



# CITY OF SAN RAMON, CALIFORNIA

## ADOPTED ANNUAL PROGRAM OF SERVICES AND BUDGET FOR FY 2016-17



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



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# Elected Officials

Bill Clarkson  
Mayor

Scott Perkins  
Vice-Mayor

David E. Hudson  
Councilmember

Philip G. O'Loane  
Councilmember

Harry Sachs  
Councilmember

# Appointed Officials

Greg Rogers  
City Manager

Bob Saxe  
City Attorney

Eric Figueroa  
Assistant City Manager

Renée Beck  
City Clerk

# Department Heads

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

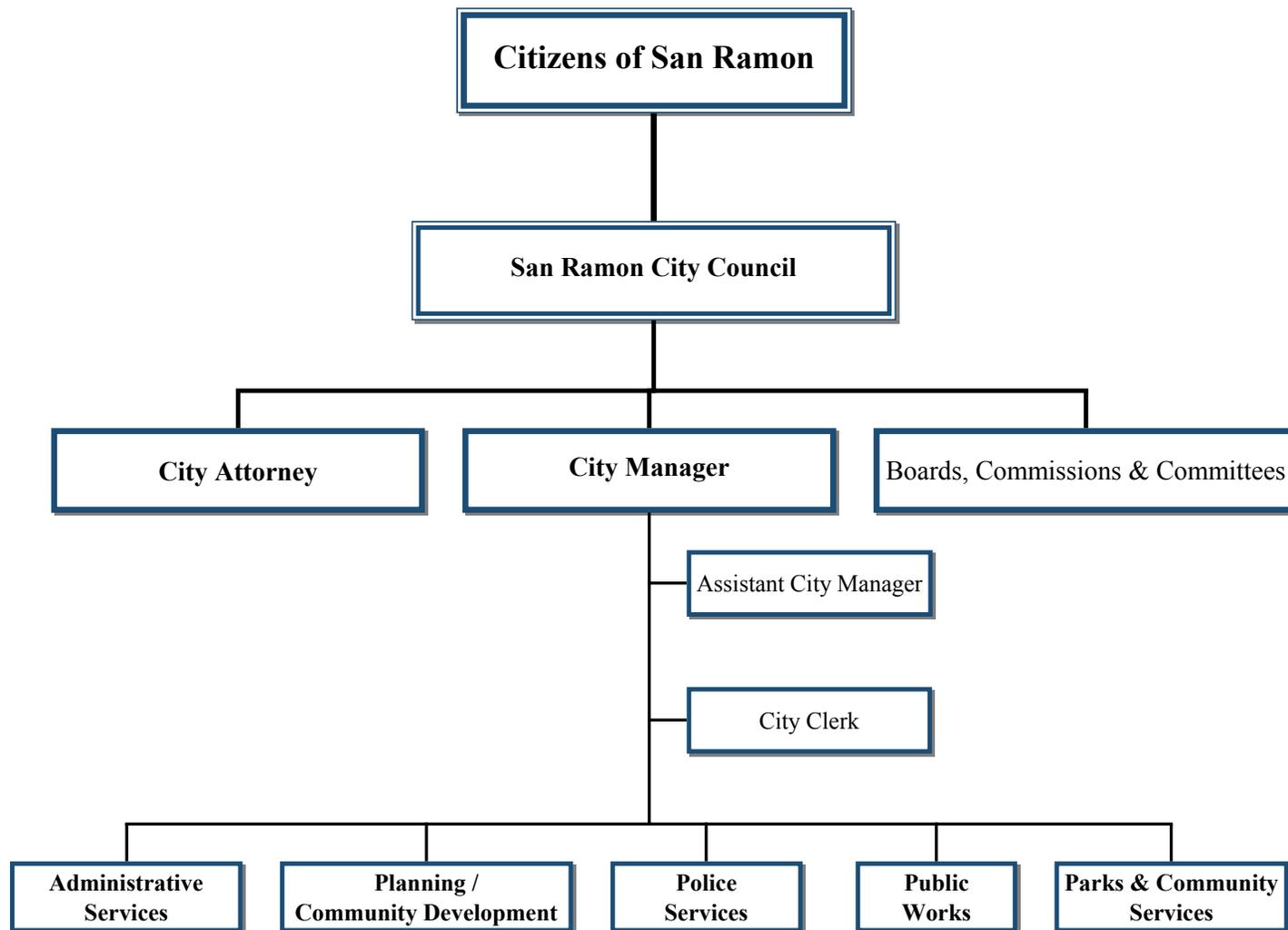
Eva Phelps  
Eric Figueroa  
Eric Figueroa  
Joe Gorton  
Maria Fierner



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# City of San Ramon Organization Chart FY 2016-17





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# **BUDGET MESSAGE**



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# CITY OF SAN RAMON

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

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June 14, 2016

Honorable Mayor and City Councilmembers  
City of San Ramon  
2226 Camino Ramon  
San Ramon, CA 94583

**SUBJECT: Proposed FY 2016-2017 Operating Budget**

Honorable Mayor and City Councilmembers:

I hereby present the proposed FY 2016-2017 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, San Ramon Housing Successor, and other special purpose funds. The budget document has been developed to serve as the City's financial plan of programs and service delivery for the next twelve months. The budget document includes departmental statements of purpose, service descriptions, major accomplishments, and future major action items. The financial plan for FY 2016-2017 that is described below provides funding to maintain core service levels within the City.

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 2016-2017 Budget for all City funds, including the Geological Hazard Abatement District 1990-01 and the Capital Budget totals \$94.5 million. The budget is comprised of an Operating Budget of \$70.9 million, a Special Revenue Fund Budget of \$0.06 million, a Debt Service Fund budget of \$3.4 million, a Capital Budget of \$7.9 million, an Internal Service budget of \$11.7 million, a Geological Hazard Abatement District budget of \$0.7 million (included in the Operating Budget) and a Housing Successor budget of \$0.6 million. The organization of the City's budget can be most clearly understood by referring to page 27.

## **ECONOMIC OUTLOOK**

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

Nationally, the Bureau of Labor Statistics reported that nonfarm jobs increased 160,000 in April 2016. From April 2015 to April 2016 an average of 232,000 jobs were added each month. Average hourly earnings have risen 2.5% during the same time period. The unemployment rate decreased from 5.4% to 5.0% from April 2015 to April 2016. Sales of previously owned homes in the U.S. grew 7.5% in January 2016, which was the second highest pace since early 2007; compared to new home sales which decreased 9.2%.

The Statewide economy continues to show strong growth. The median home price rose 5.1% from April 2015 to April 2016. It has been predicted homes values will increase 2.1% over the next year. Construction starts for single family homes rose 11% over from April 2015 to April 2016. Construction starts for multi-family rentals decreased 5% during the same time frame. California's unemployment rate decreased from 6.5% to 5.6% from March 2015 to March 2016, which is the first time it has been below 6% since 2007. Governor Brown's proposed 2016-2017 State Budget Plan includes continuing to pay down debt, making an additional \$2.0 billion deposit to the rainy day fund, increasing educational funding, and adding funding for infrastructure maintenance. The State general fund expenditures increased 5.6% compared to the 2015-16 budget plan. It is projected that the State will have a healthy surplus even after the additional funding for education and infrastructure. The City's budget does not include any projected takeaways by the State. In addition, the projected budget surplus for the State of California is not expected to yield any additional local funds for the City. Staff will continue to monitor the State budget process and inform the Council of any impacts, positive or negative, from the State budget.

The local economy is showing steady improvement. San Ramon's unemployment rate was 3.3% as of March 2016, which remains lower than the national and state level. However, the City is seeing slow revenue growth in some of its major revenue sources. For example, sales tax is relatively flat due to the volatility of the business to business economic sector. Also, the collection of one-time service fees from new development projects within the City have slowed. Conversely, this revenue source is now offset by one-time expenditures by staff to service these projects.

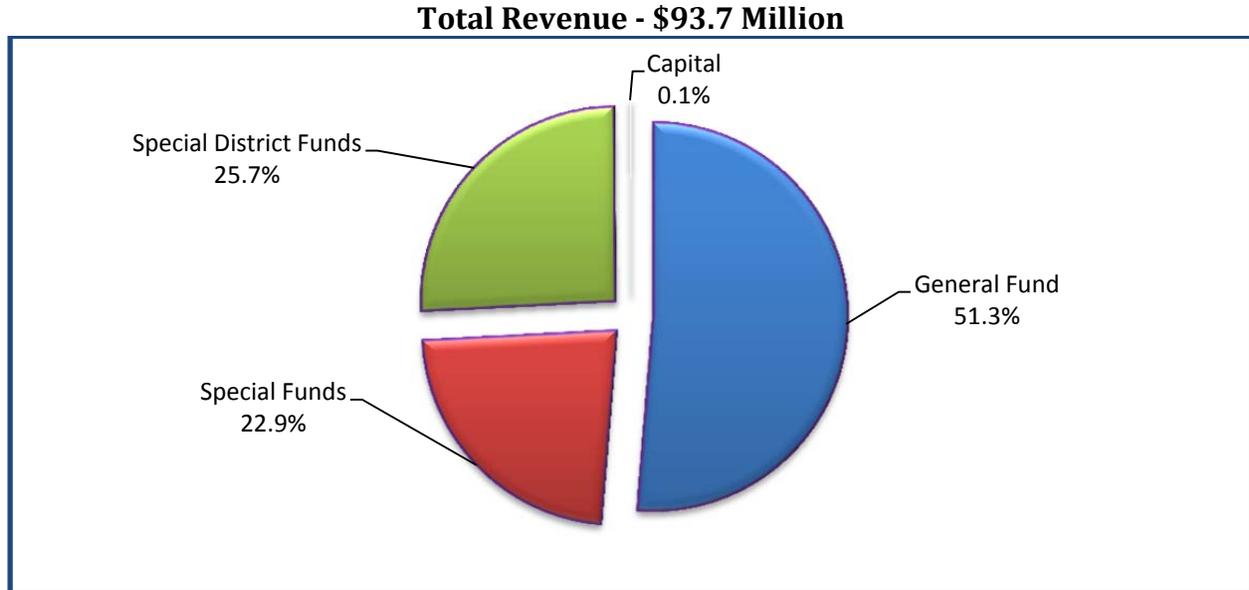
The City now has a population of more than seventy-eight thousand and is continuing to expand services into newly annexed Dougherty Valley areas using a conservative and cost conscience approach.

## FINANCIAL PLANNING

At the April 12, 2016 Budget Workshop, staff presented to the City Council the status of the FY 2016-17 budget development, which showed the City was facing a \$3.3 million operational deficit. Staff also presented to the City Council, \$1.8 million of deficit reduction options that included department operating reductions, unfunding vacant positions, removing funding for new position requests, and revenue enhancements. At the May 10, 2016 Budget Workshop, the City Council approved staff recommended reductions and the use of \$1.5 million of reserves to bridge the gap.

## RESOURCES FUNDING THE CITY BUDGET

The FY 2016-2017 Budget includes \$93.7 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, 51.3% of City revenue is general purpose and used to support police, public works, recreation programs, community development and other general government. The remaining 48.7% is revenue that is restricted for use for specific purposes such as the Geologic Hazard Abatement District, capital projects, services in special assessment districts, housing programs and internal services such as equipment replacement.

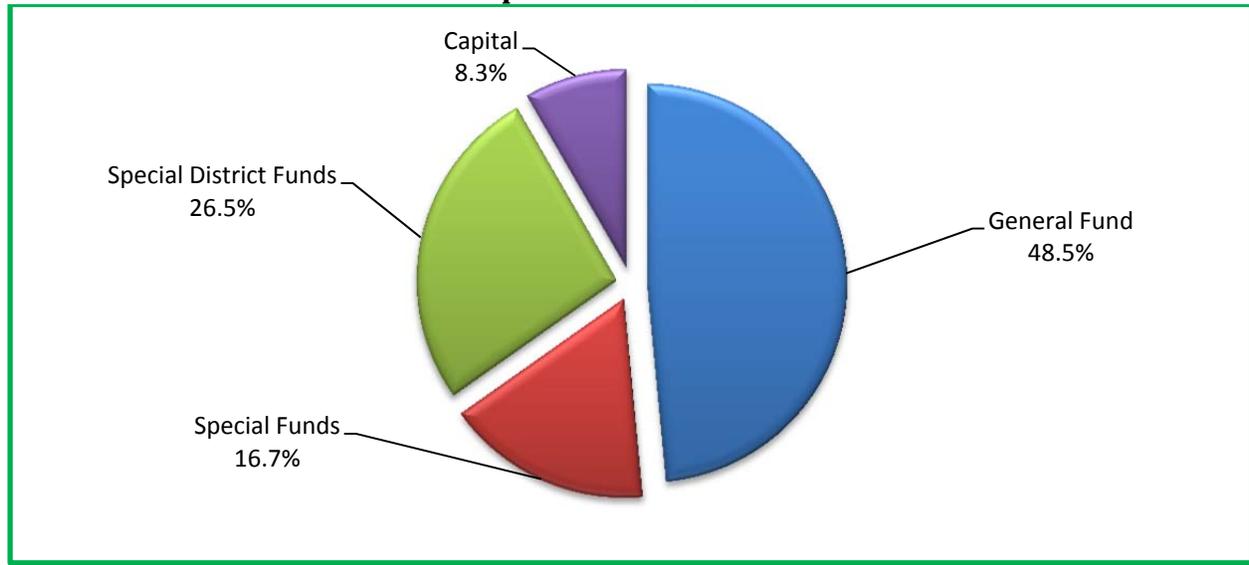


*\*Special Funds include Special Revenue Funds, Housing Successor Fund, Debt Service Funds, and Internal Service Funds*

## EXPENDITURE BUDGET

The \$94.5 million expenditure budget is \$1.7 million (1.7%) less than the FY 2015-2016 adopted budget largely reflecting decreases in Capital Project Funds and the San Ramon Housing Fund, offset by increases in the General Fund, Special District Funds and Debt Service Funds. The graph below shows how the expenditure budget is broken out among major fund groups.

**Total Expenditures - \$94.5 Million**



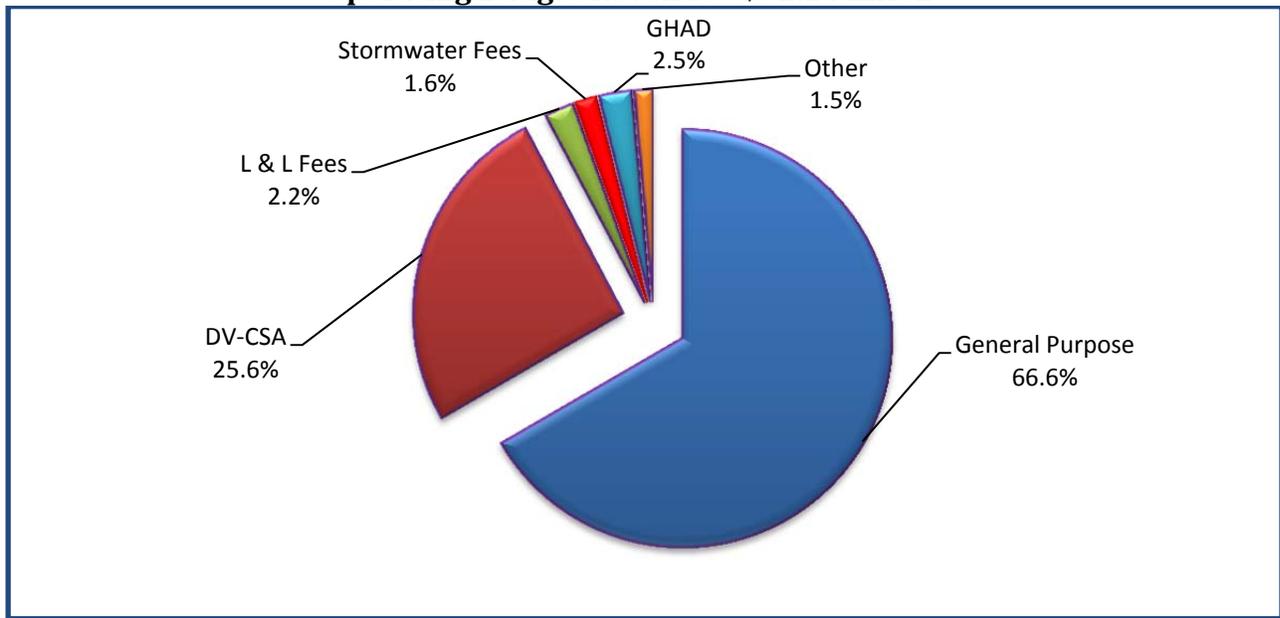
The \$1.7 million decrease in the expenditure budget reflects \$4.8 million decrease in the Capital Project Funds and \$0.2 million in the San Ramon Housing Successor Fund, offset by \$1.3 million increase in the General Fund, \$1.5 million increase in the Special Districts Funds, and \$0.5 million increase in the Debt Service Funds. Significant factors impacting expenditures include inflationary increases in water and energy rates, service contracts, employee wage and benefit costs.

## OPERATING BUDGET

### Revenue

There is \$72.2 million of revenue available to finance City operating fund budgets in 2016-2017. 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 revenues collected in 2016-2017 along with a use of reserves that were accumulated in prior years are the financial resources used to fund the Operating Expenditure Budget.

### Operating Budget Revenue - \$72.2 Million



### Expenditures

The total expenditure budget for the combined City Operating budget is \$70.9 million. These expenditure budgets are distributed as shown below:

**Table 1**  
**Operating Budget Expenditures - \$70.9 Million**

Department	FY 2016-17 Budget	FY 2015-16 Budget*	\$ Difference
General Government	\$2.3	\$2.1	\$0.2
Administrative Services	4.1	3.7	0.4
Planning/Community Development	4.2	4.8	(0.6)
Public Works	30.8	29.3	1.5
Police Services	20.5	19.5	1.0
Parks & Community Services	8.9	9.1	(0.2)
Non-Departmental	<u>0.1</u>	<u>0.1</u>	<u>0.0</u>
<b>Total</b>	<b><u>\$70.9</u></b>	<b><u>\$68.6</u></b>	<b><u>\$2.3</u></b>

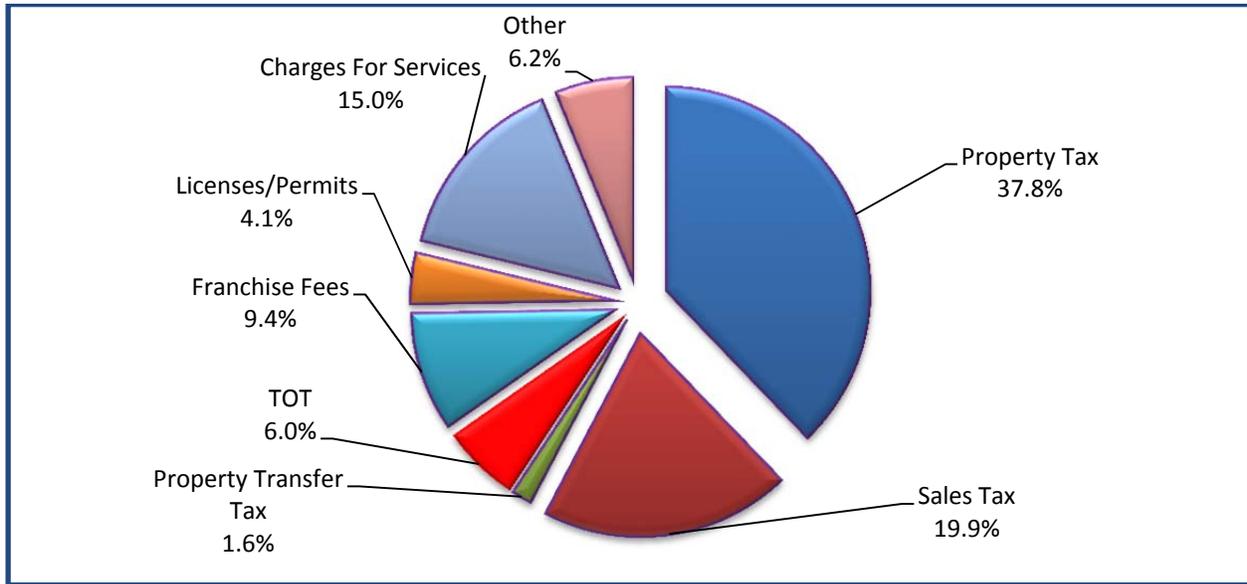
\*Adjusted Operating Budget

### **GENERAL FUND**

#### General Fund Revenue

General Fund revenues are monitored each quarter and are projected to grow but at a slower pace in FY 2016-2017. The revenue available to finance General Fund services consists primarily of taxes, service fees, and prior year surplus. General Fund revenues are estimated to be \$48.1 million, which is \$0.3 million or 0.6% above the FY 2015-2016 revised budget. The \$48.1 million of revenue by source is shown in the graph below.

### General Fund Revenue - \$48.1 million



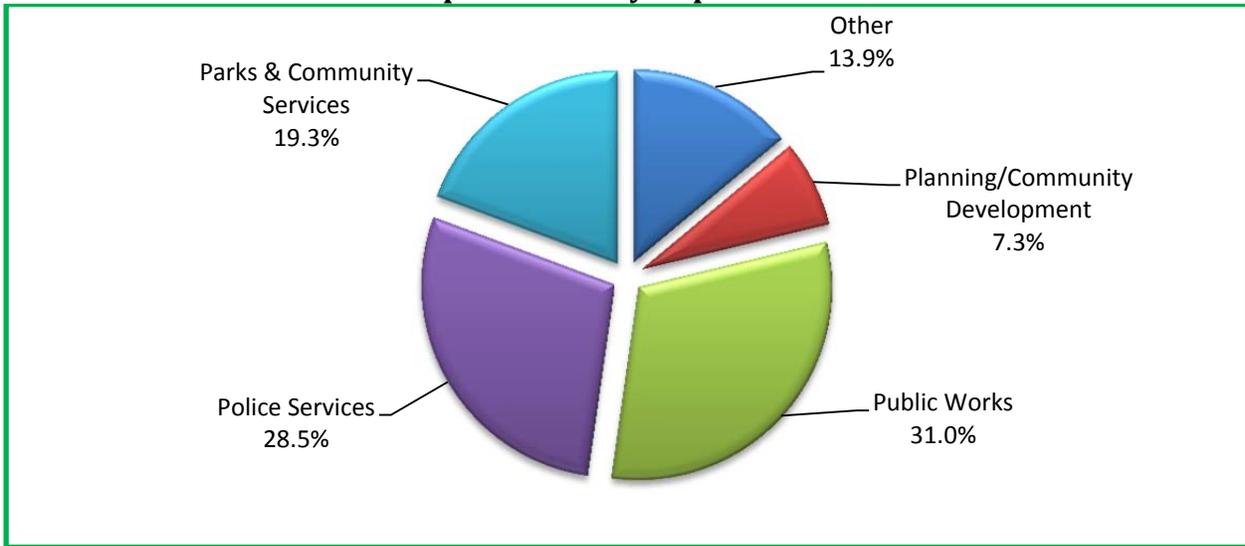
Sales and property taxes account for more than half of all General Fund revenue. Property tax revenue is the City's single largest revenue source at 37.8% of the General Fund. Property tax for FY 2016-2017 is projected at \$18.2 million. Property assessed values increased 7.96% during FY 2015-2016 and are currently estimated to have a 6% change during FY 2016-2017. Actual assessed value changes will not be known until later this summer. An additional positive factor impacting assessed value growth in FY 2016-2017 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.

Sales tax is the City's second largest revenue source at 19.9% of the General Fund. Sales tax is trending to end FY 2015-2016 4% lower than budgeted estimates, but 3% higher than FY 2014-2015 actuals. The projection for FY 2016-2017 is that sales tax will decrease 1% from the estimated FY 2015-2016 base of \$9.7 million. The current projection for FY 2016-2017 is \$9.6 million and anticipated to have some weakening growths in the business to business and transportation economic segments going forward.

### General Fund Expenditures

The expenditure budget for the General Fund is \$45.8 million, an increase of \$1.0 million or 2.3% more than the FY 2015-2016 amended budget, mainly for police services and public works. As shown on the graph below expenditures are divided as follows: 31.0% for Public Works, 28.5% for Police Services, 19.3% for Parks & Community Services, 7.3% for Planning/Community Development, and 13.9% for other General Government and Administrative Services.

**General Fund Expenditures by Department - \$45.8 million**



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

Significant factors impacting General Fund expenditures include inflationary increases in water and energy rates, service contracts, and employee wage and benefit costs.

**Table 2**  
**\$45.8 Million General Fund Budget by Department (in Millions)**

Department	FY 2016-17 Budget	FY 2015-16 Budget*	\$ Difference
General Government	\$2.3	\$2.1	\$0.2
Administrative Services	4.1	3.7	0.4
Planning/Community Development	3.3	3.9	(0.6)
Public Works**	14.2	13.5	0.7
Police Services **	13.0	12.5	0.5
Parks & Community Services	8.9	9.1	(0.2)
Non-Departmental	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
Total	<u>\$45.8</u>	<u>\$44.8</u>	<u>\$1.0</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 and reflects directions provided by the City Council at the April 12, 2016, April 26, 2016, May 10, 2016, and May 18, 2016 budget workshops.

**DOUGHERTY VALLEY**

The Dougherty Valley Fund was created to track revenue and expenditures associated with the services provided in the County Service Area. 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 \$0.5 million of Special Reserves and a transfer of \$2.0 million from the General Fund are being utilized to make up the difference. The budgeted expenditures in this Fund in FY 2016-2017 are \$18.5 million, which is \$1.0 million or 5.1% more than the FY 2015-2016 amended budget.

## **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. \$22.9 million is required to satisfy the 50% Contingency requirement. The total General reserve balance is currently estimated to be \$27.7 million for the beginning of the FY 2016-2017 budget year. This is consistent with what was projected during the FY 2015-2016 Mid-Year Financial Review after adjusting for mid-year supplemental appropriations. The budget as proposed has a \$2.5 million use of General reserves. Proposed use of \$1.0 million from the General Fund to fund Capital Projects, \$0.5 million use from the Dougherty Valley Fund, \$0.5 million use from the Debt Service Fund, and \$0.5 million use from the Healthcare Fund. As a result, the total General reserve balance for the end of FY 2016-2017 is estimated to be \$25.2 million. This is sufficient to provide the 50% contingency reserve.

## **DEPARTMENT REORGANIZATION AND SERVICE LEVEL CHANGES**

### **Management Restructure**

The City Council approved a retirement incentive program with the adoption of the FY 2015-2016 Annual Budget. The retirement incentive program was established to generate savings for the General Fund. With the retirement of three (3) management positions, the budget includes the following:

- Merged the Public Services and Engineering Departments to form the Public Works Department; and consolidating both Director positions into a Public Works Director, for an annual savings of \$0.3 million
- Unfunded the vacant Parks & Community Services Director and Planning/Community Development Director positions, for an annual savings of \$0.6 million

## **Operational & Program Changes**

- Police Services Department eliminated two (2) Records Technician positions; offset by adding one (1) Sergeant position and one (1) Computer Forensic Analyst
- Parks & Community Services Department reduced staffing levels, contracts and supplies; and eliminated underperforming programs

The specific service levels are described in each of the departmental narratives.

## **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 \$26 million set aside in a trust fund by the end of FY 2016-2017 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 \$1.2 million for retiree healthcare which represents 5% of budgeted salaries plus use of \$0.5 million from General reserves. This level of healthcare cost funding is consistent with the May 2016 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 42.49% 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 \$0.8 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 \$3.6 million of beginning fund reserves are available to fund the \$0.3 million of vehicles and equipment, and \$0.2 million of computer equipment that is planned on being replaced, and a \$0.05 million transfer to fund preliminary consultant services to assist with the RFP process for the Financial System Upgrade Capital Project during FY 2016-2017. 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 the new City Hall, Police Station, Permit Center, Libraries, Community Centers, and Service Centers. In the FY 2016-2017 budget a \$0.2

million amount is to be added to the Building Maintenance Fund. The budget identifies a use of the entire projected available funds of \$0.5 million in FY 2016-2017 for maintenance projects. The Public Works 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 For FY 2016-2017. The total authorized position count remains unchanged at 259. However, in an effort to balance the budget, maintain, and meet future service levels, this budget includes staffing reorganization in several departments:

- The Public Works Department has been restructured to include Engineering Services, Public Services, and Transportation Services
- The Police Services Department has added one (1) new Computer Forensic Analyst position, one (1) new Sergeant position, and eliminated two Records Technicians positions.
- The Parks and Community Services Department has reallocated an Analyst to the Human Resources Division of the Administrative Services Department, and a Maintenance Technician to the Public Services Division of the Public Works Department.
- The Planning/Community Development Director, the Parks and Community Services Director, one (1) Parks and Community Services Office Technician are unfunded.

Lack of funding for the vacant positions and the reduction of staff resources will put an operational strain on departments and will require some future adjustments to service levels.

## **CAPITAL IMPROVEMENT PROGRAM**

Separately reported, is the City's Five-Year Capital Improvement Program (CIP) budget. Funding for the CIP budget is approved by the Council for the first year of the program; the other four years are shown as a planning tool. The FY 2016-2017 CIP budget is included in this budget document for a total of \$7.9 million, with a \$1.0 million contribution from the General Fund. Some of the major projects undertaking include Pavement Management, the Crow Canyon Rd. Widening and the Bollinger Canyon Rd. Widening.

## **NEW CITY HALL**

The City of San Ramon welcomed a brand new City Hall in April of 2016. The new City Hall houses the Administrative functions of the City's organization, which includes the City Council, City Manager's Office, City Attorney, City Clerk and Administrative Services departments. The City Hall will serve as the first step in the creation of a downtown area sought after by residents in the community. City Hall will be the first step in the transformation of Bollinger Canyon Road over the next several years with a new renovated Library, and a brand new 330,000 square foot retail and entertainment City Center.

## **FUTURE OUTLOOK**

While the economy continues to show continued growth, there are reasons to be prudent in the City's long-term economic approach. National economy is projected for slow steady growth of about 2.7%. California growth rate is projected to exceed that of the U.S. (UCLA Anderson Forecast April 2016) for the next few years. However, several years of drought in California has escalated the cost of water for the City and created a negative impact on the City due to the large number of parks and median strips maintained. The City will need to continue to address unfunded projects within its borders to keep up with the rising cost of infrastructure maintenance. This is particularly true in the newly developed parts of the City that are now beginning to show signs of wear. The amount of revenue coming into the City from taxes has increased; however, it has not been keeping up with the costs of providing services at current levels.

Even with the increase in revenues, the City is still facing a structural deficit of \$1.5 million to fund on-going operating expenditures. The budget also includes a \$1.0 million funding for capital projects, with an unfunded CIP infrastructure future needs of \$30 million. The City is projected to have \$27.7 million of reserves going into the 2016-2017 fiscal year. After drawing down \$2.5 million, the projected reserve balance at the end of FY 2016-2017 is \$25.2 million. The possible use of reserves at a \$2 to \$3 million a year pace is not sustainable. What this means is the City will need to adjust its operating expenses to align with ongoing revenue. With a strong general reserve base the City is in a position to proceed with an orderly and well considered process to work towards a realignment plan of operating expenditures. City staff is talented and dedicated, and I am confident they will be up to the task.

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

Respectfully submitted,

  
Greg Rogers, City Manager



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# **INTRODUCTION**



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# City of San Ramon

## CITY PROFILE

### Government

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

### Ethnic Composition

Caucasian ..... 53.6%  
 Asian ..... 35.6%  
 Hispanic/Latino ..... 8.7%  
 Two or more other ethnicities ..... 5.3%  
 African American..... 2.8%  
 Alaska Native/American Indian..... 0.3%  
 Pacific Islander/Hawaiian Native ..... 0.2%  
 Other ..... 0.2%

### Demographics

18.56 square miles  
 78,363 population of City (1/1/2016 State  
 Finance Department)  
 37.1 years median age  
 \$129,062 median household income  
 33,348 registered voters

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

Chevron USA Inc.	3600	United Parcel Service	358
Bank of the West	1600	IBM Corporation	334
Robert Half International Inc.	1174	Target	286
Pacific Bell	934	Five 9 Inc.	270
Accenture LLP	750	Armanino LLP	247
San Ramon Regional Medical Center	702	CMG Mortgage	216
General Electric Company	600	Whole Foods Inc.	195
Old Republic Home Protection	482	24 Hour Fitness	180
Primed Management Consulting	451	Marriott Hotel	180
PG&E	439	PG&E San Ramon Tech Center	174

### Community Service Facilities

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

# City of San Ramon

## CITY 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 78,363. San Ramon continues to show strength as a major employer and a community with high quality residential neighborhoods.

