

CITY OF SAN RAMON, CALIFORNIA

Adopted Annual Program of Services and Budget for FY 2014-15



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

Elected Officials

Bill Clarkson
Mayor

Philip G. O’Loane
Vice-Mayor

David E. Hudson
Councilmember

Scott Perkins
Councilmember

Harry Sachs
Councilmember

Appointed Officials

Greg Rogers
City Manager

Bob Saxe
City Attorney

Renée Beck
City Clerk

Department Heads

Administrative Services Director
Engineering Services Director
Parks & Community Services Director (Interim)
Planning/Community Development Director
Police Chief
Public Services Director

Eva Phelps
Maria Fiermer
Karen McNamara
Phil Wong
Joe Gorton
Karen McNamara



City of San Ramon Organization Chart FY 2014-15

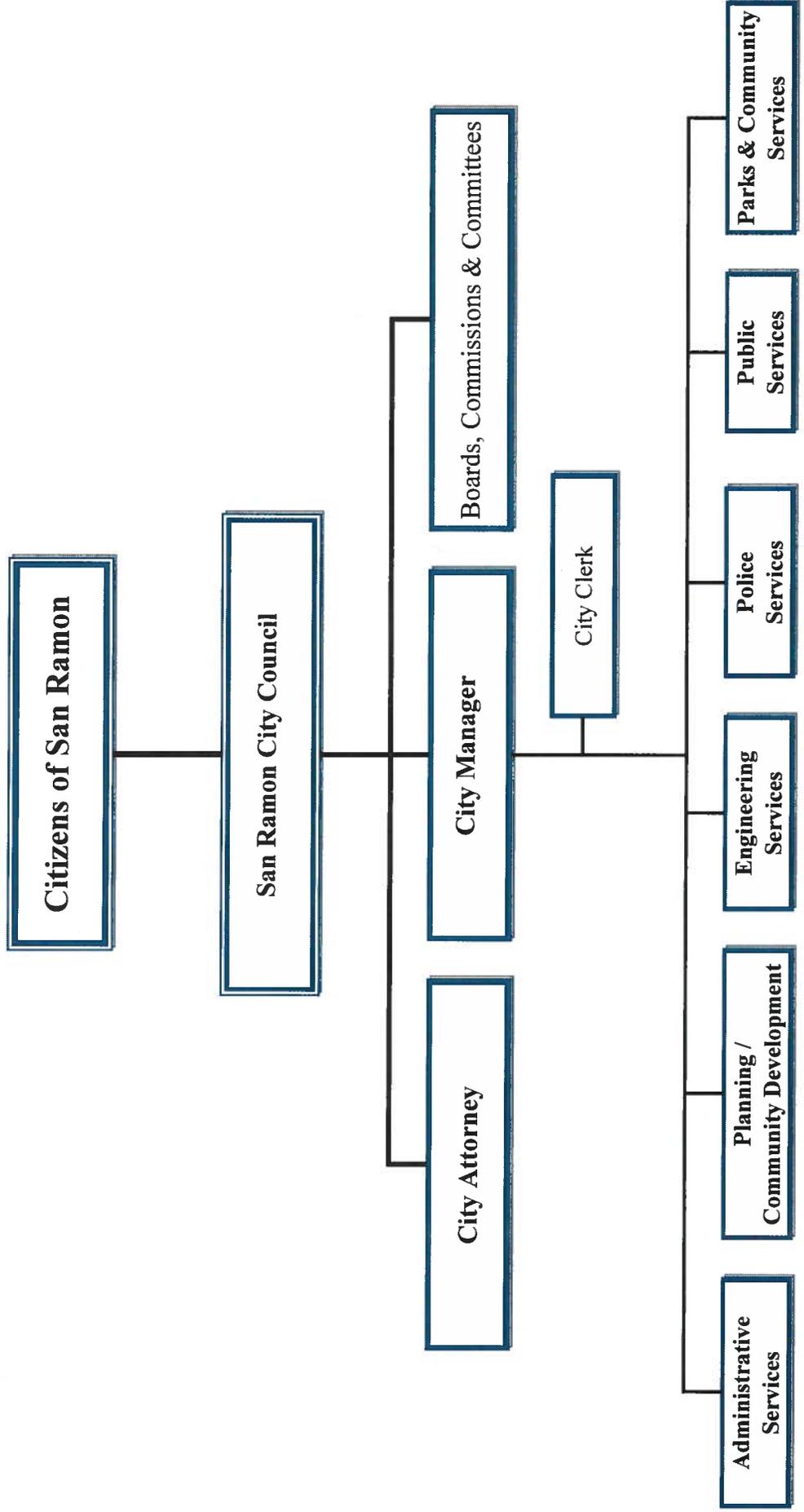


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BUDGET MESSAGE



CITY OF SAN RAMON

2222 CAMINO RAMON
SAN RAMON, CALIFORNIA 94583
PHONE: (925) 973-2500
WEB SITE: www.sanramon.ca.gov

May 19, 2014

Honorable Mayor and City Councilmembers
City of San Ramon
2222 Camino Ramon
San Ramon, CA 94583

SUBJECT: Proposed FY 2014-2015 Budget

Honorable Mayor and City Councilmembers:

I hereby present the proposed FY 2014-2015 Operating Budget for the City of San Ramon. The operating budget is for all City funds and programs, including the General Fund, Special Revenue Funds, Geological Hazard Abatement District 1990-01, and other special purpose funds. City revenue levels are rebounding from the severe economic downturn. As a result, the City is showing strong revenue growth, which helps its ability to deliver high quality services. The financial plan for FY 2014-2015 that is described below provides funding to maintain service levels.

The Geological Hazard Abatement District 1990-01 is shown separately in the back section of the document as this budget is approved both by the City Council and also independently by the authorizing Board of this entity. 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 2014-2015 Budget for all City funds, including the Geological Hazard Abatement District 1990-01 and the Capital Budget totals \$82.2 million. The budget is comprised of an Operating Budget of \$61.4 million, a Special Revenue Fund Budget of \$0.1 million, a Debt Service Fund budget of \$3.3 million, a Capital Budget of \$6.7 million, an Internal Service budget of \$10.7 million, and a Geological Hazard Abatement District budget of \$0.6 million (included in the Operating Budget). The organization of the City's budget can be most clearly understood by referring to page 22.

ECONOMIC OUTLOOK

The economic environment for the City is showing strong revenue growth. It is anticipated that this trend will continue over the next few fiscal years.

The Statewide economy is making steady progress in recovering from a severe prolonged downturn. Although the recovery has been slower than what was experienced in previous recessions, there are many sectors showing accelerating growth. Home values are rising, credit conditions are improving and household spending is strengthening. The Employment Development Department reported that California has added 234,000 new jobs since February 2013, which triggered more consumer spending. The drop in the California unemployment rate from 9.5% to 8.1% from January 2013 to January 2014 is the lowest in five years. Improvements in the economy have decreased the total number of Californian's unemployed from 2.3 million to 1.5 million. With better than average conditions, the City of San Ramon has an unemployment rate of 2.8%, which is also lower than the nation's rate of 6.7%.

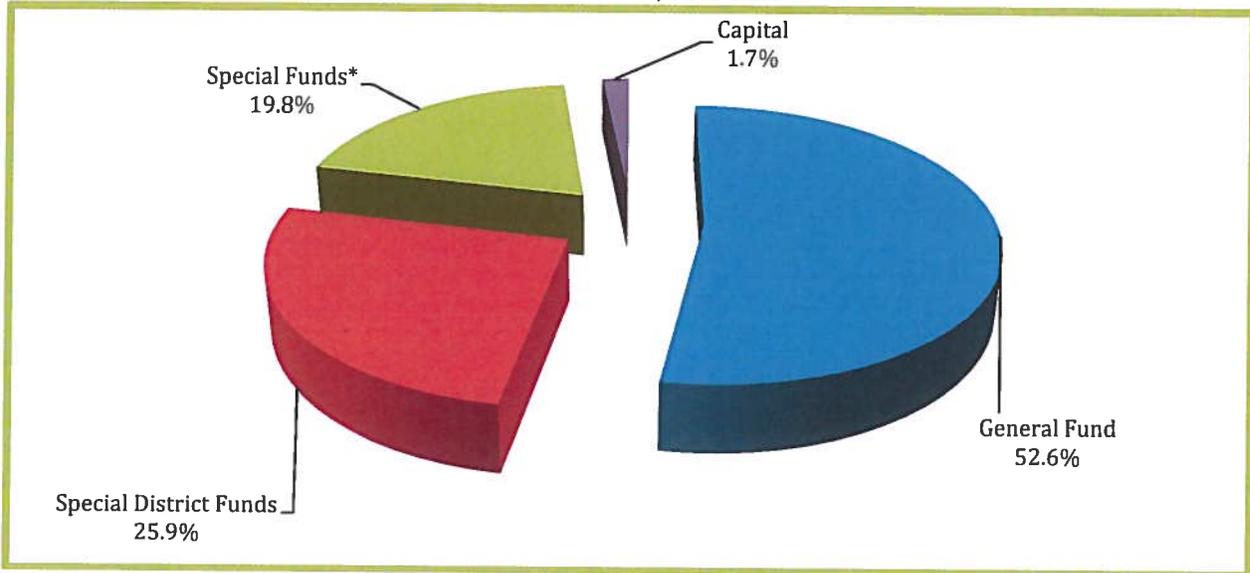
The State of California's fiscal situation has dramatically turned. In January 2014, Governor Brown released his proposed 2014-2015 State Budget Plan, which projects a \$4.6 billion surplus. With a healthy financial picture, the City budget does not include any projected State impacts on the budget. Staff will continue to monitor the State budget process and inform the Council of any impacts on the City from the State budget.

The City now has a population of seventy-seven thousand and is continuing to expand services into newly annexed Dougherty Valley areas using a conservative and cost conscience approach. This approach has allowed the City to continue to maintain a prudent financial reserve.

RESOURCES FUNDING THE CITY BUDGET

The FY 2014-2015 Budget includes \$80.8 million of revenue, which along with reserve 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, 52.6% of City revenue is general purpose and used to support police, public services, recreation programs, community development and other general government. The remaining 47.4% is revenue that is restricted for use for specific purposes such as the Geologic Hazard Abatement District, capital projects, services in special assessment districts, and internal services such as equipment replacement.

Total Revenue - \$80.8 Million

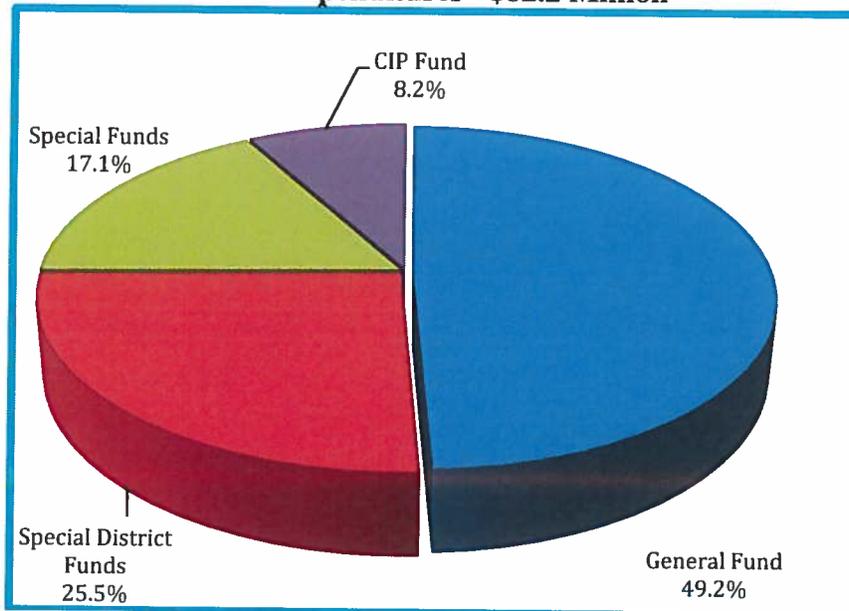


**Special Funds include Special Revenue Funds, Debt Service Funds, and Internal Service Funds*

EXPENDITURE BUDGET

The \$82.2 million expenditure budget is \$7.5 million (10%) more than the FY 2013-2014 adopted budget largely reflecting an increase in the General Fund and Capital Projects. The graph below shows how the expenditure budget is broken out among major fund groups.

Total Expenditures - \$82.2 Million



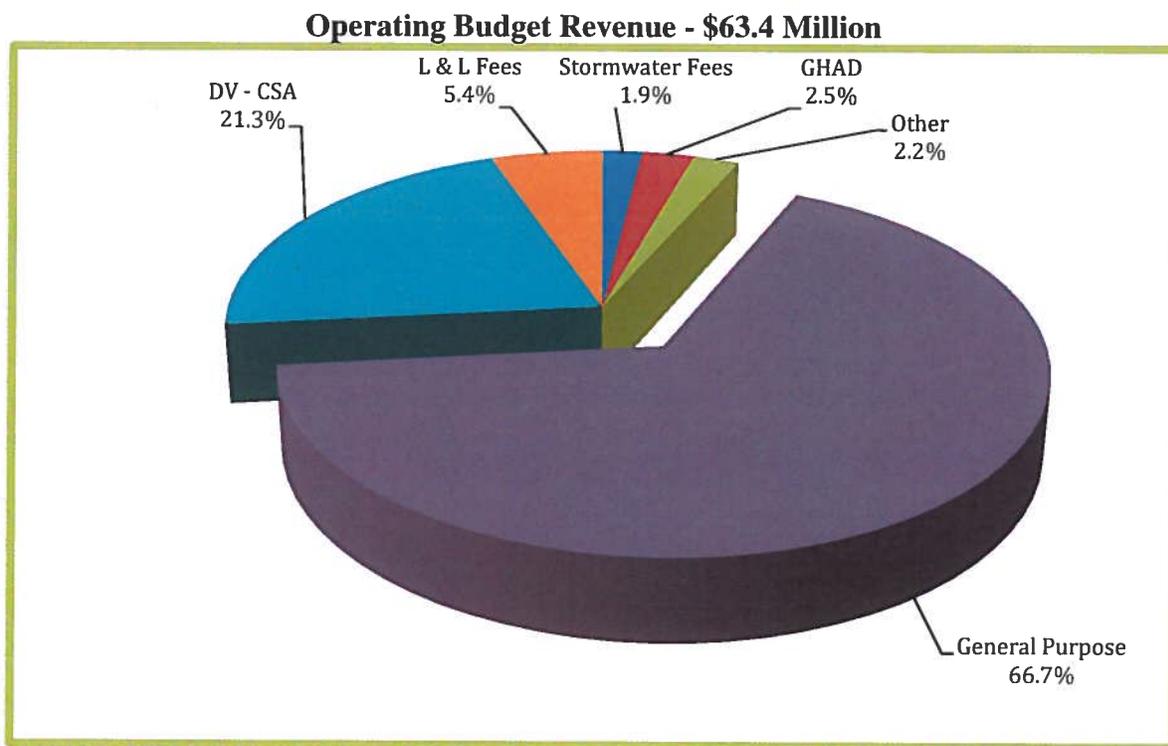
The \$7.5 million increase in the expenditure budget reflects a \$2.4 million increase in the General Fund, a \$1.5 million increase in the special services districts, a \$2.5 million increase in the capital budget, and a \$1.1 million increase in service funds.

Significant factors impacting expenditures include inflationary increases in fuel, utilities, contracts and employee benefit costs.

OPERATING BUDGET

Revenue

There is \$63.4 million of revenue available to finance City operating fund budgets in 2014-2015. The City operating funds include: the General Fund, Dougherty Valley Fund, 19 separate lighting and landscaping funds, the Stormwater Fund, the Geologic Hazard Abatement Fund and other special revenue funds. The revenue collected in 2014-2015 along with a use of reserves that were accumulated in prior years are the financial resources used to fund the Operating Expenditure Budget:



Expenditures

The total expenditure budget for the combined City Operating budget is \$61.4 million. These expenditure budgets are distributed as shown below:

Table 1

Operating Budget Expenditures - \$61.4 Million

<u>Department</u>	<u>FY 2014-15 Budget</u>	<u>FY 2013-14 Budget*</u>	<u>\$ Difference</u>
General Government	\$2.0	\$2.1	\$(0.1)
Administrative Services	3.2	3.0	0.2
Planning/Community Development	4.3	4.2	0.1
Police Services	17.8	17.0	0.8
Engineering Services	3.7	3.6	0.1
Public Services	21.7	20.3	1.4
Parks & Community Services	8.4	8.0	0.4
Non-Departmental	<u>0.3</u>	<u>0.1</u>	<u>0.2</u>
Total	<u>\$61.4</u>	<u>\$58.3</u>	<u>\$3.10</u>

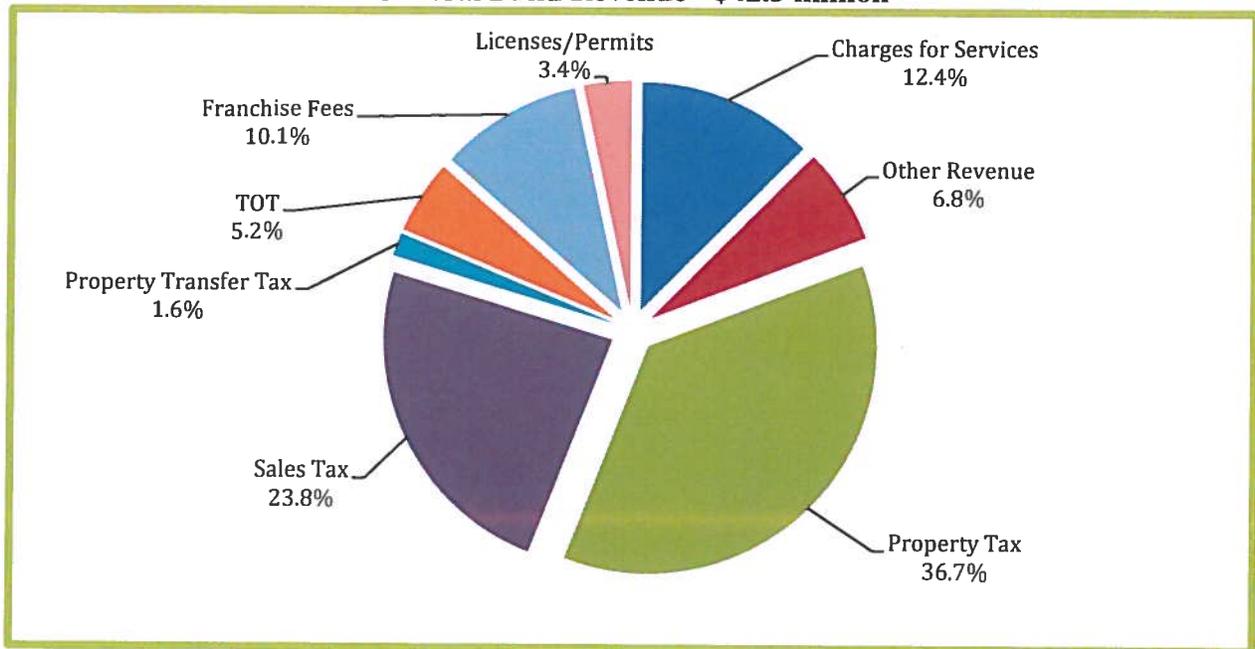
*Adjusted Operating Budget

GENERAL FUND

General Fund Revenue

The revenue available to finance General Fund services consists primarily of taxes, service fees, and prior year surplus. The \$42.5 million of revenue by source is shown in the graph below.

General Fund Revenue - \$42.5 million



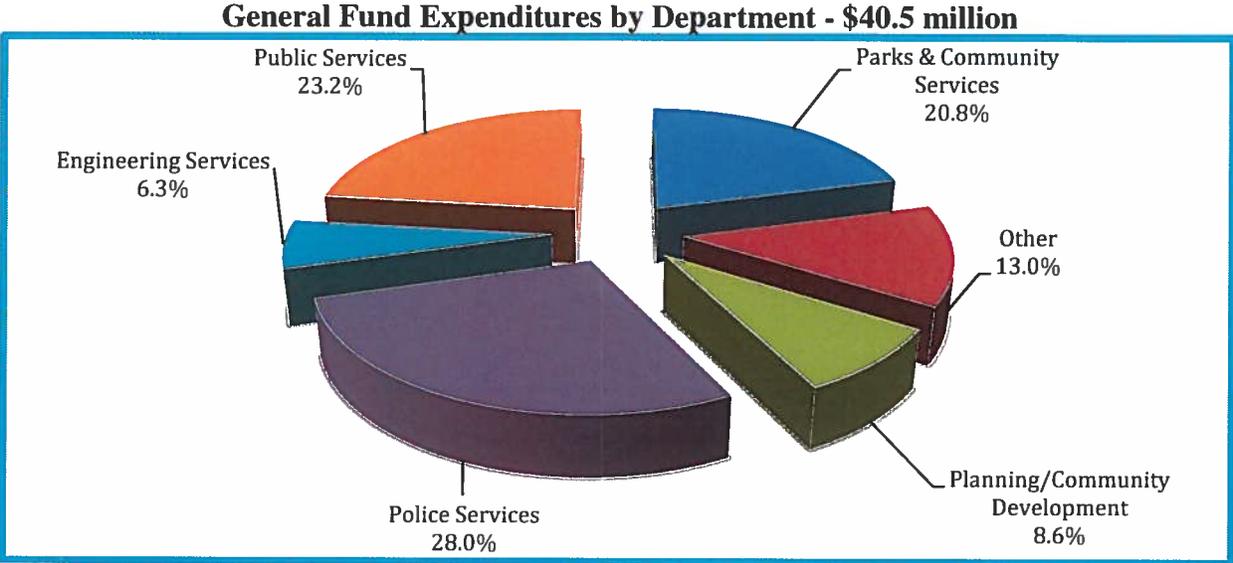
General Fund revenue is estimated to be \$42.5 million, which is \$3.6 million or 9.2% above the previous year's budget reflecting strong growth in the local economy.

Sales and property taxes make up approximately 61% of General Fund revenue sources. Property tax assessed values increased 5.7% during FY 2013-2014 and are currently estimated to have a 6% change during FY 2014-2015. Actual assessed value changes will not be known until later this summer and the current estimate assumes that real estate values from foreclosures and market sales below assessed values have abated. An additional positive factor impacting assessed value growth in FY 2014-2015 is that the normal 2% assessed value increase in property on below market Proposition 13 protected properties will positively impact valuation this year. Going forward, property tax growth is projected to continue. Property taxes represent the largest revenue resource for the City.

Sales tax, the City’s second largest revenue source, is showing strong growth. The projection for FY 2014-2015 is that sales taxes will continue to grow from the estimated 2013-14 base of \$9.5 million. The current projection for FY 2014-2015 is \$10.1 million.

General Fund Expenditures

The expenditure budget for the General Fund is \$40.5 million, which is \$2.0 million or 5% more than last year’s amended budget. As shown on the graph below, 23.2% is for Public Services, 6.3% for Engineering Services, 28.0% for Police Services, 20.8% for Parks & Community Services, 8.6% is for Planning/Community Development, and 13.0% is for other General Government and Administrative Services.



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

The budget covers increased wage and benefit costs, along with costs of covering four Police Department positions added in the early portion of 2014. The budget also includes increased cost in water usage, and in contracts. The City has implemented a plan to convert several long-term temporary employees to regular status, which is reflected in the budget.

Table 2

\$40.5 Million General Fund Budget by Department (in Millions)

<u>Department</u>	<u>FY 2014-15 Budget</u>	<u>FY 2013-14 Budget*</u>	<u>\$ Difference</u>
General Government	\$2.0	\$2.1	\$(0.1)
Administrative Services	3.2	3.0	0.2
Planning/Community Development	3.5	3.3	0.2
Engineering Services	2.6	2.5	0.1
Police Services **	11.3	10.8	0.5
Public Services **	9.4	8.8	0.6
Parks & Community Services	8.4	8.0	0.4
Non-Departmental	<u>0.1</u>	<u>0.0</u>	<u>0.1</u>
Total	<u>\$40.5</u>	<u>\$38.5</u>	<u>\$2.0</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 at the April 8, 2014 budget workshop.

DOUGHERTY VALLEY

The Dougherty Valley Fund was created to track revenue and expenditures associated with the services provided in the County Service Area. 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. This year \$0.9 million of Special Reserves are being utilized to make up the difference. The budgeted expenditures in this Fund in FY 2014-2015 are \$15.2 million, which is \$1.0 million more than was budgeted in the 2013-2014 Fiscal Year.

GENERAL RESERVES

The City Council General Reserve Policy calls for General contingency reserves to be maintained at 50% of General Fund expenditures. The policy reserve total includes General Fund, Dougherty Valley Fund, Debt Service Fund, and Healthcare Fund unrestricted reserves. \$20.2 million is required to satisfy the 50% Contingency requirement. The total General reserve

balance is currently estimated to be \$29.0 million for the beginning of the FY 2014-2015 budget year. This is consistent with what was projected during the FY 2013-2014 Mid-Year Financial Review after adjusting for mid-year supplemental appropriations. The budget as proposed has a \$0.9 million use of General reserves in the Dougherty Valley Fund and as a result the total General reserve balance for the end of FY 2014-2015 is estimated to be \$28.1 million. This is sufficient to provide the 50% contingency reserve.

SERVICE LEVEL RESTORATION

This budget includes restoring some service levels that had been reduced over the years. The specific service levels are described in each of the departmental narratives. The budget provides funding for ongoing services. Public Safety and other health and safety related programs are the City's highest priority and have been enhanced. A Summary of enhancements is as follows:

- Police added four (4) new Officers and two (2) temporary part-time Police Service Technicians
- Created two (2) "Anticipatory Hiring" Police Officer positions
- Converting five temporary employees to regular status
- Opening of Rancho San Ramon Community Park and Amador Rancho Center

RETIREE HEALTH CARE FUNDING

Several years ago the City began setting aside funds for covering the future liability for providing retiree health benefits. Government accounting rules (GASB 45) requires the City to report this liability. It is currently estimated that the City will have approximately \$21.9 million set aside in a trust fund by the end of FY 2014-2015 to cover a significant portion of this liability. This budget continues the regular collections that were started from the operating budget to fund both the existing out-of-pocket costs of retiree health care, and to continue to build the fund balance to fully cover the future liability for retiree health care. This year's budget includes a provision of \$1.6 million for retiree healthcare, which represents 8% of budgeted salaries plus the use of \$0.5 million from prior year healthcare savings. This level of healthcare cost funding is consistent with the most recent actuarial study that was prepared by Milliman Consultants and Actuaries. 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% of the future premiums, amounting to approximately \$0.1 million in this budget year.

EQUIPMENT REPLACEMENT CHARGES

This year's budget includes the continued collection of 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 \$0.7 million is being collected for vehicles and equipment replacement and \$0.2 million for information technology replacement in this budget. These funds, together with approximately \$4.0 million of beginning fund reserves are available to fund the \$0.7 million of vehicles and equipment, and \$0.2 million of computer equipment that is planned on being replaced during FY 2014-2015. The continued funding of the equipment

replacement fund helps make it possible for City staff to have reliable equipment and vehicles to continue to provide an efficient high level of service.

BUILDING MAINTENANCE FUND

A building maintenance fund was established several years ago to set-aside funds for future repair costs of City owned buildings such as City Hall, Police Station, Permit Center, Libraries, Community Centers, Service Centers, and Senior Centers. In the FY 2014-2015 budget a \$0.2 million amount is to be added to the Building Maintenance Fund. The budget identifies the use of \$0.5 million of the fund balance in FY 2014-2015 for maintenance projects, leaving an estimated year-end balance in the fund of \$0.5 million. The Public Services Department has developed a multi-year facilities maintenance estimate that shows a multi-million dollar 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. As part of the FY 2013-14 budget process, 18 of the 41 vacant positions were eliminated. Due to a better financial outlook and an effort to restore service levels, the City was able to reinstate one position in the City Clerk's office, convert 10 long-term temporary employees to regular status, add four new Police Officers, two Anticipatory Hiring police officer positions and one Assistant City Manager position. For FY 2014-15, the total authorized position count is at 255. Of those authorized positions, 17 positions are vacant. The City's continued effort to restore service levels are as follows:

- Converting five (5) temporary employees to regular status
- Reinstating one (1) Office Specialist (Building Division)

FUTURE OUTLOOK

The economy is rebounding from the severe downturn. Sales tax receipts have increased by 20.9% compared to the same quarter last year and is projected to continue to increase by the rate of inflation. Every region in California is experiencing an increase in sales tax receipts compared to last year resulting in a state-wide increase of 6.1% overall.

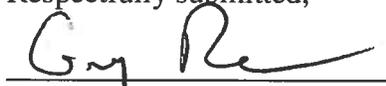
Other revenue sources such as transient occupancy taxes, document transfer taxes, and property taxes have been steadily increasing. The City has also experienced steady increases in franchise fees, intergovernmental revenue, licenses and permits, charges for services, development fees and miscellaneous revenue. The increases in revenue will help the City to maintain service levels to the residents of San Ramon.

The improvement in the City revenue picture has helped in significantly reducing the structural budget deficit the City was struggling with in the prior fiscal year. At one point the deficit was in excess of \$4.0 million per year. With this budget, the structural deficit for 2014-2015 has been

reduced to below \$1.0 million. With conservative budgeting practices in place and careful spending, it is possible that the City will not operate at a deficit in 2014-15. In addition, with the potential opening of the City Center Project on the near term horizon, the remaining gap may be eliminated. With a strong reserve level, the City is well positioned to maintain a fiscally sustainable operating budget.

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 Manager who coordinated the compilation of the budget, Pat Perry, Special Projects Manager who coordinated the text portions and printing of the document, 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 "Greg Rogers", written over a horizontal line.

