

BUDGET



FISCAL YEARS 2017-2018 & 2018-2019



THE CITY OF EMERYVILLE
2017-18 & 2018-19 FISCAL YEAR BUDGET

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City of Emeryville

CALIFORNIA

MEMORANDUM

September 5, 2017

Honorable Mayor and Members of the City Council:

City Mission Statement

"The City of Emeryville provides innovative and responsive services to the community to create and sustain a vibrant, livable city."

I am pleased to present the Proposed Budget for the 2017-18 and 2018-19 Fiscal Years. This budget focuses on long-term fiscal sustainability and reflects strategies to reduce costs and pay down the City's unfunded pension liability. The fiscal strategies utilized to balance this budget are consistent with the City's budget philosophy for long-range planning and effective program management. The goal is to enhance the City's financial security into the future recognizing that expenditures are expected to outpace revenue growth in the next several years, especially due to rising pension costs. While a revenue study is underway to identify viable revenue options, the 2017-19 budget is balanced with cost savings.

Citywide Budget

The budget establishes a financial plan for operations and capital improvements across all City funds and programs. Emeryville uses a two-year budget to provide a longer-term view of its resources and the cost of services. In each fiscal year of this two-year budget cycle, citywide operating expenditures exceed \$70 million, and together with the capital budget for 2017-18 exceeds \$100 million. Discretionary tax and fee revenues are appropriated in the General Fund, while restricted fees and grants have dedicated funds to provide separate accountability.

2017-19 Citywide Budget

	<u>2017-18</u>	<u>2018-19</u>
Operating Budget		
General Fund	\$ 40,341,130	\$ 40,341,871
Other Funds	45,579,416	32,835,049
	<u>85,920,546</u>	<u>73,176,920</u>
Capital Budget	19,943,345	24,140,063
	<u>\$105,863,891</u>	<u>\$ 97,316,983</u>

The General Fund Five-Year Financial Projection shows that the expenditure growth will outpace revenue growth resulting in long-term structural deficits. The long-term forecast reflects the proposed cost reductions approved by the City Council on July 25, 2017 (as described in the

Budget-Balancing Strategies section below) and the expected savings from the paydown of pension debt. The 2017-19 budget is balanced after incorporating the cost reductions and adjusting certain revenue and expenditure items. The deficits in fiscal years 2019-20 and 2020-21 are projected to be \$1.9 million and \$3.6 million.

Due to budget constraints, staff implemented fiscal strategies to control expenditures in fiscal year 2016-17, including freezing vacant positions and reducing operating costs (professional services, supplies, printing, etc.); departments further deferred hiring of several vacant positions to achieve greater savings; one-time contributions/costs that were budgeted for pension benefits or special activities were cancelled; to preserve funding for General Fund operations, the contribution to the Child Development Center reflects actual subsidy for the year instead of budgeted subsidy, which is a change of accounting practice from prior years; to match program activities, certain budgeted equipment purchases and contract services will incur in fiscal year 2017-18 instead of fiscal year 2016-17. In addition, staff used proactive revenue strategies to collect business license payments. Staff had planned to redirect these unspent resources to support various city programs in anticipation of budget challenges in the next several years (as described in the Long-Term Forecast section below). Staff intended to plan strategically for the future to relieve pressure on the General Fund. Fiscal year 2016-17 revenues and expenditures are projected to be \$39.7 million. Note that fiscal year 2016-17 results remain estimates because certain revenues and invoices for June 2017 have not been received. Actual results may be different from the projections.

Budget Philosophy

This budget continues to respect the long-term fiscal philosophy of the City Council. The budget philosophy includes five major principles, which are elaborated below. Specifically, this budget demonstrates these principles by presenting a balanced General Fund budget; establishing a plan to set aside funds for library services, code enforcement, legal services, catastrophic events, and capital reserves; while addressing unfunded liabilities by paying down a portion of the City's pension obligations. To address future structural deficits, the City Council commissioned a revenue study that is expected to be completed by January 2018.

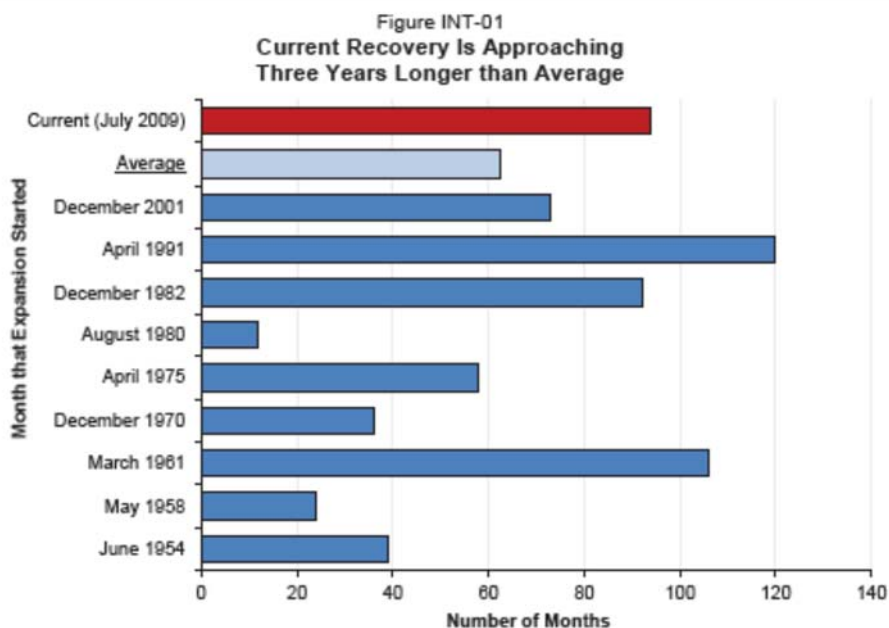
City Budget Principles

1. *Current year expenditures should be supported by current year revenues. One-time revenues should not be used for ongoing costs, but should instead be used for necessary one-time expenditures or to strengthen fund reserves.*
2. *Fund balances should be maintained in all major operating funds that provide for unforeseen circumstances. The appropriate level of fund balance depends on the particular fund.*
3. *Unfunded liabilities should be identified and funded with surplus funds when they are available. Liabilities that are currently accruing should be funded currently.*
4. *When necessary, a strategy should be formulated and implemented to address potential impacts of the State budget and other State actions that may affect City revenues.*
5. *The operating costs of any planned capital improvement should be estimated in the planning stage, so that these amounts can be recognized and budgeted.*

Economic Climate

In Emeryville, General Fund revenues are highly dependent upon sales and hotel taxes that can fluctuate with economic cycles. The economic climate is an important driver of our financial condition and the scope of services delivered.

In its May 2017 Budget Revise, the State of California notes that the national economy is finishing its eighth year of expansion, which is three years longer than the average cycle. The State's budget acknowledges that its current revenues continue to lag expectations and that "A recession at some point is inevitable". The State has identified state budget risk from an economic slowdown as well as from potential Federal actions relating to health care and state tax deductions. The City of Emeryville is a "sanctuary city." The new federal administration's policies may impact grant funding to the City. Staff is uncertain at this time of the extent and significance of the impact.



Source: State of California - 2017-2018 May Revision

The City currently enjoys a sound financial condition. During recent periods of budget surplus, the City has strategically invested in prudent reserves to ensure the continuity of services during economic downturns and as a contingency for unexpected events. This budget retains a 50% economic uncertainty reserve to provide flexibility to sustain services during inevitable economic cycles.

However, despite its sound reserves, the City faces emerging long-term financial conditions that are impacting the City's ability to balance its annual operating budget going forward. Most notably, these changes include 1) the slowing of tax revenue growth as consumers evolve their buying habits; and 2) sharply increasing pension funding requirements from the CalPERS pension system due to lowering of investment income assumptions. Like many other cities across the state, the City needs to control expenditures and increase revenues to sustain vital services and programs going forward. The 2017-19 budget was developed based on the assumption that the economy will remain healthy, meaning recession factors are not built into this budget. If there is a slowdown in the economy during this budget cycle, the City may need to draw into the Economic Uncertainty reserves.

Local Economy

Although Emeryville's population growth was just a little over 1% in 2016, we were the fastest growing city in the Bay Area in 2015 and the fourth fastest growing city in the state. With growth and low unemployment, the Emeryville economic outlook remains positive. Specifically, the State Employment Development Department reports the unemployment rate in Emeryville registered 2.5% in June 2017 compared to an annual average of 2.7% in 2016. Comparatively, Alameda County's unemployment rates registered 4.0% and 4.2%, respectively.

The City's population reached 11,854 in 2016, reflecting 1.06% annual growth. This growth rate is consistent with past and anticipated future trends. During the 35 years since 1971, Emeryville's annual growth has averaged about 3.25%. Our General Plan anticipates this growth, showing a

71% increase in population, from 9,727 in the "base year" of 2008 to 16,600 in the "horizon year" of 2030. The Association of Bay Area Government (ABAG) projects our population will reach 21,000 by 2040.

A number of housing development projects are in the pipeline to support continued population growth. Near term development includes completion of the 105-unit project at 3800 San Pablo Avenue and the 223-unit "Theater Site" at the Public Market. Farther out, anticipated projects include two additional Public Market projects (167-unit "Shellmound Site", and 66-unit "Parcel C"), the 186-unit Anton Evolve project at 6701 Shellmound Street ("Nady Site"), the 87-unit affordable housing project at 3706 San Pablo Avenue, and the 500-unit Sherwin Williams Mixed Use Project.

Recent population growth in the larger, regional East Bay (East Bay refers to the Oakland-Fremont-Hayward Metropolitan District, covering Alameda and Contra Costa Counties) is also providing a boost to the local economy, including the local real estate market. According to the U.S. Census Bureau's County population estimates, the East Bay's population grew by 8.4% from 2010 to 2016, compared to 8.1% growth in San Francisco County, 7.4% growth in Santa Clara County, and 5.1% growth statewide. We expect that the East Bay population will continue to grow robustly in the coming years due to the abundance of high-quality jobs located in the San Francisco Bay Area, and the region's higher home affordability as compared to San Francisco and the South Bay. Hindering regional population growth may be the lack of available housing units. The deficiency of units has affected home price appreciation, and prices continue to rise across the East Bay region. Data from Corelogic for April 2017 indicates that the median price for a single-family home in Alameda County is now \$738,000, which represents an increase of 7.7% when compared to April 2016. This median price is 40.8% less expensive than San Francisco and 19.8% less expensive than the South Bay.

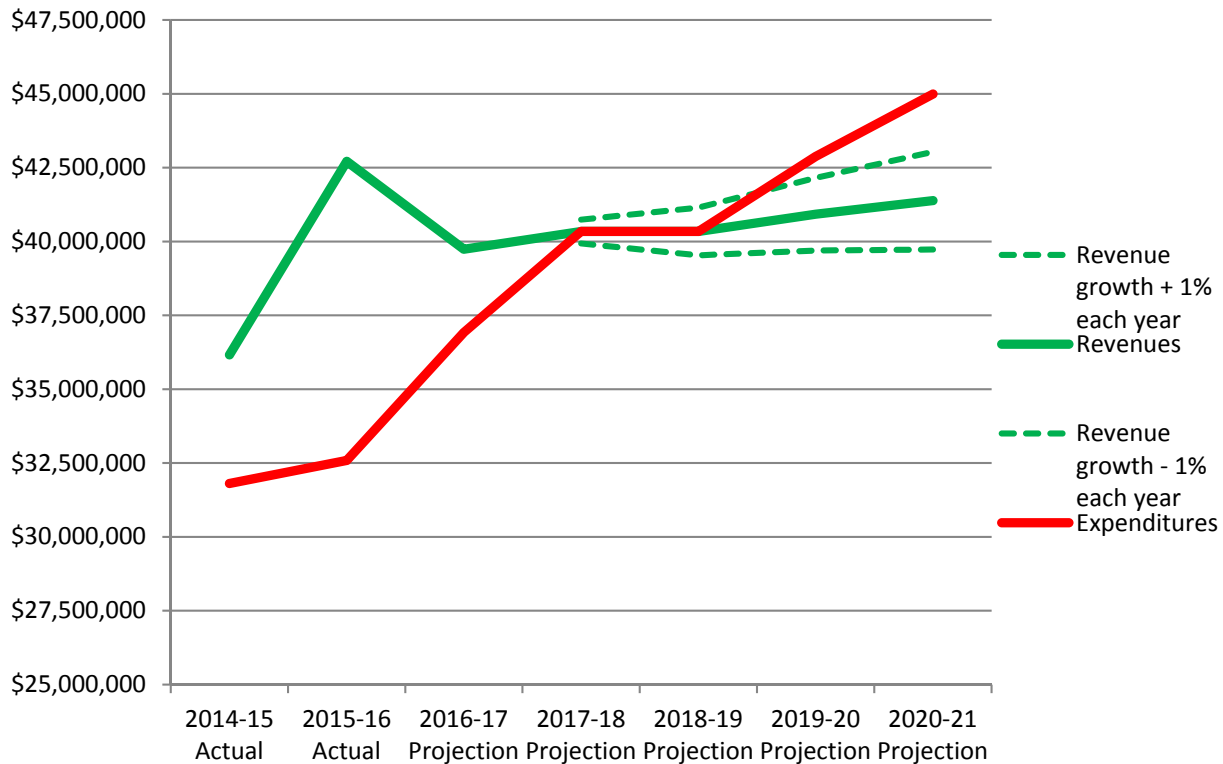
Office vacancy in Emeryville leveled off through 2016 after a long period of declining vacancy that began in early 2013, and rental rates in the I-80/I-880 corridor (which includes Alameda, Berkeley, Emeryville, Oakland, and Richmond) likewise cooled off at \$3.25-\$3.76 after reaching historic highs of over \$4 per square foot in 2015. Continued strong demand in San Francisco has had a spillover effect driving many to seek space in the East Bay. Emeryville's office vacancy rate stood at 8% in the 2nd quarter of 2017, consistent with the vacancy rate one year prior.

Long-Term Forecast

Overview

The General Fund was able to achieve a balanced budget in 2017-19 but will face challenges in future years. New revenue sources are required to balance the 2019-2021 budget. While General Fund expenditures are projected at \$42.8 million in 2019-20 and \$44.9 in 2020-21, General Fund revenues are projected at \$40.9 million and \$41.3, resulting in projected deficits of \$1.9 million and \$3.6 million. The chart below depicts the General Fund revenue and expenditure trends. Note that one-time transfers from other funds and one-time transfers/contributions to other funds are excluded below.

General Fund Revenue and Expenditure Trends



Investing in the Future

With strong growth in the local economy in recent years, and the repayment of a one-time housing loan to the General Fund from the Housing Successor Fund, the City strategically invested these one-time funds into Community Programs, Cultural Arts Center, Economic Uncertainty Reserve, Pension Reserve, and Capital Infrastructure Reserve in fiscal year 2015-16. These prudent investments will position the City in a better financial position in dealing with the budget challenges ahead.

In the last budget cycle and the current budget cycle, the City identified several key program areas that are in need of funding. Additional resources were not allocated to these programs due to funding limitations. Staff proposes to divert fiscal year 2016-17 available resources to these programs to support future services. Proposed transfers are to be recorded in fiscal year 2016-17. These one-time transfers will eliminate the need to increase General Fund contributions in 2017-19.

Recommendations

1. Library Services

The City currently does not operate a library, but contracts with the City of Oakland for the services. The annual cost is \$120,000. This amount does not represent the full cost of services that are provided by Oakland, which is nearly \$800,000. Oakland City Officials advised staff that Oakland will take a phased-in approach to increase the charge to market

rate over a multi-year period, but costs will continue to increase over time due to inflation as well. While awaiting Oakland's proposal, staff made conservative estimates for the 2017-19 budget. Staff will also evaluate other alternatives to identify the most cost-effective way to provide library services to the community. Regardless of how the services will be delivered, start-up costs and ongoing costs will be required to support the program. Staff proposes to transfer \$500,000 into the Community Programs Fund to sustain future services. The funds will be used to cover the expected increases.

2. **Emeryville Center of Community Life (ECCL) – Capital Reserve Contributions**
The City/School project was successfully completed in early fiscal year 2016-17, and this is the first year that the City and the Emeryville Unified School District jointly operated the Center. Besides the annual operating and maintenance costs, the City is required to make annual contribution towards capital replacements. The capital replacement schedule calls for annual contribution of less than \$5,000 in the first five years. However, starting the 6th year the annual contribution will be over \$60,000 and will continue to increase in future years. It has been the City's practice to make annual General Fund contributions to the Major Maintenance Fund to fund major maintenance and replacement costs for City owned facilities. Contributions to the capital reserve fund need to start in this budget cycle to cover future increases. In light of the budget challenges, additional contributions will further burden the General Fund in this budget cycle and the next budget cycle. Staff proposes to make a one-time transfer of \$400,000 to the ECCL Fund in fiscal year 2016-17 to relieve General Fund pressure.
3. **Support for Information Technologies (IT)**
Funds in the Information Technology Fund are used to support IT capital replacements/purchases and computerized systems for Community Development, Public Works, Police Department, and other citywide programs such as the Records Management System. Funding sources are from annual General Fund contributions and technology fees collected from development projects. Community Development lowered the revenue estimates based on expected development projects in the next several years prompting a General Fund contribution to support the current projects. Staff proposes to transfer \$1,000,000 from the General Fund into the Information Technology Fund. This will enable the General Fund to maintain the annual contribution at the current level of approximately \$200,000 through fiscal year 2020-21.
4. **Earthquake Insurance/Disaster Fund**
The Earthquake Reserve Fund was established in FY 2002-03 and accounts for resources set aside for potential severe seismic incidents, and the current fund balance is approximately \$1.3 million. Per our insurance broker, the recommended insurance coverages are \$5 million, \$10 million, and \$15 million. The City's reserve balance appears to be low compared to the minimum recommended coverage. In fiscal year 2015-16, the City Council directed staff to increase the reserve balance over time. Staff proposes to transfer \$550,000 into the reserve fund and change the fund description to Disaster Fund. Besides earthquakes, the reserve will be used to respond to disasters such as fire, floods, and terrorist attacks.
5. **Code Enforcement Program**
The City's Code Enforcement Program focuses on resolving health, safety, and public nuisance problems that may adversely affect the quality of life for citizens of Emeryville. From time to time, the City may encounter significant code enforcement activities that

require the City to cover the costs and the costs may be recovered through property tax liens. Currently there is no dedicated funding source to support significant activities, and the City has to draw into the General Fund reserves to cover these costs. Staff proposes to establish a Code Enforcement Fund and transfer \$300,000 into the new fund to cover anticipated costs.

6. Legal Services - Litigation Fund

The Litigation Fund was established to account for all litigation expenses of the City, and the current fund balance is slightly below \$1.5 million. Staff conducted an analysis of this fund taking into consideration the current and expected legal activities and concluded that the fund balance can be depleted quickly if there are significant and unforeseen legal expenses. An increase is necessary to maintain an adequate fund balance to provide for unanticipated and unpredictable litigation initiated by or brought against the City. Staff recommends transferring an additional \$500,000 to the Litigation Fund in addition to the \$150,000 budgeted transfer. This will avoid substantial increase in annual General Fund contributions in this budget cycle and next budget cycle.

The recommended transfers for various programs are summarized below.

Proposed FY 16-17 General Fund Transfers

	Proposed Amounts
Community Programs - Library Services	\$ 500,000
ECCL - Capital Reserve Contributions	400,000
Information Technologies	1,000,000
Disaster Fund	550,000
Code Enforcement Program	300,000
Litigation Fund *	500,000
	<hr/>
	\$ 3,250,000

* In addition to the \$150k budgeted transfer.

2017-19 Budget-Balancing Strategies

The 2017-19 General Fund budget was balanced with staffing and service reductions, as well as expected savings from the paydown of pension debt in fiscal year 2017-18. The budget also reflects a 10% fee increase in fiscal year 2018-19 for the Child Development Center to stabilize General Fund subsidies. These budget-balancing strategies were approved by the City Council on July 25, 2017. The cost reductions consist of contracts and other operating costs, staffing allocation to other funds, vacant positions and occupied positions as summarized below. Details are presented in the Summary of Program Reductions. The cost reductions excluded the K-9 program for the Police Department (approximately \$31,000/year). After further evaluation, staff concluded that it is important to retain this program to reduce officer safety risk and provide a better alternative to use of force. The budget for ECCL operating expenses was reduced to offset the expense for the K-9 program.

Staff reductions are not expected in fiscal year 2017-18 except for the Assistant City Manager position. Management is currently reviewing vacant positions that fill a critical need for the organization. This process, along with potential individual department's reorganization efforts, may identify opportunities for those employees whose positions may be eliminated if the City's financial conditions do not improve.

Summary of Cost Reductions

	Number of Positions	FY 17-18	FY 18-19
Contracts and other operating costs		\$ (97,713)	\$ (87,120)
Staffing allocation to other funds		(187,153)	(293,478)
Vacant positions	7 FTEs plus part-time hours (1 FTE)	(616,830)	(671,684)
Occupied positions	7 FTEs	(181,645)	(980,862)
Total		\$ (1,083,342)	\$ (2,033,145)

FTE = Full-time equivalent

This City is proactive in managing its pension obligations and has set aside \$13 million in pension reserves. In July 2017, the City Council directed staff to pay down \$4 million of Police Tier I unfunded pension liability in fiscal year 2017-18 and invest the remaining balance in a Section 115 Pension Trust. Expected savings are incorporated into the five-year projection: \$68,000 for FY18-19, \$127,000 for FY19-20, and \$186,000 for FY20-21. The paydown savings are estimated to be \$11.2 million over a 30-year period.

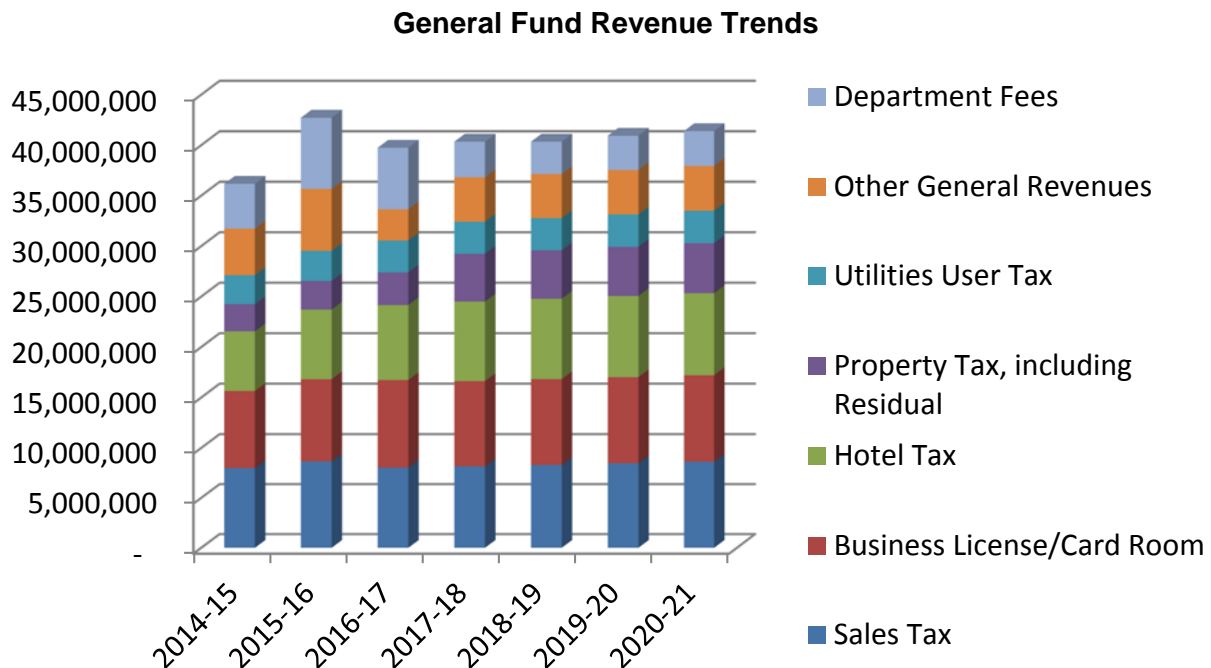
General Fund revenues/expenditures are projected to be \$40.3 million for each of the two budget years. Key revenue and expenditure projections are discussed below. General Fund reserves are not required to balance the 2017-19 budget, and this was accomplished by budgeting certain contributions/expenses in fiscal year 2017-18 instead of fiscal year 2018-19. As part of the revenue study, the City is contemplating bond measures. If the City decides to issue bonds in fiscal year 2018-19 or the near future, it is important to maintain solid reserves and have a balanced spending plan to receive great bond ratings. Good ratings will ultimately help the City to reduce interest costs.

