



CITY CENTER BISHOP RANCH OPENING NOVEMBER 2018 – SAN RAMON FIRST DOWNTOWN

**City of San Ramon  
California**



# **Adopted Annual Program of Services & Budget Fiscal Year 2019-20**

**"WE PROVIDE EFFICIENT DELIVERY OF QUALITY PUBLIC SERVICES THAT ARE ESSENTIAL TO THOSE WHO LIVE AND WORK IN SAN RAMON "**



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# Elected Officials

Bill Clarkson  
Mayor

Scott Perkins  
Vice-Mayor

David E. Hudson  
Councilmember

Philip G. O'Loane  
Councilmember

Sabina Zafar  
Councilmember

# Appointed Officials

Joe Gorton  
City Manager

Martin Lysons  
City Attorney

# Executive Team

Administrative Services Director  
City Clerk  
Community Development Director  
Parks & Community Services Director  
Police Chief  
Public Works Director

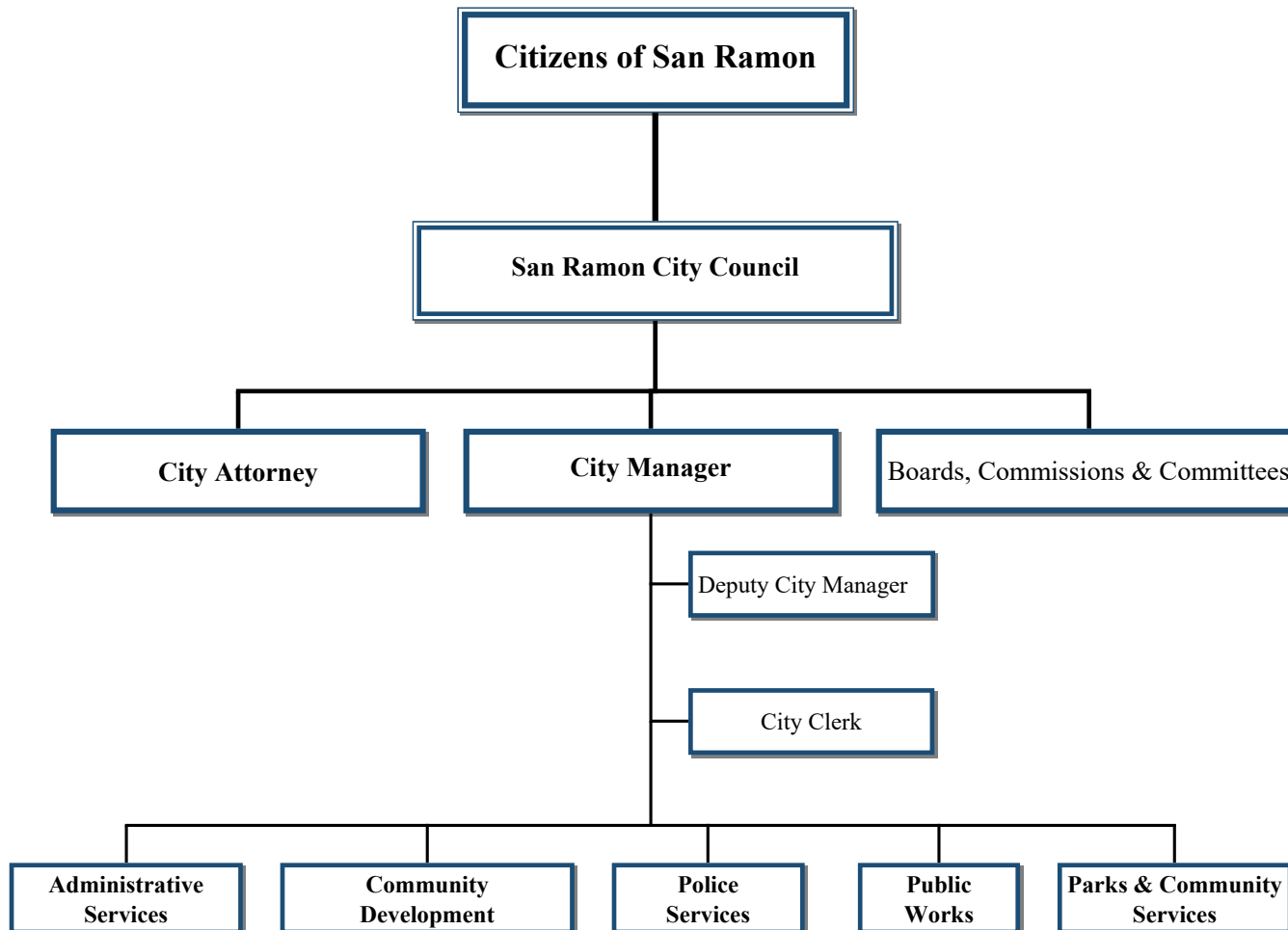
Eva Phelps  
Christina Franco  
Debbie Chamberlain  
Kathi Heimann  
Craig Stevens  
Maria Fierner



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# City of San Ramon Organization Chart FY 2019-20





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# **BUDGET MESSAGE**



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# CITY OF SAN RAMON

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SAN RAMON, CALIFORNIA 94583  
PHONE: (925) 973-2500  
WEB SITE: [www.sanramon.ca.gov](http://www.sanramon.ca.gov)

---

June 11, 2019

Honorable Mayor and City Councilmembers  
City of San Ramon  
7000 Bollinger Canyon Road  
San Ramon, CA 94583

**SUBJECT: Adopted FY 2019-2020 Operating Budget**

**SUMMARY**

The Proposed FY 2019-2020 Operating Budget for the City of San Ramon reflects a careful and deliberate planning process with the intent of maintaining quality services and infrastructure while remaining fiscally prudent. The budget as presented is balanced and requires no appropriation from the General Fund Reserves. While costs continue to rise, the City has put into place cost containment measures through a fully funded retiree health plan and additional employee contributions to fund some of the City's portion of CalPERS retirement costs. The Proposed Budget reflects lean staffing and will need to adjust in the coming years as the projected population increases.

The operating budget is for all City funds and programs, including the General Fund, Special Revenue Funds, Dougherty Valley and North West San Ramon Geological Hazard Abatement Districts, San Ramon Housing Successor, and other special purpose funds. The budget document has been developed to serve as the City's financial plan of programs and service delivery for the next twelve months. The budget document includes departmental statements of purpose, service descriptions, major accomplishments, and future major action items. The financial plan for FY 2019-2020 that is described herein provides funding to maintain core service levels within the City.

The Dougherty Valley Geological Hazard Abatement District (DV GHAD) and Northwest San Ramon Geological Hazard Abatement District (NWSR GHAD) are shown separately in the back section of the document as these budgets are approved both by the City Council and also independently by the authorizing Board of these entities. This budget document, together with the Capital Improvement Program (CIP) document, provides detailed information for the City Council to evaluate the entire City budget proposal.

In summary, the FY 2019-2020 Budget for all City funds, including the DV GHAD, the NWSR GHAD, and the Capital Budget totals \$111.9 million. The budget is comprised of an Operating Budget of \$76.3 million, a Special Revenue Fund Budget of \$0.3 million, a Debt Service Fund budget of \$3.2 million, a Capital Budget of \$19.0 million, an Internal Service budget of \$12.9 million, a DV GHAD budget of \$0.8 million (included in the Operating Budget) and a Housing Successor budget of \$0.1 million. The organization of the City's budget can be most clearly understood by referring to page 27.

## **BACKGROUND**

### **ECONOMIC OUTLOOK**

There has been continued steady economic growth at the national, state and regional level. Locally, the City expects to see slow revenue growth, a trend that is expected to continue for the next few fiscal years.

Nationally, the Bureau of Labor Statistics reported that nonfarm jobs increased 263,000 in April 2019, which was higher than the average monthly gains of 213,000 over the past 12 months. Average hourly earnings have risen 3.2% from April 2018 to April 2019. The unemployment rate decreased from 3.9% to 3.6% during the same time period. The National Association of Realtors reported that sales of previously owned homes decreased 4.9% from February 2019 to March 2019, which was more than market expectations of 3.8%. Even with lower mortgage rates, increasing wages, and housing price inflation slowing, there is a low supply of homes available. Labor shortages also play a part making it difficult for builders to increase construction in this segment of the market.

The Statewide economy continues to show continued growth and is predicted to continue over the next few years. The median home price rose 2.6% from March 2018 to March 2019 and this growth is predicted to continue at 2.0% over the next year. Construction starts for single family homes declined 17% from March 2018 to March 2019. Construction starts for multi-family residencies decreased 7% during the same time frame. California's unemployment rate increased from 4.2% to 4.3% from March 2018 to March 2019. Governor Newsom's proposed 2019-2020 budget plan is showing a balanced budget and a sizable rainy day fund, which is estimated to reach \$15.3 billion in FY 2019-2020. The budget is structured to protect the financial recovery of previous years, continue to build the rainy day fund, address structural liabilities, and prepare for uncertainty in the future. The May revision estimates a \$147.0 billion General Fund budget with \$150.0 billion in revenue. The City's budget does not include any projected takeaways by the State. Staff will continue to monitor the State budget process and inform the Council of any impacts, positive or negative, from the State budget.

The local economy is showing steady improvement. San Ramon's unemployment rate was 2.8% as of March 2019, which remains lower than the national and state level. All City major revenue sources are showing increases except for Transient Occupancy Tax, which is affected by the volume of hotel occupancy, and Development Fees, which is affected by construction projects within the City.

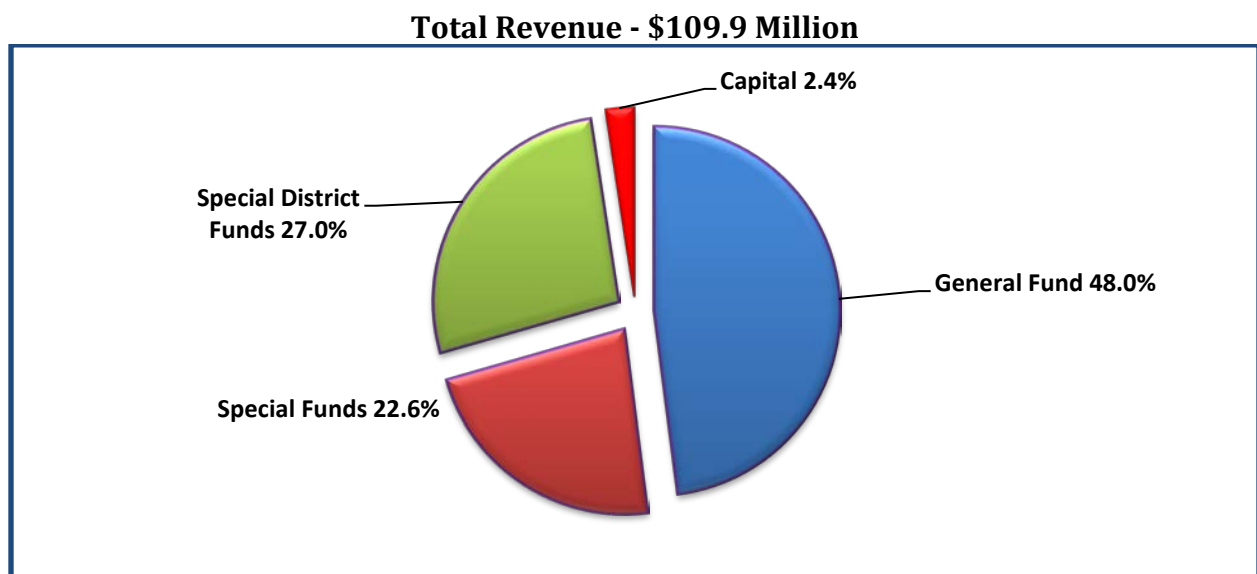
The City now has a population of almost 84,000 and is continuing to expand services into newly annexed Dougherty Valley areas using a conservative and cost conscious approach.

## FINANCIAL PLANNING

At the April 23, 2019 Budget Workshop, staff presented to the City Council the status of the FY 2019-20 budget development, which showed a balanced budget without the use of General Fund Reserves. At the May 28, 2019 second Budget Workshop, staff presented to the City Council the Proposed FY 2019-2020 Budget.

## RESOURCES FUNDING THE CITY BUDGET

The FY 2019-2020 Budget includes \$109.9 million of revenue, along with surplus funds accumulated in prior years, provides the funding that is available to finance City services. The manner in which a portion of the City revenue may be spent is determined by law, or other fiscal constraints. As shown on the following graph, 48.0% of City revenue is general purpose and used to support police, public works, recreation programs, community development and other general government. The remaining 52.0% is revenue that is restricted for use for specific purposes such as the Geologic Hazard Abatement District, capital projects, services in special assessment districts, housing programs and internal services such as equipment replacement.



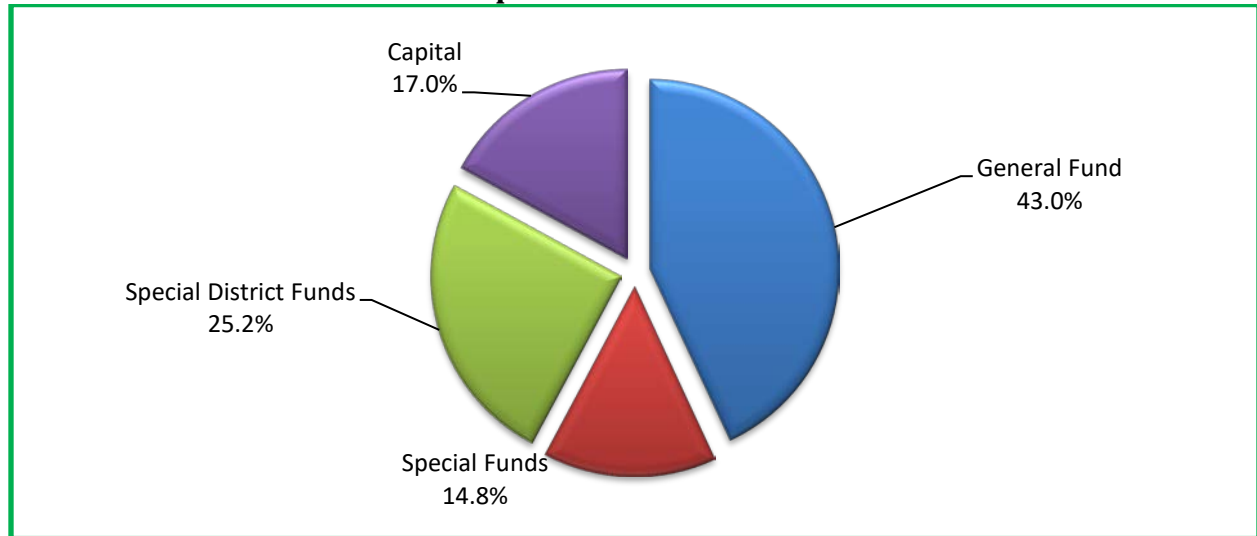
*\*Special Funds include Special Revenue Funds, Housing Successor Fund, Debt Service Funds, and Internal Service Funds*

## EXPENDITURE BUDGET

The \$111.9 million expenditure budget is \$8.8 million (8.5%) more than the FY 2018-2019 adopted budget reflecting increases in Capital Project Funds, Other Operating Funds, Internal Service Funds, DV GHAD Fund, and Special Revenue Funds; offset by decreases in

the General Fund and San Ramon Housing Successor Fund. The graph below shows how the expenditure budget is broken out among major fund groups.

### Total Expenditures - \$111.9 Million



The \$8.8 million increase in the expenditure budget reflects increases of \$7.5 million in the Capital Project Funds, \$1.6 million in Other Operating Funds, \$0.1 million in Special Revenue Funds \$0.3 million in Internal Service Funds, and \$0.1 million in the DV GHAD Fund; offset by decreases of \$0.4 million in the General Fund, and \$0.5 million in San Ramon Housing Successor Fund. An increase in Capital Projects is the primary reason for the expenditure increase. Other factors impacting expenditures include inflationary increases in service contracts, employee wage and benefit costs, and utility costs.

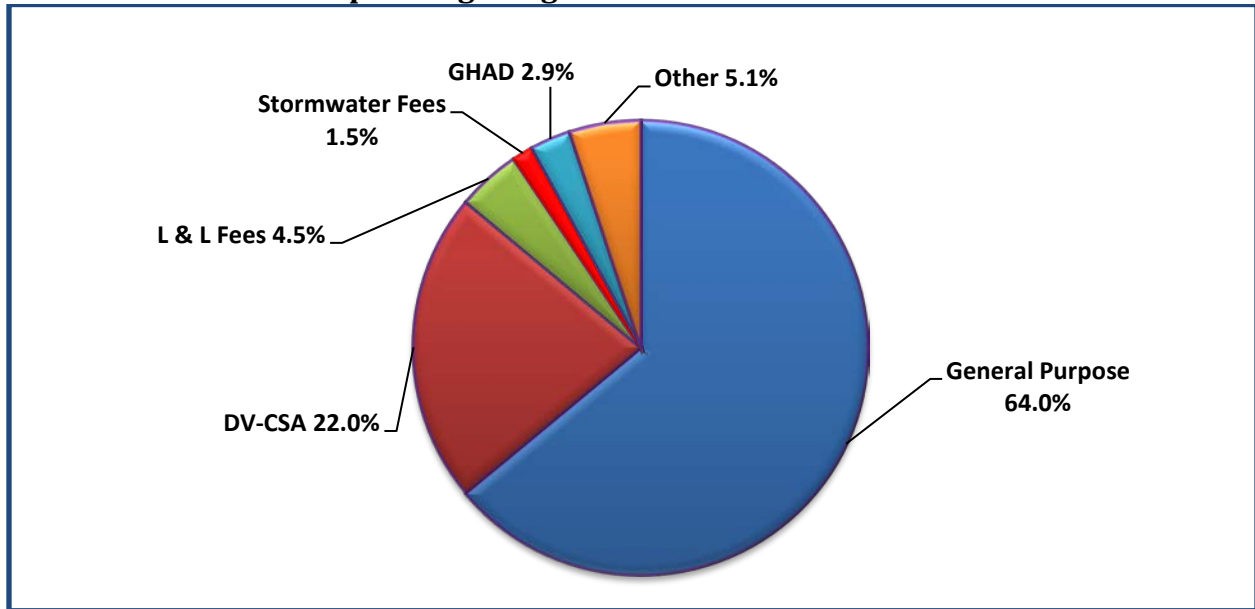
## OPERATING BUDGET

### Revenue

The revenues collected in 2019-2020, and reserves that were accumulated in prior years, are the financial resources used to fund the Operating Expenditure Budget. There is \$82.5 million of revenue available to finance City operating fund budgets in 2019-2020. The City operating funds include: General Fund, Dougherty Valley Fund, 20 separate lighting and landscaping special district funds, the Stormwater Fund, DV GHAD Fund, NWSR GHAD Fund, and other Special Revenue Funds. Surplus revenue in each fund category will remain as fund reserves for future uses.



**Operating Budget Revenue - \$82.5 Million**



Expenditures

The total expenditure budget for the combined City Operating budget is \$76.3 million. These expenditure budgets are distributed as shown below:

**Table 1  
Operating Budget Expenditures - \$76.3 Million**

<b>Department</b>	<b>FY 2019-20 Budget</b>	<b>FY 2018-19 Budget*</b>	<b>\$ Difference</b>
General Government	\$2.6	\$2.6	\$0.0
Administrative Services	4.6	4.6	0.0
Community Development	3.6	3.4	0.2
Public Works	33.7	33.1	0.6
Police Services	23.7	22.2	1.5
Parks & Community Services**	7.9	9.1	(1.2)
Non-Departmental	<u>0.2</u>	<u>0.2</u>	<u>0.0</u>
<b>Total</b>	<b><u>\$76.3</u></b>	<b><u>\$75.2</u></b>	<b><u>\$1.1</u></b>

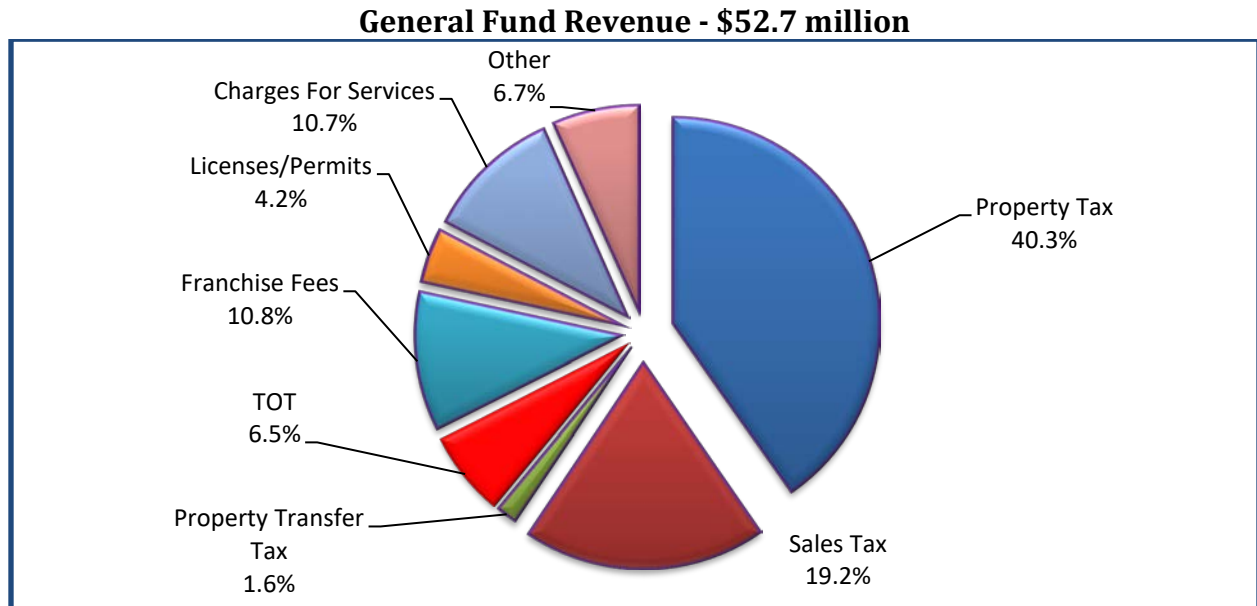
\*Adjusted Operating Budget

\*\* Parks & Community Services difference of \$1.2M is due to change in accounting methodology explained under the General Fund Expenditures section.

## GENERAL FUND

### General Fund Revenue

The revenue available to finance General Fund services consists primarily of taxes, service fees, and prior year surplus. General Fund revenues are estimated to be \$52.7 million, which is \$1.3 million or 2.5% above the FY 2018-2019 revised budget. The \$52.7 million of revenue by source is shown in the graph below.



Sales and property taxes account for more than half of all General Fund revenue. Property tax revenue is the City's single largest revenue source at 40.3% of the General Fund. Property tax for FY 2019-2020 is projected at \$21.3 million. Property assessed values increased 5.02% during FY 2018-2019 and are currently estimated to have an increase of 4.0% during FY 2019-2020. Actual assessed value changes will not be known until later this summer. Going forward, property tax growth is projected to continue.

Sales tax is the City's second largest revenue source at 19.2% of the General Fund. Sales tax is trending to end FY 2018-2019 6.2% higher than budgeted estimates. The projection for FY 2019-2020 is that sales tax will be \$1.0 million more than the estimated FY 2018-2019 base of \$9.1 million. The current projection for FY 2019-2020 is \$10.1 million.

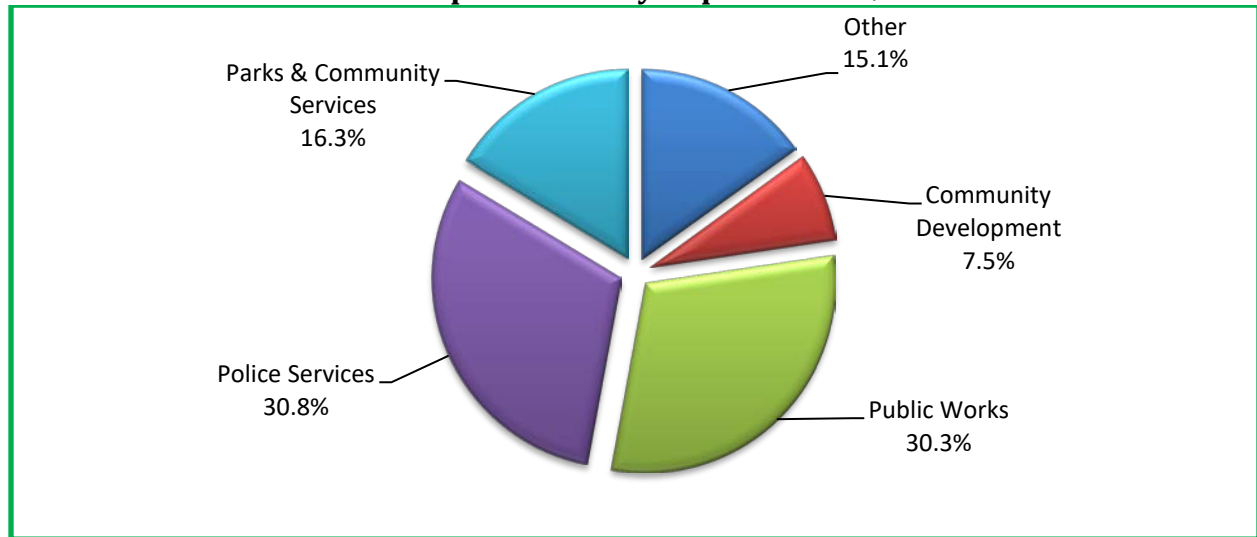
### General Fund Expenditures

The expenditure budget for the General Fund is \$48.1 million, a decrease of \$0.4 million or 0.7% less than the FY 2018-2019 amended budget. Most departments are showing reductions in expenses by aggressively working to realign operating expenditures. The Parks & Community Services department is showing significant reductions due to a change in accounting methodology for its instructor contracts that have revenue sharing agreements. The results of this change, revenue and expenditures will show as net revenue instead of recording separately. Increases in the Police Services department is due to reallocation of

staff funding to the General Fund from special revenue funds that are no longer available and increases in salary & benefits costs per the Police Officer’s Association MOU.

As shown on the graph below expenditures are divided as follows: 30.3% for Public Works, 30.8% for Police Services, 16.3% for Parks & Community Services, 7.5% for Community Development, and 15.1% for other General Government and Administrative Services.

**General Fund Expenditures by Department - \$48.1 million**



*\*Other includes City Council, City Manager, City Attorney, City Clerk, Administrative Services and Non-Departmental*

**Table 2  
\$48.1 Million General Fund Budget by Department (in Millions)**

Department	FY 2019-20 Budget	FY 2018-19 Budget*	\$ Difference
General Government	\$2.6	\$2.6	\$0.0
Administrative Services	4.6	4.6	0.0
Community Development	3.6	3.4	0.2
Public Works**	14.6	14.8	(0.2)
Police Services **	14.8	13.9	0.9
Parks & Community Services	7.8	9.1	(1.3)
Non-Departmental	<u>0.1</u>	<u>0.1</u>	<u>0.0</u>
Total	<u>\$48.1</u>	<u>\$48.5</u>	<u>(\$0.4)</u>

*\*Adjusted General Fund Budget*

*\*\*General Fund only not including amounts budgeted in the Dougherty Valley Fund*

The General Fund budget is consistent with the information presented to the City Council and reflects directions provided by the City Council at the April 23, 2019 and May 28, 2019 budget workshops.

## **DOUGHERTY VALLEY**

The Dougherty Valley Fund was created to track revenue and expenditures associated with the services provided in the County Service Area (CSA). Per existing agreements with Contra Costa County and the major developers in Dougherty Valley, the City is required to separately budget for and track expenditures to provide services in the area covered in the agreements. As the City proceeds with annexing land in the Dougherty Valley area, and build-out continues, this area of the budget continues to grow. The fund tracks expenditures that are reimbursable under the agreements, including police patrols, park maintenance, road maintenance, and landscaping services. The City is required to claim reimbursement from the County for these expenses. Although the real estate market has improved, increased assessment revenues have not kept up with the costs of providing services in the area.

The budgeted expenditures in this Fund in FY 2019-2020 are projected at \$21.0 million, which is \$0.4 million or 2.1% more than the FY 2018-2019 amended budget. The \$21.0 million in expenditures includes a \$0.4 million contribution to the Capital Projects Funds for projects within the CSA. Sources funding services is CSA assessment revenue and other financing sources (transfers in) from the General Fund.

## **GENERAL RESERVES**

The City Council General Reserve Policy calls for General contingency reserves to be maintained at 40% of prior year actual General Fund expenditures. The policy reserve total includes General Fund, Dougherty Valley Fund, and Debt Service Fund unrestricted reserves. The General Reserve requires \$18.5 million to satisfy the 40% contingency requisite. The total General Reserve balance is currently estimated to be \$20.6 million for the beginning of the FY 2019-2020 budget year. This is consistent with what was projected during the FY 2018-2019 Mid-Year Financial Review after adjusting for mid-year supplemental appropriations. The 2019-2020 budget does not include any use of General Reserves. The total General Reserve balance for the end of FY 2019-2020 is estimated to be \$20.6 million, which is sufficient to provide the 40% contingency reserve.

## **RETIREE HEALTH CARE FUNDING**

Pursuant to City Council direction several years ago and ongoing directives, the City began setting aside funds to cover the future liability for providing retiree health benefits. Government accounting rules (GASB 45) require the City to report this liability in its annual financial statements. It is currently estimated that the City will have approximately \$30 million set aside in a trust fund by the end of FY 2018-2019 to more than cover the entire liability of \$27.8 million per the last actuarial report. This budget continues the regular collections that were started from the operating budget to fund the existing out-of-pocket costs of retiree health care.

In addition to the City's liability for its own retiree's health coverage, there is also a liability for a portion of the Dublin Regional Fire Authority (DRFA) retiree's health coverage. The City share of this coverage is 42.49% of the future premiums, amounting to approximately \$0.4 million in this budget year.

## **PENSION FUNDING**

CalPERS actuarial reports have changed significantly in recent years with the CalPERS Board lowering the discount rate, changing demographic assumptions, and implementing other changes, all of which has caused the normal cost and the unfunded liability to increase. The City's unfunded liability as of the most recent actuarial report dated June 30, 2017 is \$28.4 million, an increase of \$0.1 million. The City's has implemented several changes to address pension cost issues. In 2012, the City created a lower tiered benefit for classic employees hired after July 1, 2012. On January 1, 2013, the City implemented the CalPERS PEPRAs tier as required by law and further reducing pension obligations. In 2017, the City setup an irrevocable pension Section 115 Trust to pre-fund pension obligations. The balance of the Trust as of April 30, 2019 was \$2.7 million. As of June 30, 2018, all employees are paying the full employee portion of pension cost. After negotiating with the labor groups, in July of 2018 the city employees agreed to contribute an additional 1% toward the City's pension obligation and gradually increasing 1% per year through July 2020 for a total ongoing contribution of 3%.

## **EQUIPMENT REPLACEMENT FUND**

The City continues to collect equipment replacement charges to replenish the Internal Service fund that is used to fund the replacement of City vehicles, equipment and computer equipment. A total of \$0.8 million is being collected for vehicles and equipment replacement and \$0.3 million for information technology replacement in this budget. These funds, together with approximately \$4.1 million of beginning fund reserves are available to fund the \$0.6 million of vehicles and equipment, and \$0.3 million of computer equipment that is scheduled to be replaced. The continued funding of the equipment replacement ensures the availability of funds to replace vehicles and equipment that have reached the end of their useful life creating fiscal stability without adversely affecting the General Fund.

## **INFRASTRUCTURE MAINTENANCE FUND**

With the economic downturn resulting from the Great Recession, some City facilities and infrastructure suffered from deferred maintenance. In order to address this maintenance necessity, create efficiencies, and meet new needs, an infrastructure maintenance fund was established several years ago. The Infrastructure Maintenance Fund set-aside funds for future repair costs of City owned buildings such as the City Hall, Police Station, Permit Center, Libraries, Community Centers, Service Centers, Aquatic Centers and other infrastructure related projects. This budget includes a transfer in of \$1.0 million from the General Fund and \$0.5 million from the Equipment Replacement Fund, which will be paid back from the General Fund over a five-year period. The budget identifies a use of \$3.0 million in FY 2019-2020 for maintenance projects. The Public Works Department has developed a multi-year infrastructure maintenance estimate that shows a multi-million dollars need for funding in future years. An ongoing priority will be to continue to identify additional funding for this purpose.

## **STAFFING LEVEL**

This budget reflects the staffing resources available to perform City services For FY 2019-2020. The City continues to maintain a lean staffing model while delivering a high level of service to the community. In fact, staffing levels have not kept up with the growing population of the City. For example, in Fiscal Year 2011-2012, the City employed 268 staff members with a population of 74,378. With the addition of almost 10,000 people and a current population of 83,957, the staffing level in the proposed FY 2019-20 budget has increased by three at 271 staff members. This budget includes staffing additions and restructuring in the following departments:

- The Community Development Department reorganization of staffing and converting contracted inspectors and permit technician to limited term staffing
- Public Works Department added one (1) new Landscape Program Manager within the Public Services Division

## **CAPITAL IMPROVEMENT PROGRAM**

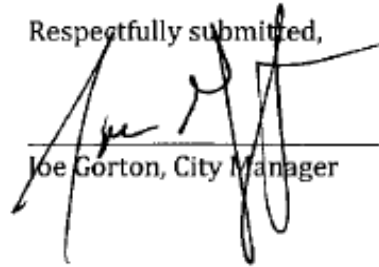
Separately reported, is the City's Five-Year Capital Improvement Program (CIP) budget. Funding for the CIP budget is approved by the Council for the first year of the program; the other four years are shown as a planning tool. The FY 2019-2020 CIP budget is included in this budget document for a total of \$19.0 million. Some of the major projects undertaking include Pavement Management, Bollinger Canyon/Iron Horse Trail Bicycle Pedestrian Overcrossing, Crow Canyon Road Widening, City Hall Reconfiguration, San Ramon Community Center Renovation, and Dougherty Valley Tree Management Program.

## **FUTURE OUTLOOK**

While the U.S. economic outlook is healthy according to key economic indicators, there are reasons to be prudent in the City's long-term economic approach. The Gross Domestic Product, which measures the nation's production output, increased 3.1% in 2018; however, 2019 growth is predicted to slow to 1.7% and 1.1% in 2020. California's economic forecast is expected to have 1.3% employment growth in 2019 and only 0.6% growth in 2020. Personal income is projected to increase 3.2% in 2019 and 1.8% in 2020 (UCLA Anderson Forecast). The City will need to continue to address unfunded projects within its borders to keep up with the rising cost of infrastructure maintenance. This is particularly true in the newer areas of the City that are now maturing and beginning to show signs of wear. In addition, San Ramon, as well as other public agencies across the state, will need to continue to address the rising cost of public pensions that are driven by decisions made by the CalPERS Board. Positive signs show sales tax generators from the Bishop Ranch City Center that opened in the fall of 2018 is expected to be fully occupied, which will bring additional revenue to the City. The City has two planned hotels due to come online in the next couple of years bolstering the City's Transient Occupancy Tax revenue. Additionally, the City still has projected growth which should positively affect Property Tax and Sales Tax revenues. The City's five year forecast indicates that revenues will continue to outpace expenditures. The City will remain prudent while monitoring state and national trends closely.

I would like to acknowledge the efforts of staff in each City department who helped in the development of this year's budget. I would also like to specifically acknowledge the efforts of Candace Daniels, Finance Division Manager and Vivian Gong, Senior Financial Analyst who coordinated the compilation of the budget and Administrative Services Director, Eva Phelps who managed the overall preparation of this year's City Budget.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Joe Gorton', is written over a horizontal line. The signature is stylized and somewhat cursive.

Joe Gorton, City Manager



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# INTRODUCTION



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# City of San Ramon

## CITY PROFILE

### Government

Incorporated July 1, 1983  
 Charter City  
 Council/City Manager form of government  
 Mayor and Four City Councilmembers  
 elected at large  
 270.75 Full-time employees

### Ethnic Composition

Caucasian.....44.9%  
 Asian.....44.4%  
 Hispanic/Latino.....7.9%  
 Two or more other ethnicities.....6.0%  
 African American.....2.7%  
 Alaska Native/American Indian.....0.4%  
 Pacific Islander/Hawaiian Native.....0.3%

### Demographics

18.56 square miles  
 83,957 population of City (1/1/2019 State  
 Finance Department)  
 38.4 years median age  
 \$142,718 median household income  
 41,691 registered voters

### Businesses (Major employers and number of employees)

Chevron USA Inc.	3640	United Parcel Service	412
Bank of the West	1600	Five 9, Inc.	376
Robert Half International Inc.	1474	Armanino LLP	352
GE Digital LLC	1149	24-Hour Fitness USA, Inc.	284
Accenture LLP	750	Target Corporation	269
San Ramon Regional Medical Center	727	Safeway Stores, Inc.	252
PG&E	577	IBM	247
Old Republic Home Protection	477	CMG Mortgage	200
AT&T	432	Whole Foods Market Calif Inc.	195
Primed Management Consulting	453	Sunset Development Company	174

### Community Service Facilities

63	Parks (includes 18 School parks)	2	Libraries
4	Community Centers	2	Service Centers
2	Aquatic Centers	12	Elementary Schools
1	Performing Arts Theater	4	Middle Schools
1	Police Station	2	High Schools
1	Permit Center	1	Community College
1	City Hall	1	Hospital
4	Fire Stations		

# City of San Ramon

## CITY OF SAN RAMON TODAY

The City of San Ramon incorporated in 1983, and is located in Contra Costa County, a growing area in the eastern portion of the San Francisco Bay Area. The City occupies a land area of 18.56 square miles and serves a population of 83,957. San Ramon continues to show strength as a major employer and a community with high quality residential neighborhoods.

The City of San Ramon is a Charter City that operates under the Council-Manager form of government. Policy making and legislative authority are vested in the City Council, which consists of an elected Mayor for two-years and a four-member Council elected to four-year terms. The governing Council is responsible for the City's ordinances, operation resolutions, adoption of the annual budget, appointing commissions and committees, and hiring the City Manager and City Attorney.

The City provides a number of services and activities summarized as follows:

- Police protection
- Maintenance of streets, roads, parks, landscaping, and open space
- Recreation and senior activities
- Planning, Building, Transportation, Economic Development, and Engineering services; including storm water and drainage services

The City of San Ramon is considered to be one of the most desirable living areas in the Bay Area. San Ramon has 63 parks, which includes 18 school parks; 1 city hall, 4 community centers, 2 aquatic centers, 2 libraries, 1 police station, 1 permit center, 4 fire stations, 2 service centers, 12 elementary schools, 4 middle schools, 2 high schools and a community college; a community theater, a performing arts center that showcases a cadre of professional talent, concerts and musicals; and a hospital which offers a complete range of health care programs and services. The City has a farmers market operated and managed by Local Roots, a non-profit organization located in San Ramon. The market is open year-round on Saturdays at City Center Bishop Ranch and on Thursdays and Fridays at Bishop Ranch 3. The City also issues a quarterly *City Report* that is mailed to all City residents, which provides information on City services, transportation, ongoing City projects and general homeowner information such as property lines, flood zones, voting precincts and upcoming City events.

# City of San Ramon

## CITY OF SAN RAMON TODAY

Some examples of the City's strong economy as are follows:

- The San Ramon residential unemployment rate has been measured by the State Employment Development Department and as of March 2019 (not seasonally adjusted) was approximately 2.8%; compared to the California Statewide unemployment rate of 4.6%.
- San Ramon has a relatively high median household income level which was \$142,718 as estimated by the U.S. Census Bureau in the American Community Survey, which is more than twice the State of California level.
- San Ramon assessed property values increased 5.02% for the 2018-19 tax rolls. This is compared to a Contra Costa County-wide increase in assessed values of 6.34%.
- San Ramon has been recognized for proactive transportation planning:
  - Recipient of the “Telly” award for the Street Smarts Program
  - Recognized by the EPA and the DOT for an outstanding Commuter Program
  - Implementation of the TRAFFIX School Bus Program – reduced the amount of vehicle trips
- The 2018 American Community Survey data states the following education attainment within the City of San Ramon:
  - Less than 9<sup>th</sup> grade – 0.9%
  - 9<sup>th</sup> to 12<sup>th</sup> grade, no diploma – 2.1%
  - High School graduate – 7.8%
  - Associate's degree or some college – 20.8%
  - Bachelor's degree – 36.0%
  - Graduate or professional degree – 32.4%

# City of San Ramon

## CITY OF SAN RAMON TODAY

Significant accomplishments, for the City, during recent years are as follows:

- Opened a Performing Arts Center in 2007
- Established its own Police Department in 2007
- Instituted a One-Stop Permit Center 2011
- Received numerous awards for Community Parks
- Implemented the program “Shop San Ramon First”
- Received awards for Excellence in Financial Reporting for FY 2003-2004 through FY 2017-2018
- Beginning in 2008, and every year since then have received a AAA rating from Standard & Poors
- Implemented new social media platforms in 2012: *Twitter, Open San Ramon and Share This*
- Opened the new Amador Rancho Community Center in 2014
- Opened the new and first City Hall in April 2016
- Re-opened the newly renovated San Ramon Library in April 2017
- In 2017 offered a series of community events yearlong in San Ramon celebrating 150 years

City of San Ramon

## **MISSION STATEMENT**

*‘We provide efficient delivery of quality public services that are essential to those who live and work in San Ramon’*



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# City of San Ramon

## CITY COUNCIL PRIORITIES AND GOALS

City Council Priorities and Goals represent the areas of emphasis for the upcoming year. The City Council provides direction to the City Manager and his staff through these priorities and goals which are highlighted and represented in each department's programs and activities. City Council Priorities and Goals identify where and how public funds will be expended.