Greg Rogers
City Manager

INTRODUCTION

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
 252.80 Full-time employees

Demographics

18.56 square miles
 77,270 population of City
 (January 1, 2014 State Finance Department)
 39 years median age
 \$124,518 median household income
 34,502 registered voters

Ethnic Composition

Caucasian.....53.6%
 Asian.....35.6%
 Hispanic/Latino.....8.7%
 Two or more other ethnicities5.3%
 African American2.8%
 Alaska Native/American Indian.....0.3%
 Pacific Islander/Hawaiian Native.....0.2%
 Other0.2%

Businesses (Major employers and number of employees)

Chevron USA Inc.	3942	Marriott	368
Bank of the West	1600	United Parcel Service	327
AT&T	1227	Target	276
Robert Half International Inc.	1145	Old Republic Home Protection	264
Sprint PCS	750	Five 9, Inc.	247
San Ramon Regional Medical Center	706	Home Depot	197
General Electric Company	600	Armanino McKenna LLP	185
Primed Management Consulting	450	Home Depot	182
PG&E	415	Whole Foods	165
IBM Corporation	401	Toyota Motor Sales, Inc.	153

Community Service Facilities

58	Parks (includes 17 School parks)	4	Fire Stations
3	Community Centers	2	Libraries
1	Senior Center	2	Service Centers
2	Aquatic Centers	11	Elementary Schools
1	Performing Arts Theater	4	Middle Schools
2	Police Stations	2	High Schools
1	Permit Center	1	Community College
		1	Hospital

City of San Ramon

CITY PROFILE

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 77,270. 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, road, parks and landscaping
- 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 58 parks; which includes 17 school parks; three community centers, two aquatic centers, two libraries, two police stations, four fire stations, two service centers, eleven elementary schools, four middle schools and two high schools and a community college; two aquatic centers; two libraries; 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 also has a 2 local farmers markets, one that is open year-round and is held twice a week (Saturday and Thursday) and the second is open April-September on Wednesday. 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 PROFILE

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

- The California Statewide unemployment rate has exceeded 8% over the last 2 years. The San Ramon residential unemployment rate has been measured by the State Employment Development Department and as of January 2014 was approximately 2.8%.
- San Ramon has a relatively high median household income level which was \$124,518 as estimated by the U.S. Census Bureau in the American Community Survey, which is nearly twice the State of California level.
- San Ramon assessed property values increased 5.7% for the 2013-14 tax rolls. This is compared to a Contra Costa County-wide increase in assessed values of 3.5%.
- 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
- San Ramon currently has the rate of 5.8% office vacancy.
- The 2012 U.S. Census Bureau data states the following education attainment within the City of San Ramon:
 - Less than 9th grade – 1.1%
 - 9th to 12th grade, no diploma – 1.5%
 - High School graduate – 10.4%
 - Some college, no degree - 17.5%
 - Associate's degree – 7.7%
 - Bachelor's degree – 37.7%
 - Graduate or professional degree – 24.2%

Significant accomplishments, for the City, during the last few 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 2004-2012

City of San Ramon

CITY PROFILE

- 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*

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’

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 2014-15*

1. Maintain a Safe and Secure Environment

- Ensure the Police Department maintains a safe and secure environment for those that live and work in San Ramon
- Continue Emergency Planning and Preparedness efforts within the City; coordinate with the San Ramon Valley Fire Protection District and the San Ramon Valley Unified School District

2. Maintain a Secure Financial Base

- Implement the City Center plan
- Continue efforts to retain and attract new businesses
- Continue to implement policies to strengthen the City's financial condition through a thorough review and analysis of the Multi-Year Revenue and Expenditure Forecast
- Maintain adequate reserves
- Identify alternative funding sources (CFD, Sales Tax, TOT, Grants)

3. Staffing/Resources to Provide City Services

- Ensure equitable benefits and salaries based on the current economy
- Continue to focus on succession planning in the transitional environment ensuring key positions are not compromised
- Utilize and support volunteers
- Continue participation on sub-regional, regional and Statewide committees and task forces

4. Build and Maintain Quality Facilities and Infrastructure

- Maintain thoroughfares, streets, sidewalks, streetscapes, parks, creeks, trails, pathways, facilities, and other infrastructure in a manner that continues to enhance the City's image

CITY COUNCIL PRIORITIES AND GOALS

5. *Enhance Communication with Residents and Business Community*

- Continue to use the Citizen Request Management (CRM) System, GOVDelivery, Tweets and other service level criteria
- Continue regular liaison meetings with local government agencies (San Ramon Valley Unified School District (SRVUSD), San Ramon Valley Fire Protection District (SRVFPD), East Bay Municipal Utility District (EBMUD), Alameda County, Bay Area Rapid Transit (BART), and Tri-Valley cities

6. *Continue Efforts to Support Priority Development Areas (PDAs)*

- Continue to implement the North Camino Ramon Specific Plan
- Seek funding for infrastructure improvements and public facilities
- Work with developers and community to conform with the North Camino Ramon Specific Plan and the Economic Development Strategic Plan that achieves smart growth principles

OVERVIEW

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.

City of San Ramon

GUIDE TO THE BUDGET

This budget document is for Fiscal Year 2014-15. 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 District, (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 services, 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 2013-2014, Major Action Plan Items for FY 2014-2015, and Department budgets for FY 2014-2015.

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 1990-01 – This section explains the use of the Geologic Hazard Abatement District 1990-01 (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 – This section identifies the types of affordable housing activities that may be undertaken by the San Ramon Successor Agency Housing.

Appendices

- Glossary of Terms
- Acronyms
- List of Funds
- Authorized Personnel Positions
- City Resolution No. 2014-055
- Statement of Revenue, Expenditures and Changes in Fund Balances
- Appropriation Limit Calculation

BUDGET SUMMARIES

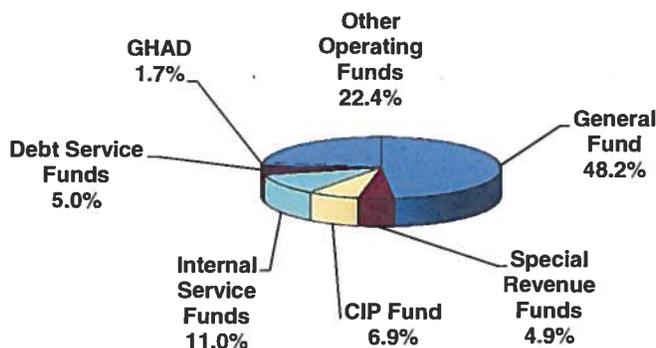
CITY OF SAN RAMON
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE

Description	General Fund	Other Operating Funds	Special Revenue Funds	Debt Service Funds	Capital Project Funds	Internal Service Funds	GHAD Fund	Total
Fund Balance, July 1, 2014	\$ 8,872,346	\$ 8,949,128	\$ 9,280,248	\$ 14,876,473	\$ 12,165,225	\$ 9,620,515	\$ 6,991,063	\$ 70,754,997
REVENUE								
Property Tax	\$ 15,617,000							\$ 15,617,000
Special Assessments		4,595,877					1,493,209	6,089,086
Sales and Use Tax	10,096,000							10,096,000
Property Transfer Tax	700,000							700,000
Transient Occupancy Taxes (TOT)	2,211,241							2,211,241
Franchise Fees	4,282,901							4,282,901
Licenses and Permits	1,443,337						6,000	1,449,337
Intergovernmental	163,504	14,357,079	3,060,136		1,356,722	91,919		19,029,360
Charges for Services	5,268,318		225,000			62,000		5,555,318
Fines and Forfeitures	373,706							373,706
Investment Income	124,215				25,000		30,955	180,170
Development Fees			1,504,864					1,504,864
Land Sale	437,100							437,100
Miscellaneous Revenue	1,793,375	367,687		1,283,833		9,803,141	39,319	13,287,355
Total Revenues	42,510,697	19,320,643	4,790,000	1,283,833	1,381,722	9,957,060	1,569,483	80,813,438
EXPENDITURES								
General Government	1,969,473							1,969,473
Administrative Services	3,248,711					47,237		3,295,948
Planning/Community Development	3,471,853	841,643	50,901					4,364,397
Police Services	11,343,579	6,485,548						17,829,127
Engineering Services	2,561,884	495,433					645,294	3,702,611
Public Services	9,404,420	12,268,485						21,672,905
Parks & Community Services	8,408,711							8,408,711
Economic/Redevelopment	-							-
Non-Departmental	50,000	220,000						270,000
Debt Service				3,332,961				3,332,961
Capital Improvement Program (CIP)					6,743,165			6,743,165
Vehicle/IS Replacement						902,127		902,127
Insurance						2,416,988		2,416,988
Healthcare						7,287,398		7,287,398
Total Expenditures	40,458,631	20,311,109	50,901	3,332,961	6,743,165	10,653,750	645,294	82,195,811
OTHER FINANCING SOURCES (USES)								
Operating Transfers In	2,175,407	1,214,064	-	3,326,812	5,029,443	233,012	-	11,978,738
Operating Transfers Out	(4,222,873)	(1,523,016)	(4,382,252)	(1,283,833)	(25,000)	(473,264)	(68,500)	(11,978,738)
Total Other Financing Sources	(2,047,466)	(308,952)	(4,382,252)	2,042,979	5,004,443	(240,252)	(68,500)	-
Net Increase (Decrease) in Fund Balance	\$4,600	(\$1,299,418)	\$356,847	(\$6,149)	(\$357,000)	(\$936,942)	\$855,689	(\$1,382,373)
FUND BALANCE:								
Fund Balance, June 30, 2015	\$8,876,946	\$7,649,710	\$9,637,095	\$14,870,324	\$11,808,225	\$8,683,573	\$7,846,752	\$69,372,624

City Revenue by Fund*
Total \$92,792,176 FY 2014-15

Fund	Fund Description	12/13 Actual	13/14 Final	% Change	14/15 Adopted	% Change
101	General Fund	\$ 40,877,820	\$ 41,040,327	0.40%	\$ 44,686,104	8.88%
202	Planning Cost Recovery	212,378	211,000	-0.65%	225,000	6.64%
203	Geographic Information System	-	76,343	100.00%	52,500	-31.23%
205-225	Development Mitigation	104,683	67,689	-35.34%	87,343	29.04%
230	Gas Tax	3,776,619	1,689,424	-55.27%	1,864,187	10.34%
240	Park Development	17,243	45,000	160.98%	480,000	966.67%
250	SCCJEPA	2,724,594	624,935	-77.06%	749,002	19.85%
260	Street Maintenance & Improvement	1,908,089	695,949	-63.53%	1,195,949	71.84%
270	Traffic Improvement	24,613	44,764	81.87%	91,424	104.24%
280	Tri-Valley Transportation Fund	-	21,979	100.00%	44,595	102.90%
283	Pub Educ & Govt. (PEG) Fund	224,811	200,000	-11.04%	220,000	10.00%
301	Citywide Landscaping	1,496,259	1,477,076	-1.28%	1,477,076	0.00%
302	Citywide Lighting	931,649	723,974	-22.29%	723,974	0.00%
310-375	Landscaping & Lighting Special Dist.	1,589,114	1,569,671	-1.22%	1,574,158	0.29%
380	Canyon Park	10,480	10,990	4.87%	10,990	0.00%
382	Village Center Common Area	17,555	10,260	-41.56%	10,260	0.00%
383	Dougherty Valley	11,891,349	12,699,087	6.79%	14,290,436	12.53%
384	Solid Waste	183,290	176,500	-3.70%	178,000	0.85%
385	GHAD	1,343,373	1,464,343	9.00%	1,569,483	7.18%
387	Non Point Drainage	1,129,844	1,175,170	4.01%	1,173,170	-0.17%
388	Street Smarts	161,933	187,350	15.70%	228,200	21.80%
389	TDM Programs	403,163	628,061	55.78%	648,443	3.25%
391	Police Services Donations	17,862	-	-100.00%	-	0.00%
392	Narcotic Asset Forfeiture	7,920	-	-100.00%	-	0.00%
412/420	Capital Projects	8,261,265	7,493,831	-9.29%	6,411,165	-14.45%
515-542	Debt Service Funds	2,269,602	4,206,226	85.33%	4,610,645	9.61%
610-630	Internal Service	9,023,132	10,322,981	14.41%	10,190,072	-1.29%
Total Revenue		\$ 88,608,640	\$ 86,862,930	-1.97%	\$ 92,792,176	6.83%

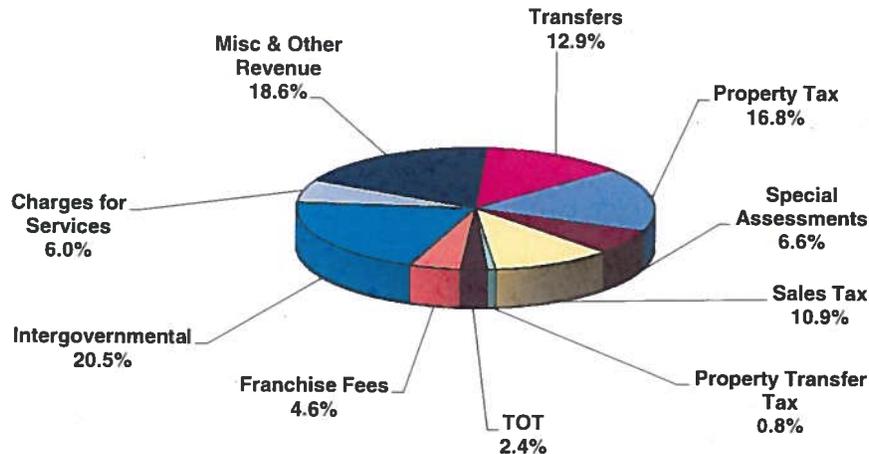
* Includes Transfers In



City Revenue by Source
Total \$92,792,176 FY 2014-15

Revenue Source	10/11 Actual	11/12 Actual	12/13 Actual	13/14 Final	14/15 Adopted
Property Tax	\$ 21,961,111	\$ 22,489,713	\$ 13,720,279	\$ 14,721,176	\$ 15,617,000
Special Assessments	5,546,655	5,664,796	5,861,999	5,992,482	6,089,086
Sales & Use Tax	7,580,028	8,198,736	8,336,061	8,674,285	10,096,000
Property Transfer Tax	469,732	439,705	518,437	498,000	700,000
Transient Occupancy Tax (TOT)	1,500,897	1,741,065	2,095,975	1,991,320	2,211,241
Franchise Fees	3,719,999	3,978,051	4,081,825	4,134,289	4,282,901
Licenses & Permits*	833,665	1,043,209	1,224,339	1,321,550	1,449,337
Intergovernmental	16,765,791	16,018,843	16,388,763	16,557,446	18,982,123
Charges for Services	4,633,575	4,779,404	5,389,043	5,241,468	5,555,318
Fines & Forfeitures*	405,786	373,238	377,084	374,000	373,706
Investment Income*	650,752	874,461	(52,155)	245,828	232,407
Development Fees*	826,865	573,560	2,909,297	832,867	1,499,864
Land Sale	437,100	437,702	436,498	437,100	437,100
Bond Proceeds*	4,285,270	18,443,654	-	-	-
Miscellaneous Revenue*	12,042,466	12,113,353	12,381,176	12,248,523	13,287,355
Total Revenue Before Transfers	\$ 81,659,692	\$ 97,169,490	\$ 73,668,621	\$ 73,270,334	\$ 80,813,438
Transfers In	\$ 24,962,604	\$ 55,059,609	\$ 14,940,019	\$ 13,592,596	\$ 11,978,738
Total Revenue Including Transfers	\$ 106,622,296	\$ 152,229,099	\$ 88,608,640	\$ 86,862,930	\$ 92,792,176

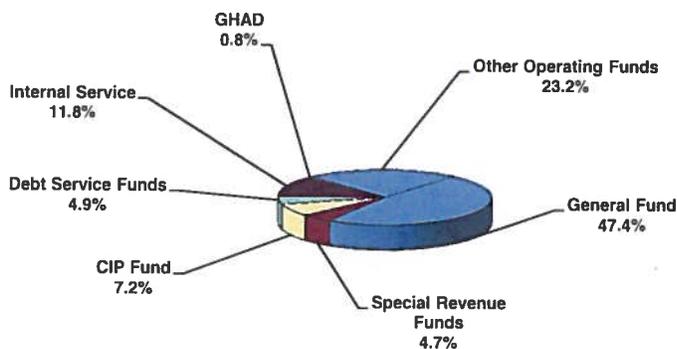
* Included as other revenue



City Expenditures by Fund *
Total \$94,174,549 FY 2014-15

Fund	Fund Description	12/13 Actual	13/14 Final	% Change	14/15 Adopted	% Change
101	General Fund	\$ 38,061,478	\$ 44,942,469	18.08%	\$ 44,681,504	-0.58%
202	Planning Cost Recovery	-	49,875	100.00%	50,901	2.06%
203	Geographic Information System	-	47,873	100.00%	30,000	-37.33%
205-225	Development Mitigation	342,176	289,302	-15.45%	29,824	-89.69%
230	Gas Tax	3,655,058	1,971,293	-46.07%	1,890,384	-4.10%
240	Park Development	209,293	161,853	-22.67%	721,634	345.86%
245	Crow Canyon Project	-	-	0.00%	-	0.00%
250	SCCJEPA	1,482,550	34,671	-97.66%	32,538	-6.15%
260	Street Maintenance & Improvement	1,338,305	1,229,442	-8.13%	1,220,884	-0.70%
270	Traffic Improvement	298,295	76,227	-74.45%	456,988	499.51%
283	Pub Educ & Govt. (PEG) Fund	19,716	100,000	407.20%	220,000	120.00%
301	Citywide Landscaping	1,537,737	1,616,717	5.14%	1,905,874	17.89%
302	Citywide Lighting	621,303	562,000	-9.54%	609,991	8.54%
310-375	Landscaping & Lighting Special Dist.	1,593,252	1,572,444	-1.31%	1,567,325	-0.33%
380	Canyon Park	8,891	19,754	122.18%	19,834	0.40%
382	Village Center Common Area	12,780	10,260	-19.72%	10,260	0.00%
383	Dougherty Valley	13,241,699	14,282,231	7.86%	15,239,902	6.71%
384	Solid Waste	156,715	220,102	40.45%	218,085	-0.92%
385	GHAD	436,203	706,381	61.94%	713,794	1.05%
387	Non Point Drainage	1,229,446	1,346,928	9.56%	1,201,211	-10.82%
388	Street Smarts	119,041	178,700	50.12%	193,200	8.11%
389	TDM Programs	403,162	628,061	55.78%	648,443	3.25%
390	Local Law Enforcement Block Grant	-	-	0.00%	-	0.00%
391	Police Services Donations	11,348	-	-100.00%	-	0.00%
392	Narcotic Asset Forfeiture	-	-	0.00%	-	0.00%
397	Project Participation	160,000	-	-100.00%	-	0.00%
412/ 420	Capital Projects	10,907,892	7,356,794	-32.56%	6,768,165	-8.00%
515-542	Debt Service Funds	3,128,241	4,481,777	43.27%	4,616,794	3.01%
610-630	Internal Service	9,886,506	10,812,385	9.37%	11,127,014	2.91%
Total Expenditures		\$ 88,861,087	\$ 92,697,539	4.32%	\$ 94,174,549	1.59%

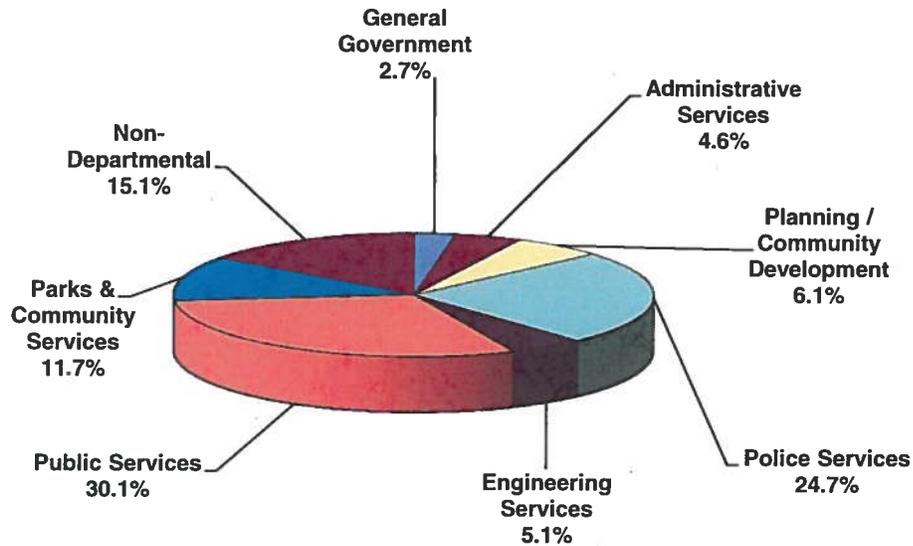
* Includes Transfers Out



City Expenditures by Department *
Total \$72,119,685 FY 2014-15

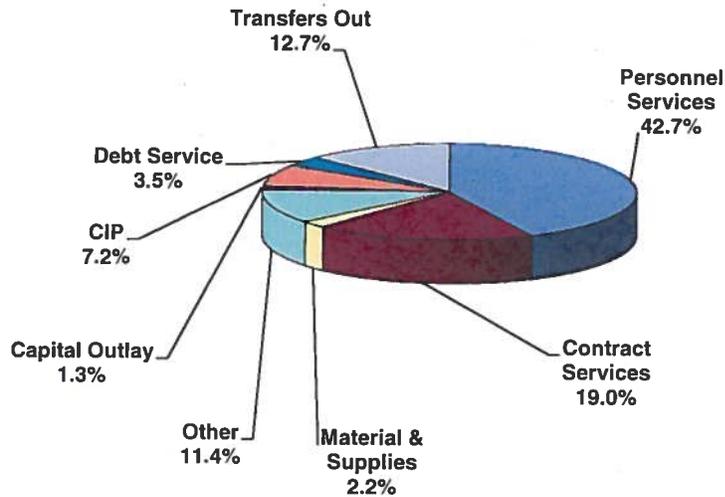
Description	10/11 Actual	11/12 Actual	12/13 Actual	13/14 Final	14/15 Adopted
General Government	\$ 1,854,327	\$ 1,564,661	\$ 1,643,589	\$ 2,078,473	\$ 1,969,473
Administrative Services	3,183,911	2,898,348	2,900,639	3,056,280	3,295,948
Planning/Community Development	3,555,623	3,563,629	3,708,223	4,206,471	4,364,397
Police Services	16,437,146	16,097,775	16,616,899	17,007,255	17,829,127
Engineering Services	2,979,498	3,068,114	3,185,541	3,617,443	3,702,611
Public Services	18,274,250	18,051,338	18,787,486	20,319,745	21,672,905
Parks & Community Services	7,466,732	7,275,890	7,546,558	7,962,809	8,408,711
Economic Development	6,133,689	2,581,613	-	-	-
Non-Departmental	10,286,847	9,292,431	9,494,410	10,323,899	10,876,513
Total Expenditures	\$ 70,172,023	\$ 64,393,799	\$ 63,883,345	\$ 68,572,375	\$ 72,119,685

* Excludes Transfers, CIP & Debt Service



City Expenditures by Category
Total \$94,174,549 FY 2014-15

Description	10/11 Actual	11/12 Actual	12/13 Actual	13/14 Final	14/15 Adopted
Personnel Services	\$ 39,398,255	\$ 38,033,558	\$ 37,392,308	\$ 38,708,559	\$ 40,218,851
Contract Services	14,708,986	13,846,711	14,281,578	16,642,208	17,931,324
Material & Supplies	1,782,087	1,811,873	1,780,522	2,122,175	2,025,826
Other Costs	14,147,644	9,952,504	9,913,305	9,924,856	10,724,809
Capital Outlay	135,051	749,153	515,632	1,174,577	1,218,875
Capital Improvement Program (CIP)	11,201,298	10,213,919	8,165,285	7,306,794	6,743,165
Debt Service	8,862,859	21,452,614	1,930,557	3,225,744	3,332,961
Total Expenditures Before Transfers	\$ 90,236,180	\$ 96,060,332	\$ 73,979,187	\$ 79,104,913	\$ 82,195,811
Transfers Out	\$ 29,247,874	\$ 59,507,510	\$ 14,881,900	\$ 13,592,626	\$ 11,978,738
Total Expenditures Including Transfers	\$ 119,484,054	\$ 155,567,842	\$ 88,861,087	\$ 92,697,539	\$ 94,174,549



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. 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 revenue. The General Fund revenue is primarily used to support public safety, parks and other administrative services.

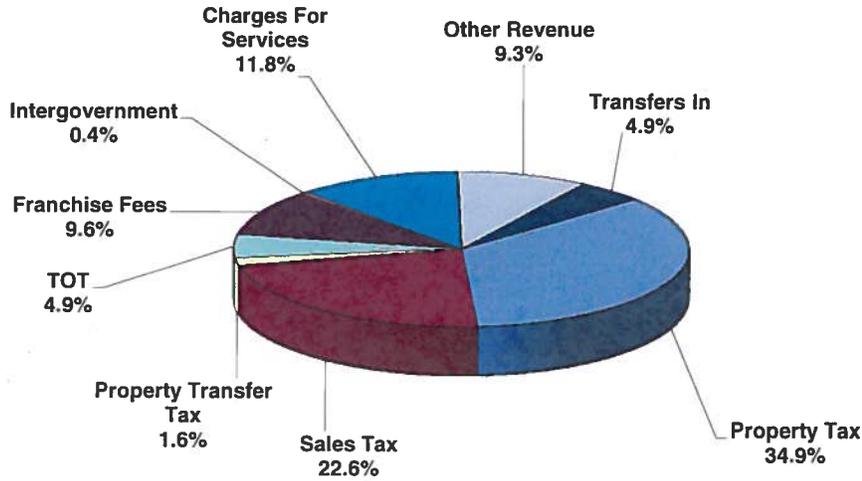
**GENERAL FUND
REVENUE - EXPENDITURE - FUND BALANCE**

Description	10/11 Audited Actual	11/12 Audited Actual	12/13 Audited Actual	13/14 Amended Budget	14/15 Adopted Budget
Fund Balance, July 1 *	\$ 7,805,978	\$ 7,169,298	\$ 8,938,238	\$ 11,754,580	\$ 8,872,346
REVENUE					
Property Tax	\$ 14,038,722	\$ 13,945,600	\$ 13,720,279	\$ 14,721,176	\$ 15,617,000
Sales and Use Tax	7,580,028	8,198,736	8,336,061	8,674,285	10,096,000
Property Transfer Tax	469,732	439,705	518,437	498,000	700,000
Transient Occupancy Taxes (TOT)	1,500,897	1,741,065	2,095,975	1,991,320	2,211,241
Franchise Fees	3,719,999	3,978,051	4,081,825	4,134,289	4,282,901
Licenses and Permits	828,225	1,039,144	1,217,859	1,318,050	1,443,337
Intergovernmental	983,704	254,549	199,496	156,915	163,504
Charges for Services	4,537,382	4,579,523	5,160,981	4,948,468	5,268,318
Fines and Forfeitures	387,611	372,578	369,031	374,000	373,706
Investment Income	317,035	145,096	45,194	124,215	124,215
Development Fees	15,676	43,876	61,991	-	-
Land Sale	437,100	437,702	436,498	437,100	437,100
Miscellaneous Revenue	1,874,483	1,855,103	2,230,888	1,502,913	1,793,375
Total Revenues	36,690,594	37,030,728	38,474,515	38,880,731	42,510,697
EXPENDITURES					
General Government	1,854,327	1,564,661	1,643,589	2,078,473	1,969,473
Administrative Services	3,139,594	2,857,778	2,857,490	3,011,586	3,248,711
Planning/Community Development	2,924,085	3,070,700	3,186,020	3,349,835	3,471,853
Police Services	10,459,082	10,299,491	10,653,633	10,820,698	11,343,579
Engineering Services	2,097,664	2,194,115	2,335,720	2,471,131	2,561,884
Public Services	8,162,915	8,177,605	8,331,591	8,755,393	9,404,420
Parks & Community Services	7,466,732	7,275,890	7,546,558	7,962,809	8,408,711
Economic Development	255,833	242,824	-	-	-
Non-Departmental	161,231	462,794	1,910	281	50,000
Total Expenditures	36,521,463	36,145,858	36,556,511	38,450,206	40,458,631
OTHER FINANCING SOURCES (USES)					
Operating Transfers In	4,328,281	2,886,064	2,403,305	2,159,596	2,175,407
Operating Transfers Out	(5,134,130)	(2,001,997)	(1,504,967)	(6,492,263)	(4,222,873)
Total Other Financing Sources	(805,849)	884,067	898,338	(4,332,667)	(2,047,466)
Net Increase (Decrease) in Fund Balance	(\$636,680)	\$ 1,768,940	\$2,816,342	(\$3,902,142)	\$4,600
FUND BALANCE:					
Fund Balance, June 30	\$ 7,169,298	\$ 8,938,238	\$ 11,754,580	\$7,852,438	\$8,876,946