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

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

- Police protection
- Maintenance of streets, roads, parks 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 59 parks; which includes 17 school parks; 1 city hall, 4 community centers, 2 aquatic centers, 2 libraries, 2 police stations, 1 permit center, 4 fire stations, 2 service centers, 11 elementary schools, 4 middle schools, 2 high schools and a community college; a community theater, a performing arts center that showcases a cadre of professional talent, concerts and musicals; and a hospital which offers a complete range of health care programs and services. The City 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 San Ramon residential unemployment rate has been measured by the State Employment Development Department and as of March 2016 (not seasonally adjusted) was approximately 3.3%; compared to the California Statewide unemployment rate of 5.6%.
- San Ramon has a relatively high median household income level which was \$129,062 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 7.96% for the 2015-16 tax rolls. This is compared to a Contra Costa County-wide increase in assessed values of 7.53%. The 2015-16 assessment roll was the highest to date reported by the County.
- 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 5.6% office vacancy.*
- The 2014 U.S. Census Bureau data states the following education attainment within the City of San Ramon:
  - Less than 9<sup>th</sup> grade – 1.1%
  - 9<sup>th</sup> to 12<sup>th</sup> grade, no diploma – 1.5%
  - High School graduate – 8.7%
  - Some college, no degree - 15.7%
  - Associate's degree – 8.1%
  - Bachelor's degree – 39.5%
  - Graduate or professional degree – 25.5%

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

# City of San Ramon

## CITY PROFILE

- Opened a Performing Arts Center in 2007
- Established its own Police Department in 2007
- Instituted a One-Stop Permit Center 2011
- Received numerous awards for Community Parks
- Implemented the program “Shop San Ramon First”
- Received awards for Excellence in Financial Reporting for FY 2003-2004 through FY2014-2015
- Beginning in 2008, and every year since then have received a AAA rating from Standard & Poors
- Implemented new social media platforms in 2012: *Twitter, Open San Ramon and Share This*
- Opened the new Amador Rancho Community Center in 2014
- Opened the new and first City Hall in April 2016

City of San Ramon

## **MISSION STATEMENT**

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



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# City of San Ramon

## CITY COUNCIL PRIORITIES AND GOALS

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

### *Ongoing Priorities and Goals*

#### *FY 2016-17*

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

- Complete an analysis of the City Reserve Policy and present to Council for implementation
- Look for sustainable revenue opportunities to maintain long term City service levels
- Support regional efforts that generate additional funding for the community

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

- Plan for a systematic approach to fund needed infrastructure repairs to current City facilities
- Explore a long term funding plan to pay for the City's roads, parks and open space needs
- Proactively address the current fiscal impact of street trees in the community through implementation of a comprehensive multi-year program

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

- Evaluate the need and timing for increased Public Safety staffing
- Evaluate the effectiveness of the City's new Dispatch System with the San Ramon Valley Fire District
- Evaluate current staffing in other departments through the City's budget process to correctly allocate resources to complete City priorities

#### *4. Land Use Planning*

- Evaluate the Planning Commission Mixed Use Study
- Encourage housing in the City's core without jeopardizing retail
- Prioritize tax generating retail development within the City
- Seek ways to strengthen Open Space protection for existing areas in the City

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

- Internally develop a strategy that captures the current state of San Ramon
- Utilize existing City events and communication methods to communicate the City's story

## City of San Ramon

# CITY COUNCIL PRIORITIES AND GOALS

- Look for communication partners who the City can work with to increase the reach of the City's story
- Continue to improve the use of alternate outreach methods to reach community members who are not hearing the City's story

### 6. *Partnerships with San Ramon organizations*

- Identify strategic partnerships in the community that serve the residents
- Expand partnerships that provide services to the community that the City cannot perform itself
- Identify new partnerships that can service previously unreached parts of the community

# OVERVIEW



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# City of San Ramon

## **BUDGET PRINCIPLES**

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

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

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

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

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



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# City of San Ramon

## GUIDE TO THE BUDGET

This budget document is for Fiscal Year 2016-17. 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 2015-2016, Major Action Plan Items for FY 2016-2017, and Department Budgets for FY 2016-2017.

### 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 Successor** – 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. 2016-044
- Statement of Revenue, Expenditures and Changes in Fund Balances
- Appropriation Limit Calculation



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# **BUDGET SUMMARIES**



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

	General Fund	Other Operating Funds	Special Revenue Funds	Debt Service Funds	Capital Project Funds	Internal Service Funds	GHAD Fund	San Ramon Housing Successor	Total
Fund Balance, July 1, 2016	\$ 9,468,564	\$ 7,818,622	\$ 9,710,609	\$ 14,954,457	\$ 9,277,526	\$ 6,883,561	\$ 9,148,139	\$ 166,977	\$ 67,428,455
<b>REVENUE</b>									
Property Tax	\$ 18,192,166	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,192,166
Special Assessments	-	4,769,834	-	-	-	-	1,645,754	-	6,415,588
Sales and Use Tax	9,556,905	-	-	-	-	-	-	-	9,556,905
Property Transfer Tax	766,205	-	-	-	-	-	-	-	766,205
Transient Occupancy Taxes (TOT)	2,883,840	-	-	-	-	-	-	-	2,883,840
Franchise Fees	4,534,673	-	-	-	-	-	-	-	4,534,673
Licenses and Permits	1,948,750	-	-	-	-	-	6,000	-	1,954,750
Intergovernmental	197,970	16,898,707	2,571,860	-	105,000	115,525	-	-	19,889,062
Charges for Services	7,229,211	-	137,000	-	-	62,000	-	-	7,428,211
Fines and Forfeitures	397,500	-	-	-	-	-	-	-	397,500
Investment Income	75,000	-	-	-	25,000	53,897	91,481	-	245,378
Development Fees	-	-	4,184,598	-	-	-	-	-	4,184,598
Land Sale	-	-	-	-	-	-	-	1,500,000	1,500,000
Miscellaneous Revenue	2,310,817	634,187	-	1,357,062	-	11,458,690	39,319	-	15,800,075
<b>Total Revenues</b>	<b>48,093,037</b>	<b>22,302,728</b>	<b>6,893,458</b>	<b>1,357,062</b>	<b>130,000</b>	<b>11,690,112</b>	<b>1,782,554</b>	<b>1,500,000</b>	<b>93,748,951</b>
<b>EXPENDITURES</b>									
General Government	2,262,260	-	-	-	-	-	-	-	2,262,260
Administrative Services	4,103,121	-	-	-	-	53,897	-	-	4,157,018
Planning/Community Development	3,341,361	824,416	57,489	-	-	-	-	-	4,223,266
Public Works	14,225,011	15,876,965	-	-	-	-	700,370	-	30,802,346
Police Services	13,029,943	7,491,616	-	-	-	-	-	-	20,521,559
Parks & Community Services	8,860,131	-	-	-	-	-	-	-	8,860,131
Non-Departmental	25,000	135,712	-	-	-	-	-	-	160,712
Housing Programs	-	-	-	-	-	-	-	626,889	626,889
Debt Service	-	-	-	3,412,951	-	-	-	-	3,412,951
Capital Improvement Program (CIP)	-	-	-	-	7,871,577	-	-	-	7,871,577
Vehicle/IS Replacement	-	-	-	-	-	465,250	-	-	465,250
Insurance	-	-	-	-	-	3,118,246	-	-	3,118,246
Healthcare	-	-	-	-	-	8,066,589	-	-	8,066,589
<b>Total Expenditures</b>	<b>45,846,827</b>	<b>24,328,709</b>	<b>57,489</b>	<b>3,412,951</b>	<b>7,871,577</b>	<b>11,703,982</b>	<b>700,370</b>	<b>626,889</b>	<b>94,548,794</b>
<b>OTHER FINANCING SOURCES (USES)</b>									
Operating Transfers In	2,191,509	2,441,654	-	2,401,691	7,767,077	285,353	-	-	15,087,284
Operating Transfers Out	(5,482,225)	(1,585,115)	(5,986,513)	(1,357,062)	(25,000)	(556,097)	(72,672)	-	(15,064,684)
<b>Total Other Financing Sources</b>	<b>(3,290,716)</b>	<b>856,539</b>	<b>(5,986,513)</b>	<b>1,044,629</b>	<b>7,742,077</b>	<b>(270,744)</b>	<b>(72,672)</b>	<b>-</b>	<b>22,600</b>
<b>Net Increase (Decrease) in Fund Balance</b>	<b>(1,044,506)</b>	<b>(1,169,442)</b>	<b>849,456</b>	<b>(1,011,260)</b>	<b>500</b>	<b>(284,614)</b>	<b>1,009,512</b>	<b>873,111</b>	<b>(777,243)</b>
<b>FUND BALANCE:</b>									
Fund Balance, June 30, 2017	\$ 8,424,058	\$ 6,649,180	\$ 10,560,065	\$ 13,943,197	\$ 9,278,026	\$ 6,598,947	\$ 10,157,651	\$ 1,040,088	\$ 66,651,212

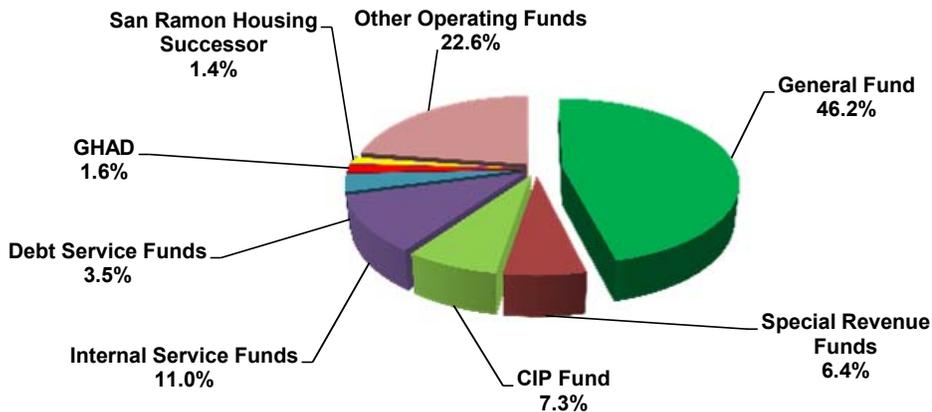


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**City Revenue by Fund\***  
**Total \$108,836,235 FY 2016-17**

Fund	Fund Description	14/15 Actual	15/16 Final	% Change	16/17 Adopted	% Change
101	General Fund	\$ 46,104,753	\$ 50,291,740	9.08%	\$ 50,284,546	-0.01%
202	Planning Cost Recovery	239,245	228,000	-4.70%	137,000	-39.91%
203	Geographic Information System	56,481	55,500	100.00%	55,500	0.00%
205-225	Development Mitigation	173,967	233,687	34.33%	723,906	209.78%
230	Gas Tax	2,660,769	1,671,302	-37.19%	1,609,127	-3.72%
240/241	Park Development	799,044	456,000	-42.93%	-	-100.00%
245	Crow Canyon Project	30	-	0.00%	-	0.00%
250	SCCJEPA	1,464,224	1,184,842	-19.08%	2,318,433	95.67%
260	Street Maintenance & Improvement	925,744	2,751,562	197.23%	962,733	-65.01%
270	Traffic Improvement	21,369	64,094	199.94%	854,399	1233.04%
280	Tri-Valley Transportation Fund	5,026	17,393	100.00%	232,360	1235.94%
283	Pub Educ & Govt. (PEG) Fund	248,406	240,000	-3.38%	250,000	4.17%
301	Citywide Landscaping	1,576,649	1,568,611	-0.51%	1,603,550	2.23%
302	Citywide Lighting	985,876	767,723	-22.13%	788,323	2.68%
310-375	Landscaping & Lighting Special Dist.	1,640,664	1,586,026	-3.33%	1,619,542	2.11%
380	Canyon Park	11,516	10,990	-4.57%	10,990	0.00%
382	Village Center Common Area	10,351	10,260	-0.88%	6,187	-39.70%
383	Dougherty Valley	14,176,042	16,871,347	19.01%	18,007,141	6.73%
384	Solid Waste	197,148	185,000	-6.16%	437,500	136.49%
385	GHAD	1,552,485	1,709,282	10.10%	1,782,554	4.29%
387	Non Point Drainage	1,152,044	1,155,733	0.32%	1,161,733	0.52%
388	Street Smarts	168,569	274,700	62.96%	283,100	3.06%
389	TDM Programs	419,699	616,075	46.79%	576,316	-6.45%
390	Local Law Enforcement Block Grant	38	-	0.00%	-	0.00%
391	Police Services Donations	12,786	-	-100.00%	-	0.00%
392	Narcotic Asset Forfeiture	8,366	-	-100.00%	-	0.00%
395	San Ramon Housing Successor	419,404	1,500,000	0.00%	1,500,000	100.00%
420	Capital Projects	10,408,923	13,418,142	28.91%	7,897,077	-41.15%
515-542	Debt Service Funds	4,535,241	4,684,395	3.29%	3,758,753	-19.76%
610-630	Internal Service	11,391,766	11,219,578	-1.51%	11,975,465	6.74%
<b>Total Revenue</b>		<b>\$ 101,366,625</b>	<b>\$ 112,771,982</b>	<b>11.25%</b>	<b>\$ 108,836,235</b>	<b>-3.49%</b>

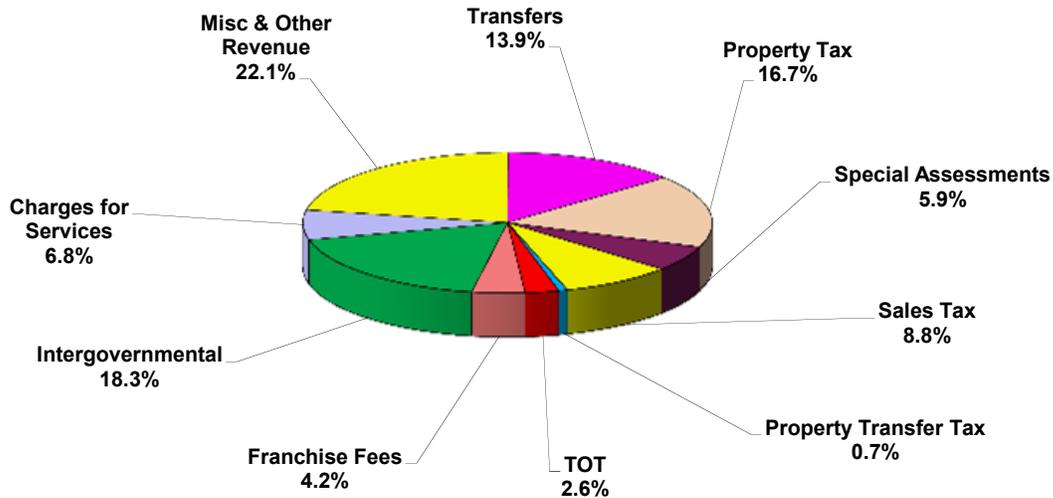
\*Includes Transfers In



**City Revenue by Source**  
**Total \$108,836,235 FY 2016-17**

Revenue Source	12/13 Actual	13/14 Actual	14/15 Actual	15/16 Final	16/17 Adopted
Property Tax	\$ 13,720,279	\$ 14,631,754	\$ 16,091,598	\$ 16,751,728	\$ 18,192,166
Special Assessments	5,861,999	5,971,396	6,099,794	6,269,110	6,409,588
Sales & Use Tax	8,336,061	9,696,495	9,398,739	10,126,807	9,556,905
Property Transfer Tax	518,437	810,014	624,548	700,000	766,205
Transient Occupancy Tax (TOT)	2,095,975	2,246,187	2,470,971	2,670,223	2,883,840
Franchise Fees	4,081,825	4,244,128	4,371,778	4,826,310	4,534,673
Licenses & Permits*	1,224,339	1,579,740	1,383,051	1,595,550	1,954,750
Intergovernmental	16,388,763	17,545,791	18,366,590	21,106,473	19,889,062
Charges for Services	5,389,043	5,907,525	6,454,065	8,513,255	7,428,211
Fines & Forfeitures*	377,084	332,225	342,759	372,972	397,500
Investment Income*	(52,155)	1,061,557	848,665	231,759	245,378
Development Fees*	2,909,297	3,016,942	2,544,761	2,011,516	4,184,598
Land Sale*	436,498	437,100	-	-	-
Miscellaneous Revenue*	12,381,176	11,888,326	14,865,945	16,290,636	17,306,075
<b>Total Revenue Before Transfers</b>	<b>\$ 73,668,621</b>	<b>\$ 79,369,180</b>	<b>\$ 83,863,264</b>	<b>\$ 91,466,339</b>	<b>\$ 93,748,951</b>
<b>Transfers In</b>	<b>\$ 14,940,019</b>	<b>\$ 13,912,240</b>	<b>\$ 17,503,361</b>	<b>\$ 21,305,643</b>	<b>\$ 15,087,284</b>
<b>Total Revenue Including Transfers</b>	<b>\$ 88,608,640</b>	<b>\$ 93,281,420</b>	<b>\$ 101,366,625</b>	<b>\$ 112,771,982</b>	<b>\$ 108,836,235</b>

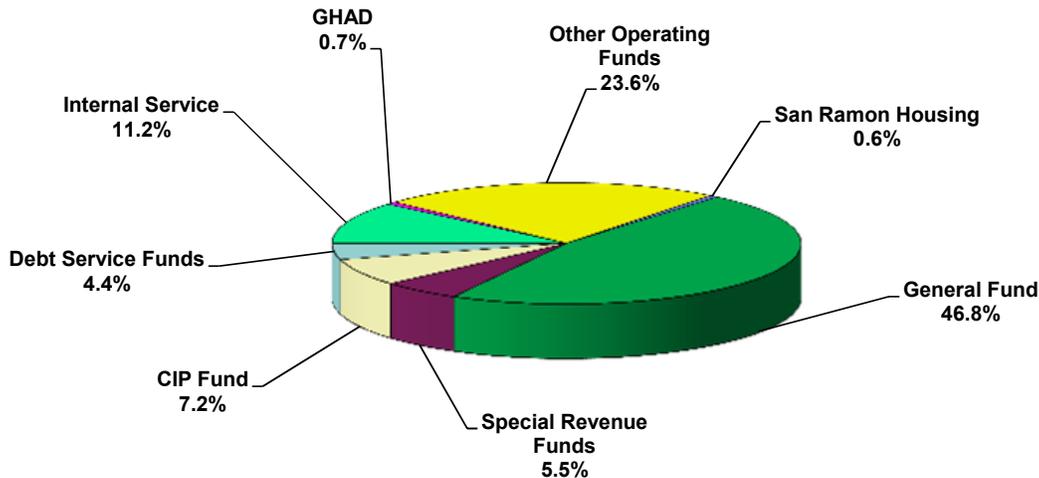
\* Included as Other Revenue



**City Expenditures by Fund \***  
**Total \$109,613,478 FY 2016-17**

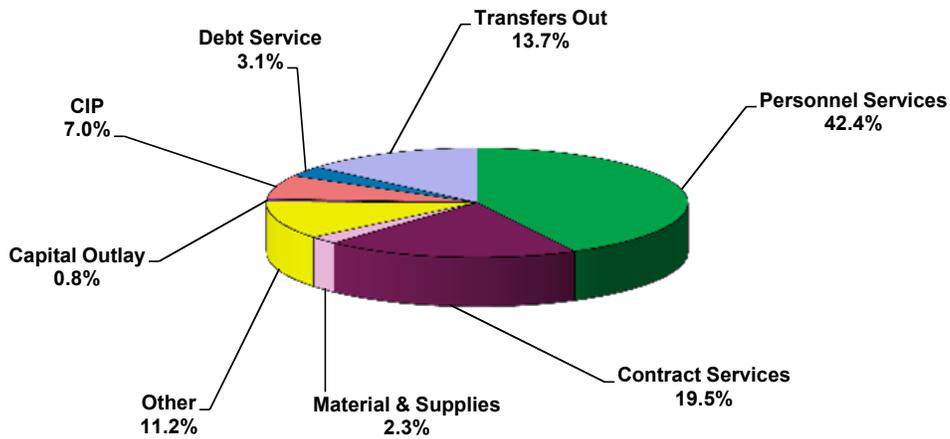
Fund	Fund Description	14/15 Actual	15/16 Final	% Change	16/17 Adopted	% Change
101	General Fund	\$ 46,911,078	\$ 51,282,186	9.32%	\$ 51,329,052	0.09%
202	Planning Cost Recovery	86,144	117,168	100.00%	157,489	34.41%
203	Geographic Information System	30,000	22,000	100.00%	70,000	218.18%
205-225	Development Mitigation	104,824	106,266	1.38%	199,328	87.57%
230	Gas Tax	2,383,342	2,839,758	19.15%	1,839,801	-35.21%
240	Park Development	781,634	919,018	17.58%	543,920	-40.82%
250	SCCJEPA	32,538	3,016,286	9170.04%	1,743,556	-42.20%
260	Street Maintenance & Improvement	1,220,884	3,014,613	146.92%	1,145,669	-62.00%
270	Traffic Improvement	456,988	103,691	-77.31%	344,239	231.99%
283	Pub Educ & Govt. (PEG) Fund	4,341	630,000	14412.79%	135,712	-78.46%
301	Citywide Landscaping	1,883,560	1,819,312	-3.41%	1,829,590	0.56%
302	Citywide Lighting	706,064	745,944	5.65%	638,496	-14.40%
310-375	Landscaping & Lighting Special Dist.	1,444,176	1,772,651	22.74%	2,194,227	23.78%
380	Canyon Park	10,834	20,220	86.63%	60,435	198.89%
382	Village Center Common Area	1,980	10,260	418.18%	10,452	1.87%
383	Dougherty Valley	14,523,978	17,904,911	23.28%	18,505,689	3.36%
384	Solid Waste	204,733	359,110	75.40%	495,424	37.96%
385	GHAD	521,346	749,728	43.81%	773,042	3.11%
387	Non Point Drainage	1,092,398	1,155,733	5.80%	1,219,383	5.51%
388	Street Smarts	201,327	239,700	19.06%	248,100	3.50%
389	TDM Programs	419,702	616,075	46.79%	576,316	-6.45%
391	Police Services Donations	1,949	-	-100.00%	-	0.00%
392	Narcotic Asset Forfeiture	612	-	-100.00%	-	0.00%
395	San Ramon Housing Successor	831,072	1,159,618	39.53%	626,889	0.00%
420	Capital Projects	8,622,889	14,184,789	64.50%	7,896,577	-44.33%
515-542	Debt Service Funds	4,613,116	4,690,545	1.68%	4,770,013	1.69%
610-630	Internal Service	11,136,747	12,605,624	13.19%	12,260,079	-2.74%
<b>Total Expenditures</b>		<b>\$ 98,228,256</b>	<b>\$ 120,085,206</b>	<b>22.25%</b>	<b>\$ 109,613,478</b>	<b>-8.72%</b>

\*Includes Transfers Out



**City Expenditures by Category**  
**Total \$109,613,478 FY 2016-17**

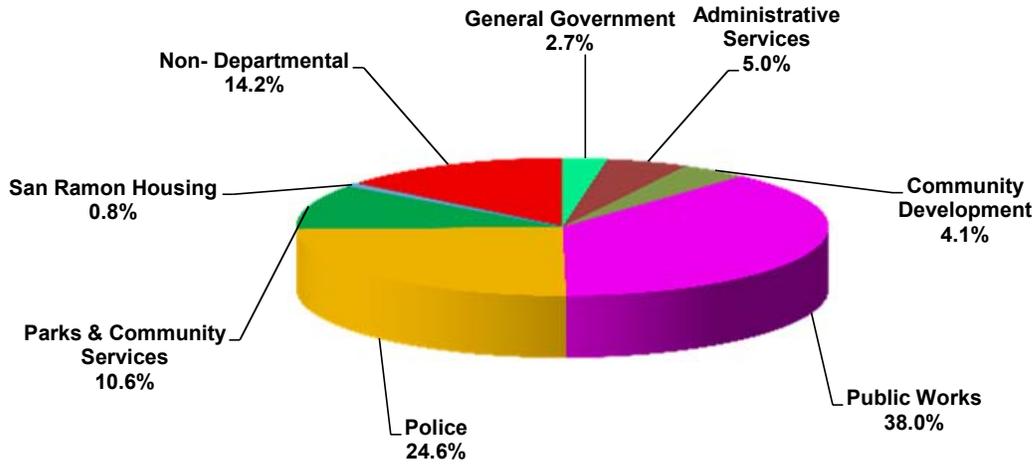
Description	12/13 Actual	13/14 Actual	14/15 Actual	15/16 Final	16/17 Adopted
Personnel Services	\$ 37,392,308	\$ 38,444,847	\$ 40,941,359	\$ 44,746,699	46,429,263
Contract Services	14,281,578	15,677,836	16,677,111	21,045,869	21,359,797
Material & Supplies	1,780,522	1,937,582	1,934,999	2,323,785	2,468,315
Other Costs	9,913,305	12,659,846	10,763,629	11,502,941	12,304,017
Capital Outlay	515,632	79,750	347,427	1,788,623	872,298
Capital Improvement Program (CIP)	8,165,285	2,934,267	1,697,682	3,812,773	7,702,153
Debt Service	1,930,557	8,100,870	8,444,754	13,083,873	3,412,951
<b>Total Expenditures Before Transfers</b>	<b>\$ 73,979,187</b>	<b>\$ 79,834,998</b>	<b>\$ 80,806,961</b>	<b>\$ 98,304,563</b>	<b>\$ 94,548,794</b>
Transfers Out	\$ 14,881,900	\$ 13,953,014	\$ 17,421,295	\$ 21,780,643	\$ 15,064,684
<b>Total Expenditures Including Transfers</b>	<b>\$ 88,861,087</b>	<b>\$ 93,788,012</b>	<b>\$ 98,228,256</b>	<b>\$ 120,085,206</b>	<b>\$ 109,613,478</b>



**City Expenditures by Department \***  
**Total \$83,264,266 FY 2016-17**

Description	12/13 Actual	13/14 Actual	14/15 Actual	15/16 Final	16/17 Adopted
General Government	\$ 1,643,589	\$ 1,872,943	\$ 1,837,896	\$ 2,105,351	\$ 2,262,260
Administrative Services	2,903,144	2,788,099	3,016,113	3,743,354	4,157,018
Planning/Community Development	3,708,223	3,842,828	4,117,397	4,842,281	3,398,850
Public Works	21,973,027	23,058,371	24,119,356	29,346,576	31,626,762
Police Services	16,616,899	17,047,222	17,959,672	19,502,927	20,521,559
Parks & Community Services	7,546,558	7,687,618	7,894,996	9,120,486	8,860,131
San Ramon Housing	-	-	831,072	859,618	626,889
Non-Departmental	9,494,410	12,138,849	10,555,265	11,723,869	11,810,797
<b>Total Expenditures</b>	<b>\$ 63,885,850</b>	<b>\$ 68,435,930</b>	<b>\$ 70,331,767</b>	<b>\$ 81,244,462</b>	<b>\$ 83,264,266</b>

\* Excludes Transfers, CIP & Debt Service



**CITY OF SAN RAMON  
Interfund Transfers**

<b>Fund Description</b>	<b>Transfer In</b>	<b>Transfer Out</b>
General Fund	2,191,509	5,482,225
Planning Cost Recovery	-	100,000
Geographic Info System	-	70,000
Child Care	-	70,000
City Beautification	-	91,000
Development Mitigation	-	3,622
Drainage Mitigation	-	34,706
Gas Tax	-	1,839,801
Park Development	-	543,920
SCCJEPA	-	1,743,556
Street Maintenance & Improvement	-	1,145,669
Traffic Improvement	-	344,239
Citywide Landscaping	-	698,515
Citywide Lighting	-	119,618
Special Zones	406,654	548,668
Village Center Common Area	-	-
Canyon Park	-	2,517
Dougherty Valley	2,000,000	183,472
GHAD	-	72,672
Non Point Drainage	-	32,325
Street Smarts	35,000	-
Capital Improvement	7,767,077	25,000
Pension Obligation Debt Service Fund	1,357,062	1,357,062
LED Light Debt Service Fund	244,629	-
COP#11 Debt Service Fund	232,710	-
COP#12 Debt Service Fund	567,290	-
Info Services Equipment Replacement Internal Service Fund	-	50,000
Insurance Liability Internal Service Fund	85,353	-
Building Maintenance Internal Service Fund	200,000	506,097
Dougherty Valley Performing Arts Theater Trust Fund	-	22,600
	<b>15,087,284</b>	<b>15,087,284</b>

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



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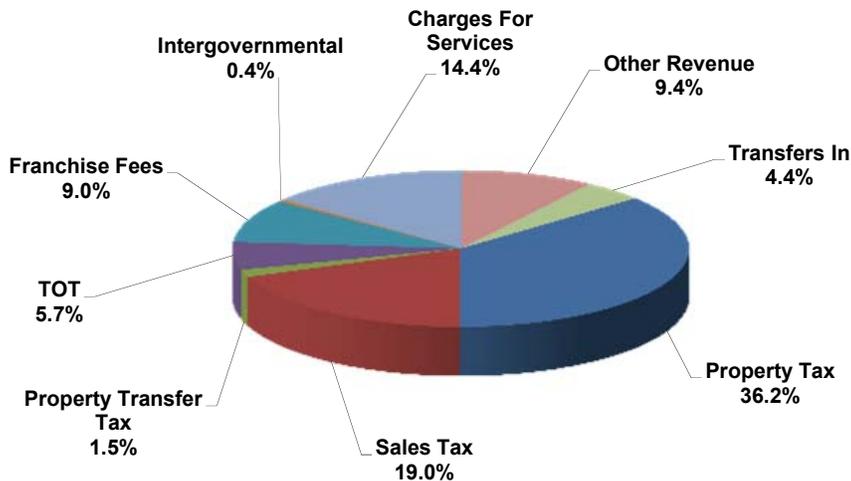
**GENERAL FUND  
REVENUE - EXPENDITURE - FUND BALANCE**

Description	12/13 Audited Actual	13/14 Audited Actual	14/15 Audited Actual	15/16 Amended Budget	16/17 Adopted Budget
Fund Balance, July 1	\$ 8,938,238	\$ 11,752,074	\$ 11,741,501	\$ 10,935,176	\$ 9,468,564
<b>REVENUES</b>					
Property Tax	\$ 13,720,279	\$ 14,631,754	\$ 16,091,598	\$ 16,751,728	\$ 18,192,166
Sales and Use Tax	8,336,061	9,696,495	9,398,739	10,126,807	9,556,905
Property Transfer Tax	518,437	810,014	624,548	700,000	766,205
Transient Occupancy Taxes (TOT)	2,095,975	2,246,187	2,470,971	2,670,223	2,883,840
Franchise Fees	4,081,825	4,244,128	4,371,778	4,826,310	4,534,673
Licenses and Permits	1,217,859	1,568,690	1,371,771	1,587,550	1,948,750
Intergovernmental	199,496	288,589	450,788	248,870	197,970
Charges for Services	5,160,981	5,562,685	6,157,283	8,223,255	7,229,211
Fines and Forfeitures	369,031	331,413	336,050	372,972	397,500
Investment Income	45,194	658,016	165,292	75,000	75,000
Development Fees	61,991	-	-	-	-
Land Sale	436,498	437,100	260,647	-	-
Miscellaneous Revenue	2,230,888	1,389,092	2,137,781	2,216,762	2,310,817
<b>Total Revenues</b>	<b>38,474,511</b>	<b>41,864,161</b>	<b>43,837,246</b>	<b>47,799,477</b>	<b>48,093,037</b>
<b>EXPENDITURES</b>					
General Government	1,643,589	1,872,943	1,837,896	2,105,351	2,262,260
Administrative Services	2,859,995	2,742,766	2,969,247	3,692,045	4,103,121
Planning/Community Development	3,186,020	3,317,648	3,410,224	3,869,338	3,341,361
Public Works	10,667,311	10,953,597	11,864,097	13,495,570	14,225,011
Police Services	10,653,633	11,007,478	11,424,059	12,501,447	13,029,943
Parks & Community Services	7,546,558	7,687,618	7,894,996	9,120,486	8,860,131
Non-Departmental	1,910	-	110	50,000	25,000
<b>Total Expenditures</b>	<b>36,559,016</b>	<b>37,582,050</b>	<b>39,400,629</b>	<b>44,834,237</b>	<b>45,846,827</b>
<b>OTHER FINANCING SOURCES (USES)</b>					
Operating Transfers In	2,403,305	2,213,967	2,267,507	2,492,263	2,191,509
Operating Transfers Out	(1,504,967)	(6,506,651)	(7,510,449)	(6,447,949)	(5,482,225)
<b>Total Other Financing Sources</b>	<b>898,338</b>	<b>(4,292,684)</b>	<b>(5,242,942)</b>	<b>(3,955,686)</b>	<b>(3,290,716)</b>
<b>Net Increase (Decrease) in Fund Balance</b>	<b>\$ 2,813,833</b>	<b>\$ (10,573)</b>	<b>\$ (806,325)</b>	<b>\$ (990,446)</b>	<b>\$ (1,044,506)</b>
<b>FUND BALANCE:</b>					
Fund Balance, June 30	\$ 11,752,074	\$ 11,741,501	\$ 10,935,176	\$ 9,944,730	\$ 8,424,058