### *Ongoing Priorities and Goals* *FY 2019-20*

#### **1. Maintain a Safe and Secure Environment**

- Explore the deployment of ALPR/Video monitoring at major arterials
- Implement the first stage of the Bicycle Master Plan with an emphasis on improvements to bicycle safety in the community
- Plan and begin implementation of the Intelligent Transportation System (ITS)

#### **2. Maintain a Secure Financial Base**

- Seek ways to efficiently annex and integrate the last part of Dougherty Valley
- Explore ways to streamline the Dougherty Valley Oversight process
- Explore a debt financing mechanism to pay for long-term capital expenses

#### **3. Maintain Staffing/Resources to Provide City Services**

- Complete the full integration of the ERP system into citywide operations
- Successfully transition refuse providers from Waste Management to Alameda County Industries of San Ramon
- Continue to work on a succession plan that captures institutional knowledge from long-term City employees who will retire during the fiscal year

#### **4. Build and Maintain Quality Facilities and Infrastructure**

- Support the development of the Iron Horse Trail
- Promote deeper partnerships with transit agencies to enhance transit options into the City core and from San Ramon neighborhoods to transit connections
- Explore the development of a Joint Public Safety Building with the San Ramon Valley Fire Protection District
- Adopt, plan, and implement the Parks, Open Space, and Trails Master Plan

**City of San Ramon**

# **CITY COUNCIL PRIORITIES AND GOALS**

**5. Enhance Communication with both Residents and Business Community**

- Develop a bi-annual survey process to gauge community satisfaction and assess local priorities
- Enhance the content and accessibility of information on the City website
- Explore technology improvements that will broaden accessibility to City Council meetings
- Explore City sponsored activities that create community gathering places

**6. Focus on Land Use Planning for Housing, Jobs and Open Space**

- Prioritize housing growth in the City Core while preserving existing retail, commercial and open space
- Obtain permanent open space along the City boundaries
- Promote walkability both within and to local shopping centers
- Develop a walking district in San Ramon that connects City Hall, Central Park, the Main Library, and the new City Center

# OVERVIEW



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# City of San Ramon

## **BUDGET PRINCIPLES**

The budget is the City Council's primary decision and policy-making tool.

- Budget information should be understandable to the public despite the complexities of accounting and legal requirements.
- Labor costs must reflect productive labor costs and all associated fringe benefits from existing contracts, as well as management forecasts for the future for those individuals working on particular projects and programs.
- Expenses should reflect changes in operations, market conditions and forecast rate changes, not just a cost of living escalation.
- The difference between one-time or non-recurring costs and ongoing and recurring costs should be acknowledged.
- Revenue should reflect those projected to be generated from existing businesses, and from plans for expansion under existing laws, not desired changes.
- Reserves should be maintained at appropriate levels as established by policy.

Using these principles, we attempt to present a realistic forecast of both revenue and expenses that offer a relative picture of the coming fiscal year and future years regardless of whether a deficit or surplus is forecasted.

Neither optimistic assumptions as to new grants nor pessimistic forecasts of new revenue losses are reflected. Forecast expenditures only identify authorized service expansions and consensus growth assumptions.

It is hoped that the budget offers a valid base to measure the performance of City departments against their best plans, as well as the various funds against the policies and direction provided by the City Council.



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# City of San Ramon

## GUIDE TO THE BUDGET

This budget document is for Fiscal Year 2019-20. It is organized into eleven parts: (1) Budget Message, (2) Introduction, (3) Overview, (4) Budget Summaries, (5) Revenue, (6) Departments, (7) Special Funds, (8) Capital Improvement Program, (9) Geologic Hazard Abatement Districts, (10) San Ramon Housing Successor and (11) Appendices. In particular, the guide provides an overview of the structure of the budget, the sections contained in it, and the major objectives of each section. The guide also provides an overview of how the financial information contained in the budget document is organized, and how expenditures for personnel, supplies and services, and other expenditure categories are accumulated into the various levels reported in the budget document. This guide also reviews how programs or activities are summarized at the next higher organizational level. Charts showing the various reporting relationships are included for the reader's review and reference.

### **Organization of the Budget Document**

The budget document contains several elements designed to enhance the reader's knowledge and understanding of the spending plan represented by the budget.

**Budget Message** – The primary goal of the Budget Message is to communicate to the reader the major issues facing the City of San Ramon and how those issues impact the City's financial plan. The Budget Message accomplishes this task by outlining the City's fiscal status and summarizing the actions being recommended to the City Council to meet the legal requirements for a balanced budget. It describes program impacts and modifications and addresses the City's financial outlook.

**Citywide Organization Chart** – This chart displays the hierarchy of City government.

### **Introductory Section**

**City Profile** – San Ramon's demographics are presented in this section, as well as an introduction to the services provided by and the characteristics of the City.

**City of San Ramon Today** – This provides a brief overview of the City's services, accomplishments and a brief background of the City since incorporation in 1983.

**Mission Statement** – Adopted by the City Council in 1997 and exemplifies our daily goal to provide quality customer service.

# City of San Ramon

## GUIDE TO THE BUDGET

### Overview

**Budget Principles** – Guideline to establishing a budget.

**Guide to the Budget** – This section provides a type of “map” of the budget, briefly describing the major sections that make up the budget.

**Budget Summaries** – Included in this section are total City revenue and total City spending, as well as summaries of all budgets by fund.

**Revenue** – Included in this section are descriptions of the various types of City revenue sources.

**Departments** – This section provides detailed information for each City department, including an organization chart, overall staffing, Statement of Purpose, Significant Accomplishments for FY 2018-2019, Major Action Plan Items for FY 2019-2020, and Department Budgets for FY 2019-2020.

### Other Special Funds

**Special Revenue** – This section explains the use of funds, which have been created in accordance with the requirements of State and Federal statutes and City Council actions, and can be used only for specific purposes.

**Debt Service** – This section provides detail on the accumulation of resources and the payment of principal and interest on the City’s bonds, Certificate of Participation (COP) and other long-term obligations.

**Internal Service** – This section includes equipment replacement, insurance and benefit liability and investment management.

**Capital Improvement Program** – This section of the budget contains a summarized version of the adopted Capital Improvement Program (CIP) projects. The CIP is a plan and schedule of expenditures for major infrastructure improvement of roads, sidewalks, City facilities, etc.



# City of San Ramon

## GUIDE TO THE BUDGET

**Geologic Hazard Abatement District** – This section explains the use of the Dougherty Valley Geologic Hazard Abatement District (DV GHAD) and North West San Ramon Geologic Hazard Abatement District (NWSR GHAD) funds, per the Public Resources Code of the State of California Section 26500. The use of the funding is specifically for the prevention, mitigation, abatement, or control of a geologic hazard, and mitigation or abatement of structural hazards that are partly or wholly caused by geologic hazards within the GHAD boundaries.

**San Ramon Housing Successor** – This section identifies the types of affordable housing activities that may be undertaken by the San Ramon Housing Successor.

### Appendices

- Glossary of Terms
- Acronyms
- List of Funds
- Authorized Personnel Positions
- City Resolution No. 2019-066
- Exhibit 1 - Statement of Revenue, Expenditures and Changes in Fund Balances
- Exhibit 2 - Appropriation Limit Calculation



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# **BUDGET SUMMARIES**



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CITY OF SAN RAMON  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

	General Fund	Other Operating Funds	Special Revenue Funds	Debt Service Funds	Internal Service Funds	Capital Project Funds	GHAD Funds	San Ramon Housing Successor	Total
<b>Fund Balance, July 1, 2019</b>	<b>\$ 9,968,532</b>	<b>\$ 7,058,246</b>	<b>\$ 12,799,948</b>	<b>\$ 10,630,896</b>	<b>\$ 7,402,911</b>	<b>\$ 17,904,113</b>	<b>\$ 11,854,527</b>	<b>\$ 3,135,787</b>	<b>\$ 80,754,960</b>
<b>REVENUES</b>									
Property Tax	\$ 21,262,824	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,262,824
Special Assessments	-	5,171,867	-	-	-	-	2,242,830	-	7,414,697
Sales and Use Tax	10,072,818	-	-	-	-	-	-	-	10,072,818
Property Transfer Tax	842,453	-	-	-	-	-	-	-	842,453
Transient Occupancy Taxes (TOT)	3,453,365	-	-	-	-	-	-	-	3,453,365
Franchise Fees	5,709,514	-	-	-	-	-	-	-	5,709,514
Licenses and Permits	2,234,927	-	-	-	-	-	6,000	-	2,240,927
Intergovernmental	203,138	19,493,045	4,627,932	-	587,019	2,556,000	-	-	27,467,134
Charges for Services	5,640,309	1,506,500	298,650	-	12,000	-	-	-	7,457,459
Fines and Forfeitures	328,000	-	-	-	-	-	-	-	328,000
Investment Income	75,000	-	-	-	57,501	100,000	59,273	-	291,774
Development Fees	-	190,000	3,601,893	-	-	-	-	-	3,791,893
Miscellaneous Revenue	2,921,207	987,973	1,416,822	1,400,209	11,815,675	14,000	47,685	1,000,000	19,603,571
<b>Total Revenues</b>	<b>52,743,555</b>	<b>27,349,385</b>	<b>9,945,297</b>	<b>1,400,209</b>	<b>12,472,195</b>	<b>2,670,000</b>	<b>2,355,788</b>	<b>1,000,000</b>	<b>109,936,429</b>
<b>EXPENDITURES</b>									
General Government	2,632,543	-	-	-	-	-	-	-	2,632,543
Administrative Services	4,601,775	-	-	-	57,501	-	-	-	4,659,276
Community Development	3,632,960	-	184,388	-	-	-	-	-	3,817,348
Public Works	14,554,189	18,391,869	102,694	-	-	-	770,744	-	33,819,496
Police Services	14,812,737	8,903,919	-	-	-	-	-	-	23,716,656
Parks & Community Services	7,860,164	-	-	-	-	-	-	-	7,860,164
Non-Departmental	50,000	100,000	-	-	-	-	-	-	150,000
Housing Programs	-	-	-	-	-	-	-	126,780	126,780
Debt Service	-	-	-	3,241,479	-	-	-	-	3,241,479
Capital Improvement Program (CIP)	-	-	-	-	-	19,040,318	-	-	19,040,318
Vehicle/IS Replacement	-	-	-	-	903,100	-	-	-	903,100
Insurance	-	-	-	-	4,836,462	-	-	-	4,836,462
Healthcare	-	-	-	-	7,073,279	-	-	-	7,073,279
<b>Total Expenditures</b>	<b>48,144,368</b>	<b>27,395,788</b>	<b>287,082</b>	<b>3,241,479</b>	<b>12,870,342</b>	<b>19,040,318</b>	<b>770,744</b>	<b>126,780</b>	<b>111,876,901</b>
<b>OTHER FINANCING SOURCES (USES)</b>									
Operating Transfers In	2,543,450	2,881,051	-	1,668,229	1,933,706	11,842,724	-	-	20,869,160
Operating Transfers Out	(5,553,604)	(3,080,759)	(7,158,516)	(1,398,375)	(3,500,808)	(100,000)	(77,098)	-	(20,869,160)
<b>Total Other Financing Sources</b>	<b>(3,010,154)</b>	<b>(199,708)</b>	<b>(7,158,516)</b>	<b>269,854</b>	<b>(1,567,102)</b>	<b>11,742,724</b>	<b>(77,098)</b>	<b>-</b>	<b>-</b>
<b>Net Increase (Decrease) in Fund Balance</b>	<b>1,589,033</b>	<b>(246,111)</b>	<b>2,499,699</b>	<b>(1,571,416)</b>	<b>(1,965,249)</b>	<b>(4,627,594)</b>	<b>1,507,946</b>	<b>873,220</b>	<b>(1,940,472)</b>
<b>FUND BALANCE:</b>									
<b>Fund Balance, June 30, 2020</b>	<b>\$ 11,557,565</b>	<b>\$ 6,812,135</b>	<b>\$ 15,299,647</b>	<b>\$9,059,480</b>	<b>\$5,437,662</b>	<b>\$13,276,519</b>	<b>\$13,362,473</b>	<b>\$4,009,007</b>	<b>\$78,814,487</b>

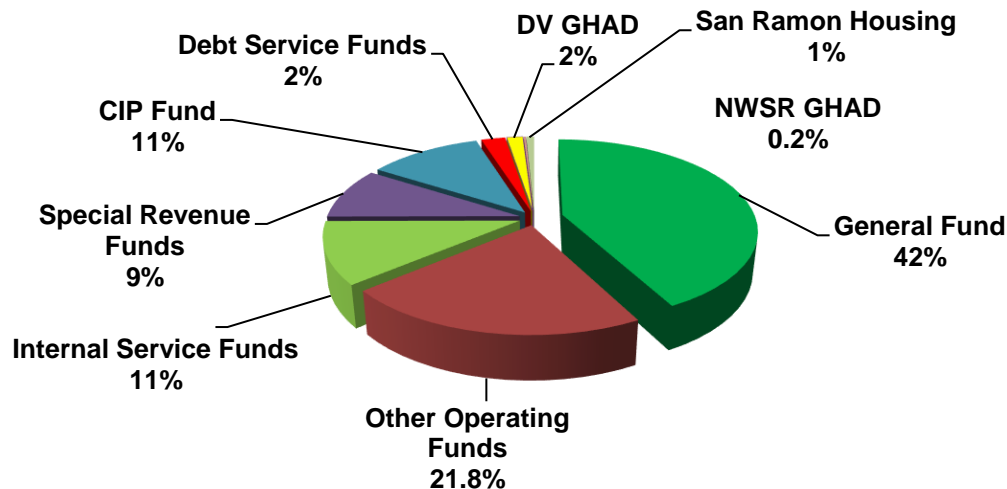


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**City Revenue by Fund\***  
**Total \$130,805,589 FY 2019-20**

Fund	Fund Description	17/18 Actual	18/19 Final	% Change	19/20 Adopted	% Change
101	General Fund	\$ 53,453,145	\$ 56,347,299	5.41%	\$ 55,287,005	-1.88%
201	Planning Cost Recovery	375,080	80,350	-78.58%	298,650	271.69%
202	Geographic Information System	129,564	75,000	-42.11%	75,000	0.00%
203-207	Development Mitigation	809,094	1,014,815	25.43%	654,657	-35.49%
208	Gas Tax	2,076,022	3,389,562	63.27%	3,537,022	4.35%
209/210	Park Development	120,445	1,744,500	1348.38%	931,804	-46.59%
211	Crow Canyon Project	19	-	-100.00%	-	0.00%
212	SCCJEPA	1,880,613	2,270,927	20.75%	1,150,824	-49.32%
213	Street Maintenance & Improvement	1,087,139	1,815,710	67.02%	2,507,732	38.11%
214	Traffic Improvement	722,872	651,930	-9.81%	593,290	-8.99%
215	Tri-Valley Transportation Fund	61,026	186,693	205.92%	196,318	5.16%
216	Pub Educ & Govt. (PEG) Fund	235,591	255,000	8.24%	255,000	0.00%
217	Refuse Vehicle Impact Fund	-	1,500,000	0.00%	1,505,400	0.36%
218	Open Space Development Fund	-	626,750	0.00%	190,000	-69.68%
251	Community Facilities District 2014-1	32,909	33,225	0.96%	34,917	5.09%
252	Community Facilities District 2014-2	-	49,145	0.00%	184,444	275.31%
301	Citywide Landscaping	1,638,673	1,717,082	4.78%	1,717,539	0.03%
302	Citywide Lighting	873,691	788,323	-9.77%	794,369	0.77%
303-323	Landscaping & Lighting Special Dist.	1,694,277	1,579,909	-6.75%	1,633,147	3.37%
341	Canyon Park	949	10,990	1058.06%	10,990	0.00%
342	Village Center Common Area	10,300	10,079	-2.15%	6,006	-40.41%
343	Dougherty Valley	18,156,167	20,511,579	12.97%	20,638,848	0.62%
344	Solid Waste	510,679	440,000	-13.84%	977,217	122.09%
345	Non Point Drainage	1,338,316	1,191,986	-10.93%	1,227,486	2.98%
346	Street Smarts	164,456	283,100	72.14%	258,750	-8.60%
347	TDM Programs	425,107	634,700	49.30%	641,323	1.04%
348	Local Law Enforcement Block Grant	25	-	-100.00%	-	0.00%
349	Police Services Donations	2,150	-	-100.00%	-	0.00%
350	Narcotic Asset Forfeiture	111,903	73,956	-33.91%	-	-100.00%
351	Traffix Program	-	153,996	0.00%	155,000	0.65%
361	DV GHAD	1,958,545	2,020,617	3.17%	2,059,050	1.90%
362	NWSR GHAD	-	-	0.00%	296,738	100.00%
371	San Ramon Housing Successor	(617,506)	1,000,000	-261.94%	1,000,000	0.00%
401	Capital Projects	13,472,644	12,265,007	-8.96%	14,512,724	18.33%
501-521	Debt Service Funds	2,925,800	3,957,600	35.27%	3,068,438	-22.47%
601-618	Internal Service	16,536,569	14,127,529	-14.57%	14,405,901	1.97%
	<b>Total Revenue</b>	<b>\$ 120,186,264</b>	<b>\$ 130,807,359</b>	<b>8.84%</b>	<b>\$ 130,805,589</b>	<b>0.00%</b>

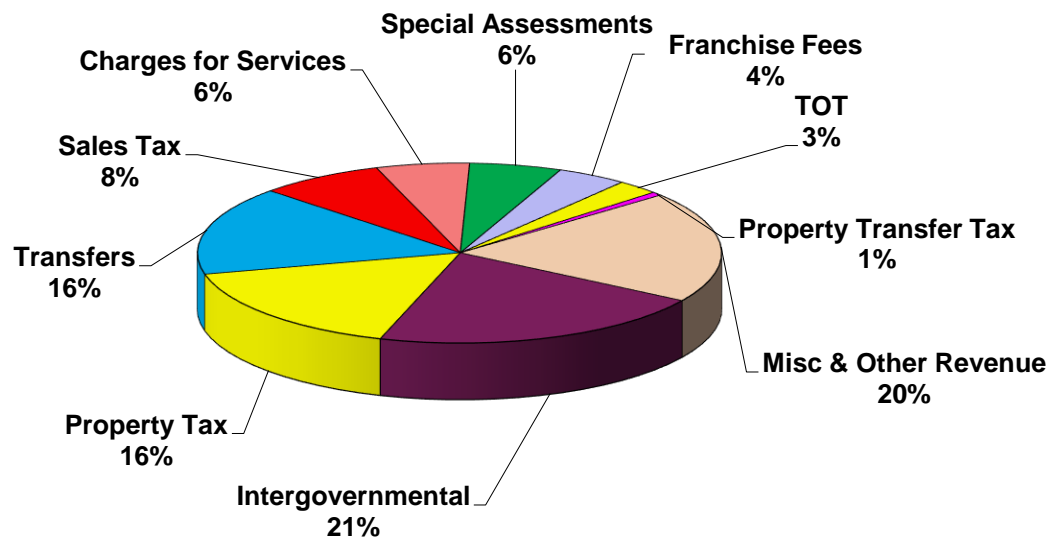
\*Includes Transfers In



**City Revenue by Source**  
**Total \$130,805,589 FY 2019-20**

Revenue Source	15/16 Actual	16/17 Actual	17/18 Actual	18/19 Final	19/20 Adopted
Property Tax	\$ 17,240,808	\$ 18,478,700	\$ 19,559,292	\$ 20,604,763	\$ 21,262,824
Special Assessments	6,120,389	6,279,019	6,769,720	6,888,618	7,414,698
Sales & Use Tax	10,484,639	9,328,801	9,371,941	9,112,908	10,072,818
Property Transfer Tax	845,912	915,674	793,167	971,439	842,453
Transient Occupancy Tax (TOT)	2,807,649	2,894,303	3,002,708	3,563,918	3,453,365
Franchise Fees	4,491,196	4,579,568	4,645,223	4,775,605	5,709,514
Licenses & Permits*	1,722,308	2,011,308	2,687,739	2,099,907	2,240,927
Intergovernmental	22,451,562	19,261,066	20,734,186	24,954,047	27,467,134
Charges for Services	7,939,482	6,761,880	7,923,051	8,688,107	7,517,459
Fines & Forfeitures*	424,930	429,625	458,940	426,456	328,000
Investment Income*	722,497	242,750	410,796	282,214	488,092
Development Fees*	3,472,736	2,611,460	3,475,588	7,509,615	3,595,575
Miscellaneous Revenue*	30,578,314	21,065,052	17,114,636	17,790,075	19,543,570
<b>Total Revenue Before Transfers</b>	<b>\$ 109,302,422</b>	<b>\$ 94,859,206</b>	<b>\$ 96,946,987</b>	<b>\$ 107,667,672</b>	<b>\$ 109,936,429</b>
<b>Transfers In</b>	<b>\$ 24,066,209</b>	<b>\$ 21,264,496</b>	<b>\$ 23,239,277</b>	<b>\$ 23,139,687</b>	<b>\$ 20,869,160</b>
<b>Total Revenue Including Transfers</b>	<b>\$ 133,368,631</b>	<b>\$ 116,123,702</b>	<b>\$ 120,186,264</b>	<b>\$ 130,807,359</b>	<b>\$ 130,805,589</b>

\* Included as Other Revenue

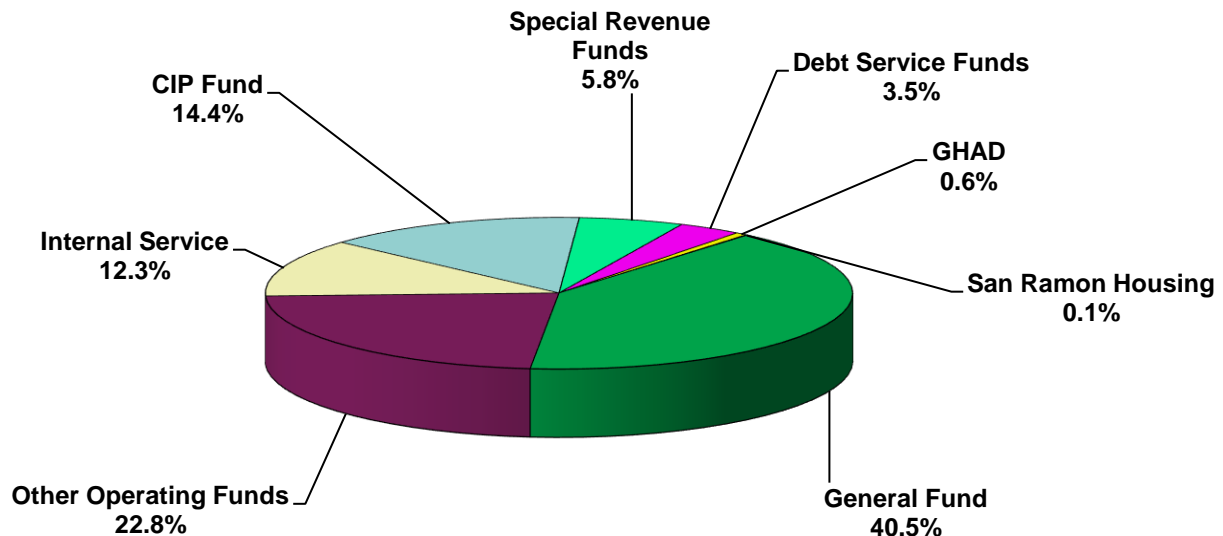




**City Expenditures by Fund \***  
**Total \$132,746,061 FY 2019-20**

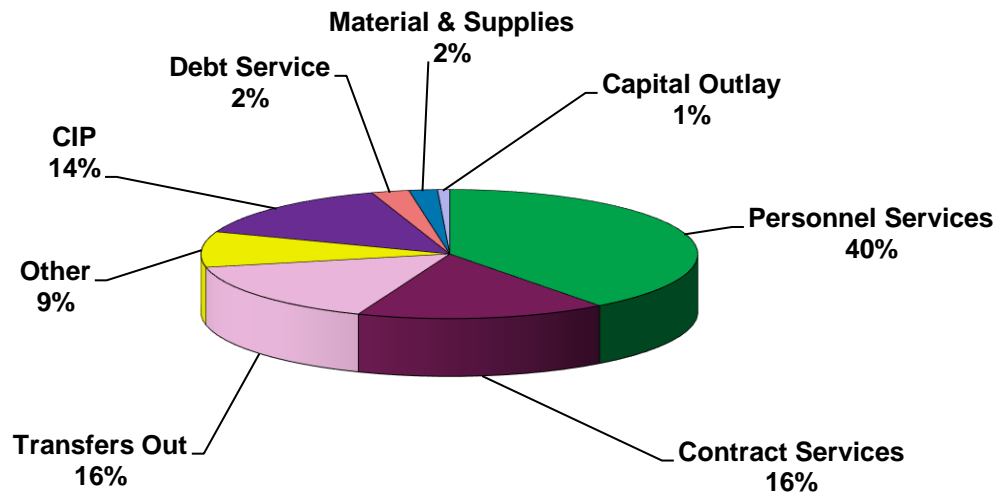
Fund	Fund Description	17/18 Actual	18/19 Final	% Change	19/20 Adopted	% Change
101	General Fund	\$ 55,913,031	\$ 53,714,053	-3.93%	\$ 53,697,972	-0.03%
201	Planning Cost Recovery	437,908	193,470	-55.82%	684,388	253.74%
202	Geographic Information System	50,000	110,000	120.00%	102,694	-6.64%
203-207	Development Mitigation	371,263	22,521	-93.93%	248,097	1001.63%
208	Gas Tax	2,011,669	3,056,202	51.92%	3,131,501	2.46%
209/210	Park Development	862,443	1,017,821	18.02%	648,614	-36.27%
212	SCCJEPA	547,997	2,429,921	343.42%	1,132,840	-53.38%
213	Street Maintenance & Improvement	1,781,132	2,254,118	26.56%	921,528	-59.12%
214	Traffic Improvement	150,000	501,541	234.36%	575,936	14.83%
215	Pub Educ & Govt. (PEG) Fund	20,177	177,000	777.24%	100,000	-43.50%
217	Refuse Vehicle Impact Fund	-	-	0.00%	475,000	100.00%
218	Open Space Development Fund	-	500,000	100.00%	-	-100.00%
251	Community Facilities District 2014-1	67,796	33,225	-50.99%	34,917	5.09%
252	Community Facilities District 2014-2	-	49,145	100.00%	184,444	275.31%
301	Citywide Landscaping	1,776,514	1,671,524	-5.91%	1,803,662	7.91%
302	Citywide Lighting	690,629	692,214	0.23%	798,420	15.34%
303-323	Landscaping & Lighting Special Dist.	2,027,825	1,840,340	-9.25%	1,999,285	8.64%
341	Canyon Park	7,151	61,098	754.40%	61,338	0.39%
342	Village Center Common Area	2,670	10,610	297.38%	5,900	-44.39%
343	Dougherty Valley	19,938,880	22,816,121	14.43%	21,052,848	-7.73%
344	Solid Waste	718,124	662,370	-7.76%	1,207,365	82.28%
345	Non Point Drainage	1,051,831	1,391,884	32.33%	1,571,267	12.89%
346	Street Smarts	153,188	233,000	52.10%	177,593	-23.78%
347	TDM Programs	393,587	634,701	61.26%	641,323	1.04%
349	Police Services Donations	152	-	-100.00%	-	0.00%
350	Narcotic Asset Forfeiture	-	202,093	100.00%	208,185	3.01%
351	Traffix Program	-	153,996	100.00%	155,000	0.65%
361	DV GHAD	506,775	772,282	52.39%	847,842	9.78%
371	San Ramon Housing Successor	635,548	633,135	-0.38%	126,780	-79.98%
401	Capital Projects	11,019,049	12,177,760	10.52%	19,140,318	57.17%
501-521	Debt Service Funds	4,845,211	5,532,850	14.19%	4,639,854	-16.14%
601-618	Internal Service	15,634,987	15,372,071	-1.68%	16,371,150	6.50%
<b>Total Expenditures</b>		<b>\$ 121,615,537</b>	<b>\$ 128,917,066</b>	<b>6.00%</b>	<b>\$ 132,746,061</b>	<b>2.97%</b>

\*Includes Transfers Out



**City Expenditures by Category**  
**Total \$132,746,061 FY 2019-20**

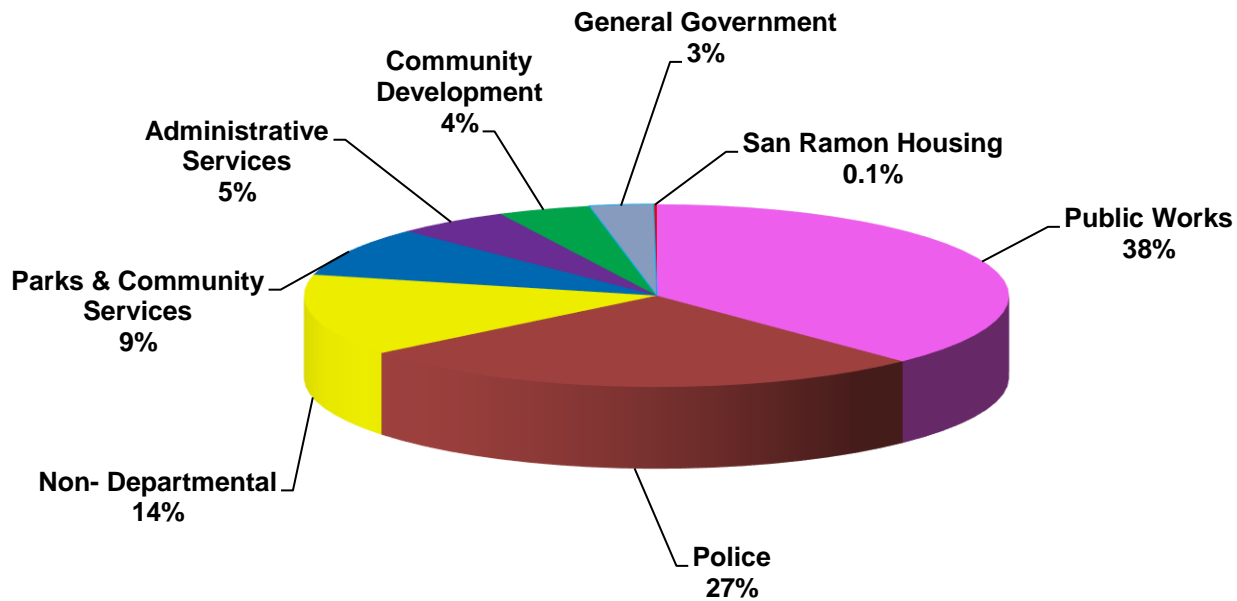
Description	15/16 Actual	16/17 Actual	17/18 Actual	18/19 Final	19/20 Adopted
Personnel Services	\$ 43,924,701	\$ 45,579,437	\$ 47,989,069	\$ 50,436,106	\$ 52,769,859
Contract Services	17,616,908	19,274,691	20,899,937	23,259,879	21,538,459
Material & Supplies	2,186,120	2,518,750	2,245,860	2,381,473	2,451,414
Other Costs	11,622,652	11,644,944	13,051,679	12,900,952	11,784,772
Capital Outlay	91,317	237,317	234,429	1,784,767	1,050,600
Capital Improvement Program (CIP)	29,624,558	1,351,260	4,086,476	11,802,760	19,040,318
Debt Service	3,373,004	11,603,158	9,830,173	3,236,442	3,241,479
<b>Total Expenditures Before Transfers</b>	<b>\$ 108,439,260</b>	<b>\$ 92,209,557</b>	<b>\$ 98,337,623</b>	<b>\$ 105,802,379</b>	<b>\$ 111,876,901</b>
Transfers Out	\$ 23,986,218	\$ 21,371,645	\$ 23,277,914	\$ 23,114,687	\$ 20,869,160
<b>Total Expenditures Including Transfers</b>	<b>\$ 132,425,478</b>	<b>\$ 113,581,202</b>	<b>\$ 121,615,537</b>	<b>\$ 128,917,066</b>	<b>\$ 132,746,061</b>



**City Expenditures by Department \***  
**Total \$89,595,105 FY 2019-20**

Description	15/16 Actual	16/17 Actual	17/18 Actual	18/19 Final	19/20 Adopted
General Government	\$ 2,032,412	\$ 2,101,529	\$ 2,376,060	\$ 2,640,077	\$ 2,632,543
Administrative Services	3,556,013	3,874,111	4,087,526	4,671,483	4,659,276
Community Development	4,274,496	3,126,880	3,364,528	3,608,527	3,817,348
Public Works	26,008,729	29,893,779	31,736,114	33,162,237	33,819,496
Police Services	18,951,972	20,028,670	21,068,457	22,236,095	23,716,656
Parks & Community Services	8,464,188	8,052,418	8,765,042	9,106,262	7,860,165
San Ramon Housing	837,827	520,392	635,548	633,135	126,780
Non-Departmental	11,316,061	11,657,413	12,405,796	14,705,361	12,962,841
<b>Total Expenditures</b>	<b>\$ 75,441,698</b>	<b>\$ 79,255,192</b>	<b>\$ 84,439,071</b>	<b>\$ 90,763,177</b>	<b>\$ 89,595,105</b>

\* Excludes Transfers, CIP & Debt Service



**CITY OF SAN RAMON  
Interfund Transfers**

<b>Fund Description</b>	<b>Transfer In</b>	<b>Transfer Out</b>
General Fund	2,543,450	5,553,604
Planning Cost Recovery	-	500,000
Development Mitigation	-	248,097
Gas Tax	-	3,131,501
Park Development	-	648,614
SCCJEPA	-	1,132,840
Street Maintenance & Improvement	-	921,528
Traffic Improvement	-	575,936
Refuse Vehicle Impact Fund	-	475,000
Community Facilities District 2014-1	-	34,917
Community Facilities District 2014-2	-	184,444
Citywide Landscaping	-	663,041
Citywide Lighting	-	211,687
Special Assessments Zones	414,925	591,371
Canyon Park	-	2,517
Dougherty Valley	2,431,126	616,391
DV GHAD	-	77,098
Stormwater	-	301,391
Street Smarts	35,000	-
Capital Improvement	11,842,724	100,000
Pension Obligation Debt Service Fund	1,398,375	1,398,375
LED Light Debt Service Fund	269,854	-
Equipment Replacement Internal Service Fund	-	500,000
Insurance Liability Internal Service Fund	433,706	-
Infrastructure Maintenance Internal Service Fund	1,500,000	3,000,808
	<u>20,869,160</u>	<u>20,869,160</u>

**City of San Ramon**  
**GENERAL FUND**

The General Fund is the most versatile of all the City's funds because it has no specific legal restrictions as to its use. It is the City's main operating fund. General Fund revenue includes property taxes, sales and use taxes, transient occupancy taxes, franchise fees, licenses and permits, intergovernmental, charges for services, investment income, and various miscellaneous revenues. The General Fund revenue is primarily used to support public safety, parks and other administrative services.