General Fund Revenue by Source
Total \$44,686,104 FY 2014-15

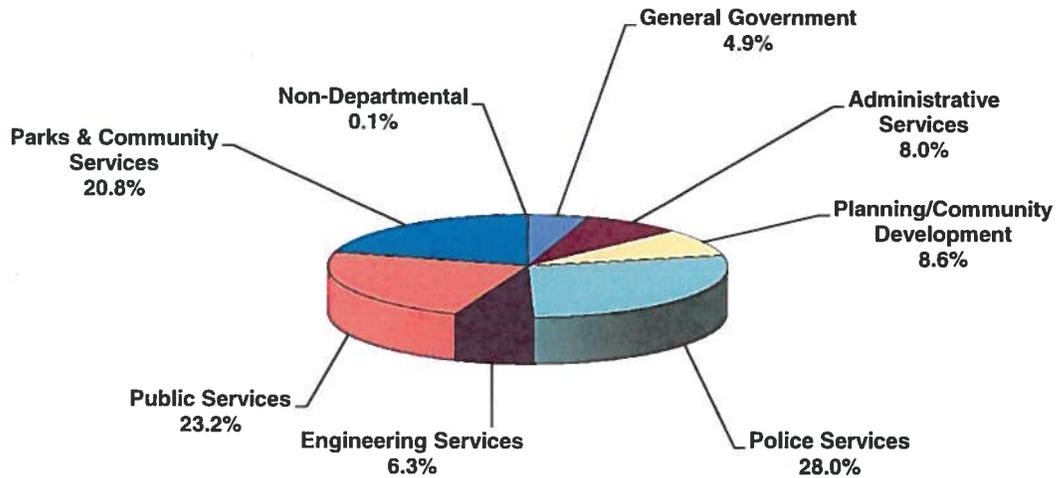
Revenue Source	10/11 Actual	11/12 Actual	12/13 Actual	13/14 Final	14/15 Adopted
Property Tax	\$ 14,038,722	\$ 13,945,600	\$ 13,720,279	\$ 14,721,176	\$ 15,617,000
Sales Tax	7,580,028	8,198,736	8,336,061	8,674,285	10,096,000
Property Transfer Tax	469,732	439,705	518,437	498,000	700,000
Transient Occupancy Tax (TOT)	1,500,897	1,741,065	2,095,975	1,991,320	2,211,241
Franchise Fees	3,719,999	3,978,051	4,081,825	4,134,289	4,282,901
Licenses & Permits*	828,225	1,039,144	1,217,859	1,318,050	1,443,337
Intergovernmental	983,704	254,549	199,496	156,915	163,504
Charges For Services	4,537,382	4,579,523	5,160,981	4,948,468	5,268,318
Fines & Forfeitures*	387,611	372,578	369,031	374,000	373,706
Investment Income*	317,035	145,096	45,194	124,215	124,215
Development Fees*	15,676	43,876	61,991	-	-
Land Sale*	437,100	437,702	436,498	437,100	437,100
Miscellaneous Revenue*	1,874,483	1,855,103	2,230,888	1,502,913	1,793,375
Transfers In	4,328,281	2,886,064	2,403,305	2,159,596	2,175,407
Total Revenue	\$ 41,018,875	\$ 39,916,792	\$ 40,877,820	\$ 41,040,327	\$ 44,686,104

* Included as other revenue



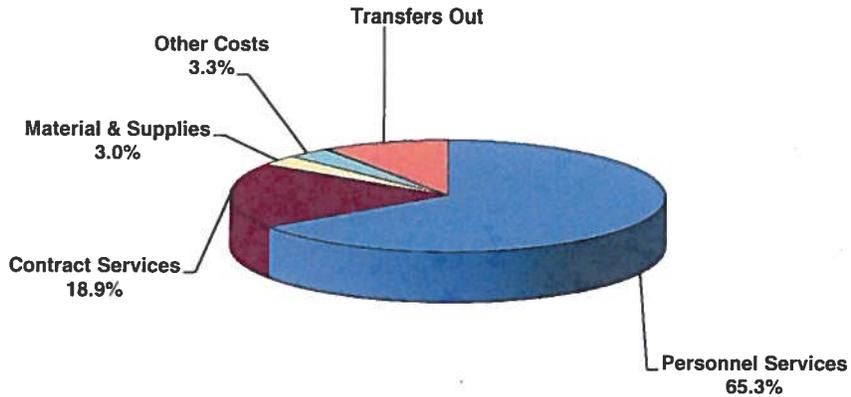
General Fund Expenditures by Department
Total \$40,458,631 FY 2014-15

Description	10/11 Actual	11/12 Actual	12/13 Actual	13/14 Final	14/15 Adopted
General Government	\$ 1,854,327	\$ 1,564,661	\$ 1,643,589	\$ 2,078,473	\$ 1,969,473
Administrative Services	3,139,594	2,857,778	2,857,490	3,011,586	3,248,711
Planning/Community Development	2,924,085	3,070,700	3,186,020	3,349,835	3,471,853
Police Services	10,459,082	10,299,491	10,653,633	10,820,698	11,343,579
Engineering Services	2,097,664	2,194,115	2,335,720	2,471,131	2,561,884
Public Services	8,162,915	8,177,605	8,331,591	8,755,393	9,404,420
Parks & Community Services	7,466,732	7,275,890	7,546,558	7,962,809	8,408,711
Economic Development	255,833	242,824	-	-	-
Non-Departmental	161,231	462,794	1,910	281	50,000
Total Expenditures	\$ 36,521,463	\$ 36,145,858	\$ 36,556,511	\$ 38,450,206	\$ 40,458,631



General Fund Expenditures by Category
Total \$44,681,504 FY 2014-15

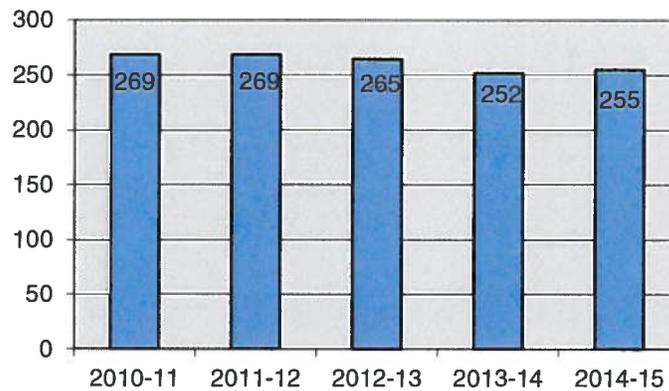
Description	10/11 Actual	11/12 Actual	12/13 Actual	13/14 Final	14/15 Adopted
Personnel Services	\$ 27,302,884	\$ 26,815,141	\$ 27,226,994	\$ 27,857,819	\$ 29,155,790
Contract Services	6,416,738	6,616,150	6,623,014	7,856,681	8,466,109
Material & Supplies	1,185,492	1,208,701	1,201,453	1,348,383	1,320,612
Other Costs	1,598,281	1,492,966	1,456,523	1,339,012	1,455,169
Capital Outlay	18,068	12,900	48,527	48,311	60,951
Total Expenditures Before Transfers	\$ 36,521,463	\$ 36,145,858	\$ 36,556,511	\$ 38,450,206	\$ 40,458,631
Capital Improvement Program (CIP)		77,946			
Debt Service Transfer Out	2,832,417	1,196,233	1,226,833	2,759,664	3,129,861
Other Transfers Out	2,301,713	727,818	278,134	3,732,599	1,093,012
Total Expenditures Including Transfers	\$ 41,655,593	\$ 38,147,855	\$ 38,061,478	\$ 44,942,469	\$ 44,681,504



Full Time Equivalents (FTE) By Department

Department	10/11 Actual	11/12 Actual	12/13 Actual	13/14 Final	14/15 Adopted
General Government	9.00	9.00	9.00	9.00	9.00
Administrative Services	18.00	18.00	18.00	17.00	17.00
Planning/Community Development	24.50	24.50	24.50	20.00	21.00
Police Services	77.50	77.50	77.50	81.50	83.50 *
Engineering Services	24.00	24.00	24.00	21.00	21.00
Public Services	77.90	77.90	77.90	71.30	71.50
Parks and Community Services	33.60	33.60	33.60	31.80	31.80
Economic/Redevelopment	4.00	4.00	0.00	0.00	0.00
Total FTE Personnel	268.50	268.50	264.50	251.60	254.80

* Budget includes 2 "Anticipatory Hiring" police officer positions that are not fully funded and part of the official FTE count.



CITY OF SAN RAMON APPROPRIATION LIMIT CALCULATION

FISCAL YEAR 2014-15 APPROPRIATIONS LIMIT

A.	FY 2013-14 APPROPRIATIONS LIMIT	<u>\$ 60,218,336</u>
B.	ADJUSTMENT FACTORS	
	1. City Population Growth	1.011
	2. California Per Capita Income	0.9977
	Total Adjustment %	1.0087
C.	ANNUAL ADJUSTMENT	522,376
D.	OTHER ADJUSTMENTS	<u>0</u>
E.	TOTAL ADJUSTMENTS	<u>522,376</u>
F.	FY 2014-15 APPROPRIATIONS LIMIT	<u>\$ 60,740,712</u>

FY 2014-15 APPROPRIATIONS SUBJECT TO LIMITATION

A.	PROCEEDS OF TAXES:	
	Property Tax	\$ 15,617,000
	Sales & Use Tax	10,096,000
	Property Transfer Tax	700,000
	Transient Occupancy Tax	2,211,241
	Motor Vehicle In Lieu	-
	Off-Highway Vehicles	-
	Interest Earned on Proceeds of Taxes	83,639.19
		<u>\$28,707,880</u>
B.	EXCLUSIONS:	
	Debt Service	3,129,861
	Qualified Capital Outlays	-
		<u>3,129,861</u>
C.	APPROPRIATIONS SUBJECT TO LIMITATION	25,578,019
D.	CURRENT YEAR LIMIT	<u>60,740,712</u>
E.	OVER (UNDER) LIMIT	<u>\$ (35,162,693)</u>

REVENUE

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. Countywide, the tax rate is generally nine and one-quarter percent (9.25%).

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. The State takes one-quarter of one percent (.25%) to finance its debt recovery bonds and returns the same amount as Property Tax revenue using a mechanism called the "triple flip".

- **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).

DEPARTMENTS

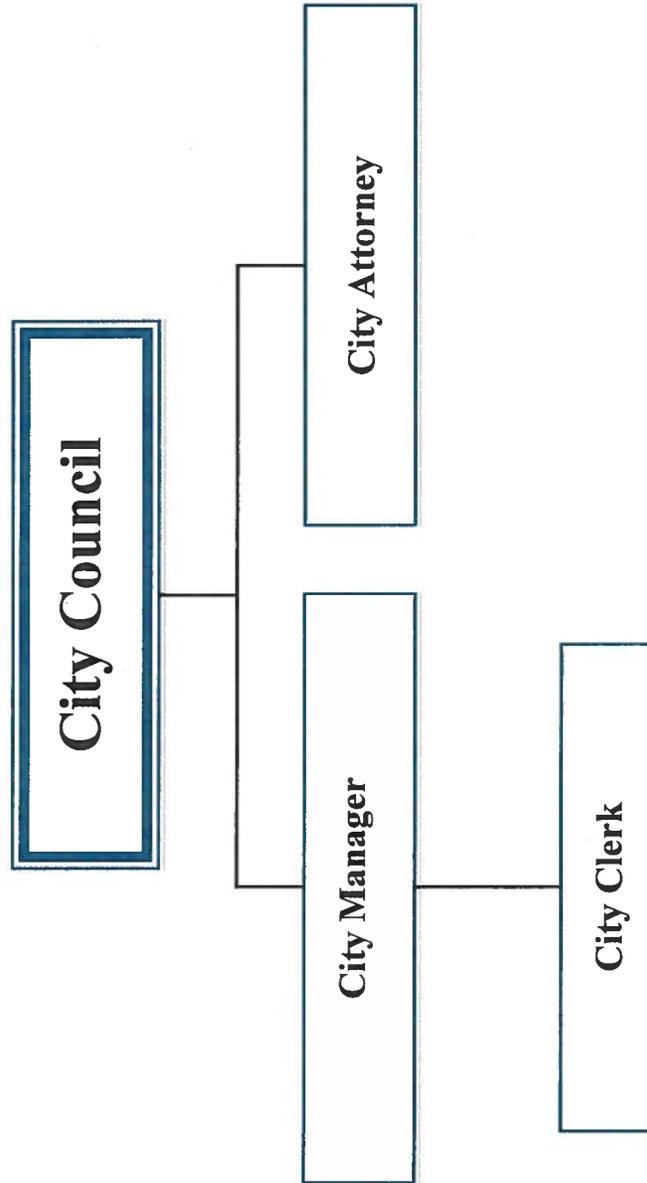
GENERAL GOVERNMENT



Flags at San Ramon City Hall



General Government FY 2014-15



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 2014-15

1. Maintain a safe and secure environment
2. Maintain a secure financial base
3. Staffing/resources to provide City services
4. Build and maintain quality facilities and infrastructure
5. Enhance communication with residents and business community
6. Continue efforts to support Priority Development Areas (PDAs)

Priorities from Goal Setting Workshop FY 2014-15

- **Parks Facilities**
 - Evaluate Foundation support and bond financing for unfunded projects
 - Review unfunded projects such as Forest Home Farms, Play Field Restoration and Open Space
 - Review with Finance Committee
- **Open Space**
 - New committee to develop a Work Plan and funding strategy
- **Financial Planning**
 - Evaluate restoration of prior year reductions in:
 - Character Counts
 - Pavement Management
 - Employee Relations
 - Staffing

City of San Ramon
GENERAL GOVERNMENT SUMMARY

- **Tassajara Valley**
 - Continue to stay informed about outside development activity
- **Dougherty Valley Trees**
 - Develop plan and funding strategy to deal with trees impact on infrastructure
- **Bishop Ranch Annexation Agreement**
 - Work with Contra Costa County to renew City Center Tax Sharing Agreement
- **Commercial Property Ordinance**
 - Hold joint workshop with City Council and Planning Commission to discuss the issue

Budget Notes
FY 2014-15

- None

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 2013-14

- Submitted Fiscal Year 2014-15 Annual Operating Budget and CIP to the City Council
- Implemented direction given, resulting from the City Council Priorities and Goals Workshop

Major Action Plan Items
FY 2014-15

		Completion By:
1.	Submit Fiscal Year 2015-16 Annual Operating Budget and CIP for City Council adoption	MAY 2015
2.	Continue oversight for City Hall building	JUN 2015
3.	Communications and outreach – new Assistant City Manager to coordinate PIO efforts	JUN 2015
4.	Evaluate Tri-Valley Convention Visitors Bureau financing	JUN 2015
5.	Continue to negotiate with County over City Center Tax Sharing Agreement	JUN 2015
6.	Six-month Council retreat – Coordinate with Mayor	JUN 2015
7.	Assist in establishment of the Open Space Advisory Committee with the new Assistant City Manager	JUN 2015
8.	Continue to work with State of California for approval of the Long Range Property Management Plan.	JUN 2015

Budget Notes
FY 2014-15

- None

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 2013-14

- 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, real estate transactions, for the City Council, Commissions, Committees and staff.

Major Action Plan Items
FY 2014-15

		Completion By:
1.	Continue to provide timely legal counsel and services to the City Council, City Commissions, City Committees and City staff	Ongoing

Budget Notes
FY 2014-15

- Fill vacant Office Specialist position with Certificated Paralegal

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 Department is committed to providing quality, efficient and accurate customer service.

Significant Accomplishments **FY 2013-14**

- Administered the 2013 election process
- Coordinated the Spring 2014 San Ramon Government 101 class
- Maintained City Council minutes, ordinances (11), and resolutions (119)
- Provided City Council, Successor Agency, Oversight Board, Geologic Hazard Abatement District, and Economic Development Advisory Committee agenda packets to the public via the City's website and public posting locations
- Maintained City Clerk, City Council, Successor Agency, Oversight Board, and Geologic Hazard Abatement District, and Boards, Commissions and Committees web pages
- Recruited for all City Boards, Commissions and Committees; maintained rosters
- Developed Department annual budget and monitored expenses
- Provided accurate, timely responses to 89 Public Record Act requests
- Administered Conflict of Interest and other Fair Political Practices requirements
- Promoted voter registration via City web page and City newsletter
- Conducted City Hall tours for elementary students
- Administered Passport Acceptance Program providing passport application services to the community (2,283 customers)
- Participated in Citizen's Request Management system
- Assumed responsibility for the annual Fee Resolution
- Increased Passport Acceptance Program revenue – 25%

City of San Ramon
GENERAL GOVERNMENT SUMMARY

Major Action Plan Items
FY 2014-15

		Completion By:
1.	Develop Records Retention Policy and further reduce storage costs	OCT 2014
2.	Update administrative portions of the Municipal Code	NOV 2014
3.	Facilitate records storage facility conversion	DEC 2014
4.	Coordinate the Spring 2015 San Ramon Government 101 class	APR 2015
5.	Prepare and issue the FY 2015-16 annual Fee Resolution	MAY 2015
6.	Administer Passport Acceptance Program	JUN 2015
7.	Provide staff support to the Successor Agency and Oversight Board	JUN 2015
8.	Promote voter registration via City web page, City newsletter, City events	JUN 2015

Budget Notes
FY 2014-15

- Fully fund one (1) Office Technician II full-time position that was approved at Mid-Year FY 13/14
- Deputy City Clerk position vacant

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 Division provides staff support to the Successor Agency of the former Redevelopment Agency, which is to wind down the activities of the former Redevelopment Agency. The goals and objectives for the Division are largely defined by the City's Economic Development Strategic Plan (EDSP). Accomplishments and goals of the Successor Agency and Housing Authority are outlined in their designated sections of the budget document. The Economic Development Division provides staff support for the Economic Development Advisory Committee (EDAC) to prioritize and implement the EDSP.

Significant Accomplishments *FY 2013-14*

- Completed a Community Resources Guide for marketing San Ramon
- Created a Business Outreach Communication Plan
- Continued to collaborate and partner with the chamber of Commerce, Small Business Development Center, Contra Costa Council; and Tri-Valley Convention and Visitors Bureau to implement the Economic Development Strategic Plan
- Continued efforts to increase the retail mix in San Ramon with ongoing outreach and marketing to property owners, retail brokers and retail tenants
- Continued to expand and improve the Shop San Ramon First website and distribute marketing collateral for the Shop San Ramon First Campaign
- Continued to collaborate with existing networks of business services
- Initiated a Business License verification program to ensure that all businesses doing business in San Ramon have a current City business license

City of San Ramon
GENERAL GOVERNMENT SUMMARY

Major Action Plan Items
FY 2014-15

		Completion By:
1.	Continue to collaborate and partner with the Chamber of Commerce, Small Business Development Center, and Contra Costa Council to implement the Economic Development Strategic Plan	JUN 2015
2.	Continue efforts to increase the retail mix in San Ramon with ongoing outreach and marketing to property owners, retail brokers, and retail tenants	JUN 2015
3.	New Assistant City Manager to work with Economic Development Advisory Committee to provide periodic updates to the City Council	JUN 2015
4.	Continue to collaborate with existing networks of business services	Ongoing
5.	Provide staff support to the Economic Development Advisory Committee	Ongoing

Budget Notes
FY 2014-15

- Support of San Ramon Chamber of Commerce to include up to \$8,000 of in-kind City facility rental fees and services
- Assistant City Manager will assume Economic Development responsibilities

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

Authorized Positions	10/11 Actual	11/12 Actual	12/13 Actual	13/14 Final	14/15 Adopted
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
Assistant City Manager	0.00	0.00	0.00	1.00	1.00
Deputy City Attorney	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk	1.00	1.00	1.00	1.00	1.00
Director	1.00	0.00	0.00	0.00	0.00
Executive Assistant	1.00	1.00	1.00	1.00	1.00
Office Specialist	1.00	1.00	1.00	1.00	1.00
Office Technician I/II	1.00	1.00	1.00	1.00	1.00
Senior Administrative Analyst	0.00	1.00	1.00	0.00	0.00
Total Authorized Positions	9.00	9.00	9.00	9.00	9.00

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

Expenditure Summary By Division

Description	10/11 Actual	11/12 Actual	12/13 Actual	13/14 Final	14/15 Adopted
City Council	\$ 287,834	\$ 252,480	\$ 270,330	\$ 284,132	\$ 287,265
City Clerk	459,672	465,514	384,648	611,087	432,200
City Attorney	409,678	387,259	363,006	420,785	412,307
City Manager	697,143	459,408	625,605	762,469	837,701
Department Total	\$ 1,854,327	\$ 1,564,661	\$ 1,643,589	\$ 2,078,473	\$ 1,969,473

Expenditure Summary By Category

Description	10/11 Actual	11/12 Actual	12/13 Actual	13/14 Final	14/15 Adopted
Personnel Services	\$ 1,471,646	\$ 1,134,853	\$ 1,255,088	\$ 1,220,813	\$ 1,445,988
Contract Services	199,987	300,944	253,121	703,114	365,480
Materials and Supplies	40,693	48,189	42,333	42,170	42,070
Other Costs	142,001	77,869	93,047	112,376	115,935
Capital Purchases		2,806			
Total Expenditures	\$ 1,854,327	\$ 1,564,661	\$ 1,643,589	\$ 2,078,473	\$ 1,969,473

Revenue Summary

Description	10/11 Actual	11/12 Actual	12/13 Actual	13/14 Final	14/15 Adopted
Total Department Revenue	\$ 49,247	\$ 54,686	\$ 54,436	\$ 38,400	\$ 57,450

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

Program Summary

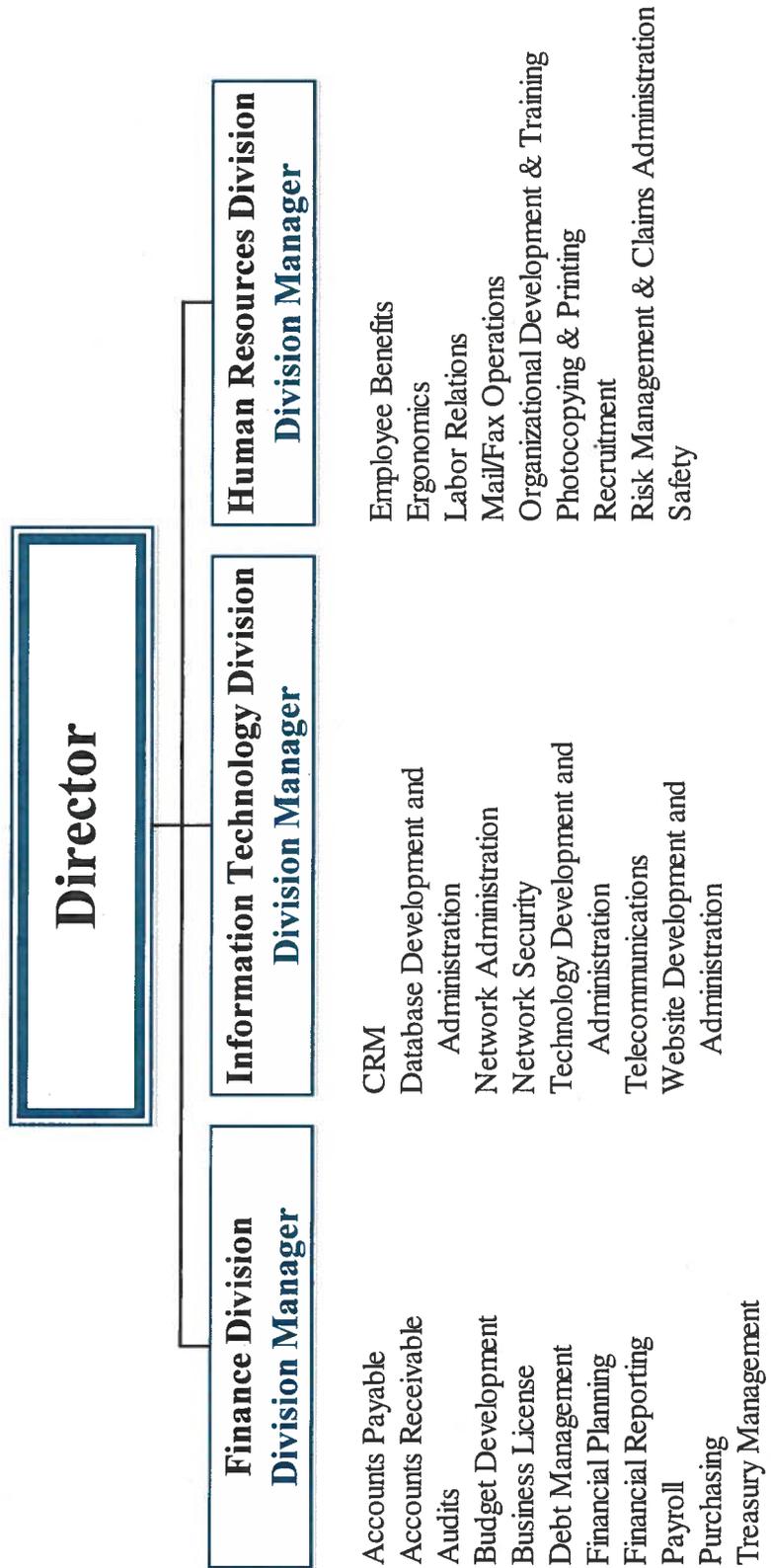
Description	Program Expenditures	Program Revenue	Net Program Cost
City Council	\$ 287,265		\$ 287,265
City Clerk Administration	349,565	57,450	292,115
Election/Voter Outreach	50,389		50,389
Legislative History	32,246		32,246
City Attorney	412,307		412,307
City Management	417,476		417,476
Communication & Public Affairs	127,920		127,920
Economic Development	292,305		292,305
 Program Totals	 \$ 1,969,473	 \$ 57,450	 \$ 1,912,023

ADMINISTRATIVE SERVICES DEPARTMENT





Administrative Services Department FY 2014-15



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 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 maintain 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 2013-14

- Provided oversight for the FY 2012-13 annual audit process
- Prepared the Comprehensive Annual Financial Report (CAFR)
- Submitted CAFR to the Government Finance Officers Association (GFOA) for the Certificate of Achievement for Excellence in Financial Reporting
- Received GFOA Award for the CAFR
- Prepared the updated Multi-Year Financial Projection and Mid-Year Financial Review
- Assisted in the formation of a Community Facilities District (CFD) to fund specific City services and facilities for new housing development
- Coordinated the development of the FY 2014-15 Operating Budget
- Facilitated the preparation and finalization of the FY 2013-14 Fee Resolution
- Provided support to the Successor Agency
- Maintained “AAA” rating from Standard & Poor’s
- Completed an Audit Services Request for Proposal process and selected a new Auditing Firm
- Updated Finance Policies
- Completed an Actuarial Study for Other Post-Employment Benefits
- Prepared and submitted the Annual State Controller’s Compensation Report
- Converted one (1) Office Specialist position and one (1) Office Technician II position from temporary to permanent

City of San Ramon
ADMINISTRATIVE SERVICES SUMMARY

- Prepared timely quarterly payroll tax reports; prepared and distributed annual W2's, 1099's and employee Earnings and Benefits Statements

***Major Action Plan Items
FY 2014-15***

		Completion By:
1.	Oversee the FY 2013-14 annual audit process	DEC 2014
2.	Prepare the comprehensive Annual Financial Report (CAFR) and submit CAFR for the Certificate of Achievement for Excellence in Financial Reporting	DEC 2014
3.	Complete an Armored Car Service Request for Proposal process and selected a new Armored Car Service	DEC 2014
4.	Prepare the updated Multi-Year Financial Projection and Mid-Year Financial Review	FEB 2015
5.	Coordinate the development of the FY 2015-16 Operating Budget	JUN 2015
6.	Develop an online Business License Application and Payment Process	JUN 2015
7.	Assist with research of a General Obligation Bond for Citywide infrastructure and Open Space	JUN 2015
8.	Aim to maintain "AAA" rating from Standard & Poor's	Ongoing
9.	Provide support to Successor Agency	Ongoing

***Budget Notes
FY 2014-15***

- Fully funded one (1) Office Technician II position that was converted from temporary to permanent in FY 2013/14
- Fully fund one (1) Senior Administrative Analyst position and one (1) Office Technician II position

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 2013-14*

- Implemented a Mobile Device Management security software platform for securing the City's mobile tablets
- Continued the virtualization of City Hall servers, approximately 80% virtualized
- Upgraded the City's Laserfiche document management system to the current version
- Researched and implemented a new CRM system with a modern interface and increased functionality for citizens and staff
- Upgraded the Microsoft Windows domain and replaced end-of-life servers
- Provided greater than 99% network availability
- Installed a new solution for printing building permits to replace end-of-life software
- Upgraded the Permit Center backup solution
- Installed new L3 video system for the Police mobiles; and configured equipment in new vehicles and installed new wireless system
- Designed and implemented the voice, data and camera systems for the Amador Rancho Community Center

City of San Ramon
ADMINISTRATIVE SERVICES SUMMARY

Major Action Plan Items
FY 2014-15

		Completion By:
1.	Complete the upgrade of the City's email system	OCT 2014
2.	Complete the domain upgrade for the remaining remote site servers	DEC 2014
3.	Virtualize the remaining 20% of City Hall servers	JAN 2015
4.	Continue to refine the new CRM system to include automated work flows to save staff time	FEB 2015
5.	Evaluate phone systems to replace the current end of life system including considerations for the new City Hall	JUN 2015
6.	Evaluate WAN infrastructure options to include connection of the new City Hall	JUN 2015
7.	Monitor trends in social media and implement them as appropriate to interact with the public	JUN 2015
8.	Design the voice, data and audio-video infrastructure for the City Hall project	JUN 2015

Budget Notes
FY 2014-15

- Partially reinstate employee training

City of San Ramon
ADMINISTRATIVE SERVICES SUMMARY

HUMAN RESOURCES DIVISION

Statement of Purpose

The Human Resources Division provides the City with quality personnel services in the following areas: 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 2013-14***

- Contracted with CALPERS for medical insurance to reduce costs and completed the enrollment of all eligible employees and their dependents into the CALPERS system
- Continued participation in Labor Negotiations with SEIU Local 1021 and Police Officer's Association
- Assisted with the implementation of CalOpps software, an online job application processing tool
- Assisted in the implementation of DocuSign software, an online new hire information packet and electronic document signing tool
- Updated various personnel forms used in the new hire process to electronic fillable forms, including the Personnel Action Form (PAF)
- Completed a Healthcare Reform Strategic Impact Study and Workforce Analysis to ensure compliance with Healthcare Reform implementation
- Coordinated mandatory training sessions for staff
- Evaluated usage and needs of Citywide copy machines to reduce costs
- Continued to coordinate with Municipal Pooling Authority to provide low or no cost safety training events for City employees
- Continued supporting and updating Division policies as needed

City of San Ramon
ADMINISTRATIVE SERVICES SUMMARY

Major Action Plan Items
FY 2014-15

		Completion By:
1.	Complete a Job Classification Study	JAN 2015
2.	Participate in Labor Negotiations with SEIU Local 1021 and Police Officers Association	JUN 2015
3.	Support and update Division policies as needed	JUN 2015
4.	Ensure City is compliant with mandatory trainings, including Sexual Harassment Training	JUN 2015
5.	Continue coordination with Municipal Pooling Authority to provide safety training and wellness events	JUN 2015
6.	Stay in compliance with Healthcare Laws	JUN 2015
7.	Update the Pay for Performance Policy	JUN 2015
8.	Partially restore Citywide employee training and events (employee BBQ)	JUN 2015

