Sustain a violent crime rate below the rate most recently reported by the California Department of Justice for Santa Clara County.	164	197	<306	88	<306 <sup>(A)</sup>
2. Sustain a property crime rate below the rate most recently reported by the California Department of Justice for Santa Clara County.	1,403	1,534	<2,297	715	<2,297 <sup>(A)</sup>
3. Sustain a fatal and injury traffic collision rate that is below the rate most recently reported by the California Highway Patrol for Santa Clara County.	282	232	<254.9	132	<370.5 <sup>(A)</sup>
4. Maintain an average response time (dispatch to on-scene) of 5 minutes or less to emergency (Priority 0) calls for service.	2.2	2.2	<5	3.4	<5
<b>Special Operations:</b>					
5. Continue an opt-in growth of 20% per year across digital media platforms.	21%	48% <sup>(B)</sup>	>20%	19%	>20%
6. Sustain a violent and property crime clearance rate above the rate most recently reported by the California Department of Justice for Santa Clara County.	15.3%	14.1%	>12.6%	15.7%	>12.6% <sup>(A)</sup>
<b>Public Safety Support Services:</b>					
7. Answer incoming calls to 9-1-1 within 9 seconds.	98%	96%	>95%	91% <sup>(C)</sup>	>95%
8. Dispatch emergency (Priority 0) and urgent (Priority 1) calls in less than two minutes.	86% <sup>(D)</sup>	83% <sup>(D)</sup>	>95%	98%	>95%

<sup>(A)</sup> Target pending the most recent rates from the California Department of Justice for Santa Clara County.

<sup>(B)</sup> The Police Department continues to see a large increase in our Nextdoor and Snapchat followers. Our core platforms, Facebook and Twitter, saw much slower growth than usual.

<sup>(C)</sup> The Emergency Communications Center switched to a new 9-1-1 telephone system on June 20, 2018, and the lower percentage may reflect additional 9-1-1 call setup time for each call. Staff is looking into this issue and will reevaluate and revise this measure if needed.

<sup>(D)</sup> The actual does not address outside factors that may have delayed a call being dispatched.

**POLICE  
DEPARTMENT SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Police Chief	1	1	1
Deputy Police Chief	0	0	1 *5
Police Captain	2	2	2
Public Safety Support Services Manager	1	1	1
Police Lieutenant	5	5	4 *5
Police Sergeant	17	17 *2	17
Police Officer	67	67	68 *6
Police Officer (Overhire)	3	3	3
Police Media and Community Relations Coord.	1	1	1
Senior Systems Specialist	1	1	1
Crime Analyst	1	1	1
Systems Specialist	1	1	1
Communications Operations Supervisor	1	1	1
Assistant Communications Operations Supervisor	0	0	1 *7
Lead Public Safety Dispatcher	1	1	1
Public Safety Dispatcher III	4	4	4
Public Safety Dispatcher II	10	10	10
Police Records Supervisor	1	1	1
Lead Police Records Specialist	2	2	2
Police Records Specialist	8	8	8
Community Services Officer	7	7	7.50 *6
Property & Evidence Specialist	1	1	1
Police Assistant III	1	1	1
Senior Management Analyst	1	0 *3	0
Analyst I/II	0	1 *3	1
Program Assistant	0.50	0.50	0.50
Administrative Aide	1	1	1
Executive Assistant	0.50	0.50	0.50
Secretary	1	1	1
Office Assistant III	1.50	1.50	1.50
Office Assistant I/II	0.50	0.50	0.50
<b>TOTAL REGULAR</b>	<b>142</b>	<b>142</b>	<b>144.50</b>
<b>TOTAL PART-TIME HOURLY</b>	<b>3.05</b>	<b>3.05</b>	<b>3.05</b>
<b>TOTAL POSITIONS</b>	<b>145.05 *1</b>	<b>145.05 *4</b>	<b>147.55 *8</b>

\*1 In addition there are the following limited-period positions: Communications Training Supervisor, a Public Safety Dispatch overhire, two Police Officer Trainees at 50 percent funding, and a Police Officer - Community Outreach.

\*2 One Police Sergeant position is being overfilled as a Police Lieutenant for Fiscal Year 2018-19.

\*3 Reclassified a Senior Management Analyst position to Analyst I/II.

\*4 In addition there are two Public Safety Dispatch overhire positions and the following limited-period positions: Communications Training Supervisor, two Police Officer Trainees at 50 percent funding, a Police Officer-Community Outreach, and a 0.50 FTE Community Services Officer (CSO).

\*5 Reclassified a Police Lieutenant position to Deputy Police Chief.

\*6 Midyear addition of one Police Officer and a 0.5 FTE Community Services Officer positions.

\*7 Added an Assistant Communications Operations Supervisor position.

\*8 In addition there are two Public Safety Dispatch Overhire positions at 50 percent funding and a Senior Systems Specialist Overhire for 3 months, as well as the following limited-period positions: two Police Officer Trainees at 25 percent funding, a Police Officer-Community Outreach, and a 0.50 FTE Community Services Officer (CSO).

**POLICE  
DEPARTMENT SUMMARY**

DEPARTMENT DIVISIONS	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Police Administration	\$ 1,342,139	1,281,775	1,809,317
Field Operations	19,490,178	21,064,443	22,838,663
Special Operations	9,517,183	10,224,793	10,831,322
Public Safety Support Services	7,039,004	8,369,279	8,899,989
<b>TOTAL EXPENDITURES</b>	<b>\$ 37,388,504</b>	<b>40,940,290</b>	<b>44,379,291</b>

EXPENDITURE SUMMARY	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries Wages and Benefits	\$ 33,537,089	37,261,054	40,340,797
Supplies and Other Services	3,000,585	2,549,640	2,906,926
Capital Outlay	215,658	376,596	364,568
Interfund Expenditures	635,172	753,000	767,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 37,388,504</b>	<b>40,940,290</b>	<b>44,379,291</b>

FUNDING SOURCES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
General Operating	\$ 36,259,122	39,239,658	42,999,713
General Non-Operating	806,053	1,320,674	1,002,232
Supplemental Law Enforcement Services	175,000	175,000	175,000
Shoreline Regional Park Community	38,481	77,000	40,000
Wastewater	109,848	127,958	162,346
<b>TOTAL FUNDING</b>	<b>\$ 37,388,504</b>	<b>40,940,290</b>	<b>44,379,291</b>

REVENUE SUMMARY	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
General Licenses & Permits	\$ 101,423	101,170	297,600
Fines & Forfeitures	783,119	653,900	751,000
Local Intergovernmental Revenue	268,986	182,000	100,000
State Intergovernmental Revenue	249,709	140,000	130,000
Federal Intergovernmental Revenue	68,369	0	0
General Service Charges	167,209	171,650	166,140
Miscellaneous Revenue	1,406,148	757,300	918,800
Interfund Revenue Transfers	0	0	0
<b>TOTAL REVENUES</b>	<b>\$ 3,044,963</b>	<b>2,006,020</b>	<b>2,363,540</b>

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**POLICE – ADMINISTRATION  
DIVISION SUMMARY**

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DIVISION MANAGER – POLICE CHIEF

DIVISION OVERVIEW

Administration is responsible for managing the Police Department. This division is responsible for maintaining the integrity of the department and investigating all complaints against Police employees, for tracking all major community policing actions, coordinating and implementing crime prevention activities, crime analysis, and relaying public information by maintaining open communications and relationships with local media personnel.

MAJOR DIVISION CHANGES

- General Operating Fund:

Police Command Staff Succession Planning: \$47,900

Provides funding to reclassify a Police Lieutenant position to Deputy Police Chief. This position will report directly to the Police Chief and assume direct reporting responsibility and administrative oversight of the Police Department's three divisions. This position is also integral in coordinating the department's succession planning efforts and developing staff for potential roles in higher-level positions.

False Alarm Outsourcing: \$38,500

Provides increased funding for false alarm billing and collection services due to increased costs.

BUD/LHP-312-02 FY2019-20



**POLICE - ADMINISTRATION  
DIVISION SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Total Regular	4	4	5 *1
Total Part-Time Hourly	0.57	0.57	0.57
<b>TOTAL POSITIONS</b>	<b>4.57</b>	<b>4.57</b>	<b>5.57</b>

\*1 Transferred a Police Lieutenant position from the Field Services Division and reclassified to Deputy Police Chief.

EXPENDITURES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries	\$ 734,096	704,127	991,979
Wages	48,996 *1	42,259	42,834
Benefits	425,387	434,928	641,837
<b>TOTAL PERSONNEL</b>	<b>1,208,479</b>	<b>1,181,314</b>	<b>1,676,650</b>
Materials and Supplies	9,654	11,949	8,600
Maintenance and Operations	5,286	0	0
Utilities	0	0	0
Professional/Technical Svcs	57,478	28,500	57,500 *2
Other Expenses	36,409	43,012	48,567
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>108,827</b>	<b>83,461</b>	<b>114,667</b>
Capital Outlay	15,900	0	0
Interfund Expenditures	8,933	17,000	18,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,342,139</b>	<b>1,281,775</b>	<b>1,809,317</b>

\*1 Includes limited-period expenditures for the Chaplaincy Program.

\*2 Includes increased funding of \$38,500 for false alarm outsourcing.

REVENUES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
General Licenses and Permits	\$ 96,731	95,500	96,700
Fines & Forfeitures	158,530	150,000	120,000
General Service Charges	57,007	56,870	57,440
Miscellaneous Revenue	0	500	0
<b>TOTAL REVENUES</b>	<b>\$ 312,268</b>	<b>302,870</b>	<b>274,140</b>

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## NOTES

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## POLICE – FIELD OPERATIONS DIVISION SUMMARY

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### DIVISION MANAGER – FIELD OPERATIONS CAPTAIN

#### DIVISION OVERVIEW

The Field Operations Division is responsible for providing all uniform police services to the community. Its primary function includes responding to criminal activity and calls for service in an effective and timely manner and providing crime suppression and prevention activities. Within this division resides Patrol, Traffic Safety, Canine, SWAT, Crisis Negotiations, and Bicycle Patrol. In addition, this division is responsible for coordinating the Field Training Officer Program and training all newly hired Police Officers and Reserve Officers in the field.

#### MAJOR DIVISION CHANGES

- General Operating Fund:
  - School Crossing Guard Services: \$65,300  
  
Provides increased funding for school crossing guard services due to increased costs related to minimum wage.
  - Livescan – Cannabis Applicants: \$5,000  
  
Provides funding for fingerprinting services for employees of cannabis applicants, offset by application fees revenue already budgeted. Background screening fees are budgeted and cover the cost of fingerprinting.
- General Non-Operating Fund:
  - Two Police Officer Trainee Positions (limited period): \$91,000  
  
Provides continued funding for two Police Officer Trainee positions at 25 percent funding. Police Officer Trainees provide flexibility for current and anticipated vacancies. There are multiple vacant Police Officer positions and additional vacancies anticipated in the next 12 months
  - Community Services Officer (CSO) Position (0.50) (limited period): \$87,000  
  
Provides continued funding for a half-time CSO position. The position will provide additional deployable hours to improve patrol-team coverage due to a reassignment of a CSO and will also support succession planning efforts.
  - Towing Fee Subsidy (limited period): \$40,000  
  
Provides funding for an incentive to towing companies to tow older RVs which may be in poor condition and have biohazard and hazardous materials clean-up needs.

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**POLICE – FIELD OPERATIONS  
DIVISION SUMMARY**

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Parking Enforcement Hourly (limited period): \$40,000

Provides funding to expand parking enforcement resources as needed.

BUD/LHP-312-03 FY2019-20

**POLICE - FIELD OPERATIONS  
DIVISION SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Total Regular	71	71	71.50 *3
Total Part-Time Hourly	1.17	1.17	1.17
<b>TOTAL POSITIONS</b>	<b>72.17 *1</b>	<b>72.17 *2</b>	<b>72.67 *4</b>

\*1 In addition there are two limited-period Police Officer Trainee positions at 50 percent funding.

\*2 In addition there are two limited-period Police Officer Trainee positions at 50 percent funding and a 0.50 FTE Community Services Officer (CSO).

\*3 Midyear addition of one Police Officer and 0.50 FTE Community Services Officer. Also includes the transfer of a Police Lieutenant position to the Administration Division.

\*4 In addition there are two limited-period Police Officer Trainee positions at 25 percent funding and a 0.50 FTE Community Services Officer (CSO).

EXPENDITURES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries	\$ 11,135,763 *1	11,755,966 *2	12,584,546 *5
Wages	128,882	81,679	122,853 *5
Benefits	6,634,784 *1	7,641,742	8,403,149
<b>TOTAL PERSONNEL</b>	<b>17,899,429</b>	<b>19,479,387</b>	<b>21,110,548</b>
Materials and Supplies	50,090 *1	48,880 *3	38,900
Maintenance and Operations	41,434	26,047	25,047
Utilities	354	0	0
Professional/Technical Svcs	780,128 *1	673,975 *4	745,775 *6
Other Expenses	86,493	79,754	129,393 *7
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>958,499</b>	<b>828,656</b>	<b>939,115</b>
Capital Outlay	141,511	161,400	187,000
Interfund Expenditures	490,739	595,000	602,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 19,490,178</b>	<b>21,064,443</b>	<b>22,838,663</b>

\*1 Includes limited-period expenditures for two Police Officer Trainee positions at 50 percent funding.

\*2 Includes limited-period fundings for two Police Officer Trainee positions at 50 percent funding, a 0.50 FTE CSO position, and \$25,000 for Residential Parking Permit Program (rebudget).

\*3 Includes limited-period funding of \$6,000 for equipment and uniform costs for the CSO position.

\*4 Includes increased funding of \$84,000 for SVACA.

\*5 Includes limited-period funding for the 2.5 FTE limited period positions and \$40,000 for parking enforcement hourly.

\*6 Includes increased fundings of \$65,300 for school crossing guard services and \$5,000 for livescan for cannabis applicants.

\*7 Includes limited-period funding of \$40,000 for towing fee subsidy.

REVENUES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
General Licenses and Permits	\$ 0	0	199,900
Fines & Forfeitures	624,589	503,900	631,000
Local Intergovernmental Revenue	20,791	5,000	0
State Intergovernmental Revenue	188,597	130,000	130,000
Federal Intergovernmental Revenue	49,977	0	0
General Service Charges	84,328	89,000	76,000
Miscellaneous Revenue	89,102	30,000	30,000
<b>TOTAL REVENUES</b>	<b>\$ 1,057,384</b>	<b>757,900</b>	<b>1,066,900</b>

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## POLICE – SPECIAL OPERATIONS DIVISION SUMMARY

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### DIVISION MANAGER – SPECIAL OPERATIONS CAPTAIN

#### DIVISION OVERVIEW

The Special Operations Division is responsible for reducing and solving crime through prevention, intervention, investigation, and suppression activities; supporting patrol; providing Police services for schools and special events; coordinating personnel and functions; coordinating victim services; and providing technical support services. Within this division resides Investigations, which includes: Specialized Suppression, which addresses narcotic, vice, burglary, fraud, auto theft, and high-tech crimes; and Person Crimes, which addresses violent crimes, sexual predators, crimes against children, and missing persons. Also residing in this division is Special Services, which includes: Youth Services, which provides school resources, juvenile diversion, and gang-suppression activities; Operational Services, which manages special events, training, permits, and Reserve Officers; Personnel Services; and Property and Evidence, which is responsible for the collection and safekeeping of property and evidence taken into department custody.

#### MAJOR DIVISION CHANGES

- General Operating Fund:
  - Background Investigations: \$20,000  
  
Provides increased funding for background investigations of new hires due to the level of recruitment activity. An additional \$22,000 is included as limited-period funding.
  
- General Non-Operating Fund:
  - Police Officer Position – Community Outreach (limited period): \$264,000  
  
Provides continued funding for a Police Officer overhire position. This position focuses on improving the effectiveness of the Police Department’s handling of community concerns and issues related to vulnerable populations, to include homeless and the mentally ill. In addition, the Officer would coordinate and expand the Department’s Crisis Intervention Training (CIT) efforts.
  
  - State-Allocated Assembly Bill 109 (AB 109) Funds (rebudget balance): \$75,500  
  
Rebudgets the balance of funding received as part of the Public Safety Realignment Act. The department intends to use these funds for technology projects.
  
  - Background Investigations (limited period): \$22,000  
  
Provides funding for background investigations of new hires due to the level of recruitment activity. An additional \$20,000 is included as ongoing funding.

**POLICE - SPECIAL OPERATIONS  
DIVISION SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Total Regular	31	31	31
Total Part-Time Hourly	0.45	0.45	0.45
<b>TOTAL POSITIONS</b>	<b>31.45</b> *1	<b>31.45</b> *1	<b>31.45</b> *1

\*1 In addition there is a limited-period Police Officer-Community Outreach Position.

EXPENDITURES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries	\$ 5,630,856 *1	5,771,896 *2	6,104,117 *2
Wages	99,026	88,965	89,414
Benefits	3,077,375 *1	3,468,505	3,763,138
<b>TOTAL PERSONNEL</b>	<b>8,807,257</b>	<b>9,329,366</b>	<b>9,956,669</b>
Materials and Supplies	175,607 *1	150,498	132,153
Maintenance and Operations	4,151	5,830	14,200
Utilities	8,503	0	0
Professional/Technical Svcs	197,359	170,523	214,825 *4
Other Expenses	164,926	240,380 *3	219,907 *5
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>550,546</b>	<b>567,231</b>	<b>581,085</b>
Capital Outlay	23,880	190,196	152,568
Interfund Expenditures	135,500	138,000	141,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 9,517,183</b>	<b>10,224,793</b>	<b>10,831,322</b>

\*1 Includes limited-period expenditures for a Police Officer - Community Outreach position, uniform, and equipment.

\*2 Includes limited-period funding for a Police Officer - Community Outreach position.

\*3 Includes limited-period funding of \$76,200 for State-allocated Assembly Bill 109 (AB109) funds (rebudget).

\*4 Includes increased funding of \$20,000 and limited-period funding of \$22,000 for background investigations.

\*5 Includes limited-period funding of \$75,500 for State-allocated Assembly Bill 109 (AB109) funds (rebudget balance).

REVENUES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Local Intergovernmental Revenue	\$ 248,195	177,000	100,000
State Intergovernmental Revenue	61,000	10,000	0
Federal Intergovernmental Revenue	5,907	0	0
Miscellaneous Revenue	1,000,251	505,000	505,000
<b>TOTAL REVENUES</b>	<b>\$ 1,315,353</b>	<b>692,000</b>	<b>605,000</b>

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## NOTES

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## POLICE – PUBLIC SAFETY SUPPORT SERVICES DIVISION SUMMARY

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### DIVISION MANAGER – PUBLIC SAFETY SUPPORT SERVICES MANAGER

#### DIVISION OVERVIEW

The Public Safety Support Services Division is responsible for providing essential administrative and technical services to the Police and Fire Departments. Within this division reside Management and Fiscal Services, which is responsible for providing appropriate, accurate, and effective fiscal analyses and administrative support for the Police and Fire Departments; Emergency Communications, which answers 9-1-1 and nonemergency calls for public safety, dispatching the most appropriate response of Police, Fire, or ambulances and emergency medical dispatch services; Public Safety Systems, which manages the City's various radio systems; and Records, which is responsible for record-keeping activities, such as filing, indexing, and collecting of records and statistical information, and processing of arrest warrants.

#### MAJOR DIVISION CHANGES

- General Operating Fund:

Assistant Communications Operations Supervisor Position: \$227,200

Provides funding for an Assistant Communications Operations Supervisor position. This position will provide the Communications Operations Supervisor with administrative support for staff development, training program management, policy implementation, and supporting the frontline supervisors. The creation of this position requires an adjustment to the salary range of the Communications Operations Supervisor position, reflected in the cost of this position.

Shared Public Safety System Maintenance (offset by \$155,000 revenue): \$155,000

Provides additional funding to cover the full cost of the shared public safety system maintenance. The cities of Los Altos and Palo Alto reimburse the City for their share of the cost. Mountain View's share is in the base budget.

County Criminal Justice System Services: \$13,200

Provides increased funding for the County's criminal justice system services due to increased costs.

City Utility Cost Increase: \$5,000

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

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**POLICE – PUBLIC SAFETY SUPPORT SERVICES  
DIVISION SUMMARY**

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- General Non-Operating Fund:

Two Public Safety Dispatcher Overhire Positions (limited period): \$199,000

Provides continued funding for two Public Safety Dispatcher Overhire positions at 50 percent funding. These positions are due to anticipated vacancies and the lengthy selection and training process.

Senior System Specialist Overhire Position (limited period): \$57,000

Provides funding for a Senior System Specialist Overhire position for 3 months funding. This position is requested due to anticipated vacancies and the lengthy selection and training process.

Public Safety Network Design (rebudget balance): \$20,000

Rebudgets the balance of funding for third-party consulting and technical services related to public safety computer network design, implementation of all-IP 9-1-1 and radio networks, and industry expertise with respect to Federal information security policies and standards compliance.

BUD/LHP-312-05 FY2019-20

**POLICE - PUBLIC SAFETY SUPPORT SERVICES  
DIVISION SUMMARY**

POSITIONS	2017-18 ADJUSTED	2018-19 ADOPTED	2019-20 PROPOSED
Total Regular	36	36	37 *3
Total Part-Time Hourly	0.86	0.86	0.86
<b>TOTAL POSITIONS</b>	<b>36.86 *1</b>	<b>36.86 *2</b>	<b>37.86 *4</b>

- \*1 In addition there is a Public Safety Dispatch overhire position, and a limited-period Communications Training Supervisor position.
- \*2 In addition there are two Public Safety Dispatch overhire positions, and a limited-period Communications Training Supervisor position.
- \*3 Added an Assistant Communications Operations Supervisor position.
- \*4 In addition there are two Public Safety Dispatch Overhire positions at 50 percent funding and a Senior Systems Specialist Overhire for 3 months.

EXPENDITURES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
Salaries	\$ 3,598,867	4,773,729 *2	4,760,860 *5
Wages	141,715	74,808	76,689
Benefits	1,881,342	2,422,450	2,759,381
<b>TOTAL PERSONNEL</b>	<b>5,621,924</b>	<b>7,270,987</b>	<b>7,596,930</b>
Materials and Supplies	112,715	87,401 *3	95,801
Maintenance and Operations	677,229	423,223	813,470 *6
Utilities	272,956	226,448	177,668 *7
Professional/Technical Svcs	182,858 *1	205,205 *4	121,040
Other Expenses	136,955	128,015	64,080
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>1,382,713</b>	<b>1,070,292</b>	<b>1,272,059</b>
Capital Outlay	34,367	25,000	25,000
Interfund Expenditures	0	3,000	6,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 7,039,004</b>	<b>8,369,279</b>	<b>8,899,989</b>

- \*1 Includes limited-period expenditures for Communications Training consulting, hiring background checks, and public safety network design.
- \*2 Includes savings of \$14,900 for the reclassification of a Senior Management Analyst position to Analyst I/II. Also includes limited-period fundings for two Public Safety Dispatch overhire positions and a Communications Training Supervisor position.
- \*3 Includes a transfer of funding to the Information Technology department for the consolidation of printer support services.
- \*4 Includes limited-period funding of \$20,000 for public safety network design (rebudget balance).
- \*5 Includes limited-period fundings for two Public Safety Dispatch Overhire positions and Senior Systems Specialist Overhire.
- \*6 Includes increased funding of \$155,000 for shared public safety maintenance.
- \*7 Includes increased fundings of \$13,200 for County Criminal Justice system and \$5,000 for City utility cost increase. Also includes limited-period funding of \$20,000 for public safety network design (rebudget balance).

REVENUES	2017-18 ACTUAL	2018-19 ADOPTED	2019-20 PROPOSED
General Licenses & Permits	\$ 4,692	5,670	1,000
State Intergovernmental Revenue	112	0	0
Federal Intergovernmental Revenue	12,485	0	0
General Service Charges	25,874	25,780	32,700
Miscellaneous Revenue	316,795	221,800	383,800
<b>TOTAL REVENUES</b>	<b>\$ 359,958</b>	<b>253,250</b>	<b>417,500</b>

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## NOTES

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# **FUND SCHEDULES**

**CITY OF MOUNTAIN VIEW**  
**FUND STRUCTURE OUTLINE AND DESCRIPTION OF FUNDS**

**GOVERNMENTAL FUNDS:**

GENERAL FUND

General Operating (101000)  
 Development Services (101102)  
 Shoreline Golf Links/Restaurant (213000, 213005)

Operations of the City which are not recorded in other funds.  
 City's operation of development services.  
 City's operation of the municipal golf course.

GENERAL FUND RESERVES

Reserves (101103-101141)

Committed for specific purposes or to fund liabilities.

SPECIAL REVENUE

Gas Tax (201000, 201001, 201002)

Other Streets & Transportation (202000, 202001)  
 Construction/Conveyance Tax (204000)

Public Benefit In Lieu (206000, 206002)  
 Transit-Oriented Development (206010)

Housing - Below-Market-Rate Housing (207000)/  
 Housing Impact (207002)/Rental Housing  
 Impact (207003)/General Fund Housing (207005)  
 Comm Stabilization & Fair Rent Act (CSFRA)/  
 Rental Housing Committee (208000)  
 Successor Housing Agency (210001)  
 Downtown Benefit Assessment Districts  
 (214000, 214001, 214002)

General Special Purpose (215001, 215002)  
 Supplemental Law Enforcement Services (221000)

Community Development Block Grant  
 (222001, 222003)  
 Cable Television (231001)

Shoreline Regional Park Community  
 (258000, 258001, 258002, 258003, 258005)

Expenditures restricted to specific purposes as prescribed by law, primarily road construction, maintenance and certain administrative costs.  
 Voter approved fee to fund local road improvements and repairs.  
 Revenues derived from fees authorized by Mountain View City Code restricted for implementation of the Capital Improvement Program.  
 Developer fees in-lieu of providing improvements necessitated by their development.  
 Developer fees in-lieu of providing certain transit related improvements for an increased development intensity permit.  
 Developer fees in-lieu of providing affordable housing and nonresidential development fees restricted to increase/improve the supply of very low to moderate income housing. GOF contribution for low and moderate-income housing.  
 Community Stabilization and Fair Rent Act (CSFRA) funds related to stabilization of rents and provision of just cause eviction protections.  
 City designated as Housing Successor Agency to dissolved RDA.  
 Operations of a Maintenance Assessment District, a Business Improvement District created for specific areas downtown, and collection of Parking in-lieu fees (restricted for construction of new parking spaces).  
 Fees paid for replacement trees and CASp Program.  
 State Supplemental Law Enforcement Services (COPS) grant restricted to fund law enforcement services.  
 Federal Community Development Block Grant and Home Investment Partnership Program funds.  
 Cable Public, Education and Government (PEG) funds restricted for related expenditures.  
 Created by State legislation. Tax increment and other revenue generated by the activities of the Shoreline Community are restricted to the development and support of the Shoreline Community and surrounding North Bayshore Area.

CAPITAL PROJECTS

Storm Drain Construction (412000)

Revenues derived from off-site drainage fees authorized by Mountain View City Code Section 28.51 and restricted for storm drainage capital improvements.

Park Land Dedication (413000)

Revenues derived from fees authorized by Chapter 41 of the Mountain View City Code restricted for park and recreation projects.

**PROPRIETARY FUNDS:**

ENTERPRISE

Water (601000, 601001, 601003, 601004, 601010)

Wastewater (602000, 602001, 602003, 602004,  
 602005, 602006, 602010)

Solid Waste Management  
 (610000, 610001, 610004, 610005)

Operation and maintenance of all facilities required to supply, distribute and meter potable and recycled water.  
 Operation and maintenance of all facilities required to transport and process wastewater.  
 Collection, transportation, recycling and disposal services of the City and two of the City's landfill postclosure maintenance activities.

INTERNAL SERVICE

Equipment Maintenance &  
 Replacement (701000, 701001)

Workers' Compensation Self-Insurance (751000)  
 Unemployment Self-Insurance (752000)  
 Liability Insurance (754000)  
 Retirees' Health Insurance (756000)  
 Employee Benefits Self-Insurance (759000)

Centralized fleet maintenance services and certain equipment replacement.  
 City's workers' compensation self insurance program.  
 City's unemployment self insurance program.  
 City's liability self insurance program.  
 City's retirees' health insurance program.  
 City's employee benefits self insurance program (vision and other misc benefits).

PROPOSED FISCAL YEAR 2019-20 BUDGET - FUND GROUP SUMMARIES

	BEGINNING BALANCE	REVENUES	TOTAL AVAILABLE	EXPENDI- TURES
<u>GENERAL FUND</u>				
General Operating	\$ 0	148,323,840	148,323,840	132,763,924
Development Services	25,796,759	18,367,200	44,163,959	16,421,229
Shoreline Golf Links/Restaurant	5,349	4,457,800	4,463,149	3,973,098
TOTAL	\$ 25,802,108	171,148,840	196,950,948	153,158,251
<u>SPECIAL REVENUE</u>				
Gas Tax	\$ 1,807,874	3,664,100	5,471,974	0
Other Streets & Transportation	888,947	3,028,800	3,917,747	184,904
Construction/Conveyance Tax	11,546,658	4,692,900	16,239,558	0
Public Benefit In Lieu	7,862,290	346,400	8,208,690	0
Transit-Oriented Development	1,257,823	87,700	1,345,523	0
Housing	70,882,347	1,710,700	72,593,047	22,926,536
CSFRA/Rental Housing Committee	1,145,903	1,547,300	2,693,203	2,033,103
Successor Housing Agency	1,382,876	39,400	1,422,276	250,000
Downtown Benefit Assessment Districts	15,450,911	2,233,876	17,684,787	830,644
General Special Purpose	100,601	54,870	155,471	100,339
Supplemental Law Enforcement Services	105,929	100,000	205,929	175,000
Community Development Block Grant	0	828,120	828,120	928,120
Cable Television	828,329	241,000	1,069,329	195,000
Shoreline Regional Park Community	31,698,212	119,899,000	151,597,212	25,161,445
TOTAL	\$ 144,958,700	138,474,166	283,432,866	52,785,091
<u>CAPITAL PROJECTS</u>				
Storm Drain Construction	\$ 124,546	33,700	158,246	0
Park Land Dedication	60,733,943	18,916,660	79,650,603	40,000,000
TOTAL	\$ 60,858,489	18,950,360	79,808,849	40,000,000
<u>ENTERPRISE</u>				
Water	\$ 31,108,280	37,712,670	68,820,950	37,315,506
Wastewater	21,390,112	30,548,933	51,939,045	21,131,446
Solid Waste Management	12,909,049	15,877,797	28,786,846	15,117,935
TOTAL	\$ 65,407,441	84,139,400	149,546,841	73,564,887
<u>INTERNAL SERVICE</u>				
Equipment Maintenance & Replacement	\$ 28,905,924	6,817,960	35,723,884	6,333,122
Workers' Compensation Self- Insurance	12,634,051	2,671,400	15,305,451	2,372,500
Unemployment Self- Insurance	598,340	63,400	661,740	127,250
Liability Insurance	4,694,833	1,756,250	6,451,083	1,756,550
Retirees' Health Insurance	440,164	7,079,186	7,519,350	7,097,966
Employee Benefits Self- Insurance	405,699	89,000	494,699	114,500
TOTAL	\$ 47,679,011	18,477,196	66,156,207	17,801,888
<u>GENERAL FUND RESERVES</u>				
TOTAL	\$ 96,498,910	22,217,576	118,716,486	12,480,282
GRAND TOTAL	\$ 441,204,659	453,407,538	894,612,197	349,790,399

<u>DEBT SERVICE</u>	<u>CAPITAL PROJECTS</u>	<u>INTRFD TRANSFERS</u>	<u>TOTAL EXPENDITURES</u>	<u>OTHER</u>	<u>ENDING BALANCE</u>
0	0	13,106,034	145,869,958	0	2,453,882
0	71,000	188,073	16,680,302	(9,806,537)	17,677,120
0	0	479,525	4,452,623	0	10,526
0	71,000	13,773,632	167,002,883	(9,806,537)	20,141,528
0	1,690,000	1,320,200	3,010,200	0	2,461,774
0	2,900,000	0	3,084,904	0	832,843
0	11,442,000	0	11,442,000	0	4,797,558
0	0	0	0	0	8,208,690
0	0	0	0	0	1,345,523
0	0	2,936	22,929,472	(5,601,965)	44,061,610
0	0	3,588	2,036,691	(384,000)	272,512
0	0	0	250,000	0	1,172,276
0	0	108,726	939,370	(7,227,366)	9,518,051
0	0	0	100,339	0	55,132
0	0	0	175,000	0	30,929
0	0	0	928,120	100,000	0
0	0	0	195,000	0	874,329
6,422,532	87,899,000	673,078	120,156,055	(19,767,834)	11,673,323
6,422,532	103,931,000	2,108,528	165,247,151	(32,881,165)	85,304,550
0	31,000	0	31,000	0	127,246
0	2,777,000	0	42,777,000	(16,034,775)	20,838,828
0	2,808,000	0	42,808,000	(16,034,775)	20,966,074
633,650	9,347,000	928,439	48,224,595	(12,328,650)	8,267,705
908,633	8,547,000	218,225	30,805,304	(15,359,030)	5,774,711
0	293,000	150,050	15,560,985	(4,619,653)	8,606,208
1,542,283	18,187,000	1,296,714	94,590,884	(32,307,333)	22,648,624
0	0	35,229	6,368,351	(29,090,066)	265,467
0	0	0	2,372,500	(7,646,227)	5,286,724
0	0	0	127,250	0	534,490
0	0	0	1,756,550	(2,462,354)	2,232,179
0	0	0	7,097,966	0	421,384
0	0	0	114,500	0	380,199
0	0	35,229	17,837,117	(39,198,647)	9,120,443
0	16,023,000	4,000,000	32,503,282	(10,919,273)	75,293,931
7,964,815	141,020,000	21,214,103	519,989,317	(141,147,730)	233,475,150



GENERAL OPERATING FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2017-18</u>	Adopted Budget <u>2018-19</u>	Estimated <u>2018-19</u>	Proposed Budget <u>2019-20</u>
Revenues and Sources of Funds:				
Property Taxes	\$ 49,418,921	52,908,540	51,822,080	57,091,200
Sales Tax	20,713,381	20,026,480	23,179,490	21,432,550
Other Local Taxes	15,443,748	15,989,100	14,874,300	18,770,700
Use of Money & Property	19,659,406	21,613,100	21,889,050	22,657,560
Licenses, Permits & Franchise Fees/ Fines & Forfeitures	6,160,744	5,924,930	6,292,210	6,419,800
Intergovernmental	816,991	624,100	717,030	521,800
Charges for Services	3,208,006	2,772,040	2,884,240	3,081,050
Miscellaneous Revenue	4,616,082	1,748,860	3,767,400	1,988,680
Interfund Revenues & Transfers	16,339,720	16,074,870	17,948,620	16,360,500
<b>Total</b>	<u>136,376,999</u>	<u>137,682,020</u>	<u>143,374,420</u>	<u>148,323,840</u>
Expenditures and Uses of Funds:				
Operations:				
Salaries and Benefits	89,624,279	100,816,724	95,439,853	108,580,537
Supplies and Services	16,088,981	17,501,179	18,146,571	18,554,139
Capital Outlay	456,478	507,900	605,614	524,900
Self Insurance	3,457,097	2,792,119	2,792,119	3,404,348
Transfer to Housing Fund	51,000	51,000	51,000	246,400
Transfer to Budget Contingency Res	35,000	1,400,000	1,400,000	1,592,743
Transfer to Transportation Reserve	0	0	0	1,563,300
Transfer to Capital Improvement Res	1,241,700	1,401,900	1,401,900	1,456,100
Transfer to Equip Replace Res	2,727,828	2,767,727	2,767,727	2,247,491
Projected Oper Budget Savings	0	(2,300,000)	0	(2,300,000)
<b>Total</b>	<u>113,682,363</u>	<u>124,938,549</u>	<u>122,604,784</u>	<u>135,869,958</u>
Revenues and Sources Over (Under) Expenditures and Uses	22,694,636	12,743,471	20,769,636	12,453,882
Transfer to General Non-Oper Fund	(15,123,930)	0	(10,769,636) <sup>(2)</sup>	(1,000,000) <sup>(2)</sup>
Transfer to General Fund Reserve <sup>(1)</sup>	0	(1,000,000)	(1,000,000)	(2,000,000)
Transfer to Transportation Reserve	0	(2,000,000)	(2,000,000)	0
Transfer to Capital Improvement Res	0	(2,000,000)	(2,000,000)	(3,000,000)
Transfer to SPAR	(2,000,000)	0	0	0
CalPERS Contribution	(4,000,000)	(4,000,000)	(4,000,000)	(4,000,000)
OPEB Contribution	(2,000,000)	0	(1,000,000)	0
Change in Assets, Liabilities and Reserve for Enc, Grants & Donations	429,294	0	0	0
Beginning Balance, July 1	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Ending Balance, June 30 <sup>(3)</sup>	<u>\$ 0</u>	<u>3,743,471</u>	<u>0</u>	<u>2,453,882</u>

(1) Funding to bring the GOF Reserve to above the minimum 20% of policy level range of 20%-25% of net adopted

(2) Includes \$6.5 million and \$1.0 million in Fiscal Years 2018-19 and 2019-20, respectively, for the new Sustainability CIP.

(3) Balance less any reserves for encumbrances, grants, donations, and changes in assets and liabilities, is transferred to various reserves after the end of the fiscal year.

The General Operating Fund accounts for the operations of the City which are not recorded in other funds.

GENERAL FUND: DEVELOPMENT SERVICES

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2017-18</u>	Adopted Budget <u>2018-19</u>	Estimated <u>2018-19</u>	Proposed Budget <u>2019-20</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 424,459	441,000	634,800	748,000
Licenses & Permits	11,304,730	7,755,000	9,704,270	9,773,000
Charges for Services	7,067,429	5,723,000	8,149,720	7,036,200
Land Use Documents	2,413,760	800,000	2,055,120	800,000
Other Revenues	61,111	34,000	14,070	10,000
	<hr/>	<hr/>	<hr/>	<hr/>
Total	21,271,489	14,753,000	20,557,980	18,367,200
	<hr/>	<hr/>	<hr/>	<hr/>
Expenditures and Uses of Funds:				
Operations	13,028,017	13,400,989	14,947,129	14,462,289
Capital Projects	40,000	295,000	295,000	71,000
General Fund Administration	1,592,200	1,811,600	1,811,600	1,829,700
Self Insurance	95,110	101,990	101,990	129,240
Retirees' Health Unfunded Liability	0	250,000	0	0
Transfer to Comp Absences Res	22,000	56,000	56,000	100,000
Transfer to Equip Replace Res	88,143	93,544	93,544	88,073
	<hr/>	<hr/>	<hr/>	<hr/>
Total	14,865,470	16,009,123	17,305,263	16,680,302
	<hr/>	<hr/>	<hr/>	<hr/>
Revenues and Sources Over (Under) Expenditures and Uses	6,406,019	(1,256,123)	3,252,717	1,686,898
Beginning Balance, July 1	16,138,023	22,544,042	22,544,042	25,796,759
Reserve for Land Use Documents	<u>(6,951,417)</u>	<u>(7,751,417)</u>	<u>(9,006,537)</u>	<u>(9,806,537)</u>
Ending Balance, June 30	<u>\$ 15,592,625</u>	<u>13,536,502</u>	<u>16,790,222</u>	<u>17,677,120</u>

All development related activities are consolidated into the Development Services Fund to more accurately align all development related revenues and expenditures. The City Council has committed the revenues generated from these permits and charges to fund these expenditures.

GENERAL FUND: SHORELINE GOLF LINKS/RESTAURANT

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2017-18</u>	Adopted Budget <u>2018-19</u>	Estimated <u>2018-19</u>	Proposed Budget <u>2019-20</u>
Revenues and Sources of Funds:				
Golf Course Revenue	\$ 2,323,228	2,532,110	2,169,666	2,457,300
Restaurant Revenue	<u>0</u>	<u>0</u>	<u>809,000</u>	<u>2,000,500</u>
Total Golf	<u>2,323,228</u>	<u>2,532,110</u>	<u>2,978,666</u>	<u>4,457,800</u>
Expenditures and Uses of Funds:				
Golf Operations	1,849,878	2,025,017	1,752,000	1,934,290
Restaurant Operations	0	0	801,000	1,811,588
Management Fee to Touchstone	107,000	108,000	112,000	120,000
General Fund Administration	76,800	77,600	77,600	106,400
Self Insurance	780	680	680	820
Transfer to Equip Replace Res	<u>215,375</u>	<u>212,422</u>	<u>212,422</u>	<u>204,525</u>
Total	<u>2,249,833</u>	<u>2,423,719</u>	<u>2,955,702</u>	<u>4,177,623</u>
Revenues and Sources Over (Under)				
Expenditures and Uses	73,395	108,391	22,964	280,177
Transfer to General Operating Fund	(88,512)	(110,000)	(25,000)	(275,000)
Beginning Balance, July 1	<u>22,502</u>	<u>7,385</u>	<u>7,385</u>	<u>5,349</u>
Ending Balance, June 30*	<u>\$ 7,385</u>	<u>5,776</u>	<u>5,349</u>	<u>10,526</u>

Shoreline Golf Links/Restaurant includes revenues and expenditures related to the operation of the golf course and restaurant. Effective January 8, 2012 the City entered into an Operating Management Agreement with Touchstone Golf, LLC. On 10/23/18, City Council approved amending the operating agreement with Touchstone to include management of Michaels at Shoreline Restaurant. The amended operating agreement began January 1, 2019.

\* Balance remaining for cash and encumbrances set aside for Touchstone Golf operations.

GAS TAX FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2017-18</u>	Adopted Budget <u>2018-19</u>	Estimated <u>2018-19</u>	Proposed Budget <u>2019-20</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 28,780	45,720	54,480	64,700
2103 Funds	308,728	607,790	289,000	695,000
2105 Funds	430,216	456,430	447,000	453,000
2106 Funds	281,732	289,770	285,000	293,000
2107 Funds	559,899	566,290	560,000	595,000
2107.5 Funds	7,500	7,500	7,500	7,500
State Loan Repayment	90,125	90,130	91,900	91,900
Road Repair & Acct. Act 2017	433,444	1,316,490	1,464,000	1,464,000
Total	<u>2,140,424</u>	<u>3,380,120</u>	<u>3,198,880</u>	<u>3,664,100</u>
Expenditures and Uses of Funds:				
Capital Projects	1,045,300	1,508,000	1,508,000	1,690,000
Transfer to General Oper Fund	1,294,200	1,307,100	1,307,100	1,320,200
Total	<u>2,339,500</u>	<u>2,815,100</u>	<u>2,815,100</u>	<u>3,010,200</u>
Revenues and Sources Over (Under) Expenditures and Uses	(199,076)	565,020	383,780	653,900
Beginning Balance, July 1	<u>1,623,170</u>	<u>1,424,094</u>	<u>1,424,094</u>	<u>1,807,874</u>
Ending Balance, June 30	<u>\$ 1,424,094</u>	<u>1,989,114</u>	<u>1,807,874</u>	<u>2,461,774</u>

1. Section 2103 Funds: Expenditure of apportioned funds may be made for any street purpose (including debt service). Funds are apportioned to the City based on population.
2. Section 2105 Funds: Expenditure of apportioned funds may be made for any street purpose and funds are apportioned to the City on a per capita basis.
3. Section 2106 and 2107 Funds: Expenditure of apportioned funds may be made for any street purpose. This includes construction, purchase of right-of-way, or maintenance. Funds are apportioned as follows: (a) 2106: \$4,800 fixed amount and a per capita distribution; (b) 2107: a per capita distribution and interest earnings.
4. Section 2107.5 Funds-Engineering: Funds are required to be used exclusively for engineering and administrative costs associated with streets and roads. The amount of \$7,500 is apportioned to the City based on population.
5. State Loan Repayment: One time funds for transportation loan repayments repaid over three years (ends June 30, 2020).
6. Road Repair and Accountability Act (RRAA) 2017: SB 1 is an increase in deisel excise and sales taxes, gasoline excise tax, the assessment of an annual Transportation Improvement fee based on the value of the vehicle and an annual \$100 Zero Emissions Vehicle fee.

Revenues received are restricted for specific purposes as prescribed by law; primarily road construction, maintenance/repair of roads, highways, bridges and culverts, improvement of public transportation, trade corridors, and infrastructure promoting walking and bicycling, reduction of congestion on major corridors, and certain administrative costs. All expenditures are audited by the State Controller's Office and RRAA expenditures are to be reported to the California Transportation Commission.

OTHER STREETS & TRANSPORTATION FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2017-18</u>	Adopted Budget <u>2018-19</u>	Estimated <u>2018-19</u>	Proposed Budget <u>2019-20</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 34,341	34,000	33,000	38,800
Vehicle Registration Fees	486,896	450,000	502,000	500,000
VTA Measure B	0	0	0	2,490,000
Capital Projects Refunds	89,759	0	0	0
Total	<u>610,996</u>	<u>484,000</u>	<u>535,000</u>	<u>3,028,800</u>
Expenditures and Uses of Funds:				
Expenditures	0	0	0	184,904
Capital Projects	394,000	402,000	402,000	2,900,000
Total	<u>394,000</u>	<u>402,000</u>	<u>402,000</u>	<u>3,084,904</u>
Revenues and Sources Over (Under) Expenditures and Uses	216,996	82,000	133,000	(56,104)
Beginning Balance, July 1	<u>538,951</u>	<u>755,947</u>	<u>755,947</u>	<u>888,947</u>
Ending Balance, June 30	<u>\$ 755,947</u>	<u>837,947</u>	<u>888,947</u>	<u>832,843</u>

In November 2010 Santa Clara County voters approved a measure to increase the Vehicle Registration Fee (VRF) by \$10.00 annually for transportation related projects. These funds will be managed by the Santa Clara County Valley Transportation Authority (VTA) and allocated based on city population and County of Santa Clara road and expressway lane mileage.

In November 2016 Santa Clara County voters approved Measure B, a 30 year half-cent countywide sales tax to enhance transit, highways, expressways and active transportation (bicycles, pedestrians and complete streets). Eligible projects include BART Silicon Valley Phase II, Caltrain Corridor Capacity Improvements and grade separations, and bike ped improvements.

CONSTRUCTION/CONVEYANCE TAX FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2017-18</u>	Adopted Budget <u>2018-19</u>	Estimated <u>2018-19</u>	Proposed Budget <u>2019-20</u>
Revenues and Sources of Funds:				
Real Property Conveyance Tax	\$ 7,535,713	4,000,000	9,481,500	4,000,000
Construction Tax - Other	14,622	4,000	35,000	4,000
Investment Earnings	414,293	377,700	585,000	688,900
Capital Projects Refunds	123,693	0	0	0
Total	<u>8,088,321</u>	<u>4,381,700</u>	<u>10,101,500</u>	<u>4,692,900</u>
Expenditures and Uses of Funds:				
Capital Projects	<u>10,102,000</u>	<u>8,612,000</u>	<u>10,812,000</u>	<u>11,442,000</u>
Total	<u>10,102,000</u>	<u>8,612,000</u>	<u>10,812,000</u>	<u>11,442,000</u>
Revenues and Sources Over (Under) Expenditures and Uses	(2,013,679)	(4,230,300)	(710,500)	(6,749,100)
Beginning Balance, July 1	<u>14,270,837</u>	<u>12,257,158</u>	<u>12,257,158</u>	<u>11,546,658</u>
Ending Balance, June 30	<u>\$ 12,257,158</u>	<u>8,026,858</u>	<u>11,546,658</u>	<u>4,797,558</u>

The Construction Tax and Real Property Conveyance Tax Fund revenues are derived from fees authorized by Mountain View City Code, Sections 29.56 and 29.63 respectively. When a transfer of ownership occurs the Real Property Conveyance Tax is assessed at \$3.30 for each \$1,000 of real property value located in the City. All revenues of this fund are restricted for implementation of the City's Capital Improvements Program, including servicing bonds issued in connection with said improvements.

PUBLIC BENEFIT IN LIEU FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2017-18</u>	Adopted Budget <u>2018-19</u>	Estimated <u>2018-19</u>	Proposed Budget <u>2019-20</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 256,838	340,100	295,000	346,400
PB In Lieu Contributions*	315,000	0	0	0
Total	<u>571,838</u>	<u>340,100</u>	<u>295,000</u>	<u>346,400</u>
Expenditures and Uses of Funds:				
Expenditures	139,377	3,188	337,200	0
Capital Projects	6,935,000	2,700,000	2,700,000	0
Total	<u>7,074,377</u>	<u>2,703,188</u>	<u>3,037,200</u>	<u>0</u>
Revenues and Sources Over (Under) Expenditures and Uses	(6,502,539)	(2,363,088)	(2,742,200)	346,400
Beginning Balance, July 1	<u>17,107,029</u>	<u>10,604,490</u>	<u>10,604,490</u>	<u>7,862,290</u>
Ending Balance, June 30	<u>\$ 10,604,490</u>	<u>8,241,402</u>	<u>7,862,290</u>	<u>8,208,690</u>

A developer may be required to provide public benefits, such as area improvements or affordable housing, as a result of their development project. A developer may pay a fee in lieu of providing these public benefits which will then be used by the City to provide improvements in the general area of the development as approved by the City Council.

\* As revenues are dependent upon the level and type of development, future fee revenues are not projected or budgeted in advance.

TRANSIT-ORIENTED DEVELOPMENT FUND

Statement of Revenues, Expenditures and Balances

		Audited Actual <u>2017-18</u>	Adopted Budget <u>2018-19</u>	Estimated <u>2018-19</u>	Proposed Budget <u>2019-20</u>
Revenues and Sources of Funds:					
Investment Earnings	\$	55,648	70,190	74,600	87,700
Transit-Oriented Development Fees*		170,060	0	0	0
Total		<u>225,708</u>	<u>70,190</u>	<u>74,600</u>	<u>87,700</u>
Expenditures and Uses of Funds:					
Expenditures		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Revenues and Sources Over (Under)					
Expenditures and Uses		225,708	70,190	74,600	87,700
Beginning Balance, July 1		<u>957,515</u>	<u>1,183,223</u>	<u>1,183,223</u>	<u>1,257,823</u>
Ending Balance, June 30	\$	<u><u>1,183,223</u></u>	<u><u>1,253,413</u></u>	<u><u>1,257,823</u></u>	<u><u>1,345,523</u></u>

As authorized by Mountain View City Code, Chapter 36, Article XVI, Division 8, a developer may apply for a Transit (T) Overlay Zone and a Transit-Oriented Development permit to increase the development density. A condition of the permit would require the provision of certain transit related improvements. A developer may pay the City in-lieu of providing these improvements.

\* As revenues are dependent upon the conditions described above, future fee revenues are not projected or budgeted in advance.



HOUSING FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2017-18</u>	Adopted Budget <u>2018-19</u>	Estimated <u>2018-19</u>	Proposed Budget <u>2019-20</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 772,870	625,410	1,237,800	1,464,300
BMR Housing in Lieu Fees*	10,709,886	0	30,775,438	0
Housing Impact Fees*	20,699,942	0	8,221,613	0
Rental Housing Impact Fees*	4,401	0	0	0
Transfer from General Oper Fund	51,000	51,000	51,000	246,400
Other Revenue	786,979	0	14,500	0
Total	<u>33,025,078</u>	<u>676,410</u>	<u>40,300,351</u>	<u>1,710,700</u>
Expenditures and Uses of Funds:				
Operations	991,935	11,976,831	3,083,569	22,917,616
Loan-1701 W El Camino Real	5,908,816	0	0	0
Loan-779 East Evelyn Ave	2,579,349	0	0	0
Loan-460 N Shoreline (Shorebreeze)	0	0	3,738,190	0
Capital Projects	0	0	13,965,000	0
Self Insurance	7,210	6,830	6,830	8,920
Transfer to Comp Absences Res	0	2,000	2,000	0
Transfer to Equip Replace Res	3,449	3,508	3,508	2,936
Total	<u>9,490,759</u>	<u>11,989,169</u>	<u>20,799,097</u>	<u>22,929,472</u>
Revenues and Sources Over (Under) Expenditures and Uses	23,534,319	(11,312,759)	19,501,254	(21,218,772)
Beginning Balance, July 1	27,846,774	51,381,093	51,381,093	70,882,347
Reserved for Low-Mod Housing**	<u>(7,320,000)</u>	<u>0</u>	<u>(24,974,809)</u>	<u>(5,601,965)</u>
Ending Balance, June 30	<u>\$ 44,061,093</u>	<u>40,068,334</u>	<u>45,907,538</u>	<u>44,061,610</u>

As authorized by Mountain View City Code section 36.40.10 the Below-Market-Rate (BMR) Housing Program requires that 10.0% of all new ownership residential units or parcels within a development be affordable to low and moderate income households. Alternatively, a developer may pay a fee in-lieu of providing these units which will then be used to provide affordable housing approved by the City Council. These revenues are restricted for expenditures related to the provision of low and moderate income housing. The City contracts with the Palo Alto Housing Corporation for administrative support for this program.

In accordance with the Mountain View City Code section 36.40.55, the Housing Impact Program requires a fee to be imposed on all nonresidential developments. Resolution No. 17748 adopted by the City Council on December 11, 2012 allows for a fee to be imposed on all residential rental developments. Expenditures are restricted for increasing and improving the supply of very low to moderate income housing and rental housing.

\* As revenues are dependent upon the type and timing of development, future fee revenues are not projected or budgeted in advance.

\*\* Represents the balance of funds committed by City Council for Notice of Funding Availability (NOFA) Projects taking into account funds expended, encumbered, and budgeted.

COMMUNITY STABILIZATION AND FAIR RENT ACT (CSFRA)/  
RENTAL HOUSING COMMITTEE (RHC) FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2017-18</u>	Adopted <sup>(1)</sup> Budget <u>2018-19</u>	Estimated <u>2018-19</u>	Proposed <sup>(2)</sup> Budget <u>2019-20</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 12,621	2,000	10,550	2,000
Charges for Services	<u>2,373,968</u>	<u>1,897,200</u>	<u>1,871,983</u>	<u>1,545,300</u>
Total	<u>2,386,589</u>	<u>1,899,200</u>	<u>1,882,533</u>	<u>1,547,300</u>
Expenditures and Uses of Funds:				
Operations	906,123	2,006,280	1,199,591	1,777,593
General Fund Administration	268,694	284,170	284,170	244,700
Self Insurance	10,110	9,110	9,110	10,810
Transfer to General Operating Fund	431,595	0	0	0
Transfer to General Non Oper Fund	120,682	0	0	0
Transfer to Comp Absences Res	0	5,000	5,000	0
Transfer to Retirees' Health Res	4,149	0	0	0
Transfer to Equip Replace Res	0	4,677	4,677	3,588
Total	<u>1,741,353</u>	<u>2,309,237</u>	<u>1,502,548</u>	<u>2,036,691</u>
Revenues and Sources Over (Under) Expenditures and Uses	645,236	(410,037)	379,985	(489,391)
Beginning Balance, July 1	120,682	765,918	765,918	1,145,903
Reserve/Rebudget Items	<u>(479,752)</u>	<u>(287,352)</u>	<u>(794,149)</u>	<u>(384,000)</u>
Ending Balance, June 30	<u>\$ 286,166</u>	<u>68,529</u>	<u>351,754</u>	<u>272,512</u>

On November 8, 2016 the residents of the City of Mountain View voted to adopt Measure V, also known as the Community Stabilization and Fair Rent Act (CSFRA), to stabilize rents and provide just cause eviction protections for certain rental units in Mountain View. The CSFRA created an entirely new program in the City of Mountain View and requires dedicated resources for its development, implementation, and administration. Section 1709(d) of the CSFRA empowers the RHC to establish a budget for the reasonable and necessary implementation of the provisions of the CSFRA, and Section 1709(j) requires the RHC to finance its reasonable and necessary expenses as necessary to ensure implementation of the CSFRA by charging landlords an annual Rental Housing Fee.

(1) Reflects the budget as adopted by the RHC on June 18, 2018.

(2) Reflects the budget as proposed at the RHC meeting May 13, 2019.

SUCCESSOR HOUSING AGENCY FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2017-18</u>	Adopted Budget <u>2018-19</u>	Estimated <u>2018-19</u>	Proposed Budget <u>2019-20</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 22,161	0	33,400	39,400
Loan Payment	<u>3,084</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>25,245</u>	<u>0</u>	<u>33,400</u>	<u>39,400</u>
Expenditures and Uses of Funds:				
Expenditures	<u>31,830</u>	<u>217,700</u>	<u>166,370</u>	<u>250,000</u>
Total	<u>31,830</u>	<u>217,700</u>	<u>166,370</u>	<u>250,000</u>
Revenues and Sources Over (Under)				
Expenditures and Uses	(6,585)	(217,700)	(132,970)	(210,600)
Beginning Balance, July 1	<u>1,522,431</u>	<u>1,515,846</u>	<u>1,515,846</u>	<u>1,382,876</u>
Ending Balance, June 30	\$ <u><u>1,515,846</u></u>	<u><u>1,298,146</u></u>	<u><u>1,382,876</u></u>	<u><u>1,172,276</u></u>

Effective February 1, 2012 all California redevelopment agencies, including the Mountain View Revitalization Authority (Authority), were dissolved pursuant to the Dissolution Act. On January 10, 2012 the City Council adopted resolution 17668 expressing the intent to serve as the Successor Housing Agency of the Authority pursuant to Health and Safety Code sections 34171(j), 34173 and 34176. The housing assets (e.g. long-term loans and bonds) were transferred to the Successor Housing Agency. Effective January 1, 2014, SB 341 required housing successors to follow new expenditure and accounting rules. If a housing successor has fulfilled all replacement, affordable housing production, and monitoring, database compilation and web site publication requirements, it may spend up to \$250,000 annually on homelessness prevention and rapid rehousing services.