**General Fund Revenue by Source**  
**Total \$50,284,546 FY 2016-17**

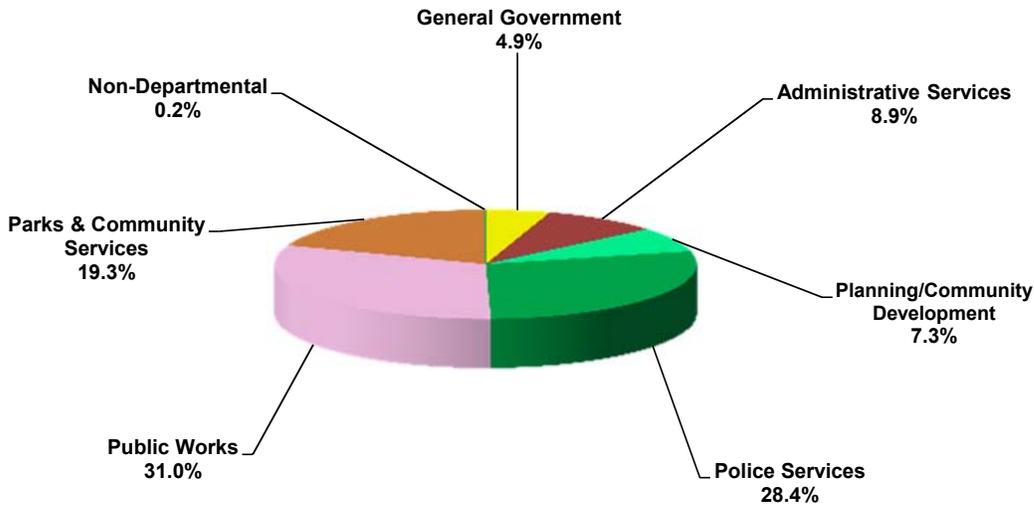
Revenue Source	12/13 Actual	13/14 Actual	14/15 Actual	15/16 Final	16/17 Adopted
Property Tax	\$ 13,720,279	\$ 14,631,754	\$ 16,091,598	\$ 16,751,728	\$ 18,192,166
Sales Tax	8,336,061	9,696,495	9,398,739	10,126,807	9,556,905
Property Transfer Tax	518,437	810,014	624,548	700,000	766,205
Transient Occupancy Tax (TOT)	2,095,975	2,246,187	2,470,971	2,670,223	2,883,840
Franchise Fees	4,081,825	4,244,128	4,371,778	4,826,310	4,534,673
Licenses & Permits*	1,217,859	1,568,690	1,371,771	1,587,550	1,948,750
Intergovernmental	199,496	288,589	450,788	248,870	197,970
Charges For Services	5,160,981	5,562,685	6,157,283	8,223,255	7,229,211
Fines & Forfeitures*	369,031	331,413	336,050	372,972	397,500
Investment Income*	45,194	658,016	165,292	75,000	75,000
Development Fees*	61,991	-	-	-	-
Land Sale*	436,498	437,100	260,647	-	-
Miscellaneous Revenue*	2,230,888	1,389,092	2,137,781	2,216,762	2,310,817
Transfers In	2,403,305	2,213,967	2,267,507	2,492,263	2,191,509
<b>Total Revenue</b>	<b>\$ 40,877,820</b>	<b>\$ 44,078,130</b>	<b>\$ 46,104,753</b>	<b>\$ 50,291,740</b>	<b>\$ 50,284,546</b>

\* Included as other revenue



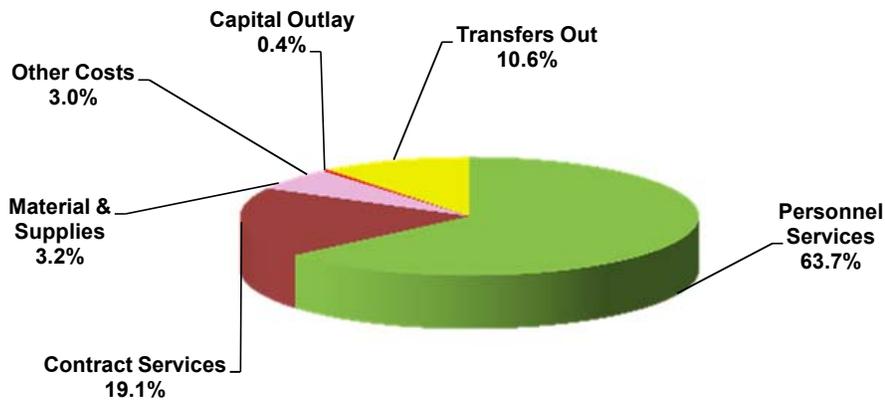
**General Fund Expenditures by Department**  
**Total \$45,846,827 FY 2016-17**

Description	12/13 Actual	13/14 Actual	14/15 Actual	15/16 Final	16/17 Adopted
General Government	\$ 1,643,589	\$ 1,872,943	\$ 1,837,896	\$ 2,105,351	\$ 2,262,260
Administrative Services	2,859,995	2,742,766	2,969,247	3,692,045	4,103,121
Planning/Community Development	3,186,020	3,317,648	3,410,224	3,869,338	3,341,361
Public Works	10,667,311	10,953,597	11,864,097	13,495,570	14,225,011
Police Services	10,653,633	11,007,478	11,424,059	12,501,447	13,029,943
Parks & Community Services	7,546,558	7,687,618	7,894,996	9,120,486	8,860,131
Non-Departmental	1,910	-	110	50,000	25,000
<b>Total Expenditures</b>	<b>\$ 36,559,016</b>	<b>\$ 37,582,050</b>	<b>\$ 39,400,629</b>	<b>\$ 44,834,237</b>	<b>\$ 45,846,827</b>



**General Fund Expenditures by Category**  
**Total \$51,329,052 FY 2016-17**

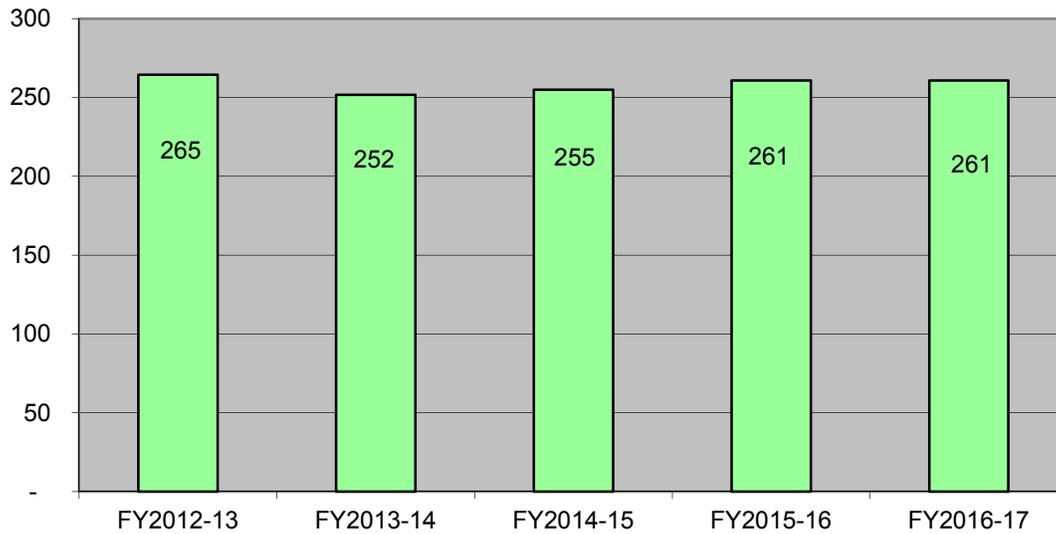
Description	12/13 Actual	13/14 Actual	14/15 Actual	15/16 Final	16/17 Adopted
Personnel Services	\$ 27,226,994	\$ 27,349,112	\$ 28,429,590	\$ 31,615,772	\$ 32,693,531
Contract Services	6,623,014	7,585,977	8,228,494	9,594,984	9,788,930
Material & Supplies	1,201,453	1,320,857	1,338,789	1,544,936	1,624,769
Other Costs	1,456,523	1,282,833	1,360,445	1,748,604	1,520,176
Capital Outlay	48,527	43,311	43,311	329,941	219,421
<b>Total Expenditures Before Transfers</b>	<b>\$ 36,556,511</b>	<b>\$ 37,582,090</b>	<b>\$ 39,400,629</b>	<b>\$ 44,834,237</b>	<b>\$ 45,846,827</b>
Capital Improvement Program (CIP)	-	2,802,043	3,249,542	1,025,042	999,917
Debt Service Transfer Out	1,226,833	2,759,664	3,129,861	3,137,190	2,161,955
Other Transfers Out	278,134	944,944	1,131,046	2,285,717	2,320,353
<b>Total Expenditures Including Transfers</b>	<b>\$ 38,061,478</b>	<b>\$ 44,088,741</b>	<b>\$ 46,911,078</b>	<b>\$ 51,282,186</b>	<b>\$ 51,329,052</b>



## Full Time Equivalents (FTE) By Department

Department	12/13 Actual	13/14 Actual	14/15 Actual	15/16 Final	16/17 Adopted
General Government	9.00	9.00	9.00	9.00	9.00
Administrative Services	18.00	17.00	17.00	18.00	19.00
Planning/Community Development	24.50	20.00	21.00	21.00	17.00
Public Works	101.90	92.30	92.50	92.75	97.75
Police Services*	77.50	81.50	83.50	85.00	85.00
Parks and Community Services	33.60	31.80	32.00	35.00	33.00
<b>Total FTE Personnel</b>	<b>264.50</b>	<b>251.60</b>	<b>255.00</b>	<b>260.75</b>	<b>260.75</b>

\* Budget includes 2 "Anticipatory Hiring" police officer positions that are not fully funded and part of the official FTE count. Authorized Count 258.75.



## CITY OF SAN RAMON APPROPRIATION LIMIT CALCULATION

### FISCAL YEAR 2016-17 APPROPRIATIONS LIMIT

A.	FY 2015-16 APPROPRIATIONS LIMIT	\$ 64,000,616
B.	ADJUSTMENT FACTORS	
	1. City Population Growth	1.0115
	2. California Per Capita Income	1.0537
	Total Adjustment %	1.0658
C.	ANNUAL ADJUSTMENT	4,212,364
D.	OTHER ADJUSTMENTS	0
E.	TOTAL ADJUSTMENTS	4,212,364
F.	FY 2016-17 APPROPRIATIONS LIMIT	\$ 68,212,980

### FY 2016-17 APPROPRIATIONS SUBJECT TO LIMITATION

A.	PROCEEDS OF TAXES:	
	Property Tax	\$ 18,192,166
	Sales & Use Tax	9,556,905
	Property Transfer Tax	766,205
	Transient Occupancy Tax	2,883,840
	Motor Vehicle In Lieu	-
	Off-Highway Vehicles	-
	Interest Earned on Proceeds of Taxes	48,966
		\$31,448,082
B.	EXCLUSIONS:	
	Debt Service	2,161,955
	Qualified Capital Outlays	-
		2,161,955
C.	APPROPRIATIONS SUBJECT TO LIMITATION	29,286,127
D.	CURRENT YEAR LIMIT	68,212,980
E.	OVER (UNDER) LIMIT	\$ (38,926,853)

# REVENUE



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# City of San Ramon

## REVENUE

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

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

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

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

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



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# DEPARTMENTS



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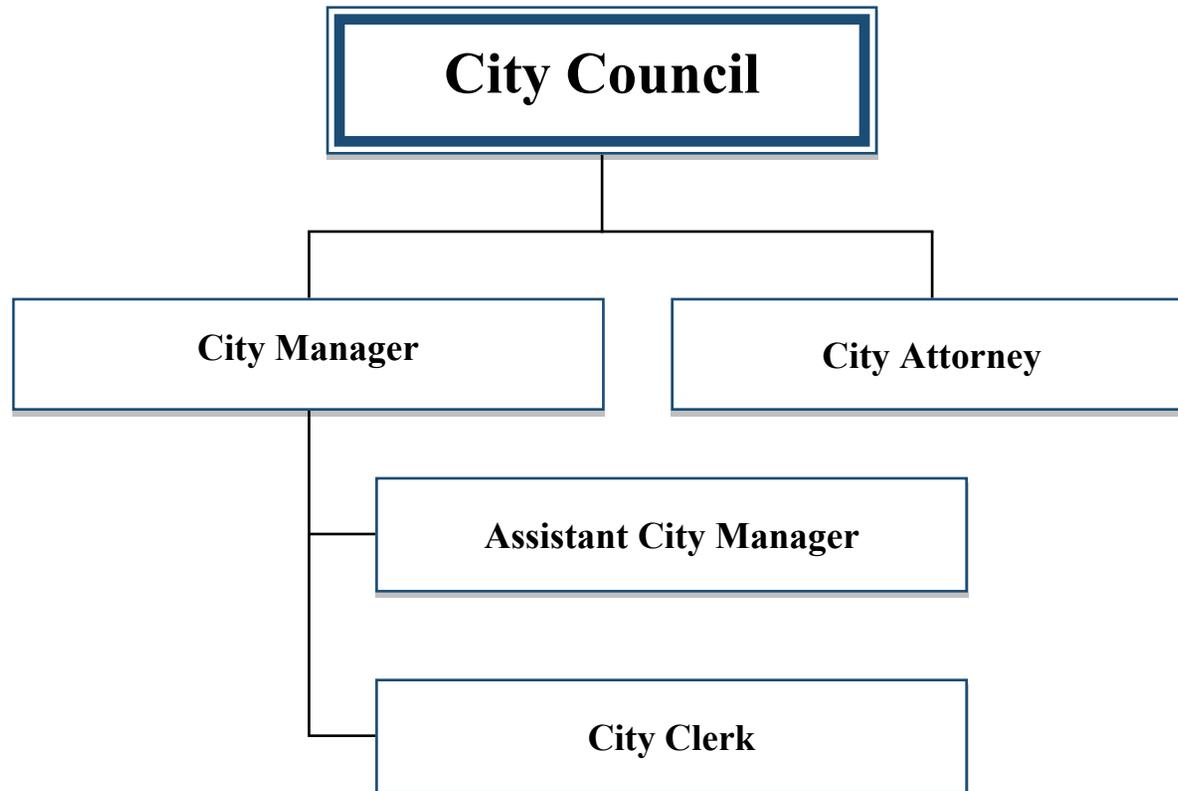
# GENERAL GOVERNMENT



*Flags at San Ramon New City Hall*



# General Government FY 2016-17



# 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 2016-17*

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

#### *Priorities from Goal Setting Workshop FY 2016-17*

- **Maintain a Secure Financial Base**
  - Complete an analysis of the City Reserve Policy and present to Council for implementation
  - Look for sustainable revenue opportunities to maintain long term City service levels
  - Support regional efforts that generate additional funding for the community
- **Build/Maintain Quality Facilities and Infrastructure**
  - Plan for a systematic approach to fund needed infrastructure repairs to current City facilities
  - Explore a long term funding plan to pay for the City's roads, parks and open space needs
  - Proactively address the current fiscal impact of street trees in the community through implementation of a comprehensive multi-year program
- **Staffing/Resources to Provide City Services**
  - Evaluate the need and timing for increased Public Safety staffing

# City of San Ramon

## GENERAL GOVERNMENT SUMMARY

- Evaluate the effectiveness of the City's new Dispatch System with the San Ramon Valley Fire District
- Evaluate current staffing in other departments through the City's budget process to correctly allocate resources to complete City priorities
  
- **Land Use Planning**
  - Evaluate the Planning Commission Mixed Use Study
  - Encourage housing in the City's core without jeopardizing retail
  - Prioritize tax generating retail development within the City
  - Seek ways to strengthen Open Space protection for existing areas in the City
  
- **Enhance Communication with Residents and the Business Community**
  - Internally develop a strategy that captures the current state of San Ramon
  - Utilize existing City events and communication methods to communicate the City's story
  - Look for communication partners who the City can work with to increase the reach of the City's story
  - Continue to improve the use of alternate outreach methods to reach community members who are not hearing the City's story
  
- **Partnerships with San Ramon organizations**
  - Identify strategic partnerships in the community that serve the residents
  - Expand partnerships that provide services to the community that the City cannot perform itself
  - Identify new partnerships that can service previously unreached parts of the community

### *Budget Notes*

#### *FY 2016-17*

- 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 2015-16***

- Successfully moved to new City Hall in April 2016
- Submitted FY 2016-17 Annual Operating Budget and CIP for City Council adoption
- Continued to coordinate PIO efforts in communications and outreach
- Successfully set up Discover San Ramon – the newly created City of San Ramon Tourism District
- Continued to negotiate with County over City Center Tax Sharing Agreement
- Worked with the Open Space Advisory Committee to development and implement an annual work plan

***Major Action Plan Items***  
***FY 2016-17***

		Completion By:
1.	Successfully sell the former City Hall to fund the Library renovation	OCT 2016
2.	Submit FY 2017-18 Annual Operating Budget and CIP for City Council Adoption	MAY 2017
3.	Continue to coordinate PIO efforts in communication and outreach	JUN 2017
4.	Work with staff to align long term staffing needs to meet the anticipated revenue for the City	JUN 2017
5.	Successfully implement the FY 2016-17 Council Goals	JUN 2017

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

***Budget Notes***  
***FY 2016-17***

- Reallocate 10% of the City Manager salary and benefit costs from the Housing Fund to the General Fund
  
- All authorized positions are fully funded

**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). The Economic Development Division provides staff support for the Economic Development Advisory Committee (EDAC) to prioritize and implement the EDSP.*

### *Significant Accomplishments* **FY 2015-16**

- Continued to collaborate with regional business partners to promote economic development in San Ramon
- Worked with Real Estate Brokers in San Ramon to promote business growth and recruitment to San Ramon
- Ongoing outreach and marketing to property owners, retail brokers, and retail tenants through a retail consultant contracted position
- Coordinated with the Economic Development Advisory Committee on the successful development and implementation of an annual work plan
- Continued to collaborate with existing networks of business services to promote San Ramon growth

### *Major Action Plan Items* **FY 2016-17**

		Completion By:
1.	Finalize sale of outstanding Housing Parcels	JUN 2017
2.	Facilitate the sale of 10 Boardwalk Place – the former Mudd’s Restaurant	JUN 2017
3.	Successfully develop and execute the FY 2016-17 Economic Development Advisory Committee work plan	JUN 2017
4.	Continue to work with real estate partners in San Ramon to promote business growth and retail development in the community	Ongoing

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

		Completion By:
5.	Work with the San Ramon Valley Tourism Improvement District to increase overnight hotel stays and general tourism in San Ramon	Ongoing

***Budget Notes***  
***FY 2016-17***

- None

<p><b>City of San Ramon</b></p> <p><b>GENERAL GOVERNMENT SUMMARY</b></p>
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## **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 2015-16*

- 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 2016-17*

		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 2016-17*

- None



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

## **CITY CLERK**

### *Statement of Purpose*

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

### *Significant Accomplishments* **FY 2015-16**

- Prepared, planned, and implemented department move to new City Hall
- Provided pre-election information and one training to potential candidate
- Acquired Agenda Manager Program, conducted training, and implemented jointly with the Information Technology Services Division
- Coordinated 8th San Ramon Government 101 Class – Spring 2016
- Prepared and issued FY 2016-17 Fee Resolution
- Updated Municipal Code section A (with City Attorney and Departments)
- Administered training and support in records management
- Provided training to City's committees
- Facilitated records destruction in accordance with retention schedule
- Ensured timely filings for required FPPC and State documents

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

***Major Action Plan Items***  
***FY 2016-17***

		Completion By:
1.	Continue transition to Agenda Manager and Digital Boardroom Programs	DEC 2016
2.	Administer November 2016 Mayoral/Council election	DEC 2016
3.	Coordinate Spring 2017 San Ramon Government 101 course (9 <sup>th</sup> Course)	APR 2017
4.	Continue Records Retention Program – Expand to Electronic Records	JUN 2017
5.	Continue Destruction of Records in Accordance with approved Retention Schedule	JUN 2017
6.	Administer training to staff – records retention, agenda manager, digital boardroom	JUN 2017
7.	Review Municipal Code Division B for possible updates	JUN 2017
8.	Prepare and issue FY 2017-18 Fee Resolution	JUN 2017

***Budget Notes***  
***FY 2016-17***

- General Election Costs \$140,000
- Reallocate 10% of the City Clerk and 5% of the Deputy City Clerk salary and benefit costs from the Housing Fund to the General Fund
- All authorized positions are fully funded

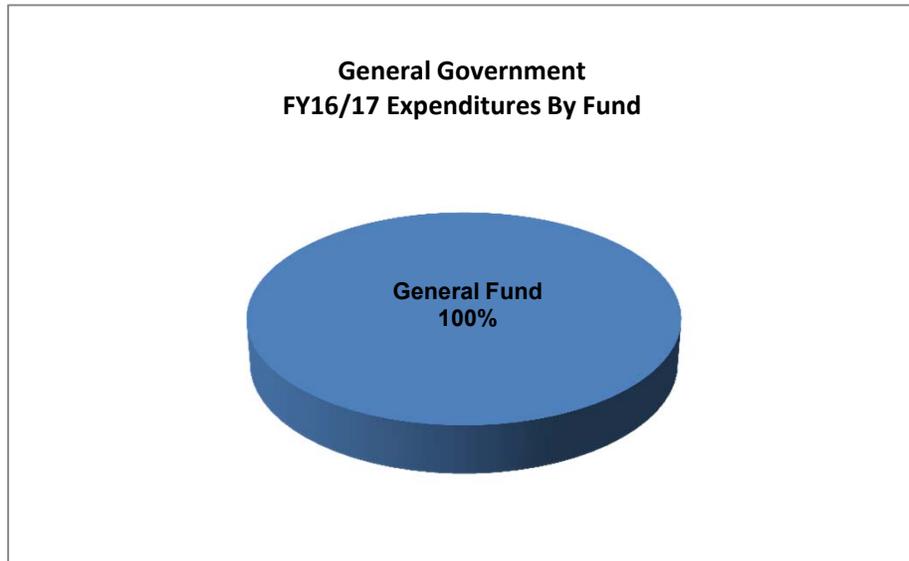
**CITY OF SAN RAMON  
SUMMARY OF DEPARTMENTAL BUDGET  
GENERAL GOVERNMENT**

<b>Authorized Positions</b>	<b>12/13 Actual</b>	<b>13/14 Actual</b>	<b>14/15 Actual</b>	<b>15/16 Final</b>	<b>16/17 Adopted</b>
Assistant City Manager	-	1.00	1.00	1.00	1.00
City Attorney	1.00	1.00	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00	1.00	1.00
City Manager	1.00	1.00	1.00	1.00	1.00
Deputy City Attorney II	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk	1.00	1.00	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00	1.00
Office Specialist	1.00	1.00	1.00	1.00	-
Office Technician I/II	1.00	1.00	1.00	1.00	1.00
Paralegal	-	-	-	-	1.00
Senior Administrative Analyst	1.00	-	-	-	-
<b>Total Authorized Positions</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>

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

**Expenditure Summary By Fund**

<b>Description</b>	<b>12/13 Actual</b>	<b>13/14 Actual</b>	<b>14/15 Actual</b>	<b>15/16 Final</b>	<b>16/17 Adopted</b>
General Fund	\$ 1,643,589	\$ 1,872,943	\$ 1,837,896	\$ 2,105,351	\$ 2,262,260
Department Total	<u>\$ 1,643,589</u>	<u>\$ 1,872,943</u>	<u>\$ 1,837,896</u>	<u>\$ 2,105,351</u>	<u>\$ 2,262,260</u>



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

**Expenditure Summary By Division**

<b>Description</b>	<b>12/13 Actual</b>	<b>13/14 Actual</b>	<b>14/15 Actual</b>	<b>15/16 Final</b>	<b>16/17 Adopted</b>
City Council	\$ 270,330	\$ 284,172	\$ 309,797	\$ 323,011	\$ 328,509
City Clerk	384,648	533,798	412,511	454,702	640,010
City Attorney	363,006	354,820	354,633	414,270	433,545
City Manager	625,605	700,153	760,955	913,368	860,196
Department Total	<u>\$ 1,643,589</u>	<u>\$ 1,872,943</u>	<u>\$ 1,837,896</u>	<u>\$ 2,105,351</u>	<u>\$ 2,262,260</u>

**Expenditure Summary By Category**

<b>Description</b>	<b>12/13 Actual</b>	<b>13/14 Actual</b>	<b>14/15 Actual</b>	<b>15/16 Final</b>	<b>16/17 Adopted</b>
City Council					
Personnel Services	\$ 195,095	\$ 219,874	\$ 222,126	\$ 227,598	\$ 232,037
Contract Services	11,231	7,077	8,672	8,150	8,150
Materials and Supplies	875	1,095	638	2,300	3,300
Other Costs	63,129	56,126	78,361	84,963	85,022
Capital Purchases	-	-	-	-	-
Division Total	<u>\$ 270,330</u>	<u>\$ 284,172</u>	<u>\$ 309,797</u>	<u>\$ 323,011</u>	<u>\$ 328,509</u>
City Clerk					
Personnel Services	\$ 327,445	\$ 337,964	\$ 335,824	\$ 377,635	\$ 426,495
Contract Services	45,306	182,843	59,580	54,250	192,780
Materials and Supplies	6,587	8,135	8,758	8,850	8,850
Other Costs	5,310	4,856	8,349	13,967	11,885
Capital Purchases	-	-	-	-	-
Division Total	<u>\$ 384,648</u>	<u>\$ 533,798</u>	<u>\$ 412,511</u>	<u>\$ 454,702</u>	<u>\$ 640,010</u>
City Attorney					
Personnel Services	\$ 259,687	\$ 255,844	\$ 255,052	\$ 266,050	\$ 284,586
Contract Services	90,753	85,173	86,869	126,500	126,500
Materials and Supplies	8,133	9,026	7,769	12,800	12,800
Other Costs	4,433	4,777	4,943	8,920	9,659
Capital Purchases	-	-	-	-	-
Division Total	<u>\$ 363,006</u>	<u>\$ 354,820</u>	<u>\$ 354,633</u>	<u>\$ 414,270</u>	<u>\$ 433,545</u>

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

**Expenditure Summary By Category**

<b>Description</b>	<b>12/13 Actual</b>	<b>13/14 Actual</b>	<b>14/15 Actual</b>	<b>15/16 Final</b>	<b>16/17 Adopted</b>
City Manager					
Personnel Services	\$ 472,861	\$ 412,604	\$ 566,031	\$ 626,863	\$ 723,727
Contract Services	105,831	244,473	153,542	216,954	88,100
Materials and Supplies	26,738	20,397	20,136	23,300	23,300
Other Costs	20,175	22,679	21,246	46,251	25,069
Capital Purchases	-	-	-	-	-
Division Total	<u>\$ 625,605</u>	<u>\$ 700,153</u>	<u>\$ 760,955</u>	<u>\$ 913,368</u>	<u>\$ 860,196</u>
General Government					
Personnel Services	\$ 1,255,088	\$ 1,226,286	\$ 1,379,033	\$ 1,498,146	\$ 1,666,845
Contract Services	253,121	519,566	308,663	405,854	415,530
Materials and Supplies	42,333	38,653	37,301	47,250	48,250
Other Costs	93,047	88,438	112,899	154,101	131,635
Capital Purchases	-	-	-	-	-
Total Expenditures	<u>\$ 1,643,589</u>	<u>\$ 1,872,943</u>	<u>\$ 1,837,896</u>	<u>\$ 2,105,351</u>	<u>\$ 2,262,260</u>

**Revenue Summary**

<b>Description</b>	<b>12/13 Actual</b>	<b>13/14 Actual</b>	<b>14/15 Actual</b>	<b>15/16 Final</b>	<b>16/17 Adopted</b>
Total Department Revenue	<u>\$ 54,436</u>	<u>\$ 71,765</u>	<u>\$ 83,905</u>	<u>\$ 57,450</u>	<u>\$ 73,450</u>

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

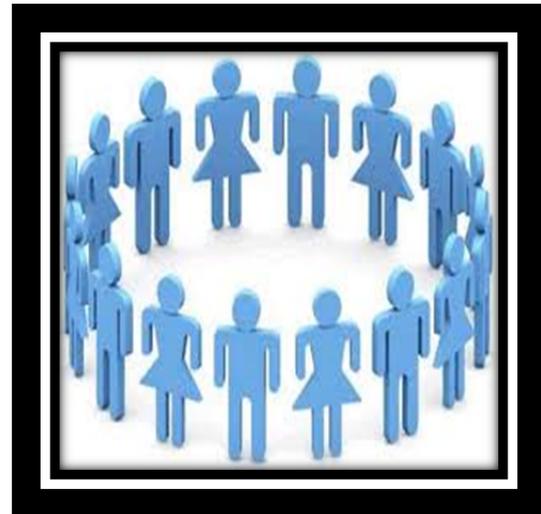
**Program Summary**

<b>Description</b>	<b>Program Expenditures</b>	<b>Program Revenue</b>	<b>Net Program Cost</b>
City Council	\$ 328,509	\$ -	\$ 328,509
City Clerk Administration	407,707	67,450	340,257
Election/Voter Outreach	198,720	6,000	192,720
Legislative History	33,583	-	33,583
City Attorney	433,545	-	433,545
City Management	531,569	-	531,569
Communication & Public Affairs	159,713	-	159,713
Economic Development	168,914	-	168,914
Program Totals	<u>\$ 2,262,260</u>	<u>\$ 73,450</u>	<u>\$ 2,188,810</u>



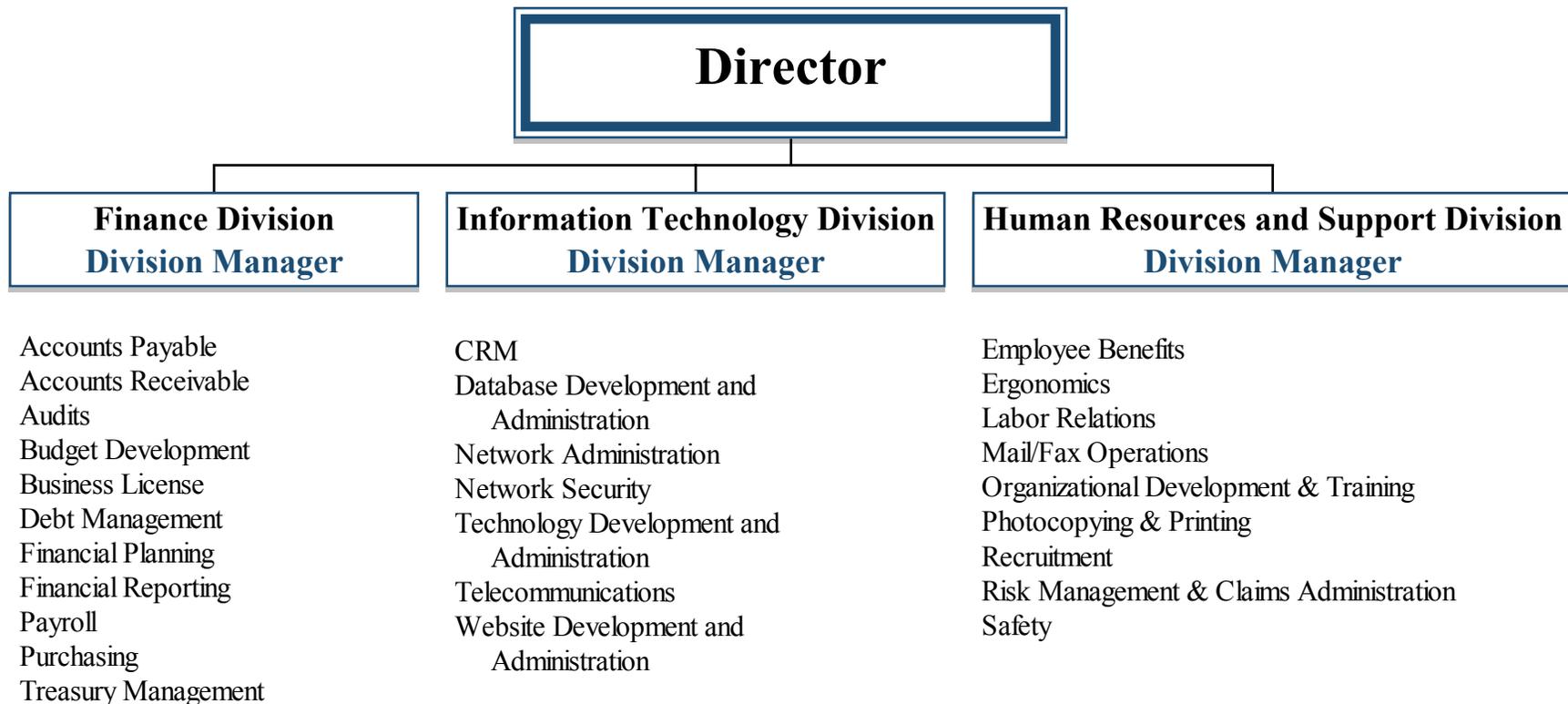
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# ADMINISTRATIVE SERVICES DEPARTMENT





# Administrative Services Department FY 2016-17



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

***Department – Statement of Purpose***

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

## **FINANCE SERVICES DIVISION**

***Statement of Purpose***

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

***Significant Accomplishments***  
***FY 2015-16***

- Oversaw the FY 2014-15 annual audit process
- Prepared the Comprehensive Annual Financial Report (CAFR) and submitted CAFR for the Certificate of Achievement for Excellence in Financial Reporting
- Researched General Reserve Policies and provided information to the Finance Committee
- Prepared and issued required tax forms – W2 and 1099
- Coordinated with Human Resources Division to ensure City-wide compliance with Federal and State regulations under the Affordable Care Act and issued the required 1095C tax form
- Prepared the updated Multi-Year Financial Projection and Mid-Year Financial Review
- Prepared, planned, and implemented department move to new City Hall
- Coordinated the development of the FY 2016-17 Operating Budget
- Completed an Actuarial Study for OPEB obligations and submitted to CalPERS for the CERBT Trust
- Maintained “AAA” rating from Standard & Poor’s
- Provided support to the Successor Agency

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

***Major Action Plan Items***  
***FY 2016-17***

		Completion By:
1.	Oversee the FY 2015-16 annual audit process	DEC 2016
2.	Prepare the Comprehensive Annual Financial Report (CAFR) and submit CAFR for the Certificate of Achievement for Excellence in Financial Reporting	DEC 2016
3.	Prepare a RFP for the new citywide integrated financial system with the assistance of a consultant (CIP 5589)	DEC 2016
4.	Prepare and issue required tax forms – W2 and 1099 forms	JAN 2017
5.	Coordinate with Human Resources Division to ensure City-wide compliance with Federal and State regulations under the Affordable Care Act and issue required tax forms	JAN 2017
6.	Prepare the updated Multi-Year Financial Projection and Mid-Year Financial Review	FEB 2017
7.	Coordinate the development of the FY 2017-18 Operating Budget	JUN 2017
8.	Continue to assist with research of financial options for Citywide infrastructure	JUN 2017
9.	Review and update Fraud Prevention policy	JUN 2017
10.	Aim to maintain “AAA” rating from Standard & Poor’s	Ongoing
11.	Provide support to the Successor Agency	Ongoing

***Budget Notes***  
***FY 2016-17***

- Reallocate 10% of the Administrative Coordinator and 10% of the Finance Division Manager salary and benefit costs from the Housing Fund to the General Fund
- Reclassify one existing Office Technician I/II to Office Specialist
- All authorized positions are fully funded

**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 2015-16*

- Coordinated selection and installation of a new phone system
- Coordinated the selection and installation of AV for the new City Hall
- Installed and configured the network infrastructure for the new City Hall
- Installed and configured the video security system for the new City Hall and Skate Park
- Coordinated moving of all phone and data lines to the new City Hall
- Expanded the virtual platform with more storage and host space
- Started evaluation and planning for refreshing the City's website
- Updated all City data lines to higher speed MPLS connections
- Installed and configured network for PD dispatch update
- Updated all PD vehicles with routers for redundant connectivity
- Updated the City's Microsoft Exchange Email System

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

***Major Action Plan Items***  
***FY 2016-17***

		Completion By:
1.	Evaluate enhanced backup and disaster recovery solutions	FEB 2017
2.	Complete remaining updates to the City’s network infrastructure	FEB 2017
3.	Upgrade end of life servers and storage in the virtual environment	MAR 2017
4.	Planning and evaluation of upgrades to the Laser Fiche archive system	MAY 2017
5.	Refresh the City’s website with updated look and mobile friendly design	MAY 2017
6.	Provide support for the new combined dispatch system for Police	JUN 2017
7.	Planning and evaluation of replacement solutions for the citywide integrated financial system	JUN 2017

***Budget Notes***  
***FY 2016-17***

- Fully funding the IT Specialist for the 911 Police/Fire Dispatch that was approved in FY 2015-16

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

## **HUMAN RESOURCES AND SUPPORT DIVISION**

### *Statement of Purpose*

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

### *Significant Accomplishments FY 2015-16*

- Facilitated the implementation of the classification study results
- Redesigned and significantly enriched employee benefit portfolio for 2016 plan year with minimal fiscal impact to the City's General Fund
- Reestablished the City's Employee Safety Committee
- Updated the Performance Evaluation Policy & Procedure and Supervisor's Training Guide
- Updated the Catastrophic Leave Policy
- Planned, designed, and coordinated the City's first Leadership Mastery Academy
- Planned, designed, and implemented the City's New Hire Orientation Program
- Facilitated successful Employee Recognition and Holiday Luncheons
- Prepared, planned, and implemented department move to the new City Hall

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

***Major Action Plan Items***  
***FY 2016-17***

		Completion By:
1.	Transition Human Resources related tasks and responsibilities from the Parks & Community Services to Human Resources	SEPT 2016
2.	Conduct review of employee deferred compensation plans	JUN 2017
3.	Update Safety Policies and Procedures	JUN 2017
4.	Update the Personnel Rules & Regulations	JUN 2017
5.	Develop and implement Ergonomics program	JUN 2017

***Budget Notes***  
***FY 2016-17***

- Reallocate the Administrative Analyst from the Parks and Community Services Department to the Administrative Services Department / Human Resources Division.