Budget Notes
FY 2014-15

- Restructure of Human Resources Division to include a lead person for frontline support to improve efficiencies within the Division
 - Reclassify one (1) Office Specialist position to Administrative Coordinator position
 - Fully fund Office Technician II position

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

Authorized Positions	10/11 Actual	11/12 Actual	12/13 Actual	13/14 Final	14/15 Adopted
Administrative Analyst	3.00	2.00	2.00	1.00	1.00
Administrative Services Director	1.00	1.00	1.00	1.00	1.00
Administrative Coordinator	1.00	3.00	3.00	2.00	3.00
Computer Specialist	1.00	1.00	1.00	1.00	1.00
Computer Technician	1.00	1.00	1.00	1.00	1.00
Division Manager	4.00	4.00	3.00	3.00	3.00
Office Specialist	5.00	4.00	4.00	3.00	2.00
Office Technician I/II	1.00	1.00	1.00	3.00	3.00
Senior Administrative Analyst	1.00	1.00	2.00	2.00	2.00
Total Authorized Positions	18.00	18.00	18.00	17.00	17.00

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

Expenditure Summary By Division

Description	10/11 Actual	11/12 Actual	12/13 Actual	13/14 Final	14/15 Adopted
Finance	\$ 1,023,724	\$ 814,145	\$ 973,165	\$ 1,092,445	\$ 1,199,918
Information Technology	785,664	767,732	928,845	1,067,496	1,118,559
Human Resources	1,374,523	1,316,471	998,629	896,339	977,471
Department Total	\$ 3,183,911	\$ 2,898,348	\$ 2,900,639	\$ 3,056,280	\$ 3,295,948

Expenditure Summary By Category

Description	10/11 Actual	11/12 Actual	12/13 Actual	13/14 Final	14/15 Adopted
Personnel Services	\$ 2,109,578	\$ 1,768,239	\$ 1,949,404	\$ 2,106,800	\$ 2,311,691
Contract Services	626,394	682,170	582,667	738,900	728,790
Materials and Supplies	66,949	92,032	34,179	65,675	61,750
Other Costs	380,990	355,907	334,389	139,905	193,717
Capital Purchases				5,000	
Total Expenditures	\$ 3,183,911	\$ 2,898,348	\$ 2,900,639	\$ 3,056,280	\$ 3,295,948

Revenue Summary

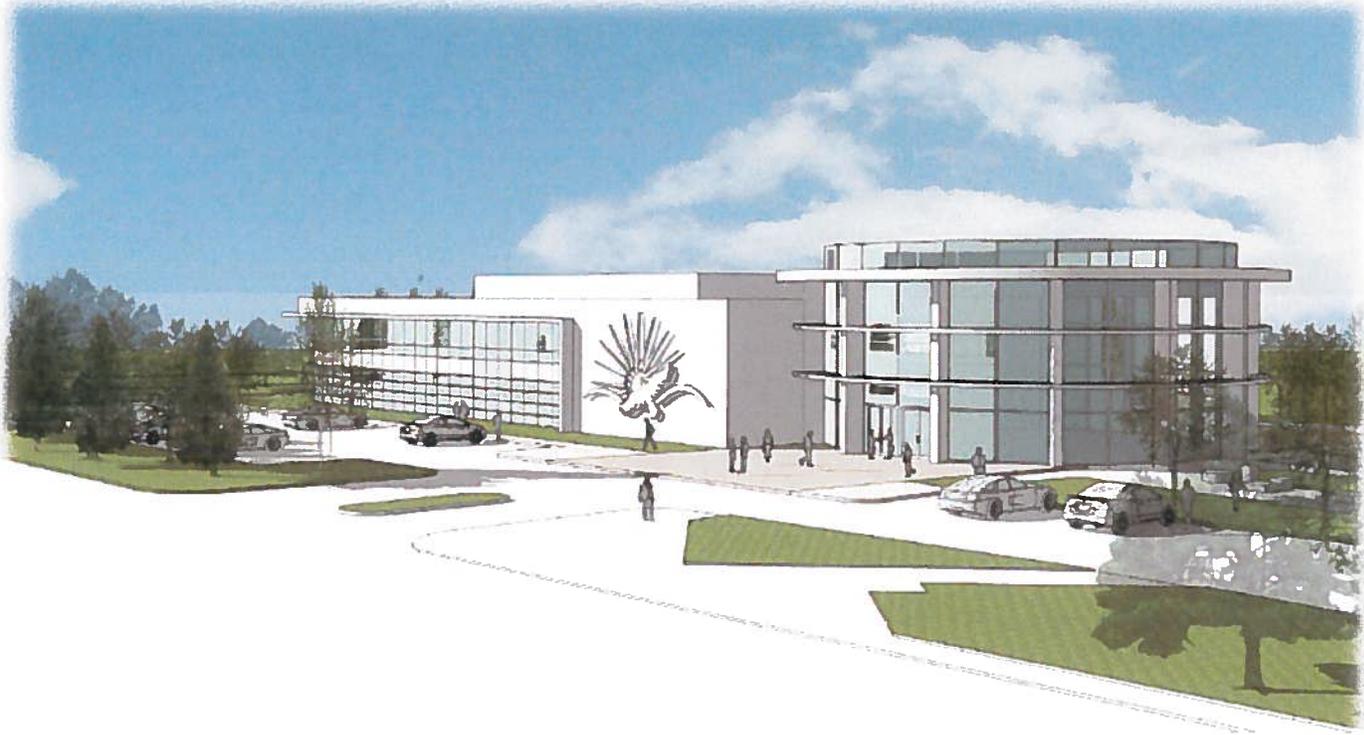
Description	10/11 Actual	11/12 Actual	12/13 Actual	13/14 Final	14/15 Adopted
Total Department Revenue	\$ 242,521	\$ 223,309	\$ 209,069	\$ 242,050	\$ 249,891

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

Program Summary

Description	Program Expenditures	Program Revenue	Net Program Cost
Finance Administration	\$ 197,516		\$ 197,516
Accounting	430,626		430,626
Business Licensing	94,767	236,037	(141,270)
Cash Management	256,255	5,350	250,905
Payroll	220,754		220,754
Information Technology Administration	657,042		657,042
Project Development	18,375		18,375
Telecommunications	260,162		260,162
Web Services	182,980		182,980
Human Resources Administration	111,709		111,709
Labor Relations	65,426		65,426
Organizational Development	60,786		60,786
Recruitment	50,286		50,286
Risk Management/Safety	226,507		226,507
Wages & Benefits	160,865		160,865
Central Supplies	31,271	8,504	22,767
Support Services	270,621		270,621
 Program Totals	 <u>\$ 3,295,948</u>	 <u>\$ 249,891</u>	 <u>\$ 3,046,057</u>

PLANNING / COMMUNITY DEVELOPMENT DEPARTMENT



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SAN RAMON CITY HALL

PERSPECTIVE VIEW 1



Planning/Community Development Department FY 2014-15

Director

**Planning Services Division
Division Manager**

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

**Building & Safety Services Division
Chief Building Official**

- Building Inspections
- Building Permits
- Building Plan Checking
- Neighborhood Preservation
- Housing Rehabilitation

**Transportation Services Division
Division Manager**

- 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

City of San Ramon
PLANNING/COMMUNITY DEVELOPMENT
SUMMARY

Department – Statement of Purpose

The Planning/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, Building & Safety Services, and Transportation Services.

PLANNING SERVICES DIVISION

Statement of Purpose

The Planning Services Division is responsible for providing 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, planning and zoning laws.

Significant Accomplishments
FY 2013-14

- Participated in developing the Property Priority Matrix for the Open Space Task Force and updated the bylaws for the newly formed Open Space Advisory Committee
- Implemented the necessary changes to the CCMU Zoning District to implement the City Center Project per Memorandum of Understanding (MOU) with Sunset Development regarding the design and construction of a new City Hall building
- Processed architecture designs and development applications for the new City Hall
- Participated in Regional Housing Needs Allocation (RHNA) process for the Housing Element update, including the RHNA Appeal Process
- Initiated the update to the Housing Element, including workshops with the Planning Commission and Housing Advisory Committee
- Completed the Zoning Ordinance Update to incorporate changes such as, allowing visits for home-based business, Cottage Food uses, Chicken Keeping regulations and other minor text changes.
- In concert with the Finance Division, developed a Citywide CFD requiring new development to offset the cost of providing City services
- Processed over 400 land use applications

City of San Ramon
PLANNING/COMMUNITY DEVELOPMENT
SUMMARY

Major Action Plan Items
FY 2014-15

		Completion By:
1.	Complete the update to the General Plan 2030 to maintain internal consistency with the changes required by the 2014-2022 Housing Element	DEC 2014
2.	In concert with Building and Safety Services, explore the development of a Commercial Property Maintenance Ordinance through a joint workshop of the City Council and Planning Commission	DEC 2014
3.	Submit the 2014-2022 Housing Element for certification to the State Department of Housing and Community Development	JAN 2015
4.	Consider preparation of a Fee Nexus study for all development impact fees at Mid-Year Budget Review, if appropriate	FEB 2015
5.	Continue to coordinate with the appropriate City Departments relative to the construction of the City Hall Project	Ongoing
6.	Continue to monitor and report to the City Council on proposed development activities in the Tassajara Valley	Ongoing
7.	Continue to implement the Climate Action Work Plan through the Climate Action Technical Advisory Committee and an Annual Report to the City Council	Ongoing
8.	Continue to participate in implementing the priorities of the Open Space Advisory Committee	Ongoing
9.	Implement the City Center Project	Ongoing
10.	Implement the North Camino Ramon Specific Plan	Ongoing

Budget Notes
FY 2014-15

- General Plan Recovery Fee – Allocation from the General Plan Recovery Fee for Planning Services staff work in implementing the General Plan 2030 (\$50,000)
- Training – Restoration of training for staff and the Planning Commission

City of San Ramon
PLANNING/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 2013-14

- Achieved over 95% rating of “Meets” or “Exceeds” expectations from City Customer Satisfaction Survey
- Plan-checked approximately 2,800 Building Permit applications
- Issued over 8,700 Building Permits with a total valuation of \$90,000,000
- Performed over 99% of all inspections requested within one (1) working day of request
- Performed 99% of all plan-checks within the ten (10) working days timeframe for new submittals and five (5) working days for re-submittals
- Processed 500 new code enforcement cases
- Completed (resolved) 600 cases
- Adoption of the 2013 California Building Codes effective January 1, 2014

City of San Ramon
PLANNING/COMMUNITY DEVELOPMENT
SUMMARY

Major Action Plan Items
FY 2014-15

		Completion By:
1.	In concert with Planning Services, explore the development of a Commercial Property Maintenance Ordinance through a joint workshop of the City Council and Planning Commission	DEC 2014
2.	Update handouts and forms to reflect changes of the 2013 California Building Codes	JUN 2015
3.	Implement permit automation upgrade and replacement to provide options for internet submittals of plans and software and hardware for staff for project tracking, plan-checking and inspections	JUN 2015
4.	Inspect and monitor construction of new City Hall	JUN 2015

Budget Notes
FY 2014-15

- Reinstating one (1) Office Specialist position
- Workload of one (1) vacant Building Inspector position is being handled through the use of contracted professional services

City of San Ramon
PLANNING/COMMUNITY DEVELOPMENT
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 2013-14

Regional Transportation

- In concert with Alameda County, Contra Costa County, Danville, Dublin, Livermore, and Pleasanton, participated in formation of a Joint Powers Authority (JPA) for the Tri-Valley Transportation Council (TVTC); the JPA enhances the ability to initiate and collect regional traffic impact fees and allocate fees to regional transportation improvement projects included in the Strategic Expenditure Plan
- In concert with Contra Costa Transportation Authority (CCTA), participated on Project Development Team for “Realtime Rideshare” Demonstration Project; the Team developed carpool rideshare app – CARMA
- In concert with CCTA and CalTrans, facilitated Community Engagement Component related to the Draft Environmental Impact Report (DEIR) for I-680 Transit Corridor Improvement Project
- In concert with 511 Contra Costa implemented Transportation Commuter Survey for the San Ramon Valley; results to be presented in May
- Participated in update of the Contra Costa Countywide Transportation Plan, including Tri-Valley Transportation Action Plan; which will be incorporated into Contra Costa Countywide Transportation Plan in late 2014
- Participated in Countywide Safe Routes to School (SRTS) Oversight Committee to develop SRTS Technical Assistance Resource Guide; a draft of Resource Guide circulated to local agencies for review/comment; Countywide SRTS needs assessment will be finalized and will include funding methodology to provide local agencies with SRTS infrastructure funding

City of San Ramon
PLANNING/COMMUNITY DEVELOPMENT
SUMMARY

Local Transportation

- In concert with Engineering Services, initiated Iron Horse Trail Bicycle/Pedestrian Overcrossing Project – Phase Two – Community Engagement and Preliminary Design
- Conducted analysis of Safe Routes to Schools (SRTS) program, including coordination with internal and external staff, and based on findings, developed recommendations for implementation; with increase in school sites and limited staff resources, developed priorities for school site observations
- Processed 203 Residential Traffic Calming (RTC) requests (as of 02/20/14)
- Processed 1,016 Student Transit Ticket requests (as of 02/20/14)
- Conducted 44 school site observations at 11 elementary school sites during the months of February through May (as of 02/20/14)
- Conducted 11 Street Smarts Bike Rodeos and School Safety Assemblies at 8 San Ramon school sites with 4,654 students participating (as of 02/20/14)

Major Action Plan Items
FY 2014-15

		Completion By:
1.	Participate in Contra Costa Countywide Express Bus Study	JUL 2014
2.	Monitor implementation of Bay Area Commuter Benefits Program	JUL 2014
3.	Enter into contract with consulting firm to provide review and analysis on EIR for I-680 Direct Access Ramp Project, with an emphasis on the traffic analysis	JUL 2014
4.	In concert with Bishop Ranch Transportation Association, implement and develop Transportation Demand Management (TDM) Program at City Center and new site (former AT&T site)	SEP 2014
5.	In concert with Contra Costa Transportation Authority (CCTA) finalize Countywide Needs Assessment for Safe Routes to Schools (SRTS) Program, Needs Assessment and Resource Guide	DEC 2014
6.	Evaluate existing Street Smarts Bike Rodeos and School Safety Assemblies and develop program with “non” grant funding	DEC 2014
7.	In concert with CalTrans and CCTA review and respond to Draft Environmental Impact Report (DEIR) for I-680 Direct Access Ramp Project	FEB 2015
8.	Finalize Iron Horse Trail (IHT) Bicycle/Pedestrian Overcrossing Project – Phase Two – Community Engagement and Preliminary Design	JUN 2015

City of San Ramon
PLANNING/COMMUNITY DEVELOPMENT
SUMMARY

Budget Notes
FY 2014-15

- Fee for consultant to provide review and analysis EIR for I-680 Direct Access Ramp project, with an emphasis on traffic analysis

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

Authorized Positions	10/11 Actual	11/12 Actual	12/13 Actual	13/14 Final	14/15 Adopted
Administrative Analyst	1.00	1.00	1.00	1.00	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	3.00	3.00	3.00	3.00
Engineering Specialist	1.00	1.00	1.00	1.00	1.00
Inspector	3.00	3.00	3.00	3.00	3.00
Office Specialist	4.00	4.00	3.00	2.00	3.00
Office Technician I/II	1.00	1.00	2.00	2.00	2.00
Planning Director	1.00	1.00	1.00	1.00	1.00
Planning Specialist	1.00	1.00	1.00	0.00	0.00
Plans Examiner	1.00	1.00	1.00	1.00	1.00
Senior Engineer	1.00	1.00	1.00	1.00	1.00
Senior Inspector	2.50	2.50	2.50	1.00	1.00
Senior Planner	1.00	1.00	1.00	1.00	1.00
Supervising Inspector	1.00	1.00	1.00	0.00	0.00
Total Authorized Positions	24.50	24.50	24.50	20.00	21.00

CITY OF SAN RAMON
SUMMARY OF DEPARTMENTAL BUDGET
PLANNING/COMMUNITY DEVELOPMENT

Expenditure Summary By Division

Description	10/11	11/12	12/13	13/14	14/15
	Actual	Actual	Actual	Final	Adopted
Planning	\$ 1,039,574	\$ 1,103,029	\$ 1,182,760	\$ 1,217,070	\$ 1,254,457
Building	1,314,168	1,446,602	1,409,421	1,586,154	1,647,216
Transportation	1,201,881	1,013,998	1,116,042	1,403,247	1,462,724
Department Total	\$ 3,555,623	\$ 3,563,629	\$ 3,708,223	\$ 4,206,471	\$ 4,364,397

Expenditure Summary By Category

Description	10/11	11/12	12/13	13/14	14/15
	Actual	Actual	Actual	Final	Adopted
Personnel Services	\$ 2,829,703	\$ 3,015,276	\$ 3,095,941	\$ 3,326,379	\$ 3,258,187
Contract Services	592,365	436,292	511,445	696,102	942,894
Materials and Supplies	72,694	58,150	46,343	115,116	76,491
Other Costs	60,861	53,911	54,494	68,874	86,825
Capital Purchases	-				
Total Expenditures	\$ 3,555,623	\$ 3,563,629	\$ 3,708,223	\$ 4,206,471	\$ 4,364,397

Revenue Summary

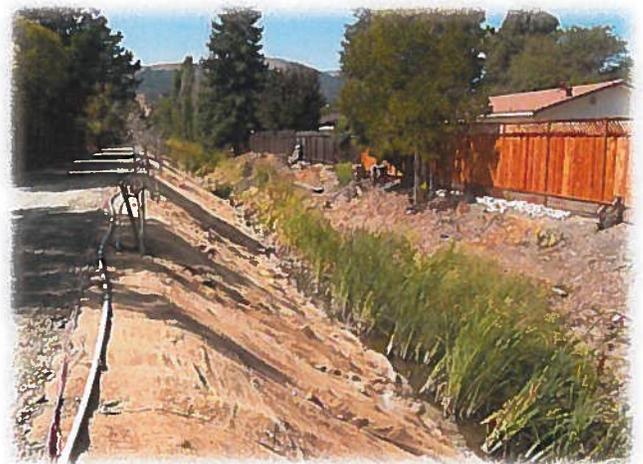
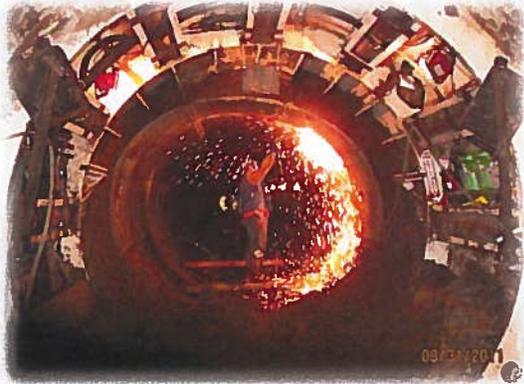
Description	10/11	11/12	12/13	13/14	14/15
	Actual	Actual	Actual	Final	Adopted
Total Department Revenue	\$ 1,924,866	\$ 2,232,640	\$ 2,689,112	\$ 2,850,106	\$ 3,185,638

CITY OF SAN RAMON
SUMMARY OF DEPARTMENTAL BUDGET
PLANNING/COMMUNITY DEVELOPMENT

Program Summary

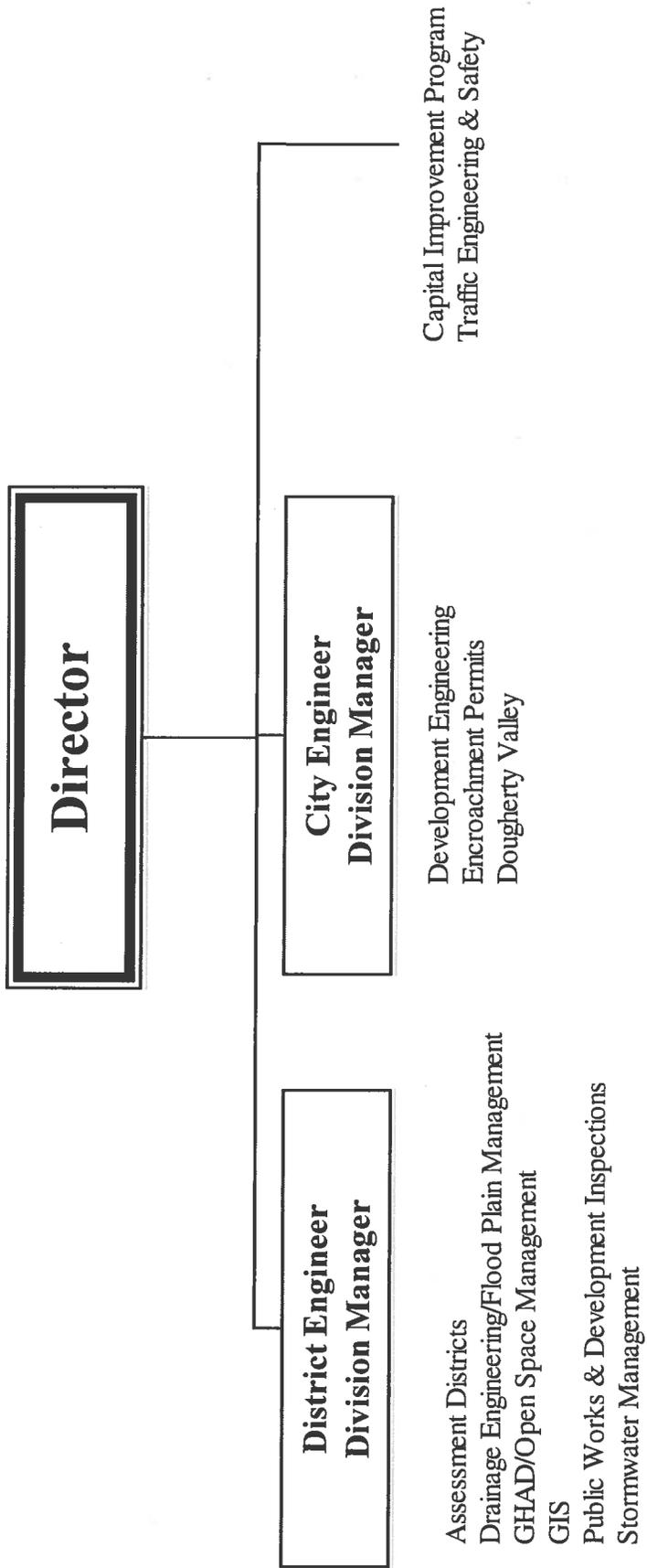
Description	Program Expenditures	Program Revenue	Net Program Cost
Planning Administration	\$ 364,898	\$ 25,545	\$ 339,353
Architectural Review	122,265	40,000	82,265
Development Administration	206,394	350,000	(143,606)
General Plan Management	243,895		243,895
Subdivision Processing	8,755		8,755
Zoning Ordinance Update	550		550
Zoning Administration	292,873	3,950	288,923
Planning Dougherty Valley	14,827		14,827
Building Administration	546,951	2,700	544,251
Inspection	662,326	1,384,500	(722,174)
Neighborhood Preservation Code Enforcement	108,024	200	107,824
Plan Checking	329,915	529,100	(199,185)
Transportation Administration	253,829	8,000	245,829
Residential Traffic Calming	175,131		175,131
Traffic Safety	46,882		46,882
Transportation Planning	118,509		118,509
TDM - Administration	154,221	154,221	
TDM- Carpool to School Program	231,328	231,328	
TDM - Vanpool Program	116,058	116,058	
TDM - Voluntary EBTR	146,836	146,836	
Transportation Dougherty Valley	26,730		26,730
Street Smarts	193,200	193,200	
Program Totals	\$ 4,364,397	\$ 3,185,638	\$ 1,178,759

ENGINEERING SERVICES DEPARTMENT





Engineering Services Department FY 2014-15



City of San Ramon

ENGINEERING SERVICES SUMMARY

Statement of Purpose

Engineering Services is responsible for the administration and implementation of the Capital Improvement Program (CIP) and Capital Budget; Assessment Districts engineering; Geologic Hazard Abatement District (GHAD); Stormwater Management 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 2013-14

- Completed the sediment removal in Norris Creek from Tareyton Avenue to Davona Drive (CIP 5548)
- Obtained One Bay Area Grant Safe Routes to School Cycle 2 for pedestrian crossing enhancements at: Windemere Parkway and Holborn way; Windemere Parkway and Kearny Way; Harcourt Way and Craiglee Drive; Talavera Drive and Cardona Circle; and Alcosta Boulevard at Fire Station No. 34 South Driveway
- Completed the public outreach and design of the Iron Horse Trail Landscaping and Beautification Project (CIP 5514)
- Completed the following pavement management repair projects: Crow Canyon Road from San Ramon Valley Boulevard to Crow Canyon Place; Bollinger Canyon Road from San Ramon Valley Boulevard to Alcosta Boulevard; and the 2013 annual pavement repairs (CIPs 5561, 5324)
- Completed the design of: Norris Canyon Road from Alcosta Boulevard to San Ramon Valley Boulevard; Bollinger Canyon Road from San Ramon Valley Boulevard to Crow Canyon Road; San Ramon Valley Boulevard from Bollinger Canyon Road to Montevideo Drive; and preventative maintenance in Dougherty Valley Gale Ranch Phase 1 area (CIP 5521)
- Completed the biennial pavement condition survey for all City-owned streets and presented the 5-Year Pavement Repair Plan for FY 2014-15 to FY 2018-19 to the Finance Committee
- Completed the construction of Central Park Meadow Fountain Repair Phase 1 (CIP 5562)
- Completed the San Ramon Olympic Pool Gas Chlorine Conversion Project (CIP 5565)
- Participated in new MRP permit ongoing discussions through the Clean Water Program Management Committee anticipated to be issued by beginning of 2015
- Updated the City's Stormwater Discharge and Control Ordinance to comply with the latest permit requirements
- Completed the annual Stormwater Permit Annual Report as part of the Stormwater Management Program's Municipal Regional Permit (MRP) implementation requirements for FY 2013/14

City of San Ramon
ENGINEERING SERVICES SUMMARY

- Through an encroachment permit issued to EBMUD, completed polybutylene replacements in 87 locations throughout the City
- Reviewed and issued over 350 encroachment permits and over 130 transportation permits
- Submitted a balanced FY 2014/15 Capital Budget and Five-Year Capital Improvement Program for FY 2014/19
- Revamped CIP to new software for more efficient data management; revamped CIP report to improve presentation of the CIP budget document

*Major Action Plan Items
FY 2014-15*

		Completion By:
1.	Submit assessment rolls to County for Citywide Landscaping & Lighting District and Special Zones	AUG 2014
2.	Through encroachment permit issuances, to EBMUD, complete corroded copper service repairs and polybutylene replacements throughout the City	SEP 2014
3.	PG&E Pipeline Pathways Program – coordinate with PG&E through encroachment permit issuance to clear pathway above the PG&E gas transmission pipeline within the City limits	SEP 2014
4.	Begin construction of the Iron Horse Trail Landscaping & Beautification Project (CIP 5514)	SEP 2014
5.	Complete various Citywide drainage projects prior to start of the rainy season, as shown in FY 2014/15 CIP (CIP 5548)	OCT 2014
6.	Complete various pavement management repair projects as shown in FY 2014/15 CIP (locations: Norris Canyon Road, Bollinger Canyon Road, San Ramon Valley Boulevard, and Dougherty Valley Gale Ranch Phase 1 area) (CIPs 5521, 5539)	DEC 2014
7.	Complete pedestrian crossing enhancements and modifications at 8 locations throughout the City (CIP 5413) (portion OBAG SRTS Grant) and along Bollinger Canyon Road in the Dougherty Valley area (CIP 5533) (HSIP, SRTS Grant)	DEC 2014
8.	Participate in the new MRP permit ongoing discussions through the Clean Water Program Management Committee anticipated to be issued by beginning of 2015	FEB 2015
9.	Update the Traffic Mitigation Fee	MAR 2015

City of San Ramon
ENGINEERING SERVICES SUMMARY

		Completion By:
10.	In coordination with Transportation Services Division, complete the Community Engagement and Preliminary Design of the Iron Horse Trail Bicycle/Pedestrian Overcrossing Project (CIPs 5530, 5531)	JUN 2015
11.	Process maps, plans, and permits as submitted by the developer for Faria Preserve and Ryan Industrial Court developments	JUN 2015
12.	City Hall design and construction – in conjunction with the Planning/Community Development Department, provide design review, engineering support, and inspection services for the completion of the new City Hall (CIP 9005)	Ongoing

Budget Notes
FY 2014-15

- Continue to unfund: one (1) Senior Engineer position; one (1) Associate Engineer position; and one (1) Senior Inspector position
- Utilize temporary employees and consultants for Special Fund projects and to help manage peak summer project management and inspection needs

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

Authorized Positions	10/11 Actual	11/12 Actual	12/13 Actual	13/14 Final	14/15 Adopted
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 Director	1.00	1.00	1.00	1.00	1.00
Engineering Specialist	2.00	2.00	2.00	2.00	2.00
Office Specialist	1.00	1.00	1.00	1.00	1.00
Senior Administrative Analyst	2.00	2.00	2.00	2.00	2.00
Senior Engineer	4.00	4.00	4.00	3.00	3.00
Senior Inspector	6.00	6.00	6.00	4.00	4.00
Supervising Inspector	1.00	1.00	1.00	1.00	1.00
Total Authorized Positions	24.00	24.00	24.00	21.00	21.00

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

Expenditure Summary By Division

Description	10/11 Actual	11/12 Actual	12/13 Actual	13/14 Final	14/15 Adopted
Engineering Services	\$ 2,979,498	\$ 3,068,114	\$ 3,185,541	\$ 3,617,443	\$ 3,702,611
Department Totals	<u>\$ 2,979,498</u>	<u>\$ 3,068,114</u>	<u>\$ 3,185,541</u>	<u>\$ 3,617,443</u>	<u>\$ 3,702,611</u>