Revenue Projections

General Fund revenue base has been subject to significant year-to-year fluctuations because of the recent expansion of the real property transfer tax; the opening of a new hotel with related transient occupancy tax; and transaction-related development revenues. Fiscal year 2016-17 General Fund revenues are projected at \$39.7 million, which is in line with the amended budget but lower than the fiscal year 2015-16 actual of \$43.7 million. Note that these 2016-17 results remain estimates and are subject to achieving tax revenues that will become final when the State Board of Equalization releases final June 30, 2017 sales tax results in September 2017.

The General Fund will benefit from two new revenue sources in the 2017-19 budget cycle. Based upon policy direction adopted with the 2016-18 budget, 25% of Residual Tax Increment will be dedicated to support General Fund operations. These are unused tax increment revenues from the former Redevelopment Agency that now flow back to taxing agencies since the 2012 State-

wide redevelopment dissolution. This new General Fund revenue is now projected at \$1.4 million and is higher than prior estimates due to the recent State denial of the Successor Agency's funding of the Corporation Yard remediation project. A second new revenue in this budget cycle is a \$500,000 transit grant to support the PBID Emery-Go-Round shuttle service. The grant has been awarded for two years. For planning purposes, this projection optimistically assumes the grant will continue through 2020-21 based upon long-term planning projections provided by the grantor. Total General Fund tax and fee revenues for 2017-18 and 2018-19 are expected to increase to \$40.3 million, a 1.5% growth from 2016-17. 2019-20 and 2020-21 revenues are expected to reach \$40.9 million and \$41.3 million, a 3% cumulative growth from 2018-19. Detailed General Fund revenue trend information is presented in the General Fund and Reserve Summary section. The chart below shows the General Fund revenue trends.



Property Taxes - Property Tax revenues are projected to increase approximately 2% per year. Emeryville's property tax revenues are particularly variable since Alameda County does not use the Teeter Plan to allocate assessed taxes to its taxing agencies, and instead distributes actual cash receipts. Emeryville's property tax is also limited since a significant geographic area of the city is within its redevelopment project area footprint. Increases in property assessed values within the project area are captured by the Successor Agency then returned if unspent to taxing agencies in the form of Residual Tax Increment. The City's property taxes including vehicle license fees (backfilled by property tax) are projected to be \$3.3 million in 2017-18, less than 10% of total General Fund revenues, whereas property taxes represent more than 30% of revenues for our neighboring cities Oakland, Berkeley, Piedmont, and Albany. Property taxes are a more stable revenue source compared to sales taxes, hotel taxes, and business license taxes.

Sales Tax - The City uses a third party, Muni Services, to analyze and project local retail Sales Tax activity. Sales Tax projections are provided both *with* and *without* an assumed 1% economic cycle contraction during the budget/projection period. Gross revenue projections assume annual increases of 1.5%+ in retail sales activity. For the purpose of planning for sustainable General Fund service costs, the 5-year General Fund projection includes the smoother, gross sales tax

revenue projection, without an assumed economic contraction, since the City holds a separate reserve to brace for inevitable economic cycles and corresponding tax revenue fluctuations. The consultant is projecting a 1.5% decline in sales tax in fiscal year 2016-17 but projected increases in future years based on historical data. The 2017-18 sales tax revenues are projected at \$8.1 million.

Transient Occupancy Tax - Hotel tax revenues are expected to reach \$8 million during the 2017-19 budget cycle with the addition of a new hotel in fiscal year 2016-17. Fiscal year 2016-17 revenues from the existing four hotels decreased by 1% compared to prior fiscal year. It appears that the new hotel took away some market share from the existing hotels. Hotel taxes are projected to increase 6% in fiscal year 2017-18 as the new hotel will realize revenue for the full year in 2017-18, and 1% increase is projected in the out years.

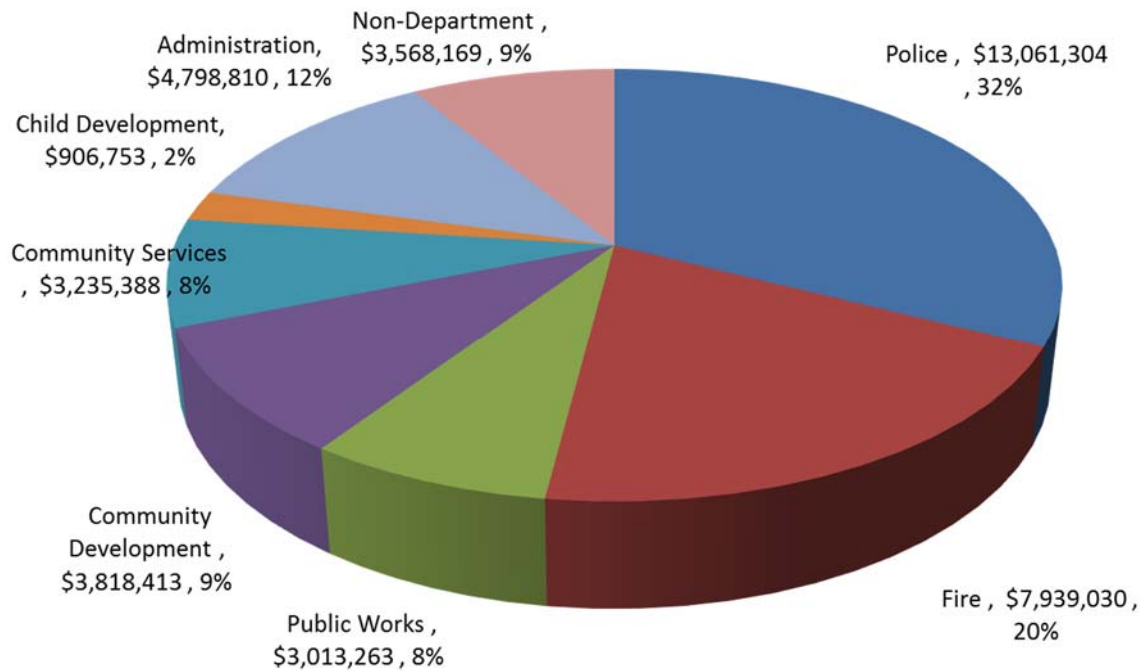
Business License and Card Room Taxes – Business license and card room taxes are projected at \$8.5 million in fiscal year 2017-18. Fiscal year 2016-17 is only the second time that business tax revenues exceeded \$8 million. 2016-17 revenues also reflect payments resulted from proactive revenue collection strategies in which these revenues may not be available in future years. Staff took a conservative approach to budget the 2017-18 revenues based on the average for the two prior years plus growth. It is risky to estimate revenues based on the highest amount since gross receipts collected by businesses can fluctuate from one year to another. Staff will monitor the revenues closely and update the projections if necessary.

Economic Cycles - Muni Services has estimated the impact of a 1% economic contraction, with a three year sales tax revenue risk of \$2.4 million. The total economic cycle impact to Emeryville would extrapolate when adding in Transient Occupancy Tax and Business License revenues. For the purpose of assessing revenue growth sensitivity in the 5-year projection, a 1% change in total annual General Fund annual revenues is calculated at \$400,000, and 5% is \$2 million. For further perspective on the range of possible revenue outcomes, the General Fund Revenue and Expenditure graph presented earlier in this report demonstrates the range of General Fund revenues if growth rates were to increase, or decrease, by an additional 1% per year. In each of these scenarios, the General Fund still faces a significant operating deficit in the out years. Given the City's reliance on revenue sources that are sensitive to economic fluctuations, it is essential to maintain a sound Economic Contingency Reserve to brace for inevitable annual tax revenue fluctuations.

Expenditure Projections

The pie chart below shows the 2017-18 General Fund expenditures by department. Police and Fire comprise more than 50% of the General Fund budget. Significant expenses are discussed below.

2017-18 General Fund Expenditures by Department



Cost of Services: Salaries and Benefits

As a service provider, the primary driver of the City's cost of services is its employee salary and benefit structure. City-wide salary and benefit costs are projected to grow from \$24.9 million in 2017-18 to \$28.4 million in 2020-21. The General Fund share grows from \$21.5 million to \$24.1 million during this period. Details are presented in the City-wide Organization section.

Salaries - Salaries are projected at the contract rate for employee groups with existing contracts, and assumptions were made for groups and years not under contract. With scheduled step increases, the average total increase in salary costs during this period is 3% per year. Specific salary terms are subject to labor negotiation process, and may ultimately differ from these projected rates.

Pension - The City contracts with the State CalPERS to administer pension benefits for its retirees. A supplemental PARS retirement plan is also provided for certain Police officers. Facing an aging participant base, CalPERS is experiencing a change in cash flow since the number of system-wide retired annuitants is outpacing the number of active members. Because of this change, the CalPERS system is bracing for ongoing negative cash flow as retirement benefit payments exceed current employer and employee contributions. The CalPERS board is updating its investment asset allocation strategy to provide required cash flow. This change in investment strategy follows with a lower earnings assumption, called the 'Discount Rate.' In a defined benefit pension system, the employer bears the risk of the investment returns, and must pick up shortfalls when earnings fall short of expected results. In December 2015, CalPERS announced a long-term strategy to lower its discount rate from 7.5% to 6.5% to be phased in over 20 years. One year later, in December 2016, following a fiscal year with an approximate 0% investment return, CalPERS announced an accelerated plan to reduce its discount rate assumption from 7.5% to

7.0%, with corresponding increases to employer contributions to be phased in over 7 years. The cash flow impact to participating CalPERS agencies is daunting.

Increases will begin to phase in effective in 2018-19. The tables below present the funding requirements for the City from 2018-19 to 2024-25. These amounts are from the 6/30/2016 actuary reports issued by CalPERS in August 2017. The City's Tier I pension plans are presented here and the newer plans are not presented. The expected savings from the paydown of \$4 million unfunded pension liability are not included in the numbers below. The normal cost for the police pension plan will increase from 19.4% (20.4% less 1% employee pickup) in 2018-19 to 21.9% (22.9% less 1% employee pickup) in 2020-21, and from 10.2% to 11.6% for the miscellaneous plan. Annual contribution for unfunded pension liabilities will more than double in seven years from \$2.34 million to \$4.98 million. Fortunately, the City holds \$13 million in a CalPERS reserve that is available to buy down the long-term impact of the City's pension obligations.

Normal Cost	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	Cumulative Growth
Police	20.4%	21.3%	22.9%	22.9%	22.9%	22.9%	22.9%	2.5%
Miscellaneous	10.2%	10.6%	11.6%	11.6%	11.6%	11.6%	11.6%	1.4%

	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Police	\$ 782,459	\$ 992,000	\$ 1,155,000	\$ 1,358,000	\$1,534,000	\$ 1,651,000	\$ 1,749,000
Fire	1,146,012	1,382,000	1,516,000	1,691,000	1,824,000	1,892,000	1,938,000
Miscellaneous	416,211	613,000	762,000	951,000	1,112,000	1,213,000	1,296,000
Total UAL	\$ 2,344,682	\$ 2,987,000	\$ 3,433,000	\$ 4,000,000	\$ 4,470,000	\$ 4,756,000	\$ 4,983,000

Medical Insurance - Medical insurance premiums are projected to increase 7% per year based upon recent provider discussion regarding estimates for the upcoming calendar rate year. The City currently covers 80% of medical premium increases and employees pick up the remaining 20%. Annual costs are estimated to be approximately \$2.3 million in the 2017-19 budget cycle.

Workers Compensation - The City is self-insured for Workers Compensation claims up to a self-insurance retention threshold and purchases excess insurance for larger claims. To assess the sufficiency of the internal rates paid by City programs to the City's Worker's Compensation Fund, staff considered 5 years of actual claims history by program. The existing rate structure continues to effectively allocate workers compensation costs to specific programs based upon the proportion of five years of actual claims history. Annual costs are estimated to be approximately \$1.1 million in the 2017-19 budget cycle.

Total Salaries and Benefits - With these assumptions, after filling crucial vacancies, total salary and benefits grow 3-5% per year through the 2020-21 projection period except for fiscal year 2017-18, a 9% growth due to savings in 2016-17 which is not expected in 2017-18.

Cost of Services - Fire Contract

The City provides fire services through a contract with the Alameda County Fire Department (ACFD). ACFD has provided 5-year estimates of the cost to maintain the current staffing model of two 3-person companies. This contract is expected to reach \$7.8 million by 2020-21 from \$6.9 million in 2017-18.

These ACFD cost estimates include anticipated increases to ACFD pension funding for their employees based upon the CalPERS January 2017 Circular. In addition to ACFD pension costs

included within the ACFD contract, the City also pays CalPERS directly for its unfunded pension liability for legacy fire service credits earned when the City provided its own fire service.

Cost of Services – Inter-fund Transfers

The General Fund regularly contributes between \$2 million and \$3 million per year to programs outside of the General Fund, including Child Development, PBID (Emery-Go-Round), Debt Service, and the Litigation Internal Service Fund.

Child Development Program - The City's Child Development program operates outside the General Fund. It receives fees and grants to support teacher salaries and other operating costs. The program relies upon the General Fund for additional support to close its gap between revenues and expenditures. The General Fund subsidies in 2017-18 and 2018-19 are projected to be \$907,000 and \$963,000.

General Capital – Corporation Yard Remediation Project

The Successor Agency received State notification in May 2017 that its Corporation Yard remediation project has not been approved for tax increment funding. The City's General Fund is estimated to receive additional residual tax increment beginning in 2017-18 for its share of tax increment revenue no longer approved for Successor Agency spending on the Corporation Yard project. A portion of this revenue windfall is proposed to be retained in the General Fund to support General Fund programs, and a portion is proposed to transfer to the General Capital Fund (\$300,000) to begin to address the corresponding and significant City responsibility for the Corporation Yard remediation project. Staff plans to continue to pursue funding from the Department of Finance, and City costs are not expected to incur in the 2017-19 budget cycle. Transfers are proposed for 2019-21 for the purpose of forecasting.

Reserves

Fortunately, the City holds strong reserves that can sustain cash flow while budget strategies are considered and implemented for long-term stability. General Fund reserves are presented in the General Fund and Reserve Summary section.

Pension Reserve - Positioned better than many comparable cities, Emeryville has set aside a \$13 million pension reserve that is available to invest or to buy down its CalPERS liability to reduce and stabilize future pension funding requirements. The reserve can mitigate but not eliminate long-term pension cost increases. Per the City Council's direction, \$4 million will be used to pay down the unfunded pension liability and the remainder will be invested in a Section 115 Pension Trust in 2017-18.

Economic Contingency Reserve – The City's budget policy targets a 50% economic contingency reserve and currently holds \$21 million in this reserve. The projected benchmark percent of expenditures fluctuates with the annual growth in expenditures. At \$21 million, this reserve is currently projected to exceed the 50% target through 2018-19, but absent expenditure adjustment or additional funding, would drop to 48% of expenditures by 2020-21. Further, this reserve is intended to brace for tax revenue fluctuations that are inevitable during natural economic cycles, and would likely be partially drawn for this purpose sometime during the projection period.

Unassigned Balance – With projected annual deficits after 2018-19, the unassigned fund balance of \$1 million is extinguished by June 2020. The City engaged consultants for a revenue study,

and may be able to identify viable revenue options that will enable the City to eliminate the structural deficits in future years.

Capital Improvement Program (CIP)

This budget looks to the future through capital investment into City facilities and infrastructure. A five-year \$144 million capital improvement program has been developed to prioritize city-wide projects within available grant, fee, and allocated discretionary revenues. Appropriations of \$44 million for 2017-19 are included in this budget. To insulate the annual operating budget from long-term capital asset support costs, the City established a \$5 million Infrastructure Reserve and a \$2.5 million Implementation Reserve in the General Capital Fund in June 2016. The Infrastructure Reserve is to ensure funds are available to support the long-term stewardship of the City's capital infrastructure; the Implementation Reserve is to ensure that the City can deliver and implement its Capital Improvement Program (CIP). The CIP projects are presented in the Capital Funds section.

Additional tax increment revenues received in FY 16/17 and expected revenues for the next four years have been set aside for the Corporation Yard project due to the denial of the remediation plan by the Department of Finance, and the revenues are estimated at \$6.2 million. The City may be required to clean up the site even if funding from the Successor Agency is not available. The City was successful in securing several grant awards from the Alameda County Transportation Commission and other agencies, and these funds have been added to projects such as the South Bayfront Bridge, North Hollis Paid Parking and Transportation Demand Management and the Bike Share Stations projects.

During FY 2017/18 staff will continue to review the existing CIP Program to identify opportunities for improving the project delivery system. The review will include an evaluation of the Public Works Department's organization and resources, operating procedures, community outreach strategies, interdepartmental communications, emergency preparedness, and staff training.

Three new projects have been added, San Pablo Mid-Block Crossing, the Powell Corridor Traffic Safety Study, and the San Pablo Avenue Supportive Housing Project. In addition, the scope of the EV Charging Stations has been modified to include the installation of three stations and the scope of the Temescal Creek Park Improvements is being reviewed to see if important safety improvements to lights and walkways can be expedited. Funding for the San Pablo Mid-Block Crossing will come from new streets and roads allocations from SB-1. The work at Temescal Creek Park, the EV Charging Stations and the Powell Corridor Traffic Study will come from funds redirected from other lower priority projects. The preferred project scenario for the San Pablo Avenue Supportive Housing Project would include 39 units of below market rate supportive housing units, 5,188 square feet for the Emeryville Community Action Program (ECAP) and 1,598 square feet for other community services, with 16 parking spaces. The site is currently occupied by ECAP and commercial uses and will require remediation. This project is partially unfunded and a portion of the funding will come from the City's Housing Fund/tax increment revenue.

Staff will be working closely with the Alameda County Transportation Commission on the Environmental Review and Project Design Documents for the Ashby Interchange Project. Public Works staff will ensure that local concerns, especially bicycle access, improved local circulation patterns and minimized impact to local businesses during construction are incorporated into the Project Documents.

The City Council has identified a number of key capital projects through their goal setting process that are prioritized in the current budget. A summary of the most significant projects in the 5-Year plan follows.

2017-21 Capital Improvement Program

	Encumbrances and Budget Carryover at June 2017	Current Budget Appropriations		Total Project Cost
		2017-18	2018-19	
South Bayfront Bridge and Horton Landing Park	\$ 13,745,186	\$ 5,115,535	\$ -	\$ 22,103,473
Transit Center	4,268,229	-	-	9,473,952
ADA Transition Plan	397,625	-	-	400,000
3706 San Pablo Avenue Housing Site	2,152,557	-	-	4,853,271
Sidewalk Improvement Program	97,177	160,000	160,000	800,000
Lumec Streetlight Pole Painting and LED Retrofit	695,142	-	-	2,024,693
Emeryville Greenway - Stanford/Powell (Peladeau Park)	1,312,672	-	-	1,450,000
Marina Park and Powell Street Lighting	1,050,000	-	-	1,050,000
Horton Landing Park Expansion	711,785	1,275,000	-	2,000,000
San Pablo Mid-Block Crossing (new)	-	66,000	200,000	266,000
Powell Street Corridor Traffic Safety Study	-	110,000	-	110,000
FY 17/18 Annual Pavement Rehabilitation	-	980,000	490,000	3,658,000
Electric Vehicle Charging Stations	35,000	125,000	-	160,000
Other Projects	16,586,357	12,111,810	23,290,063	95,889,619
	\$ 41,051,730	\$ 19,943,345	\$ 24,140,063	\$144,239,008

Of the \$144 million, \$20 million is in the unfunded category. Funding needs to be identified to implement those projects.

Accomplishments and Initiatives

On December 6, 2016, the City Clerk swore in newly elected Council Members John Bauters, Ally Medina and Christian Patz. Together with current Council Members Scott Donahue and Dianne Martinez, the City Council with its new majority, held the annual goal setting study session in March to formulate its priorities for the next two years. The adopted goals and priorities are intended to guide fiscal strategies and administrative practices through the upcoming budget cycle.

A centerpiece of the City Council's goals is "To create a community with equity and social justice in relationship to housing and workers in our city."

In response to mounting concerns raised at the national level, the City Council acted swiftly this past year to protect against unnecessary detainment and possible deportation of undocumented people by approving the City of Emeryville Welcoming City Ordinance.

A major focus by the City last year was to increase affordable and family-friendly housing. In-progress development projects include 3706 San Pablo, the Marketplace, and Sherwin Williams which offer a combined total of 1142 units of high density family-friendly housing with open space, recreation and other amenities. Of these, 222 units are designated for extremely low, very low, and low-income housing. Financing and issuance of the building permit for 3706 San Pablo Avenue is complete and the Sherwin Williams Planned Use District has been approved.

In service to the homeless, City staff continues to participate in EveryOne Home, which is the Alameda County Homeless Continuum of Care—while concurrently exploring potential sites for a development to permanently house individuals experiencing homelessness. In addition, the City has increased its homeless outreach program and provided funding for ten winter shelter beds. Finally, the City has joined the Alameda County Coordinated Entry System, which is a shared and standardized method for connecting to resources available in the community.

The Council goal of worker protections and policies for equity prompted the City to gather input from business owners, managers, employees, and community organizations regarding retail and restaurant employee work schedules. Based upon research, input, and dialogue within the affected communities, the Fair Work Week Ordinance was adopted by Council on November 1, 2016, which is intended to provide predictability in employee work schedules, and complements the City of Emeryville's Minimum Wage and Paid Sick Leave ordinances.

Another significant achievement in FY 16-17 included the adoption of the Residential Landlord and Tenant Relations Ordinance in December 2016, which included “just cause” eviction and anti-harassment provisions for Emeryville renters. With 64% of the City's housing consisting of rentals, the new ordinance improves relations between landlords and tenants to increase certainty and fairness in the rental market.

In addition to socially responsible services, the City Council also identified a need for meaningful support to sustain a vibrant business community. In response, the Economic Development program deepened its service commitment by holding a ground-breaking Small Business Forum, jointly hosted by the City Council and Planning Commission. The lunch meeting featured insightful perspectives and useful resources at the local and regional level, as well as an opportunity for business interests to be heard by the City's policy makers. The forum drew over 80 enthusiastic business representatives, who saw the event as an important demonstration of the City's commitment to strategies that support local businesses, industry, shoppers and tourists, and our residents.