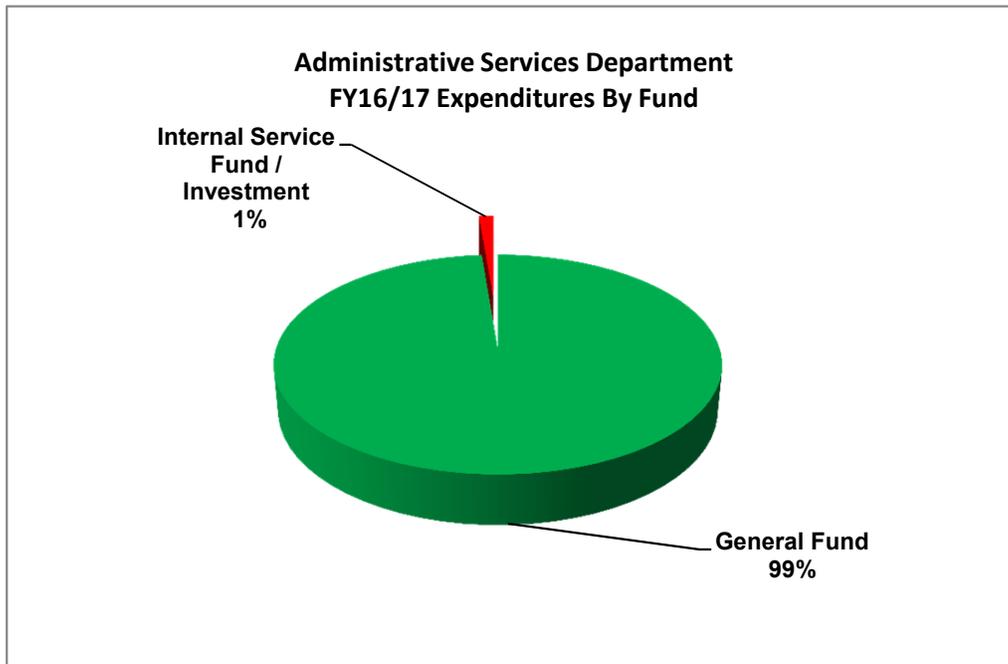
**CITY OF SAN RAMON  
SUMMARY OF DEPARTMENTAL BUDGET  
ADMINISTRATIVE SERVICES**

<b>Authorized Positions</b>	<b>12/13 Actual</b>	<b>13/14 Actual</b>	<b>14/15 Actual</b>	<b>15/16 Final</b>	<b>16/17 Adopted</b>
Administrative Analyst	2.00	1.00	1.00	2.00	3.00
Administrative Services Director	1.00	1.00	1.00	1.00	1.00
Administrative Coordinator	3.00	2.00	3.00	3.00	3.00
Computer Specialist	1.00	1.00	1.00	-	-
Computer Technician	1.00	1.00	1.00	-	-
Division Manager	3.00	3.00	3.00	3.00	3.00
Information Technology Specialist	-	-	-	3.00	3.00
Office Specialist	4.00	3.00	1.00	2.00	3.00
Office Technician I/II	1.00	3.00	4.00	2.00	1.00
Senior Administrative Analyst	2.00	2.00	2.00	2.00	2.00
<b>Total Authorized Positions</b>	<b>18.00</b>	<b>17.00</b>	<b>17.00</b>	<b>18.00</b>	<b>19.00</b>

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

**Expenditure Summary By Fund**

<b>Description</b>	<b>12/13 Actual</b>	<b>13/14 Actual</b>	<b>14/15 Actual</b>	<b>15/16 Final</b>	<b>16/17 Adopted</b>
General Fund	\$ 2,859,995	\$ 2,742,766	\$ 2,969,247	\$ 3,692,045	\$4,103,121
Internal Service Fund / Investment	43,149	45,333	46,866	51,309	53,897
Total Expenditures	<u>\$ 2,903,144</u>	<u>\$ 2,788,099</u>	<u>\$ 3,016,113</u>	<u>\$ 3,743,354</u>	<u>\$4,157,018</u>



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

**Expenditure Summary By Division**

<b>Description</b>	<b>12/13 Actual</b>	<b>13/14 Actual</b>	<b>14/15 Actual</b>	<b>15/16 Final</b>	<b>16/17 Adopted</b>
Finance	\$ 975,670	\$ 1,043,796	\$ 1,096,487	\$ 1,303,566	\$ 1,422,910
Information Technology	928,845	1,013,098	1,052,230	1,375,207	1,475,191
Human Resources	998,629	731,205	867,396	1,064,581	1,258,917
Department Total	<u>\$ 2,903,144</u>	<u>\$ 2,788,099</u>	<u>\$ 3,016,113</u>	<u>\$ 3,743,354</u>	<u>\$ 4,157,018</u>

**Expenditure Summary By Category**

<b>Description</b>	<b>12/13 Actual</b>	<b>13/14 Actual</b>	<b>14/15 Actual</b>	<b>15/16 Final</b>	<b>16/17 Adopted</b>
Finance					
Personnel Services	\$ 894,959	\$ 921,805	\$ 1,000,969	\$ 1,178,544	\$ 1,308,101
Contract Services	64,676	105,415	76,927	93,209	84,613
Materials and Supplies	7,366	5,539	8,787	10,800	8,800
Other Costs	8,669	11,037	9,804	21,013	21,396
Capital Purchases	-	-	-	-	-
Division Total	<u>\$ 975,670</u>	<u>\$ 1,043,796</u>	<u>\$ 1,096,487</u>	<u>\$ 1,303,566</u>	<u>\$ 1,422,910</u>
Information Technology					
Personnel Services	\$ 592,204	\$ 649,776	\$ 694,216	\$ 806,363	\$ 910,155
Contract Services	308,766	333,876	327,872	511,300	512,020
Materials and Supplies	12,668	14,312	16,226	29,150	24,150
Other Costs	15,207	15,134	13,916	28,394	28,866
Capital Purchases	-	-	-	-	-
Division Total	<u>\$ 928,845</u>	<u>\$ 1,013,098</u>	<u>\$ 1,052,230</u>	<u>\$ 1,375,207</u>	<u>\$ 1,475,191</u>
Human Resources					
Personnel Services	\$ 464,746	\$ 322,403	\$ 454,349	\$ 576,091	\$ 770,593
Contract Services	209,225	281,023	264,436	249,809	258,371
Materials and Supplies	14,145	10,562	13,683	28,100	35,600
Other Costs	310,513	117,217	134,928	204,951	194,353
Capital Purchases	-	-	-	5,630	-
Division Total	<u>\$ 998,629</u>	<u>\$ 731,205</u>	<u>\$ 867,396</u>	<u>\$ 1,064,581</u>	<u>\$ 1,258,917</u>

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

**Expenditure Summary By Category**

<b>Description</b>	<b>12/13 Actual</b>	<b>13/14 Actual</b>	<b>14/15 Actual</b>	<b>15/16 Final</b>	<b>16/17 Adopted</b>
Administrative Services					
Personnel Services	\$ 1,951,909	\$ 1,893,984	\$ 2,149,534	\$ 2,560,998	\$ 2,988,849
Contract Services	582,667	720,314	669,235	854,318	855,004
Materials and Supplies	34,179	30,413	38,696	68,050	68,550
Other Costs	334,389	143,388	158,648	254,358	244,615
Capital Purchases	-	-	-	5,630	-
<b>Total Expenditures</b>	<b>\$ 2,903,144</b>	<b>\$ 2,788,099</b>	<b>\$ 3,016,113</b>	<b>\$ 3,743,354</b>	<b>\$ 4,157,018</b>

**Revenue Summary**

<b>Description</b>	<b>12/13 Actual</b>	<b>13/14 Actual</b>	<b>14/15 Actual</b>	<b>15/16 Final</b>	<b>16/17 Adopted</b>
Total Department Revenue	\$ 209,069	\$ 266,595	\$ 405,869	\$ 253,854	\$ 238,854

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

**Program Summary**

<b>Description</b>	<b>Program Expenditures</b>	<b>Program Revenue</b>	<b>Net Program Cost</b>
Finance Administration	\$ 212,398		\$ 212,398
Accounting	569,790		569,790
Business Licensing	73,591	230,000	(156,409)
Cash Management	303,335	350	302,985
Payroll	263,796		263,796
Information Technology Admin	913,328		913,328
Project Development	44,232		44,232
Telecommunications	229,243		229,243
Web Services	140,033		140,033
911 Joint Dispatch Center	148,355		148,355
Human Resources Administration	153,789		153,789
Labor Relations	56,093		56,093
Organizational Development	76,545		76,545
Recruitment	261,623		261,623
Risk Management/Safety	267,401		267,401
Wages & Benefits	134,559		134,559
Central Supplies	40,157	8,504	31,653
Support Services	268,750		268,750
Program Totals	<u>\$ 4,157,018</u>	<u>\$ 238,854</u>	<u>\$ 3,918,164</u>



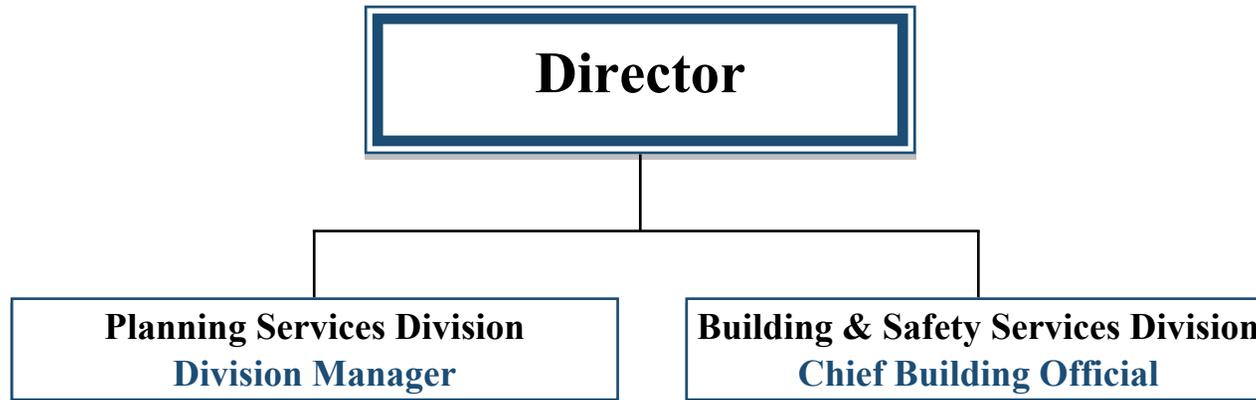
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# PLANNING / COMMUNITY DEVELOPMENT DEPARTMENT





# Planning/Community Development Department FY 2016-17



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

Building Inspections  
Building Permits  
Building Plan Checking  
Neighborhood Preservation  
Housing Rehabilitation

**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 and Building & Safety 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 2015-16***

- Initiated Nexus Fee Study
- Provided oversight in the planning and design of the City Hall project
- Coordinated mobile workshop on Public/Private Partnerships for the League of California Cities 2016 Planning Commissioners Academy
- Assumed role as staff for the Tri-Valley Affordable Housing Committee
- Initiated the Zoning Ordinance update for consistency with the General Plan 2035
- Continued to implement the Climate Action Work Plan through the Climate Action Technical Advisory Committee and provide an Annual Report to the City Council
- In concert with Building and Safety Services and Sunset Development, continued coordination of the development of City Center, Phase 1
- Processed over 400 land use applications
- Responded to 530 visits per month to the Permit Center
- Nuisance – Property Maintenance Ordinance – In concert with Building and Safety Services and City Attorney, strengthened the ordinance to clarify requirements for property maintenance

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

***Major Action Plan Items***  
***FY 2016-17***

		Completion By:
1.	Complete the Nexus Fee Study	DEC 2016
2.	Former RDA sites – Process entitlements for the Alcosta and Omega properties	JAN 2017
3.	Zoning Ordinance Update – for consistency with the General Plan 2035, enhance Economic Development, explore ways to expand retail and housing opportunities through review of the Mixed Use and Commercial Zoning Districts	JUN 2017
4.	City Center Retail Project – Provide oversight during construction to ensure conformance with approved Plans	APR 2018

***Budget Notes***  
***FY 2016-17***

- The Planning/Community Development Director position is unfunded
- Moved the Transportation Division to the Public Works Department

**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 2015-16*

- As required by AB 2188 prepared and implemented an Ordinance for streamline permitting and inspections for small residential rooftop solar energy systems 10 kw or less
- Assessed plan check staffing needs to meet customer service goals and plan check turn around goals and started the process to hire a plan check engineer
- Continued monitoring and inspecting the construction of City Hall through completion
- Evaluated the need for additional staffing through contract services to respond to increased workload relative to the City Center project and Faria Ranch project
- Increased commercial property inspections for compliance with the nuisance ordinance and zoning regulations
- Nuisance – Property Maintenance Ordinance – In concert with Planning Services Division and City Attorney, strengthened the ordinance to clarify requirements for property maintenance

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

***Major Action Plan Items***  
***FY 2016-17***

		Completion By:
1.	Nuisance ordinances and zoning regulations – continue proactive monitoring of commercial properties consistent with nuisance and zoning regulations	On-going
2.	Adopt the 2016 California Building Codes with local modifications	JAN 2017
3.	Develop for City Council consideration an ordinance for earthquake gas shutoff valves	JAN 2017

***Budget Notes***  
***FY 2016-17***

- Reallocate 30% of the Division Manager and 40% of the Senior Inspector salary and benefit costs from the Housing Fund to the General Fund
- The inspector position is funded by contract services

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

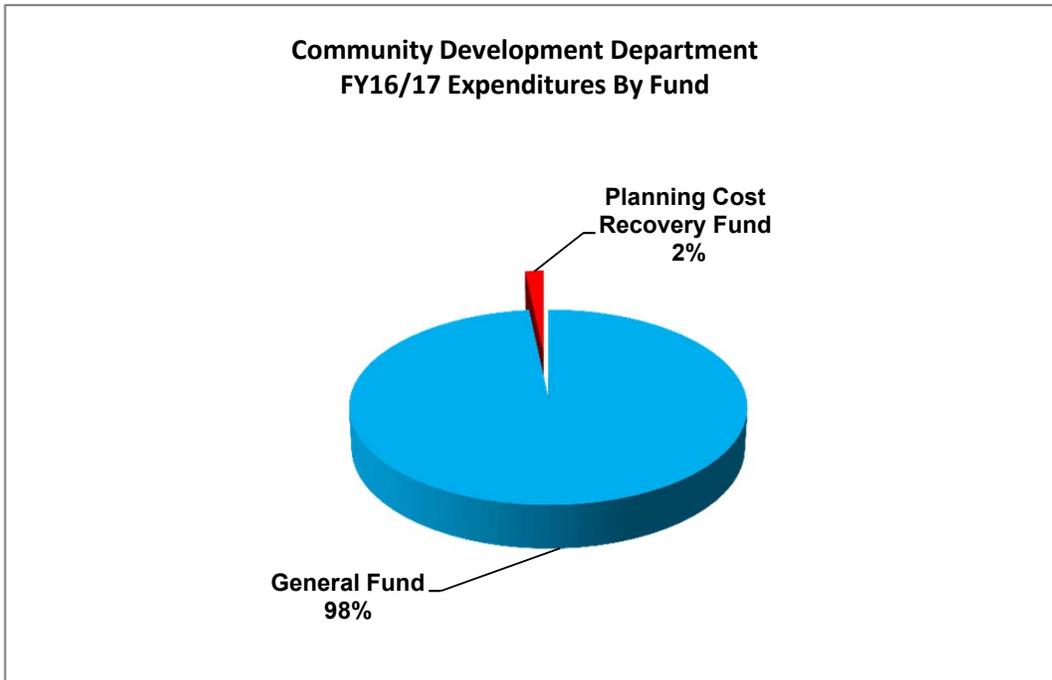
<b>Authorized Positions</b>	<b>12/13 Actual</b>	<b>13/14 Actual</b>	<b>14/15 Actual</b>	<b>15/16 Final</b>	<b>16/17 Adopted</b>
Administrative Analyst	1.00	1.00	1.00	1.00	-
Assistant Planner	1.00	1.00	1.00	1.00	1.00
Associate Planner	2.00	2.00	2.00	2.00	2.00
Division Manager	3.00	3.00	3.00	3.00	2.00
Engineering Specialist	1.00	1.00	1.00	1.00	-
Inspector	3.00	3.00	3.00	3.00	3.00
Office Specialist	3.00	2.00	3.00	3.00	4.00
Office Technician I/II	2.00	2.00	2.00	2.00	-
Planning Director	1.00	1.00	1.00	1.00	1.00
Planning Specialist	1.00	-	-	-	-
Plan Check Engineer	-	-	-	1.00	1.00
Plans Examiner	1.00	1.00	1.00	1.00	1.00
Senior Engineer	1.00	1.00	1.00	-	-
Senior Inspector	2.50	1.00	1.00	1.00	1.00
Senior Planner	1.00	1.00	1.00	1.00	1.00
Supervising Inspector	1.00	-	-	-	-
<b>Total Authorized Positions*</b>	<b>24.50</b>	<b>20.00</b>	<b>21.00</b>	<b>21.00</b>	<b>17.00</b>

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

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

**Expenditure Summary By Fund**

<b>Description</b>	<b>12/13 Actual</b>	<b>13/14 Actual</b>	<b>14/15 Actual</b>	<b>15/16 Final</b>	<b>16/17 Adopted</b>
General Fund	\$ 3,186,020	\$ 3,317,648	\$ 3,410,224	\$ 3,869,338	\$ 3,341,361
Planning Cost Recovery Fund	-	49,554	86,144	117,168	57,489
Street Smarts Fund	119,041	129,732	201,327	239,700	-
TDM Fund	403,162	345,894	419,702	616,075	-
Total	<u>\$ 3,708,223</u>	<u>\$ 3,842,828</u>	<u>\$ 4,117,397</u>	<u>\$ 4,842,281</u>	<u>\$ 3,398,850</u>



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

**Expenditure Summary By Division**

<b>Description</b>	<b>12/13 Actual</b>	<b>13/14 Actual</b>	<b>14/15 Actual</b>	<b>15/16 Final</b>	<b>16/17 Adopted</b>
Planning	\$ 1,182,760	\$ 1,183,568	\$ 1,230,100	\$ 1,416,894	\$ 1,196,935
Building	1,409,421	1,560,893	1,629,281	1,879,640	2,201,915
Transportation*	1,116,042	1,098,367	1,258,016	1,545,747	-
Department Total	<u>\$ 3,708,223</u>	<u>\$ 3,842,828</u>	<u>\$ 4,117,397</u>	<u>\$ 4,842,281</u>	<u>\$ 3,398,850</u>

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

**Expenditure Summary By Category**

<b>Description</b>	<b>12/13 Actual</b>	<b>13/14 Actual</b>	<b>14/15 Actual</b>	<b>15/16 Final</b>	<b>16/17 Adopted</b>
Planning					
Personnel Services	\$ 1,129,706	\$ 1,120,670	\$ 1,141,129	\$ 1,249,338	\$ 1,115,380
Contract Services	25,354	30,859	55,252	104,781	30,400
Materials and Supplies	9,777	15,311	12,992	22,257	22,207
Other Costs	17,923	16,728	20,727	40,518	28,948
Capital Purchases	-	-	-	-	-
	<u>\$ 1,182,760</u>	<u>\$ 1,183,568</u>	<u>\$ 1,230,100</u>	<u>\$ 1,416,894</u>	<u>\$ 1,196,935</u>
Building					
Personnel Services	\$ 1,301,478	\$ 1,235,105	\$ 1,204,914	\$ 1,369,045	\$ 1,470,381
Contract Services	64,796	264,608	377,224	449,950	656,940
Materials and Supplies	14,657	27,360	17,314	25,289	38,930
Other Costs	28,490	33,820	29,829	35,356	35,664
Capital Purchases	-	-	-	-	-
	<u>\$ 1,409,421</u>	<u>\$ 1,560,893</u>	<u>\$ 1,629,281</u>	<u>\$ 1,879,640</u>	<u>\$ 2,201,915</u>
Transportation*					
Personnel Services	\$ 664,757	\$ 718,533	\$ 725,436	\$ 857,814	\$ -
Contract Services	421,295	365,804	509,451	649,085	-
Materials and Supplies	21,909	2,379	11,672	24,100	-
Other Costs	8,081	11,651	11,457	14,748	-
Capital Purchases	-	-	-	-	-
	<u>\$ 1,116,042</u>	<u>\$ 1,098,367</u>	<u>\$ 1,258,016</u>	<u>\$ 1,545,747</u>	<u>\$ -</u>

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

**Expenditure Summary By Category**

<b>Description</b>	<b>12/13 Actual</b>	<b>13/14 Actual</b>	<b>14/15 Actual</b>	<b>15/16 Final</b>	<b>16/17 Adopted</b>
Planning/Community Development					
Personnel Services	\$ 3,095,941	\$ 3,074,308	\$ 3,071,479	\$ 3,476,197	\$2,585,761
Contract Services	511,445	661,271	941,927	1,203,816	687,340
Materials and Supplies	46,343	45,050	41,978	71,646	61,137
Other Costs	54,494	62,199	62,013	90,622	64,612
Capital Purchases	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 3,708,223</b>	<b>\$ 3,842,828</b>	<b>\$ 4,117,397</b>	<b>\$ 4,842,281</b>	<b>\$3,398,850</b>

**Revenue Summary**

<b>Description</b>	<b>12/13 Actual</b>	<b>13/14 Actual</b>	<b>14/15 Actual</b>	<b>15/16 Final</b>	<b>16/17 Adopted</b>
Total Department Revenue	<b>\$ 2,689,112</b>	<b>\$ 3,136,245</b>	<b>\$ 2,688,436</b>	<b>\$ 3,385,970</b>	<b>\$3,311,845</b>

**Program Summary**

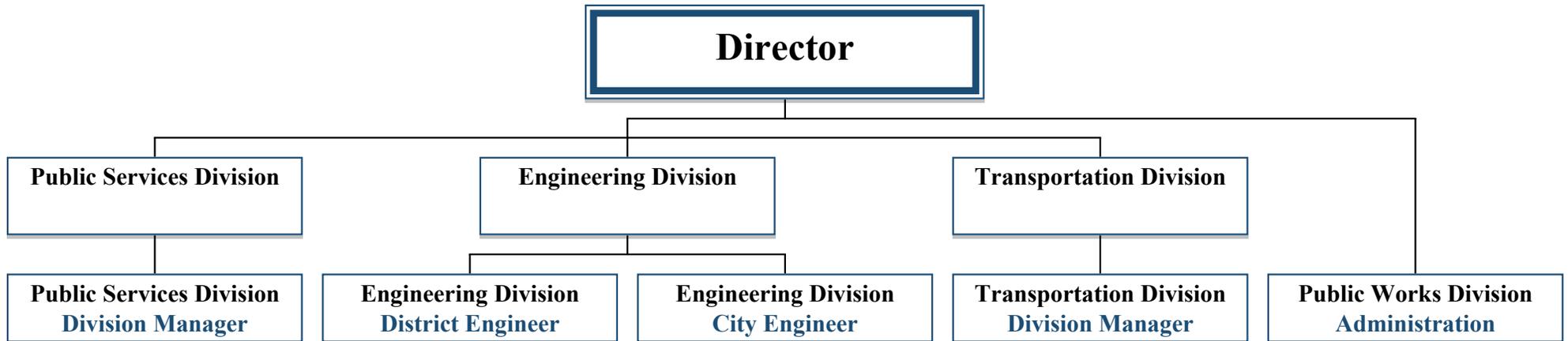
<b>Description</b>	<b>Program Expenditures</b>	<b>Program Revenue</b>	<b>Net Program Cost</b>
Planning Administration	\$ 285,750	\$ 48,545	\$ 237,205
Architectural Review	125,780	35,000	90,780
Development Administration	286,529	323,000	(36,471)
General Plan Management	192,029	-	192,029
Subdivision Processing	10,084	-	10,084
Zoning Ordinance Update	500	-	500
Zoning Administration	296,263	3,950	292,313
Building Administration	510,700	18,500	492,200
Inspection	1,028,655	1,965,450	(936,795)
Neighborhood Preservation Code Enforcement	149,523	-	149,523
Plan Checking	513,037	917,400	(404,363)
<b>Program Totals</b>	<b>\$ 3,398,850</b>	<b>\$ 3,311,845</b>	<b>\$ 87,005</b>

# PUBLIC WORKS DEPARTMENT





# Public Works Department FY 2016-17



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

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

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

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

Contract Management  
 Public Inquiry & Service Requests  
 Safety & Training

# City of San Ramon

## PUBLIC WORKS SUMMARY

### *Department – Statement of Purpose*

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

## ENGINEERING SERVICES DIVISION

### *Statement of Purpose*

*Engineering Services Division is responsible for the administration and implementation of the Capital Improvement Program (CIP) and Capital Budget; Assessment Districts engineering; Geologic Hazard Abatement District (GHAD); 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 2015-16*

- Completed the design and began construction of the Library Expansion and Renovation Project (CIP 5567)
- Completed pedestrian crossing modifications at 4 locations along Bollinger Canyon Road (Wedgewood Road to Blueheart Way) (CIP 5533 - SR2S Grant, TIF)
- Completed various pavement management repair projects: Bollinger Canyon Road; Davona Drive; Thomas Ranch Development area; Westside Drive area; and low PCI residential streets throughout the City (CIP 5536)
- Completed the Alcosta Pavement Rehabilitation Project – Bollinger Canyon Road to Crow Canyon Road (CIP 5554)
- Completed construction of the Iron Horse Trail Landscaping Project (CIP 5514)
- Completed flood studies for Oak and San Catanio Creeks
- PG&E Pipeline Pathways Program – coordinated with PG&E through encroachment permit issuance to clear pathway above the PG&E gas transmission pipeline within City limits
- For the Stormwater Management Program, participated in the new five-year Municipal Regional Permit (MRP) ongoing discussions through the Clean Water Program

# City of San Ramon

## PUBLIC WORKS SUMMARY

Management Committee and began implementation of MRP provisions issued in October 2015

- Completed design work for renovation and preservation of Barn 12 at Forest Home Farms Historic Park and awarded construction contract
- Completed the biennial pavement condition survey for all City-owned streets and presented the Five-Year 2016/17 to 2020/21 Pavement Repair Plan to the Finance Committee
- City Hall construction – in conjunction with the Planning/Community Development Department, provided engineering support and inspection services for the completion of the new City Hall (CIP 9005)
- Completed the Skate Park Renovation and Repair (CIP 5577)
- Prepared the 2016/17 Capital Budget and Five-Year 2016/17 to 2020/21 Capital Improvement Program
- Faria Preserve - processed maps, plans, and permits as submitted by the developer; began oversight and inspection of the mass grading operations
- Through encroachment permit issuances to EBMUD, completed corroded copper service repairs/polybutylene water lateral replacements throughout the City
- Through an encroachment issuance to PG&E, completed approximately 2,000 LED street light conversions throughout the City

### *Major Action Plan Items FY 2016-17*

		Completion By:
1.	Following County Board of Supervisors acceptance, process the completion of the new Dougherty Road (1.5 miles of roadway and two bridges) from North Bollinger Canyon Road to South Bollinger Canyon Road, prior to the opening of the Bella Vista Elementary School, and facilitate the closure of Old Dougherty Road for conversion to trail	AUG 2016
2.	Through encroachment permit issuance to EBMUD, complete the installation of 3.6 miles of recycled water pipelines in the Bishop Ranch area and a portion on Crow Canyon Road.	AUG 2016
3.	Through encroachment permit issuances to EBMUD, project completion of 150 corroded copper service repairs/polybutylene water lateral replacements throughout the City	On-going
4.	Execute a Reimbursement Agreement with Sunset Development to construct the Bollinger Canyon Road widening improvements from Market Place to the I-680 freeway, and begin construction in spring 2017	SEP 2016
5.	Complete repairs to a damaged 36-inch drain line located near Crow Canyon Road and Park Place, and complete Citywide Drainage Infrastructure Inventory Study	DEC 2016

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

		Completion By:
6.	Complete the construction of the Library Expansion and Renovation Project Phase I (CIP 5567)	DEC 2016
7.	Complete pedestrian crossing modifications at the intersections of the Iron Horse Trail at Montevideo Drive and Pine Valley Road, and the existing flashing beacon crossing in front of Walt Disney School on Pine Valley Rd.	DEC 2016
8.	Complete the construction of the 2016 Pavement Repair Project (CIP 5543), which includes: Ellingson Way neighborhood, Ernwood Street, Marlboro Court, and May Way; and preventive maintenance treatment in the Red Willow Road neighborhood and other residential streets.	DEC 2016
9.	Complete the Intelligent Transportation System Master Plan Preliminary Study.	MAR 2017
10.	Complete the construction of the Forest Home Farms Building No. 12 (Old Barn) (CIP 5504).	MAR 2017
11.	Complete the construction of the Central Park Turf Field Renovation Project (CIP 5558).	MAR 2017
12.	Complete the design of the 2017 Pavement Repair Projects for summer construction (CIP 5553): Shadow Mountain Drive neighborhood, various low PCI streets, and preventive maintenance treatment.	APR 2017
13.	Prepare the 2017/18 Capital Budget and Five-Year 2017/18 to 2021/22 Capital Improvement Program.	MAY 2017
14.	Crow Canyon Widening from Alcosta Boulevard to Dougherty Road – complete preliminary design and right-of-way needs to widen roadway from 2 lanes to 3 lanes in each direction.	JUN 2017
15.	For the Stormwater Management Program, implement provisions of the new Municipal Regional Permit (MRP) on a local level and through ongoing discussions through the Clean Water Program, in particular new provisions related to planning for Green Infrastructure.	On-going
16.	Process and approve final maps and various improvement plans for the Faria Preserve Development including: Faria Preserve Parkway Phase 1 & 2; Purdue Road Extension; Neighborhoods 1, 2 & 4 plans; EBMUD waterline, tank and access road; Bollinger Canyon Road/Faria Parkway intersection improvements; and San Ramon Valley Boulevard improvements at Purdue Road and Deerwood Drive intersections.	On-going
17.	Oversee/inspect the following improvements for Faria Preserve Development construction: mass grading and remedial grading of over 4 million cubic yards of dirt cut/fill; central channel & various backbone stormdrain and detention facilities; roadway improvements on Faria Preserve Parkway Phase 1, Purdue Road; Neighborhoods 1 & 2; and EBMUD waterline, tank, and access road.	On-going
18.	Continue work on the Citywide Drainage Infrastructure Inventory Study.	On-going