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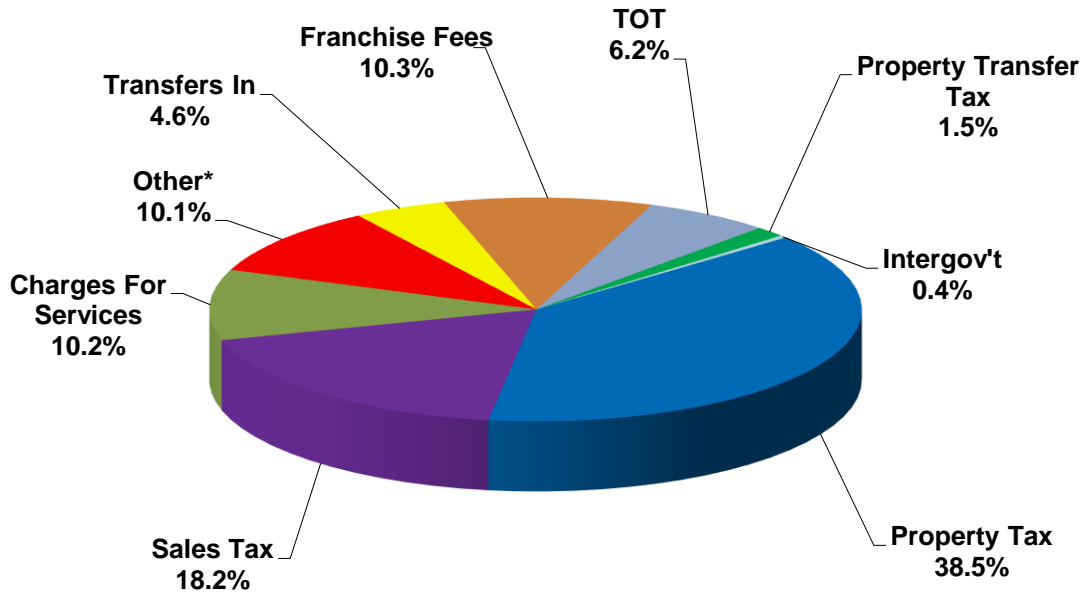
**GENERAL FUND  
REVENUE - EXPENDITURE - FUND BALANCE**

Description	15/16 Audited Actual	16/17 Audited Actual	17/18 Audited Actual	18/19 Amended Budget	19/20 Adopted Budget
Fund Balance, July 1	\$ 10,935,176	\$ 13,146,629	\$ 9,909,803	\$ 7,449,917	\$ 9,968,532
<b>REVENUES</b>					
Property Tax	\$ 17,240,808	\$ 18,478,700	\$ 19,559,287	\$ 20,604,763	\$ 21,262,824
Sales and Use Tax	10,484,639	9,328,801	9,371,941	9,112,908	10,072,818
Property Transfer Tax	845,912	915,674	793,167	971,439	842,453
Transient Occupancy Taxes (TOT)	2,807,649	2,894,303	3,002,708	3,563,918	3,453,365
Franchise Fees	4,491,196	4,579,568	4,645,223	4,775,605	5,709,514
Licenses and Permits	1,712,228	2,005,548	2,683,899	2,093,907	2,234,927
Intergovernmental	353,783	346,197	356,696	192,351	203,138
Charges for Services	7,703,805	6,537,626	7,463,956	7,037,757	5,640,309
Fines and Forfeitures	415,083	341,487	347,815	352,500	328,000
Investment Income	167,402	59,914	88,374	75,000	75,000
Miscellaneous Revenue	2,435,622	2,558,531	2,723,936	2,686,008	2,921,207
Total Revenues	<u>48,658,127</u>	<u>48,046,349</u>	<u>51,037,002</u>	<u>51,466,156</u>	<u>52,743,555</u>
<b>EXPENDITURES</b>					
General Government	2,032,412	2,101,474	2,376,060	2,640,077	2,632,543
Administrative Services	3,505,534	3,821,102	4,033,629	4,615,658	4,601,775
Community Development	3,559,111	3,051,027	3,329,243	3,445,712	3,632,960
Public Works	12,498,880	14,054,064	14,581,600	14,766,056	14,554,189
Police Services	12,084,386	12,622,319	13,274,322	13,881,537	14,812,737
Parks & Community Services	8,464,188	8,052,418	8,765,042	9,106,262	7,860,164
Non-Departmental	49,460	20,996	120	50,000	50,000
Total Expenditures	<u>42,193,971</u>	<u>43,723,400</u>	<u>46,360,016</u>	<u>48,505,302</u>	<u>48,144,368</u>
<b>OTHER FINANCING SOURCES (USES)</b>					
Operating Transfers In	2,368,194	2,278,004	2,416,143	4,881,143	2,543,450
Operating Transfers Out	(6,620,897)	(9,837,779)	(9,553,015)	(5,208,751)	(5,553,604)
Total Other Financing Sources	<u>(4,252,703)</u>	<u>(7,559,775)</u>	<u>(7,136,872)</u>	<u>(327,608)</u>	<u>(3,010,154)</u>
Net Increase (Decrease) in Fund Balance	\$ 2,211,453	\$ (3,236,826)	\$ (2,459,886)	\$ 2,633,246	\$ 1,589,033
<b>FUND BALANCE:</b>					
Fund Balance, June 30	<u>\$ 13,146,629</u>	<u>\$ 9,909,803</u>	<u>\$ 7,449,917</u>	<u>\$10,083,163</u>	<u>\$11,557,565</u>

**General Fund Revenue by Source**  
**Total \$55,287,005 FY 2019-20**

Revenue Source	15/16 Actual	16/17 Actual	17/18 Actual	18/19 Final	19/20 Adopted
Property Tax	\$ 17,240,808	\$ 18,478,700	\$ 19,559,287	\$ 20,604,763	\$ 21,262,824
Sales Tax	10,484,639	9,328,801	9,371,941	9,112,908	10,072,818
Property Transfer Tax	845,912	915,674	793,167	971,439	842,453
Transient Occupancy Tax (TOT)	2,807,649	2,894,303	3,002,708	3,563,918	3,453,365
Franchise Fees	4,491,196	4,579,568	4,645,223	4,775,605	5,709,514
Licenses & Permits*	1,712,228	2,005,548	2,683,899	2,093,907	2,234,927
Intergovernmental	353,783	346,197	356,696	192,351	203,138
Charges For Services	7,703,805	6,537,626	7,463,956	7,037,757	5,640,309
Fines & Forfeitures*	415,083	341,487	347,815	352,500	328,000
Investment Income*	167,402	59,914	88,374	75,000	75,000
Miscellaneous Revenue*	2,435,622	2,558,531	2,723,936	2,686,008	2,921,207
Transfers In	2,368,194	2,278,004	2,416,143	4,881,143	2,543,450
<b>Total Revenue</b>	<b>\$ 51,026,321</b>	<b>\$ 50,324,353</b>	<b>\$ 53,453,145</b>	<b>\$ 56,347,299</b>	<b>\$ 55,287,005</b>

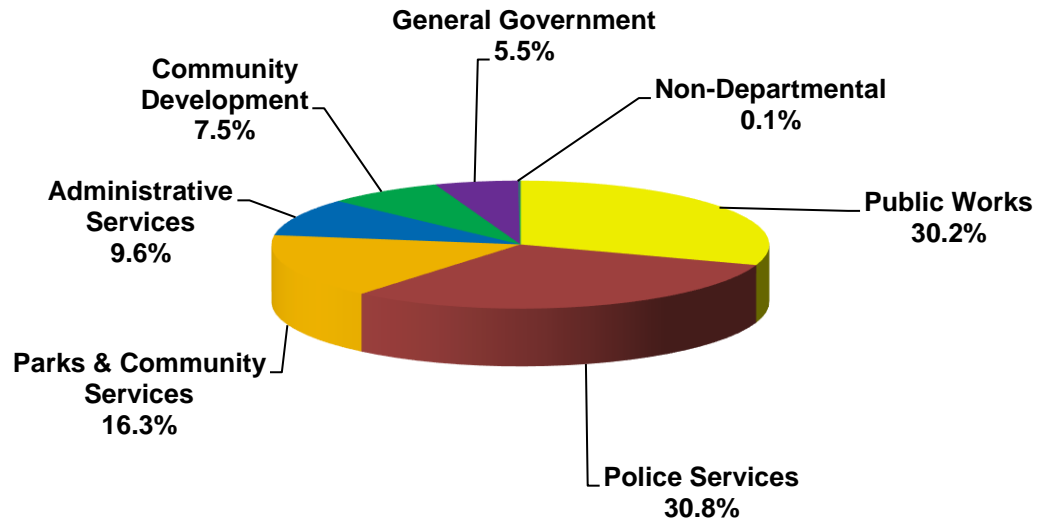
\* Included as other revenue





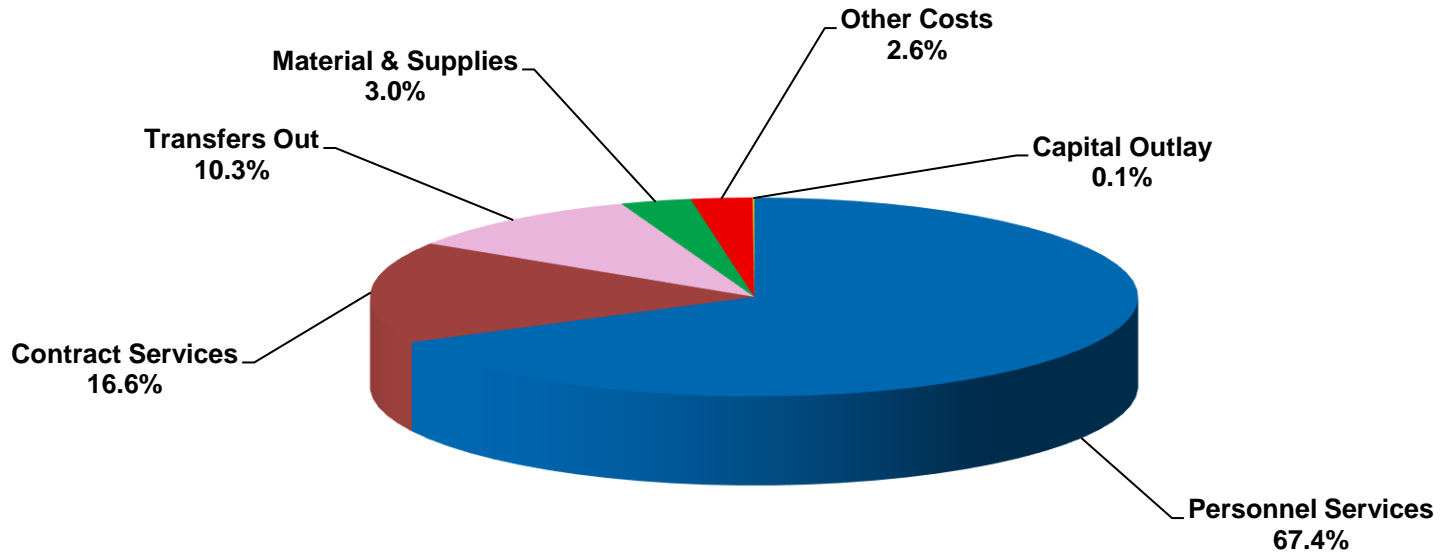
**General Fund Expenditures by Department**  
**Total \$48,144,368 FY 2019-20**

Description	15/16 Actual	16/17 Actual	17/18 Actual	18/19 Final	19/20 Adopted
General Government	\$ 2,032,412	\$ 2,101,474	\$ 2,376,060	\$ 2,640,077	\$ 2,632,543
Administrative Services	3,505,534	3,821,102	4,033,629	4,615,658	4,601,775
Community Development	3,559,111	3,051,027	3,329,243	3,445,712	3,632,960
Public Works	12,498,880	14,054,064	14,581,600	14,766,056	14,554,189
Police Services	12,084,386	12,622,319	13,274,322	13,881,537	14,812,737
Parks & Community Services	8,464,188	8,052,418	8,765,042	9,106,262	7,860,164
Non-Departmental	49,460	20,996	120	50,000	50,000
<b>Total Expenditures</b>	<b>\$ 42,193,971</b>	<b>\$ 43,723,400</b>	<b>\$ 46,360,016</b>	<b>\$ 48,505,302</b>	<b>\$ 48,144,368</b>



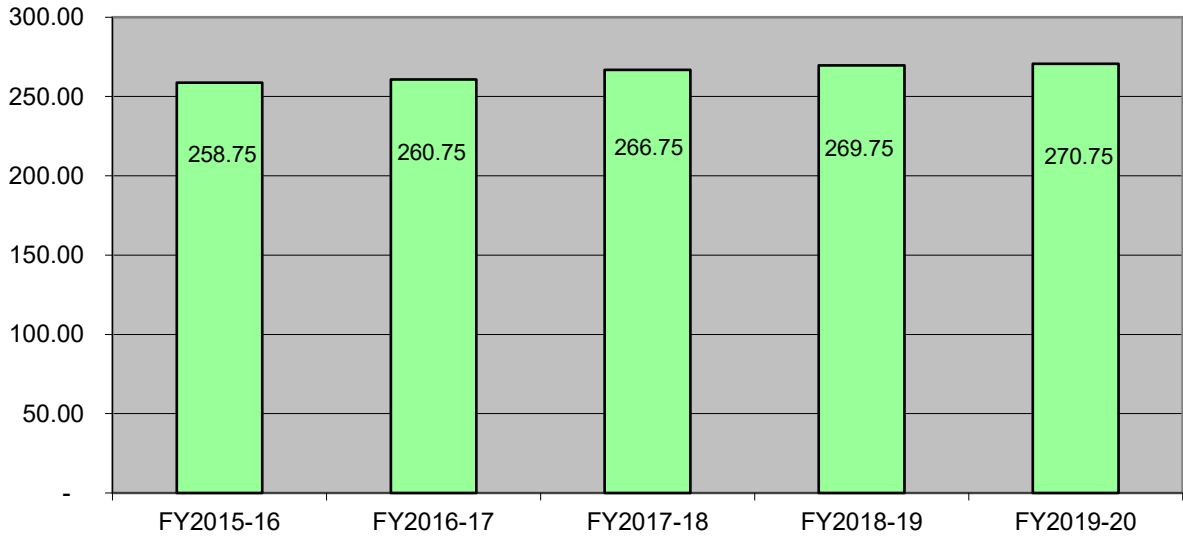
**General Fund Expenditures by Category**  
**Total \$53,697,972 FY 2019-20**

Description	15/16 Actual	16/17 Actual	17/18 Actual	18/19 Final	19/20 Adopted
Personnel Services	\$ 30,443,523	\$ 31,471,284	\$ 33,580,728	\$ 34,780,142	\$ 36,228,286
Contract Services	8,679,075	9,272,782	9,700,923	10,799,688	8,889,218
Material & Supplies	1,382,756	1,479,544	1,468,707	1,565,242	1,597,588
Other Costs	1,631,012	1,456,633	1,563,376	1,286,919	1,396,946
Capital Outlay	57,605	43,157	46,282	73,311	32,330
<b>Total Expenditures Before Transfers</b>	<b>\$ 42,193,971</b>	<b>\$ 43,723,400</b>	<b>\$ 46,360,016</b>	<b>\$ 48,505,302</b>	<b>\$ 48,144,368</b>
Capital Improvement Program (CIP)	994,000	3,517,767	2,500,000	275,000	250,000
Debt Service Transfer Out	3,137,190	2,161,955	1,264,989	1,405,220	1,403,772
Other Transfers Out	2,489,707	4,158,057	5,788,026	3,528,531	3,899,832
<b>Total Expenditures Including Transfers</b>	<b>\$ 48,814,868</b>	<b>\$ 53,561,179</b>	<b>\$ 55,913,031</b>	<b>\$ 53,714,053</b>	<b>\$ 53,697,972</b>



### Full Time Equivalents (FTE) By Department

Department	15/16 Actual	16/17 Actual	17/18 Actual	18/19 Final	19/20 Adopted
General Government	9.00	9.00	9.00	10.00	10.00
Administrative Services	18.00	19.00	20.00	20.00	20.00
Community Development	21.00	17.00	17.00	17.00	17.00
Public Works	92.75	99.75	100.75	101.75	102.75
Police Services	83.00	83.00	87.00	88.00	88.00
Parks and Community Services	35.00	33.00	33.00	33.00	33.00
<b>Total FTE Personnel</b>	<b>258.75</b>	<b>260.75</b>	<b>266.75</b>	<b>269.75</b>	<b>270.75</b>



## CITY OF SAN RAMON APPROPRIATION LIMIT CALCULATION

### FISCAL YEAR 2019-20 APPROPRIATIONS LIMIT

A.	FY 2018-19 APPROPRIATIONS LIMIT	\$ 76,204,969
B.	ADJUSTMENT FACTORS	
	1. City Population Growth	1.0094
	2. California Per Capita Income	1.0385
	Total Adjustment %	1.0483
C.	ANNUAL ADJUSTMENT	3,677,797
D.	OTHER ADJUSTMENTS	-
E.	TOTAL ADJUSTMENTS	<u>3,677,797</u>
F.	FY 2019-20 APPROPRIATIONS LIMIT	<u>\$ 79,882,766</u>

### FY 2019-20 APPROPRIATIONS SUBJECT TO LIMITATION

A.	PROCEEDS OF TAXES:	
	Property Tax	\$ 21,262,824
	Sales & Use Tax	10,072,818
	Property Transfer Tax	842,453
	Transient Occupancy Tax	3,453,365
	Motor Vehicle In Lieu	-
	Off-Highway Vehicles	-
	Interest Earned on Proceeds of Taxes	50,667
		<u>\$35,682,127</u>
B.	EXCLUSIONS:	
	Debt Service	1,403,772
	Qualified Capital Outlays	-
		<u>1,403,772</u>
C.	APPROPRIATIONS SUBJECT TO LIMITATION	\$34,278,355
D.	CURRENT YEAR LIMIT	<u>79,882,766</u>
E.	OVER (UNDER) LIMIT	<u>(\$45,604,411)</u>

# REVENUE



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# City of San Ramon

## REVENUE

Revenue is the primary source of monies, which allows the City to pay for the many services provided to its citizens:

- **Property Tax** – Property taxes are imposed on real and tangible personal property located within the City. Property valuation is determined annually on March 1 by the County Assessor. The State Constitution limits the real property tax rate to one percent (1%) of the property’s value, plus rates imposed to fund indebtedness approved by the voters.

Cities, counties, school districts and special districts share the revenue from the one percent (1%) property tax. The county generally allocates revenue to these agencies based on their average property tax revenue in the three (3) years preceding and in each year thereafter according to the proportion of property tax revenue allocated to each agency in the previous year. The use of property tax revenue is unrestricted.

- **Special Assessments** – Several districts are funded through the collection of special assessments from property owners within the City. The funds can be used only for the purpose of maintaining or improving the zone from which they are collected.
- **Sales and Use Tax** – The sales and use tax is imposed on retailers for the privilege of selling at retail, or on users in California of property purchased outside the State. The tax is based on the sales price of any taxable transaction of tangible personal property. The tax rate is eight and a half percent (8.5%).

Local sales tax revenue is distributed on a quarterly basis, with monthly estimated “advance” payments and a subsequent “settlement” payment to cover the difference based on actual collections. One percent (1%) is allocated by the State Board of Equalization and allocated back to the City for general purposes. This revenue is placed in the General Fund for unrestricted use.

- **Property Transfer Tax** – Is a documentary transfer tax imposed on real estate transactions and collected for the City by the County. The tax is \$1.10 per \$1,000 transaction value.

## City of San Ramon

# REVENUE

- **Transient Occupancy Tax** – The transient occupancy tax (TOT) is imposed for the privilege of occupying a room or rooms in a hotel, motel, or other lodging facility unless such occupancy is for a period of thirty (30) days or more. The City’s TOT rate is seven and one-quarter percent (7.25%).
- **Franchise Fees** – A franchise fee is imposed on various utilities and organizations, which permits them to use and operate those facilities within the City. The fee is usually computed as a percentage of the gross income of the utility. This revenue source is typically impacted by the addition of new customers as well as changes in rates the utility is allowed to charge.
- **License and Permit Revenue** – The California Constitution gives cities the authority to charge license and permit fees as a means of recovering the cost of the regulation. The fees which make up “Licenses and Permits” include:
  - Building Permits
  - Plumbing Permits
  - Electrical Permits
  - Energy Permits
  - Mechanical permits
  - Business Licenses
- **Intergovernment** – Revenue from Federal, State, and local agencies for grants.
- **Charges for Services** – A fee imposed upon the user of a service provided by the City. Generally a service charge can be levied when the service can be measured and sold to a particular identified user. The rationale is that certain services are primarily for the benefit of individuals rather than the general public. Individuals desiring or benefiting from the service should pay the costs associated with that service. Fees charged are limited to the cost required to provide the service as prescribed by Article XIII B of the State Constitution. These fees are often determined by cities through a cost accounting analysis of the specific service.

Service charges differ from license and permit fees in that the latter are designed to reimburse the City for costs related to the regulatory process. Service charges, on the other hand, are imposed to support services to the individual.

- **Fines and Forfeitures** – These are Funds received from the County and collected from assessments made by the Municipal Court, in accordance with the Vehicle Code for fines and forfeitures.



## City of San Ramon

# REVENUE

- **Investment Income** – Interest income is earned as the City invests its idle funds in various investment instruments. The goal of the City regarding investments is to ensure the safety of each investment and maintain liquidity while achieving a fair rate of return.
- **Development Fees** – Fees generated by building, development, and growth in a community.
- **Miscellaneous Revenue** – Fees generated from facility rentals, telecommunications, contributions, reimbursed costs, and internal services charges (healthcare, retirees, vehicle and computer equipment).



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# DEPARTMENTS



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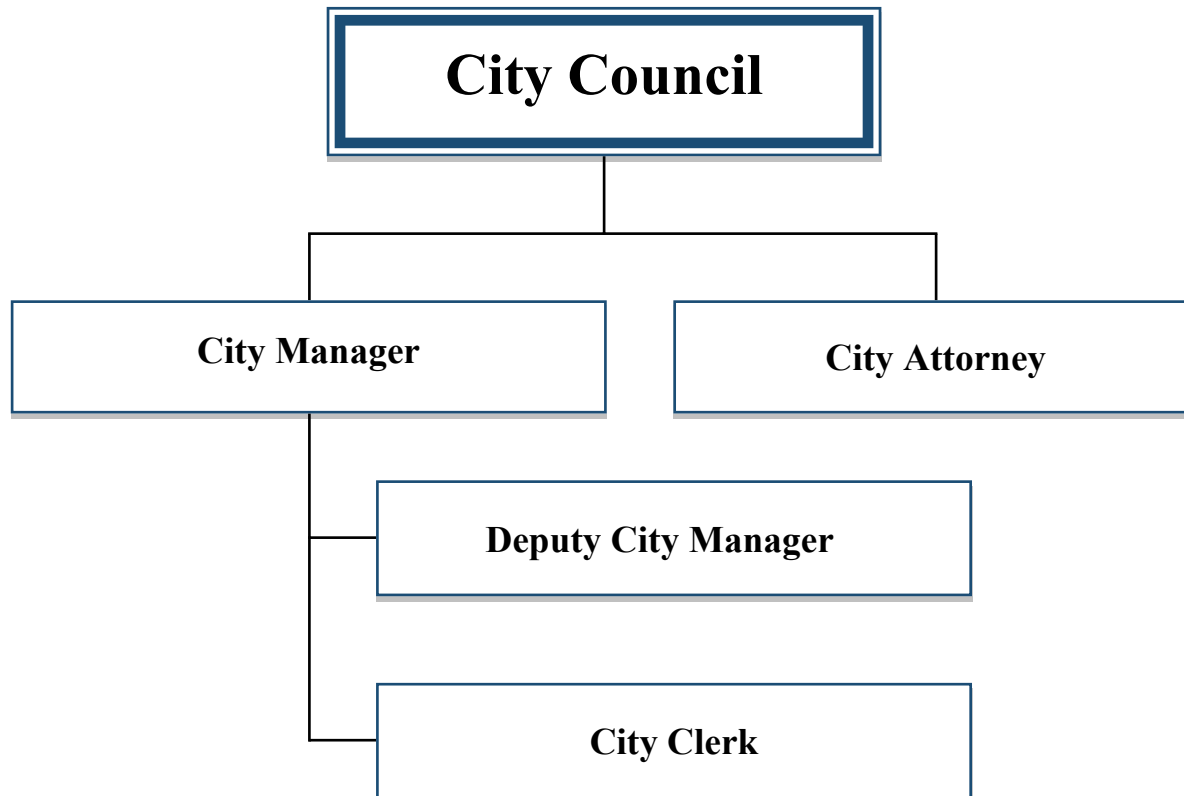
# GENERAL GOVERNMENT



**City Council Chamber**



General  
Government  
FY 2019-20



**City of San Ramon**  
**GENERAL GOVERNMENT SUMMARY**

**CITY COUNCIL**

*Statement of Purpose*

*The City Council is elected by the citizens to provide overall policy direction to ensure that the business of the City is conducted in an orderly and efficient manner. The City Council enacts ordinances, resolutions and orders necessary for governing the affairs of the City, and promotes the economic, cultural and governmental well-being of the City of San Ramon.*

*Ongoing Priorities  
FY 2019-20*

1. Maintain a Safe and Secure Environment
2. Maintain a Secure Financial Base
3. Maintain Staffing/Resources to Provide City Services
4. Build and Maintain Quality Facilities and Infrastructure
5. Enhance Engagement and Communication with Both Residents and Business Community
6. Focus on Land Use Planning for Housing, Jobs, and Open Space

*Priorities from Goal Setting Workshop  
FY 2019-20*

#	Priority	Goal
G1a	Maintain a Safe and Secure Environment	Explore the deployment of ALPR/Video monitoring at major arterials
G1b	Maintain a Safe and Secure Environment	Implement the first stage of the Bicycle Master Plan with an emphasis on improvements to bicycle safety in the community
G1c	Maintain a Safe and Secure Environment	Plan and begin implementation of the Intelligent Transportation System (ITS)
G2a	Maintain a Secure Financial Base	Seek ways to efficiently annex and integrate the last part of Dougherty Valley
G2b	Maintain a Secure Financial Base	Explore ways to streamline the Dougherty Valley Oversight process
G2c	Maintain a Secure Financial Base	Explore a debt financing mechanism to pay for long-term capital expenses

**City of San Ramon**  
**GENERAL GOVERNMENT SUMMARY**

#	Priority	Goal
G3a	Maintain Staffing/Resources to Provide City Services	Complete the full integration of the ERP system into citywide operations
G3b	Maintain Staffing/Resources to Provide City Services	Successfully transition refuse providers from Waste Management to Alameda County Industries of San Ramon
G3c	Maintain Staffing/Resources to Provide City Services	Continue to work on a succession plan that captures institutional knowledge from long-term City employees who will retire during the fiscal year
G4a	Build and Maintain Quality Facilities and Infrastructure	Support and fund the Iron Horse Trail Overcrossing
G4b	Build and Maintain Quality Facilities and Infrastructure	Promote deeper partnerships with transit agencies to enhance transit options into the City core and from San Ramon neighborhoods to transit connections
G4c	Build and Maintain Quality Facilities and Infrastructure	Explore the development of a Joint Public Safety Building with the San Ramon Valley Fire Protection District
G4d	Build and Maintain Quality Facilities and Infrastructure	Adopt, plan, and implement the Parks, Open Space, and Trails Master Plan
G5a	Enhance Engagement and Communication with Both Residents and Business Community	Develop a bi-annual survey process to gauge community satisfaction and assess local priorities
G5b	Enhance Engagement and Communication with Both Residents and Business Community	Enhance the content and accessibility of information on the City website
G5c	Enhance Engagement and Communication with Both Residents and Business Community	Explore technology improvements that will broaden accessibility to City Council meetings
G5d	Enhance Engagement and Communication with Both Residents and Business Community	Explore City sponsored activities that create community gathering places
G6a	Focus on Land Use Planning for Housing, Jobs, and Open Space	Prioritize housing growth in the City core while preserving existing retail, commercial and open space
G6b	Focus on Land Use Planning for Housing, Jobs, and Open Space	Obtain permanent open space along the City boundaries
G6c	Focus on Land Use Planning for Housing, Jobs, and Open Space	Promote walkability both within and to local shopping centers
G6d	Focus on Land Use Planning for Housing, Jobs, and Open Space	Develop a walking district in San Ramon that connects City Hall, Central Park, the Main Library, and the new City Center



**City of San Ramon**  
**GENERAL GOVERNMENT SUMMARY**

**CITY MANAGER**

*Statement of Purpose*

*The City Manager provides professional leadership in the management of the City and execution of City Council policies. The City Manager provides effective municipal services through the coordination and direction of all City activities, finances, and personnel.*

***Significant Accomplishments***  
***FY 2018-19***

- Prepared and onboard the elected members of the 2019 City Council
- Submitted the FY 2019-20 Annual Operating Budget and CIP for the City Council
- Supported the implementation of the FY 2018-19 City Council Goals

***Major Action Plan Items***  
***FY 2019-20***

		Completion By	Council Priorities/ Goals
1.	Explore the development of a Joint Public Safety Building with the San Ramon Valley Fire Protection District	OCT 2019	P4 / G4c
2.	Develop a bi-annual survey process to gauge community satisfaction and assess local priorities	MAR 2020	P5 / G5a
3.	Continue to work on a succession plan that captures institutional knowledge from long-term City employees who will retire during the fiscal year	JUN 2020	P3 / G3c
4.	Continue to work with the Open Space Advisory Committee to promote the value of and importance of preserving open space in the community	On-going	P6/ G6a
5.	Continue to implement the City Wide Communication Plan as adopted by Council	On-going	P5 / G5b



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**City of San Ramon**  
**GENERAL GOVERNMENT SUMMARY**

## **ECONOMIC DEVELOPMENT**

### *Statement of Purpose*

*The Economic Development Division is responsible for activities that improve and diversify the San Ramon economy. The goals and objectives for the Division are largely defined by the City’s Economic Development Strategic Plan (EDSP). The Economic Development Division provides staff support for the Economic Development Advisory Committee (EDAC) to prioritize and implement the EDSP.*

### *Significant Accomplishments FY 2018-19*

- Partnered with Public Works Department to successfully install and manage the Marquee sign in front of City Hall
- Finalized the sale of 2231 Omega Rd, the former housing parcel

### *Major Action Plan Items FY 2019-20*

		Completion By	Council Priorities/ Goals
1.	Support the implementation of the Economic Retail Analysis Report and Economic Element of the General Plan	On-going	P6 / G6a
2.	Support the opening of the City Center project through promotional community efforts that identify San Ramon as a great place to visit	On-going	P6 / G6a
3.	Work with Discover San Ramon to increase hotel stays in the City	On-going	P2
4.	Continue to work with real estate partners in San Ramon to promote business growth and retail development in the community	On-going	P6 / G6a



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**City of San Ramon**  
**GENERAL GOVERNMENT SUMMARY**

## CITY ATTORNEY

### *Statement of Purpose*

*The City Attorney renders timely, professional legal advice to the City Council and City departments; prepares, amends and reviews official City documents, laws and regulations, and represents the City in litigation.*

### *Significant Accomplishments FY 2018-19*

- Provided timely legal counsel advice, representation and legal services including but not limited to: litigation, contracting, code enforcement, advice and assistance in all areas including elections, ethics, drafting of ordinances, resolutions, and real estate transactions for the City Council, Commissions, Committees and staff

### *Major Action Plan Items FY 2019-20*

		Completion By	Council Priorities/ Goals
1.	Continue to provide timely legal counsel advice, representation and legal services including but not limited to: litigation, contracting, code enforcement, advice and assistance in all areas including elections, ethics, drafting of ordinances, resolutions, and real estate transactions for the City Council, Commissions, Committees and staff	On-going	P3

### *Budget Notes FY 2019-20*

- None



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**City of San Ramon**  
**GENERAL GOVERNMENT SUMMARY**

## **CITY CLERK**

### *Statement of Purpose*

*The City Clerk acts as a liaison between the City and the general public, City Departments, outside agencies, and other branches of government. The City Clerk is the local official who administers democratic processes such as municipal elections, access to City records and legislative actions which ensure transparency to the public. The City Clerk acts as the compliance officer for applicable statutes including the Brown Act, the Political Reform Act, the Public Records Act, and Fair Political Practices Commission regulations. The City Clerk preserves and protects the history of the City (Municipal Code, Ordinances, Resolutions, Minutes, and other City records). The City Clerk promotes community education and outreach to its citizens through San Ramon Government 101, provides school tours, and processes passport applications. The City Clerk's Division is committed to providing quality, efficient and accurate customer service.*

### *Significant Accomplishments* **FY 2018-19**

- Conducted 2018 San Ramon Mayoral/Council Elections
- Coordinated the 11th San Ramon Government 101 Class – Spring 2019
- Prepared and issued FY 2018-19 Fee Resolution
- Implemented “Trusted System” for electronic records
- Created Nomenclature for departmental electronic file systems
- Trained staff – use of electronic records management system for files and retention
- Facilitated date sensitive filings required for FPPC
- Implemented online application process for Boards, Commissions, and Committees
- Provided accurate, timely responses to 186 Public Record Act requests

**City of San Ramon**  
**GENERAL GOVERNMENT SUMMARY**

***Major Action Plan Items***  
***FY 2019-20***

		Completion By	Council Goals / Priorities
1.	FPPC electronic filing for all Form 700 filers and campaign filing forms	JAN 2020	P5/G5b
2.	Government 101 Class - Spring 2020	APR 2020	P5
3.	Explore livestreaming of City Council meetings	JUN 2020	P5/G5c
4.	Explore updating Municipal Code Codification and integrating the codification of the Zoning Ordinance	JUN 2020	P5/G5b
5.	Prepare and issue the FY 2020/21 Fee Resolution	JUN 2020	P2
6.	Host a community candidate information session prior to the 2020 Municipal election	JUN 2020	P5

***Budget Notes***  
***FY 2019-20***

- No general election costs – (\$50,000)
- Decrease records management consultant services – (\$15,000)



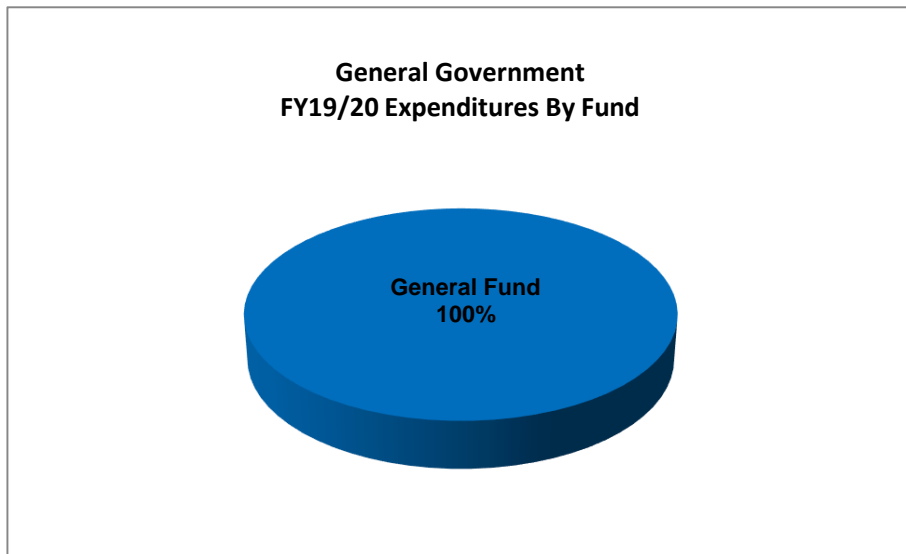
**CITY OF SAN RAMON  
SUMMARY OF DEPARTMENTAL BUDGET  
GENERAL GOVERNMENT**

<b>Authorized Positions</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Actual</b>	<b>18/19 Final</b>	<b>19/20 Adopted</b>
Administrative Analyst				1.00	1.00
Assistant City Attorney				1.00	1.00
Assistant City Manager	1.00	1.00	1.00		
City Attorney	1.00	1.00	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00	1.00	1.00
City Manager	1.00	1.00	1.00	1.00	1.00
Deputy City Attorney II	1.00	1.00	1.00		
Deputy City Clerk	1.00	1.00	1.00	1.00	1.00
Deputy City Manager				1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00	1.00
Office Technician I/II	1.00	1.00	1.00	1.00	1.00
Paralegal	1.00	1.00	1.00	1.00	1.00
<b>Total Authorized Positions</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>	<b>10.00</b>	<b>10.00</b>

**CITY OF SAN RAMON  
SUMMARY OF DEPARTMENTAL BUDGET  
GENERAL GOVERNMENT**

**Expenditure Summary By Fund**

<b>Description</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Actual</b>	<b>18/19 Final</b>	<b>19/20 Adopted</b>
General Fund	\$ 2,032,412	\$ 2,101,529	\$ 2,376,060	\$ 2,640,077	\$ 2,632,543
Department Total	<u>\$ 2,032,412</u>	<u>\$ 2,101,529</u>	<u>\$ 2,376,060</u>	<u>\$ 2,640,077</u>	<u>\$ 2,632,543</u>



**CITY OF SAN RAMON  
SUMMARY OF DEPARTMENTAL BUDGET  
GENERAL GOVERNMENT**

**Expenditure Summary By Division**

<b>Description</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Actual</b>	<b>18/19 Final</b>	<b>19/20 Adopted</b>
City Council	\$ 324,042	\$ 326,746	\$ 364,688	\$ 332,181	\$ 283,503
City Clerk	428,854	511,011	550,661	611,133	524,407
City Attorney	406,525	418,457	605,175	737,890	748,796
City Manager	872,991	845,315	855,536	958,873	1,075,837
Department Total	<u>\$ 2,032,412</u>	<u>\$ 2,101,529</u>	<u>\$ 2,376,060</u>	<u>\$ 2,640,077</u>	<u>\$ 2,632,543</u>

**Expenditure Summary By Category**

<b>Description</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Actual</b>	<b>18/19 Final</b>	<b>19/20 Adopted</b>
City Council					
Personnel Services	\$ 229,401	\$ 231,303	\$ 265,932	\$ 232,700	\$ 188,265
Contract Services	9,035	11,968	6,185	10,350	11,300
Materials and Supplies	2,417	5,228	2,781	2,300	66,622
Other Costs	83,189	78,247	89,790	86,831	17,316
Capital Purchases					
Division Total	<u>\$ 324,042</u>	<u>\$ 326,746</u>	<u>\$ 364,688</u>	<u>\$ 332,181</u>	<u>\$ 283,503</u>
City Clerk					
Personnel Services	\$ 376,374	\$ 432,527	\$ 466,412	\$ 476,355	\$ 446,536
Contract Services	32,759	61,194	66,233	107,600	45,480
Materials and Supplies	6,801	10,690	6,335	7,800	8,200
Other Costs	12,920	6,600	11,681	19,378	24,191
Capital Purchases					
Division Total	<u>\$ 428,854</u>	<u>\$ 511,011</u>	<u>\$ 550,661</u>	<u>\$ 611,133</u>	<u>\$ 524,407</u>
City Attorney					
Personnel Services	\$ 286,035	\$ 297,829	\$ 559,028	\$ 657,293	\$ 665,885
Contract Services	106,141	106,288	25,052	51,730	52,200
Materials and Supplies	9,443	9,218	12,045	12,800	16,600
Other Costs	4,906	5,122	9,050	16,067	14,111
Capital Purchases					
Division Total	<u>\$ 406,525</u>	<u>\$ 418,457</u>	<u>\$ 605,175</u>	<u>\$ 737,890</u>	<u>\$ 748,796</u>

**CITY OF SAN RAMON  
SUMMARY OF DEPARTMENTAL BUDGET  
GENERAL GOVERNMENT**

**Expenditure Summary By Category**

<b>Description</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Actual</b>	<b>18/19 Final</b>	<b>19/20 Adopted</b>
City Manager					
Personnel Services	\$ 678,042	\$ 678,459	\$ 748,431	\$ 808,438	\$ 925,931
Contract Services	116,340	102,564	63,263	91,600	96,100
Materials and Supplies	39,655	25,954	18,711	27,200	38,420
Other Costs	38,954	38,338	25,131	31,635	15,386
Capital Purchases					
Division Total	<u>\$ 872,991</u>	<u>\$ 845,315</u>	<u>\$ 855,536</u>	<u>\$ 958,873</u>	<u>\$ 1,075,837</u>
General Government					
Personnel Services	\$ 1,569,852	\$ 1,640,118	\$ 2,039,803	\$ 2,174,786	\$ 2,226,617
Contract Services	264,275	282,014	160,733	261,280	205,080
Materials and Supplies	58,316	51,090	39,872	50,100	129,842
Other Costs	139,969	128,307	135,652	153,911	71,004
Capital Purchases					
Total Expenditures	<u>\$ 2,032,412</u>	<u>\$ 2,101,529</u>	<u>\$ 2,376,060</u>	<u>\$ 2,640,077</u>	<u>\$ 2,632,543</u>

**Revenue Summary**

<b>Description</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Actual</b>	<b>18/19 Final</b>	<b>19/20 Adopted</b>
Total Department Revenue	<u>\$ 70,908</u>	<u>\$ 71,006</u>	<u>\$ 82,242</u>	<u>\$ 92,450</u>	<u>\$ 91,150</u>

**CITY OF SAN RAMON  
SUMMARY OF DEPARTMENTAL BUDGET  
GENERAL GOVERNMENT**

**Program Summary**

<b>Description</b>	<b>Program Expenditures</b>	<b>Program Revenue</b>	<b>Net Program Cost</b>
City Council	\$ 283,503	\$ 1,200	\$ 282,303
City Clerk Administration	426,205	89,950	336,255
Election/Voter Outreach	64,980		64,980
Legislative History	33,222		33,222
City Attorney	748,796		748,796
City Management	590,145		590,145
Communication & Public Affairs	315,042		315,042
Economic Development	170,650		170,650
Program Totals	<u>\$ 2,632,543</u>	<u>\$ 91,150</u>	<u>\$ 2,541,393</u>



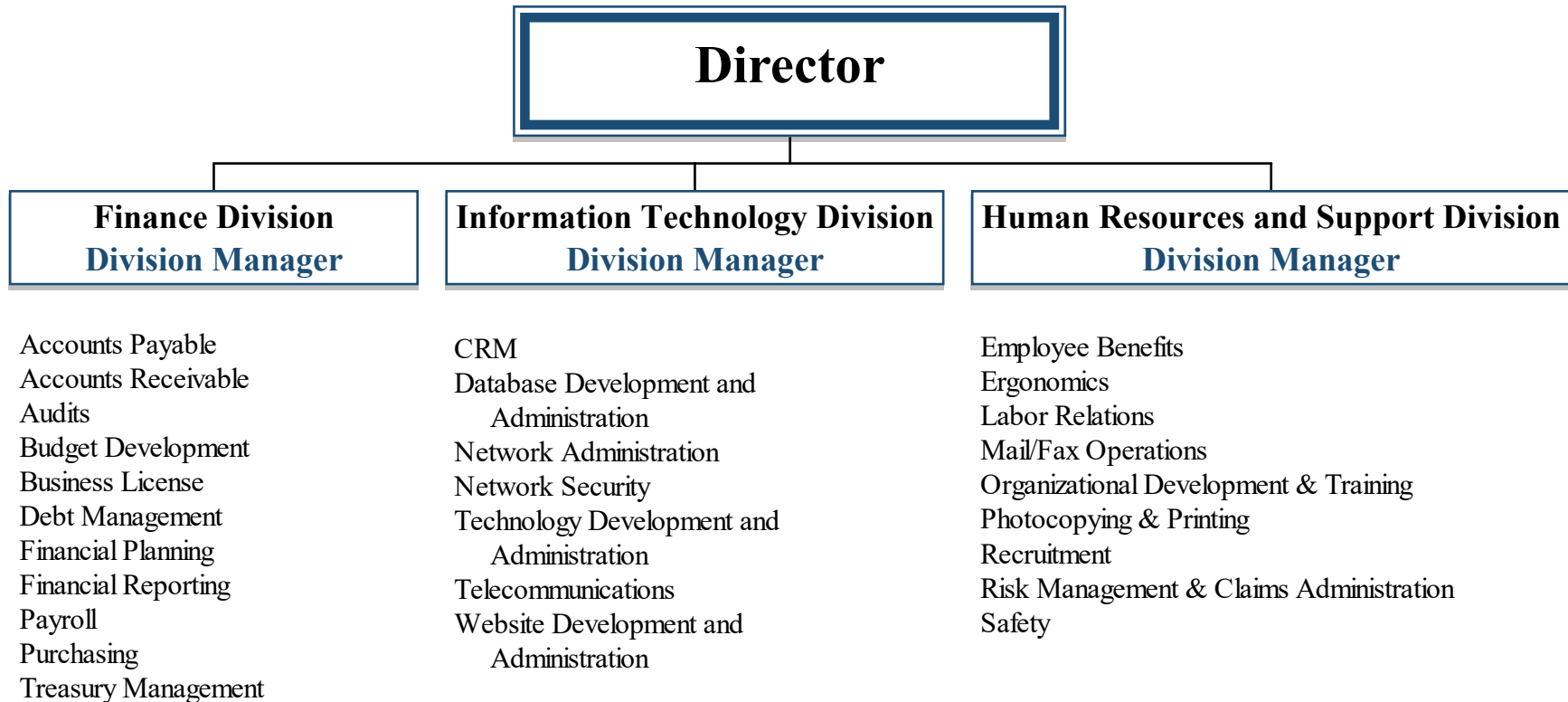
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# ADMINISTRATIVE SERVICES DEPARTMENT





# Administrative Services Department FY 2019-20





# City of San Ramon

## ADMINISTRATIVE SERVICES SUMMARY

### *Department – Statement of Purpose*

*The Administrative Services Department is responsible for providing a variety of services to other departments and the public. The Department consists of three Divisions; the Finance Division, Information Technology Services Division, and the Human Resources and Support Division. Each Division has its own individual purpose as provided in the Division “Statement of Purpose”.*

## FINANCE SERVICES DIVISION

### *Statement of Purpose*

*The Finance Services Division acts to ensure that the City maintains its financial stability, by monitoring the City’s investment portfolio, calculating revenue, preparing and maintaining financial records and the City’s payroll, responding to audits, and preparing the Annual City Manager’s Operating Budget for the City Council.*