Citywide Trends and Challenges

The City has carefully examined its need to balance and prioritize services for sustainability. After preparing a Five-Year Financial Projections, and understanding the fiscal challenges of balancing the budget together with the conundrum of sharply rising CalPERS costs facing cities across the State, each City program and service must be evaluated according to needs of the community. Emeryville continues to respond to its fiscal challenges with efficient service delivery and application of Best Practices to meet the expectations of those we serve.

The trend in declining revenue from brick-and-mortar retail has spurred the City to consider a range of revenue enhancement measures to better sustain core municipal services into the future.

Department Achievements and Future Goals

PUBLIC SAFETY – “Improve overall community safety and emergency preparedness.”

Accomplishments

- Community and Public Trust Policing: Successful completion of Community Force Options Training, and Homeless Outreach Team was expanded to partner with service providers and other resource agencies. Crisis Intervention Training was provided to all patrol staff.
- Conducted Use of Force reform training, including de-escalation strategies.

Goals

- Provide exemplary community-based policing to Emeryville with a strong emphasis on Public Trust Policing.
- Expand the Community Police Academy; create a Youth Academy for 14 - 18-year old Emeryville students. Increase presence on social media and enhance the Police Department Website.

PUBLIC WORKS – “Provide a high level of quality living and a safe environment for our community.”

Accomplishments

- Completion of Safe Routes to Schools grant-funded pedestrian safety improvements on San Pablo Avenue.
- Climate Action Plan – The City of Emeryville completed a new Climate Action Plan and continues to lead the way in proactively addressing this global issue. In 2017, the City was the recipient of five statewide Beacon Awards for sustainability, best practices, and greenhouse gas reduction.
- Residents and visitors are encouraged to tour the City using the newly installed Ford Go-Bikes, enhancing Emeryville's position as a bicycle friendly community featuring two-cycle track, dedicated bike turn signals and designs for pedestrian and bike safety.
- The Mayor signed a recommitment to the Global Covenant of Mayors in the wake of the President's statement of U.S. withdrawal from the Paris Climate Agreement.
- Installed the Horton Street Experimental Traffic Calming Measures which has reduced vehicle speeds on this bicycle boulevard by more than 25%. Resurfaced the basketball court at Stanford Avenue Park.
- Sanitary Sewer Spot Repair Project – completed 35 repairs to the sanitary sewer system and completed another Fiscal Year with zero sanitary sewer overflows.
- Lumec Streetlight LED Retrofit – completed the retro-fit of over 250 street lights with longer lasting and more energy efficient LED fixtures.
- Initiated construction of the Emeryville Greenway segment from Powell to Stanford.

Goals

- South Bayfront Bridge and Horton Landing Park – complete project design, construction easements, operating agreements, and Initiate construction in Spring 2018.
- Evaluate the Project Delivery System and identify opportunities for improving the delivery of capital projects, including staff training and development of standard procedures.

- Plant new street trees, update various landscape plantings around the City, complete the citywide tree pruning project and integrate the results into the City's Tree Inventory Program.
- Complete the FY 17/18 Annual Street Rehabilitation Project by performing maintenance on 34% of City streets: slurry seal on 6.1 miles and rehabilitation on .6 miles.
- Complete traffic signal video detection expansion by Fall 2018.
- Complete and implement the findings from the ADA Transition Plan Survey.
- Pass and Implement new Construction and Demolition Waste Reduction Ordinance.
- Implement Environmentally Preferred Purchasing Policy.
- Install Electric Vehicle Charging stations in City Hall parking lot and on Haven St.
- Installation of Bicycle Boulevard Signs.

COMMUNITY DEVELOPMENT – “Create a community with equity and social justice in relationship to housing and workers in our community.”

Accomplishments

- Emeryville was awarded a designation of California Cultural District—after a statewide competition.
- During FY 2016-17, the Building Division issued 835 building permits and collected \$10.7 million in fees for projects valued at over \$236 million total—the highest annual construction valuation on record for the City.
- Major policy adoptions included Fair Workweek, Tenant Protections and Short-Term Rentals ordinances.
- Cannabis policy development work established local framework necessary to allow local dispensary.
- Sherwin Williams PUD was approved with robust neighborhood participation.
- Completion of financing and issuance of building permit for 3706 San Pablo Avenue affordable housing project.
- Successful application for five transportation grants totaling \$4.8 million.
- Completion of the Public Art Master Plan.
- Initiation of business support programs: Business License and Fire Inspection Fee Rebates, and Façade Improvement Grants.
- Provided assistance to several dozen businesses interested in locating or expanding in Emeryville, and conducted personal outreach with over 100 existing businesses in the City.

Goals

- Full implementation of Fair Workweek Ordinance provisions.
- Be prepared to issue permits for operation of cannabis retail/dispensary.
- Complete citywide parking study.
- Complete major development projects: Public Market and Sherwin Williams Final Development Plans; commence operations at Transit Center.
- Adopt an updated Economic Development Strategy.
- Adopt a revised Noise Ordinance.
- Select an operating model for the Art Center and plan construction.

- Select a developer for senior affordable housing project, 4300 San Pablo Ave.
- Adopt an asset management tool for BMR rental units.
- Sponsor small business networking opportunities including Emeryville-Berkeley biotech.

COMMUNITY SERVICES – “Provide activities and programs that contribute to the physical, emotional, educational, and financial well-being of families and people of all ages in our community.”

Accomplishments

- The City Council considered extensive staff analysis and recommendations for structural changes to the ECDC (Child Development Center) to preserve services and reduce the need for City subsidy.
- By popular request, the Aquatic Program at ECCL transitioned from seasonal to year-round programming, providing increased community access to healthy living.
- Staff responded to issues raised by the City-School Committee pertaining to legal ownership of school parcels, collection of PBID assessments from EUSD, and refinement of ECCL joint financial and administrative practices.

Goals

- Establish a community library at ECCL that will provide a range of services for all ages, that are more accessible (local), as well as economically sustainable for the City.
- Continue efforts to achieve excellence in management of the Child Development Center, providing quality services while controlling funding subsidy by the City.

FINANCE

Accomplishments

- Implemented a more comprehensive Business License Tax Discovery Program utilizing an outside firm to identify unregistered businesses in Emeryville.
- Successfully completed the Mid-Year Budget Review for fiscal year 2016-17 and proposed budget adjustments.
- Developed a comprehensive Five Year Financial Projection to provide a long-term view of the City's finances.

Goals

- Work with revenue consultants to complete the revenue study and identify viable revenue options to support sustainable municipal services.
- Select a financial institution for the City's banking services and establish a Section 115 Pension Trust to invest the City's pension reserve funds.
- Update the Five-Year Capital Improvement Program.

HUMAN RESOURCES

Accomplishments

- Successful transition of new HR Director, and with full support of the City Manager, is applying “fresh eyes” to improving programs and administrative practices.
- Facilitated a wide range of new opportunities for citywide staff training: Leave Management, Labor Relations, Discipline and Harassment, Illness Prevention and more.
- Negotiated multi-year bargaining agreements with Service Employees International Union Local 1021 (July 2016 – June 2019), Emeryville Association of Confidential, Administrative, Managerial and Professional Employees (July 2016 – June 2019).
- Implemented the City's Emergency Operations Plan (EOP); refurbished the Emergency Operations Center (EOC); and held the first Community Disaster Preparedness Fair.

Goals

- Complete the Local Hazard Mitigation Plan Update for FEMA approval; develop a Medical Reserve Corps in Emeryville, as well as a ham radio operators group for emergency field response.
- Update the Human Resources Administrative Instructions (AI), some of which have not been updated since the 1990's, to ensure compliance with existing laws, policies and practices.

SUPPORT SERVICES: City Manager, City Attorney, City Clerk

Accomplishments

- Successfully responded to the Council's directive to realign the two-year budget cycle with City elections.
- Identified significant budget trends and proposed strategies to achieve a balanced budget.
- Worked with labor groups to inform and consider proposals offered.
- City Clerk's Office reorganized and improved community advisory bodies process.
- Successfully administered Council election of November 2016, with six candidates for three seats.

Goals

- Closely monitor and manage City service levels, revenue and expenditures. Take early action to make adjustments as approved by Council.
- Realign service level expectations and maximize utilization of current employee resources in consideration of retaining our valuable City staff.
- Complete stage two of the records management project to get inactive and historical records properly stored and trackable.

Conclusion

The new budget cycle for FY 2017-18 and 2018-19 provides a plan for accomplishing the goals and priorities of the City Council, within existing resources and in accordance with the City's budget philosophy and mission. While the national economy may be predicted to slow down, we believe local economic factors—together with strong City reserves—position the City of Emeryville to move forward efficiently and strategically to maximize available resources. Drawing on the commitment and thoughtful guidance from citizen committees and commissions, City staff, and our regional partners, the City remains well-positioned to providing innovative and responsive services to our community. Emeryville will continue to embrace the elements of a vibrant and livable city.

Respectfully Submitted,



CAROLYN LEHR
City Manager

RESOLUTION NO. 17-

Resolution Of The City Council Of The City Of Emeryville Adopting The Budget For The City Of Emeryville For The 2017-18 And 2018-19 Fiscal Years (FY) And Appropriating Funds From The FY 2016-17 General Fund Unassigned Fund Balance

WHEREAS, the sound financial operation of the City requires a budget detailing revenues and expenditures to be adopted on or before July 1 of each year; and

WHEREAS, the City Council adopted the Proposed Budget for Fiscal Years 2016-17 and 2017-18 on June 21, 2016; and

WHEREAS, the City Council held a special Fiscal Workshop on March 13, 2017 to discuss the City's budget policies for the upcoming budget development activities, including proposed budget amendments in the 2016-17 mid-year budget report and development of a long-term financial forecast; and

WHEREAS, the City Council directed staff to change the budget cycle to be consistent with the election year; and

WHEREAS, this change is necessary to provide new council members the opportunity to set new goals; and

WHEREAS, fiscal year 2016-17 is the end of the current budget cycle and the next budget cycle covers fiscal years 2017-18 and 2018-19; and

WHEREAS, budget planning discussion meetings were held in June and July 2017; and

WHEREAS, staff has developed a Proposed Budget for Fiscal Years 2017-18 and 2018-19; and

WHEREAS, the City's Budget Philosophy and Mission, Reserve Policy, the Residual Property Tax Reserve and Use Policy as detailed in Appendices A, B and C, guided the development of this budget; and

WHEREAS, the City Manager provided the Proposed Budget to the City Council on September 5, 2017 to consider this proposal for a balanced budget for Fiscal Years 2017-18 and 2018-19; and

WHEREAS, the Budget Advisory Committees met on September 1, 2017 to consider the proposed budget; and

WHEREAS, the City's budget relies on continued fiscal prudence, as has been necessary in the post-redevelopment landscape, while also taking into account the need to expand certain resources in order to meet rising demand for City services; and

WHEREAS, the budget is a balanced budget that does not rely on new taxes or the use of one-time reserves; and

WHEREAS, the capital appropriations listed in Appendix F are made by project regardless of fiscal year and will remain in place until each specific project is complete; and

WHEREAS, staff proposes to change the fund title for the Earthquake Insurance Fund to Disaster Fund and the reserve will be used to respond to disasters such as earthquakes, fire, floods, and terrorist attacks; and

WHEREAS, based on the audited FY 2015-16 operating results for the consolidated General Fund and projections for the FY 2016-17 operating results, staff recommends transferring \$3,250,000 of the General Fund Unassigned Fund Balance as detailed in Appendix D; now, therefore, be it

RESOLVED, that the City Council of the City of Emeryville hereby adopts the Budget for the 2017-18 and 2018-219 Fiscal Years with expenditure appropriations for all funds summarized below. These amounts are broken out by Fund in Appendix E; and, be it further

2017-19 Citywide Budget		
Expenditures		
	<u>2017-18</u>	<u>2018-19</u>
Operating Budget		
General Fund	\$ 40,341,130	\$ 40,341,871
Other Funds	45,579,416	32,835,049
	<u>85,920,546</u>	<u>73,176,920</u>
Capital Budget	19,943,345	24,140,063
	<u>\$105,863,891</u>	<u>\$ 97,316,983</u>

RESOLVED, that the City Council of the City of Emeryville hereby authorizes the requested capital appropriations for the 2017-18 and 2018-19 funding cycle as listed in Appendix F.

ADOPTED, by the City Council of the City of Emeryville at a regular meeting held September 19, 2017, by the following vote:

AYES: _____
NOES: _____
ABSTAIN: _____
ABSENT: _____

ATTEST: _____ MAYOR _____
CITY CLERK _____ CITY ATTORNEY _____

DRAFT



BUDGET PHILOSOPHY AND MISSION

“The City of Emeryville provides innovative and responsive services to the community to create and sustain a vibrant, livable city.”

Budget Principles

1. *Current year expenditures should be supported by current year revenues. One-time revenues should not be used for ongoing costs, but should instead be used for necessary one-time expenditures or to strengthen fund reserves.*
2. *Fund balances should be maintained in all major operating funds that provide for unforeseen circumstances. The appropriate level of fund balance depends on the particular fund.*
3. *Unfunded liabilities should be identified and funded with surplus funds when they are available. Liabilities that are currently accruing should be funded currently.*
4. *When necessary, a strategy should be formulated and implemented to address potential impacts of the State budget and other State actions that may affect City revenues.*
5. *The operating costs of any planned capital improvement should be estimated in the planning stage, so that these amounts can be recognized and budgeted.*



RESERVE POLICIES

Updated July 1, 2016

Economic Uncertainty Fund

The purpose of the Economic Uncertainty fund is to provide the fiscal capacity to absorb one-time problems without disrupting day-to-day operations and services and for more systemic and ongoing problems, to take time needed to fully identify the impacts and develop and implement a thoughtful longer-term strategy.

The City shall maintain a target reserve of 50% of the General Fund annual operating budget. Appropriations are to be reserved for emergency situations and limited to one-time or short-term (one or two fiscal years) use. Examples of such emergencies include, but are not limited to:

- Unplanned, major event such as a catastrophic disaster requiring expenditures over 5% of the General Fund adopted budget
- Economic uncertainties, local disasters and other hardships or downturns in the local economy.
- Budgeted revenue taken by another government entity
- Drop in projected/actual revenue of more than 5% of the General Fund adopted revenue budget

Should the Economic Uncertainty fund be used and its level falls below the target amount of 50%, the goal is to replenish the fund within three fiscal years.

Undesignated General Fund

This reserve is considered primarily a working capital requirement, bridging the gap between the time expenses are paid and the time revenues are collected. Undesignated reserve balances will fluctuate from time to time and reflect annual operating results. This fund has no minimum threshold although sufficient balances are maintained to provide contingencies for unseen operating or capital needs and cash flow requirements.



CITY OF EMERYVILLE

RESERVE POLICIES

USE OF RESIDUAL PROPERTY TAX REVENUE

The City believes that maintaining adequate reserves reflects an ability to manage risk as well as provide working capital to meet operational and capital needs. The City has established certain reserve policies, such as an Economic Uncertainty Fund to provide a reserve for State budget impacts and other fiscal emergencies.

In FY2011-12, due to the dissolution of the Emeryville Redevelopment Agency and the requirements of AB 26 and AB 1484, the City began receiving residual property tax revenue. The City adopted this residual property tax reserve policy which created a reserve and committed the use of residual property tax revenue for capital improvements, affordable housing, and economic development purposes, as follows:

Residual Property Tax Reserve and Use Policy		Effective July 1, 2017
	Current Allocation	New Allocation
	Allocation of Receipts	of Receipts
Economic Development Fund 202	5%	5%
Affordable Housing Fund 299	20%	20%
General Capital Improvement Fund 475	75%	50%
General Fund 101	0%	25%
	100%	100%

Effective FY2017-18, the 75% allocation to the General Capital Improvement will be reduced to 50% with the 25% difference being allocated to the General Fund. The additional funding to the General Fund will provide approximately \$1 million per year to support, restore, and augment services funded by the General Fund and contribute to a balanced General Fund operating budget.

The Economic Development Reserve is held and programmed in Fund 202 which is a sub-fund of the General Fund. The definition of Economic Development for the purpose of this policy is anything that the City Council deems to assist in the Economic Development of the City of Emeryville.

The Affordable Housing Reserve is held and programmed in a separate Affordable Housing Special Revenue Fund 299. The definition of Affordable Housing for the purpose of this policy is anything that the City Council deems to assist in the development or maintenance of affordable housing in the City of Emeryville.

The General Capital Improvements Fund 475 may be programmed and transferred into various capital funds. The definition of Capital Improvements for the purpose of this policy is anything that the City Council deems to be necessary for the capital improvements of the City of Emeryville, such as new public facilities, replacement and rehabilitation of current public facilities, parks, transportation systems, and environmental improvements.

Budget Resolution
September 19, 2017

Appendix D

Recommended One-Time Transfers

**General Fund 101 Transfers from Unassigned Fund Balance to
Funds:**

Community Programs Fund 203 *	\$	500,000
ECCL Fund 477		400,000
Information Technology Fund 670		1,000,000
Earthquake Insurance/Disaster Fund 477 *		550,000
Code Enforcement Fund 271		300,000
Litigation Fund 270 **		500,000
	\$	<u>3,250,000</u>

* *Sub-fund of General Fund*

** In addition to the \$150k budgeted transfer.



**City of Emeryville
2017-19 Budget**

City-wide Expenditures by Fund

		2017-18			2018-19		
		Operating Budget	Capital Budget	Total	Operating Budget	Capital Budget	Total
General Fund and Reserves							
101	General Fund	\$40,341,130	\$ -	\$ 40,341,130	\$40,341,871	\$ -	\$ 40,341,871
202	Economic Development	485,444	-	485,444	443,500	-	443,500
203	Community Programs	109,812	-	109,812	59,812	-	59,812
275	Economic Uncertainty	-	-	-	-	-	-
277	Earthquake Insurance	-	-	-	-	-	-
715	Pension	13,613,913	-	13,613,913	-	-	-
Operating Funds							
204	Environmental Program	26,000	-	26,000	26,000	-	26,000
205	CDBG	6,600	-	6,600	6,600	-	6,600
208	Cal Home	-	-	-	-	-	-
210	Police Impound	40,000	-	40,000	40,000	-	40,000
220	Gas Tax	261,000	-	261,000	267,000	-	267,000
230	Child Development	2,209,377	-	2,209,377	2,405,295	-	2,405,295
235	PEG Program	3,000	-	3,000	3,000	-	3,000
252	Supplemental Law Enforcement	100,000	-	100,000	100,000	-	100,000
258	Emergency Medical Service	192,960	-	192,960	192,960	-	192,960
265	Source Reduction and Recycling	5,000	-	5,000	5,000	-	5,000
271	Code Enforcement	50,000	-	50,000	50,000	-	50,000
510	Sewer Operations	627,214	-	627,214	686,170	-	686,170
805	PBID	4,101,290	-	4,101,290	4,223,483	-	4,223,483
Capital Funds							
475	General Capital	600,452	8,176,465	8,776,917	812,011	9,368,000	10,180,011
215	Catellus	-	-	-	-	-	-
221	RMRA (SB1)	-	66,000	66,000	-	200,000	200,000
225	General Plan Maintenance Fee	890,272	-	890,272	813,324	-	813,324
237	Park Impact Fees	-	1,275,000	1,275,000	-	-	-
240	Measure B-Streets/Roads	142,300	250,000	392,300	6,000	250,000	256,000
239	Affordable Housing Impact Fees	-	-	-	-	-	-
242	Measure BB-Streets/Roads	3,500	240,000	243,500	3,500	240,000	243,500
243	Public Art	83,500	125,000	208,500	83,500	140,000	223,500
247	EPA Grant	-	-	-	-	-	-
250	Traffic Impact Fees	-	460,000	460,000	-	1,500,000	1,500,000
251	Urban Forestry	-	75,000	75,000	-	10,000	10,000
254	Grant Fund	-	530,000	530,000	-	365,000	365,000
261	Measure B - Paratransit	29,739	-	29,739	29,739	-	29,739
262	Measure B - Bicycles/Pedestrians	-	2,030,000	2,030,000	-	960,000	960,000
263	Measure BB - Paratransit	30,628	-	30,628	30,628	-	30,628
264	Measure BB - Bicycles/Pedestrians	-	25,000	25,000	-	25,000	25,000
266	Measure D	25,000	-	25,000	25,000	-	25,000
298	Housing Successor	35,000	-	35,000	40,000	-	40,000
299	Affordable Housing	534,409	2,525,000	3,059,409	555,796	1,575,000	2,130,796
444	1999 Revenue Bonds Capital	-	490,000	490,000	-	-	-
471	Pedestrian Path Improvement	-	-	-	-	-	-

Continued



**City of Emeryville
2017-19 Budget**

City-wide Expenditures by Fund

	2017-18			2018-19		
	Operating Budget	Capital Budget	Total	Operating Budget	Capital Budget	Total
Continued						
472 Redevelopment Bonds	-	-	-	-	-	-
473 Developer Reimbursements	-	500,000	500,000	-	2,437,500	2,437,500
477 ECCL	21,000	-	21,000	73,575	-	73,575
479 Implementation Plan	-	-	-	-	3,800,000	3,800,000
495 Marina	131,674	-	131,674	167,637	1,412,500	1,580,137
511 Sewer Capital	-	300,000	300,000	-	300,000	300,000
513 Sewer Connection Fee	300,000	-	300,000	300,000	-	300,000
650 Major Maintenance	565,189	1,450,000	2,015,189	593,363	1,023,775	1,617,138
660 Vehicle Replacement	-	467,991	467,991	-	64,284	64,284
670 Technology	245,000	957,889	1,202,889	245,000	469,004	714,004
Debt Service Funds						
344 1999 Revenue Bonds Debt Service	1,057,009	-	1,057,009	1,024,683	-	1,024,683
345 1998 Lease Revenue Bonds	365,931	-	365,931	367,683	-	367,683
721 East Baybridge District	559,795	-	559,795	559,500	-	559,500
790 Bay/Shellmound District	550,509	-	550,509	550,697	-	550,697
802 West Emeryville District	-	-	-	-	-	-
Internal Service and Benefit Trust Funds						
270 Litigation	250,000	-	250,000	250,000	-	250,000
295 MESA	15,452,310	-	15,452,310	15,879,815	-	15,879,815
600 Workers Compensation	1,066,089	-	1,066,089	1,100,979	-	1,100,979
610 Dental	239,900	-	239,900	253,000	-	253,000
620 Unemployment	40,000	-	40,000	40,000	-	40,000
700 Accrued Benefits	281,700	-	281,700	261,700	-	261,700
710 Post-Employment Health Benefits	222,900	-	222,900	234,100	-	234,100
712 Pension Trust	24,000	-	24,000	25,000	-	25,000
City-wide Expenditures	\$85,920,546	\$19,943,345	\$105,863,891	\$73,176,920	\$24,140,063	\$97,316,983
	-	-	-	-	-	0