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

***Budget Notes***  
***FY 2016-17***

- Merged the Public Services and Engineering Services Departments to form a Public Works Department at FY 2015/16 Mid-Year Review. This action consolidated the Director positions into one Public Works Director position, saving approximately \$0.3 million annually and streamlining the process for development and coordination of capital improvement projects
- Continue to fund temporary Associate Engineer and temporary Senior Inspector positions to support the management of Faria Development
- Utilize temporary staff and consultants for Special Fund projects and to help manage peak summer project management and inspection needs

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

## **PUBLIC SERVICES DIVISION**

### *Statement of Purpose*

*The Public Services Division is responsible for the maintenance of the City's parks, roadway medians and other open space; City fleet vehicles and equipment; City facilities, fountains, and pools; signals and street lights; roadways and sidewalks; street sweeping; catch basins, creeks and other drainage systems; Public Services is also responsible for the administration of the Landscape and Lighting District program in 19 zones; administration of maintenance contracts; and administration of the solid waste franchise agreement.*

### *Significant Accomplishments FY 2015-16*

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

- Continued planned tree removal and replacement program through CIP 5564 in Dougherty Valley to mitigate damage to infrastructure, make repairs as needed, communicate with residents and minimize potential long term maintenance and repair costs; presented of long term strategies, approved by Council in December 2015
- Continued to monitor drought restrictions and conditions, and impact on City budget and use of facilities and parks; developed options and recommendations to City Council for drought management strategies, increased staffing to respond to irrigation repairs and implement additional water conservation strategies Exceeded State and local water agencies mandatory drought restriction requirements
- Completed various landscaping projects and upgrades in the Landscaping & Lighting District enhancing safety and water management capabilities
- Implemented new landscaping contracts and oversaw transition with new contractors
- Worked with EBMUD to finalize design and begin conversion of potable irrigation water to recycled water at various landscape locations, Coyote Creek Park, and Central Park
- Began maintenance of the Iron Horse Trail landscape improvements installed as part of CIP 5514 (total of 9 nodes)

#### ***New Development:***

- Completed final design approval of the new Bella Vista School Park facility with the School District and developer

# City of San Ramon

## PUBLIC WORKS SUMMARY

- Assumed maintenance responsibility for new areas in the Dougherty Valley to include: streetlights, roadways, street landscaping, as well as creeks, water quality control ponds and other drainage facilities

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

- Created and implemented a comprehensive sports field maintenance plan and began restoring sports field maintenance levels reduced as cost cutting strategies during the past five years including increased response times to irrigation maintenance and scheduling, more frequent field grooming and sports turf management practices such as: mowing, aerating, fertilizing, seeding and top dressing, and additional pest and weed control treatments
- Implemented various maintenance and repair projects at City parks and facilities:
  - Assisted in facilitating the closure of the old City Hall and ended building maintenance; began maintenance activities at the new City Hall.
  - Replaced and upgraded chemical controller for the lap pool at the San Ramon Olympic Pool and Aquatic Park which resulted in a more efficient monitoring and regulation of water chemistry
  - Installed shade structures at San Ramon Sports Park, Old Ranch Park, Bark and Ride and Central Park using Measure WW funds
  - Replaced ADA doors at the Dougherty Station Library which will result in improved and more consistent access to the facility
  - Restored the surfacing of the Front Row Theater stage and Dance Studio Floor at Dougherty Station Community Center increasing the lifespan of the floors as well as improved safety for participants
  - Completed roll coat of the Central Park and Athan Downs playgrounds which will increase the lifespan of the surfacing as well as maintain the safety of the playgrounds
  - Completed deck relighting project at San Ramon Olympic Pool and Aquatic Park to increase safety and nighttime visibility
  - Upgraded playground equipment at Mill Creek Hollow to replace old equipment and comply with ADA requirements
  - Resurfaced basketball courts at the San Ramon Sports Park and Piccadilly Square
  - Replaced drinking fountains, benches, waste cans and BBQs at several San Ramon park sites
  - Cleaned and sealed grout in the entry at Alcosta Senior and Community Center
  - Completed priority level two tree work at Forest Home Farms as identified in the arborist's safety and health assessment completed in FY 14/15
  - Renovated Del Mar Park and Bark and Ride Park
  - Installed new in-ground trash collector at Mill Creek Hollow
  - Completed Phase 1 of landscaping renovation at Alcosta Senior and Community Center to restore the landscaping with drought resistant plant material
  - Renovated the restroom building at Memorial Park
  - Assessed the electrical switch gear at Athan Downs to determine required maintenance or repair to maintain reliable electrical and lighting service
  - Replaced booster pumps at Old Ranch Park and Quail Run School

# City of San Ramon

## PUBLIC WORKS SUMMARY

- Implemented annual grid pruning on 4 year cycle for all trees in City parks

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

- Finalized and implemented long-term replacement plan for traffic signals hardware, equipment and software to enhance and replace outdated traffic signal components. Completed planned replacement of:
  - (1) speed limit radar display unit on Norris Canyon Road
  - (72) batteries at 12 signalized intersections
  - (3) traffic signal conflict monitors at designated intersections
  - (1) signal controller at designated intersection
  - (19) opticom pre-emption eyes at prioritized intersections
  - (5) opticom pre-emption selector cards at prioritized intersections
  - (1) audible ped push button system at designated intersection
- Repainted designated street light poles to improve aesthetics of faded poles
- Installed vandal resistant inserts at designated locations to prevent copper wire theft

### ***Solid Waste:***

- Implemented a recycling program for commercial organics (food scraps)
- Created a “no cost” recycling program for small businesses
- Added electronic scrap to the on-call household hazardous waste collection program
- Began curbside collection of household batteries
- Developed a new website for San Ramon solid waste and recycling services
- Conducted two Open San Ramon surveys on garbage and recycling services in preparation for the next franchise agreement
- Provided preliminary information to the City Council on potential diversion goals and program enhancements for the next franchise agreement

### ***Fleet and Service Center Operations:***

- Continued to upgrade Public Services fleet to reflect current operations, replacing larger, specialized vehicles with smaller, more versatile and fuel efficient vehicles
- Updated annual maintenance plan and calendar for fleet and service centers

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

***Major Action Plan Items***  
***FY 2016-17***

		Completion By:
<b><i>Landscape and Irrigation Maintenance and Renovation</i></b>		
1.	Accept conversion of old Dougherty Road to trail, pedestrian and bicycle use and begin maintenance	SEPT 2016
2.	Continue CIP 5564 DV tree management program (on-going) to mitigate damage to infrastructure, make repairs as needed, communicate with residents, minimize potential long term maintenance and repair costs, and implement strategies approved by Council	JUN 2017
3.	Convert road side and median turf irrigated with potable to low water use landscaping	JUN 2017
4.	Continue to proactively respond to drought restrictions and conditions, and monitor impact on City budget and use of facilities and parks	JUN 2017
5.	Continue planned replacement and renovation of declining plant material throughout the Landscaping and Lighting District Assessment Zones and Dougherty Valley area	JUN 2017
<b><i>New Development</i></b>		
6.	Begin full year of maintenance operations at new City Hall	JUL 2016
7.	Assume maintenance responsibility for new Bella Vista School Park in Dougherty Valley	SEPT 2016
<b><i>Parks and Facility Maintenance and Renovation</i></b>		
8.	Repair upright support poles for the playground at Creekside which will enhance the safety of the participants	OCT 2016
9.	Complete roof replacement on maintenance building at San Ramon Olympic Pool and Aquatic Park	OCT 2016
10.	Replace and upgrade chemical controller for Children's Play Pool at San Ramon Olympic Pool and Aquatic Park which will result in more efficient monitoring and regulation of water chemistry	OCT 2016
11.	Replace ADA doors at Dougherty Station Community Center which will result in improved and more consistent access to the facility	DEC 2016
12.	Continue planned replacement and renovation of park amenities such as drinking fountains, benches, waste cans, BBQs	JAN 2017
13.	Clean and reseal tile and grout in lobby of Dougherty Station Community Center, which will restore service levels and increase the lifespan of the flooring itself	JAN 2017
14.	Implement maintenance program for granite staircases at the Dougherty Valley Performing Arts Center, which will improve the visual appearance of the Center and increase the lifespan of the granite	JAN 2017

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

		Completion By:
15.	Restore the resurfacing of the Dance Studio and Dance Floor Modules at the San Ramon Community Center which will result in a longer lifespan for the floors as well as improved safety for participants	FEB 2017
16.	Complete Phase II renovation of landscaping at Alcosta Senior and Community Center to begin to restore the landscaping with drought tolerant plant material	MAY 2017
17.	Address declining trees at Athan Downs Promenade	JUN 2017
18.	Update playground at Boone Acres with new equipment and surfacing in compliance with ADA requirements	JUN 2017
19.	Purchase and install revised Park Signage to help customers understand the rules of the parks and enable the City of San Ramon Police Department to enforce the Municipal Code to increase the safety of our park sites	JUN 2017
20.	Complete tree work at Forest Home Farms implementing the recommendations of the arborist's evaluation of the safety and health of the trees performed in FY 14/15	JUN 2017
21.	Begin addressing the declining trees at Central Park Promenade and renovation of Central Park front plaza and parking lot landscaping	JUN 2017
<b><i>Traffic Safety, Lighting, and Drainage</i></b>		
22.	Accept new Dougherty Road for maintenance and close old Dougherty Road to traffic (for conversion to trail)	AUG 2016
23.	Continue to repaint street light poles on a 6 year cycle to enhance overall aesthetics	MAY 2017
24.	Continue to implement long-term replacement plan for traffic signals hardware, equipment and software to enhance and replace outdated traffic signal components and items at the end of their useful life	MAY 2017
<b><i>Solid Waste</i></b>		
25.	Ensure that San Ramon businesses comply with the state commercial recycling mandate (AB 341) and commercial organics recycling mandate (AB 1826)	JAN 2017
26.	Research and present findings and recommendations on potential program enhancements for the next franchise agreement	JUN 2017

***Budget Notes***  
***FY 2016-17***

- Merged the Public Services and Engineering Services Departments to form a Public Works Department at FY 2015/16 Mid-Year Review. This action consolidated the Director positions into one Public Works Director position, saving approximately \$0.3 million annually and streamlining the process for development and coordination of capital improvement projects

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

- Reallocate one Maintenance Technician I/II position from Parks and Community Services to the Public Services to support the facilities and parks program
- Reallocate 31% of various positions from other funds to the General Fund
- Reclassify one existing Maintenance Technician I/II to Maintenance Specialist
- In addition, the proposed budget reflects:
  - Anticipated 9% increase in water rates, offset by reduced water usage due to drought restrictions and water conservation efforts
  - 1% budget increase in gas and electric services
  - 10% reduction in education and training
  - CPI increases for selected maintenance contracts

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

# **TRANSPORTATION SERVICES DIVISION**

## *Statement of Purpose*

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

## *Significant Accomplishments FY 2015-16*

- Assumed role of the Southwest Area Transportation (SWAT) Administrative Coordinator
- Recruited for a full-time (temporary) Street Smarts Program Coordinator to implement San Ramon Street Smarts programs
- Secured grant funding (\$125,000) to implement Bike Master Plan
- Researched and developed a Green Bike Lane as a “pilot” project within Bishop Ranch Business Park
- In concert with Traffic Engineering, developed a Crosswalk Evaluation Policy to enhance safety for pedestrians
- Finalized alternative parking plan for Diablo Valley College (DVC) San Ramon campus
- Initiated Transit Shelter Program including selection of new shelters and vendor
- Continued to work with Bishop Ranch Transportation Association to implement and develop Transportation Demand Management (TDM) Program at City Center and new site (former AT&T site)
- In concert with Engineering, initiated Environmental Analysis for San Ramon Iron Horse Trail Bicycle/Pedestrian Overcrossings Project
- Processed 58 Residential Traffic Calming Request (as of February 12, 2016)
- Distributed 1,456 Transit Tickets to 728 Students
- Held 3 Street Smarts Bike Safety Rodeos with 294 student attendees (Fall 2015) and confirmed 9 school sites for Spring 2016.
- Held 9 Street Smarts Safety Assemblies with 5,464 student attendees (Fall 2015) and confirmed 7 assemblies for Spring 2016.

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

***Major Action Plan Items***  
***FY 2016-17***

		Completion By:
1.	Bollinger Canyon Road – Secure funding to implement project study report for interchange improvements, in concert with the Public Works Department Engineering Services Division and CCTA	AUG 2016
2.	I-680 Transit Corridor provide general support for transportation projects/programs in concert with Contra Costa Transportation Authority and County Connection	SEPT 2016
3.	Green Bike Lane Demo Project – Implement in concert with Bishop Ranch and Public Works Department, install along Bishop Drive	SEPT 2016
4.	City Center and 2600 Camino Ramon – Update and/or implement TDM programs in concert with Bishop Ranch	DEC 2016
5.	Autonomous Vehicle/Shuttle Pilot Program at GoMentum in Concord and Bishop Ranch – Support legislation and monitor progress of implementation	DEC 2016
6.	Safe Routes to School Federal Grant Application – Submit for Street Smarts Educational Programs	JAN 2017
7.	Iron Horse Trail Bike/Ped Overcrossing – In concert with the Engineering Services Division, finalize environmental analysis	APR 2017
8.	Bike Master Plan, initiate Request for Proposals and coordinate development of Plan with Bike Sub Committee/TAC	JUN 2017

***Budget Notes***  
***FY 2016-17***

- Merge the Transportation Services Division with the Public Works Department
- Bike Master Plan funded with two grants: 1) \$75,000 Measure J Transportation for Livable Communities; and 2) \$30,000 Transportation Development Act (TDA)
- Environmental Analysis for Iron Horse Trail funded with Priority Development Act (PDA) grant from Contra Costa Transportation Authority
- Green Bike Lane “demo” project funded with contribution from Sunset Development (\$125,000)

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

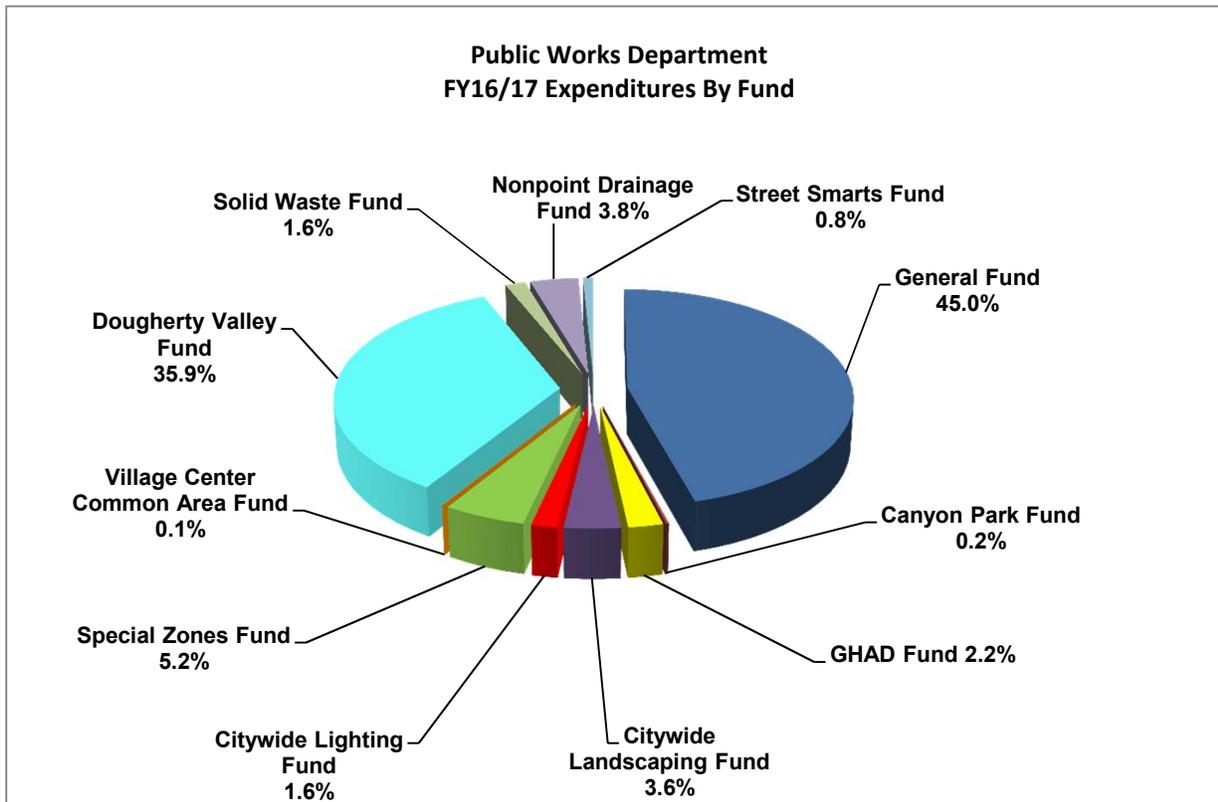
<b>Authorized Positions</b>	<b>12/13 Actual</b>	<b>13/14 Actual</b>	<b>14/15 Actual</b>	<b>15/16 Final</b>	<b>16/17 Adopted</b>
<b>Engineering Services</b>					
Assistant Engineer	-	-	1.00	1.00	1.00
Associate Engineer	5.00	5.00	5.00	5.00	5.00
Division Manager	2.00	2.00	2.00	2.00	2.00
Engineering Director	1.00	1.00	1.00	-	-
Engineering Specialist	2.00	2.00	2.00	2.00	2.00
Inspector	-	-	-	1.00	1.00
Office Specialist	1.00	1.00	1.00	1.00	1.00
Public Works Director	-	-	-	0.50	0.50
Senior Administrative Analyst	2.00	2.00	2.00	2.00	2.00
Senior Engineer	4.00	3.00	2.00	2.00	2.00
Senior Inspector	6.00	4.00	4.00	3.00	3.00
Supervising Inspector	1.00	1.00	1.00	1.00	1.00
<b>Division Total</b>	<b>24.00</b>	<b>21.00</b>	<b>21.00</b>	<b>20.50</b>	<b>20.50</b>
<b>Public Services</b>					
Administrative Analyst	1.00	1.00	1.00	1.00	1.00
Administrative Coordinator	1.50	1.50	2.50	2.75	2.75
Division Manager	1.00	1.00	1.00	1.00	1.00
Maintenance Assistant	2.00	-	-	-	-
Maintenance Coordinator	11.00	12.00	13.00	13.00	13.00
Maintenance Specialist	12.00	11.00	11.00	9.00	10.00
Maintenance Supervisor	9.00	9.00	9.00	8.00	8.00
Maintenance Technician I/II	32.60	28.00	27.00	31.00	31.00
Office Technician I/II	0.80	0.80	-	1.00	1.00
Program Manager	5.00	4.00	4.00	3.00	3.00
Public Services Director	1.00	1.00	1.00	-	-
Public Works Director	-	-	-	0.50	0.50
Senior Administrative Analyst	1.00	2.00	2.00	2.00	2.00
<b>Division Total</b>	<b>77.90</b>	<b>71.30</b>	<b>71.50</b>	<b>72.25</b>	<b>73.25</b>
<b>Transportation Services*</b>					
Administrative Analyst	-	-	-	-	1.00
Division Manager	-	-	-	-	1.00
Engineering Specialist	-	-	-	-	1.00
Office Technician	-	-	-	-	1.00
	-	-	-	-	4.00
<b>Total Authorized Positions</b>	<b>101.90</b>	<b>92.30</b>	<b>92.50</b>	<b>92.75</b>	<b>97.75</b>

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

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

**Expenditure Summary By Fund**

<b>Description</b>	<b>12/13 Actual</b>	<b>13/14 Actual</b>	<b>14/15 Actual</b>	<b>15/16 Final</b>	<b>16/17 Adopted</b>
General Fund	\$ 10,667,311	\$ 10,953,597	\$ 11,864,097	\$ 13,495,570	\$ 14,225,011
Canyon Park Fund	6,374	6,826	8,317	17,703	57,918
GHAD Fund	371,635	423,628	452,846	679,173	700,370
Citywide Landscaping Fund	799,374	821,455	935,063	1,192,721	1,131,075
Citywide Lighting Fund	410,947	458,619	524,809	518,233	518,878
Special Zones Fund	1,204,149	1,254,970	1,268,951	1,519,496	1,645,559
Village Center Common Area Fund	12,780	1,724	1,980	10,260	10,452
Dougherty Valley Fund	7,276,781	7,774,959	7,917,561	10,430,902	10,830,601
Solid Waste Fund	156,715	190,916	204,733	359,110	495,424
Nonpoint Drainage Fund	1,066,961	1,171,677	940,999	1,123,408	1,187,058
Street Smarts Fund	-	-	-	-	248,100
TDM Fund	-	-	-	-	576,316
<b>Total</b>	<b>\$21,973,027</b>	<b>\$23,058,371</b>	<b>\$24,119,356</b>	<b>\$29,346,576</b>	<b>\$31,626,762</b>



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

**Expenditure Summary By Division**

<b>Description</b>	<b>12/13 Actual</b>	<b>13/14 Actual</b>	<b>14/15 Actual</b>	<b>15/16 Final</b>	<b>16/17 Adopted</b>
Engineering Services	\$ 3,185,541	\$ 3,335,268	\$ 3,634,840	\$ 4,726,768	\$ 4,918,567
Public Services	18,787,486	19,723,103	20,484,516	24,619,808	25,238,448
Transportation Services*	-	-	-	-	1,469,747
<b>Department Totals</b>	<b>\$ 21,973,027</b>	<b>\$ 23,058,371</b>	<b>\$ 24,119,356</b>	<b>\$ 29,346,576</b>	<b>\$ 31,626,762</b>

**Expenditure Summary By Category**

<b>Description</b>	<b>12/13 Actual</b>	<b>13/14 Actual</b>	<b>14/15 Actual</b>	<b>15/16 Final</b>	<b>16/17 Adopted</b>
Engineering Services					
Personnel Services	\$ 2,616,096	\$ 2,691,610	\$ 2,973,648	\$ 3,690,835	\$ 3,752,547
Contract Services	466,372	534,995	526,277	919,551	1,052,564
Materials and Supplies	47,308	43,716	71,106	47,470	46,570
Other Costs	55,765	64,947	63,809	68,912	66,886
Capital Purchases	-	-	-	-	-
<b>Division Total</b>	<b>\$ 3,185,541</b>	<b>\$ 3,335,268</b>	<b>\$ 3,634,840</b>	<b>\$ 4,726,768</b>	<b>\$ 4,918,567</b>
Public Services					
Personnel Services	\$ 8,795,295	\$ 9,181,779	\$ 9,327,868	\$ 10,330,352	\$ 10,808,176
Contract Services	8,539,175	9,040,581	9,647,793	12,328,562	12,458,890
Materials and Supplies	962,681	1,006,623	991,162	1,260,137	1,365,912
Other Costs	490,335	494,120	517,693	545,757	509,170
Capital Purchases	-	-	-	155,000	96,300
<b>Division Total</b>	<b>\$ 18,787,486</b>	<b>\$ 19,723,103</b>	<b>\$ 20,484,516</b>	<b>\$ 24,619,808</b>	<b>\$ 25,238,448</b>
Transportation Services*					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ 819,149
Contract Services	-	-	-	-	617,394
Materials and Supplies	-	-	-	-	16,200
Other Costs	-	-	-	-	17,004
Capital Purchases	-	-	-	-	-
<b>Division Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,469,747</b>
<b>Total Expenditures</b>	<b>\$ 21,973,027</b>	<b>\$ 23,058,371</b>	<b>\$ 24,119,356</b>	<b>\$ 29,346,576</b>	<b>\$ 31,626,762</b>

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

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

**Revenue Summary**

<b>Description</b>	<b>12/13 Actual</b>	<b>13/14 Actual</b>	<b>14/15 Actual</b>	<b>15/16 Final</b>	<b>16/17 Adopted</b>
Engineering Services	\$ 293,322	\$ 434,447	\$ 1,514,159	\$ 3,148,705	\$ 1,548,495
Public Services	750,806	743,039	882,486	842,687	1,123,487
Transportation Services	-	-	-	-	859,635
Total Department Revenue	<b>\$ 1,044,128</b>	<b>\$ 1,177,486</b>	<b>\$ 2,396,645</b>	<b>\$ 3,991,392</b>	<b>\$ 3,531,617</b>

**Program Summary**

<b>Description</b>	<b>Program Expenditures</b>	<b>Program Revenue</b>	<b>Net Program Cost</b>
Engineering Services			
Engineering Services Admin	\$ 279,843	\$ 250	\$ 279,593
CIP Administration	64,828	-	64,828
CIP Engineering	397,330	-	397,330
CIP Inspection	281,265	-	281,265
Development Engineering	797,238	494,425	302,813
Development Inspection	495,112	877,320	(382,208)
Encroachments	390,578	115,000	275,578
Canyon Park	57,918	-	57,918
GHAD	700,370	6,000	694,370
Citywide Landscaping	2,476	-	2,476
Open Space/Drainage	85,073	-	85,073
Storm Water Mgmt	579,435	-	579,435
GIS	166,357	55,500	110,857
Traffic Engineering	426,546	-	426,546
Dougherty Valley	194,198	-	194,198
Division Total	<b>\$ 4,918,567</b>	<b>\$ 1,548,495</b>	<b>\$ 3,370,072</b>

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

**Program Summary**

<b>Description</b>	<b>Program Expenditures</b>	<b>Program Revenue</b>	<b>Net Program Cost</b>
<b>Public Services</b>			
Public Services Admin	\$ 2,457,972	\$ 462,687	\$ 1,995,285
Drainage Maintenance	425,061	6,000	419,061
Facilities	2,737,493	500	2,736,993
Landscaping	1,128,599	7,500	1,121,099
Lighting	518,878		518,878
Parks Maintenance	3,519,345	475,800	3,043,545
Service Center	863,335		863,335
Special Zones	1,645,559		1,645,559
Street Maintenance	613,770		613,770
Traffic Signal	315,273		315,273
DV Street Maintenance	939,492		939,492
DV Landscaping	4,771,956		4,771,956
DV Park Maintenance	3,643,065	171,000	3,472,065
DV Facilities	1,247,517		1,247,517
DV Flood Control	276,570		276,570
DV Open Space	134,563		134,563
<b>Division Total</b>	<b>\$ 25,238,448</b>	<b>\$ 1,123,487</b>	<b>\$ 24,114,961</b>
<b>Transportation Services*</b>			
Transportation Administration	227,365	35,000	192,365
Residential Traffic Calming	200,760	-	200,760
Traffic Safety	53,016	-	53,016
Transportation Planning	143,293	-	143,293
TDM - Administration	113,050	113,050	-
TDM- Carpool to School Program	206,339	206,426	(87)
TDM - Vanpool Program	92,377	92,444	(67)
TDM - Voluntary EBTR	164,550	164,615	(65)
Transportation Dougherty Valley	20,897	-	20,897
Street Smarts	248,100	248,100	-
<b>Division Total</b>	<b>\$ 1,469,747</b>	<b>\$ 859,635</b>	<b>\$ 20,678</b>
<b>Department Program Totals</b>	<b>\$ 31,626,762</b>	<b>\$ 3,531,617</b>	<b>\$ 27,505,711</b>



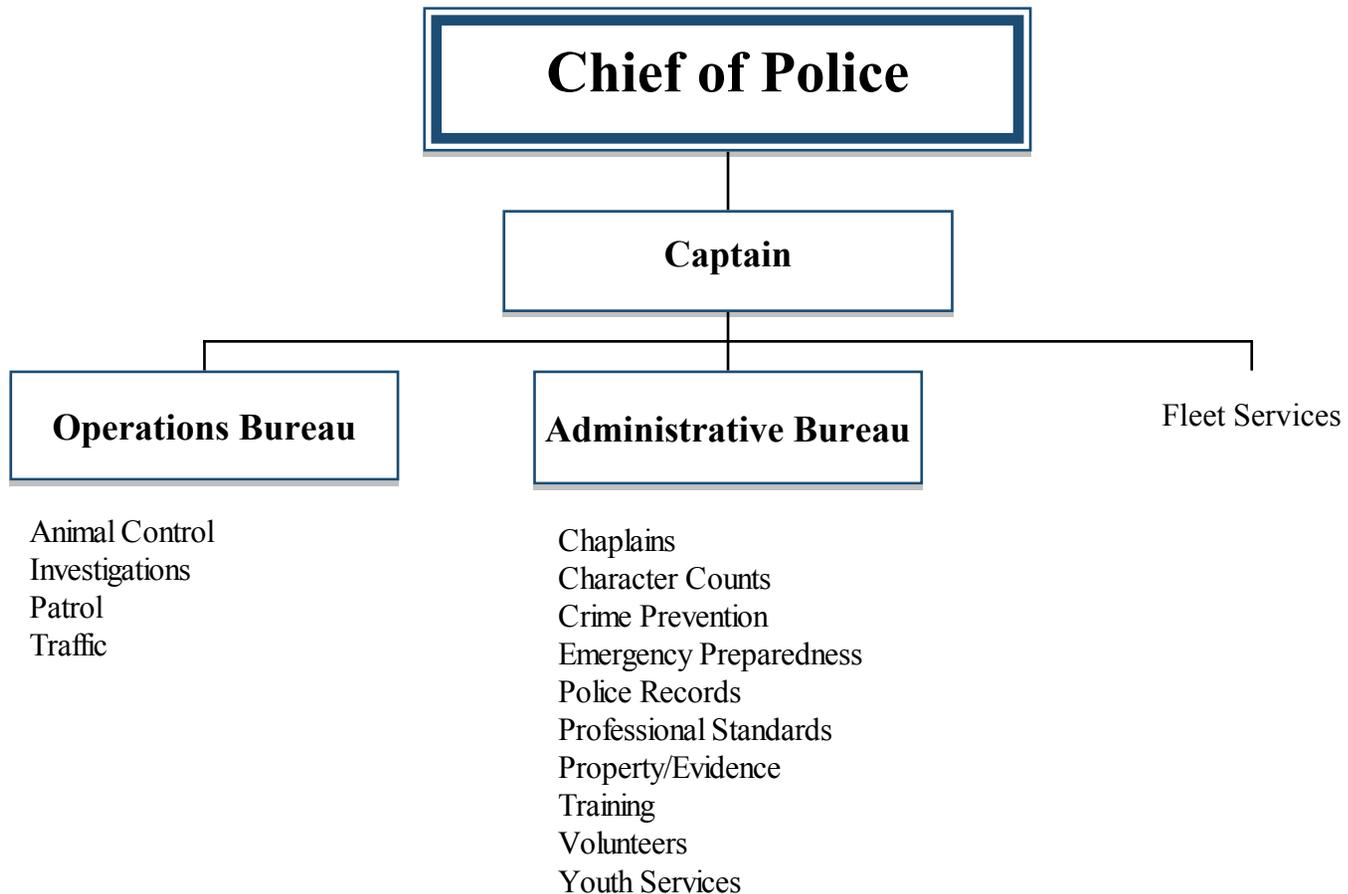
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# POLICE SERVICES DEPARTMENT





# Police Services FY 2016-17



# City of San Ramon

## **POLICE SERVICES SUMMARY**

### *Statement of Purpose*

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

### *Significant Accomplishments* **FY 2015-16**

- Analyzed, evaluated, and implemented alternative dispatch services based on cost evaluation, continuity of service, overall community public safety enhancements and progressive technology resources
- Hired two new relief police officer positions designed to avoid overtime associated with filling temporary vacancies due to vacations, training and injury
- Analyzed and evaluated an upgrade of body worn cameras
- Provided presentation to Policy Committee for the consideration of implementing District Attorney authorized Community Court program for low-level offenders
- Reclassified vacant Emergency Manager position to a Lieutenant position. Transitioned emergency services duties and began implementation of new Crime Prevention and Community Relations Division
- Implemented updated strategic emergency plan
- Updated emergency operations plan
- Facilitated completion of Emergency Operations Center in new City Hall
- Conducted Emergency Operations Center training for existing EOC staff
- Designed and implemented Department Operations Center at the police department

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

***Major Action Plan Items***  
***FY 2016-17***

		Completion By:
<b><i>Consolidated Dispatch</i></b>		
1.	Review and evaluate consolidated dispatch operations with the San Ramon Valley Fire District	JUN 2017
2.	Review and evaluate new police Records Management System	JUN 2017
3.	Review and evaluate new police Field Based Reporting System	JUN 2017
<b><i>Operations</i></b>		
4.	Upgrade Body Worn Camera program	JUN 2017
5.	Recruit/hire one new sergeant position	JUN 2017
6.	Recruit/hire one new civilian Computer Forensics Crime Investigator	JUN 2017
7.	Complete police patrol fleet transition from Crown Victoria to Dodge Chargers	JUN 2017
<b><i>Emergency Management</i></b>		
8.	A complete review and update of the City of San Ramon's Emergency Operations Plan	JUN 2017
9.	Finalize the Emergency Operations Center at City Hall	JUN 2017
10.	Conduct a comprehensive emergency management training session, which will include the new Emergency Operation Center at City Hall	JUN 2017
<b><i>Community Relations and Crime Prevention</i></b>		
11.	Enhance Senior Citizen outreach program	JUN 2017
12.	Update the City of San Ramon's Municipal Code and Ordinance related to massage permit applications	JUN 2017
13.	Increased focus on the Crime Free Business Program	JUN 2017

***Budget Notes***  
***FY 2016-17***

- Begin first year of contract with San Ramon Valley Consolidated Dispatch
- Increase in Animal Control fees due to population increase
- Addition of one Crossing Guard due to warrant analysis
- Implement operational changes by adding one Sergeant and one Administrative Analyst (Computer Forensic); and eliminating one vacant Records Technician and another Records Technician position by end of September 2016