Expenditure Summary By Category

Description	10/11 Actual	11/12 Actual	12/13 Actual	13/14 Final	14/15 Adopted
Personnel Services	\$ 2,335,355	\$ 2,487,725	\$ 2,616,096	\$ 2,693,295	\$ 2,818,248
Contract Services	534,170	488,386	466,372	808,533	765,488
Materials and Supplies	51,075	32,509	47,308	48,812	47,650
Other Costs	58,898	59,494	55,765	66,803	71,225
Capital Purchases	-				
Total Expenditures	<u>\$ 2,979,498</u>	<u>\$ 3,068,114</u>	<u>\$ 3,185,541</u>	<u>\$ 3,617,443</u>	<u>\$ 3,702,611</u>

Revenue Summary

Description	10/11 Actual	11/12 Actual	12/13 Actual	13/14 Final	14/15 Adopted
Total Department Revenue	<u>\$ 296,433</u>	<u>\$ 209,259</u>	<u>\$ 293,322</u>	<u>\$ 214,622</u>	<u>\$ 327,997</u>

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

Program Summary

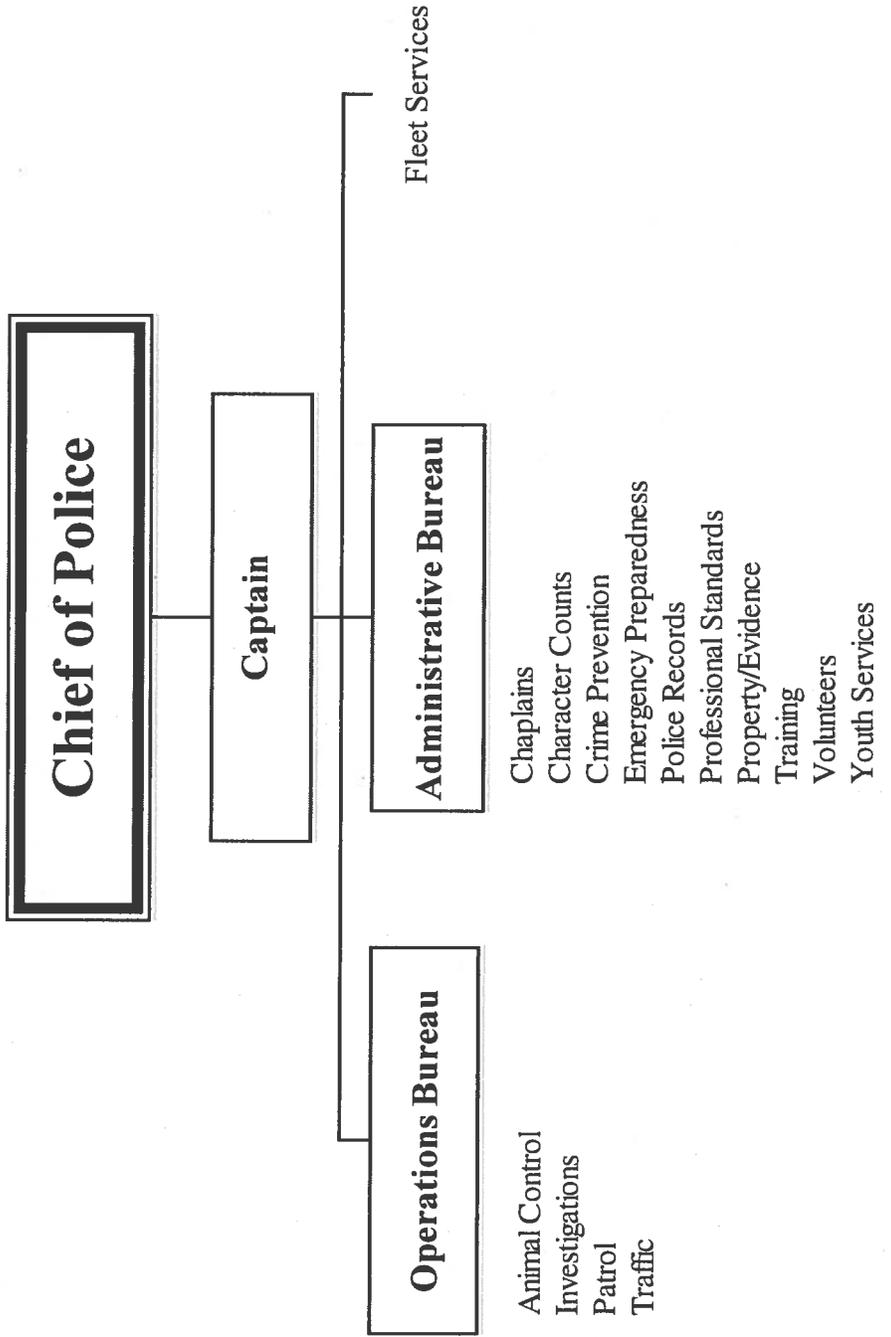
Description	Program Expenditures	Program Revenue	Net Program Cost
Engineering Services Administration	\$ 358,103	\$ 600	\$ 357,503
CIP Administration	51,900		51,900
CIP Engineering	312,610		312,610
CIP Inspection	230,380		230,380
Development Engineering	416,042	45,099	370,943
Development Inspection	138,007	83,798	54,209
Encroachments	266,037	140,000	126,037
Canyon Park	17,317		17,317
GHAD	645,294	6,000	639,294
Open Space/Drainage	32,434		32,434
Storm Water Mgmt	478,116		478,116
GIS	141,423	52,500	88,923
Traffic Engineering	382,788		382,788
Dougherty Valley	232,160		232,160
 Program Totals	 <u>\$ 3,702,611</u>	 <u>\$ 327,997</u>	 <u>\$ 3,374,614</u>

POLICE SERVICES DEPARTMENT





Police Services FY 2014-15



City of San Ramon
POLICE SERVICES SUMMARY

Statement of Purpose

Police Services 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 2013-14

- Deployed School Resource Officer to the City’s middle schools to meet service demands
- Implemented regional SWAT team to enhance current services and reduce associated costs of the program
- Purchase, trained and deployed new K-9
- Replaced outdated less lethal weapons systems
- Initiated upgrade of antiquated and out-of-date in-car video system

Major Action Plan Items
FY 2014-15

		Completion By:
1.	Deploy two (2) temporary part-time Police Service Technicians (PSTs) approved by the City Council in FY 2013/14 to patrol and monitor the City’s Parks	
	<ul style="list-style-type: none"> • The PSTs primary function will be patrol and monitor the City’s parks to deter crime, monitor skate parks patrons, address parking complaints and observe and report Municipal Code violations – The PSTs will also supplement and support other department objectives to include addressing other parking problems in the City 	JUL 2014
2.	Deploy four (4) new Police Officer positions as approved by City Council in FY 2013/14	
	<ul style="list-style-type: none"> • Assign (1) Police Officer position to the Drug Enforcement Administration Tactical Diversion Squad on a trial basis. This deployment will address the prescription drug abuse problem in the City, as well as open up Federal resources available. Current staffing will be used, delaying the second Middle School SRO. Future funding of this position will come from asset forfeiture money. 	OCT 2014

City of San Ramon
POLICE SERVICES SUMMARY

		Completion By:
	<ul style="list-style-type: none"> Three (3) Police Officer positions dedicated to patrol giving the Police Department the ability to initiate a 6th patrol beat in the City – Initiation of a 6th beat will provide patrol officers more self-directed work-time enhancing the Police Department’s crime prevention strategies, reduce response times and address the growing service demands in the Dougherty Valley 	FEB 2015
3.	Recruit and hire a temporary part-time Computer Forensics Investigator assistant to address the growing demand for computer analysis required in criminal investigations	
	<ul style="list-style-type: none"> The need to forensically analyze computers, cell phones and other media devices has consistently grown over the past five (5) years. Evidence related to crimes is being stored more and more on computers and smart phone devices. This position will work directly under the computer Forensics Detective and will assist in security information contained in these devices which often takes hours under a very controlled environment. The Police Department currently lacks the capacity to handle all the computer forensic requests in a timely manner. 	JAN 2015
4.	Update and enhance the Police Department’s technology resources to support the Department’s crime prevention and criminal investigation strategies	
	<ul style="list-style-type: none"> Deploy Automated License Plate Readers (ALPR’s), approved by City Council at the FY 2013/14 Mid-Year Budget, on some Police patrol vehicles – ALPRs enhance criminal investigation efforts through detection of suspicious and stolen vehicles related to criminal activity in the City 	JAN 2015
	<ul style="list-style-type: none"> Deploy “Smart Justice” data application provided by the Department of Justice (DOJ) to Police Officer smart phones – Smart Justice is a comprehensive investigative database maintained by the DOJ allowing officers to access various types of information real-time such as driver’s license, probation, parole, photographs and other criminal offender information via smart phone or tablet 	JAN 2015
5.	Deploy new updated patrol cars	
	<ul style="list-style-type: none"> The Police Department is in the process of transitioning its patrol fleet from the discontinued Ford Victoria to Dodge Chargers – The new patrol cars have been completely redesigned with upgraded technology – The transition will take place over the next three (3) years as the Ford patrol cars reach their “end of life” 	JUN 2015
6.	Update and initiate an Emergency Preparedness Strategic Plan that outlines priorities on trainings to conduct, plans to update, and capital implementation projects	JUN 2015
7.	Complete improvement to the alternate Emergency Operations Center at the Dougherty Public Services yard	JUN 2015
8.	Conduct tobacco purchasing decoy stings at a minimum of 50% of the establishments selling tobacco products within the City	JUN 2015

City of San Ramon
POLICE SERVICES SUMMARY

		Completion By:
9.	Augment training and equipment for new officers and new members of the regional Special Weapons and Tactics Team (SWAT)	
	<ul style="list-style-type: none"> • The Department has experienced vacancies due to attrition and requires additional training to get new officers and SWAT members to an acceptable level of competence 	JUN 2015

Budget Notes
FY 2014-15

- Personnel allocation increase for four (4) new Police Officer positions
- Personnel allocation to fund two (2) part-time Police Service Technicians
- Personnel allocation to create and fund two (2) “Anticipatory Hiring” Police Officer positions
- Increase in Dispatch costs due to increase in Police calls for service – Total costs \$874,579 – Increase of \$95,468
- Increase in Animal Control costs due to increase in population – Total costs \$404,378 – Increase of \$9,431
- Increase in Other Contract costs – Total Costs \$75,703 – Increase of \$5,668
- Increase in Temporary Staffing for a part-time Criminal Computer Forensics Examiner - \$50,000
- Continue to unfund: One (1) Administrative Analyst position; One (1) Administrative Coordinator position; and One (1) Office Technician position; these positions partially backfilled by temporary staffing

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

Authorized Positions	10/11 Actual	11/12 Actual	12/13 Actual	13/14 Final	14/15 Adopted
Administrative Analyst	1.00	1.00	1.00	1.00	1.00
Administrative Coordinator	5.00	5.00	5.00	5.00	5.00
Captain	1.00	1.00	1.00	1.00	1.00
Chief	1.00	1.00	1.00	1.00	1.00
Corporals	10.00	7.00	9.00	9.00	9.00
Lieutenant	2.00	5.00	5.00	5.00	5.00
Office Specialist	2.00	2.00	2.00	2.00	2.00
Office Technician I/II	4.00	4.00	4.00	4.00	4.00
Police Officer	35.00	35.00	33.00	37.00	37.00
Police Services Technician	3.50	3.50	3.50	3.50	3.50
Program Manager	1.00	1.00	1.00	1.00	1.00
Records Coordinator	1.00	1.00	1.00	1.00	1.00
Records Technician	2.00	2.00	2.00	2.00	2.00
Sergeant	9.00	9.00	9.00	9.00	9.00
* Police Officer Anticipatory Positions					2.00
Total Authorized Positions	77.50	77.50	77.50	81.50	83.50

* Budget includes 2 "Anticipatory Hiring" police officer positions that are not fully funded and part of the official FTE count.

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

Expenditure Summary By Division

Description	10/11 Actual	11/12 Actual	12/13 Actual	13/14 Final	14/15 Adopted
Police Services	\$ 16,437,146	\$ 16,097,775	\$ 16,616,899	\$ 17,007,255	\$ 17,829,127
Department Total	<u>\$ 16,437,146</u>	<u>\$ 16,097,775</u>	<u>\$ 16,616,899</u>	<u>\$ 17,007,255</u>	<u>\$ 17,829,127</u>

Expenditure Summary By Category

Description	10/11 Actual	11/12 Actual	12/13 Actual	13/14 Final	14/15 Adopted
Personnel Services	\$ 13,838,296	\$ 13,610,630	\$ 14,006,366	\$ 14,008,110	\$ 14,788,262
Contract Services	1,713,013	1,663,709	1,694,882	1,968,886	2,056,983
Materials and Supplies	437,573	389,063	424,240	529,073	437,512
Other Costs	439,410	434,373	414,384	432,438	449,622
Capital Purchases	8,854	-	77,027	68,748	96,748
Total Expenditures	<u>\$ 16,437,146</u>	<u>\$ 16,097,775</u>	<u>\$ 16,616,899</u>	<u>\$ 17,007,255</u>	<u>\$ 17,829,127</u>

Revenue Summary

Description	10/11 Actual	11/12 Actual	12/13 Actual	13/14 Final	14/15 Adopted
Total Department Revenue	<u>\$ 678,832</u>	<u>\$ 693,797</u>	<u>\$ 676,962</u>	<u>\$ 615,094</u>	<u>\$ 644,806</u>

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

Program Summary

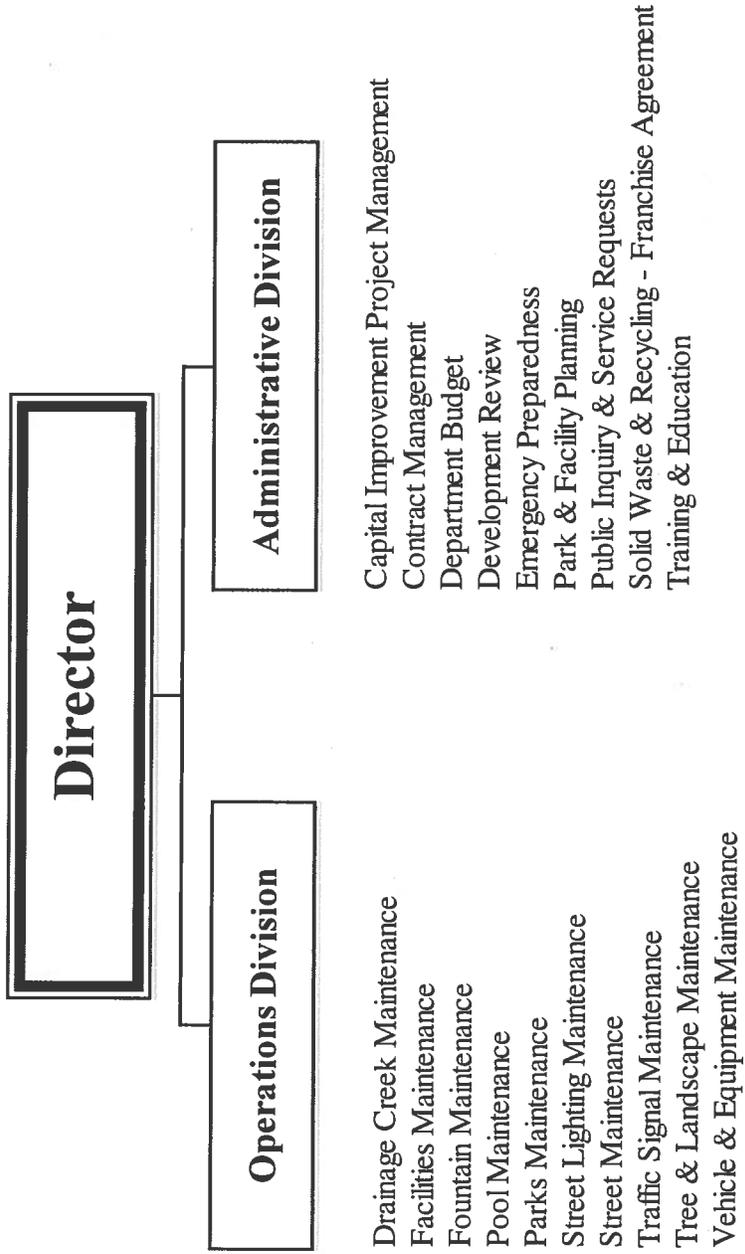
Description	Program Expenditures	Program Revenue	Net Program Cost
Administration	\$ 4,963,659	\$ 147,500	\$ 4,816,159
Animal Control	404,378		404,378
Crossing Guards	109,205		109,205
Crime Prevention	139,679		139,679
Emergency Preparedness	381,556		381,556
Investigation	1,794,748		1,794,748
Patrol	7,829,292	396,306	7,432,986
Traffic Safety	1,080,753		1,080,753
Volunteer Services	5,800		5,800
Youth Services	989,047	101,000	888,047
Fleet	131,010		131,010
 Program Totals	 <u>\$ 17,829,127</u>	 <u>\$ 644,806</u>	 <u>\$ 17,184,321</u>

PUBLIC SERVICES DEPARTMENT





Public Services Department FY 2014-15



City of San Ramon

PUBLIC SERVICES SUMMARY

Statement of Purpose

The Public Services Department 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 19 zones; administration of maintenance contracts; and administration of the solid waste franchise agreement.

Significant Accomplishments

FY 2013-14

- Completed Phase 1 of the Central Park Restoration and Improvements Project (CIP 5546); developed the design and master plan; replaced trees in the amphitheater; rebuilt irrigation valves; renovated restroom interior; repaired damaged score keepers booths; replaced field scoreboards; and replaced dugout benches
- Completed construction phase of the Crow Canyon Median Landscape Renovation (CIP 5351)
- Completed conversion from gas chlorine to liquid chlorine water treatment at the San Ramon Olympic Pool and Aquatic Center and installed new equipment and facility modifications
- Developed Trails Master Plan and interactive, web-based user guide and map
- Completed eight (8) *Parks Make Life Better* volunteer clean-up events at City parks
- Completed biennial Department-wide inventory of tools and equipment, reassigned to needed areas, repaired and replaced as necessary
- Implemented parks restroom maintenance, ornamentals and weed abatement contracts
- Completed replanting projects in Crown Ridge, Vista San Ramon and Summerwood Loop special assessment zones
- Completed irrigation controller upgrades in Citywide, Vista San Ramon, Crown Ridge, and Henry Ranch special assessment zones
- Implemented various maintenance and repair projects at City parks and facilities:
 - Resurfaced tennis courts and replaced windscreens at Athan Downs Park and Valley View Park
 - Resurfaced basketball courts at Coyote Crossing Park and Limerick Park
 - Replaced sand filter servicing the lap-pool at the San Ramon Olympic Pool and Aquatic Center
 - Replaced moveable wall in the classroom at the San Ramon Olympic Pool and Aquatic Center
 - Replaced five (5) pool tarps as part of overall annual rotating replacement program – two (2) at Dougherty Valley Aquatic Center and three (3) at the San Ramon Olympic Pool and Aquatic Center

City of San Ramon

PUBLIC SERVICES SUMMARY

- Replaced dual compressor for the HVAC chillers at 2401 Crow Canyon Road
- Replaced hand rails on children's play structure at the San Ramon Olympic Pool and Aquatic Center
- Restriped/repainted 270 "STOP" and "Crosswalk Limit Bars" Citywide in order to increase visibility and safety
- Replaced 72 batteries in the battery back-up units at twelve (12) signalized intersections to ensure traffic signals continue working during power outages
- Upgraded one (1) radar speed display system and eight (8) pedestrian push button assemblies
- Completed planting projects per the 5-year plan for planting renovations in the Landscaping and Lighting District Citywide Landscaping Zone (CIP 5488)
- Assumed maintenance responsibility for new areas in the Dougherty Valley including: Hummingbird Playground (.24 acres); 52 street lights; 2.46 street miles and sidewalks; .59 acres of street landscaping, as well as creeks, water quality control ponds and other drainage facilities
- Implemented replacement plan for traffic signal battery back-up units due to installation dates, replacement term and useful life in order to retain full 4 to 6 hour charge during power outages
- Worked with developer to finalize construction plans for Rancho San Ramon Community Park and Amador Rancho Center for project completion in summer 2014; prepared maintenance and operational plans and budget estimates
- At Mid-Year FY 2013/14, restructured staffing within the Department due to savings from a retirement at the Maintenance Coordinator level and a vacancy at the Maintenance Supervisor level; this savings was used to reclassify two (2) Maintenance Assistants to Maintenance Technicians and transition three (3) long-term temporaries into regular vacant Maintenance Technicians

City of San Ramon
PUBLIC SERVICES SUMMARY

*Major Action Plan Items
FY 2014-15*

		Completion By:
1.	Begin maintenance operations at new Rancho San Ramon Community Park and Amador Rancho Center	JUL 2014
2.	Complete design and begin partial installation for enhanced security measures at several highly used public facilities; work with Police Services Department and Parks and Community Services Department and other facility users to implement training on security protocols and preventive measures	AUG 2014
3.	Develop recommendations for the Parks and Community Services Commission and City Council on the relocation, construction and funding for the basketball courts and Central Park	SEP 2014
4.	Evaluate options for Council review of franchise agreement extension with Waste Management	OCT 2014
5.	Initiate discussions with park and facility users and residents to identify improvement projects to restore, renovate or expand parks and facilities, update project cost estimates and update funding plans	NOV 2014
6.	Replace diesel fuel tank at the San Ramon Service Center; upgrade diesel and unleaded fuel pumps; and install a fuel monitoring system	DEC 2014
7.	Install shade structures at San Ramon Sports Park, Old Ranch Park, and Bark and Ride using Measure WW funds	JAN 2015
8.	Upgrade playground equipment at Richard Fahey Village Green and Old Ranch Park using Measure WW funds	APR 2015
9.	Implement various maintenance and repair projects at City parks and facilities	APR 2015
10.	Complete Phase II of Central Park Renovation Project (CIP 5546) to include renovating soccer field 1 and baseball/softball 2/3; replace trees in north promenade and front entry/parking lot; and rebuild irrigation valves	JUN 2015
11.	Assume maintenance responsibility for new areas in Dougherty Valley to include: 50 new streetlights, 3 street miles and sidewalks; 2 acres of street landscaping; 3 water quality control ponds, as well as creek and other drainage structures	JUN 2015
12.	Assist San Ramon businesses in complying with the State Commercial Recycling Mandate	JUN 2015
13.	In collaboration with the San Ramon Historic Foundation, implement the findings of the preservation assessment completed in February, 2014 and begin the design phase for renovation and preservation of Barn 12 at Forest Home Farms Historic Park	JUN 2015
14.	Issue a Request for Proposal (RFP) and finalize new landscape maintenance agreement(s) to be implemented July 1, 2015	JUN 2015

City of San Ramon
PUBLIC SERVICES SUMMARY

		Completion By:
15.	Finalize long-term funding and implementation strategies for reducing costs and liabilities associated with Dougherty Valley landscaping and trees	JUN 2015
16.	Complete Central Park Skate Park Renovation (CIP 5577) to repair damaged concrete surfacing and integral components of the Skate Park.	JUN 2015

Budget Notes
FY 2014-15

- Begin full year maintenance of Rancho San Ramon Community Park and Amador Rancho Center; approximately 22 acres (Phase I), splash pad fountain and 10,000 square foot facility
- Reallocate a portion of street sweeping to the General Fund; collect balance of funding from the garbage fees for ½ year beginning in January, 2015
- Use the Equipment Replacement fund to support the planned replacement of traffic signal and pedestrian enhancement equipment
- Implement weed abatement contracts for all landscape, park, open space, and creek areas
- Implement CPI increase for selected maintenance contracts
- Restore Department training budget to 100% from prior 50% reduction to focus on specialized and technical skills training, restoring service levels, quality control training, safety training, and professional development
- Increase service levels in City public facilities to include wood floor refinishing and window cleaning
- Increase service levels in park maintenance and sports field maintenance
- Continue planned restructure of Department in order to continue to meet quality standards and improve efficiencies and flexibility
 - For FY 2014-15, one (1) position outlined below will be funded and reclassified under this restructuring plan; the Department is also planning for reclassification of one (1) Maintenance Technician/Specialist position to a Maintenance Coordinator position, and three (3) Maintenance Technician positions to Maintenance Specialist positions; these reclassifications will result in more staff performing higher level, specialized work while increasing contracts for routine and lower skilled level work – in addition, the vacant Maintenance Supervisor position will be unfunded and in anticipation of retirement, one (1) Program Manager position will be unfunded for half of the year
 - Reclassify and fund one (1) vacant Office Technician position to an Administrative Coordinator position to provide in-house training and administrative support to managers and supervisors

City of San Ramon

PUBLIC SERVICES SUMMARY

- Reclassify three (3) funded Maintenance Technician positions to Maintenance Specialist positions to increase service levels in park maintenance
- Reclassify one (1) Maintenance Technician/Specialist position to Maintenance Coordinator position
- Unfund one (1) vacant Maintenance Supervisor position
- Unfund one (1) Program Manager position at half-year due to retirement

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

Authorized Positions	10/11 Actual	11/12 Actual	12/13 Actual	13/14 Final	14/15 Adopted
Administrative Analyst	1.00	1.00	1.00	1.00	1.00
Administrative Coordinator	1.50	1.50	1.50	1.50	2.50
Division Manager	1.00	1.00	1.00	1.00	1.00
Maintenance Assistant	2.00	2.00	2.00	0.00	0.00
Maintenance Coordinator	11.00	11.00	11.00	12.00	12.00
Maintenance Specialist	13.00	12.00	12.00	11.00	11.00
Maintenance Supervisor	9.00	9.00	9.00	9.00	9.00
Maintenance Technician I/II	31.60	32.60	32.60	28.00	28.00
Office Technician I/II	0.80	0.80	0.80	0.80	0.00
Program Manager	5.00	5.00	5.00	4.00	4.00
Public Services Director	1.00	1.00	1.00	1.00	1.00
Senior Administrative Analyst	1.00	1.00	1.00	2.00	2.00
Total Authorized Positions	77.90	77.90	77.90	71.30	71.50

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

Expenditure Summary By Division

Description	10/11 Actual	11/12 Actual	12/13 Actual	13/14 Final	14/15 Adopted
Public Services	\$ 18,274,250	\$ 18,051,338	\$ 18,787,486	\$ 20,319,745	\$ 21,672,905
Department Totals	<u>\$ 18,274,250</u>	<u>\$ 18,051,338</u>	<u>\$ 18,787,486</u>	<u>\$ 20,319,745</u>	<u>\$ 21,672,905</u>

Expenditure Summary By Category

Description	10/11 Actual	11/12 Actual	12/13 Actual	13/14 Final	14/15 Adopted
Personnel Services	\$ 9,123,496	\$ 8,807,132	\$ 8,795,295	\$ 9,517,824	\$ 9,531,559
Contract Services	7,752,233	7,779,076	8,539,175	9,200,054	10,505,303
Materials and Supplies	870,434	970,169	962,681	1,075,373	1,095,948
Other Costs	516,183	489,986	490,335	526,494	540,095
Capital Purchases	11,904	4,975			
Total Expenditures	<u>\$ 18,274,250</u>	<u>\$ 18,051,338</u>	<u>\$ 18,787,486</u>	<u>\$ 20,319,745</u>	<u>\$ 21,672,905</u>

Revenue Summary

Description	10/11 Actual	11/12 Actual	12/13 Actual	13/14 Final	14/15 Adopted
Total Department Revenue	<u>\$ 740,776</u>	<u>\$ 701,723</u>	<u>\$ 750,806</u>	<u>\$ 595,464</u>	<u>\$ 762,887</u>

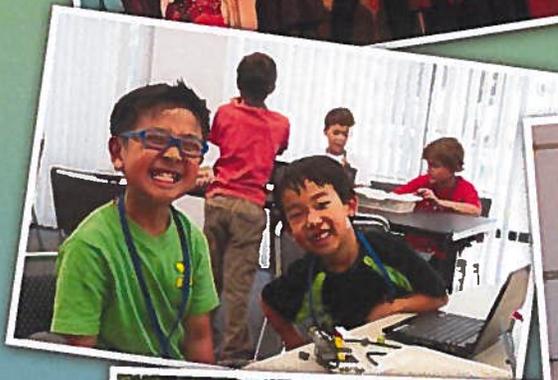
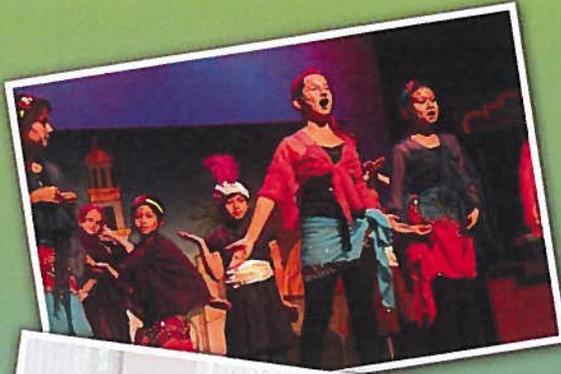
**CITY OF SAN RAMON
SUMMARY OF DEPARTMENTAL BUDGET
PUBLIC SERVICES**

Program Summary

Description	Program Expenditures	Program Revenue	Net Program Cost
Public Services	\$ 1,938,189	\$ 193,187	\$ 1,745,002
Drainage Maintenance	385,367	6,000	379,367
Facilities	2,658,711	1,000	2,657,711
Landscaping	957,377	7,500	949,877
Lighting	428,736		428,736
Parks Maintenance	3,333,191	400,200	2,932,991
Service Center	797,724		797,724
Special Zones	1,392,100		1,392,100
Street Maintenance	548,780		548,780
Traffic Signal	356,170		356,170
DV Street Maintenance	828,636		828,636
DV Landscaping	3,555,502		3,555,502
DV Park Maintenance	2,922,900	155,000	2,767,900
DV Facilities	1,172,324		1,172,324
DV Flood Control	280,276		280,276
DV Open Space	116,922		116,922
	<u>\$ 21,672,905</u>	<u>\$ 762,887</u>	<u>\$ 20,910,018</u>