**Capital Project Funds
Capital Improvement Project List**

<u>Project</u>	<u>Fund</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>
Community Facilities			
CF-01			
	Eastshore State Park/Powell Street Bioswale		
475	General Capital Fund	\$ 80,000	
254	Grant Fund	350,000	
		<u>430,000</u>	-
CF-02			
	South Bayfront Bridge and Horton Landing Park		
RDA	Redevelopment Agency	-	-
472	Redevelopment	-	-
473	Developer Contribution	-	-
475	General Capital Fund	3,115,535	-
479	RDA Implementation Plan	-	-
237	Park Impact Fees	-	-
250	Traffic Impact Fees	-	-
262	Grant Fund	2,000,000	-
		<u>5,115,535</u>	-
CF-03			
	Transit Center-Plaza and Platform Extension		
254	Grant Fund	-	-
473	Developer Contribution	-	-
		<u>-</u>	-
CF-04			
	Transit Center -Public Parking and Bus Bays - STIP Grant		
254	Grant Fund	-	-
472	RDA Bond Fund	-	-
		<u>-</u>	-
CF-05			
	Corporation Yard Improvements/Emergency Operations		
475	General Capital Fund	3,837,000	840,000
650	Major Maintenance Fund	-	-
		<u>3,837,000</u>	<u>840,000</u>
CF-07	Underground Tank Closures		
475	General Capital Fund	-	-
		<u>-</u>	-
CF-08	Art Center		
101	General Fund	-	-
RDA	Former Redevelopment Agency	-	-
225	General Plan Maintenance	-	-
247	EPA Grant	-	-
473	Developer Contribution	500,000	925,000
479	RDA Implementation Plan	-	3,800,000
475	General Capital Fund	-	5,775,000
650	Major Maintenance Fund	-	-
		<u>500,000</u>	<u>10,500,000</u>



**Capital Project Funds
Capital Improvement Project List**

<u>Project</u>	<u>Fund</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>
CF-09			
Emery-Go-Round Shuttle Bus Yard			
250	Traffic Impact Fees	-	1,000,000
CF-10			
Hollis Street Fire Station/EOC Upgrade (Station 35)			
475	General Capital Fund	-	-
650	Major Maintenance Fund	-	-
CF-11			
Point Emery Shoreline Protection			
475	General Capital Fund	-	-
CF-12			
Temescal Creek Park Adeline Street Connection			
475	General Capital Fund	282,930	-
CF-13			
Horton Landing Park Expansion			
237	Park Impact Fee	1,275,000	-
CF-14			
ADA Transition Plan			
475	General Capital Fund	-	-
CF-15			
Electric Vehicle Chargers for City Hall Parking Lot			
475	General Capital Fund	125,000	-
CF-16			
Big Daddy's Community Garden Rehabilitation			
475	General Capital Fund	-	-
Subtotal, Community Facilities		11,565,465	12,340,000
		-	-
Facilities Maintenance			
FM-01			
General Major Maintenance Program			
650	Maj Maint	125,000	125,000
FM-02			
Child Development Center Rehabilitation			
475	Gen Cap	-	-
650	Major Maint	710,000	-
		710,000	-
FM-03			
Civic Center Carpet Replacement			
650	Maj Maint	-	-
FM-04			
Civic Center Exterior Painting			
650	Maj Maint	-	150,000
		-	-
FM-05			
Civic Center Garden Level Conf Room/Permit Counter Upgrade			
650	Maj Maint	-	-
		-	-
FM-06			
Civic Center HVAC Upgrade			
650	Maj Maint	40,000	678,775
FM-07			
Civic Center Fire Sprinkler Repair			



**Capital Project Funds
Capital Improvement Project List**

<u>Project</u>	<u>Fund</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>
	650 Maj Maint	25,000	30,000
		-	-
FM-08 Davenport Mini Park Rehabilitation			
	650 Maj Maint	25,000	-
FM-09			
Emergency Generators/Fuel Tank Upgrades			
	650 Maj Maint	525,000	-
FM-10			
Shorebird Park Boardwalk Rehabilitation			
	650 Maj Maint	-	-
FM-11			
Stanford Avenue Park Rehabilitation			
	475 Gen Cap	-	30,000
		-	-
FM-12 Amtrack Pedestrian Bridge Modifications and Preventive Maintenance			
	473 Gen Cap Developer (Market Place Site A Apartments)	-	-
	650 Major Maint	-	40,000
		-	40,000
Subtotal, Facilities Maintenance		1,450,000	1,053,775
		-	-
Housing			
H-01			
3706 San Pablo Avenue Housing Site			
	239 AHP Impact Fee	-	-
	298 Housing Successor	-	-
	298 Housing Successor	-	-
	299 Affordable Housing	-	-
		-	-
H-02			
6150, 5890 and 5900 Christie Housing Site			
	239 AHP Impact Fee	-	-
	299 Affordable Housing	-	-
	299 Affordable Housing	125,000	-
	475 General Capital fund	-	-
	n/a Unfunded Remediation Costs	-	-
		125,000	-



**Capital Project Funds
Capital Improvement Project List**

<u>Project</u>	<u>Fund</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>
H-03			
3706 San Pablo Avenue Remediation			
247 Grant/EPA		-	-
282 Successor Ag/282		-	-
299 Affordable Housing		-	-
298 Housing Asset Fund		-	-
		-	-
H-04 Affordable Senior Housing			
299 Affordable Housing		200,000	1,025,000
H-05 South Bay Front Site B			
475 Gen cap		-	-
H-06 Below Market Rate Housing			
299 Housing Successor		600,000	400,000
H-07 3600 San Pablo Avenue			
299 Affordable Housing		1,600,000	150,000
n/a Unfunded		-	-
		1,600,000	150,000
Subtotal, Housing		2,525,000	1,575,000
Information Technology			
IT-01 IT Replacements and Purchases			
670 IT		250,000	150,000
		-	-
IT-02			
Electronic Document Management System (EDMS)			
670 IT (reso 98-100, 13-107)		50,000	50,000
IT-03			
Geographic Information Systems (GIS) Development			
670 IT		175,000	175,000
IT-04			
Computerized Maintenance Management System (CMMS)			
510 Sewer (reso 13-16)		-	-
650 Maj Maint (reso 13-16)		-	-
670 IT (reso 13-16)		-	-
670 IT		10,000	-
		10,000	-
IT-05 CAD System			
670 IT		250,000	-
IT-06 Records Management System			
670 IT		222,889	94,004
IT-07 Website Redesign			
670 IT (reso 08-146)		-	-
Subtotal, Information Technology		957,889	469,004
		-	-

Capital Project Funds
Capital Improvement Project List

<u>Project</u>	<u>Fund</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>
Marina			
M-01			
Marina Navigation Channel Maintenance Dredging Program			
495 Marina		-	1,412,500
473 Gen Cap Developer (50% Emery Cove Marina)		-	1,412,500
		-	2,825,000
M-02 Marina Park Improvements			
495 Marina		-	-
M-03			
Marina Park and Powell Street Lighting			
495 Marina		-	-
Subtotal, Marina		-	2,825,000
		-	-
Pedestrian/Bicycle			
		-	-
PB-01 17 Sidewalk Improvement			
475 Gen Cap		160,000	160,000
PB-02			
Emeryville Greenway - Stanford to Powell (Peladeau Park)			
254 Grant/Prop 84		-	-
473 Developer		-	-
250 Traffic Impact Fee		-	-
237 Park Impact Fee		-	-
		-	-
PB-03			
Horton Street Experimental Traffic Calming			
475 Gen Cap		-	-
240 Measure B		-	-
250 Traffic Impact Fee		-	-
		-	-
PB-04			
Safe Route to Schools - 43,45,47th Street			
254 Grant/SRTS (reso 12-121)		-	-
PB-05 Bicycle and Pedestrian Plan Implementation Minor Cost Improvements			
262 Measure B/VRF		30,000	30,000
264 Measure BB		25,000	25,000
		55,000	55,000
PB-06			
ECCL - North-South Pedestrian Path from 47th St to 53rd St			
250 Traffic Impact Fee		-	-
		-	-
PB-07 Frontage Road Bay Trail Upgrades			
250 Traffic Impact Fee		-	300,000
PB-08 Transit Stop Improvements			
250 Traffic Impact Fee		85,000	-

**Capital Project Funds
Capital Improvement Project List**

<u>Project</u>	<u>Fund</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>
PB-09			
Video Detection Traffic Signal Enhancement			
475 Gen Cap		-	-
PB-10			
40th-San Pablo Transit Hub Feasibility Study			
225 General Plan Maint		-	-
PB-11 Bike Share Stations			
250 Traffic Impact Fee		240,000	-
254 Grants		180,000	-
		420,000	-
PB-12			
Greenway Crossings Safety Enhancement			
254 Grant (ATP)		-	265,000
PB-13			
Pickleworks Pedestrian Path			
n/a unfunded		-	-
PB-14			
San Pablo Avenue Mid-Block Cross Walk			
221 RMRA		66,000	200,000
PB -15 Ashby Interchange Scoping			
242 Measure BB		-	-
Subtotal, Bicycles/Pedestrian		786,000	980,000
		-	-
Public Art			
PA-02			
Implementing Art Projects - Master Plan			
243 Pub Art		100,000	90,000
PA-03 Bus Shelter Public Art - II			
243 Pub Art (reso 12-39, 12-125)		-	-
PA-03			
Bus Shelter Public Art Program Phase IV			
243 Pub Art		25,000	50,000
PA-05 Point Emery Art Project			
243 Pub Art (#11-212,12-24,12-143)		-	-
243 Pub Art		-	-
PA-06			
Shellmound/Powell Street Bridge Art Project and District Plan			
243 Pub Art		-	-
Subtotal, Public Art		125,000	140,000
		-	-



**Capital Project Funds
Capital Improvement Project List**

<u>Project</u>	<u>Fund</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>
Sewer			
SS-01			
Sanitary Sewer Rehabilitation Program			
511	Sewer	300,000	300,000
Subtotal, Sewer		300,000	300,000
		-	-
Streetscape System			
ST-01 40th Street Bridge-Paint Railing			
475	Gen Cap	-	-
ST-02			
40th Street/San Pablo Ave Median Rehabilitation			
254	Grant	-	100,000
475	Gen Cap	-	500,000
		-	600,000
ST-03			
City Wide Trash Recepticle Replacement			
475	Gen Cap	-	-
204	Environmental Program	-	-
266	Measure D	-	-
		-	-
ST-04			
Lumec Streetlight Pole Painting and LED Retrofit			
475	Gen Cap	-	-
ST-05			
Storm Drain Cleaning and System Repair Program			
475	Gen Cap	25,000	25,000
ST-06			
Storm Drain Inventory and CCTV Inspection			
475	Gen Cap	-	-
ST-07 Street Tree Program			
251	Urban Forrest	75,000	10,000
475	Gen Cap	165,000	-
		240,000	10,000
ST-08			
Survey Monument and Benchmark Preservation Program			
475	Gen Cap	-	8,000

Capital Project Funds
Capital Improvement Project List

<u>Project</u>	<u>Fund</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>
ST-09			
	Frontage Road Landscape Median Island		
473	Gen Cap - developer (Hilton Garden Inn)	-	100,000
250	Traffic Impact	-	200,000
		-	300,000
ST-10			
	I-80/Caltrans Right of Way Landscape Improvements		
475	Gen Cap	-	25,000
ST-11	Traffic Signal LED Relamping		
475	Gen Cap	150,000	-
ST-12			
	Additional Storm Drain Inlet Trash Capture Devices		
475	Gen Cap	11,000	-
ST-13			
	Large Trash Separator in Storm Drain Line		
475	Gen Cap	25,000	505,000
ST-14	North Hollis Undergrounding		
475	Gen Cap	-	500,000
254	Grants - PGE Rule 20A	-	-
n/a	Unfunded and Developer TBD	-	-
		-	500,000
	Subtotal, Streetscape System	451,000	1,973,000
		-	-

Transportation

T-01			
	17-18 Annual Street Rehabilitation/Preventive Maintenance		
240	Measure B	250,000	250,000
242	Measure BB	240,000	240,000
444	1999 Bonds PFA	490,000	-
		980,000	490,000
T-02			
	Powell Street Bridge Seal Coat and Joint Seal Replacement		
475	Gen Cap	-	-
T-03	Temescal Creek Bridge Seal Coat		
475	Gen Cap	-	-
T-04			
	Quiet Zone Railroad Crossing Quadrant Gates at 65th, 66th, and 67th Street At-Grade Crossings		
475	Gen Cap	-	-
221	RMRA	-	-
n/a	Unfunded	-	-
		-	-
T-05	Traffic Signal - 40th and Harlan		
215	Catellus	-	-
444	1999 PFA	-	-
		-	-
T-06	Traffic Signal, Powell and Doyle		

**Capital Project Funds
Capital Improvement Project List**

<u>Project</u>	<u>Fund</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>
473	Gen Cap (developer)	-	-
250	Traffic Impact Fee	-	-
		-	-
T-07			
Paid Parking and Transportation Demand Management			
475	Gen Cap	200,000	1,000,000
262	Meas B Grant	-	930,000
		200,000	1,930,000
T-08 Powell Street Bridge Widening			
250	Traffic Impact Fee	25,000	-
T-09			
Powell Corridor Traffic Safety Study			
250	Traffic Impact Fee	110,000	-
Subtotal, Transportation		1,315,000	2,420,000
		-	-
Vehicles			
V-01			
Vehicle Replacements and Purchases			
660	Vehicle	467,991	64,284
Subtotal, Vehicles		467,991	64,284
		-	-
Total Capital Projects		\$ 19,943,345	\$ 24,140,063

RESOLUTION NO. 17-

Resolution Of The City Council Of The City Of Emeryville Adopting The Appropriations Limit For The 2017-18 Fiscal Year At \$105,081,337

WHEREAS, pursuant to Article XIII B of the State of California Constitution, the City of Emeryville is annually required to adopt an Appropriations Limit for the following fiscal year identifying the limit for appropriation of revenue for tax proceeds; and

WHEREAS, the City Council must annually identify the population and inflation adjustment factors utilized to calculate the Appropriation Limit; and

WHEREAS, data regarding the percentage change in the 2017-18 local tax roll due to non-residential construction has been calculated by the Alameda County Assessor's Office; and

WHEREAS, the calculation of the Appropriations Limit is shown in Appendix A; now, therefore, be it

RESOLVED, that the City Council of the City of Emeryville hereby selects the adjustment factors to be used for calculation of the 2017-18 fiscal year Appropriations Limit as follows:

1. *Population*: City population growth from January 1, 2016 to January 1, 2017 of 1.06%.
2. *Inflation*: California Per Capita Income growth of 3.69%,

and be it further

RESOLVED, that the City Council of the City of Emeryville hereby establishes the Appropriations Limit for the 2017-18 fiscal year as \$105,081,337.

ADOPTED, by the City Council of the City of Emeryville at a regular meeting held September 19, 2017, by the following vote:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

ATTEST: _____ MAYOR

CITY CLERK CITY ATTORNEY

City of Emeryville
Appropriation Limit Calculation - 2017-18 Fiscal Year

Year	Limit	Adjustment Factor (Applied to Prior Year Limit)				
		Population Factor		Inflation Factor		Combined
		Rate	Type Used	Rate	Type Used	
1978-79 (Base)	\$ 4,244,614					
1979-80	4,662,262	-0.30%	County Pop	10.17%	U.S. CPI	1.09839490
1980-81	5,252,474	0.49%	County Pop	12.11%	Cal PCI	1.12659339
1981-82	5,876,507	2.53%	City Pop	9.12%	Cal PCI	1.11880736
1982-83	6,327,608	0.83%	County Pop	6.79%	U.S. CPI	1.07676357
1983-84	6,555,966	1.23%	County Pop	2.35%	Cal PCI	1.03608905
1984-85	7,065,853	2.90%	City Pop	4.74%	U.S. CPI	1.07777460
1985-86	9,093,009	24.05%	City Pop	3.74%	U.S. CPI	1.28689470
1986-87	10,454,684	12.39%	City Pop	2.30%	U.S. CPI	1.14974970
1987-88	10,962,416	1.34%	County Pop	3.47%	Cal PCI	1.04856498
1988-89	12,185,754	6.21%	City Pop	4.66%	Cal PCI	1.11159386
1989-90	13,332,902	2.63%	City Pop	6.61%	Non-Res AV	1.09413843
1990-91	15,769,936	13.50%	City Pop	4.21%	Cal PCI	1.18278350
1991-92	16,808,748	2.35%	City Pop	4.14%	Cal PCI	1.06587290
1992-93	17,540,512	2.70%	City Pop	1.61%	Non-Res AV	1.04353470
1993-94	18,464,450	2.48%	City Pop	2.72%	Cal PCI	1.05267456
1994-95	19,358,632	3.99%	City Pop	0.82%	Non-Res AV	1.04842718
1995-96	20,529,818	1.27%	County Pop	4.72%	Cal PCI	1.06049944
1996-97	21,783,017	0.85%	County Pop	5.21%	Cal PCI	1.06104285
1997-98	23,197,008	1.74%	County Pop	4.67%	Non-Res AV	1.06491258
1998-99	25,882,270	7.13%	City Pop	4.15%	Cal PCI	1.11575895
1999-00	27,890,728	3.09%	City Pop	4.53%	Cal PCI	1.07759977
2000-01	30,071,517	1.08%	County Pop	6.67%	Non-Res AV	1.07819046
2001-02	35,054,499	5.80%	City Pop	10.18%	Non-Res AV	1.16570440
2002-03	37,033,029	1.62%	County Pop	3.96%	Non-Res AV	1.05644152
2003-04	40,660,451	3.56%	City Pop	6.02%	Non-Res AV	1.09795100
2004-05	42,968,377	2.32%	City Pop	3.28%	Cal PCI	1.05676096
2005-06	48,769,906	7.83%	City Pop	5.26%	Cal PCI	1.13501858
2006-07	52,648,120	3.84%	City Pop	3.96%	Cal PCI	1.07952064
2007-08	58,999,350	7.32%	City Pop	4.42%	Cal PCI	1.12063544
2008-09	65,505,287	6.46%	City Pop	4.29%	Cal PCI	1.11027134
2009-10	68,802,573	3.86%	City Pop	1.13%	Non-Res AV	1.05033618
2010-11	70,345,189	1.30%	City Pop	0.93%	Non-Res AV	1.02242090
2011-12	74,382,345	3.15%	City Pop	2.51%	Cal PCI	1.05739065
2012-13	77,942,987	0.98%	County Pop	3.77%	Cal PCI	1.04786946
2013-14	82,925,066	1.21%	County Pop	5.12%	Cal PCI	1.06391952
2014-15	84,665,314	2.07%	City Pop	0.03%	Cal PCI	1.02098580
2015-16	89,042,223	1.30%	County Pop	3.82%	Cal PCI	1.05169660
2016-17	100,278,867	6.88%	City Pop	5.37%	Cal PCI	1.12619456
2017-18	105,081,337	1.06%	City Pop	3.69%	Cal PCI	1.04789114

2017-18 Budget Appropriation Limit:	105,081,337
2017-18 Appropriations from Proceeds of Taxes:	33,653,198
	32.03%



**City of Emeryville
2017-19 Budget**

City-wide Expenditures by Department

	2017-18	2018-19
Operating Budget by Department		
Police	\$ 13,201,304	\$ 13,360,531
Fire	8,131,990	8,540,067
Public Works	5,734,959	6,106,872
Community Development	6,039,449	5,585,516
Community Services	5,465,765	5,617,469
Administration	4,798,810	4,797,877
Non-Department	8,824,211	8,621,433
	<u>52,196,490</u>	<u>52,629,764</u>
Debt Service Funds	2,533,245	2,502,562
Internal Service and Benefits Trusts	17,576,899	18,044,594
Pension Trust Contribution	13,613,913	-
	<u>85,920,546</u>	<u>73,176,920</u>
Capital Budget	19,943,345	24,140,063
City-wide Expenditures	<u><u>\$ 105,863,891</u></u>	<u><u>\$ 97,316,983</u></u>



City-wide Expenditures by Fund

		2017-18			2018-19		
		Operating Budget	Capital Budget	Total	Operating Budget	Capital Budget	Total
General Fund and Reserves							
101	General Fund	\$40,341,130	\$ -	\$ 40,341,130	\$40,341,871	\$ -	\$ 40,341,871
202	Economic Development	485,444	-	485,444	443,500	-	443,500
203	Community Programs	109,812	-	109,812	59,812	-	59,812
275	Economic Uncertainty	-	-	-	-	-	-
277	Earthquake Insurance	-	-	-	-	-	-
715	Pension	13,613,913	-	13,613,913	-	-	-
Operating Funds							
204	Environmental Program	26,000	-	26,000	26,000	-	26,000
205	CDBG	6,600	-	6,600	6,600	-	6,600
208	Cal Home	-	-	-	-	-	-
210	Police Impound	40,000	-	40,000	40,000	-	40,000
220	Gas Tax	261,000	-	261,000	267,000	-	267,000
230	Child Development	2,209,377	-	2,209,377	2,405,295	-	2,405,295
235	PEG Program	3,000	-	3,000	3,000	-	3,000
252	Supplemental Law Enforcement	100,000	-	100,000	100,000	-	100,000
258	Emergency Medical Service	192,960	-	192,960	192,960	-	192,960
265	Source Reduction and Recycling	5,000	-	5,000	5,000	-	5,000
271	Code Enforcement	50,000	-	50,000	50,000	-	50,000
510	Sewer Operations	627,214	-	627,214	686,170	-	686,170
805	PBID	4,101,290	-	4,101,290	4,223,483	-	4,223,483
Capital Funds							
475	General Capital	600,452	8,176,465	8,776,917	812,011	9,368,000	10,180,011
215	Catellus	-	-	-	-	-	-
221	RMRA (SB1)	-	66,000	66,000	-	200,000	200,000
225	General Plan Maintenance Fee	890,272	-	890,272	813,324	-	813,324
237	Park Impact Fees	-	1,275,000	1,275,000	-	-	-
240	Measure B-Streets/Roads	142,300	250,000	392,300	6,000	250,000	256,000
239	Affordable Housing Impact Fees	-	-	-	-	-	-
242	Measure BB-Streets/Roads	3,500	240,000	243,500	3,500	240,000	243,500
243	Public Art	83,500	125,000	208,500	83,500	140,000	223,500
247	EPA Grant	-	-	-	-	-	-
250	Traffic Impact Fees	-	460,000	460,000	-	1,500,000	1,500,000
251	Urban Forestry	-	75,000	75,000	-	10,000	10,000
254	Grant Fund	-	530,000	530,000	-	365,000	365,000
261	Measure B - Paratransit	29,739	-	29,739	29,739	-	29,739
262	Measure B - Bicycles/Pedestrians	-	2,030,000	2,030,000	-	960,000	960,000
263	Measure BB - Paratransit	30,628	-	30,628	30,628	-	30,628
264	Measure BB - Bicycles/Pedestrians	-	25,000	25,000	-	25,000	25,000
266	Measure D	25,000	-	25,000	25,000	-	25,000
298	Housing Successor	35,000	-	35,000	40,000	-	40,000
299	Affordable Housing	534,409	2,525,000	3,059,409	555,796	1,575,000	2,130,796
444	1999 Revenue Bonds Capital	-	490,000	490,000	-	-	-
471	Pedestrian Path Improvement	-	-	-	-	-	-