### *Significant Accomplishments FY 2018-19*

- Managed the FY 2017-18 annual audit process
- Prepared the Comprehensive Annual Financial Report (CAFR) and submitted CAFR for the Certificate of Achievement for Excellence in Financial Reporting
- Prepared and issued required tax forms – W2 and 1099 forms
- Prepared the updated Multi-Year Financial Projection and Mid-Year Financial Review
- Coordinated the development of the FY 2019-2020 Operating Budget
- Implemented the new citywide Enterprise Resource Planning (ERP) Tyler Technologies Munis System for the Financial modules
- Continued implementing the ERP for Payroll and Human Resources modules
- Issued a Request for Proposal for Banking Services
- Maintained “AAA” rating from S&P Global Ratings (formerly Standard and Poor’s Ratings Services)

**City of San Ramon**  
**ADMINISTRATIVE SERVICES SUMMARY**

*Major Action Plan Items  
FY 2019-20*

		Completion By	Council Priorities/ Goals
1.	Explore a debt financing mechanism to pay for long term capital infrastructure	AUG 2019	P2/G2C
2.	Complete implementation of the new Enterprise Resource Planning (ERP) Tyler Technologies Munis System For the Payroll/HR modules	DEC 2019	P1,P2, P3/G3a
3.	Manage the FY 2018-19 annual audit process	DEC 2019	P2
4.	Prepare the Comprehensive Annual Financial Report (CAFR) and submitted CAFR for the Certificate of Achievement for Excellence in Financial Reporting	DEC 2019	P2
5.	Prepare the updated 5-Year Financial Projection	DEC 2019	P2
6.	Prepare and issued required tax forms – W2 and 1099 forms	JAN 2020	P2
7.	Select a new vendor for Banking Services and implement the new banking system	JAN 2020	P2
8.	Prepare the Mid-Year Financial Review	FEB 2020	P2
9.	Prepare a Request for Proposal for Audit Services	FEB 2020	P2
10.	Coordinate the development of the FY 2020-2021 Operating Budget	JUN 2020	P2
11.	Aim to maintain “AAA” rating from Standard & Poor’s	On-going	P2

City of San Ramon  
**ADMINISTRATIVE SERVICES SUMMARY**

## **INFORMATION TECHNOLOGY SERVICES DIVISION**

### *Statement of Purpose*

*The Information Technology Services Division is responsible for short-range and long-range strategic planning for the City's technology needs and data network. This involves all aspects of design-build-management of information systems including the procurement, replacement and troubleshooting of computer hardware and software. The Division maintains the City's public website, internal intranet, financial, planning, building permit, electronic document management, e-mail, integrated voice response, citizen request management and notification, telecommunications, and police systems. The Division is responsible for helpdesk and database administration as well as overall network security and intrusion protection. The Division supports all City departments.*

### *Significant Accomplishments FY 2018-19*

- Completed migration of all servers to the new virtual platform
- Updated City Hall backup system to include offsite disaster recovery
- Updated Anti-Virus software system wide to next generation protection
- Replaced remaining end of life infrastructure switches and routers
- Worked with staff to support the completion of the ERP system implementation
- Continued to evaluate new and effective ways to use technology for public outreach

**City of San Ramon**  
**ADMINISTRATIVE SERVICES SUMMARY**

*Major Action Plan Items*  
*FY 2019-20*

		Completion By	Council Priorities/ Goals
1.	Migrate data from legacy system to new ERP system for Land Management modules	DEC 2019	P1, P3/G3a
2.	Work with staff to support the completion and transition to the new ERP Land Management system	DEC 2019	P1, P3/G3a
3.	Further enhance staff security awareness training to help maintain a secure network	JAN 2020	P1
4.	Replace the remaining Windows 2008 servers, hardware and software to updated version	APR 2020	P1
5.	Enhance network security by developing two factor authentication for all remote network connections	MAY 2020	P1
6.	Replace remaining Windows 7 workstations due to end of Microsoft support and security updates	JUN 2020	P1

**City of San Ramon**  
**ADMINISTRATIVE SERVICES SUMMARY**

# **HUMAN RESOURCES AND SUPPORT DIVISION**

## *Statement of Purpose*

*The Human Resources and Support Division provides quality personnel services to internal and external customers, adhere to equitable and ethical personnel standards, and effectively manage risks to the City. The services provided are as follows: recruitment, classification and compensation, training, labor relations, performance evaluations, organizational development, liability claims management and processing, employee benefits and services; and provides management oversight to the Employee Safety Committee. The Division also provides quality centralized support to all City staff for the following services: mail processing of internal and external mail; City standard general use printing; photocopy equipment including procurement, maintenance and lease agreements; ergonomic evaluations; document transmission equipment; and vending services.*

## *Significant Accomplishments FY 2018-19*

- Implemented new recruitment software Neogov
- Assisted in the implementation of the Human Resources and Payroll components of the new ERP financial system
- Negotiated multi-year contracts with the City's represented employees
- Audited off-site personnel and human resources files to ensure compliance with City's retention schedule
- Facilitated successful Employee Recognition and Holiday Luncheons
- Conducted 50 recruitments, receiving over 2200 applications, hiring 23 regular, and 153 temporary employees

**City of San Ramon**  
**ADMINISTRATIVE SERVICES SUMMARY**

***Major Action Plan Items***  
***FY 2019-20***

		Completion By	Council Priorities/ Goals
1.	Assist in the implementation of the Human Resources, Payroll, and Scheduler components of the new ERP financial system	DEC 2019	P1, P2, P3/G3a
2.	Review and update Policy against Discrimination and Harassment	JUN 2020	P3
3.	Conduct a review of employee deferred compensation and PARS plans	JUN 2020	P3
4.	Update the Personnel Rules and Regulation	JUN 2020	P3
5.	Update the City's Compensation Philosophy Policy	JUN 2020	P3
6.	Develop Light Duty Program	JUN 2020	P3

***Budget Notes***  
***FY 2019-20***

- Unfund a vacant IT Specialist position

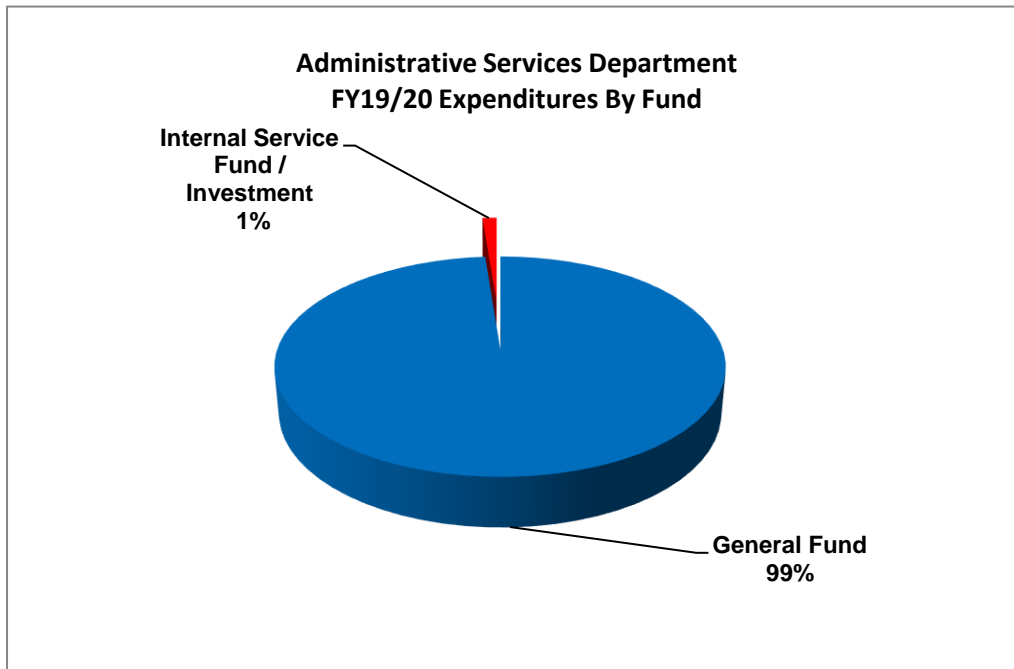
**CITY OF SAN RAMON  
SUMMARY OF DEPARTMENTAL BUDGET  
ADMINISTRATIVE SERVICES**

<b>Authorized Positions</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Actual</b>	<b>18/19 Final</b>	<b>19/20 Adopted</b>
Administrative Analyst	2.00	3.00	3.00	3.00	3.00
Administrative Services Director	1.00	1.00	1.00	1.00	1.00
Administrative Coordinator	3.00	3.00	3.00	3.00	3.00
Division Manager	3.00	3.00	3.00	3.00	3.00
Information Technology Specialist	3.00	3.00	3.00	3.00	3.00
Network Analyst			1.00	1.00	1.00
Office Specialist	2.00	2.00	3.00	3.00	3.00
Office Technician I/II	2.00	2.00	1.00	1.00	1.00
Senior Administrative Analyst	2.00	2.00	2.00	2.00	2.00
<b>Total Authorized Positions</b>	<b>18.00</b>	<b>19.00</b>	<b>20.00</b>	<b>20.00</b>	<b>20.00</b>

**CITY OF SAN RAMON  
SUMMARY OF DEPARTMENTAL BUDGET  
ADMINISTRATIVE SERVICES**

**Expenditure Summary By Fund**

<u><b>Description</b></u>	<u><b>15/16 Actual</b></u>	<u><b>16/17 Actual</b></u>	<u><b>17/18 Actual</b></u>	<u><b>18/19 Final</b></u>	<u><b>19/20 Adopted</b></u>
General Fund	\$ 3,505,534	\$ 3,821,102	\$ 4,033,684	\$ 4,615,658	\$ 4,601,775
Internal Service Fund / Investment	50,479	53,009	53,842	55,825	57,501
	<u>\$ 3,556,013</u>	<u>\$ 3,874,111</u>	<u>\$ 4,087,526</u>	<u>\$ 4,671,483</u>	<u>\$ 4,659,276</u>





**CITY OF SAN RAMON**  
**SUMMARY OF DEPARTMENTAL BUDGET**  
**ADMINISTRATIVE SERVICES**

**Expenditure Summary By Division**

<b>Description</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Actual</b>	<b>18/19 Final</b>	<b>19/20 Adopted</b>
Finance	\$ 1,279,853	\$ 1,405,497	\$ 1,451,669	\$ 1,635,377	\$ 1,697,807
Information Technology	1,269,642	1,411,271	1,530,836	1,683,350	1,596,177
Human Resources	1,006,518	1,057,343	1,105,021	1,352,756	1,365,292
Department Total	<u>\$ 3,556,013</u>	<u>\$ 3,874,111</u>	<u>\$ 4,087,526</u>	<u>\$ 4,671,483</u>	<u>\$ 4,659,276</u>

**Expenditure Summary By Category**

<b>Description</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Actual</b>	<b>18/19 Final</b>	<b>19/20 Adopted</b>
Finance					
Personnel Services	\$ 1,160,522	\$ 1,279,066	\$ 1,314,254	\$ 1,489,533	\$ 1,559,119
Contract Services	92,267	106,046	107,954	115,248	107,509
Materials and Supplies	15,688	8,937	14,720	9,800	12,180
Other Costs	11,376	11,448	14,741	20,796	18,999
Capital Purchases					
Division Total	<u>\$ 1,279,853</u>	<u>\$ 1,405,497</u>	<u>\$ 1,451,669</u>	<u>\$ 1,635,377</u>	<u>\$ 1,697,807</u>
Information Technology					
Personnel Services	\$ 772,919	\$ 912,746	\$ 1,009,754	\$ 1,154,064	\$ 1,034,961
Contract Services	452,172	460,785	470,924	467,716	492,977
Materials and Supplies	27,531	17,019	17,035	24,950	27,810
Other Costs	17,020	20,721	33,123	36,620	40,429
Capital Purchases					
Division Total	<u>\$ 1,269,642</u>	<u>\$ 1,411,271</u>	<u>\$ 1,530,836</u>	<u>\$ 1,683,350</u>	<u>\$ 1,596,177</u>
Human Resources					
Personnel Services	\$ 560,224	\$ 589,245	\$ 626,179	\$ 791,799	\$ 795,249
Contract Services	236,226	260,941	254,886	293,573	277,038
Materials and Supplies	30,492	54,678	32,085	41,000	56,525
Other Costs	179,576	152,479	191,871	226,384	236,480
Capital Purchases					
Division Total	<u>\$ 1,006,518</u>	<u>\$ 1,057,343</u>	<u>\$ 1,105,021</u>	<u>\$ 1,352,756</u>	<u>\$ 1,365,292</u>

**CITY OF SAN RAMON  
SUMMARY OF DEPARTMENTAL BUDGET  
ADMINISTRATIVE SERVICES**

**Expenditure Summary By Category**

<b>Description</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Actual</b>	<b>18/19 Final</b>	<b>19/20 Adopted</b>
Administrative Services					
Personnel Services	\$ 2,493,665	\$ 2,781,057	\$ 2,950,187	\$ 3,435,396	\$ 3,389,329
Contract Services	780,665	827,772	833,764	876,537	877,524
Materials and Supplies	73,711	80,634	63,840	75,750	96,515
Other Costs	207,972	184,648	239,735	283,800	295,908
Capital Purchases					
Total Expenditures	<u>\$ 3,556,013</u>	<u>\$ 3,874,111</u>	<u>\$ 4,087,526</u>	<u>\$ 4,671,483</u>	<u>\$ 4,659,276</u>

**Revenue Summary**

<b>Description</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Actual</b>	<b>18/19 Final</b>	<b>19/20 Adopted</b>
Total Department Revenue	<u>\$ 405,869</u>	<u>\$ 257,717</u>	<u>\$ 274,716</u>	<u>\$ 249,407</u>	<u>\$ 274,727</u>

**CITY OF SAN RAMON**  
**SUMMARY OF DEPARTMENTAL BUDGET**  
**ADMINISTRATIVE SERVICES**

**Program Summary**

<b>Description</b>	<b>Program Expenditures</b>	<b>Program Revenue</b>	<b>Net Program Cost</b>
Finance Administration	\$ 288,167		\$ 288,167
Accounting	703,968		703,968
Business Licensing	77,106	251,327	(174,221)
Cash Management	335,673	23,400	312,273
Payroll	292,893		292,893
Information Technology Admin	1,060,689		1,060,689
Project Development	71,131		71,131
Telecommunications	325,609		325,609
Web Services	128,483		128,483
911 Joint Dispatch Center	10,265		10,265
Human Resources Administration	181,338		181,338
Labor Relations	62,192		62,192
Organizational Development	122,583		122,583
Recruitment	173,760		173,760
Risk Management/Safety	296,764		296,764
Wages & Benefits	214,283		214,283
Central Support Services	314,372		314,372
Program Totals	<u>\$ 4,659,276</u>	<u>\$ 274,727</u>	<u>\$ 4,384,549</u>



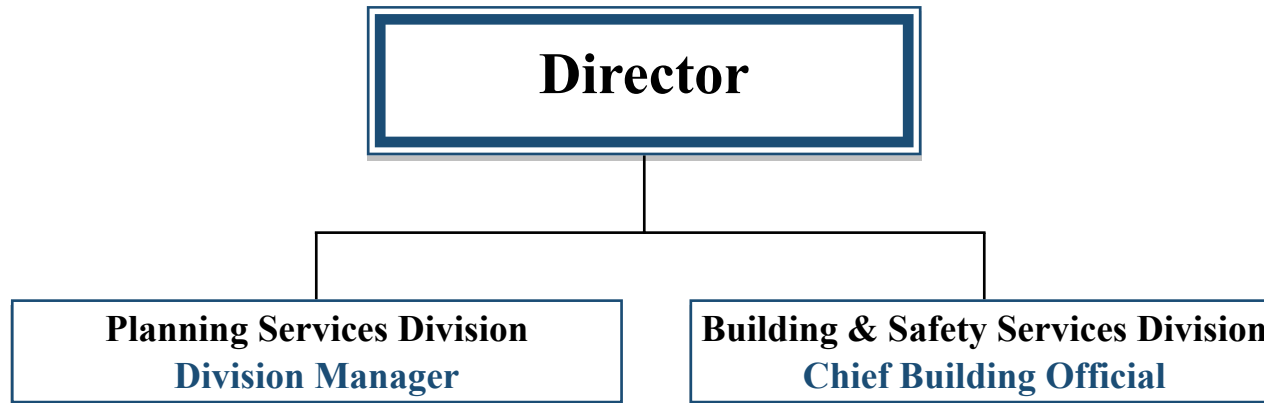
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# COMMUNITY DEVELOPMENT DEPARTMENT





# Community Development Department FY 2019-20



General Plan Administration  
Zoning Administration  
Architectural Review  
Development Review  
Dougherty Valley Oversight  
Environmental Review  
Special Planning Studies  
Subdivision Review  
Housing Programs  
Economic Development

Building Inspections  
Building Permits  
Building Plan Checking  
Neighborhood Preservation  
Housing Rehabilitation

**City of San Ramon**  
**COMMUNITY DEVELOPMENT SUMMARY**

***Department – Statement of Purpose***

*The Community Development Department coordinates and regulates the orderly growth of the City as set forth in the City’s General Plan and other applicable codes, policies, and regulations concerning the physical development of the City. The Department includes the Divisions of Planning Services and Building & Safety Services.*

**PLANNING SERVICES DIVISION**

***Statement of Purpose***

*The Planning Services Division is responsible for planning for a variety and balance of land uses, both commercial and residential, that responds to the needs of the community through implementation of the General Plan and other specific plans, plans, and planning and zoning laws.*

***Significant Accomplishments***  
***FY 2018-19***

- Continued implementation of the Citizen’s Planning Academy program
- Continued implementation of the Business Concierge’s Program to streamline permitting of new businesses
- Participated and provided data for the U.S. Census Bureau’s LUCA (Local Update of Census Addresses) Program for the 2020 Census
- Continued to provide active participation and support for the working group charged with the development and configuration of the EnerGov permitting system
- Participated in the Citywide Enterprise Resource Planning system project and the implementation of Tyler Technologies, Munis Software to provide electronic workflow, integrated modules, automated validation, improved reporting, business license renewal, plan reviews and online permits, streamlined inspection process with mobile technology, and vendor portal for invoice submission and payment tracking
- Provided City Center Project oversight including ongoing tenant improvements and the opening of the Phase I retail component
- Initiated the Crow Canyon Specific Plan Update including 2 public workshops related to a preferred land use plan
- Completed the updates to the General Plan Economic Element and Economic Development Strategic Plan
- Adopted an Inclusionary Housing Ordinance and Commercial Linkage Fee Ordinance to support affordable housing production

# City of San Ramon

## COMMUNITY DEVELOPMENT SUMMARY

- Zoning Ordinance Update for Small Cell Wireless facilities, and an additional update for revisions as required by the General Plan Economic Element and Economic Development Strategic Plan
- Prepared and submitted the 2018 General Plan Annual Report to the State
- Prepared and submitted the 2018 Housing Element Annual Report to the State
- Implemented the San Ramon Business Passport Program (local business outreach program) as a tool to promote shopping locally
- Completed the review and approval process for the Chang residential development including annexation to the City
- Completed the review and approval of the Hampton Inn Hotel within the Crow Canyon Specific Plan Area
- Continued to process development plans and concept reviews for projects and potential projects within the City
- Processed approximately 350 development applications and 605 new business licenses in the 2018 calendar year. Projections for FY 2019-20 are expected to result in similar numbers

### *Major Action Plan Items FY 2019-20*

		Completion By	Council Priorities/ Goals
1.	Develop and implement the FY 19/20 work plan for EDAC to support the adoption of the Economic Development Strategic Plan	AUG 2019	P5
2.	Facilitate the annual Citizen Planning Academy	SEPT 2019	P5
3.	Launch and complete the transition to the EnerGov Permit system	NOV 2019	P3/G3a
4.	Complete the Crow Canyon Specific Plan Update	JAN 2020	P6/G6a/G 6c
5.	Provide support for the acquisition and preservation of Open Space within and surrounding the City Boundary	JUN 2020	P6/G6b
6.	Continue to provide oversight and technical support for complete occupancy of the City Center Project – Phase I	JUN 2020	P6
7.	Facilitate the review and approval of City Center Phase II based on development applications received	JUN 2020	P6/G6c/G 6d



**City of San Ramon**  
**COMMUNITY DEVELOPMENT SUMMARY**

		Completion By	Council Priorities/ Goals
8.	Explore and provide technical support for the development of a San Ramon Walking District in the City core connecting residential, employment, civic, recreation, and retail amenities	JUN 2020	P6/G6d
9.	Participate in the development of the RHNA methodology that will inform the City’s housing numbers for the Housing Element Update in advance of the 2023-2031 housing cycle	JUN 2020	P6/G6a
10.	Provide Planning oversight for the build out of the Dougherty Valley Specific Plan, including future annexations, development of additional retail space, and a potential library expansion	JUN 2020	P6/P2/G2a

***Budget Notes***  
***FY 2019-20***

- Continue to unfund Assistant Planner position



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**City of San Ramon**  
**COMMUNITY DEVELOPMENT SUMMARY**

## **BUILDING & SAFETY SERVICES DIVISION**

### *Statement of Purpose*

*The Building & Safety Services Division promotes health and safety in the construction and maintenance of buildings and structures and the maintenance of property through enforcement of the building codes, energy conservation standards, State regulations and City ordinances.*

### *Significant Accomplishments FY 2018-19*

- Provided City Center inspection oversight, including ongoing tenant improvements and the opening of Phase I retail component
- Participated in the Citywide Enterprise Resource Planning system project and the implementation of Tyler Technologies, Munis Software to provide electronic workflow, integrated modules, automated validation, improved reporting, business licenses renewal, plan reviews and permits online, streamlined inspection process with mobile technology, and vendor portal for invoice submission and payment tracking
- 5700-plus public visits to the permit center during the last year
- 2950 permit applications were processed during 2018
- Processed 40 commercial plan checks electronically, eliminating paper waste and vehicle trips to the Permit Center
- 17,000-plus inspections were performed
- 228 code enforcement cases were investigated
- Continued implementation of the Business Concierge's Program to streamline permitting of new business

**City of San Ramon**  
**COMMUNITY DEVELOPMENT SUMMARY**

***Major Action Plan Items***  
***FY 2019-20***

		Completion By	Council Priorities/ Goals
1.	Complete the development and implementation of the EnerGov development and permit tracking system for business licenses renewal, construction project tracking, plan reviews and permits, online applications, and streamlined inspection process with mobile technology	NOV 2019	P3/G3a
2.	Inspect major development projects – Outpost Multi-family project, Faria Sub-division, Aspen Woods Multi-family project, and Summit Senior Care Facility	On-going	P1/P4
3.	Nuisance ordinances and zoning regulations – continue proactive monitoring of commercial properties consistent with nuisance and zoning regulations	On-going	P1/P4

***Budget Notes***  
***FY 2019-20***

- Increase salary and benefits costs due to reorganization of staffing and moving contract inspectors to limited term staffing – \$564,000
- Reduce inspection and plan check contract services – (\$368,000)

**CITY OF SAN RAMON  
SUMMARY OF DEPARTMENTAL BUDGET  
COMMUNITY DEVELOPMENT**

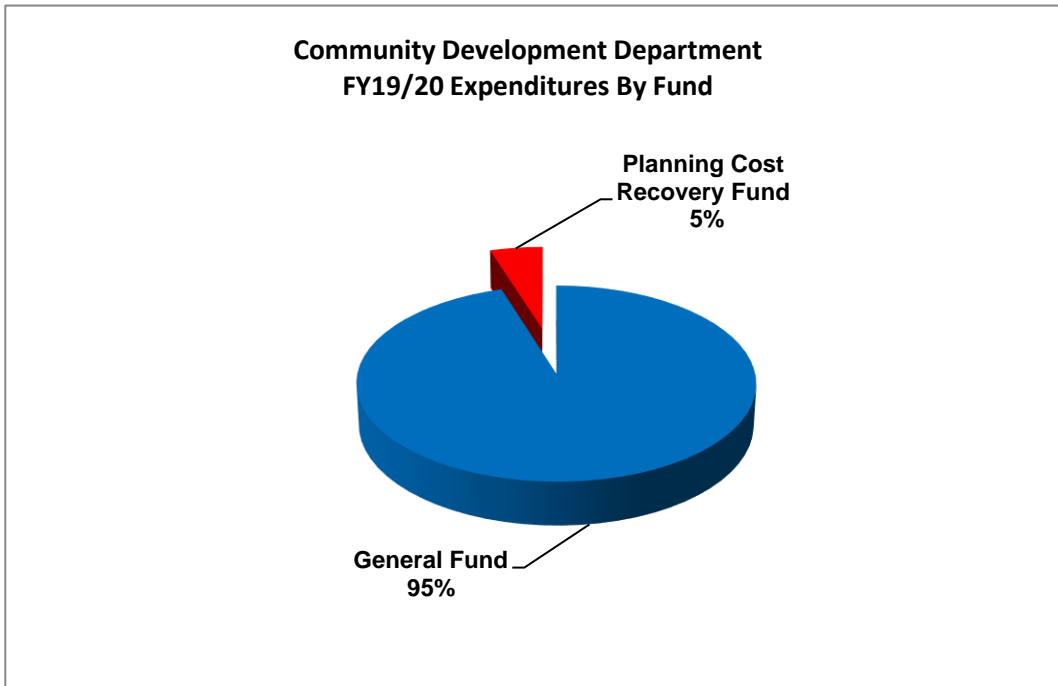
<b>Authorized Positions</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Actual</b>	<b>18/19 Final</b>	<b>19/20 Adopted</b>
Administrative Analyst	1.00				
Assistant Planner	1.00	1.00	1.00	1.00	1.00
Associate Planner	2.00	2.00	2.00	2.00	2.00
Division Manager	3.00	2.00	2.00	2.00	2.00
Engineering Specialist	1.00				
Inspector	3.00	3.00	3.00	3.00	3.00
Office Specialist	4.00	3.00	3.00	3.00	3.00
Office Technician I/II	1.00	1.00	1.00	1.00	1.00
Planning Director	1.00	1.00	1.00	1.00	1.00
Plan Check Engineer	1.00	1.00	1.00	1.00	
Plans Examiner	1.00	1.00	1.00	1.00	1.00
Senior Engineer					1.00
Senior Inspector	1.00	1.00	1.00	1.00	
Senior Planner	1.00	1.00	1.00	1.00	1.00
Supervising Inspector					1.00
<b>Total Authorized Positions*</b>	<b>21.00</b>	<b>17.00</b>	<b>17.00</b>	<b>17.00</b>	<b>17.00</b>

\*Starting FY16/17 reallocated 4 authorized positions in the Transportation Services Division to the Public Works Department

**CITY OF SAN RAMON  
SUMMARY OF DEPARTMENTAL BUDGET  
COMMUNITY DEVELOPMENT**

**Expenditure Summary By Fund**

<b>Description</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Actual</b>	<b>18/19 Final</b>	<b>19/20 Adopted</b>
General Fund	\$ 3,559,111	\$ 3,051,027	\$ 3,329,243	\$ 3,445,712	\$ 3,632,960
Planning Cost Recovery Fund	116,665	75,853	35,285	162,815	184,388
Street Smarts Fund	160,998				
TDM Fund	437,722				
Total	<u>\$ 4,274,496</u>	<u>\$ 3,126,880</u>	<u>\$ 3,364,528</u>	<u>\$ 3,608,527</u>	<u>\$ 3,817,348</u>



**CITY OF SAN RAMON**  
**SUMMARY OF DEPARTMENTAL BUDGET**  
**COMMUNITY DEVELOPMENT**

**Expenditure Summary By Division**

<b>Description</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Actual</b>	<b>18/19 Final</b>	<b>19/20 Adopted</b>
Planning	\$ 1,344,783	\$ 1,195,052	\$ 1,119,101	\$ 1,115,430	\$ 1,156,588
Building	1,636,952	1,931,828	2,245,427	2,493,097	2,660,760
Transportation*	1,292,761				
Department Total	<u>\$ 4,274,496</u>	<u>\$ 3,126,880</u>	<u>\$ 3,364,528</u>	<u>\$ 3,608,527</u>	<u>\$ 3,817,348</u>

\*Starting FY16/17 merged with the Public Works Department

**Expenditure Summary By Category**

<b>Description</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Actual</b>	<b>18/19 Final</b>	<b>19/20 Adopted</b>
Planning					
Personnel Services	\$ 1,215,255	\$ 1,127,422	\$ 1,062,741	\$ 1,007,491	\$ 1,036,034
Contract Services	93,954	43,619	27,994	73,155	91,504
Materials and Supplies	10,202	7,508	10,175	15,600	16,550
Other Costs	25,372	16,503	18,191	19,184	12,500
Capital Purchases					
Division Total	<u>\$ 1,344,783</u>	<u>\$ 1,195,052</u>	<u>\$ 1,119,101</u>	<u>\$ 1,115,430</u>	<u>\$ 1,156,588</u>
Building					
Personnel Services	\$ 1,186,351	\$ 1,456,524	\$ 1,683,037	\$ 1,771,742	\$ 2,320,604
Contract Services	377,904	420,749	507,666	649,490	268,950
Materials and Supplies	42,109	23,767	20,476	30,550	40,705
Other Costs	30,588	30,788	34,248	41,315	30,501
Capital Purchases					
Division Total	<u>\$ 1,636,952</u>	<u>\$ 1,931,828</u>	<u>\$ 2,245,427</u>	<u>\$ 2,493,097</u>	<u>\$ 2,660,760</u>
Transportation*					
Personnel Services	\$ 852,732				
Contract Services	418,405				
Materials and Supplies	11,981				
Other Costs	9,643				
Capital Purchases					
Division Total	<u>\$ 1,292,761</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**CITY OF SAN RAMON**  
**SUMMARY OF DEPARTMENTAL BUDGET**  
**COMMUNITY DEVELOPMENT**

**Expenditure Summary By Category**

<b>Description</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Actual</b>	<b>18/19 Final</b>	<b>19/20 Adopted</b>
Community Development					
Personnel Services	\$ 3,254,338	\$ 2,583,946	\$ 2,745,778	\$ 2,779,233	\$ 3,356,638
Contract Services	890,263	464,368	535,660	722,645	360,454
Materials and Supplies	64,292	31,275	30,651	46,150	57,255
Other Costs	65,603	47,291	52,439	60,499	43,001
Capital Purchases					
Total Expenditures	<u>\$ 4,274,496</u>	<u>\$ 3,126,880</u>	<u>\$ 3,364,528</u>	<u>\$ 3,608,527</u>	<u>\$ 3,817,348</u>

**Revenue Summary**

<b>Description</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Actual</b>	<b>18/19 Final</b>	<b>19/20 Adopted</b>
Total Department Revenue	<u>\$ 3,269,543</u>	<u>\$ 3,069,601</u>	<u>\$ 4,446,488</u>	<u>\$ 3,349,805</u>	<u>\$ 3,477,930</u>

**Program Summary**

<b>Description</b>	<b>Program Expenditures</b>	<b>Program Revenue</b>	<b>Net Program Cost</b>
Planning Administration	\$ 542,341	\$ 27,630	\$ 514,711
Development Administration	395,871	332,500	63,371
General Plan Management		5,000	(5,000)
Special Planning Study		5,000	(5,000)
Zoning Administration	218,376	3,000	215,376
Building Administration	875,704	3,400	872,304
Inspection	962,366	2,245,400	(1,283,034)
Code Enforcement	254,525		254,525
Plan Checking	568,165	856,000	(287,835)
Program Totals	<u>\$ 3,817,348</u>	<u>\$ 3,477,930</u>	<u>\$ 339,418</u>

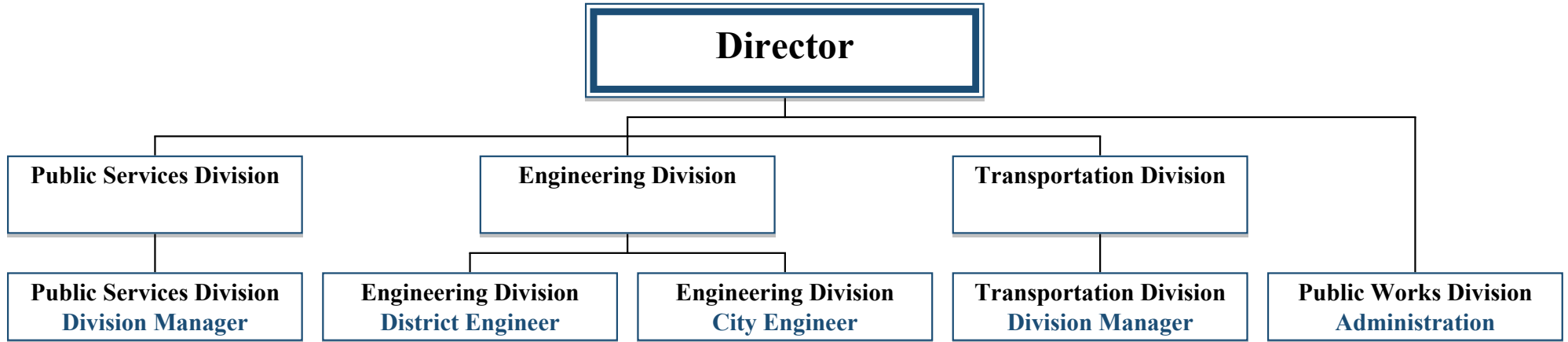


# PUBLIC WORKS DEPARTMENT





# Public Works Department FY 2019-20



Development Review  
 Drainage/Creek Maintenance  
 Park & Facility Maintenance  
 Pool & Fountain Maintenance  
 Project Management  
 Solid Waste & Recycling/  
 Franchise Agreement  
 Street Light & Traffic Signal  
 Maintenance  
 Tree & Landscape Maintenance  
 Vehicle & Equipment Maintenance

Assessment Districts  
 Drainage Engineering/  
 Flood Plain Management  
 GHAD/Open Space Management  
 Development Inspections  
 Stormwater Management  
 Pavement Management Program

Development Engineering  
 Encroachment Permits  
 Dougherty Valley Development  
 GIS  
 Capital Improvement Program  
 Traffic Engineering & Safety

Regional Transportation Planning /  
 Coordination  
 Public Transit  
 Transportation Planning  
 Residential Traffic Calming  
 Safe Routes to School  
 Street Smarts  
 Traffic Fee Mitigation Program  
 TRAFFIX Program  
 Transportation Demand Management

Contract Management  
 Public Inquiry & Service Requests  
 Safety & Training

# City of San Ramon

## PUBLIC WORKS SUMMARY

### *Department – Statement of Purpose*

*The Public Works Department is responsible for the design, construction, operation, and maintenance of the City's public infrastructure and facilities. The Department is dedicated to ensuring the safety and welfare of the community by providing quality service and sustainable infrastructure to meet the existing and future needs of the community. The Department includes the Divisions of Engineering Services, Public Services, and Transportation Services.*

## ENGINEERING SERVICES DIVISION

### *Statement of Purpose*

*Engineering Services Division is responsible for the administration and implementation of the Capital Improvement Program (CIP) and Capital Budget; Assessment Districts engineering; Geologic Hazard Abatement District (GHAD); Environmental Services; Stormwater Management Program and Solid Waste Program; Canyon Park Fund; traffic engineering and safety; development engineering and inspection; encroachment permits; Flood Plain Management Program; drainage and open space management; and the City's Geographic Information System (GIS) Program.*

### *Significant Accomplishments FY 2018-19*

- Managed the completion of the Bollinger Canyon Road widening improvements from Market Place to the I-680 Freeway and coordinated timing with the opening of the City Center Bishop Ranch in November 2018
- Oversaw/inspected City Center Bishop Ranch on-site and off-site work, which included Sunset Drive and Bishop Drive improvements, including the first green bike lanes and HAWK (High-Intensity Activation Crosswalk) on Bishop Drive
- Completed the construction of the Annual 2018 Pavement Repair Project (CIP 5560): Twin Creeks neighborhood, and various low PCI and other streets. Designed Annual 2019 PMP (CIP 905568) and Crow Canyon Road pavement rehabilitation
- Implemented a Refuse Vehicle Impact Fee, which requires the franchised waste hauler to compensate the City for damage done to City streets by its vehicles. This fee will raise \$1.5M per year in funding for street maintenance
- Completed priority projects for the Citywide Drainage Infrastructure Repairs Project (CIP 915548) and obtained reimbursements from CalOES and FEMA
- Completed the MSE stabilization on Crow Canyon Road

# City of San Ramon

## PUBLIC WORKS SUMMARY

- Prepared the FY 2019/20 Capital Budget and Five-Year 2019/20 to 2023/24 Capital Improvement Program
- Crow Canyon Road Widening from Alcosta Boulevard to Dougherty Road – Began the final design and utility coordination for Phase 1 (Alcosta Boulevard to St. George Drive) to widen roadway from two lanes to three lanes in each direction
- Finalized the design to enhance bicycle lanes (i.e. Green Bike Lane Conflict Zones) along Norris Canyon Road from San Ramon Valley Boulevard to the Iron Horse Trail and creating a bike lane on Executive Parkway from Bishop Drive to Camino Ramon
- Reviewed plans for the Faria Park and approved for construction to begin summer 2019
- Inspection and substantial completion of the following improvements for The Preserve (Faria) Development: Purdue Road extension from Omega Road to Faria Preserve Parkway; Faria Preserve Parkway Phase 1 from Purdue Road to Almeria Way; Bollinger Canyon Road pavement restoration/overlay; and addition of bike lanes from Crow Canyon Road to south City limits
- Completed a review of the design and financing options for the Bollinger Canyon Road/Iron Horse Trail Bicycle Pedestrian Overcrossing Project Final Design
- Adopted the Intelligent Transportation System (ITS) Master Plan
- Issued a total of 355 Encroachment Permits generating approximately \$175,000
- Upgraded pedestrian enhancement devices at Village Parkway and Triana Way
- Dougherty Valley High School Circulation Improvements completed to enhance traffic circulation and reduce congestion during school bell times

### *Major Action Plan Items FY 2019-20*

		Completion By	Council Priorities/ Goals
1.	Stormwater Management Program - Adopt a Green Infrastructure Plan to comply with the Municipal Regional Permit	SEPT 2019	P1, P4
2.	Remove sediment from impacted drainages Citywide prior to the start of rainy season	OCT 2019	P1, P4
3.	Subject to Caltrans approval, begin the Bollinger Canyon Road operational improvements to improve circulation and reduce congestion at the westbound on-ramp to southbound I-680	OCT 2019	P1, P4
4.	Complete construction to enhance bicycle lanes (i.e. Green Bike Lane Conflict Zones) along Norris Canyon Road from San Ramon Valley Boulevard to the Iron Horse Trail and creating a bike lane on Executive Parkway from Bishop Drive to Camino Ramon	OCT 2019	P1, P4/ G1b

**City of San Ramon**  
**PUBLIC WORKS SUMMARY**

		Completion By	Council Priorities/ Goals
5.	Complete the PMP 2019 (CIP 905568) and Crow Canyon Pavement Rehabilitation (CIP 905576) projects	DEC 2019	P1, P4
6.	Implement Automated Traffic Signal Performance Measures (ATSPM) System at 43 intersections on Bollinger Canyon Road and Crow Canyon Road through the Innovative Deployment to Enhance Arterials (IDEA) Grant, CIP 975606	DEC 2019	P1/G1c
7.	Complete NEPA process and continue final design of the Bollinger Canyon Road/Iron Horse Trail Bicycle/Pedestrian Overcrossing (CIP 955530)	JUN 2020	P4/ G4a
8.	Prepare the FY 2020/21 Capital Budget and Five-Year 2020/21 to 2024/25 Capital Improvement Program	JUN 2020	P1, P4
9.	Complete design of Phase I of Crow Canyon Road Widening (Alcosta Boulevard to St. George Road)	JUN 2020	P1, P4/G1b
10.	Through Encroachment Permit issuances to EBMUD, complete approximately 50 corroded copper service repairs/polybutylene water lateral replacements throughout the City	On-going	P4
11.	Process and approve various landscape plans for public and private improvements, retaining wall plans, and building permit lot plans for The Preserve (Faria) Phase I - IV; Phase V (Claremont Homes) review of improvement plans, hydrology, final map, and retaining walls, etc.	On-going	P1, P4
12.	Oversee/inspect the following improvements for The Preserve (Faria) Development construction: in-tract Neighborhoods 1 through 4; road improvements for Faria Preserve Parkway Phase II; Bollinger Canyon Road future improvements along Faria Preserve Parkway frontage; San Ramon Valley Boulevard improvements at Purdue Road (Traffic Signal) and Deerwood Drive intersections; and in-tract Neighborhoods Phase I, 12.7-acre community park, and 0.5-acre rose garden	On-going	P1, P4

***Budget Notes***  
***FY 2019-20***

- Decrease Engineering professional services – (\$183,000)



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**City of San Ramon**  
**PUBLIC WORKS SUMMARY**