PARKS & COMMUNITY SERVICES DEPARTMENT

PARKS & COMMUNITY SERVICES



CREATING COMMUNITY



Parks & Community Services Department FY 2014-15

Interim Director

**Recreation Services
Division Manager**

- Adult & Youth Sports
 - Aquatics
 - Cultural Arts/Special Events
 - Historical Properties
 - Leisure Enrichment Programs
 - Nature Programs
 - Neighborhood Programs
 - Senior Programs
 - Teen Programs
 - Volunteers
- Administrative Support
 - Community Facilities
 - Contract Management
 - Department Budget
 - Libraries
 - Marketing
 - Operations
 - Park Planning
 - Public Information

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 2013-14

Programs – Preschool/Youth/Teens:

- A Preschool Summer Camp was held for the first time at Forest Home Farms during the summer of 2013; curriculum was developed by Forest Home Farms staff with input from Creative Center staff; the program blended recreational activities while learning about the history of the community
- The Youth Hoops League continues to gain in popularity with the total enrollment, 767 registrants; from 2013 to 2014, the league experienced an approximate 5% increase in enrollment and is projected to continue to grow in 2015
- The Youth Enrichment Classes being offered through the After School Enrichment program saw a 5% increase in registration compared to last year and the Camp Central program saw an 11% increase in registration compared to the prior year
- The Teen Government Shadow Day event was recognized by California Parks and Community Services District 3 (Alameda and Contra Costa Counties) as an Outstanding Program for 2013; the event provides teens with a behind the scenes look at local government
- The Teen Council developed the framework for a competitive creative writing and art contest for teens in San Ramon with plans to implement in the 2014-2015 school year
- Collaborated with the Police Department to provide community diversion hours for 45 at-risk teens

Programs – Adult/Seniors:

- Two (2) new vans were delivered in September 2013; which were awarded through the 5310 Federal Transportation Grant for Elderly and Disabled (applied in 2011); the vans replaced two (2) high mileage vans, which have subsequently been taken out of service
- Members of the Senior Advisory Committee assisted staff in planning and implementing an open house on September 26, 2013 to showcase senior programs and classes during the month of September, which is the National Council on Aging's Senior Center

City of San Ramon
PARKS & COMMUNITY SERVICES
SUMMARY

Month; the Open House offered tours of the Center, fitness class demonstrations and a variety of information for older adults

- Served 7,899 congregate meals to adults 60+ at the Alcosta Senior and Community Center through the CC Café Program

Programs – Families:

- The Aquatics Division sold a total of 851 Active card passes which includes All Swim and Family passes from April through the end of September 2013; this is an increase of 35.5% in the sale of passes from 2012
- Provided Lap and Recreation Swim opportunities for 73,031 participants from April through the end of September 2013; this is an increase of 1.2% in participants from 2012
- Installed new interpretive signage for the antique tractors and engines in the Tractor Museum at Forest Home Farms Historic Park, as well as designed and installed new self-guided tour interpretive signage throughout Forest Home Farms

Programs – Theatre and Visual Arts:

- Completed the update of the Five-Year Cultural Plan 2013-2017; the Plan serves as a guide for visual and performing arts programming; one of the primary goals of the plan is to increase visibility and marketing; a new opportunity was created this year to advertise non-City events in the City's Presenting Series brochure; and four (4) community groups took advantage of the opportunity and saw increased attendance at their events
- Scheduled and managed 275 performing art events in 2013 with over 60,000 people in attendance; and the box office processed 27,705 tickets; events occurred at DVPAC, Front Row Theater and San Ramon Community Center at Central Park and included performing art groups, school performances, community rentals, school meetings and the City sponsored Presenting Series and Summer Concert Series
- Completed conceptual plans for Advisory Committee and Parks & Community Services Commission review and approval for the Sports Park Public Art Project by artist Chris Rensch and the Athan Downs Public Art Project artist by Madeline Wiener
- Utilized the "Cultural Growth Fund" (\$1 collected on every ticket sold at DVPAC and the Front Row Theater) to provide Cultural Growth Grants to offset theater staffing costs for the Teen Council to present the movie "Behind the Orange Curtain", Inner Eye Arts to present the documentary film "Dhavari Diary" and Smart Unlimited to present a youth production of "Into the Woods"
- Added a gallery hanging system at the Alcosta Senior and Community Center and began scheduling bi-monthly rotating exhibits

City of San Ramon
PARKS & COMMUNITY SERVICES
SUMMARY

Programs – Community Special Events:

- As a part of the City's 30th Anniversary of Incorporation, hosted a Roll Back Prices at the Aquatic Centers on July 1, 2013 with over 1,600 participants attending the pools to celebrate; designed and installed City of San Ramon 30th Anniversary Commemorative Exhibit at the Glass House Museum-exhibit room
- At the request of City Council initiated an investigative team comprised of Parks and Community Services, Public Services, Engineering Services, Police Services, and San Ramon Valley Fire Protection District and a pyrotechnics expert to research the options for holding aerial fireworks on July 4th, 2014 and beyond; presented recommendations to the Parks Commission and City Council in February 2014
- Implemented a recycling/waste reduction program at the Art and Wind Festival; 82% of waste generated by the Festival was diverted from landfill and was recycled or composted
- Implemented ten (10) new Thank You San Ramon events throughout the year including a successful new family event Trick-or-Treat at the Farm that attracted 400 participants

Staff Development:

- Restructured Department to reflect current organizational structure of positions due to early retirement; to improve customer service; provide appropriate levels of supervision, support and skill sets needed to operate customer service functions, facilities, and programs by:
 - Reclassifying one (1) funded Program Manager to Recreation Supervisor due to retirement
 - Promoting a Recreation Coordinator (.80) to Recreation Supervisor
 - Reclassifying one (1) Recreation Coordinator (.80) to Recreation Technician and unfunding the position
 - Funding two (2) long-term temporary Recreation Technician positions to regular full-time positions
- Five college students interned with the Department in the areas of Recreation Therapy, Youth Sports, Special Events and Cultural Art; which provided 2,235 hours of service to the Department
- Developed and implemented a training program for Department staff and volunteers that are assigned to work as aides for participants with disabilities in classes and camps; training materials and curriculum were developed and staff volunteers were trained in Summer 2013
- In 2013, the Department was awarded two grants totaling \$1,883 which will be applied to the scholarship program earmarked for lifeguard training; in addition, a salary survey was completed and revisions were made to salaries and job titles in an effort to meet the needs of the department, adjust to new minimum wage, as well as becoming more competitive in the labor market

City of San Ramon
PARKS & COMMUNITY SERVICES
SUMMARY

Customer Service and Technology Development:

- Updated the pace clock systems at the San Ramon Olympic Pool and Dougherty Valley Aquatic Center to a wireless system
- Implemented upgrade of all servers (Registration, Payment and eConnect) operating CLASS database software in July 2013, resulting in better performance and security for customers
- Developed a customer service plan for the closure of the front counter service at the Dougherty Station Community Center; implemented the City's first Self-Service Station to provide customers with the ability to access program registration, facility rental information, purchase performing arts tickets, send a service request to the City, and access San Ramon Police information
- Developed a team to update and streamline the process for the Department's usage of independent contract class instructors

Facilities:

- Reinstated the Memorial Program (renamed the Commemorative Program) including updated guidelines, a new brochure for expanded memorial tree options at Memorial Park
- Formed a Special Event Permit Committee and defined roles and responsibilities with the intention of streamlining the approval process
- Assisted with issuing Special Event Permits for two (2) new events (Dougherty Valley Homecoming and San Ramon/Dougherty Valley Rotary Hopfest), as well as issued permits for four (4) annual events (California High School Homecoming, SRVEF Run for Education, American Heart Association Heart Walk, and Sentinels of Freedom Victory Velo Bike Fundraiser)
- Initiated a Facility Rental Incentive Program that offered incentives to new and ongoing rental customers, which resulted in increased usage of indoor facilities by 37% in FY 2013-14 and set-up increased rental revenue opportunities for FY 2014-15 from \$331,000 to \$393,000
- Recommended names and received approval for names for the rooms at the new Amador Ranch Center building; initiated a team of staff to identify equipment and supplies needed for the new facility

City of San Ramon
PARKS & COMMUNITY SERVICES
SUMMARY

Major Action Plan Items
FY 2014-15

		Completion By:
Programs – Preschool/Youth/Teens		
1.	Offer additional summer preschool and youth programs at Forest Home Farms that offer specialized programs related to the historic and natural aspects of the site (Master Plan Goal #7.3)	AUG 2014
2.	Restore theater experiences for families with young children age 3-7 to encourage an early appreciation for the arts (Master Plan Goal #8.1, #8.2 and #3.4)	DEC 2014
3.	Teen Council will implement the Expressions Project creative writing and art contest for teens in San Ramon (Master Plan Goal #6.2 ad #8.2)	MAR 2015
Programs – Adults/Seniors		
4.	Expand the Senior Nutrition Program from four to five days a week serving an average of 36 meals per day (Master Plan Goal #5)	JUL 2014
5.	Restore the Senior Newsletter from 12 to 16 pages enabling staff to increase information and assistance to older adults in San Ramon; information includes the promotion of health, wellness, and education (Master Plan Goal #5.6 and #9.9)	JUL 2014
6.	Improve reliability of Senior Express Van program through contract or employee driver to maximize use of vans and avoid cancellation of programs for seniors who use the van (Master Plan Goal #9)	DEC 2014
7.	Develop and implement a drop-in registration option for adult fitness and dance classes to increase attendance and payment options (Master Plan Goal #5.2 and #9.8)	MAR 2015
Programs – Neighborhood and Family		
8.	Implement City Trails Challenge Program to inform residents about City trails and encourage their usage (Master Plan Goal #1.7, #5.2, #7.2 and #9.0)	SEP 2014
9.	Offer a new-hosted walking series as a part of the Thank You San Ramon events to encourage families to get healthy by using pathways, parks, and trails (Master Plan Goal #1.7, #5.2 and #9.9)	SEP 2014

City of San Ramon
PARKS & COMMUNITY SERVICES
SUMMARY

		Completion By:
10.	Provide tools and resources to neighborhoods to host and organize neighborhood “block parties” using neighborhood parks to build strong communities and connections with neighbors (Master Plan Goal #7.3)	OCT 2014
Programs – Theatre and Visual Arts		
11.	Restore one (1) additional Summer Concert in Central Park from four to five (Master Plan Goal #8.1 and #3.3)	SEP 2014
12.	Publish all current and past Poet Laureate poetry on City website and provide marketing theme with a “poem a month” concept (Master Plan Goal #8.1)	JUN 2015
Programs – Community/Special Events		
13.	Produce grand opening event for Rancho San Ramon Community Park and Amador Rancho Center to include ribbon cutting, events and concert (Master Plan Goal #8.1 and #3.3)	OCT 2014
14.	Explore the possibility with the Arts Foundation of incorporating additional cultural elements into an expanded Art & Wind Festival for 2015 (Master Plan Goal #3.3 and #3.4)	JUN 2015
15.	Host a Health Consortium between Parks & Community Services Department and local health providers; develop relationships with local providers to collaborate on health awareness programs for the community (Master Plan Goal #5.1, #7.3 and #9.9)	JUN 2015
Customer Service and Technology Development		
16.	Upgrade the program registration and facility booking software to implement new customer service features; including the use of promotional codes and coupons, expanded search option capabilities, improved online waivers, and expanded reporting capabilities (Master Plan Goal #2.7)	JUL 2014
17.	Add Wi-Fi capability to community centers for use by programs and renters of the facilities (Master Plan Goal #2.7)	JUL 2014
18.	Activate web-based trail and park map (Master Plan Goal #4.6, and #9.14)	JUL 2014
19.	Implement online, paperless technology to process 200+ seasonal employees and 200+ contract instructors (Master Plan Goal #10.2)	JUL 2014
20.	Produce a digital and mobile app edition of the quarterly Recreation Guide; these new features will provide a convenient method for registrants to access the Department’s online registration and ticket buying software as well as locating park and recreation amenities (Master Plan Goal #9.5, #9.12 and #9.14)	SEP 2014
21.	Offer a self-guided audio tour of Forest Home Farms Historic Park accessible through the visitor’s mobile device as a companion tool to the new interpretive signage (Master Plan Goal #4.6 and #9.14)	DEC 2014
22.	Enable the Forest Home Farms Historic Park collections to be viewable and researchable via the City website (Master Plan Goal #4.6 and #9.14)	MAR 2015

City of San Ramon
PARKS & COMMUNITY SERVICES
SUMMARY

		Completion By:
Facilities		
23.	Issue use permits for new athletic facilities; picnic areas; multipurpose rooms at Rancho Community Park and Amador Rancho Center (Master Plan Goal #6.1)	SEP 2014
24.	Collaborate with San Ramon Valley Fire Protection District to conduct a joint training to increase emergency action procedure efficiency at the aquatic facilities (Master Plan Goal #10.4)	MAR 2015
25.	Facilitate working group in the pre-design and space planning phase of the renovation and expansion of the San Ramon Library; initiate construction design phase in collaboration with Engineering Services Department (Master Plan Goal #2.4)	MAY 2015

Budget Notes
FY 2014-15

- Continue to unfund two (2) Recreation Coordinator positions
- Continue to unfund one (1.8) Recreation Technician positions
- Continue to unfund one (1) Director position
- Recommend funding one (1) Administrative Coordinator to provide assistance and staff support with:
 - Increase online presence via mobile app, online recreation guide
 - Public art inventory, dedications, damage surveys, migrate collection data to new software
 - Administrative support to program staff to free-up time for new and restored programming efforts such as:
 - Health consortium planning
 - Trails Challenge program planning Family and Neighborhood event planning
 - Assistance with adult fitness class registration process
 - Restore theatre experiences for families with young children age 3-7
 - Additional summer preschool and youth programs at Forest Home Farms
 - New hosted walking series
 - Program to host and organize new neighborhood block parties
 - Expansion of the Art & Wind Festival
- Evaluate and restore some services that were eliminated during the last five years including Ornaments for the Bah Humbug! Run; increase pages for Senior Newsletter

City of San Ramon
PARKS & COMMUNITY SERVICES
SUMMARY

from 12 to 16 pages; family events; and installation of street banners for the Art & Wind Festival

- Restore partial funding for staff training opportunities to increase their skills in topics such as public safety, event planning, cultural diversity, health and wellness, nature, arts, public engagement, emergency technology, supervision and leadership; as well as local and regional networking with other professionals in the parks and recreation industry
- Eliminate those programs that are at the end of their lifecycle, not a core service, or not meeting minimum registration:
 - In-house preschool program (Creative Center) to avoid duplication of services with San Ramon Valley Unified School District
 - Summer Nature Day Camp at Crow Canyon Gardens
 - Teen Events to avoid duplication of services with San Ramon Valley Unified School District
 - Adult soccer program – also offered by San Ramon Adult Soccer
 - Close facilities during Christmas to New Year’s holiday period

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

Authorized Positions	10/11 Actual	11/12 Actual	12/13 Actual	13/14 Final	14/15 Prelim
Administrative Analyst	3.00	3.00	3.00	3.00	3.00
Administrative Coordinator	0.00	0.00	0.00	1.00	1.00
Division Manager	1.00	1.00	1.00	1.00	1.00
Maintenance Technician	1.00	1.00	1.00	1.00	1.00
Office Technician I/II	5.80	5.80	5.80	4.00	4.00
Parks & Community Services Director	1.00	1.00	1.00	1.00	1.00
Program Manager	6.00	6.00	6.00	4.00	4.00
Recreation Coordinator	5.80	5.80	5.80	7.00	7.00
Recreation Supervisor	3.00	3.00	3.00	4.00	4.00
Recreation Technician	7.00	7.00	7.00	5.80	5.80
Total Authorized Positions	33.60	33.60	33.60	31.80	31.80

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

Expenditure Summary By Division

Description	10/11 Actual	11/12 Actual	12/13 Actual	13/14 Final	14/15 Prelim
Parks & Community Services	\$ 7,466,732	\$ 7,275,890	\$ 7,546,558	\$ 7,962,809	\$ 8,408,711
Department Total	<u>\$ 7,466,732</u>	<u>\$ 7,275,890</u>	<u>\$ 7,546,558</u>	<u>\$ 7,962,809</u>	<u>\$ 8,408,711</u>

Expenditure Summary By Category

Description	10/11 Actual	11/12 Actual	12/13 Actual	13/14 Final	14/15 Prelim
Personnel Services	\$ 5,203,656	\$ 5,000,893	\$ 5,224,030	\$ 5,412,622	\$ 5,666,222
Contract Services	1,949,658	1,979,665	2,030,032	2,226,069	2,386,386
Materials and Supplies	235,274	218,859	223,438	245,956	264,405
Other Costs	78,144	76,473	69,058	78,162	91,698
Capital Purchases					
Total Expenditures	<u>\$ 7,466,732</u>	<u>\$ 7,275,890</u>	<u>\$ 7,546,558</u>	<u>\$ 7,962,809</u>	<u>\$ 8,408,711</u>

Revenue Summary

Description	10/11 Actual	11/12 Actual	12/13 Actual	13/14 Final	14/15 Adopted
Total Department Revenue	<u>\$ 4,110,406</u>	<u>\$ 4,042,087</u>	<u>\$ 4,691,733</u>	<u>\$ 4,615,814</u>	<u>\$ 4,805,134</u>

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

Program Summary

Description	Program Expenditures	Program Revenue	Net Program Cost
Administration	\$ 1,097,329	\$ 9,544	\$ 1,087,785
Aquatics	1,298,832	936,257	362,575
Facilities	927,761	605,642	322,119
Cultural Arts	226,727	131,233	95,494
Therapeutic & Youth Services	115,739	11,740	103,999
Youth Enrichment	773,567	640,760	132,807
Library	235,328		235,328
Theatre & Performing Arts	1,176,282	710,279	466,003
Adult & Senior Enrichment	325,417	144,111	181,306
Special Events	384,552	142,300	242,252
Sports - Adult	405,621	346,409	59,212
Sports - Youth	760,123	726,518	33,605
Youth Center	430,713	337,938	92,775
Historic Properties/Museums	250,720	62,403	188,317
 Program Totals	 <u>\$ 8,408,711</u>	 <u>\$ 4,805,134</u>	 <u>\$ 3,603,577</u>

NON-DEPARTMENTAL

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.

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

Expenditure Summary By Category

Description	10/11 Actual	11/12 Actual	12/13 Actual	13/14 Final	14/15 Adopted
Personnel Services	\$ 615,506	\$ 347,796	\$ 450,088	\$ 422,716	\$ 398,694
Contract Services	301,801	129,619	203,884	300,550	180,000
Other Costs	9,255,247	8,073,644	8,401,833	8,499,804	9,175,692
Capital Outlay	114,293	741,372	438,605	1,100,829	1,122,127
Total Expenditures	\$ 10,286,847	\$ 9,292,431	\$ 9,494,410	\$ 10,323,899	\$ 10,876,513

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

Program Summary

Description	Program Expenditures	Program Revenue	Net Program Cost
Contingency Reserve	\$ 50,000		\$ 50,000
Equipment Replacement	674,977		674,977
Healthcare	7,287,398		7,287,398
I/S Replacement	227,150		227,150
Insurance Liability	2,416,988		2,416,988
Public Education & Government	220,000		220,000
Program Totals	<u>\$ 10,876,513</u>	<u>\$ -</u>	<u>\$ 10,876,513</u>

City of San Ramon

REDEVELOPMENT

The City of San Ramon Redevelopment Agency (Agency) was established in 1985 pursuant to the State of California Health and Safety Code, section 33000 entitled, “Community Redevelopment Law”. Its purpose was to finance long-term capital improvements designed to eliminate physical and economical blight in a project area. The City Council acted as the Agency governing board and exerted significant influence over its operations. The funds of the Agency have been included in the City Budget. Pursuant to the provisions of the Redevelopment Restructuring Bill, the San Ramon Successor Agency (Successor Agency) was created and all of the assets, liabilities and obligations of the City of San Ramon Redevelopment Agency were transferred to the Successor Agency on February 1, 2012. All activity of the Successor Agency is reported separately in a private purpose trust fund and no longer included as part of the City of San Ramon budget process.

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. The San Ramon Housing Successor budget and work plan is separately approved by Council action and is shown separately on page 168.

**CITY OF SAN RAMON
SUMMARY OF DEPARTMENTAL BUDGET
ECONOMIC DEVELOPMENT/REDEVELOPMENT**

Authorized Positions	10/11 Actual	11/12 Actual	12/13 Actual	13/14 Final	14/15 Adopted
Administrative Analyst	1.00	1.00			
Administrative Coordinator	1.00	1.00			
Economic Development/RDA Director	1.00	1.00			
Office Specialist	0.00	0.00			
Program Manager	1.00	1.00			
Total Authorized Positions	4.00	4.00	0.00	0.00	0.00

**CITY OF SAN RAMON
SUMMARY OF DEPARTMENTAL BUDGET
ECONOMIC DEVELOPMENT/REDEVELOPMENT**

Expenditure Summary By Division

Description	10/11 Actual	11/12 Actual	12/13 Actual	13/14 Final	14/15 Adopted
Economic Development	\$ 255,833	\$ 948,872			
Low/Mod Housing	1,274,791	1,305,661			
Redevelopment	4,603,065	327,080			
Department Total	\$ 6,133,689	\$ 2,581,613	\$ -	\$ -	\$ -

Expenditure Summary By Category

Description	10/11 Actual	11/12 Actual	12/13 Actual	13/14 Final	14/15 Adopted
Personnel Services	\$ 1,871,019	\$ 1,861,014			
Contract Services	1,039,365	386,850			
Materials and Supplies	7,395	2,902			
Other Costs	3,215,910	330,847			
Total Expenditures	\$ 6,133,689	\$ 2,581,613	\$ -	\$ -	\$ -

Revenue Summary

Description	10/11 Actual	11/12 Actual	12/13 Actual	13/14 Final	14/15 Adopted
Total Department Revenue	\$ 14,100	\$ 14,093			

SPECIAL FUNDS

City of San Ramon

SPECIAL FUNDS

Special Revenue Funds

Such as the Planning Cost Recovery Fund, Geographic Information System 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), 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, insurance and benefit liability and the investment management.

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

	Planning Cost Recovery Fund
Projected fund balances at July 1, 2014	\$ 731,518
<u>Projected Revenue</u>	
Assessments	
Intergovernmental	
Licenses and Permits	
Charges for Services	225,000
Interest Revenue	
Development Fees	
Miscellaneous Revenue	
	225,000
Total Revenue	225,000
Transfers In	
	225,000
Total Sources of Fund	225,000
<u>Projected Expenditures</u>	
Non-Departmental	
Planning/Community Development	50,901
Police Services	
Engineering Services	
Public Services	
	50,901
Total Expenditures	50,901
<u>Transfers Out</u>	
General Fund	
Capital Projects Fund	
Debt Service	
Other	-
	-
Total Transfers Out	-
Total Uses of Fund	50,901
Net Increase (decrease) in fund balances	174,099
Projected fund balance at June 30, 2015	\$ 905,617

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

**Geographic
Information
System
Fund**

Projected fund balances at July 1, 2014	\$	59,347
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Projected Revenue

Assessments		
Intergovernmental		
Licenses and Permits		
Charges for Services		
Interest Revenue		
Development Fees		52,500
Miscellaneous Revenue		
		<hr/>
Total Revenue		52,500

Transfers In		<hr/>
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Total Sources of Fund		<hr/> 52,500
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Projected Expenditures

Non-Departmental		
Planning/Community Development		
Police Services		
Engineering Services		
Public Services		
		<hr/>

Total Expenditures

Transfers Out

General Fund		
Capital Projects Fund		30,000
Debt Service		
Other		
		<hr/>

Total Transfers Out		30,000
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Total Uses of Fund		<hr/> 30,000
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Net Increase (decrease) in fund balances		22,500
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Projected fund balance at June 30, 2015	\$	<hr/> 81,847 <hr/>
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**CITY OF SAN RAMON
SPECIAL REVENUE FUNDS
REVENUE-EXPENDITURE-FUND BALANCE**

	Development Mitigation Funds
Projected fund balances at July 1, 2014	\$ 264,511
<u>Projected Revenue</u>	
Assessments	
Intergovernmental	
Licenses and Permits	
Charges for Services	
Interest Revenue	
Development Fees	87,343
Miscellaneous Revenue	
	87,343
Total Revenue	87,343
Transfers In	
	87,343
Total Sources of Fund	87,343
<u>Projected Expenditures</u>	
Non-Departmental	
Planning/Community Development	
Police Services	
Engineering Services	
Public Services	
	-
Total Expenditures	-
<u>Transfers Out</u>	
General Fund	
Capital Projects Fund	29,824
Debt Service	
Other	
	29,824
Total Transfers Out	29,824
Total Uses of Fund	29,824
Net Increase (decrease) in fund balances	57,519
Projected fund balance at June 30, 2015	\$ 322,030

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

	Gas Tax Fund
Projected fund balances at July 1, 2014	\$ 146,360
<u>Projected Revenue</u>	
Assessments	
Intergovernmental	1,864,187
Licenses and Permits	
Charges for Services	
Interest Revenue	
Development Fees	
Miscellaneous Revenue	
	1,864,187
Total Revenue	1,864,187
Transfers In	
	1,864,187
Total Sources of Fund	1,864,187
<u>Projected Expenditures</u>	
Non-Departmental	
Planning/Community Development	
Police Services	
Engineering Services	
Public Services	
	-
Total Expenditures	-
<u>Transfers Out</u>	
General Fund	300,000
Capital Projects Fund	1,590,384
Debt Service	
Other	
	1,890,384
Total Transfers Out	1,890,384
Total Uses of Fund	1,890,384
Net Increase (decrease) in fund balances	(26,197)
Projected fund balance at June 30, 2015	\$ 120,163

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

	Park Development Fund
Projected fund balances at July 1, 2014	\$ 1,492,525
<u>Projected Revenue</u>	
Assessments	
Intergovernmental	
Licenses and Permits	
Charges for Services	
Interest Revenue	
Development Fees	480,000
Miscellaneous Revenue	
	480,000
Total Revenue	480,000
Transfers In	
	480,000
Total Sources of Fund	480,000
<u>Projected Expenditures</u>	
Non-Departmental	
Planning/Community Development	
Police Services	
Engineering Services	
Public Services	
	-
Total Expenditures	-
<u>Transfers Out</u>	
General Fund	
Capital Projects Fund	721,634
Debt Service	
Other	
	721,634
Total Transfers Out	721,634
Total Uses of Fund	721,634
Net Increase (decrease) in fund balances	(241,634)
Projected fund balance at June 30, 2015	\$ 1,250,891

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

	SCCJEP Fund
Projected fund balances at July 1, 2014	\$ 5,896,402
<u>Projected Revenue</u>	
Assessments	
Intergovernmental	
Licenses and Permits	
Charges for Services	
Interest Revenue	
Development Fees	749,002
Miscellaneous Revenue	
	749,002
Total Revenue	749,002
Transfers In	
	749,002
Total Sources of Fund	749,002
<u>Projected Expenditures</u>	
Non-Departmental	
Planning/Community Development	
Police Services	
Engineering Services	
Public Services	
	-
Total Expenditures	-
<u>Transfers Out</u>	
General Fund	
Capital Projects Fund	32,538
Debt Service	
Other	
	32,538
Total Transfers Out	32,538
Total Uses of Fund	32,538
Net Increase (decrease) in fund balances	716,464
Projected fund balance at June 30, 2015	\$ 6,612,866

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

	Street Maintenance Fund
Projected fund balances at July 1, 2014	\$ 231,805
<u>Projected Revenue</u>	
Assessments	
Intergovernmental	1,195,949
Licenses and Permits	
Charges for Services	
Interest Revenue	
Development Fees	
Miscellaneous Revenue	
	1,195,949
Total Revenue	1,195,949
Transfers In	
	1,195,949
Total Sources of Fund	1,195,949
<u>Projected Expenditures</u>	
Non-Departmental	
Planning/Community Development	
Police Services	
Engineering Services	
Public Services	
	-
Total Expenditures	-
<u>Transfers Out</u>	
General Fund	
Capital Projects Fund	1,220,884
Debt Service	
Other	
	1,220,884
Total Transfers Out	1,220,884
Total Uses of Fund	1,220,884
Net Increase (decrease) in fund balances	(24,935)
Projected fund balance at June 30, 2015	\$ 206,870

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

	Traffic Improvement Fund
Projected fund balances at July 1, 2014	\$ 430,389
<u>Projected Revenue</u>	
Assessments	
Intergovernmental	
Licenses and Permits	
Charges for Services	
Interest Revenue	
Development Fees	91,424
Miscellaneous Revenue	
	91,424
Total Revenue	91,424
Transfers In	
	91,424
Total Sources of Fund	91,424
<u>Projected Expenditures</u>	
Non-Departmental	
Planning/Community Development	
Police Services	
Engineering Services	
Public Services	
	-
Total Expenditures	-
<u>Transfers Out</u>	
General Fund	
Capital Projects Fund	456,988
Debt Service	
Other	
	456,988
Total Transfers Out	456,988
Total Uses of Fund	456,988
Net Increase (decrease) in fund balances	(365,564)
Projected fund balance at June 30, 2015	\$ 64,825

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

**Tri-Valley
Transportation
Fund**

Projected fund balances at July 1, 2014	\$	27,390
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Projected Revenue

Assessments		
Intergovernmental		
Licenses and Permits		
Charges for Services		
Interest Revenue		
Development Fees		44,595
Miscellaneous Revenue		
		<hr/>

Total Revenue		44,595
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Transfers In		<hr/>
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Total Sources of Fund		44,595
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Projected Expenditures

Non-Departmental		
Planning/Community Development		
Police Services		
Engineering Services		
Public Services		
		<hr/>

Total Expenditures		-
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Transfers Out