Continued



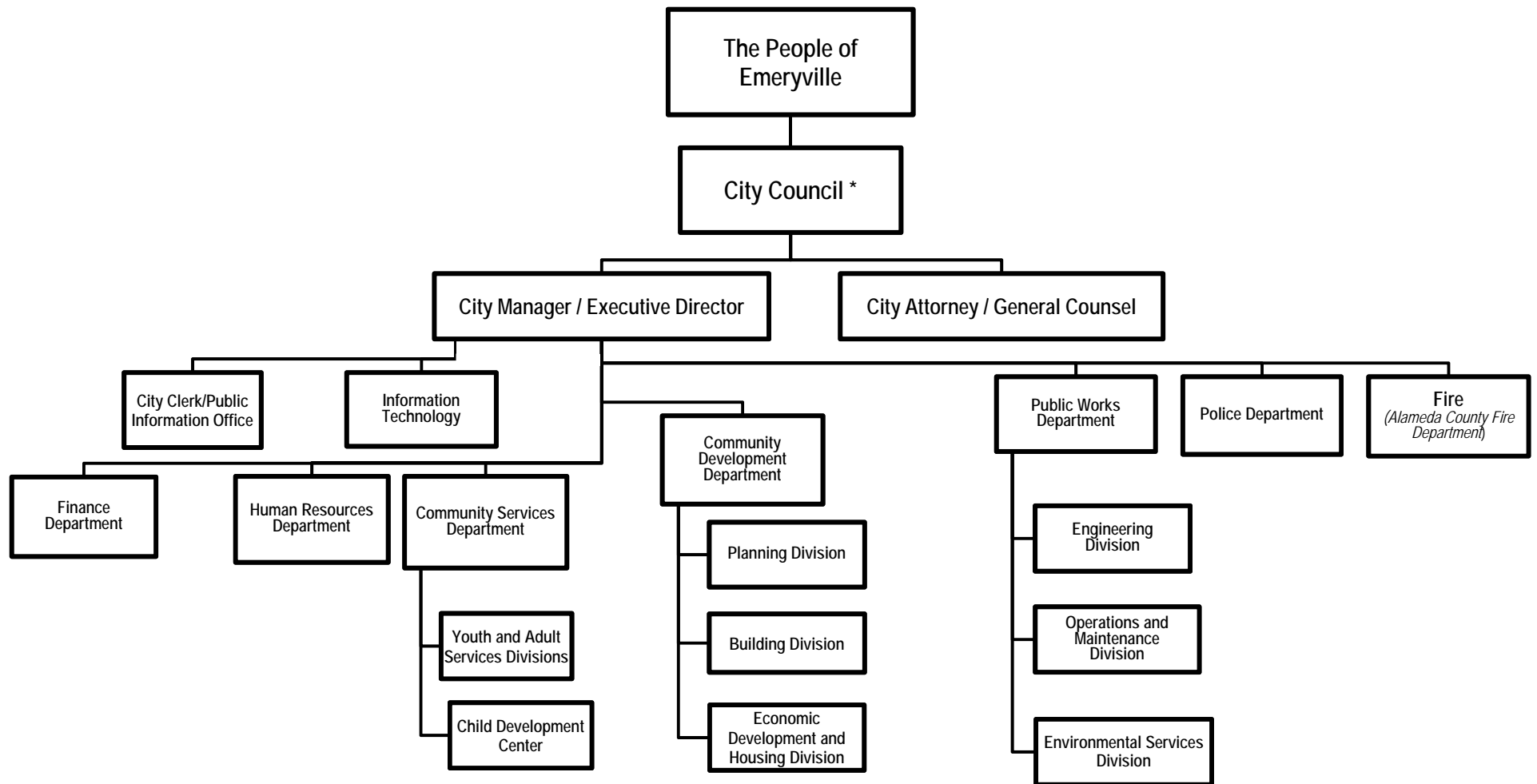
City of Emeryville
2017-19 Budget

City-wide Expenditures by Fund

	2017-18			2018-19		
	Operating Budget	Capital Budget	Total	Operating Budget	Capital Budget	Total
Continued						
472 Redevelopment Bonds	-	-	-	-	-	-
473 Developer Reimbursements	-	500,000	500,000	-	2,437,500	2,437,500
477 ECCL	21,000	-	21,000	73,575	-	73,575
479 Implementation Plan	-	-	-	-	3,800,000	3,800,000
495 Marina	131,674	-	131,674	167,637	1,412,500	1,580,137
511 Sewer Capital	-	300,000	300,000	-	300,000	300,000
513 Sewer Connection Fee	300,000	-	300,000	300,000	-	300,000
650 Major Maintenance	565,189	1,450,000	2,015,189	593,363	1,023,775	1,617,138
660 Vehicle Replacement	-	467,991	467,991	-	64,284	64,284
670 Technology	245,000	957,889	1,202,889	245,000	469,004	714,004
Debt Service Funds						
344 1999 Revenue Bonds Debt Service	1,057,009	-	1,057,009	1,024,683	-	1,024,683
345 1998 Lease Revenue Bonds	365,931	-	365,931	367,683	-	367,683
721 East Baybridge District	559,795	-	559,795	559,500	-	559,500
790 Bay/Shellmound District	550,509	-	550,509	550,697	-	550,697
802 West Emeryville District	-	-	-	-	-	-
Internal Service and Benefit Trust Funds						
270 Litigation	250,000	-	250,000	250,000	-	250,000
295 MESA	15,452,310	-	15,452,310	15,879,815	-	15,879,815
600 Workers Compensation	1,066,089	-	1,066,089	1,100,979	-	1,100,979
610 Dental	239,900	-	239,900	253,000	-	253,000
620 Unemployment	40,000	-	40,000	40,000	-	40,000
700 Accrued Benefits	281,700	-	281,700	261,700	-	261,700
710 Post-Employment Health Benefits	222,900	-	222,900	234,100	-	234,100
712 Pension Trust	24,000	-	24,000	25,000	-	25,000
City-wide Expenditures	\$85,920,546	\$19,943,345	\$105,863,891	\$73,176,920	\$24,140,063	\$97,316,983

City of Emeryville

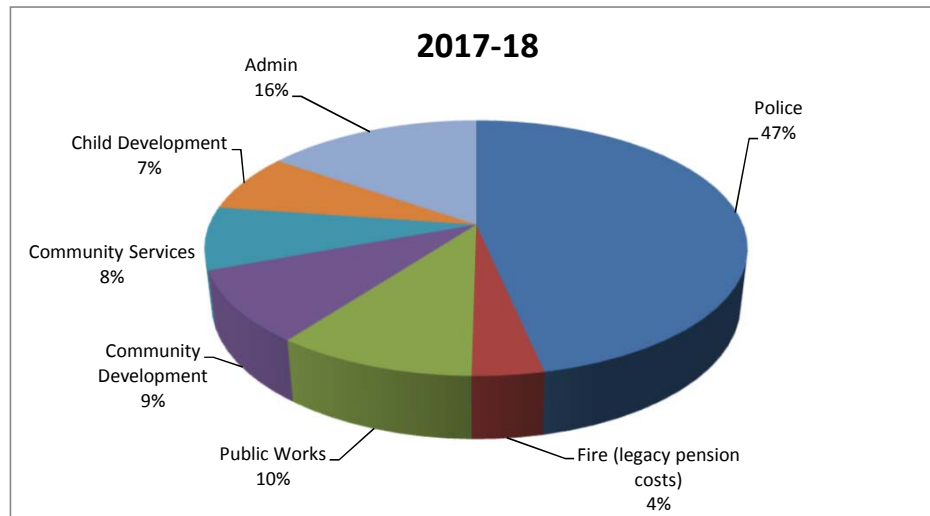
Organizational Chart of City Departments



*The Emeryville City Council also acts as the governing members of several other separate legal entities that together are responsible for the City's administration, finance, and operations. The Community Development Commission of Emeryville oversees the City's economic development efforts, the Management of Emeryville Services Authority acts as the employer of the City's non-public safety staff, and the Public Financing Authority is responsible for issuing bonds to finance capital projects.

City-wide Salaries and Benefits by Program

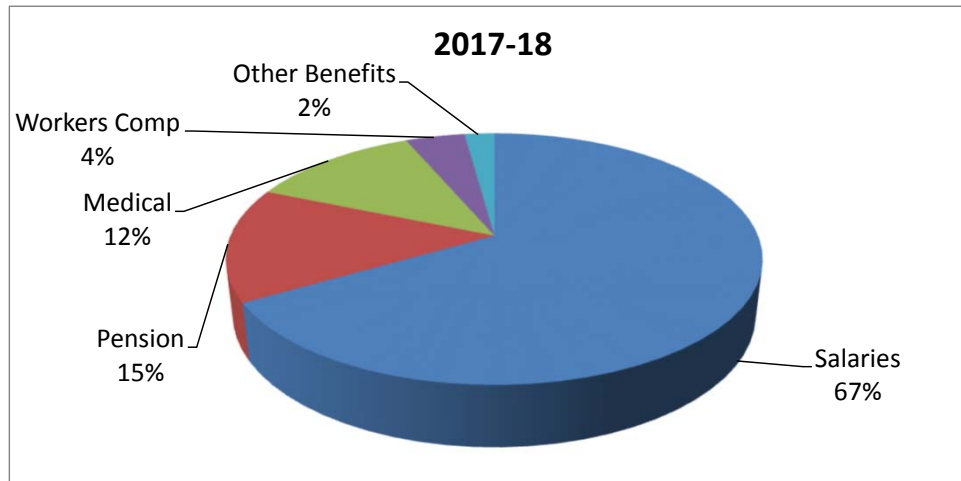
Cost of Authorized Positions



	<u>2015-16</u> Budget	<u>2016-17</u> Budget	<u>2017-18</u> Projection	<u>2018-19</u> Projection	<u>2019-20</u> Projection	<u>2020-21</u> Projection
Full-time Staff Positions	146	156	149	143	143	143
<u>General Fund</u>						
Police Admin	\$ 3,305,345	\$ 3,305,846	\$ 3,607,178	\$ 3,610,115	\$ 3,767,714	\$ 3,933,727
Police Field	6,374,579	7,589,838	7,926,081	8,124,586	8,554,011	8,964,148
Fire Legacy Pension/Retiree Medical	644,097	736,680	895,225	1,146,012	1,382,000	1,516,000
Public Works Admin	762,291	647,202	616,510	673,935	675,752	708,120
Public Works Maintenance	927,872	945,737	906,672	971,572	1,026,576	1,083,036
Planning	632,075	658,826	636,072	636,001	668,408	700,696
Building	497,530	505,331	538,345	549,516	583,607	612,963
Economic Development and Housing	580,539	542,400	580,116	375,173	396,856	419,932
Community Services Admin	423,076	236,141	239,317	259,008	277,458	296,926
Community Services Youth	899,139	1,053,441	1,050,905	946,304	973,412	1,000,875
Community Services Adult	350,938	667,854	680,553	655,168	684,180	710,632
City Council	146,450	158,363	173,814	176,635	179,619	182,752
City Manager	649,078	642,964	541,149	434,927	464,184	480,934
City Clerk	265,660	480,794	427,910	463,019	485,366	504,415
Information Technology	622,837	622,078	656,283	692,488	719,854	747,094
City Attorney	483,438	486,199	446,964	472,717	489,735	506,341
Finance	873,057	890,785	916,175	981,977	1,032,297	1,081,979
Human Resources	693,297	705,227	666,993	582,590	615,937	650,567
Budget vs. Actual/Vacancies	(1,148,966)	(1,083,757)	-	-	-	-
	17,982,332	19,791,949	21,506,264	21,751,742	22,976,966	24,101,139
% change		10%	9%	1%	6%	5%
<u>Special Revenue/ Enterprise Funds</u>						
	<u>Budget</u>	<u>Budget</u>				
CDBG 205	9,700	9,700	-	-	-	-
General Plan 225	221,413	343,897	513,307	564,745	585,760	607,651
Child Development 230	1,667,519	1,885,656	1,838,746	2,005,148	2,154,455	2,290,386
Police - State COPS program 252	100,000	100,000	100,000	100,000	100,000	100,000
Public Works - Measure D 266	25,000	25,000	25,000	25,000	25,000	25,000
Public Works CIP 475	-	369,700	600,452	812,011	754,276	793,604
Marina 495	-	150,389	123,674	159,637	167,362	176,217
Public Works - Sewer 510	253,380	255,684	233,834	301,670	297,488	306,639
City-wide Total	\$ 20,259,344	\$ 22,931,975	\$ 24,941,277	\$ 25,719,953	\$ 27,061,307	\$ 28,400,636

City-wide Salaries and Benefits By Category

Cost of Authorized Positions

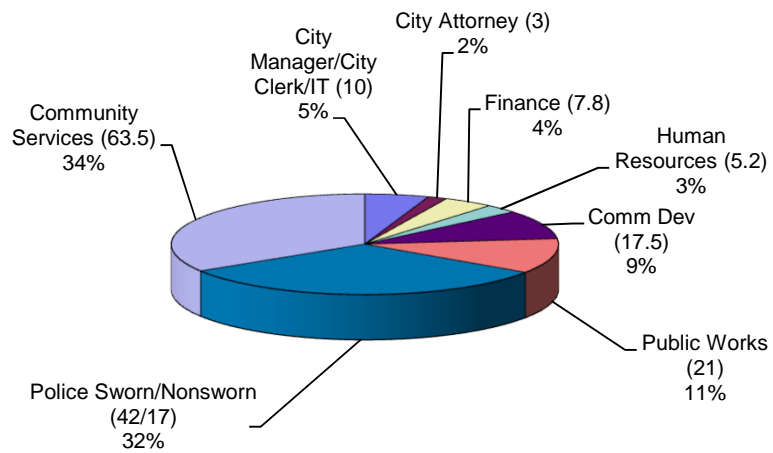


	<u>2015-16</u> Budget	<u>2016-17</u> Budget	<u>2017-18</u> Projection	<u>2018-19</u> Projection	<u>2019-20</u> Projection	<u>2020-21</u> Projection
Full-time Staff Positions	146	156	149	143	143	143
<u>Salaries</u>						
Includes steps, add pays, and overtime	\$ 15,018,754	\$ 16,003,264	\$ 16,615,732	\$ 16,670,948	\$ 17,068,328	\$ 17,570,966
% Growth		7%	4%	0%	2%	3%
<u>Benefits</u>						
<u>Pension</u>						
Pension - PERS Normal Cost	1,785,630	1,762,559	1,831,237	1,920,762	2,061,302	2,283,263
Pension - Unfunded Liability	600,097	1,352,870	1,718,587	2,286,076	2,873,517	3,267,514
(Estimates pending Actuary update)						
Pension - Supplemental Police plan	157,085	342,732	114,953	117,247	119,585	121,968
	<u>2,542,812</u>	<u>3,458,161</u>	<u>3,664,777</u>	<u>4,324,085</u>	<u>5,054,404</u>	<u>5,672,745</u>
<u>Medical</u>						
Medical Insurance, including in lieu	2,389,780	2,297,139	2,334,646	2,369,466	2,504,829	2,646,959
Dental/Vision	260,958	296,991	318,924	322,172	338,281	354,490
Retiree Medical trust contribution	176,553	152,213	163,210	166,799	175,139	183,896
Medicare	206,966	232,829	241,666	236,415	242,076	249,248
	<u>3,034,257</u>	<u>2,979,172</u>	<u>3,058,445</u>	<u>3,094,852</u>	<u>3,260,324</u>	<u>3,434,593</u>
<u>Workers Compensation</u>	<u>455,144</u>	<u>1,019,622</u>	<u>1,066,089</u>	<u>1,100,979</u>	<u>1,134,778</u>	<u>1,167,108</u>
<u>Other</u>						
Employee Leave payout	144,192	299,954	292,307	285,419	296,931	305,649
Compensation Benefit	79,695	73,745	48,720	52,020	52,020	52,020
Uniform Allowance	46,945	58,685	66,665	64,965	64,965	64,965
Long-term Disability	38,856	45,746	48,829	48,351	50,065	51,611
Unemployment, Life, Other	47,655	77,383	79,713	78,333	79,492	80,979
	<u>6,389,556</u>	<u>8,012,468</u>	<u>8,325,545</u>	<u>9,049,005</u>	<u>9,992,978</u>	<u>10,829,670</u>
Subtotal, Benefits						
% Growth		25%	4%	9%	10%	8%
General Fund Savings vs. Budget	<u>(1,148,966)</u>	<u>(1,083,757)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total, Salaries and Benefits	<u>\$ 20,259,344</u>	<u>\$ 22,931,975</u>	<u>\$ 24,941,277</u>	<u>\$ 25,719,953</u>	<u>\$ 27,061,307</u>	<u>\$ 28,400,636</u>
% Growth		13%	9%	3%	5%	5%

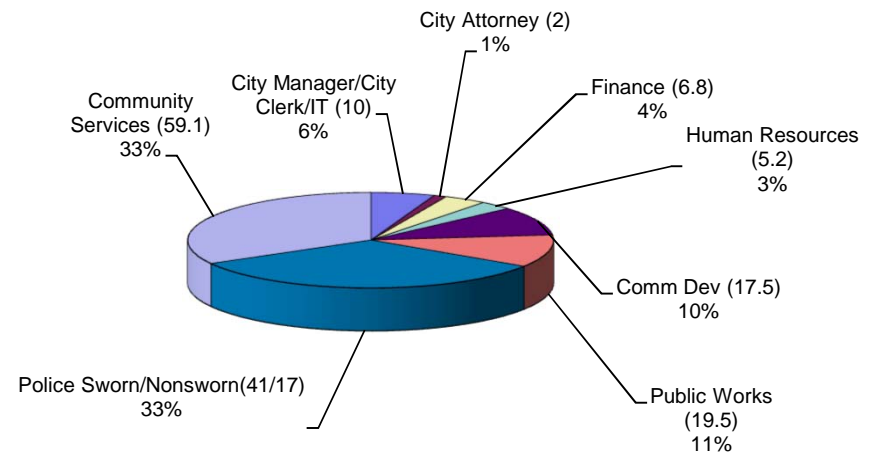
**City of Emeryville
Staffing Summary Comparison**

Budgeted Staffing Fiscal Year 2016/2017 vs. Proposed Staffing Fiscal Year 2017/2018

**Fiscal Year 2016-17
Full-time Equivalent Staffing Summary (187 FTEs)**



**Fiscal Year 2017-18
Full-time Equivalent Staffing Summary (178.1 FTEs)**



**2017-18 AND 2018-19 FISCAL YEAR BUDGETS
STAFFING SUMMARY**

Department	FY 2016-17		FY 2017-18		FY 2018-19	
	FTE	Position	Staff #	FTE	Staff #	FTE
City Manager						
Full-time Positions:	3.0	City Manager	1.0	1.0	1.0	1.0
		Assistant City Manager	1.0	1.0	-	-
		Executive Assistant to the City Manager	1.0	1.0	1.0	1.0
		Total Positions	3.0	3.0	2.0	2.0
City Clerk						
Full-time Positions:	3.0	City Clerk	1.0	1.0	1.0	1.0
		Deputy City Clerk	2.0	2.0	2.0	2.0
		Total Positions	3.0	3.0	3.0	3.0
Information Technology						
Full-time Positions:	4.0	Information Systems Manager	1.0	1.0	1.0	1.0
		Information Systems Analyst II	3.0	3.0	3.0	3.0
		Total Positions	4.0	4.0	4.0	4.0
	10.0	Total Positions City Manager Department	10.0	10.0	9.0	9.0
City Attorney						
Full-time Positions:	3.0	City Attorney	1.0	1.0	1.0	1.0
		Assistant City Attorney	1.0	1.0	1.0	1.0
		Total Positions	2.0	2.0	2.0	2.0
Finance						
Full-time Positions:	7.8	Director of Finance	1.0	1.0	1.0	1.0
		Accounting Manager	1.0	1.0	1.0	1.0
		Senior Accountant	1.0	1.0	1.0	1.0
		Senior Accounting Technician	1.0	1.0	1.0	1.0
		Accounting Technician	2.0	2.0	2.0	2.0
		Office Assistant II (Confidential)	1.0	0.5	1.0	0.5
		Human Resources Technician	1.0	0.3	1.0	0.3
		Total Positions	8.0	6.8	8.0	6.8

**2017-18 AND 2018-19 FISCAL YEAR BUDGETS
STAFFING SUMMARY**

Department	FY 2016-17		FY 2017-18		FY 2018-19	
	FTE	Position	Staff #	FTE	Staff #	FTE
Human Resources						
Full-time Positions:	5.2	Director of Human Resources	1.0	1.0	1.0	1.0
		Human Resources Technician	1.0	1.0	-	-
		Human Resources Technician	1.0	0.7	1.0	0.7
		Office Assistant II (Confidential)	2.0	1.5	2.0	1.5
		Management Analyst	1.0	1.0	1.0	1.0
		Total Positions	6.0	5.2	5.0	4.2
Community Development Department						
Planning						
Full-time Positions:	6.0	Director of Community Development	1.0	1.0	1.0	1.0
		Senior Planner	1.0	1.0	1.0	1.0
		Associate Planner	1.0	1.0	1.0	1.0
		Assistant Planner	1.0	1.0	1.0	1.0
		Planning Technician	1.0	1.0	1.0	1.0
		Administrative Secretary	1.0	1.0	1.0	1.0
		Interns funded by General Plan				
Part-time Positions:	2.5	Maintenance Fund	5.0	2.5	5.0	2.5
		Total Positions	11.0	8.5	11.0	8.5
Building						
Full-time Positions:	4.00	Chief Building Official	1.0	1.0	1.0	1.0
		Building Inspector	2.0	2.0	2.0	2.0
		Building Permit Technician/Plan Checker	1.0	1.0	1.0	1.0
		Total Positions	4.0	4.0	4.0	4.0
Economic Development & Housing						
Full-time Positions:	5.0	Economic Development & Housing Manager	1.0	1.0	1.0	1.0
		Community and Economic Development				
		Coordinator II	3.0	3.0	2.0	2.0
		Management Analyst	1.0	1.0	-	-
		Total Positions	5.0	5.0	3.0	3.0
	17.5	Total Positions Community Development Department	20.0	17.5	18.0	15.5

**2017-18 AND 2018-19 FISCAL YEAR BUDGETS
STAFFING SUMMARY**

Department	FY 2016-17		FY 2017-18		FY 2018-19	
	FTE	Position	Staff #	FTE	Staff #	FTE
Public Works						
Full-time Positions:	20.0	Director of Public Works	-	-	1.0	1.0
		Deputy Director of Public Works	1.0	1.0	1.0	1.0
		Senior Civil Engineer	2.0	2.0	2.0	2.0
		Associate Civil Engineer	2.0	2.0	2.0	2.0
		Environmental Programs Supervisor	1.0	1.0	1.0	1.0
		Environmental Programs Technician	1.0	1.0	1.0	1.0
		Public Works Maintenance Supervisor	1.0	1.0	1.0	1.0
		Crew Leader	3.0	3.0	3.0	3.0
		Maintenance Worker	5.0	5.0	5.0	5.0
		Administrative Secretary	1.0	1.0	1.0	1.0
		Administrative Analyst	1.0	1.0	1.0	1.0
		Public Service Employee	1.0	0.5	-	-
Part-time Positions:	1.0	Interns (2)	2.0	1.0	2.0	1.0
		Total Positions	21.0	19.5	21.0	20.0
	21.0	Total Positions Public Works Department	21.0	19.5	21.0	20.0
Police						
Full-time Sworn Positic	42.0	Police Chief	1.0	1.0	1.0	1.0
		Police Captain	2.0	2.0	2.0	2.0
		Police Lieutenant	2.0	2.0	2.0	2.0
		Police Sergeant (one partially grant funded)	6.0	6.0	6.0	6.0
		Police Officer	30.0	30.0	30.0	30.0
		Total Positions	41.0	41.0	41.0	41.0
Full-time Unsworn Pos	17.0	Police Services Manager	1.0	1.0	1.0	1.0
		Police Service Technician	15.0	15.0	14.0	14.0
		Crime Analyst	1.0	1.0	-	-
		Total Positions	17.0	17.0	15.0	15.0
	59.0	Total Positions Police Department	58.0	58.0	56.0	56.0