## **PUBLIC SERVICES DIVISION**

### *Statement of Purpose*

*The Public Services Division is responsible for the maintenance of the City's parks, roadway medians and other open space; City fleet vehicles and equipment; City facilities, fountains, and pools; signals and street lights; roadways and sidewalks; street sweeping; catch basins, creeks and other drainage systems; Public Services is also responsible for the administration of the Landscape and Lighting District program in 20 zones; administration of maintenance contracts; and administration of the solid waste franchise agreement.*

### *Significant Accomplishments* **FY 2018-19**

#### ***Landscape and Irrigation Maintenance and Renovation***

- Assumed maintenance responsibilities for new landscape improvements in Dougherty Valley
- Continued implementation of the Dougherty Valley Tree and Planting Strip Management Program; completed the work identified in the FY 2018/19 Annual Work Plan.
- Completed CIP 5414 Bollinger Canyon Road Median Landscaping: Norris Canyon Road to Morgan Drive
- Completed promenade tree replacement and front entry parking area landscape at Central Park through CIP 5546
- Continued planned replacement and renovation of declining plant material throughout the Landscaping and Lighting District Special Assessment Zones and Dougherty Valley - Total 19 acres; 200,000 plants and 5,125 cubic yards of mulch
- Continued to implement water management strategies, proactively respond to water usage restrictions and conditions, and monitor impact on City budget and use of facilities and parks – retrofitted over 2,200 irrigation heads and nozzles with water efficient models
- Continued to convert turf irrigated with potable water along roadsides and medians to low water use landscaping

#### ***Park and Facility Maintenance and Renovation:***

- Continued planned replacement of various park amenities through CIP 955584
- Replaced backstop at Athan Downs Field #2
- Continued intensive sports field maintenance program on 55 acres of sports turf, including baseball fields and soccer fields

# City of San Ramon

## PUBLIC WORKS SUMMARY

- Replaced backstop at Athan Downs Field #2
- Continued intensive sports field maintenance program on 55 acres of sports turf, including baseball fields and soccer fields
- Completed renovation of Baseball Fields 1 and 4 due to contamination, and oversaw the complete removal and replacement of turf at the remaining Central Park sports fields. Approximately 15 acres of turf removed and replaced
- Tree maintenance throughout all parks, including pruning for safety and aesthetics, as well as removal and replacement of declining, diseased, and hazardous trees
- Construction of a new cricket pitch at Gale Ranch Middle School
- Removed the cricket pitch and restored the turf at Monarch Park

### ***Facilities & Aquatics Maintenance and Renovation***

- Replaced children's play pool heater at San Ramon Olympic Pool and Aquatic Park
- Installed Mecho shades in the Ridgeview Room at the Dougherty Station Community Center through CIP 925515
- Re-plastered children's play pool at Dougherty Valley Aquatic Center
- Replaced roof and installed rain gutters on the 50M maintenance shed at San Ramon Olympic Pool and Aquatic Park
- Continued planned replacement of amenities at San Ramon Olympic Pool and Aquatic Center and Dougherty Valley Aquatic Center through CIP 955479 and CIP 955574
- Continued planned replacement of various amenities throughout the City's facilities through CIP 955515
- Finalized the plan for the Alcosta Senior & Community Center facility renovation, presented to the Infrastructure Committee and Council, and obtained additional funding in preparation for start of renovation in September 2019

### ***Traffic Safety, Lighting, Streets, and Drainage***

- Continued to implement CIP 975526 - long-term traffic signal replacement plan for traffic signal upgrades on hardware, software and equipment, and paint signal poles on seven signalized intersections
- Assumed maintenance responsibilities of new civil improvements in Dougherty Valley, including traffic signals, street lights, roadways, sidewalks, catch basins, and traffic signs

### ***Solid Waste***

- Negotiated and executed the new franchise agreement
- Ensured that all businesses that generate four cubic yards or more of commercial solid waste per week arrange for organic waste recycling services (AB 1826 compliance)
- Implemented a replacement for the door-to-door household hazardous waste and electronics collection program



**City of San Ramon**  
**PUBLIC WORKS SUMMARY**

***PUBLIC SERVICES***  
***Major Action Plan Items***  
***FY 2019-20***

		Completion By	Council Priorities / Goals
<b><i>Landscape and Irrigation Maintenance and Renovation</i></b>			
1.	Assume maintenance responsibilities for new landscape improvements in Dougherty Valley	JUN 2020	P4 / G2b
2.	Continue implementation of the Dougherty Valley Tree and Planting Strip Management Program and complete the FY 2019/20 Annual Work Plan	JUN 2020	P1, P4 / G2b
3.	Continue planned replacement and renovation of declining plant material throughout Landscape and Lighting District Assessment Zones and Dougherty Valley	JUN 2020	P4
4.	Continue to implement water management strategies and proactively respond to water usage restrictions and conditions and monitor impact on City budget and use of facilities and parks	JUN 2020	P4 / G3a
5.	Continue to convert roadside and median turf irrigated with potable water to low water use landscaping	JUN 2020	P4 / G3a
<b><i>Parks Maintenance and Renovation</i></b>			
6.	Continue parks amenities replacement including: bathroom fixtures and dispensers, benches, tables, garbage cans, drinking fountains, playground fibar, and barbeques through CIP 955584	JUN 2020	P1, P4 / G2b
7.	Replace basketball backboards and hoops at Central Park and Athan Downs - CIP 955584	JUN 2020	P4
8.	Continue sports field maintenance program including annual field renovations	JUN 2020	P1, P4
9.	Continue tree maintenance and management plan including removal/replacement of declining and damaged trees	JUN 2020	P1, P4

**City of San Ramon**  
**PUBLIC WORKS SUMMARY**

		Completion By	Council Priorities / Goals
<b><i>Facilities &amp; Aquatics Maintenance and Renovation</i></b>			
10.	Complete the renovation of the Alcosta Senior and Community Center – CIP 200002	NOV 2019	P4
11.	Complete installation of new Musco lighting at the San Ramon Olympic Pool and Aquatic Park	DEC 2019	P1, P4
12.	Complete the renovation of the San Ramon Community Center – CIP 200003	JAN 2020	P4
13.	Oversee the City Hall Reconfiguration Project with the development of a Joint Public Safety Building at 2401 Crow Canyon Road	APR 2020	P4/G4c
14.	Continue planned replacement of amenities at the San Ramon Olympic Pool and Aquatic Park and the Dougherty Valley Aquatic Center	JUN 2020	P1, P4 / G2b
<b><i>Traffic Safety, Lighting, Streets, and Drainage</i></b>			
15.	Implement long-term replacement plan of traffic signal hardware, software, and equipment to enhance and replace outdated traffic signal components that have reached their useful life cycle, this includes the repainting of peeling and discolored signal poles at seven intersections - CIP 5526	JUN 2020	P1, P4 / G1b
16.	Assume maintenance responsibilities of new Dougherty Valley civil improvements including additional traffic signs, catch basins, street lights, and roadways	JUN 2020	P4 / G1b
17.	Assume maintenance responsibilities of one new signalized intersection on San Ramon Valley Blvd. at Purdue Road	JUN 2020	P4 / G1b
18.	Replace overhead illuminated street name sign panels with blue diamond grade reflective sheeting signs which will eliminate and save energy consumption at each signalized intersection while reducing staff hours for on-going, routine maintenance activities	JUN 2020	P1, P4 / G1b
<b><i>Solid Waste</i></b>			
19.	Implement the new franchise agreement and ensure a smooth transition from Waste Management to ACI, including replacement of all Waste Management containers	OCT 2019	P4, P5 / G2c
20.	Provide organics recycling services to all San Ramon solid waste customers, both residential and commercial	JAN 2020	P4, P5
21.	Draft a Zero Waste Implementation Plan for consideration by City Council which supports ACI's diversion plan	JUN 2020	P4, P5

**City of San Ramon**  
**PUBLIC WORKS SUMMARY**

***Budget Notes***  
***FY 2019-20***

- Decrease in street sweeping services – (\$208,000)
- Decrease for water costs – (\$114,000)
- Increase in vehicle fuel – \$35,000
- Increase custodial services – \$55,000
- Increase vehicle replacement charges – \$62,000
- 3%-5% increase for gas & electric services – \$46,000
- Includes funding a new Landscape Program Manager and a previously unfunded Maintenance Tech – \$314,000



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**City of San Ramon**  
**PUBLIC WORKS SUMMARY**

# **TRANSPORTATION SERVICES DIVISION**

## *Statement of Purpose*

*The Transportation Services Division is responsible for evaluating and recommending enhancements to the City's transportation infrastructure. The Division is responsible for coordinating transportation-planning goals with the direction outlined in the General Plan, and coordinating the City's participation in regional transportation planning efforts.*

## *Significant Accomplishments FY 2018-19*

- Assumed the role of Chair for the Measure J Traffic Congestion Relief Agency – TRAFFIX Board of Directors and Technical Advisory Committee (7/1/18-12/1/18)
- In concert with the Engineering Division, initiated the Bollinger Canyon Road/Iron Horse Trail Bicycle Pedestrian Overcrossing Project Final Design
- Initiated the One Bay Area Grant (OBAG) federal process for the San Ramon Valley Street Smarts Program
- Initiated the marketing and outreach for County Connection Route 35 to coincide with City Center Bishop Ranch opening
- In concert with Engineering, participated in the Bollinger Canyon Road Operational Analysis Improvement Study
- Monitored the implementation of the Bishop Ranch/City Center TDM Program components to coincide with the City Center Bishop Ranch opening
- Developed and circulated the High Intensity Activated Crosswalk (HAWK) brochure
- Continued the partnership with Contra Costa Transportation Authority (CCTA), Advanced Mobility Group, and Sunset Development to implement the Easy Mile Autonomous Vehicle Demonstration Program on San Ramon public roadways; monitored results and evaluate infrastructure upgrades with Traffic Engineering
- Implemented an outreach plan for the County Connection Service Restructure and Fare Modification Plan, including implementing public hearings, community meetings, and one-on-one consultations with senior housing developments, as well as the transition from selling paper transit passes to becoming a Clipper Card vendor
- Implemented the Southwest Contra Costa Employer Commuter Transportation Survey
- Implemented the Bicycle Master Plan Project(s) in concert with Engineering Services and developed and circulated the Bicycle Master Plan brochure

# City of San Ramon

## PUBLIC WORKS SUMMARY

- Implemented the San Ramon Transit Shelter Program, including selection of transit shelter design, identified new shelter locations in Dougherty Valley, and identified locations that require replacement of existing shelters in the Dougherty Valley.
- Continued as the Southwest Area Transportation (SWAT) Regional Transportation Committee administrative staff support.
- Implemented the 511 Contra Costa Strategic Plan in concert with CCTA.
- Entered into an agreement with the Measure J Traffic Congestion Relief Agency (TRAFFIX) to hire a limited-term employee as the TRAFFIX Administrative Coordinator, conducted oral board interviews, hired employee, and provide the day-to-day oversight of the Program.
- Hired a limited-term employee as an Administrator Coordinator to provide administrative staff support for the San Ramon Valley Street Smarts Program.
- Initiated discussions with Caltrans to identify alternate Park & Ride Lot location(s) to address overflow parking at the I-680/Bollinger Canyon Park & Ride Lot and developed a proposal to introduce limited-term parking at Memorial Park.

### ***TRANSPORTATION SERVICES***

#### ***Major Action Plan Items***

#### ***FY 2019-20***

		Completion By	Council Priorities / Goals
1.	Implement the new Iron Horse Middle School (IHMS) circulation plan in concert with IHMS	AUG 2019	G1/G5
2.	Monitor progress of the County Connection Service Restructure and Fare Modification Plan, and Clipper Card sales at City facilities	SEP 2019	P4
3.	Implement the Monarch Road Corridor Study Recommendations	SEP 2019	G1
4.	Implement the Bicycle Master Plan Educational Program recommendation – Adult Bicycle Safety Program	SEP 2019	G5

**City of San Ramon**  
**PUBLIC WORKS SUMMARY**

		Completion By	Council Priorities/ Goals
5.	Implement and monitor “Pilot Project” for on-demand Senior Transportation Services in coordination with the Parks & Community Services Department	SEP 2019	P4
6.	Present the 511 Contra Costa Strategic Plan final results and recommendations to City Council, Transportation Demand Management Advisory Committee, Transportation Advisory Committee, and Southwest Area Transportation committee (SWAT)	OCT 2019	P4/5
7.	Implement recommendations to address overflow parking at Bollinger Park & Ride lot, as well as parking restrictions at Memorial Park	DEC 2019	G4
8.	Participate in the implementation of the Contra Costa Measure J Strategic Plan update	DEC 2019	P4
9.	Participate in the implementation of the Tri-Valley Transportation Council Strategic Plan update	APR 2020	P4
10.	Participate on the Contra Costa County Iron Horse Trail Active Transportation Corridor Study	APR 2020	P4
11.	In concert with Engineering Services, complete the NEPA component of the Bollinger Canyon Road/Iron Horse Trail Bicycle/Pedestrian Overcrossing Project	JUN 2020	G4a/P4
12.	Participate on Innovate 680 Policy Advisory Committee and Technical Advisory Committee and develop recommendations for I-680 corridor	JUN 2020	P4
13.	Implement the Transit Shelter Program by installing four new transit shelters	JUN 2020	G4

# City of San Ramon

## PUBLIC WORKS SUMMARY

### *Budget Notes* *FY 2019-20*

- No General Fund allocation required for:
  - Innovate 680 Policy Advisory Committee and Technical Advisory Committee
  - Participating in the implementation of the Tri-Valley Transportation Council Strategic Plan update
  - Participating in the implementation of the Contra Costa Measure J Strategic Plan update
  - Monitoring progress of the County Connection Service Restructure and Fare Modification Plan, and Clipper Card sales at City facilities
- Installation of San Ramon Transit Shelters with funding allocation of \$100,000 from County Connection
- The Iron Horse Trail Bicycle/Pedestrian Overcrossing Project – NEPA Phase is grant-funded (Transportation for Livable Communities)
- Implement and monitor “Pilot Project” for on-demand Senior Transportation Services with grant funds from County Connection



**CITY OF SAN RAMON  
SUMMARY OF DEPARTMENTAL BUDGET  
PUBLIC WORKS**

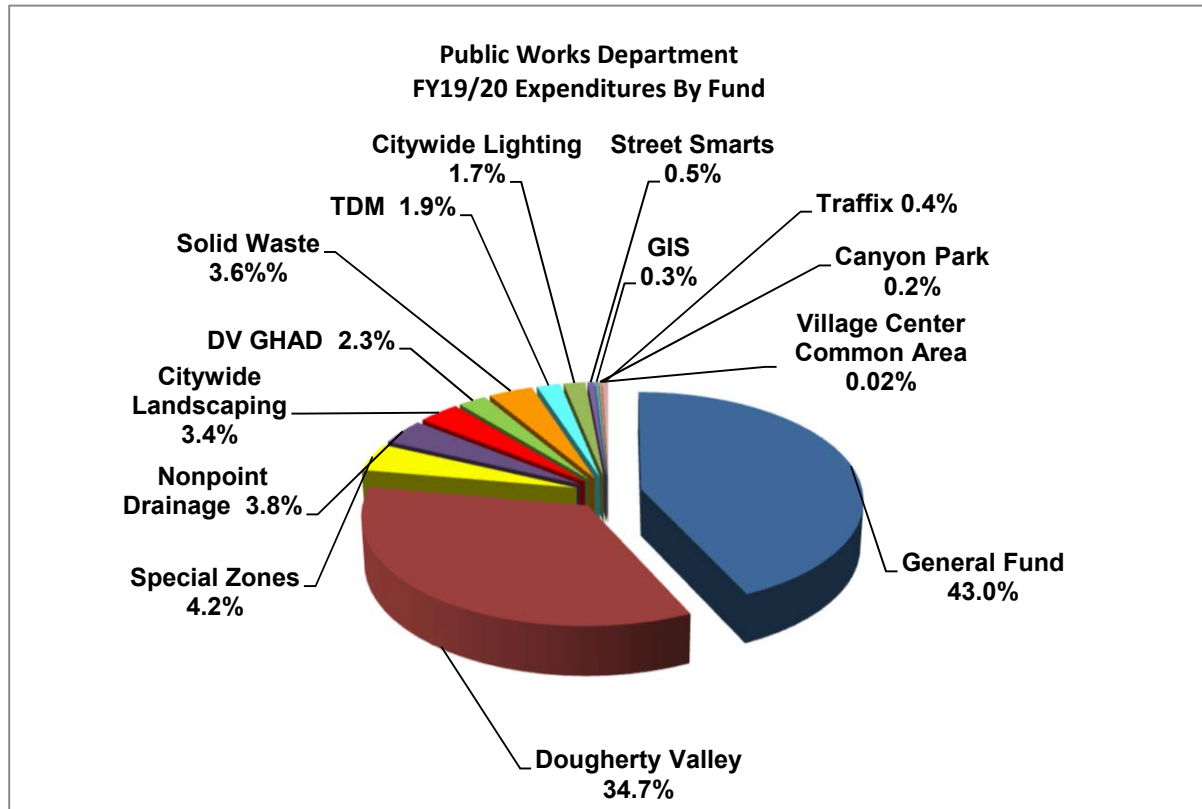
<b>Authorized Positions</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Actual</b>	<b>18/19 Final</b>	<b>19/20 Adopted</b>
<b>Engineering Services</b>					
Administrative Analyst				1.00	1.00
Assistant Engineer	1.00	1.00	1.00		1.00
Associate Engineer	5.00	5.00	5.00	5.00	5.00
Division Manager	2.00	2.00	2.00	2.00	2.00
Engineering Specialist	2.00	2.00	2.00	1.00	1.00
Inspector	1.00	2.00	2.00	2.00	2.00
Office Specialist	1.00	1.00	1.00	1.00	1.00
Public Works Director	0.50	0.50	0.50	0.50	
Senior Administrative Analyst	2.00	2.00	2.00	2.00	1.00
Senior Engineer	2.00	2.00	2.00	3.00	3.00
Senior Inspector	3.00	2.00	2.00	2.00	2.00
Supervising Inspector	1.00	1.00	1.00	1.00	1.00
<b>Division Total</b>	<b>20.50</b>	<b>20.50</b>	<b>20.50</b>	<b>20.50</b>	<b>20.00</b>
<b>Public Services</b>					
Administrative Analyst	1.00	1.00	1.00		
Administrative Coordinator	2.75	2.75	2.75	2.75	2.75
Division Manager	1.00	1.00	1.00	1.00	1.00
Maintenance Coordinator	13.00	13.00	14.00	14.00	14.00
Maintenance Specialist	9.00	10.00	9.00	12.00	12.00
Maintenance Supervisor	8.00	8.00	8.00	9.00	9.00
Maintenance Technician I/II	31.00	33.00	34.00	31.00	31.00
Office Technician I/II	1.00	1.00	1.00	1.00	1.00
Program Manager	3.00	3.00	3.00	4.00	5.00
Public Works Director	0.50	0.50	0.50	0.50	1.00
Senior Administrative Analyst	2.00	2.00	2.00	2.00	2.00
<b>Division Total</b>	<b>72.25</b>	<b>75.25</b>	<b>76.25</b>	<b>77.25</b>	<b>78.75</b>
<b>Transportation Services*</b>					
Administrative Analyst		1.00	1.00		
Division Manager		1.00	1.00	1.00	1.00
Engineering Specialist		1.00	1.00	1.00	1.00
Office Specialist		1.00	1.00	1.00	1.00
Senior Administrative Analyst				1.00	1.00
	-	4.00	4.00	4.00	4.00
<b>Total Authorized Positions</b>	<b>92.75</b>	<b>99.75</b>	<b>100.75</b>	<b>101.75</b>	<b>102.75</b>

\*Starting FY16/17 merged from the Community Development Department

**CITY OF SAN RAMON  
SUMMARY OF DEPARTMENTAL BUDGET  
PUBLIC WORKS**

**Expenditure Summary By Fund**

<b>Description</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Actual</b>	<b>18/19 Final</b>	<b>19/20 Adopted</b>
General Fund	\$12,498,880	\$14,054,064	\$14,581,463	\$14,766,056	\$14,554,189
Geographic Information System				60,000	102,694
Canyon Park	9,555	25,286	4,634	58,581	58,821
Dougherty Valley GHAD Fund	450,998	613,092	431,923	695,184	770,744
Citywide Landscaping Fund	1,137,691	1,025,282	1,147,113	1,095,341	1,140,621
Citywide Lighting Fund	504,684	567,110	568,979	568,431	586,733
Special Zones Fund	1,132,509	1,466,740	1,522,193	1,493,813	1,407,914
Village Center Common Area Fund	2,376	3,905	2,670	10,610	5,900
Dougherty Valley Fund	9,274,562	10,202,217	11,192,734	11,449,050	11,740,723
Solid Waste Fund	161,894	354,393	718,124	662,370	1,207,365
Nonpoint Drainage Fund	835,580	1,053,070	1,019,506	1,281,104	1,269,876
Street Smarts Fund		182,060	153,188	233,000	177,593
TDM Fund		346,560	393,587	634,701	641,323
Traffix Fund				153,996	155,000
<b>Total</b>	<b>\$26,008,729</b>	<b>\$29,893,779</b>	<b>\$31,736,114</b>	<b>\$33,162,237</b>	<b>\$33,819,496</b>



**CITY OF SAN RAMON**  
**SUMMARY OF DEPARTMENTAL BUDGET**  
**PUBLIC WORKS**

**Expenditure Summary By Division**

<b>Description</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Actual</b>	<b>18/19 Final</b>	<b>19/20 Adopted</b>
Engineering Services	\$ 4,217,676	\$ 4,673,821	\$ 4,645,158	\$ 5,320,210	\$ 4,965,066
Public Services	21,791,053	24,012,756	25,860,165	26,147,569	27,192,890
Transportation Services*		1,207,202	1,230,791	1,694,458	1,661,540
Department Totals	<u>\$26,008,729</u>	<u>\$29,893,779</u>	<u>\$31,736,114</u>	<u>\$33,162,237</u>	<u>\$33,819,496</u>

**Expenditure Summary By Category**

<b>Description</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Actual</b>	<b>18/19 Final</b>	<b>19/20 Adopted</b>
Engineering Services					
Personnel Services	\$ 3,546,894	\$ 3,539,028	\$ 3,797,053	\$ 3,781,390	\$ 3,606,709
Contract Services	575,240	1,000,303	729,770	1,407,737	1,254,985
Materials and Supplies	37,627	71,150	55,318	48,745	60,418
Other Costs	57,915	63,340	63,017	82,338	42,954
Capital Purchases					
Division Total	<u>\$ 4,217,676</u>	<u>\$ 4,673,821</u>	<u>\$ 4,645,158</u>	<u>\$ 5,320,210</u>	<u>\$ 4,965,066</u>
Public Services					
Personnel Services	\$ 9,902,643	\$10,504,469	\$11,248,625	\$11,232,978	\$12,051,398
Contract Services	10,129,587	11,420,543	12,824,989	13,380,652	13,489,763
Materials and Supplies	1,235,309	1,569,749	1,296,649	1,263,025	1,301,330
Other Costs	523,514	517,995	489,902	240,914	343,899
Capital Purchases				30,000	6,500
Division Total	<u>\$21,791,053</u>	<u>\$24,012,756</u>	<u>\$25,860,165</u>	<u>\$26,147,569</u>	<u>\$27,192,890</u>
Transportation Services*					
Personnel Services		\$ 865,307	\$ 884,343	\$ 1,030,613	\$ 1,023,243
Contract Services		315,034	311,643	577,249	556,966
Materials and Supplies		12,917	16,859	32,800	57,247
Other Costs		13,944	17,946	26,796	24,084
Capital Purchases				27,000	
Division Total	<u>\$ -</u>	<u>\$ 1,207,202</u>	<u>\$ 1,230,791</u>	<u>\$ 1,694,458</u>	<u>\$ 1,661,540</u>
Total Expenditures	<u>\$26,008,729</u>	<u>\$29,893,779</u>	<u>\$31,736,114</u>	<u>\$33,162,237</u>	<u>\$33,819,496</u>

\*Starting FY16/17 merged from the Community Development Department

**CITY OF SAN RAMON**  
**SUMMARY OF DEPARTMENTAL BUDGET**  
**PUBLIC WORKS**

**Revenue Summary**

<b>Description</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Actual</b>	<b>18/19 Final</b>	<b>19/20 Adopted</b>
Engineering Services	\$ 2,564,760	\$ 1,535,823	\$ 1,566,097	\$ 1,431,437	\$ 1,377,185
Public Services	1,008,252	1,166,602	1,398,521	1,099,777	1,644,178
Transportation Services		585,384	564,953	1,085,496	1,053,773
Total Department Revenue	<b>\$ 3,573,012</b>	<b>\$ 3,287,809</b>	<b>\$ 3,529,571</b>	<b>\$ 3,616,710</b>	<b>\$ 4,075,136</b>

**Program Summary**

<b>Description</b>	<b>Program Expenditures</b>	<b>Program Revenue</b>	<b>Net Program Cost</b>
Engineering Services			
Engineering Services Admin	\$ 411,091	\$ 150	\$ 410,941
CIP Administration	759,788		759,788
Development Engineering	740,245	542,490	197,755
Development Inspection	572,489	628,545	(56,056)
Encroachments	342,077	125,000	217,077
Canyon Park	58,821		58,821
GHAD	770,744	6,000	764,744
Citywide Landscaping	9,641		9,641
Open Space/Drainage	62,601		62,601
Storm Water Mgmt	598,211		598,211
GIS	280,166	75,000	205,166
Traffic Engineering	359,192		359,192
Division Total	<b>\$ 4,965,066</b>	<b>\$ 1,377,185</b>	<b>\$ 3,587,881</b>

**CITY OF SAN RAMON**  
**SUMMARY OF DEPARTMENTAL BUDGET**  
**PUBLIC WORKS**

**Program Summary**

<b>Description</b>	<b>Program Expenditures</b>	<b>Program Revenue</b>	<b>Net Program Cost</b>
<b>Public Services</b>			
Public Services Admin	\$ 2,804,723	\$ 998,217	\$ 1,806,506
Drainage Maintenance	1,788,830		1,788,830
Facilities	3,275,574	1,800	3,273,774
Landscaping	7,486,532	10,100	7,476,432
Parks Maintenance	7,318,269	622,055	6,696,214
Service Center	873,869		873,869
Street Maintenance	2,865,174	6,006	2,859,168
DV Flood Control	779,919	6,000	773,919
Division Total	<u>\$27,192,890</u>	<u>\$ 1,644,178</u>	<u>\$25,548,712</u>
<b>Transportation Services</b>			
Transportation Administration	281,267	23,700	257,567
Residential Traffic Calming	193,880		193,880
Traffic Safety	51,510		51,510
Transportation Planning	160,967		160,967
TDM - Administration	113,600	113,600	
TDM- Carpool to School Program	191,579	191,579	
TDM - Vanpool Program	103,787	103,787	
TDM - Voluntary EBTR	232,357	232,357	
Street Smarts	177,593	233,750	(56,157)
Measure J Traffic	155,000	155,000	
Division Total	<u>\$ 1,661,540</u>	<u>\$ 1,053,773</u>	<u>\$ 607,767</u>
Department Program Totals	<u><u>\$33,819,496</u></u>	<u><u>\$ 4,075,136</u></u>	<u><u>\$29,744,360</u></u>



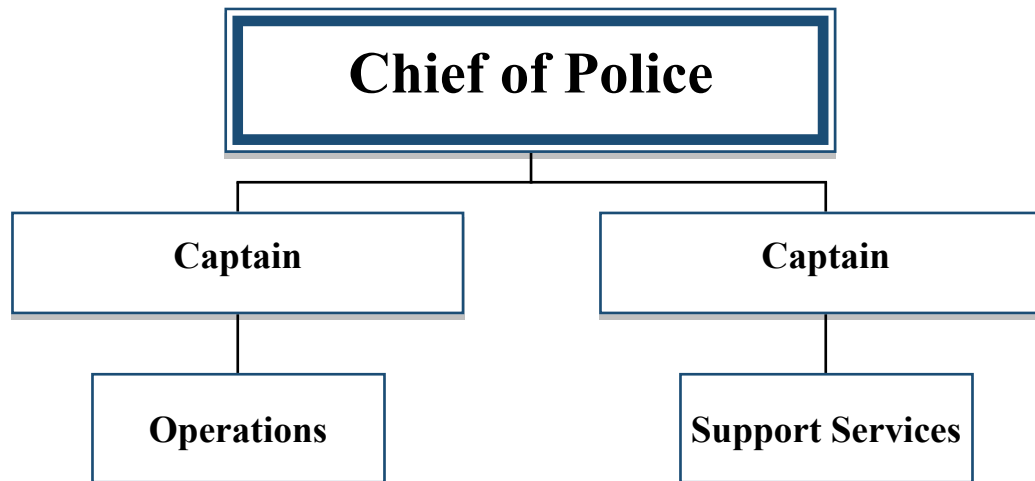
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# POLICE SERVICES DEPARTMENT





# Police Services FY 2019-20



Emergency Services  
Fleet  
K9 Program  
Patrol  
Traffic  
Special Events  
Youth Services

Administrative Support  
Crime Prevention  
Dispatch  
Investigations  
Police Records  
Professional Standards  
Property/Evidence  
Training  
Volunteers



# City of San Ramon

## **POLICE SERVICES SUMMARY**

### *Statement of Purpose*

*Police Services Department is responsible for the safety and welfare of the citizens of San Ramon by ensuring and maintaining effective law enforcement systems, such as crime prevention, traffic enforcement, patrol, criminal investigations, vice and narcotic enforcement and community relations.*

### *Significant Accomplishments FY 2018-19*

#### *Maintain a Safe and Secure Environment*

- Provided information and education to the community regarding crime prevention strategies. This included information disseminated through social media platforms, HOA/Neighborhood Watch Meetings, and Town Hall meetings
- Last year a comprehensive plan for video monitoring of city streets using a fixed camera system was prepared. Ultimately, the program was not funded. The camera plan has been refreshed including updated pricing. This will be a future Capital Improvement Project for Council consideration
- The City saw an approximate 20% reduction in Part One crimes in 2018. This included significant reductions in the crime classifications of Robbery, Burglary, Larceny/Theft, and Motor Vehicle Theft
- Provided over 14,000 hours of training to staff in order to maintain proficiency and develop new skills to effectively serve the community
- Utilized volunteer community members to assist with “If I were a Thief” and “Silent Sentry” programs
- Currently exploring the creation of a Drone Program to assist in police operations and enhance public safety

#### *Maintain Staffing/Resources to Provide City Services*

- Hired six police officers to support operations throughout the city. These officers are to fill existing and upcoming vacancies due to officer retirements
- Added a newly authorized Evidence Technician to our Property and Evidence Unit. The unit is now staffed with two staff members
- Continued to enhance the SRPD volunteer program to optimize the needs of the city with volunteer time availability and skill set, to include assistance in the Patrol, Investigations, and Records Units
- Filled crucial leadership positions through promotions created due to retirements. This includes a Captain position, two Lieutenant positions, and a Records Manager position

# City of San Ramon

## POLICE SERVICES SUMMARY

### *Enhance Engagement and Communication with both Residents and Business Community*

- Worked with HOA’s to optimize citizen support with crime prevention efforts within their neighborhoods
- Enhanced crime prevention and suspect identification efforts with businesses and property management companies in their parking lots
- Continued to increase the number of registrants in the “Citizen’s View” camera registry program with both residents and businesses
- Continued to expand our presence on our social media platforms focusing on communication with the community as well as delivering vital information to our citizens.

### *Major Action Plan Items FY 2019-20*

		Completion By:	Council Priority /Goals
<b><i>Maintain a Safe and Secure Environment</i></b>			
1.	Work closely with Sunset Development staff to provide recommendations for City Center security and evaluate future staffing needs at the site	On-going	P1
2.	Evaluate traffic concerns and work closely with other City staff to facilitate traffic flow in areas of new development	On-going	P1
<b><i>Maintain Staffing/Resources to Provide City Services</i></b>			
4.	Continue to enhance and develop the use of community volunteers to assist staff	On-going	P3
5.	Further develop the future and current leaders as anticipated retirements occur throughout the year	On-going	P3
6.	Continue to seek out and hire quality applicants by developing and enhancing current recruitment strategies	On-going	P3

**City of San Ramon**  
**POLICE SERVICES SUMMARY**

***Budget Notes***  
***FY 2019-20***

- Increase in dispatch service per agreement with SRVFPD – \$50,000
- Increase in animal control service – \$39,000
- End of radios lease payment and – (\$69,000)
- Consolidate all EBRCs radios maintenance to PD – \$7,000
- Increase in vehicle replacement charge – \$104,000
- Increase in salary and benefit costs – \$1,300,000 per MOU agreement
- Reallocated two positions from the Housing Fund to General Fund and Dougherty Valley Fund – \$510,000
- All authorized positions are fully funded



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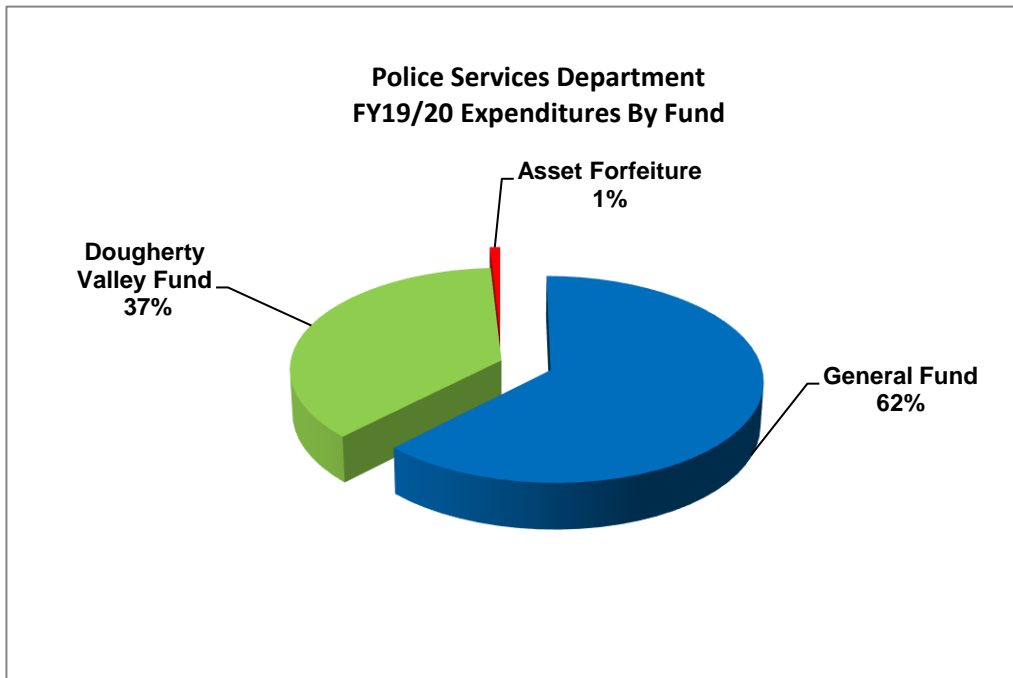
**CITY OF SAN RAMON  
SUMMARY OF DEPARTMENTAL BUDGET  
POLICE SERVICES**

<b>Authorized Positions</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Actual</b>	<b>18/19 Final</b>	<b>19/20 Adopted</b>
Administrative Analyst	1.00	2.00	2.00	2.00	2.00
Administrative Coordinator	6.00	5.00	5.00	5.00	5.00
Captain	1.00	1.00	2.00	2.00	2.00
Chief	1.00	1.00	1.00	1.00	1.00
Corporals	9.00	9.00	9.00	9.00	9.00
Lieutenant	6.00	6.00	5.00	5.00	5.00
Office Specialist	2.00	4.00	4.00	4.00	4.00
Office Technician I/II	6.00	3.00	3.00	3.00	3.00
Police Officer	39.00	39.00	42.00	42.00	42.00
Police Services Technician	2.00	2.00	3.00	4.00	4.00
Program Manager			1.00	1.00	1.00
Records Supervisor	1.00	1.00			
Sergeant	9.00	10.00	10.00	10.00	10.00
<b>Total Authorized Positions</b>	<b>83.00</b>	<b>83.00</b>	<b>87.00</b>	<b>88.00</b>	<b>88.00</b>

**CITY OF SAN RAMON  
SUMMARY OF DEPARTMENTAL BUDGET  
POLICE SERVICES**

**Expenditure Summary By Fund**

<b>Description</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Actual</b>	<b>18/19 Final</b>	<b>19/20 Adopted</b>
General Fund	\$12,084,386	\$12,622,319	\$13,274,322	\$13,881,537	\$14,812,737
Dougherty Valley Fund	6,863,354	7,389,835	7,793,983	8,152,465	8,695,734
Asset Forfeiture	267	4,697		202,093	208,185
Police Services Donation Fund	3,965	11,819	152		
<b>Total</b>	<b>\$18,951,972</b>	<b>\$20,028,670</b>	<b>\$21,068,457</b>	<b>\$22,236,095</b>	<b>\$23,716,656</b>



**CITY OF SAN RAMON**  
**SUMMARY OF DEPARTMENTAL BUDGET**  
**POLICE SERVICES**

**Expenditure Summary By Division**

<b>Description</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Actual</b>	<b>18/19 Final</b>	<b>19/20 Adopted</b>
Police Services	\$18,951,972	\$20,028,670	\$21,068,457	\$22,236,095	\$23,716,656
Department Total	<u>\$18,951,972</u>	<u>\$20,028,670</u>	<u>\$21,068,457</u>	<u>\$22,236,095</u>	<u>\$23,716,656</u>

**Expenditure Summary By Category**

<b>Description</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Actual</b>	<b>18/19 Final</b>	<b>19/20 Adopted</b>
Personnel Services	\$15,532,922	\$16,450,479	\$17,285,278	\$18,244,147	\$19,554,568
Contract Services	2,305,749	2,490,051	2,612,241	2,793,675	2,904,333
Materials and Supplies	470,914	462,431	465,217	469,170	473,690
Other Costs	550,950	557,205	632,257	660,355	743,065
Capital Purchases	91,437	68,504	73,464	68,748	41,000
Total Expenditures	<u>\$18,951,972</u>	<u>\$20,028,670</u>	<u>\$21,068,457</u>	<u>\$22,236,095</u>	<u>\$23,716,656</u>

**Revenue Summary**

<b>Description</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Actual</b>	<b>18/19 Final</b>	<b>19/20 Adopted</b>
Total Department Revenue	<u>\$ 878,539</u>	<u>\$ 814,369</u>	<u>\$ 833,809</u>	<u>\$ 677,856</u>	<u>\$ 583,100</u>

**CITY OF SAN RAMON**  
**SUMMARY OF DEPARTMENTAL BUDGET**  
**POLICE SERVICES**

Program Summary

Description	Program Expenditures	Program Revenue	Net Program Cost
Administration	\$ 6,223,857	\$ 106,100	\$ 6,117,757
Animal Control	572,672		572,672
Crossing Guards	114,847		114,847
Crime Prevention	1,005,911		1,005,911
Emergency Preparedness	110,290		110,290
Investigation	2,321,918		2,321,918
Narcotics	208,185		208,185
Patrol	10,308,417	376,000	9,932,417
Traffic Safety	1,418,912		1,418,912
Volunteer Services	12,000		12,000
School Resources	973,926	101,000	872,926
Fleet	445,721		445,721
Program Totals	<u>\$23,716,656</u>	<u>\$ 583,100</u>	<u>\$23,133,556</u>