DOWNTOWN BENEFIT ASSESSMENT DISTRICTS FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2017-18</u>	Adopted Budget <u>2018-19</u>	Estimated <u>2018-19</u>	Proposed Budget <u>2019-20</u>
Revenues and Sources of Funds:				
Property Taxes	\$ 958,858	997,700	1,008,983	975,910
Permit Revenues	649,092	550,000	697,000	697,000
Investment Earnings	106,633	122,150	155,470	183,300
Invest Earn on Parking In Lieu Fees	96,568	119,440	129,070	151,560
Homeowner's Tax Exemption	3,612	3,600	3,466	3,500
Maintenance Assessment District	157,980	158,606	158,606	158,606
Parking In Lieu Fees	240,000	0	0	0
Business Improvement Districts	43,150	44,000	44,000	44,000
Other Revenues	21,342	20,000	20,555	20,000
Total	<u>2,277,235</u>	<u>2,015,496</u>	<u>2,217,150</u>	<u>2,233,876</u>
Expenditures and Uses of Funds:				
Operations	344,611	651,901	628,491	741,294
Business Improvement Districts	43,150	44,000	44,000	44,000
General Fund Administration	43,600	44,000	44,000	44,400
Self Insurance	920	800	800	950
Transfer to General Oper Fund	108,400	108,400	108,400	108,400
Transfer to Equip Replace Res	383	390	390	326
Total	<u>541,064</u>	<u>849,491</u>	<u>826,081</u>	<u>939,370</u>
Revenues and Sources Over (Under)				
Expenditures and Uses	1,736,171	1,166,005	1,391,069	1,294,506
Beginning Balance, July 1	12,323,671	14,059,842	14,059,842	15,450,911
Reserve for Future Parking Maint	(375,000)	(412,500)	(412,500)	(430,000)
Reserve for Future Parking	<u>(6,516,728)</u>	<u>(6,636,168)</u>	<u>(6,645,802)</u>	<u>(6,797,366)</u>
Ending Balance, June 30	<u>\$ 7,168,114</u>	<u>8,177,179</u>	<u>8,392,609</u>	<u>9,518,051</u>

The Parking District (District) is a maintenance assessment district in the downtown Castro Street area created to provide and maintain parking lots and structures. In addition to property taxes and permit revenues, an annual assessment is levied on properties in the District. The Mountain View City Code requires that as a condition of approval for any development within the District, the developer or owner shall provide the required off-street parking, pay the parking in-lieu fee or a combination of both. These funds are restricted for the construction of new parking spaces, are designated for the Hope St development and are accounted for in the Reserve for Future Parking.

The Business Improvement Areas (BIA's) were created for specific areas of the downtown and are an assessment to the business owners based on the type and size of the business. These funds are utilized for staffing dedicated to the promotion and support of downtown businesses.

The Reserve for Future Parking Maintenance was recommended in a previous Parking Study for long term maintenance and improvements of the parking structures and lots not funded in the operating budget (e.g. janitorial services, elevator maintenance, etc.). The District increases by \$37,500 annually and it is anticipated these funds will be utilized when major improvements are needed (e.g. steam cleaning the entire parking structure, repaving a parking lot, replacing signage inside the parking structure, etc.).

GENERAL SPECIAL PURPOSE FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2017-18</u>	Adopted Budget <u>2018-19</u>	Estimated <u>2018-19</u>	Proposed Budget <u>2019-20</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 2,400	2,100	4,060	4,870
CASp Fee	18,799	0	22,660	0
Charges for Services	250	50,000	15,750	50,000
Total	<u>21,449</u>	<u>52,100</u>	<u>42,470</u>	<u>54,870</u>
Expenditures and Uses of Funds:				
Expenditures	<u>3,474</u>	<u>85,314</u>	<u>2,700</u>	<u>100,339</u>
Total	<u>3,474</u>	<u>85,314</u>	<u>2,700</u>	<u>100,339</u>
Revenues and Sources Over (Under) Expenditures and Uses	17,975	(33,214)	39,770	(45,469)
Beginning Balance, July 1	<u>42,856</u>	<u>60,831</u>	<u>60,831</u>	<u>100,601</u>
Ending Balance, June 30	<u>\$ 60,831</u>	<u>27,617</u>	<u>100,601</u>	<u>55,132</u>

The Special Purpose Fund was established to track and report funds used for specific purposes. This fund currently includes the following:

The Community Tree Master Plan (CTMP) was adopted by City Council September 15, 2015 and includes objectives and strategies to improve and enhance the City’s urban forest and canopy over the following 15 years and to respond to environmental and safety issues that can impact community trees and wildlife habitat. The CTMP established implementation measures to achieve the objectives, including establishing a Tree Mitigation Fund and a Tree Replacement fee. For any trees that cannot be replaced on site, the fee will be assessed to provide funding for tree planting at other sites within the community.

Assembly Bill 1379 amended Section 4467 of the government code (previously amended by Senate Bill 1186) and requires an additional \$4 fee to be paid by any applicant of a Business License from January 1, 2018 through December 31, 2023. Beginning on January 1, 2024, the fee will be revert back to the \$1 fee. The fee will be used to increase disability access and compliance with construction-related accessibility requirements and help support the Certified Access Specialist (CASp) program.

SUPPLEMENTAL LAW ENFORCEMENT SERVICES FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2017-18</u>	Adopted Budget <u>2018-19</u>	Estimated <u>2018-19</u>	Proposed Budget <u>2019-20</u>
Revenues and Sources of Funds:				
COPs Grant	\$ 172,920	100,000	184,000	100,000
Total	<u>172,920</u>	<u>100,000</u>	<u>184,000</u>	<u>100,000</u>
Expenditures and Uses of Funds:				
Operations	175,000	175,000	184,000	175,000
Total	<u>175,000</u>	<u>175,000</u>	<u>184,000</u>	<u>175,000</u>
Revenues and Sources Over (Under)				
Expenditures and Uses	(2,080)	(75,000)	0	(75,000)
Beginning Balance, July 1	<u>108,009</u>	<u>105,929</u>	<u>105,929</u>	<u>105,929</u>
Ending Balance, June 30	<u>\$ 105,929</u>	<u>30,929</u>	<u>105,929</u>	<u>30,929</u>

The Supplemental Law Enforcement Services Fund receives revenues from a state grant to counties and cities which is restricted for funding additional front-line law enforcement services.

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2017-18</u>	Adopted Budget <u>2018-19</u>	Estimated <u>2018-19</u>	Proposed Budget <u>2019-20</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 103,020	0	157,245	0
Federal Grant	77,515	536,360	1,286,641	564,388
Home Program	12,153	281,994	421,403	263,732
Total	<u>192,688</u>	<u>818,354</u>	<u>1,865,289</u>	<u>828,120</u>
Expenditures and Uses of Funds:				
Operations	150,244	861,807	901,897	928,120
Loans	30,153	0	974,816	0
Total	<u>180,397</u>	<u>861,807</u>	<u>1,876,713</u>	<u>928,120</u>
Revenues and Sources Over (Under)				
Expenditures and Uses	12,291	(43,453)	(11,424)	(100,000)
Reprogrammed Revenue	0	32,029	0	100,000
Beginning Balance, July 1	<u>(867)</u>	<u>11,424</u>	<u>11,424</u>	<u>0</u>
Ending Balance, June 30	<u>\$ 11,424</u>	<u>0</u>	<u>0</u>	<u>0</u>

The Community Development Block Grant Fund derives its revenues from grants received from the Department of Housing and Urban Development. The intent of the program is to enhance the physical development of the community. Public services are also eligible to a limited extent.

CABLE TELEVISION FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2017-18</u>	Adopted Budget <u>2018-19</u>	Estimated <u>2018-19</u>	Proposed Budget <u>2019-20</u>
Revenues and Sources of Funds:				
PEG Fees	\$ 236,172	241,000	215,160	241,000
Total	<u>236,172</u>	<u>241,000</u>	<u>215,160</u>	<u>241,000</u>
Expenditures and Uses of Funds:				
Expenditures	267,500	195,000	159,960	195,000
Total	<u>267,500</u>	<u>195,000</u>	<u>159,960</u>	<u>195,000</u>
Revenues and Sources Over (Under) Expenditures and Uses	(31,328)	46,000	55,200	46,000
Beginning Balance, July 1	<u>804,457</u>	<u>773,129</u>	<u>773,129</u>	<u>828,329</u>
Ending Balance, June 30	<u>\$ 773,129</u>	<u>819,129</u>	<u>828,329</u>	<u>874,329</u>

Ordinance No. 4.08, adopted on May 13, 2008 amended Chapter 37 of the Mountain View City Code relating to Cable Television franchise regulations in its entirety. Public, Education and Government (PEG) fees collected by the cable providers are restricted for PEG channel support and are not for general use by the City. The City passes a portion of these funds through to the non-profit KMVT for government and public access television services per contractual agreement.



SHORELINE REGIONAL PARK COMMUNITY FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2017-18</u>	Adopted Budget <u>2018-19</u>	Estimated <u>2018-19</u>	Proposed Budget <u>2019-20</u>
<b>Revenues and Sources of Funds:</b>				
Property Taxes	\$ 42,099,597	41,808,400	40,219,100	48,154,300
Investment Earnings	1,225,124	1,338,600	1,708,800	1,986,700
Invest Earn on Dev Imp Fees	375,320	0	468,000	0
Rents & Leases	370,546	311,000	382,800	368,000
Development Impact Fees	16,759,781	0	0	0
Other Revenues	490,924	54,500	210,800	110,000
Capital Projects Refunds	18,908	0	0	0
Bond Proceeds	0	0	0	69,280,000
Total	<u>61,340,200</u>	<u>43,512,500</u>	<u>42,989,500</u>	<u>119,899,000</u>
<b>Expenditures and Uses of Funds:</b>				
Operations	5,094,934	6,359,457	6,289,333	6,643,515
Intergovernmental Payments	10,293,359	10,272,000	10,241,616	10,669,000
Capital Projects	43,369,350	7,118,000	9,017,700	14,771,000
Capital Projects from Fees	13,369,650	6,400,000	6,400,000	3,848,000
Capital Projects from Bond Proceeds	0	0	0	69,280,000
General Fund Administration	7,571,600	7,647,300	7,647,300	7,723,700
Water Fund Administration	62,600	63,200	63,200	63,800
2011 Revenue Bonds	3,282,099	3,345,832	3,328,907	3,343,582
2014 Bank Loan	1,619,551	1,620,300	1,620,258	0
2018 Revenue Bonds	0	1,599,990	3,959,254	3,078,950
Self Insurance	53,630	47,620	47,620	61,430
Retirees' Health Unfunded Liability	994,770	195,000	195,000	500,000
Transfer to Comp Absences Res	20,000	42,000	42,000	70,000
Transfer to Equip Replace Res	116,501	119,268	119,268	103,078
Total	<u>85,848,044</u>	<u>44,829,967</u>	<u>48,971,456</u>	<u>120,156,055</u>
Revenues and Sources Over (Under)				
Expenditures and Uses	(24,507,844)	(1,317,467)	(5,981,956)	(257,055)
Beginning Balance, July 1	62,188,012	37,680,168	37,680,168	31,698,212
Reserve	(4,600,000)	(5,200,000)	(5,200,000)	(5,300,000)
Reserve for Landfill	(6,000,000)	(7,000,000)	(7,000,000)	(8,000,000)
Reserve for Sea Level Rise	0	(3,000,000)	(3,000,000)	(6,000,000)
Reserve for Dev Impact Fees	(10,247,834)	(3,847,834)	(4,315,834)	(467,834)
Ending Balance, June 30	\$ <u>16,832,334</u>	<u>17,314,867</u>	<u>12,182,378</u>	<u>11,673,323</u>

The State legislature created the Shoreline Regional Park Community (Shoreline Community). Tax increment derived on the difference between the frozen base year value and the current fiscal year assessed value and other revenues generated from the activities of the Shoreline Community are to be utilized to develop and support the Shoreline Community and surrounding North Bayshore Area. Reserves are for general purposes, a catastrophic landfill event funding sea level rise infrastructure improvements, and tracking of development impact fees.

Assessed values are as follows (in thousands):

		<u>Total Assessed Value</u>	<u>Frozen Base</u>	<u>Tax Increment Value</u>
Actual	2016-17	\$3,913,665	\$33,888	3,879,777
Actual	2017-18	\$4,012,187	\$33,888	3,978,299
Actual	2018-19	\$3,911,328	\$33,888	3,877,440
Proposed	2019-20	\$4,604,132	\$33,888	4,570,244

STORM DRAIN CONSTRUCTION FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2017-18</u>	Adopted Budget <u>2018-19</u>	Estimated <u>2018-19</u>	Proposed Budget <u>2019-20</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 20,826	24,980	20,500	23,700
Existing Facilities & Front Footage	<u>334,677</u>	<u>10,000</u>	<u>42,000</u>	<u>10,000</u>
Total	<u>355,503</u>	<u>34,980</u>	<u>62,500</u>	<u>33,700</u>
Expenditures and Uses of Funds:				
Capital Projects	<u>280,000</u>	<u>406,000</u>	<u>406,000</u>	<u>31,000</u>
Total	<u>280,000</u>	<u>406,000</u>	<u>406,000</u>	<u>31,000</u>
Revenues and Sources Over (Under) Expenditures and Uses	75,503	(371,020)	(343,500)	2,700
Beginning Balance, July 1	<u>392,543</u>	<u>468,046</u>	<u>468,046</u>	<u>124,546</u>
Ending Balance, June 30	<u><u>\$ 468,046</u></u>	<u><u>97,026</u></u>	<u><u>124,546</u></u>	<u><u>127,246</u></u>

The Storm Drain Construction Fund revenues are derived from off-site drainage fees authorized by Mountain View Code Section 28.51. These revenues are restricted for storm drainage projects in the Capital Improvements Program.

PARK LAND DEDICATION FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2017-18</u>	Adopted Budget <u>2018-19</u>	Estimated <u>2018-19</u>	Proposed Budget <u>2019-20</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 1,366,963	1,634,600	1,626,640	1,916,660
Construction Fees*	8,583,600	0	9,447,750	17,000,000
Capital Projects Refunds	18,148	0	0	0
Total	<u>9,968,711</u>	<u>1,634,600</u>	<u>11,074,390</u>	<u>18,916,660</u>
Expenditures and Uses of Funds:				
Expenditures	30,483	0	0	40,000,000
Capital Projects	7,370,000	1,861,000	2,331,000	2,777,000
Total	<u>7,400,483</u>	<u>1,861,000</u>	<u>2,331,000</u>	<u>42,777,000</u>
Revenues and Sources Over (Under)				
Expenditures and Uses	2,568,228	(226,400)	8,743,390	(23,860,340)
Beginning Balance, July 1	49,422,325	51,990,553	51,990,553	60,733,943
Committed for Future CIP's**	<u>(16,092,792)</u>	<u>(16,082,775)</u>	<u>(56,082,775)</u>	<u>(16,034,775)</u>
Ending Balance, June 30	<u>\$ 35,897,761</u>	<u>35,681,378</u>	<u>4,651,168</u>	<u>20,838,828</u>

The Park Land Dedication Fund revenues are derived from fees authorized by Chapter 41 of the Mountain View City Code. These revenues are restricted for expenditures for park and recreation projects. Effective in Fiscal Year 1997-98, fees are approved and committed by City Council after receipt.

\* As this fee is dependent upon subdivision and single lot development, future fee revenues are not projected or budgeted in advance. The \$17.0 million for Fiscal Year 2019-20 is expected to offset a portion of the \$40.0 million expenditure.

\*\* The Five-Year CIP identifies future projects which funds have not yet been committed.

WATER FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2017-18</u>	Adopted Budget <u>2018-19</u>	Estimated <u>2018-19</u>	Proposed Budget <u>2019-20</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 562,894	501,727	630,692	789,200
Invest Earn on Cap/Dev Imp Fees	211,719	0	240,939	0
Water Sales	33,304,674	34,001,697	34,577,548	34,923,323
Recycled Water Sales	640,007	660,000	667,582	750,000
Capacity/Development Impact Fees	7,027,115	0	921,493	0
Water Transfer Agreement	5,000,000	0	0	0
Other Revenues	887,174	456,547	743,434	456,547
Interfund Revenues	739,300	785,800	785,800	793,600
Total	<u>48,372,883</u>	<u>36,405,771</u>	<u>38,567,488</u>	<u>37,712,670</u>
Expenditures and Uses of Funds:				
Operations	7,794,033	8,926,194	8,515,544	9,793,234
Water Purchased	20,973,031	21,289,654	21,343,245	21,627,340
Capital Projects	3,082,000	3,038,000	3,038,000	3,174,000
Capital Projects from Fees	2,287,000	3,640,000	3,640,000	6,173,000
General Fund Administration	1,419,070	1,427,870	1,427,870	1,436,770
Depreciation	4,057,182	4,048,440	4,057,182	4,057,182
2004 Water Revenue Bonds	630,493	629,250	629,250	633,650
Recycled Water System Loan Repymt	300,000	300,000	300,000	300,000
Self Insurance	100,210	87,300	87,300	100,980
Retirees' Health Unfunded Liability	294,466	200,000	200,000	500,000
Transfer to Graham School Site Maint Res	220,000	220,000	220,000	220,000
Transfer to Equip Replace Res	231,087	235,808	235,808	208,439
Total	<u>41,388,572</u>	<u>44,042,516</u>	<u>43,694,199</u>	<u>48,224,595</u>
Revenues and Sources Over (Under)				
Expenditures and Uses	6,984,311	(7,636,745)	(5,126,711)	(10,511,925)
Net Change In Non Current Assets	3,873,213	4,048,440	4,057,182	4,057,182
Beginning Balance, July 1	21,320,285	32,177,809	32,177,809	31,108,280
Reserve for Capacity/Dev Impact Fees	(8,691,459)	(5,051,459)	(6,213,891)	(40,891)
Reserve for Minimum Water Purchase	(5,000,000)	(5,000,000)	(5,000,000)	(5,000,000)
Reserve	<u>(10,830,444)</u>	<u>(11,041,957)</u>	<u>(11,041,957)</u>	<u>(11,344,941)</u>
Ending Balance, June 30	<u>\$ 7,655,906</u>	<u>7,496,088</u>	<u>8,852,432</u>	<u>8,267,705</u>

The Water Fund accounts for the cost, operation and maintenance of all facilities required to supply, distribute and meter the water used by consumers in the City's service area. A separate reserve is used to account for the capacity and development impact fees collected to fund capital projects. A general Reserve is used for emergencies, contingencies and rate stabilization.

WASTEWATER FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2017-18</u>	Adopted Budget <u>2018-19</u>	Estimated <u>2018-19</u>	Proposed Budget <u>2019-20</u>
Revenues and Sources of Funds:				
Hazardous Materials Permits	\$ 556,775	425,000	484,245	425,000
Investment Earnings	297,482	271,350	384,571	483,500
Invest Earn on Cap/Dev Imp Fees	156,139	0	244,055	0
Wastewater Charges	21,699,987	23,095,252	23,024,692	23,715,433
Capacity/Development Impact Fees	5,503,630	0	769,437	0
Loan Proceeds	0	0	3,158,226	5,891,000
Other Revenues	342,181	34,000	17,844	34,000
	<u>28,556,194</u>	<u>23,825,602</u>	<u>28,083,070</u>	<u>30,548,933</u>
Expenditures and Uses of Funds:				
Operations	4,669,306	5,484,151	5,042,052	5,953,555
Water Quality Control Plant	8,710,324	11,254,312	10,834,980	11,579,445
Capital Projects	2,103,000	2,409,000	2,409,000	2,157,000
Capital Projects from Fees	627,000	6,500,000	6,500,000	499,000
Capital Projects from Loan Proceeds	0	0	3,100,000	5,891,000
General Fund Administration	1,214,330	1,223,330	1,223,330	1,232,430
Water Fund Administration	354,500	352,700	352,700	356,200
Depreciation	1,951,145	1,761,308	1,951,146	1,951,146
2018 Bank Loan	0	0	1,114	908,633
Self Insurance	56,580	49,400	49,400	58,670
Retirees' Health Unfunded Liability	246,288	50,000	0	0
Transfer to Equip Replace Res	240,668	246,722	246,722	218,225
	<u>20,173,141</u>	<u>29,330,923</u>	<u>31,710,444</u>	<u>30,805,304</u>
Revenues and Sources Over (Under)				
Expenditures and Uses	8,383,053	(5,505,321)	(3,627,374)	(256,371)
Net Change In Non Current Assets	1,207,261	1,761,308	1,951,146	1,951,146
Beginning Balance, July 1	13,476,026	23,066,340	23,066,340	21,390,112
Reserve for Capacity/Dev Impact Fees	(7,969,067)	(1,469,067)	(2,482,559)	(1,983,559)
Reserve for Treatment Plant	(3,843,666)	(6,353,716)	(6,773,047)	(8,342,486)
Reserve	(6,542,157)	(6,765,154)	(6,765,154)	(6,984,131)
	<u>(6,542,157)</u>	<u>(6,765,154)</u>	<u>(6,765,154)</u>	<u>(6,984,131)</u>
Ending Balance, June 30	\$ <u>4,711,450</u>	<u>4,734,390</u>	<u>5,369,352</u>	<u>5,774,711</u>

This fund accounts for the operation and maintenance of all facilities, including Mountain View's share of operation costs of the Palo Alto Regional Water Quality Control Plant (Treatment Plant), required to transport and process wastewater. Chapter 35 of the Mountain View City Code authorizes the collection of a wastewater service charge. The fund has several reserves, one accounts for the capacity and development impact fees collected to fund capital projects. The Reserve for Treatment Plant is for long term capital costs, and for Fiscal Year's 2017-18 and 2018-19 includes a Treatment Plant obligation encumbered but not yet spent. A general reserve is used for emergencies, contingencies and rate stabilization.

SOLID WASTE MANAGEMENT FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2017-18</u>	Adopted Budget <u>2018-19</u>	Estimated <u>2018-19</u>	Proposed Budget <u>2019-20</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 151,621	169,170	194,536	253,300
Intergovernmental	193,955	135,000	116,836	135,000
Waste Disposal Charges	14,665,811	13,676,132	15,138,511	15,429,497
Other Revenues	10,323	60,000	11,724	60,000
City Revenues	<u>15,021,710</u>	<u>14,040,302</u>	<u>15,461,607</u>	<u>15,877,797</u>
Recology Revenues	<u>15,678,832</u>	<u>15,654,975</u>	<u>16,865,112</u>	<u>17,534,657</u>
Total	<u>30,700,542</u>	<u>29,695,277</u>	<u>32,326,719</u>	<u>33,412,454</u>
Expenditures and Uses of Funds:				
Operations	4,000,548	4,774,432	3,903,999	4,925,104
Disposal	7,058,838	7,652,835	8,290,207	8,897,546
Capital Projects	338,000	594,000	594,000	293,000
General Fund Administration	528,200	533,500	533,500	538,800
Water Fund Administration	283,800	331,100	331,100	334,400
Depreciation	382,075	360,012	382,075	382,075
Self Insurance	38,510	33,690	33,690	40,010
Retirees' Health Unfunded Liability	875,995	0	0	0
Transfer to Equip Replace Res	167,855	171,887	171,887	150,050
City Expenditures	<u>13,673,821</u>	<u>14,451,456</u>	<u>14,240,458</u>	<u>15,560,985</u>
Payments to Recology	<u>15,678,832</u>	<u>15,654,975</u>	<u>16,865,112</u>	<u>17,534,657</u>
Total	<u>29,352,653</u>	<u>30,106,431</u>	<u>31,105,570</u>	<u>33,095,642</u>
Revenues and Sources Over (Under) Expenditures and Uses	1,347,889	(411,154)	1,221,149	316,812
Net Change In Non Current Assets	361,955	360,012	382,075	382,075
Beginning Balance, July 1	9,595,981	11,305,825	11,305,825	12,909,049
Reserve for Future Facility Equipment Reserve	(440,000) <u>(3,185,833)</u>	(880,000) <u>(3,334,611)</u>	(880,000) <u>(3,334,611)</u>	(1,320,000) <u>(3,681,728)</u>
Ending Balance, June 30	<u>\$ 7,679,992</u>	<u>7,040,072</u>	<u>8,694,438</u>	<u>8,606,208</u>

The Solid Waste Management Fund accounts for the collection, transportation, recycling and disposal services of the City. It also funds two of the City's landfill post closure maintenance activities. Revenues for payments to Recology are included for informational purposes only, a budget is not adopted for Recology. A general reserve is used for emergencies, contingencies, rate stabilization and required Financial Assurance Mechanisms (FAMs) if applicable. The Reserve for Future Facility Equipment was established in Fiscal Year 2017-18 for potential future obligations for facility equipment.

EQUIPMENT MAINTENANCE AND REPLACEMENT FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2017-18</u>	Adopted Budget <u>2018-19</u>	Estimated <u>2018-19</u>	Proposed Budget <u>2019-20</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 424,147	518,810	570,800	671,500
Interfund Service Charges	2,487,435	2,690,500	2,577,000	2,884,500
Other Revenues	310,258	0	197,415	0
Transfer from General Oper Fund	2,727,828	2,767,727	2,767,727	2,247,491
Transfer from Other General Funds	303,518	305,966	305,966	292,598
Transfer from Other Funds	800,949	823,965	823,965	721,871
Total	<u>7,054,135</u>	<u>7,106,968</u>	<u>7,242,873</u>	<u>6,817,960</u>
Expenditures and Uses of Funds:				
Operations	2,407,745	2,649,348	2,605,477	2,760,936
Equipment Purchases	4,350,629	3,017,606	3,539,964	3,510,006
Water Fund Administration	38,400	38,800	38,800	39,200
Self Insurance	22,260	19,350	19,350	22,980
Retirees' Health Unfunded Liability	32,688	25,000	25,000	0
Transfer to Equip Replace Res	41,006	41,705	41,705	35,229
Total	<u>6,892,728</u>	<u>5,791,809</u>	<u>6,270,296</u>	<u>6,368,351</u>
Revenues and Sources Over (Under) Expenditures and Uses	161,407	1,315,159	972,577	449,609
Net Change In Non Current Assets	577,699	11,000	11,000	11,000
Beginning Balance, July 1	27,183,241	27,922,347	27,922,347	28,905,924
Reserve for Equipment Replacement	<u>(27,748,423)</u>	<u>(29,137,455)</u>	<u>(28,689,112)</u>	<u>(29,101,066)</u>
Ending Balance, June 30	\$ <u>173,924</u>	<u>111,051</u>	<u>216,812</u>	<u>265,467</u>

The purpose of this fund is to account for centralized fleet maintenance costs and to charge a proportionate share to all funds utilizing maintenance services. In addition, this fund accounts for certain equipment replacement requirements of the City.

WORKERS' COMPENSATION SELF-INSURANCE FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2017-18</u>	Adopted Budget <u>2018-19</u>	Estimated <u>2018-19</u>	Proposed Budget <u>2019-20</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 168,395	203,490	230,300	271,400
Interfund Service Charges	2,215,355	2,400,000	2,112,000	2,400,000
Other Revenues	156,398	0	21,280	0
Total	<u>2,540,148</u>	<u>2,603,490</u>	<u>2,363,580</u>	<u>2,671,400</u>
Expenditures and Uses of Funds:				
Expenditures	1,514,332	2,372,500	1,504,237	2,372,500
Total	<u>1,514,332</u>	<u>2,372,500</u>	<u>1,504,237</u>	<u>2,372,500</u>
Revenues and Sources Over (Under) Expenditures and Uses	1,025,816	230,990	859,343	298,900
Beginning Balance, July 1	10,748,892	11,774,708	11,774,708	12,634,051
Reserve for Future Claims	<u>(7,646,227)</u>	<u>(7,646,227)</u>	<u>(7,646,227)</u>	<u>(7,646,227)</u>
Ending Balance, June 30	<u>\$ 4,128,481</u>	<u>4,359,471</u>	<u>4,987,824</u>	<u>5,286,724</u>

The City implemented a self-insurance program for Workers' Compensation benefits on September 7, 1975 as authorized by Council Resolution No. 10581. This program provides for State mandated insurance benefits (salary and medical costs) for employees who are injured on the job.

This fund accounts for current operating expenditures, future costs of previously incurred injury claims and reserves for catastrophic losses. This fund also provides for the administration of safety and loss prevention programs throughout the City to reduce the probability of incurring future catastrophic claims against the City. The City is self-insured for \$750,000 and has purchased Workers Compensation Excess Insurance above this limit.



UNEMPLOYMENT SELF-INSURANCE FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2017-18</u>	Adopted Budget <u>2018-19</u>	Estimated <u>2018-19</u>	Proposed Budget <u>2019-20</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 8,207	9,860	11,400	13,400
Interfund Service Charges	<u>92,315</u>	<u>50,000</u>	<u>43,800</u>	<u>50,000</u>
Total	<u>100,522</u>	<u>59,860</u>	<u>55,200</u>	<u>63,400</u>
Expenditures and Uses of Funds:				
Expenditures	<u>31,015</u>	<u>127,250</u>	<u>23,881</u>	<u>127,250</u>
Total	<u>31,015</u>	<u>127,250</u>	<u>23,881</u>	<u>127,250</u>
Revenues and Sources Over (Under) Expenditures and Uses	69,507	(67,390)	31,319	(63,850)
Beginning Balance, July 1	<u>497,514</u>	<u>567,021</u>	<u>567,021</u>	<u>598,340</u>
Ending Balance, June 30	<u><u>\$ 567,021</u></u>	<u><u>499,631</u></u>	<u><u>598,340</u></u>	<u><u>534,490</u></u>

The City implemented a self-insurance program for unemployment benefits on March 13, 1978 as authorized by Council Resolution No. 11975. This program provides for State and Federal mandated unemployment insurance benefits for employees separated from service with the City.

LIABILITY INSURANCE FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2017-18</u>	Adopted Budget <u>2018-19</u>	Estimated <u>2018-19</u>	Proposed Budget <u>2019-20</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 62,024	69,690	72,400	80,000
Other Revenues	69,028	18,200	54,600	18,200
Interfund Service Charges	<u>1,525,320</u>	<u>1,367,610</u>	<u>1,367,610</u>	<u>1,658,050</u>
Total	<u>1,656,372</u>	<u>1,455,500</u>	<u>1,494,610</u>	<u>1,756,250</u>
Expenditures and Uses of Funds:				
Expenditures	<u>1,300,817</u>	<u>1,575,300</u>	<u>2,181,290</u>	<u>1,756,550</u>
Total	<u>1,300,817</u>	<u>1,575,300</u>	<u>2,181,290</u>	<u>1,756,550</u>
Revenues and Sources Over (Under) Expenditures and Uses	355,555	(119,800)	(686,680)	(300)
Beginning Balance, July 1	5,025,958	5,381,513	5,381,513	4,694,833
Reserve for Future Claims	<u>(2,462,354)</u>	<u>(2,462,354)</u>	<u>(2,462,354)</u>	<u>(2,462,354)</u>
Ending Balance, June 30	<u>\$ 2,919,159</u>	<u>2,799,359</u>	<u>2,232,479</u>	<u>2,232,179</u>

On August 11, 1980, Council approved a self-insurance program for liability insurance effective September 1, 1980. Existing provisions include claims approval authority to \$30,000 and any claims exceeding \$30,000 require City Council approval.

The City acts as its own agent and controls risk to limit liability loss exposure. There is a \$1.0 million self-insurance retention for each liability incident. The minimum reserve and balance for future claims of \$2.0 million is maintained in accordance with Council policy. Other insurance such as property, flood, earthquake and other coverages are not self-insured as the City purchases insurance policies.

RETIREES' HEALTH INSURANCE FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2017-18</u>	Adopted Budget <u>2018-19</u>	Estimated <u>2018-19</u>	Proposed Budget <u>2019-20</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 53,856	39,990	13,570	11,220
Other Revenues	40,151	0	23,030	0
Interfund Service Charges	5,682,710	5,545,790	5,545,790	6,067,966
Transfer from General Oper Fund	2,000,000	0	1,000,000	0
Transfer from General Non-Op Fund	2,000,000	0	0	0
Transfer from Other Funds	2,448,356	720,000	420,000	1,000,000
Total	<u>12,225,073</u>	<u>6,305,780</u>	<u>7,002,390</u>	<u>7,079,186</u>
Expenditures and Uses of Funds:				
Expenditures	4,404,330	4,705,080	4,502,435	4,892,780
CERBT	7,774,355	1,560,710	2,486,385	2,205,186
Total	<u>12,178,685</u>	<u>6,265,790</u>	<u>6,988,820</u>	<u>7,097,966</u>
Revenues and Sources Over (Under)				
Expenditures and Uses	46,388	39,990	13,570	(18,780)
Beginning Balance, July 1	<u>380,206</u>	<u>426,594</u>	<u>426,594</u>	<u>440,164</u>
Ending Balance, June 30	<u>\$ 426,594</u>	<u>466,584</u>	<u>440,164</u>	<u>421,384</u>
Balance in CERBT	<u>\$ 125,237,505</u>	<u>126,798,215</u>	<u>132,137,558</u>	<u>134,342,744</u>

This fund was established in Fiscal Year 1985-86 as a self-insurance fund to pay the health insurance premiums of employees retired from the City. Governmental Accounting Standards Board (GASB) issued Statement No. 45, which requires an actuarial valuation be performed bi-ennially to calculate the City's other post employment benefits (OPEB) liabilities. The City implemented GASB Statement No. 45 in Fiscal Year 2007-08 and has chosen to budget the Annual Required Contribution (ARC). GASB Statement No. 75, *Accounting and Financial Reporting by Employers for Post-Employment Benefits Other than Pensions*, is effective with the fiscal year ending June 30, 2018. The new OPEB standard parallels the pension standard issued with GASB Statement No. 68, *Financial Reporting for Pension Plans*, which essentially requires the City to report the unfunded liability on the face of the City's financial statements and enhances the note disclosures and required supplementary information about the City's OPEB liability. The most recent actuarial valuation estimated a liability of \$137.4 million as of July 1, 2017. The reserve is supplemented as funds become available.

On February 26, 2008 Council approved joining the California Employers Retiree Benefit Trust (CERBT), managed by the California Public Employees Retirement System (CalPERS) and the City began transferring funds in Fiscal Year 2008-09 and intends to, at a minimum, annually transfer the ARC less Retirees' Health premiums.

EMPLOYEE BENEFITS SELF-INSURANCE FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2017-18</u>	Adopted Budget <u>2018-19</u>	Estimated <u>2018-19</u>	Proposed Budget <u>2019-20</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 5,573	6,940	7,600	9,000
Interfund Service Charges	<u>62,035</u>	<u>80,000</u>	<u>71,600</u>	<u>80,000</u>
Total	<u>67,608</u>	<u>86,940</u>	<u>79,200</u>	<u>89,000</u>
Expenditures and Uses of Funds:				
Expenditures	<u>55,769</u>	<u>114,500</u>	<u>54,970</u>	<u>114,500</u>
Total	<u>55,769</u>	<u>114,500</u>	<u>54,970</u>	<u>114,500</u>
Revenues and Sources Over (Under) Expenditures and Uses	11,839	(27,560)	24,230	(25,500)
Beginning Balance, July 1	<u>369,630</u>	<u>381,469</u>	<u>381,469</u>	<u>405,699</u>
Ending Balance, June 30	<u>\$ 381,469</u>	<u>353,909</u>	<u>405,699</u>	<u>380,199</u>

The Employee Benefits Self-Insurance Fund accounts for the City's self-insured vision and other miscellaneous benefits.

PROPOSED 2019-20 BUDGET - GENERAL FUND RESERVES (1)

Statement of Revenues, Expenditures and Balances

	Unassigned		Committed			
	General Non-Operating Fund	General Fund Reserve	Budget Contingency Reserve	Earned Lease Revenue Reserve	Property Management Reserve	Graham School Site Maint Reserve
<b>Revenues &amp; Sources of Funds:</b>						
GOF Carryover	\$ 2,453,882	0	0	0	0	0
Revenue	411,084	0	0	580,900	0	0
Transfers	1,000,000	3,800,000	1,592,743	0	0	220,000
Investment Earnings	0	0	0	710,900	0	0
<b>Total</b>	<b>3,864,966</b>	<b>3,800,000</b>	<b>1,592,743</b>	<b>1,291,800</b>	<b>0</b>	<b>220,000</b>
<b>Expenditures &amp; Uses of Funds:</b>						
Expenditures	7,010,353	0	0	0	0	220,000
CIP	7,500,000	0	0	0	0	0
Transfers	4,000,000	0	0	0	0	0
<b>Total</b>	<b>18,510,353</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>220,000</b>
<b>Revenues &amp; Sources Over (Under) Expenditures &amp; Uses</b>						
	(14,645,387)	3,800,000	1,592,743	1,291,800	0	0
Beginning Balance, July 1	20,986,595	25,437,756	6,643,588	5,770,626	1,560,000	778,464
Reserves	(2,323,014)	0	0	0	0	0
Ending Balance, June 30	\$ 4,018,194	29,237,756	8,236,331	7,062,426 (6)	1,560,000	778,464

- (1) Governmental fund balances are reported based on the reporting hierarchy established by GASB Statement No. 54 (Fund Balance Reporting and Governmental Fund Type Definitions) that is based on the extent to which the City is bound to honor constraints on the specific purpose for which amounts in a fund can be spent.
  - Restricted - Constraints on expenditures are externally imposed by creditors, grantors, or laws/regulations of other governments or by enabling legislation.
  - Committed - Formal action by the City Council (Council) places the constraint on how the funds can be spent and may only be altered by the same type of Council action. Contractual obligations are included in this category.
  - Assigned - The City's intent to use funds for a specific purpose as expressed by Council or a delegated authority.
  - Unassigned - This is the residual classification for the General Fund.
- (2) Appropriations for Compensated Absences Reserve are on an as needed basis up to the amount of the balance.
- (3) Comprised of a \$5.0 million reserve policy balance plus \$3.0 million prepaid lease for the Downtown Family Housing project.
- (4) Reserves \$140,689 for a property lease (\$125,000 for Fiscal Year 2020-21 including a 3.0% annual CPI adjustment from Fiscal Year 2015-16).
- (5) Minor Estate Trust reserve established at \$410,235 endowment plus 25.0 percent of interest earned annually.
- (6) Up to \$3.0 million to be used for the Mountain View Employee Homebuyer Program through Fiscal Year 2029-30.

Committed						
Transportation Reserve	Capital Improvement Reserve	Open Space Acquisition Reserve	Strategic Property Acquisition Reserve	Child Care Commitment Reserve	Compensated Absences (2)	Minor Estate Trust
	0	0	0	0	0	0
	58,667	3,000,000	0	0	0	0
1,563,300	4,656,100	0	0	0	2,170,000	0
<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>1,563,300</u>	<u>4,714,767</u>	<u>3,000,000</u>	<u>0</u>	<u>0</u>	<u>2,170,000</u>	<u>0</u>
0	0	3,000,000	2,136,591	105,000	0	8,338
700,000	7,823,000	0	0	0	0	0
<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>700,000</u>	<u>7,823,000</u>	<u>3,000,000</u>	<u>2,136,591</u>	<u>105,000</u>	<u>0</u>	<u>8,338</u>
863,300	(3,108,233)	0	(2,136,591)	(105,000)	2,170,000	(8,338)
4,000,000	15,135,343	3,456,000	6,374,088	500,000	5,430,478	425,972
<u>0</u>	<u>(8,040,888) (3)</u>	<u>0</u>	<u>(140,689) (4)</u>	<u>0</u>	<u>0</u>	<u>(414,682) (5)</u>
<u><u>4,863,300</u></u>	<u><u>3,986,222</u></u>	<u><u>3,456,000</u></u>	<u><u>4,096,808</u></u>	<u><u>395,000</u></u>	<u><u>7,600,478</u></u>	<u><u>2,952</u></u>

PROPOSED 2019-20 BUDGET - SCHEDULE OF INTERFUND TRANSFERS

EXPENDITURES	REVENUES							TOTAL
	General Fund	Special Revenue Funds	Debt Service Funds	Capital Projects Funds	Enterprise Funds	Internal Service Funds	Reserve Funds	
General Operating/ Development Services/ Shoreline Golf Links	275,000	246,400		71,000		2,540,089	10,712,143	\$13,844,632
Special Revenue Funds	1,428,600		6,422,532	103,931,000		609,928	70,000	112,462,060
Capital Projects Funds				2,808,000				2,808,000
Enterprise Funds			1,542,283	18,187,000		1,076,714	220,000	21,025,997
Internal Service Funds						35,229		35,229
Reserve Funds				16,023,000			4,000,000	20,023,000
<b>TOTAL</b>	\$1,703,600	246,400	7,964,815	141,020,000	0	4,261,960	15,002,143	\$170,198,918

**CAPITAL  
IMPROVEMENT  
PROJECTS**



## **PROPOSED FISCAL YEAR 2019-20 CAPITAL IMPROVEMENT PROGRAM**

Capital Improvement Program (CIP) projects include, but are not limited to, facilities, mobility-related infrastructure, park development/rehabilitation, and utilities projects. These projects are usually multi-year and, thus, extend beyond the annual budget.

The emphasis for the Fiscal Year 2019-20 CIP is on the:

- Review, refinement and funding of Fiscal Year 2019-20 projects identified in the Fiscal Year 2018-19 CIP adopted by the City Council in June 2018.
- Identification and funding of additional new projects for Fiscal Year 2019-20 as well as a number of planned projects for Fiscal Years 2020-21 through 2023-24 given anticipated financial and staffing resources, that support City Council goals and priorities, address health and safety concerns, are needed to comply with regulatory requirements, and/or generate operational savings or revenues.

The CIP is funded from a variety of sources. Some funding sources, such as the Capital Improvement Reserve and Construction/Conveyance Tax (C/C Tax) Funds, have no restrictions on their use. Other CIP funding sources must be used for specific purposes (e.g., Water Fund – water system infrastructure and maintenance; Wastewater Fund – sewer system infrastructure and maintenance; Shoreline Regional Park Community (Shoreline Community) Fund – projects that facilitate development in the City's North Bayshore Area and/or support Shoreline Regional Park operations; and Gas Tax Fund – design and construction of roadway improvements).

The Fiscal Year 2019-20 CIP is balanced and maintains all fund reserves as required by Council policy. There is an estimated \$10,900 of increased annual future operating costs associated with 400 San Antonio Road Mini Park.

Projects included in the Fiscal Year 2019-20 Proposed CIP are listed on the following pages in three separate categories: (1) Non-Discretionary, (2) Discretionary, and (3) Amendments to Existing Projects.

These projects were discussed at the March, 26, 2019 and April 25, 2019 CIP Study Sessions and the following pages include changes as directed by City Council at these meetings. The Bicycle/Pedestrian Advisory Committee (B/PAC) and the Parks and Recreation Commission (PRC) also reviewed these projects and were supportive of the projects and the proposed scheduling.

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## Proposed FY 2019-20 and Planned FY 2020-21 through FY 2023-24 Non-Discretionary Projects

(in thousands of dollars)

Proj. No.	Non-Discretionary Projects	Budget				
		2019-20	2020-21	2021-22	2022-23	2023-24
xx-01	Street Resurfacing and Slurry Seal Program	\$ 1,722	\$ 1,665	\$ 1,698	\$ 1,732	\$ 1,767
xx-02	Traffic Infrastructure - Miscellaneous Replacements and Modifications	310	316	322	329	336
xx-03	Street Light Pole Replacements	289	295	301	307	313
xx-04	Water System Improvements and Recycled Water System Improvements	641	654	667	680	694
xx-05	Wastewater System Improvements	164	168	171	174	178
xx-06	Concrete Sidewalk/Curb Repairs	675	689	702	717	731
xx-07	Parks Pathway Resurfacing	85	87	89	91	92
xx-08	Shoreline Pathway, Roadway, Parking Improvements	203	207	211	215	220
xx-09	Forestry Maintenance Program and Street Tree	468	477	399	407	416
xx-10	Shoreline Landfill Cap Maintenance and Repairs	139	142	145	148	151
xx-11	Developer Reimbursements	124	128	128	132	136
xx-12	Street Lane Line and Legend Repainting	58	393	61	409	63
xx-13	Landfill Gas/Leachate System Repairs & Improvements	139	142	145	148	151
xx-14	Facilities Maintenance Plan	732	747	762	777	792
xx-15	Annual Traffic Studies/NTMP Improvements/Bicycle Counts	280	286	291	297	303
xx-16	Maintenance Agreement for JPB/VTA Transit Center	63	65	66	67	69
xx-17	Shoreline Infrastructure Maintenance	254	259	264	269	275
xx-18	Planned and Emergency Facilities Projects	1,872	584	595	607	619
xx-19	Biennial Turf and Bunker Improvements	-	300	-	312	-
xx-19	Biennial Median Renovations and Roadway Landscape Renovations	76	-	79	-	82
xx-20	Biennial Good Neighbor Fence Replacements	-	39	-	41	-
xx-20	Biennial Real Estate Technical and Legal Services	76	-	79	-	82
xx-21	Miscellaneous Water Main/Service Line Replacement	2,636	2,175	2,742	2,797	2,853
xx-22	Miscellaneous Storm/Sanitary Sewer Main Replacement	1,649	1,682	1,716	1,750	1,785
xx-23	TDA Projects	60	60	60	60	60
xx-24	Biennial ADA Improvements to City Facilities	-	97	-	101	-
xx-24	Biennial Installation of ADA Curb Ramps	67	-	69	-	72
xx-25	Annual New Energy Conservation Measures	155	194	99	202	102
xx-26	Biennial Tennis Court Resurfacing	-	91	-	95	-
xx-26	Biennial PMP Recertification	75	-	78	-	81
xx-27	Intersection Traffic Signal System - Major Replacements and Upgrades (Intersection TBD)	410	418	426	435	444
xx-28	North Bayshore Semi-Annual Traffic Counts	162	166	169	172	176
xx-29	Annual Regional Public Safety	150	150	150	150	150
xx-30	SB-1 Streets Project	1,600	1,300	1,300	1,300	1,300
xx-31	Annual Parks Renovations/Improvements	160	163	166	170	173
xx-32	Information Technology Projects (1-5 Separate Projects Per Fiscal Year)	442	500	500	500	500
	<b>Total: Non-Discretionary Projects</b>	<b>\$ 15,936</b>	<b>\$ 14,639</b>	<b>\$ 14,650</b>	<b>\$ 15,591</b>	<b>\$ 15,166</b>

## Non-Discretionary Projects

(in thousands of dollars)

<p><b>Project xx-01</b>  <b>Street Resurfacing and Slurry Seal Program</b>                  Install asphalt concrete and fog seal overlays, raise utilities and monuments. Apply slurry seal to selected street surfaces and City facility parking lots as required.</p>	Sponsor Department: Public Works Department Category: Streets and Sidewalks Additional Annual O&M Costs: None Prevailing Wage Project? Yes																																																				
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>20-01</th> <th>21-01</th> <th>22-01</th> <th>23-01</th> <th>24-01</th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th></th> </tr> </thead> <tbody> <tr> <td>Construction/Conveyance Tax</td> <td>\$ 1,012</td> <td>\$ 1,032</td> <td>\$ 1,053</td> <td>\$ 1,074</td> <td>\$ 1,096</td> <td>\$ 5,267</td> </tr> <tr> <td>Measure B 2016 Sales Tax Fund</td> <td>\$ 620</td> <td>\$ -</td> <td>\$ -</td> <td>\$ -</td> <td>\$ -</td> <td>\$ 620</td> </tr> <tr> <td>Other (Traffic Congestion Relief Fund)</td> <td>\$ 90</td> <td>\$ -</td> <td>\$ -</td> <td>\$ -</td> <td>\$ -</td> <td>\$ 90</td> </tr> <tr> <td>Gas Tax</td> <td>\$ -</td> <td>\$ 633</td> <td>\$ 645</td> <td>\$ 658</td> <td>\$ 671</td> <td>\$ 2,607</td> </tr> <tr> <td><b>Total</b></td> <td><b>\$ 1,722</b></td> <td><b>\$ 1,665</b></td> <td><b>\$ 1,698</b></td> <td><b>\$ 1,732</b></td> <td><b>\$ 1,767</b></td> <td><b>\$ 8,584</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	20-01	21-01	22-01	23-01	24-01	2019-20	2020-21	2021-22	2022-23	2023-24		Construction/Conveyance Tax	\$ 1,012	\$ 1,032	\$ 1,053	\$ 1,074	\$ 1,096	\$ 5,267	Measure B 2016 Sales Tax Fund	\$ 620	\$ -	\$ -	\$ -	\$ -	\$ 620	Other (Traffic Congestion Relief Fund)	\$ 90	\$ -	\$ -	\$ -	\$ -	\$ 90	Gas Tax	\$ -	\$ 633	\$ 645	\$ 658	\$ 671	\$ 2,607	<b>Total</b>	<b>\$ 1,722</b>	<b>\$ 1,665</b>	<b>\$ 1,698</b>	<b>\$ 1,732</b>	<b>\$ 1,767</b>	<b>\$ 8,584</b>
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<p><b>Project xx-02</b>  <b>Traffic Infrastructure - Miscellaneous Replacements and Modifications</b>                  Replace traffic signal controllers, traffic detector loops, back-up batteries, LED traffic signal lights, and radar speed signs. Includes minor modifications to existing traffic signals to improve traffic safety.</p>	Sponsor Department: Public Works Department Category: Traffic, Parking and Transportation Additional Annual O&M Costs: None Prevailing Wage Project? Yes																																						
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Shoreline Community	\$ 26	\$ 27	\$ 27	\$ 28	\$ 29	\$ 137																																	
<b>Total</b>	<b>\$ 310</b>	<b>\$ 316</b>	<b>\$ 322</b>	<b>\$ 329</b>	<b>\$ 336</b>	<b>\$ 1,613</b>																																	

<p><b>Project xx-03</b>  <b>Street Light Pole Replacements</b>                  The City maintains approximately 3,750 streetlight poles and concrete bases. This project funds the pole replacement preventative maintenance program, which is designed to replace poles based on a 40-year life cycle.</p>	Sponsor Department: Public Works Department Category: Traffic, Parking and Transportation Additional Annual O&M Costs: None Prevailing Wage Project? Yes																																						
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>20-03</th> <th>21-03</th> <th>22-03</th> <th>23-03</th> <th>24-03</th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th></th> </tr> </thead> <tbody> <tr> <td>Construction/Conveyance Tax</td> <td>\$ 264</td> <td>\$ 270</td> <td>\$ 275</td> <td>\$ 281</td> <td>\$ 286</td> <td>\$ 1,376</td> </tr> <tr> <td>Shoreline Community</td> <td>\$ 25</td> <td>\$ 25</td> <td>\$ 26</td> <td>\$ 26</td> <td>\$ 27</td> <td>\$ 129</td> </tr> <tr> <td><b>Total</b></td> <td><b>\$ 289</b></td> <td><b>\$ 295</b></td> <td><b>\$ 301</b></td> <td><b>\$ 307</b></td> <td><b>\$ 313</b></td> <td><b>\$ 1,505</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	20-03	21-03	22-03	23-03	24-03	2019-20	2020-21	2021-22	2022-23	2023-24		Construction/Conveyance Tax	\$ 264	\$ 270	\$ 275	\$ 281	\$ 286	\$ 1,376	Shoreline Community	\$ 25	\$ 25	\$ 26	\$ 26	\$ 27	\$ 129	<b>Total</b>	<b>\$ 289</b>	<b>\$ 295</b>	<b>\$ 301</b>	<b>\$ 307</b>	<b>\$ 313</b>	<b>\$ 1,505</b>
Project Number and Fiscal Year					Total																																		
20-03	21-03	22-03	23-03	24-03																																			
2019-20	2020-21	2021-22	2022-23	2023-24																																			
Construction/Conveyance Tax	\$ 264	\$ 270	\$ 275	\$ 281	\$ 286	\$ 1,376																																	
Shoreline Community	\$ 25	\$ 25	\$ 26	\$ 26	\$ 27	\$ 129																																	
<b>Total</b>	<b>\$ 289</b>	<b>\$ 295</b>	<b>\$ 301</b>	<b>\$ 307</b>	<b>\$ 313</b>	<b>\$ 1,505</b>																																	

## Non-Discretionary Projects (in thousands of dollars)

<b>Project xx-04</b> <b>Water System Improvements and Recycled Water System Improvements</b> Scheduled replacement of water and recycled water system components and minor unscheduled improvements to the City's water system.	Sponsor Department: Public Works Department  Category: Utilities  Additional Annual O&M Costs: None  Prevailing Wage Project? Yes																	
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>20-04</th> <th>21-04</th> <th>22-04</th> <th>23-04</th> <th>24-04</th> </tr> </thead> <tbody> <tr> <td>2019-20</td> <td>2020-21</td> <td>2021-22</td> <td>2022-23</td> <td>2023-24</td> <td></td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	20-04	21-04	22-04	23-04	24-04	2019-20	2020-21	2021-22	2022-23	2023-24	
Project Number and Fiscal Year					Total													
20-04	21-04	22-04	23-04	24-04														
2019-20	2020-21	2021-22	2022-23	2023-24														
Water (Includes Water Capacity Fees)	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 12.5%;">\$ 641</td> <td style="width: 12.5%;">\$ 654</td> <td style="width: 12.5%;">\$ 667</td> <td style="width: 12.5%;">\$ 680</td> <td style="width: 12.5%;">\$ 694</td> <td style="width: 12.5%;">\$ 3,336</td> </tr> </table>	\$ 641	\$ 654	\$ 667	\$ 680	\$ 694	\$ 3,336											
\$ 641	\$ 654	\$ 667	\$ 680	\$ 694	\$ 3,336													
<b>Total</b>	<b>\$ 641 \$ 654 \$ 667 \$ 680 \$ 694 \$ 3,336</b>																	

<b>Project xx-05</b> <b>Wastewater System Improvements</b> Unscheduled improvements/repairs to the City's wastewater collection and pumping system.	Sponsor Department: Public Works Department  Category: Utilities  Additional Annual O&M Costs: None  Prevailing Wage Project? Yes																	
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>20-05</th> <th>21-05</th> <th>22-05</th> <th>23-05</th> <th>24-05</th> </tr> </thead> <tbody> <tr> <td>2019-20</td> <td>2020-21</td> <td>2021-22</td> <td>2022-23</td> <td>2023-24</td> <td></td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	20-05	21-05	22-05	23-05	24-05	2019-20	2020-21	2021-22	2022-23	2023-24	
Project Number and Fiscal Year					Total													
20-05	21-05	22-05	23-05	24-05														
2019-20	2020-21	2021-22	2022-23	2023-24														
Wastewater (Includes Sewer Capacity Fees)	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 12.5%;">\$ 164</td> <td style="width: 12.5%;">\$ 168</td> <td style="width: 12.5%;">\$ 171</td> <td style="width: 12.5%;">\$ 174</td> <td style="width: 12.5%;">\$ 178</td> <td style="width: 12.5%;">\$ 855</td> </tr> </table>	\$ 164	\$ 168	\$ 171	\$ 174	\$ 178	\$ 855											
\$ 164	\$ 168	\$ 171	\$ 174	\$ 178	\$ 855													
<b>Total</b>	<b>\$ 164 \$ 168 \$ 171 \$ 174 \$ 178 \$ 855</b>																	

<b>Project xx-06</b> <b>Concrete Sidewalk/Curb Repairs</b> Replace deteriorated sidewalks and repair concrete curbs, gutters, and sidewalks displaced by street tree growth, and/or failure of City-owned utilities. Improve concrete curb and gutter, median curb and valley gutter within the limits of annual street resurfacing and slurry seal program.	Sponsor Department: Public Works Department  Category: Streets and Sidewalks  Additional Annual O&M Costs: None  Prevailing Wage Project? Yes																	
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>20-06</th> <th>21-06</th> <th>22-06</th> <th>23-06</th> <th>24-06</th> </tr> </thead> <tbody> <tr> <td>2019-20</td> <td>2020-21</td> <td>2021-22</td> <td>2022-23</td> <td>2023-24</td> <td></td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	20-06	21-06	22-06	23-06	24-06	2019-20	2020-21	2021-22	2022-23	2023-24	
Project Number and Fiscal Year					Total													
20-06	21-06	22-06	23-06	24-06														
2019-20	2020-21	2021-22	2022-23	2023-24														
Construction/Conveyance Tax	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 12.5%;">\$ 675</td> <td style="width: 12.5%;">\$ 689</td> <td style="width: 12.5%;">\$ 702</td> <td style="width: 12.5%;">\$ 717</td> <td style="width: 12.5%;">\$ 731</td> <td style="width: 12.5%;">\$ 3,514</td> </tr> </table>	\$ 675	\$ 689	\$ 702	\$ 717	\$ 731	\$ 3,514											
\$ 675	\$ 689	\$ 702	\$ 717	\$ 731	\$ 3,514													
<b>Total</b>	<b>\$ 675 \$ 689 \$ 702 \$ 717 \$ 731 \$ 3,514</b>																	

## Non-Discretionary Projects (in thousands of dollars)

<b>Project xx-07</b> <b>Parks Pathway Resurfacing</b> Renovate various park pathways within City parks.	Sponsor Department: Community Services Department Category: Parks and Recreation Additional Annual O&M Costs: None Prevailing Wage Project? TBD																															
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>20-07</th> <th>21-07</th> <th>22-07</th> <th>23-07</th> <th>24-07</th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th></th> </tr> </thead> <tbody> <tr> <td>Construction/Conveyance Tax</td> <td style="text-align: right;">\$ 85</td> <td style="text-align: right;">\$ 87</td> <td style="text-align: right;">\$ 89</td> <td style="text-align: right;">\$ 91</td> <td style="text-align: right;">\$ 92</td> <td style="text-align: right;">\$ 444</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ 85</b></td> <td style="text-align: right;"><b>\$ 87</b></td> <td style="text-align: right;"><b>\$ 89</b></td> <td style="text-align: right;"><b>\$ 91</b></td> <td style="text-align: right;"><b>\$ 92</b></td> <td style="text-align: right;"><b>\$ 444</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	20-07	21-07	22-07	23-07	24-07	2019-20	2020-21	2021-22	2022-23	2023-24		Construction/Conveyance Tax	\$ 85	\$ 87	\$ 89	\$ 91	\$ 92	\$ 444	<b>Total</b>	<b>\$ 85</b>	<b>\$ 87</b>	<b>\$ 89</b>	<b>\$ 91</b>	<b>\$ 92</b>	<b>\$ 444</b>
Project Number and Fiscal Year					Total																											
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<b>Project xx-08</b> <b>Shoreline Pathway, Roadway, Parking Improvements</b> Correct drainage problems and damage due to differential settlement; provide pathway, roadway and parking related improvements.	Sponsor Department: Community Services Department Category: Parks and Recreation Additional Annual O&M Costs: None Prevailing Wage Project? TBD																															
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>20-08</th> <th>21-08</th> <th>22-08</th> <th>23-08</th> <th>24-08</th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th></th> </tr> </thead> <tbody> <tr> <td>Shoreline Community</td> <td style="text-align: right;">\$ 203</td> <td style="text-align: right;">\$ 207</td> <td style="text-align: right;">\$ 211</td> <td style="text-align: right;">\$ 215</td> <td style="text-align: right;">\$ 220</td> <td style="text-align: right;">\$ 1,056</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ 203</b></td> <td style="text-align: right;"><b>\$ 207</b></td> <td style="text-align: right;"><b>\$ 211</b></td> <td style="text-align: right;"><b>\$ 215</b></td> <td style="text-align: right;"><b>\$ 220</b></td> <td style="text-align: right;"><b>\$ 1,056</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	20-08	21-08	22-08	23-08	24-08	2019-20	2020-21	2021-22	2022-23	2023-24		Shoreline Community	\$ 203	\$ 207	\$ 211	\$ 215	\$ 220	\$ 1,056	<b>Total</b>	<b>\$ 203</b>	<b>\$ 207</b>	<b>\$ 211</b>	<b>\$ 215</b>	<b>\$ 220</b>	<b>\$ 1,056</b>
Project Number and Fiscal Year					Total																											
20-08	21-08	22-08	23-08	24-08																												
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Shoreline Community	\$ 203	\$ 207	\$ 211	\$ 215	\$ 220	\$ 1,056																										
<b>Total</b>	<b>\$ 203</b>	<b>\$ 207</b>	<b>\$ 211</b>	<b>\$ 215</b>	<b>\$ 220</b>	<b>\$ 1,056</b>																										