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

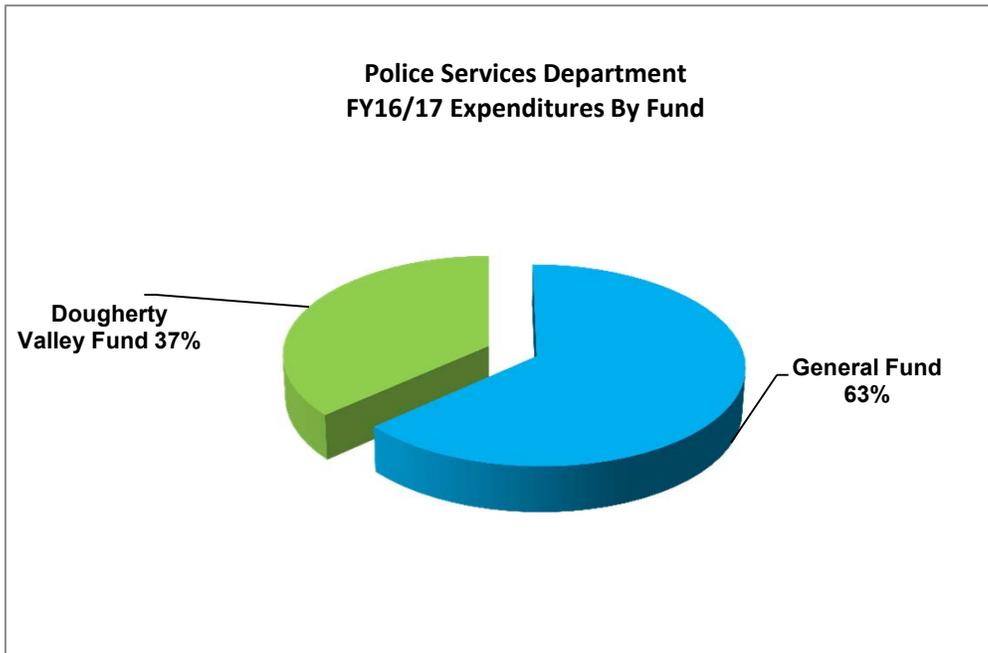
<b>Authorized Positions</b>	<b>12/13 Actual</b>	<b>13/14 Actual</b>	<b>14/15 Actual</b>	<b>15/16 Final</b>	<b>16/17 Adopted</b>
Administrative Analyst	1.00	1.00	1.00	1.00	2.00
Administrative Coordinator	5.00	5.00	5.00	6.00	6.00
Captain	1.00	1.00	1.00	1.00	1.00
Chief	1.00	1.00	1.00	1.00	1.00
Corporals	9.00	9.00	9.00	9.00	9.00
Lieutenant	5.00	5.00	5.00	6.00	6.00
Office Specialist	2.00	2.00	2.00	2.00	2.00
Office Technician I/II	6.00	6.00	6.00	6.00	4.00
Police Officer	33.00	37.00	37.00	39.00	39.00
Police Services Technician	3.50	3.50	3.50	2.00	2.00
Program Manager	1.00	1.00	1.00	-	-
Records Coordinator	1.00	1.00	1.00	-	-
Records Supervisor	-	-	-	1.00	1.00
Sergeant	9.00	9.00	9.00	9.00	10.00
*Police Officer Anticipatory Positions		-	2.00	2.00	2.00
<b>Total Authorized Positions</b>	<b>77.50</b>	<b>81.50</b>	<b>83.50</b>	<b>85.00</b>	<b>85.00</b>

\*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 Fund**

<b>Description</b>	<b>12/13 Actual</b>	<b>13/14 Actual</b>	<b>14/15 Actual</b>	<b>15/16 Final</b>	<b>16/17 Adopted</b>
General Fund	\$ 10,653,633	\$ 11,007,478	\$ 11,424,059	\$ 12,501,447	\$ 13,029,943
Dougherty Valley Fund	5,951,918	6,033,744	6,533,052	7,001,480	7,491,616
Police Services Donation Fund	11,348	6,000	1,949	-	-
<b>Total</b>	<b>\$ 16,616,899</b>	<b>\$ 17,047,222</b>	<b>\$ 17,959,060</b>	<b>\$ 19,502,927</b>	<b>\$ 20,521,559</b>



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

**Expenditure Summary By Division**

<b>Description</b>	<b>12/13 Actual</b>	<b>13/14 Actual</b>	<b>14/15 Actual</b>	<b>15/16 Final</b>	<b>16/17 Adopted</b>
Police Services	\$ 16,616,899	\$ 17,047,222	\$ 17,959,672	\$ 19,502,927	\$ 20,521,559
Department Total	<u>\$ 16,616,899</u>	<u>\$ 17,047,222</u>	<u>\$ 17,959,672</u>	<u>\$ 19,502,927</u>	<u>\$ 20,521,559</u>

**Expenditure Summary By Category**

<b>Description</b>	<b>12/13 Actual</b>	<b>13/14 Actual</b>	<b>14/15 Actual</b>	<b>15/16 Final</b>	<b>16/17 Adopted</b>
Personnel Services	\$ 14,006,366	\$ 14,097,005	\$ 14,775,302	\$ 15,654,562	\$ 16,610,235
Contract Services	1,694,882	1,915,447	2,161,714	2,475,384	2,583,580
Materials and Supplies	424,240	552,962	526,282	539,547	557,741
Other Costs	414,384	413,060	427,626	564,686	559,255
Capital Purchases	77,027	68,748	68,748	268,748	210,748
Total Expenditures	<u>\$ 16,616,899</u>	<u>\$ 17,047,222</u>	<u>\$ 17,959,672</u>	<u>\$ 19,502,927</u>	<u>\$ 20,521,559</u>

**Revenue Summary**

<b>Description</b>	<b>12/13 Actual</b>	<b>13/14 Actual</b>	<b>14/15 Actual</b>	<b>15/16 Final</b>	<b>16/17 Adopted</b>
Total Department Revenue	<u>\$ 676,962</u>	<u>\$ 641,655</u>	<u>\$ 678,975</u>	<u>\$ 725,822</u>	<u>\$ 661,250</u>

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

**Program Summary**

<b>Description</b>	<b>Program Expenditures</b>	<b>Program Revenue</b>	<b>Net Program Cost</b>
Administration	\$ 6,079,229	\$ 143,750	\$ 5,935,479
Animal Control	436,800	-	436,800
Crossing Guards	109,205	-	109,205
Crime Prevention	674,857	-	674,857
Emergency Preparedness	307,207	-	307,207
Investigation	2,224,812	-	2,224,812
Patrol	8,302,953	416,500	7,886,453
Traffic Safety	1,149,386	-	1,149,386
Volunteer Services	5,605	-	5,605
Youth Services	1,087,395	101,000	986,395
Fleet	144,110	-	144,110
Program Totals	<u>\$ 20,521,559</u>	<u>\$ 661,250</u>	<u>\$ 19,860,309</u>

# PARKS & COMMUNITY SERVICES DEPARTMENT





# Parks & Community Services Department FY 2016-17



**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 2015-16***

***Building Community Identity through Special Events:***

- Increased multi-cultural activities and performances at the Art and Wind Festival by 40% in an effort to reflect the diversity of San Ramon
- Revised the layout of the Art & Wind Festival due to the construction of the new City Hall
- Developed the first 3-day celebration of “Dia de Los Muertos” (Day of the Dead and All Souls Day) at the Alcosta Senior and Community Center dedicated to honoring, remembering, and sharing lives of loved ones
- As part of “Thank You San Ramon” free community events; the Department hosted 6 events at 5 locations throughout the City encouraging families to visit San Ramon facilities
- Reviewed and approved 12 Foundation special event permits to support the fundraising efforts of the Foundations and to provide additional special events to the community

***Preserving Historic Resources and Cultural Heritage:***

- Developed a full color self-guided brochure and audio tour of Forest Home Farms Historic Park directing visitors to eleven points of interest with interpretative signage
- Photographed and annotated a selection of the City’s public art collection for display on the City web site providing residents the opportunity to view and learn about the City’s art collection
- Increased public access to Forest Home Farms Historic Park, by establishing year round regular public hours, Tuesday through Saturday, 9am-4pm to include themed programs and Glass House tours on Saturdays
- Completed with Engineering, Forest Home Farms ADA Parking and Pathways project Phase I construction documents. Submitted a grant application for funding the project through the California Cultural and Historical Endowment (CCHE)

# City of San Ramon

## PARKS & COMMUNITY SERVICES

### SUMMARY

#### ***Fostering Physical and Mental Health:***

- Facilitated 4 meetings of the San Ramon Health Consortium to discuss common health goals, develop community-wide strategies, and network. The Consortium has grown to include over 80 members representing private businesses, health providers, school district, local government, clergy, and non-profit organizations
- Hosted a Health and Wellness Challenge during National Senior Center Month to encourage seniors to be more active and pursue a healthy lifestyle
- Offered an additional open gym basketball evening per City Council direction which served over 150 patrons from September 2015 through January 2016
- Expanded the Active Card Membership program to include open gym programs, senior meals program, and adult fitness classes
- Increased participation numbers in youth hoops, springboard diving classes, and swimming skill and technique classes

#### ***Addressing Youth Issues and Development:***

- Hosted an event with the Teen Council on cyberbullying for teens and their parents
- Developed the 3 year Afterschool Enrichment Business Plan created as a guide to provide direction for afterschool programming. As a part of year 1 accomplished the following:
  - Increased offerings to the Kindergarten and 3 to 4 year old age groups
  - Increased communication with parents and participants
  - Balanced program offerings in the categories of enrichment, art, and sports
  - Strengthened partnerships with the San Ramon Valley Unified School District
- Increased participation numbers in camp central, middle school summer teen camps, middle school teen centers, preschool programs, tiny tot classes, youth dance classes, and nature day camps

#### ***Strengthening Outdoor Recreation Experiences:***

- Completed the 5-year Aquatics Business Plan that sets goals and performance measures for aquatic programming. As a part of the plan staff accomplished the following:
  - Purchased an inflatable obstacle course for the Dougherty Valley Aquatic Center with the goal of providing a unique experience and increasing exposure to Dougherty Valley Aquatic Center
  - Conducted a joint training with the San Ramon Valley Fire District to improve emergency action procedures and an update of the current training program for staff;
  - Set benchmarks for operational performance
  - Assessed staffing levels to meet program needs and conducted a salary survey

# City of San Ramon

## PARKS & COMMUNITY SERVICES

### SUMMARY

- Restructured the Star Guard Aquatic Camp to increase participation and to include additional personal water safety skills for participants
- Expanded the Junior Lifeguard – advanced camp at the Dougherty Valley Aquatic Center to provide continued education in aquatic safety to participants
- Hosted the 2nd San Ramon Trails Challenge to inform residents about City trails, encourage their use, and provide an opportunity to increase environmental stewardship of the City’s trails
- Developed a Community Campout event at Rancho San Ramon Community Park to provide an opportunity for residents to experience camping close to home

#### ***Encouraging Lifelong Learning and Cultural Enrichment:***

- Implemented a new “Dance Studio Open House event” and a new “Try It Dance Day” to encourage new participation
- Hosted a Free Poetry Workshop for Families and a Poem of the Month program by the City’s Poet Laureate, Kathy Moore
- Relocated the Community Bands including: the Symphonic Band, Jazz Band, and the Youth Symphony to their new rehearsal space in the Harlan Music Room located at the Amador Rancho Center
- Worked with County library staff to facilitate closure of the San Ramon Library and implement interim library services, and Library Foundation meeting space during the renovation period

#### ***Providing Accessible and Equitable Facilities, Services, and Programs:***

- Initiated a City Lights volunteer translator program that matches multi-lingual volunteers with staff and residents to improve communication and customer service
- Provided accommodations for 32 individuals in 115 courses who indicated they had special needs, and 144 individuals who indicated they had a life threatening medical condition. In addition, streamlined the registration process and equipped staff and volunteers to assist in the implementation of reasonable accommodations
- Enhanced the Department’s social media communication tools with the addition of a Facebook page that has attracted over 700 followers
- Expanded the Department’s online reservation access by adding the grand and large room rental categories and Forest Home Farms education tours
- Implemented a new cashless ticketing entry system for open gym programs and Forest Home Farm tours
- Developed recommendations for the replacement of the CLASS registration and facility booking software system, which will no longer be supported after 2017
- Facilitated the Library renovations working group in preparing the construction and furnishing plans for the renovation and expansion of the San Ramon Library.
- Implemented plans for the City Hall move

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

- Developed a Code of Conduct which guides appropriate behavior for volunteers and participants in all program areas and facilities
- Awarded a contract to MV Transportation for Senior Van services to provide reliable transportation for San Ramon seniors Monday-Friday to and from the Alcosta Senior and Community Center
- Offered free office space at the Dougherty Station Community Center for the San Ramon Valley Unified School District's use to conduct registration for students attending the new Bella Vista Elementary School opening fall of 2016

***Enhancing Organizational Capacity and Staff Development:***

- Conducted department wide training on the use of the "interoperable radios" to familiarize staff with their use for Department special events and in the event of an emergency where the EOC may be activated
- Established 3 internship opportunities to provide college interns the opportunity to receive on the job training in a recreation setting
- Increased temporary staff retention by conducting a salary survey and creating a marketing plan that communicates to potential staff the benefits and opportunities of working for the City of San Ramon

***Additional Notes:***

- The City's 4 Foundations plan to contribute \$33,688 to arts and theatre programs, historic properties, and senior programs. In addition, the Library Foundation contributed \$35,694 for the San Ramon library expansion and the Historic Foundation has agreed to raise \$250,000 for the Old Barn renovation

***Achievements:***

- Received the 2016 LERN International Award for Excellence in Management Practice for the Support Divisions annual Business Plan
- California Parks and Recreation Society selected Paul Truschke as an Outstanding Volunteer in Parks & Recreation
- Received \$1,491 in grant funds from the San Ramon Valley Education Foundation for the purchase of body microphones for the Dougherty Valley Performing Arts Center

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

*Major Action Plan Items*  
*FY 2016-17*

		Completion By:
<b><i>Building Community Identity through Special Events</i></b>		
1.	Create 1 new community-wide special event to bring residents together to create community pride, cultural appreciation and enhance community identity	MAY 2017
<b><i>Preserving Historic Resources and Cultural Heritage</i></b>		
2.	Design and install street and entrance signage at Forest Home Farms Historic Park to increase visibility of the park and increase public awareness and access to the site	JUN 2017
<b><i>Fostering Physical and Mental Health</i></b>		
3.	Develop and implement a recreationally based tee ball program for younger children and their families to encourage active healthy activities and increase participation in youth sports	NOV 2016
<b><i>Addressing Youth Issues and Development</i></b>		
4.	Expand successful Camp Central summer camp and class offerings in the Dougherty Valley to meet the growing demand for youth enrichment programs	JUNE 2017
<b><i>Strengthening Outdoor Recreation Experiences</i></b>		
5.	Implement the 1st Community Campout event at Rancho San Ramon Community Park to provide an opportunity for residents to experience camping close to home	JUL 2016
<b><i>Encouraging Lifelong Learning and Cultural Enrichment</i></b>		
6.	Continue to facilitate the San Ramon Library working group to complete the furnishing plan for the renovated Library and assist with planning a grand opening celebration	JUL 2017
<b><i>Providing Accessible and Equitable Facilities, Services, and Programs</i></b>		
7.	Increase use of the City web site, technology and social media to encourage residents to enroll in programs and expand online picnic reservations to include the Aquatics facilities	OCT 2016
8.	Collaborate with the Admin Services Department in replacing the current CLASS software system in place since 1995 and on the transition of the Administrative Analyst position which oversees the hiring process of approximately 300 seasonal hires per year	JUN 2017

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

		Completion By:
9.	Implement recommendations of the Aquatics Business Plan by eliminating duplicate facility services and establishing San Ramon Olympic Pool for recreational, public use, and Dougherty Valley Aquatic Center for school use, co-sponsored groups, private lessons and rental	JUN 2017

***Budget Notes***  
***FY 2016-17***

- Restructure organization to continue to increase efficiency, meet service levels and improve customer service to the community:
  - Reallocate the Administrative Analyst to Administrative Services Department / Human Resources Division
  - Reallocate the Maintenance Technician I to Public Works / Public Services Division
  - Unfund one (1) Office Technician and continue to unfund one (1) Recreation Coordinator and one (1) Office Technician
  
- The Parks and Community Services Director position is unfunded

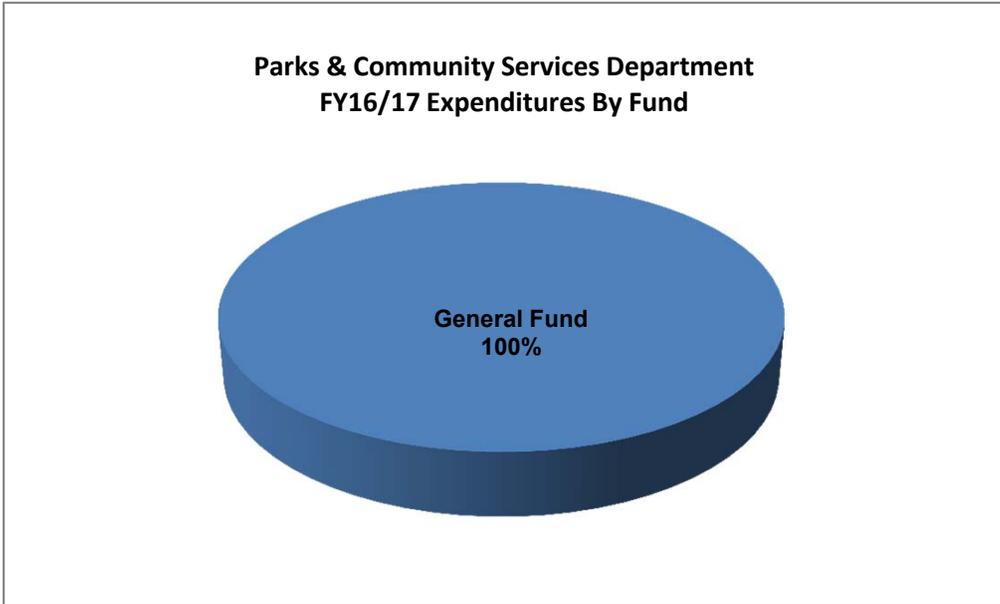
**CITY OF SAN RAMON  
SUMMARY OF DEPARTMENTAL BUDGET  
PARKS & COMMUNITY SERVICES**

<b>Authorized Positions</b>	<b>12/13 Actual</b>	<b>13/14 Actual</b>	<b>14/15 Actual</b>	<b>15/16 Final</b>	<b>16/17 Adopted</b>
Administrative Analyst	3.00	3.00	3.00	3.00	2.00
Administrative Coordinator	-	1.00	1.00	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	-
Office Technician I/II	5.80	4.00	4.00	7.00	7.00
Parks & Community Services Director	1.00	1.00	1.00	1.00	1.00
Program Manager	6.00	4.00	3.00	3.00	3.00
Recreation Coordinator	5.80	7.00	6.00	7.00	7.00
Recreation Supervisor	3.00	4.00	5.00	5.00	5.00
Recreation Technician	7.00	5.80	7.00	6.00	6.00
<b>Total Authorized Positions</b>	<b>33.60</b>	<b>31.80</b>	<b>32.00</b>	<b>35.00</b>	<b>33.00</b>

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

**Expenditure Summary By Fund**

<u>Description</u>	<u>12/13 Actual</u>	<u>13/14 Actual</u>	<u>14/15 Actual</u>	<u>15/16 Final</u>	<u>16/17 Adopted</u>
General Fund	\$ 7,546,558	\$ 7,687,618	\$ 7,894,996	\$ 9,120,486	\$ 8,860,131
Total	<u>\$ 7,546,558</u>	<u>\$ 7,687,618</u>	<u>\$ 7,894,996</u>	<u>\$ 9,120,486</u>	<u>\$ 8,860,131</u>



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

**Expenditure Summary By Division**

<b>Description</b>	<b>12/13 Actual</b>	<b>13/14 Actual</b>	<b>14/15 Actual</b>	<b>15/16 Final</b>	<b>16/17 Adopted</b>
Parks & Community Services	\$ 7,546,558	\$ 7,687,618	\$ 7,894,996	\$ 9,120,486	\$ 8,860,131
Department Total	<u>\$ 7,546,558</u>	<u>\$ 7,687,618</u>	<u>\$ 7,894,996</u>	<u>\$ 9,120,486</u>	<u>\$ 8,860,131</u>

**Expenditure Summary By Category**

<b>Description</b>	<b>12/13 Actual</b>	<b>13/14 Actual</b>	<b>14/15 Actual</b>	<b>15/16 Final</b>	<b>16/17 Adopted</b>
Personnel Services	\$ 5,224,030	\$ 5,227,647	\$ 5,321,496	\$ 6,120,772	\$ 5,883,510
Contract Services	2,030,032	2,161,449	2,260,340	2,534,884	2,496,783
Materials and Supplies	223,438	220,165	228,474	289,685	303,955
Other Costs	69,058	78,357	84,686	175,145	175,883
Capital Purchases	-	-			
Total Expenditures	<u>\$ 7,546,558</u>	<u>\$ 7,687,618</u>	<u>\$ 7,894,996</u>	<u>\$ 9,120,486</u>	<u>\$ 8,860,131</u>

**Revenue Summary**

<b>Description</b>	<b>12/13 Actual</b>	<b>13/14 Actual</b>	<b>14/15 Actual</b>	<b>15/16 Final</b>	<b>16/17 Adopted</b>
Total Department Revenue	<u>\$ 4,691,733</u>	<u>\$ 4,791,440</u>	<u>\$ 4,707,671</u>	<u>\$ 5,014,080</u>	<u>\$ 5,418,864</u>

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

**Program Summary**

<b>Description</b>	<b>Program Expenditures</b>	<b>Program Revenue</b>	<b>Net Program Cost</b>
Administration	\$ 895,298	\$ (3,217)	\$ 898,515
Aquatics	1,537,760	1,162,460	375,300
Facilities	1,037,691	785,267	252,424
Cultural Arts	226,659	132,644	94,015
Therapeutic & Youth Services	127,805	21,022	106,783
Youth Enrichment	854,027	859,714	(5,687)
Library	170,376	-	170,376
Theatre & Performing Arts	1,234,778	769,676	465,102
Adult & Senior Enrichment	428,068	165,939	262,129
Special Events	376,387	146,920	229,467
Sports - Adult	481,145	302,745	178,400
Sports - Youth	825,807	739,511	86,296
Youth Center	344,704	283,170	61,534
Historic Properties/Museums	319,626	53,013	266,613
Program Totals	<b>\$ 8,860,131</b>	<b>\$ 5,418,864</b>	<b>\$ 3,441,267</b>

# **NON-DEPARTMENTAL**



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**City of San Ramon**

**NON-DEPARTMENTAL SUMMARY**

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

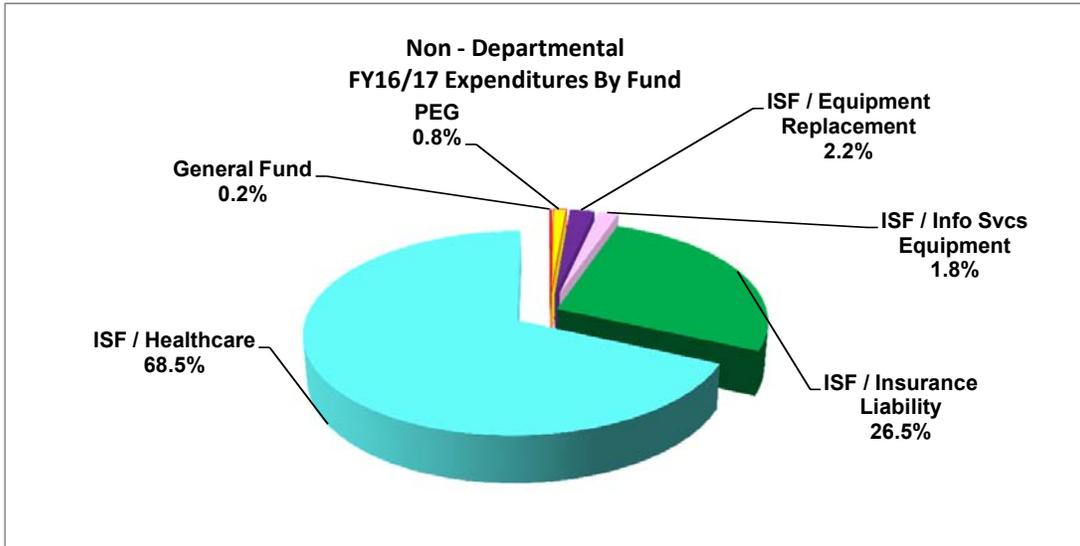


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**CITY OF SAN RAMON  
SUMMARY OF DEPARTMENTAL BUDGET  
NON - DEPARTMENTAL**

**Expenditure Summary By Fund**

<b>Description</b>	<b>12/13 Actual</b>	<b>13/14 Actual</b>	<b>14/15 Actual</b>	<b>15/16 Final</b>	<b>16/17 Adopted</b>
General Fund	\$ 1,910	\$ -	\$ 110	\$ 50,000	\$ 25,000
Public Education & Government (PEG)	19,716	4,170	4,341	100,000	135,712
Internal Service Fd / Equipment Replacement	303,920	545,966	829,500	976,381	256,800
Internal Service Fd / Info Svcs Replacement	114,969	131,655	170,806	282,864	208,450
Internal Service Fd / Insurance Liability	1,805,573	2,304,771	2,783,294	2,782,746	3,118,246
Internal Service Fd / Healthcare	7,248,322	9,152,287	6,767,214	7,531,878	8,066,589
<b>Total</b>	<b>\$ 9,494,410</b>	<b>\$ 12,138,849</b>	<b>\$ 10,555,265</b>	<b>\$ 11,723,869</b>	<b>\$ 11,810,797</b>



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

**Expenditure Summary By Category**

<b>Description</b>	<b>12/13 Actual</b>	<b>13/14 Actual</b>	<b>14/15 Actual</b>	<b>15/16 Final</b>	<b>16/17 Adopted</b>
Personnel Services	\$ 450,088	\$ 688,297	\$ 788,506	\$ 405,264	\$ 524,878
Contract Services	203,884	124,213	151,818	310,000	185,712
Other Costs	8,401,833	11,315,337	9,336,262	9,649,360	10,534,957
Capital Outlay	438,605	11,002	278,679	1,359,245	565,250
Total Expenditures	<u>\$ 9,494,410</u>	<u>\$12,138,849</u>	<u>\$10,555,265</u>	<u>\$ 11,723,869</u>	<u>\$11,810,797</u>

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

**Program Summary**

<b>Description</b>	<b>Program Expenditures</b>	<b>Program Revenue</b>	<b>Net Program Cost</b>
Contingency Reserve	\$ 25,000	\$ -	\$ 25,000
Public Education & Government	135,712	-	135,712
Equipment Replacement	256,800	-	256,800
Info Svcs Replacement	208,450	-	208,450
Insurance Liability	3,118,246	-	3,118,246
Healthcare	8,066,589	-	8,066,589
Program Totals	<u>\$ 11,810,797</u>	<u>\$ -</u>	<u>\$ 11,810,797</u>



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# **SPECIAL FUNDS**



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# City of San Ramon

## SPECIAL FUNDS

### **Special Revenue Funds**

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



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

		<b>Planning Cost Recovery Fund</b>
<hr/>		
<b>PROJECTED FUND BALANCES AT JULY 1, 2016</b>	<b>\$</b>	<b>982,672</b>
<b><u>PROJECTED REVENUES</u></b>		
Assessments		-
Intergovernmental		-
Licenses and Permits		-
Charges for Services		137,000
Interest Revenue		-
Development Fees		-
Miscellaneous Revenue		-
<b>Total Revenues</b>		<u>137,000</u>
<b>Transfers In</b>		<u>-</u>
<b>TOTAL SOURCES OF FUND</b>		<u>137,000</u>
<b><u>PROJECTED EXPENDITURES</u></b>		
Non-Departmental		-
Planning/Community Development		57,489
Police Services		-
Public Works		-
<b>Total Expenditures</b>		<u>57,489</u>
<b>Transfers Out</b>		
General Fund		-
Capital Projects Fund		100,000
Debt Service		-
Other		-
<b>Total Transfers Out</b>		<u>100,000</u>
<b>TOTAL USES OF FUND</b>		<u>157,489</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		<b>(20,489)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2017</b>	<b>\$</b>	<b><u><u>962,183</u></u></b>

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

**Geographic  
Information  
System  
Fund**

<b>PROJECTED FUND BALANCES AT JULY 1, 2016</b>	<b>\$</b>	<b>116,456</b>
<b><u>PROJECTED REVENUES</u></b>		
Assessments		-
Intergovernmental		-
Licenses and Permits		-
Charges for Services		-
Interest Revenue		-
Development Fees		55,500
Miscellaneous Revenue		-
<b>Total Revenues</b>		<u>55,500</u>
<b>Transfers In</b>		<u>-</u>
<b>TOTAL SOURCES OF FUND</b>		<u>55,500</u>
<b><u>PROJECTED EXPENDITURES</u></b>		
Non-Departmental		-
Planning/Community Development		-
Police Services		-
Public Works		-
<b>Total Expenditures</b>		<u>-</u>
<b>Transfers Out</b>		
General Fund		-
Capital Projects Fund		70,000
Debt Service		-
Other		-
<b>Total Transfers Out</b>		<u>70,000</u>
<b>TOTAL USES OF FUND</b>		<u>70,000</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		<b>(14,500)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2017</b>	<b>\$</b>	<b><u><u>101,956</u></u></b>

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

		<b>Development Mitigation Funds</b>
<hr/>		
<b>PROJECTED FUND BALANCES AT JULY 1, 2016</b>	<b>\$</b>	<b>330,514</b>
<b><u>PROJECTED REVENUES</u></b>		
Assessments		-
Intergovernmental		-
Licenses and Permits		-
Charges for Services		-
Interest Revenue		-
Development Fees		723,906
Miscellaneous Revenue		-
<b>Total Revenues</b>		<u>723,906</u>
<b>Transfers In</b>		<u>-</u>
<b>TOTAL SOURCES OF FUND</b>		<u>723,906</u>
<b><u>PROJECTED EXPENDITURES</u></b>		
Non-Departmental		-
Planning/Community Development		-
Police Services		-
Public Works		-
<b>Total Expenditures</b>		<u>-</u>
<b>Transfers Out</b>		
General Fund		-
Capital Projects Fund		199,328
Debt Service		-
Other		-
<b>Total Transfers Out</b>		<u>199,328</u>
<b>TOTAL USES OF FUND</b>		<u>199,328</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		<b>524,578</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2017</b>	<b>\$</b>	<b><u><u>855,092</u></u></b>

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

	<b>Gas Tax Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2016</b>	<b>\$ 246,884</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	-
Intergovernmental	1,609,127
Licenses and Permits	-
Charges for Services	-
Interest Revenue	-
Development Fees	-
Miscellaneous Revenue	-
<b>Total Revenues</b>	<u>1,609,127</u>
<b>Transfers In</b>	<u>-</u>
<b>TOTAL SOURCES OF FUND</b>	<u>1,609,127</u>
<b><u>PROJECTED EXPENDITURES</u></b>	
Non-Departmental	-
Planning/Community Development	-
Police Services	-
Public Works	-
<b>Total Expenditures</b>	<u>-</u>
<b>Transfers Out</b>	
General Fund	300,000
Capital Projects Fund	1,539,801
Debt Service	-
Other	-
<b>Total Transfers Out</b>	<u>1,839,801</u>
<b>TOTAL USES OF FUND</b>	<u>1,839,801</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>(230,674)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2017</b>	<b><u><u>\$ 16,210</u></u></b>

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

	<b>Park Development Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2016</b>	<b>\$ 1,706,122</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	-
Intergovernmental	-
Licenses and Permits	-
Charges for Services	-
Interest Revenue	-
Development Fees	-
Miscellaneous Revenue	-
<b>Total Revenues</b>	<b>-</b>
<b>Transfers In</b>	<b>-</b>
<b>TOTAL SOURCES OF FUND</b>	<b>-</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Non-Departmental	-
Planning/Community Development	-
Police Services	-
Public Works	-
<b>Total Expenditures</b>	<b>-</b>
<b>Transfers Out</b>	
General Fund	-
Capital Projects Fund	543,920
Debt Service	-
Other	-
<b>Total Transfers Out</b>	<b>543,920</b>
<b>TOTAL USES OF FUND</b>	<b>543,920</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>(543,920)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2017</b>	<b>\$ 1,162,202</b>

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

		<b>SCCJEP Fund</b>
<hr/>		
<b>PROJECTED FUND BALANCES AT JULY 1, 2016</b>	<b>\$</b>	<b>6,064,351</b>
<b><u>PROJECTED REVENUES</u></b>		
Assessments		-
Intergovernmental		-
Licenses and Permits		-
Charges for Services		-
Interest Revenue		-
Development Fees		2,318,433
Miscellaneous Revenue		-
<b>Total Revenues</b>		<u>2,318,433</u>
<b>Transfers In</b>		<u>-</u>
<b>TOTAL SOURCES OF FUND</b>		<u>2,318,433</u>
<b><u>PROJECTED EXPENDITURES</u></b>		
Non-Departmental		-
Planning/Community Development		-
Police Services		-
Public Works		-
<b>Total Expenditures</b>		<u>-</u>
<b>Transfers Out</b>		
General Fund		-
Capital Projects Fund		1,743,556
Debt Service		-
Other		-
<b>Total Transfers Out</b>		<u>1,743,556</u>
<b>TOTAL USES OF FUND</b>		<u>1,743,556</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		<b>574,877</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2017</b>	<b>\$</b>	<b><u><u>6,639,228</u></u></b>