General Fund		
Capital Projects Fund		
Debt Service		
Other		
		<hr/>

Total Transfers Out		-
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Total Uses of Fund		-
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Net Increase (decrease) in fund balances		44,595
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Projected fund balance at June 30, 2015	\$	71,985
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**CITY OF SAN RAMON
SPECIAL REVENUE FUNDS
REVENUE-EXPENDITURE-FUND BALANCE**

	Pub Educ & Govt (PEG) Fund
Projected fund balances at July 1, 2014	\$ 319,057
<u>Projected Revenue</u>	
Assessments	
Intergovernmental	220,000
Licenses and Permits	
Charges for Services	
Interest Revenue	
Development Fees	
Miscellaneous Revenue	
	220,000
Total Revenue	220,000
Transfers In	
	220,000
Total Sources of Fund	220,000
<u>Projected Expenditures</u>	
Non-Departmental	220,000
Planning/Community Development	
Police Services	
Engineering Services	
Public Services	
	220,000
Total Expenditures	220,000
<u>Transfers Out</u>	
General Fund	
Capital Projects Fund	
Debt Service	
Other	
	-
Total Transfers Out	-
Total Uses of Fund	220,000
Net Increase (decrease) in fund balances	-
Projected fund balance at June 30, 2015	\$ 319,057

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

	Citywide Landscaping Fund
Projected fund balances at July 1, 2014	\$ 757,881
<u>Projected Revenue</u>	
Assessments	1,469,576
Intergovernmental	7,500
Licenses and Permits	
Charges for Services	
Interest Revenue	
Development Fees	
Miscellaneous Revenue	
Total Revenue	1,477,076
Transfers In	
Total Sources of Fund	1,477,076
<u>Projected Expenditures</u>	
Non-Departmental	
Planning/Community Development	
Police Services	
Engineering Services	
Public Services	957,377
Total Expenditures	957,377
<u>Transfers Out</u>	
General Fund	120,506
Capital Projects Fund	478,000
Debt Service	
Other	349,991
Total Transfers Out	948,497
Total Uses of Fund	1,905,874
Net Increase (decrease) in fund balances	(428,798)
Projected fund balance at June 30, 2015	\$ 329,083

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

	Citywide Lighting Fund
Projected fund balances at July 1, 2014	\$ 487,688
<u>Projected Revenue</u>	
Assessments	723,974
Intergovernmental	
Licenses and Permits	
Charges for Services	
Interest Revenue	
Development Fees	
Miscellaneous Revenue	
	723,974
Total Revenue	723,974
Transfers In	
	723,974
Total Sources of Fund	723,974
<u>Projected Expenditures</u>	
Non-Departmental	
Planning/Community Development	
Police Services	
Engineering Services	
Public Services	
	428,736
Total Expenditures	428,736
<u>Transfers Out</u>	
General Fund	48,427
Capital Projects Fund	-
Debt Service	132,828
Other	-
	181,255
Total Transfers Out	181,255
Total Uses of Fund	609,991
Net Increase (decrease) in fund balances	113,983
Projected fund balance at June 30, 2015	\$ 601,671

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

	Special Assessment Funds
Projected fund balances at July 1, 2014	\$ 2,107,940
<u>Projected Revenue</u>	
Assessments	1,224,167
Intergovernmental	
Licenses and Permits	
Charges for Services	
Interest Revenue	
Development Fees	
Miscellaneous Revenue	
Total Revenue	1,224,167
Transfers In	349,991
Total Sources of Fund	1,574,158
<u>Projected Expenditures</u>	
Non-Departmental	
Planning/Community Development	
Police Services	
Engineering Services	
Public Services	1,392,100
Total Expenditures	1,392,100
<u>Transfers Out</u>	
General Fund	175,225
Capital Projects Fund	-
Debt Service	
Other	
Total Transfers Out	175,225
Total Uses of Fund	1,567,325
Net Increase (decrease) in fund balances	6,833
Projected fund balance at June 30, 2015	\$ 2,114,773

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

	Canyon Park Fund
Projected fund balances at July 1, 2014	\$ 217,631
<u>Projected Revenue</u>	
Assessments	10,990
Intergovernmental	
Licenses and Permits	
Charges for Services	
Interest Revenue	
Development Fees	
Miscellaneous Revenue	
	10,990
Total Revenue	10,990
Transfers In	
	10,990
Total Sources of Fund	10,990
<u>Projected Expenditures</u>	
Non-Departmental	
Planning/Community Development	
Police Services	
Engineering Services	17,317
Public Services	
	17,317
Total Expenditures	17,317
<u>Transfers Out</u>	
General Fund	2,517
Capital Projects Fund	
Debt Service	
Other	
	2,517
Total Transfers Out	2,517
Total Uses of Fund	19,834
Net Increase (decrease) in fund balances	(8,844)
Projected fund balance at June 30, 2015	\$ 208,787

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

**Village Center
Common Area
Fund**

Projected fund balances at July 1, 2014

\$ 35,453

Projected Revenue

Assessments
Intergovernmental
Licenses and Permits
Charges for Services
Interest Revenue
Development Fees
Miscellaneous Revenue

6,187

Total Revenue

6,187

Transfers In

4,073

Total Sources of Fund

10,260

Projected Expenditures

Non-Departmental
Planning/Community Development
Police Services
Engineering Services
Public Services

10,260

Total Expenditures

10,260

Transfers Out

General Fund
Capital Projects Fund
Debt Service
Other

Total Transfers Out

-

Total Uses of Fund

10,260

Net Increase (decrease) in fund balances

-

Projected fund balance at June 30, 2015

\$ 35,453

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

**Dougherty
Valley
Fund**

Projected fund balances at July 1, 2014

\$ 4,628,853

Projected Revenue

Assessments

Intergovernmental

Licenses and Permits

Charges for Services

Interest Revenue

Development Fees

Miscellaneous Revenue

13,310,436

155,000

Total Revenue

13,465,436

Transfers In

825,000

Total Sources of Fund

14,290,436

Projected Expenditures

Non-Departmental

Planning/Community Development

Police Services

Engineering Services

Public Services

6,485,548

8,690,231

Total Expenditures

15,175,779

Transfers Out

General Fund

Capital Projects Fund

Debt Service

Other

64,123

Total Transfers Out

64,123

Total Uses of Fund

15,239,902

Net Increase (decrease) in fund balances

(949,466)

Projected fund balance at June 30, 2015

\$ 3,679,387

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

	Solid Waste Fund
Projected fund balances at July 1, 2014	\$ 224,469
<u>Projected Revenue</u>	
Assessments	
Intergovernmental	17,000
Licenses and Permits	
Charges for Services	
Interest Revenue	
Development Fees	
Miscellaneous Revenue	161,000
Total Revenue	178,000
Transfers In	-
Total Sources of Fund	178,000
<u>Projected Expenditures</u>	
Non-Departmental	
Planning/Community Development	
Police Services	
Engineering Services	
Public Services	218,085
Total Expenditures	218,085
<u>Transfers Out</u>	
General Fund	
Capital Projects Fund	
Debt Service	
Other	-
Total Transfers Out	-
Total Uses of Fund	218,085
Net Increase (decrease) in fund balances	(40,085)
Projected fund balance at June 30, 2015	\$ 184,384

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

**Non-Point
Drainage
Fund
(Stormwater)**

Projected fund balances at July 1, 2014

\$ 46,219

Projected Revenue

Assessments	1,167,170
Intergovernmental	
Licenses and Permits	
Charges for Services	
Interest Revenue	-
Development Fees	
Miscellaneous Revenue	6,000

Total Revenue 1,173,170

Transfers In

Total Sources of Fund 1,173,170

Projected Expenditures

Non-Departmental	
Planning/Community Development	
Police Services	
Engineering Services	478,116
Public Services	571,696

Total Expenditures 1,049,812

Transfers Out

General Fund	151,399
Capital Projects Fund	
Debt Service	
Other	

Total Transfers Out 151,399

Total Uses of Fund 1,201,211

Net Increase (decrease) in fund balances **(28,041)**

Projected fund balance at June 30, 2015 **\$ 18,178**

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

	Street Smarts Fund
Projected fund balances at July 1, 2014	\$ 123,937
<u>Projected Revenue</u>	
Assessments	
Intergovernmental	153,700
Licenses and Permits	
Charges for Services	
Interest Revenue	
Development Fees	
Miscellaneous Revenue	<u>39,500</u>
Total Revenue	193,200
Transfers In	<u>35,000</u>
Total Sources of Fund	<u>228,200</u>
<u>Projected Expenditures</u>	
Non-Departmental	
Planning/Community Development	193,200
Police Services	
Engineering Services	
Public Services	<u> </u>
Total Expenditures	193,200
<u>Transfers Out</u>	
General Fund	
Capital Projects Fund	
Debt Service	
Other	<u> </u>
Total Transfers Out	-
Total Uses of Fund	<u>193,200</u>
Net Increase (decrease) in fund balances	35,000
Projected fund balance at June 30, 2015	<u>\$ 158,937</u>

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

	TDM Programs Fund
Projected fund balances at July 1, 2014	\$ -
<u>Projected Revenue</u>	
Assessments	
Intergovernmental	648,443
Licenses and Permits	
Charges for Services	
Interest Revenue	
Development Fees	
Miscellaneous Revenue	
	648,443
Total Revenue	648,443
Transfers In	
	648,443
Total Sources of Fund	648,443
<u>Projected Expenditures</u>	
Non-Departmental	
Planning/Community Development	648,443
Police Services	
Engineering Services	
Public Services	
	648,443
Total Expenditures	648,443
<u>Transfers Out</u>	
General Fund	
Capital Projects Fund	
Debt Service	
Other	
	-
Total Transfers Out	-
Total Uses of Fund	648,443
Net Increase (decrease) in fund balances	-
Projected fund balance at June 30, 2015	\$ -

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

		Total All Special Revenue Funds
Projected fund balances at July 1, 2014	\$	18,229,376
<u>Projected Revenue</u>		
Assessments		4,595,877
Intergovernmental		17,417,215
Licenses and Permits		-
Charges for Services		225,000
Interest Revenue		-
Development Fees		1,504,864
Miscellaneous Revenue		367,687
		24,110,643
Total Revenue		24,110,643
Transfers In		-
		1,214,064
Total Sources of Fund		25,324,707
<u>Projected Expenditures</u>		
Non-Departmental		220,000
Planning/Community Development		892,544
Police Services		6,485,548
Engineering Services		495,433
Public Services		12,268,485
		20,362,010
Total Expenditures		20,362,010
<u>Transfers Out</u>		
General Fund		798,074
Capital Projects Fund		4,560,252
Debt Service		196,951
Other		349,991
		5,905,268
Total Transfers Out		5,905,268
Total Uses of Fund		26,267,278
Net Increase (decrease) in fund balances		(942,571)
Projected fund balance at June 30, 2015	\$	17,286,805

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

	COP #11 2003
Projected fund balances at July 1, 2014	\$ 1,124,924
 <u>Projected Revenue</u>	
PERS charges	
Total Revenue	-
Transfers In	234,466
Total Sources of Fund	234,466
 <u>Projected Expenditures</u>	
Principal	195,000
Interest	35,466
Debt Service Fees	4,000
Total Expenditures	234,466
 <u>Transfers Out</u>	
Total Transfers Out	-
Total Uses of Fund	234,466
Net Increase (decrease) in fund balances	-
Projected fund balance at June 30, 2015	\$ 1,124,924

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

	COP #12 2011
Projected fund balances at July 1, 2014	\$ 13,645,151
 <u>Projected Revenue</u>	
PERS charges	
Total Revenue	-
Transfers In	<u>1,579,500</u>
Total Sources of Fund	<u>1,579,500</u>
 <u>Projected Expenditures</u>	
Principal	1,180,000
Interest	393,500
Debt Service Fees	6,000
Total Expenditures	<u>1,579,500</u>
 <u>Transfers Out</u>	
Total Transfers Out	-
Total Uses of Fund	<u>1,579,500</u>
Net Increase (decrease) in fund balances	-
Projected fund balance at June 30, 2015	<u><u>\$ 13,645,151</u></u>

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

	POB 2010
Projected fund balances at July 1, 2014	\$ 106,397
 <u>Projected Revenue</u>	
PERS charges	1,283,833
	<hr/>
Total Revenue	1,283,833
Transfers In	1,283,833
	<hr/>
Total Sources of Fund	2,567,666
 <u>Projected Expenditures</u>	
Principal	215,000
Interest	1,068,832
Debt Service Fees	6,150
	<hr/>
Total Expenditures	1,289,982
 <u>Transfers Out</u>	
Total Transfers Out	1,283,833
	<hr/>
Total Uses of Fund	2,573,815
Net Increase (decrease) in fund balances	(6,149)
Projected fund balance at June 30, 2015	<u><u>\$ 100,248</u></u>

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

	LED LIGHTS 2012
Projected fund balances at July 1, 2014	\$ -
 <u>Projected Revenue</u>	
PERS charges	
Total Revenue	<hr/>
Transfers In	<hr/> 229,013
Total Sources of Fund	<hr/> 229,013
 <u>Projected Expenditures</u>	
Principal	173,242
Interest	55,771
Debt Service Fees	
Total Expenditures	<hr/> 229,013
 <u>Transfers Out</u>	
Total Transfers Out	-
Total Uses of Fund	<hr/> 229,013
Net Increase (decrease) in fund balances	-
Projected fund balance at June 30, 2015	<hr/> \$ - <hr/>

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

	TOTAL CITY DEBT
Projected fund balances at July 1, 2014	\$ 14,876,473
 <u>Projected Revenue</u>	
PERS charges	1,283,833
	<hr/>
Total Revenue	1,283,833
Transfers In	3,326,812
	<hr/>
Total Sources of Fund	4,610,645
 <u>Projected Expenditures</u>	
Principal	1,763,242
Interest	1,553,569
Debt Service Fees	16,150
	<hr/>
Total Expenditures	3,332,961
 <u>Transfers Out</u>	
Total Transfers Out	1,283,833
	<hr/>
Total Uses of Fund	4,616,794
Net Increase (decrease) in fund balances	(6,149)
Projected fund balance at June 30, 2015	<u><u>\$ 14,870,324</u></u>

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

	2003 COP NO.11 (\$2,580,000)	2010 POB (\$17,650,000)	2011 COP NO. 12 (\$11,585,000)	2,012 LED LIGHTS (\$2,687,302)	TOTAL
<u>CURRENT YEAR SUMMARY</u>					
<i>Principal Outstanding as of 7/1/14</i>	830,000	16,990,000	10,515,000	2,435,215	30,770,215
<i>Reduction in Principal Balance</i>	195,000	215,000	1,180,000	173,242	1,763,242
<i>Interest Due</i>	35,466	1,068,833	393,500	55,771	1,553,570
Total Payment Due	230,466	1,283,833	1,573,500	229,013	3,316,812
Principal Outstanding as of 6/30/15	635,000	16,775,000	9,335,000	2,261,973	29,006,973

LEASE PAYMENT/DEBT SERVICE SCHEDULE

FISCAL YEAR					
2014 - 15	230,466	1,283,833	1,573,500	229,013	3,316,812
2015 - 16	232,423	1,315,233	1,576,300	236,705	3,360,661
2016 - 17	228,710	1,350,912	1,575,550	244,629	3,399,801
2017 - 18	229,680	1,383,783	1,579,050	252,790	3,445,303
2018 - 19		1,393,846	1,572,250	261,196	3,227,292
2019 - 20		1,392,225	1,570,250	269,854	3,232,329
2020 - 21		1,394,480	1,571,075	278,773	3,244,328
2021 - 22		1,391,960	495,150	287,959	2,175,069
2022 - 23		1,392,840	493,650	297,420	2,183,910
2023 - 24		1,391,800	491,150	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
Total Debt Service Payments Remaining	921,279	34,588,872	12,497,925	2,795,200	50,803,276

**City of San Ramon
Debt Service Summary**

Description	Maturity Date	Amount of Original Issue	Outstanding		
			Principal	Interest	Total
2003 COPS - Refunding Issue of 1993 Certificate of Participation for expansion of City offices, design and construction of the Senior Center and Service Center and the completion of park improvements throughout the City.	3/1/2018	2,580,000	830,000	91,279	921,279
2010 Pension Obligation Bonds (POB) - Refinancing of unfunded CALPERS pension obligation	2/1/2039	17,650,000	16,990,000	17,598,872	34,588,872
2011 COPS - 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.	3/1/2024	11,585,000	10,515,000	1,982,925	12,497,925
LED LIGHTS - Funding for Phase 2 of the LED Streetlight Conversion Services Project. (CIP 5499)	6/28/2012	2,687,302	2,435,215	359,985	2,795,200
Total		\$ 34,502,302	\$ 30,770,215	\$ 20,033,061	\$ 50,803,276

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

	Investments
Projected fund balances at July 1, 2014	\$ -
 <u>Projected Revenue</u>	
Intergovernmental	47,237
Charges for Services	
Interest Revenue	
Equipment Replacement Charges	
Retiree Health Charges	
Healthcare Charges	
Insurance Liability Charges	
	47,237
Total Revenue	47,237
Transfers In	-
Total Sources of Fund	47,237
 <u>Projected Expenditures</u>	
Equipment	
Vehicle	
Insurance	
Healthcare	
Administrative Services	47,237
	47,237
Total Expenditures	47,237
 <u>Transfers Out</u>	
Misc Transfers out	
CIP	
	-
Total Transfers Out	-
Total Uses of Fund	47,237
Net Increase (decrease) in fund balances	-
Projected fund balance at June 30, 2015	\$ -

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

	Vehicle & Equipment Replacement
Projected fund balances at July 1, 2014	\$ 3,156,213
 <u>Projected Revenue</u>	
Intergovernmental Charges for Services	
Interest Revenue	
Equipment Replacement Charges	678,987
Retiree Health Charges	
Healthcare Charges	
Insurance Liability Charges	
	678,987
Total Revenue	678,987
Transfers In	
	678,987
Total Sources of Fund	678,987
 <u>Projected Expenditures</u>	
Equipment	169,477
Vehicle	505,500
Insurance	
Healthcare	
Administrative Services	
	674,977
Total Expenditures	674,977
 <u>Transfers Out</u>	
Misc Transfers out	
CIP	
	-
Total Transfers Out	-
Total Uses of Fund	674,977
Net Increase (decrease) in fund balances	4,010
Projected fund balance at June 30, 2015	\$ 3,160,223

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

	I/S Replacement
Projected fund balances at July 1, 2014	\$ 872,866
 <u>Projected Revenue</u>	
Intergovernmental Charges for Services	50,000
Interest Revenue	
Equipment Replacement Charges	198,594
Retiree Health Charges	
Healthcare Charges	
Insurance Liability Charges	
	248,594
Total Revenue	248,594
Transfers In	
	248,594
Total Sources of Fund	248,594
 <u>Projected Expenditures</u>	
Equipment	227,150
Vehicle	
Insurance	
Healthcare	
Administrative Services	
	227,150
Total Expenditures	227,150
<u>Transfers Out</u>	
Misc Transfers out	
CIP	
	-
Total Transfers Out	-
Total Uses of Fund	227,150
Net Increase (decrease) in fund balances	21,444
Projected fund balance at June 30, 2015	\$ 894,310

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

	Insurance Liability
Projected fund balances at July 1, 2014	\$ 2,984,976
 <u>Projected Revenue</u>	
Intergovernmental Charges for Services	44,682
Interest Revenue	
Equipment Replacement Charges	
Retiree Health Charges	
Healthcare Charges	
Insurance Liability Charges	2,488,693
Total Revenue	2,533,375
Transfers In	33,012
Total Sources of Fund	2,566,387
 <u>Projected Expenditures</u>	
Equipment Vehicle	
Insurance	2,416,988
Healthcare	
Administrative Services	
Total Expenditures	2,416,988
 <u>Transfers Out</u>	
Misc Transfers out CIP	
Total Transfers Out	
Total Uses of Fund	2,416,988
Net Increase (decrease) in fund balances	149,399
Projected fund balance at June 30, 2015	\$ 3,134,375

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

	Healthcare
Projected fund balances at July 1, 2014	\$ 1,892,315
 <u>Projected Revenue</u>	
Intergovernmental Charges for Services	
Interest Revenue	
Equipment Replacement Charges	
Retiree Health Charges	1,640,324
Healthcare Charges	4,796,543
Insurance Liability Charges	
	6,436,867
Total Revenue	6,436,867
Transfers In	-
Total Sources of Fund	6,436,867
 <u>Projected Expenditures</u>	
Equipment	
Vehicle	
Insurance	
Healthcare	7,287,398
Administrative Services	
	7,287,398
Total Expenditures	7,287,398
 <u>Transfers Out</u>	
Misc Transfers out	
CIP	
	-
Total Transfers Out	-
Total Uses of Fund	7,287,398
Net Increase (decrease) in fund balances	(850,531)
Projected fund balance at June 30, 2015	\$ 1,041,784

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

	Building Maintenance
Projected fund balances at July 1, 2014	\$ 714,145
 <u>Projected Revenue</u>	
Intergovernmental Charges for Services	12,000
Interest Revenue	
Equipment Replacement Charges	
Retiree Health Charges	
Healthcare Charges	
Insurance Liability Charges	
Total Revenue	12,000
Transfers In	200,000
Total Sources of Fund	212,000
 <u>Projected Expenditures</u>	
Equipment	
Vehicle	
Insurance	
Healthcare	
Administrative Services	
Total Expenditures	-
 <u>Transfers Out</u>	
Misc Transfers out	4,073
CIP	469,191
Total Transfers Out	473,264
Total Uses of Fund	473,264
Net Increase (decrease) in fund balances	(261,264)
Projected fund balance at June 30, 2015	\$ 452,881

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

	Total Internal Service
Projected fund balances at July 1, 2014	\$ 9,620,515
 <u>Projected Revenue</u>	
Intergovernmental	91,919
Charges for Services	62,000
Interest Revenue	-
Equipment Replacement Charges	877,581
Retiree Health Charges	1,640,324
Healthcare Charges	4,796,543
Insurance Liability Charges	<u>2,488,693</u>
Total Revenue	9,957,060
Transfers In	<u>233,012</u>
Total Sources of Fund	<u>10,190,072</u>
 <u>Projected Expenditures</u>	
Equipment	396,627
Vehicle	505,500
Insurance	2,416,988
Healthcare	7,287,398
Administrative Services	47,237
Total Expenditures	<u>10,653,750</u>
 <u>Transfers Out</u>	
Misc Transfers out	
CIP	
Total Transfers Out	<u>473,264</u>
Total Uses of Fund	<u>11,127,014</u>
Net Increase (decrease) in fund balances	(936,942)
Projected fund balance at June 30, 2015	<u>\$ 8,683,573</u>

**CITY OF SAN RAMON - I/S EQUIPMENT
FY 2014-15**

DEPARTMENT	DESCRIPTION	PURPOSE	NEW OR REPLACE	#	UNIT COST	EXTENDED COST
CITY MANAGER/CITY COUNCIL	Personal Computers	Replacement	REPLACE	2	1,500	3,000
CITY CLERK	Printers	Replacement	REPLACE	1	600	600
	Personal Computers	Replacement	REPLACE	1	1,500	1,500
CITY ATTORNEY	Printers-Color	Replacement	REPLACE	1	1,250	1,250
	Personal Computers	Replacement	REPLACE	1	1,500	1,500
	Printers	Replacement	REPLACE	1	600	600
ADMINISTRATIVE SERVICES	Personal Computers	Replacement	REPLACE	5	1,500	7,500
	Printers	Replacement	REPLACE	2	600	1,200
	Firewall	Replacement	REPLACE	2	8,000	16,000
	Servers	Replacement	REPLACE	1	3,500	3,500
	SPAM Filters	Replacement	REPLACE	2	8,000	16,000
	Switches	Replacement	REPLACE	3	2,667	8,000
	Microsoft Exchange Licenses	Replacement	REPLACE	370	54	20,000
PLANNING	Personal Computers	Replacement	REPLACE	13	1,500	19,500
ENGINEERING SERVICES	Personal Computers	Replacement	REPLACE	8	1,500	12,000
	Notebooks	Replacement	REPLACE	2	1,500	3,000
	Printers-Color	Replacement	REPLACE	1	1,250	1,250
POLICE SERVICES	Personal Computers	Replacement	REPLACE	24	1,500	36,000
PUBLIC SERVICES	Personal Computers	Replacement	REPLACE	16	1,500	24,000
	Notebooks	Replacement	REPLACE	1	1,500	1,500
	Printers-Color	Replacement	REPLACE	1	1,250	1,250
	Servers	Replacement	REPLACE	1	3,500	3,500
PARKS & COMMUNITY SERVICES	Personal Computers	Replacement	REPLACE	23	1,500	34,500
	Notebooks	Replacement	REPLACE	2	1,500	3,000
	Servers	Replacement	REPLACE	2	3,500	7,000
TOTAL I/S REPLACEMENT						227,150

CAPITAL IMPROVEMENT PROGRAM

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 Engineering Services Department, and specific project details (including projected operating budget impacts) can be found within the CIP document. The CIP can be obtained by contacting the Engineering Services 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.

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

		Capital Projects Fund
Projected fund balances at July 1, 2014	\$	12,165,225
<u>Projected Revenue</u>		
Intergovernmental		1,356,722
Interest Revenue		25,000
Developer Contributions		-
Miscellaneous Revenue		-
Total Revenue		1,381,722
Transfers In		5,029,443
Total Sources of Fund		6,411,165
<u>Projected Expenditures</u>		
Circulation		2,828,059
Signal		565,782
Parks		1,779,122
Landscaping		450,000
Drainage		-
Facilities		818,015
Other		140,000
Planning		-
Engineering Administration		162,187
Total Expenditures		6,743,165
<u>Transfers Out</u>		
Total Transfers Out		25,000
Total Uses of Fund		6,768,165
Net Increase (decrease) in fund balances		(357,000)
Projected fund balance at June 30, 2015	\$	11,808,225

Capital Improvement Program 2014/15 - 2018/19
PROJECTS THAT WILL BE UNDERTAKEN IN FY 2014-15

No Pr #	Project Name	Prior Years	2014-15	2015-16	2016-17	2017-18	2018-19	Total 5Yr	Beyond 5Yr	Total Proj
1	5423 ADA and Safety Regulations for Playground Upgrades	\$660,615	\$200,000	\$0	\$0	\$0	\$0	\$200,000	\$1,799,950	\$2,660,565
2	5554 Alcosta Blvd. Pavement Rehabilitation (Norris Canyon to Bollinger Canyon)	\$150,000	\$500,000	\$2,011,562	\$0	\$0	\$0	\$2,511,562	\$0	\$2,661,562
3	5570 Amador Rancho Center Furnishings & Equipment	\$0	\$256,000	\$0	\$0	\$0	\$0	\$256,000	\$0	\$256,000
4	5440 Aquatic Center Resurfacing & Pool Replastering	\$675,000	\$90,000	\$0	\$0	\$0	\$0	\$90,000	\$965,000	\$1,730,000
5	5321 Bollinger Canyon Rd. / Camino Ramon Intersection Improvements - SB (C1.4)	\$137,548	\$0	\$28,458	\$0	\$0	\$0	\$28,458	\$0	\$166,006
6	5530 Bollinger Canyon Rd. / Iron Horse Trail Bicycle Pedestrian Overcrossing	\$100,350	\$0	\$419,300	\$0	\$0	\$0	\$419,300	\$8,480,350	\$9,000,000
7	5322 Bollinger Canyon Rd. / Sunset Dr. Intersection Improvements (C2.11)	\$788,494	\$0	\$163,137	\$0	\$0	\$0	\$163,137	\$0	\$951,631
8	5414 Bollinger Canyon Rd. Median Landscaping (Morgan to Crow Canyon)	\$175,000	\$170,000	\$0	\$0	\$0	\$0	\$170,000	\$180,000	\$525,000
9	5533 Bollinger Canyon Rd. Pedestrian Modifications (Chanterella to Blueheart)	\$1,040,660	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,040,660
10	5325 Bollinger Canyon Rd. Widening (Alcosta to Canyon Lakes) (C1.5)	\$2,681,935	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,681,935
11	5324 Bollinger Canyon Rd. Widening 8 Lanes (Alcosta / SRVB) (C2.1)	\$7,833,718	\$0	\$1,790,715	\$980,195	\$665,519	\$0	\$3,436,429	\$0	\$11,270,147
12	5562 Central Park Meadow Fountain Repair and Renovation	\$376,502	\$252,000	\$0	\$0	\$0	\$0	\$252,000	\$0	\$628,502
13	5546 Central Park Restoration and Improvements	\$236,125	\$168,000	\$176,700	\$0	\$0	\$0	\$344,700	\$3,296,675	\$3,877,500
14	5558 Central Park Turf Field Renovation	\$0	\$829,600	\$0	\$0	\$0	\$0	\$829,600	\$0	\$829,600
15	5404 Centralized Irrigation System Upgrade	\$517,000	\$20,000	\$0	\$0	\$0	\$0	\$20,000	\$257,269	\$794,269