<b>Project xx-09</b> <b>Forestry Maintenance Program and Street Tree Replanting</b> Contract to prune, remove, stump, purchase and plant approximately 800 to 1,000 medium to large trees within the City. Maintain trees damaged by freezing, disease, drought and other natural causes. Additional Shoreline Community funding will replace 105 trees annually over a 4-year period (ending in FY 2020-21) that are dead or dying due to high salt content in recycled water or other causes.	Sponsor Department: Community Services Department Category: Parks and Recreation Additional Annual O&M Costs: None Prevailing Wage Project? TBD																																						
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>20-09</th> <th>21-09</th> <th>22-09</th> <th>23-09</th> <th>24-09</th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th></th> </tr> </thead> <tbody> <tr> <td>Construction/Conveyance Tax</td> <td style="text-align: right;">\$ 384</td> <td style="text-align: right;">\$ 392</td> <td style="text-align: right;">\$ 399</td> <td style="text-align: right;">\$ 407</td> <td style="text-align: right;">\$ 416</td> <td style="text-align: right;">\$ 1,998</td> </tr> <tr> <td>Shoreline Community</td> <td style="text-align: right;">\$ 84</td> <td style="text-align: right;">\$ 85</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 169</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ 468</b></td> <td style="text-align: right;"><b>\$ 477</b></td> <td style="text-align: right;"><b>\$ 399</b></td> <td style="text-align: right;"><b>\$ 407</b></td> <td style="text-align: right;"><b>\$ 416</b></td> <td style="text-align: right;"><b>\$ 2,167</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	20-09	21-09	22-09	23-09	24-09	2019-20	2020-21	2021-22	2022-23	2023-24		Construction/Conveyance Tax	\$ 384	\$ 392	\$ 399	\$ 407	\$ 416	\$ 1,998	Shoreline Community	\$ 84	\$ 85	\$ -	\$ -	\$ -	\$ 169	<b>Total</b>	<b>\$ 468</b>	<b>\$ 477</b>	<b>\$ 399</b>	<b>\$ 407</b>	<b>\$ 416</b>	<b>\$ 2,167</b>
Project Number and Fiscal Year					Total																																		
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## Non-Discretionary Projects

(in thousands of dollars)

<p><b>Project xx-10</b>  <b>Shoreline Landfill Cap Maintenance and Repairs</b>            Regulatory mandates of the Bay Area Air Quality Management District and the Regional Water Quality Control Board require the City to protect the integrity of the landfill cap and prevent surface emissions by regrading, filling, recompacting, and making other improvements.</p>	<p>Sponsor Department: Public Works Department            Category: Regulatory Requirements            Additional Annual O&amp;M Costs: None            Prevailing Wage Project? TBD</p>																															
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>20-10</th> <th>21-10</th> <th>22-10</th> <th>23-10</th> <th>24-10</th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th></th> </tr> </thead> <tbody> <tr> <td>Solid Waste</td> <td>\$ 139</td> <td>\$ 142</td> <td>\$ 145</td> <td>\$ 148</td> <td>\$ 151</td> <td>\$ 725</td> </tr> <tr> <td><b>Total</b></td> <td><b>\$ 139</b></td> <td><b>\$ 142</b></td> <td><b>\$ 145</b></td> <td><b>\$ 148</b></td> <td><b>\$ 151</b></td> <td><b>\$ 725</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	20-10	21-10	22-10	23-10	24-10	2019-20	2020-21	2021-22	2022-23	2023-24		Solid Waste	\$ 139	\$ 142	\$ 145	\$ 148	\$ 151	\$ 725	<b>Total</b>	<b>\$ 139</b>	<b>\$ 142</b>	<b>\$ 145</b>	<b>\$ 148</b>	<b>\$ 151</b>	<b>\$ 725</b>
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<p><b>Project xx-11</b>  <b>Developer Reimbursements</b>            Construction of street and utility improvements concurrent with private development. Adjacent properties benefiting from street and utility improvements will be required to reimburse the City for the improvements.</p>	<p>Sponsor Department: Public Works Department            Category: Miscellaneous            Additional Annual O&amp;M Costs: None            Prevailing Wage Project? No</p>																																																				
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>20-11</th> <th>21-11</th> <th>22-11</th> <th>23-11</th> <th>24-11</th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th></th> </tr> </thead> <tbody> <tr> <td>Construction/Conveyance Tax</td> <td>\$ 31</td> <td>\$ 32</td> <td>\$ 32</td> <td>\$ 33</td> <td>\$ 34</td> <td>\$ 162</td> </tr> <tr> <td>Water (Includes Water Capacity Fees)</td> <td>\$ 31</td> <td>\$ 32</td> <td>\$ 32</td> <td>\$ 33</td> <td>\$ 34</td> <td>\$ 162</td> </tr> <tr> <td>Wastewater (Includes Sewer Capacity Fees)</td> <td>\$ 31</td> <td>\$ 32</td> <td>\$ 32</td> <td>\$ 33</td> <td>\$ 34</td> <td>\$ 162</td> </tr> <tr> <td>Storm Water Fund</td> <td>\$ 31</td> <td>\$ 32</td> <td>\$ 32</td> <td>\$ 33</td> <td>\$ 34</td> <td>\$ 162</td> </tr> <tr> <td><b>Total</b></td> <td><b>\$ 124</b></td> <td><b>\$ 128</b></td> <td><b>\$ 128</b></td> <td><b>\$ 132</b></td> <td><b>\$ 136</b></td> <td><b>\$ 648</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	20-11	21-11	22-11	23-11	24-11	2019-20	2020-21	2021-22	2022-23	2023-24		Construction/Conveyance Tax	\$ 31	\$ 32	\$ 32	\$ 33	\$ 34	\$ 162	Water (Includes Water Capacity Fees)	\$ 31	\$ 32	\$ 32	\$ 33	\$ 34	\$ 162	Wastewater (Includes Sewer Capacity Fees)	\$ 31	\$ 32	\$ 32	\$ 33	\$ 34	\$ 162	Storm Water Fund	\$ 31	\$ 32	\$ 32	\$ 33	\$ 34	\$ 162	<b>Total</b>	<b>\$ 124</b>	<b>\$ 128</b>	<b>\$ 128</b>	<b>\$ 132</b>	<b>\$ 136</b>	<b>\$ 648</b>
Project Number and Fiscal Year					Total																																																
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Water (Includes Water Capacity Fees)	\$ 31	\$ 32	\$ 32	\$ 33	\$ 34	\$ 162																																															
Wastewater (Includes Sewer Capacity Fees)	\$ 31	\$ 32	\$ 32	\$ 33	\$ 34	\$ 162																																															
Storm Water Fund	\$ 31	\$ 32	\$ 32	\$ 33	\$ 34	\$ 162																																															
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<p><b>Project xx-12</b>  <b>Street Lane Line and Legend Repainting</b>            Annual repainting of City street lane lines and legends.</p>	<p>Sponsor Department: Public Works Department            Category: Streets and Sidewalks            Additional Annual O&amp;M Costs: None            Prevailing Wage Project? Yes</p>																															
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>20-12</th> <th>21-12</th> <th>22-12</th> <th>23-12</th> <th>24-12</th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th></th> </tr> </thead> <tbody> <tr> <td>Construction/Conveyance Tax</td> <td>\$ 58</td> <td>\$ 393</td> <td>\$ 61</td> <td>\$ 409</td> <td>\$ 63</td> <td>\$ 984</td> </tr> <tr> <td><b>Total</b></td> <td><b>\$ 58</b></td> <td><b>\$ 393</b></td> <td><b>\$ 61</b></td> <td><b>\$ 409</b></td> <td><b>\$ 63</b></td> <td><b>\$ 984</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	20-12	21-12	22-12	23-12	24-12	2019-20	2020-21	2021-22	2022-23	2023-24		Construction/Conveyance Tax	\$ 58	\$ 393	\$ 61	\$ 409	\$ 63	\$ 984	<b>Total</b>	<b>\$ 58</b>	<b>\$ 393</b>	<b>\$ 61</b>	<b>\$ 409</b>	<b>\$ 63</b>	<b>\$ 984</b>
Project Number and Fiscal Year					Total																											
20-12	21-12	22-12	23-12	24-12																												
2019-20	2020-21	2021-22	2022-23	2023-24																												
Construction/Conveyance Tax	\$ 58	\$ 393	\$ 61	\$ 409	\$ 63	\$ 984																										
<b>Total</b>	<b>\$ 58</b>	<b>\$ 393</b>	<b>\$ 61</b>	<b>\$ 409</b>	<b>\$ 63</b>	<b>\$ 984</b>																										

## Non-Discretionary Projects

(in thousands of dollars)

<b>Project xx-13</b> <b>Landfill Gas/Leachate System Repairs and Improvements</b> Annual repairs and improvements to large components of the landfill gas and leachate system.	Sponsor Department: Public Works Department Category: Regulatory Requirements Additional Annual O&M Costs: None Prevailing Wage Project? TBD																															
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>20-13</th> <th>21-13</th> <th>22-13</th> <th>23-13</th> <th>24-13</th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th></th> </tr> </thead> <tbody> <tr> <td>Solid Waste</td> <td style="text-align: right;">\$ 139</td> <td style="text-align: right;">\$ 142</td> <td style="text-align: right;">\$ 145</td> <td style="text-align: right;">\$ 148</td> <td style="text-align: right;">\$ 151</td> <td style="text-align: right;">\$ 725</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ 139</b></td> <td style="text-align: right;"><b>\$ 142</b></td> <td style="text-align: right;"><b>\$ 145</b></td> <td style="text-align: right;"><b>\$ 148</b></td> <td style="text-align: right;"><b>\$ 151</b></td> <td style="text-align: right;"><b>\$ 725</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	20-13	21-13	22-13	23-13	24-13	2019-20	2020-21	2021-22	2022-23	2023-24		Solid Waste	\$ 139	\$ 142	\$ 145	\$ 148	\$ 151	\$ 725	<b>Total</b>	<b>\$ 139</b>	<b>\$ 142</b>	<b>\$ 145</b>	<b>\$ 148</b>	<b>\$ 151</b>	<b>\$ 725</b>
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<b>Project xx-14</b> <b>Facilities Maintenance Plan</b> Repair, replace, or maintain City facilities (HVAC, roofs, carpets, plumbing, painting, etc.).	Sponsor Department: Public Works Department Category: Facilities Additional Annual O&M Costs: None Prevailing Wage Project? TBD																																						
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>20-14</th> <th>21-14</th> <th>22-14</th> <th>23-14</th> <th>24-14</th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th></th> </tr> </thead> <tbody> <tr> <td>Construction/Conveyance Tax</td> <td style="text-align: right;">\$ 571</td> <td style="text-align: right;">\$ 583</td> <td style="text-align: right;">\$ 594</td> <td style="text-align: right;">\$ 606</td> <td style="text-align: right;">\$ 618</td> <td style="text-align: right;">\$ 2,972</td> </tr> <tr> <td>Shoreline Community</td> <td style="text-align: right;">\$ 161</td> <td style="text-align: right;">\$ 164</td> <td style="text-align: right;">\$ 168</td> <td style="text-align: right;">\$ 171</td> <td style="text-align: right;">\$ 174</td> <td style="text-align: right;">\$ 838</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ 732</b></td> <td style="text-align: right;"><b>\$ 747</b></td> <td style="text-align: right;"><b>\$ 762</b></td> <td style="text-align: right;"><b>\$ 777</b></td> <td style="text-align: right;"><b>\$ 792</b></td> <td style="text-align: right;"><b>\$ 3,810</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	20-14	21-14	22-14	23-14	24-14	2019-20	2020-21	2021-22	2022-23	2023-24		Construction/Conveyance Tax	\$ 571	\$ 583	\$ 594	\$ 606	\$ 618	\$ 2,972	Shoreline Community	\$ 161	\$ 164	\$ 168	\$ 171	\$ 174	\$ 838	<b>Total</b>	<b>\$ 732</b>	<b>\$ 747</b>	<b>\$ 762</b>	<b>\$ 777</b>	<b>\$ 792</b>	<b>\$ 3,810</b>
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<b>Project xx-15</b> <b>Annual Traffic Studies/NTMP Improvements/Bicycle Counts</b> Funding for traffic calming devices on neighborhood, local, and residential streets in conformance with the Neighborhood Traffic Management Program, as well as annual bicycle counts and contracts with consultants regarding improving traffic flow.	Sponsor Department: Public Works Department Category: Traffic, Parking and Transportation Additional Annual O&M Costs: None Prevailing Wage Project? Yes																															
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>20-15</th> <th>21-15</th> <th>22-15</th> <th>23-15</th> <th>24-15</th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th></th> </tr> </thead> <tbody> <tr> <td>Construction/Conveyance Tax</td> <td style="text-align: right;">\$ 280</td> <td style="text-align: right;">\$ 286</td> <td style="text-align: right;">\$ 291</td> <td style="text-align: right;">\$ 297</td> <td style="text-align: right;">\$ 303</td> <td style="text-align: right;">\$ 1,457</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ 280</b></td> <td style="text-align: right;"><b>\$ 286</b></td> <td style="text-align: right;"><b>\$ 291</b></td> <td style="text-align: right;"><b>\$ 297</b></td> <td style="text-align: right;"><b>\$ 303</b></td> <td style="text-align: right;"><b>\$ 1,457</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	20-15	21-15	22-15	23-15	24-15	2019-20	2020-21	2021-22	2022-23	2023-24		Construction/Conveyance Tax	\$ 280	\$ 286	\$ 291	\$ 297	\$ 303	\$ 1,457	<b>Total</b>	<b>\$ 280</b>	<b>\$ 286</b>	<b>\$ 291</b>	<b>\$ 297</b>	<b>\$ 303</b>	<b>\$ 1,457</b>
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## Non-Discretionary Projects (in thousands of dollars)

<b>Project xx-16</b> <b>Maintenance Agreement for JPB/VTA Transit Center</b> Reimbursement of City expenses by JPB/VTA.	Sponsor Department: Public Works Department Category: Facilities Additional Annual O&M Costs: None Prevailing Wage Project? No																															
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>20-16</th> <th>21-16</th> <th>22-16</th> <th>23-16</th> <th>24-16</th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th></th> </tr> </thead> <tbody> <tr> <td>Other (Reimbursement)</td> <td style="text-align: right;">\$ 63</td> <td style="text-align: right;">\$ 65</td> <td style="text-align: right;">\$ 66</td> <td style="text-align: right;">\$ 67</td> <td style="text-align: right;">\$ 69</td> <td style="text-align: right;">\$ 330</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ 63</b></td> <td style="text-align: right;"><b>\$ 65</b></td> <td style="text-align: right;"><b>\$ 66</b></td> <td style="text-align: right;"><b>\$ 67</b></td> <td style="text-align: right;"><b>\$ 69</b></td> <td style="text-align: right;"><b>\$ 330</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	20-16	21-16	22-16	23-16	24-16	2019-20	2020-21	2021-22	2022-23	2023-24		Other (Reimbursement)	\$ 63	\$ 65	\$ 66	\$ 67	\$ 69	\$ 330	<b>Total</b>	<b>\$ 63</b>	<b>\$ 65</b>	<b>\$ 66</b>	<b>\$ 67</b>	<b>\$ 69</b>	<b>\$ 330</b>
Project Number and Fiscal Year					Total																											
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<b>Project xx-17</b> <b>Shoreline Infrastructure Maintenance</b> Maintenance of water lines, sewer lines, storm drainage system, and water system supplying the sailing lake.	Sponsor Department: Public Works Department Category: Utilities Additional Annual O&M Costs: None Prevailing Wage Project? TBD																															
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<b>Project xx-18</b> <b>Planned and Emergency Facilities Projects</b> Emergency and Planned Facilities Projects that are currently not covered by xx-14, but are vital to the City's infrastructure. One-time fund increase in Fiscal Year 2019-20 of \$1.3 million to replace the heating/ventilation and air conditioning system at Fire Station No. 1 (\$1 million) and repair of water damage in the offices at the City's recyclables buy-back center on Terra Bella Avenue (\$300,000).	Sponsor Department: Public Works Department Category: Facilities Additional Annual O&M Costs: None Prevailing Wage Project? TBD																																						
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## Non-Discretionary Projects (in thousands of dollars)

<p><b>Projects 20-19 , 22-19 &amp; 24-19</b>  <b>Biennial Median Renovations and Roadway Landscape Renovations</b>                  Biennial repairs and improvements to City landscaped medians and roadway landscaping.</p>	Sponsor Department: Community Services Department Category: Parks and Recreation Additional Annual O&M Costs: None Prevailing Wage Project? TBD																																						
<p><b>Projects 21-19 &amp; 23-19</b>  <b>Biennial Turf and Bunker Improvements</b>                  Biennial CIP for turf and bunker improvements that are needed from continued settling of the landfill and wildlife habituating on and around the golf course.</p>																																							
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>20-19</th> <th>21-19</th> <th>22-19</th> <th>23-19</th> <th>24-19</th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th></th> </tr> </thead> <tbody> <tr> <td>Construction/Conveyance Tax</td> <td style="text-align: right;">\$ 76</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 79</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 82</td> <td style="text-align: right;">\$ 237</td> </tr> <tr> <td>Shoreline Community</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 300</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 312</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 612</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ 76</b></td> <td style="text-align: right;"><b>\$ 300</b></td> <td style="text-align: right;"><b>\$ 79</b></td> <td style="text-align: right;"><b>\$ 312</b></td> <td style="text-align: right;"><b>\$ 82</b></td> <td style="text-align: right;"><b>\$ 849</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	20-19	21-19	22-19	23-19	24-19	2019-20	2020-21	2021-22	2022-23	2023-24		Construction/Conveyance Tax	\$ 76	\$ -	\$ 79	\$ -	\$ 82	\$ 237	Shoreline Community	\$ -	\$ 300	\$ -	\$ 312	\$ -	\$ 612	<b>Total</b>	<b>\$ 76</b>	<b>\$ 300</b>	<b>\$ 79</b>	<b>\$ 312</b>	<b>\$ 82</b>	<b>\$ 849</b>
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<p><b>Projects 20-20 , 22-20 &amp; 24-20</b>  <b>Biennial Real Estate Technical and Legal Services</b>                  Funding for appraisals, environmental reports, surveys, and lease preparation/review services for City Real Estate activity.</p>	Sponsor Department: Public Works Department/Community Services Department Category: Miscellaneous/Parks and Recreation Additional Annual O&M Costs: None Prevailing Wage Project? No																																													
<p><b>Projects 21-20 &amp; 23-20</b>  <b>Biennial Good Neighbor Fence (GNF) Replacements</b>                  Funding to replace fencing between City parks and private property.</p>																																														
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## Non-Discretionary Projects

(in thousands of dollars)

<b>Project xx-21</b> <b>Miscellaneous Water Main/Service Line Replacement</b>		Sponsor Department: Public Works Department					
		Category: Utilities					
Replace corroded and/or undersized water main pipes on various streets. The replacements include water services, fire hydrants and saddle replacements.		Additional Annual O&M Costs: None	Prevailing Wage Project? Yes				
<b>Funding Sources</b>		<b>Project Number and Fiscal Year</b>					
		20-21	21-21	22-21	23-21	24-21	
		2019-20	2020-21	2021-22	2022-23	2023-24	<b>Total</b>
Water (Includes Water Capacity Fees)		\$ 2,608	\$ 2,175	\$ 2,742	\$ 2,797	\$ 2,853	\$ 13,175
Water Development Impact fee		\$ 28	\$ -	\$ -	\$ -	\$ -	\$ 28
<b>Total</b>		<b>\$ 2,636</b>	<b>\$ 2,175</b>	<b>\$ 2,742</b>	<b>\$ 2,797</b>	<b>\$ 2,853</b>	<b>\$ 13,203</b>

<b>Project xx-22</b> <b>Miscellaneous Storm/Sanitary Sewer Main Replacement</b>		Sponsor Department: Public Works Department					
		Category: Utilities					
Repair and replace storm and sanitary sewer pipes, manholes and systems identified by the City's annual line televising program.		Additional Annual O&M Costs: None	Prevailing Wage Project? Yes				
<b>Funding Sources</b>		<b>Project Number and Fiscal Year</b>					
		20-22	21-22	22-22	23-22	24-22	
		2019-20	2020-21	2021-22	2022-23	2023-24	<b>Total</b>
Wastewater (Includes Sewer Capacity Fees)		\$ 1,517	\$ 864	\$ 1,716	\$ 1,750	\$ 1,785	\$ 7,632
Sewer Development Impact Fee		\$ 132	\$ 818	\$ -	\$ -	\$ -	\$ 950
<b>Total</b>		<b>\$ 1,649</b>	<b>\$ 1,682</b>	<b>\$ 1,716</b>	<b>\$ 1,750</b>	<b>\$ 1,785</b>	<b>\$ 8,582</b>

<b>Projects xx-23</b> <b>TDA Projects</b>		Sponsor Department: Public Works Department					
		Category: Traffic, Parking and Transportation					
Various bike and pedestrian related projects.		Additional Annual O&M Costs: None	Prevailing Wage Project? Yes				
<b>Funding Sources</b>		<b>Project Number and Fiscal Year</b>					
		20-23	21-23	22-23	23-23	24-24	
		2019-20	2020-21	2021-22	2022-23	2023-24	<b>Total</b>
Construction/Conveyance Tax		\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 50
Transportation Development Act (TDA) Funding		\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 250
<b>Total</b>		<b>\$ 60</b>	<b>\$ 60</b>	<b>\$ 60</b>	<b>\$ 60</b>	<b>\$ 60</b>	<b>\$ 300</b>

## Non-Discretionary Projects

(in thousands of dollars)

<b>Projects 20-24 , 22-24 &amp; 24-24</b> <b>Biennial Installation of ADA Curb Ramps</b> Install ADA-compliant curb ramps throughout the City.		Sponsor Department: City Manager's Office/Public Works Department					
		Category: Regulatory Requirements					
<b>Projects 21-24 &amp; 23-24</b> <b>Biennial ADA Improvements to City Facilities</b> Continuation of efforts to implement ADA improvements at City facilities.		Additional Annual O&M Costs: None	Prevailing Wage Project? TBD/Yes				
<b>Funding Sources</b>		<b>Project Number and Fiscal Year</b>					
		20-24	21-24	22-24	23-24	24-24	
		2019-20	2020-21	2021-22	2022-23	2023-24	<b>Total</b>
Construction/Conveyance Tax		\$ 67	\$ 97	\$ 69	\$ 101	\$ 72	\$ 406
<b>Total</b>		<b>\$ 67</b>	<b>\$ 97</b>	<b>\$ 69</b>	<b>\$ 101</b>	<b>\$ 72</b>	<b>\$ 406</b>

<b>Project xx-25</b> <b>Annual New Energy Conservation Measures</b> Fund energy conservation efforts in City facilities.		Sponsor Department: Public Works Department					
		Category: Facilities					
		Additional Annual O&M Costs: None	Prevailing Wage Project? TBD				
<b>Funding Sources</b>		<b>Project Number and Fiscal Year</b>					
		20-25	21-25	22-25	23-25	24-25	
		2019-20	2020-21	2021-22	2022-23	2023-24	<b>Total</b>
CIP Reserve		\$ 60	\$ -	\$ -	\$ -	\$ -	\$ 60
Construction/Conveyance Tax		\$ 95	\$ 194	\$ 99	\$ 202	\$ 102	\$ 692
<b>Total</b>		<b>\$ 155</b>	<b>\$ 194</b>	<b>\$ 99</b>	<b>\$ 202</b>	<b>\$ 102</b>	<b>\$ 752</b>

<b>Projects 20-26 , 22-26 &amp; 24-26</b> <b>Biennial PMP Recertification</b> Field inspection of all arterial and collector streets as required by the Metropolitan Transportation Commission (MTC).		Sponsor Department: Public Works Department/Community Services Department					
		Category: Streets and Sidewalks/Parks and Recreation					
<b>Projects 21-26 &amp; 23-26</b> <b>Biennial Tennis Court Resurfacing</b> Periodic routine resurfacing of tennis courts at the following parks: Cuesta, Rengstorff, Cooper, Stevenson, Sylvan and Whisman.		Additional Annual O&M Costs: None	Prevailing Wage Project? No/Yes				
<b>Funding Sources</b>		<b>Project Number and Fiscal Year</b>					
		20-26	21-26	22-26	23-26	24-26	
		2019-20	2020-21	2021-22	2022-23	2023-24	<b>Total</b>
Construction/Conveyance Tax		\$ 75	\$ 91	\$ 78	\$ 95	\$ 81	\$ 420
<b>Total</b>		<b>\$ 75</b>	<b>\$ 91</b>	<b>\$ 78</b>	<b>\$ 95</b>	<b>\$ 81</b>	<b>\$ 420</b>

## Non-Discretionary Projects

(in thousands of dollars)

<b>Project xx-27</b> <b>Intersection Traffic Signal System - Major Replacements and Upgrades</b> (Intersection TBD) Annual project to replace/upgrade one existing traffic signal and controller that are at the end of their useful lives.	Sponsor Department: Public Works Department  Category: Traffic, Parking and Transportation  Additional Annual O&M Costs: None  Prevailing Wage Project? Yes																													
<b>Funding Sources</b>	<table border="1" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>20-27</th> <th>21-27</th> <th>22-27</th> <th>23-27</th> <th>24-27</th> </tr> </thead> <tbody> <tr> <td>2019-20</td> <td>2020-21</td> <td>2021-22</td> <td>2022-23</td> <td>2023-24</td> <td></td> </tr> <tr> <td>410</td> <td>418</td> <td>426</td> <td>435</td> <td>444</td> <td>2,133</td> </tr> <tr> <td><b>Total</b></td> <td><b>\$ 410</b></td> <td><b>\$ 418</b></td> <td><b>\$ 426</b></td> <td><b>\$ 435</b></td> <td><b>\$ 444</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	20-27	21-27	22-27	23-27	24-27	2019-20	2020-21	2021-22	2022-23	2023-24		410	418	426	435	444	2,133	<b>Total</b>	<b>\$ 410</b>	<b>\$ 418</b>	<b>\$ 426</b>	<b>\$ 435</b>	<b>\$ 444</b>
Project Number and Fiscal Year					Total																									
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<b>Total</b>	<b>\$ 410</b>	<b>\$ 418</b>	<b>\$ 426</b>	<b>\$ 435</b>	<b>\$ 444</b>																									
Vehicle License Fee (VLF) - 2010 Measure B																														
<b>Total</b>	<b>\$ 410   \$ 418   \$ 426   \$ 435   \$ 444   \$ 2,133</b>																													

<b>Project xx-28</b> <b>North Bayshore Semi-Annual Traffic Counts</b> Perform traffic counts in the North Bayshore area to support the Transportation Demand Management (TDM) goals.	Sponsor Department: Community Development Department  Category: Traffic, Parking and Transportation  Additional Annual O&M Costs: None  Prevailing Wage Project? No																													
<b>Funding Sources</b>	<table border="1" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>20-28</th> <th>21-28</th> <th>22-28</th> <th>23-28</th> <th>24-28</th> </tr> </thead> <tbody> <tr> <td>2019-20</td> <td>2020-21</td> <td>2021-22</td> <td>2022-23</td> <td>2023-24</td> <td></td> </tr> <tr> <td>\$ 162</td> <td>\$ 166</td> <td>\$ 169</td> <td>\$ 172</td> <td>\$ 176</td> <td>\$ 845</td> </tr> <tr> <td><b>Total</b></td> <td><b>\$ 162</b></td> <td><b>\$ 166</b></td> <td><b>\$ 169</b></td> <td><b>\$ 172</b></td> <td><b>\$ 176</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	20-28	21-28	22-28	23-28	24-28	2019-20	2020-21	2021-22	2022-23	2023-24		\$ 162	\$ 166	\$ 169	\$ 172	\$ 176	\$ 845	<b>Total</b>	<b>\$ 162</b>	<b>\$ 166</b>	<b>\$ 169</b>	<b>\$ 172</b>	<b>\$ 176</b>
Project Number and Fiscal Year					Total																									
20-28	21-28	22-28	23-28	24-28																										
2019-20	2020-21	2021-22	2022-23	2023-24																										
\$ 162	\$ 166	\$ 169	\$ 172	\$ 176	\$ 845																									
<b>Total</b>	<b>\$ 162</b>	<b>\$ 166</b>	<b>\$ 169</b>	<b>\$ 172</b>	<b>\$ 176</b>																									
Shoreline Community																														
<b>Total</b>	<b>\$ 162   \$ 166   \$ 169   \$ 172   \$ 176   \$ 845</b>																													

<b>Project xx-29</b> <b>Annual Regional Public Safety</b> Conversion of the City's Public Safety radio infrastructure in support of the Silicon Valley Regional Interoperability Authority's (SVRIA's) Regional Communications System (RCS) project.	Sponsor Department: Police Department  Category: Information Technology and Communication  Additional Annual O&M Costs: None  Prevailing Wage Project? No																													
<b>Funding Sources</b>	<table border="1" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>20-29</th> <th>21-29</th> <th>22-29</th> <th>23-29</th> <th>24-29</th> </tr> </thead> <tbody> <tr> <td>2019-20</td> <td>2020-21</td> <td>2021-22</td> <td>2022-23</td> <td>2023-24</td> <td></td> </tr> <tr> <td>\$ 150</td> <td>\$ 150</td> <td>\$ 150</td> <td>\$ 150</td> <td>\$ 150</td> <td>\$ 750</td> </tr> <tr> <td><b>Total</b></td> <td><b>\$ 150</b></td> <td><b>\$ 150</b></td> <td><b>\$ 150</b></td> <td><b>\$ 150</b></td> <td><b>\$ 750</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	20-29	21-29	22-29	23-29	24-29	2019-20	2020-21	2021-22	2022-23	2023-24		\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 750	<b>Total</b>	<b>\$ 150</b>	<b>\$ 150</b>	<b>\$ 150</b>	<b>\$ 150</b>	<b>\$ 750</b>
Project Number and Fiscal Year					Total																									
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<b>Total</b>	<b>\$ 150</b>	<b>\$ 150</b>	<b>\$ 150</b>	<b>\$ 150</b>	<b>\$ 750</b>																									
Construction/Conveyance Tax																														
<b>Total</b>	<b>\$ 150   \$ 150   \$ 150   \$ 150   \$ 150   \$ 750</b>																													

## Non-Discretionary Projects

(in thousands of dollars)

<b>Project xx-30</b> <b>SB-1 Streets Project</b> A new non-discretionary SB-1 Streets Project for basic road maintenance, rehabilitation, and critical safety projects on the local streets and roads system. Project can be used towards complete streets projects, traffic signals, and drainage projects.	Sponsor Department: Public Works  Category: Streets and Sidewalks  Additional Annual O&M Costs: None Prevailing Wage Project? Yes																															
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>20-30</th> <th>21-30</th> <th>22-30</th> <th>23-30</th> <th>24-30</th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th></th> </tr> </thead> <tbody> <tr> <td>Senate Bill-1 Road Repair and Accountability Act</td> <td>\$ 1,600</td> <td>\$ 1,300</td> <td>\$ 1,300</td> <td>\$ 1,300</td> <td>\$ 1,300</td> <td>\$ 6,800</td> </tr> <tr> <td><b>Total</b></td> <td><b>\$ 1,600</b></td> <td><b>\$ 1,300</b></td> <td><b>\$ 1,300</b></td> <td><b>\$ 1,300</b></td> <td><b>\$ 1,300</b></td> <td><b>\$ 6,800</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	20-30	21-30	22-30	23-30	24-30	2019-20	2020-21	2021-22	2022-23	2023-24		Senate Bill-1 Road Repair and Accountability Act	\$ 1,600	\$ 1,300	\$ 1,300	\$ 1,300	\$ 1,300	\$ 6,800	<b>Total</b>	<b>\$ 1,600</b>	<b>\$ 1,300</b>	<b>\$ 1,300</b>	<b>\$ 1,300</b>	<b>\$ 1,300</b>	<b>\$ 6,800</b>
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<b>Total</b>	<b>\$ 1,600</b>	<b>\$ 1,300</b>	<b>\$ 1,300</b>	<b>\$ 1,300</b>	<b>\$ 1,300</b>	<b>\$ 6,800</b>																										

<b>Project xx-31</b> <b>Annual Parks Renovations/Improvements</b> Annual Repairs and Improvements to City parks.	Sponsor Department: Community Services Department  Category: Parks and Recreation  Additional Annual O&M Costs: None Prevailing Wage Project? No																															
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>20-31</th> <th>21-31</th> <th>22-31</th> <th>23-31</th> <th>24-31</th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th></th> </tr> </thead> <tbody> <tr> <td>Construction/Conveyance Tax</td> <td>\$ 160</td> <td>\$ 163</td> <td>\$ 166</td> <td>\$ 170</td> <td>\$ 173</td> <td>\$ 832</td> </tr> <tr> <td><b>Total</b></td> <td><b>\$ 160</b></td> <td><b>\$ 163</b></td> <td><b>\$ 166</b></td> <td><b>\$ 170</b></td> <td><b>\$ 173</b></td> <td><b>\$ 832</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	20-31	21-31	22-31	23-31	24-31	2019-20	2020-21	2021-22	2022-23	2023-24		Construction/Conveyance Tax	\$ 160	\$ 163	\$ 166	\$ 170	\$ 173	\$ 832	<b>Total</b>	<b>\$ 160</b>	<b>\$ 163</b>	<b>\$ 166</b>	<b>\$ 170</b>	<b>\$ 173</b>	<b>\$ 832</b>
Project Number and Fiscal Year					Total																											
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<b>Project xx-32</b> <b>Information Technology Projects</b> (1-5 Separate Projects Per Fiscal Year)	Sponsor Department: Information Technology  Category: Information Technology and Communication  Additional Annual O&M Costs: None Prevailing Wage Project? No																																																																									
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>20-32</th> <th>21-32</th> <th>22-32</th> <th>23-32</th> <th>24-32</th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th></th> </tr> </thead> <tbody> <tr> <td>CIP Reserve</td> <td>\$ -</td> <td>\$ -</td> <td>\$ 380</td> <td>\$ -</td> <td>\$ -</td> <td>\$ 380</td> </tr> <tr> <td>Construction/Conveyance Tax</td> <td>\$ 299</td> <td>\$ 380</td> <td>\$ -</td> <td>\$ 380</td> <td>\$ 380</td> <td>\$ 1,439</td> </tr> <tr> <td>Water (Includes Water Capacity Fees)</td> <td>\$ 32</td> <td>\$ 30</td> <td>\$ 30</td> <td>\$ 30</td> <td>\$ 30</td> <td>\$ 152</td> </tr> <tr> <td>Wastewater (Includes Sewer Capacity Fees)</td> <td>\$ 32</td> <td>\$ 30</td> <td>\$ 30</td> <td>\$ 30</td> <td>\$ 30</td> <td>\$ 152</td> </tr> <tr> <td>Solid Waste</td> <td>\$ 13</td> <td>\$ -</td> <td>\$ -</td> <td>\$ 30</td> <td>\$ -</td> <td>\$ 43</td> </tr> <tr> <td>Development Services</td> <td>\$ 22</td> <td>\$ 30</td> <td>\$ 30</td> <td>\$ 30</td> <td>\$ 30</td> <td>\$ 142</td> </tr> <tr> <td>Shoreline Community</td> <td>\$ 44</td> <td>\$ 30</td> <td>\$ 30</td> <td>\$ -</td> <td>\$ 30</td> <td>\$ 134</td> </tr> <tr> <td><b>Total</b></td> <td><b>\$ 442</b></td> <td><b>\$ 500</b></td> <td><b>\$ 500</b></td> <td><b>\$ 500</b></td> <td><b>\$ 500</b></td> <td><b>\$ 2,442</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	20-32	21-32	22-32	23-32	24-32	2019-20	2020-21	2021-22	2022-23	2023-24		CIP Reserve	\$ -	\$ -	\$ 380	\$ -	\$ -	\$ 380	Construction/Conveyance Tax	\$ 299	\$ 380	\$ -	\$ 380	\$ 380	\$ 1,439	Water (Includes Water Capacity Fees)	\$ 32	\$ 30	\$ 30	\$ 30	\$ 30	\$ 152	Wastewater (Includes Sewer Capacity Fees)	\$ 32	\$ 30	\$ 30	\$ 30	\$ 30	\$ 152	Solid Waste	\$ 13	\$ -	\$ -	\$ 30	\$ -	\$ 43	Development Services	\$ 22	\$ 30	\$ 30	\$ 30	\$ 30	\$ 142	Shoreline Community	\$ 44	\$ 30	\$ 30	\$ -	\$ 30	\$ 134	<b>Total</b>	<b>\$ 442</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 2,442</b>
Project Number and Fiscal Year					Total																																																																					
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## Proposed FY 2019-20 Discretionary Projects

(in thousands of dollars)

Project No.	Discretionary Projects	Budget
20-34	IT Project (Fiber Optic Network)	\$ 175
20-35	Fire Station 5 Classroom/Training, Construction	2,840
20-36	Sailing Lake Improvements, Construction	2,500
20-37	NB Shoreline /101 Off-Ramp Realignment, Construction	23,000
20-38	Shoreline at 101 Ped/Bike Overcrossing, Construction	20,000
20-39	Shoreline Boathouse Expansion	1,640
20-40	Plymouth/SpacePark Realignment	27,780
20-41	Water & Sewer Replacement 101 at Two Locations, Construction	9,900
20-42	Interceptor Force Trunk Rehab, Construction, Phase II	1,840
20-43	Water & Sewer Master Plan Update	1,240
20-44	Charleston Pump Station Realignment	4,150
20-45	Street Reconstruction Project (Street TBD)	1,000
20-46	Bicycle/Pedestrian Improvements (Location TBD)	300
20-47	Calderon Avenue Bike Lane - Mercy to ECR	570
20-48	400 San Antonio Rd Mini Park	1,829
20-49	Police/Fire Admin Building Expansion, Design	2,000
20-50	Stevens Creek Trail Extension from Dale/Heatherstone Way to West Remington Drive, Design	600
20-51	Storm Drain Fee Study	100
20-52	Downtown Parking Lot Improvements	1,000
20-53	Michaels at Shoreline Improvements	700
20-54	Civic Center Infrastructure, Phase I	2,500
20-55	Shoreline Play Structure Replacement	650
20-56	Tennis Court LED Light Upgrades	520
20-57	CPA MainStage Lighting Upgrade	200
20-58	Castro Pedestrian Mall Feasibility Study	200
20-59	Automated Guideway Transportation Phase II, Feasibility Study	875
20-60	2019/20 City Bridges and Culverts Structural Inspection and Repairs	830
20-61	El Camino Real Bike Improvements, Design	1,300
20-62	Shoreline Area Irrigation Main Replacements, Study and Design	720
20-63	Thompson Av & Central Expr Traffic Signal	100
20-64	Solar Panel Systems at City Facilities, Study	200
20-65	Fire Station No. 4 - Internal Modifications to FS4 and MOC	1,800
20-66	Downtown Precise Plan Update	1,750
20-99	Sustainability Projects	7,500
<b>Total: Discretionary Projects</b>		<b>\$ 122,309</b>

**Planned FY 2020-21 through FY 2023-24**  
**Discretionary Projects**  
(in thousands of dollars)

Proj. No.	Discretionary Projects	Budget			
		2020-21	2021-22	2022-23	2023-24
21-33	Middlefield and Moffett Sewer Replacement, Design	\$ 1,550			
21-34	Coast Casey Pump Station, Evaluation and Repair	1,000			
21-35	Coast Casey Storm Drain Pipe Rehabilitation	2,840			
21-36	Pedestrian Master Plan Update	330			
21-37	El Monte Corridor Improvements, Design and Construction	1,630			
21-38	2020/21 City Bridges and Culverts Structural Inspection and Repairs	170			
21-39	Rengstorff Park Aquatics Center Replacement, Construction	15,310			
21-40	Street Reconstruction Project (Street TBD)	1,000			
21-41	Bicycle/Pedestrian Improvements (Location TBD)	300			
21-42	Signage Program for Shoreline at Mountain View - Implementation of Shoreline Master Plan	1,000			
21-43	South Whisman Park, Construction	4,860			
21-44	Transit Center Grade Separation and Access Project, Final Design	1,200			
21-45	Center for the Performing Arts Sound System, Phase II	800			
21-46	Project Management Database	250			
21-47	Sand Volleyball Court at Sylvan Park	370			
21-48	Grant Road and Sleeper Avenue Intersection Improvements, Design and Construction	750			
21-49	Sylvan Park Trellis Replacement	600			
21-50	Hope Street and Villa Street Traffic Signal Installation	1,070			
21-51	Sailing Lake Access Road Improvements, Construction	1,000			
21-52	Whisman Pump Station Engineering Study	120			
21-53	California Street (West) Complete Street Improvements, Pilot	760			
22-33	Middlefield and Moffett Sewer Replacement, Construction		\$ 8,350		
22-34	Stierlin Road Bicycle and Pedestrian Improvements, Construction		4,300		
22-35	Civic Center Infrastructure, Phase II		2,500		
22-36	High Level Ditch, Evaluation and Repair		1,120		
22-37	Street Reconstruction Project (Street TBD)		1,000		
22-38	Cross Culvert Removal and Storm Drain Extensions		550		
22-39	Citywide Trash Capture		880		
22-40	Stevens Creek Trail Bridge Over Central Expressway and Evelyn Avenue Deck Replacement and Painting		4,850		
22-41	Rengstorff Park Maintenance and Tennis Buildings Replacement, Design		1,200		
22-42	Bicycle/Pedestrian Improvements (Location TBD)		300		
22-43	Callahan (Crittenden) Field Lighting Upgrade		430		
22-44	2021/22 City Bridges and Culverts Structural Inspection and Repairs		220		
22-45	Hwy 237 Critical Crossing Utility Improvement and Ferguson Road Water Main Relocation		2,920		
22-46	El Camino Real Bike Imp, Shoreline/Miramonte-Rengstorff, Construction		3,300		



**Planned FY 2020-21 through FY 2023-24**  
**Discretionary Projects**  
(in thousands of dollars)

Proj. No.	Discretionary Projects	Budget			
		2020-21	2021-22	2022-23	2023-24
22-47	Rengstorff Grade Separation, Design/ROW		3,000		
22-48	Citywide Travel Demand Model Update (PLACEHOLDER)		100		
22-49	Replacing Temporary Rubber-Curb Islands with Permanent Concrete Islands, Design and Construction		440		
22-50	Shoreline Area Water, Recycled Water, and Irrigation Main Replacements, Construction		4,730		
22-51	Traffic Operations Center, Design and Installation		5,150		
23-33	Shoreline Blvd Pathway (Villa St to Wright Ave), Construction			\$ 4,120	
23-34	Fire Station No. 4 - External Modifications			3,720	
23-35	2022/23 City Bridges and Culverts Structural Inspection and Repairs			280	
23-36	Adobe HVAC Upgrade			160	
23-37	Bernardo Avenue Undercrossing, Local Match			5,000	
23-38	Bicycle/Pedestrian Improvements (Location TBD)			300	
23-39	Center for the Performing Arts SecondStage Lighting System Upgrade			70	
23-40	Citywide Benchmark Program			190	
23-41	Citywide Trash Capture			200	
23-42	Cross Culvert Removal and Storm Drain Extensions			570	
23-43	Street Reconstruction Project (Street TBD)			1,000	
23-44	Transit Center Grade Separation and Access Project, Construction			5,000	
23-45	Rengstorff Grade Separation, Construction			12,000	
23-46	Civic Center Infrastructure, Phase III			3,620	
23-47	El Camino Real Crossings			3,700	
23-48	ECR Bike Imp, Sylvan/Americana-Calderon/Phyllis, Construction			3,100	
23-49	North Bayshore Branding and Wayfinding Signage Installation (PLACEHOLDER)			250	
23-50	Rengstorff Avenue Adaptive Signal System			2,880	
23-51	Storm Drain System Improvements			1,410	
23-52	Turf Replacement - Shoreline Athletic Field			2,230	
24-33	2023/24 City Bridges and Culverts Structural Inspection and Repairs				\$ 290
24-34	Bicycle/Pedestrian Improvements (Location TBD)				300
24-35	Central Expressway Bicycle and Pedestrian Crossing Feasibility Study				450
24-36	Cross Culvert Removal and Storm Drain Extensions				590
24-37	Fire Station No. 3 - Replacement Programming Study				250
24-38	Middlefield Road Bikeway, Whisman - City Limit (Sunnyvale), Feasibility Study				500
24-39	Middlefield Road Sidewalk Across SR-85, Feasibility Study				300
24-40	Moffett Boulevard Class IV Bikeway, Middlefield-Clark - Preliminary Design				500
24-41	Civic Center Infrastructure, Phase IV				1,000
24-42	Mountain View Community Shuttle EV Charging Units (PLACEHOLDER FUNDING ESTIMATE)				260

**Planned FY 2020-21 through FY 2023-24**  
**Discretionary Projects**  
(in thousands of dollars)

Proj. No.	Discretionary Projects	Budget			
		2020-21	2021-22	2022-23	2023-24
24-43	Rengstorff House West Grass & Brick Patio Stabilization Project				430
24-44	Rengstorff Park - Maintenance and Tennis Buildings Replacement - Construction				5,000
24-45	Senior Center Social Hall Floor Replacement				140
24-46	Street Reconstruction Project (Street TBD)				1,000
24-47	Update Bicycle Master Plan				300
24-48	Police/Fire Administration Building - Construction (PLACEHOLDER)				40,000
24-49	Mayfield/San Antonio Bicycle and Pedestrian Tunnel - Construction				11,000
<b>Total: Discretionary Projects</b>		<b>\$ 36,910</b>	<b>\$ 45,340</b>	<b>\$ 49,800</b>	<b>\$ 62,310</b>

## Discretionary Projects (in thousands of dollars)

<b>Project 20-34</b>		Sponsor Department: Information Technology					
<b>IT Project (Fiber Optic Network)</b>		Category: Information Technology and Communications					
Provide a redundant network among the primary city locations (City Hall, PDFD Administration and MOC) in case there is an interruption in the Comcast iNet network.		Additional Annual O&M Costs:		TBD	Prevailing Wage Project?	No	
		<b>Project Number and Fiscal Year</b>					
<b>Funding Sources</b>		<b>20-34</b>					
		<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>Total</b>
Construction/Conveyance Tax		\$ 175	\$ -	\$ -	\$ -	\$ -	\$ 175
<b>Total</b>		<b>\$ 175</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 175</b>

<b>Project 20-35</b>		Sponsor Department: Public Works Department					
<b>Fire Station 5 Classroom/Training, Construction</b>		Category: Facilities					
Construct a new stand-alone modular training and classroom facility at the back of FS #5 in Shoreline.		Additional Annual O&M Costs:		None	Prevailing Wage Project?	Yes	
		<b>Project Number and Fiscal Year</b>					
<b>Funding Sources</b>		<b>20-35</b>					
		<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>Total</b>
Shoreline Community		\$ 330	\$ -	\$ -	\$ -	\$ -	\$ 330
Shoreline Community Bond Proceeds		\$ 2,510	\$ -	\$ -	\$ -	\$ -	\$ 2,510
<b>Total</b>		<b>\$ 2,840</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,840</b>

<b>Project 20-36</b>		Sponsor Department: Public Works Department					
<b>Sailing Lake Improvements, Construction</b>		Category: Parks and Recreation					
This project will construct the improvements to the existing boat launch structure and the area to provide better access, and improve the physical conditions of the existing facilities. Project Design (CIP 17-52)		Additional Annual O&M Costs:		None	Prevailing Wage Project?	Yes	
		<b>Project Number and Fiscal Year</b>					
<b>Funding Sources</b>		<b>20-36</b>					
		<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>Total</b>
Shoreline Community		\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000
Shoreline Community Taxable Bond Proceeds		\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ 1,500
<b>Total</b>		<b>\$ 2,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,500</b>

## Discretionary Projects (in thousands of dollars)

<b>Project 20-37</b> <b>NB Shoreline Blvd/101 Off-Ramp Realignment, Construction</b> Realignment of NB Shoreline Blvd off-ramp from intersecting with Shoreline Blvd instead to La Avenida to provide for more efficient operations and increased capacity to support North Bayshore Precise Plan development. Project Design (CIP 19-59)	Sponsor Department: Public Works Department Category: Traffic, Parking and Transportation Additional Annual O&M Costs: None Prevailing Wage Project? Yes																																		
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th>20-37</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Shoreline Community</td> <td style="text-align: right;">\$ 8,950</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 8,950</td> </tr> <tr> <td>Shoreline Community Bond Proceeds</td> <td style="text-align: right;">\$ 14,050</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 14,050</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ 23,000</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 23,000</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year						20-37	2019-20	2020-21	2021-22	2022-23	2023-24	Total	Shoreline Community	\$ 8,950	\$ -	\$ -	\$ -	\$ -	\$ 8,950	Shoreline Community Bond Proceeds	\$ 14,050	\$ -	\$ -	\$ -	\$ -	\$ 14,050	<b>Total</b>	<b>\$ 23,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 23,000</b>
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<b>Project 20-38</b> <b>Shoreline Blvd at 101 Ped/Bike Overcrossing, Construction</b> Construction of a bicycle and pedestrian bridge parallel and adjacent to Shoreline Boulevard over Highway 101 as described in the Shoreline Corridor Study. Project Design (CIP 16-60)	Sponsor Department: Public Works Department Category: Traffic, Parking and Transportation Additional Annual O&M Costs: None Prevailing Wage Project? Yes																																																
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<b>Project 20-39</b> <b>Shoreline Boathouse Expansion</b> Project will expand and remodel the kitchen and add two unisex restrooms at the Shoreline Boathouse.	Sponsor Department: Public Works Department Category: Facilities Additional Annual O&M Costs: None Prevailing Wage Project? Yes																																		
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th>20-39</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Shoreline Community</td> <td style="text-align: right;">\$ 640</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 640</td> </tr> <tr> <td>Shoreline Community Taxable Bond Proceeds</td> <td style="text-align: right;">\$ 1,000</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 1,000</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ 1,640</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 1,640</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year						20-39	2019-20	2020-21	2021-22	2022-23	2023-24	Total	Shoreline Community	\$ 640	\$ -	\$ -	\$ -	\$ -	\$ 640	Shoreline Community Taxable Bond Proceeds	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000	<b>Total</b>	<b>\$ 1,640</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,640</b>
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## Discretionary Projects (in thousands of dollars)

<p><b>Project 20-40</b>  <b>Plymouth/SpacePark Realignment</b>          Project will design and construct the realignment of Plymouth Street to create a four-way intersection at Space Park Way and Shoreline Boulevard and eliminate the existing T-intersection at Plymouth/Shoreline. The project will also extend the Shoreline bus lane from Pear Avenue to the new Plymouth/Space Park intersection. The project will also include pedestrian and bicyclist improvements, as well as utility pipeline installation.</p>	<p>Sponsor Department: Public Works Department          Category: Traffic, Parking and Transportation          Additional Annual O&amp;M Costs: None          Prevailing Wage Project? Yes</p>																																							
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th>20-40</th> <th></th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Shoreline Community</td> <td>\$ 6,380</td> <td>\$ -</td> <td>\$ -</td> <td>\$ -</td> <td>\$ -</td> <td>\$ 6,380</td> </tr> <tr> <td>Shoreline Community Bond Proceeds</td> <td>\$ 21,400</td> <td>\$ -</td> <td>\$ -</td> <td>\$ -</td> <td>\$ -</td> <td>\$ 21,400</td> </tr> <tr> <td><b>Total</b></td> <td><b>\$ 27,780</b></td> <td><b>\$ -</b></td> <td><b>\$ -</b></td> <td><b>\$ -</b></td> <td><b>\$ -</b></td> <td><b>\$ 27,780</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year						20-40						2019-20	2020-21	2021-22	2022-23	2023-24	Total	Shoreline Community	\$ 6,380	\$ -	\$ -	\$ -	\$ -	\$ 6,380	Shoreline Community Bond Proceeds	\$ 21,400	\$ -	\$ -	\$ -	\$ -	\$ 21,400	<b>Total</b>	<b>\$ 27,780</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 27,780</b>
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<p><b>Project 20-41</b>  <b>Water &amp; Sewer Main Replacement Hwy 101 at Two Locations, Construction</b>          Construct the replacement of a new water and sewer main to cross under US 101 via bore and jack south of Shoreline Boulevard. The construction of a new 12 inch water main is also proposed to cross under US 101 via bore and jack from Macon Street to San Rafael Ave to improve reliability of providing water to the North Bayshore since all water sources are located south of US 101. Project Design (CIP 16-61)</p>	<p>Sponsor Department: Public Works Department          Category: Utilities          Additional Annual O&amp;M Costs: None          Prevailing Wage Project? Yes</p>																																							
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<b>Total</b>	<b>\$ 9,900</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 9,900</b>																																		

<p><b>Project 20-42</b>  <b>Interceptor Force Trunk Main Rehabilitation, Construction, Phase II</b>          Funding for Phase II to rehabilitate 4,000 feet of the Interceptor Force Trunk Main between the Sewage Pump Station and the Palo Alto Interceptor Line.</p>	<p>Sponsor Department: Public Works Department          Category: Utilities          Additional Annual O&amp;M Costs: None          Prevailing Wage Project? Yes</p>																																							
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th>20-42</th> <th></th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Sewer - Development Impact Fees</td> <td>\$ 222</td> <td>\$ -</td> <td>\$ -</td> <td>\$ -</td> <td>\$ -</td> <td>\$ 222</td> </tr> <tr> <td>Wastewater Loan</td> <td>\$ 1,618</td> <td>\$ -</td> <td>\$ -</td> <td>\$ -</td> <td>\$ -</td> <td>\$ 1,618</td> </tr> <tr> <td><b>Total</b></td> <td><b>\$ 1,840</b></td> <td><b>\$ -</b></td> <td><b>\$ -</b></td> <td><b>\$ -</b></td> <td><b>\$ -</b></td> <td><b>\$ 1,840</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year						20-42						2019-20	2020-21	2021-22	2022-23	2023-24	Total	Sewer - Development Impact Fees	\$ 222	\$ -	\$ -	\$ -	\$ -	\$ 222	Wastewater Loan	\$ 1,618	\$ -	\$ -	\$ -	\$ -	\$ 1,618	<b>Total</b>	<b>\$ 1,840</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,840</b>
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<b>Total</b>	<b>\$ 1,840</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,840</b>																																		

## Discretionary Projects (in thousands of dollars)

<b>Project 20-43</b>		Sponsor Department: Public Works Department				
<b>Water &amp; Sewer Master Plan Update</b>		Category: Utilities				
Update the 2010 Water and Sewer Master Plan following the adoption of precise plan amendments.		Additional Annual O&M Costs:		None	Prevailing Wage Project?	TBD
		<b>Project Number and Fiscal Year</b>				
		<b>20-43</b>				
<b>Funding Sources</b>		<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>
Water (Includes Water Capacity Fees)		\$ 376	\$ -	\$ -	\$ -	\$ -
Wastewater (Includes Sewer Capacity Fees)		\$ 554	\$ -	\$ -	\$ -	\$ -
Shoreline Community		\$ 310	\$ -	\$ -	\$ -	\$ -
<b>Total</b>		<b>\$ 1,240</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

<b>Project 20-44</b>		Sponsor Department: Public Works Department				
<b>Charleston Pump Station Realignment</b>		Category: Utilities				
The 2008 Storm Drain Pump Station Evaluation indicated deficiencies beginning 2018. New evaluation and repairs are needed to update the Charleston Pump Station.		Additional Annual O&M Costs:		None	Prevailing Wage Project?	Yes
		<b>Project Number and Fiscal Year</b>				
		<b>20-44</b>				
<b>Funding Sources</b>		<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>
Shoreline Community		\$ 4,150	\$ -	\$ -	\$ -	\$ -
<b>Total</b>		<b>\$ 4,150</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

<b>Project 20-45</b>		Sponsor Department: Public Works Department				
<b>Street Reconstruction Project (Street TBD)</b>		Category: Streets and Sidewalks				
Scope of the project includes removal of existing roadway pavement and construction of new sidewalk, curb, gutter, roadway pavement, and storm drainage system.		Additional Annual O&M Costs:		None	Prevailing Wage Project?	Yes
		<b>Project Number and Fiscal Year</b>				
		<b>20-45</b>				
<b>Funding Sources</b>		<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>
Measure B 2016 Sales Tax		\$ 1,000	\$ -	\$ -	\$ -	\$ -
<b>Total</b>		<b>\$ 1,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Discretionary Projects (in thousands of dollars)

<b>Project 20-46</b> <b>Bicycle/Pedestrian Improvements (Location TBD)</b> This project will enhance intersections to improve pedestrian and/or bicycle safety. Depending on location of improvements, project scope may include curb ramps, curb, gutter, sidewalk, median refuge islands, raised crosswalks, bulb-outs, rectangular rapid-flashing beacons (RRFBs), in-roadway warning lights, LED-enhanced signs, traffic signal modifications, roadway lighting, signs, striping, etc.	Sponsor Department: Public Works Department  Category: Traffic, Parking and Transportation  Additional Annual O&M Costs: None  Prevailing Wage Project? Yes																							
<b>Funding Sources</b>	<table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>20-46</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> </tr> </thead> <tbody> <tr> <td>Measure B 2016 Sales Tax</td> <td style="text-align: right;">\$ 300</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 300</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ 300</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 300</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	20-46	2019-20	2020-21	2021-22	2022-23	Measure B 2016 Sales Tax	\$ 300	\$ -	\$ -	\$ -	\$ 300	<b>Total</b>	<b>\$ 300</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300</b>
Project Number and Fiscal Year					Total																			
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Measure B 2016 Sales Tax	\$ 300	\$ -	\$ -	\$ -	\$ 300																			
<b>Total</b>	<b>\$ 300</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300</b>																			

<b>Project 20-47</b> <b>Calderon Avenue Bike Lane - Mercy Street to El Camino Real</b> Provide a designated bicycle path on Calderon Avenue that will conform to the Calderon Street Master Plan from Mercy Street to El Camino.	Sponsor Department: Public Works Department  Category: Traffic, Parking and Transportation  Additional Annual O&M Costs: None  Prevailing Wage Project? Yes																							
<b>Funding Sources</b>	<table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>20-47</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> </tr> </thead> <tbody> <tr> <td>Measure B 2016 Sales Tax</td> <td style="text-align: right;">\$ 570</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 570</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ 570</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 570</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	20-47	2019-20	2020-21	2021-22	2022-23	Measure B 2016 Sales Tax	\$ 570	\$ -	\$ -	\$ -	\$ 570	<b>Total</b>	<b>\$ 570</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 570</b>
Project Number and Fiscal Year					Total																			
20-47	2019-20	2020-21	2021-22	2022-23																				
Measure B 2016 Sales Tax	\$ 570	\$ -	\$ -	\$ -	\$ 570																			
<b>Total</b>	<b>\$ 570</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 570</b>																			