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

		<b>Street Maintenance Fund</b>
<hr/>		
<b>PROJECTED FUND BALANCES AT JULY 1, 2016</b>	<b>\$</b>	<b>188,807</b>
<b><u>PROJECTED REVENUES</u></b>		
Assessments		-
Intergovernmental		962,733
Licenses and Permits		-
Charges for Services		-
Interest Revenue		-
Development Fees		-
Miscellaneous Revenue		-
<b>Total Revenues</b>		<u>962,733</u>
<b>Transfers In</b>		<u>-</u>
<b>TOTAL SOURCES OF FUND</b>		<u>962,733</u>
<b><u>PROJECTED EXPENDITURES</u></b>		
Non-Departmental		-
Planning/Community Development		-
Police Services		-
Public Works		-
<b>Total Expenditures</b>		<u>-</u>
<b>Transfers Out</b>		
General Fund		-
Capital Projects Fund		1,145,669
Debt Service		-
Other		-
<b>Total Transfers Out</b>		<u>1,145,669</u>
<b>TOTAL USES OF FUND</b>		<u>1,145,669</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		<b>(182,936)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2017</b>	<b>\$</b>	<b><u>5,871</u></b>

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

		<b>Traffic Improvement Fund</b>
<hr/>		
<b>PROJECTED FUND BALANCES AT JULY 1, 2016</b>	<b>\$</b>	<b>42,131</b>
<b><u>PROJECTED REVENUES</u></b>		
Assessments		-
Intergovernmental		-
Licenses and Permits		-
Charges for Services		-
Interest Revenue		-
Development Fees		854,399
Miscellaneous Revenue		-
<b>Total Revenues</b>		<u>854,399</u>
<b>Transfers In</b>		<u>-</u>
<b>TOTAL SOURCES OF FUND</b>		<u>854,399</u>
<b><u>PROJECTED EXPENDITURES</u></b>		
Non-Departmental		-
Planning/Community Development		-
Police Services		-
Public Works		-
<b>Total Expenditures</b>		<u>-</u>
<b>Transfers Out</b>		
General Fund		-
Capital Projects Fund		344,239
Debt Service		-
Other		-
<b>Total Transfers Out</b>		<u>344,239</u>
<b>TOTAL USES OF FUND</b>		<u>344,239</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		<b>510,160</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2017</b>	<b>\$</b>	<b><u><u>552,291</u></u></b>

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

		<b>Tri-Valley Transportation Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2016</b>	<b>\$</b>	<b>53,002</b>
<b><u>PROJECTED REVENUES</u></b>		
Assessments		-
Intergovernmental		-
Licenses and Permits		-
Charges for Services		-
Interest Revenue		-
Development Fees		232,360
Miscellaneous Revenue		-
<b>Total Revenues</b>		<u>232,360</u>
<b>Transfers In</b>		<u>-</u>
<b>TOTAL SOURCES OF FUND</b>		<u>232,360</u>
<b><u>PROJECTED EXPENDITURES</u></b>		
Non-Departmental		-
Planning/Community Development		-
Police Services		-
Public Works		-
<b>Total Expenditures</b>		<u>-</u>
<b>Transfers Out</b>		
General Fund		-
Capital Projects Fund		-
Debt Service		-
Other		-
<b>Total Transfers Out</b>		<u>-</u>
<b>TOTAL USES OF FUND</b>		<u>-</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		<u>232,360</u>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2017</b>	<b>\$</b>	<b><u><u>285,362</u></u></b>

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

		<b>Pub Educ &amp; Govt (PEG) Fund</b>
<hr/>		
<b>PROJECTED FUND BALANCES AT JULY 1, 2016</b>	<b>\$</b>	<b>276,708</b>
<b><u>PROJECTED REVENUES</u></b>		
Assessments		-
Intergovernmental		250,000
Licenses and Permits		-
Charges for Services		-
Interest Revenue		-
Development Fees		-
Miscellaneous Revenue		-
<b>Total Revenues</b>		<u>250,000</u>
<b>Transfers In</b>		<u>-</u>
<b>TOTAL SOURCES OF FUND</b>		<u>250,000</u>
<b><u>PROJECTED EXPENDITURES</u></b>		
Non-Departmental		135,712
Planning/Community Development		-
Police Services		-
Public Works		-
<b>Total Expenditures</b>		<u>135,712</u>
<b>Transfers Out</b>		
General Fund		-
Capital Projects Fund		-
Debt Service		-
Other		-
<b>Total Transfers Out</b>		<u>-</u>
<b>TOTAL USES OF FUND</b>		<u>135,712</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		<b>114,288</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2017</b>	<b>\$</b>	<b><u><u>390,996</u></u></b>

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

	<b>Citywide Landscaping Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2016</b>	<b>\$ 407,712</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	1,595,900
Intergovernmental	7,650
Licenses and Permits	-
Charges for Services	-
Interest Revenue	-
Development Fees	-
Miscellaneous Revenue	-
<b>Total Revenues</b>	<b>1,603,550</b>
<b>Transfers In</b>	-
<b>TOTAL SOURCES OF FUND</b>	<b>1,603,550</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Non-Departmental	-
Planning/Community Development	-
Police Services	-
Public Works	1,131,075
<b>Total Expenditures</b>	<b>1,131,075</b>
<b>Transfers Out</b>	
General Fund	137,751
Capital Projects Fund	154,110
Debt Service	-
Other	406,654
<b>Total Transfers Out</b>	<b>698,515</b>
<b>TOTAL USES OF FUND</b>	<b>1,829,590</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>(226,040)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2017</b>	<b>\$ 181,672</b>

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

	<b>Citywide Lighting Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2016</b>	<b>\$ 821,579</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	788,323
Intergovernmental	-
Licenses and Permits	-
Charges for Services	-
Interest Revenue	-
Development Fees	-
Miscellaneous Revenue	-
<b>Total Revenues</b>	<b>788,323</b>
<b>Transfers In</b>	-
<b>TOTAL SOURCES OF FUND</b>	<b>788,323</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Non-Departmental	-
Planning/Community Development	-
Police Services	-
Public Works	518,878
<b>Total Expenditures</b>	<b>518,878</b>
<b>Transfers Out</b>	
General Fund	63,354
Capital Projects Fund	-
Debt Service	56,264
Other	-
<b>Total Transfers Out</b>	<b>119,618</b>
<b>TOTAL USES OF FUND</b>	<b>638,496</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>149,827</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2017</b>	<b>\$ 971,406</b>

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

		<b>Special Assessment Funds</b>
<hr/>		
<b>PROJECTED FUND BALANCES AT JULY 1, 2016</b>	<b>\$</b>	<b>2,220,235</b>
<b><u>PROJECTED REVENUES</u></b>		
Assessments		1,212,888
Intergovernmental		-
Licenses and Permits		-
Charges for Services		-
Interest Revenue		-
Development Fees		-
Miscellaneous Revenue		-
<b>Total Revenues</b>		<u>1,212,888</u>
<b>Transfers In</b>		<u>406,654</u>
<b>TOTAL SOURCES OF FUND</b>		<u>1,619,542</u>
<b><u>PROJECTED EXPENDITURES</u></b>		
Non-Departmental		-
Planning/Community Development		-
Police Services		-
Public Works		1,645,559
<b>Total Expenditures</b>		<u>1,645,559</u>
<b>Transfers Out</b>		
General Fund		200,828
Capital Projects Fund		347,840
Debt Service		-
Other		-
<b>Total Transfers Out</b>		<u>548,668</u>
<b>TOTAL USES OF FUND</b>		<u>2,194,227</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		<b>(574,685)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2017</b>	<b>\$</b>	<b><u>1,645,550</u></b>

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

		<b>Canyon Park Fund</b>
<hr/>		
<b>PROJECTED FUND BALANCES AT JULY 1, 2016</b>	<b>\$</b>	<b>220,704</b>
<b><u>PROJECTED REVENUES</u></b>		
Assessments		10,990
Intergovernmental		-
Licenses and Permits		-
Charges for Services		-
Interest Revenue		-
Development Fees		-
Miscellaneous Revenue		-
<b>Total Revenues</b>		<u>10,990</u>
<b>Transfers In</b>		<u>-</u>
<b>TOTAL SOURCES OF FUND</b>		<u>10,990</u>
<b><u>PROJECTED EXPENDITURES</u></b>		
Non-Departmental		-
Planning/Community Development		-
Police Services		-
Public Works		57,918
<b>Total Expenditures</b>		<u>57,918</u>
<b>Transfers Out</b>		
General Fund		2,517
Capital Projects Fund		-
Debt Service		-
Other		-
<b>Total Transfers Out</b>		<u>2,517</u>
<b>TOTAL USES OF FUND</b>		<u>60,435</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		<b>(49,445)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2017</b>	<b>\$</b>	<b><u>171,259</u></b>

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

		<b>Village Center Common Area Fund</b>
<hr/>		
<b>PROJECTED FUND BALANCES AT JULY 1, 2016</b>	<b>\$</b>	<b>41,344</b>
<b><u>PROJECTED REVENUES</u></b>		
Assessments		-
Intergovernmental		-
Licenses and Permits		-
Charges for Services		-
Interest Revenue		-
Development Fees		-
Miscellaneous Revenue		6,187
<b>Total Revenues</b>		<u>6,187</u>
<b>Transfers In</b>		<u>-</u>
<b>TOTAL SOURCES OF FUND</b>		<u>6,187</u>
<b><u>PROJECTED EXPENDITURES</u></b>		
Non-Departmental		-
Planning/Community Development		-
Police Services		-
Public Works		10,452
<b>Total Expenditures</b>		<u>10,452</u>
<b>Transfers Out</b>		
General Fund		-
Capital Projects Fund		-
Debt Service		-
Other		-
<b>Total Transfers Out</b>		<u>-</u>
<b>TOTAL USES OF FUND</b>		<u>10,452</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		<b>(4,265)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2017</b>	<b>\$</b>	<b><u><u>37,079</u></u></b>

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

	<b>Dougherty Valley Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2016</b>	<b>\$ 3,458,188</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	-
Intergovernmental	15,836,141
Licenses and Permits	-
Charges for Services	-
Interest Revenue	-
Development Fees	-
Miscellaneous Revenue	171,000
<b>Total Revenues</b>	<b>16,007,141</b>
<b>Transfers In</b>	<b>2,000,000</b>
<b>TOTAL SOURCES OF FUND</b>	<b>18,007,141</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Non-Departmental	-
Planning/Community Development	-
Police Services	7,491,616
Public Works	10,830,601
<b>Total Expenditures</b>	<b>18,322,217</b>
<b>Transfers Out</b>	
General Fund	-
Capital Projects Fund	-
Debt Service	183,472
Other	-
<b>Total Transfers Out</b>	<b>183,472</b>
<b>TOTAL USES OF FUND</b>	<b>18,505,689</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>(498,548)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2017</b>	<b>\$ 2,959,640</b>

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

		<b>Solid Waste Fund</b>
<hr/>		
<b>PROJECTED FUND BALANCES AT JULY 1, 2016</b>	<b>\$</b>	<b>65,175</b>
<b><u>PROJECTED REVENUES</u></b>		
Assessments		-
Intergovernmental		20,000
Licenses and Permits		-
Charges for Services		-
Interest Revenue		-
Development Fees		-
Miscellaneous Revenue		417,500
<b>Total Revenues</b>		<u>437,500</u>
<b>Transfers In</b>		<u>                    </u>
<b>TOTAL SOURCES OF FUND</b>		<u>437,500</u>
<b><u>PROJECTED EXPENDITURES</u></b>		
Non-Departmental		-
Planning/Community Development		-
Police Services		-
Public Works		495,424
<b>Total Expenditures</b>		<u>495,424</u>
<b>Transfers Out</b>		<u>                    </u>
General Fund		-
Capital Projects Fund		-
Debt Service		-
Other		-
<b>Total Transfers Out</b>		<u>                    </u>
<b>TOTAL USES OF FUND</b>		<u>495,424</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		<b>(57,924)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2017</b>	<b>\$</b>	<b><u><u>7,251</u></u></b>

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

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

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**PROJECTED FUND BALANCES AT JULY 1, 2016** **\$ 86,819**

**PROJECTED REVENUES**

Assessments	1,161,733
Intergovernmental	-
Licenses and Permits	-
Charges for Services	-
Interest Revenue	-
Development Fees	-
Miscellaneous Revenue	-
<b>Total Revenues</b>	<b>1,161,733</b>

**Transfers In**

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**TOTAL SOURCES OF FUND** **1,161,733**

**PROJECTED EXPENDITURES**

Non-Departmental	-
Planning/Community Development	-
Police Services	-
Public Works	1,187,058
<b>Total Expenditures</b>	<b>1,187,058</b>

**Transfers Out**

General Fund	32,325
Capital Projects Fund	-
Debt Service	-
Other	-
<b>Total Transfers Out</b>	<b>32,325</b>

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**TOTAL USES OF FUND** **1,219,383**

**NET INCREASE (DECREASE) IN FUND BALANCES** **(57,650)**

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**PROJECTED FUND BALANCE AT JUNE 30, 2017** **\$ 29,169**

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

	<b>Street Smarts Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2016</b>	<b>\$ 220,158</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	-
Intergovernmental	208,600
Licenses and Permits	-
Charges for Services	-
Interest Revenue	-
Development Fees	-
Miscellaneous Revenue	39,500
<b>Total Revenues</b>	<b>248,100</b>
<b>Transfers In</b>	<b>35,000</b>
<b>TOTAL SOURCES OF FUND</b>	<b>283,100</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Non-Departmental	-
Planning/Community Development	-
Police Services	-
Public Works	248,100
<b>Total Expenditures</b>	<b>248,100</b>
<b>Transfers Out</b>	
General Fund	-
Capital Projects Fund	-
Debt Service	-
Other	-
<b>Total Transfers Out</b>	<b>-</b>
<b>TOTAL USES OF FUND</b>	<b>248,100</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>35,000</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2017</b>	<b>\$ 255,158</b>

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

		<b>TDM Programs Fund</b>
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<b>PROJECTED FUND BALANCES AT JULY 1, 2016</b>	<b>\$</b>	<b>-</b>
<b><u>PROJECTED REVENUES</u></b>		
Assessments		-
Intergovernmental		576,316
Licenses and Permits		-
Charges for Services		-
Interest Revenue		-
Development Fees		-
Miscellaneous Revenue		-
<b>Total Revenues</b>		<u>576,316</u>
<b>Transfers In</b>		<u>                    </u>
<b>TOTAL SOURCES OF FUND</b>		<u>576,316</u>
<b><u>PROJECTED EXPENDITURES</u></b>		
Non-Departmental		-
Planning/Community Development		-
Police Services		-
Public Works		576,316
<b>Total Expenditures</b>		<u>576,316</u>
<b>Transfers Out</b>		
General Fund		-
Capital Projects Fund		-
Debt Service		-
Other		-
<b>Total Transfers Out</b>		<u>                    </u>
<b>TOTAL USES OF FUND</b>		<u>576,316</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		<b>-</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2017</b>	<b>\$</b>	<b>-</b>
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**CITY OF SAN RAMON  
SPECIAL REVENUE FUNDS  
REVENUE - EXPENDITURE - FUND BALANCE**

		<b>Total All Special Revenue Funds</b>
<hr/>		
<b>PROJECTED FUND BALANCES AT JULY 1, 2016</b>	<b>\$</b>	<b>17,549,561</b>
<b><u>PROJECTED REVENUES</u></b>		
Assessments		4,769,834
Intergovernmental		19,470,567
Licenses and Permits		-
Charges for Services		137,000
Interest Revenue		-
Development Fees		4,184,598
Miscellaneous Revenue		634,187
<b>Total Revenues</b>		<u>29,196,186</u>
<b>Transfers In</b>		<u>2,441,654</u>
<b>TOTAL SOURCES OF FUND</b>		<u>31,637,840</u>
<b><u>PROJECTED EXPENDITURES</u></b>		
Non-Departmental		135,712
Planning/Community Development		57,489
Police Services		7,491,616
Public Works		16,701,381
<b>Total Expenditures</b>		<u>24,386,198</u>
<b>Transfers Out</b>		
General Fund		736,775
Capital Projects Fund		6,188,463
Debt Service		239,736
Other		406,654
<b>Total Transfers Out</b>		<u>7,571,628</u>
<b>TOTAL USES OF FUND</b>		<u>31,957,826</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		(319,986)
<b>PROJECTED FUND BALANCE AT JUNE 30, 2017</b>	<b>\$</b>	<b><u>17,229,575</u></b>



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

	<b>COP #11 2003</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2016</b>	<b>\$ 1,128,336</b>
<b><u>PROJECTED REVENUES</u></b>	
PERS charges	-
<b>Total Revenues</b>	<u>-</u>
<b>Transfers In</b>	<u>232,710</u>
<b>TOTAL SOURCES OF FUND</b>	<u>232,710</u>
<b><u>PROJECTED EXPENDITURES</u></b>	
Principal	210,000
Interest	18,710
Debt Service Fees	4,000
<b>Total Expenditures</b>	<u>232,710</u>
<b>Transfers Out</b>	<u>-</u>
<b>TOTAL USES OF FUND</b>	<u>232,710</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<u>-</u>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2017</b>	<b><u><u>\$ 1,128,336</u></u></b>

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

	<b>COP #12 2011</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2016</b>	<b>\$ 13,662,999</b>
<b><u>PROJECTED REVENUES</u></b>	
PERS charges	-
<b>Total Revenues</b>	<b>-</b>
<b>Transfers In</b>	<b>567,290</b>
<b>TOTAL SOURCES OF FUND</b>	<b>567,290</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Principal	1,260,000
Interest	315,550
Debt Service Fees	3,000
<b>Total Expenditures</b>	<b>1,578,550</b>
<b>Transfers Out</b>	<b>-</b>
<b>TOTAL USES OF FUND</b>	<b>1,578,550</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>(1,011,260)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2017</b>	<b>\$ 12,651,739</b>

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

	<b>POB 2010</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2016</b>	<b>\$ 163,122</b>
<b><u>PROJECTED REVENUES</u></b>	
PERS charges	1,357,062
<b>Total Revenues</b>	<u>1,357,062</u>
<b>Transfers In</b>	<u>1,357,062</u>
<b>TOTAL SOURCES OF FUND</b>	<u>2,714,124</u>
<b><u>PROJECTED EXPENDITURES</u></b>	
Principal	305,000
Interest	1,045,912
Debt Service Fees	6,150
<b>Total Expenditures</b>	<u>1,357,062</u>
<b>Transfers Out</b>	<u>1,357,062</u>
<b>TOTAL USES OF FUND</b>	<u>2,714,124</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>-</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2017</b>	<b><u><u>\$ 163,122</u></u></b>

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

	<b>LED LIGHTS 2012</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2016</b>	<b>\$ -</b>
<b><u>PROJECTED REVENUES</u></b>	
PERS charges	-
<b>Total Revenues</b>	<u>-</u>
<b>Transfers In</b>	<u>244,629</u>
<b>TOTAL SOURCES OF FUND</b>	<u>244,629</u>
<b><u>PROJECTED EXPENDITURES</u></b>	
Principal	197,501
Interest	47,128
Debt Service Fees	-
<b>Total Expenditures</b>	<u>244,629</u>
<b>Transfers Out</b>	<u>-</u>
<b>TOTAL USES OF FUND</b>	<u>244,629</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>-</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2017</b>	<b><u><u>\$ -</u></u></b>

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

	<b>TOTAL CITY DEBT</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2016</b>	<b>\$ 14,954,457</b>
<b><u>PROJECTED REVENUES</u></b>	
PERS charges	1,357,062
<b>Total Revenues</b>	<u>1,357,062</u>
<b>Transfers In</b>	<u>2,401,691</u>
<b>TOTAL SOURCES OF FUND</b>	<u>3,758,753</u>
<b><u>PROJECTED EXPENDITURES</u></b>	
Principal	1,972,501
Interest	1,427,300
Debt Service Fees	13,150
<b>Total Expenditures</b>	<u>3,412,951</u>
<b>Transfers Out</b>	<u>1,357,062</u>
<b>TOTAL USES OF FUND</b>	<u>4,770,013</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>(1,011,260)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2017</b>	<b><u><u>\$ 13,943,197</u></u></b>



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

	<b>2003 COP NO.11 (\$2,580,000)</b>	<b>2011 COP NO. 12 (\$11,585,000)</b>	<b>2010 POB (\$17,650,000)</b>	<b>2012 LED LIGHTS (\$2,687,302)</b>	<b>TOTAL</b>
<b><u>CURRENT YEAR SUMMARY</u></b>					
<b>Principal Outstanding as of 07/01/16</b>	<b>430,000</b>	<b>8,105,000</b>	<b>16,520,000</b>	<b>2,076,858</b>	<b>27,131,858</b>
Reduction in Principal Balance	210,000	1,260,000	305,000	197,501	1,972,501
Interest Due	18,710	315,550	1,045,912	47,128	1,427,300
<b>Total Payment Due</b>	<b>228,710</b>	<b>1,575,550</b>	<b>1,350,912</b>	<b>244,629</b>	<b>3,399,801</b>
<b>Principal Outstanding as of 06/30/17</b>	<b>220,000</b>	<b>6,845,000</b>	<b>16,215,000</b>	<b>1,879,357</b>	<b>25,159,357</b>

**LEASE PAYMENT/DEBT SERVICE SCHEDULE**

<b>FISCAL YEAR</b>					
2016 - 17	228,710	1,575,550	1,350,912	244,629	3,399,801
2017 - 18	229,680	1,579,050	1,383,783	252,790	3,445,303
2018 - 19	-	1,572,250	1,393,846	261,196	3,227,292
2019 - 20	-	1,570,250	1,392,225	269,854	3,232,329
2020 - 21	-	1,571,075	1,394,480	278,773	3,244,328
2021 - 22	-	495,150	1,391,960	287,959	2,175,069
2022 - 23	-	493,650	1,392,840	297,420	2,183,910
2023 - 24	-	491,150	1,391,800	307,165	2,190,115
2024 - 25	-	-	1,393,840	129,698	1,523,538
2025 - 26	-	-	1,393,640	-	1,393,640
2026 - 27	-	-	1,391,200	-	1,391,200
2027 - 28	-	-	1,391,520	-	1,391,520
2028 - 29	-	-	1,394,280	-	1,394,280
2029 - 30	-	-	1,394,160	-	1,394,160
2030 - 31	-	-	1,396,160	-	1,396,160
2031 - 32	-	-	1,394,960	-	1,394,960
2032 - 33	-	-	1,395,560	-	1,395,560
2033 - 34	-	-	1,392,640	-	1,392,640
2034 - 35	-	-	1,391,200	-	1,391,200
2035 - 36	-	-	1,390,920	-	1,390,920
2036 - 37	-	-	1,391,480	-	1,391,480
2037 - 38	-	-	1,392,560	-	1,392,560
2038 - 39	-	-	1,393,840	-	1,393,840
	<b>458,390</b>	<b>9,348,125</b>	<b>31,989,806</b>	<b>2,329,484</b>	<b>44,125,805</b>

**City of San Ramon  
Debt Service Summary**

Description	Maturity Date	Amount of Original Issue	Outstanding		
			Principal	Interest	Total
<b>2003 COPS</b> - 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.	03/01/18	2,580,000	430,000	28,390	458,390
<b>2011 COPS</b> - Refunding Issue of 1996 and 2001 Certificate of Participation which were for Central Park North Expansion, expansion of City offices, San Ramon Library and Central Park, Crow Canyon interchange improvements, and to purchase City offices.	03/01/24	11,585,000	8,105,000	1,243,125	9,348,125
<b>2010 Pension Obligation</b>					
<b>Bonds (POB)</b> - Refinancing of unfunded CALPERS pension obligation	02/01/39	17,650,000	16,520,000	15,469,806	31,989,806
<b>LED LIGHTS</b> - Funding for Phase 2 of the LED Streetlight Conversion Services Project. (CIP 5499)	11/28/24	2,687,302	2,076,858	252,626	2,329,484
<b>Total</b>		<b>\$ 34,502,302</b>	<b>\$ 27,131,858</b>	<b>\$ 16,993,947</b>	<b>\$ 44,125,805</b>

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

	<b>Investments</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2016</b>	<b>\$ -</b>
<b><u>PROJECTED REVENUES</u></b>	
Intergovernmental	-
Charges for Services	-
Interest Revenue	53,897
Equipment Replacement Charges	-
Retiree Health Charges	-
Healthcare Charges	-
Insurance Liability Charges	-
<b>Total Revenues</b>	<b>53,897</b>
<b>Transfers In</b>	-
<b>TOTAL SOURCES OF FUND</b>	<b>53,897</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Equipment	-
Vehicle	-
Insurance	-
Healthcare	-
Administrative Services	53,897
<b>Total Expenditures</b>	<b>53,897</b>
<b>Transfers Out</b>	
Misc Transfers out	-
CIP	-
<b>Total Transfers Out</b>	-
<b>TOTAL USES OF FUND</b>	<b>53,897</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	-
<b>PROJECTED FUND BALANCE AT JUNE 30, 2017</b>	<b>\$ -</b>

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

	<b>Vehicle &amp; Equipment Replacement</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2016</b>	<b>\$ 2,815,985</b>
<b><u>PROJECTED REVENUES</u></b>	
Intergovernmental	-
Charges for Services	-
Interest Revenue	-
Equipment Replacement Charges	779,293
Retiree Health Charges	-
Healthcare Charges	-
Insurance Liability Charges	-
<b>Total Revenues</b>	<u>779,293</u>
<b>Transfers In</b>	<u>-</u>
<b>TOTAL SOURCES OF FUND</b>	<u>779,293</u>
<b><u>PROJECTED EXPENDITURES</u></b>	
Equipment	131,800
Vehicle	125,000
Insurance	-
Healthcare	-
Administrative Services	-
<b>Total Expenditures</b>	<u>256,800</u>
<b>Transfers Out</b>	
Misc Transfers out	-
CIP	-
<b>Total Transfers Out</b>	<u>-</u>
<b>TOTAL USES OF FUND</b>	<u>256,800</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>522,493</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2017</b>	<b><u><u>\$ 3,338,478</u></u></b>

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

	<b>Info Svcs Equipment Replacement</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2016</b>	<b>\$ 779,683</b>
<b><u>PROJECTED REVENUES</u></b>	
Intergovernmental	-
Charges for Services	50,000
Interest Revenue	-
Equipment Replacement Charges	234,891
Retiree Health Charges	-
Healthcare Charges	-
Insurance Liability Charges	-
<b>Total Revenues</b>	<b>284,891</b>
<b>Transfers In</b>	-
<b>TOTAL SOURCES OF FUND</b>	<b>284,891</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Equipment	208,450
Vehicle	-
Insurance	-
Healthcare	-
Administrative Services	-
<b>Total Expenditures</b>	<b>208,450</b>
<b>Transfers Out</b>	
Misc Transfers out	-
CIP	50,000
<b>Total Transfers Out</b>	<b>50,000</b>
<b>TOTAL USES OF FUND</b>	<b>258,450</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>26,441</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2017</b>	<b>\$ 806,124</b>

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

	<b>Insurance Liability</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2016</b>	<b>\$ 2,388,945</b>
<b><u>PROJECTED REVENUES</u></b>	
Intergovernmental	115,525
Charges for Services	-
Interest Revenue	-
Equipment Replacement Charges	-
Retiree Health Charges	-
Healthcare Charges	-
Insurance Liability Charges	2,902,917
<b>Total Revenues</b>	<b>3,018,442</b>
<b>Transfers In</b>	<b>85,353</b>
<b>TOTAL SOURCES OF FUND</b>	<b>3,103,795</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Equipment	-
Vehicle	-
Insurance	3,118,246
Healthcare	-
Administrative Services	-
<b>Total Expenditures</b>	<b>3,118,246</b>
<b>Transfers Out</b>	
Misc Transfers out	-
CIP	-
<b>Total Transfers Out</b>	<b>-</b>
<b>TOTAL USES OF FUND</b>	<b>3,118,246</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>(14,451)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2017</b>	<b>\$ 2,374,494</b>

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

	<b>Healthcare</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2016</b>	<b>\$ 604,851</b>
<b><u>PROJECTED REVENUES</u></b>	
Intergovernmental	-
Charges for Services	-
Interest Revenue	-
Equipment Replacement Charges	-
Retiree Health Charges	1,661,175
Healthcare Charges	5,880,414
Insurance Liability Charges	-
<b>Total Revenues</b>	<b>7,541,589</b>
<b>Transfers In</b>	-
<b>TOTAL SOURCES OF FUND</b>	<b>7,541,589</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Equipment	-
Vehicle	-
Insurance	-
Healthcare	8,066,589
Administrative Services	-
<b>Total Expenditures</b>	<b>8,066,589</b>
<b>Transfers Out</b>	
Misc Transfers out	-
CIP	-
<b>Total Transfers Out</b>	-
<b>TOTAL USES OF FUND</b>	<b>8,066,589</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>(525,000)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2017</b>	<b>\$ 79,851</b>

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

	<b>Building Maintenance</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2016</b>	<b>\$ 294,097</b>
<b><u>PROJECTED REVENUES</u></b>	
Intergovernmental	-
Charges for Services	12,000
Interest Revenue	-
Equipment Replacement Charges	-
Retiree Health Charges	-
Healthcare Charges	-
Insurance Liability Charges	-
<b>Total Revenues</b>	<u>12,000</u>
<b>Transfers In</b>	<u>200,000</u>
<b>TOTAL SOURCES OF FUND</b>	<u>212,000</u>
<b><u>PROJECTED EXPENDITURES</u></b>	
Equipment	-
Vehicle	-
Insurance	-
Healthcare	-
Administrative Services	-
<b>Total Expenditures</b>	<u>-</u>
<b>Transfers Out</b>	
Misc Transfers out	-
CIP	506,097
<b>Total Transfers Out</b>	<u>506,097</u>
<b>TOTAL USES OF FUND</b>	<u>506,097</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>(294,097)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2017</b>	<b><u><u>\$ -</u></u></b>

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

	<b>Total Internal Service Funds</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2016</b>	<b>\$ 6,883,561</b>
<b><u>PROJECTED REVENUES</u></b>	
Intergovernmental	115,525
Charges for Services	62,000
Interest Revenue	53,897
Equipment Replacement Charges	1,014,184
Retiree Health Charges	1,661,175
Healthcare Charges	5,880,414
Insurance Liability Charges	2,902,917
<b>Total Revenues</b>	<u>11,690,112</u>
<b>Transfers In</b>	<u>285,353</u>
<b>TOTAL SOURCES OF FUND</b>	<u>11,975,465</u>
<b><u>PROJECTED EXPENDITURES</u></b>	
Equipment	340,250
Vehicle	125,000
Insurance	3,118,246
Healthcare	8,066,589
Administrative Services	53,897
<b>Total Expenditures</b>	<u>11,703,982</u>
<b>Transfers Out</b>	
Misc Transfers out	-
CIP	556,097
<b>Total Transfers Out</b>	<u>556,097</u>
<b>TOTAL USES OF FUND</b>	<u>12,260,079</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>(284,614)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2017</b>	<b><u><u>\$ 6,598,947</u></u></b>



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**CITY OF SAN RAMON - CAPITAL EQUIPMENT  
FY 2016-17**

<b>DEPARTMENT</b>	<b>DESCRIPTION</b>	<b>PURPOSE</b>	<b>NEW OR REPLACE</b>	<b>#</b>	<b>UNIT COST</b>	<b>EXTENDED COST</b>
<b>POLICE SERVICES</b>	Ballistic Vest	Bullet proof vests (10)	REPLACE	10	1,000	10,000
	Radios	Motorola radios (5)	REPLACE	5	4,020	20,100
	Cameras	Body worn cameras Phase II (40)	REPLACE	40	725	29,000
	Software	L3 in-motion wireless connectivity system for vehicles (1)	REPLACE	1	10,000	10,000
	Computer System	Mobile data computer for vehicles (1)	REPLACE	1	10,000	10,000
	Bicycle	Patrol bicycles (4)	REPLACE	4	2,500	10,000
<b>TOTAL POLICE SERVICES</b>						<b>89,100</b>
<b>PUBLIC SERVICES</b>	Driver/Jack Hammer	Replace cobra combo driver/jack hammer 000373	REPLACE	1	5,800	5,800
	Pull Tarp System	Replace pull tarp system for bulk storage 220018-1	REPLACE	1	6,600	6,600
	Striper	Replace walk-behind line striper 000547	REPLACE	1	12,300	12,300
	Trailer for Striper	Replace trailer for striper	REPLACE	1	5,500	5,500
	Monitor Tester	Replace conflict monitor tester 2010-06	REPLACE	1	12,500	12,500
	Off-Road Vehicle	Replace off-road vehicle (GEM car)	REPLACE	1	25,000	25,000
	Dump Truck	Replace dump truck	REPLACE	1	100,000	100,000
<b>TOTAL PUBLIC SERVICES</b>						<b>167,700</b>
<b>TOTAL VEHICLE/EQUIPMENT REPLACEMENT</b>						<b>256,800</b>