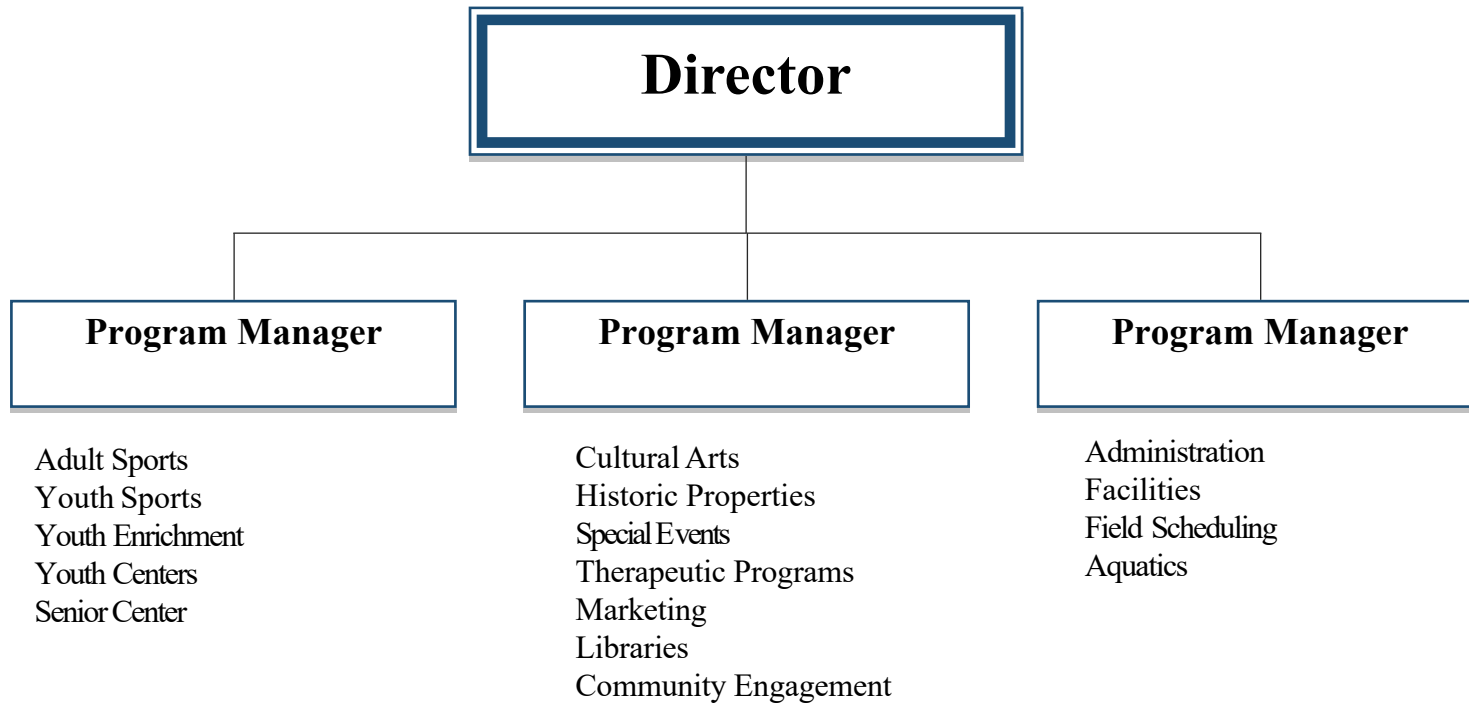


# PARKS & COMMUNITY SERVICES





# Parks & Community Services Department FY 2019-20



**City of San Ramon**  
**PARKS & COMMUNITY SERVICES**  
**SUMMARY**

*Statement of Purpose*

*The Parks & Community Services Department provides a wide variety of cultural, sporting, educational events and programming for all segments of the San Ramon community. The Department is responsible for partnering with Contra Costa County in managing the two San Ramon libraries.*

*Significant Accomplishments*  
*FY 2018-19*

- Supported local community multicultural programs through the sponsorship of cultural events including Diwali, Holi, Durga Puja, and Hansamo
- Implemented Civic Rec, a new program registration and facility booking software, which significantly improved the online registration customer experience
- Engaged the community in a dialogue about the Parks, Trails, Open Space and Recreation Masterplan components via focus groups, workshops, and surveys
- Enhanced the adult softball league to include a corporate league which attracted 10 businesses from Bishop Ranch as participants
- Expanded the Middle School Teen Center program at Iron Horse Middle School by redesigning the underutilized office space at the Iron Horse Gym and converting it into additional teen center space
- Developed and implemented a new Teen Government 101 program to educate teens about local government. The program won an award for Outstanding Program from the California Park & Recreation Society
- Provided lifeguard services from August to November for the San Ramon Valley Unified School District's high school water polo programs at San Ramon Valley and Monte Vista High schools
- Reenergized the Dougherty Valley Aquatic Center Recreation Swim program by adding an inflatable obstacle course, Dive-In Movie, and additional evening recreation swim hours to cater to working families
- Enhanced the San Ramon Trails Challenge and increased the number of hiking opportunities by partnering with the Open Space Advisory Committee and Sports Basement to lead additional hikes throughout the year
- Updated the co-sponsorship policies and fees to ensure sports user groups are primarily residents and are adequately covering costs associated with their usage of City fields and facilities

**City of San Ramon**  
**PARKS & COMMUNITY SERVICES**  
**SUMMARY**

- Improved the marketing of the community centers and libraries with virtual tour photography and included this new feature on the revamped Facilities section of the City’s website
- Upgraded the audio visual equipment and Wi-Fi at the San Ramon Community Center to improve the facility for community rentals and events
- Developed and launched a new interpretive plan for the renovated 1850’s Old Barn. The plan enhances the current educational tours and builds cohesive understanding on how uses for the historic structures have changed over the years

***Major Action Plan Items***  
***FY 2019-20***

		Completion By:	Council Priorities/ Goals
1.	Complete and publish an online San Ramon Public Art Map to promote the City’s Public art collection and encourage community engagement and involvement with the Public Art Program	NOV 2019	P5
2.	Establish a Parks and Community Services Community Engagement Team to focus on increased communication with residents regarding programs and to create interactive dialogue opportunities at community events and in public spaces	NOV 2019	P5
3.	Enhance transit options for the older adult population by developing and marketing a pilot program that includes the San Ramon Transit Center as a pick-up and drop-off location for individuals visiting the Alcosta Senior and Community Center	NOV 2019	P4
4.	Publicize the completed Parks, Open Space, Trails and Recreation Masterplan through the use of videos and Community outreach to engage residents in the plans for the future of San Ramon	DEC 2019	P4
5.	Research and develop a drop-in pickle ball program using City gymnasiums and existing tennis courts to encourage lifelong physical activity for active adults	MAR 2020	P4
6.	Revamp the Special Event Corporate sponsorship program in order to increase engagement and strengthen partnerships with the business community	MAR 2020	P5

**City of San Ramon**  
**PARKS & COMMUNITY SERVICES**  
**SUMMARY**

		Completion By:	Council Priorities/ Goals
7.	Partner with local nonprofit organizations to fund and develop a “Story Walk” program in Central Park within the walking district to engage families with young children, encourage physical activity, and increase literacy through reading	MAY 2020	P6
8.	Activate existing community spaces, parks, and special events through the addition of free “Giant Games” and new activities that encourage families to play together and enjoy public parks and facilities	JUN 2020	P5
9.	Promote hiking in San Ramon’s Open Space and assist with the development of a walking district in San Ramon through the use of a mobile app for wayfinding and highlighting points of interest along each route	JUN 2020	P6
10.	Develop a new evening outdoor music event to engage residents and encourage increased usage of the Alcosta Senior and Community Center Park	JUN 2020	P5

***Budget Notes***  
***FY 2019-20***

- Continue to unfund (3) three Office Technicians, (1) one Recreation Coordinator, and one (1) Division Manager position
- Decrease in instructor contract services due to a change in accounting methodology (recording only net revenues) – (\$1,400,000)
- Reduce vehicle and equipment replacement charges – (\$62,000)
- Increase County Library contract services – \$65,000
- General Fund subsidy at 43%. Revenues from service charges, contributions, user fees and rentals totaling \$4,500,000, funding 57% of the department expenditures



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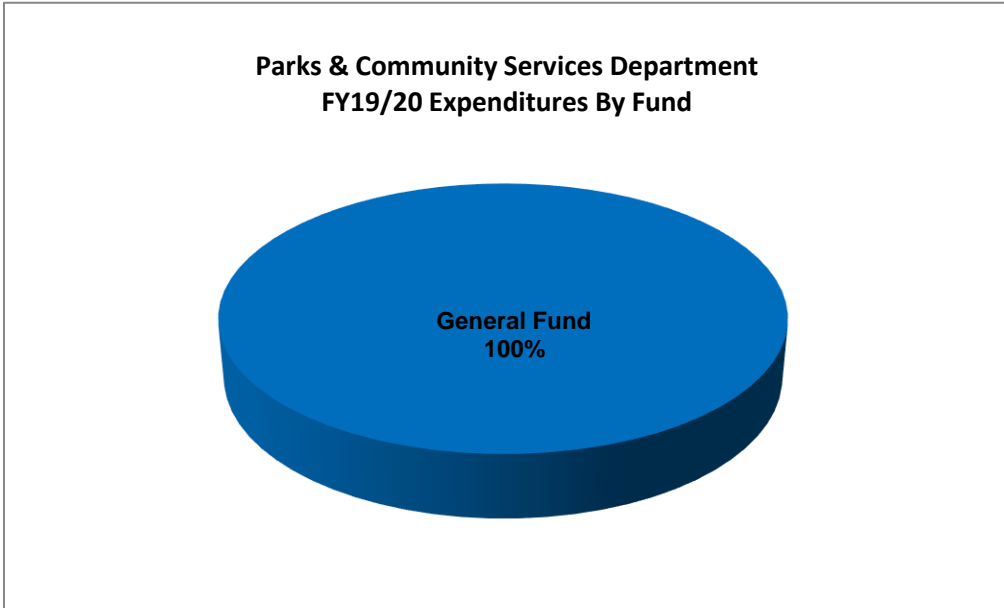
**CITY OF SAN RAMON  
SUMMARY OF DEPARTMENTAL BUDGET  
PARKS & COMMUNITY SERVICES**

<b>Authorized Positions</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Actual</b>	<b>18/19 Final</b>	<b>19/20 Adopted</b>
Administrative Analyst	3.00	2.00	2.00	2.00	2.00
Administrative Coordinator	1.00	1.00	1.00	1.00	1.00
Division Manager	1.00	1.00	1.00	1.00	1.00
Maintenance Technician	1.00				
Office Specialist		2.00	2.00	2.00	2.00
Office Technician I/II	7.00	5.00	5.00	5.00	5.00
Parks & Community Services Director	1.00	1.00	1.00	1.00	1.00
Program Manager	3.00	3.00	3.00	3.00	3.00
Recreation Coordinator	7.00	7.00	7.00	10.00	10.00
Recreation Supervisor	5.00	5.00	5.00	5.00	5.00
Recreation Technician	6.00	6.00	6.00	3.00	3.00
<b>Total Authorized Positions</b>	<b>35.00</b>	<b>33.00</b>	<b>33.00</b>	<b>33.00</b>	<b>33.00</b>

**CITY OF SAN RAMON  
SUMMARY OF DEPARTMENTAL BUDGET  
PARKS & COMMUNITY SERVICES**

**Expenditure Summary By Fund**

<u><b>Description</b></u>	<u><b>15/16 Actual</b></u>	<u><b>16/17 Actual</b></u>	<u><b>17/18 Actual</b></u>	<u><b>18/19 Final</b></u>	<u><b>19/20 Adopted</b></u>
General Fund	\$ 8,464,188	\$ 8,052,418	\$ 8,765,042	\$ 9,106,262	\$ 7,860,165
Total	<u>\$ 8,464,188</u>	<u>\$ 8,052,418</u>	<u>\$ 8,765,042</u>	<u>\$ 9,106,262</u>	<u>\$ 7,860,165</u>





**CITY OF SAN RAMON**  
**SUMMARY OF DEPARTMENTAL BUDGET**  
**PARKS & COMMUNITY SERVICES**

**Expenditure Summary By Division**

<b>Description</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Actual</b>	<b>18/19 Final</b>	<b>19/20 Adopted</b>
Parks & Community Services	\$ 8,464,188	\$ 8,052,418	\$ 8,765,042	\$ 9,106,262	\$ 7,860,165
Department Total	<u>\$ 8,464,188</u>	<u>\$ 8,052,418</u>	<u>\$ 8,765,042</u>	<u>\$ 9,106,262</u>	<u>\$ 7,860,165</u>

**Expenditure Summary By Category**

<b>Description</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Actual</b>	<b>18/19 Final</b>	<b>19/20 Adopted</b>
Personnel Services	\$ 5,631,017	\$ 5,292,101	\$ 5,474,472	\$ 5,584,845	\$ 5,716,278
Contract Services	2,424,920	2,351,898	2,830,233	3,086,359	1,789,354
Materials and Supplies	245,951	239,504	277,240	285,362	275,118
Other Costs	162,300	168,915	183,097	149,696	79,415
Capital Purchases					
Total Expenditures	<u>\$ 8,464,188</u>	<u>\$ 8,052,418</u>	<u>\$ 8,765,042</u>	<u>\$ 9,106,262</u>	<u>\$ 7,860,165</u>

**Revenue Summary**

<b>Description</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Actual</b>	<b>18/19 Final</b>	<b>19/20 Adopted</b>
Total Department Revenue	<u>\$ 5,223,895</u>	<u>\$ 5,068,581</u>	<u>\$ 5,547,211</u>	<u>\$ 5,689,569</u>	<u>\$ 4,510,952</u>

**CITY OF SAN RAMON  
SUMMARY OF DEPARTMENTAL BUDGET  
PARKS & COMMUNITY SERVICES**

<b>Description</b>	<b>Program Expenditures</b>	<b>Program Revenue</b>	<b>Net Program Cost</b>
Administration	\$ 1,744,282	\$ 6,631	\$ 1,737,651
Aquatics	1,037,619	842,744	194,875
Facilities	1,277,149	1,125,016	152,133
Cultural Arts	1,159,841	653,663	506,178
Special Programs & Events	694,179	173,038	521,141
Youth/Teen Services	812,394	718,997	93,397
Adult & Senior Enrichment	460,692	164,089	296,603
Adult & Youth Sports	674,009	826,774	(152,765)
Program Totals	<u>\$ 7,860,165</u>	<u>\$ 4,510,952</u>	<u>\$ 3,349,213</u>

# **NON-DEPARTMENTAL**



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**City of San Ramon**  
**NON-DEPARTMENTAL SUMMARY**

The non-departmental budget summary includes items related to the City as a whole that cannot be easily allocated to various departments for equipment replacement, healthcare, insurance liability premiums, cablevision, and contingency appropriation.

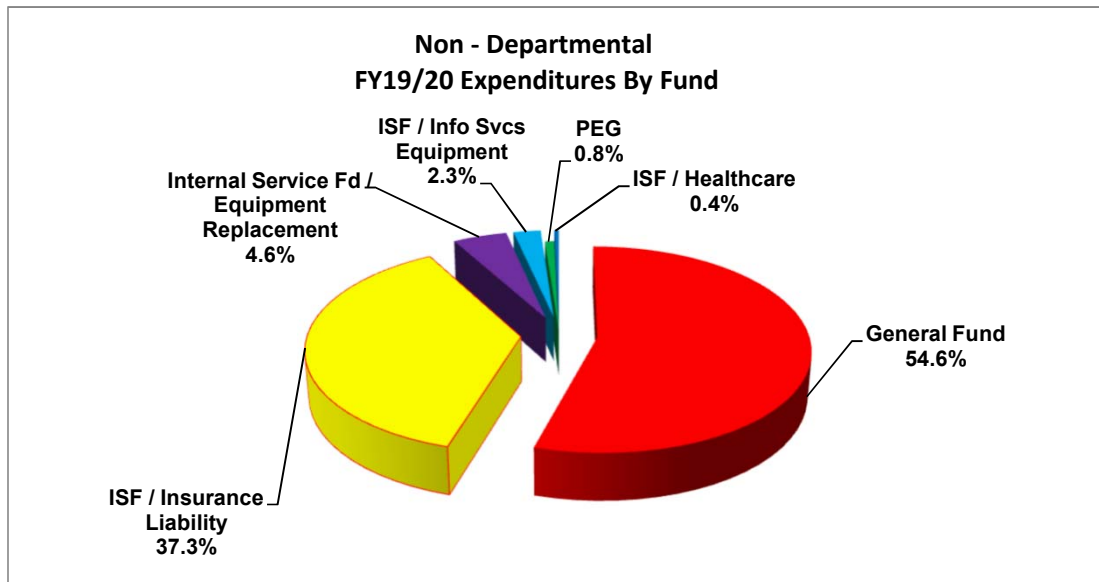


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**CITY OF SAN RAMON  
SUMMARY OF DEPARTMENTAL BUDGET  
NON - DEPARTMENTAL**

**Expenditure Summary By Fund**

<b>Description</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Actual</b>	<b>18/19 Final</b>	<b>19/20 Adopted</b>
General Fund	\$ 49,460	\$ 20,996	\$ 120	\$ 50,000	\$ 50,000
Public Education & Government (PEG)	31,754	6,055	4,177	100,000	100,000
Internal Service Fd / Equipment Replacement	693,599	911,789	948,788	1,573,189	600,800
Internal Service Fd / Info Svcs Replacement	68,266	87,222	143,816	228,975	302,300
Internal Service Fd / Insurance Liability	3,525,846	3,565,885	3,442,701	4,911,536	4,836,462
Internal Service Fd / Healthcare	6,947,136	7,065,466	7,866,194	7,841,661	7,073,279
<b>Total</b>	<b>\$ 11,316,061</b>	<b>\$ 11,657,413</b>	<b>\$ 12,405,796</b>	<b>\$ 14,705,361</b>	<b>\$ 12,962,841</b>



**CITY OF SAN RAMON  
SUMMARY OF DEPARTMENTAL BUDGET  
NON-DEPARTMENTAL**

**Expenditure Summary By Category**

<b>Description</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Actual</b>	<b>18/19 Final</b>	<b>19/20 Adopted</b>
Personnel Services	\$ 1,168,080	\$ 1,412,372	\$ 934,446	\$ 974,183	\$ 1,718,299
Contract Services	233,672	112,929	54,572	151,895	150,000
Materials and Supplies					
Other Costs	9,914,429	9,963,299	10,319,997	11,679,014	10,091,442
Capital Outlay	(120)	168,813	1,096,781	1,900,269	1,003,100
Total Expenditures	<u>\$11,316,061</u>	<u>\$11,657,413</u>	<u>\$12,405,796</u>	<u>\$14,705,361</u>	<u>\$12,962,841</u>



**CITY OF SAN RAMON  
SUMMARY OF DEPARTMENTAL BUDGET  
NON-DEPARTMENTAL**

**Program Summary**

<b>Description</b>	<b>Program Expenditures</b>	<b>Program Revenue</b>	<b>Net Program Cost</b>
Contingency Reserve	\$ 50,000		\$ 50,000
Public Education & Government	100,000		100,000
Equipment Replacement	600,800		600,800
Info Svcs Replacement	302,300		302,300
Insurance Liability	4,836,462		4,836,462
Healthcare	7,073,279		7,073,279
Program Totals	<u>\$ 12,962,841</u>	<u>\$ -</u>	<u>\$ 12,962,841</u>



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# **SPECIAL FUNDS**



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# City of San Ramon

## SPECIAL FUNDS

### **Special Revenue Funds**

Such as the Planning Cost Recovery Fund, Geographic Information System Fund, Community Facilities District 2014-1 and 2014-2, Refuse Vehicle Impact Fund, Development Mitigation Funds, Gas Tax Fund, Park Development Fund, SCCJEPA Fund, Street Maintenance Fund, Traffic Improvement Fund, and Tri-Valley Transportation Fund are used to account for revenue, which, by law or administrative action, is designed to finance particular projects and activities in the City's Capital Improvement Program.

The City also has several other special revenue funds such as the Public Education & Government (PEG) Fund, Landscaping and Lighting District 1984-1, Special Landscaping Zones (L&L), the Preserve Landscaping and Lighting District, Special Assessment Funds, Canyon Park Fund, Village Center Common Area Fund, Dougherty Valley Fund, Solid Waste Fund, Non-Point Drainage/Stormwater Fund, Street Smarts Fund and TDM Program Fund. These funds are funded by special assessments collected annually and/or fees to pay for specific operating programs.

### **Debt Service Fund**

These are accounts for the accumulation of resources for payment of principal and interest on the City's general long-term debt obligations.

### **Internal Service Fund**

These are accounts for capital equipment purchases, infrastructure maintenance, insurance and benefit liability, and the investment management.



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**CITY OF SAN RAMON  
SPECIAL REVENUE FUNDS  
REVENUE - EXPENDITURE - FUND BALANCE**

	<b>Planning Cost Recovery Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>917,146</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	
Intergovernmental	
Fines & Forfeitures	
Charges for Services	298,650
Interest Revenue	
Development Fees	
Miscellaneous Revenue	
<b>Total Revenues</b>	<b>298,650</b>
<b>Transfers In</b>	
<b>TOTAL SOURCES OF FUND</b>	<b>298,650</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Non-Departmental	
Community Development	184,388
Police Services	
Public Works	
<b>Total Expenditures</b>	<b>184,388</b>
<b>Transfers Out</b>	
General Fund	
Capital Projects Fund	500,000
Debt Service	
Other	
<b>Total Transfers Out</b>	<b>500,000</b>
<b>TOTAL USES OF FUND</b>	<b>684,388</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>(385,738)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	<b>\$ 531,408</b>

**CITY OF SAN RAMON  
SPECIAL REVENUE FUNDS  
REVENUE - EXPENDITURE - FUND BALANCE**

**Geographic  
Information  
System  
Fund**

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**PROJECTED FUND BALANCES AT JULY 1, 2019** **\$ 122,178**

**PROJECTED REVENUES**

Assessments	
Intergovernmental	
Fines & Forfeitures	
Charges for Services	
Interest Revenue	
Development Fees	75,000
Miscellaneous Revenue	
<b>Total Revenues</b>	<b>75,000</b>

**Transfers In**

<b>TOTAL SOURCES OF FUND</b>	<b>75,000</b>
------------------------------	---------------

**PROJECTED EXPENDITURES**

Non-Departmental	
Community Development	
Police Services	
Public Works	102,694
<b>Total Expenditures</b>	<b>102,694</b>

**Transfers Out**

General Fund	
Capital Projects Fund	
Debt Service	
Other	
<b>Total Transfers Out</b>	<b>-</b>

<b>TOTAL USES OF FUND</b>	<b>102,694</b>
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**NET INCREASE (DECREASE) IN FUND BALANCES** **(27,694)**

<b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	<b>\$ 94,484</b>
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**CITY OF SAN RAMON  
SPECIAL REVENUE FUNDS  
REVENUE - EXPENDITURE - FUND BALANCE**

	<b>Development Mitigation Funds</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>\$ 1,264,525</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	
Intergovernmental	
Fines & Forfeitures	
Charges for Services	
Interest Revenue	
Development Fees	654,657
Miscellaneous Revenue	
<b>Total Revenues</b>	<b>654,657</b>
<b>Transfers In</b>	
<b>TOTAL SOURCES OF FUND</b>	<b>654,657</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Non-Departmental	
Community Development	
Police Services	
Public Works	
<b>Total Expenditures</b>	<b>-</b>
<b>Transfers Out</b>	
General Fund	
Capital Projects Fund	248,097
Debt Service	
Other	
<b>Total Transfers Out</b>	<b>248,097</b>
<b>TOTAL USES OF FUND</b>	<b>248,097</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>406,560</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	<b>\$ 1,671,085</b>

**CITY OF SAN RAMON  
SPECIAL REVENUE FUNDS  
REVENUE - EXPENDITURE - FUND BALANCE**

	<b>Gas Tax Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>\$ 559,933</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	
Intergovernmental	3,537,022
Fines & Forfeitures	
Charges for Services	
Interest Revenue	
Development Fees	
Miscellaneous Revenue	
<b>Total Revenues</b>	<b>3,537,022</b>
<b>Transfers In</b>	
<b>TOTAL SOURCES OF FUND</b>	<b>3,537,022</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Non-Departmental	
Community Development	
Police Services	
Public Works	
<b>Total Expenditures</b>	<b>-</b>
<b>Transfers Out</b>	
General Fund	300,000
Capital Projects Fund	2,831,501
Debt Service	
Other	
<b>Total Transfers Out</b>	<b>3,131,501</b>
<b>TOTAL USES OF FUND</b>	<b>3,131,501</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>405,521</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	<b>\$ 965,454</b>

**CITY OF SAN RAMON  
SPECIAL REVENUE FUNDS  
REVENUE - EXPENDITURE - FUND BALANCE**

	<b>Park Development Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>\$ 896,274</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	
Intergovernmental	
Fines & Forfeitures	
Charges for Services	
Interest Revenue	
Development Fees	931,804
Miscellaneous Revenue	
<b>Total Revenues</b>	<b>931,804</b>
<b>Transfers In</b>	
<b>TOTAL SOURCES OF FUND</b>	<b>931,804</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Non-Departmental	
Community Development	
Police Services	
Public Works	
<b>Total Expenditures</b>	<b>-</b>
<b>Transfers Out</b>	
General Fund	
Capital Projects Fund	648,614
Debt Service	
Other	
<b>Total Transfers Out</b>	<b>648,614</b>
<b>TOTAL USES OF FUND</b>	<b>648,614</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>283,190</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	<b>\$ 1,179,464</b>

**CITY OF SAN RAMON  
SPECIAL REVENUE FUNDS  
REVENUE - EXPENDITURE - FUND BALANCE**

	<b>SCCJEP Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>\$ 6,850,681</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	
Intergovernmental	
Fines & Forfeitures	
Charges for Services	
Interest Revenue	
Development Fees	1,150,824
Miscellaneous Revenue	
<b>Total Revenues</b>	<b>1,150,824</b>
<b>Transfers In</b>	
<b>TOTAL SOURCES OF FUND</b>	<b>1,150,824</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Non-Departmental	
Community Development	
Police Services	
Public Works	
<b>Total Expenditures</b>	<b>-</b>
<b>Transfers Out</b>	
General Fund	
Capital Projects Fund	1,132,840
Debt Service	
Other	
<b>Total Transfers Out</b>	<b>1,132,840</b>
<b>TOTAL USES OF FUND</b>	<b>1,132,840</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>17,984</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	<b>\$ 6,868,665</b>

**CITY OF SAN RAMON  
SPECIAL REVENUE FUNDS  
REVENUE - EXPENDITURE - FUND BALANCE**

	<b>Street Maintenance Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>\$ 1,519,163</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	
Intergovernmental	1,090,910
Fines & Forfeitures	
Charges for Services	
Interest Revenue	
Development Fees	
Miscellaneous Revenue	1,416,822
<b>Total Revenues</b>	<u>2,507,732</u>
<b>Transfers In</b>	<u>                    </u>
<b>TOTAL SOURCES OF FUND</b>	<u>2,507,732</u>
<b><u>PROJECTED EXPENDITURES</u></b>	
Non-Departmental	
Community Development	
Police Services	
Public Works	
<b>Total Expenditures</b>	<u>                    -</u>
<b>Transfers Out</b>	
General Fund	
Capital Projects Fund	921,528
Debt Service	
Other	
<b>Total Transfers Out</b>	<u>921,528</u>
<b>TOTAL USES OF FUND</b>	<u>921,528</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>1,586,204</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	<b><u><u>\$ 3,105,367</u></u></b>

**CITY OF SAN RAMON  
SPECIAL REVENUE FUNDS  
REVENUE - EXPENDITURE - FUND BALANCE**

	<b>Traffic Improvement Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>\$ 485,198</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	
Intergovernmental	
Fines & Forfeitures	
Charges for Services	
Interest Revenue	
Development Fees	593,290
Miscellaneous Revenue	
<b>Total Revenues</b>	<b>593,290</b>
<b>Transfers In</b>	
<b>TOTAL SOURCES OF FUND</b>	<b>593,290</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Non-Departmental	
Community Development	
Police Services	
Public Works	
<b>Total Expenditures</b>	<b>-</b>
<b>Transfers Out</b>	
General Fund	
Capital Projects Fund	575,936
Debt Service	
Other	
<b>Total Transfers Out</b>	<b>575,936</b>
<b>TOTAL USES OF FUND</b>	<b>575,936</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>17,354</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	<b>\$ 502,552</b>

**CITY OF SAN RAMON  
SPECIAL REVENUE FUNDS  
REVENUE - EXPENDITURE - FUND BALANCE**

	<b>Tri-Valley Transportation Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>\$ 184,850</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	
Intergovernmental	
Fines & Forfeitures	
Charges for Services	
Interest Revenue	
Development Fees	196,318
Miscellaneous Revenue	
<b>Total Revenues</b>	<b>196,318</b>
<b>Transfers In</b>	
<b>TOTAL SOURCES OF FUND</b>	<b>196,318</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Non-Departmental	
Community Development	
Police Services	
Public Works	
<b>Total Expenditures</b>	<b>-</b>
<b>Transfers Out</b>	
General Fund	
Capital Projects Fund	
Debt Service	
Other	
<b>Total Transfers Out</b>	<b>-</b>
<b>TOTAL USES OF FUND</b>	<b>-</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>196,318</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	<b>\$ 381,168</b>

**CITY OF SAN RAMON  
SPECIAL REVENUE FUNDS  
REVENUE - EXPENDITURE - FUND BALANCE**

	<b>Pub Educ &amp; Govt (PEG) Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>\$ 873,440</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	
Intergovernmental	255,000
Fines & Forfeitures	
Charges for Services	
Interest Revenue	
Development Fees	
Miscellaneous Revenue	
<b>Total Revenues</b>	<b>255,000</b>
<b>Transfers In</b>	
<b>TOTAL SOURCES OF FUND</b>	<b>255,000</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Non-Departmental	100,000
Community Development	
Police Services	
Public Works	
<b>Total Expenditures</b>	<b>100,000</b>
<b>Transfers Out</b>	
General Fund	
Capital Projects Fund	
Debt Service	
Other	
<b>Total Transfers Out</b>	<b>-</b>
<b>TOTAL USES OF FUND</b>	<b>100,000</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>155,000</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	<b>\$ 1,028,440</b>



**CITY OF SAN RAMON  
SPECIAL REVENUE FUNDS  
REVENUE - EXPENDITURE - FUND BALANCE**

	<b>Refuse Vehicle Impact Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>\$ 600,000</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	
Intergovernmental	
Fines & Forfeitures	
Charges for Services	1,505,400
Interest Revenue	
Development Fees	
Miscellaneous Revenue	
<b>Total Revenues</b>	<u>1,505,400</u>
<b>Transfers In</b>	<u>                    </u>
<b>TOTAL SOURCES OF FUND</b>	<u>1,505,400</u>
<b><u>PROJECTED EXPENDITURES</u></b>	
Non-Departmental	
Community Development	
Police Services	
Public Works	
<b>Total Expenditures</b>	<u>                    -</u>
<b>Transfers Out</b>	
General Fund	
Capital Projects Fund	475,000
Debt Service	
Other	
<b>Total Transfers Out</b>	<u>475,000</u>
<b>TOTAL USES OF FUND</b>	<u>475,000</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>1,030,400</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	<b><u><u>\$ 1,630,400</u></u></b>

**CITY OF SAN RAMON  
SPECIAL REVENUE FUNDS  
REVENUE - EXPENDITURE - FUND BALANCE**

	<b>Open Space Development Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>\$ 126,750</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	
Intergovernmental	
Fines & Forfeitures	
Charges for Services	
Interest Revenue	
Development Fees	190,000
Miscellaneous Revenue	
<b>Total Revenues</b>	<b>190,000</b>
<b>Transfers In</b>	
<b>TOTAL SOURCES OF FUND</b>	<b>190,000</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Non-Departmental	
Community Development	
Police Services	
Public Works	
<b>Total Expenditures</b>	<b>-</b>
<b>Transfers Out</b>	
General Fund	
Capital Projects Fund	
Debt Service	
Other	
<b>Total Transfers Out</b>	<b>-</b>
<b>TOTAL USES OF FUND</b>	<b>-</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>190,000</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	<b>\$ 316,750</b>

**CITY OF SAN RAMON  
SPECIAL REVENUE FUNDS  
REVENUE - EXPENDITURE - FUND BALANCE**

**Community  
Facilities  
District  
2014-1 & 2**

<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>		<b>\$ -</b>
<b><u>PROJECTED REVENUES</u></b>		
Assessments		219,361
Intergovernmental		
Fines & Forfeitures		
Charges for Services		
Interest Revenue		
Development Fees		
Miscellaneous Revenue		
<b>Total Revenues</b>		<u>219,361</u>
<b>Transfers In</b>		<u>                    </u>
<b>TOTAL SOURCES OF FUND</b>		<u>219,361</u>
<b><u>PROJECTED EXPENDITURES</u></b>		
Non-Departmental		
Community Development		
Police Services		
Public Works		
<b>Total Expenditures</b>		<u>-</u>
<b>Transfers Out</b>		
General Fund		219,361
Capital Projects Fund		
Debt Service		
Other		
<b>Total Transfers Out</b>		<u>219,361</u>
<b>TOTAL USES OF FUND</b>		<u>219,361</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		<u>-</u>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>		<u><u>\$ -</u></u>

**CITY OF SAN RAMON  
SPECIAL REVENUE FUNDS  
REVENUE - EXPENDITURE - FUND BALANCE**

	<b>Citywide Landscaping Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>\$ 312,328</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	1,707,439
Intergovernmental	9,500
Fines & Forfeitures	
Charges for Services	600
Interest Revenue	
Development Fees	
Miscellaneous Revenue	
<b>Total Revenues</b>	<b>1,717,539</b>
<b>Transfers In</b>	
<b>TOTAL SOURCES OF FUND</b>	<b>1,717,539</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Non-Departmental	
Community Development	
Police Services	
Public Works	1,140,621
<b>Total Expenditures</b>	<b>1,140,621</b>
<b>Transfers Out</b>	
General Fund	134,116
Capital Projects Fund	114,000
Debt Service	
Other	414,925
<b>Total Transfers Out</b>	<b>663,041</b>
<b>TOTAL USES OF FUND</b>	<b>1,803,662</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>(86,123)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	<b>\$ 226,205</b>

**CITY OF SAN RAMON  
SPECIAL REVENUE FUNDS  
REVENUE - EXPENDITURE - FUND BALANCE**

	<b>Citywide Lighting Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>\$ 1,236,889</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	794,369
Intergovernmental	
Fines & Forfeitures	
Charges for Services	
Interest Revenue	
Development Fees	
Miscellaneous Revenue	
<b>Total Revenues</b>	<b>794,369</b>
<b>Transfers In</b>	
<b>TOTAL SOURCES OF FUND</b>	<b>794,369</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Non-Departmental	
Community Development	
Police Services	
Public Works	586,733
<b>Total Expenditures</b>	<b>586,733</b>
<b>Transfers Out</b>	
General Fund	69,621
Capital Projects Fund	80,000
Debt Service	62,066
Other	
<b>Total Transfers Out</b>	<b>211,687</b>
<b>TOTAL USES OF FUND</b>	<b>798,420</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>(4,051)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	<b>\$ 1,232,838</b>

**CITY OF SAN RAMON  
SPECIAL REVENUE FUNDS  
REVENUE - EXPENDITURE - FUND BALANCE**

	<b>Special Assessment Funds</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>\$ 1,672,199</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	1,218,222
Intergovernmental	
Fines & Forfeitures	
Charges for Services	
Interest Revenue	
Development Fees	
Miscellaneous Revenue	
<b>Total Revenues</b>	<b>1,218,222</b>
<b>Transfers In</b>	<b>414,925</b>
<b>TOTAL SOURCES OF FUND</b>	<b>1,633,147</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Non-Departmental	
Community Development	
Police Services	
Public Works	1,407,914
<b>Total Expenditures</b>	<b>1,407,914</b>
<b>Transfers Out</b>	
General Fund	166,971
Capital Projects Fund	424,400
Debt Service	
Other	
<b>Total Transfers Out</b>	<b>591,371</b>
<b>TOTAL USES OF FUND</b>	<b>1,999,285</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>(366,138)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	<b>\$ 1,306,061</b>

**CITY OF SAN RAMON  
SPECIAL REVENUE FUNDS  
REVENUE - EXPENDITURE - FUND BALANCE**

		<b>Preserve L&amp;L Fund</b>
<hr/>		
<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>\$</b>	<b>11,389</b>
<b><u>PROJECTED REVENUES</u></b>		
Assessments		
Intergovernmental		
Fines & Forfeitures		
Charges for Services		
Interest Revenue		
Development Fees		
Miscellaneous Revenue		
<b>Total Revenues</b>		-
<b>Transfers In</b>		-
<b>TOTAL SOURCES OF FUND</b>		-
<b><u>PROJECTED EXPENDITURES</u></b>		
Non-Departmental		
Community Development		
Police Services		
Public Works		
<b>Total Expenditures</b>		-
<b>Transfers Out</b>		
General Fund		
Capital Projects Fund		
Debt Service		
Other		
<b>Total Transfers Out</b>		-
<b>TOTAL USES OF FUND</b>		-
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		-
<b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	<b>\$</b>	<b>11,389</b>

**CITY OF SAN RAMON  
SPECIAL REVENUE FUNDS  
REVENUE - EXPENDITURE - FUND BALANCE**

		<b>Canyon Park Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>\$</b>	<b>163,370</b>
<b><u>PROJECTED REVENUES</u></b>		
Assessments		10,990
Intergovernmental		
Fines & Forfeitures		
Charges for Services		
Interest Revenue		
Development Fees		
Miscellaneous Revenue		
<b>Total Revenues</b>		<u>10,990</u>
<b>Transfers In</b>		<u>                    </u>
<b>TOTAL SOURCES OF FUND</b>		<u>10,990</u>
<b><u>PROJECTED EXPENDITURES</u></b>		
Non-Departmental		
Community Development		
Police Services		
Public Works		58,821
<b>Total Expenditures</b>		<u>58,821</u>
<b>Transfers Out</b>		
General Fund		2,517
Capital Projects Fund		
Debt Service		
Other		
<b>Total Transfers Out</b>		<u>2,517</u>
<b>TOTAL USES OF FUND</b>		<u>61,338</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		<b>(50,348)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	<b>\$</b>	<b><u>113,022</u></b>



**CITY OF SAN RAMON  
SPECIAL REVENUE FUNDS  
REVENUE - EXPENDITURE - FUND BALANCE**

		<b>Village Center Common Area Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>\$</b>	<b>58,673</b>
<b><u>PROJECTED REVENUES</u></b>		
Assessments		
Intergovernmental		
Fines & Forfeitures		
Charges for Services		
Interest Revenue		
Development Fees		
Miscellaneous Revenue		6,006
<b>Total Revenues</b>		<u>6,006</u>
<b>Transfers In</b>		<u>                    </u>
<b>TOTAL SOURCES OF FUND</b>		<u>6,006</u>
<b><u>PROJECTED EXPENDITURES</u></b>		
Non-Departmental		
Community Development		
Police Services		
Public Works		5,900
<b>Total Expenditures</b>		<u>5,900</u>
<b>Transfers Out</b>		
General Fund		
Capital Projects Fund		
Debt Service		
Other		
<b>Total Transfers Out</b>		<u>-</u>
<b>TOTAL USES OF FUND</b>		<u>5,900</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		<b>106</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	<b>\$</b>	<b><u><u>58,779</u></u></b>

**CITY OF SAN RAMON  
SPECIAL REVENUE FUNDS  
REVENUE - EXPENDITURE - FUND BALANCE**

	<b>Dougherty Valley Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>\$ 414,000</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	
Intergovernmental	18,207,222
Fines & Forfeitures	
Charges for Services	500
Interest Revenue	
Development Fees	
Miscellaneous Revenue	
<b>Total Revenues</b>	<u>18,207,722</u>
<b>Transfers In</b>	<u>2,431,126</u>
<b>TOTAL SOURCES OF FUND</b>	<u>20,638,848</u>
<b><u>PROJECTED EXPENDITURES</u></b>	
Non-Departmental	
Community Development	
Police Services	8,695,734
Public Works	11,740,723
<b>Total Expenditures</b>	<u>20,436,457</u>
<b>Transfers Out</b>	
General Fund	
Capital Projects Fund	414,000
Debt Service	202,391
Other	
<b>Total Transfers Out</b>	<u>616,391</u>
<b>TOTAL USES OF FUND</b>	<u>21,052,848</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>(414,000)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	<b><u><u>\$ -</u></u></b>

**CITY OF SAN RAMON  
SPECIAL REVENUE FUNDS  
REVENUE - EXPENDITURE - FUND BALANCE**

		<b>Solid Waste Fund</b>
<hr/>		
<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>\$</b>	<b>493,624</b>
<b><u>PROJECTED REVENUES</u></b>		
Assessments		
Intergovernmental		20,000
Fines & Forfeitures		
Charges for Services		
Interest Revenue		
Development Fees		
Miscellaneous Revenue		957,217
<b>Total Revenues</b>		<u>977,217</u>
<b>Transfers In</b>		<u>                    </u>
<b>TOTAL SOURCES OF FUND</b>		<u>977,217</u>
<b><u>PROJECTED EXPENDITURES</u></b>		
Non-Departmental		
Community Development		
Police Services		
Public Works		1,207,365
<b>Total Expenditures</b>		<u>1,207,365</u>
<b>Transfers Out</b>		
General Fund		
Capital Projects Fund		
Debt Service		
Other		
<b>Total Transfers Out</b>		<u>-</u>
<b>TOTAL USES OF FUND</b>		<u>1,207,365</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		<b>(230,148)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	<b>\$</b>	<b><u>263,475</u></b>

**CITY OF SAN RAMON  
SPECIAL REVENUE FUNDS  
REVENUE - EXPENDITURE - FUND BALANCE**

		<b>Non-Point Drainage Fund (Stormwater)</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>\$</b>	<b>361,530</b>
<b><u>PROJECTED REVENUES</u></b>		
Assessments		1,221,486
Intergovernmental		
Fines & Forfeitures		
Charges for Services		
Interest Revenue		
Development Fees		
Miscellaneous Revenue		6,000
<b>Total Revenues</b>		<u>1,227,486</u>
<b>Transfers In</b>		<u>                    </u>
<b>TOTAL SOURCES OF FUND</b>		<u>1,227,486</u>
<b><u>PROJECTED EXPENDITURES</u></b>		
Non-Departmental		
Community Development		
Police Services		
Public Works		1,269,876
<b>Total Expenditures</b>		<u>1,269,876</u>
<b>Transfers Out</b>		
General Fund		75,391
Capital Projects Fund		226,000
Debt Service		
Other		
<b>Total Transfers Out</b>		<u>301,391</u>
<b>TOTAL USES OF FUND</b>		<u>1,571,267</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		<b>(343,781)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	<b>\$</b>	<b><u>17,749</u></b>