**2017-18 AND 2018-19 FISCAL YEAR BUDGETS
STAFFING SUMMARY**

Department	FY 2016-17		FY 2017-18		FY 2018-19	
	FTE	Position	Staff #	FTE	Staff #	FTE
Community Services:						
Administration:						
Full-time Positions:	2.0	Community Services Director	1.0	1.0	1.0	1.0
		Office Assistant II	1.0	1.0	1.0	1.0
		Total Positions Administration	2.0	2.0	2.0	2.0
Youth & Adult Services						
Full-time Positions:	9.0	Recreation Manager	1.0	1.0	1.0	1.0
		Recreation Supervisor	1.0	1.0	-	-
		Program Coordinator	3.0	3.0	3.0	3.0
		Recreation Assistant	2.0	2.0	2.0	2.0
		Office Assistant	1.0	1.0	1.0	1.0
Part-time Positions:	0.5	Pool Manager	1.0	0.5	1.0	0.5
	27.0	Recreation Leader	49.2	24.6	47.2	23.6
		Total Positions Youth & Adult Services	58.2	33.1	55.2	31.1
Child Development						
Full-time Positions:	25.0	Child Development Center Manager	1.0	1.0	1.0	1.0
		Child Development Assistant Manager	1.0	1.0	1.0	1.0
		Office Assistant	1.0	1.0	1.0	1.0
		Lead Teacher	6.0	6.0	6.0	6.0
		Teacher	6.0	6.0	6.0	6.0
		Teacher Assistant	3.0	3.0	3.0	3.0
		Teacher Associate	6.0	6.0	6.0	6.0
		Total Positions Child Development	24.0	24.0	24.0	24.0
	63.5	Total Positions Community Services	84.2	59.1	81.2	57.1

**2017-18 AND 2018-19 FISCAL YEAR BUDGETS
STAFFING SUMMARY**

Department	FY 2016-17		FY 2017-18		FY 2018-19	
	FTE	Position	Staff #	FTE	Staff #	FTE
Total Elected Officials			5.0		5.0	
Total Full-time Staff Positions			151.0	149.0	145.0	143.0
Total Part-time FTE Staff Positions			57.2	29.1	54.2	27.6
Total			208.2	178.1	199.2	170.6
			FY 2015-16		FY 2016-17	
			Staff #	FTE	Staff #	FTE
Total Full-time Staff Positions			146.0	146.0	158.0	156.0
Total Part-time FTE Staff Positions			49.6	24.8	61.0	31.0
Total			195.6	170.8	219.0	187.0
			FY 2013-14		FY 2014-15	
			Staff #	FTE	Staff #	FTE
Total Full-time Staff Positions			138.0	135.0	138.0	135.0
Total Permanent Part-time FTE Positions			2.0	1.4	2.0	1.0
Total Part-time FTE Staff Positions			86.0	15.3	87.0	15.6
Total			226.0	151.7	227.0	151.6



General Fund Fund Balance Projection

	<u>2014-15</u> Actual	<u>2015-16</u> Actual	<u>2016-17</u> Projection	<u>2017-18</u> Projection	<u>2018-19</u> Projection	<u>2019-20</u> Projection	<u>2020-21</u> Projection	
<u>Unassigned Fund Balance</u>								
Beginning Balance			\$ 1,029,888	\$ 1,096,770	\$ 1,096,770	\$ 1,096,770	\$ (858,934)	
Revenues								
General Taxes and Fees	31,719,890	35,665,077	33,646,141	36,823,668	37,145,192	37,539,717	37,937,712	
				9.4%	0.9%	1.1%	1.1%	
Program Revenues	4,443,509	7,050,937	6,092,802	3,517,462	3,196,678	3,387,148	3,447,948	
	36,163,400	42,716,015	39,738,943	40,341,129	40,341,871	40,926,865	41,385,660	
% Annual Growth				1.5%	0.0%	1.5%	1.1%	
% 4 -Year Growth							4%	
	-	-	-	-	-	-	-	
Memo - Muni Services Estimate of 1% Sales Tax Economic Contraction					(523,920)	(840,435)	(1,007,747)	(2,372,102)
								3 Years
Expenditures								
Salaries and Benefits	(16,572,961)	(16,914,373)	(18,488,275)	(19,864,805)	(19,605,055)	(20,307,935)	(21,089,172)	2024-25
Unfunded Pension Liability to 7%	-	(1,067,959)	(1,303,674)	(1,641,459)	(2,146,687)	(2,669,031)	(3,011,967)	(4,253,880)
Fire Contract	(5,559,643)	(5,580,772)	(6,186,319)	(6,973,946)	(7,125,975)	(7,436,031)	(7,805,257)	
Operations and Transfers	(9,675,780)	(9,025,375)	(10,943,793)	(11,860,919)	(11,464,153)	(12,469,572)	(13,086,108)	
	(31,808,384)	(32,588,479)	(36,922,061)	(40,341,130)	(40,341,871)	(42,882,569)	(44,992,504)	
% Annual Growth			13%	9%	0%	6%	5%	
% 4 -Year Growth							22%	
	-	-	-	-	-	-	-	
One-time Reserve and Program Contributions			(2,750,000)	-	-	-	-	
				-	-	-	-	
Net Annual Surplus (Deficit)	4,355,016	10,127,536	66,882	(0)	0	(1,955,704)	(3,606,844)	
Ending Unassigned Fund Balance			\$ 1,096,770	\$ 1,096,770	\$ 1,096,770	\$ (858,934)	\$ (4,465,778)	
Total Fund Balance, Including Reserves			\$ 40,478,468	\$ 26,553,503	\$ 26,334,761	\$ 22,664,078	\$ 19,057,234	

General Fund Total Fund Balance Reserves

		<u>2015-16</u> Actual	<u>2016-17</u> Projection	<u>2017-18</u> Projection	<u>2018-19</u> Projection	<u>2019-20</u> Projection	<u>2020-21</u> Projection
<u>Total General Fund Balance</u>							
As Combined and Reported as "General Fund" in Annual Financial Statements							
	Fund	Audited Balances CAFR Page 26					
Economic Uncertainty	275	\$ 20,897,710	\$21,420,367	\$21,420,367	\$21,420,367	\$21,420,367	\$ 21,420,367
% Expenditures - Target 50%		64%	58% A	53%	53%	50%	48%
A) Includes repayment of interfund advance							
Pension	715	13,519,592	13,613,913	-	-	-	-
Budget appropriates \$4 million of Pension Reserve for payment to CalPERS and remainder to Section 115 Trust							
Earthquake	277	1,344,194	1,904,457	1,904,457	1,904,457	1,904,457	1,904,457
Includes 2016-17 augmentation of \$550,000							
Program Reserves							
Economic Development	202	1,103,114	1,355,522	1,154,283	995,353		
Community Programs	203	400,000	789,250	679,438	619,626		
Small Business Incentive	101	100,000	100,000	100,000	100,000		
Non-spendable loans, prepaids	101/275	565,502	198,188	198,188	198,188	198,188	198,188
Unassigned	101	1,029,888	1,096,770	1,096,770	1,096,770	(858,934)	(4,465,778)
		\$ 38,959,999	\$ 40,478,468	\$ 26,553,503	\$ 26,334,761	\$ 22,664,078	\$ 19,057,234

General Fund Revenue Summary

	2014-15	2015-16	2016-17	2017-18		2018-19		2019-20	2020-21
	Actual	Actual	Projection	Projection	Growth	Projection	Growth	Projection	Projection
General Taxes and Fees									
Property Tax	\$ 2,688,827	\$ 2,851,258	\$ 3,238,470	\$ 3,307,802	2.1%	\$ 3,372,558	2.0%	\$ 3,438,609	\$ 3,505,981
Residual Tax Increment (25%)	-	-	-	1,421,025	C	1,422,852	0.1%	1,434,899	1,446,698
Sales Tax - 1% Bradley Burns	8,252,500	9,069,513 A	8,459,448	8,584,876	1.5%	8,749,637	1.9%	8,911,293	9,074,233
Sales Tax - Oakland agreements	(325,024)	(478,919)	(487,434)	(494,746)	1.5%	(504,146)	1.9%	(513,221)	(522,459)
Sales Tax - Prop 172	48,593	49,329	51,220	52,220	2.0%	53,264	2.0%	54,330	55,416
Business License and Card Room	7,668,497	8,172,325	8,711,004 H	8,479,941	-2.7%	8,522,145	0.5%	8,564,561	8,607,189
Transient Occupancy Tax	5,911,821	6,894,846	7,426,301 B	7,884,090	6.2% B	7,962,931	1.0%	8,042,560	8,122,986
Utilities User Tax	2,870,024	2,975,287	3,155,991	3,171,771	0.5%	3,187,630	0.5%	3,203,568	3,219,586
Real Property Transfer Tax	1,503,485	2,966,774	1,240,020 C	1,246,220	0.5%	1,252,451	0.5%	1,258,713	1,265,007
Franchise Tax	1,553,715	1,642,045	1,686,946	1,702,950	0.9%	1,716,350	0.8%	1,729,885	1,743,555
Grant - Transit	-	-	-	500,000		500,000	0.0%	500,000	500,000
Rentals and Leases	170,513	172,533	177,397	177,620	0.1%	177,620	0.0%	177,620	177,620
Mitigation Service Fees	297,590	301,942	306,381	310,000	1.2%	315,000	1.6%	320,000	325,000
Grant - SB 90 State Mandates	196,974	20,603	-	-		-		-	-
Other Fees and Taxes	163,068	221,003	83,253	368,400	D	305,400	-17.1%	305,400	305,400
Interfund Reimbursements	335,000	335,000	65,000 E	61,500		61,500	0.0%	61,500	61,500
Investment Earnings	F 384,308	471,538	(467,856)	50,000		50,000		50,000	50,000
	31,719,890	35,665,077	33,646,141	36,823,668	9.4%	37,145,192	0.9%	37,539,717	37,937,712
% Growth			-5.7%	9.4%		0.9%		1.1%	1.1%
Departmental Fees and Charges									
Planning	29,691	25,905	25,956	26,400	1.7%	26,400	0.0%	26,400	26,400
Planning Reimbursables	557,220	505,621	466,812 G	50,000	-89.3% G	50,000	0.0%	50,000	50,000
Building	1,906,055	4,967,352	3,066,811 G	1,933,100	-37.0% G	1,685,600	-12.8%	1,685,600	1,685,600
Police Administration	616,180	495,038	346,553	360,200	3.9%	357,852	-0.7%	496,252	504,904
Fire	567,765	400,204	748,832	265,600	-64.5%	170,000	-36.0%	170,000	170,000
Public Works Admin/Engineering	27,399	18,316	32,282	20,000	-38.0%	20,000	0.0%	20,000	20,000
Public Works Maintenance	34,316	665	5,310	10,000	88.3%	10,000	0.0%	10,000	10,000
Public Works Reimbursable	154,862	104,407	399,665 G	50,000	-87.5% G	50,000	0.0%	50,000	50,000
Community Services Admin	44,432	30,991	205,920	200,300	-2.7%	200,800	0.2%	228,300	255,800
Recreation	264,993	298,635	554,567	316,000	-43.0%	338,000	7.0%	357,000	376,000
Senior Center	185,560	151,623	176,001	222,032	26.2%	223,526	0.7%	229,096	234,744
Administration	55,035	52,181	64,093	63,830	-0.4%	64,500	1.0%	64,500	64,500
	4,443,509	7,050,937	6,092,802	3,517,462	-42.3%	3,196,678	-9.1%	3,387,148	3,447,948
% Growth			-14%	-42%		-9%		6%	2%
Subtotal, Baseline Revenues	36,163,400	42,716,015	39,738,943	40,341,129	1.5%	40,341,871	0.0%	40,926,865	41,385,660
% Growth			-7.0%	1.5%		0.0%		1.5%	1.1%
One-time Transfer - Vehicle Fund	-	1,000,000	-	-		-		-	-
Total Revenues	\$ 36,163,400	\$ 43,716,015	\$ 39,738,943	\$ 40,341,129	1.5%	\$ 40,341,871	0.0%	\$ 40,926,865	\$ 41,385,660

Sensitivity Analysis - Additional Economic Growth or New Revenues?

Value of additional 1%	\$ 413,857
Value of additional 5%	\$ 2,069,283

Notes

- A) One-time 2015-16 Sales Tax pick-up - State Triple Flip Unwind
- B) TOT includes partial years of new hotel in 2016-17 and 2017-18
- C) Commercial Property Transfer Tax reallocated to Capital Improvement Program in exchange for 25% Residual Property Tax Increment
- D) Successor Agency Admin Fee - One Time increase in 17-18 based upon State formula
- E) Gas Tax Fund reimbursement is reclassified as expenditure reimbursement to conform with accounting principles beginning in 2016-17
- F) FY15-17 investment earnings include unrealized investment gains/losses
- G) Development Project Fees are generally offset by third party contract expenditures; large projects will be budgeted as they come forward
- H) Proactive revenue collection strategies resulted in timely payments from delinquent accounts in which these revenues are typically received in the following fiscal year

General Fund Expenditure Summary By Department

		2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21
		Actual	Actual	Projection	Projection	Projection	Projection	Projection
Police	Salaries and Benefits	\$ 8,934,404	\$ 8,883,885	\$ 9,830,226	\$ 10,914,428	\$ 10,955,739	\$ 11,361,419	\$ 11,808,243
Police	Unfunded Pension Liability	-	390,074	481,152	618,831	778,961	960,305	1,089,632
Police	Operating Costs	1,266,358	1,150,708	1,238,523	1,528,045	1,485,830	1,541,039	1,598,524
Fire	Alameda County Contract	5,559,643	5,580,772	6,186,319	6,973,946	7,125,975	7,436,031	7,805,257
Fire	Unfunded Pension Liability	-	621,375	736,680	895,225	1,146,012	1,382,000	1,516,000
Fire	Other Operations	12,743	18,717	(37,104)	69,859	75,120	80,381	85,851
Public Works	Admin/Engineering	702,432	821,309	871,221	801,860	854,682	872,167	899,082
Public Works	Maintenance and Parking	2,054,942	2,146,146	2,021,740	2,161,403	2,276,142	2,394,305	2,510,402
Public Works	Reimbursement	176,665	177,480	424,117	50,000	50,000	50,000	50,000
Community Development	Planning	667,214	708,645	748,763	669,722	670,640	704,074	737,425
Community Development	Reimbursement	372,776	514,152	231,469	50,000	50,000	50,000	50,000
Community Development	Building	1,676,409	2,348,421	1,753,473	1,933,532	1,794,361	1,865,163	1,934,838
Community Development	Economic Development	651,275	623,884	806,117	1,165,158	991,982	1,033,166	1,076,713
Community Services	Administration	525,774	561,587	854,276	873,670	887,874	952,824	1,019,817
Community Services	Recreation	963,734	1,189,873	1,273,472	1,301,655	1,206,344	1,246,094	1,286,308
Community Services	Adult	677,615	575,530	911,945	1,060,063	1,044,380	1,083,047	1,119,418
Administration	City Council	176,269	168,095	171,490	191,164	206,165	209,388	212,769
Administration	City Manager	466,187	697,821	660,238	667,199	588,237	488,559	506,281
Administration	Public Information	98,169	63,518	42,945	105,000	105,000	105,000	105,000
Administration	Information Technology	597,598	599,679	642,178	716,883	754,533	782,051	809,451
Administration	City Clerk	312,884	397,961	561,355	582,806	597,809	546,532	641,994
Administration	City Attorney	547,371	410,123	549,481	593,564	594,487	611,578	628,262
Administration	Finance	962,016	872,697	1,028,579	1,132,101	1,213,766	1,285,120	1,284,264
Administration	HR	643,172	788,534	791,121	810,093	737,880	781,377	826,127
Non-Department	Child Development Contribution	1,052,088	303,793	1,001,829	906,753	962,559	1,131,808	1,236,928
Non-Department	PBID/Emery-Go-Round	726,000	-	522,632	553,542	570,148	587,253	604,870
Non-Department	COPS Debt Service	367,343	371,186	368,255	366,000	367,683	368,641	368,922
Non-Department	Litigation Fund	150,000	150,000	650,000	470,000	30,000	250,000	250,000
Non-Department	Liability Insurance	367,111	396,953	436,349	547,218	601,940	662,134	728,347
Non-Department	Library Card Services	240,000	120,000	120,000	250,000	375,000	475,000	575,000
Non-Department	Technology Fund	-	-	-	180,000	-	-	-
Non-Department	TI for Corp Yard Remediation	-	-	-	-	-	300,000	300,000
Non-Department	Other Admin Costs	860,194	935,562	1,043,220	1,201,409	1,242,620	1,286,113	1,326,782
Subtotal, Baseline Expenditures		31,808,384	32,588,479	36,922,061	40,341,130	40,341,871	42,882,569	44,992,504
Non-Department	One-time Transfers/Reserves	8,553,195	32,194,353	2,750,000	-	-	-	-
Total Expenditures		\$ 40,361,578	\$ 64,782,832	\$ 39,672,061	\$ 40,341,130	\$ 40,341,871	\$ 42,882,569	\$ 44,992,504
		-	-	-	-	-	-	-
		-	-	-	-	-	-	-

General Fund Expenditure Summary By Classification

	2014-15 Actual	2015-16 Actual	2016-17 Projection	2017-18 Projection	2018-19 Projection	2019-20 Projection	2020-21 Projection
<u>Salaries and Benefits</u>							
Current Salaries and Benefits	\$ 16,572,961	\$ 16,914,373	\$ 18,488,275	\$ 19,864,805	\$ 19,605,055	\$ 20,307,935	\$ 21,089,172
% Growth				7%	-1%	4%	4%
Pension Unfunded Liability	-	1,067,959	1,303,674	1,641,459	2,146,687	2,669,031	3,011,967
Subtotal, Salaries and Benefits	16,572,961	17,982,332	19,791,949	21,506,264	21,751,742	22,976,966	24,101,139
% Growth				9%	1%	6%	5%
<u>Fire Contract</u>							
% Growth	5,559,643	5,580,772	6,186,319	6,973,946	7,125,975	7,436,031	7,805,257
				13%	3%	4%	5%
<u>Operating Costs</u>							
Supplies	843,695	788,938	750,720	925,879	896,147	899,416	950,457
Utilities	697,563	748,771	825,407	797,100	830,619	853,161	876,598
Maintenance	2,004,071	1,885,959	2,158,679	2,558,451	2,611,845	2,745,327	2,838,472
Insurance	369,908	398,977	439,063	559,218	614,440	675,134	741,847
Professional Services	3,044,271	3,912,091	3,475,938	3,385,909	3,542,051	3,575,730	3,761,975
Advertising/Printing/Publication	107,921	98,600	138,046	176,667	181,139	167,366	174,280
Education and Training	217,845	198,061	218,221	297,508	342,999	358,595	375,874
Rentals & Leases	81,668	93,641	259,602	264,700	277,750	305,986	334,305
Fees & Charges	17,416	16,409	17,361	55,000	65,800	66,634	67,185
Programs/Grants	13,936	14,533	14,868	30,000	30,750	31,538	32,364
Capital Equipment	1,845	10,006	13,966	50,000	11,000	5,000	5,000
Other	(19,790)	34,411	89,207	284,193	129,224	147,983	167,030
% Growth	7,380,349	8,200,396	8,401,077	9,384,625	9,533,763	9,831,870	10,325,388
				12%	2%	3%	5%
<u>Operating Transfers</u>							
230 Child Development Program Contribution	1,052,088	303,793	1,001,829	906,753	962,559	1,131,808	1,236,928
805 PBID/Emery-Go-Round	726,000	-	522,632	553,542	570,148	587,253	604,870
270 Litigation Fund	150,000	150,000	650,000	470,000	30,000	250,000	250,000
345 1999 Revenue Bond Fund Debt Service	367,343	371,186	368,255	366,000	367,683	368,641	368,922
670 Technology	-	-	-	180,000	-	-	-
475 General Capital - TI for Corp Yard Remediation	-	-	-	-	-	300,000	300,000
	2,295,431	824,979	2,542,716	2,476,295	1,930,390	2,637,702	2,760,720
Subtotal, Baseline Expenditures	31,808,384	32,588,479	36,922,061	40,341,130	40,341,871	42,882,569	44,992,504
% Growth				9%	0%	6%	5%
<u>One-time Transfers/Reserves</u>							
275 Economic Uncertainty	-	15,754,352	-	-	-	-	-
715 Pension Reserve	-	8,820,000	-	-	-	-	-
475 General Capital	-	6,000,000	-	-	-	-	-
Other	8,553,195	1,620,001	2,750,000	-	-	-	-
	8,553,195	32,194,353	2,750,000	-	-	-	-
	\$ 40,361,578	\$ 64,782,832	\$ 39,672,061	\$ 40,341,130	\$ 40,341,871	\$ 42,882,569	\$ 44,992,504
	-	61	-	-	-	-	-

Summary of Program Reductions

Service	Reduction	Type of Position	Amount	Amount	Impact	Notes
			FY 17-18	FY 18-19		
City Council						
Engagement in professional organizations	Membership and dues		\$ (3,400)	\$ -	Defer memberships in certain regional organizations	Reduction is 53% of adopted budget. FY 18-19 savings is reflected in the baseline budget. Reduction is 72% of adopted budget. FY 18-19 savings is reflected in the baseline budget.
Education and training	Travel, conferences & meetings		(12,900)	-	Attend fewer conferences/meetings. Small budget remaining for local attendance.	
City Manager						
Administrative services	1 FTE	Occupied	(159,454)	(250,909)	Reduce/eliminate support for key services: PBID, ECCL, fire contract, new services and policy development. Eliminate city effort in favor of grassroots organizing	
Support to neighborhood association program	Neighborhood association program		(20,000)	-		
City Attorney						
Paralegal services	1 FTE	Vacant	(110,633)	(117,345)	Less responsive to legal support requests	
Finance						
Accounting services	0.7 FTE	Vacant	(83,787)	(78,009)	Impact support to payroll and other accounting activities; share resources with HR.	FY 18-19 reduction is lower due to the recognition of full-year cost shifted from HR
Human Resources						
HR services	1.3 FTE	Occupied	(22,192)	(147,547)	Impact timeline for staff recruitment; reduction in employee engagement events; cause delay in new employee onboarding; share staff with Finance.	FY 17-18 reduction represents shift of cost to Finance
Community Development						
Allocate costs to General Plan Maintenance Fund	1.3 FTE	Cost allocation	(132,257)	(208,595)	Allocation of staff time to General Plan Maintenance Fund to more accurately reflect program activities. Fund balance: \$2.89M	
Allocate costs to General Plan Maintenance Fund	Planning Commission stipend	Cost allocation	(5,015)	(7,523)	Same as above	
Permit counter services	WC3 contract		(19,413)	(29,120)	Senior Plans Examiner counter hours from weekly to biweekly. Less available to applicants. May cause delay to applications.	
Fair labor standards	1 FTE	Occupied	-	(141,364)	Administrative support for labor standards will be reduced; reassign duties to other staff.	
Support to small business programs and Art Center	1 FTE (a portion is allocated to the General Plan Maintenance Fund)	Occupied	-	(88,509)	Significantly reduce support to small business programs and Art Center	
Grant support & coordination	Townsend contract		(10,000)	(10,000)	Reduce grant support and skip DC trip	
Police						
Crime analysis services	1 FTE	Occupied	-	(135,896)	Lower level of response to citizens and shift crime analysis to new CAT software system.	
Police services	1 FTE	Vacant	(179,353)	(187,617)	Reduce support for police services and increase overtime	

Service	Reduction	Type of Position	Amount	Amount	Impact	Notes
			FY 17-18	FY 18-19		
Police services	Overtime	Vacant	80,000	80,000	Same as above	
Fleet, parking, abandoned vehicle, and equipment management services	1 FTE	Occupied	-	(100,595)	Shift fleet and equipment management to management staff; reduce service levels in parking and abandoned vehicle management.	
Public Works						
Allocate costs to General Capital Fund (Tax Increment)	0.5 FTE	Cost allocation	(49,881)	(77,361)	Allocation of staff time to Capital Fund (Tax Increment) to more accurately reflect program activities	50% allocation of Senior Civil Engineer to CIP projects
City facilities maintenance	1 FTE (a portion is allocated to the Capital, Marina, and Sewer Funds)	Vacant	(37,871)	-	Delay in City facilities maintenance projects; implementation of Computerized Work Order Management System will be delayed.	Freeze Public Works Director position in FY 17-18.
Landscape and maintenance services	1 FTE (a portion is allocated to the Marina Fund)	Vacant	(87,644)	(92,903)	Reduce landscape and maintenance service levels	
Community Services						
City News and Activity Guide	Eliminate printed City News and Activity Guide		(18,667)	(28,000)	Residents will not receive printed copies in the mail. Electronic version only.	
Special events & Youth services	1.3 FTE; reduce costs for special events	Vacant: 0.3 FTE Occupied: 1 FTE	(36,667)	(171,043)	Reduce costs for citywide Community Events; reorganization of responsibilities and duties to staff; the division will not be able to increase services or programs to Youth services beyond fiscal year 16-17 service levels.	Include part-time hours
Adult services	1.7 FTE	Vacant	(109,069)	(171,205)	Reduction of Senior Center classes and trips; the division will not be able to increase services or programs to Adult services beyond fiscal year 16-17 service levels.	Include part-time hours
ECDC	1 FTE	Vacant	(65,140)	(69,606)	The center will not be able to increase enrollment	
Total General Fund Reductions			\$ (1,083,342)	\$ (2,033,145)		



City of Emeryville
2017-19 Budget

General Fund Reserves
Economic Uncertainty Reserve #275

Purpose of Fund

The Economic Uncertainty Reserve is targeted at 50% of the subsequent year's General Fund expenditure budget.