<b>Project 20-48</b> <b>400 San Antonio Rd Mini Park</b> The project at 400 San Antonio Road is dedicating a park to the City. The park will be a 0.50 acre mini-park located along the north side Fayette Drive immediately west of the SFPUC Hetch-Hetchy parcel, which is not included in the project.	Sponsor Department: Community Services Department  Category: Parks and Recreation  Additional Annual O&M Costs: \$10,900  Prevailing Wage Project? Yes																							
<b>Funding Sources</b>	<table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>20-48</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> </tr> </thead> <tbody> <tr> <td>Park Land</td> <td style="text-align: right;">\$ 1,829</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 1,829</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ 1,829</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 1,829</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	20-48	2019-20	2020-21	2021-22	2022-23	Park Land	\$ 1,829	\$ -	\$ -	\$ -	\$ 1,829	<b>Total</b>	<b>\$ 1,829</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,829</b>
Project Number and Fiscal Year					Total																			
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Park Land	\$ 1,829	\$ -	\$ -	\$ -	\$ 1,829																			
<b>Total</b>	<b>\$ 1,829</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,829</b>																			

## Discretionary Projects (in thousands of dollars)

<b>Project 20-49</b> <b>Police/Fire Administration Building Expansion, Design</b> Placeholder funding for design of the expansion/renovations of the City's Police/Fire Administration Building based on results of study (CIP 19-60).	Sponsor Department: Public Works Department Category: Facilities Additional Annual O&M Costs: None Prevailing Wage Project? TBD																																
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th>20-49</th> <th></th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Construction/Conveyance Tax</td> <td>\$ 2,000</td> <td>\$ -</td> <td>\$ -</td> <td>\$ -</td> <td>\$ -</td> <td>\$ 2,000</td> </tr> <tr> <td><b>Total</b></td> <td><b>\$ 2,000</b></td> <td><b>\$ -</b></td> <td><b>\$ -</b></td> <td><b>\$ -</b></td> <td><b>\$ -</b></td> <td><b>\$ 2,000</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year						20-49						2019-20	2020-21	2021-22	2022-23	2023-24	Total	Construction/Conveyance Tax	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000	<b>Total</b>	<b>\$ 2,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,000</b>
Project Number and Fiscal Year																																	
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Construction/Conveyance Tax	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000																											
<b>Total</b>	<b>\$ 2,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,000</b>																											

<b>Project 20-50</b> <b>Stevens Creek Trail Extension from Dale/Heatherstone Way to West Remington Drive, Design</b> City Match 10% for grant application. The project includes two-span truss bridge over Stevens Creek, pile with curtain wall south of Stevens Creek, pile with curtain wall south of Permanente Bypass, removal and reconstruction of sound wall and retaining wall, asphalt paving, fencing and railings, native plant landscaping and irrigation, trail amenities and signage, pedestrian/bicycle bridge at Remington Court, and pedestrian overcrossing to MVHigh School.	Sponsor Department: Community Services Department Category: Parks and Recreation Additional Annual O&M Costs: None Prevailing Wage Project? Yes																																
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th>20-50</th> <th></th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Park Land</td> <td>\$ 600</td> <td>\$ -</td> <td>\$ -</td> <td>\$ -</td> <td>\$ -</td> <td>\$ 600</td> </tr> <tr> <td><b>Total</b></td> <td><b>\$ 600</b></td> <td><b>\$ -</b></td> <td><b>\$ -</b></td> <td><b>\$ -</b></td> <td><b>\$ -</b></td> <td><b>\$ 600</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year						20-50						2019-20	2020-21	2021-22	2022-23	2023-24	Total	Park Land	\$ 600	\$ -	\$ -	\$ -	\$ -	\$ 600	<b>Total</b>	<b>\$ 600</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 600</b>
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Park Land	\$ 600	\$ -	\$ -	\$ -	\$ -	\$ 600																											
<b>Total</b>	<b>\$ 600</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 600</b>																											

<b>Project 20-51</b> <b>Storm Drain Fee Study</b> Hire a consultant to evaluate funding options for the City's stormwater system.	Sponsor Department: Public Works Department Category: Utilities Additional Annual O&M Costs: None Prevailing Wage Project? TBD																																
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th>20-51</th> <th></th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Construction/Conveyance Tax</td> <td>\$ 100</td> <td>\$ -</td> <td>\$ -</td> <td>\$ -</td> <td>\$ -</td> <td>\$ 100</td> </tr> <tr> <td><b>Total</b></td> <td><b>\$ 100</b></td> <td><b>\$ -</b></td> <td><b>\$ -</b></td> <td><b>\$ -</b></td> <td><b>\$ -</b></td> <td><b>\$ 100</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year						20-51						2019-20	2020-21	2021-22	2022-23	2023-24	Total	Construction/Conveyance Tax	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ 100	<b>Total</b>	<b>\$ 100</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100</b>
Project Number and Fiscal Year																																	
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2019-20	2020-21	2021-22	2022-23	2023-24	Total																												
Construction/Conveyance Tax	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ 100																											
<b>Total</b>	<b>\$ 100</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100</b>																											



## Discretionary Projects (in thousands of dollars)

<b>Project 20-52</b>		Sponsor Department: Public Works Department					
<b>Downtown Parking Lot Improvements</b>		Category: Traffic, Parking and Transportation					
Improve the existing City Parking lots at Villa/Franklin and Villa/View.		Additional Annual O&M Costs: None		Prevailing Wage Project?		Yes	
		<b>Project Number and Fiscal Year</b>					
		<b>20-52</b>					
<b>Funding Sources</b>		<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>Total</b>
Capital Improvement Reserve		\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 500
Construction/Conveyance Tax		\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 500
<b>Total</b>		<b>\$ 1,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000</b>

<b>Project 20-53</b>		Sponsor Department: Public Works Department					
<b>Michaels at Shoreline Improvements</b>		Category: Facilities					
Rebuild the bar and counter for ADA compliance and improved service, replace and expand the floor tiles, soundproof banquet room dividers/walls, and update restaurant signage.		Additional Annual O&M Costs: None		Prevailing Wage Project?		Yes	
		<b>Project Number and Fiscal Year</b>					
		<b>20-53</b>					
<b>Funding Sources</b>		<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>Total</b>
Shoreline Community		\$ 700	\$ -	\$ -	\$ -	\$ -	\$ 700
<b>Total</b>		<b>\$ 700</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 700</b>

<b>Project 20-54</b>		Sponsor Department: Public Works Department					
<b>Civic Center Infrastructure, Phase I</b>		Category: Facilities					
Project addresses the 28 year old City Hall/Performing Arts Center and the 21 year old Library building's infrastructure. This is the first major project on the buildings to focus on the buildings infrastructure including, HVAC, electrical, plumbing, lighting and general repair.		Additional Annual O&M Costs: None		Prevailing Wage Project?		TBD	
		<b>Project Number and Fiscal Year</b>					
		<b>20-54</b>					
<b>Funding Sources</b>		<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>Total</b>
Capital Improvement Reserve		\$ 2,500	\$ -	\$ -	\$ -	\$ -	\$ 2,500
<b>Total</b>		<b>\$ 2,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,500</b>

## Discretionary Projects (in thousands of dollars)

<b>Project 20-55</b>		Sponsor Department: Community Services Department					
<b>Shoreline Play Structure Replacement</b>		Category: Parks and Recreation					
Replace the scow schooner play structure at Shoreline Park next to the Sailing Lake at Shoreline		Additional Annual O&M Costs:		None	Prevailing Wage Project?	Yes	
		<b>Project Number and Fiscal Year</b>					
		<b>20-55</b>					
<b>Funding Sources</b>		<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>Total</b>
Shoreline Community		\$ 650	\$ -	\$ -	\$ -	\$ -	\$ 650
<b>Total</b>		<b>\$ 650</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 650</b>

<b>Project 20-56</b>		Sponsor Department: Community Services Department					
<b>Tennis Court LED Light Upgrades</b>		Category: Parks and Recreation					
Upgrade the lights at Rengstorff and Cuesta Tennis Courts to LED for energy savings and better lighting.		Additional Annual O&M Costs:		None	Prevailing Wage Project?	Yes	
		<b>Project Number and Fiscal Year</b>					
		<b>20-56</b>					
<b>Funding Sources</b>		<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>Total</b>
Capital Improvement Reserve		\$ 520	\$ -	\$ -	\$ -	\$ -	\$ 520
<b>Total</b>		<b>\$ 520</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 520</b>

<b>Project 20-57</b>		Sponsor Department: Community Services Department					
<b>CPA MainStage Lighting Upgrade</b>		Category: Facilities					
Purchase fixtures to upgrade the old incandescent lighting for MainStage at the Center for the Performing Arts with new LED lights and bring in a consultant for determining other lighting upgrades to be energy efficient.		Additional Annual O&M Costs:		None	Prevailing Wage Project?	No	
		<b>Project Number and Fiscal Year</b>					
		<b>20-57</b>					
<b>Funding Sources</b>		<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>Total</b>
Capital Improvement Reserve		\$ 200	\$ -	\$ -	\$ -	\$ -	\$ 200
<b>Total</b>		<b>\$ 200</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200</b>

## Discretionary Projects (in thousands of dollars)

<b>Project 20-58</b> <b>Castro Pedestrian Mall Feasibility Study</b> Evaluate the feasibility of a pedestrian mall as part of the Transit Center Improvements.		Sponsor Department: Public Works Department					
		Category: Traffic, Parking and Transportation					
<b>Funding Sources</b>		Additional Annual O&M Costs:		None	Prevailing Wage Project?	No	
		<b>Project Number and Fiscal Year</b>					
		20-58					
		2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Fund- Transportation		\$ 200	\$ -	\$ -	\$ -	\$ -	\$ 200
<b>Total</b>		<b>\$ 200</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200</b>

<b>Project 20-59</b> <b>Automated Guideway Transportation Phase II, Feasibility Study</b> Study will focus on the evaluation of alternative route alignments for an Autonomous Transit AGT system.		Sponsor Department: Public Works Department					
		Category: Traffic, Parking and Transportation					
<b>Funding Sources</b>		Additional Annual O&M Costs:		None	Prevailing Wage Project?	No	
		<b>Project Number and Fiscal Year</b>					
		20-59					
		2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Fund- Transportation		\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 500
Other Non-City (TBD)		\$ 375	\$ -	\$ -	\$ -	\$ -	\$ 375
<b>Total</b>		<b>\$ 875</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 875</b>

<b>Project 20-60</b> <b>2019/20 City Bridges and Culverts Inspections and Repairs</b> Funding for structural inspections of City-owned vehicular and pedestrian bridges, culverts, tunnels and observation decks that are not inspected through the Caltrans Bridge Inspection Program. Consultant design services to correct deficiencies discovered during the inspections and for funds to make repairs on bridges maintained by the City and inspected by Caltrans. This project will also replace 2 bridges on the golf course.		Sponsor Department: Public Works Department					
		Category: Regulatory					
<b>Funding Sources</b>		Additional Annual O&M Costs:		None	Prevailing Wage Project?	TBD	
		<b>Project Number and Fiscal Year</b>					
		20-60					
		2019-20	2020-21	2021-22	2022-23	2023-24	Total
Shoreline Community		\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 500
Capital Improvement Reserve		\$ 330	\$ -	\$ -	\$ -	\$ -	\$ 330
<b>Total</b>		<b>\$ 830</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 830</b>

## Discretionary Projects (in thousands of dollars)

<b>Project 20-61</b> <b>El Camino Real Bike Improvements, Design</b> Class IV/II facilities, lane narrowing, bike-bus treatments, intersection improvements. Design CIP includes design of a project that includes lane striping, Class IV bikeway facilities (with Class II bike lanes in constrained areas), bike treatments at bus stops, and intersection improvements. Shoreline/Miramonte - Rengstorff, and Sylvan/Americana - Calderon/Phyllis.	Sponsor Department: Public Works Department Category: Traffic, Parking and Transportation Additional Annual O&M Costs: None Prevailing Wage Project? No																											
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th>20-61</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Construction/Conveyance Tax</td> <td style="text-align: right;">\$ 1,300</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 1,300</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ 1,300</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 1,300</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year						20-61	2019-20	2020-21	2021-22	2022-23	2023-24	Total	Construction/Conveyance Tax	\$ 1,300	\$ -	\$ -	\$ -	\$ -	\$ 1,300	<b>Total</b>	<b>\$ 1,300</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,300</b>
Project Number and Fiscal Year																												
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Construction/Conveyance Tax	\$ 1,300	\$ -	\$ -	\$ -	\$ -	\$ 1,300																						
<b>Total</b>	<b>\$ 1,300</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,300</b>																						

<b>Project 20-62</b> <b>Shoreline Area Irrigation Main Replacements, Study/Design</b> Shoreline area water utilities have reached the end of their useful life. Conducting site survey (ground penetrating radar) to determine construction alternatives and replace 5,000 ft. of tertiary efficient water (TEW); 5,000 ft. of project required irrigation; and 1,000 ft. of water main.	Sponsor Department: Community Services Department Category: Utilities Additional Annual O&M Costs: None Prevailing Wage Project? No																											
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th>20-62</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Shoreline Community</td> <td style="text-align: right;">\$ 720</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 720</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ 720</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 720</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year						20-62	2019-20	2020-21	2021-22	2022-23	2023-24	Total	Shoreline Community	\$ 720	\$ -	\$ -	\$ -	\$ -	\$ 720	<b>Total</b>	<b>\$ 720</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 720</b>
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<b>Project 20-63</b> <b>Thompson Av &amp; Central Exp Traffic Signal</b> This project proposes to remove uncontrolled median opening and either signalize or close the median at Thompson Avenue and Central Expressway.	Sponsor Department: Public Works Department Category: Traffic, Parking and Transportation Additional Annual O&M Costs: None Prevailing Wage Project? Yes																											
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th>20-63</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Capital Improvement Reserve</td> <td style="text-align: right;">\$ 100</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 100</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ 100</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 100</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year						20-63	2019-20	2020-21	2021-22	2022-23	2023-24	Total	Capital Improvement Reserve	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ 100	<b>Total</b>	<b>\$ 100</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100</b>
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## Discretionary Projects (in thousands of dollars)

<b>Project 20-64</b> <b>Solar Panel Systems at City Facilities, Study</b> Placeholder funding to create proposal for installation of solar photovoltaic (PV) systems at City facilities based on initial feasibility study (completed in May 2018).	Sponsor Department: Public Works Department  Category: Facilities  Additional Annual O&M Costs: None  Prevailing Wage Project? No																																
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th>20-64</th> <th></th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Construction/Conveyance Tax</td> <td style="text-align: right;">\$ 200</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 200</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ 200</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 200</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year						20-64						2019-20	2020-21	2021-22	2022-23	2023-24	Total	Construction/Conveyance Tax	\$ 200	\$ -	\$ -	\$ -	\$ -	\$ 200	<b>Total</b>	<b>\$ 200</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200</b>
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<b>Project 20-65</b> <b>Fire Station No. 4-Internal Modifications to FS4 and MOC</b> This project will be constructed after installation of a new modular classroom building outside of the existing Fire Station No.4 to accommodate a separate exercise facility and offices as part of interior remodeling of Fire Station No.4. Some staff will be temporarily housed in the MOC and minor renovations may be required.	Sponsor Department: Public Works Department  Category: Facilities  Additional Annual O&M Costs: None  Prevailing Wage Project? TBD																																
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th>20-65</th> <th></th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Capital Improvement Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)</td> <td style="text-align: right;">\$ 1,800</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 1,800</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ 1,800</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 1,800</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year						20-65						2019-20	2020-21	2021-22	2022-23	2023-24	Total	Capital Improvement Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ 1,800	\$ -	\$ -	\$ -	\$ -	\$ 1,800	<b>Total</b>	<b>\$ 1,800</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,800</b>
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<b>Total</b>	<b>\$ 1,800</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,800</b>																											

<b>Project 20-66</b> <b>Downtown Precise Plan Update</b> Update the Downtown Precise Plan and review opportunities to increase the number of allowed housing units, create partnerships to increase parking, and consider form based code approaches.	Sponsor Department: Community Development Department  Category: Miscellaneous  Additional Annual O&M Costs: None  Prevailing Wage Project? No																																
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th>20-66</th> <th></th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Construction/Conveyance Tax</td> <td style="text-align: right;">\$ 1,750</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 1,750</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ 1,750</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 1,750</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year						20-66						2019-20	2020-21	2021-22	2022-23	2023-24	Total	Construction/Conveyance Tax	\$ 1,750	\$ -	\$ -	\$ -	\$ -	\$ 1,750	<b>Total</b>	<b>\$ 1,750</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,750</b>
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## Discretionary Projects (in thousands of dollars)

<b>Project 20-67</b> <b>R3 Zone</b> Review and propose revisions to the R3 Zone standards that consider form-based zoning, incentivizing stacked flats, and updated rowhouse guidelines.	Sponsor Department: Community Development Department Category: Miscellaneous Additional Annual O&M Costs: None Prevailing Wage Project? No																																
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th>20-67</th> <th></th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Development Services Fund</td> <td style="text-align: right;">\$ 1,000</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 1,000</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ 1,000</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 1,000</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year						20-67						2019-20	2020-21	2021-22	2022-23	2023-24	Total	Development Services Fund	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000	<b>Total</b>	<b>\$ 1,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000</b>
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<b>Project 20-99</b> <b>Sustainability Projects</b> Project will substantially enhance sustainability efforts.	Sponsor Department: City Manager Category: Miscellaneous Additional Annual O&M Costs: None Prevailing Wage Project? No																																
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th>20-99</th> <th></th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>General Non-Operating Fund (\$6.5M FY18-19 carryover, \$1.0M FY19-20 GOF)</td> <td style="text-align: right;">\$ 7,500</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 7,500</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ 7,500</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 7,500</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year						20-99						2019-20	2020-21	2021-22	2022-23	2023-24	Total	General Non-Operating Fund (\$6.5M FY18-19 carryover, \$1.0M FY19-20 GOF)	\$ 7,500	\$ -	\$ -	\$ -	\$ -	\$ 7,500	<b>Total</b>	<b>\$ 7,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,500</b>
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## Discretionary Projects (in thousands of dollars)

<p><b>Project 21-33</b>  <b>Middlefield Road and Moffett Blvd Sewer Main Replacement - Design</b>                  As part of the sewer system plan to eliminate the sewer crossing of Stevens Creek and Highway 85, the sewage flow is proposed to be reversed to flow south on Moffett Blvd and then connecting to Middlefield Rd. This project includes reversing the sewage flow on Moffett Blvd and enlarging the sewer main on Middlefield Rd between south of San Veron Dr (MH G5-002) to Shoreline Blvd (F4-074) from an 8 to 15 inch sewer main.</p>	Sponsor Department: Public Works Category: Utilities Additional Annual O&M Costs: None Prevailing Wage Project? Yes																																	
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th></th> <th>21-33</th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th></th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Wastewater (Includes Sewer Capacity Fees)</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 1,550</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 1,550</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 1,550</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 1,550</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year							21-33						2019-20	2020-21	2021-22	2022-23	2023-24	Total	Wastewater (Includes Sewer Capacity Fees)	\$ -	\$ 1,550	\$ -	\$ -	\$ -	\$ 1,550	<b>Total</b>	<b>\$ -</b>	<b>\$ 1,550</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,550</b>
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Wastewater (Includes Sewer Capacity Fees)	\$ -	\$ 1,550	\$ -	\$ -	\$ -	\$ 1,550																												
<b>Total</b>	<b>\$ -</b>	<b>\$ 1,550</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,550</b>																												

<p><b>Project 21-34</b>  <b>Coast Casey Pump Station Evaluation and Repair</b>                  The 2008 Storm Drain Pump Station Evaluation indicated deficiencies beginning 2018. New evaluation and repairs are needed to update the Coast Casey Pump Station.</p>	Sponsor Department: Public Works Category: Utilities Additional Annual O&M Costs: None Prevailing Wage Project? TBD																																	
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th></th> <th>21-34</th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th></th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Shoreline Community</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 1,000</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 1,000</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 1,000</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 1,000</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year							21-34						2019-20	2020-21	2021-22	2022-23	2023-24	Total	Shoreline Community	\$ -	\$ 1,000	\$ -	\$ -	\$ -	\$ 1,000	<b>Total</b>	<b>\$ -</b>	<b>\$ 1,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000</b>
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<p><b>Project 21-35</b>  <b>Coast Casey Storm Drain Pipe Rehabilitation</b>                  Conduct corrosion condition assessment for 1,000 linear feet of 80" CMP arch culvert, determine rehabilitation methods, and complete rehab.</p>	Sponsor Department: Public Works Category: Utilities Additional Annual O&M Costs: None Prevailing Wage Project? Yes																																	
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th></th> <th>21-35</th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th></th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Shoreline Community</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 2,840</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 2,840</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 2,840</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 2,840</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year							21-35						2019-20	2020-21	2021-22	2022-23	2023-24	Total	Shoreline Community	\$ -	\$ 2,840	\$ -	\$ -	\$ -	\$ 2,840	<b>Total</b>	<b>\$ -</b>	<b>\$ 2,840</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,840</b>
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## Discretionary Projects (in thousands of dollars)

<b>Project 21-36</b> <b>Pedestrian Master Plan Update</b> Update the 2014 Pedestrian Master Plan.		Sponsor Department: Public Works Department					
		Category: Traffic, Parking and Transportation					
		Additional Annual O&M Costs: None	Prevailing Wage Project? No				
		<b>Project Number and Fiscal Year</b>					
			<b>21-36</b>				
<b>Funding Sources</b>		<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>Total</b>
Capital Improvement Reserve		\$ -	\$ 330	\$ -	\$ -	\$ -	\$ 330
<b>Total</b>		<b>\$ -</b>	<b>\$ 330</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 330</b>

<b>Project 21-37</b> <b>El Monte Corridor Improvements-Design and Construction</b> Improve Ped/bike crossing at the signalized intersection of Escuela and ECR, Improve bike connection from Escuela to El Monte (via ECR), improve traffic safety on El Monte between ECR and Springer Rd. Study in CIP 19-61.		Sponsor Department: Public Works Department					
		Category: Traffic, Parking and Transportation					
		Additional Annual O&M Costs: None	Prevailing Wage Project? Yes				
		<b>Project Number and Fiscal Year</b>					
			<b>21-37</b>				
<b>Funding Sources</b>		<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>Total</b>
Measure B 2016 Sales Tax		\$ -	\$ 1,630	\$ -	\$ -	\$ -	\$ 1,630
<b>Total</b>		<b>\$ -</b>	<b>\$ 1,630</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,630</b>

<b>Project 21-38</b> <b>2020/21 City Bridges and Culverts Structural Inspection and Repairs</b> Funding for construction/repairs of deficiencies of City-owned vehicular and pedestrian bridges, culverts, tunnels and observation decks identified through the inspections by City consultant and/or Caltrans. These facilities were last inspected by a City hired consultant in 2019 as part of the 2019/20 City Bridges and Culverts Structural Inspection and Repairs Project.		Sponsor Department: Public Works Department					
		Category: Regulatory					
		Additional Annual O&M Costs: None	Prevailing Wage Project? TBD				
		<b>Project Number and Fiscal Year</b>					
			<b>21-38</b>				
<b>Funding Sources</b>		<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>Total</b>
Capital Improvement Reserve		\$ -	\$ 170	\$ -	\$ -	\$ -	\$ 170
<b>Total</b>		<b>\$ -</b>	<b>\$ 170</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 170</b>



## Discretionary Projects (in thousands of dollars)

<p><b>Project 21-39</b>  <b>Rengstorff Park - Aquatics Center Replacement - Construction</b>                  Construct the replacement of the existing Rengstorff Park Aquatics Center building and pool. This project includes a construction of the replacement for the existing Aquatics building and pools to provide a modern, energy efficient and code compliant facility that will provide greater aquatic program services to the public. It also includes a new electrical service to the building. The project includes the construction of a shade structure and various amenities on the pool deck. The proposed replacement building will continue to include public restrooms that are accessed from the outside of the Aquatics building. Design CIP 18-38.</p>	Sponsor Department: Public Works Department  Category: Facilities  Additional Annual O&M Costs: None      Prevailing Wage Project? Yes																																	
<b>Funding Sources</b>	<table border="1" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th></th> <th>21-39</th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th></th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Park Land</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 15,310</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 15,310</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 15,310</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 15,310</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year							21-39						2019-20	2020-21	2021-22	2022-23	2023-24	Total	Park Land	\$ -	\$ 15,310	\$ -	\$ -	\$ -	\$ 15,310	<b>Total</b>	<b>\$ -</b>	<b>\$ 15,310</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,310</b>
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<p><b>Project 21-40, 22-37, 23-43 and 24-46</b>  <b>Street Reconstruction Project (Street TBD)</b>                  Scope of the project includes removal of existing roadway pavement and construction of new sidewalk, curb, gutter, roadway pavement, and storm drainage system.</p>	Sponsor Department: Public Works Department  Category: Streets and Sidewalks  Additional Annual O&M Costs: None      Prevailing Wage Project? Yes																																	
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## Discretionary Projects (in thousands of dollars)

<p><b>Project 21-41, 22-42, 23-38 and 24-34</b>  <b>Bicycle/Pedestrian Improvements (Location TBD)</b>                  This project will enhance intersections to improve pedestrian and/or bicycle safety. Depending on location of improvements, project scope may include curb ramps, curb, gutter, sidewalk, median refuge islands, raised crosswalks, bulb-outs, rectangular rapid-flashing beacons (RRFBs), in-roadway warning lights, LED-enhanced signs, traffic signal modifications, roadway lighting, signs, striping, etc.</p>	<p>Sponsor Department: Public Works Department                  Category: Traffic, Parking and Transportation                  Additional Annual O&amp;M Costs: None                  Prevailing Wage Project? Yes</p>																																								
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th></th> <th>21-41</th> <th>22-42</th> <th>23-38</th> <th>24-34</th> <th></th> </tr> <tr> <th></th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Capital Improvement Reserve</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 300</td> <td style="text-align: right;">\$ 300</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 600</td> </tr> <tr> <td>Construction/Conveyance Tax</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 300</td> <td style="text-align: right;">\$ 300</td> <td style="text-align: right;">\$ 600</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 300</b></td> <td style="text-align: right;"><b>\$ 300</b></td> <td style="text-align: right;"><b>\$ 300</b></td> <td style="text-align: right;"><b>\$ 300</b></td> <td style="text-align: right;"><b>\$ 1,200</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year							21-41	22-42	23-38	24-34			2019-20	2020-21	2021-22	2022-23	2023-24	Total	Capital Improvement Reserve	\$ -	\$ 300	\$ 300	\$ -	\$ -	\$ 600	Construction/Conveyance Tax	\$ -	\$ -	\$ -	\$ 300	\$ 300	\$ 600	<b>Total</b>	<b>\$ -</b>	<b>\$ 300</b>	<b>\$ 300</b>	<b>\$ 300</b>	<b>\$ 300</b>	<b>\$ 1,200</b>
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<p><b>Project 21-42</b>  <b>Signage Program for Shoreline at Mountain View - Implementation of Shoreline Master Plan</b>                  CIP16-35: Shoreline Master Plan is utilizing consultant to create a new master plan for Shoreline Regional Park. Part of this plan will include updated guidelines and recommendations for traffic control, wayfinding signage, train signage, interpretive signage, and other signage needs. This CIP request is for funding to update the signage at Shoreline Regional Park based on the recommendations in the new Shoreline Master Plan.</p>	<p>Sponsor Department: Community Services Department                  Category: Parks and Recreation                  Additional Annual O&amp;M Costs: None                  Prevailing Wage Project? No</p>																																	
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<p><b>Project 21-43</b>  <b>South Whisman Park, Construction</b>                  Construct new 2.76 acre park to include a restroom.</p>	<p>Sponsor Department: Community Services Department                  Category: Parks and Recreation                  Additional Annual O&amp;M Costs: TBD                  Prevailing Wage Project? Yes</p>																																								
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th></th> <th>21-43</th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th></th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Park Land</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 2,456</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 2,456</td> </tr> <tr> <td>Other City (TBD)</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 2,404</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 2,404</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 4,860</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 4,860</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year							21-43						2019-20	2020-21	2021-22	2022-23	2023-24	Total	Park Land	\$ -	\$ 2,456	\$ -	\$ -	\$ -	\$ 2,456	Other City (TBD)	\$ -	\$ 2,404	\$ -	\$ -	\$ -	\$ 2,404	<b>Total</b>	<b>\$ -</b>	<b>\$ 4,860</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,860</b>
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## Discretionary Projects (in thousands of dollars)

<p><b>Project 21-44</b>  <b>Transit Center Grade Separation and Access Project, Final Design</b>                  This project is to construct the Shoreline Ramp that needs to be constructed before the undercrossing.</p>	<p>Sponsor Department: Public Works Department                  Category: Traffic, Parking and Transportation                  Additional Annual O&amp;M Costs: None                  Prevailing Wage Project? No</p>																																	
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th></th> <th>21-44</th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th></th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>General Fund Transportation</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 1,200</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 1,200</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 1,200</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 1,200</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year							21-44						2019-20	2020-21	2021-22	2022-23	2023-24	Total	General Fund Transportation	\$ -	\$ 1,200	\$ -	\$ -	\$ -	\$ 1,200	<b>Total</b>	<b>\$ -</b>	<b>\$ 1,200</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,200</b>
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General Fund Transportation	\$ -	\$ 1,200	\$ -	\$ -	\$ -	\$ 1,200																												
<b>Total</b>	<b>\$ -</b>	<b>\$ 1,200</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,200</b>																												

<p><b>Project 21-45</b>  <b>Center for Performing Arts Sound System, Phase II</b>                  Audio Playback and Reinforcement Systems, In-House Mix Position and Studio Theatre will be added to the Phase I work in order to fully automate audio playback and control. Modifications to control booth is included as feasibility study for architectural and casework.                  Phase I, CIP 18-33</p>	<p>Sponsor Department: Community Services Department                  Category: Facilities                  Additional Annual O&amp;M Costs: None                  Prevailing Wage Project? Yes</p>																																	
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th></th> <th>21-45</th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th></th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Capital Improvement Reserve</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 800</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 800</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 800</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 800</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year							21-45						2019-20	2020-21	2021-22	2022-23	2023-24	Total	Capital Improvement Reserve	\$ -	\$ 800	\$ -	\$ -	\$ -	\$ 800	<b>Total</b>	<b>\$ -</b>	<b>\$ 800</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 800</b>
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<p><b>Project 21-46</b>  <b>Project Management Database</b>                  Purchase shelf-ready software program to assist Public Works Department in managing CIP projects. Per IT, City would need to implement RFP process to select a vendor to provide this program. The software would include capabilities to assist in the planning, design and construction of projects.</p>	<p>Sponsor Department: Public Works Department                  Category: Information Technology and Communications                  Additional Annual O&amp;M Costs: None                  Prevailing Wage Project? No</p>																																	
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th></th> <th>21-46</th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th></th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Capital Improvement Reserve</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 250</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 250</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 250</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 250</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year							21-46						2019-20	2020-21	2021-22	2022-23	2023-24	Total	Capital Improvement Reserve	\$ -	\$ 250	\$ -	\$ -	\$ -	\$ 250	<b>Total</b>	<b>\$ -</b>	<b>\$ 250</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 250</b>
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## Discretionary Projects (in thousands of dollars)

<b>Project 21-47</b> <b>Sand Volleyball Court at Sylvan Park</b> Install a 4,000sq.ft (80'x50') sand volleyball court at Sylvan Park where the horse shoe pits are currently located.		Sponsor Department: Community Services Department					
		Category: Parks and Recreation					
<b>Funding Sources</b>		Additional Annual O&M Costs: None	Prevailing Wage Project? TBD				
		<b>Project Number and Fiscal Year</b>					
		21-47					
		2019-20	2020-21	2021-22	2022-23	2023-24	Total
Park Land		\$ -	\$ 370	\$ -	\$ -	\$ -	\$ 370
<b>Total</b>		<b>\$ -</b>	<b>\$ 370</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 370</b>

<b>Project 21-48</b> <b>Grant Road and Sleeper Avenue Intersection Improvements - Design and Construction</b> Installation of Pedestrian and Bike Crossing Improvements		Sponsor Department: Public Works Department					
		Category: Traffic, Parking and Transportation					
<b>Funding Sources</b>		Additional Annual O&M Costs: None	Prevailing Wage Project? Yes				
		<b>Project Number and Fiscal Year</b>					
		21-48					
		2019-20	2020-21	2021-22	2022-23	2023-24	Total
Measure B 2016 Sales Tax		\$ -	\$ 750	\$ -	\$ -	\$ -	\$ 750
<b>Total</b>		<b>\$ -</b>	<b>\$ 750</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 750</b>

<b>Project 21-49</b> <b>Sylvan Park Trellis Replacement</b> Project replaces the existing structure originally installed in 1985 including concrete flatwork and picnic tables under the structure.		Sponsor Department: Community Services Department					
		Category: Parks and Recreation					
<b>Funding Sources</b>		Additional Annual O&M Costs: None	Prevailing Wage Project? TBD				
		<b>Project Number and Fiscal Year</b>					
		21-49					
		2019-20	2020-21	2021-22	2022-23	2023-24	Total
Park Land		\$ -	\$ 600	\$ -	\$ -	\$ -	\$ 600
<b>Total</b>		<b>\$ -</b>	<b>\$ 600</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 600</b>

## Discretionary Projects (in thousands of dollars)

<b>Project 21-50</b> <b>Hope Street and Villa Street Traffic Signal Installation</b> Install a new 8-phase traffic signal at the intersection of Hope Street and Villa Street. Install a new Signal Interconnect Conduit (SIC) with twisted copper wires to connect the new signal to the existing signal at Castro Street and Villa Street to coordinate signal timing between these two signals.	Sponsor Department: Public Works Department  Category: Traffic, Parking and Transportation  Additional Annual O&M Costs: None      Prevailing Wage Project? Yes																																	
<b>Funding Sources</b>	<table border="1" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th></th> <th>21-50</th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th></th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Capital Improvement Reserve</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 1,070</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 1,070</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 1,070</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 1,070</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year							21-50						2019-20	2020-21	2021-22	2022-23	2023-24	Total	Capital Improvement Reserve	\$ -	\$ 1,070	\$ -	\$ -	\$ -	\$ 1,070	<b>Total</b>	<b>\$ -</b>	<b>\$ 1,070</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,070</b>
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<b>Project 21-51</b> <b>Sailing Lake Access Road Improvements, Construction</b> Construct and provide engineering, environmental clearance, agency coordination, and construction supports to improve an existing dam at Sailing Lake Access Road in Shoreline Park.	Sponsor Department: Public Works Department  Category: Regulatory  Additional Annual O&M Costs: None      Prevailing Wage Project? Yes																																	
<b>Funding Sources</b>	<table border="1" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th></th> <th>21-51</th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th></th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Shoreline Community</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 1,000</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 1,000</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 1,000</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 1,000</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year							21-51						2019-20	2020-21	2021-22	2022-23	2023-24	Total	Shoreline Community	\$ -	\$ 1,000	\$ -	\$ -	\$ -	\$ 1,000	<b>Total</b>	<b>\$ -</b>	<b>\$ 1,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000</b>
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<b>Project 21-52</b> <b>Whisman Pump Station Engineering Study</b> Whisman Pump Station (Project 60-40) was constructed in 1961 and was minimally upgraded in 1998 (Project 96-42). A full upgrade is needed to replace legacy Meter Control Panel (MCC), Variable Frequency Drive (VFD).	Sponsor Department: Public Works Department  Category: Utilities  Additional Annual O&M Costs: None      Prevailing Wage Project? No																																	
<b>Funding Sources</b>	<table border="1" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th></th> <th>21-52</th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th></th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Water (Includes Water Capacity Fees)</td> <td></td> <td style="text-align: right;">\$ 120</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 120</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 120</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 120</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year							21-52						2019-20	2020-21	2021-22	2022-23	2023-24	Total	Water (Includes Water Capacity Fees)		\$ 120	\$ -	\$ -	\$ -	\$ 120	<b>Total</b>	<b>\$ -</b>	<b>\$ 120</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 120</b>
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## Discretionary Projects (in thousands of dollars)

<p><b>Project 21-53</b>  <b>California Street (West) Complete Street Improvements, Pilot</b>          Complete street improvements such as bulbouts, midblock crossings, lane narrowing and lane reduction will also address safety challenges raised by community members.</p>	<p>Sponsor Department: Public Works Department          Category: Traffic, Parking and Transportation          Additional Annual O&amp;M Costs: None          Prevailing Wage Project? Yes</p>																																	
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<p><b>Project 22-33</b>  <b>Middlefield Road and Moffett Boulevard Sewer Replacement, Construction</b>          As part of the sewer system plan to eliminate the crossing of Stevens Creek and Highway 85, the existing 12" sewer main will be upsized to 15" between MH G5-088 and MH G5-002 accommodate the reversed flow of the Moffett Blvd sewer main. A portion of the new sewer main on Middlefield Road will also run through the Shenandoah property. Moffett Blvd (south of Highway 85 to Middlefield Rd) is proposed to reverse flow going south between MH G5-142 and MH G5-028.</p>	<p>Sponsor Department: Public Works Department          Category: Utilities          Additional Annual O&amp;M Costs: None          Prevailing Wage Project? Yes</p>																																	
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<p><b>Project 22-34</b>  <b>Stierlin Road Bicycle and Pedestrian Improvements, Construction</b>          Construction of bicycle and pedestrian improvements along Stierlin Road between Washington Street and Montecito Avenue, including improvements to the Shoreline/Montecito signalized intersection and bike lane improvements on Shoreline Boulevard from Montecito to Middlefield. Other improvements include construction of speed humps, raised crosswalks/raised intersections and lighting improvements on Stierlin Road.</p>	<p>Sponsor Department: Public Works Department          Category: Traffic, Parking and Transportation          Additional Annual O&amp;M Costs: None          Prevailing Wage Project? Yes</p>																																								
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## Discretionary Projects (in thousands of dollars)

<p><b>Project 22-35</b> <b>Civic Center Infrastructure, Phase II</b> This second phase addresses the HIGH priorities (not covered in the Phase I) for the Civic Center Complex. Some projects in the report may be absorbed by the FA Annual projects. Project addresses the 28 year old City Hall/Performing Arts Center and the 21 year old Library building's infrastructure. This is the first major project on the buildings to focus on the buildings infrastructure including, HVAC, electrical, plumbing, lighting and general repair.</p>	<p>Sponsor Department: Public Works Department Category: Facilities Additional Annual O&amp;M Costs: None Prevailing Wage Project? TBD</p>																																
<b>Funding Sources</b>	<table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th></th> <th></th> <th>22-35</th> <th></th> <th></th> <th></th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Capital Improvement Reserve</td> <td>\$ -</td> <td>\$ -</td> <td>\$ 2,500</td> <td>\$ -</td> <td>\$ -</td> <td>\$ 2,500</td> </tr> <tr> <td><b>Total</b></td> <td><b>\$ -</b></td> <td><b>\$ -</b></td> <td><b>\$ 2,500</b></td> <td><b>\$ -</b></td> <td><b>\$ -</b></td> <td><b>\$ 2,500</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year								22-35				2019-20	2020-21	2021-22	2022-23	2023-24	Total	Capital Improvement Reserve	\$ -	\$ -	\$ 2,500	\$ -	\$ -	\$ 2,500	<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,500</b>
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<p><b>Project 22-36</b> <b>High Level Ditch, Evaluation and Repair</b> The 2008 Storm Drain Pump Station Evaluation indicated deficiencies beginning 2018. New evaluation and repairs are needed to update the High Level Ditch Pump Station.</p>	<p>Sponsor Department: Public Works Department Category: Utilities Additional Annual O&amp;M Costs: None Prevailing Wage Project? TBD</p>																																
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<p><b>Project 22-38, 23-42 and 24-36</b> <b>Cross Culvert Removal and Storm Drain Extension</b> This project proposes to remove cross culverts at one intersection a year. Project scope includes removal of cross culverts, construction of new curb ramps, curb, gutter, roadway pavement and storm drainage.</p>	<p>Sponsor Department: Public Works Department Category: Streets and Sidewalks Additional Annual O&amp;M Costs: None Prevailing Wage Project? TBD</p>																																							
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## Discretionary Projects (in thousands of dollars)

<p><b>Project 22-39 and 23-41</b> <b>Citywide Trash Capture</b></p> <p>These projects propose to install trash capture devices on the City's storm drain system to work towards the required trash load reduction (100% by 2022) of the Municipal Regional Stormwater National Pollutant Discharge Elimination System (NPDES).</p>	<p>Sponsor Department: Public Works Department</p> <p>Category: Regulatory Requirements</p> <p>Additional Annual O&amp;M Costs: None</p> <p>Prevailing Wage Project? Yes</p>																																
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<p><b>Project 22-40</b> <b>Stevens Creek Trail Bridge Over Central Expressway and Evelyn Avenue Deck Replacement and Painting</b></p> <p>The project will improve the existing Stevens Creek Trail pedestrian and bicycle overcrossing over Central Expressway with access to Evelyn Avenue. The project scope includes replacing the existing timber decking on the bridge with a slip-resistant and longer lasting surface and painting the existing bridge structure.</p>	<p>Sponsor Department: Community Services Department</p> <p>Category: Parks and Recreation</p> <p>Additional Annual O&amp;M Costs: None</p> <p>Prevailing Wage Project? Yes</p>																																							
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## Discretionary Projects (in thousands of dollars)

<p><b>Project 22-41</b>  <b>Rengstorff Park Maintenance and Tennis Buildings Replacement, Design</b></p> <p>This project includes the design for the replacement of two existing buildings on the Rengstorff Park site. It includes design for the demolition and relocation of the existing Maintenance building and the demolition and rebuilding of the Tennis building. This relocated building will have office, storage and restroom facilities as well as be adjoined by a small corporation yard and equipment storage area similar to the existing facility. The tennis building will include storage as well as restrooms serving the tennis court and other patrons in the southerly portion of Rengstorff Park. Both new buildings will require new electrical, plumbing and sanitary utilities.</p>	<p>Sponsor Department: Public Works Department</p> <p>Category: Facilities</p> <p>Additional Annual O&amp;M Costs: None</p> <p>Prevailing Wage Project? Yes</p>																																	
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<p><b>Project 22-43</b>  <b>Callahan (Crittenden) Field Lighting Upgrade</b></p> <p>Upgrade lighting at Callahan Field to new system to be consistent with all other lighted fields.</p>	<p>Sponsor Department: Community Services Department</p> <p>Category: Parks and Recreation</p> <p>Additional Annual O&amp;M Costs: None</p> <p>Prevailing Wage Project? TBD</p>																																	
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## Discretionary Projects (in thousands of dollars)

<p><b>Project 22-44</b>  <b>2020/21 City Bridges and Culverts Structural Inspection and Repairs</b>                  Funding for construction/repairs of deficiencies of City-owned vehicular and pedestrian bridges, culverts, tunnels and observation decks identified through the inspections by City consultant and/or Caltrans. These facilities were last inspected by a City hired consultant in 2019 as part of the 2019/20 City Bridges and Culverts Structural Inspection and Repairs Project.</p>	Sponsor Department: Public Works Department  Category: Regulatory Requirements  Additional Annual O&M Costs: None      Prevailing Wage Project? TBD																																
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<p><b>Project 22-45</b>  <b>Hwy 237 Critical Crossing Utility Improvement and Ferguson Road Water Main Relocation</b>                  As part of the East Whisman Precise Plan, new sanitary sewer crossing will be required to relocate. Relocate Ferguson water main.</p>	Sponsor Department: Public Works Department  Category: Utilities  Additional Annual O&M Costs: None      Prevailing Wage Project? Yes																																
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<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,920</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,920</b>																											

<p><b>Project 22-46</b>  <b>El Camino Real Bike Improvements, Shoreline/Miramonte-Rengstorff, Construction</b>                  Class IV/II facilities, lane narrowing, bike-bus treatments, intersection improvements, Construction. CIP amount based on 100% of demolition and construction for median nosing, bus bulbs/islands, bus lane, and green pavement; 50% of demolition and construction at intersections, 20% of striping and storm water pollution prevention; 10% of utilities relocation, raised curb, bonding and mobilization.</p>	Sponsor Department: Public Works Department  Category: Traffic, Parking and Transportation  Additional Annual O&M Costs: None      Prevailing Wage Project? Yes																																							
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th></th> <th></th> <th>22-46</th> <th></th> <th></th> <th></th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Capital Improvement Reserve</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 300</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 300</td> </tr> <tr> <td>Construction/Conveyance Tax</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 3,000</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 3,000</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 3,300</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 3,300</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year								22-46				2019-20	2020-21	2021-22	2022-23	2023-24	Total	Capital Improvement Reserve	\$ -	\$ -	\$ 300	\$ -	\$ -	\$ 300	Construction/Conveyance Tax	\$ -	\$ -	\$ 3,000	\$ -	\$ -	\$ 3,000	<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,300</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,300</b>
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## Discretionary Projects (in thousands of dollars)

<b>Project 22-47</b> <b>Rengstorff Grade Separation, Design/ROW</b> This project will fund the Right of Way and Design of the Rengstorff Grade Separation project which proposes to depress Rengstorff Avenue and Central Expressway below grade and maintain the railroad tracks at approximate existing grade.	Sponsor Department: Public Works Department  Category: Traffic, Parking and Transportation  Additional Annual O&M Costs: None      Prevailing Wage Project? Yes																																
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th></th> <th></th> <th>22-47</th> <th></th> <th></th> <th></th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Other City (TBD)</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 3,000</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 3,000</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 3,000</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 3,000</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year								22-47				2019-20	2020-21	2021-22	2022-23	2023-24	Total	Other City (TBD)	\$ -	\$ -	\$ 3,000	\$ -	\$ -	\$ 3,000	<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,000</b>
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Other City (TBD)	\$ -	\$ -	\$ 3,000	\$ -	\$ -	\$ 3,000																											
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<b>Project 22-48</b> <b>Citywide Travel Demand Model Update (PLACEHOLDER)</b> Update the Citywide Travel Demand model (i.e. Traffic Model) used in transportation planning and analysis.	Sponsor Department: Public Works Department  Category: Traffic, Parking and Transportation  Additional Annual O&M Costs: None      Prevailing Wage Project? No																																
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th></th> <th></th> <th>22-48</th> <th></th> <th></th> <th></th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Capital Improvement Reserve</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 100</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 100</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 100</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 100</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year								22-48				2019-20	2020-21	2021-22	2022-23	2023-24	Total	Capital Improvement Reserve	\$ -	\$ -	\$ 100	\$ -	\$ -	\$ 100	<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100</b>
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Capital Improvement Reserve	\$ -	\$ -	\$ 100	\$ -	\$ -	\$ 100																											
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100</b>																											

<b>Project 22-49</b> <b>Replacing Temporary Rubber-Curb Islands with Permanent Concrete Islands, Design and Construction</b> Remove temporary rubber curb islands at various locations and replace with permanent concrete islands.	Sponsor Department: Public Works Department  Category: Traffic, Parking and Transportation  Additional Annual O&M Costs: None      Prevailing Wage Project? Yes																																
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th></th> <th></th> <th>22-49</th> <th></th> <th></th> <th></th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Measure B 2016 Sales Tax</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 440</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 440</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 440</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 440</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year								22-49				2019-20	2020-21	2021-22	2022-23	2023-24	Total	Measure B 2016 Sales Tax	\$ -	\$ -	\$ 440	\$ -	\$ -	\$ 440	<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 440</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 440</b>
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## Discretionary Projects (in thousands of dollars)

<p><b>Project 22-50</b>  <b>Shoreline Area Water, Recycled Water, and Irrigation Main Replacements, Construction</b>          Based on study and design in CIP 20-62, replace and upgrade various mains within Shoreline Park. The irrigation, recycled and water mains were constructed in 1981. Each main has experienced numerous breaks.</p>	<p>Sponsor Department: Community Services Department          Category: Utilities          Additional Annual O&amp;M Costs: None          Prevailing Wage Project? Yes</p>																																	
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th></th> <th></th> <th>22-50</th> <th></th> <th></th> <th></th> </tr> <tr> <th></th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Shoreline Community</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 4,730</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 4,730</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 4,730</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 4,730</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year								22-50					2019-20	2020-21	2021-22	2022-23	2023-24	Total	Shoreline Community	\$ -	\$ -	\$ 4,730	\$ -	\$ -	\$ 4,730	<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,730</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,730</b>
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Shoreline Community	\$ -	\$ -	\$ 4,730	\$ -	\$ -	\$ 4,730																												
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<p><b>Project 22-51</b>  <b>Traffic Operations Center, Design and Installation</b>          Based on Feasibility Study in CIP 19-51, install Hardware/Software and Create Office Space for Traffic Operations Center. Provide Training for Staff on Hardware/Software.</p>	<p>Sponsor Department: Public Works Department          Category: Traffic, Parking and Transportation          Additional Annual O&amp;M Costs: None          Prevailing Wage Project? TBD</p>																																	
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th></th> <th></th> <th>22-51</th> <th></th> <th></th> <th></th> </tr> <tr> <th></th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Construction/Conveyance Tax</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 5,150</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 5,150</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 5,150</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 5,150</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year								22-51					2019-20	2020-21	2021-22	2022-23	2023-24	Total	Construction/Conveyance Tax	\$ -	\$ -	\$ 5,150	\$ -	\$ -	\$ 5,150	<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,150</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,150</b>
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Construction/Conveyance Tax	\$ -	\$ -	\$ 5,150	\$ -	\$ -	\$ 5,150																												
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<p><b>Project 23-33</b>  <b>Shoreline Boulevard Pathway Improvements (Wright Avenue and Villa Street), Construction</b>          The project proposes to reconstruct the pathway on the eastern side of Shoreline Boulevard from Wright Avenue to Villa Street and install new pathway connections to Jackson Street and Central Expressway. The project scope includes removal and replacement of the existing pathway for bicycles and pedestrians and installation of new curb, gutter, curb ramps, stairs, pathways, pathway lighting, landscaping, irrigation, storm drains and retaining walls.</p>	<p>Sponsor Department: Public Works Department          Category: Traffic, Parking and Transportation          Additional Annual O&amp;M Costs: None          Prevailing Wage Project? Yes</p>																																	
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th></th> <th></th> <th></th> <th>23-33</th> <th></th> <th></th> </tr> <tr> <th></th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Construction/Conveyance Tax</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 4,120</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 4,120</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 4,120</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 4,120</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year									23-33				2019-20	2020-21	2021-22	2022-23	2023-24	Total	Construction/Conveyance Tax	\$ -	\$ -	\$ -	\$ 4,120	\$ -	\$ 4,120	<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,120</b>	<b>\$ -</b>	<b>\$ 4,120</b>
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## Discretionary Projects (in thousands of dollars)

<b>Project 23-34</b> <b>Fire Station No. 4 - External Modifications</b> A new Modular Building to accommodate 40 people classroom at Fire Station No.4.	Sponsor Department: Public Works Department  Category: Facilities  Additional Annual O&M Costs: None Prevailing Wage Project? TBD																							
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>23-34</th> <th>2023-24</th> </tr> </thead> <tbody> <tr> <td>Capital Improvement Reserve</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 3,720</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 3,720</b></td> <td style="text-align: right;"><b>\$ -</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	2019-20	2020-21	2021-22	23-34	2023-24	Capital Improvement Reserve	\$ -	\$ -	\$ -	\$ 3,720	\$ -	<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,720</b>	<b>\$ -</b>
Project Number and Fiscal Year					Total																			
2019-20	2020-21	2021-22	23-34	2023-24																				
Capital Improvement Reserve	\$ -	\$ -	\$ -	\$ 3,720	\$ -																			
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<b>Project 23-35</b> <b>2022/23 City Bridges and Culverts Structural Inspection and Repairs</b> Funding for construction/repairs of deficiencies of City-owned vehicular and pedestrian bridges, culverts, tunnels and observation decks identified through the inspections by City consultant and/or Caltrans.	Sponsor Department: Public Works Department  Category: Regulatory Requirements  Additional Annual O&M Costs: None Prevailing Wage Project? TBD																							
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>23-35</th> <th>2023-24</th> </tr> </thead> <tbody> <tr> <td>Capital Improvement Reserve</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 280</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 280</b></td> <td style="text-align: right;"><b>\$ -</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	2019-20	2020-21	2021-22	23-35	2023-24	Capital Improvement Reserve	\$ -	\$ -	\$ -	\$ 280	\$ -	<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 280</b>	<b>\$ -</b>
Project Number and Fiscal Year					Total																			
2019-20	2020-21	2021-22	23-35	2023-24																				
Capital Improvement Reserve	\$ -	\$ -	\$ -	\$ 280	\$ -																			
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 280</b>	<b>\$ -</b>																			

<b>Project 23-36</b> <b>Adobe HVAC Upgrade</b> Install a centrally controlled A/C system for the Historic Adobe Building to go with the central heating system.	Sponsor Department: Community Services Department  Category: Facilities  Additional Annual O&M Costs: None Prevailing Wage Project? Yes																							
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>23-36</th> <th>2023-24</th> </tr> </thead> <tbody> <tr> <td>Capital Improvement Reserve</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 160</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 160</b></td> <td style="text-align: right;"><b>\$ -</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	2019-20	2020-21	2021-22	23-36	2023-24	Capital Improvement Reserve	\$ -	\$ -	\$ -	\$ 160	\$ -	<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 160</b>	<b>\$ -</b>
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<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 160</b>	<b>\$ -</b>																			

## Discretionary Projects (in thousands of dollars)

<p><b>Project 23-37</b>  <b>Bernardo Avenue Undercrossing, Local Match</b>                  This is a Mountain View local match for the Undercrossing project being undertaken by Sunnyvale. Work will involve Design and Construction of pedestrian/bicycle undercrossing beneath Caltrain and Central Expressway at Bernardo Avenue. This project has been identified as a pedestrian/bicycle candidate project under VTA's Measure B, at a cost of approximately \$20 million.</p>	<p>Sponsor Department: Public Works Department                  Category: Traffic, Parking and Transportation                  Additional Annual O&amp;M Costs: None                  Prevailing Wage Project? TBD</p>																							
<b>Funding Sources</b>	<table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>23-37</th> <th>2022-23</th> </tr> </thead> <tbody> <tr> <td>Construction/Conveyance Tax</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 5,000</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 5,000</b></td> <td style="text-align: right;"><b>\$ -</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	2019-20	2020-21	2021-22	23-37	2022-23	Construction/Conveyance Tax	\$ -	\$ -	\$ -	\$ 5,000	\$ -	<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ -</b>
Project Number and Fiscal Year					Total																			
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<p><b>Project 23-39</b>  <b>Center for the Performing Arts SecondStage Lighting System Upgrade</b>                  Replace dimmers, dimmer tracks, and distribution wiring for SecondStage lighting.</p>	<p>Sponsor Department: Community Services Department                  Category: Facilities                  Additional Annual O&amp;M Costs: None                  Prevailing Wage Project? No</p>																							
<b>Funding Sources</b>	<table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>23-39</th> <th>2022-23</th> </tr> </thead> <tbody> <tr> <td>Construction/Conveyance Tax</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 70</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 70</b></td> <td style="text-align: right;"><b>\$ -</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	2019-20	2020-21	2021-22	23-39	2022-23	Construction/Conveyance Tax	\$ -	\$ -	\$ -	\$ 70	\$ -	<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 70</b>	<b>\$ -</b>
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<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 70</b>	<b>\$ -</b>																			

<p><b>Project 23-40</b>  <b>Citywide Benchmark Program</b>                  The City of Mountain View maintains a Citywide vertical control network of 138 benchmarks. The elevations of the benchmarks are used by the City, developers and engineers to establish elevations for design of public and private improvements.</p>	<p>Sponsor Department: Public Works Department                  Category: Miscellaneous                  Additional Annual O&amp;M Costs: None                  Prevailing Wage Project? TBD</p>																							
<b>Funding Sources</b>	<table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>23-40</th> <th>2022-23</th> </tr> </thead> <tbody> <tr> <td>Construction/Conveyance Tax</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 190</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 190</b></td> <td style="text-align: right;"><b>\$ -</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year					Total	2019-20	2020-21	2021-22	23-40	2022-23	Construction/Conveyance Tax	\$ -	\$ -	\$ -	\$ 190	\$ -	<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 190</b>	<b>\$ -</b>
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## Discretionary Projects (in thousands of dollars)

<p><b>Project 23-44</b>  <b>Transit Center Grade Separation and Access Project, Construction</b>                  This will construct the grade separation project and other road improvements.</p>	<p>Sponsor Department: Public Works Department                  Category: Traffic, Parking and Transportation                  Additional Annual O&amp;M Costs: None                  Prevailing Wage Project? Yes</p>																																													
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6" style="text-align: center;">Project Number and Fiscal Year</th> </tr> <tr> <th colspan="6" style="text-align: center;">23-44</th> </tr> <tr> <th style="text-align: center;">2019-20</th> <th style="text-align: center;">2020-21</th> <th style="text-align: center;">2021-22</th> <th style="text-align: center;">2022-23</th> <th style="text-align: center;">2023-24</th> <th style="text-align: center;">Total</th> </tr> </thead> <tbody> <tr> <td colspan="6" style="text-align: center;"><b>Funding Sources</b></td> </tr> <tr> <td>General Fund Transportation</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 2,500</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 2,500</td> </tr> <tr> <td>Other City (TBD)</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 2,500</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 2,500</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 5,000</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 5,000</b></td> </tr> </tbody> </table>		Project Number and Fiscal Year						23-44						2019-20	2020-21	2021-22	2022-23	2023-24	Total	<b>Funding Sources</b>						General Fund Transportation	\$ -	\$ -	\$ -	\$ 2,500	\$ -	\$ 2,500	Other City (TBD)	\$ -	\$ -	\$ -	\$ 2,500	\$ -	\$ 2,500	<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ 5,000</b>
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<p><b>Project 23-45</b>  <b>Rengstorff Grade Separation, Construction</b>                  This project will fund the next phase of the Rengstorff Grade Separation project which proposes to depress Rengstorff Avenue and Central Expressway below grade and maintain the railroad tracks at approximate existing grade.</p>	<p>Sponsor Department: Public Works Department                  Category: Traffic, Parking and Transportation                  Additional Annual O&amp;M Costs: None                  Prevailing Wage Project? Yes</p>																																						
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6" style="text-align: center;">Project Number and Fiscal Year</th> </tr> <tr> <th colspan="6" style="text-align: center;">23-45</th> </tr> <tr> <th style="text-align: center;">2019-20</th> <th style="text-align: center;">2020-21</th> <th style="text-align: center;">2021-22</th> <th style="text-align: center;">2022-23</th> <th style="text-align: center;">2023-24</th> <th style="text-align: center;">Total</th> </tr> </thead> <tbody> <tr> <td colspan="6" style="text-align: center;"><b>Funding Sources</b></td> </tr> <tr> <td>Other City (TBD)</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 12,000</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 12,000</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 12,000</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 12,000</b></td> </tr> </tbody> </table>		Project Number and Fiscal Year						23-45						2019-20	2020-21	2021-22	2022-23	2023-24	Total	<b>Funding Sources</b>						Other City (TBD)	\$ -	\$ -	\$ -	\$ 12,000	\$ -	\$ 12,000	<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 12,000</b>	<b>\$ -</b>	<b>\$ 12,000</b>
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<p><b>Project 23-46</b>  <b>Civic Center Infrastructure, Phase III</b>                  This project includes the MEDIUM work on the report. Work needed in the next 2-3 years to keep the Civic Center Complex in a state of good repair and looking presentable.</p>	<p>Sponsor Department: Public Works Department                  Category: Facilities                  Additional Annual O&amp;M Costs: None                  Prevailing Wage Project? TBD</p>																																						
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## Discretionary Projects (in thousands of dollars)