**CITY OF SAN RAMON  
SPECIAL REVENUE FUNDS  
REVENUE - EXPENDITURE - FUND BALANCE**

		<b>Street Smarts Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>\$</b>	<b>373,485</b>
<b><u>PROJECTED REVENUES</u></b>		
Assessments		
Intergovernmental		205,000
Fines & Forfeitures		
Charges for Services		
Interest Revenue		
Development Fees		
Miscellaneous Revenue		18,750
<b>Total Revenues</b>		<u>223,750</u>
<b>Transfers In</b>		<u>35,000</u>
<b>TOTAL SOURCES OF FUND</b>		<u>258,750</u>
<b><u>PROJECTED EXPENDITURES</u></b>		
Non-Departmental		
Community Development		
Police Services		
Public Works		177,593
<b>Total Expenditures</b>		<u>177,593</u>
<b>Transfers Out</b>		
General Fund		
Capital Projects Fund		
Debt Service		
Other		
<b>Total Transfers Out</b>		<u>-</u>
<b>TOTAL USES OF FUND</b>		<u>177,593</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		<b>81,157</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	<b>\$</b>	<b><u><u>454,642</u></u></b>

**CITY OF SAN RAMON  
SPECIAL REVENUE FUNDS  
REVENUE - EXPENDITURE - FUND BALANCE**

	<b>TDM Programs Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>\$ -</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	
Intergovernmental	641,323
Fines & Forfeitures	
Charges for Services	
Interest Revenue	
Development Fees	
Miscellaneous Revenue	
<b>Total Revenues</b>	<b>641,323</b>
<b>Transfers In</b>	
<b>TOTAL SOURCES OF FUND</b>	<b>641,323</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Non-Departmental	
Community Development	
Police Services	
Public Works	641,323
<b>Total Expenditures</b>	<b>641,323</b>
<b>Transfers Out</b>	
General Fund	
Capital Projects Fund	
Debt Service	
Other	
<b>Total Transfers Out</b>	<b>-</b>
<b>TOTAL USES OF FUND</b>	<b>641,323</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>-</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	<b>\$ -</b>

**CITY OF SAN RAMON  
SPECIAL REVENUE FUNDS  
REVENUE - EXPENDITURE - FUND BALANCE**

		<b>Narcotic Asset Forfeiture</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>\$</b>	<b>360,569</b>
<b><u>PROJECTED REVENUES</u></b>		
Assessments		
Intergovernmental		
Fines & Forfeitures		
Charges for Services		
Interest Revenue		
Development Fees		
Miscellaneous Revenue		
<b>Total Revenues</b>		<u>-</u>
<b>Transfers In</b>		<u>-</u>
<b>TOTAL SOURCES OF FUND</b>		<u>-</u>
<b><u>PROJECTED EXPENDITURES</u></b>		
Non-Departmental		
Community Development		
Police Services		208,185
Public Works		
<b>Total Expenditures</b>		<u>208,185</u>
<b>Transfers Out</b>		
General Fund		
Capital Projects Fund		
Debt Service		
Other		
<b>Total Transfers Out</b>		<u>-</u>
<b>TOTAL USES OF FUND</b>		<u>208,185</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		<b>(208,185)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	<b>\$</b>	<b><u>152,384</u></b>

**CITY OF SAN RAMON  
SPECIAL REVENUE FUNDS  
REVENUE - EXPENDITURE - FUND BALANCE**

		<b>Traffix Program Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>\$</b>	<b>-</b>
<b><u>PROJECTED REVENUES</u></b>		
Assessments		
Intergovernmental		155,000
Fines & Forfeitures		
Charges for Services		
Interest Revenue		
Development Fees		
Miscellaneous Revenue		
<b>Total Revenues</b>		<b>155,000</b>
<b>Transfers In</b>		<b>-</b>
<b>TOTAL SOURCES OF FUND</b>		<b>155,000</b>
<b><u>PROJECTED EXPENDITURES</u></b>		
Non-Departmental		
Community Development		
Police Services		
Public Works		155,000
<b>Total Expenditures</b>		<b>155,000</b>
<b>Transfers Out</b>		
General Fund		
Capital Projects Fund		
Debt Service		
Other		
<b>Total Transfers Out</b>		<b>-</b>
<b>TOTAL USES OF FUND</b>		<b>155,000</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		<b>-</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	<b>\$</b>	<b>-</b>



**CITY OF SAN RAMON  
SPECIAL REVENUE FUNDS  
REVENUE - EXPENDITURE - FUND BALANCE**

		<b>Total All Special Revenue Funds</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>\$</b>	<b>19,858,194</b>
<b><u>PROJECTED REVENUES</u></b>		
Assessments		5,171,867
Intergovernmental		24,120,977
Fines & Forfeitures		
Charges for Services		1,805,150
Interest Revenue		
Development Fees		3,791,893
Miscellaneous Revenue		2,404,795
<b>Total Revenues</b>		<u>37,294,682</u>
<b>Transfers In</b>		<u>2,881,051</u>
<b>TOTAL SOURCES OF FUND</b>		<u>40,175,733</u>
<b><u>PROJECTED EXPENDITURES</u></b>		
Non-Departmental		100,000
Community Development		184,388
Police Services		8,903,919
Public Works		18,494,563
<b>Total Expenditures</b>		<u>27,682,870</u>
<b>Transfers Out</b>		
General Fund		967,977
Capital Projects Fund		8,591,916
Debt Service		264,457
Other		414,925
<b>Total Transfers Out</b>		<u>10,239,275</u>
<b>TOTAL USES OF FUND</b>		<u>37,922,145</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		<b>2,253,588</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	<b>\$</b>	<b><u>22,111,782</u></b>



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**CITY OF SAN RAMON  
DEBT SERVICE FUNDS  
REVENUE - EXPENDITURE - FUND BALANCE**

**COP #12  
2011**

<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>\$ 10,622,801</b>
<b><u>PROJECTED REVENUES</u></b>	
PERS charges	_____
<b>Total Revenues</b>	<b>-</b>
Transfers In	_____
<b>TOTAL SOURCES OF FUND</b>	<b>-</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Principal	1,405,000
Interest	165,250
Debt Service Fees	3,000
<b>Total Expenditures</b>	<b>1,573,250</b>
Transfers Out	_____
<b>TOTAL USES OF FUND</b>	<b>1,573,250</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>(1,573,250)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	<b>\$ 9,049,551</b>

\* Excludes funds held with trustees

**CITY OF SAN RAMON  
DEBT SERVICE FUNDS  
REVENUE - EXPENDITURE - FUND BALANCE**

		<b>POB 2010</b>
<hr/>		
<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>\$</b>	<b>4,587</b>
<b><u>PROJECTED REVENUES</u></b>		
PERS charges		1,400,209
<b>Total Revenues</b>		<u>1,400,209</u>
Transfers In		<u>1,398,375</u>
<b>TOTAL SOURCES OF FUND</b>		<u>2,798,584</u>
<b><u>PROJECTED EXPENDITURES</u></b>		
Principal		405,000
Interest		987,225
Debt Service Fees		6,150
<b>Total Expenditures</b>		<u>1,398,375</u>
Transfers Out		<u>1,398,375</u>
<b>TOTAL USES OF FUND</b>		<u>2,796,750</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		<b>1,834</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	<b>\$</b>	<b><u>6,421</u></b>

\* Excludes funds held with trustees

**CITY OF SAN RAMON  
DEBT SERVICE FUNDS  
REVENUE - EXPENDITURE - FUND BALANCE**

**LED LIGHTS  
2012**

<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>\$</b>	<b>3,508</b>
 <b><u>PROJECTED REVENUES</u></b>		
PERS charges		-
<b>Total Revenues</b>		<u>-</u>
 Transfers In		 <u>269,854</u>
 <b>TOTAL SOURCES OF FUND</b>		 <u>269,854</u>
 <b><u>PROJECTED EXPENDITURES</u></b>		
Principal		237,941
Interest		31,913
Debt Service Fees		<u>269,854</u>
<b>Total Expenditures</b>		<u>269,854</u>
 Transfers Out		 <u>                    </u>
 <b>TOTAL USES OF FUND</b>		 <u>269,854</u>
 <b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		 <b>0</b>
 <b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	 <b>\$</b>	 <b><u>3,508</u></b>

\* Excludes funds held with trustees

**CITY OF SAN RAMON  
DEBT SERVICE FUNDS  
REVENUE - EXPENDITURE - FUND BALANCE**

	<b>TOTAL CITY DEBT</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>\$ 10,630,896</b>
<b><u>PROJECTED REVENUES</u></b>	
PERS charges	1,400,209
<b>Total Revenues</b>	<u>1,400,209</u>
 Transfers In	 <u>1,668,229</u>
 <b>TOTAL SOURCES OF FUND</b>	 <u>3,068,438</u>
<b><u>PROJECTED EXPENDITURES</u></b>	
Principal	2,047,941
Interest	1,184,388
Debt Service Fees	9,150
<b>Total Expenditures</b>	<u>3,241,479</u>
 Transfers Out	 <u>1,398,375</u>
 <b>TOTAL USES OF FUND</b>	 <u>4,639,854</u>
 <b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	 <b>(1,571,416)</b>
 <b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	 <b><u><u>\$ 9,059,480</u></u></b>

\* Excludes funds held with trustees

**City of San Ramon**  
**Debt Service Summary and Payment Schedule**

	<b>2011 COP NO. 12 (\$11,585,000)</b>	<b>2010 POB (\$17,650,000)</b>	<b>2012 LED LIGHTS (\$2,687,302)</b>	<b>TOTAL</b>
<b><u>CURRENT YEAR SUMMARY</u></b>				
<b>Principal Outstanding as of 07/01/19</b>	<b>4,210,000</b>	<b>15,475,000</b>	<b>1,445,042</b>	<b>21,130,042</b>
Reduction in Principal Balance	1,405,000	405,000	237,941	2,047,941
Interest Due	165,250	987,225	31,913	1,184,388
<b>Total Payment Due</b>	<b>1,570,250</b>	<b>1,392,225</b>	<b>269,854</b>	<b>3,232,329</b>
<b>Principal Outstanding as of 06/30/20</b>	<b>2,805,000</b>	<b>15,070,000</b>	<b>1,207,101</b>	<b>19,082,101</b>

**LEASE PAYMENT/DEBT SERVICE SCHEDULE**

<b>FISCAL YEAR</b>				
2019 - 20	1,570,250	1,392,225	269,854	3,232,329
2020 - 21	1,571,075	1,394,480	278,773	3,244,328
2021 - 22	495,150	1,391,960	287,959	2,175,069
2022 - 23	493,650	1,392,840	297,420	2,183,910
2023 - 24	491,150	1,391,800	307,165	2,190,115
2024 - 25	-	1,393,840	129,698	1,523,538
2025 - 26	-	1,393,640	-	1,393,640
2026 - 27	-	1,391,200	-	1,391,200
2027 - 28	-	1,391,520	-	1,391,520
2028 - 29	-	1,394,280	-	1,394,280
2029 - 30	-	1,394,160	-	1,394,160
2030 - 31	-	1,396,160	-	1,396,160
2031 - 32	-	1,394,960	-	1,394,960
2032 - 33	-	1,395,560	-	1,395,560
2033 - 34	-	1,392,640	-	1,392,640
2034 - 35	-	1,391,200	-	1,391,200
2035 - 36	-	1,390,920	-	1,390,920
2036 - 37	-	1,391,480	-	1,391,480
2037 - 38	-	1,392,560	-	1,392,560
2038 - 39	-	1,393,840	-	1,393,840
	<b>4,621,275</b>	<b>27,861,265</b>	<b>1,570,869</b>	<b>34,053,409</b>

**City of San Ramon  
Debt Service Summary**

Description	Maturity Date	Amount of Original Issue	Outstanding		
			Principal	Interest	Total
<b>2011 COPS</b> - Refunding Issue of 1996 and 2001 Certificate of Participation which were for Central Park North Expansion, expansion of City offices, San Ramon Library and Central Park, Crow Canyon interchange improvements, and to purchase City offices.	03/01/24	11,585,000	4,210,000	411,275	4,621,275
<b>2010 Pension Obligation Bonds (POB)</b> - Refinancing of unfunded CALPERS pension obligation	02/01/39	17,650,000	15,475,000	12,386,265	27,861,265
<b>LED LIGHTS</b> - Funding for Phase 2 of the LED Streetlight Conversion Services Project. (CIP 5499)	11/28/24	2,687,302	1,445,042	125,827	1,570,869
<b>Total</b>		<b>\$ 31,922,302</b>	<b>\$ 21,130,042</b>	<b>\$ 12,923,367</b>	<b>\$ 34,053,409</b>



**CITY OF SAN RAMON  
INTERNAL SERVICE FUNDS  
REVENUE - EXPENDITURE - FUND BALANCE**

		<u>Investments</u>
<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>\$</b>	<b>-</b>
<b><u>PROJECTED REVENUES</u></b>		
Intergovernmental		
Charges for Services		
Interest Revenue		57,501
Reimbursement		
Replacement Charges		
Retiree Health Charges		
Healthcare Charges		
Insurance Liability Charges		
<b>Total Revenues</b>		<u>57,501</u>
<b>Transfers In</b>		<u>                    </u>
<b>TOTAL SOURCES OF FUND</b>		<u>57,501</u>
<b><u>PROJECTED EXPENDITURES</u></b>		
Equipment		
Vehicle		
Insurance		
Healthcare		
Pension Trust		
Administrative Services		57,501
<b>Total Expenditures</b>		<u>57,501</u>
<b>Transfers Out</b>		
Misc Transfers out		
Infrastructure Maintenance		
CIP		
<b>Total Transfers Out</b>		<u>                    </u>
<b>TOTAL USES OF FUND</b>		<u>57,501</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		<u>                    </u>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	<b>\$</b>	<b>-</b>

**CITY OF SAN RAMON  
INTERNAL SERVICE FUNDS  
REVENUE - EXPENDITURE - FUND BALANCE**

	<b>Vehicle &amp; Equipment Replacement</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>\$ 2,729,432</b>
<b><u>PROJECTED REVENUES</u></b>	
Intergovernmental	
Charges for Services	
Interest Revenue	
Reimbursement	
Replacement Charges	790,492
Retiree Health Charges	
Healthcare Charges	
Insurance Liability Charges	
<b>Total Revenues</b>	<b>790,492</b>
<b>Transfers In</b>	
<b>TOTAL SOURCES OF FUND</b>	<b>790,492</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Equipment	177,800
Vehicle	423,000
Insurance	
Healthcare	
Pension Trust	
Administrative Services	
<b>Total Expenditures</b>	<b>600,800</b>
<b>Transfers Out</b>	
Misc Transfers out	
Infrastructure Maintenance	500,000
CIP	
<b>Total Transfers Out</b>	<b>500,000</b>
<b>TOTAL USES OF FUND</b>	<b>1,100,800</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>(310,308)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	<b>\$ 2,419,124</b>

**CITY OF SAN RAMON  
INTERNAL SERVICE FUNDS  
REVENUE - EXPENDITURE - FUND BALANCE**

	<b>Info Svcs Equipment Replacement</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>\$ 1,371,771</b>
<b><u>PROJECTED REVENUES</u></b>	
Intergovernmental Charges for Services	
Interest Revenue	
Reimbursement	
Replacement Charges	264,567
Retiree Health Charges	
Healthcare Charges	
Insurance Liability Charges	
<b>Total Revenues</b>	<b>264,567</b>
<b>Transfers In</b>	
<b>TOTAL SOURCES OF FUND</b>	<b>264,567</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Equipment	302,300
Vehicle	
Insurance	
Healthcare	
Pension Trust	
Administrative Services	
<b>Total Expenditures</b>	<b>302,300</b>
<b>Transfers Out</b>	
Misc Transfers out	
Infrastructure Maintenance	
CIP	
<b>Total Transfers Out</b>	<b>-</b>
<b>TOTAL USES OF FUND</b>	<b>302,300</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>(37,733)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	<b>\$ 1,334,038</b>

**CITY OF SAN RAMON  
INTERNAL SERVICE FUNDS  
REVENUE - EXPENDITURE - FUND BALANCE**

	<b>Insurance Liability</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>\$ 758,404</b>
<b><u>PROJECTED REVENUES</u></b>	
Intergovernmental	587,019
Charges for Services	
Interest Revenue	
Reimbursement	
Replacement Charges	
Retiree Health Charges	
Healthcare Charges	
Insurance Liability Charges	3,681,228
<b>Total Revenues</b>	<u>4,268,247</u>
<b>Transfers In</b>	<u>433,706</u>
<b>TOTAL SOURCES OF FUND</b>	<u>4,701,953</u>
<b><u>PROJECTED EXPENDITURES</u></b>	
Equipment	
Vehicle	
Insurance	4,836,462
Healthcare	
Pension Trust	
Administrative Services	
<b>Total Expenditures</b>	<u>4,836,462</u>
<b>Transfers Out</b>	
Misc Transfers out	
Infrastructure Maintenance	
CIP	
<b>Total Transfers Out</b>	<u>-</u>
<b>TOTAL USES OF FUND</b>	<u>4,836,462</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<u>(134,509)</u>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	<u><u>\$ 623,895</u></u>

**CITY OF SAN RAMON  
INTERNAL SERVICE FUNDS  
REVENUE - EXPENDITURE - FUND BALANCE**

	<b>Healthcare</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>\$ 969,349</b>
<b><u>PROJECTED REVENUES</u></b>	
Intergovernmental	
Charges for Services	
Interest Revenue	
Reimbursement	214,811
Replacement Charges	
Retiree Health Charges	927,694
Healthcare Charges	5,936,883
Insurance Liability Charges	
<b>Total Revenues</b>	<b>7,079,388</b>
<b>Transfers In</b>	
<b>TOTAL SOURCES OF FUND</b>	<b>7,079,388</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Equipment	
Vehicle	
Insurance	
Healthcare	7,073,279
Pension Trust	
Administrative Services	
<b>Total Expenditures</b>	<b>7,073,279</b>
<b>Transfers Out</b>	
Misc Transfers out	
Infrastructure Maintenance	
CIP	
<b>Total Transfers Out</b>	<b>-</b>
<b>TOTAL USES OF FUND</b>	<b>7,073,279</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>6,109</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	<b>\$ 975,458</b>

**CITY OF SAN RAMON  
INTERNAL SERVICE FUNDS  
REVENUE - EXPENDITURE - FUND BALANCE**

	<b>Infrastructure Maintenance</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>\$ 1,573,955</b>
<b><u>PROJECTED REVENUES</u></b>	
Intergovernmental	
Charges for Services	12,000
Interest Revenue	
Reimbursement	
Replacement Charges	
Retiree Health Charges	
Healthcare Charges	
Insurance Liability Charges	
<b>Total Revenues</b>	12,000
<b>Transfers In</b>	1,500,000
<b>TOTAL SOURCES OF FUND</b>	1,512,000
<b><u>PROJECTED EXPENDITURES</u></b>	
Equipment	
Vehicle	
Insurance	
Healthcare	
Pension Trust	
Administrative Services	
<b>Total Expenditures</b>	-
<b>Transfers Out</b>	
Misc Transfers out	
Infrastructure Maintenance	
CIP	3,000,808
<b>Total Transfers Out</b>	3,000,808
<b>TOTAL USES OF FUND</b>	3,000,808
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	(1,488,808)
<b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	<b>\$ 85,147</b>

**CITY OF SAN RAMON  
INTERNAL SERVICE FUNDS  
REVENUE - EXPENDITURE - FUND BALANCE**

		<b>Total Internal Service Funds</b>
<hr/>		
<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>\$</b>	<b>7,402,911</b>
<b><u>PROJECTED REVENUES</u></b>		
Intergovernmental		587,019
Charges for Services		12,000
Interest Revenue		57,501
Reimbursement		214,811
Replacement Charges		1,055,059
Retiree Health Charges		927,694
Healthcare Charges		5,936,883
Insurance Liability Charges		3,681,228
<b>Total Revenues</b>		<u>12,472,195</u>
<b>Transfers In</b>		<u>1,933,706</u>
<b>TOTAL SOURCES OF FUND</b>		<u>14,405,901</u>
<b><u>PROJECTED EXPENDITURES</u></b>		
Equipment		480,100
Vehicle		423,000
Insurance		4,836,462
Healthcare		7,073,279
Pension Trust		
Administrative Services		57,501
<b>Total Expenditures</b>		<u>12,870,342</u>
<b>Transfers Out</b>		
Misc Transfers out		
Infrastructure Maintenance		500,000
CIP		3,000,808
<b>Total Transfers Out</b>		<u>3,500,808</u>
<b>TOTAL USES OF FUND</b>		<u>16,371,150</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		<u>(1,965,249)</u>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	<b>\$</b>	<b><u>5,437,662</u></b>



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**CITY OF SAN RAMON - CAPITAL EQUIPMENT  
FY 2019-20**

<b>DEPARTMENT</b>	<b>DESCRIPTION</b>	<b>PURPOSE</b>	<b>NEW OR REPLACE</b>	<b>#</b>	<b>UNIT COST</b>	<b>EXTENDED COST</b>
<b>POLICE SERVICES</b>	Ballistic Vest	Replace bullet proof vests (7)	REPLACE	7	1,000	7,000
	Rifles	Replace rifles (3) - SWAT	REPLACE	3	2,500	7,500
	Glocks	Replace glocks (75)	REPLACE	75	224	16,800
	K9	Replace K9	REPLACE	1	10,000	10,000
	Vehicle	Replace patrol unit vehicle	REPLACE	1	45,000	45,000
	Vehicle	Replace patrol unit vehicle	REPLACE	1	45,000	45,000
	Vehicle	Replace patrol unit vehicle	REPLACE	1	45,000	45,000
	Taser	Replace Tasers (5)	REPLACE	5	3,000	15,000
<b>TOTAL POLICE SERVICES</b>						<b>191,300</b>
<b>PUBLIC SERVICES</b>	Equipment	Replace z-track mowers (VIN -10408, VIN - 10847)	REPLACE	1	25,000	25,000
	Equipment	Replace off-road vehicle #1	REPLACE	1	38,000	38,000
	Vehicle	Replace Bobcat utility vehicle & mower attachments	REPLACE	1	58,500	58,500
	Vehicle	Replace vehicle #57	REPLACE	1	50,000	50,000
	Vehicle	Replace vehicle #26	REPLACE	1	50,000	50,000
	Vehicle	Replace flatbed truck #70	REPLACE	1	73,000	73,000
	Vehicle	Replace vehicle #64	REPLACE	1	30,000	30,000
	Vehicle	Replace vehicle #38	REPLACE	1	50,000	50,000
	Vehicle	Replace van #20	REPLACE	1	35,000	35,000
<b>TOTAL PUBLIC SERVICES</b>						<b>409,500</b>
<b>TOTAL VEHICLE/EQUIPMENT REPLACEMENT</b>						<b>600,800</b>

**CITY OF SAN RAMON - I/S EQUIPMENT  
FY 2019-20**

<b>DEPARTMENT</b>	<b>DESCRIPTION</b>	<b>PURPOSE</b>	<b>NEW OR REPLACE</b>	<b>#</b>	<b>UNIT COST</b>	<b>EXTENDED COST</b>
<b>CITY COUNCIL</b>	Personal Computer	Replacement	REPLACE	1	1,400	1,400
<b>CITY CLERK</b>	Personal Computer	Replacement	REPLACE	1	1,400	1,400
<b>CITY ATTORNEY</b>	Personal Computer	Replacement	REPLACE	1	1,650	1,650
<b>CITY MANAGER</b>	Personal Computer	Replacement	REPLACE	2	1,400	2,800
<b>ADMINISTRATIVE SERVICES</b>	Personal Computer	Replacement	REPLACE	7	1,400	9,800
	Laptop	Replacement	REPLACE	2	1,400	2,800
	Printer-Color	Replacement	REPLACE	2	350	700
	Printer-Monochrome	Replacement	REPLACE	3	250	750
	Microsoft server 2019, vmware licenses, and office 365 Vxrail node, wireless controllers, cisco switches	Replacement	REPLACE	1	20,000	20,000
		Replacement	REPLACE	1	37,000	37,000
<b>COMMUNITY DEVELOPMENT</b>	Personal Computer	Replacement	REPLACE	6	1,400	8,400
	Printer-Monochrome	Replacement	REPLACE	1	250	250
	Large multi-tray printer	Replacement	REPLACE	1	1,500	1,500
	Ipad Service Fees	Service Fee	SERVICE	1	306	306
	Cell Phone Charges	Service Fee	SERVICE	1	2,794	2,794
<b>PUBLIC WORKS</b>	Personal Computer	Replacement	REPLACE	13	1,400	18,200
	Laptop	Replacement	REPLACE	3	1,400	4,200
	Printer-Color	Replacement	REPLACE	2	350	700
	Printer-Monochrome	Replacement	REPLACE	5	250	1,250
<b>POLICE SERVICES</b>	Personal Computer	Replacement	REPLACE	16	1,400	22,400
	Laptop	Replacement	REPLACE	6	1,400	8,400
	Printer-Monochrome	Replacement	REPLACE	5	250	1,250
	Virtual Host Servers	Replacement	REPLACE	1	97,400	97,400
<b>PARKS &amp; COMMUNITY SERVICES</b>	Personal Computer	Replacement	REPLACE	15	1,400	21,000
	Laptop	Replacement	REPLACE	4	1,400	5,600
	Printer-Monochrome	Replacement	REPLACE	1	250	250
	Printer-Color	Replacement	REPLACE	2	350	700
	Server - Standard	Replacement	REPLACE	3	9,800	29,400
<b>TOTAL I/S REPLACEMENT</b>						<b>302,300</b>

# **CAPITAL IMPROVEMENT PROGRAM**



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## **City of San Ramon**

# **CAPITAL IMPROVEMENT PROGRAM**

This section of the budget contains a summarized version of the adopted Capital Improvement Program (CIP) projects. The CIP document is prepared separately by the Public Works Department / Engineering Services Division, and specific project details (including projected operating budget impacts) can be found within the CIP document. The CIP can be obtained by contacting the Public Works Department Director.

A CIP is a multi-year planning instrument used by the City of San Ramon to identify needed capital projects and to coordinate the financing and timing of improvements in a way that maximizes the return to the public.

The CIP is a comprehensive five-year plan of capital investment projects, which identifies priorities as to need, method of financing, cost and revenue that will result during the five years.

The program is a guide for identifying current and future fiscal year requirements and becomes the basis for determining the annual Capital Budget.

The first year of the CIP is called the “Capital Budget”. The Capital Budget is incorporated into the Annual Budget, which appropriates funds for specific facilities and improvements. Projects slated for subsequent years in the program are approved on a planning basis and do not receive ultimate expenditure authority until they are eventually incorporated in a Capital Budget. Each year when the CIP is reviewed, the program is moved forward one year and the previous second year of the CIP, as modified after review, becomes the Capital Budget.



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**CITY OF SAN RAMON  
CAPITAL PROJECTS FUND  
REVENUE - EXPENDITURES - FUND BALANCE**

	<b>Capital Projects Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>\$ 17,904,113</b>
<b><u>PROJECTED REVENUES</u></b>	
Intergovernmental	2,556,000
Interest Revenue	100,000
Miscellaneous Revenue	14,000
<b>Total Revenues</b>	<u>2,670,000</u>
<b>Transfers In</b>	<u>11,842,724</u>
<b>TOTAL SOURCES OF FUND</b>	<u>14,512,724</u>
<b><u>PROJECTED EXPENDITURES</u></b>	
Circulation	7,717,005
Planning	500,000
Signal	759,257
Parks	963,711
Landscaping	1,944,662
Drainage	226,000
Facilities	5,712,351
Other	1,030,000
Public Works Administration	187,332
<b>Total Expenditures</b>	<u>19,040,318</u>
<b>Transfers Out</b>	<u>100,000</u>
<b>TOTAL USES OF FUND</b>	<u>19,140,318</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>(4,627,594)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	<b><u>\$ 13,276,519</u></b>



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## Capital Improvement Program 2019/20 - 2023/24

### PROJECTS THAT WILL BE UNDERTAKEN IN FY 2019-20



No	Prj #	Project Name	Prior Years	2019-20	2020-21	2021-22	2022-23	2023-24	Total 5Yr	Beyond 5Yr	Total Proj
1	955423	ADA and Safety Regulations for Playground Upgrades	\$1,170,775	<b>\$4,120</b>	\$4,244	\$15,298	\$118,178	\$121,724	\$263,564	\$3,629,236	\$5,063,575
2	905607	Alcosta Blvd. / Broadmoor Dr. Median Modification	\$50,000	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$50,000
3	905602	Alcosta Blvd. Pavement Rehabilitation (Montevideo/Fircrest)	\$1,176,000	<b>\$200,000</b>	\$1,904,000	\$0	\$0	\$0	\$2,104,000	\$0	\$3,280,000
4	200002	Alcosta Senior & Community Center Renovation	\$0	<b>\$964,300</b>	\$0	\$0	\$0	\$0	\$964,300	\$0	\$964,300
5	300007	Bent Creek Zone Improvements - Zone 7	\$0	<b>\$32,500</b>	\$27,500	\$20,000	\$26,000	\$0	\$106,000	\$200,000	\$306,000
6	975606	Bollinger Canyon & Crow Canyon Roads Traffic Signals ATSPM	\$677,356	<b>\$150,000</b>	\$0	\$0	\$0	\$0	\$150,000	\$0	\$827,356
7	905530	Bollinger Canyon Rd. / Iron Horse Trail Bicycle Pedestrian Overcrossing	\$2,519,650	<b>\$2,511,000</b>	\$4,800,000	\$6,500,000	\$4,989,000	\$0	\$18,800,000	\$0	\$21,319,650
8	905325	Bollinger Canyon Rd. Widening (Alcosta to Canyon Lakes) (C1.5)	\$2,681,935	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$2,681,935
9	905324	Bollinger Canyon Rd. Widening 8 Lanes (Alcosta / SRVB) (C2.1)	\$11,287,601	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$11,287,601
10	5603	Bollinger Canyon Road Frontage Improvements	\$500,000	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$500,000
11	300003	Canyon Lakes Zone Improvements - Zone 3	\$0	<b>\$70,000</b>	\$21,000	\$0	\$0	\$0	\$91,000	\$0	\$91,000
12	935404	Centralized Irrigation System Upgrade	\$923,639	<b>\$97,000</b>	\$97,000	\$97,000	\$97,000	\$97,000	\$485,000	\$160,000	\$1,568,639
13	300015	Circle E Zone Improvements - Zone 15	\$0	<b>\$55,000</b>	\$2,500	\$2,500	\$2,500	\$2,500	\$65,000	\$52,000	\$117,000
14	925432	City Facilities Floor Covering Replacement	\$463,488	<b>\$38,882</b>	\$823,848	\$39,200	\$125,891	\$218,560	\$1,246,381	\$3,589,968	\$5,299,837
15	925425	City Facilities HVAC Duct Cleaning and Equipment Replacement	\$1,844,942	<b>\$25,000</b>	\$45,930	\$25,000	\$45,259	\$2,525,000	\$2,666,189	\$3,053,381	\$7,564,512
16	925433	City Facilities Roof Covering Maintenance and Replacement	\$823,791	<b>\$25,000</b>	\$725,000	\$25,000	\$25,000	\$25,000	\$825,000	\$3,845,958	\$5,494,749

## Capital Improvement Program 2019/20 - 2023/24

### PROJECTS THAT WILL BE UNDERTAKEN IN FY 2019-20



No	Prj #	Project Name	Prior Years	2019-20	2020-21	2021-22	2022-23	2023-24	Total 5Yr	Beyond 5Yr	Total Proj
17	200001	City Hall Reconfiguration	\$0	<b>\$2,931,000</b>	\$0	\$0	\$0	\$0	\$2,931,000	\$0	\$2,931,000
18	935465	City Signage Project	\$448,797	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$448,797
19	945485	Citywide Aerial Mapping and GIS Support	\$269,843	<b>\$0</b>	\$10,000	\$0	\$10,000	\$0	\$20,000	\$100,000	\$389,843
20	905613	Citywide Bicycle Network Improvements & Enhancements	\$118,364	<b>\$57,136</b>	\$90,900	\$153,700	\$40,200	\$19,800	\$361,736	\$47,619,900	\$48,100,000
21	915548	Citywide Drainage Infrastructure Repairs	\$2,325,805	<b>\$226,000</b>	\$279,472	\$55,000	\$55,000	\$55,000	\$670,472	\$1,500,000	\$4,496,277
22	925532	Citywide Exterior Painting & Sealing	\$414,015	<b>\$0</b>	\$88,200	\$140,000	\$78,400	\$0	\$306,600	\$426,990	\$1,147,605
23	975594	Citywide Intelligent Transportation System Upgrade	\$50,000	<b>\$383,800</b>	\$1,100,000	\$3,000,000	\$1,800,000	\$3,200,000	\$9,483,800	\$17,466,200	\$27,000,000
24	300002	Citywide Landscaping Zone Improvements - Zone 2	\$0	<b>\$114,000</b>	\$94,000	\$94,000	\$94,000	\$94,000	\$490,000	\$300,000	\$790,000
25	300001	Citywide Lighting Zone Improvements - Zone 1	\$0	<b>\$30,000</b>	\$30,000	\$30,000	\$52,000	\$52,000	\$194,000	\$1,000,000	\$1,194,000
26	300021	Citywide Lighting Zone Street Lights Improvements - Zone 1	\$0	<b>\$50,000</b>	\$0	\$0	\$300,000	\$0	\$350,000	\$0	\$350,000
27	955584	Citywide Parks Amenities Replacement and Improvements	\$1,798,767	<b>\$452,646</b>	\$832,230	\$589,074	\$803,890	\$1,012,525	\$3,690,365	\$4,393,977	\$9,883,109
28	400002	Comprehensive Street Camera Installation	\$0	<b>\$780,000</b>	\$0	\$0	\$0	\$0	\$780,000	\$0	\$780,000
29	905312	Crow Canyon Rd. / Barbados Dr. Intersection	\$10,000	<b>\$0</b>	\$165,000	\$0	\$0	\$0	\$165,000	\$0	\$175,000
30	905576	Crow Canyon Rd. Pavement Rehab (Alcosta/Dougherty)	\$2,065,000	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$2,065,000
31	905328	Crow Canyon Rd. Widening 4 - 6 Lanes (Alcosta to West Branch) (C 1.10)	\$3,613,560	<b>\$1,132,840</b>	\$4,075,000	\$0	\$0	\$0	\$5,207,840	\$3,175,000	\$11,996,400
32	969007	Crow Canyon Specific Plan Update	\$250,000	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$250,000
33	300013	Crown Ridge Zone Improvements - Zone 13	\$0	<b>\$40,000</b>	\$5,000	\$5,000	\$5,000	\$5,000	\$60,000	\$40,000	\$100,000

## Capital Improvement Program 2019/20 - 2023/24

### PROJECTS THAT WILL BE UNDERTAKEN IN FY 2019-20



No	Prj #	Project Name	Prior Years	2019-20	2020-21	2021-22	2022-23	2023-24	Total 5Yr	Beyond 5Yr	Total Proj
34	300008	Deerwood Zone Improvements - Zone 8	\$0	<b>\$55,000</b>	\$10,000	\$10,000	\$0	\$0	\$75,000	\$0	\$75,000
35	925574	Dougherty Valley Aquatic Center Equipment Replacement	\$1,304,920	<b>\$117,937</b>	\$69,952	\$148,708	\$73,952	\$54,800	\$465,349	\$1,572,369	\$3,342,638
36	935564	Dougherty Valley Tree Management Program	\$1,556,246	<b>\$979,262</b>	\$0	\$0	\$0	\$0	\$979,262	\$0	\$2,535,508
37	5585	Faria Preserve Parkway	\$4,500,000	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$4,500,000
38	945589	Financial System Upgrade & PCS Class & Facilities Registration Software	\$2,067,850	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$2,067,850
39	925583	Forest Home Farms ADA Pathway and Parking Lot Improvements	\$125,000	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$485,000	\$610,000
40	955478	Fountain Repairs and Replacement	\$1,094,532	<b>\$98,848</b>	\$106,160	\$3,920	\$0	\$0	\$208,928	\$325,600	\$1,629,060
41	300014	Four Oaks Zone Improvements - Zone 14	\$0	<b>\$6,000</b>	\$0	\$0	\$5,000	\$0	\$11,000	\$0	\$11,000
42	969003	General Plan Update	\$339,575	<b>\$500,000</b>	\$0	\$0	\$0	\$0	\$500,000	\$0	\$839,575
43	300019	Glass House Zone Improvements - Zone 19	\$0	<b>\$5,000</b>	\$0	\$0	\$0	\$0	\$5,000	\$9,000	\$14,000
44	925515	Interior Amenities Renovation	\$712,065	<b>\$148,544</b>	\$223,298	\$155,175	\$29,781	\$40,284	\$597,082	\$3,316,235	\$4,625,382
45	955516	Irrigation Booster Pump Installation	\$405,228	<b>\$85,000</b>	\$210,000	\$135,000	\$135,000	\$185,000	\$750,000	\$1,996,686	\$3,151,914
46	975609	Norris Canyon Rd. / Bishop Dr. Intersection Modification	\$154,000	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$154,000
47	300010	Old Ranch Estates Zone Improvements - Zone 10	\$0	<b>\$27,500</b>	\$25,000	\$20,000	\$7,500	\$7,500	\$87,500	\$0	\$87,500
48	300018	Old Ranch Summit Zone Improvements - Zone 18	\$0	<b>\$35,000</b>	\$0	\$0	\$0	\$0	\$35,000	\$40,000	\$75,000
49	945572	Open Space Preservation	\$850,000	<b>\$0</b>	\$500,000	\$0	\$0	\$0	\$500,000	\$0	\$1,350,000
50	905438	Parking Lot Pavement Maintenance	\$184,548	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$391,273	\$575,821
51	959008	Parks and Community Services Master Plan	\$204,948	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$204,948
52	905568	Pavement Management 2019	\$4,309,216	<b>\$475,000</b>	\$0	\$0	\$0	\$0	\$475,000	\$0	\$4,784,216

## Capital Improvement Program 2019/20 - 2023/24

### PROJECTS THAT WILL BE UNDERTAKEN IN FY 2019-20



No	Prj #	Project Name	Prior Years	2019-20	2020-21	2021-22	2022-23	2023-24	Total 5Yr	Beyond 5Yr	Total Proj
53	000001	Pavement Management 2020	\$0	<b>\$2,903,029</b>	\$1,450,000	\$0	\$0	\$0	\$4,353,029	\$0	\$4,353,029
54	905544	Pavement Repair - Stop Gap 2018/2019	\$400,000	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$400,000
55	000002	Pavement Repair - Stop Gap 2020/2021	\$0	<b>\$400,000</b>	\$0	\$0	\$0	\$0	\$400,000	\$0	\$400,000
56	955482	Public Art in Parks	\$264,700	<b>\$0</b>	\$40,000	\$40,000	\$0	\$40,000	\$120,000	\$0	\$384,700
57	5540	Purdue Road Extension	\$823,132	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$823,132
58	975481	Radar Speed Display Sign	\$121,964	<b>\$0</b>	\$31,000	\$0	\$0	\$0	\$31,000	\$0	\$152,964
59	925590	Recreation Program and Facilities Equipment Replacement	\$330,245	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$330,245
60	500001	Ring & Rock Fountain Conversion	\$0	<b>\$248,097</b>	\$0	\$0	\$0	\$0	\$248,097	\$0	\$248,097
61	905612	Safe Routes to School (SRTS) Enhancements	\$7,000	<b>\$38,000</b>	\$7,000	\$7,000	\$7,000	\$7,000	\$66,000	\$0	\$73,000
62	200003	San Ramon Community Center Renovation	\$0	<b>\$1,300,000</b>	\$0	\$0	\$0	\$0	\$1,300,000	\$0	\$1,300,000
63	925479	San Ramon Olympic Pool Equipment Replacement	\$1,895,982	<b>\$161,688</b>	\$86,304	\$1,254,798	\$78,277	\$31,670	\$1,612,737	\$1,306,003	\$4,814,722
64	5586	San Ramon Valley Blvd. / Deerwood Road Intersection Improvements	\$350,000	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$350,000
65	5461	San Ramon Valley Blvd. / Purdue Rd. Traffic Signal	\$350,000	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$350,000
66	955566	Shade Structure Improvement	\$131,667	<b>\$75,000</b>	\$0	\$0	\$0	\$0	\$75,000	\$1,688,761	\$1,895,428
67	945547	Sidewalk Repairs 2018/2019	\$478,813	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$478,813
68	400001	Sidewalk Repairs 2020/2021	\$0	<b>\$250,000</b>	\$0	\$0	\$0	\$0	\$250,000	\$0	\$250,000
69	935488	Street Landscape Planting Renovation	\$1,692,305	<b>\$250,000</b>	\$250,000	\$250,000	\$250,000	\$250,000	\$1,250,000	\$2,670,850	\$5,613,155
70	300005	Summerwood Loop Zone Improvements - Zone 5	\$0	<b>\$25,000</b>	\$0	\$20,000	\$0	\$8,000	\$53,000	\$489,645	\$542,645
71	905381	Traffic Calming Program	\$191,484	<b>\$0</b>	\$10,000	\$10,000	\$10,000	\$10,000	\$40,000	\$0	\$231,484

**Capital Improvement Program 2019/20 - 2023/24**  
**PROJECTS THAT WILL BE UNDERTAKEN IN FY 2019-20**



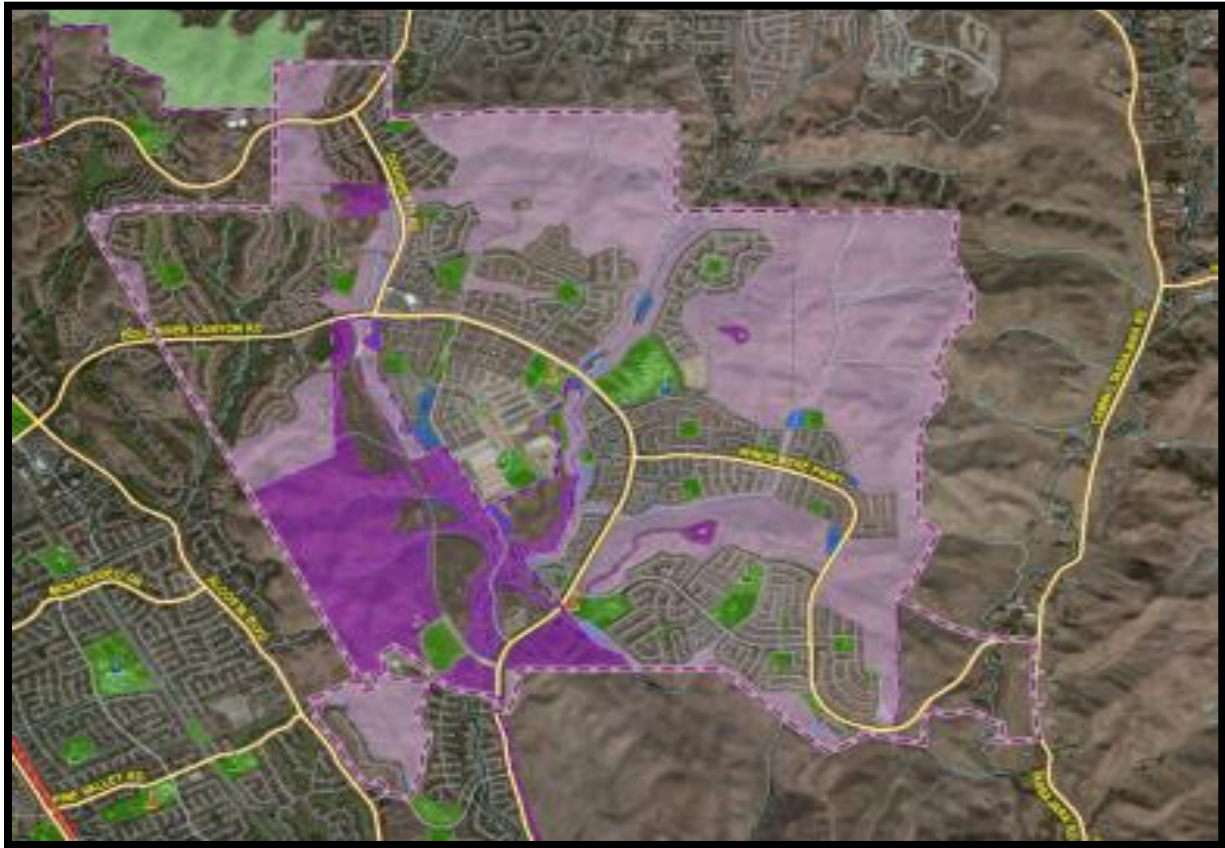
No	Prj #	Project Name	Prior Years	2019-20	2020-21	2021-22	2022-23	2023-24	Total 5Yr	Beyond 5Yr	Total Proj
72	975526	Traffic Signals Improvements & Enhancements	\$760,557	<b>\$225,457</b>	\$223,160	\$211,367	\$218,102	\$148,212	\$1,026,298	\$3,032,171	\$4,819,026
73	300011	Village Parkway Zone Improvements - Zone 11	\$0	<b>\$26,400</b>	\$5,000	\$5,000	\$5,000	\$0	\$41,400	\$6,700	\$48,100
74	300006	West Branch Zone Improvements - Zone 6	\$0	<b>\$47,000</b>	\$19,000	\$91,000	\$17,000	\$7,000	\$181,000	\$290,000	\$471,000
<b>Totals</b>			<b>\$61,089,305</b>	<b>\$18,852,986</b>	<b>\$18,486,698</b>	<b>\$13,152,740</b>	<b>\$9,503,930</b>	<b>\$8,217,575</b>	<b>\$68,213,929</b>	<b>\$108,172,903</b>	<b>\$237,476,137</b>

\*Includes City Funded Projects Only. For complete list of Projects, see Final Five-Year 2019-2024 CIP.