**CITY OF SAN RAMON - I/S EQUIPMENT  
FY 2016-17**

<b>DEPARTMENT</b>	<b>DESCRIPTION</b>	<b>PURPOSE</b>	<b>NEW OR REPLACE</b>	<b>#</b>	<b>UNIT COST</b>	<b>EXTENDED COST</b>
<b>CITY COUNCIL</b>	Personal Computer	Replacement	REPLACE	1	1,500	1,500
<b>CITY CLERK</b>	Personal Computer	Replacement	REPLACE	2	1,500	3,000
<b>CITY ATTORNEY</b>	Personal Computer	Replacement	REPLACE	1	1,500	1,500
<b>CITY MANAGER</b>	Personal Computer	Replacement	REPLACE	1	1,500	1,500
	Printer-Mono	Replacement	REPLACE	2	600	1,200
<b>ADMINISTRATIVE SERVICES</b>	Personal Computer	Replacement	REPLACE	7	1,500	10,500
	Printer-Mono	Replacement	REPLACE	3	600	1,800
	Printer-Color	Replacement	REPLACE	1	1,250	1,250
	Server	Replacement	REPLACE	2	4,500	9,000
	Notebook-Advanced	Replacement	REPLACE	1	2,300	2,300
	IT Infrastructure - Shared Hardware	Replacement	REPLACE	1	68,200	68,200
	IT Infrastructure - Shared Software	Replacement	REPLACE	1	18,000	18,000
<b>PLANNING/COMMUNITY DEVELOPMENT</b>	Personal Computer	Replacement	REPLACE	6	1,500	9,000
<b>ENGINEERING SERVICES</b>	Personal Computer	Replacement	REPLACE	2	1,500	3,000
	Printer-Mono	Replacement	REPLACE	1	600	600
	Printer-Color	Replacement	REPLACE	2	1,250	2,500
<b>POLICE SERVICES</b>	Personal Computer	Replacement	REPLACE	12	1,500	18,000
	Printer	Replacement	REPLACE	1	600	600
<b>PUBLIC SERVICES</b>	Personal Computer	Replacement	REPLACE	8	1,500	12,000
	Printer-Mono	Replacement	REPLACE	3	600	1,800
	Printer-Color	Replacement	REPLACE	1	1,250	1,250
<b>PARKS &amp; COMMUNITY SERVICES</b>	Personal Computer	Replacement	REPLACE	14	1,500	21,000
	Printer-Mono	Replacement	REPLACE	7	600	4,200
	Printer-Color	Replacement	REPLACE	1	1,250	1,250
	Server	Replacement	REPLACE	2	4,500	9,000
	Notebook-Standard	Replacement	REPLACE	3	1,500	4,500
<b>TOTAL I/S REPLACEMENT</b>						<b>208,450</b>

# **CAPITAL IMPROVEMENT PROGRAM**



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## **City of San Ramon**

# **CAPITAL IMPROVEMENT PROGRAM**

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

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

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

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

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



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

	<b>Capital Projects Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2016</b>	<b>\$ 9,277,526</b>
<b><u>PROJECTED REVENUES</u></b>	
Intergovernmental	105,000
Interest Revenue	25,000
<b>Total Revenues</b>	<b>130,000</b>
<b>Transfers In</b>	<b>7,767,077</b>
<b>TOTAL SOURCES OF FUND</b>	<b>7,897,077</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Circulation	4,635,326
Signal	168,040
Parks	956,935
Landscaping	726,750
Drainage	112,942
Facilities	857,160
Other	145,000
Planning	100,000
Engineering Administration	169,424
<b>Total Expenditures</b>	<b>7,871,577</b>
<b>Transfers Out</b>	<b>25,000</b>
<b>TOTAL USES OF FUND</b>	<b>7,896,577</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>500</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2017</b>	<b>\$ 9,278,026</b>



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## Capital Improvement Program 2016/17 - 2020/21

### PROJECTS THAT WILL BE UNDERTAKEN IN FY 2016-17



No	Prj #	Project Name	Prior Years	2016-17	2017-18	2018-19	2019-20	2020-21	Total 5Yr	Beyond 5Yr	Total Proj
1	5423	ADA and Safety Regulations for Playground Upgrades	\$905,970	<b>\$156,805</b>	\$208,000	\$0	\$178,100	\$130,569	\$673,474	\$1,068,281	\$2,647,725
2	5551	Alcosta Blvd. Street Light Improvement	\$106,336	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$106,336
3	5570	Amador Rancho Center Furnishings & Equipment	\$256,000	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$256,000
4	5597	Bike Master Plan	\$0	<b>\$105,000</b>	\$0	\$0	\$0	\$0	\$105,000	\$0	\$105,000
5	5321	Bollinger Canyon Rd. / Camino Ramon Intersection Improvements - SB (C1.4)	\$166,006	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$166,006
6	5530	Bollinger Canyon Rd. / Iron Horse Trail Bicycle Pedestrian Overcrossing	\$594,650	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$20,000,000	\$20,594,650
7	5322	Bollinger Canyon Rd. / Sunset Dr. Intersection Improvements (C2.11)	\$951,631	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$951,631
8	5414	Bollinger Canyon Rd. Median Landscaping (Morgan to Crow Canyon)	\$345,000	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$180,000	\$525,000
9	5325	Bollinger Canyon Rd. Widening (Alcosta to Canyon Lakes) (C1.5)	\$2,681,935	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$2,681,935
10	5324	Bollinger Canyon Rd. Widening 8 Lanes (Alcosta / SRVB) (C2.1)	\$9,541,090	<b>\$853,686</b>	\$853,685	\$0	\$0	\$0	\$1,707,371	\$0	\$11,248,461
11	5592	Central Park Basketball Court	\$40,000	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$544,000	\$584,000
12	5546	Central Park Restoration and Improvements	\$529,125	<b>\$76,110</b>	\$266,700	\$30,000	\$0	\$0	\$372,810	\$3,015,565	\$3,917,500
13	5558	Central Park Turf Field Renovation	\$829,600	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$829,600
14	5404	Centralized Irrigation System Upgrade	\$601,639	<b>\$70,000</b>	\$70,000	\$40,000	\$40,000	\$100,000	\$320,000	\$160,000	\$1,081,639
15	5425	City Facilities HVAC Duct Cleaning and Equipment Replacement	\$1,604,072	<b>\$15,850</b>	\$148,200	\$14,950	\$0	\$0	\$179,000	\$710,426	\$2,493,498
16	5433	City Facilities Roof Covering Maintenance and Replacement	\$617,791	<b>\$125,000</b>	\$25,000	\$25,000	\$25,000	\$25,000	\$225,000	\$2,431,603	\$3,274,394
17	5465	City Signage Project	\$247,797	<b>\$51,000</b>	\$0	\$0	\$0	\$0	\$51,000	\$0	\$298,797
18	5485	Citywide Aerial Mapping and GIS Support	\$99,843	<b>\$70,000</b>	\$55,000	\$50,000	\$50,000	\$30,000	\$255,000	\$125,000	\$479,843

## Capital Improvement Program 2016/17 - 2020/21

### PROJECTS THAT WILL BE UNDERTAKEN IN FY 2016-17



No	Prj #	Project Name	Prior Years	2016-17	2017-18	2018-19	2019-20	2020-21	Total 5Yr	Beyond 5Yr	Total Proj
19	5548	Citywide Drainage Infrastructure Repairs	\$1,484,631	<b>\$112,942</b>	\$294,064	\$60,000	\$115,000	\$75,000	\$657,006	\$1,500,000	\$3,641,637
20	5532	Citywide Exterior Painting & Sealing	\$140,115	<b>\$20,000</b>	\$312,000	\$0	\$182,000	\$46,200	\$560,200	\$411,000	\$1,111,315
21	5594	Citywide Intelligent Transportation System Upgrade	\$0	<b>\$50,000</b>	\$0	\$0	\$0	\$0	\$50,000	\$9,450,000	\$9,500,000
22	5584	Citywide Parks Amenities Replacement and Improvements	\$332,500	<b>\$214,520</b>	\$649,328	\$142,794	\$118,806	\$254,684	\$1,380,132	\$8,003,868	\$9,716,500
23	5329	Crow Canyon Rd. / Dougherty Rd. Intersection Improvements (C 1.3)	\$57,834	<b>\$57,834</b>	\$231,336	\$231,336	\$0	\$0	\$520,506	\$0	\$578,340
24	5531	Crow Canyon Rd. / Iron Horse Trail Bicycle Pedestrian Overcrossing	\$175,350	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$15,000,000	\$15,175,350
25	5337	Crow Canyon Rd. / Service Center Traffic Signal	\$0	<b>\$50,000</b>	\$350,000	\$0	\$0	\$0	\$400,000	\$0	\$400,000
26	5328	Crow Canyon Rd. Widening 4 - 6 Lanes (Alcosta to West Branch) (C 1.10)	\$922,140	<b>\$897,140</b>	\$3,588,560	\$3,588,560	\$0	\$0	\$8,074,260	\$0	\$8,996,400
27	5327	Crow Canyon Rd. Widening 4 - 6 Lanes (West Branch to Dougherty) (C1.9, C1.10B)	\$129,654	<b>\$129,654</b>	\$518,616	\$518,616	\$0	\$0	\$1,166,886	\$0	\$1,296,540
28	5574	Dougherty Valley Aquatic Center Equipment Replacement	\$108,843	<b>\$148,387</b>	\$994,890	\$49,600	\$14,000	\$103,597	\$1,310,474	\$1,751,376	\$3,170,693
29	5564	Dougherty Valley Tree Management Plan	\$432,486	<b>\$350,000</b>	\$0	\$0	\$0	\$0	\$350,000	\$9,391,350	\$10,173,836
30	5589	Financial System Upgrade & PCS Class & Facilities Registration Software	\$0	<b>\$50,000</b>	\$1,096,000	\$0	\$0	\$0	\$1,146,000	\$0	\$1,146,000
31	5504	Forest Home Farms - Building 12 (Barn)	\$757,000	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$757,000
32	5583	Forest Home Farms ADA Pathway and Parking Lot Improvements	\$125,000	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$83,500	\$208,500
33	5478	Fountain Repairs and Replacement	\$457,816	<b>\$437,000</b>	\$16,940	\$2,240	\$247,240	\$104,200	\$807,620	\$208,154	\$1,473,590
34	5314	Hooper Dr. Widening (SRVB to 320 feet west)	\$152,145	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$152,145

## Capital Improvement Program 2016/17 - 2020/21

### PROJECTS THAT WILL BE UNDERTAKEN IN FY 2016-17



No	Prj #	Project Name	Prior Years	2016-17	2017-18	2018-19	2019-20	2020-21	Total 5Yr	Beyond 5Yr	Total Proj
35	5593	In-Pavement Flashing Warning Lighted Crossing Upgrade	\$180,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$180,000
36	5515	Interior Amenities Renovation	\$446,555	\$138,000	\$237,300	\$277,190	\$86,800	\$27,300	\$766,590	\$3,617,270	\$4,830,415
37	5567	Library Expansion and Renovation	\$5,981,196	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,981,196
38	5474	Marquee Installations at Community Centers	\$55,000	\$0	\$0	\$0	\$0	\$0	\$0	\$50,000	\$105,000
39	5527	Middle School Teen Center Portables	\$208,542	\$70,000	\$0	\$0	\$0	\$0	\$70,000	\$150,000	\$428,542
40	5543	Pavement Management 2016	\$2,858,169	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,858,169
41	5553	Pavement Management 2017	\$0	\$2,592,012	\$0	\$0	\$0	\$0	\$2,592,012	\$0	\$2,592,012
42	5537	Pavement Repair - Stop Gap 2016/2017	\$400,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$400,000
43	5482	Public Art in Parks	\$220,000	\$40,000	\$0	\$40,000	\$0	\$40,000	\$120,000	\$0	\$340,000
44	5590	Recreation Program and Facilities Equipment Replacement	\$87,000	\$22,600	\$0	\$0	\$0	\$4,000	\$26,600	\$0	\$113,600
45	5479	San Ramon Olympic Pool Equipment Replacement	\$982,380	\$317,323	\$386,039	\$161,030	\$71,090	\$94,507	\$1,029,989	\$2,432,370	\$4,444,739
46	5573	San Ramon Service Center Diesel Fuel Tank Replacement	\$121,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$121,000
47	5586	San Ramon Valley Blvd. / Deerwood Road Intersection Improvements	\$52,500	\$0	\$297,500	\$0	\$0	\$0	\$297,500	\$0	\$350,000
48	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
49	5566	Shade Structure Improvement	\$99,167	\$32,500	\$0	\$0	\$0	\$0	\$32,500	\$237,500	\$369,167
50	5523	Sidewalk Repairs 2014/2015	\$320,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$320,000
51	5538	Sidewalk Repairs 2016/2017	\$220,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$220,000
52	5488	Street Landscape Planting Renovation	\$505,655	\$255,750	\$290,000	\$250,000	\$250,000	\$250,000	\$1,295,750	\$3,729,250	\$5,530,655
53	5391	Summerwood Loop Paths Replacement / Rehabilitation	\$45,355	\$25,000	\$0	\$20,000	\$0	\$10,000	\$55,000	\$439,645	\$540,000
54	5381	Traffic Calming Program	\$198,094	\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$40,000	\$0	\$238,094

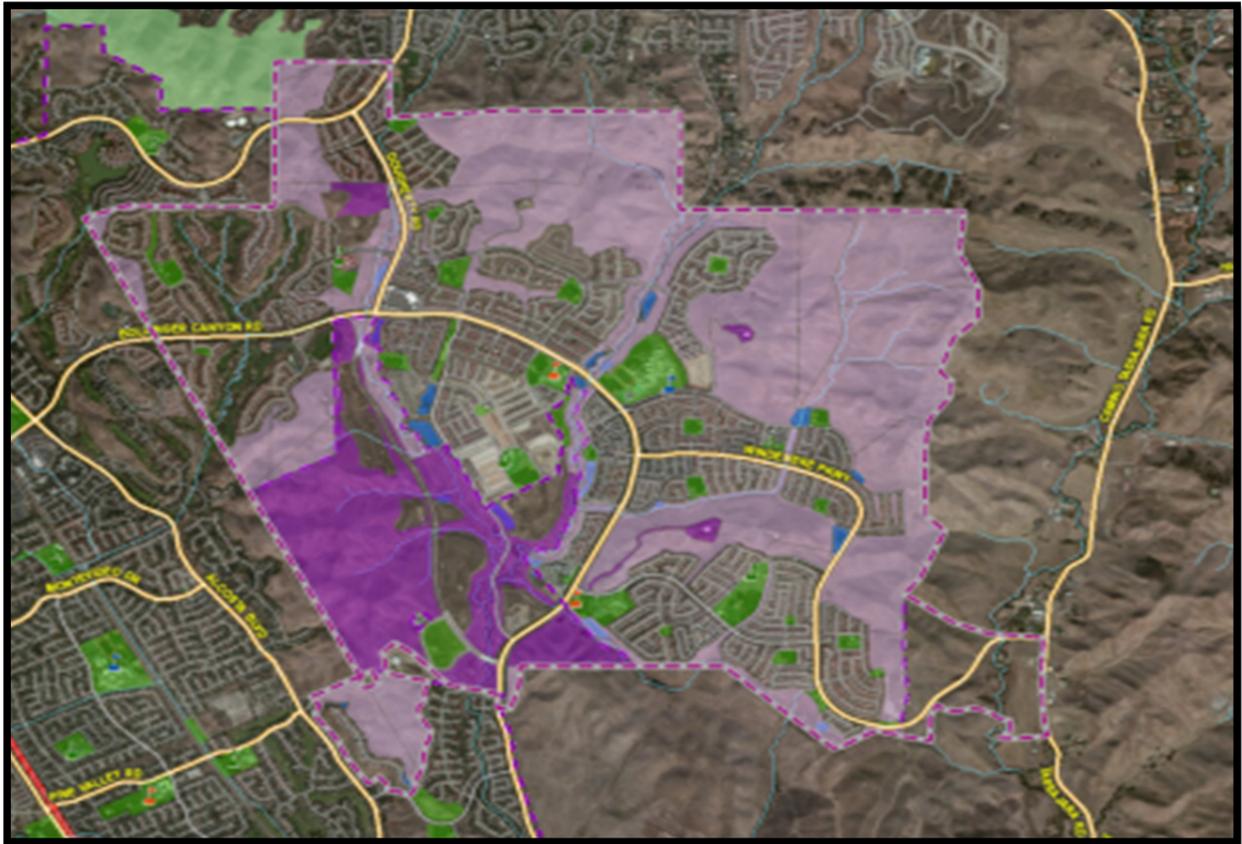
**Capital Improvement Program 2016/17 - 2020/21**  
**PROJECTS THAT WILL BE UNDERTAKEN IN FY 2016-17**



No	Prj #	Project Name	Prior Years	2016-17	2017-18	2018-19	2019-20	2020-21	Total 5Yr	Beyond 5Yr	Total Proj
55	5526	Traffic Signals Improvements & Enhancements	\$250,050	<b>\$68,040</b>	\$416,316	\$197,179	\$81,736	\$129,107	\$892,378	\$2,030,481	\$3,172,909
56	9006	Westside Specific Plan Update	\$0	<b>\$100,000</b>	\$0	\$0	\$0	\$0	\$100,000	\$0	\$100,000
<b>Totals</b>			<b>\$38,765,049</b>	<b>\$7,702,153</b>	<b>\$11,315,474</b>	<b>\$5,708,495</b>	<b>\$1,469,772</b>	<b>\$1,434,164</b>	<b>\$27,630,058</b>	<b>\$88,054,639</b>	<b>\$154,449,746</b>

\*\*\*Includes City Funded Projects only. For complete list of Projects, see Final Five-M/Uf 2016/17 - 2020/21

# GEOLOGIC HAZARD ABATEMENT DISTRICT 1990-01





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# **GEOLOGIC HAZARD ABATEMENT DISTRICT 1990-01**

## **GHAD Board**

Bill Clarkson  
Board Chairperson

Scott Perkins  
Board Vice Chairperson

David E. Hudson  
Board Member

Phil O'Loane  
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



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# **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 Windermere 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 2016-17 assessments will be \$152.51 per residential unit and \$0.0488 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 2016-17 is anticipated to be \$1.8 million. The proposed GHAD operating budget for FY 2016-17 is \$774,000. This includes \$387,000 for administration, engineering and oversight; and \$387,000 for maintenance, repair and monitoring activities. The remaining \$1,026,000 will be used to build reserves.

# GEOLOGIC HAZARD ABATEMENT DISTRICT 1990-01

## *Significant Accomplishments FY 2015-16*

- Submitted FY 2015-16 GHAD assessment rolls to County by August 10th deadline
- Processed the acceptances for GHAD ownership as offered by the Dougherty Valley Developers
- Updated the Reserve Fund Study to coincide with the current construction projections in Dougherty Valley
- Prepared the GHAD Engineer’s Report for FY 2016-17, presented it to the GHAD Board and hold a public hearing to set GHAD assessments
- Performed repairs and abatement of geologic hazards as needed
- Continued annual monitoring and maintenance of existing GHAD property

## *Major Action Plan Items FY 2016-17*

		<b>Completion By:</b>
1.	Prepare the Engineer’s Report and present it to the GHAD Board	APR 2017
2.	Maintain GHAD properties and infrastructure	On-going
3.	Respond to any erosion and landslides that may occur	On-going
4.	Process parcels for acceptance by the GHAD	On-going
5.	Conduct annual monitoring	On-going

## *Budget Notes FY 2016-17*

- None

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

	<b>GHAD Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2016</b>	<b>\$ 9,148,139</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	1,645,754
Intergovernmental	-
Licenses and Permits	6,000
Charges for Services	-
Interest Revenue	91,481
Development Fees	-
Miscellaneous Revenue	39,319
<b>Total Revenue</b>	<b><u>1,782,554</u></b>
<b>Transfers In</b>	<b><u>-</u></b>
<b>TOTAL SOURCES OF FUND</b>	<b><u>1,782,554</u></b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Engineering Services	700,370
Public Services	-
<b>Total Expenditures</b>	<b><u>700,370</u></b>
<b>Transfers Out</b>	
General Fund	72,672
Capital Projects Fund	-
Other	-
<b>Total Transfers Out</b>	<b><u>72,672</u></b>
<b>TOTAL USES OF FUND</b>	<b><u>773,042</u></b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>1,009,512</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2017</b>	<b><u><u>\$ 10,157,651</u></u></b>



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# HOUSING SUCCESSOR AGENCY





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

**Work Plan and Budget**

*Statement of Purpose*

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

*Background*

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

*Significant Accomplishments*  
**FY 2015-16**

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

*Major Action Plan Items*  
**FY 2016-17**

		<b>Completion By:</b>
1.	Work with a real-estate broker to sell the Housing properties	JUN 2017
2.	Continue to support the Crime Free Multi-Housing Program	JUN 2017
3.	Continue to monitor the Housing Rehabilitation Program	JUN 2017

*Budget Notes*  
**FY 2016-17**

- None



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

		<b>San Ramon Housing Successor</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2016</b>	<b>\$</b>	<b>166,977</b>
<b><u>PROJECTED REVENUES</u></b>		
Interest Revenue		-
Sale of Property		1,500,000
<b>Total Revenues</b>		<u>1,500,000</u>
<b>Transfers In</b>		
Bond Proceeds		-
Other		-
<b>Total Transfers In</b>		<u>-</u>
<b>TOTAL SOURCES OF FUND</b>		<u>1,500,000</u>
<b><u>PROJECTED EXPENDITURES</u></b>		
Housing Programs		626,889
<b>Total Expenditures</b>		<u>626,889</u>
<b>Transfers Out</b>		
Capital Projects		-
General Fund		-
<b>Total Transfers Out</b>		<u>-</u>
<b>TOTAL USES OF FUND</b>		<u>626,889</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		<b>873,111</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2017</b>	<b>\$</b>	<b><u><u>1,040,088</u></u></b>

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

**Expenditure Summary By Division**

<b>Description</b>	<b>12/13 Actual</b>	<b>13/14 Actual</b>	<b>14/15 Actual</b>	<b>15/16 Final</b>	<b>16/17 Adopted</b>
Housing Administration/Programs	-	-	399,145	422,754	\$ 187,881
Housing Rehabilitation Grant Prg	-	-	504	1,000	1,000
Crime Prevention Program	-	-	431,423	435,864	438,008
Department Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 831,072</u>	<u>\$ 859,618</u>	<u>\$ 626,889</u>

**Expenditure Summary By Category**

<b>Description</b>	<b>12/13 Actual</b>	<b>13/14 Actual</b>	<b>14/15 Actual</b>	<b>15/16 Final</b>	<b>16/17 Adopted</b>
Personnel Services	\$ -	\$ -	\$ 821,728	\$ 846,118	\$ 619,889
Contract Services	-	-	9,344	13,500	7,000
Materials and Supplies	-	-	-	-	-
Other Costs	-	-	-	-	-
Total Expenditures	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 831,072</u>	<u>\$ 859,618</u>	<u>\$ 626,889</u>

**Revenue Summary**

<b>Description</b>	<b>12/13 Actual</b>	<b>13/14 Actual</b>	<b>14/15 Actual</b>	<b>15/16 Final</b>	<b>16/17 Adopted</b>
Total Department Revenue	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 419,404</u>	<u>\$ 1,500,000</u>	<u>\$ 1,500,000</u>

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

**Program Summary**

<b>Description</b>	<b>Program Expenditures</b>	<b>Program Revenue</b>	<b>Net Program Cost</b>
Housing Administration/Programs	\$ 187,881	\$ 1,500,000	\$ (1,312,119)
Housing Rehabilitation Grant Prg	1,000	-	1,000
Crime Prevention Program	438,008	-	438,008
Program Totals	<u>\$ 626,889</u>	<u>\$ 1,500,000</u>	<u>\$ (873,111)</u>



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# APPENDICES



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# City of San Ramon

## GLOSSARY OF TERMS

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

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

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

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

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

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

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

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

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

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

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

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

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

# City of San Ramon

## GLOSSARY OF TERMS

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

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

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

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

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

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

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

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

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

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

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

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

# City of San Ramon

## GLOSSARY OF TERMS

**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 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 (SCCJEPA)	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	420	Capital Projects
322	Country View	515	Pension Obligation Bonds (2010)
323	Crown Ridge	516	LED Lights (2012)
325	Deerwood	541	COP #11 (2003)
330	El Nido	542	COP #12 (2011)
331	Four Oaks	610	Investments

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

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

**City of San Ramon**

**Authorized Personnel by Classification  
Fiscal Year 2016-2017**

<b>Job Classification</b>	<b>Number of Positions</b>
Administrative Analyst	9.00
Administrative Coordinator	12.75
Assistant City Manager	1.00
Assistant Engineer	1.00
Assistant Planner	1.00
Associate Engineer	5.00
Associate Planner	2.00
City Attorney	1.00
City Clerk	1.00
City Manager	1.00
Deputy City Attorney II	1.00
Deputy City Clerk	1.00
Director	5.00
Division Manager	10.00
Engineering Specialist	3.00
Executive Assistant	1.00
Information Technology Specialist	3.00
Inspector	4.00
Maintenance Coordinator	13.00
Maintenance Specialist	10.00
Maintenance Supervisor	8.00
Maintenance Technician I/II	31.00
Office Specialist	10.00
Office Technician I/II	15.00
Paralegal	1.00
Plan Check Engineer	1.00
Plans Examiner	1.00
Police Captain/Division Manager	1.00
Police Corporal	9.00
Police Lieutenant	6.00
Police Officer	39.00
Police Officers - Anticipatory Hiring*	2.00
Police Records Supervisor	1.00
Police Sergeant	10.00
Police Services Technician I/II	2.00
Program Manager	6.00
Recreation Coordinator	7.00
Recreation Supervisor	5.00
Recreation Technician	6.00
Senior Administrative Analyst	6.00
Senior Engineer	2.00
Senior Inspector	4.00
Senior Planner	1.00
Supervising Inspector	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>260.75</b>

\*Budget includes 2 "Anticipatory Hiring" Police Officer positions that are not fully funded and are part of the official FTE count.  
Authorized Count 258.75



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**RESOLUTION NO. 2016-044**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN RAMON  
ADOPTING THE FISCAL YEAR 2016-2017 OPERATING AND CAPITAL BUDGET,  
ESTABLISHING AN APPROPRIATION LIMIT AS REQUIRED BY ARTICLE XIIB  
OF THE STATE CONSTITUTION, AND AUTHORIZING CARRYOVER CAPITAL  
PROJECT APPROPRIATIONS INTO FISCAL YEAR 2016-2017**

**WHEREAS**, the City Council reviewed the proposed Operating, and Capital budgets in a work session held on June 6<sup>th</sup>, 2016; and

**WHEREAS**, the City Council has reviewed the proposed Fiscal Year 2016-2017 Capital Improvement Program in a work session held on June 6<sup>th</sup>, 2016; and

**WHEREAS**, the Planning Commission in a meeting held on May 3<sup>rd</sup>, 2016 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 2016-2017 proposed operating and capital budget totaling \$94,548,794 as summarized on Exhibit 1 and a carryover of unspent capital budget appropriations from Fiscal Year 2015-2016.

Section 2. The City Council approves the Fiscal Year 2016-2017 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*

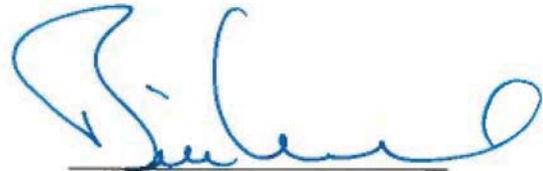
**PASSED, APPROVED AND ADOPTED** on this 14<sup>th</sup> day of June, 2016 by the following vote:

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

**NOES:**

**ABSENT:** *Cm. Sachs*

**ABSTAIN:**



Bill Clarkson, Mayor

**ATTEST:**



Renee Beck, City Clerk

Exhibit 1: Statement of Revenues, Expenditures and Changes in Fund Balance

Exhibit 2: City of San Ramon Appropriate Limit Calculation

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

	General Fund	Other Operating Funds	Special Revenue Funds	Debt Service Funds	Capital Project Funds	Internal Service Funds	GHAD Fund	San Ramon Housing Successor	Total
Fund Balance, July 1, 2016	\$ 9,468,564	\$ 7,818,622	\$ 9,710,609	\$ 14,954,457	\$ 9,277,526	\$ 6,883,561	\$ 9,148,139	\$ 166,977	\$ 67,261,478
<b>REVENUE</b>									
Property Tax	\$ 18,192,166	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,192,166
Special Assessments	-	4,769,834	-	-	-	-	1,645,754	-	6,415,588
Sales and Use Tax	9,556,905	-	-	-	-	-	-	-	9,556,905
Property Transfer Tax	766,205	-	-	-	-	-	-	-	766,205
Transient Occupancy Taxes (TOT)	2,883,840	-	-	-	-	-	-	-	2,883,840
Franchise Fees	4,534,673	-	-	-	-	-	-	-	4,534,673
Licenses and Permits	1,948,750	-	-	-	-	-	6,000	-	1,954,750
Intergovernmental	197,970	16,898,707	2,571,860	-	105,000	115,525	-	-	19,889,062
Charges for Services	7,229,211	-	137,000	-	-	62,000	-	-	7,428,211
Fines and Forfeitures	397,500	-	-	-	-	-	-	-	397,500
Investment Income	75,000	-	-	-	25,000	53,897	91,481	-	245,378
Development Fees	-	-	4,184,598	-	-	-	-	-	4,184,598
Land Sale	-	-	-	-	-	-	-	1,500,000	1,500,000
Miscellaneous Revenue	2,310,817	634,187	-	1,357,062	-	11,458,690	39,319	-	15,800,075
<b>Total Revenues</b>	<b>48,093,037</b>	<b>22,302,728</b>	<b>6,893,458</b>	<b>1,357,062</b>	<b>130,000</b>	<b>11,690,112</b>	<b>1,782,554</b>	<b>1,500,000</b>	<b>93,748,951</b>
<b>EXPENDITURES</b>									
General Government	2,262,260	-	-	-	-	-	-	-	2,262,260
Administrative Services	4,103,121	-	-	-	-	53,897	-	-	4,157,018
Planning/Community Development	3,341,361	824,416	57,489	-	-	-	-	-	4,223,266
Public Works	14,225,011	15,876,965	-	-	-	-	700,370	-	30,802,346
Police Services	13,029,943	7,491,616	-	-	-	-	-	-	20,521,559
Parks & Community Services	8,860,131	-	-	-	-	-	-	-	8,860,131
Non-Departmental	25,000	135,712	-	-	-	-	-	-	160,712
Housing Programs	-	-	-	-	-	-	-	626,889	626,889
Debt Service	-	-	-	3,412,951	-	-	-	-	3,412,951
Capital Improvement Program (CIP)	-	-	-	-	7,871,577	-	-	-	7,871,577
Vehicle/IS Replacement	-	-	-	-	-	465,250	-	-	465,250
Insurance	-	-	-	-	-	3,118,246	-	-	3,118,246
Healthcare	-	-	-	-	-	8,066,589	-	-	8,066,589
<b>Total Expenditures</b>	<b>45,846,827</b>	<b>24,328,709</b>	<b>57,489</b>	<b>3,412,951</b>	<b>7,871,577</b>	<b>11,703,982</b>	<b>700,370</b>	<b>626,889</b>	<b>94,548,794</b>
<b>OTHER FINANCING SOURCES (USES)</b>									
Operating Transfers In	2,191,509	2,441,654	-	2,401,691	7,767,077	285,353	-	-	15,087,284
Operating Transfers Out	(5,482,225)	(1,585,115)	(5,986,513)	(1,357,062)	(25,000)	(556,097)	(72,672)	-	(15,064,684)
<b>Total Other Financing Sources</b>	<b>(3,290,716)</b>	<b>856,539</b>	<b>(5,986,513)</b>	<b>1,044,629</b>	<b>7,742,077</b>	<b>(270,744)</b>	<b>(72,672)</b>	<b>-</b>	<b>22,600</b>
<b>Net Increase (Decrease) in Fund Balance</b>	<b>(1,044,506)</b>	<b>(1,169,442)</b>	<b>849,456</b>	<b>(1,011,260)</b>	<b>500</b>	<b>(284,614)</b>	<b>1,009,512</b>	<b>873,111</b>	<b>(777,243)</b>
<b>FUND BALANCE:</b>									
Fund Balance, June 30, 2017	\$8,424,058	\$ 6,649,180	\$ 10,560,065	\$13,943,197	\$9,278,026	\$6,598,947	\$10,157,651	\$1,040,088	\$66,651,212

## CITY OF SAN RAMON APPROPRIATION LIMIT CALCULATION

### FISCAL YEAR 2016-17 APPROPRIATIONS LIMIT

A.	FY 2015-16 APPROPRIATIONS LIMIT	\$ 64,000,616
B.	ADJUSTMENT FACTORS	
	1. City Population Growth	1.0115
	2. California Per Capita Income	1.0537
	Total Adjustment %	1.0658
C.	ANNUAL ADJUSTMENT	4,212,364
D.	OTHER ADJUSTMENTS	-
E.	TOTAL ADJUSTMENTS	<u>4,212,364</u>
F.	FY 2016-17 APPROPRIATIONS LIMIT	<u>\$ 68,212,980</u>

### FY 2016-17 APPROPRIATIONS SUBJECT TO LIMITATION

A.	PROCEEDS OF TAXES:	
	Property Tax	\$ 18,192,166
	Sales & Use Tax	9,556,905
	Property Transfer Tax	766,205
	Transient Occupancy Tax	2,883,840
	Motor Vehicle In Lieu	-
	Off-Highway Vehicles	-
	Interest Earned on Proceeds of Taxes	48,966
		<u>\$31,448,082</u>
B.	EXCLUSIONS:	
	Debt Service	2,161,955
	Qualified Capital Outlays	-
		<u>2,161,955</u>
C.	APPROPRIATIONS SUBJECT TO LIMITATION	29,286,127
D.	CURRENT YEAR LIMIT	<u>68,212,980</u>
E.	OVER (UNDER) LIMIT	<u>\$ (38,926,853)</u>