<b>Project 23-47</b> <b>El Camino Real Crossings</b> New crossings at Pettis, Bonita, Crestview. CIP estimates include traffic signals, signal synch, signing and striping, curb ramp construction, demo and construction of PCC sidewalk, curb and gutter, remove/replace landscape irrigation system, info signs, mobilization and traffic control.	Sponsor Department: Public Works Department  Category: Traffic, Parking and Transportation  Additional Annual O&M Costs: None Prevailing Wage Project? Yes																																
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<b>Project 23-48</b> <b>El Camino Real Bike Improvements, Sylvan/Americana-Calderon/Phyllis, Construction</b> Class IV/II facilities, lane narrowing, bike-bus treatments, intersection improvements, Construction. CIP amount based on 100% of demolition and construction for median nosing, bus bulbs/islands, bus lane, and green pavement; 50% of demolition and construction at intersections, 20% of striping and storm water pollution prevention; 10% of utilities relocation, raised curb, bonding and mobilization.	Sponsor Department: Public Works Department  Category: Traffic, Parking and Transportation  Additional Annual O&M Costs: None Prevailing Wage Project? Yes																																
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<b>Project 23-49</b> <b>North Bayshore Branding and Wayfinding Signage Installation (PLACEHOLDER)</b> Installation of PHASE I of gateway, wayfinding, directional signage in public right of way for vehicles, transit users, bicyclists, and pedestrians. The signage will be based on a future approved NBS Signage Study by Council.	Sponsor Department: Community Development Department  Category: Traffic, Parking and Transportation  Additional Annual O&M Costs: None Prevailing Wage Project? No																																
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## Discretionary Projects (in thousands of dollars)

<b>Project 23-50</b> <b>Rengstorff Avenue Adaptive Signal System</b> Install adaptive traffic signal technology, including a new signal interconnect system along Rengstorff Avenue, from Montecito Avenue to Garcia Avenue/Amphitheatre Parkway.	Sponsor Department: Public Works Department  Category: Traffic, Parking and Transportation  Additional Annual O&M Costs: None Prevailing Wage Project? Yes																																
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th></th> <th></th> <th></th> <th>23-50</th> <th></th> <th></th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Construction/Conveyance Tax</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 2,880</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 2,880</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 2,880</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 2,880</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year									23-50			2019-20	2020-21	2021-22	2022-23	2023-24	Total	Construction/Conveyance Tax	\$ -	\$ -	\$ -	\$ 2,880	\$ -	\$ 2,880	<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,880</b>	<b>\$ -</b>	<b>\$ 2,880</b>
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<b>Project 23-51</b> <b>Storm Drain System Improvements</b> Improve the existing City storm drain system based on findings from the City's 2017 storm drain master plan and the Capital Improvement Program recommendations.	Sponsor Department: Public Works Department  Category: Utilities  Additional Annual O&M Costs: None Prevailing Wage Project? TBD																																
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th></th> <th></th> <th></th> <th>23-51</th> <th></th> <th></th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Storm Drain</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 1,410</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 1,410</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 1,410</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 1,410</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year									23-51			2019-20	2020-21	2021-22	2022-23	2023-24	Total	Storm Drain	\$ -	\$ -	\$ -	\$ 1,410	\$ -	\$ 1,410	<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,410</b>	<b>\$ -</b>	<b>\$ 1,410</b>
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<b>Project 23-52</b> <b>Turf Replacement - Shoreline Athletic Field</b> The project covers the replacement of the synthetic turf baseball/soccer field at the Shoreline Athletic Fields. Project includes minor grading and contract award utilizing existing government pricing through the State of California.	Sponsor Department: Public Works Department  Category: Parks and Recreation  Additional Annual O&M Costs: None Prevailing Wage Project? Yes																																
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6">Project Number and Fiscal Year</th> </tr> <tr> <th></th> <th></th> <th></th> <th>23-52</th> <th></th> <th></th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Shoreline Community</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 2,230</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 2,230</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 2,230</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 2,230</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year									23-52			2019-20	2020-21	2021-22	2022-23	2023-24	Total	Shoreline Community	\$ -	\$ -	\$ -	\$ 2,230	\$ -	\$ 2,230	<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,230</b>	<b>\$ -</b>	<b>\$ 2,230</b>
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## Discretionary Projects (in thousands of dollars)

<p><b>Project 24-33</b>  <b>2023/24 City Bridges and Culverts Structural Inspection and Repairs</b>                  Funding for structural inspections of City-owned vehicular and pedestrian bridges, culverts, tunnels and observation decks that are not inspected through the Caltrans Bridge Inspection Program.</p>	Sponsor Department: Public Works Department Category: Regulatory Requirements Additional Annual O&M Costs: None Prevailing Wage Project? TBD																										
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">24-33</th> <th rowspan="2">Total</th> </tr> <tr> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> <th>2023-24</th> </tr> </thead> <tbody> <tr> <td>Capital Improvement Reserve</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 290</td> <td style="text-align: right;">\$ 290</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 290</b></td> <td style="text-align: right;"><b>\$ 290</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year					24-33	Total	2019-20	2020-21	2021-22	2022-23	2023-24	Capital Improvement Reserve	\$ -	\$ -	\$ -	\$ -	\$ 290	\$ 290	<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 290</b>	<b>\$ 290</b>
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<p><b>Project 24-35</b>  <b>Central Expressway Bicycle and Pedestrian Crossing, Feasibility Study</b>                  Perform a study to determine the feasibility of a bicycle and pedestrian crossing at Central Expressway between Rengstorff Avenue and Moffett Boulevard/Castro Street. The study will look at alternative designs for a crossing at Central Expressway between the 1.2 mile stretch between Rengstorff Avenue and Moffett Boulevard/Castro Street to improve bicycle and pedestrian connectivity options for the community and residents . This proposed feasibility will evaluate a crossing under Caltrain tracks and Central Expressway with access points at Meridian Way and the 1696-1798 Villa Street development project. The study will also determine costs for right-of-way acquisition (if necessary), design, construction, and other associated costs related to design and construction.</p>	Sponsor Department: Public Works Department Category: Traffic, Parking and Transportation Additional Annual O&M Costs: None Prevailing Wage Project? No																										
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## Discretionary Projects (in thousands of dollars)

<p><b>Project 24-37</b> <b>Fire Station No. 3, Replacement Programming Study</b></p> <p>Fire Station 3 is one of the older stations remaining in the City. The station lacks features to provide privacy, the apparatus bay is undersized and the roof requires frequent maintenance. This project will conduct a programming study to identify the needs of the fire station to meet current and projected functionalities.</p>	<p>Sponsor Department: Fire Department</p> <p>Category: Facilities</p> <p>Additional Annual O&amp;M Costs: None</p> <p>Prevailing Wage Project? No</p>																														
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<p><b>Project 24-38</b> <b>Middlefield Road Bikeway, Whisman - City Limit (Sunnyvale), Feasibility Study</b></p> <p>Study will assess feasibility of installing Class II bike lanes, buffered Class II bike lanes, or Class IV bike lanes. CIP includes pilot, preliminary engineering and outreach.</p>	<p>Sponsor Department: Public Works Department</p> <p>Category: Traffic, Parking and Transportation</p> <p>Additional Annual O&amp;M Costs: None</p> <p>Prevailing Wage Project? No</p>																														
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<p><b>Project 24-39</b> <b>Middlefield Road Sidewalk Across SR-85, Feasibility Study</b></p> <p>This project would help to achieve General Plan Policies LUD 8.2 on encouraging a network of streets friendly to bicyclists and pedestrians and MOB 3.3 on enhancing pedestrian and bicycle crossings at key locations across physical barriers. Middlefield Road has been identified as part of the City's High Injury Network under the Vision Zero analysis.</p>	<p>Sponsor Department: Public Works Department</p> <p>Category: Traffic, Parking and Transportation</p> <p>Additional Annual O&amp;M Costs: None</p> <p>Prevailing Wage Project? No</p>																														
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## Discretionary Projects (in thousands of dollars)

<p><b>Project 24-40</b>  <b>Moffett Boulevard Class IV Bikeway, Middlefield-Clark, Preliminary Design</b>                  Potential features include pilot and preliminary engineering design for Class IV facilities, lane narrowing, intersection improvements.</p>	Sponsor Department: Public Works Department Category: Traffic, Parking and Transportation Additional Annual O&M Costs: None      Prevailing Wage Project? No																														
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<p><b>Project 24-41</b>  <b>Civic Center Infrastructure, Phase IV</b>                  This project includes the LOW work on the report. Work needed in the next 2-3 years to keep the Civic Center Complex in a state of good repair and looking presentable.</p>	Sponsor Department: Public Works Department Category: Facilities Additional Annual O&M Costs: None      Prevailing Wage Project? TBD																														
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<p><b>Project 24-42</b>  <b>Mountain View Community Shuttle EV Charging Units (PLACEHOLDER FUNDING ESTIMATE)</b>                  Installation of two electric vehicle charging units at/near Police dorms on Whisman Road to support Mountain View Community Shuttle operations.</p>	Sponsor Department: Public Works Department Category: Miscellaneous Additional Annual O&M Costs: None      Prevailing Wage Project? TBD																														
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th></th> </tr> <tr> <th></th> <th></th> <th></th> <th></th> <th style="text-align: center;">24-42</th> <th></th> </tr> <tr> <th style="text-align: center;">2019-20</th> <th style="text-align: center;">2020-21</th> <th style="text-align: center;">2021-22</th> <th style="text-align: center;">2022-23</th> <th style="text-align: center;">2023-24</th> <th style="text-align: center;">Total</th> </tr> </thead> <tbody> <tr> <td>Construction/Conveyance Tax</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 260</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ -</b></td> <td style="text-align: right;"><b>\$ 260</b></td> </tr> </tbody> </table>	Project Number and Fiscal Year										24-42		2019-20	2020-21	2021-22	2022-23	2023-24	Total	Construction/Conveyance Tax	\$ -	\$ -	\$ -	\$ -	\$ 260	<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 260</b>
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## Discretionary Projects (in thousands of dollars)

<p><b>Project 24-43</b>  <b>Rengstorff House West Grass &amp; Brick Patio Stabilization Project</b></p> <p>This project will provide for consultant services to determine cause of settlement of the patio, provide solutions to the problem as well as cost of construction to stabilize the patio, replace bricks as necessary and rebuild the sitting wall.</p>	<p>Sponsor Department: Community Services Department</p> <p>Category: Facilities</p> <p>Additional Annual O&amp;M Costs: None</p> <p>Prevailing Wage Project? TBD</p>																																		
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<p><b>Project 24-44</b>  <b>Rengstorff Park - Maintenance and Tennis Buildings Replacement, Construction</b></p> <p>It includes the construction phase of the demolition and relocation of the existing Maintenance building and the demolition and rebuilding of the Tennis building. This relocated building will have office, storage and restroom facilities as well as be adjoined by a small corporation yard and equipment storage area similar to the existing facility. The tennis building will include storage as well as restrooms serving the tennis court and other patrons in the southerly portion of Rengstorff Park. Both new buildings will require new electrical, plumbing and sanitary utilities.</p>	<p>Sponsor Department: Community Services Department</p> <p>Category: Facilities</p> <p>Additional Annual O&amp;M Costs: None</p> <p>Prevailing Wage Project? Yes</p>																																		
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<p><b>Project 24-45</b>  <b>Senior Center Social Hall Floor Replacement</b></p> <p>Replace and upgrade the flooring in the Social Hall of the Senior Center to a better option that does not require specialized maintenance.</p>	<p>Sponsor Department: Community Services Department</p> <p>Category: Facilities</p> <p>Additional Annual O&amp;M Costs: None</p> <p>Prevailing Wage Project? TBD</p>																																		
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## Discretionary Projects (in thousands of dollars)

<b>Project 24-47</b> <b>Update Bicycle Master Plan</b> Update to the Bicycle Master Plan including development of a prioritized project list, implementation and phasing plan.	Sponsor Department: Public Works Department  Category: Traffic, Parking and Transportation  Additional Annual O&M Costs: None      Prevailing Wage Project? No																																	
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<b>Project 24-48</b> <b>Police/Fire Administration Building, Construction (PLACEHOLDER)</b> This project will renovate and expand the existing Police/Fire Administration Building or construct a new one based on findings from Study (CIP 19-60).	Sponsor Department: Public Works Department  Category: Facilities  Additional Annual O&M Costs: None      Prevailing Wage Project? Yes																																	
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<b>Project 24-49</b> <b>Mayfield/San Antonio Bicycle and Pedestrian Tunnel, Construction</b> Construct the pedestrian and bicycle tunnel under Central expressway at Mayfield Avenue to align with existing tunnel under Caltrain tracks at San Antonio Station per the Feasibility Study completed by CIP 07-25 and design CIP 19-36.	Sponsor Department: Public Works Department  Category: Traffic, Parking and Transportation  Additional Annual O&M Costs: None      Prevailing Wage Project? TBD																																															
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## Proposed FY 2019-20 Amendments to Existing Projects

(in thousands of dollars)

<b>Project No.</b>	<b>Amendments to Existing Projects</b>	<b>Budget</b>
15-47	East Whisman Precise Plan, EIR and Infrastructure Study	\$ 90
16-18	IT Project (GIS Support)	55
16-34	Regional Public Safety Comm System-Infrastructure Replacement	150
17-37	Rengstorff Grade Separation - Environmental Clearance	170
18-36	All-Inclusive Playground	300
18-43	Shoreline Blvd Interim Bus Lane, Phase I	-
18-47	Shoreline Bus Lane Property Acquisition	-
18-65	Transit Center Master Plan Improvements	363
19-34	Charleston Road Improvements, Design	2,135
	<b>Total: Amendments to Existing Projects</b>	<b>\$ 3,263</b>

**Amendments to Existing Projects**  
(in thousands of dollars)

<b>Project 15-47</b> <b>East Whisman Precise Plan, EIR and Infrastructure Study</b> Create new SubObject 4154703 to conduct a nexus study for an impact fee for utilities and transportation improvements to mitigate East Whisman Precise Plan growth.		Sponsor Department: Community Development Department  Category: Miscellaneous  Additional Annual O&M Costs: None      Prevailing Wage Project? No	
<b>Funding Sources</b>	<i>FY 2018-19 Total Project Funding</i>	<b>Increased Funding for FY 2019-20</b>	<i>FY 2019-20 Total Project Funding</i>
Construction/Conveyance Tax	\$ -	\$ 45	\$ 45
Water (Includes Water Capacity Fees)	\$ 50	\$ -	\$ 50
Wastewater (Includes Sewer Capacity Fees)	\$ 50	\$ -	\$ 50
Development Services	\$ 1,089	\$ 45	\$ 1,134
<b>Total</b>	<b>\$ 1,189</b>	<b>\$ 90</b>	<b>\$ 1,279</b>

<b>Project 16-18</b> <b>IT Project (GIS Support)</b> Additional funding (4161802) to continue the development of the GIS platform by expanding the application pool to include advanced web-based mapping solutions and establish an ongoing data maintenance framework to ensure the GIS remains accurate and up to date.		Sponsor Department: Information Technology  Category: Information Technology and Communication  Additional Annual O&M Costs: None      Prevailing Wage Project? No	
<b>Funding Sources</b>	<i>FY 2018-19 Total Project Funding</i>	<b>Increased Funding for FY 2019-20</b>	<i>FY 2019-20 Total Project Funding</i>
Construction/Conveyance Tax	\$ 321	\$ 35	\$ 356
Water (Includes Water Capacity Fees)	\$ 84	\$ 4	\$ 88
Wastewater (Includes Sewer Capacity Fees)	\$ 77	\$ 4	\$ 81
Solid Waste	\$ 19	\$ 2	\$ 21
Shoreline Community	\$ 37	\$ 6	\$ 43
Development Services	\$ 22	\$ 4	\$ 26
<b>Total</b>	<b>\$ 560</b>	<b>\$ 55</b>	<b>\$ 615</b>



## Amendments to Existing Projects

(in thousands of dollars)

<p><b>Project 16-34</b>  <b>Regional Public Safety Comm System-Infrastructure Replacement</b>                  Additional funding due to increased costs and interface equipment needed for RCS conversion and unexpected facility modifications to our Emergency Communications Center. Conversion of the City's public safety radio infrastructure is in support of the Silicon Valley Regional Interoperability Authority's (SVRIA's) Regional Communication System (RCS) project.</p>	Sponsor Department: Police Department  Category: Information Technology and Communication  Additional Annual O&M Costs: None      Prevailing Wage Project? No																
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Equipment Replacement and Other State Revenue	\$ 804	\$ -	\$ 804														
<b>Total</b>	<b>\$ 2,819</b>	<b>\$ 150</b>	<b>\$ 2,969</b>														

<p><b>Project 17-37</b>  <b>Rengstorff Grade Separation-Environmental Clearance</b>                  Additional funding to cover City staff support for project. This project funds the preliminary design and environmental clearance phase of the project that proposes to depress Rengstorff Avenue and Central Expressway and maintain the track at approximate existing grade. The City is entering into a Memorandum of Understanding which will allow Caltrain to become the Project Lead for Environmental and Preliminary Engineering.</p>	Sponsor Department: Public Works Department  Category: Traffic, Parking and Transportation  Additional Annual O&M Costs: None      Prevailing Wage Project? No																
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;"></th> <th style="width: 25%; text-align: center;"><i>FY 2018-19 Total Project Funding</i></th> <th style="width: 25%; text-align: center;"><b>Increased Funding for FY 2019-20</b></th> <th style="width: 25%; text-align: center;"><i>FY 2019-20 Total Project Funding</i></th> </tr> </thead> <tbody> <tr> <td>Construction/Conveyance Tax</td> <td style="text-align: right;">\$ 735</td> <td style="text-align: right;">\$ 170</td> <td style="text-align: right;">\$ 905</td> </tr> <tr> <td>San Antonio Public Benefit</td> <td style="text-align: right;">\$ 3,115</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 3,115</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ 3,850</b></td> <td style="text-align: right;"><b>\$ 170</b></td> <td style="text-align: right;"><b>\$ 4,020</b></td> </tr> </tbody> </table>		<i>FY 2018-19 Total Project Funding</i>	<b>Increased Funding for FY 2019-20</b>	<i>FY 2019-20 Total Project Funding</i>	Construction/Conveyance Tax	\$ 735	\$ 170	\$ 905	San Antonio Public Benefit	\$ 3,115	\$ -	\$ 3,115	<b>Total</b>	<b>\$ 3,850</b>	<b>\$ 170</b>	<b>\$ 4,020</b>
	<i>FY 2018-19 Total Project Funding</i>	<b>Increased Funding for FY 2019-20</b>	<i>FY 2019-20 Total Project Funding</i>														
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San Antonio Public Benefit	\$ 3,115	\$ -	\$ 3,115														
<b>Total</b>	<b>\$ 3,850</b>	<b>\$ 170</b>	<b>\$ 4,020</b>														

## Amendments to Existing Projects

(in thousands of dollars)

<p><b>Project 18-36</b>  <b>All-Inclusive Playground</b>                  Additional funding is needed for City project management and administration costs. This project will design and construct an all-inclusive playground in partnership with the Magical Bridge Foundation to accommodate those with physical, mental, and developmental challenges.</p>	Sponsor Department: Customer Services Department  Category: Parks and Recreation  Additional Annual O&M Costs: None      Prevailing Wage Project? TBD												
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;"></th> <th style="width: 25%; text-align: center;"><i>FY 2018-19 Total Project Funding</i></th> <th style="width: 25%; text-align: center;"><b>Increased Funding for FY 2019-20</b></th> <th style="width: 25%; text-align: center;"><i>FY 2019-20 Total Project Funding</i></th> </tr> </thead> <tbody> <tr> <td>Park Land</td> <td style="text-align: right;">\$ 1,075</td> <td style="text-align: right;">\$ 300</td> <td style="text-align: right;">\$ 1,375</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;">\$ 1,075</td> <td style="text-align: right;">\$ 300</td> <td style="text-align: right;">\$ 1,375</td> </tr> </tbody> </table>		<i>FY 2018-19 Total Project Funding</i>	<b>Increased Funding for FY 2019-20</b>	<i>FY 2019-20 Total Project Funding</i>	Park Land	\$ 1,075	\$ 300	\$ 1,375	<b>Total</b>	\$ 1,075	\$ 300	\$ 1,375
	<i>FY 2018-19 Total Project Funding</i>	<b>Increased Funding for FY 2019-20</b>	<i>FY 2019-20 Total Project Funding</i>										
Park Land	\$ 1,075	\$ 300	\$ 1,375										
<b>Total</b>	\$ 1,075	\$ 300	\$ 1,375										

<p><b>Project 18-43</b>  <b>Shoreline Blvd Interim Bus Lane, Phase I</b>                  Amendment replaces Shoreline Community funding with 2018 Shoreline BONDS funding.</p>	Sponsor Department: Public Works Department  Category: Traffic, Parking and Transportation  Additional Annual O&M Costs: None      Prevailing Wage Project? Yes																																								
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;"></th> <th style="width: 25%; text-align: center;"><i>FY 2018-19 Total Project Funding</i></th> <th style="width: 25%; text-align: center;"><b>Increased Funding for FY 2019-20</b></th> <th style="width: 25%; text-align: center;"><i>FY 2019-20 Total Project Funding</i></th> </tr> </thead> <tbody> <tr> <td>Capital Improvement Reserve</td> <td style="text-align: right;">\$ 145</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 145</td> </tr> <tr> <td>Water (Includes Water Capacity Fees)</td> <td style="text-align: right;">\$ 436</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 436</td> </tr> <tr> <td>Water - Development Impact Fees</td> <td style="text-align: right;">\$ 1,414</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 1,414</td> </tr> <tr> <td>Wastewater (Includes Sewer Capacity Fees)</td> <td style="text-align: right;">\$ 358</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 358</td> </tr> <tr> <td>Wastewater - Development Impact Fees</td> <td style="text-align: right;">\$ 269</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 269</td> </tr> <tr> <td>Donation</td> <td style="text-align: right;">\$ 1,045</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 1,045</td> </tr> <tr> <td>Shoreline Community</td> <td style="text-align: right;">\$ 10,000</td> <td style="text-align: right;">\$ (9,800)</td> <td style="text-align: right;">\$ 200</td> </tr> <tr> <td>Shoreline Community Bond Proceeds</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 9,800</td> <td style="text-align: right;">\$ 9,800</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;">\$ 13,667</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 13,667</td> </tr> </tbody> </table>		<i>FY 2018-19 Total Project Funding</i>	<b>Increased Funding for FY 2019-20</b>	<i>FY 2019-20 Total Project Funding</i>	Capital Improvement Reserve	\$ 145	\$ -	\$ 145	Water (Includes Water Capacity Fees)	\$ 436	\$ -	\$ 436	Water - Development Impact Fees	\$ 1,414	\$ -	\$ 1,414	Wastewater (Includes Sewer Capacity Fees)	\$ 358	\$ -	\$ 358	Wastewater - Development Impact Fees	\$ 269	\$ -	\$ 269	Donation	\$ 1,045	\$ -	\$ 1,045	Shoreline Community	\$ 10,000	\$ (9,800)	\$ 200	Shoreline Community Bond Proceeds	\$ -	\$ 9,800	\$ 9,800	<b>Total</b>	\$ 13,667	\$ -	\$ 13,667
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<b>Total</b>	\$ 13,667	\$ -	\$ 13,667																																						

**Amendments to Existing Projects**  
(in thousands of dollars)

<b>Project 18-47</b> <b>Shoreline Bus Lane Property Acquisition</b> Amendment replaces Shoreline Community funding with 2018 Shoreline BONDS funding.	Sponsor Department: Public Works Department  Category: Traffic, Parking and Transportation  Additional Annual O&M Costs: None      Prevailing Wage Project? No																
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 33%;"></th> <th style="width: 16.5%; text-align: center;"><i>FY 2018-19 Total Project Funding</i></th> <th style="width: 16.5%; text-align: center;"><b>Increased Funding for FY 2019-20</b></th> <th style="width: 33%; text-align: center;"><i>FY 2019-20 Total Project Funding</i></th> </tr> </thead> <tbody> <tr> <td>Shoreline Community</td> <td style="text-align: right;">\$ 4,260</td> <td style="text-align: right;">\$ (4,260)</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Shoreline Community Bond Proceeds</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 4,260</td> <td style="text-align: right;">\$ 4,260</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;">\$ 4,260</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 4,260</td> </tr> </tbody> </table>		<i>FY 2018-19 Total Project Funding</i>	<b>Increased Funding for FY 2019-20</b>	<i>FY 2019-20 Total Project Funding</i>	Shoreline Community	\$ 4,260	\$ (4,260)	\$ -	Shoreline Community Bond Proceeds	\$ -	\$ 4,260	\$ 4,260	<b>Total</b>	\$ 4,260	\$ -	\$ 4,260
	<i>FY 2018-19 Total Project Funding</i>	<b>Increased Funding for FY 2019-20</b>	<i>FY 2019-20 Total Project Funding</i>														
Shoreline Community	\$ 4,260	\$ (4,260)	\$ -														
Shoreline Community Bond Proceeds	\$ -	\$ 4,260	\$ 4,260														
<b>Total</b>	\$ 4,260	\$ -	\$ 4,260														

<b>Project 18-65</b> <b>Transit Center Master Plan Improvement</b> Additional funding is needed for studies and coordination efforts to implement the second element of the Transit Center Master Plan involving potential development of the parking lot, placing the Transit Center parking underground, and reconfiguring the bus/shuttle transfer area.	Sponsor Department: Public Works Department  Category: Traffic, Parking and Transportation  Additional Annual O&M Costs: None      Prevailing Wage Project? No																				
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 33%;"></th> <th style="width: 16.5%; text-align: center;"><i>FY 2018-19 Total Project Funding</i></th> <th style="width: 16.5%; text-align: center;"><b>Increased Funding for FY 2019-20</b></th> <th style="width: 33%; text-align: center;"><i>FY 2019-20 Total Project Funding</i></th> </tr> </thead> <tbody> <tr> <td>Construction/Conveyance Tax</td> <td style="text-align: right;">\$ 832</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 832</td> </tr> <tr> <td>CIP Reserve</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 363</td> <td style="text-align: right;">\$ 363</td> </tr> <tr> <td>Shoreline Community Public Benefit</td> <td style="text-align: right;">\$ 1,000</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 1,000</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;">\$ 1,832</td> <td style="text-align: right;">\$ 363</td> <td style="text-align: right;">\$ 2,195</td> </tr> </tbody> </table>		<i>FY 2018-19 Total Project Funding</i>	<b>Increased Funding for FY 2019-20</b>	<i>FY 2019-20 Total Project Funding</i>	Construction/Conveyance Tax	\$ 832	\$ -	\$ 832	CIP Reserve	\$ -	\$ 363	\$ 363	Shoreline Community Public Benefit	\$ 1,000	\$ -	\$ 1,000	<b>Total</b>	\$ 1,832	\$ 363	\$ 2,195
	<i>FY 2018-19 Total Project Funding</i>	<b>Increased Funding for FY 2019-20</b>	<i>FY 2019-20 Total Project Funding</i>																		
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Shoreline Community Public Benefit	\$ 1,000	\$ -	\$ 1,000																		
<b>Total</b>	\$ 1,832	\$ 363	\$ 2,195																		

<b>Project 19-34</b> <b>Charleston Road Improvements, Design</b> Additional funding is needed to complete design of remaining phases.	Sponsor Department: Public Works Department  Category: Streets and Sidewalks  Additional Annual O&M Costs: None      Prevailing Wage Project? No												
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 33%;"></th> <th style="width: 16.5%; text-align: center;"><i>FY 2018-19 Total Project Funding</i></th> <th style="width: 16.5%; text-align: center;"><b>Increased Funding for FY 2019-20</b></th> <th style="width: 33%; text-align: center;"><i>FY 2019-20 Total Project Funding</i></th> </tr> </thead> <tbody> <tr> <td>Shoreline Community</td> <td style="text-align: right;">\$ 2,365</td> <td style="text-align: right;">\$ 2,135</td> <td style="text-align: right;">\$ 4,500</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;">\$ 2,365</td> <td style="text-align: right;">\$ 2,135</td> <td style="text-align: right;">\$ 4,500</td> </tr> </tbody> </table>		<i>FY 2018-19 Total Project Funding</i>	<b>Increased Funding for FY 2019-20</b>	<i>FY 2019-20 Total Project Funding</i>	Shoreline Community	\$ 2,365	\$ 2,135	\$ 4,500	<b>Total</b>	\$ 2,365	\$ 2,135	\$ 4,500
	<i>FY 2018-19 Total Project Funding</i>	<b>Increased Funding for FY 2019-20</b>	<i>FY 2019-20 Total Project Funding</i>										
Shoreline Community	\$ 2,365	\$ 2,135	\$ 4,500										
<b>Total</b>	\$ 2,365	\$ 2,135	\$ 4,500										

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# **MISCELLANEOUS INFORMATION**

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7. MISCELLANEOUS INFORMATION

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## Regular Full-Time and Part-Time Position Allocation

	2017-18 <u>ADJUSTED</u>	2018-19 <u>ADOPTED</u>	2019-20 <u>PROPOSED</u>	<u>CHANGE</u>
<u>GENERAL OPERATING FUND</u>				
CITY COUNCIL	7.00	7.00	7.00	
CITY CLERK	4.00	4.00	4.00	
CITY ATTORNEY	8.00	8.00	9.00	+1.00 (a)
CITY MANAGER	14.00	14.00	19.00	+5.00 (b)
INFORMATION TECHNOLOGY	15.40	17.40	18.40	+1.00 (c)
FINANCE AND ADMIN SRVCS	32.25	33.25	34.25	+1.00 (d)
COMMUNITY DEVELOPMENT	6.65	8.10	6.10	-2.00 (e)
PUBLIC WORKS	39.17	39.67	42.12	+2.45 (f)
COMMUNITY SERVICES	69.51	71.21	71.56	+0.35 (g)
LIBRARY SERVICES	29.75	30.75	30.75	+0.00 (h)
FIRE	76.60	77.60	76.60	-1.00 (i)
POLICE	141.00	141.00	143.50	+2.50 (j)
	<u>443.33</u>	<u>451.98</u>	<u>462.28</u>	<u>10.30</u>
<u>OTHER FUNDS</u>				
INFORMATION TECHNOLOGY				
WATER	3.60	1.60	1.60	
FINANCE AND ADMIN SRVCS				
WATER	2.25	2.25	2.25	
COMMUNITY DEVELOPMENT				
DEVELOPMENT SERVICES	32.70	33.70	35.70	+2.00 (k)
BELOW-MARKET-RATE HOUSING	2.26	2.20	2.20	
HOUSING IMPACT FEE	0.74	1.10	1.10	
CSFRA/RENTAL HOUSING COMMITTEE	4.00	4.00	4.00	
PARKING DISTRICT	0.35	0.35	0.35	
COMMUNITY DEVELOPMENT BLOCK GRANT	0.70	0.45	0.45	
SHORELINE REGIONAL PARK COMMUNITY	1.60	1.10	1.10	
PUBLIC WORKS				
DEVELOPMENT SERVICES	10.10	11.10	11.40	+0.30 (f)
SHORELINE REGIONAL PARK COMMUNITY	4.63	4.63	4.88	+0.25 (f)
WATER	32.50	33.50	33.50	
WASTEWATER	14.80	14.80	14.80	
SOLID WASTE MANAGEMENT	14.80	14.80	14.80	
EQUIPMENT MAINTENANCE	8.50	8.50	8.50	
COMMUNITY SERVICES				
SHORELINE GOLF LINKS/RESTAURANT	0.30	0.30	0.30	
SHORELINE REGIONAL PARK COMMUNITY	14.69	16.99	18.64	+1.65 (g)
FIRE				
DEVELOPMENT SERVICES	2.00	3.00	3.00	
WASTEWATER	5.90	5.90	6.90	+1.00 (i)
POLICE				
WASTEWATER	1.00	1.00	1.00	
	<u>157.42</u>	<u>161.27</u>	<u>166.47</u>	<u>5.20</u>
TOTAL REGULAR POSITIONS	<u>600.75</u>	<u>613.25</u>	<u>628.75</u>	<u>15.50</u>
Total Limited-Period Positions	<u>19.00</u>	<u>22.50</u>	<u>18.75</u>	<u>-3.75 (l)</u>
NET FUNDED POSITIONS	<u>619.75</u>	<u>635.75</u>	<u>647.50</u>	
CHANGE FROM PRIOR FISCAL YEAR	16.50	16.00	11.75	

Regular Full-Time and Part-Time Position Allocation  
(Continued)

Notes:

- a. Includes the addition of a Senior Deputy City Attorney position.
- b. Includes the addition of a Senior Human Resources Analyst position, Analyst I/II position, and Office Assistant III position. Also includes the transfer of an Environmental Sustainability Coordinator position and Analyst I/II position from the Community Development Department.
- c. Includes the addition of an Office Assistant III position.
- d. Includes the midyear addition of an Account Clerk I/II position.
- e. Includes the transfer of an Environmental Sustainability Coordinator position and Analyst I/II position to the City Manager's Office.
- f. Includes the addition of 3.0 Jr/Asst/Associate Civil Engineer positions (2.45 in GOF, 0.30 in DSF, and 0.25 in SRPC).
- g. Includes the addition of 2.0 Parks and Open Space Worker I/II positions (0.35 in GOF and 1.65 in SRPC).
- h. Includes the addition of an Analyst I/II position offset by reduction of 0.5 FTE Librarian I/II position. Also includes the reduction of 0.5 FTE Police Assistant II position offset by additional hours.
- i. Includes the addition of a Public Education/Fire Safety Specialist position and elimination of 2.0 Firefighter/Paramedic positions in the GOF, and addition of a Hazmat Specialist position in the Wastewater fund.
- j. Includes the midyear addition of a Police Officer position and 0.50 FTE Community Services Officer position. Includes the addition of an Assistant Communication Operations Supervisor position.
- k. Includes the addition of 2.0 Building Inspector I/II positions.
- l. Includes the following limited-period positions:
  - City Manager's Office: Continuation of a Human Resources Analyst I/II and a Management Fellow. Also includes a new 0.10 FTE Communications Coordinator and 0.25 FTE Community Outreach (Multilingual) Coordinator.
  - Community Development Department: Continuation of a Senior Planner (for the duration of the Google Agreement), an Associate Planner, and 0.50 FTE Secretary.
  - Public Works Department: Continuation of a Sr. Civil Engineer (for the duration of the Google Agreement) and 4.0 FTE Jr/Asst/Associate Civil Engineers, a Public Works Inspector I/II Overhire, and an Administrative Aide.
  - Community Services Department: Includes a new 0.40 Communications Coordinator.
  - Police Department: Continuation of a Police Officer, 2.0 Public Safety Dispatcher II Overhires, 2.0 FTE Police Officer Trainees, and 0.50 FTE Community Services Officer. Includes a new Senior Systems Specialist Overhire.



FISCAL YEAR 2019-20  
Funding of Nonprofit Agencies

<u>AGENCY</u>	<u>2018-19</u> <u>Adopted</u>	<u>2019-20</u> <u>Requested</u>	<u>2019-20</u> <u>Proposed</u> (a)
<u>General Fund Funded</u>			
Catholic Charities- Long-Term Care Ombudsman Program	\$ 8,000	8,000	7,800
Community School of Music & Arts	15,490	25,000	15,103
CSA- Homelessness Prevention/Homeless Services	5,000 (b)	5,000	5,000 (b)
CSA- Senior Nutrition Program	33,054	33,054	32,228
Day Worker Center of Mountain View	20,000 (c)	25,000	19,500 (c)
Healthier Kids Foundation - Vision Screening	12,180	12,180	11,876
Housing and Economics Rights Advocates - Legal & Financial Counseling	New	30,000	5,000
Junior Achievement of Silicon Valley and Monterey Bay	5,000	5,000	5,000
LifeMoves- Services for Homeless	5,000 (b)	0	0
MayView Community Health Center	50,000 (c)	50,000	48,750 (c)
Parents Helping Parents, Inc.- Support Services for Households with Disabled Children	5,000	7,500	5,000
The Health Trust's Meals on Wheels Program	25,000 (c)	25,000	24,375 (c)
United Way of the Bay Area- Information and Referral Services	See below	10,000	5,000
YWCA Domestic Violence Dept/Maitri	<u>37,000 (c)</u>	<u>40,000</u>	<u>36,075 (c)</u>
General Fund Total	<u>\$ 220,724</u>	<u>275,734</u>	<u>220,707</u>
<u>CDBG Funded:</u>			
	(d)		(d)
Child Advocates of Silicon Valley	\$ 15,000	15,000	15,000
CSA- Homelessness Prevention/Homeless Services	28,112	33,194	32,810
CSA- Senior Services Program	20,906	23,136	23,136
LifeMoves- Services for Homeless	12,711	0	0
Next Door Solutions to Domestic Violence	New	5,000	5,000
Senior Adults Legal Assistance	7,000	10,000	10,000
Silicon Valley Independent Living Center (SVILC)- Housing-Related Assistance for the Disabled	5,028	5,519	5,519
Vista- Support Services for Blind & Visually Impaired Persons	<u>7,150</u>	<u>20,350</u>	<u>8,193</u>
CDBG Total	<u>\$ 95,907</u>	<u>112,199</u>	<u>99,658</u>

(a) Approved at the April 23, 2019 CDBG Public Hearing, first year funding cycle.

(b) Funded from General Housing (Boomerang) Fund.

(c) Includes partial limited-period funding.

(d) Funding adjusted based on actual HUD Award.

FISCAL YEAR 2019-20  
Funding of Nonprofit Agencies  
(Continued)

<u>AGENCY</u>	<u>2018-19</u> <u>Adopted</u>	<u>2019-20</u> <u>Requested</u>	<u>2019-20</u> <u>Proposed</u>
<u>Other Non-Profit Agencies - not requested by an agency during CDBG Public Hearing</u>			
211 United Way Bay Area	\$ 2,500		See above
Community Health Awareness Council	104,273	109,500	109,500
Community School of Music & Arts			
Art4Schools	52,259		52,259
Music4Schools	24,800		24,800
Friends of Caltrain- Education Services Only	5,000		5,000
Housing Trust Silicon Valley	150,000 (e)		150,000 (e)
Police Activities League (MVPAL)	5,000		5,000
Project Sentinel - Fair Housing Services	25,000		25,000
Project Sentinel - Mediation Program	91,944		91,944
Silicon Valley @ Home	2,500 (e)		2,500 (e)
Regional Airplane Noise Roundtable	25,000 (f)	22,800	22,800 (f)
Youth Sports Fee Waiver	2,000		2,000
Total Other Non-Profit Funding	<u>\$ 490,276</u>	<u>132,300</u>	<u>490,803</u>

(e) Funded by the Below Market Rate Housing Fund.

(f) Limited-period funding.

FISCAL YEAR 2019-20  
CITY-WIDE MEMBERSHIPS

<u>Membership</u>	<u>Budget Amount</u>	<u>Responsible Department</u>
Sister City Membership	\$ 480	City Clerk
Alliance for Innovation	5,400 <sup>(1)</sup>	CMO
Association of Bay Area Governments (ABAG)	18,000 <sup>(1)</sup>	CMO
LAFCO	14,000	CMO
LCC Peninsula Division	100	CMO
League of California Cities	23,000 <sup>(1)</sup>	CMO
Mayor's Innovation	2,000	CMO
Mountain View Chamber of Commerce	1,000	CMO
National Association to Insure a Sound Controlled Environment (N.O.I.S.E.)	1,600 <sup>(2)</sup>	CMO
National League of Cities	6,500 <sup>(1)</sup>	CMO
Santa Clara County Cities Assoc.	11,000 <sup>(1)</sup>	CMO
Sustainable Silicon Valley	1,500	CMO
Joint Venture Silicon Valley	20,000 <sup>(3)</sup>	CDD
Bay Area Water Supply & Conservation Agency (BAWSCA)	244,000 <sup>(4)</sup>	PWD
Congestion Management Agency	155,000 <sup>(1)</sup>	PWD
Cal Urban Water Conservation Council	3,200 <sup>(4)</sup>	PWD
Transportation Management Assoc.	29,000 <sup>(1)/ (3)</sup>	PWD
Silicon Valley Library System	8,950	Library
Pacific Library Partnership	11,011	Library

(1) Includes proposed funding increase.

(2) Limited-Period funding.

(3) \$5,000 for Joint Venture Silicon Valley and \$14,500 for Transportation Management Association funded from Shoreline Regional Park Community.

(4) Funded by Water fund.

FISCAL YEAR 2019-20

Proposed On-Going Changes  
NON-DISCRETIONARY

**General Operating Fund**

INFORMATION TECHNOLOGY DEPARTMENT

**Information Technology Licenses and Maintenance:** \$ 146,200

Provides new and increased funding for the annual maintenance charges for the Library system, Microsoft Office, telephone system, the OneSolution Financial system, network firewall, and network storage.

**Information Technology Department Total** **\$ 146,200**

PUBLIC WORKS DEPARTMENT

**Janitorial Cost Increases for City Facilities:** \$ 91,900

Provides additional funding for contractual increases to janitorial services.

**Congestion Management Agency Dues:** \$ 29,700

Provides increased funding for the City's share of dues for the Congestion Management Agency.

**Adaptive Signal Maintenance Agreement:** \$ 22,100

Provides funding for monitoring and maintenance of the adaptive traffic signal systems on Grant Road and Shoreline Boulevard.

**Rengstorff/Cristano Traffic Signal System and Streetlight:** \$ 15,000

Provides funding for the shared maintenance, operation, repair, and utilities for the traffic signal system and streetlights at Rengstorff and Cristano. These costs are shared under an agreement with the County of Santa Clara

**City Utility Cost Increase:** \$ 10,000

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

**Public Works Department Total** **\$ 168,700**

COMMUNITY SERVICES DEPARTMENT

**City Utility Cost Increase:** \$ 50,000

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

**Aquatics Chemical Supplies:** \$ 14,500

Provides increased funding for aquatic chemical supplies due to increased costs.

FISCAL YEAR 2019-20

Proposed On-Going Changes  
NON-DISCRETIONARY

**General Operating Fund**

(Continued)

**Per Ticket Fee:** \$ 13,000 (offset by \$13,000 revenue)

Provides additional funding for increases related to the per ticket fee assessed on all ticket sales the vendor, ShoWare. The increase is fully cost recovered by fees charged to the performance.

**Construction and Irrigation Supplies:** \$ 12,000

Provides increased funding for materials and supplies for repairs and replacements at the City's parks and roadways due to increased costs.

**Preview Magazine:** \$ 9,000 (offset by \$9,000 revenue)

Provides additional funding for the increased cost to print and mail the Preview Magazine.

**Parcel Landscape Contract:** \$ 6,500

Provides increased funding for the increased cost of mowing and landscape services on undeveloped lots.

**Audience Services Supplies:** \$ 3,000

Provides increased funding for audience services materials and supplies at the Center for Performing Arts due to increased costs.

**Community Services Department Total**

**\$ 108,000**

FIRE DEPARTMENT

**iPad Data Plan:** \$ 20,000

Provides additional funding to cover the cost of a monthly data service plan for 20 iPads used in place of mobile data computers (MDCs) on all fire apparatus that respond to emergencies.

**Annual Firefighter Medical Exam:** \$ 11,000

Provides additional funding for cost increases related to annual medical exams.

**Records Management System:** \$ 8,500

Provides additional funding for increased costs resulting from the migration to the Santa Clara County Image Trend records management system.

FISCAL YEAR 2019-20

Proposed On-Going Changes  
NON-DISCRETIONARY

**General Operating Fund**

(Continued)

**Annual iPad Replacement:** \$ 6,600

Provides funding for replacement of 7 iPads annually.

**Fire Department Total**

**\$ 46,100**

POLICE DEPARTMENT

**Shared Public Safety System Maintenance:** \$ 155,000 (offset by \$155,000 revenue)

Provides additional funding to cover the full cost of the shared public safety system maintenance. The cities of Los Altos and Palo Alto reimburse the City for their share of the cost. Mountain View's share is in the base budget.

**School Crossing Guard Services:** \$ 65,300

Provides increased funding for school crossing guard services due to increased costs related to minimum wage.

**False Alarm Outsourcing:** \$ 38,500

Provides increased funding for false alarm billing and collection services due to increased costs.

**County Criminal Justice System Services:** \$ 13,200

Provides increased funding for the County's criminal justice system services due to increased costs.

**City Utility Cost Increase:** \$ 5,000

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

**Police Department Total**

**\$ 277,000**

**Total Non-Discretionary On-Going for General Fund**

**\$ 746,000**

FISCAL YEAR 2019-20

Proposed On-Going Changes  
NON-DISCRETIONARY

**Other Funds**

FINANCE AND ADMINISTRATIVE SERVICES DEPARTMENT

Liability Insurance Fund

**Liability Insurances:** \$181,300

Provides increased funding for cost increases related to the City's liability insurances included self-insurance, excess property insurance, earthquake insurance, and flood insurance.

**Finance and Administrative Services Department Total** **\$ 181,300**

COMMUNITY DEVELOPMENT DEPARTMENT

Development Services Fund

**Permitting System Maintenance:** \$ 25,000

Provides increased funding for maintenance of the City's permitting system.

**Community Development Department Total** **\$ 25,000**

PUBLIC WORKS DEPARTMENT

Shoreline Community

**City Utility Cost Increase:** \$ 2,000

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

Solid Waste Fund

**City Utility Cost Increase:** \$ 17,200

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

**Commercial Composting Processing Fee:** \$ 10,000

Provides increased funding for the City's Commercial Composting Processing Program. Additional funds are needed to cover the increase in cost due to CPI.

Equipment Maintenance Fund

**Permit Fees:** \$ 15,000

Provides funding for two annual permits fees, Bay Area Air Quality and California Air Resource Board.

FISCAL YEAR 2019-20  
Proposed On-Going Changes  
NON-DISCRETIONARY

**Other Funds**  
(Continued)

**Materials:** \$ 4,400

Provides increased funding for materials due to cost increases.

**Public Works Department Total**

**\$ 48,600**

COMMUNITY SERVICES DEPARTMENT

Shoreline Golf Links

**Water Cost Increase:** \$ 28,600

Provides increased funding for water cost increases to maintain the golf course.

**Net Operating Cost:** \$ (82,000) (offset by \$74,800 reduced revenue)

Provides overall savings from estimated lower revenue. Estimated lower revenue is offset by reductions to personnel related costs (\$34,100), contracts (\$24,800), and other operating costs (\$23,100).

Shoreline Restaurant

**Operating Costs:** \$ 1.8 million (offset by \$2.0 million revenue)

Provides funding for a full fiscal year's operating costs and revenue for Michael's Restaurant. The City entered into an operating agreement with Touchstone in January 2019.

Shoreline Community

**City Utility Cost Increase:** \$ 81,000

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

**Community Services Department Total**

**\$ 1,878,100**

FIRE DEPARTMENT

Shoreline Community

**City Utility Cost Increase:** \$ 2,000

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

**Fire Department Total**

**\$ 2,000**

**Total Non-Discretionary On-Going for Other Funds**

**\$ 2,135,000**



FISCAL YEAR 2019-20

Proposed On-Going Changes  
DISCRETIONARY

**General Operating Fund**

CITY ATTORNEY'S OFFICE

**Senior Deputy City Attorney Position:** \$ 240,700

Converts a limited-term Senior Deputy City Attorney position to ongoing to assist with the workload demands.

**City Attorney's Office Total** **\$ 240,700**

CITY MANAGER'S OFFICE

**Senior Human Resources Analyst Position:** \$ 200,500

Provides funding for a Senior Human Resources Analyst position to plan, implement, assess, and continually improve a more comprehensive Organizational Development program, freeing up resources of the Assistant City Manager, Human Resources Manager, and the other Senior Human Resources Analysts.

**Analyst I/II-Environmental Sustainability Position:** \$ 186,200

Converts a 0.50 limited-term Administrative Aide position to an ongoing Analyst I/II position. This position is needed to execute and coordinate significant and sustained residential and business outreach and engagement.

**Office Assistant III Position:** \$ 135,900

Provides funding for an Office Assistant III position. This position will provide support to the Environmental Sustainability Division (0.50), City Manager's Office (0.25) and Human Resources Division (0.25).

**Short-Term Rental Compliance Contract:** \$ 80,000 (offset by \$80,000 revenue)

Provides funding to contract compliance services for the new Short-Term Rental Ordinance. Cost are fully offset by registration revenue.

**Environmental Sustainability Training:** \$ 4,000

Provides increased funding for training for Environmental Sustainability staff.

**Environmental Sustainability Memberships:** \$ 3,000

Provides increased funding for Environmental Sustainability memberships.

**City Manager's Office Total** **\$ 609,600**

FISCAL YEAR 2019-20

Proposed On-Going Changes  
DISCRETIONARY

**General Operating Fund**

(Continued)

INFORMATION TECHNOLOGY DEPARTMENT

**Office Assistant III Position:** \$ 135,900

Converts a 0.50 limited-term Secretary position to an ongoing Office Assistant III position to provide administrative support to the IT Department.

**Information Technology Department Total** **\$ 135,900**

FINANCE AND ADMINISTRATIVE SERVICES DEPARTMENT

**City-Wide Memberships:** \$ 9,000

Provides increased funding for City-wide memberships such as the League of California Cities, Santa Clara County Cities Association, and ABAG due to cost increases.

**Community Health Awareness Council (CHAC) Funding:** \$ 5,200

Provides increased funding to CHAC. The City is a joint powers authority member of CHAC. This provides for a 5.0 percent increase as request by CHAC and directed by City Council.

**Transportation Management Association:** \$ 4,500

Provides increased funding for the City's membership to the Transportation Management Association. Funding is split with the Shoreline Community Fund, total additional funding requested is \$9,000.

**Training, Conference and Travel:** \$ 4,300

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

**Finance and Administrative Services Department Total** **\$ 23,000**

COMMUNITY DEVELOPMENT DEPARTMENT

**Public Noticing:** \$ 12,500

Provides increased funding for costs related to notice meetings. The noticing requirement has been increased to 750 feet which significantly increases the amount needed for postage and materials for public noticing requirements. An additional \$36,000 is included as limited-period in the Development Services Fund.

FISCAL YEAR 2019-20

Proposed On-Going Changes  
DISCRETIONARY

**General Operating Fund**

(Continued)

**Supplies:** \$ 4,000

Provides increased funding for supplies, offset by a reduction for courier services.

**Training, Conference, and Travel:** \$ 1,500

Provides increased funding for training, conference, and travel to allow the Planning Division staff to attend additional conferences, educational seminars, and training classes. There is an additional \$10,000 is in the Development Services Fund.

**Community Development Department Total**

**\$ 18,000**

PUBLIC WORKS DEPARTMENT

**Associate Civil Engineer-Traffic Section Position (0.45):** \$ 96,300

Converts a limited-term Associate Civil Engineer position to ongoing (the other 0.55 FTE is funded from the Development Services and Shoreline Community Funds) in the Traffic Section to assist with consistently heavy workload.

**Associate Civil Engineer-Capital Projects Section Position:** \$ 21,400 (\$214,000 offset by charges to CIPs)

Converts a limited-term Associate Civil Engineer position to ongoing. The position will support the heavy workload in the Capital Improvement Program. The increase in workload is related to new projects generated from high levels of development activity and the Council's focus on pedestrian and bicycle transportation.

**Associate Civil Engineer-Capital Projects Section Position:** \$ 21,400 (\$214,000 offset by charges to CIPs)

Provides funding for a new Associate Civil Engineer position. The position will support the heavy workload in the Capital Improvement Program and provides increased capacity. The increase in workload is related to new projects generated from high levels of development activity and the Council's focus on pedestrian and bicycle transportation.

**Public Works Department Total**

**\$ 139,100**

COMMUNITY SERVICES DEPARTMENT

**Parks and Open Space Worker I/II Position (0.35): No Net Cost** (\$46,100 offset by a reduction in wages and contracts)

Provides funding for 0.35 FTE of a Parks and Open Space Worker I/II position. The other 0.65 FTE is in the Shoreline Community Fund. Converting contract services and hourly wages to a regular position will provide a stable, well trained workforce with dependable hours and avoid high turnover.

FISCAL YEAR 2019-20

Proposed On-Going Changes  
DISCRETIONARY

**General Operating Fund**

(Continued)

**Building Attendant Wages for new Community Center: \$ 40,000**

Provides funding for increased Building Attendant hours to meet the staffing needs of the new Community Center in the evenings and on the weekends.

**Tennis Nets and Windscreens: \$ 2,500**

Provides funding to replace tennis nets and windscreens as needed annually for the City's 35 tennis courts.

**Community Services Department Total**

**\$ 42,500**

LIBRARY SERVICES DEPARTMENT

**Conversion of a 0.5 FTE Librarian I/II position to 1.0 Analyst I/II: \$ 102,200**

Provides funding to increase a half-time Librarian I/II position to full-time Analyst I/II position. This position will provide analytical support to the management team and Librarians.

**Convert 0.5 FTE Police Assistant Position to Hours: No Net Cost**

Converts a 0.50 FTE Police Assistant position to hourly wages. This position provides a vital function in ensuring that the building is safe for everyone. It was converted from hours to a regular position for FY 2018-19. However, staff believes hourly staff will provide more flexibility of scheduling. Staff will also be exploring the use of a private security company to provide these services.

**Books, eBooks, and Electronic Resources: \$ 51,800**

Provides increased funding for Library materials, particularly eBooks.

**Wayfinding Software Stackmap Subscription: \$ 3,700**

Provides increased funding for the annual Stackmap subscription on the information kiosks.

**Library Services Department Total**

**\$ 157,700**

FISCAL YEAR 2019-20  
Proposed On-Going Changes  
DISCRETIONARY  
**General Operating Fund**  
(Continued)

FIRE DEPARTMENT

**Fire and Environmental Protection Division: \$ (292,500)**

The following personnel changes are included:

- **Public Education/Fire Safety Specialist Position: \$ 179,100**  
Provides funding for a Public Education/Fire Safety Specialist position. This position will be responsible for conducting fire/life safety inspections pursuant to the fire code and inspections for the City's Housing Program.
- **Flexibly Staff the Fire Marshal Position as Safety: \$ 57,800**  
Provides funding for the difference in benefit costs for staffing the Fire Marshall position as a safety position.
- **Firefighter/Paramedic Positions (2): \$ (529,400)**  
Eliminates two Firefighter/Paramedic relief positions. These relief positions have typically not been filled, instead shifts have been staffed when needed using overtime. There will be three relief positions remaining, one per shift.
- **Hazardous Materials Specialist Position (included in the Wastewater Fund)**

**Special Operations Overtime for Training: \$ 51,000**

Provides increased funding for overtime to allow the Tactical Rescue, Tactical Paramedics, and Type 2 Hazardous Materials Teams to attend Santa Clara County Quarterly Drills and Tactical Paramedics training.

**Fire Department Total**

**\$ (241,500)**

POLICE DEPARTMENT

**Assistant Communications Operations Supervisor Position: \$ 227,200**

Provides funding for an Assistant Communications Operations Supervisor position, This positions will provide the Communications Operations Supervisor with administrative support for staff development, training program management, policy implementation, and supporting the frontline supervisors. The creation of this position requires an adjustment to the salary range of the Communications Operations Supervisor position, reflected in the cost of this position.

FISCAL YEAR 2019-20

Proposed On-Going Changes  
DISCRETIONARY

**General Operating Fund**

(Continued)

**Police Command Staff Succession Planning:** \$ 47,900

Provides funding to reclassify a Police Lieutenant position to Deputy Police Chief. This position will report directly to the Police Chief and assume direct reporting responsibility and administrative oversight of the Police Department's three divisions. This position is also integral in coordinating the department's succession planning efforts and developing staff for potential roles in higher-level positions.

**Background Investigations:** \$ 20,000

Provides increased funding for background investigations of new hires due to the level of recruitment activity. An additional \$22,000 is included as limited-period funding.

**Livescan-Cannabis Applicants:** \$ 5,000

Provides funding for fingerprinting services for employees of cannabis applicants, offset by application fees revenue already budgeted. Background screening fees are budgeted and cover the cost of fingerprinting.

**Police Department Total** **\$ 300,100**

**Total Discretionary On-Going for General Fund** **\$ 1,425,100**

FISCAL YEAR 2019-20

Proposed On-Going Changes  
DISCRETIONARY

Other Funds

NON-DEPARTMENT

Measure B Funds

**Safe Routes to Schools (SRTS) Education Program:** \$ 184,900

Provides funding for the operations of a SRTS Education Program which promotes students walking/biking to school. This is fully funded via a grant using the 2016 Measure B funds. The City has previously provided matching funds for this program through federal grants awarded to the City. The Fiscal Year 2018-19 budget includes \$46,000 in limited-period funds to support the program while the court case for Measure B funds was being resolved.

**Non-Department Total** **\$ 184,900**

FINANCE AND ADMINISTRATIVE SERVICES DEPARTMENT

Shoreline Community

**Transportation Management Association:** \$ 4,500

Provides increased funding for the City's membership to the Transportation Management Association. Funding is split with the General Operating Fund, total additional funding requested is \$9,000.

**Finance and Administrative Services Department Total** **\$ 4,500**

COMMUNITY DEVELOPMENT DEPARTMENT

Development Services Fund

**Building Inspector I/II positions (2.0):** \$137,400 (\$387,400 offset by reduction in contracts)

Provides funding for two Building Inspector I/II positions to support the high level of development activity. Converting contract services to regular positions will address the high turnover of consultants and will be more cost efficient.

**Training, Conference, and Travel:** \$ 10,000

Provides increased funding for training, conference, and travel to allow the Planning Division staff to attend additional conferences, educational seminars, and training classes. There is an additional \$1,500 in the General Operating Fund.

**Legal Retainer:** \$ 5,000

Provides increased funding for legal consultation on land use law, California Environmental Quality Act (CEQA), and general legal issues related to both long-range and current planning projects.

FISCAL YEAR 2019-20

Proposed On-Going Changes  
DISCRETIONARY

**Other Funds**

(Continued)

Below Market Rate (BMR) Housing Fund

**Training, Conference, and Travel and Memberships:** \$ 5,000

Provides increased funding for training, conference, and travel to allow the Housing Division staff to attend additional conferences, educational seminars, and training classes, and for professional memberships.