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# GEOLOGIC HAZARD ABATEMENT DISTRICT





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# **GEOLOGIC HAZARD ABATEMENT DISTRICT**

## **GHAD Board**

Bill Clarkson  
Board Chairperson

Scott Perkins  
Board Vice Chairperson

David E. Hudson  
Board Member

Phil O'Loane  
Board Member

Sabina Zafar  
Board Member

## **GHAD Officers**

Joe Gorton  
District Manager

Maria Fierner  
Deputy District Manager

Robin Bartlett  
District Engineer

Eva Phelps  
District Treasurer

Martin Lysons  
District Counsel



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# **GEOLOGIC HAZARD ABATEMENT DISTRICT**

## **Board Work Plan and Budget**

### ***Statement of Purpose***

*The purpose of the GHAD is to provide a funding mechanism to prevent, mitigate, abate, or control a geologic hazard; and to mitigate or abate structural hazards that are partly or wholly caused by geologic hazards. The geologic hazards addressed by the GHAD's Plan of Control include actual or threatened landslides, land subsidence, soil erosion, expansive soils and earthquakes.*

### ***Background***

The Dougherty Valley GHAD (DV GHAD) was formed in 1990, pursuant to the Public Resource Code of the State of California, Section 26500, and included the West Branch area. The DV GHAD Board subsequently annexed Gale Ranch and Windermere developments into the GHAD in 1997 and, in 2007 and 2008, respectively, the Board voted to annex the Old Ranch Summit development, and Silva Property. The Northwest San Ramon GHAD (NWSR GHAD) was formed in 2017 to provide services to The Preserve (Faria) Project. The City Council serves as the Board of Directors for both GHADs.

Initially, Shapell Industries, developers of the West Branch project, performed the DV GHAD maintenance activities. The DV GHAD assessments began in FY 1995/96 with the adoption of an assessment of \$100 per residential unit and \$0.032 per non-residential square foot, and established an assessment limit of \$250 per residential unit per year and \$0.10 per non-residential square foot per year. The DV GHAD assessments have been periodically raised and the proposed FY 2019/20 assessments will be \$163.37 per residential unit and \$0.0523 per square foot for non-residential buildings, based on the most recent Reserve Fund Study. The DV GHAD obtains minor income from access leases, inspection fees, and an agricultural grazing lease.

The NWSR GHAD does not have any maintenance responsibilities at this time. Maintenance will remain the responsibility of the developer until such time as the NWSR GHAD reserve is at least \$1,000,000, and properties are transferred to the NWSR GHAD for ownership. The assessment will be at \$1,428 per assessment unit with individual residences being charged between 0.45 and 1.0 assessment units, depending on type.

# GEOLOGIC HAZARD ABATEMENT DISTRICT

## *Budgets*

As stated above, the NWSR GHAD does not have any maintenance responsibilities at this time. Maintenance will remain the responsibility of the developer until such time as the NWSR GHAD reserve is at least \$1,000,000, and properties are transferred to the NWSR GHAD for ownership. However, assessments will be made as the building of homes progresses. Revenue will be used to build a reserve needed to support maintenance and respond to non-routine maintenance requirements such as landslides.

## *Significant Accomplishments FY 2018-19*

- Submitted FY 18/19 DV GHAD assessment rolls to the County by August deadline
- Prepared the DV GHAD Engineer’s Report for FY 2019/20, presented it to the DV GHAD Board and held a public hearing to set DV GHAD assessments
- Maintained DV GHAD properties and infrastructure

## *Major Action Plan Items FY 2019-20*

		Completion By	Council Priorities/ Goals
1.	Undertake repair of concrete paths damaged by settlement, slope creep, and soil heave throughout GHAD	DEC 2019	P4, P6
2.	Maintain DV GHAD properties and infrastructure	On-going	P4, P6
3.	Respond to any new erosion and landslides that may occur	On-going	P4, P6
4.	Process parcels for acceptance by the DV GHAD	On-going	P4, P6
5.	Conduct annual monitoring	On-going	P4, P6
6.	Prepare Engineer’s Report and Reserve Fund Study for public hearing and GHAD Board approval	MAY 2020	P4, P6

# **GEOLOGIC HAZARD ABATEMENT DISTRICT**

## *Budget Notes FY 2019-20*

- None



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**CITY OF SAN RAMON  
GEOLOGICAL HAZARD ABATEMENT DISTRICT  
REVENUE - EXPENDITURE - FUND BALANCE**

	<b>DV GHAD Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>\$ 11,854,527</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	1,946,092
Intergovernmental	
Licenses and Permits	6,000
Charges for Services	
Interest Revenue	59,273
Development Fees	
Miscellaneous Revenue	47,685
<b>Total Revenue</b>	<b>2,059,050</b>
<b>Transfers In</b>	
<b>TOTAL SOURCES OF FUND</b>	<b>2,059,050</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Public Works	770,744
<b>Total Expenditures</b>	<b>770,744</b>
<b>Transfers Out</b>	
General Fund	77,098
Capital Projects Fund	
Other	
<b>Total Transfers Out</b>	<b>77,098</b>
<b>TOTAL USES OF FUND</b>	<b>847,842</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>1,211,208</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	<b>\$ 13,065,735</b>

**CITY OF SAN RAMON  
GEOLOGICAL HAZARD ABATEMENT DISTRICT  
REVENUE - EXPENDITURE - FUND BALANCE**

	<b>NWSR GHAD Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>\$ -</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	296,738
Intergovernmental	
Licenses and Permits	
Charges for Services	
Interest Revenue	
Development Fees	
Miscellaneous Revenue	
<b>Total Revenue</b>	<u>296,738</u>
<b>Transfers In</b>	<u>                    </u>
<b>TOTAL SOURCES OF FUND</b>	<u>296,738</u>
<b><u>PROJECTED EXPENDITURES</u></b>	
Public Works	
<b>Total Expenditures</b>	<u>-</u>
<b>Transfers Out</b>	
General Fund	
Capital Projects Fund	
Other	
<b>Total Transfers Out</b>	<u>-</u>
<b>TOTAL USES OF FUND</b>	<u>-</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>296,738</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	<b><u><u>\$ 296,738</u></u></b>



**CITY OF SAN RAMON  
 GEOLOGICAL HAZARD ABATEMENT DISTRICT  
 REVENUE - EXPENDITURE - FUND BALANCE**

	<b>TOTAL</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>\$ 11,854,527</b>
 <b><u>PROJECTED REVENUES</u></b>	
Assessments	2,242,830
Intergovernmental	
Licenses and Permits	6,000
Charges for Services	
Interest Revenue	59,273
Development Fees	
Miscellaneous Revenue	47,685
<b>Total Revenue</b>	<b>2,355,788</b>
 <b>Transfers In</b>	 
 <b>TOTAL SOURCES OF FUND</b>	 <b>2,355,788</b>
 <b><u>PROJECTED EXPENDITURES</u></b>	
Public Works	770,744
<b>Total Expenditures</b>	<b>770,744</b>
 <b>Transfers Out</b>	
General Fund	77,098
Capital Projects Fund	
Other	
<b>Total Transfers Out</b>	<b>77,098</b>
 <b>TOTAL USES OF FUND</b>	 <b>847,842</b>
 <b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	 <b>1,507,946</b>
 <b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	 <b>\$ 13,362,473</b>



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# HOUSING SUCCESSOR



**Affordable Housing Properties**



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**City of San Ramon**  
**HOUSING SUCCESSOR AGENCY**

**Work Plan and Budget**

*Statement of Purpose*

*The purpose of the Housing is to ensure that housing programs and projects are implemented to create, preserve, and improve housing in the City of San Ramon.*

*Background*

On June 11, 2013, Council approved Resolution No. 2013-063 selecting the City as the Housing Successor and formally approved the transferring of all housing assets to the City.

*Significant Accomplishments*  
**FY 2018-19**

- Continued to support the Crime Free Multi-Housing Program
- Continued to monitor the Housing Rehabilitation Program

*Major Action Plan Items*  
**FY 2019-20**

		Completion By	Council Priorities / Goals
1.	Continue to support the Crime Free Multi-Housing Program	On-going	P6
2.	Continue to monitor the Housing Rehabilitation Program	On-going	P6



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**CITY OF SAN RAMON  
HOUSING SUCCESSOR  
REVENUE-EXPENDITURES-FUND BALANCE**

		<b>Housing Successor</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2019</b>	<b>\$</b>	<b>3,135,787</b>
<b><u>PROJECTED REVENUES</u></b>		
Interest Revenue		
In Lieu Fees		
Miscellaneous		1,000,000
Sale of Property		
<b>Total Revenues</b>		<b>1,000,000</b>
<b>Transfers In</b>		
Bond Proceeds		
Other		
<b>Total Transfers In</b>		<b>-</b>
<b>TOTAL SOURCES OF FUND</b>		<b>1,000,000</b>
<b><u>PROJECTED EXPENDITURES</u></b>		
Housing Programs		126,780
<b>Total Expenditures</b>		<b>126,780</b>
<b>Transfers Out</b>		
Capital Projects		
General Fund		
<b>Total Transfers Out</b>		<b>-</b>
<b>TOTAL USES OF FUND</b>		<b>126,780</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		<b>873,220</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2020</b>	<b>\$</b>	<b>4,009,007</b>

**CITY OF SAN RAMON  
SUMMARY OF DEPARTMENTAL BUDGET  
HOUSING SUCCESSOR**

**Expenditure Summary By Division**

<b>Description</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Actual</b>	<b>18/19 Final</b>	<b>19/20 Adopted</b>
Housing Administration/Programs	\$ 837,827	\$ 520,392	\$ 635,548	\$ 633,135	\$ 126,780
Total	<u>\$ 837,827</u>	<u>\$ 520,392</u>	<u>\$ 635,548</u>	<u>\$ 633,135</u>	<u>\$ 126,780</u>

**Expenditure Summary By Category**

<b>Description</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Actual</b>	<b>18/19 Final</b>	<b>19/20 Adopted</b>
Personnel Services	\$ 825,290	\$ 510,558	\$ 629,216	\$ 632,535	\$ 126,780
Contract Services	12,537	9,834	6,332	600	
Materials and Supplies					
Other Costs					
Total Expenditures	<u>\$ 837,827</u>	<u>\$ 520,392</u>	<u>\$ 635,548</u>	<u>\$ 633,135</u>	<u>\$ 126,780</u>

**Revenue Summary**

<b>Description</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Actual</b>	<b>18/19 Final</b>	<b>19/20 Adopted</b>
Total Revenue	<u>\$ 723,787</u>	<u>\$ 3,421</u>	<u>\$ (617,506)</u>	<u>\$ 1,000,000</u>	<u>\$ 1,000,000</u>



**CITY OF SAN RAMON  
SUMMARY OF DEPARTMENTAL BUDGET  
HOUSING SUCCESSOR**

**Program Summary**

<b>Description</b>	<b>Program Expenditures</b>	<b>Program Revenue</b>	<b>Net Program Cost</b>
Housing Administration/Programs	\$ 126,780	\$1,000,000	\$ (873,220)
Program Totals	<u>\$ 126,780</u>	<u>\$1,000,000</u>	<u>\$ (873,220)</u>



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# APPENDICES



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# City of San Ramon

## GLOSSARY OF TERMS

**Account Balance:** Total dollars remaining in an account after current expenditures for operations and capital improvements are subtracted.

**Accrual Basis:** A basis of accounting in which transactions are recognized at the time they are incurred, as opposed to when cash is received or spent.

**Activity:** Departmental efforts which contribute to the achievement of a specific set of program objectives.

**Actual:** Actual level of expenditures approved for fiscal year noted.

**Adjusted Budget:** Adjustment to the adopted budget made during the current fiscal year.

**Adopted Budget:** A budget that has been legally approved by the governing body.

**Adoption:** Formal action by the City Council, which sets the spending limits for the fiscal year. The City's budget is adopted by Council Resolution.

**Appropriation:** An authorization by the City Council to make expenditures and to incur obligations for a specific purpose.

**Appropriations Limit:** Article XIII B, of the California Constitution, was amended by Proposition 4, "The Gann Initiative", in 1979. This Article limits growth in government spending to changes in population and inflation, by multiplying the limit for the prior year, by the percentage change in the cost of living (or per capita personal income, whichever is lower); then multiplying the figure resulting from the first step, by the percentage change in population. The base year limit (FY 1978-79) amount consists of all tax proceeds appropriated in that year. The Appropriations Limit calculation worksheet can be found in the Budget Summaries section.

**Assessed Valuation:** The valuation is established upon real estate and certain personal property by the Assessor as a basis for levying property taxes.

**Assessment:** Revenue collected for City services, which benefit properties in specific areas or districts.

**Assets:** Property owned by the City for which monetary value has been established.

**Audit:** Prepared by an independent Certified Public Accountant (CPA), the primary objective of an audit is to determine if the City's Financial Statements present fairly the City's financial position and results of operations in conformity with generally accepted accounting principles. In conjunction with their performance of an audit, it is customary for an independent auditor to issue a Management Letter stating the adequacy of the City's internal controls, as well as recommending improvements to the City's financial management practices.

# City of San Ramon

## GLOSSARY OF TERMS

**Authorized Positions:** These are employee positions, which are authorized in the adopted budget, to be filled during the year.

**Beginning Fund Balance:** This is the balance that is available in a fund, from the end of the prior year, for the use in the following year.

**Bonds:** A bond is a written promise to pay a specified sum of money (called the face value or principle amount) at a specified date or dates in the future (called the maturity date) together with period interest at a specified rate.

**Budget:** A plan of financial activity for a specified period of time (fiscal year end) indicating all planned revenue and expenses for the budget period.

**Budget Amendment:** The City Council has the sole responsibility for adopting the City's budget, and may amend or supplement the budget at any time after adoption. The City Manager has the authority to approve administrative adjustments to the budget as outlined in the Financial and Administrative Policies set by Council.

**Budget Calendar:** The schedule of key dates which a government follows in the preparation and adoption of the budget.

**Budget Document:** The instrument used by the budget-making authority to present a comprehensive financial program to the appropriating body.

**Budget Message:** A general outline of the budget which includes comments regarding the City's financial status at the time of the message, and recommendations regarding the financial policies for the coming period.

**Capital Budget:** The appropriation of funds for improvement to facilities, and other infrastructure.

**Capital Improvement Program (CIP):** The program or schedule of expenditures for major construction of roads, sidewalks, City facilities and/or park improvements and for the purchase of equipment. San Ramon's CIP follows a five-year schedule and includes projects which cost \$25,000 or more to complete. The City adopts the CIP budget in a process which is an ongoing plan of single and multiple year capital expenditures, and is updated annually.

**Capital Outlay:** Fixed assets, which have a value of \$5,000 or more and have a useful economic life of more than one (1) year.

**Capital Project:** Major construction, acquisition, or renovation activities which add value to a government's physical assets or significantly increase their useful life; also called capital improvements.

# City of San Ramon

## GLOSSARY OF TERMS

**Contingency:** An appropriation of funds to cover unforeseen events that occur during the fiscal year such as federal mandates, shortfalls in revenue, and similar eventualities.

**Contract Services:** This is an agreement for a specific term in professional or contractual service.

**Debt Service:** The cost of paying principal and interest on borrowed money according to the predetermined payment schedule.

**Defer:** The means to delay expenditure until a future budget year.

**Department:** A major organizational unit of the City with overall management responsibility for an operation or a group of related operations within a functional area. In San Ramon, Department Heads are the chief administrators within a department. Program Managers typically report to either the Department Head or a Division Manager.

**Division:** An organization sub-unit of a department, which encompasses a substantial portion of the duties assigned to a department.

**Encumbrance:** The commitment of appropriated funds for future expenditures.

**Expenditure:** The outflow of funds paid or to be paid for an asset obtained or goods and services obtained. Note: An encumbrance is not an expenditure an encumbrance reserves funds to be expended.

**Fiscal Year:** The period designated by the City for the beginning and ending of financial transactions. In San Ramon, this period of time is July 1 through June 30.

**Fixed Assets:** These are non-consumable assets of a long-term nature such as land, buildings, machinery, furniture, and other equipment. The City has defined such assets as those with an expected life in excess of one (1) year and an acquisition cost in excess of \$5,000.

**Full-Time Equivalent (FTE):** The decimal equivalent of a position converted to a full-time basis. For example, one person working half time would count as 0.50 FTE; one person working full-time would count as 1.0 FTE. Elected positions are budgeted however; they are not included in net FTE totals.

# City of San Ramon

## GLOSSARY OF TERMS

**Fund:** Municipal governments organize and operate their accounting systems on a fund basis. The formal definition of the fund is an independent financial and accounting entity with a self-balancing set of accounts in which cities record financial transactions relating to revenue, expenditures, assets, and liabilities. Each fund has a budget with exception of the General Fund (which accounts for general-purpose actions and has unrestricted revenue sources). Each remaining fund typically has a unique funding source and purpose. Establishing funds enables the City to account for the use of restricted revenue sources and carry on specific activities or pursue specific objectives.

**Fund Balance:** The fund balance is the excess of the assets of a fund over its liabilities, reserves, and carryover.

**Generally Accepted Accounting Principles (GAAP):** Uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statements of an entity. GAAP encompass the conventions, rules and procedures necessary to define accepted accounting practice at a particular time. The primary authoritative body on the application of GAAP to State and local governments is the Government Accounting Standards Board (GASB).

**General Fund:** The City's principal operating fund, all revenue that is not allocated by law or contractual agreement to a specific fund, which is supported by general taxes and fees and which can be used for any legal purpose.

**Goal:** A statement of broad direction, purpose or intent. In San Ramon's budget, goals are synonymous with mission statements.

**Grant:** A transfer or awarding of funds from either the Federal or State government to the City in order to finance a specific activity or program. The City receiving the grant funds is not required to repay the awarding entity the amount in the future.

**Indirect Costs:** Those elements of cost necessary in the performance of a service, which cannot be accurately or readily allocated to the unit of service. Usually, they relate to those expenditures, which are not an integral part of the service.

**Infrastructure:** The physical assets of government (e.g., streets, parks and public buildings).

**Interest:** Income earned on the investment of available cash balances.

**Internal Service:** Accounts for capital equipment purchases, insurance and benefit liability, and investment management.

**Materials and Supplies:** Expendable materials and operating supplies necessary to conduct departmental orientation.



# City of San Ramon

## GLOSSARY OF TERMS

**Non-Departmental:** Program costs that do not relate to any one particular department, but represent costs of a general Citywide nature.

**Objective:** Something to be accomplished in specific, well-defined, and measurable terms and that is achievable within a specific timeframe.

**Operating Budget:** The operating budget provides a plan for current expenditures and the proposed means of financing them. In a broader sense, the annual operating budget is a statement of what services the municipality will deliver to its citizens.

**Other Costs:** Expenditure category which includes employee training and development, insurance and subsidies.

**Personnel Services:** An expenditure category which generally accounts for the salaries of full-time, part-time and temporary employees, overtime expenses, all employee benefits for City employees, such as medical, dental and retirement.

**Program:** Represents major areas or support functions; they are defined as a service provided to citizens, other departments, or other agencies.

**Program Revenue (Income):** This is revenue earned by a program, including fees for services, license and permit fees, and fines.

**Proposed Budget:** Proposed level of expenditures/revenue/FTEs as outlined in the proposed budget document. This is the City Manager's recommended budget, which will be considered by the City Council for approval.

**Reprogram:** The re-appropriation of funds that were previously earmarked for another use.

**Reserve:** An account which the City uses to either set aside revenue that it does not need to spend in the current fiscal year or to earmark revenue for a specific future purpose. Reserves are typically established and budgeted through City Council policy action.

**Resolution:** A special order by the City Council requiring less legal formality than an Ordinance in terms of public notice prior to approval.

**Resources:** Total amount available for appropriation, including estimated revenue, beginning fund balances, and fund transfers.

**Revenue:** Amount of funds received from the collection of taxes, fees, permits, licenses, interest, and grants during the fiscal year.

**City of San Ramon**  
**GLOSSARY OF TERMS**

**Special Revenue Fund:** A fund used to account for revenue sources that are restricted by law or administrative action to expenditures for special purposes.

**Structural Deficit:** The permanent financial gap that results when, discounting economic cycles, ongoing revenue does not match or keep pace with ongoing expenditures.

**Surplus:** An excess of total current resources over total current requirements.

**Transfers In/Out:** Amounts transferred from one fund to another to assist in financing the services for the recipient fund.

# City of San Ramon

## ACRONYMS

AB	Assembly Bill
ADA	American Disabilities Act
AT&T	American Telephone & Telegraph (Formerly Pacific Bell)
BAAQMD	Bay Area Air Quality Management District
BMX	Bicycle Motocross
CAFR	Comprehensive Annual Financial Report
CalPERS	California Public Employees' Retirement System
CIP	Capital Improvement Program
COP	Certificates of Participation
CRM	Citizen Request Management
CSA	County Service Area
CSMFO	California Society of Municipal Finance Officers
DOT	Department of Transportation
DRFA	Dougherty Regional Fire Authority
DV	Dougherty Valley
DVOC	Dougherty Valley Oversight Committee
EBMUD	East Bay Municipal Utility District
EBRCS	East Bay Regional Communication System
EBTR	Employer Based Trip Reduction
EDAC	Economic Development Advisory Committee
EDSP	Economic Development Strategic Plan
EIR	Environmental Impact Report
EMS	Energy Management System
ERP	Enterprise Resource Planning
EPA	Environmental Protection Agency
FPPC	Fair Political Practice and Commission
F/T	Full Time
FTE	Full-Time Equivalent
FY	Fiscal Year

# City of San Ramon

## ACRONYMS

GAAP	Generally Accepted Accounting Principles
GASB	Governmental Accounting Standards Board
GFOA	Government Finance Officers Association
GHAD	Geologic Hazard Abatement District
GIS	Geographic Information System
HOA	Homeowners Association
HVAC	Heating, Ventilation, and Air Conditioning
IT	Information Technology
I/S	Information Services
ISF	Internal Service Fund
L & L	Landscaping and Lighting District
LED	Light Emitting Diode
LLC	Limited Liability Company
LLP	Limited Liability Partnership
LOCC	League of California Cities
LUCA	Local Update of Census Addresses
MOU	Memorandum of Understanding
MPA	Municipal Pooling Authority
MRP	Municipal Regional Permit
MVLF	Motor Vehicle License Fees
NPDES	National Pollutant Discharge Elimination System
NWSP	Northwest Specific Plan
NWSR	Northwest San Ramon
OBAG	One Bay Area Grant
OPEB	Other Post-Employment Benefits
PCI	Pavement Condition Index
PD	Police Department
PCS	Parks & Community Services
PEG	Public Education & Government

# City of San Ramon

## ACRONYMS

PEPRA	Public Employees' Pension Reform Act
PERS	Public Employees' Retirement System
PDA	Priority Development Area
PG&E	Pacific Gas & Electric
POB	Pension Obligation Bond
RDA	Redevelopment Agency
RFP	Request for Proposal
RHNA	Regional Housing Needs Allocation
SCCJEP A	South Contra Costa Joint Exercise Powers Agreement
SB	Senate Bill
SRPD	San Ramon Police Department
SRVB	San Ramon Valley Blvd
SRVFPD	San Ramon Valley Fire Protection District
SRVUSD	San Ramon Valley Unified School District
SWAT	Southwest Area Transportation
TA	Tax Allocation
TAC	Transportation Advisory Committee
TDM	Transportation Demand Management
TOT	Transient Occupancy Tax
TRAFFIX	Congestion relief program aimed at school-related traffic. The program is funded by Measure J, the ½ cent sales tax approved by Contra Costa voters in 2004
TVTC	Tri-Valley Transportation Council
UCLA	University of California Los Angeles
WAN	Wide Area Network



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**City of San Ramon**  
**LIST OF FUNDS**

101	General Fund	307	Bent Creek
201	Planning Cost Recovery	308	Deerwood
202	Geographic information System	309	Country View
203	Child Care	310	Old Ranch Estates
204	City Beautification	311	Village Parkway
205	Conditions of Approval	312	El Nido
206	Creek Study & Mitigation	313	Crown Ridge
207	Drainage Mitigation	314	Four Oaks
208	Gas Tax	315	Circle E Ranch
209	Park Development	316	Thomas Ranch
210	Henry Ranch Park Development	317	Henry Ranch
211	Crow Canyon Project	318	Old Ranch Summit
212	South Contra Costa Joint Exercise Powers Agreement (SCCJEPA)	319	Glass House
213	Street Maintenance and Improvement	330	The Preserve Lighting & Landscaping
214	Traffic Improvement	341	Canyon Park
215	Tri-Valley Transportation	342	Village Center Common Area
216	Public Education & Govt (PEG)	343	Dougherty Valley
217	Vehicle Refuse Impact	344	Solid Waste
218	Open Space Development	345	Non-Point Drainage/Stormwater
251	Community Facilities District 2014-1 (Acres)	346	Street Smarts
252	Community Facilities District 2014-2 (Faria)	347	TDM Programs
301	Citywide Landscaping	348	Local Law Enforcement Block Grant
302	Citywide Lighting	349	Police Special Revenue
303	Canyon Lakes	350	Narcotic Asset Forfeiture
304	Vista San Ramon	351	TRAFFIX Program
305	Summerwood Loop	361	Dougherty Valley GHAD
306	West Branch	362	Northwest San Ramon GHAD

**City of San Ramon**  
**LIST OF FUNDS**

371	San Ramon Housing
401	Capital Improvement Projects
501	Pension Obligation Bonds (2010)
512	COP #12 (2011)
521	LED Lights (2012)
601	Investments
602	Vehicle/Equipment Replacement
603	Info Services Equipment Replacement
610	Insurance Liability
611	Healthcare
618	Infrastructure Maintenance



**City of San Ramon**  
**Authorized Personnel by Classification**  
**Fiscal Year 2019-2020**

<b>Job Classification</b>	<b>Number of Positions</b>
Administrative Analyst	9.00
Administrative Coordinator	11.75
Assistant City Attorney	1.00
Assistant Engineer	1.00
Assistant Planner	1.00
Associate Engineer	5.00
Associate Planner	2.00
City Attorney	1.00
City Clerk	1.00
City Manager	1.00
Deputy City Clerk	1.00
Deputy City Manager	1.00
Director	4.00
Division Manager	10.00
Engineering Specialist	2.00
Executive Assistant	1.00
Information Tech Specialist	3.00
Inspector	5.00
IT Network Analyst	1.00
Maintenance Coordinator	14.00
Maintenance Specialist	12.00
Maintenance Supervisor	9.00
Maintenance Tech I/II	31.00
Office Specialist	14.00
Office Technician I/II	12.00
Paralegal	1.00
Plans Examiner	1.00
Police Captain	2.00
Police Chief	1.00
Police Corporals	9.00
Police Lieutenant	5.00
Police Officers	42.00
Police Sergeant	10.00
Police Services Tech I/II	4.00
Program Manager	9.00
Recreation Coordinator	10.00
Recreation Supervisor	5.00
Recreation Technician	3.00
Senior Administrative Analyst	6.00
Senior Engineer	4.00
Senior Inspector	2.00
Senior Planner	1.00
Supervising Inspector	2.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>270.75</b>



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**RESOLUTION NO. 2019-066**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN RAMON ADOPTING THE FISCAL YEAR 2019-2020 OPERATING AND CAPITAL BUDGET, ESTABLISHING AN APPROPRIATION LIMIT, AND AUTHORIZING CARRYOVER PROJECT APPROPRIATIONS**

**WHEREAS**, in a budget workshop held on April 23, 2019, the City Council reviewed the proposed Fiscal Year 2019-2020 Operating and Capital Budgets; and

**WHEREAS**, in a second budget workshop held on May 28, 2019, the City Council has reviewed the proposed Fiscal Year 2019-2020 Operating Budget and Capital Improvement Program; and

**WHEREAS**, the Planning Commission in a meeting held on May 21<sup>st</sup>, 2019 found the Capital Improvement Program consistent with the General Plan; and

**WHEREAS**, the Capital Improvement Program, referred to as the Capital Budget requires annual appropriation approval by the City Council; and

**WHEREAS**, Article XIIB of the State of California Constitution requires local government agencies to annually adopt an appropriation limit; and

**NOW, THEREFORE BE IT RESOLVED**, as follows:

Section 1. The City Council approves the Fiscal Year 2019-2020 Proposed Operating and Capital Budget totaling \$111,876,901 as summarized on Exhibit 1 and a carryover of unspent Capital Budget appropriations from Fiscal Year 2018-2019.

Section 2. The City Council approves the Fiscal Year 2019-2020 Appropriation Limits as required by Article XIIB of the State Constitution as shown on Exhibit 2.

Section 3. Upon publication, a copy of the budget document will be made available for public review at City Hall and other convenient public places.

*Signatures on following page*

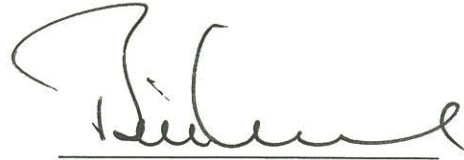
**PASSED, APPROVED AND ADOPTED** on this 11<sup>th</sup> day of June, 2019 by the following vote:

**AYES:** *Cm. Hudson, O'Loane, Zafar, and Mayor Clarkson*

**NOES:**

**ABSENT:** *Cm. Perkins*

**ABSTAIN:**



Bill Clarkson, Mayor

**ATTEST:**

  
Christina Franco, City Clerk

- Exhibit 1: Statement of Revenues, Expenditures and Changes in Fund Balance
- Exhibit 2: City of San Ramon Appropriate Limit Calculation

**CITY OF SAN RAMON**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**

	General Fund	Other Operating Funds	Special Revenue Funds	Debt Service Funds	Internal Service Funds	Capital Project Funds	GHAD Funds	San Ramon Housing Successor	Total
Fund Balance, July 1, 2019	\$ 9,968,532	\$ 7,058,246	\$ 12,799,948	\$ 10,630,896	\$ 7,402,911	\$ 17,904,113	\$ 11,854,527	\$ 3,135,787	\$ 80,754,960
<b>REVENUES</b>									
Property Tax	\$ 21,262,824	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,262,824
Special Assessments	-	5,171,867	-	-	-	-	2,242,830	-	7,414,697
Sales and Use Tax	10,072,818	-	-	-	-	-	-	-	10,072,818
Property Transfer Tax	842,453	-	-	-	-	-	-	-	842,453
Transient Occupancy Taxes (TOT)	3,453,365	-	-	-	-	-	-	-	3,453,365
Franchise Fees	5,709,514	-	-	-	-	-	-	-	5,709,514
Licenses and Permits	2,234,927	-	-	-	-	-	6,000	-	2,240,927
Intergovernmental	203,138	19,493,045	4,627,932	-	587,019	2,556,000	-	-	27,467,134
Charges for Services	5,640,309	1,506,500	298,650	-	12,000	-	-	-	7,457,459
Fines and Forfeitures	328,000	-	-	-	-	-	-	-	328,000
Investment Income	75,000	-	-	-	57,501	100,000	59,273	-	291,774
Development Fees	-	190,000	3,601,893	-	-	-	-	-	3,791,893
Miscellaneous Revenue	2,921,207	987,973	1,416,822	1,400,209	11,815,675	14,000	47,685	1,000,000	19,603,571
<b>Total Revenues</b>	<b>52,743,555</b>	<b>27,349,385</b>	<b>9,945,297</b>	<b>1,400,209</b>	<b>12,472,195</b>	<b>2,670,000</b>	<b>2,355,788</b>	<b>1,000,000</b>	<b>109,936,429</b>
<b>EXPENDITURES</b>									
General Government	2,632,543	-	-	-	-	-	-	-	2,632,543
Administrative Services	4,601,775	-	-	-	57,501	-	-	-	4,659,276
Community Development	3,632,960	-	184,388	-	-	-	-	-	3,817,348
Public Works	14,554,189	18,391,869	102,694	-	-	-	770,744	-	33,819,496
Police Services	14,812,737	8,903,919	-	-	-	-	-	-	23,716,656
Parks & Community Services	7,860,164	-	-	-	-	-	-	-	7,860,164
Non-Departmental	50,000	100,000	-	-	-	-	-	-	150,000
Housing Programs	-	-	-	-	-	-	-	126,780	126,780
Debt Service	-	-	-	3,241,479	-	-	-	-	3,241,479
Capital Improvement Program (CIP)	-	-	-	-	-	19,040,318	-	-	19,040,318
Vehicle/IS Replacement	-	-	-	-	903,100	-	-	-	903,100
Insurance	-	-	-	-	4,836,462	-	-	-	4,836,462
Healthcare	-	-	-	-	7,073,279	-	-	-	7,073,279
<b>Total Expenditures</b>	<b>48,144,368</b>	<b>27,395,788</b>	<b>287,082</b>	<b>3,241,479</b>	<b>12,870,342</b>	<b>19,040,318</b>	<b>770,744</b>	<b>126,780</b>	<b>111,876,901</b>
<b>OTHER FINANCING SOURCES (USES)</b>									
Operating Transfers In	2,543,450	2,881,051	-	1,668,229	1,933,706	11,842,724	-	-	20,869,160
Operating Transfers Out	(5,553,604)	(3,080,759)	(7,158,516)	(1,398,375)	(3,500,808)	(100,000)	(77,098)	-	(20,869,160)
<b>Total Other Financing Sources</b>	<b>(3,010,154)</b>	<b>(199,708)</b>	<b>(7,158,516)</b>	<b>269,854</b>	<b>(1,567,102)</b>	<b>11,742,724</b>	<b>(77,098)</b>	<b>-</b>	<b>-</b>
<b>Net Increase (Decrease) in Fund Balance</b>	<b>1,589,033</b>	<b>(246,111)</b>	<b>2,499,699</b>	<b>(1,571,416)</b>	<b>(1,965,249)</b>	<b>(4,627,594)</b>	<b>1,507,946</b>	<b>873,220</b>	<b>(1,940,472)</b>
<b>FUND BALANCE:</b>									
Fund Balance, June 30, 2020	\$11,557,565	\$ 6,812,135	\$ 15,299,647	\$9,059,480	\$5,437,662	\$13,276,519	\$13,362,473	\$4,009,007	\$78,814,487

## CITY OF SAN RAMON APPROPRIATION LIMIT CALCULATION

### FISCAL YEAR 2019-20 APPROPRIATIONS LIMIT

A.	FY 2018-19 APPROPRIATIONS LIMIT	\$ 76,204,969
B.	ADJUSTMENT FACTORS	
	1. City Population Growth	1.0094
	2. California Per Capita Income	1.0385
	Total Adjustment %	1.0483
C.	ANNUAL ADJUSTMENT	3,677,797
D.	OTHER ADJUSTMENTS	-
E.	TOTAL ADJUSTMENTS	<u>3,677,797</u>
F.	FY 2019-20 APPROPRIATIONS LIMIT	<u>\$ 79,882,766</u>

### FY 2019-20 APPROPRIATIONS SUBJECT TO LIMITATION

A.	PROCEEDS OF TAXES:	
	Property Tax	\$ 21,262,824
	Sales & Use Tax	10,072,818
	Property Transfer Tax	842,453
	Transient Occupancy Tax	3,453,365
	Motor Vehicle In Lieu	-
	Off-Highway Vehicles	-
	Interest Earned on Proceeds of Taxes	50,667
		<u>\$35,682,127</u>
B.	EXCLUSIONS:	
	Debt Service	1,403,772
	Qualified Capital Outlays	-
		<u>1,403,772</u>
C.	APPROPRIATIONS SUBJECT TO LIMITATION	34,278,355
D.	CURRENT YEAR LIMIT	<u>79,882,766</u>
E.	OVER (UNDER) LIMIT	<u>\$ (45,604,411)</u>