	2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Projection</u>	2017-18 <u>Budget</u>	2018-19 <u>Budget</u>
Beginning Available Fund Balance	\$ 5,119,983	\$ 5,131,981	\$ 20,897,710	\$ 21,420,367	\$ 21,420,367
Annual Activity					
Revenues					
General Fund Contribution	-	15,754,352	-	-	-
Interfund loan repayments	-	-	367,314	-	-
Investment income	11,998	11,377	155,343	-	-
	11,998	15,765,729	522,657	-	-
Expenditures					
None	-	-	-	-	-
	-	-	-	-	-
Net Annual Activity	11,998	15,765,729	522,657	-	-
Ending Available Fund Balance	\$ 5,131,981	\$ 20,897,710	\$ 21,420,367	\$ 21,420,367	\$ 21,420,367
	-	-	-	-	-
50% Budget Policy Benchmark					
Subsequent year expenditures			40,341,130	40,341,871	42,882,569
%			53%	53%	50%



City of Emeryville
2017-19 Budget

General Fund Reserves
Economic Development Reserve #202

Purpose of Fund

The City's budget policy allocates 5% of residual tax increment in support of economic development activities to grow and sustain the City's revenue base.

	2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Projection</u>	2017-18 <u>Budget</u>	2018-19 <u>Budget</u>
Beginning Available Fund Balance	\$ (214,258)	\$ (0)	\$ 1,103,114	\$ 1,355,522	\$ 1,154,283
Annual Activity					
Revenues					
Residual Tax Increment	214,258	361,280	245,205	284,205	284,570
Catch-up Residual Tax Increment	-	739,000	-	-	-
Interest income	-	2,834	8,759	-	-
	<u>214,258</u>	<u>1,103,114</u>	<u>253,964</u>	<u>284,205</u>	<u>284,570</u>
	-	-	-	-	-
Expenditures					
Professional Services	-	-	-	200,000	200,000
Façade grants	-	-	-	200,000	200,000
Business rebate programs	-	-	1,556	85,444	43,500
	<u>-</u>	<u>-</u>	<u>1,556</u>	<u>485,444</u>	<u>443,500</u>
Net Annual Activity	<u>214,258</u>	<u>1,103,114</u>	<u>252,408</u>	<u>(201,239)</u>	<u>(158,930)</u>
Ending Available Fund Balance	\$ (0)	\$ 1,103,114	\$ 1,355,522	\$ 1,154,283	\$ 995,353



City of Emeryville
2017-19 Budget

General Fund Reserves
Community Programs Reserve #203

Purpose of Fund

One-time General Fund revenue surplus has been committed in support of various community programs.

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Projection</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>
Beginning Available Fund Balance	\$ -	\$ -	\$ 400,000	\$ 789,250	\$ 679,438
Annual Activity					
Revenues					
General Fund Contribution	-	400,000	500,000	-	-
	-	400,000	500,000	-	-
	-	-	-	-	-
Expenditures					
Community grants	-	-	54,750	59,812	59,812
Homeless programs	-	-	30,000	50,000	-
Transfer to Measure B	-	-	26,000	-	-
	-	-	110,750	109,812	59,812
Net Annual Activity	-	400,000	389,250	(109,812)	(59,812)
Ending Available Fund Balance	\$ -	\$ 400,000	\$ 789,250	\$ 679,438	\$ 619,626



City of Emeryville
2017-19 Budget

General Fund Reserves
Earthquake Reserve #277

Purpose of Fund

The Earthquake Reserve provides funds to sustain City operations in the event of an earthquake or other natural disaster.

	2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Projection</u>	2017-18 <u>Budget</u>	2018-19 <u>Budget</u>
Beginning Available Fund Balance	\$ 1,328,589	\$ 1,335,718	\$ 1,344,194	\$ 1,904,457	\$ 1,904,457
Annual Activity					
Revenues					
General Fund transfer	-	-	550,000	-	-
Interest Income	7,128	8,476	10,264	-	-
	<u>7,128</u>	<u>8,476</u>	<u>560,264</u>	<u>-</u>	<u>-</u>
	-	-	-	-	-
Expenditures					
None					
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	-	-	-	-	-
Net Annual Activity	<u>7,128</u>	<u>8,476</u>	<u>560,264</u>	<u>-</u>	<u>-</u>
Ending Available Fund Balance	\$ 1,335,718	\$ 1,344,194	\$ 1,904,457	\$ 1,904,457	\$ 1,904,457



City of Emeryville
2017-19 Budget

General Fund Reserves
Pension Reserve #715

Purpose of Fund

The Pension Reserve fund holds a cash balance committed to the retirement of unfunded pension obligations. The proposed 2017-18 budget anticipates a \$4 million prepayment to CalPERS Police Plan to mitigate upcoming rate increases. The balance is proposed for contribution to a Section 115 trust also dedicated for the retirement of employee pension obligations for the purpose of further mitigating anticipated future CalPERS rate increases.

	2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Projection</u>	2017-18 <u>Budget</u>	2018-19 <u>Budget</u>
Beginning Available Fund Balance	\$ 5,156,916	\$ 4,683,558	\$ 13,519,592	\$ 13,613,913	\$ -
Annual Activity					
Revenues					
General Fund Contribution	-	8,820,000	-	-	-
Investment income	26,724	25,683	98,871	-	-
	26,724	8,845,683	98,871	-	-
	-	-	-	-	-
Expenditures					
Contribution to CalPers	500,081	-	-	4,000,000	-
Contribution to Section 115 trust				9,613,913	
Professional Services	-	9,650	4,550	-	-
	500,081	9,650	4,550	13,613,913	-
	-	-	-	-	-
Net Annual Activity	(473,357)	8,836,033	94,321	(13,613,913)	-
Ending Available Fund Balance	\$ 4,683,558	\$ 13,519,592	\$ 13,613,913	\$ -	\$ -
	-	-	-	-	-



DEPARTMENT OPERATING BUDGETS

DEPARTMENT:**POLICE**

The Emeryville Police Department protects life and property; maintains law and order; seeks solutions to neighborhood problems that adversely affect the quality of life; fosters a community spirit of cooperation and adherence to the laws of our society; protects the constitutional rights of individuals and facilitates the flow of traffic while being the least intrusive into the lives of our citizenry. This is achieved by diligent enforcing of all laws, apprehending repeat criminal offenders and empowering police personnel and citizens to work together to resolve community problems.

The Police Department is divided into two operational Divisions: Professional Services and Field Services. The Professional Service Division is comprised of two sections; Administrative Services and Records and Communications. The Field Services Division consists of four sections; Patrol, Bicycles, Traffic and Criminal Investigations. In addition Animal Control program operates within the Field Service Division.

ACHIEVEMENTS DURING THE 2016-2017 FISCAL YEAR

1. Continued to provide exemplary community based policing to the Emeryville community.
2. Developed the Homeless Outreach Team addressing homelessness. Expanded team to include additional personnel to establish funding resources and to partner with service providers and other resources agencies.
3. Completed reorganization and reclassification of Department positions to better meet the operational demands.
4. Ended a three-year investigation on Acucare and illegal human trafficking occurring in the city of Emeryville.
5. Achieved POST compliance in 2016 in areas of Perishable Skills Training.
6. Criminal Investigation Section served several high profile search warrants to recover hundreds of thousands of dollars in stolen property and apprehended several violent offenders.
7. Reinstated and improved the Sergeants Neighborhood Partnership Program which emphasized more accountability at the supervisor level and created more opportunity for community engagement.
8. Implementation of an Automobile Crime Reduction Plan and See Something-Say Something for the City.
9. Successful completion of Community Force-Options Training-a valuable community outreach tool.
10. Partnered with other City Departments for National Night Out and increased the number of celebration sites.
11. Considerable progress in Use of Force reform which included training in De-escalation strategies, Mindful Resilience Based Training, and eliminating certain techniques.

DEPARTMENT:**POLICE**

GOALS FOR 2017-2018 AND 2018-2019 FISCAL YEARS***Crime Prevention***

1. Expand on the Automobile Crime Reduction Plan to include additional areas within the City.
2. With Computer Aided Dispatch/Records Management System CAD/RMS replacement include Predictive Analysis in monthly statistic review to provide more focused deployment of resources.
3. Continue to work with allied service providers, state and local legislative staff and other agencies to ensure necessary resources are in place when responding to calls involving mentally ill persons.
4. Increase on-line presence to provide Crime Prevention resources on City website as well as an increased use/presence on social media to provide timely information to our community.
5. When staffing levels are completed, re-instate traffic education and enforcement practices and patrols

Community and Public Trust Policing

1. Continue to provide exemplary community based policing to the Emeryville community with a strong emphasis on Public Trust Policing.
2. Expand the Citizens Police Academy to include Force Operations segment.
3. Create a Youth Academy for 14-18 year old Emeryville students. 8 week academy teaches student about Police Procedures, Physical Training, Firearm safety, Defensive Tactics, Force options, K9s, and other Police Department functions.
4. Create and implement a High School Intern Program to provide an opportunity for students to work in all bureaus within the organization and to decide if this may be a career they would like to pursue.
5. Continue to improve the Sergeants Neighborhood Partnership Program with Sergeants playing a more active role in the partnering and establishing community groups to identify resident and business concerns as they relate to quality of life issues.
6. Increase presence on Social Media and enhance the Police Department website.
7. Create a Crisis Intervention/Negotiation Team to work closely with regional mental health providers to connect those in crisis with resources. Officers and Dispatchers are specially trained to deal with emergencies exceeding the abilities of a patrol team.
8. Continue to focus on Fair & Impartial Policing strategies combined with Mindfulness Based Resilience Training
9. Continue to improve employee wellness training and support through various health and

DEPARTMENT:**POLICE**

wellness strategies

Staffing

1. Restore bicycle Patrol Program when staffing is complete and at authorized level.
2. Create a Community Policing Officer position to be the liaison to the Emeryville community to continue to foster a trusting relationship between community members, organizations, youth, businesses and law enforcement.
3. Continue to evaluate staffing level to ensure the department can meet current service demands for community outreach programs, records management, to efficiently and responsibility process all property and evidence, and to provide traffic safety and enforcement.
4. Work with the Human Resource Department to explore Employee Workers Compensation "Carve-Out" Program to reduce employee injury costs and improve injury care and return to work status.

Training and Equipment

1. Complete the installation of a new Computer Aided Dispatch & Records Management System (CAD/RMS) with the assistance of the IT Department.
2. Explore grant opportunities to support training and equipment needs as well as community outreach programs.
3. Update technology to include expanded social media initiatives. Enhance mobile technology to assist officers in the field such as in-car cameras, in-field report writing, and scene documentation and evidence collection.
4. Implement in-service interactive training for all dispatchers and records staff.
5. Enhance ability for officers to safely respond to civil unrest and natural disasters with protective equipment and mobile incident command capabilities.
6. Provide training opportunities on Response to Critical Incidents, and Crisis Intervention Training for all staff, both sworn and non-sworn.
7. Continue to provide training on Fair and Impartial Policing. This course is based on the science of bias which aids officer's awareness of their unconscious bias and helps develop controlled responses to counteract them. Incorporate Mindfulness Resilience Training.
8. Complete Training Plan that will serve as a guide to reach full professional development in all positions, and in preparation for promotional opportunities
9. Meet or exceed the Peace Officer Standards and Training (P.O.S.T.) training mandates. At the conclusion of the two year cycle, the Commission on P.O.S.T. audits agencies for compliance with these basic requirements.

DEPARTMENT:

POLICE

10. Property and Evidence – Continue to ensure that training and resources are provided to support the demands of this function.



City of Emeryville
2017-19 Budget

Operating Budgets
Police Department

	2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Projection</u>	2017-18 <u>Budget</u>	2018-19 <u>Budget</u>
Department Summary					
<u>Revenues by Fund</u>					
General Fund	\$ 616,180	\$ 495,038	\$ 346,553	\$ 360,200	\$ 357,852
Supplemental Law Grant	113,324	114,902	129,592	100,000	100,000
	\$ 729,503	\$ 609,940	\$ 476,146	\$ 460,200	\$ 457,852
	-	-	-	-	-
<u>Operating Expenditures by Fund</u>					
General Fund	\$ 10,200,762	\$ 10,424,667	\$ 11,549,901	\$ 13,061,304	\$ 13,220,531
Supplemental Law Grant	101,839	113,553	141,298	100,000	100,000
Police Impound	-	19,303	-	40,000	40,000
	\$ 10,302,601	\$ 10,557,523	\$ 11,691,199	\$ 13,201,304	\$ 13,360,531
	-	-	-	-	-
<u>Operating Expenditures by Type</u>					
Salaries and Benefits	\$ 9,036,243	\$ 9,387,512	\$ 10,452,676	\$ 11,633,259	\$ 11,834,700
Supplies and Services	1,266,358	1,170,011	1,238,523	1,568,045	1,525,830
	\$ 10,302,601	\$ 10,557,523	\$ 11,691,199	\$ 13,201,304	\$ 13,360,531
	-	-	-	-	-
<u>Authorized Staff Positions</u>					
Full-Time Sworn Positions	38.0	39.0	42.0	41.0	41.0
Full-Time Non-Sworn Positions	16.0	15.0	17.0	17.0	15.0
	54.0	54.0	59.0	58.0	56.0
	-	-	-	-	-
Revenue Details					
<u>General Fund #101</u>					
53200 P.O.S.T. REIMBURSEMENTS	41,312	22,724	7,192	7,000	7,000
58800 ALARM PERMITS	690	1,045	1,329	700	900
59050 CARDROOM APPLICATION FEES	1,420	1,420	2,758	3,000	2,758
59100 CARDROOM PERMIT FEES	52,713	50,427	85,546	89,000	89,000
59150 TAXICAB PERMIT FEES	7,830	3,995	3,290	2,500	2,194
59160 CATERING TRUCK PERMIT	2,232	2,066	1,932	2,000	2,000
59200 MASSAGE PERMIT FEES	-	486	433	-	-
59400 OTHER LICENSES & PERMITS	3,666	5,360	8,505	12,000	10,000
60300 PARKING CITATIONS	228,486	160,943	58,694	60,000	60,000
60400 VEHICLE CODE FINES	158,394	133,938	85,012	90,000	90,000
61300 SPEC POLICE DEPT SERVICES	33,352	24,405	11,103	11,000	11,000
62490 CHIRON MITIGATION-POLICE	80,000	80,000	80,000	80,000	80,000
62650 OTHER REVENUE	-	500	50	-	-
62710 DUI REVENUE	6,084	7,728	709	3,000	3,000
	616,180	495,038	346,553	360,200	357,852
	-	-	-	-	-
<u>Supplemental Law Grant Fund #252</u>					
55310 ALLOCATION FR ALAMEDA CO	113,164	114,618	129,324	100,000	100,000
56000 INVESTMENT EARNINGS	159	283	269	-	-
	113,324	114,902	129,592	100,000	100,000
	-	-	-	-	-
Total Revenues	\$ 729,503	\$ 609,940	\$ 476,146	\$ 460,200	\$ 457,852
	-	-	-	-	-



City of Emeryville
2017-19 Budget

Operating Budgets
Police Department

	2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Projection</u>	2017-18 <u>Budget</u>	2018-19 <u>Budget</u>
Expenditure Details					
<u>General Fund #101</u>					
<u>Administrative Services Division</u>					
Salaries and Benefits	\$ 3,267,247	\$ 3,075,278	\$ 3,692,593	\$ 3,607,178	\$ 3,610,115
Supplies					
73000 OFFICE SUPPLIES	(28)	44	1,694	-	-
73150 POSTAGE	2,639	2,436	2,367	3,000	3,090
73350 SAFETY & SPECIAL SUPPLIES	-	-	19,296	21,000	23,690
73400 CLOTHING	15,262	18,291	28,427	30,000	30,000
73450 CHEMICAL & AMMUNITION	-	-	-	-	-
73500 OPERATING SUPPLIES	59,695	55,928	44,013	50,000	52,500
	77,567	76,700	95,796	104,000	109,280
Utilities					
76000 UTILITIES	46,711	45,296	46,277	55,000	55,000
76050 TELEPHONE/COMMUNICATION	156,958	158,570	187,222	197,000	206,850
	203,670	203,866	233,500	252,000	261,850
Maintenance					
77000 MAINTENANCE BLDG & GRNDS	2,190	-	231	2,000	2,060
77020 LANDSCAPE MAINTENANCE	1,966	2,019	2,080	2,288	2,402
77030 FACILITY OPERATING CHARGE	46,000	47,400	59,500	75,172	78,930
77080 JANITORIAL CONTRACTS SVCS	28,717	23,658	29,534	32,200	33,166
77150 EQUIPMENT OPER & MAINT	49,984	33,078	21,296	60,000	61,800
77960 TECHNOLOGY CHARGE	44,600	49,003	43,200	43,200	45,360
77990 FACILITY MAJOR MAINT CHGS	20,000	20,000	20,000	50,985	21,000
	193,457	175,159	175,840	265,845	244,718
Professional Fees/Services					
80050 PROFESSIONAL SERVICES	57,153	50,486	41,593	95,500	52,500
80300 DATA PROCESSING EXPENSE	710	-	-	-	-
80500 TESTING	12,360	8,070	40,418	30,000	24,000
80620 INVESTIGATION ANALYSIS	40,112	39,521	30,511	30,000	30,900
	110,334	98,078	112,522	155,500	107,400
Advertising, Printing, and Publication					
82100 COMMUNITY PUB/MTGS/COMM	7,314	9,820	15,647	16,000	16,974
	7,314	9,820	15,647	16,000	16,974
Education and Training					
84000 EDUCATION AND TRAINING	86,544	60,532	76,036	86,000	94,600
84100 MEMBERSHIPS & DUES	3,290	2,280	4,472	5,500	5,500
84150 TRAVEL, CONFER & MEETING	-	1,173	394	-	-
	89,834	63,985	80,901	91,500	100,100
Rents and Leases					
85000 RENTALS & LEASES	478	787	2,817	6,000	6,180
	478	787	2,817	6,000	6,180
Fees and Charges					
86210 RANGE ACCESS FEES	-	-	-	-	10,300
	-	-	-	-	10,300



**City of Emeryville
2017-19 Budget**

**Operating Budgets
Police Department**

	2014-15 Actual	2015-16 Actual	2016-17 Projection	2017-18 Budget	2018-19 Budget
Other					
88300 C.O.P. DISC FUND	2,781	2,178	5,564	6,000	6,000
88820 LOSS ON DISPOSAL OF ASSET	-	13	-	-	-
	2,781	2,190	5,564	6,000	6,000
Capital					
91600 OTHER EQUIPMENT	-	-	4,146	-	6,000
	-	-	4,146	-	6,000
Total Administrative Services	3,952,682	3,705,861	4,419,326	4,504,023	4,478,917
	-	-	-	-	-
<u>Police Field Operations</u>					
Salaries and Benefits	5,667,157	6,198,681	6,618,785	7,926,081	8,124,586
Supplies					
73350 SAFETY & SPECIAL SUPPLIES	31,572	31,849	20,130	28,000	30,800
73450 CHEMICAL & AMMUNITION	54,656	58,558	43,428	63,800	34,814
73500 OPERATING SUPPLIES	-	2,632	1,282	-	-
73550 FUEL	83,340	72,840	69,986	95,000	95,000
	169,567	165,880	134,826	186,800	160,614
Maintenance					
77100 VEHICLE OPERATION & MAINT	93,885	73,594	86,933	85,000	87,550
77110 BICYCLE MAINTENANCE	-	-	-	-	1,500
77210 EMERGENCY BOARD UP	-	-	-	3,000	3,000
77950 VEHICLE REPL. CHARGE	191,800	121,900	157,400	162,400	167,272
	285,685	195,494	244,333	250,400	259,322
Professional Fees/Services					
80010 RETIREMT ADMN FEE-PARS	-	-	-	-	-
80050 PROFESSIONAL SERVICES	3,610	19,296	8,398	22,000	22,000
	3,610	19,296	8,398	22,000	22,000
Education and Training					
84000 EDUCATION AND TRAINING	4,383	93	3,992	-	-
	4,383	93	3,992	-	-
Fees and Charges					
86210 RANGE ACCESS FEES	5,435	4,832	6,368	10,000	10,500
86300 PRISONER PROCESSING FEE	-	-	-	30,000	30,000
	5,435	4,832	6,368	40,000	40,500
Other					
88220 K-9 PROGRAM	18,255	40,678	13,997	30,000	31,500
88250 ANIMAL CONTROL	93,987	93,853	93,479	102,000	98,092
	112,242	134,531	107,476	132,000	129,592
Capital					
91600 OTHER EQUIPMENT	-	-	6,396	-	5,000
	-	-	6,396	-	5,000
Total Field Services	6,248,080	6,718,806	7,130,575	8,557,281	8,741,614
	-	-	-	-	-
Total General Fund	10,200,762	10,424,667	11,549,901	13,061,304	13,220,531



City of Emeryville
2017-19 Budget

Operating Budgets
Police Department

	2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Projection</u>	2017-18 <u>Budget</u>	2018-19 <u>Budget</u>
<u>Supplemental Law Grant Fund #252</u>					
Salaries and Benefits	101,839	113,553	141,298	100,000	100,000
Total Supplemental Law Enforcement	101,839	113,553	141,298	100,000	100,000
<u>Police Impound #210</u>					
Equipment	-	19,303	-	40,000	40,000
Total Police Impound	-	19,303	-	40,000	40,000
Total Expenditures	\$ 10,302,601	\$ 10,557,523	\$ 11,691,199	\$ 13,201,304	\$ 13,360,531
	-	-	-	-	-

DEPARTMENT:**FIRE**

Starting in FY2012-13, the City of Emeryville contracted with the Alameda County Fire Department (ACFD) to provide comprehensive fire services to protect and safeguard life, environment, and property, including “all-risk” services that mitigate the effects of fire, injury, illness, urban search and rescue, water rescue, hazardous materials, storm, human-caused calamity, and natural disaster. The ACFD was formed in 1993 as a special district governed by the Alameda County Board of Supervisors. In addition to Emeryville, the ACFD provides fire services to unincorporated areas of the county as well as the cities of Dublin, Newark, San Leandro, Union City, the Lawrence Berkeley National Laboratory (LBNL), and the Lawrence Livermore National Laboratory (LLNL).