Capital Improvement Program 2014/15 - 2018/19

PROJECTS THAT WILL BE UNDERTAKEN IN FY 2014-15

No Pr #	Project Name	Prior Years	2014-15	2015-16	2016-17	2017-18	2018-19	Total 5Yr	Beyond 5Yr	Total Proj
16	5433 City Facilities Roof Covering Maintenance and Replacement	\$530,000	\$62,791	\$0	\$0	\$0	\$0	\$62,791	\$2,832,209	\$3,425,000
17	5569 City Facilities Security Improvements	\$0	\$25,000	\$25,000	\$0	\$0	\$0	\$50,000	\$0	\$50,000
18	9005 City Hall	\$0	\$50,000	\$13,317,659	\$0	\$0	\$0	\$13,367,659	\$0	\$13,367,659
19	5465 City Signage Project	\$247,797	\$0	\$0	\$0	\$0	\$0	\$0	\$225,000	\$472,797
20	5485 Citywide Aerial Mapping and GIS Support	\$47,843	\$30,000	\$15,000	\$15,000	\$60,000	\$15,000	\$135,000	\$15,000	\$197,843
21	5548 Citywide Drainage Infrastructure Repairs	\$1,419,809	\$0	\$50,000	\$50,000	\$50,000	\$50,000	\$200,000	\$396,696	\$2,016,505
22	5488 Citywide Landscaping Planting Renovation	\$165,655	\$40,000	\$40,000	\$40,000	\$40,000	\$0	\$160,000	\$0	\$325,655
23	5531 Crow Canyon Rd. / Iron Horse Trail Bicycle Pedestrian Overcrossing	\$100,350	\$0	\$0	\$0	\$0	\$0	\$0	\$6,899,650	\$7,000,000
24	5351 Crow Canyon Rd. Median Landscaping (1680 / Bollinger)	\$480,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$480,000
25	5574 Dougherty Valley Aquatic Center Equipment Replacement	\$0	\$52,900	\$0	\$0	\$0	\$0	\$52,900	\$1,047,100	\$1,100,000
26	5564 Dougherty Valley Tree Planting Program	\$125,000	\$0	\$55,000	\$25,000	\$27,000	\$0	\$107,000	\$0	\$232,000
27	5504 Forest Home Farms - Building 12 (Barn)	\$0	\$63,000	\$694,000	\$0	\$0	\$0	\$757,000	\$0	\$757,000
28	5478 Fountain Repairs and Replacement	\$475,116	\$0	\$0	\$0	\$0	\$0	\$0	\$457,154	\$932,270
29	9003 General Plan 2035 Update	\$190,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$190,000
30	9004 Housing Element Update 2014-2022	\$100,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$100,000

Capital Improvement Program 2014/15 - 2018/19

PROJECTS THAT WILL BE UNDERTAKEN IN FY 2014-15

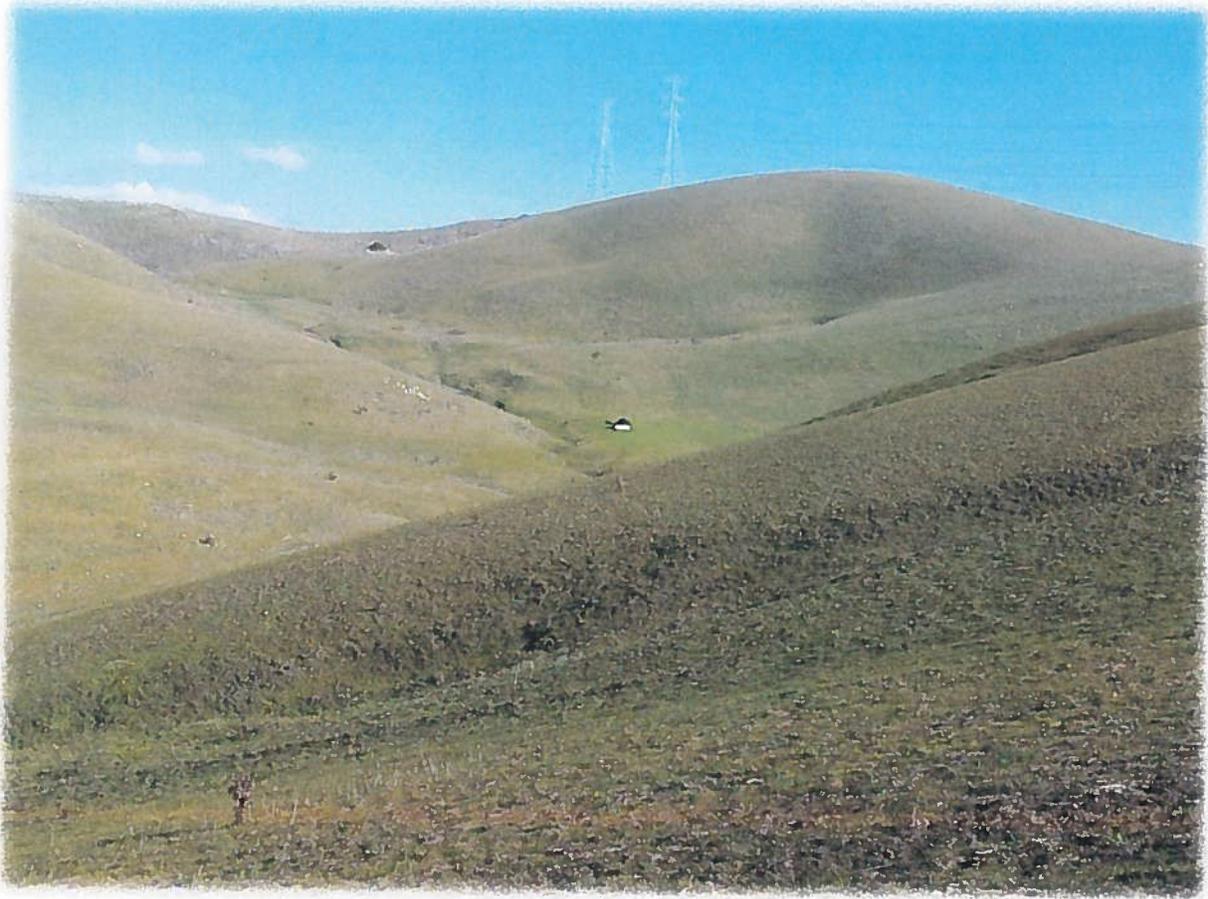
No Pr #	Project Name	Prior Years	2014-15	2015-16	2016-17	2017-18	2018-19	Total 5Yr	Beyond 5Yr	Total Proj
31	5515 Interior Amenities Renovation	\$450,000	\$78,000	\$0	\$0	\$0	\$0	\$78,000	\$587,000	\$1,115,000
32	5514 iron Horse Trail Landscaping & Beautification	\$557,203	\$0	\$0	\$0	\$0	\$0	\$0	\$270,000	\$827,203
33	5567 Library Expansion and Renovation	\$40,000	\$0	\$2,500,000	\$0	\$0	\$0	\$2,500,000	\$0	\$2,540,000
34	5527 Middle School Teen Center Portables	\$178,718	\$29,824	\$0	\$0	\$0	\$0	\$29,824	\$59,535	\$268,077
35	5572 Open Space Preservation	\$350,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$350,000
36	5521 Pavement Management 2014	\$3,022,431	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,022,431
37	5536 Pavement Management 2015	\$0	\$2,238,059	\$0	\$0	\$0	\$0	\$2,238,059	\$0	\$2,238,059
38	5522 Pavement Repair - Stop Gap 2014/2015	\$400,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$400,000
39	5413 Pedestrian Enhancement Devices	\$399,227	\$475,782	\$0	\$0	\$0	\$0	\$475,782	\$0	\$875,009
40	5482 Public Art in Parks	\$180,000	\$0	\$40,000	\$0	\$40,000	\$0	\$80,000	\$0	\$260,000
41	5479 San Ramon Olympic Pool Equipment Replacement	\$614,750	\$39,500	\$170,000	\$60,000	\$50,000	\$0	\$319,500	\$360,200	\$1,294,450
42	5573 San Ramon Service Center Diesel Fuel Tank Replacement	\$0	\$121,000	\$0	\$0	\$0	\$0	\$121,000	\$0	\$121,000
43	5507 San Ramon Valley Blvd. Beautification (Crow Canyon Rd. to City Limits)	\$140,387	\$0	\$0	\$0	\$0	\$0	\$0	\$1,334,000	\$1,474,387
44	5571 San Ramon Valley Blvd. Median Landscape (Crow Canyon Road)	\$0	\$220,000	\$0	\$0	\$0	\$0	\$220,000	\$0	\$220,000
45	5539 San Ramon Valley Blvd. Pavement Rehabilitation (Bollinger Canyon/Montevideo)	\$1,916,196	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,916,196

Capital Improvement Program 2014/15 - 2018/19

PROJECTS THAT WILL BE UNDERTAKEN IN FY 2014-15

No Pr #	Project Name	Prior Years	2014-15	2015-16	2016-17	2017-18	2018-19	Total 5Yr	Beyond 5Yr	Total Proj
46	5566 Shade Structure Improvement	\$0	\$79,522	\$0	\$0	\$0	\$0	\$79,522	\$40,478	\$120,000
47	5523 Sidewalk Repairs 2014/2015	\$200,000	\$20,000	\$0	\$0	\$0	\$0	\$20,000	\$0	\$220,000
48	5577 Skate Park Renovation and Repair	\$0	\$250,000	\$0	\$0	\$0	\$0	\$250,000	\$0	\$250,000
49	5391 Summerwood Loop Paths Replacement / Rehabilitation	\$5,355	\$40,000	\$0	\$0	\$0	\$0	\$40,000	\$254,645	\$300,000
50	5381 Traffic Calming Program	\$232,250	\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$40,000	\$0	\$272,250
51	5575 Traffic Impact Mitigation Fee Study	\$0	\$90,000	\$0	\$0	\$0	\$0	\$90,000	\$0	\$90,000
52	5526 Traffic Signals Improvements & Enhancements	\$114,250	\$90,000	\$0	\$0	\$0	\$0	\$90,000	\$505,750	\$710,000
Totals		\$28,055,284	\$6,580,978	\$21,506,531	\$1,180,195	\$942,519	\$75,000	\$30,285,223	\$30,263,661	\$88,604,168

GEOLOGIC HAZARD ABATEMENT DISTRICT 1990-01



GEOLOGIC HAZARD ABATEMENT DISTRICT 1990-01

GHAD Board

Bill Clarkson
Board Chairperson

Philip G. O'Loane
Board Vice-Chairperson

David E. Hudson
Board Member

Scott Perkins
Board Member

Harry Sachs
Board Member

GHAD Officers

Greg Rogers
District Manager

Maria Fierner
Deputy District Manager

Robin Bartlett
District Engineer

Eva Phelps
District Treasurer

Bob Saxe
District Counsel

GEOLOGIC HAZARD ABATEMENT DISTRICT 1990-01

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 GHAD was formed in 1990, pursuant to the Public Resource Code of the State of California, Section 26500, and included the West Branch area. Resolution No. 90-106, adopted by the City Council on July 10, 1990, ordered the formation of Geologic Hazard Abatement District No. 1990-01 and designated the City Council as the Board of Directors. In 1997, the GHAD Board completed the annexation of the Gale Ranch and Windemere developments into the GHAD. Subsequently, on April 24, 2007, the GHAD Board adopted Resolution No. 2007-78 annexing Old Ranch Summit, and on March 11, 2008, the GHAD Board adopted Resolution No. 2008-50, annexing the Silva Property.

Initially, Shapell Industries, developers of the West Branch project, performed the GHAD maintenance activities. The 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 GHAD assessments have been periodically raised and the proposed FY 2014-15 assessments will be \$141.00 per residential unit and \$0.042 per square foot for non-residential buildings, based on the most recent Reserve Fund Study. The GHAD obtains minor income from access leases, inspection fees, and an agricultural grazing lease.

Budget

Total GHAD revenue for FY 2014-15 is anticipated to be \$1.6 million. The proposed GHAD operating budget for FY 2014-15 is \$632,000. This includes \$244,000 for administration, engineering and oversight; and \$388,000 for maintenance, repair and monitoring activities. The remaining \$868,000 will be used to build reserves.

GEOLOGIC HAZARD ABATEMENT DISTRICT 1990-01

Significant Accomplishments FY 2013-14

- Processed open space and creekside parcels offered by the Dougherty Valley developers
- Updated the Reserve Fund Study to coincide with the current construction projections in Dougherty Valley
- Repaired damage and erosion in open space adjacent to residential subdivisions
- Managed the Agricultural Lease Agreement with H & N Enterprises
- Continued annual monitoring and maintenance of existing GHAD property
- Submitted GHAD assessment rolls to the County by August 10th deadline

Major Action Plan Items FY 2014-15

		Completion By:
1.	Transfer cell tower site from Windemere BLC to GHAD	SEP 2014
2.	Process the acceptances for GHAD ownership as offered by the Dougherty Valley developers	DEC 2014
3.	Update the Reserve Fund Study to coincide with the current construction projections in Dougherty Valley	APR 2015
4.	Prepare the GHAD Engineer's Report for FY 2015-16, present it to the GHAD Board and hold a public hearing to set GHAD assessments	MAY 2015
5.	Perform repairs and abatement of geologic hazards as needed	Ongoing
6.	Continue annual monitoring and maintenance of existing GHAD property	Ongoing
7.	Participate in discussions with Open pace Technical Advisory Committee	Ongoing

Budget Notes FY 2014-15

- None

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

	GHAD Fund
Projected fund balances at July 1, 2014	\$ 6,991,063
<u>Projected Revenue</u>	
Assessments	1,493,209
Intergovernmental	
Licenses and Permits	6,000
Charges for Services	
Interest Revenue	30,955
Development Fees	
Miscellaneous Revenue	<u>39,319</u>
Total Revenue	1,569,483
Transfers In	<u> </u>
Total Sources of Fund	<u>1,569,483</u>
<u>Projected Expenditures</u>	
Engineering Services	645,294
Public Services	
Total Expenditures	<u>645,294</u>
<u>Transfers Out</u>	
General Fund	68,500
Capital Projects Fund	
Other	
Total Transfers Out	<u>68,500</u>
Total Uses of Fund	<u>713,794</u>
Net Increase (decrease) in fund balances	855,689
Projected fund balance at June 30, 2015	<u><u>\$ 7,846,752</u></u>

HOUSING SUCCESSOR AGENCY



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. The San Ramon Housing Successor budget and work plan is separately approved by Council action.

Significant Accomplishments FY 2013-14

- Managed the Crime Free Multi-Housing Program
- Managed the Housing Rehabilitation Grant Program
- Participated in the Regional Housing Needs Allocation (RHNA) process for the Housing Element Update, including the RHNA Appeal Process
- Initiated the update to the Housing Element, including workshops with the Planning Commission and Housing Advisory Committee

HOUSING SUCCESSOR AGENCY

Major Action Plan Items FY 2014-15

		Completion By:
1.	Evaluate and proceed with the disposition of the two (2) housing sites (3) parcels	DEC 2014
2.	Submit the 2014-2022 Housing Element for certification to the State Department of Housing and Community Development	JAN 2015
3.	Continue to support the Crime Free Multi-Housing Program	JUN 2015
4.	Work on obtaining reimbursement of Supplemental Educational Revenue Augmentation Fund loans through the Recognized obligation Payment Schedule process	JUN 2015
5.	Monitor the Housing Rehabilitation Grant Program	JUN 2015

Budget Notes FY 2014-15

- The Housing activities are to be funded from remaining proceeds of the 2006 Housing Tax Allocation Bond proceeds and program revenue

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

	San Ramon Housing Successor
Projected fund balances at July 1, 2014	\$ -
<u>Projected Revenue</u>	
Interest Revenue	
Rent	14,100
Total Revenue	14,100
<u>Transfers In</u>	
Bond Proceeds allocated per ROPS 14-15A	1,630,000
Other	
Total Transfers In	1,630,000
Total Sources of Fund	1,644,100
<u>Projected Expenditures</u>	
Housing Programs	1,644,100
Total Expenditures	1,644,100
<u>Transfers Out</u>	
Capital Projects	
Other	
Total Transfers Out	-
Total Uses of Fund	1,644,100
Net Increase (decrease) in fund balances	-
Projected fund balance at June 30, 2015	\$ -

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

Program Summary

Description	Program Expenditures	Program Revenue	Bond Proceeds	Net Program Cost
Housing Administration/Programs	\$ 611,545	\$ 14,100	\$ 597,445	\$ -
Housing Rehabilitation Grant Program	993		993	-
Crime Prevention Program	1,031,562		1,031,562	-
 Program Totals	 <u>\$ 1,644,100</u>	 <u>\$ 14,100</u>	 <u>\$ 1,630,000</u>	 <u>\$ -</u>

RESOLUTION NO. 2014-053

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN RAMON
ADOPTING THE FISCAL YEAR 2014-2015 HOUSING SUCCESSOR BUDGET AND
WORK PLAN**

WHEREAS, the City 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 on June 11, 2013; and

WHEREAS, pursuant to Health and Safety Code Section 34176(g), the housing assets include the right of the Housing Successor to designate the use of and commit the remaining proceeds of the 2006 Housing Tax Allocation Bonds; and

WHEREAS, the Housing Successor requested and the Successor Agency designated the use of the \$1,630,000 remaining proceeds of the 2006 Housing Tax Allocation Bonds on ROPS 14-15A, which was approved by the Oversight Board on February 27, 2014 by Resolution No. OB-2014-001; and

WHEREAS, ROPS 14-15A final approval by the State Department of Finance is currently pending; and

WHEREAS, the Housing Successor Budget requires annual appropriation approval by the City Council; and

NOW, THEREFORE BE IT RESOLVED, as follows:

Section 1. The City Council approves the Fiscal Year 2014-2015 proposed Housing Successor budget and Work Plan totaling \$1,644,000 as summarized on Exhibit 1.

Section 2. Upon publication, a copy of the budget document will be made available for public review at City Hall and other convenient public places.

PASSED, APPROVED AND ADOPTED on May 13, 2014 by the following vote:

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

NOES:

ABSENT:

ABSTAIN:


Bill Clarkson, Mayor

ATTEST:

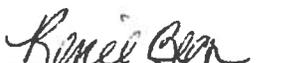

Renee Beck, City Clerk

Exhibit 1: Housing Successor Budget and Work Plan Summary

APPENDICES

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

Cash Basis: This is a basis of accounting in which transactions are recognized only when cash is increased or decreased.

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 an 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

ADA	American Disabilities Act
AED	Automated External Defibrillator
A/P	Accounts Payable
APA	American Planning Association
A/R	Accounts Receivable
AT&T	American Telephone & Telegraph (Formerly Pacific Bell)
BAAQMD	Bay Area Air Quality Management District
BART	Bay Area Rapid Transit
CABO	Certified Association of Building Officials
CAFR	Comprehensive Annual Financial Report
CALARP	California Accidental Release Program
CALED	California Association for Local Economic Development
CALPERLA	California Public Employers Labor Relations Association
CASA	Community Against Substance Abuse
CBO	Chief Building Official
CCC	Contra Costa County
CCCSD	Contra Costa County Sanitary District
CCNET	Central County Narcotics Enforcement Team
CCTA	Contra Costa Transportation Authority
CEQA	California Environmental Quality Act
CIP	Capital Improvement Program
CMTA	California Municipal Treasurers Association
COP	Certificates of Participation
CRM	Citizen Request Management
CSA	County Service Area
CSMFO	California Society of Municipal Finance Officers
DEIR	Development Environmental Impact Report
DERWA	Dublin San Ramon Services District – East Bay Municipal Utility District Recycle Water Authority

City of San Ramon

ACRONYMS

DOT	Department of Transportation
DRC	Development Review Committee
DRFA	Dougherty Regional Fire Authority
DSRSD	Dublin San Ramon Services District
DVOC	Dougherty Valley Oversight Committee
EBMUD	East Bay Municipal Utility District
EBRCS	East Bay Regional Communication System
EDAC	Economic Development Advisory Committee
EIR	Environmental Impact Report
EPA	Environmental Protection Agency
ERMA	Employee Risk Management Association
FTE	Full-Time Equivalent
GAAP	Generally Accepted Accounting Principles
GASB	Governmental Accounting Standards Board
GFOA	Government Finance Officers Association
GHAD	Geologic Hazard Abatement District
GIS	Geographic Information System
HCD	Housing and Community Development
HOA	Homeowners Association
HSIP	Highway Safety Improvement Program
HTE	Finance/Personnel Accounting System
ICBO	International Conference of Building Officials
ICMA	International City Management Association
IIPP	Injury and Illness Prevention Program
IT	Information Technology
IVR	Interactive Voice Response System
L & L	Landscaping and Lighting District
LAFCO	Local Agency Formation Commission
LAIF	Local Agency Investment Fund

City of San Ramon

ACRONYMS

LOCC	League of California Cities
MOU	Memorandum of Understanding
MPA	Municipal Pooling Authority
MRP	Municipal Regional Permit
MTC	Metropolitan Transportation Commission
MVLF	Motor Vehicle License Fees
NPDES	National Pollutant Discharge Elimination System
NWSP	Northwest Specific Plan
OPEB	Other Post-Employment Benefits
PC	Personal Computer
PDA	Priority Development Area
PG&E	Pacific Gas & Electric
POB	Pension Obligation Bond
RFP	Request for Proposal
RHNA	Regional Housing Needs Allocation
ROPS	Recognized Obligation Payment Schedule
RWQCB	Regional Water Quality Control Board
SCCJEPA	South Contra Costa Joint Exercise Powers Agreement
SEIU	Service Employees International Union
SRVUSD	San Ramon Valley Unified School District
SWAT	Southwest Area Transportation
TA	Tax Allocation
TDD	Telecommunications Device for the Hearing Impaired
TDM	Transportation Demand Management
TLC	Transportation for Livable Communities
TOT	Transient Occupancy Tax
TVHOC	Tri-Valley Housing Opportunity Center
TVTC	Tri-Valley Transportation Council
UGB	Urban Growth Boundary

City of San Ramon

ACRONYMS

- VWM Valley Waste Management
- WAN Wide Area Network
- YRO Youth Resource Officer

City of San Ramon
LIST OF FUNDS

101	General Fund	332	Henry Ranch
202	Planning Cost Recovery	333	Glass House
203	Geographic information System	335	Old Ranch Estates
205	Child Care	336	Old Ranch Summit
210	City Beautification	345	Summerwood Loop
215	Conditions of Approval	350	Thomas Ranch
220	Creek Study & Mitigation	365	Village Parkway
225	Drainage Mitigation	370	Vista San Ramon
230	Gas Tax	375	West Branch
240	Park Development	380	Canyon Park
241	Henry Ranch	382	Village Center Common Area
245	Crow Canyon Project	383	Dougherty Valley
250	South Contra Costa Joint Exercise Powers Agreement	384	Solid Waste
260	Street Maintenance and Improvement	385	Geological Hazard Abatement District
270	Traffic Improvement	387	Non-Point Drainage/Stormwater
280	Tri-Valley Transportation	388	Street Smarts
283	Public Education & Govt (PEG)	389	TDM Programs
301	Citywide Landscaping	390	Local Law Enforcement Block Grant
302	Citywide Lighting	391	Police Special Revenue
310	Bent Creek	392	Narcotic Asset Forfeiture
315	Canyon Lakes	395	San Ramon Housing Successor
318	Circle E Ranch	412	Capital Projects
322	Country View	420	Capital Projects
323	Crown Ridge	515	Pension Obligation Bonds (2010)
325	Deerwood	516	LED Lights (2012)
330	El Nido	541	COP #11 (2003)
331	Four Oaks	542	COP #12 (2011)

City of San Ramon
LIST OF FUNDS

610	Investments		
620	Equipment Replacement		
621	I/S Equipment Replacement		
622	Insurance Liability		
623	Healthcare		
630	Building Maintenance		

City of San Ramon

Authorized Personnel Positions Fiscal Year 2014-2015

Job Classification	Number of Positions
Administrative Analyst	7.00
Administrative Coordinator	11.50
Assistant City Manager	1.00
Assistant Planner	1.00
Associate Engineer	5.00
Associate Planner	2.00
Captain	1.00
Chief	1.00
City Attorney	1.00
City Clerk	1.00
City Manager	1.00
Computer Specialist	1.00
Computer Technician	1.00
Corporals	9.00
Deputy City Clerk	1.00
Deputy City Attorney	1.00
Director	5.00
Division Manager	10.00
Engineering Specialist	3.00
Executive Assistant	1.00
Inspector	3.00
Lieutenant	5.00
Maintenance Assistant	0.00
Maintenance Coordinator	12.00
Maintenance Specialist	11.00
Maintenance Supervisor	9.00
Maintenance Tech I/II	29.00
Office Specialist	9.00
Office Technician I/II	14.00
Police Officers	37.00
Anticipatory Hiring Police Officers *	2.00
Plans Examiner	1.00
Police Services Technician	3.50
Program Manager	9.00
Records Coordinator	1.00
Records Technician	2.00
Recreation Coordinator	7.00
Recreation Supervisor	4.00
Recreation Technician	5.80
Senior Administrative Analyst	6.00
Senior Engineer	4.00
Senior Inspector	5.00
Senior Planner	1.00
Sergeant	9.00
Supervising Inspector	1.00
Total Full-Time Equivalents (FTE)	254.80

*Budget includes 2 "Anticipatory Hiring" Police Officer positions that are not fully funded and part of the official FTE count.

RESOLUTION NO. 2014-055

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN RAMON
ADOPTING THE FISCAL YEAR 2014-2015 OPERATING AND
CAPITAL BUDGET, ESTABLISHING AN APPROPRIATION LIMIT, AND
AUTHORIZING CARRYOVER CAPITAL PROJECT APPROPRIATIONS
INTO FISCAL YEAR 2014-2015**

WHEREAS, the City Council reviewed the proposed Operating, and Capital budgets in a work session held on May 19, 2014; and

WHEREAS, the City Council has reviewed the proposed Fiscal Year 2014-2015 Capital Improvement Program in a work session held on May 19, 2014; and

WHEREAS, the Planning Commission in a meeting held on May 6, 2014 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 2014-2015 proposed Operating and Capital Budget totaling \$82,195,811 as summarized on Exhibit 1 and a carryover of unspent Capital Budget appropriations from Fiscal Year 2013-2014.

Section 2. The City Council approves the Fiscal Year 2014-2015 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 27th day of May, 2014 by the following vote:

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

NOES:

ABSENT:

ABSTAIN:



Bill Clarkson, Mayor

ATTEST:


Renee Beck, City Clerk

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

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

Description	General Fund	Other Operating Funds	Special Revenue Funds	Debt Service Funds	Capital Project Funds	Internal Service Funds	GHAD Fund	Total
Fund Balance, July 1, 2014	\$ 8,872,346	\$ 8,949,128	\$ 9,280,248	\$ 14,876,473	\$ 12,165,225	\$ 9,620,515	\$ 6,991,063	\$ 70,754,997
REVENUE								
Property Tax	\$ 15,617,000							\$ 15,617,000
Special Assessments		4,595,877					1,493,209	6,089,086
Sales and Use Tax	10,096,000							10,096,000
Property Transfer Tax	700,000							700,000
Transient Occupancy Taxes (TOT)	2,211,241							2,211,241
Franchise Fees	4,282,901							4,282,901
Licenses and Permits	1,443,337						6,000	1,449,337
Intergovernmental	163,504	14,357,079	3,060,136		1,356,722	91,919		19,029,360
Charges for Services	5,268,318		225,000			62,000		5,555,318
Fines and Forfeitures	373,706							373,706
Investment Income	124,215				25,000		30,955	180,170
Development Fees			1,504,864					1,504,864
Land Sale	437,100							437,100
Miscellaneous Revenue	1,793,375	367,687		1,283,833		9,803,141	39,319	13,287,355
Total Revenues	42,510,697	19,320,643	4,790,000	1,283,833	1,381,722	9,957,060	1,569,483	80,813,438
EXPENDITURES								
General Government	1,969,473							1,969,473
Administrative Services	3,248,711					47,237		3,295,948
Planning Services	3,471,853	841,643	50,901					4,364,397
Police Services	11,343,579	6,485,548						17,829,127
Engineering Services	2,561,884	495,433					645,294	3,702,611
Public Services	9,404,420	12,268,485						21,672,905
Parks & Community Services	8,408,711							8,408,711
Economic/Redevelopment	-							-
Non-Departmental	50,000	220,000						270,000
Debt Service				3,332,961				3,332,961
Capital Improvement Program (CIP)					6,743,165			6,743,165
Vehicle/IS Replacement						902,127		902,127
Insurance						2,416,988		2,416,988
Healthcare						7,287,398		7,287,398
Total Expenditures	40,458,631	20,311,109	50,901	3,332,961	6,743,165	10,653,750	645,294	82,195,811
OTHER FINANCING SOURCES (USES)								
Operating Transfers In	2,175,407	1,214,064	-	3,326,812	5,029,443	233,012	-	11,978,738
Operating Transfers Out	(4,222,873)	(1,523,016)	(4,382,252)	(1,283,833)	(25,000)	(473,264)	(68,500)	(11,978,738)
Total Other Financing Sources	(2,047,466)	(308,952)	(4,382,252)	2,042,979	5,004,443	(240,252)	(68,500)	-
Net Increase (Decrease) in Fund Balance	\$4,600	(\$1,299,418)	\$356,847	(\$6,149)	(\$357,000)	(\$936,942)	\$855,689	(\$1,382,373)
FUND BALANCE:								
Fund Balance, June 30, 2015	\$8,876,946	\$7,649,710	\$9,637,095	\$14,870,324	\$11,808,225	\$8,683,573	\$7,846,752	\$69,372,624

CITY OF SAN RAMON APPROPRIATION LIMIT CALCULATION

FISCAL YEAR 2014-15 APPROPRIATIONS LIMIT

A.	FY 2013-14 APPROPRIATIONS LIMIT	<u>\$ 60,218,336</u>
B.	ADJUSTMENT FACTORS	
	1. City Population Growth	1.011
	2. California Per Capita Income	0.9977
	Total Adjustment %	1.0087
C.	ANNUAL ADJUSTMENT	522,376
D.	OTHER ADJUSTMENTS	<u>0</u>
E.	TOTAL ADJUSTMENTS	<u>522,376</u>
F.	FY 2014-15 APPROPRIATIONS LIMIT	<u>\$ 60,740,712</u>

FY 2014-15 APPROPRIATIONS SUBJECT TO LIMITATION

A.	PROCEEDS OF TAXES:	
	Property Tax	\$ 15,617,000
	Sales & Use Tax	10,096,000
	Property Transfer Tax	700,000
	Transient Occupancy Tax	2,211,241
	Motor Vehicle In Lieu	-
	Off-Highway Vehicles	-
	Interest Earned on Proceeds of Taxes	83,639.19
		<u>\$28,707,880</u>
B.	EXCLUSIONS:	
	Debt Service	3,129,861
	Qualified Capital Outlays	-
		<u>3,129,861</u>
C.	APPROPRIATIONS SUBJECT TO LIMITATION	25,578,019
D.	CURRENT YEAR LIMIT	<u>60,740,712</u>
E.	OVER (UNDER) LIMIT	<u>\$ (35,162,693)</u>