Downtown Benefit Assessments Districts Fund

**Biannual Collection of Parking Data:** \$ 12,000

Provides funding for outside professional contract services for collection of parking data.

Shoreline Community

**Legal Retainer:** \$ 10,000

Provides increased funding for legal consultation on matters involving North Bayshore district planning. An additional \$10,000 is included as limited-period funding.

**Community Development Department Total**

**\$ 179,400**

PUBLIC WORKS DEPARTMENT

Development Services Fund

**Associate Civil Engineer-Traffic Section Position (0.30):** \$ 64,200

Converts a limited-term Associate Civil Engineer position to ongoing. This is funding for the allocation to the Development Services Fund for this position as mentioned in the GOF section above.

Shoreline Community

**Associate Civil Engineer-Traffic Section Position (0.25):** \$ 53,500

Converts a limited-term Associate Civil Engineer position to ongoing. This is funding for the allocation to the Shoreline Community Fund for this position as mentioned in the GOF section above.

Wastewater Fund

**Hourly Staff to Review Sewer Video:** \$ 50,000

Provides funding for hourly staff to support reviewing sewer video and report sewer issues for corrective action.



FISCAL YEAR 2019-20

Proposed On-Going Changes  
DISCRETIONARY

**Other Funds**

(Continued)

Solid Waste Fund

**Reclassification of an Environmental Compliance Specialist position to Associate Civil Engineer: \$ 38,200**

Provides funding to reclassify an Environmental Compliance Specialist position to Associate Civil Engineer based on an analysis showing a higher level of duties performed. This position will support reviewing, compiling and the ongoing management of the City's water/sewer/storm infrastructure-related technical documents, studies, and master plans, as well as supporting ongoing utility CIP and regulation compliance items.

**Bike Lane Cleaning Services: \$ 18,000**

Provides funding for weekly bike lane cleaning services. The City's protected bike lanes are too narrow to be cleaned by the City's street sweepers.

Equipment Maintenance Fund

**Service Maintenance and Repair Contracts: \$ 107,000**

Provides increased funding for routine maintenance on all vehicles and equipment and unexpected repairs due to increased cost of services.

**Training, Conference, and Travel: \$ 3,600**

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

**Public Works Department Total**

**\$ 334,500**

COMMUNITY SERVICES DEPARTMENT

Shoreline Community

**Parks and Open Space Worker I/II Position (1.65 FTE): No Net Cost (\$217,300 offset by a reduction in wages and contracts)**

Provides funding for 1.65 FTE Parks and Open Space Worker I/II positions. The other 0.35 FTE is in the General Operating Fund. Converting contract services and hourly wages to a regular position will provide a stable, well trained workforce with dependable hours and avoid high turnover.

**Community Services Department Total**

**\$ 0**

FISCAL YEAR 2019-20

Proposed On-Going Changes  
DISCRETIONARY

**Other Funds**

(Continued)

FIRE DEPARTMENT

Wastewater Fund

**Fire and Environmental Protection Division:** \$ 242,700

In addition to the items noted in the General Fund section above, the following personnel changes are included:

- **Hazardous Materials Specialist Position: \$242,700**

Provides funding for a Hazardous Materials Specialist position to implement and enforce local and State hazardous materials pursuant to the Fire Code. This position will also respond, when necessary, to hazardous materials spills, fires, and other emergencies involving hazardous materials, and will train first responders and the community in methods of identification and control of hazardous materials.

**Fire Department Total**

**\$ 242,700**

**Total Discretionary On-Going for Other Fund**

**\$ 946,000**

FISCAL YEAR 2019-20

Proposed  
LIMITED-PERIOD EXPENDITURES

(Funded From Fiscal Year 2018-19 Carryover)

**General Fund**

CITY CLERK'S OFFICE

***Microfilm Digitizing Service:*** \$ 15,000 (rebudget balance)

*Rebudgets the balance of funding to convert existing microfilm to digital format. Digitizing microfilm will allow easier access for the public and increase efficiency in responding to public records requests.*

**City Clerk's Office Total**

**\$ 15,000**

CITY MANAGER'S OFFICE

**Homeless Enforcement Initiatives:** \$ 200,000

Provides funding for homeless enforcement initiatives as directed by City Council at the March 19, 2019 City Council meeting.

**ADA Consultant:** \$ 200,000

Provides funding for a consultant to prepare an ADA assessment and transition plan for City facilities, website, and public programs (streets, sidewalks, etc.).

**Human Resources Analyst I/II Position:** \$ 160,000

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

***Environmental Sustainability Action Plan:*** \$ 150,000 (rebudget balance)

*Rebudgets the balance of funding approved by City Council on December 4, 2018 for Environmental Sustainability Action items including the Building Baseline & Decarbonization Study and the 2017 Community Greenhouse Gas Inventory.*

**Management Fellow Position:** \$ 145,000

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

**Citywide Succession Planning:** \$ 125,000

Provides continued funding for Citywide Succession Planning efforts. The funds will be used to continue the City's Leadership Development Program and provide other resources to develop staff and prepare the organization for potential retirements.

FISCAL YEAR 2019-20

Proposed  
LIMITED-PERIOD EXPENDITURES

(Continued)

**Human Resources Analyst Wages:** \$ 100,000

Provides continued funding for the Human Resources Analyst hourly wages. The funding will provide dedicated resources for the high volume of recruitments and support special projects.

**Employee Relations/Labor Negotiations Attorney Services:** \$ 95,000

Provides funding for Attorney Services to lead the negotiation process for the labor agreements expiring June 30, 2020. Also provides funding for legal advice on general employee relation matters.

**Employee Wellness Program:** \$ 53,000

Provides continued and increased funding for the purchase and delivery of healthy snacks to City offices to expand on the initiatives of the Wellness Committee.

**Sustainability Outreach and Engagement Program:** \$ 50,000

Provides funding to expand the City's outreach program in support of Environmental Sustainability Action Plan 4 (ESAP-4).

**Community Outreach (Multilingual) Coordinator Position (0.25):** \$ 35,800

Provides funding for 0.25 FTE Community Outreach Coordinator position to make three-quarter-time. This additional FTE will support the demand for translation services, the Leadership Academy, and Census 2020.

**Communications Coordinator Position (0.10):** \$ 21,100

Provides funding for 0.10 FTE Communications Coordinator position. Another 0.40 FTE is in the Community Services Department to support the Center for Performing Arts. The additional resources will provide improved public communication.

**Commute Benefits:** \$ 15,000

Provides funding for incentives and resources to support the City's participation in the Fair Value Commuting Pilot program.

**2018 Community Greenhouse Gas (GHG) Inventory:** \$ 10,000

Provides funding for consultant services to provide transportation data needed to conduct the 2018 community-wide GHG emissions inventory. The results will allow the City to evaluate the progress against its stated GHG emission reduction goals.

FISCAL YEAR 2019-20

Proposed  
LIMITED-PERIOD EXPENDITURES

(Continued)

**Multilingual Community Outreach Program (MCOP) Support:** \$ 10,000

Provides continued funding for additional resources to the MCOP due to increased demand for translation, interpretation, outreach, and referral assistance. The funding will also be used for hourly staff time and supplies to continue the foreign language speakers Civic Leadership Academy, Spanish language CERT, and the PEP emergency preparedness program.

**City Manager's Office Total** **\$ 1,369,900**

INFORMATION TECHNOLOGY DEPARTMENT

**Professional IT Services:** \$ 225,000

Provides funding for consultant services to assist with the backlog of funded infrastructure and capital improvement projects that cannot be executed due to limited resources.

**Smart City Innovation:** \$ 150,000

Provides funding for consulting services to help implement new technology and innovations to increase staff's efficiency and/or provide new services to the community.

**Public Records Act Management Software:** \$ 40,000

Provides funding for software to provide more efficient management of public records requests.

**Office 365 Migration Consultant:** \$ 30,000 *(rebudget balance)*

*Rebudgets the balance of funding for consultant services to assist with the Office 365 rollout.*

**Agency Cyber-Attack Training:** \$ 20,000 *(rebudget balance)*

*Rebudgets the balance of funding for training materials and webinars for cyber awareness and anti-phishing training.*

**SharePoint Consultant:** \$ 15,000

Provides funding for consulting services to integrate information from an obsolete Public Works software system into the SharePoint software system.

**Envisio Software:** \$ 15,000

Provides funding for a software system to better track City Council goals and other projects.

FISCAL YEAR 2019-20

Proposed  
LIMITED-PERIOD EXPENDITURES  
(Continued)

**Open City Hall Subscription:** \$ 12,000

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

**Information Technology Department Total** **\$ 507,000**

FINANCE AND ADMINISTRATIVE SERVICES DEPARTMENT

**Consultant Services:** \$ 50,000

Provides placeholder funding for consulting services to support special projects.

**Nonprofit Agency Funding:** \$ 49,600

Provides continued additional limited period funding for the first year of funding for nonprofit agencies as identified by City Council at the CDBG hearing on April 23, 2019.

**Regional Airplane Noise Round Table:** \$ 22,800

Provides continued funding provided for by a memorandum of understanding for the regional airplane noise round table.

**Finance and Administrative Services Department Total** **\$ 122,400**

COMMUNITY DEVELOPMENT DEPARTMENT

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

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

**Visual Arts Committee:** \$ 60,000

Provides continued funding for consultant services to develop a Public Arts Strategy and also to continue the Sidewalk Studios Pilot program.

**Lot 12 Development:** \$ 50,000

Provides continued funding to move forward with the development of Lot 12. Next steps include retaining Attorney services to prepare the legal documents and a parking consultant to review any parking proposals. Total funding of \$150,000 is allocated between the General Non-Operating and Below-Market-Rate Housing Funds.

FISCAL YEAR 2019-20

Proposed  
LIMITED-PERIOD EXPENDITURES

(Continued)

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

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

**Secretary - Economic Development Division Position (0.15):** \$ 23,600

Provides continued funding for a 0.15 FTE of a Secretary position to support the Economic Development division (the other 0.35 FTE is funded from the Downtown Benefit Assessment District Fund and the Shoreline Community Fund).

**Technology Showcase:** \$ 20,000

Provides continued funding for consultant services and event operations for the fourth Technology Showcase. The Technology Showcase is becoming a premier Silicon Valley event for local technology products and service demonstrations drawing over 1,500 attendees.

**Community Development Department Total**

**\$ 368,600**

PUBLIC WORKS DEPARTMENT

**Program for Sidewalk Ramping, Grinding, and Inspecting:** \$ 75,000

Provides continued funding to hire hourly seasonal workers to continue performing sidewalk ramping and grinding operations. Also provides increased funding for bimonthly sidewalk inspections to target areas needing repair.

**Hourly Staff to Support the Traffic Section:** \$ 60,000

Provides continued funding for hourly staff to support the Traffic Section. The increase in workload is mainly attributable to the high level of development activity.

**Hourly Staff to Support the Capital Projects Section:** \$ 60,000

Provides continued funding for hourly staff to support the Capital Projects Section. The increase in workload is mainly attributable to the large number of capital projects.

**Peninsula Bikeway Phase II/Bike Racks:** \$ 54,700

Provides funding to be received from the Valley Transportation Authority under a funding agreement to be used for the Peninsula Bikeway Study/Phase II (\$39,700) and to add bicycle parking racks at select locations throughout the City (\$15,000).

**Hourly Staff to Support the Transportation Section:** \$ 30,000

Provides funding for hourly staff to support the Transportation Section. The increase in workload is mainly attributable to the increased volume of transportation issues.

FISCAL YEAR 2019-20

Proposed  
LIMITED-PERIOD EXPENDITURES

(Continued)

**Window and Blind Cleaning:** \$ 25,000

Provides funding for window and blind cleaning for a portion of City facilities. Funding for the remaining facilities will be requested for Fiscal Year 2020-21.

**Transportation Management Association/Transportation Demand Management Initiatives:** \$ 20,000

Provides funding for initiative to expand services beyond shuttles and beyond the current service areas.

**Public Works Inspector I/II Overhire-Construction Section Position:** \$ 19,400  
(\$193,700 offset by charges to CIPs)

Provides continued funding for a Public Works Inspector I/II Overhire position. The position will support the high level of private development related construction activity in North Bayshore. This position will also support succession planning.

**Public Works Department Total** **\$ 344,100**

COMMUNITY SERVICES DEPARTMENT

**Communications Coordinator Position (0.40):** \$ 84,300

Provides funding for 0.40 FTE Communications Coordinator position. Another 0.10 FTE is in the City Manager's Office. The additional resources will provide continued support for marketing and public relations.

**New Community Center - Pilot Program for Day Porter Services:** \$ 44,100

Provides continued funding for additional janitorial services, room setup/teardown, and support for special events at Recreation facilities. These resources will provide a day porter at the new Community Center.

**CPA Lobby Furniture:** \$ 33,500

Provides funding to replace furniture in the lobby of the Center for Performing Arts.

**Thursday Night Live Special Events:** \$ 16,200 (offset by \$10,000 in sponsorships)

Provides continued funding for two Thursday Nights Live special events for a total of six consecutive Thursday nights over the summer. The additional events will start in the Summer of 2020.

**Senior Center Exercise Equipment:** \$ 13,500

Provides funding to replace exercise equipment at the Senior Center.

**Senior Center Blinds:** \$ 9,900

Provides funding to replace the blinds at the Senior Center.



FISCAL YEAR 2019-20

Proposed  
LIMITED-PERIOD EXPENDITURES  
(Continued)

**Aquatics Operations and Training Equipment:** \$ 9,900

Provides funding to replace Aquatics operations and training equipment.

**Community Services Department Total** **\$ 211,400**

LIBRARY SERVICES DEPARTMENT

**Folding Tables and Chairs:** \$ 5,600

Provides funding for the purchase of additional folding tables and chairs.

**Library Services Department Total** **\$ 5,600**

FIRE DEPARTMENT

**Firefighter Recruit Academy:** \$ 497,000

Provides continued funding for Firefighter recruits to attend the Firefighter Academy for three months and for approximately one month transition-to-shift schedules. The level of recruitments will continue to be high due to the number of current and expected vacancies/retirements.

***Special Operations Program:*** \$ 156,700 *(rebudget balance)*

*Rebudgets the balance of funding for the formalization of a Special Operations Program. The funding provides training and equipment for Technical Rescue and Tactical Medic Programs over a three year period, and this is the third year.*

**HazMat Training:** \$ 139,800

Provides funding for training new HazMat team members in anticipation of retirements.

**Training and Education:** \$ 90,000

Provides funding for training and education to meet the State and National Training Standards for Fire Captain, Fire Engineer and Firefighter/Paramedic.

**Entry-Level Recruitment Program:** \$ 30,000

Provides continued funding for recruitment programs. The funding will cover the personnel cost of attending career day and recruitment fairs in an effort to attract diversity and market the Mountain View Fire Department (MVFD) to entry level candidates.

**City's Antique Fire Apparatus:** \$ 30,000

Provides continued funding to support the maintenance and restoration of the City's Antique Fire Apparatus and other historical MVFD memorabilia.

FISCAL YEAR 2019-20

Proposed  
LIMITED-PERIOD EXPENDITURES  
(Continued)

**Community Risk Assessment:** \$ 25,000

Provides funding for consultant services to conduct a Community Hazard and Risk Assessment of fire resources based on future growth in the City. Total funding of \$75,000 is allocated between the General Non-Operating and Shoreline Community Funds.

**Consolidated Dispatch Consultant:** \$ 20,000 (rebudget)

*Rebudgets funding for a regional consolidation of dispatch services feasibility study or implementation actions. Several fire departments within Santa Clara County have identified regional fire dispatch as an area of opportunity for regional collaboration to increase efficiencies and lessen the strains on our Dispatch Center.*

**VHF Infrastructure Maintenance:** \$ 15,000

Provides funding to maintain the conventional very high frequency (VHF) infrastructure and channels. All Santa Clara County fire agencies are in the process of migrating to the Silicon Valley Regional Communications System (SVRCS).

**Fire Department Total**

**\$ 1,003,500**

POLICE DEPARTMENT

**Police Officer Position-Community Outreach:** \$ 264,000

Provides continued funding for a Police Officer position. This position focuses on improving the effectiveness of the Police Department's handling of community concerns and issues related to vulnerable populations, to include homeless and the mentally ill. In addition, the officer would coordinate and expand the Department's Crisis Intervention Training (CIT) efforts.

**Two Public Safety Dispatcher Overhire Positions:** \$ 199,000

Provides continued funding for two Public Safety Dispatcher Overhire positions at 50 percent funding. These positions are due to anticipated vacancies and the lengthy selection and training process.

**Two Police Officer Trainee Positions:** \$ 91,000

Provides continued funding for two Police Officer Trainee positions at 25 percent funding. Police Officer Trainees provide flexibility for current and anticipated vacancies. There are multiple vacant Police Officer positions and additional vacancies anticipated in the next 12 months

**Community Services Officer (CSO) Position (0.50):** \$ 87,000

Provides continued funding for a half-time CSO position. The position will provide additional deployable hours to improve patrol team coverage due to a re-assignment of a CSO and will also support succession planning efforts.

FISCAL YEAR 2019-20

Proposed  
LIMITED-PERIOD EXPENDITURES  
(Continued)

*State-Allocated Assembly Bill 109 (AB109) Funds: \$ 75,500 (rebudget balance)*

*Rebudgets the balance of funding received as part of the Public Safety Realignment Act. The department intends to use these funds for technology projects.*

**Senior System Specialist Overhire Position: \$ 57,000**

Provides funding for a Senior System Specialist Overhire position for 3 months funding. This position is requested due to anticipated vacancies and the lengthy selection and training process.

**Towing Fee Subsidy: \$ 40,000**

Provides funding for an incentive to towing companies to tow older RV's which may be in poor condition and have biohazard and hazardous materials clean-up needs.

**Parking Enforcement Hourly: \$ 40,000**

Provides funding to expand parking enforcement resources as needed.

**Background Investigations: \$ 22,000**

Provides funding for background investigations of new hires due to the level of recruitment activity. An additional \$20,000 is included as ongoing funding.

*Public Safety Network Design: \$ 20,000 (rebudget balance)*

*Rebudgets the balance of funding for third-party consulting and technical services related to public safety computer network design, implementation of all-IP 9-1-1 and radio networks, and industry expertise with respect to federal information security policies and standards compliance.*

**Police Department Total**

**\$ 895,500**

**Total General Fund Limited-Period Expenditures**

**\$ 4,843,000**

(New \$4,140,800; Rebudget \$702,200)

Rebudgets are italicized and are Fiscal Year 2018-19 non-operating appropriations that are unspent and proposed to be carried over to Fiscal Year 2019-20.

FISCAL YEAR 2019-20

Proposed  
LIMITED-PERIOD EXPENDITURES

(Continued)

**Other Funds**

NON-DEPARTMENT

Child-Care Commitment Reserve

**Low-Income Child-Care Subsidies:** \$ 100,000

Provides funding for low-income Child-Care Center enrollment subsidies for Fiscal Year 2019-20. The City Council has committed annual funding for the next five fiscal years.

CASp and Training Fund

**Certified Access Specialist (CASp) Training:** \$ 50,300 (\$33,800 *rebudget*)

Budgets new revenue received through December 31, 2018 and rebudgets the balance of funding previously received for CASp Training per Assembly Bill (AB) 1379. The City collects four dollars for every business license issued and retains 90 percent of the funds. The City is required to use the funds on CASp training and certification to facilitate compliance with construction-related accessibility requirements.

General Housing Fund

**Homeless Initiatives and Parking Enforcement Strategies:** \$ 120,000

Provides funding for continued biohazard waste cleanup, porta-potties at Rengstorff Park, the possible expansion of the waste disposal voucher program, program management software, homeless encampment cleanups, and a safe parking contingency as directed by City Council at the March 19, 2019 City Council meeting.

Successor Agency Fund

**Housing and Services for Low-Income Residents:** \$ 250,000

Provides funding for continued outreach, case worker services, and safe parking services in support of homelessness prevention and rapid housing services as directed by City Council at the March 19, 2019 City Council meeting.

**Non-Department Total**

**\$ 520,300**

INFORMATION TECHNOLOGY DEPARTMENT

Water Fund

**GIS contract:** \$ 100,000

Provides placeholder funding for a contract to support the GIS system to enhance the timeliness of entering new data into the system.

**Information Technology Department Total**

**\$ 100,000**

FISCAL YEAR 2019-20

Proposed  
LIMITED-PERIOD EXPENDITURES  
(Continued)

FINANCE AND ADMINISTRATIVE SERVICES DEPARTMENT

Development Services Fund

**Cost of Service Study:** \$ 13,000 (rebudget balance)

*Rebudgets the balance of funding for contractual services to conduct a cost of services study for the Development Services Fund. Fees have not been reviewed since the consolidation of all development services into the Development Services Fund in Fiscal Year 2014-15. This project was postponed from Fiscal Year 2017-18 due to other Council-directed priorities.*

Retirees' Health Fund

**Retirees' Health Actuarial Valuation:** \$ 30,000

Provides funding to update of the valuation of retirees' health (OPEB) which is required to be updated every two years.

**Finance and Administrative Services Department Total** **\$ 43,000**

COMMUNITY DEVELOPMENT DEPARTMENT

Development Services Fund

**Associate Planner Position:** \$ 189,900

Provides continued funding for an Associate Planner position to support the continued high level of development activity and provide additional support at the Development Services Counter.

**Transportation Demand Management Ordinance:** \$ 100,000

Provides funding for the General Plan action item for a consultant to help prepare a Transportation Demand Management Ordinance.

**Soft-Story Building Study:** \$ 93,000 (rebudget)

*Rebudgets funding for the allocation to the Development Services Fund as mentioned in the General Fund section above.*

**Community Benefit Financial Study for Gatekeeper Applications:** \$40,000 (rebudget)

*Rebudgets funding to be used to conduct a Community Benefit Financial Study for Gatekeeper Applications.*

**Precise Plan Noticings:** \$ 36,000

Provides continued funding for noticing of planning projects. The notices are mailed to the Precise Plan areas to notify residents of Study Sessions, Public Hearings, and neighborhood meetings. An additional \$10,000 is proposed ongoing in the GOF.

FISCAL YEAR 2019-20

Proposed  
LIMITED-PERIOD EXPENDITURES

(Continued)

**New Building Code Materials:** \$ 20,000

Provides funding to purchase new sets of code books (both hard copy and electronic) for staff and a set for the City Library. On a triannual basis, the State of California adopted a new series of codes that the Building Inspection Division is required to learn and apply during plan check and inspections.

Below Market Rate (BMR) Housing Fund

**950 West El Camino Real Affordable Housing Project:** \$ 21.1 million (rebudget)

*Rebudgets funding approved by the City Council at the April 30, 2019 Council meeting*

**Lot 12 Development:** \$ 100,000

Provides continued funding to move forward with the development of Lot 12. Next steps include retaining Attorney services to prepare the legal documents and a parking consultant to review any parking proposals. Total funding of \$150,000 is allocated between the General Non-Operating and Below-Market-Rate Housing Funds.

**Fair Housing Assessment:** \$ 85,000 (\$60,000 rebudget)

Provides \$25,000 new funding and rebudgets \$60,000 for Fair Housing Assessment as required by HUD as a condition of CDBG and HOME funding.

**BMR Affordable Housing Program:** \$ 50,000 (rebudget balance)

*Rebudgets funding for consultant services required as a component of the City Council requested Phase II assessment and possible modification of the program.*

**Housing Intern:** \$ 22,000

Provides funding for a Housing Intern to assist with workload.

**Homeless Census Count:** \$ 6,600 (\$4,600 rebudget)

Provides \$2,000 new funding and rebudgets the balance of \$4,600 for a countywide homeless census count. Every other year, the City contributes funds towards the homeless census count performed by the County.

Downtown Benefit Assessments Districts Fund

**Downtown Parking Consultant Services/Long-Term Solutions:** \$300,000

Provides continued and new funding to be used to develop shared parking solutions, for consultant services, and for a transportation demand pilot program.

**Secretary - Economic Development Division Position (0.25):** \$ 39,600

Provides continued funding for the allocation to the Downtown Benefit Assessment District Fund for the half-time position as mentioned in the GOF section above.

**Parking Lot Pressure Washing:** \$20,000

Provides funding to pressure wash and deep clean the City's two parking garages.

FISCAL YEAR 2019-20

Proposed  
LIMITED-PERIOD EXPENDITURES  
(Continued)

Shoreline Community Fund

**Secretary - Economic Development Division Position (0.10):** \$ 15,700

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

**Legal Retainer:** \$ 10,000

Provides funding for legal consultation on matters involving North Bayshore district planning. An additional \$10,000 is proposed as ongoing funding.

**Community Development Department Total** **\$ 22,200,600**

PUBLIC WORKS DEPARTMENT

Development Services Fund

**Consultants to Support Land Development Section:** \$ 450,000

Provides continued funding for consultants to support the Land Development Section. Additional resources are necessary to process the additional workload created by the high level of development activity.

**Consultants to Support Construction Section:** \$ 400,000

Provides continued funding for consultants to support the Construction Section. Additional resources are necessary to process the additional workload created by the high level of development activity.

**Associate Civil Engineer-Construction Section Position:** \$ 214,000

Provides continued funding for an Associate Civil Engineer position. This position will support the increased workload in the Construction Section due to the high level of private development and related excavation permits activity.

**Associate Civil Engineer-Land Development Section Position:** \$ 214,000

Provides continued funding for an Associate Civil Engineer position. This position will support the increased workload in the Land Development Section due to the high level of development activity and higher complexity of projects.

**Consultants to Support Traffic Engineering Section:** \$ 100,000

Provides continued funding for consultants to support the Traffic Engineering Section. The increase in activity is mainly attributable to the approval of the three Precise Plans. The total funding of \$150,000 is allocated between the Development Services Fund and the Shoreline Community Fund.

FISCAL YEAR 2019-20

Proposed  
LIMITED-PERIOD EXPENDITURES

(Continued)

**Hourly Staff to Support the Land Development Section: \$ 60,000**

Provides continued funding for hourly staff to support the Land Development Section. The increase in workload is mainly attributable to the high level of development activity.

**Hourly Staff to Support the Construction Section: \$ 60,000**

Provides continued funding for hourly staff to support the Construction Section. The increase in workload is mainly attributable to the high level of development activity.

**Associate Civil Engineer-Land Development Section Position (0.25): \$ 53,500**

Provides continued funding for 0.25 FTE of an Associate Civil Engineer position (the other 0.75 FTE is funded from the Shoreline Community, Water, and Wastewater Funds). This position will support the increased workload in the Land Development Section due to the high level of development activity and higher complexity of projects.

***Developer Contribution: \$ 12,400 (rebudget balance)***

*Rebudgets the balance of funding received from a developer to work on a project as approved by City Council on April 17, 2018.*

Shoreline Community Fund

**Associate Civil Engineer-Land Development Section Position (0.25): \$ 53,500**

Provides continued funding for the allocation to the Shoreline Community Fund for this position as mentioned in the Development Services Fund section above.

**Consultants to Support Traffic Engineering Section: \$ 50,000**

Provides continued funding for the allocation to the Shoreline Community Fund for consultants to support the Traffic Engineering Section as mentioned in the Development Services Fund section above.

Water Fund

**Succession Planning Contract Services for Backfill: \$ 250,000**

Provides limited-period funding for contract services to backfill work for succession planning for several positions in addition to the broader City succession plan.

**Associate Civil Engineer-Engineering and Environmental Compliance Section Position: \$ 214,000**

Provides continued funding for an Associate Civil Engineer position. Additional staff resources are necessary to comply with recycled water regulations.



FISCAL YEAR 2019-20

Proposed  
LIMITED-PERIOD EXPENDITURES

(Continued)

**Hourly Utility Locating:** \$ 66,000

Provides funding to hire hourly help to provide utilities locating services. Due to the significant number of planned commercial and residential projects throughout the City, staff will be unable to provide timely services with current staffing.

**Associate Civil Engineer-Land Development Section Position (0.25):** \$ 53,500

Provides continued funding for the allocation to the Water Fund for this position as mentioned in the Development Services Fund section above.

Wastewater Fund

**Associate Civil Engineer-Land Development Section Position (0.25):** \$ 53,500

Provides continued funding for the allocation to the Wastewater Fund for this position as mentioned in the Development Services Fund section above.

Solid Waste Fund

**Administrative Aide-Solid Waste Section Position:** \$ 159,800

Provides continued funding for an Administrative Aide position to assist with increasing responsibilities and workload due to new regulations and a commitment to zero waste. In addition, the next couple of years will be particularly challenging due to the upcoming simultaneous expiration of the hauling (Recology), processing (SMaRT Station) and landfill (Waste Management) agreements.

Equipment Maintenance and Replacement Fund

**Hourly Staff to Support the Fleet Section:** \$ 25,000

Provides continued funding for hourly staff to continue supporting the Fleet Section. The additional resources will allow for an on-site fabricator and Police fleet liaison. The fabricator performs on-site metal work to create and repair vehicle and equipment components. The Police fleet liaison will assist with the specialized work involved in preparing specifications for and the upfitting of new police vehicles.

**Public Works Department Total**

**\$ 2,489,200**

FIRE DEPARTMENT:

Development Services Fund

***Strong Motion Instrumentation Program (SMIP):*** \$ 33,000 *(rebudget balance)*

*Rebudgets the balance of funding available for SMIP funds to be used for a Community Emergency Response Team (CERT) grant program.*

FISCAL YEAR 2019-20

Proposed  
LIMITED-PERIOD EXPENDITURES

(Continued)

Shoreline Community Fund

**Community Risk Assessment:** \$ 50,000

Provides funding for consultant services to conduct a Community Hazard and Risk Assessment of fire resources based on future growth in the City. Total funding of \$75,000 is allocated between the General Non-Operating and Shoreline Community Funds.

Wastewater Fund

**Consultant Services for Web-Based Reporting:** \$ 20,000 (rebudget)

*Rebudgets funding to create an electronic reporting system. The State requires all local government agencies to electronically report hazardous materials business plan, inspection, and enforcement information.*

**Fire Department Total**

**\$ 103,000**

**Total Other Funds Limited-Period Expenditures**

**\$ 25,456,100**

FISCAL YEAR 2019-20

Proposed  
CAPITAL OUTLAY

**General Operating Fund**

Public Works Department:	S <u>10,000</u>
Towable Attenuator (1/3 funding)	10,000
Community Service Department	<u>132,400</u>
Rotary Mower (McKelvey Park)	47,800
Hybrid SUV	35,000
MainStage Masking Drapery	15,000
Inflatable Movie Screen	11,800
Castro St. Lamppost Banners	11,700
MainStage Dance Floor	11,100
Fire Department:	<u>124,700</u>
Hydraulic Tools (2)	80,300
Highway Vehicle Stabilization Kit (2) & HydraFusion Struts (4)	44,400
Police Department:	<u>257,800</u>
Special Operations Detective Vehicles (2)	97,000
Ballistic Shields (22)	58,800
SWAT Ballistic Vests (12)	39,000
Crisis Negotiation Team Call Box	35,000
Unmanned Aircraft System (Drone) (2) (Pending Policy)	28,000
General Operating Fund Total	\$ <u>524,900</u>

FISCAL YEAR 2019-20

Proposed  
CAPITAL OUTLAY

(Continued)

Other Funds

Finance and Administrative Services Department:

<u>General Non-Operating Fund:</u>		\$ <u>15,000</u>
Fixed Asset Bar Code Scanner (rebudget)	15,000	

Community Development Department:

<u>Development Services Fund:</u>		<u>70,000</u>
Hybrid SUV (2) (Tied to new Building Inspector Positions)	70,000	

Public Works Department:

<u>Shoreline Regional Park Community Fund:</u>		<u>21,500</u>
Toxic Vapor Analyzers (1 of 2)	16,000	
Fusion Welding Machine (1/2 funding)	5,500	

<u>Water Fund:</u>		<u>55,000</u>
Water Quality Monitoring Devices (2)	45,000	
Towable Attenuator (1/3 funding)	10,000	

<u>Wastewater Fund:</u>		<u>10,000</u>
Towable Attenuator (1/3 funding)	10,000	

<u>Solid Waste Landfill Fund:</u>		<u>21,500</u>
Toxic Vapor Analyzers (2 of 2)	16,000	
Fusion Welding Machine (1/2 funding)	5,500	

Community Services Department:

<u>General Non-Operating Fund:</u>		<u>25,000</u>
Fall Prevention Upgrades to the CPA (rebudget)	25,000	

<u>Golf Course/Restaurant Fund:</u>		<u>21,000</u>
Beverage Cart	18,000	
Upgrade Trencher 4" Walk to 6"	3,000	

Library Services Department:

<u>General Non-Operating Fund:</u>		<u>20,700</u>
Bookmobile Vinyl Wrap (rebudget)	11,400	
Technology Upgrade - Community Room (rebudget balance)	9,300	

FISCAL YEAR 2019-20

Proposed  
CAPITAL OUTLAY

(Continued)

Police Department:

<u>General Non-Operating Fund:</u>	\$ <u>106,800</u>
Mobile Responder Software (rebudget balance)	55,600
Automated External Defibrillators (AED) (12) (rebudget)	26,200
Interview Room Recording System (rebudget)	25,000
Total Other Funds	\$ <u>366,500</u>
Total Capital Outlay	\$ <u>891,400</u>

FISCAL YEAR 2019-20  
Proposed  
EQUIPMENT REPLACEMENT

COMPUTERS: \$ 1,004,100

188	Computer	229,500
34	Switches (21 Rebudget)	209,800
1	CH-PD Link Server (Rebudget)	100,000
10	Server (6 Rebudget)	80,800
5	UPSs for Cisco Switches (Rebudget)	75,000
23	Printer	50,500
4	Plotter (Rebudget)	47,000
23	UPSs for Network Closet	46,000
1	Council Chamber PCs, Monitors	40,000
1	UPS CH Server Room (Rebudget)	35,000
7	Domain Controller	28,000
1	Atrium Conference Room AV System (Rebudget)	25,000
9	Firewall	16,500
2	Senior Center VDI Hosts	10,000
4	Portable Projectors Overhead Display	6,000
1	Security Appliance (Rebudget)	5,000

COMPUTER AIDED DISPATCH/RECORDS MANAGEMENT SYSTEM: 831,200

9	Servers (Rebudget)	326,000
38	Mobile Data Computers (Rebudget 28)	266,000
1	Software (Rebudget)	147,700
55	Data Modems (Rebudget)	82,500
2	Firewall (Rebudget)	6,000
1	Router (Rebudget)	3,000

FISCAL YEAR 2019-20

Proposed  
EQUIPMENT REPLACEMENT

(Continued)

COMMUNICATIONS CENTER: \$ 337,200

11	Base (Rebudget)	99,200
7	T-1 Transmitter/Receivers & Routers (Rebudget)	72,000
2	Voter/Comparator (Rebudget)	32,000
4	Voting Receiver (Rebudget)	24,000
5	UPS Batteries (Rebudget 2)	23,000
1	Antenna FD St 4 (Rebudget)	20,000
12	Monitor Receiver (Rebudget)	18,000
1	Remote Voter Monitor	16,000
2	Digital Access and Cross-Connect System (Rebudget)	15,000
2	UPS (Rebudget)	15,000
1	Encoder (Rebudget)	3,000

FLEET: 897,000

7	Hybrid SUV (Replace with Electric if possible)	251,000
4	¾ Ton Truck	240,000
4	Patrol (Rebudget)	200,000
1	Sweeper (Medium) (Rebudget)	75,000
1	Van-SUV	35,000
1	Sedan/Wagon	39,000
6	Undesignated	25,000
1	Trailer (Heavy Duty) (Rebudget)	20,000
2	Trailer (Small)	12,000

GOLF EQUIPMENT: 440,500

76	Electric Golf Carts	389,500
3	Utility Vehicle- Light Duty	27,000
1	Utility Vehicle- Ball Picker (Small)	14,000
1	Trencher- 4" Walk	10,000

TOTAL EQUIPMENT REPLACEMENT \$ 3,510,000  
(New \$1,365,100; Rebudget \$2,144,900)



**MEMORANDUM**

Finance and Administrative Services Department

**DATE:** June 11, 2019

**TO:** City Council

**FROM:** Helen Ansted, Principal Financial Analyst  
Suzanne Niederhofer, Assistant Finance and Administrative  
Services Director  
Jesse Takahashi, Finance and Administrative Services Director

**VIA:** Daniel H. Rich, City Manager

**SUBJECT:** **Fiscal Year 2019-20 Proposed Fee Modifications**

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**INTRODUCTION**

As part of the annual budget process, departments review their fees and prepare recommendations to modify current fees, add appropriate new fees, and eliminate any fees that are no longer necessary. If there are services provided that specifically benefit a particular individual/household or segment of the population versus more global services that generally benefit the entire community, a fee may be calculated and recommended to Council to recover all or a portion of the cost of providing the service. The Master Fee Schedule, the complete listing of all City fees, will be updated to reflect Council actions on June 18, 2019, pertaining to fees, and then published for Fiscal Year 2019-20.

**BACKGROUND AND ANALYSIS**

Each fee recommended to be modified, added, or eliminated is listed on the attached Exhibits A through J, which detail the fee amounts currently in effect for Fiscal Year 2018-19 and the Fiscal Year 2019-20 proposed fees, amounts, fee basis, and effective dates. The significant fee modifications are summarized below, and if the fee is not a General Operating Fund revenue source, the applicable fund is identified. The remaining fees on the attached exhibits are recommended with an adjustment by the appropriate factor (Consumer Price Index, Cost-of-Living Adjustment, or Engineering News Record Construction Cost Index (ENR-CCI)) or resulting from a new contract such as the Cuesta Court Lesson fees. Some fees are recommended with a multi-year



increase as the annual factor is not sufficient to round to the next highest dollar or staff recommended waiting some period of time to evaluate a fee.

The Fiscal Year 2018-19 Master Fee Schedule, a complete listing of all current City fees, can be found on the City website.

### **City Clerk's Office (Exhibit B)**

In September 2014, the State of California passed Assembly Bill 1525, which gave City Clerks the authority to solemnize marriages. In Fiscal Year 2015-16, a marriage officiant fee was added to the fee schedule and the City Clerk began providing marriage officiant services. Mountain View is the only city in Santa Clara County that currently provides this service. In order to focus on the core duties and priorities of the City Clerk's Office, the City Clerk is recommending elimination of this service beginning in Fiscal Year 2019-20. This fee generated approximately \$1,200 in Fiscal Year 2017-18 and approximately \$2,500 through April of Fiscal Year 2018-19.

### **Community Services Department (Exhibit D)**

#### **General Operating Fund**

##### *Center for the Performing Arts:*

All facility rental and most technical services fees are recommended with an approximate 5.0 percent increase. Most of the nonticketing-related fees last received increases in 2009, 2011, or 2014. For the upcoming fiscal year, it is recommended to increase these fees to an appropriate level without becoming too burdensome for clients and round the amount in order to make responding to telephone inquiries and cost estimating easier.

##### *Recreation:*

Aquatics classes and programs are recommended with increases resulting from the increase in minimum wage over the past three years. These fee adjustments will allow the Aquatics programs to move closer to the cost recovery goals set forth in the Recreation Cost Recovery Policy while remaining competitive with neighboring cities' programs.

Recreation Swim Season passes for adults and children are recommended to be eliminated as very few are sold each fiscal year. Staff believes there is greater benefit to

having only a family season pass and guiding potential recreation swim patrons to this option.

Red Cross Lifeguard training is recommended with a name change to American Red Cross Course and a basis change from a fixed fee for 36 hours to an hourly rate range plus certification fees. An hourly rate range will accommodate a variety of Red Cross training classes offered, such as lifeguard, lifeguard instructor, swim instructor, swim instructor trainer, babysitter, and CPR/first aid.

In addition, staff recommends amending Attachment A to the Master Fee Schedule to change Senior Center facility rental on Thursday evenings from a Peak rate to an Off-Peak rate as detailed below.

#### Existing Peak

Thursday, Friday, 5:00 p.m. to 12:00 midnight

Saturday, Sunday, Holidays, 8:00 a.m. to 12:00 midnight

#### Recommended Peak

Friday, 5:00 p.m. to 12:00 midnight

Saturday, Sunday, Holidays, 8:00 a.m. to 12:00 midnight

#### Existing Off-Peak

Monday through Wednesday, 8:30 a.m. to 12:00 midnight

Thursday, Friday, 8:30 a.m. to 5:00 p.m.

#### Recommended Off-Peak

Monday through Thursday, 8:30 a.m. to 12:00 midnight

Friday, 8:30 a.m. to 5:00 p.m.

Existing off-peak rates are utilized for rentals that occur during weekdays and when the Senior Center is either open or typically does not have private rentals. Existing peak rates are for rentals on the weekends, when the majority of private rentals occur, and from 5:00 p.m. to 12:00 midnight on Thursday and Friday.

While the Community Center was closed for renovation, the Senior Center's operating hours were temporarily expanded to stay open until 9:00 p.m. on Thursday nights with the option for a private rental to end at 12:00 midnight. This mirrors the Senior Center's schedule Monday through Wednesday. Staff recommends making this change to Thursday nights permanent. The additional operating hours on Thursday were well utilized by seniors. In addition, minimal private rentals were made in the previous years on Thursday evenings.

### Shoreline Golf Links Fund

Frequent Player membership fees are recommended to increase approximately 3.0 percent and all Green Fees are recommended with a \$1.00 increase. The fee increases were reviewed and approved by the Advisory Greens Committee.

### Finance and Administrative Services Department (Exhibit E)

A new fee for replacement of a Business License is recommended at \$10.00 for any business that has already received their annual business license and requests a replacement. Taxi Company and Taxi Vehicle permits have not been adjusted since 2014 and are recommended with a multi-year increase.

### Library Services Department (Exhibit G)

#### General Operating Fund

The \$10.00 processing fee for Lost or Damaged Materials is proposed to be eliminated as this cost is already included when materials are purchased.

Most Library fines are proposed to be eliminated. This is a Statewide and nationwide direction of public libraries which removes barriers and makes accessing the Library easy, equitable, and enjoyable for everyone. Most libraries which have eliminated fees are seeing increased visits and circulation. Electronic/downloadable materials do not have overdue fines, and this will make all materials equitable. In addition, one to two hours per day is spent on transactions related to overdue fines.

The Library Board approved these recommendations at the December 17, 2018 Library Board meeting and the City Council approved these recommendations at the April 25 Narrative Budget Study Session.

### Police Department (Exhibit H)

The Booking Fee is recommended to be eliminated as the law changed and the City does not assess this fee. Parking Citations were last adjusted seven to nine years ago, depending on the citation, and are recommended with multi-year CPI increases. The Vehicle Repossession fee is recommended to be reduced to \$15.00 in accordance with Government Code Section 41612.

## **Public Works Department Utility Services (Exhibit J)**

### **Water, Wastewater, and Solid Waste Management Funds**

Utility rates are detailed in the attached Exhibit J and include the following recommended adjustments:

- Water – 1.0 percent for the average cost of water and meter rates and a 20.0 percent increase for recycled water (Year 2 of a 3-year phase-in).
- Wastewater – 3.0 percent overall increase.
- Solid Waste Management – 3.0 percent overall increase.

### **CONCLUSION**

Departments reviewed their fees and recommended the new, modified, or eliminated fees discussed in this memorandum and detailed in Exhibits A through J. As part of the budget noticing process, the City will comply with all noticing requirements which apply to fees.

HA-SN-JT/6/FIN

530-06-11-19M

- Exhibits:
- A. Fee Schedule – City Attorney’s Office
  - B. Fee Schedule – City Clerk’s Office
  - C. Fee Schedule – Community Development Department
  - D. Fee Schedule – Community Services Department
  - E. Fee Schedule – Finance and Administrative Services Department
  - F. Fee Schedule – Fire Department
  - G. Fee Schedule – Library Services Department
  - H. Fee Schedule – Police Department
  - I. Fee Schedule – Public Works Department
  - J. Fee Schedule – Utility Services

FEE SCHEDULE – CITY ATTORNEY’S OFFICE

Exhibit A

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2018-19 Adopted	Fiscal Year 2019-20 Proposed	Fee Basis	Effective Date
		Code Compliance Inspection	\$105.00	\$113.00	Hour (4-hour min.)	7/1/19
		Development Agreement	\$195.00	\$205.00	Hour	7/1/19
		Document Review for CC&Rs, Easements, and Other Documents Related to Permits, Licenses, etc.:				
	36.54.30 36.56.15	Additional Review	\$170.00	\$179.00	Hour	7/1/19
	36.54.30 36.56.15	Mixed Product/Use	\$849.00	\$897.00	Initial 5 Hours	7/1/19
	36.54.30 36.56.15	Uniform Product/Use	\$425.00	\$448.00	Initial 2.5 Hours	7/1/19

FEE SCHEDULE – CITY CLERK’S OFFICE

Exhibit B

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2018-19 Adopted	Fiscal Year 2019-20 Proposed	Fee Basis	Effective Date
Family Code 400 <i>et seq.</i>		Marriage Officiant: On-Site Off-Site	\$66.00 \$199.00	Eliminate Eliminate		7/1/19 7/1/19

FEE SCHEDULE – COMMUNITY DEVELOPMENT DEPARTMENT

Exhibit C

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2018-19 Adopted	Fiscal Year 2019-20 Proposed	Fee Basis	Effective Date
		<u>PARKING</u>				
	Reso 14763; 18082 Downtown Precise Plan Table II-2	Parking In-Lieu: New Construction <sup>1</sup>	\$51,707.00	\$52,140.00	Space	7/1/19
	19.92.1; Reso 17820	Change of Use <sup>1</sup>	\$25,853.00	\$26,070.00	Space	7/1/19
		Parking Permits: <sup>2</sup>				
		Downtown Parking Annual <sup>3</sup>	\$346.00	\$362.00	Space	1/1/20
		Daily	\$115.00	\$120.00	25 Daily Permits	1/1/20
		Monthly <sup>3</sup>	\$58.00	\$61.00	Space	1/1/20
		Quarterly <sup>3</sup>	\$115.00	\$120.00	Space	1/1/20
		<u>PLANNING</u>				
	36.40.55.b Reso 16666	Housing: Housing Impact <sup>2</sup> Commercial/Entertainment/ Hotel/Retail				
		First 25,000 square feet	\$1.46	\$1.52	Net New Square Foot	8/18/19
		25,000+ square feet	\$2.91	\$3.02	Net New Square Foot	8/18/19
	36.40.55.b Reso 16666, 17938	High-Tech/Industrial/ Office				
		First 10,000 square feet	\$13.60	\$14.13	Net Square Foot	8/18/19
		10,000+ square feet	\$27.19	\$28.25	Net Square Foot	8/18/19
	Reso 17748, 17937	Rental Housing Impact <sup>2</sup>	\$18.49	\$19.21	Net New Habitable Square Foot	8/18/19

FEE SCHEDULE – COMMUNITY DEVELOPMENT DEPARTMENT

Exhibit C

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2018-19 Adopted	Fiscal Year 2019-20 Proposed	Fee Basis	Effective Date
GC 66000	Reso 18029	North Bayshore Development Impact: Hotel <sup>4</sup> Transportation	\$2,102.00	\$2,155.00	Per Guest Room	8/18/19
GC 66000	Reso 18029	Water	\$4,129.00	\$4,232.00	Per Guest Room	8/18/19
GC 66000	Reso 18029	Sewer	\$743.00	\$762.00	Per Guest Room	8/18/19
GC 66000	Reso 18029	Office/R&D <sup>4</sup> Transportation	\$23.61	\$24.20	Per Square Foot Net New Gross Floor Area	8/18/19
GC 66000	Reso 18029	Water	\$6.67	\$6.84	Per Square Foot Net New Gross Floor Area	8/18/19
GC 66000	Reso 18029	Sewer	\$1.24	\$1.27	Per Square Foot Net New Gross Floor Area	8/18/19
GC 66000	Reso 18029	Retail <sup>4</sup> Transportation	\$2.47	\$2.53	Per Square Foot Net New Gross Floor Area	8/18/19
GC 66000	Reso 18029	Sewer	\$0.83	\$0.85	Per Square Foot Net New Gross Floor Area	8/18/19

- 
1. Previously authorized by City Council to be modified annually by the December 31 Engineering New Record Construction Cost Index (ENR-CCI).
  2. Previously authorized by City Council to be modified annually by the prior year Consumer Price Increase as part of the annual budget process.
  3. For Fiscal Year 2019-20 permit cycles beginning on or after January 1, 2020 regardless of payment date.
  4. Previously authorized by City Council to be modified annually by the June 30 ENR-CCI as part of the annual budget process.



FEE SCHEDULE – COMMUNITY SERVICES DEPARTMENT

Exhibit D

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2018-19 Adopted	Fiscal Year 2019-20 Proposed	Fee Basis	Effective Date
		<u>CENTER FOR THE PERFORMING ARTS</u>				
	38.101; CP H-5	<u>Home Company</u>				
		Café	\$45.00	Eliminate		7/1/19
		Dressing Rooms/Green Room	\$160.00	\$175.00	Day (includes overnight)	7/1/19
			\$1,130.00	\$1,175.00	Week (7 days)	7/1/19
		Lobby	\$60.00	\$75.00	Hour	7/1/19
		MainStage: Weekend				
		8 Hours/1 Ticketed Performance	\$925.00 or % of gross	\$975.00 or % of gross	Event	7/1/19
		8 Hours/1 Nonticketed Performance	\$1,525.00 (inc \$600 FUF)	\$1,600.00 (inc \$600 FUF)	Event	7/1/19
		Event Additional Hours	\$75.00	\$80.00	Hour	7/1/19
		Nonevent/Technical/Rehearsal	\$75.00	\$80.00	Hour	7/1/19
		Weekday				
		8 Hours/1 Ticketed Performance	\$600.00 or % of gross	\$625.00 or % of gross	Event	7/1/19
		8 Hours/1 Nonticketed Performance	\$1,200.00 (inc \$600 FUF)	\$1,250.00 (inc \$600 FUF)	Event	7/1/19
		Event Additional Hours	\$75.00	\$80.00	Hour	7/1/19
		Nonevent/Technical/Rehearsal	\$75.00	\$80.00	Hour	7/1/19
		ParkStage:				
		8 Hours/1 Ticketed Performance	\$185.00 or % of gross	\$200.00 or % of gross	Event	7/1/19
		8 Hours/1 Nonticketed Performance	\$185.00	\$200.00	Event	7/1/19
		Event Additional Hours	\$19.00	\$20.00	Hour	7/1/19
		Nonevent/Technical/Rehearsal	\$19.00	\$20.00	Hour	7/1/19
		Scene Shop/Storage	\$45.00	\$50.00	Hour	7/1/19
			\$485.00	\$510.00	Day (includes overnight)	7/1/19
			\$3,400.00	\$3,575.00	Week (7 days)	7/1/19
		SecondStage:				
		8 Hours/1 Ticketed Performance	\$185.00 or % of gross	\$200.00 or % of gross	Event	7/1/19
		8 Hours/1 Nonticketed Performance	\$335.00 (inc \$150 FUF)	\$350.00 (inc \$150 FUF)	Event	7/1/19
		Event Additional Hours	\$19.00	\$20.00	Hour	7/1/19

FEE SCHEDULE – COMMUNITY SERVICES DEPARTMENT

Exhibit D

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2018-19 Adopted	Fiscal Year 2019-20 Proposed	Fee Basis	Effective Date
		Meeting (M-F 8 a.m.-5 p.m.; 1-hour increments, no min; no Tech or Front of House Services)	\$19.00	\$20.00	Hour	7/1/19
		Nonevent/Technical/Rehearsal (weekend and weekday)	\$19.00	\$20.00	Hour	7/1/19
	38.101; CP H-5	<u>All Nonprofit (501(c)(3))</u>				
		Café	\$45.00	Eliminate		7/1/19
		Dressing Rooms/Green Room	\$160.00	\$175.00	Day (includes overnight)	7/1/19
			\$1,130.00	\$1,175.00	Week (7 days)	7/1/19
		Lobby	\$60.00	\$75.00	Hour	7/1/19
		MainStage: Weekend				
		8 Hours/1 Ticketed Performance	\$1,575.00 or 5%-20% of gross	\$1,650.00 or 5%-20% of gross	Event	7/1/19
		8 Hours/1 Nonticketed Performance	\$2,175.00	\$2,275.00	Event	7/1/19
		Event Additional Hours	\$155.00	\$175.00	Hour	7/1/19
		Nonevent/Technical/Rehearsal	\$155.00	\$175.00	Hour	7/1/19
		Weekday				
		8 Hours/1 Ticketed Performance	\$1,275.00 or 5%-20% of gross	\$1,350.00 or 5%-20% of gross	Event	7/1/19
		8 Hours/1 Nonticketed Performance	\$1,875.00	\$1,975.00	Event	7/1/19
		Event Additional Hours	\$125.00	\$130.00	Hour	7/1/19
		Nonevent/Technical/Rehearsal	\$125.00	\$130.00	Hour	7/1/19
		ParkStage:				
		8 Hours/1 Ticketed Performance	\$375.00 or 5%-20% of gross	\$400.00 or 5%-20% of gross	Event	7/1/19
		8 Hours/1 Nonticketed Performance	\$375.00	\$400.00	Event	7/1/19
		Event Additional Hours	\$40.00	\$45.00	Hour	7/1/19
		Nonevent/Technical/Rehearsal	\$40.00	\$45.00	Hour	7/1/19
		Rehearsal Studio: Meeting (M-F 8 a.m.-5 p.m.; 1-hour increments, no min; no Tech or Front of House Services)	\$25.00	\$30.00	Hour	7/1/19
		Standard Meeting	\$25.00	\$30.00	Hour	7/1/19

FEE SCHEDULE – COMMUNITY SERVICES DEPARTMENT

Exhibit D

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2018-19 Adopted	Fiscal Year 2019-20 Proposed	Fee Basis	Effective Date
		Scene Shop/Storage	\$45.00 \$485.00 \$3,400.00	\$50.00 \$510.00 \$3,575.00	Hour Day (includes overnight) Week (7 days)	7/1/19 7/1/19 7/1/19
		SecondStage: 8 Hours/1 Ticketed Performance	\$375.00 or 5%-20% of gross	\$400.00 or 5%-20% of gross	Event	7/1/19
		8 Hours/1 Nonticketed Performance	\$525.00 (inc \$150 FUF)	\$550.00 (inc \$150 FUF)	Event	7/1/19
		Event/Additional Hours	\$40.00	\$45.00	Hour	7/1/19
		Meeting (M-F 8 a.m.-5 p.m.; 1-hour increments, no min; no Tech or Front of House Services)	\$40.00	\$45.00	Hour	7/1/19
		Nonevent/Technical/Rehearsal	\$40.00	\$45.00	Hour	7/1/19
	38.101; CP H-5	<u>All Commercial</u>				
		Café	\$80.00	Eliminate		7/1/19
		Dressing Rooms/Green Room	\$35.00 \$375.00 \$2,645.00	\$40.00 \$400.00 \$2,775.00	Hour Day (includes overnight) Week (7 days)	7/1/19 7/1/19 7/1/19
		Lobby	\$165.00	\$175.00	Hour	7/1/19
		Lobby (if Stage also rented)	\$125.00	\$130.00	Hour	7/1/19
		MainStage: 8 Hours/1 Ticketed Performance	\$1,825.00 + 15%-20% of gross	\$1,925.00 + 15%-20% of gross	Event	7/1/19
		8 Hours/1 Nonticketed Performance	\$2,825.00 (inc \$1,000 FUF)	\$2,975.00 (inc \$1,000 FUF)	Event	7/1/19
		Event Additional Hours	\$180.00	\$200.00	Hour	7/1/19
		Nonevent/Technical/Rehearsal	\$180.00	\$200.00	Hour	7/1/19
		ParkStage: 8 Hours/1 Ticketed Performance	\$900.00 + 15%-50% of gross	\$950.00 + 15%-50% of gross	Event	7/1/19
		8 Hours/1 Nonticketed Performance	\$900.00	\$950.00	Event	7/1/19
		Event Additional Hours	\$90.00	\$100.00	Hour	7/1/19
		Nonevent/Technical/Rehearsal	\$90.00	\$100.00	Hour	7/1/19

FEE SCHEDULE – COMMUNITY SERVICES DEPARTMENT

Exhibit D

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2018-19 Adopted	Fiscal Year 2019-20 Proposed	Fee Basis	Effective Date
		Rehearsal Studio: Meeting (M-F 8 a.m.-5 p.m.; 1-hour increments, no min; no Tech or Front of House Services)	\$75.00	\$80.00	Hour	7/1/19
		Standard Meeting	\$75.00	\$85.00	Hour	7/1/19
		Scene Shop/Storage	\$80.00	\$85.00	Hour	7/1/19
			\$860.00	\$900.00	Day (includes overnight)	7/1/19
			\$6,045.00	\$6,350.00	Week (7 days)	7/1/19
		SecondStage: 8 Hours/1 Ticketed Performance	\$900.00 + 15%-50% of gross	\$950.00 + 15%-50% of gross	Event	7/1/19
		8 Hours/1 Nonticketed Performance	\$1,050.00 (inc \$150 FUF)	\$1,100.00 (inc \$150 FUF)	Event	7/1/19
		Event Additional Hours	\$90.00	\$100.00	Hour	7/1/19
		Meeting (M-F 8 a.m.-5 p.m.; 1-hour increments, no min; no Tech or Front of House Services)	\$90.00	\$100.00	Hour	7/1/19
		Nonevent/Technical/Rehearsal	\$90.00	\$100.00	Hour	7/1/19
		<u>Technical Services</u>				
	38.101; CP H-5	Dance Floor:				
		MainStage	\$80.00 (incl. tape)	\$85.00 (incl. tape)	Performance or Rehearsal	7/1/19
		SecondStage	\$40.00 (incl. tape)	\$45.00 (incl. tape)	Performance or Rehearsal	7/1/19
	38.101; CP H-5	Follow Spot	\$7.00	\$7.50	Follow Spot/Performance or Rehearsal	7/1/19
	38.100;	Plaza Audio System <sup>1</sup>	NA	\$1,000.00	Full System/Performance or Rehearsal	7/1/19
	38.100	Video Projector Rental: MainStage	\$100.00	\$105.00	Per Use	7/1/19
		SecondStage	\$50.00	\$55.00	Per Use	7/1/19
	38.100	Wireless Headset	\$2.50	\$3.00	Headset/Performance or Rehearsal	7/1/19
	38.100	Wireless Microphone	\$8.50	\$9.00	Microphone/Performance or Rehearsal	7/1/19

FEE SCHEDULE – COMMUNITY SERVICES DEPARTMENT

Exhibit D

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2018-19 Adopted	Fiscal Year 2019-20 Proposed	Fee Basis	Effective Date
	38.8	<u>RECREATION</u>				
		Aquatics: Aquatics classes (Aquacize, Aquatic Fitness, Deep Water Exercise)				
		Adults (R)	\$6.00	\$6.75	Class	7/1/19
		Adults (NR)	\$7.50	\$8.25	Class	7/1/19
		Seniors (R)	\$3.00	\$3.50	Class	7/1/19
		Seniors (NR)	\$4.00	\$4.50	Class	7/1/19
		Lap Swim Day Pass (R)	\$5.00	\$6.00	Day	7/1/19
		Lap Swim Day Pass (NR)	\$6.00	\$7.00	Day	7/1/19
		Lap Swim Pass (R) (25 swims)	\$90.00	\$99.00	Pass	7/1/19
		Lap Swim Pass (NR) (25 swims)	\$113.00	\$124.00	Pass	7/1/19
		Lap Swim Pass Sr (R) (25 swims)	\$31.00	\$34.00	Pass	7/1/19
		Lap Swim Pass Sr (NR) (25 swims)	\$39.00	\$43.00	Pass	7/1/19
		Lessons/Classes: Youth and Adults:				
		Group (R)	\$7.50	\$8.25	½ Hour	7/1/19
		Group (NR)	\$9.50	\$10.50	½ Hour	7/1/19
		Private (R)	\$26.00	\$29.00	½ Hour	7/1/19
		Private (NR)	\$33.00	\$36.00	½ Hour	7/1/19
		Pool Rental:				
		Pool (R)	\$129.00+	\$142.00+	Hour	7/1/19
			Lifeguards	Lifeguards		
		Pool (NR)	\$161.00+	\$177.00+	Hour	7/1/19
			Lifeguards	Lifeguards		
		Recreation Swim Day Pass:				
		Adults (R)	\$4.00	\$5.00	Day	7/1/19
		Adults (NR)	\$5.00	\$6.00	Day	7/1/19
		Child (R)	\$3.00	\$4.00	Day	7/1/19
		Child (NR)	\$4.00	\$5.00	Day	7/1/19
		Family (R)	\$10.00	\$11.00	Day	7/1/19
		Family (NR)	\$18.00	\$20.00	Day	7/1/19
		Group Rate				
		20-39 Participants	\$2.50	\$3.00	Participant/Day	7/1/19
		40+Participants	\$2.00	\$2.50	Participant/Day	7/1/19

FEE SCHEDULE – COMMUNITY SERVICES DEPARTMENT

Exhibit D

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2018-19 Adopted	Fiscal Year 2019-20 Proposed	Fee Basis	Effective Date
		Recreation Swim Season Pass: Adult Child	\$91.00 \$68.00	Eliminate Eliminate		7/1/19 7/1/19
		<b>American Red Cross Course Lifeguard Training (R)</b>	\$236.00	\$7.00-\$14.00	<del>Class (36 Hours)</del> Hour + Certification	7/1/19
		<b>American Red Cross Course Lifeguard Training (NR)</b>	\$295.00	\$8.75-\$17.50	<del>Class (36 Hours)</del> Hour + Certification	7/1/19
	Agreement (reference to MFS)	Tennis: Cuesta Court Lessons:				
		Adult	\$15.75-\$31.00	\$15.75-\$34.00	Hour	7/1/19
		Junior	\$13.75-\$31.00	\$13.75-\$34.00	Hour	7/1/19
		Lights	\$4.00	\$5.00	Hour/Court	7/1/19
		Youth Camp	\$10.00-\$31.00	\$10.00-\$34.00	Hour	7/1/19
		Cuesta Court Reservation Resident & MV Business	\$10.00	\$11.00	Hour/Court	7/1/19
		Nonresident & Non-MV Business	\$14.00	\$15.00	Hour/Court	7/1/19
		<u>SHORELINE GOLF LINKS</u>				
		Frequent Player:				
	38.8	Junior (≤17) (Annual)	\$400.00	\$410.00	Fixed	7/1/19
	38.8	Regular Play (Annual)	\$2,700.00	\$2,780.00	Fixed	7/1/19
	38.8	Regular Play (Annual Family)	\$4,000.00	\$4,120.00	Fixed	7/1/19
	38.8	Regular (M-Th/ Annual)	\$1,800.00	\$1,850.00	Fixed	7/1/19
	38.8	Regular (M-Th/ Annual Family)	\$2,350.00	\$2,420.00	Fixed	7/1/19
	38.8	Regular (M-Th)/Quarterly)	\$575.00	\$590.00	Fixed	7/1/19
	38.8	Senior (M-Th/ Annual)	\$1,375.00	\$1,420.00	Fixed	7/1/19
	38.8	Senior (M-Th/ Annual Family)	\$1,975.00	\$2,030.00	Fixed	7/1/19
	38.8	Senior (M-Th)/Quarterly	\$420.00	\$430.00	Fixed	7/1/19
	38.8	Twilight (Annual)	\$1,075.00	\$1,110.00	Fixed	7/1/19
	38.8	Twilight (Annual Family)	\$1,775.00	\$1,830.00	Fixed	7/1/19
		Green Fees (18 holes):				

FEE SCHEDULE – COMMUNITY SERVICES DEPARTMENT

Exhibit D

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2018-19 Adopted	Fiscal Year 2019-20 Proposed	Fee Basis	Effective Date
	38.11	Super Twilight Regular	Up to \$21.00	Up to \$22.00	Fixed	7/1/19
	38.11	Resident	Up to \$14.00	Up to \$15.00	Fixed	7/1/19
	38.11	Weekday M-F: Afternoon (March-October, 2 hours prior to twilight)	Up to \$29.00	Up to \$30.00	Fixed	7/1/19
	38.11	Junior (≤17)	Up to \$18.00	Up to \$19.00	Fixed	7/1/19
	38.11	Regular	Up to \$42.00	Up to \$43.00	Fixed	7/1/19
	38.11	Resident	Up to \$35.00	Up to \$36.00	Fixed	7/1/19
	38.11	Senior (≥60)	Up to \$32.00	Up to \$33.00	Fixed	7/1/19
	38.11	Senior Resident (≥60)	Up to \$25.00	Up to \$26.00	Fixed	7/1/19
	38.11	Twilight Back 9 Regular	Up to \$29.00	Up to \$30.00	Fixed	7/1/19
	38.11	Twilight Back 9 Resident	Up to \$22.00	Up to \$23.00	Fixed	7/1/19
	38.11	All Others	Up to \$36.00	Up to \$37.00	Fixed	7/1/19
	38.11	Weekends/Holidays: Junior (≤17)	Up to \$18.00	Up to \$19.00	Fixed	7/1/19
	38.11	Regular	Up to \$58.00	Up to \$59.00	Fixed	7/1/19
	38.11	Resident	Up to \$51.00	Up to \$52.00	Fixed	7/1/19
	38.11	Twilight Back 9 Regular	Up to \$32.00	Up to \$33.00	Fixed	7/1/19
	38.11	Twilight Back 9 Resident	Up to \$25.00	Up to \$26.00	Fixed	7/1/19
		Loyalty Program: Annual Fee	\$35.00	\$36.00	Fixed	7/1/19
	38.8	Super Twilight Regular	\$17.00	\$18.00	Fixed	7/1/19
	38.8	Resident	\$10.00	\$11.00	Fixed	7/1/19
	38.8	Weekday Green Fees Regular	\$38.00	\$39.00	Fixed	7/1/19
	38.8	Resident <sup>2</sup>	\$31.00	\$32.00	Fixed	7/1/19
	38.8	Senior (≥60)	\$28.00	\$29.00	Fixed	7/1/19
	38.8	Senior Resident (≥60)	\$21.00	\$22.00	Fixed	7/1/19
	38.8	Twilight Back 9 Regular	\$25.00	\$26.00	Fixed	7/1/19
	38.8	Twilight Back 9 Resident	\$18.00	\$19.00	Fixed	7/1/19
	38.8	Weekend Green Fees Regular	\$54.00	\$55.00	Fixed	7/1/19
	38.8	Resident <sup>2</sup>	\$47.00	\$48.00	Fixed	7/1/19
	38.8	Twilight Back 9 Regular	\$28.00	\$29.00	Fixed	7/1/19
	38.8	Twilight Back 9 Resident	\$21.00	\$22.00	Fixed	7/1/19
		Tournaments: All Day Course Closure (depending on time of year and staff approval)				

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2018-19 Adopted	Fiscal Year 2019-20 Proposed	Fee Basis	Effective Date
		Friday (per player min)	Up to \$51.00	Up to \$52.00	Fixed/Player Add'l	7/1/19
		Saturday (per player min)	Up to \$61.00	Up to \$62.00	Fixed/Player Add'l	7/1/19
		Shotgun Tournaments				
		Shotgun Tournament Premium (minimum 60 players)				
		Friday	Up to \$26.00	Up to \$27.00	Fixed/Player Additional	7/1/19
		Saturday	Up to \$44.00	Up to \$45.00	Fixed/Player Additional	7/1/19
		Other Tournament				
		Mon-Fri Regular	Up to \$41.00	Up to \$42.00	Fixed/Player	7/1/19
		Mon-Fri Senior	Up to \$31.00	Up to \$32.00	Fixed/Player	7/1/19
		Weekend/Holiday	Up to \$57.00	Up to \$58.00	Fixed/Player	7/1/19
		Tournament Player Fee	Up to \$8.00	Up to \$9.00	Player	7/1/19

1. Recommended new fee.

Note: Bold font indicates language recommended to be added, and ~~strikeout~~ indicates language recommended to be deleted.

Recommended change to Senior Center operating hours on Thursday as detailed below and provided in Attachment A to the Master Fee Schedule.

Existing Peak

Thursday, Friday, 5:00 p.m. to 12:00 midnight  
 Saturday, Sunday, Holidays, 8:00 a.m. to 12:00 midnight

Recommended Peak

Friday, 5:00 p.m. to 12:00 midnight  
 Saturday, Sunday, Holidays, 8:00 a.m. to 12:00 midnight

Existing Off-Peak

Monday through Wednesday, 8:30 a.m. to 12:00 midnight  
 Thursday, Friday, 8:30 a.m. to 5:00 p.m.

Recommended Off-Peak

Monday through Thursday, 8:30 a.m. to 12:00 midnight  
 Friday, 8:30 a.m. to 5:00 p.m.



State Code § (if any)	MVCC§§ /CP/ Other	Title of Fee	Fiscal Year 2018-19 Adopted	Fiscal Year 2019-20 Proposed	Fee Basis	Effective Date
		Business License Replacement <sup>1</sup>	N/A	\$10.00	Fixed	7/1/19
GC 6253.9	CP B-3	Business License Report: Electronic	\$18.00	\$19.00	Fixed	7/1/19
GC 6253.9		Hard Copy	\$18.00	\$19.00	Fixed	7/1/19
	30.2	Taxi Permits:				
	30.2	Taxi Company <sup>2</sup>	\$1,440.00	\$1,790.00	Biennial (fixed 2-year cycle)	1/1/20
		Taxi Vehicle <sup>2</sup>	\$205.00	\$245.00	Biennial (fixed 2-year cycle)	1/1/20
	15.31.b.4	Vendor Permits: Merchant Vendor <sup>2</sup> (downtown)	\$790.00	\$826.00	Annual (rolling)	1/1/20
	15.17.b	Mobile Vendor <sup>2</sup>	\$126.00	\$132.00	Annual (calendar)	1/1/20

- 
1. New recommended fee.
  2. For Fiscal Year 2019-20 permit cycles with an effective date beginning on or after January 1, 2020 regardless of the payment date.

FEE SCHEDULE – FIRE DEPARTMENT

Exhibit F

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2018-19 Adopted	Fiscal Year 2019-20 Proposed	Fee Basis	Effective Date
		<u>ENVIRONMENTAL SAFETY</u>				
	24	Electronic/Computer Entry of Hazardous Materials Management Plan Data	\$99.00	\$103.00	Hour (1-hour min.)	7/1/19
	24	Fire Safety Facility Inspection: 0-5,000	\$34.00	\$35.00	Square Foot	7/1/19
	24	5,001-25,000	\$201.00	\$209.00	Square Foot	7/1/19
	24	25,001-100,000	\$834.00	\$867.00	Square Foot	7/1/19
	24	100,001-250,000	\$2,335.00	\$2,426.00	Square Foot	7/1/19
	24	250,001-500,000	\$5,004.00	\$5,199.00	Square Foot	7/1/19
	24	500,001+	\$6,672.00	\$6,932.00	Square Foot	7/1/19
		Fire Safety Operational Permits:				
IFC 105	14	Hazardous Materials Permitted Occupancy	\$216.00	\$224.00	Annual	7/1/19
	24	Hazardous Materials: Emergency Response (Hazardous Materials Specialist)	\$111.00 plus equipment costs	\$115.00 + equipment costs	Hour	7/1/19
	24	Hazardous Materials Facility Closure Review/Inspection	\$113.00	\$118.00	Hour (2-hour min.)	7/1/19
	24	Hazardous Materials Third and Subsequent Reinspection(s)	\$370.00	\$385.00	Hour	7/1/19
	24	Plan Check or Plan Review/Inspection	\$113.00	\$118.00	Hour (2-hour min.)	7/1/19
		Hazardous Materials Permit for the following hazard classes:				
		Miscellaneous Hazardous Materials – Liquids, Solids				
	24	QR1	\$137.00	\$142.00	Annual	7/1/19
	24	QR2	\$167.00	\$174.00	Annual	7/1/19
	24	QR3	\$204.00	\$212.00	Annual	7/1/19
	24	QR4	\$237.00	\$246.00	Annual	7/1/19
	24	QR5	\$271.00	\$282.00	Annual	7/1/19

FEE SCHEDULE – FIRE DEPARTMENT

Exhibit F

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2018-19 Adopted	Fiscal Year 2019-20 Proposed	Fee Basis	Effective Date
		Combustible Liquids, Flammable (Liquids, Solids), and Nonflammable (Gas)				
	24	QR1	\$137.00	\$142.00	Annual	7/1/19
	24	QR2	\$204.00	\$212.00	Annual	7/1/19
	24	QR3	\$271.00	\$282.00	Annual	7/1/19
	24	QR4	\$341.00	\$354.00	Annual	7/1/19
	24	QR5	\$407.00	\$423.00	Annual	7/1/19
		Corrosive (Gas, Liquids, Solids), Cryogen, Flammable (Gas), Explosives, Infectious Substances, and Oxidizers (Gas, Liquids, Solids)				
	24	QR1	\$137.00	\$142.00	Annual	7/1/19
	24	QR2	\$271.00	\$282.00	Annual	7/1/19
	24	QR3	\$407.00	\$423.00	Annual	7/1/19
	24	QR4	\$475.00	\$494.00	Annual	7/1/19
	24	QR5	\$542.00	\$563.00	Annual	7/1/19
		Poisonous Materials (Gas, Liquids, Solids), Spontaneous Combustible Materials, Dangerous When Wet Materials (Liquids, Solids), and Organic Peroxides				
	24	QR1	\$137.00	\$142.00	Annual	7/1/19
	24	QR2	\$271.00	\$282.00	Annual	7/1/19
	24	QR3	\$407.00	\$423.00	Annual	7/1/19
	24	QR4	\$542.00	\$563.00	Annual	7/1/19
	24	QR5	\$679.00	\$705.00	Annual	7/1/19
	24	Radioactive QR1-QR5	\$168.00	\$175.00	Annual	7/1/19
	14.10.12	On-Demand Mobile Fueling: Operating Permit Demonstration and Equipment Inspection/ Documentation Review (Initial and/or Change in Conditions)	\$178.00	\$185.00	Hour (2-hour min.)	7/1/19

FEE SCHEDULE – FIRE DEPARTMENT

Exhibit F

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2018-19 Adopted	Fiscal Year 2019-20 Proposed	Fee Basis	Effective Date
	14.10.12	Operator Permit	\$182.00	\$189.00	Annual Renewal	7/1/19
	14.10.12	Site Permit Plan Review and Site Inspection (Initial and/or Change in Conditions)	\$178.00	\$185.00	Hour (2-hour min.)	7/1/19
	14.10.12	Site Permit	\$182.00	\$189.00	Annual Renewal	7/1/19
		<u>Underground Storage Tank Closure/Demolition:</u>				
	24	<u>First Tank</u>	\$113.00	\$118.00	Hour (2 hour min)	7/1/19
	24	<u>Each Add'l Tank</u>	\$113.00	\$118.00	Hour (1 hour min)	7/1/19
		<u>ENVIRONMENTAL SAFETY/FIRE AND BUILDING SAFETY</u>				
IFC Chapter 9	14	Fire Protection/Public Safety System Maintenance: Required to be Tested on a Frequency of < 1 Year (waived if test completed within 30 days)	\$119.00	\$124.00	System	7/1/19
IFC Chapter 9	14	Required to be Tested on a Frequency of ≥ 1 Year and < 5 Years (waived if test completed within 30 days)	\$241.00	\$250.00	System	7/1/19
IFC Chapter 9	14	Required to be Tested on a Frequency of ≥ 5 Years (waived if test completed within 30 days)	\$361.00	\$375.00	System	7/1/19
IFC Chapter 9	14	Deficiencies Failed to be Corrected Within 30 Days	\$184.00	\$191.00	System	7/1/19
		<u>FIRE AND BUILDING SAFETY</u>				
	14	Alarm (Preventable False)	\$153.00	\$159.00	3rd and Subsequent Alarm/180 Days	7/1/19
	14	Extended Consultation/Preconstruction Conference	\$170.00	\$177.00	Hour	7/1/19



FEE SCHEDULE – FIRE DEPARTMENT

Exhibit F

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2018-19 Adopted	Fiscal Year 2019-20 Proposed	Fee Basis	Effective Date
	25.77	Multi-Housing Inspection: Hotels and Motels	\$85.00	\$88.00	Hour (2-hour min.)	7/1/19
	25.77	Nonserious Violations	\$5.00	\$6.00	Unit	7/1/19
	25.77	Serious Violations	\$19.00	\$20.00	Unit	7/1/19
	25.78	Reinspections: Hotels and Motels	\$108.00	\$112.00	Hour (2-hour min.)	7/1/19
	25.79	Multi-Housing	\$108.00	\$112.00	Hour (2-hour min.)	7/1/19
	25.81	Valid Service Request	\$107.00	\$111.00	Hour (2-hour min.)	7/1/19
	CP B-3	Reports: Fire Investigation Report Incident Report Request Patient Care Report	\$13.00 \$9.00 \$9.00	\$14.00 \$10.00 \$10.00	Fixed Fixed Fixed	7/1/19 7/1/19 7/1/19
		<u>SUPPRESSION</u>				
GC 53150, HSC 13009.6		Emergency Response Reimbursement: Battalion Chief	\$128.00	\$133.00	Hour (1/2 hour increments)	7/1/19
GC 53150, HSC 13009.6		Deputy Fire Marshal	\$158.00	\$164.00	Hour (1/2 hour increments)	7/1/19
GC 53150, HSC 13009.6		Engine/Truck	\$279.00	\$290.00	Hour (1/2 hour increments)	7/1/19
GC 53150, HSC 13009.6		Public Safety Social Media/ Community Coordinator	\$137.00	\$142.00	Hour (1/2 hour increments)	7/1/19
GC 53150, HSC 13009.6		Rescue Company	\$173.00	\$180.00	Hour (1/2 hour increments)	7/1/19

FEE SCHEDULE – LIBRARY SERVICES DEPARTMENT

Exhibit G

State Code § (if any)	MVCC§ §/CP/ Other	Title of Fee	Fiscal Year 2018-19 Adopted	Fiscal Year 2019-20 Proposed	Fee Basis	Effective Date
	Library Policy	Lost or Damaged Materials:	Replacement +\$10.00	Replacement <del>+\$10.00</del>	Item	7/1/19
	Library Policy	Library Fines:				
		DVD/Videos	\$0.25 (\$10.00 max)	Eliminate		7/1/19
		<del>Reference materials/Link+</del> Items	\$1.00	\$1.00	Day	7/1/19
		All Other	\$0.25	Eliminate		7/1/19

Note: Strikeout indicates language recommended to be deleted.

FEE SCHEDULE – POLICE DEPARTMENT

Exhibit H

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2018-19 Adopted	Fiscal Year 2019-20 Proposed	Fee Basis	Effective Date
§12053		Administrative Fee – Not Displaying Handicapped Placard	\$25.00	\$37.00	Fixed	7/1/19
	26.54	Adult Entertainment: Application	\$829.00	\$861.00	Initial	7/1/19
	26.54	Renewal	\$397.00	\$412.00	Annual	7/1/19
	29550-02	Booking Fee	\$154.00	Eliminate		7/1/19
		Card Rooms:				
	9.14	Dealer Application	\$286.00	\$297.00	Biennial	7/1/19
	9.14	Dealer Renewal	\$142.00	\$148.00	Biennial	7/1/19
	9.4	Permit Application	\$1,148.00	\$1,193.00	Initial	7/1/19
		Citation Sign-Off: Nonresident	\$26.00	\$27.00	Fixed	7/1/19
		Clearance Letter	\$20.00	\$21.00	Fixed	7/1/19
		Concealed Weapon Permit: City of Mountain View	\$26.00	\$27.00	Fixed	7/1/19
	26.29	Dance Permit (public and private)	\$36.00	\$37.00	Fixed	7/1/19
		Going Out of Business: Permit	\$70.00	\$73.00	In Business < 2 years	7/1/19
	6.7	Permit	\$33.00	\$34.00	In Business > 2 years	7/1/19
	6.3	Permit Extension	\$33.00	\$34.00	30-Day Extension	7/1/19
		Hot Tub:				
	9.53	Business Permit Application	\$1,593.00	\$1,655.00	Initial	7/1/19
	9.53	Business Renewal	\$797.00	\$828.00	Annual	7/1/19
	9.57	Manager	\$561.00	\$583.00	Initial	7/1/19
		Live Entertainment:				
	26.29	Permit	\$413.00	\$429.00	Initial	7/1/19
	26.29	Renewal	\$136.00	\$141.00	Annual	7/1/19
	26.29	Permit (w/dance)	\$413.00	\$429.00	Initial	7/1/19
26.29	Renewal (w/dance)	\$136.00	\$141.00	Annual	7/1/19	



FEE SCHEDULE – POLICE DEPARTMENT

Exhibit H

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2018-19 Adopted	Fiscal Year 2019-20 Proposed	Fee Basis	Effective Date
BPC §4600 <i>et seq.</i>	9.24	Massage Business: Massage Establishment Permit	\$169.00	\$176.00	Initial	7/1/19
BPC §4600 <i>et seq.</i>	9.32	Massage Establishment Renewal	\$169.00	\$176.00	Annual	7/1/19
	22	Parade Permit	\$207.00	\$215.00	Parade	7/1/19
		Parking Citations:				
	38.9(f)	City Park-Operate any Vehicle (moving or parked)	\$36.00	\$46.00	Fixed	8/1/19
	38.9(g)	City Park-Park or Stop Other than Where Authorized	\$36.00	\$46.00	Fixed	8/1/19
	39.16(b)	City Park-Parked Abandoned/Wrecked Vehicle Over 72 Hours	\$36.00	\$44.00	Fixed	8/1/19
	38.159(c)	City Park-Vehicle Parked After Hours	\$110.00	\$135.00	Fixed	8/1/19
	19.96	1-Hour Parking Zones	\$38.00	\$48.00	Fixed	8/1/19
	19.95	2-Hour Parking Zones	\$38.00	\$48.00	Fixed	8/1/19
	19.94	3-Hour Parking Zones	\$38.00	\$48.00	Fixed	8/1/19
	19.95.2	2-Hour Parking Zones-24 Hours/Day	\$38.00	\$48.00	Fixed	8/1/19
	19.95.1a	3-Hour Parking Zones-3 Hour No Return	\$38.00	\$48.00	Fixed	8/1/19
	19.98	12-Minute Parking Zones	\$38.00	\$48.00	Fixed	8/1/19
	19.97	24-Minute Parking Zones	\$38.00	\$48.00	Fixed	8/1/19
	19.89	Blocking or Obstructing Alley	\$36.00	\$44.00	Fixed	8/1/19
	19.64	Double Parking Prohibited	\$33.00	\$42.00	Fixed	8/1/19
	21.39	Leave Key in Parked Vehicle	\$36.00	\$44.00	Fixed	8/1/19
	19.69	Limited Curb Parking Space: Right-of-Way	\$33.00	\$42.00	Fixed	8/1/19
	19.99.6	No Parking of Vehicle Over 6' in Height	\$38.00	\$48.00	Fixed	8/1/19
	19.99	No Parking Zones	\$38.00	\$48.00	Fixed	8/1/19
	19.99.2	No Parking Zones-2:00 a.m. to 7:00 p.m.	\$38.00	\$48.00	Fixed	8/1/19
	19.99.5	No Parking Zones-7:00 a.m. to 6:00 p.m.	\$38.00	\$48.00	Fixed	8/1/19
	19.99.3	No Parking Zones-Middlefield Rd-Crittenden School Athletic Park	\$38.00	\$48.00	Fixed	8/1/19
	19.99.4	No Parking Zone Near Schools	\$38.00	\$48.00	Fixed	8/1/19
	19.82	No Parking Zones to Prevent Flooding	\$32.00	\$42.00	Fixed	8/1/19
	19.99.1	No Stopping Zones	\$38.00	\$48.00	Fixed	8/1/19
	19.67	Obstruction of Street Sidewalk Parking Lot	\$33.00	\$42.00	Fixed	8/1/19

**FEE SCHEDULE – POLICE DEPARTMENT**

**Exhibit H**

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2018-19 Adopted	Fiscal Year 2019-20 Proposed	Fee Basis	Effective Date
	19.75	Park or Leave Vehicle for Washing Service	\$33.00	\$42.00	Fixed	8/1/19
	19.87	Park/Stand/Stop for Loading or Unloading Only	\$33.00	\$42.00	Fixed	8/1/19
	19.88	Park/Stand/Stop in Passenger Loading Zone	\$33.00	\$42.00	Fixed	8/1/19
	19.76	Parking Adjacent to Schools	\$33.00	\$42.00	Fixed	8/1/19
	19.79.1	Parking Commercial Vehicles Over 10,000 Pounds on Residential Streets	\$80.00	\$98.00	Fixed	8/1/19
	19.65	Parking Commercial Vehicles Restricted	\$75.00	\$95.00	Fixed	8/1/19
	19.68	Parking Improperly within Single Space	\$36.00	\$44.00	Fixed	8/1/19
	19.91	Parking in Bus Zone	\$36.00	\$44.00	Fixed	8/1/19
	19.72	Parking in Excess of 72 Hours	\$80.00	\$98.00	Fixed	8/1/19
	19.93	Parking in Excess of 5 Hours	\$36.00	\$44.00	Fixed	8/1/19
		Parking in Excess of Time (as est. by the City for each specific area)	\$36.00	\$44.00	Fixed	8/1/19
	19.95.1	Parking in Same Lot Excess Time	\$36.00	\$44.00	Fixed	8/1/19
	19.80	Parking in Violation of Curb Markings	\$36.00	\$44.00	Fixed	8/1/19
	19.71	Parking >1 Hour from 2 a.m. to 6 a.m.	\$36.00	\$44.00	Fixed	8/1/19
	19.79.2	Parking of Certain Commercial Vehicles on Certain Streets Prohibited	\$80.00	\$98.00	Fixed	8/1/19
	19.73	Parking on Hills	\$33.00	\$42.00	Fixed	8/1/19
	19.92.4	Parking Prohibited for Street Cleaning	\$80.00	\$98.00	Fixed	8/1/19
	19.81	Parking Prohibited on Narrow Streets	\$33.00	\$42.00	Fixed	8/1/19
	19.99.9	Parking Restricted	\$38.00	\$49.00	Fixed	8/1/19
	19.79	Parking Where Prohibited by Sign	\$36.00	\$44.00	Fixed	8/1/19
	19.92.2	Parking Without Permit	\$36.00	\$44.00	Fixed	8/1/19
	19.92.1	Permit Parking in Parking District No 2 Parking Lots	\$38.00	\$48.00	Fixed	8/1/19
	19.66	Proper Angle Parking	\$33.00	\$42.00	Fixed	8/1/19
	19.99.21	Residential Parking Permit Program Violation	\$38.00	\$41.00	Fixed	8/1/19
	19.74	Standing in Parkways Prohibited	\$33.00	\$42.00	Fixed	8/1/19
	19.63	Standing or Parking Close to the Curb	\$33.00	\$42.00	Fixed	8/1/19
	19.78	Standing or Parking on One-Way Roadway	\$33.00	\$42.00	Fixed	8/1/19
	19.90	Unlawful Parking in Taxi Stand	\$36.00	\$44.00	Fixed	8/1/19
	19.77	Violation of Temporary No Parking Sign	\$36.00	\$44.00	Fixed	8/1/19

FEE SCHEDULE – POLICE DEPARTMENT

Exhibit H

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2018-19 Adopted	Fiscal Year 2019-20 Proposed	Fee Basis	Effective Date
	19.62.3	Parking Citation Late Fee	\$33.00	\$40.00	Fixed	8/1/19
	26.12-.13	Pool/Billiard Room	\$140.00	\$145.00	Fixed	7/1/19
	Contract	Rotation Tow Service Contract Application	\$186.00	\$193.00	Fixed	7/1/19
		Taxi:				
	30.2	Driver Permit	\$191.00	\$198.00	Initial (Biennial-from approval date)	7/1/19
	30.2	Driver Renewal	\$135.00	\$140.00	Renewal (Biennial-from approval date)	7/1/19
		Vehicle Abatement (AVASA)	\$21.00	\$22.00	Fixed	7/1/19
VEH 22850.5		Vehicle Release: Impound/Storage	\$155.00	\$161.00	Fixed	7/1/19
GC 41612		Vehicle Repossession	\$16.00	\$15.00	Fixed	7/1/19

FEE SCHEDULE – PUBLIC WORKS DEPARTMENT

Exhibit I

State Code § (if any)	MVCC§ §/CP/ Other	Title of Fee	Fiscal Year 2018-19 Adopted	Fiscal Year 2019-20 Proposed	Fee Basis	Effective Date
GC66000 <i>et seq.</i>	43.5	Citywide Transportation Impact: <sup>1</sup>				
		Single-Family, attached or detached	\$4,671.00	\$4,788.00	Net New Dwelling Unit	8/18/19
		Multi-Family	\$2,616.00	\$2,681.00	Net New Dwelling Unit	8/18/19
		Hotels and Motels	\$2,889.00	\$2,961.00	Net New Guest Room	8/18/19
		Service and Retail Commercial	\$4.99	\$5.11	Sq Ft, Net New Floor Area	8/18/19
		Office, R&D, Industrial	\$4.99	\$5.11	Sq Ft, Net New Floor Area	8/18/19
		Low Trip Generating Uses	\$2,700.00	\$2,767.00	AM + PM Peak Hour Trips	8/18/19
	28.51(b)	Storm Drainage Connection <sup>2</sup> First-Class Rate	\$0.305	\$0.308	Net Square Foot	8/18/19
	28.51(b)	Second-Class Rate	\$0.147	\$0.148	Gross Square Foot	8/18/19
		Street Improvement Reimbursement: <sup>2</sup>				
	27.65(c)	Major Structural Street Section	\$11.61	\$11.71	Square Foot	8/18/19
	27.65(c)	R1 and R2 Structural Street Section	\$9.31	\$9.39	Square Foot	8/18/19
	27.65(c)	R3 Structural Street Section	\$10.58	\$10.67	Square Foot	8/18/19
	27.65(c)	Standard and Ornamental Street Lighting	\$29.26	\$29.51	Linear Foot	8/18/19
	27.65(c)	Standard PCC Curb and Gutter	\$34.06	\$34.35	Linear Foot	8/18/19
	27.65(c)	Standard PCC Driveway Approach	\$11.61	\$11.71	Square Foot	8/18/19
	27.65(c)	Standard PCC Sidewalk	\$10.58	\$10.67	Square Foot	8/18/19
	27.65(c)	Street Trees (15-gallon)	\$13.02	\$13.13	Linear Foot	8/18/19

1. Modified annually by the June Engineering News Record Construction Cost Index (ENR-CCI).

2. Modified annually by the December Engineering News Record Construction Cost Index (ENR-CCI).

FEE SCHEDULE – UTILITY SERVICES

Exhibit J

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2018-19 Adopted	Fiscal Year 2019-20 Proposed	Fee Basis	Effective Date
		<u>ENTERPRISE FUNDS</u>				
		Labor Rates:				
		Frontline				
		Regular	\$84.00	\$87.00	Hour	7/1/19
		Overtime	\$123.00	\$128.00	Hour	7/1/19
		Manager				
		Regular	\$128.00	\$133.00	Hour	7/1/19
		Supervisor				
		Regular	\$105.00	\$109.00	Hour	7/1/19
		Overtime	\$158.00	\$164.00	Hour	7/1/19
		Sewer Capacity Charges: <sup>1</sup>				
	35.41	Residential Class 1	\$3,160.00	\$3,239.00	Unit	7/1/19
	35.41	Residential Class 2	\$2,862.00	\$2,934.00	Unit	7/1/19
	35.41	Residential Class 3	\$2,226.00	\$2,282.00	Unit	7/1/19
	35.41	Commercial/Retail	\$1,548.00	\$1,587.00	1,000 Sq Ft	7/1/19
	35.41	Office/R&D	\$2,266.00	\$2,323.00	1,000 Sq Ft	7/1/19
	35.41	Restaurant	\$13,040.00	\$13,366.00	1,000 Sq Ft	7/1/19
	35.41	Hotels and Motels	\$1,431.00	\$1,467.00	charge/room/ dwelling unit	7/1/19
	35.41	Industrial/Other (charges based on estimated loadings)	\$14.221	\$14.578	flow/gpd	7/1/19
	35.41		\$1.381	\$1.416	BOD/lb/year	7/1/19
	35.41		\$1.381	\$1.416	SS/lb/year	7/1/19
		Water Capacity Charges: <sup>1</sup>				
	35.41	Residential Class 1	\$3,827.00	\$3,923.00	Unit	7/1/19
	35.41	Residential Class 2	\$3,252.00	\$3,333.00	Unit	7/1/19
	35.41	Residential Class 3	\$2,487.00	\$2,549.00	Unit	7/1/19
	35.41	3/4" meter	\$6,377.00	\$6,536.00	Meter	7/1/19
	35.41	1" meter	\$10,629.00	\$10,895.00	Meter	7/1/19
	35.41	1-1/2" meter	\$21,256.00	\$21,787.00	Meter	7/1/19
	35.41	2" meter	\$34,010.00	\$34,860.00	Meter	7/1/19
	35.41	3" meter	\$63,768.00	\$66,362.00	Meter	7/1/19
	35.41	Meters greater than 3"	\$17.005	\$17.430	Per gallons/ day estimated water demand	7/1/19
		<u>UTILITY SERVICES</u>				
		<u>Trash Disposal and Recycling Service:</u>				
	16	Bin For a Day	\$237.00	\$244.00	Fixed	7/1/19
		Bin Rental (Compost and Trash):				
	16	1 cubic yard	\$20.85	\$21.50	Container/Month	7/1/19
	16	2 cubic yards	\$31.25	\$32.20	Container/Month	7/1/19

FEE SCHEDULE – UTILITY SERVICES

Exhibit J

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2018-19 Adopted	Fiscal Year 2019-20 Proposed	Fee Basis	Effective Date
	16	3 cubic yards	\$41.60	\$42.85	Container/Month	7/1/19
	16	4 cubic yards	\$51.95	\$53.55	Container/Month	7/1/19
	16	6 cubic yards	\$62.40	\$64.30	Container/Month	7/1/19
		Bin Service (Compost):				
		One Cubic Yard				
	16	1 Time/Week	\$77.85	\$80.25	Container/Month	7/1/19
	16	2 Times/Week	\$171.30	\$176.50	Container/Month	7/1/19
	16	3 Times/Week	\$264.45	\$272.40	Container/Month	7/1/19
	16	4 Times/Week	\$357.75	\$368.50	Container/Month	7/1/19
	16	5 Times/Week	\$450.95	\$464.50	Container/Month	7/1/19
	16	6 Times/Week	\$544.15	\$560.50	Container/Month	7/1/19
		Two Cubic Yards				
	16	1 Time/Week	\$155.50	\$160.20	Container/Month	7/1/19
	16	2 Times/Week	\$326.80	\$336.60	Container/Month	7/1/19
	16	3 Times/Week	\$497.85	\$512.80	Container/Month	7/1/19
	16	4 Times/Week	\$668.75	\$688.80	Container/Month	7/1/19
	16	5 Times/Week	\$839.70	\$864.90	Container/Month	7/1/19
	16	6 Times/Week	\$1,010.75	\$1,041.10	Container/Month	7/1/19
		Three Cubic Yards				
	16	1 Time/Week	\$233.20	\$240.20	Container/Month	7/1/19
	16	2 Times/Week	\$482.15	\$496.65	Container/Month	7/1/19
	16	3 Times/Week	\$730.95	\$752.85	Container/Month	7/1/19
	16	4 Times/Week	\$979.80	\$1,009.20	Container/Month	7/1/19
	16	5 Times/Week	\$1,228.60	\$1,265.45	Container/Month	7/1/19
	16	6 Times/Week	\$1,477.35	\$1,521.70	Container/Month	7/1/19
		Four Cubic Yards				
	16	1 Time/Week	\$310.95	\$320.25	Container/Month	7/1/19
	16	2 Times/Week	\$637.80	\$656.95	Container/Month	7/1/19
	16	3 Times/Week	\$964.15	\$993.10	Container/Month	7/1/19
	16	4 Times/Week	\$1,290.75	\$1,329.45	Container/Month	7/1/19
	16	5 Times/Week	\$1,617.30	\$1,665.80	Container/Month	7/1/19
	16	6 Times/Week	\$1,943.70	\$2,002.05	Container/Month	7/1/19
		Extra Pickup				
	16	1 cubic yard	\$60.65	\$62.50	Pickup	7/1/19
	16	2 cubic yards	\$75.95	\$78.25	Pickup	7/1/19
	16	3 cubic yards	\$97.00	\$99.90	Pickup	7/1/19
	16	4 cubic yards	\$132.70	\$136.70	Pickup	7/1/19
		Bin Service (Trash):				
		One Cubic Yard				
	16	1 Time/Week	\$103.80	\$106.95	Container/Month	7/1/19
	16	2 Times/Week	\$228.40	\$235.30	Container/Month	7/1/19
	16	3 Times/Week	\$352.60	\$363.20	Container/Month	7/1/19
	16	4 Times/Week	\$476.95	\$491.30	Container/Month	7/1/19
	16	5 Times/Week	\$601.25	\$619.30	Container/Month	7/1/19
	16	6 Times/Week	\$725.50	\$747.30	Container/Month	7/1/19

FEE SCHEDULE – UTILITY SERVICES

Exhibit J

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2018-19 Adopted	Fiscal Year 2019-20 Proposed	Fee Basis	Effective Date
		Two Cubic Yards				
	16	1 Time/Week	\$207.30	\$213.55	Container/Month	7/1/19
	16	2 Times/Week	\$435.70	\$448.80	Container/Month	7/1/19
	16	3 Times/Week	\$663.75	\$683.70	Container/Month	7/1/19
	16	4 Times/Week	\$891.65	\$918.40	Container/Month	7/1/19
	16	5 Times/Week	\$1,119.60	\$1,153.20	Container/Month	7/1/19
	16	6 Times/Week	\$1,347.65	\$1,388.10	Container/Month	7/1/19
		Three Cubic Yards				
	16	1 Time/Week	\$310.90	\$320.25	Container/Month	7/1/19
	16	2 Times/Week	\$642.85	\$662.15	Container/Month	7/1/19
	16	3 Times/Week	\$974.55	\$1,003.80	Container/Month	7/1/19
	16	4 Times/Week	\$1,306.40	\$1,345.60	Container/Month	7/1/19
	16	5 Times/Week	\$1,638.10	\$1,687.25	Container/Month	7/1/19
	16	6 Times/Week	\$1,969.80	\$2,028.90	Container/Month	7/1/19
		Four Cubic Yards				
	16	1 Time/Week	\$414.55	\$427.00	Container/Month	7/1/19
	16	2 Times/Week	\$850.35	\$875.90	Container/Month	7/1/19
	16	3 Times/Week	\$1,285.50	\$1,324.10	Container/Month	7/1/19
	16	4 Times/Week	\$1,720.95	\$1,772.60	Container/Month	7/1/19
	16	5 Times/Week	\$2,156.35	\$2,221.05	Container/Month	7/1/19
	16	6 Times/Week	\$2,591.60	\$2,669.35	Container/Month	7/1/19
		Six Cubic Yards				
	16	1 Time/Week	\$621.75	\$640.45	Container/Month	7/1/19
	16	2 Times/Week	\$1,264.75	\$1,302.70	Container/Month	7/1/19
	16	3 Times/Week	\$1,907.80	\$1,965.05	Container/Month	7/1/19
	16	4 Times/Week	\$2,550.50	\$2,627.05	Container/Month	7/1/19
	16	5 Times/Week	\$3,193.05	\$3,288.85	Container/Month	7/1/19
	16	6 Times/Week	\$3,835.70	\$3,950.80	Container/Month	7/1/19
		Extra Pickup				
	16	1 cubic yard	\$80.85	\$83.30	Pickup	7/1/19
	16	2 cubic yards	\$101.25	\$104.30	Pickup	7/1/19
	16	3 cubic yards	\$129.30	\$133.20	Pickup	7/1/19
	16	4 cubic yards	\$176.90	\$182.25	Pickup	7/1/19
	16	6 cubic yards	\$270.40	\$278.55	Pickup	7/1/19
		Cart Service (Trash):				
	16	20-Gallon (residential)	\$23.25	\$23.95	Container/Month	7/1/19
	16	32-Gallon	\$33.90	\$34.95	Container/Month	7/1/19
	16	64-Gallon	\$67.80	\$69.90	Container/Month	7/1/19
	16	96-Gallon	\$101.70	\$104.85	Container/Month	7/1/19

FEE SCHEDULE – UTILITY SERVICES

Exhibit J

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2018-19 Adopted	Fiscal Year 2019-20 Proposed	Fee Basis	Effective Date
		Commercial Compost Service:				
	16	32-gallon <sup>2</sup>				
	16	1 Time/Week	N/A	\$12.80	Container/Month	7/1/19
	16	2 Times/Week	N/A	\$28.10	Container/Month	7/1/19
	16	3 Times/Week	N/A	\$43.40	Container/Month	7/1/19
	16	4 Times/Week	N/A	\$58.70	Container/Month	7/1/19
	16	5 Times/Week	N/A	\$74.00	Container/Month	7/1/19
	16	6 Times/Week	N/A	\$89.25	Container/Month	7/1/19
	16	Extra Pickup	N/A	\$10.00	Pickup	7/1/19
		64-gallon				
	16	1 Time/Week	\$50.85	\$25.60	Container/Month	7/1/19
	16	2 Times/Week	\$111.45	\$56.20	Container/Month	7/1/19
	16	3 Times/Week	\$171.55	\$86.75	Container/Month	7/1/19
	16	4 Times/Week	\$232.75	\$117.35	Container/Month	7/1/19
	16	5 Times/Week	\$293.50	\$147.95	Container/Month	7/1/19
	16	6 Times/Week	\$355.15	\$178.50	Container/Month	7/1/19
	16	Extra Pickup	\$33.70	\$19.95	Pickup	7/1/19
		96-gallon				
	16	1 Time/Week	\$76.30	\$38.35	Container/Month	7/1/19
	16	2 Times/Week	\$167.15	\$84.30	Container/Month	7/1/19
	16	3 Times/Week	\$257.35	\$130.15	Container/Month	7/1/19
	16	4 Times/Week	\$349.20	\$176.00	Container/Month	7/1/19
	16	5 Times/Week	\$440.65	\$221.90	Container/Month	7/1/19
	16	6 Times/Week <sup>2</sup>	\$533.15	\$267.75	Container/Month	7/1/19
	16	Extra Pickup	\$50.50	\$29.90	Pickup	7/1/19
		Compactor Service (Compost):				
	16	Per Compacted Yard	\$49.20	\$50.70	Pickup (on-call and regular service)	7/1/19
	16	10 cubic yards	\$491.65	\$506.65	Fixed	7/1/19
	16	20 cubic yards	\$983.25	\$1,013.25	Fixed	7/1/19
	16	25 cubic yards	\$1,229.10	\$1,266.60	Fixed	7/1/19
	16	30 cubic yards	\$1,474.90	\$1,519.90	Fixed	7/1/19
	16	35 cubic yards	\$1,720.70	\$1,773.20	Fixed	7/1/19
	16	40 cubic yards	\$1,966.50	\$2,026.50	Fixed	7/1/19
		Compactor Service (Recycling):				
	16	Per Compacted Yard	\$16.40	\$16.90	Pickup (on-call and regular service)	7/1/19
	16	10 cubic yards	\$163.90	\$168.90	Fixed	7/1/19
	16	20 cubic yards	\$327.75	\$337.75	Fixed	7/1/19
	16	25 cubic yards	\$409.70	\$422.20	Fixed	7/1/19
	16	30 cubic yards	\$491.65	\$506.65	Fixed	7/1/19
	16	35 cubic yards	\$573.60	\$591.10	Fixed	7/1/19
	16	40 cubic yards	\$655.50	\$675.50	Fixed	7/1/19



FEE SCHEDULE – UTILITY SERVICES

Exhibit J

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2018-19 Adopted	Fiscal Year 2019-20 Proposed	Fee Basis	Effective Date
		Compactor Service (Trash):				
	16	Per Compacted Yard	\$65.55	\$67.55	Pickup (on-call and regular service)	7/1/19
	16	10 cubic yards	\$655.50	\$675.50	Fixed	7/1/19
	16	20 cubic yards	\$1,311.00	\$1,351.00	Fixed	7/1/19
	16	25 cubic yards	\$1,638.75	\$1,688.75	Fixed	7/1/19
	16	30 cubic yards	\$1,966.50	\$2,026.50	Fixed	7/1/19
	16	35 cubic yards	\$2,294.25	\$2,364.25	Fixed	7/1/19
	16	40 cubic yards	\$2,622.00	\$2,702.00	Fixed	7/1/19
		Debris Box:				
		Rental:				
	16	Daily (after 7 days)	\$15.15	\$15.65	Daily	7/1/19
	16	Monthly	\$460.85	\$476.05	Month	7/1/19
		Service:				
		Cardboard				
	16	16 cubic yards	\$174.85	\$180.10	Pickup (on-call and regular service)	7/1/19
	16	20 cubic yards	\$202.20	\$208.25	Pickup (on-call and regular service)	7/1/19
	16	25 cubic yards	\$229.50	\$236.35	Pickup (on-call and regular service)	7/1/19
	16	30 cubic yards	\$259.45	\$267.25	Pickup (on-call and regular service)	7/1/19
	16	40 cubic yards	\$307.40	\$316.65	Pickup (on-call and regular service)	7/1/19
		Compost or Yard Trimmings				
	16	16 cubic yards	\$524.55	\$540.30	Pickup (on-call and regular service)	7/1/19
	16	20 cubic yards	\$606.50	\$624.75	Pickup (on-call and regular service)	7/1/19
	16	25 cubic yards	\$688.40	\$709.05	Pickup (on-call and regular service)	7/1/19
	16	30 cubic yards	\$778.35	\$801.75	Pickup (on-call and regular service)	7/1/19
	16	40 cubic yards	\$922.20	\$949.85	Pickup (on-call and regular service)	7/1/19

FEE SCHEDULE – UTILITY SERVICES

Exhibit J

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2018-19 Adopted	Fiscal Year 2019-20 Proposed	Fee Basis	Effective Date
	16	Trash: 8 cubic yards (rock box only)	\$666.20	\$686.20	Pickup (on-call and regular service)	7/1/19 7/1/19
	16	16 cubic yards	\$699.40	\$720.40	Pickup (on-call and regular service)	7/1/19
	16	20 cubic yards	\$808.65	\$832.95	Pickup (on-call and regular service)	7/1/19
	16	25 cubic yards	\$917.85	\$945.40	Pickup (on-call and regular service)	7/1/19
	16	30 cubic yards	\$1,037.80	\$1,068.95	Pickup (on-call and regular service)	7/1/19
	16	40 cubic yards	\$1,229.55	\$1,266.45	Pickup (on-call and regular service)	7/1/19
	16	Return Trip	\$18.00	\$19.00	Per trip	7/1/19
		<u>Wastewater Service:</u>				
	35.35	Base Commercial	\$5.34/unit (748 gallons) or fraction thereof of water consumed (\$37.38 min.)	\$5.51/unit (748 gallons) or fraction thereof of water consumed (\$38.57 min.)	Quantity	7/1/19
	35.35	Commercial/Industrial, Chemical, Groundwater, Liquid Waste	\$9.08/unit (1.7 x base) (748 gallons) or fraction thereof of water consumed (\$63.56 min.)	\$9.37/unit (1.7 x base) (748 gallons) or fraction thereof of water consumed (\$65.59 min.)	Quantity	7/1/19
	35.35	Restaurant	\$10.42/unit (1.95 x base) (748 gallons) or fraction thereof of water consumed (\$72.94 min.)	\$10.75/unit (1.95 x base) (748 gallons) or fraction thereof of water consumed (\$75.25 min.)	Quantity	7/1/19
	35.35	Single-Family Residence, Duplex, Multiple Dwellings, Mobile Homes, and Trailer Courts	\$40.80	\$42.05	Dwelling Unit/Month	7/1/19
		<u>Water Service:</u>				
		Backflow Prevention Devices (Commercial, Industrial)				
	35.27	5/8" to 1" meter	\$32.00	\$32.35	Monthly	7/1/19
	35.27	1.5" to 2" meter	\$48.80	\$49.30	Monthly	7/1/19
	35.27	3" meter	\$57.40	\$58.00	Monthly	7/1/19
	35.27	4" meter	\$67.80	\$68.50	Monthly	7/1/19
	35.27	6" meter	\$82.30	\$83.15	Monthly	7/1/19
	35.27	8" to 10" meter	\$101.25	\$102.30	Monthly	7/1/19

FEE SCHEDULE – UTILITY SERVICES

Exhibit J

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2018-19 Adopted	Fiscal Year 2019-20 Proposed	Fee Basis	Effective Date
	35.26(a)	Consumption Commercial/Nonresidential – Uniform	\$6.87	\$6.94	ccf/month	7/1/19
	35.26	Recycled Water	\$3.75	\$4.50	ccf/month	7/1/19
	35.26(a)	Residential – Multi-Family 0 to 2 ccf	\$5.15	\$5.21	ccf/month/ dwelling	7/1/19
	35.26(a)	>2 to 7 ccf	\$6.87	\$6.94	ccf/month/ dwelling	7/1/19
	35.26(a)	>7 ccf	\$10.99	\$11.10	ccf/month/ dwelling	7/1/19
	35.26(a)	Residential – Single-Family 0 to 3 ccf	\$5.15	\$5.21	ccf/month/ dwelling	7/1/19
	35.26(a)	>3 to 15 ccf	\$6.87	\$6.94	ccf/month/ dwelling	7/1/19
	35.26(a)	>15 ccf	\$10.99	\$11.10	ccf/month/ dwelling	7/1/19
	35.26(a)	Fire Service: Consumption – Uniform	\$6.87	\$6.94	ccf/month	7/1/19
	35.26(a)	Meter	\$12.84/inch diameter (\$51.36 min.)	\$12.97/inch diameter (\$51.88 min.)	Monthly	7/1/19
		Meter: Residential – Single-Family Residential – Multi-Family/ Commercial/ Recycled Water/ All Other:	\$15.15	\$15.35	Monthly	7/1/19
	35.26(a)	5/8" and 3/4" meters	\$15.15	\$15.35	Monthly	7/1/19
	35.26(a)	1" meter	\$30.30	\$30.70	Monthly	7/1/19
	35.26(a)	1.5" meter	\$60.60	\$61.40	Monthly	7/1/19
	35.26(a)	2" meter	\$97.00	\$98.25	Monthly	7/1/19
	35.26(a)	3" meter	\$181.80	\$184.20	Monthly	7/1/19
	35.26(a)	4" meter	\$303.00	\$307.00	Monthly	7/1/19
	35.26(a)	6" meter	\$606.00	\$614.00	Monthly	7/1/19
	35.26(a)	8" meter	\$969.60	\$982.40	Monthly	7/1/19
	35.26(a)	10" meter	\$1,454.40	\$1,473.60	Monthly	7/1/19
	35.28	Special Water Service: Hydrant Meter Construction	\$15.76	\$15.92	ccf/month	7/1/19

1. In accordance with MVCC Section 35.41, the capacity-based charges shall be adjusted annually as part of the City’s annual budget process by the percentage change in the Engineering News Record Construction Cost Index (ENR-CCI) for the previous year.
2. New fee.

## Comparison of Current and Proposed Utility Rates

<b>Single Family</b>	<b>FY18-19</b>	<b>FY19-20</b>	<b>Difference</b>	<b>% Change *</b>
Water (10 units)	\$ 78.69	79.56	0.87	1.1%
Sewer	40.80	42.05	1.25	3.1%
Trash (1 32-gal cart)	<u>33.90</u>	<u>34.95</u>	<u>1.05</u>	3.1%
<b>Total monthly bill:</b>	<b>\$ 153.39</b>	<b>156.56</b>	<b>3.17</b>	<b>2.1%</b>

<b>Multi-Family (4-plex)</b>	<b>FY18-19</b>	<b>FY19-20</b>	<b>Difference</b>	<b>% Change *</b>
Water (30 units)	\$ 215.73	218.03	2.30	1.1%
Sewer	163.20	168.20	5.00	3.1%
Trash (4 32-gal carts)	<u>135.60</u>	<u>139.80</u>	<u>4.20</u>	3.1%
<b>Total monthly bill:</b>	<b>\$ 514.53</b>	<b>526.03</b>	<b>11.50</b>	<b>2.2%</b>

<b>Apartment Complex (120 units)</b>	<b>FY18-19</b>	<b>FY19-20</b>	<b>Difference</b>	<b>% Change *</b>
Water (830 units)	\$ 5,660.10	5,720.50	60.40	1.1%
Sewer	4,896.00	5,046.00	150.00	3.1%
Trash (ten 3 Yd Bins)	<u>3,856.95</u>	<u>3,972.90</u>	<u>115.95</u>	3.0%
<b>Total monthly bill:</b>	<b>\$ 14,413.05</b>	<b>14,739.40</b>	<b>326.35</b>	<b>2.3%</b>

<b>Commercial</b>	<b>FY18-19</b>	<b>FY19-20</b>	<b>Difference</b>	<b>% Change *</b>
Water (60 units)	\$ 509.20	514.65	5.45	1.1%
Sewer	320.40	330.60	10.20	3.2%
Trash (one 3 Yd Bin)	<u>352.50</u>	<u>363.10</u>	<u>10.60</u>	3.0%
<b>Total monthly bill:</b>	<b>\$ 1,182.10</b>	<b>1,208.35</b>	<b>26.25</b>	<b>2.2%</b>

\*Note: Due to rounding to the next penny or nickle, actual increase may be slightly higher. These are samples, actual effect is dependant on customer's service level.

Residential Services - Single Family					Sample Monthly Bill
	Water (1)	Sewer	Trash (2)		
<b>Mountain View</b>					
FY 2018-19	\$ 78.69	40.80	33.90		153.39
FY 2019-20	\$ 79.56	42.05	34.95		156.56
% Increase	1.1%	3.1%	3.1%		
<b>Palo Alto</b>					
FY 2018-19	\$ 96.03	38.66	50.07		184.76
FY 2019-20	\$ 100.49	41.37	50.07		191.93
% Increase	4.6%	7.0%	0.0%		
<b>Sunnyvale</b>					
FY 2018-19	\$ 62.80	49.36	41.65		153.81
FY 2019-20	\$ 62.80	51.33	42.07		156.20
% Increase	0.0%	4.0%	1.0%		
<b>Cal Water Rate</b>					
FY 2018-19	\$ 70.40	(3)			
FY 2019-20	\$ 71.02	(4)			
% Increase	0.9%				

- (1) Based on 10 units of water plus meter charge. Mountain View's meter charge for single family is for both 5/8 and 3/4 inch meter sizes. Sunnyvale, Palo Alto and Cal Water have separate rates. This comparison uses the lower 5/8 inch meter rate.
- (2) Mountain View and Palo Alto based on 32-gallon, Sunnyvale based on 27-gallon. Mountain View has biweekly recycling pick-up; Palo Alto and Sunnyvale have weekly recycling pick-up.
- (3) Rate in effect as of 7/1/18.
- (4) Rate in effect as of 1/1/19.

Residential Services - Multi-Family (4-plex)				
	Water (1)	Sewer	Trash (2)	Sample Monthly Bill
<b>Mountain View</b>				
FY 2018-19	\$ 215.73	163.20	135.60	514.53
FY 2019-20	\$ 218.03	168.20	139.80	526.03
% Increase	1.1%	3.1%	3.1%	
<b>Palo Alto</b>				
FY 2018-19	\$ 289.72	154.64	200.28	644.64
FY 2019-20	\$ 301.26	165.46	200.28	667.00
% Increase	4.0%	7.0%	0.0%	
<b>Sunnyvale</b>				
FY 2018-19	\$ 239.70	136.68	186.24	562.62
FY 2019-20	\$ 239.70	142.16	188.10	569.96
% Increase	0.0%	4.0%	1.0%	

(1) Based on 30 units of water plus meter charge.

(2) Mountain View and Palo Alto based on 32-gallon, Sunnyvale based on a 65-gallon minimum charge. Mountain View has biweekly recycling pick-up; Palo Alto and Sunnyvale have weekly recycling pick-up.

Residential Services - Apartment Complex (120 units)

	Water (1)	Sewer	Trash (2)	Sample Monthly Bill
<b>Mountain View</b>				
FY 2018-19	\$ 5,660.10	4,896.00	3,856.95	14,413.05
FY 2019-20	\$ 5,720.50	5,046.00	3,972.90	14,739.40
% Increase	1.1%	3.1%	3.0%	
<b>Palo Alto</b>				
FY 2018-19	\$ 6,858.15	4,639.20	5,520.11	17,017.46
FY 2019-20	\$ 6,780.67	4,963.94	5,520.11	17,264.72
% Increase	-1.1%	7.0%	0.0%	
<b>Sunnyvale</b>				
FY 2018-19	\$ 4,552.67	4,100.40	4,649.81	13,302.88
FY 2019-20	\$ 4,552.67	4,264.80	4,696.31	13,513.78
% Increase	0.0%	4.0%	1.0%	

(1) Based on 830 units of water plus 4" meter charge.

(2) Based on nine 3-yard 1x/week and one 3-yard 2x/week. Mountain View has biweekly recycling pick-up; Palo Alto and Sunnyvale have weekly recycling pick-up.

Commercial Services					
	Water (1)	Sewer	Trash (2)		Sample Monthly Bill
<b>Mountain View</b>					
FY 2018-19	\$ 509.20	320.40	352.50		1,182.10
FY 2019-20	\$ 514.65	330.60	363.10		1,208.35
% Increase	1.1%	3.2%	3.0%		
<b>Palo Alto</b>					
FY 2018-19	\$ 574.28	447.00	504.40		1,525.68
FY 2019-20	\$ 563.77	478.29	504.40		1,546.46
% Increase	-1.8%	7.0%	0.0%		
<b>Sunnyvale</b>					
FY 2018-19	\$ 461.44	314.40	424.53		1,200.37
FY 2019-20	\$ 461.44	327.00	428.78		1,217.22
% Increase	0.0%	4.0%	1.0%		

(1) Based on 60 units of water plus 2" meter charge.

(2) Based on one 3-yard 1x/week. Mountain View has biweekly recycling pick-up;  
Palo Alto and Sunnyvale have weekly recycling pick-up.



## Debt Administration

### Legal Debt Margin:

The legal debt margin for the City of Mountain View, California, is calculated using a debt limit of 15 percent of the assessed value of property (excluding tax increment) within the City limits. Computation of the City's legal debt margin as of June 30, 2018 is as follows (dollars in thousands):

Assessed value (net) – June 30, 2018 <sup>(1)</sup>	\$28,031,335,937
Debt limit: 15 percent of assessed value	4,204,700,391
Less total bonded debt, general obligation	<u>-0-</u>
Legal debt margin	<u>\$ 4,204,700,391</u>

In 2001 the City was awarded a AAA issuer credit rating (ICR) by Standard and Poor's (S&P), one of the nation's top-ranked independent credit rating agencies. S&P upgraded the City ICR from AA to AAA, the highest credit rating possible, because of a solid and diversified local tax base, the City's low debt burden, high property values and personal income levels, and the expectation of continued strong financial operations by the City. At that time, Mountain View was one of only three California cities to receive the AAA rating from S&P. The AAA ICR was last reaffirmed by S&P in 2014 and has resulted in lower debt costs and savings to the City.

### Debt Obligations Outstanding:

As of June 30, 2019, the City is anticipated to have various debt obligations outstanding. These obligations are comprised of the following (dollars in thousands):

#### **City of Mountain View:**

Water Revenue Bonds were issued in 2004 to fund the construction of infrastructure to expand the City's water storage capacity. In 2008 these bonds were upgraded to a AAA underlying credit rating by S&P from AA. The AAA underlying credit rating was last affirmed by S&P in 2018.

The 2018 Wastewater Bank Loan was issued to finance Wastewater infrastructure projects. The proceeds will fund scheduled capital projects in Fiscal Year 2019-20.

<u>Type of Indebtedness</u>	<u>Maturity</u>	<u>Interest Rates</u>	<u>Authorized and Issued</u>	<u>Outstanding as of June 30, 2019</u>
2004 Water Revenue Bonds	2029	3.0%-4.5%	\$9,700	\$4,970
2018 Wastewater Bank Loan	2033	3.36%	\$10,100	\$10,100

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<sup>(1)</sup> Source: California Municipal Statistics Inc.

Debt Administration  
(Continued)

**Shoreline Regional Park Community:**

The 2011 Revenue Bonds were issued to refund the 1996 Tax Allocation Bonds (TABs) (which were originally issued to fund the acquisition of certain land from the City and to fund road, water, sewer, and other public improvements) and to fund the construction of Fire Station No. 5, Permanente Creek Trail improvements, and the Athletic Field projects. These bonds were awarded an A underlying credit rating by S&P and was upgraded to an A+ in 2018.

The 2018 Revenue Bonds were issued to finance the costs of acquiring and constructing certain public improvements to Shoreline Boulevard and Plymouth Street including a bicycle/pedestrian overcrossing of U.S. Highway 101, a freeway off-ramp realignment at Shoreline Boulevard, a Shoreline Boulevard reversible bus lane, Plymouth Street construction and Shoreline Boulevard bus lane extension, Shoreline Sailing Lake improvements, and police/fire training and classroom facility. These bonds were awarded an A+ underlying credit rating by S&P in 2018.

<u>Type of Indebtedness</u>	<u>Maturity</u>	<u>Interest Rates</u>	<u>Authorized and Issued</u>	<u>Outstanding as of June 30, 2019</u>
2011 Revenue Refunding Bonds	2040	2.0%-5.75%	\$39,030	\$27,755
2018 Revenue Bonds	2048	3.36%-5.0%	\$63,800	\$63,800

**Special Assessment:**

Special assessment debt consists of various issues to finance property owner improvements within the City. Special assessment revenues are recorded in the Special Assessment Debt Service Fund.

<u>Type of Indebtedness</u>	<u>Maturity</u>	<u>Interest Rates</u>	<u>Authorized and Issued</u>	<u>Outstanding as of June 30, 2019</u>
Special Assessment Debt with Governmental Commitment	Up to 2020	4.1%-7.0%	\$756	\$49

Total long-term debt outstanding is \$36.6 million.

Annual debt service payments by entity for Fiscal Years 2017-18 Audited, 2018-19 Adopted and 2019-20 Proposed can be found on the following pages.

Annual Debt Service Payments by Entity

	<u>2017-18</u> <u>AUDITED</u>	<u>2018-19</u> <u>ADOPTED</u>	<u>2019-20</u> <u>PROPOSED</u>
<b>CITY OF MOUNTAIN VIEW</b>			
2004 Water Revenue Bonds			
Principal	\$ 380,000	390,000	410,000
Interest	<u>250,493</u>	<u>239,250</u>	<u>223,650</u>
Total 2004 Water Revenue Bonds	<u>630,493</u>	<u>629,250</u>	<u>633,650</u>
2018 Wastewater Bank Loan			
Principal	0	0	579,000
Interest	<u>0</u>	<u>0</u>	<u>329,633</u>
Total 2018 Wastewater Bank Loan	<u>0</u>	<u>0</u>	<u>908,633</u>
TOTAL City of Mountain View	<u>\$ 630,493</u>	<u>629,250</u>	<u>1,542,283</u>
<b>SHORELINE REGIONAL PARK COMMUNITY</b>			
2011 Revenue Bonds			
Principal	\$ 1,735,000	1,800,000	1,890,000
Interest	<u>1,624,841</u>	<u>1,800,000</u>	<u>1,453,582</u>
Total 2011 Revenue Bonds	<u>3,359,841</u>	<u>1,800,000</u>	<u>3,343,582</u>
2014 Bank Loan			
Principal	1,580,000	1,607,000	0
Interest	<u>39,551</u>	<u>13,258</u>	<u>0</u>
Total 2014 Bank Loan	<u>1,619,551</u>	<u>1,620,258</u>	<u>0</u>
2018 Revenue Bonds			
Principal	0	0	0
Interest	<u>0</u>	<u>0</u>	<u>3,078,950</u>
Total 2018 Revenue Bonds	<u>0</u>	<u>0</u>	<u>3,078,950</u>
TOTAL Shoreline Regional Park Community	<u>\$ 4,979,392</u>	<u>3,420,258</u>	<u>6,422,532</u>
<b>TOTAL DEBT SERVICE REQUIREMENTS</b>	<u><u>\$ 5,609,885</u></u>	<u><u>4,049,508</u></u>	<u><u>7,964,815</u></u>

Note: Interest payment includes trustee fees, if applicable.

FISCAL YEAR 2019-20  
Calculation of Appropriations Limit

The City is required by the State Constitution, Article XIII B, to annually calculate the maximum amount of appropriations subject to limitation. This calculation is intended to limit the annual growth in tax revenues used to fund governmental expenditures in California. Article XIII B was changed with the passage of Proposition 111 on the June 1990 ballot. These changes permit greater flexibility with regard to annually calculating increases in the appropriations limit by allowing additional growth factors to be used. The factors permitting the maximum allowable increase in the appropriations limit are chosen for the calculation each fiscal year.

As can be seen below, the City is substantially under its appropriations limit. The difference between the appropriations limit and the appropriations subject to limitation has grown over time as the limit has been substantially increased by the annual adjustment factors. This, combined with the comparatively slower pace of growth in proceeds of taxes over the same time period, has contributed to the amount under the appropriations limit.

Fiscal Year 2018-19 Limit	\$ 265,968,636
2019 Change in City of Mountain View Population	1.0148
2019-20 Change in California Per Capita Personal Income	<u>1.0385</u>
 Fiscal Year 2019-20 Limit	 280,296,313
 Fiscal Year 2019-20 Budget Amount Subject to Limitation	 <u>105,145,796</u>
 Amount Under Appropriation Limit	 \$ <u>175,150,517</u>

FISCAL YEAR 2019-20  
Budget Preparation and Review Process

The budget process typically begins in November of each fiscal year when all City departments begin preparation of their budget proposals for the upcoming fiscal year. Budget requests are reviewed by the City Manager and the Budget Review Team (consisting of the Finance and Administrative Services Director and Assistant Finance and Administrative Services Director).

Below is a condensed time line for the entire Fiscal Year 2019-20 budget process:

November 2018 - January 2019	Departments prepare and submit the following for the upcoming fiscal year: (1) budget transmittal letter, non-discretionary increases, discretionary increases, and limited-period requests to the Budget Review Team; (2) reclassification requests to Human Resources and then to the Budget Review Team; (3) capital outlay and equipment replacement requests to the Capital Outlay Review Committee; (4) new and modified performance measure proposals and current fiscal year 6 month actuals; (5) department goals work plan update and new department goals.
November - December 2018	The Capital Outlay Review Committee meets with each department and reviews their capital requests.
December 2018	Develop list of revenue enhancements, and potential fees to be modified or added, and submit for review.
December 2018 - February 2019	Initial forecast for upcoming fiscal year prepared and presented to City Council.*
January 2019	Departments develop and submit preliminary departmental goals.
February 2019	City Manager and Budget Review Team meet with each department to review budget submittals, including capital outlay, department goals and fees.
February - May 2019	Departments continue to review and modify goals/initiatives/projects to support City Council Major Goals.
March 2019	City Council study session for preliminary review of the Fiscal Year 2019-20 Capital Improvement Program.*

FISCAL YEAR 2019-20  
Budget Preparation and Review Process  
(Continued)

March - April 2019	Five-Year Financial Forecast updated for upcoming fiscal year. A 5-year financial forecast is prepared annually and a longer range 10-Year Financial Forecast is prepared periodically.
April 23, 2019	Public Hearing for CDBG/HOME funds.*
April 25, 2019	City Council study session for presentation and discussion of Fiscal Year 2019-20 Narrative Budget Report which includes General Operating Fund, Other General, Special and Utility Enterprise Funds, Reserves, and 5-Year Financial Forecast.*  City Council study session for presentation and discussion of Proposed Fiscal Year 2019-20, Planned Fiscal Year 2020-21 through Fiscal Year 2023-24 Capital Improvement Program.*
June 11, 2019	City Council Public Hearing for presentation and discussion of the Fiscal Year 2019-20 Proposed Budget.*  Public hearing and adoption of Fiscal Year 2019-20 Capital Improvement Program.*
June 18, 2019	Proposition 218 public hearing.*  Public hearing and adoption of Fiscal Year 2019-20 budgets, appropriations limit, fee modification (including utility rates), and funding for Fiscal Year 2019-20 Capital Improvement Program.*

This process complies with the procedures required in the City Charter for adoption of the annual budget specifying the annual City budget must be adopted prior to July 1, the beginning of each fiscal year.

\* The public has the opportunity to comment during study sessions and public hearings.

## Budget Awards

For the 26th time, the Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Mountain View for the Fiscal Year 2018-19 annual budget. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, an operations guide, as a financial plan and as a communications device.

In addition, for the Fiscal Year 2018-19 budget documents the California Society of Municipal Finance Officers (CSMFO) has presented the City with the award for Excellence in Operational Budgeting for the 33rd year.

The awards are valid for a period of one year only. The Fiscal Year 2019-20 budget documents continue to conform to program requirements and will be submitted to GFOA and CSMFO to determine eligibility for Fiscal Year 2019-20.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Mountain View  
California**

For the Fiscal Year Beginning

**July 1, 2018**

*Christopher P. Morill*

Executive Director



# California Society of Municipal Finance Officers

*Certificate of Award*

***Excellence Award for  
Fiscal Year 2018-2019 Operating Budget***

*Presented to the*

***City of Mountain View***

For meeting the criteria established to achieve the CSMFO Excellence Award for Budgeting.

***December 19, 2018***



*Margaret Moggia*

**Margaret Moggia  
CSMFO President**

*Sara J. Roush*

**Sara Roush, Chair  
Recognition Committee**

***Dedicated Excellence in Municipal Financial Reporting***

## SUMMARY OF FINANCIAL AND BUDGETARY POLICIES

The City Council has established financial and budgetary policies which are reviewed and updated as necessary by approval of the City Council. A comprehensive and consistent set of financial and budgetary policies provides a basis for sound financial planning, identifies appropriate directions for service-level development, aids budgetary decision-making and serves as an overall framework to guide financial management and operations of the City.

A city's adoption of financial policies also promotes public confidence and increases the city's credibility in the eyes of bond rating agencies and potential investors. Such policies also provide the resources to react to potential financial emergencies in a prudent manner. The adopted Financial and Budgetary Policy A-11 can be found at the link below and a summary of this policy is included in this document.

<http://laserfiche.mountainview.gov/WebLink/0/doc/220277/Page1.aspx>

### Budget Policies:

All governmental fund-type annual budgets are presented on a modified accrual basis consistent with the general purpose financial statements prepared in accordance with generally accepted accounting principles. Pursuant to Council-adopted financial and budgetary policies, budgets are approved at the fund and department level (legal level of control) and may not be exceeded without City Council approval. Transfers and adjustments between funds, departments or capital projects must be submitted to the City Council for approval. The City Charter requires approval by five votes of the seven-member City Council to amend the budget.

### Budget Adjustments:

Budget adjustments are also required for grants and reimbursed services that were not anticipated or budgeted. Council Policy A-10 "Authorization to Execute City Contracts and Agreements and Increase Certain Limited Appropriations" authorizes the Finance and Administrative Services Director and the City Manager to increase appropriations up to \$20,000 and \$100,000 (indexed to 2011 dollars), respectively, when outside grants or reimbursement revenues have been received to offset expenditures that were not anticipated or budgeted. If the grant or reimbursement is not within the City Manager's level of authorization, a request for an appropriation increase must be submitted to the City Council for approval (five votes required).

Department heads are responsible for managing expenditures within their budget and assuring funds are only expended for properly authorized City expenses. Department heads are also responsible for expending funds consistent with the goals and objectives approved by the City Council.

- The adopted budget shall serve as the annual financial plan for the City. This financial plan shall include the goals, projects and initiatives set by the City Council and the level of services determined by the City Council.

**SUMMARY OF  
FINANCIAL AND BUDGETARY POLICIES  
(Continued)**

- A structurally balanced General Operating Fund budget will be adopted annually, whereby recurring operating expenditures shall not exceed recurring operating revenues.
- The City Council shall adopt an annual operating budget before the first of July of each fiscal year.
- The City Manager or designee shall have discretion for budget adjustments within a fund and within a department's operating budget.
- All budget adjustments between funds or departments shall be submitted to the City Council for approval.
- Performance and workload measures which reflect the effectiveness, efficiency, or workload of departmental operations will be included in the annual budget. The budget should include comparisons of actual performance to a target goal.

Revenue Policies:

- The development and maintenance of diversified and reliable revenue streams will be the primary revenue policy of the City. The City will focus its efforts to optimize existing revenue sources while periodically reviewing potential new revenue sources.
- Revenues for the General Operating Fund will be forecast for the upcoming budget year and the four subsequent fiscal years.
- Revenues will be estimated conservatively using information provided by State and other governmental agencies, trending of historical information, and other relevant information.
- Fees and charges for services will be evaluated and, if necessary, adjusted annually. The City's objective in setting fees and charges for services is to achieve a reasonable level of cost recovery for services that are not provided to, or do not benefit the community as a whole.
- Periodic reviews or audits of significant revenue sources will be conducted to determine the accuracy of amounts paid and to monitor developments in the City's revenue base.

Expenditure Policies:

- City services and operations will be provided in an efficient manner with the objective of delivering the highest level of service possible at the lowest level of expenditure.

**SUMMARY OF  
FINANCIAL AND BUDGETARY POLICIES  
(Continued)**

- Expenditures for the General Operating Fund will be forecast for the upcoming budget year and the four subsequent fiscal years.
- Expenditures will be estimated conservatively using information provided by State and other governmental agencies, trending of historical information, and other relevant information.
- A good internal control structure assuring that only properly authorized expenditures are made will be maintained.
- Expenditures will be controlled at the fund and department level and will not exceed appropriations without City Council authorization. Appropriations lapse at the end of the fiscal year to the extent that they have not been expended or encumbered.
- Obligations of the City will be recognized when incurred. Encumbrances will be used for outstanding commitments. Encumbrances outstanding at fiscal year-end will be carried over to the next fiscal year and are automatically reappropriated for inclusion in the next fiscal year's budget.

Reserve Policies:

- The General Fund Reserve, to be funded at a level of between 20.0 percent to 25.0 percent of General Operating Fund budgeted expenditures, net of budget savings, shall be used: (1) for City Council-approved expenditures not appropriated during the annual budget process; (2) to cover unanticipated revenue shortfalls; (3) in situations of extreme physical or financial emergency (with the approval of the City Council); (4) to generate ongoing investment earnings; and (5) as a funding source for interfund loans and other loans or advances from the General Fund as approved by City Council. Such loans and advances should accrue interest earnings for the General Operating Fund and include principal repayment to the extent possible.
- The General Fund Budget Contingency Reserve shall be used to provide one-time financial resources during uncertain economic conditions. This reserve may be used for such things as the transitioning of positions to be eliminated, the phasing out of certain expenditures, smoothing of employee benefit changes, or anticipated or unanticipated revenue declines, as approved by City Council.
- The General Fund Earned Lease Revenue Reserve shall be used to accumulate the rent from the ground lease of a portion of the City's Charleston East property to Google Inc. (Google). Google prepaid \$30.0 million as rent for the initial approximately 52-year lease term. The intent is for this reserve to accumulate the rent, as it is earned, so that the \$30.0 million principal balance will be available at the end of the initial lease term.

**SUMMARY OF  
FINANCIAL AND BUDGETARY POLICIES  
(Continued)**

- The General Fund Transportation Reserve shall be used for the funding of major priority transportation projects to mitigate traffic congestion, improve infrastructure, and meet the needs of the City, as authorized by the City Council.
- The General Fund Capital Improvement Reserve, to be funded with a goal of a minimum balance of \$5.0 million, and shall be used for the funding of unanticipated priority capital improvement projects authorized by the City Council. To the extent possible, General Operating Fund carryovers remaining from the end of the fiscal year, not designated for other reserve purposes, may be applied to this Reserve.
- The General Fund Open Space Acquisition Reserve shall be used for the purpose of acquiring open space to meet the needs of the City and as authorized by the City Council. Proceeds from excess City-owned properties shall fund this Reserve as directed by City Council.
- The General Fund Strategic Property Acquisition Reserve shall be used for the purpose of setting aside specific funds for the City to use for the acquisition of strategic property(ies).
- The General Fund Property Management Reserve shall be used to provide a source of funds for obligations which could arise from the City's leasing of property, including legal services, certain responsibilities identified in land leases, environmental testing or other costs normally incurred by a lessor.
- The Graham Site Maintenance Reserve shall be used to fund the maintenance obligations, per the agreement with the school district, of the Graham Sports Complex, including the playing field at Graham Middle School beneath which the City has a reservoir.
- The Compensated Absences Reserve shall fund the disbursements of terminated or retired employees for accrued vacation and sick-leave or other accrued leave as applicable. This Reserve shall be funded at a minimum of 80.0 percent of the accrued liabilities of the City for compensated absences such as vacation and vested sick leave.
- The Equipment Replacement Reserve shall be maintained to fund the replacement of capital equipment. The financial objective of this fund is to permit the budgeting of level annual amounts for capital equipment replacement while utilizing this fund's reserves to absorb the cash flow variations caused by the timing of asset replacements. Major categories of capital assets (e.g., vehicles, information technology equipment, Police and Fire radios, CAD/RMS system hardware and Communications Center furniture and equipment, etc.) are included in this Reserve. Appropriations for this fund will be requested in the annual budget. It is policy direction that capital assets not be replaced before the end of their useful life unless justified by operating necessity.

**SUMMARY OF  
FINANCIAL AND BUDGETARY POLICIES  
(Continued)**

- The Workers' Compensation Self-Insurance Reserve shall be maintained at a level deemed adequate to meet projected liabilities as determined by an actuarial valuation to be conducted at least once every three years. This reserve may also be used for the backfill of public safety positions out on Workers' Compensation up to Two Hundred Thousand Dollars (\$200,000) annually. In addition to projected liabilities, the reserve balance shall include at a minimum the provision for two catastrophic losses at the City's current level of self-insured retention.
  
- The Liability Self-Insurance Reserve shall be maintained at a minimum level of \$2.0 million plus an amount deemed appropriate to cover expected claim settlements for the current fiscal year.
  
- The Unemployment Self-Insurance Reserve will be reviewed annually and maintained at a level adequate to meet estimated unemployment liabilities.
  
- The Employee Benefits Plan (Prescription/Vision) Reserve will be reviewed annually and maintained at a level adequate to meet estimated benefit liabilities.
  
- The Retirees' Health Insurance Program Reserve will be accounted for in accordance with Generally Accepted Accounting Principles (GAAP) which includes a periodic actuarial valuation of the City's liability and for each fund to contribute, to the extent possible, its Actuarially Determined Contribution (ADC). In addition, to the extent possible, payments toward the Unfunded Actuarial Accrued Liability (UAAL) shall be made. All ADC and UAAL funds received net of actual retiree premiums paid are transferred to the California Employers Retiree Benefit Trust (CERBT), the City's third-party trustee.
  
- The Shoreline Regional Park Community shall maintain reserves as follows:
  - 1) General Reserve shall be maintained at 25.0 percent of operating expenditures.
  - 2) Sea Level Rise Reserve shall be incrementally increased to accumulate approximately \$30 million in funds for projects identified in the Shoreline Sea Level Rise Study.
  - 3) Landfill Reserve shall be incrementally increased to accumulate funds to rebuild the landfill system. The Landfill Master Plan identified a need for a \$12 million reserve to rebuild the landfill system in case of a catastrophic event.
  
- The Water Fund Reserve shall be maintained as follows:
  - 1) Minimum 10.0 percent of operating budget for emergencies
  - 2) Minimum 5.0 percent of operating budget for contingencies
  - 3) Goal of 10.0 percent of operating budget for rate stabilization \*
  - 4) Goal for capital improvements which averages the amount budgeted for annual maintenance capital improvement projects over the prior three to five fiscal years

**SUMMARY OF  
FINANCIAL AND BUDGETARY POLICIES  
(Continued)**

- The Wastewater Fund Reserve shall be maintained as follows:
  - 1) Minimum 10.0 percent of operating budget for emergencies
  - 2) Minimum 5.0 percent of operating budget for contingencies
  - 3) Goal of 10.0 percent of operating budget for rate stabilization \*
  - 4) Goal for capital improvements which averages the amount budgeted for annual maintenance capital improvement projects over the prior three to five fiscal years
  
- The Solid Waste Fund Reserve shall be maintained as follows:
  - 1) Minimum 10.0 percent of operating budget for emergencies
  - 2) Minimum 5.0 percent of operating budget for contingencies
  - 3) Goal of 10.0 percent of operating budget for rate stabilization \*
  - 4) Required Financial Assurance Mechanisms (FAMs) if applicable

\* The purpose of the rate stabilization funds is to buffer any significant changes in revenues or expenses. Use of the rate stabilization funds is allowed to gradually or incrementally change rates in any fiscal year to lessen the impact of an otherwise significant rate change. The funds are to be adjusted in the following fiscal years to meet the 10.0 percent guideline

Capital Improvement Policies:

- A five-year comprehensive Capital Improvement Program (CIP), identifying proposed major construction projects, capital equipment outlays, land acquisition and other capital improvement expenditures, and providing an analysis of the estimated funding available and necessary to fund these projects, shall be prepared biennially and presented to the City Council for approval. In the years when a five-year CIP is not prepared, capital projects for a single year will be presented to City Council for approval.
  
- The CIP shall identify all proposed projects to be initiated during the five-year period.
  
- The first year of the CIP and single-year capital projects shall be appropriated with the annual budget. The appropriations for each project are ongoing until project completion, project cancellation, or amendment.
  
- The first year of the CIP and single-year capital projects shall only include those projects which can reasonably be accomplished or substantially started within the fiscal year.
  
- Recurring annual projects shall be closed out at the end of the fiscal year or as soon as all related expenditures have been paid.

**SUMMARY OF  
FINANCIAL AND BUDGETARY POLICIES  
(Continued)**

- Capital projects will be reviewed on an annual basis for amendments or potential closure/cancellation.
- A list of unscheduled projects (projects not included in the plan period) will be identified in the CIP as an indication of potential future projects.
- Future potential ongoing operating costs associated with a project will be identified with the project in the CIP.

Cash Management and Investment Policies:

- The City will follow modern cash management practices that require active revenue oversight, prompt collection, deposit and investment of all funds and cash flow management which maximizes the amount of invested cash balanced with the timely payment of obligations.
- The City will invest all funds in accordance with the City Council Investment Policy B-2 (Investment Policy) based on the following criteria:
  - 1) Safety of investment
  - 2) Maintenance of sufficient liquidity to meet cash flow needs
  - 3) Attainment of a market rate of return consistent with the requirements of the Investment Policy
- The City shall conduct all of its investment activities in accordance with the California Government Code Section 53600 and the Investment Policy.
- The Investment Policy shall be updated as necessary and approved by the City Council.
- A complete report on the City's investment portfolio shall be presented to the City Council on a regular basis.
- A cash flow analysis shall be prepared on a monthly basis in order to estimate the amount of funds available for investment.

Accounting Policies:

The City's Comprehensive Annual Financial Report (CAFR) is prepared in accordance with the requirements of Governmental Accounting Standards Board (GASB) Statement No. 34 and provides the government-wide financial statements in addition to the fund financial statements. The accounting and financial reporting treatment applied to the fund financial statements is determined by the measurement focus of the individual fund.



**SUMMARY OF  
FINANCIAL AND BUDGETARY POLICIES  
(Continued)**

- A financial accounting system adequate to provide management information and meet reporting requirements shall be maintained.
- A system of effective internal controls will be maintained that assures only properly authorized expenditures, recordings of financial transactions, and accounting entries are executed.
- The City's financial records will be audited annually by an independent accounting firm as required by the City Charter.
- A Comprehensive Annual Financial Report (CAFR) shall be prepared each year within six months of the close of the previous fiscal year. The CAFR will be presented to the City Council in a Study Session in accordance with Council Policy B-6.
- The CAFR shall be prepared in accordance with generally accepted accounting principles applicable to local governments.
- The "Management Letter" presented by the City's independent accounting firm will be presented, with City staff's comments if applicable, to the City Council.

Basis of Accounting:

Governmental fund types are accounted for using the modified accrual basis of accounting. Revenues are recorded as received or accrued if they are both measurable and available to finance expenditures of the current period. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on long-term debt, which are recorded when paid.

Proprietary fund types are accounted for using the accrual basis of accounting wherein revenues, unbilled or billed, are recognized in the accounting period in which they are earned, and expenses are recognized in the period liabilities are incurred. For budgetary purposes, capital projects are appropriated for the estimated cost of the total project. These financial uses of funds are not reflected as expenses in the City's financial statements but are capitalized and depreciated in accordance with generally accepted accounting principles.

Cost Allocation Plan:

The City prepares a cost allocation plan, to identify the costs associated with providing certain services. These indirect charges, noted as General Fund Administration on the fund schedules, reimburses the General Operating Fund for services such as those provided by the City Manager, Human Resources, City Attorney, Payroll, Purchasing, Accounts Payable and Information Technology. The full cost allocation plan delineates the basis of allocation by department which may include the total operating budget, the number of full-time equivalent positions per department, the number of work requests,

**SUMMARY OF  
FINANCIAL AND BUDGETARY POLICIES  
(Continued)**

square footage occupied, number of items processed, number of applicable devices, etc. The City also prepares a cost allocation plan for the Water Fund similar to the General Fund plan.

Internal Service Funds:

The City also has six internal service funds that provide service to all major funds within the City and, in turn, charge these funds for the cost of providing services. Revenues received for providing services are noted as interfund service charges in the fund schedules.

Debt Management Policies:

These Debt Management Policies are the debt management policies for the City of Mountain View, Mountain View Shoreline Regional Park Community, City of Mountain View Capital Improvement Financing Authority, and any other entity for which the City Council acts as legislative body, and the term "City" shall refer to each of such entities.

When used in these Debt Management Policies, "debt" refers to all forms of indebtedness and financing lease obligations.

These Debt Management Policies are intended to comply with California Government Code Section 8855 (i).

- Long-term borrowing will be restricted to the funding of capital improvement projects and equipment. The use of long-term borrowing for ongoing operations shall be avoided.

- Short-term debt may be issued to provide financing for the City's operational cash flows in order to maintain a steady and even cash flow balance. Short-term debt may also be used to finance short-lived capital projects; for example, the City may undertake lease-purchase financing for equipment.

- The City may also find it beneficial to issue debt on behalf of other governmental agencies or private third parties in order to further the public purposes of the City. In such cases, the City shall take reasonable steps to confirm the financial feasibility of the project to be financed and the financial solvency of any borrower and that the issuance of such debt is consistent with the policies set forth herein.

- The term of the debt shall not exceed the expected useful life of the capital improvement project or equipment.

- Debt obligations will be met in a timely and efficient manner.

**SUMMARY OF  
FINANCIAL AND BUDGETARY POLICIES  
(Continued)**

- The City will comply with all debt covenants.
- Good communications with bond rating agencies about its financial condition will be maintained.
- The City will not exceed its legal debt margin limit of 15.0 percent of assessed value of property within the City limits.
- Refunding techniques will be used where appropriate to allow for the restructuring of its current outstanding debt, to remove or change restrictive covenants, and/or to reduce annual debt service in an amount sufficient to justify the costs of the refunding/reissuance.
- The City will comply with the post-issuance policies and procedures specified in the tax certificate for any tax-exempt debt.
- Types of Debt: The following types of debt are allowable under these Debt Management Policies:
  - General obligation bonds
  - Bond or grant anticipation notes
  - Lease revenue bonds, certificates of participation, and lease-purchase transactions
  - Other revenue bonds and certificates of participation
  - Tax and revenue anticipation notes
  - Land-secured financings, such as special tax revenue bonds issued under the Mello-Roos Community Facilities Act of 1982, as amended, and limited obligation bonds issued under applicable assessment statutes
  - Tax increment financing to the extent permitted under State law
  - Conduit financings, such as financings for affordable rental housing and qualified 501(c)(3) organizations

The City may, from time to time, find that other forms of debt would be beneficial to further its public purposes and may approve such debt without an amendment of these Debt Management Policies.

Debt shall be issued as fixed-rate debt unless the City makes a specific determination that a variable rate issue would be beneficial to the City in a specific circumstance.

- Relationship of Debt to Capital Improvement Program and Budget  
The City is committed to long-term capital planning. The City intends to issue debt for the purposes stated in these Debt Management Policies and to implement policy decisions incorporated in the City's capital budget and the capital improvement plan.

**SUMMARY OF  
FINANCIAL AND BUDGETARY POLICIES  
(Continued)**

The City shall integrate its debt issuances with the goals of its capital improvement program by timing the issuance of debt to ensure that projects are available when needed in furtherance of the City's public purposes.

The City shall seek to issue debt in a timely manner to avoid having to make unplanned expenditures for capital improvements or equipment from its General Fund.

**- Policy Goals Related to Planning Goals and Objectives**

The City intends to issue debt for the purposes stated in these Debt Management Policies, General Plan, Precise Plans, and other planning policy documents and to implement policy decisions incorporated in the City's Capital Improvement Program and annual operating budget.

**- Internal Control Procedures**

It is the policy of the City to ensure that proceeds of debt are spent only on lawful and intended uses. Whenever reasonably possible, proceeds of debt will be held by a third-party trustee and the City will submit written requisitions for such proceeds. The City will submit a requisition only after obtaining the signature of the Finance and Administrative Services Director. In those cases where it is not reasonably possible for the proceeds of debt to be held by a third-party trustee, the Finance and Administrative Services Director shall retain records of all expenditures of proceeds. The Finance and Administrative Services Director shall retain records of expenditures for the period ending on the later of: (a) the final payment of the debt; and (b) the period specified in the tax certificate for tax-exempt debt.

**- Disclosure Policies and Procedures**

1) These Disclosure Policies and Procedures are intended to ensure that the City is in compliance with all applicable Federal and State securities laws.

2) Review of Official Statements.

a) The Finance and Administrative Services Director of the City shall review any Official Statement prepared in connection with any debt issuance by the City in order to ensure that there are no misstatements or omissions of material information in any sections that contain descriptions of information prepared by the City.

b) In connection with its review of the Official Statement, the Finance and Administrative Services Director shall consult with third parties, including outside professionals assisting the City, and all members of City staff, to the extent that the Finance and Administrative Services Director concludes they should be consulted so that the Official Statement will include all "material" information (as defined for purposes of Federal securities law).

c) As part of the review process, the Finance and Administrative Services Director shall submit all Official Statements to the City Council for approval. The cover letter used by the Finance and Administrative Services Director to submit

**SUMMARY OF  
FINANCIAL AND BUDGETARY POLICIES  
(Continued)**

the Official Statements shall briefly summarize the responsibilities of the City Council under Federal securities laws and identify the key sections of the Official Statement.

d) The approval of an Official Statement by the City Council shall be placed on the agenda as a new business matter and shall not be approved as a consent item. The City Council shall undertake such review as deemed necessary by the City Council, following consultation with the Finance and Administrative Services Director, to fulfill the City Council's responsibilities under applicable Federal and State securities laws. In this regard, the Finance and Administrative Services Director shall consult with the City's Disclosure Counsel to the extent the Finance and Administrative Services Director considers appropriate.

3) Continuing Disclosure.

a) Under the continuing disclosure undertakings that the City has entered into in connection with its debt offerings, the City is required each year to file annual reports with the Municipal Securities Rulemaking Board's Electronic Municipal Market Access ("EMMA") system in accordance with such undertakings. Such annual reports are required to include certain updated financial and operating information, and the City's audited financial statements.

b) The City is also required under its continuing disclosure undertakings to file notices of certain events with EMMA.

c) The Finance and Administrative Services Director is responsible for establishing a system (which may involve the retention or one or more consultants) by which:

1) The City will make the annual filings required by its continuing disclosure undertakings on a complete and timely basis; and

2) The City will file notices of enumerated events on a timely basis.

4) Whenever the City makes statements or releases information relating to its finances to the public that are reasonably expected to reach investors and the trading markets, the City is obligated to ensure that such statements and information are complete, true, and accurate in all material respects.

5) Training.

a) The Finance and Administrative Services Director shall ensure that the members of the City staff involved in the initial or continuing disclosure process and the City Council are properly trained to understand and perform their responsibilities.

b) The Finance and Administrative Services Director shall arrange for disclosure training sessions conducted by the City's Disclosure Counsel. Such training sessions shall include education on these Disclosure Policies and Procedures, the City's disclosure obligations under applicable Federal and State securities laws, and the disclosure responsibilities and potential liabilities of members of the City's staff and members of the City Council. Such training sessions may be conducted using a recorded presentation.

**SUMMARY OF  
FINANCIAL AND BUDGETARY POLICIES  
(Continued)**

Risk Management Policies:

- The City will maintain an appropriate level of funding or insurance coverage for exposure to risks of financial loss through self-insurance, partial self-insurance, commercial insurance, or pooled insurance with other agencies, whichever form is the most cost effective in the long term. If self-insuring, stop loss insurance or pooled insurance should be acquired in order to minimize the amount of self-insured retention, or financial responsibility, at the lowest level that is cost effective. The form of insurance employed for different risks shall be periodically evaluated.
  
- City property shall be appropriately insured or self-insured to cover the City's losses through theft, destruction, fire, and other insurable perils.
  
- All liability-type losses and claims that occur with predictable frequency and which will not have a significant adverse impact on the City's financial position shall be self-insured to an appropriate level.
  
- An annual analysis shall be made of all insurance and self-insurance to monitor and compare costs.
  
- The City shall be self-insured for unemployment benefits.
  
- Workers' Compensation shall be insured or self-insured to an appropriate level and the program carried out according to State laws with the intent to care for the injured and preclude abuse to the extent allowable by law.

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**SHORELINE  
REGIONAL PARK  
COMMUNITY**



## Shoreline Regional Park Community

The Shoreline Regional Park Community (Shoreline Community) was created by legislation in 1969, known as the Shoreline Regional Park Community Act (Act), for the development and support of the Shoreline Regional Park (Shoreline Park) and to economically and environmentally enhance the surrounding North Bayshore Area. In accordance with the Act, all tax revenues received by the Shoreline Community are deposited into a special fund and used to pay the principal of and interest on loans, advances, and other indebtedness of the Shoreline Community. The Act prescribes the powers of the Shoreline Community, including the construction and replacement of the infrastructure needed to serve the Shoreline Community such as streets, curbs, gutters, parking lots, sidewalks, water and sewer services, lighting, waste disposal, power and communications, housing, and levees, as well as operations and maintenance of Shoreline Park.

The Shoreline Community is a separate legal entity with its own budget and financial statements, but is considered a blended component unit of the City and financial activities are reported with the City's financial documents. A separate budget for the Shoreline Community is adopted by the Board of the Shoreline Community.

The primary source of revenues for the Shoreline Community is property taxes, which include the revenue generated from the Shoreline Community's 1.0 percent levy assessed on the incremental taxable value of real and personal property located within the Shoreline Community. The assessed value of secured real property that does not experience a change in ownership or is not subject to new construction is adjusted annually at a rate not to exceed the California Consumer Price Index (CCPI) or 2.0 percent, whichever is lower. However, if a property changes ownership, it is reassessed at the current market value and new construction is initially valued at the cost of the construction. Unsecured tax on personal property, such as computers and other equipment, is assessed on the value of the property as reported annually to the County by the owning business.

For Fiscal Year 2019-20, operating revenues are proposed at \$50.6 million, \$7.1 million higher than the Fiscal Year 2018-19 Adopted. This is primarily resulting from the projected growth in secured assessed value. Operating expenditures are proposed at \$31.5 million, \$612,000 higher than Fiscal Year 2018-19 Adopted. Ongoing changes of \$153,000 are proposed, as well as limited-period expenditures of \$179,200. In addition, there is a \$201,000 contribution to the CalPERS liability (proportionate to the General Fund contribution), \$70,000 to the Compensated Absences Reserve, a \$500,000 contribution to Retirees' Health unfunded actuarial accrued liability (UAAL), and capital projects of \$87.9 million (including \$69.3 million funded by bond proceeds).

The General Reserve, based on 25.0 percent of expenditures (similar to other reserves), is increasing to \$5.3 million, the Landfill Reserve is increasing from \$7.0 million to \$8.0 million (incrementally increased in case of a catastrophic event), the Sea Level Rise Reserve is increasing \$3.0 million (as part of a plan to fund \$3.0 million annually for 10 years), and the Development Impact Fee Reserve is estimated at \$468,000. The remaining balance available is projected to be \$11.7 million.

As of June 30, 2019, the Shoreline Community is anticipated to have the following debt obligations outstanding (dollars in thousands):

The 2011 Revenue Bonds were issued to refund the 1996 Tax Allocation Bonds (TABs) (which were originally issued to fund the acquisition of certain land from the City and to fund road, water, sewer, and other public improvements) and to fund the construction of Fire Station No. 5, Permanente Creek Trail improvements, and the Athletic Field projects. These bonds were awarded an A underlying credit rating by Standard & Poor’s (S&P) and was upgraded to an A+ in 2018.

The 2018 Revenue Bonds were issued to finance the costs of acquiring and constructing certain public improvements to Shoreline Boulevard and Plymouth Street, including a bicycle/pedestrian overcrossing of U.S. 101, a freeway off-ramp realignment at Shoreline Boulevard, a Shoreline Boulevard reversible bus lane, Plymouth Street construction and Shoreline Boulevard bus lane extension, Shoreline Sailing Lake improvements, and Police/Fire training and classroom facility. These bonds were awarded an A+ underlying credit rating by S&P in 2018.

<u>Type of Indebtedness</u>	<u>Maturity</u>	<u>Interest Rates</u>	<u>Authorized and Issued</u>	<u>Outstanding as of June 30, 2019</u>
2011 Revenue Refunding Bonds	2040	2.0%-5.75%	\$39,030	\$27,755
2018 Revenue Bonds	2048	3.36%-5.0%	\$63,800	\$63,800

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SHORELINE REGIONAL PARK COMMUNITY FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2017-18</u>	Adopted Budget <u>2018-19</u>	Estimated <u>2018-19</u>	Proposed Budget <u>2019-20</u>
<b>Revenues and Sources of Funds:</b>				
Property Taxes	\$ 42,099,597	41,808,400	40,219,100	48,154,300
Investment Earnings	1,225,124	1,338,600	1,708,800	1,986,700
Invest Earn on Dev Imp Fees	375,320	0	468,000	0
Rents & Leases	370,546	311,000	382,800	368,000
Development Impact Fees	16,759,781	0	0	0
Other Revenues	490,924	54,500	210,800	110,000
Capital Projects Refunds	18,908	0	0	0
Bond Proceeds	0	0	0	69,280,000
Total	<u>61,340,200</u>	<u>43,512,500</u>	<u>42,989,500</u>	<u>119,899,000</u>
<b>Expenditures and Uses of Funds:</b>				
Operations	5,094,934	6,359,457	6,289,333	6,643,515
Intergovernmental Payments	10,293,359	10,272,000	10,241,616	10,669,000
Capital Projects	43,369,350	7,118,000	9,017,700	14,771,000
Capital Projects from Fees	13,369,650	6,400,000	6,400,000	3,848,000
Capital Projects from Bond Proceeds	0	0	0	69,280,000
General Fund Administration	7,571,600	7,647,300	7,647,300	7,723,700
Water Fund Administration	62,600	63,200	63,200	63,800
2011 Revenue Bonds	3,282,099	3,345,832	3,328,907	3,343,582
2014 Bank Loan	1,619,551	1,620,300	1,620,258	0
2018 Revenue Bonds	0	1,599,990	3,959,254	3,078,950
Self Insurance	53,630	47,620	47,620	61,430
Retirees' Health Unfunded Liability	994,770	195,000	195,000	500,000
Transfer to Comp Absences Res	20,000	42,000	42,000	70,000
Transfer to Equip Replace Res	116,501	119,268	119,268	103,078
Total	<u>85,848,044</u>	<u>44,829,967</u>	<u>48,971,456</u>	<u>120,156,055</u>
Revenues and Sources Over (Under)				
Expenditures and Uses	(24,507,844)	(1,317,467)	(5,981,956)	(257,055)
Beginning Balance, July 1	62,188,012	37,680,168	37,680,168	31,698,212
Reserve	(4,600,000)	(5,200,000)	(5,200,000)	(5,300,000)
Reserve for Landfill	(6,000,000)	(7,000,000)	(7,000,000)	(8,000,000)
Reserve for Sea Level Rise	0	(3,000,000)	(3,000,000)	(6,000,000)
Reserve for Dev Impact Fees	(10,247,834)	(3,847,834)	(4,315,834)	(467,834)
Ending Balance, June 30	\$ <u>16,832,334</u>	<u>17,314,867</u>	<u>12,182,378</u>	<u>11,673,323</u>

The State legislature created the Shoreline Regional Park Community (Shoreline Community). Tax increment derived on the difference between the frozen base year value and the current fiscal year assessed value and other revenues generated from the activities of the Shoreline Community are to be utilized to develop and support the Shoreline Community and surrounding North Bayshore Area. Reserves are for general purposes, a catastrophic landfill event funding sea level rise infrastructure improvements, and tracking of development impact fees.

Assessed values are as follows (in thousands):

		<u>Total Assessed Value</u>	<u>Frozen Base</u>	<u>Tax Increment Value</u>
Actual	2016-17	\$3,913,665	\$33,888	3,879,777
Actual	2017-18	\$4,012,187	\$33,888	3,978,299
Actual	2018-19	\$3,911,328	\$33,888	3,877,440
Proposed	2019-20	\$4,604,132	\$33,888	4,570,244

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# **GLOSSARY AND INDEX**

## GLOSSARY

**Accounting System**—The total structure of records and procedures which identify, record, classify, summarize and report information on the financial position and results of operations of a government.

**Accrual Basis of Accounting**—A method of accounting that recognizes the financial effect of transactions, events and interfund activities when they occur, regardless of the timing of related cash flows.

**Actual/Audited Actual**—The amount of expenditures, positions or revenues for the fiscal year as verified by the auditors.

**Actuarial Accrued Liability (AAL)**—The amount calculated by an actuary related to an incurred liability.

**Actuarially Determined Contribution (ADC)**—Equal to the sum of the Normal Cost (NC) and Amortization of the Unfunded Actuarial Accrued Liability (UAAL). Used when discussing the California Public Employees Retirement System (CalPERS) and Retirees' Health Insurance Program. Developed on the same basis as the Annual Required Contribution (ARC) previously developed under GASB Statement No. 45.

**ADA**—Americans with Disabilities Act.

**Adjusted**—Adopted plus/minus any encumbrance carryovers, donations, grants, and midyear Council action.

**Adopted**—Formal action is taken by the City Council to set a plan, action or strategy, etc for the fiscal year.

**Annual Budget**—The total budget for a given fiscal year as approved by City Council.

**Appropriation**—A legislative act authorizing the expenditure of a designated amount of public funds for a specific purpose.

**Assessed Value (AV)**—A value established by the County Assessor which approximates fair-market value of real or personal property or fair-market value at the time of sale, change in ownership or completion of construction adjusted by the annual California Consumer Price Index not to exceed 2.0 percent annually. By State law, 100 percent of the property value is used for determining the basis for levying property taxes.

**Bonds**—A legal promise to pay a sum of money on a specific date at a specified interest rate.

## **GLOSSARY (Continued)**

**Budget**—A financial plan identifying projected revenues, planned expenditures and levels of service.

**Budget Adjustment**— Any lawful change after the formal adoption of the budget.

**CalPERS**— California Public Employees Retirement System.

**Capital Improvement Program or Project (CIP)**—Capital projects such as City buildings, General Plan update, park renovations, etc. These projects are usually multi-year and, thus, extend beyond the annual budget. The CIPs are supported by a five-year expenditure plan detailing funding sources and expenditure amounts.

**Capital Outlay (also referred to as Capital Equipment)**—Expenditures that result in the acquisition of assets with an estimated useful life of two or more years and a unit cost of \$5,000 or more (account classification 56100s).

**Capital Projects Fund**—Used to account for financial resources for the construction or acquisition of major capital facilities (other than those financed by Enterprise Funds). For the annual budget, only the Capital Project Funds that have annual budgets are included.

**Carryover Balance**—The difference between actual General Operating Fund (GOF) revenues received and actual GOF expenditures (operating balance), plus any other GOF one-time revenues or expenditure savings in a given fiscal year.

**CCPI**— California Consumer Price Index

**Certificates of Participation (COPs)**—Provides a long-term financing mechanism through a financing lease agreement.

**COLA**— Cost-of-living adjustment.

**Community Development Block Grant (CDBG)**— A grant received by the Department of Housing and Urban Development.

**Community Stabilization and Fair Rent Act (CSFRA)**—On November 8, 2017 voters adopted Measure V, or CSFRA, to stabilize rents and provide just cause eviction protections for certain rental units in Mountain View.

**Component Units**—Legally separate entities for which the elected officials of the primary government are financially accountable.

## **GLOSSARY (Continued)**

**Consumer Price Index (CPI)**—A statistical measure of price levels provided by the U.S. Department of Labor signifying the cost-of-living and economic inflation.

**Contingency**—An amount set aside for emergency or unanticipated expenditure and revenue shortfall.

**Cost Recovery Program**—Service provided to a specific group or population where the fee is established to partially or fully offset the expenditures incurred for the program or service.

**Debt Retirement Costs**—Costs associated with the payoff of debt.

**Debt Service**—The payment of principal and interest on borrowed funds such as bonds.

**Debt Service Fund**—Government fund type used to account for the accumulation of resources for and the payment of interest and principal on a debt issue.

**Department**—The highest organizational unit within the City which is responsible for managing divisions or activities within a functional area.

**Depreciation**— The cost of an asset divided by its expected useful life in years.

**Discretionary Expenditure**— An expenditure that is avoidable.

**Division**— An organizational unit within a department that provides a specific service.

**Educational Revenue Augmentation Fund (ERAF)**— The mechanism used by the State to shift local taxes for the State's education funding commitments. This mechanism has been used three different times, thus the terms ERAF I, ERAF II and ERAF III.

**EIR**— Environmental Impact Report.

**Encumbrances**— A legal expenditure obligations of the City established when an agreement for services or goods is entered into. The appropriations for a legal encumbrance does not lapse at the end of the fiscal year.

**Ending Balance**— A fund's accumulation of revenues over its expenditures available for appropriation.

**Enterprise Funds**— Used to account for an activity for which a fee or fees is charged to external users for goods or services. The City has three Enterprise (or Utility) Funds,



## **GLOSSARY (Continued)**

Water, Wastewater and Solid Waste Management, that account for the water services, wastewater or sewer services, and trash and recycling services provided to residents and businesses in the City.

**Estimated Expenditures**—The amount of expenditures expected in the current fiscal year.

**Estimated Revenue**—The amount of revenue expected to be received in the current fiscal year.

**Expenditures**—The use of financial resources typically spent for goods or services.

**Fiscal Year**—A 12-month period specified for recording financial transactions. The City of Mountain View's fiscal year starts on July 1 and ends on the following June 30.

**Full-Time Equivalent (FTE)**—Part-time and hourly positions expressed as a fraction of full-time positions (2,080 hours per year). Example: 3 positions working 1/2 time equal 1-1/2 FTEs.

**Functions**—Long-term goals of a department which are tied to performance measures.

**Fund**—A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.

**Fund Balance**—The difference between assets and deferred outflows and liabilities and deferred inflows reported in a governmental fund.

**General Fund**—Accounts for the operations of the City which are not recorded in other funds.

**General Fund Budget Contingency Reserve**—A reserve set aside for uncertain economic conditions to provide for financial flexibility.

**General Fund Reserve**—The reserve that provides a source of funding for necessary, but unanticipated, expenditures during the fiscal year, unanticipated revenue shortfalls, sources for interfund loans, emergencies and to generate ongoing interest earnings for the General Operating Fund.

**General Fund Reserves**—The combination of all General Fund Reserves.

## **GLOSSARY (Continued)**

**General Government**—A grouping of departments that support those which give direct service to the public.

**General Non-Operating Fund**—A "sub" fund of the General Fund which accounts for the limited-period revenues and expenditures of the General Fund.

**General Obligation Bonds**—Are issued to fund public projects and are backed by the full faith and credit of the issuer.

**General Operating Fund**—A "sub" fund of the General Fund which accounts for the ongoing annual operations of the City which are not recorded in other funds.

**Goals/Projects/Initiatives**—A set of criteria to be achieved within a certain time period.

**Governmental Funds**—Funds generally used to account for tax-supported activities. There are four different types of governmental funds: the General Fund, special revenue funds, debt service funds, and capital projects funds.

**Grant Funds**—Moneys received from another government, such as the State or Federal government, usually restricted to a specific purpose.

**Gross**—Amount prior to any deductions.

**Infrastructure**—A substructure or underlying foundation on which the continuance or growth of a community depends: roads, schools, transportation systems, etc.

**Initiative Process**—A system designed to place lawmaking power in the hands of the people. Allows voters to collect signatures to place a new law or change on the ballot.

**Interdepartmental Charges**—Charges from one department or fund to another department or fund within the governmental entity.

**Interfund Expenditure**—An expenditure reported in one department or fund that is generated by another department or fund within the governmental entity.

**Interfund Transfers**—Movement of money from one fund to another within the City of Mountain View or component units of the City of Mountain View.

**Intergovernmental Revenue**—Grants, entitlements and cost reimbursements from another Federal, State or local governmental unit.

## **GLOSSARY (Continued)**

**Internal Service Fund**—Used to account for any activity that provides goods or services to other funds or departments on a cost reimbursement basis. The City uses Internal Service Funds for fleet maintenance, equipment replacement, Workers' Compensation, unemployment, liability risk exposure, retirees' health and employee benefits, etc.

**Investment Portfolio**—The accumulation of all cash and investments regardless of source or ownership, placed in securities or vehicles for purposes of generating interest income.

**Labor Chargeback**—An account used to credit salaries and benefits when time is charged to a capital improvement project or another fund or department for services provided.

**Limited-Period Expenditure**—An expenditure that is of a one-time or limited duration and not considered ongoing in nature.

**Maintenance and Operations**—Cost of upkeep and running of property or equipment (account classification 55200s).

**Major Fund**—Are funds that have either assets, liabilities, revenues or expenditures/expenses equal to 10 percent of their fund type total and 5 percent of the grand total of governmental and enterprise funds or can be a fund designated by the City.

**Materials and Supplies**—Expenditures for goods used to support operations (account classification 55100s).

**Measurement Focus**—Types of balances (and related changes) reported in a given set of financial statements (e.g., economic resources, current financial resources, assets and liabilities resulting from cash transactions).

**Mission Statement**—A broad direction based on the needs of the community. A mission is general and timeless; it is not concerned with a specific achievement in a given time period.

**Modified Accrual Basis of Accounting**—Basis of accounting according to which (a) revenues are recognized in the accounting period in which they become available and measurable; and (b) expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt and certain similar accrued obligations which should be recognized when due. (NCGA Statement 1)

## **GLOSSARY (Continued)**

**Net**— Amount after consideration of any adjustments.

**Non-Discretionary Expenditure**— Unavoidable expenditure

**Normal Cost (NC)**— Represents the annual cost estimated for pension or retirees' health benefits of the future liability for current employees.

**Objective**— Something aimed at or strived for.

**OneSolution**— The accounting and budgetary system implemented by the City of Mountain View in March 2016.

**Operating Balance**— The balance of ongoing revenues and expenditures before one-time revenues or expenditures such as capital projects.

**Operating Budget**— Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing acquisition, spending and service delivery activities of a government are controlled.

**Operations**— Includes salaries, benefits, supplies and services, and capital outlay expenditures.

**Other Expenses**— All expenditures not recorded in other major account classifications (account classification 55500s).

**Other Funds**— The reference used for funds other than the General Fund (e.g., Special Revenue, Debt Service, Capital Projects, etc.).

**Overhire Position**— A position created for temporary use above the approved budgeted number of positions. This is used as an overlap when someone is retiring, out on disability, etc.

**Performance/Workload Measures**— Number or percentage of work category completed or performed. The performance/workload measures provide an indicator of the amount of work performed or measures the quality of effectiveness of work performed by a department or program from year to year.

**Personnel Services**— Salaries and benefits paid to City employees (account classification 54100-54300s).

## **GLOSSARY (Continued)**

**Position Classification**—Includes job titles, job grades and job families for an overall job level.

**Primary Government** —Any state government or general purpose local government (municipality or county).

**Professional/Technical Services**—Expertise purchased from external sources (account classification 55400s).

**Projected Revenue**—The amount of revenue projected for future fiscal year's budget(s).

**Property Tax Apportionment**—The allotment of direct taxes on the basis of population.

**Proposed Budget**—The initial plan by the City Manager for the fiscal year presented to the City Council before adoption.

**Proposition 4/GANN Initiative Limit**—The City is required, under Article XIII B of the State Constitution, to limit appropriations from proceeds of taxes. The annual appropriation limit is based on data received from the State, including various growth measures such as population, CPI and nonresidential construction changes.

**Proprietary Funds**—To account for operations that involve business-like activities. There are two different types of proprietary funds: enterprise funds and internal service funds.

**Rebudget**—Funding for limited-period (one-time), capital outlay or equipment replacement items carried over from the current fiscal year to the next fiscal year with Council approval.

**Recommended Budget**—The preliminary spending plan for the fiscal year presented to the City Council in the Narrative Budget Report.

**Rental Housing Committee (RHC)**—Established by the Community Stabilization and Fair Rent Act, and consists of five members and one alternate member.

**Reserves**—Used to indicate that resources are not available for appropriation and subsequent spending, but is set aside for future use and is either for a specific purpose or to fund a liability.

**Revenue Enhancements**—Any action that increases current revenue sources or creates new ones.

## **GLOSSARY (Continued)**

**Salaries and Benefits**—The set of all City-related operating costs for personnel (e.g., salaries, wages, retirement, health, dental, etc.).

**Section 1103 of City Charter**—Mandates that the City Manager will send a careful estimate, in writing, detailing the amount of expenditures required to ensure the proper conduct of business at all levels the City Manager has control of and an estimate of incomes expected.

**Secured Debt**—Debt guaranteed by the pledge of assets or other collateral.

**Services and Supplies**—The set of all nonpersonnel-related operating costs (e.g., supplies, maintenance, utilities, services, etc.).

**Services to Other Departments**—Includes interdepartmental charges and credits received for work performed for another department or fund (account classification 54100).

**Shoreline Community (SRPC)** — The Shoreline Regional Park Community.

**Significant Changes** — Any increase above the base budget that is discretionary.

**SMaRT® Station**—The copyright protected acronym used for the Sunnyvale Materials and Recovery Transfer Station.

**Special Assessment**—Compulsory levy made against certain properties to defray all or part of the cost of a specific capital improvement or service deemed to benefit primarily those properties.

**Special Revenue Funds**—Governmental fund type used to account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted for specified purposes.

**Structural Deficit**—The deficit that occurs when there is an imbalance between ongoing revenues and ongoing expenditures.

**Structurally Balanced Budget**—Ongoing revenues are greater than or equal to ongoing expenditures.

**TABs**—Tax Allocation Bonds. Bonds issued by a government agency secured by the agency's pledge of tax increment revenues.

**Taxes**—Compulsory charges levied by a government for the purpose of financing services performed for the common benefit.

## **GLOSSARY (Continued)**

**Unfunded Actuarial Accrued Liability (UAAL)**—The portion of the AAL that does not have funds set aside toward this liability. Used in reference to the CalPERS system and Retirees' Health Benefit Program.

**Unsecured Debt**—Obligation not backed by the pledge of specific collateral.

**Utilities**—A public service such as gas, electricity or water. Also used to account for expenditures for services such as gas, electricity, water, trash and recycling collection, etc. (account classification 55300s).

**Utility Funds**—See Enterprise Funds.

**Utility Rolls**—Utility property assessed by the State Board of Equalization.

**Vehicle License Fee (VLF)**—Established in 1953 as a uniform statewide tax, the VLF is a tax on the ownership of a registered vehicle in place of taxing vehicles as personal property. By law, all revenues from the VLF fund city and county services, but the state legislature controls the tax rate and the allocation among local governments. In 2004, the Legislature permanently reduced the VLF tax rate and eliminated state general fund backfill to cities and counties. Instead, cities and counties now receive additional transfers of property tax revenues in lieu of VLF. In 2011 the legislature eliminated all VLF allocations to local agencies in order to fund COP's grant, booking fee subvention and other safety related grants.

**VTA**—Valley Transportation Authority.

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