The Alameda County Fire Department provides service to the citizens of Emeryville within three functionally interrelated branches: 1) Operations (fire suppression, emergency medical services, firefighter training and special operations), 2) Administrative Services, and 3) Fire Prevention. Additionally, the Department provides emergency response through partnerships and contracts with neighboring jurisdictions, the Alameda County mutual aid system, and the California Fire and Rescue Mutual Aid System. The Department also cooperates extensively with local, state and federal agencies, rendering aid to surrounding jurisdictions and, in turn, receiving aid from those jurisdictions.

ACFD provides access to a breadth of inter-agency bodies, collaborative initiatives and special services. ACFD is active in the Urban Area Security Initiative (UASI) region, having a dedicated committee voting seat to determine projects and grant money disbursement. ACFD offers the only dedicated fully-staffed, 24/7 heavy rescue in the county and also offers the only fully-staffed Type I Hazardous Materials team in the county. ACFD also participates in many large-scale exercises on a regular basis (Golden Guardian; Urban Shield; Bayex; federally mandated LLNL and LBNL exercises; and multi-agency water rescue and hazardous materials exercises).

DEPARTMENT:**FIRE OPERATIONS**

The Alameda County Fire Department's (ACFD) Operations Branch is responsible for Emeryville's emergency response and incident mitigation for structural and wild land fire, medical emergencies, hazardous materials, urban search and rescue, and other emergencies that fall within the scope of duties of the fire service. Emergency response within the City of Emeryville is provided through two staffed engine companies (each with 3-firefighters including a minimum of one paramedic with advanced life support equipment) located at the Powell Street and Hollis Street fire stations. Through a subcontract between the City of Oakland and the ACFD, the City of Emeryville receives immediate and additional emergency response capability for incidents requiring resources beyond the capacity provided by Emeryville's two fire stations.

ACFD has four battalion chiefs on duty on a 24/7 basis with responsibility for a designated geographic area in the County. Battalion 4 covers the City of Emeryville along with the City of San Leandro, San Lorenzo, and the Lawrence Berkeley National Laboratory. ACFD also makes available the services of a Type 1 hazardous materials response team; Type 1 heavy rescue and water rescue team.

The Training Division is also part of the Operations Branch and is charged with making sure that all fire personnel meet established training guidelines so the Department is capable of meeting emergency response challenges.

ACFD uses a variety of methods to ensure all companies receive the highest quality training. Qualified in-house instructors serve as subject matter experts, as well as use of outside instructors. The training curriculum is established each year by the Training Advisory Committee (TAC) that is comprised of Department staff. The curriculum development addresses state and federal mandates as well as specific recommendations by the TAC relating to particular educational needs.

ACHIEVEMENTS OF THE ALAMEDA COUNTY FIRE DEPARTMENT SERVING THE CITY OF EMERYVILLE DURING THE 2016-2017 FISCAL YEAR***Operations***

1. Provided prompt, reliable service in response to local emergency calls for firefighting, medical emergencies, water rescue and hazardous materials incidents.
2. Provided a liaison between the ACFD and the City of Emeryville leadership and citizens through designated staff attendance at events and meetings.
3. Provided for shared decision making and policy guidance for the provision of fire services within the City of Emeryville through membership on Alameda County Fire's Executive Management Oversight Committee and the Fire Advisory Commission.
4. Provided services outlined in the First Responder Advanced Life Support (FRALS) Agreement with Alameda County EMS, that enables the City of Emeryville to provide paramedic response from first responder units (fire engines) and enables the City to collect a quarterly stipend as a partial offset for costs incurred by the provision of those services.
5. Administered a mutual aid and automatic aid emergency response program with adjacent cities; administered a freeway automatic mutual aid operational plan with Berkeley; and

DEPARTMENT: FIRE OPERATIONS

upgraded elements of the Alameda County mutual aid plan.

6. Continued to develop and improve emergency response skills-including medical Basic Life Support (BLS) and Advanced Life Support (ALS) patient care skills-through enhanced training and supervision.
7. Participated, with other Alameda County public safety departments, as a member of the EBRCS– the regional interoperable radio system for emergency communications.

Continued CERT program for disaster preparedness, covering basic first aid, basic search and rescue, hazard awareness and elementary firefighting to enhance citizen community preparedness.

Training

1. Continued to collaborate with adjacent fire agencies including Albany, Piedmont, Oakland, and Berkeley for targeted training opportunities including wild land season preparedness, water rescue, hazardous materials response, and structure firefighting.
2. Provided timely and relevant staff training to meet minimum requirements and to enhance the Department's emergency readiness in all ranks.
3. Continued the practice of delegating standardized, accountable training duties to company officers.
4. Provided training on hazard mitigation associated with rail emergencies specific to commodities and life-safety related issues that exist in the City of Emeryville with the assistance of staff from BNSF Railways (freight trains) and Amtrak (passenger trains).
5. Continued on-going training of engine company staff in the conduct of fire and life safety inspections of non-residential occupancies.
6. Continued to provide a training and evaluation program using National Fire Protection Association (NFPA) 1410, Initial Fire Attack Guidelines, for personnel involved in fire suppression operations, including Rapid Intervention Team (RIT) training.
7. Continued to upgrade staff skills in computer use, interpersonal relations within a diverse workforce, personnel management for officers, and continued to emphasize the validity of Department-wide standards for maintaining a respectful and ethical work environment.
8. Continued Emergency Medical Services (EMS) training for paramedics and Emergency Medical Technician (EMT) staff to meet continuing education requirements for professional skills maintenance.

GOALS FOR 2017-2018 AND 2018-2019 FISCAL YEARS

1. Continue to provide response to local emergency calls for firefighting, paramedic-level medical aid, technical rescue, water rescue, hazardous materials incidents. Participate in mutual aid response according to the minimum performance benchmarks and

DEPARTMENT:**FIRE OPERATIONS**

specifications outlined in the fire service strategic plan developed by the work of the City of Emeryville Fire Service Task Force.

2. Continue to implement and comply with the provisions of the FRALS agreement with Alameda County to cover emergency medical paramedic services; participate in a Quality Assurance and Quality Improvement program and a data collection and reporting system as required under this agreement.
3. Continue to develop and improve emergency response skills-including medical Basic Life Support (BLS) and ALS patient care skills-through mandated and enhanced training and supervision.
4. Continue to foster and develop a regionalized approach to emergency response within the County by creating partnerships with adjacent cities, particularly with the City of Oakland, that leverage resources to provide the highest quality and most efficient fire services within a cost-contained model.
5. Continue as a member of the interoperable communications system for Alameda County – the East Bay Regional Communication System (EBRCS).
6. Continue to work with the Emeryville Police Department to facilitate interoperable communications for coordinated emergency incident response and operations.
7. Continue to assist the City of Emeryville with the rewrite and publication of the Emergency Operations Plan with subsequent identification of supporting training and drills to allow City staff to operate effectively within the Emergency Operations Center for large-scale incidents and disasters by carrying out the functions of preparedness, response, and recovery.
8. Assist Human Resources staff with the development and implementation of a training program for City of Emeryville staff on the new Emergency Operations Plan to ensure that all functional areas understand their roles and responsibilities during a large-scale incident.
9. Provide timely and relevant firefighter training that meets the requirements of local, state, and federal mandates along with enhancing identified firefighter competencies.
10. Continue to provide training and career development opportunities to firefighters through designated career development and/or succession planning programs.
11. Continue to develop the skills proficiency of engine company personnel in fire and life safety code enforcement inspection practices along with fire cause and origin investigation.
12. Continue the public education component of the engine company fire and life safety inspection program, focusing on developing occupant awareness of fire-safe practices.
13. Continue to refine CERT course curricula and develop education that targets identified needs in the community with the goal of empowering the public to help themselves.

DEPARTMENT:**FIRE OPERATIONS**

14. Provide for National Incident Management System (NIMS) compliant emergency preparedness training for City staff in fulfilling the functions required of Emergency Operations Center (EOC) activations.

DEPARTMENT:**FIRE PREVENTION**

The Alameda County Fire Department's Fire Prevention Division's primary responsibilities are to enforce all applicable State and local fire codes and standards, and to conduct fire investigations within its jurisdiction. Prevention activities include fire code and safety inspections and enforcement, new construction and tenant improvement plan review and permitting, and the investigation of fire cause and origin.

ACHIEVEMENTS OF THE ALAMEDA COUNTY FIRE DEPARTMENT SERVING THE CITY OF EMERYVILLE DURING THE 2016-2017 FISCAL YEAR

1. Completed the adoption and implementation of the 2016 California Fire Code (CFC).
2. Responded to fire hazard complaints, and conducted State Mandate inspections in a timely manner.
3. Worked with Watergate to complete the addition of a wet fire sprinkler system within the building. The new system has checked several small fires.
4. Continued to provide effective fire prevention plan review, fire protection system inspections, and fire/life safety review of new construction within the city.

GOALS FOR THE 2017-2018 AND 2018-2019 FISCAL YEARS

1. Continue to conduct State Mandate inspections in a timely manner.
2. Continue to provide effective and timely fire prevention plan review, fire protection system inspections, and fire/life safety review of new construction within the city and to respond promptly and courteously to service requests.



City of Emeryville
2017-19 Budget

Operating Budgets
Fire Department

	2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Projection</u>	2017-18 <u>Budget</u>	2018-19 <u>Budget</u>
Department Summary					
<u>Revenues by Fund</u>					
General Fund	\$ 567,765	\$ 400,204	\$ 748,832	\$ 265,600	\$ 170,000
Emergency Medical Services	185,856	184,956	193,434	192,960	192,960
	\$ 753,621	\$ 585,160	\$ 942,266	\$ 458,560	\$ 362,960
	-	-	-	-	-
<u>Operating Expenditures by Fund</u>					
General Fund	\$ 5,572,386	\$ 6,220,864	\$ 6,885,895	\$ 7,939,030	\$ 8,347,107
Emergency Medical Services	186,431	184,433	193,591	192,960	192,960
	\$ 5,758,817	\$ 6,405,297	\$ 7,079,486	\$ 8,131,990	\$ 8,540,067
	-	-	-	-	-
<u>Operating Expenditures by Type</u>					
Salaries and Benefits	\$ 42,467	\$ 665,375	\$ 736,680	\$ 895,225	\$ 1,146,012
Supplies and Services	5,716,350	5,739,922	6,342,806	7,236,765	7,394,055
	\$ 5,758,817	\$ 6,405,297	\$ 7,079,486	\$ 8,131,990	\$ 8,540,067
	-	-	-	-	-
Revenue Details					
<u>General Fund #101</u>					
53680 ALCO-AMR PARAMED FUNDING	\$ 90,591	\$ 92,403	\$ 94,251	\$ 95,600	\$ -
57500 BILLBOARD/ANTENNA	42,180	-	-	-	-
58410 FIRE PLAN CHECKING FEES	422,392	287,655	632,259	150,000	150,000
58460 FIRE ANNUAL INSPECT. FEE	12,578	19,141	22,216	20,000	20,000
59400 OTHER LICENSES & PERMITS	-	1,005	106	-	-
61350 SPEC FIRE DEPT SERVICES	25	-	-	-	-
	567,765	400,204	748,832	265,600	170,000
	-	-	-	-	-
<u>Emergency Medical Services Fund #258</u>					
61310 SUPPLEMENTAL ASSES (EMS)	184,860	183,311	191,985	192,960	192,960
63380 SP ASSESS PENALTIES	996	1,646	1,450	-	-
	185,856	184,956	193,434	192,960	192,960
	-	-	-	-	-
Total Revenues	\$ 753,621	\$ 585,160	\$ 942,266	\$ 458,560	\$ 362,960
	-	-	-	-	-



City of Emeryville
2017-19 Budget

Operating Budgets
Fire Department

	2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Projection</u>	2017-18 <u>Budget</u>	2018-19 <u>Budget</u>
<i>Expenditure Details</i>					
<u>General Fund #101</u>					
Salaries and Benefits					
72240 UNFUNDED PERS LIABILITY	-	621,375	736,680	895,225	1,146,012
72410 RETIREE MEDICAL BENEFIT	42,467	44,000	-	-	-
	42,467	665,375	736,680	895,225	1,146,012
Supplies					
73350 SAFETY & SPECIAL SUPPLIES	2,862	-	-	1,000	1,000
73700 HAZARDOUS MATL MITIGATION	572	757	454	900	1,000
	3,434	757	454	1,900	2,000
Utilities					
76000 UTILITIES	25,943	29,104	35,320	32,000	33,000
	25,943	29,104	35,320	32,000	33,000
Maintenance					
77000 MAINTENANCE BLDG & GRNDS	(1,051)	-	-	-	-
77020 LANDSCAPE MAINTENANCE	3,809	3,912	4,029	4,432	4,654
77030 FACILITY OPERATING CHARGES	78,000	80,300	71,600	74,034	77,736
77950 VEHICLE REPL. CHARGE	-	-	-	98,097	98,097
77990 FACILITY MAJOR MAINT CHGS	40,400	40,400	40,400	40,400	40,400
	121,158	124,612	116,029	216,963	220,887
Professional Fees/Services					
80050 ALAMEDA COUNTY FIRE	5,559,643	5,580,772	6,186,319	6,973,946	7,125,975
80290 REIMBURSEABLE SERVICES	-	-	-	4,556	4,693
	5,559,643	5,580,772	6,186,319	6,978,502	7,130,668
Other					
88770 CHARGE TO EMS FUND	(180,260)	(179,756)	(188,907)	(185,560)	(185,460)
	(180,260)	(179,756)	(188,907)	(185,560)	(185,460)
Total General Fund	5,572,386	6,220,864	6,885,895	7,939,030	8,347,107
<u>Emergency Medical Services Fund #258</u>					
80360 ADMINISTRATIVE COST	3,075	3,075	3,075	4,000	4,000
86020 PROP. TAX COLLECTION FEES	3,097	1,602	1,609	3,400	3,500
88750 GEN FUND CHG FOR MATL/SVC	180,260	179,756	188,907	185,560	185,460
Total Emergency Medical Services	186,431	184,433	193,591	192,960	192,960
Total Expenditures	\$ 5,758,817	\$ 6,405,297	\$ 7,079,486	\$ 8,131,990	\$ 8,540,067
	-	-	-	-	-

DEPARTMENT:**PUBLIC WORKS**

The Public Works Department is organized into three divisions: Administration and Engineering, Environmental Programs, and Operations and Maintenance.

The Department is funded by the General Fund and the General Capital Fund, as well as several special and/or restricted funds; including the Sewer Fund, countywide Measure D fees (solid waste diversion), Measures B and BB, and State Gas Tax (transportation projects). The Department also administers grants from Caltrans and the Bay Area Air Quality Management District (BAAQMD).

DEPARTMENT: PUBLIC WORKS
ADMINISTRATION AND ENGINEERING

Public Works Administration is responsible for budget development, contract oversight, payroll and accounts payable, personnel management, monitoring of grant and regulatory reporting requirements, training coordination, emergency preparedness and for the creation and implementation of Departmental policies and procedures and serves as the secretary to the Public Works / Transportation Committee.

The Public Works Engineering is responsible for traffic engineering and the project management of City construction projects; including, contracting for consulting services, preparing plans and specifications, construction management and public works inspection. Engineering assists the Planning and Building Division in the development of conditions of approval for private development projects, reviews and approves Tentative and Final Maps, reviews applications and issues encroachment permits, and inspects private construction activities in the public right-of-way.

ACHIEVEMENTS DURING THE FISCAL YEAR 2016-2017

Capital Projects

1. Worked with City Manager and other departments to update the City's Five-Year Capital Improvement Project (CIP) Plan.
2. Completed the design and construction of the following projects:
 - Sanitary Sewer Rehabilitation Program (EPW 101-16) \$ 540,000
 - Safe Routes to School (EPW 101-13) \$ 774,000
 - Annual Street Rehabilitation (EPW 105-16) \$ 537,000
 - Horton Traffic Calming (EPW 104-16) \$ 55,000
3. Completed design and awarded construction contracts for the following projects:
 - Emeryville Greenway – Powell to Stanford (EPW 102-16)
 - Streetlight Retrofit Project (EPW 106-16)
4. Began work on the design of the following projects:
 - South Bayfront Bike – Ped Bridge
 - Doyle-Powell, Harlan 40th Traffic Signal
 - Powell Joint Seal & Methacrylate
 - Annual Street Rehabilitation
 - 1462 Ocean Ave Demolition
 - Traffic Signal Video Detection Expansion
 - ADA Transition Plan Survey
 - Amtrak Ped Bridge Rehabilitation

DEPARTMENT: PUBLIC WORKS
ADMINISTRATION AND ENGINEERING

Capital Projects – Developer Initiated

1. Completed the design review and construction inspection of the following projects:
 - Stanford Avenue Park Extension and Frontage Improvements (Parc on Powell)
 - Adeline, 39th, Yerba Buena Frontage Improvements and Undergrounding (3900 Adeline)
 - 67th/Greenway Undergrounding (Marchant)
 - Bay Street, Christie Improvements (Hyatt Place)
 - San Pablo, 47th, 53rd Frontage Improvements (ECCL)
 - 63rd Street Frontage (LePorte School)
2. Completed design review for the following projects:
 - New 63rd, Market Drive, 62nd, Shellmound Realignment (Marketplace Project)
 - 62nd, Horton Frontage Improvements and Undergrounding (Transit Center/Heritage Sq.)
 - W. Mac, 37th Frontage Improvements (3706 San Pablo Avenue)
 - W. Mac, Adeline, 37th Frontage and Undergrounding (The Intersection 3800 Adeline)
 - Apgar/W. Mac Raingarden (SPASS)
3. Initiated work on the design of the following projects:
 - Sherwin, Horton, 46th, Greenway Improvements (Sherwin Williams)
 - C3 Mitigation (Marketplace)

Major Utility Projects

1. Completed the design review and construction inspection of the following projects:
 - EBMUD Recycled Water Main Installation – Shellmound, Christie
2. Completed design review for the following projects:
 - UPRR Track Rehab at 65th
3. Began work on the design of the following projects:
 - PG&E Tree Removal and Mitigation

Non-Capital Projects

1. Completed the following requirements as necessary to comply with various regulatory agencies (Regional Water Quality Control Board, State Water Board, Environmental Protection Agency) involved with the operations and maintenance of the City's Sanitary Sewer Collection System:
 - Reviewed and implemented requirements of the Sanitary Sewer Management Plan

DEPARTMENT: PUBLIC WORKS
ADMINISTRATION AND ENGINEERING

- (SSMP) and Asset Management Implementation Plan (AMIP).
 - Maintained the sewer system Geographic Information System (GIS) base maps.
 - Reviewed approximately 25 Private Sewer Lateral (PSL) permits, as part of the Regional PSL program in coordination with EBMUD.
 - Implemented a January 1, 2017 requirement for Homeowners' Associations to submit a reserve study showing their plan for compliance by July 2020, as part of the Regional PSL program in coordination with EBMUD.
 - Completed two point repairs of a 24-inch sewer main at Bay Street.
 - Completed required CCTV inspection and trunk cleaning of sewer mains per the AMIP schedule of work.
 - Conducted extensive reporting to the various regulatory agencies.
2. Issued approximately 150 Encroachment Permits for private work on City right-of-way and performed Public Works inspections as necessary for said permits. The Encroachment Permit intake and review process was updated for higher efficiency and reduced turn-around time.
 3. Completed a Sewer Rate Study and passed a Sewer User Fee increase in compliance with Prop 218 to continue to complete the legal mandates issued by the EPA and to develop emergency reserve funds.
 4. Began the review and assembly of City Standard Details to be used for construction projects and work in the public right-of-way.
 5. Developed a Construction Projects website for information and updates on Public Works project impacts to the community.
 6. Worked with the Planning Department on the review of various transportation plans and studies.
 7. Reviewed Tentative Maps, Final Maps, Parcel Maps and Lot Line Adjustments for various private development projects citywide
 8. Reviewed numerous private development plans with regards to impacts to the City's Public facilities.
 9. Managed the maintenance and repair of the City's traffic signal system.
 10. Managed the maintenance and repair of the City's street light system.
 11. Began work on the ADA Transition Plan updates.

GOALS FOR 2017-2018 AND 2018-2019 FISCAL YEARS

Capital Projects

1. Work with City Manager and other departments to update the City's Five-Year Capital

DEPARTMENT: PUBLIC WORKS
ADMINISTRATION AND ENGINEERING

Improvement Project (CIP) Plan and evaluate the Project Delivery System to identify opportunities for improving delivery of projects in the Capital Improvement Program.

2. Prepare contract documents for street reconstruction, slurry seals, and sewer replacement projects in-house within existing workloads.
3. Work with ACTC on the Project Development / Environmental Document for the Ashby Interchange Project.
4. Complete project design, construction easements and operating agreements and initiate construction activities for the South Bayfront Bridge Project.

Non-Capital Projects

1. Work with the Planning Department to review private development plans, including environmental impact reports (EIR) and traffic studies.
2. Process encroachment permits for private work on City right-of-way and perform Public Works inspections as necessary for these permits.
3. Continue working with the ACTC and other agencies to seek State, Federal or other funding for CIP projects that may become eligible for funding.
4. Comply with the requirements in the Stipulated Order by the U.S. Environmental Protection Agency (EPA) with regards to the operation of the sanitary sewer collection system and as required by the Regional Water Quality Control Board by implementing the City's Sanitary Sewer Management Plan.
5. Manage the maintenance and repair of the citywide traffic signal system and implement traffic signal timing changes as required.
6. Administer the technical review of Tentative Maps, Final Maps, Parcel Maps and Lot Line Adjustment applications for private development projects citywide.
7. Provide Public Works engineering assistance to the Planning Department Review private development plans with regards to impacts to the City's Public facilities.

DEPARTMENT:
ENVIRONMENTAL

PUBLIC WORKS

The Environmental Programs Division develops, implements and monitors City environmental initiatives; including, solid waste management/waste diversion, energy conservation/efficiency, alternative transportation, and urban runoff. Program staff work closely with other departments to implement the City Council adopted General Plan Sustainability Element, Climate Action Plan, and Urban Environmental Initiatives. The Division also provides support to the Engineering Division to implement the Capital Improvement Program, serves as secretary to the Pedestrian / Bicycle Advisory Committee and the Sustainability Committee, and works to ensure City compliance with regulatory mandates, such as Measure D (solid waste diversion), AB32 (global warming), SB375 (infill development), and the Clean Water Act.

ACCOMPLISHMENTS DURING THE 2016-2017 FISCAL YEAR

1. Reviewed the City's progress on meeting Climate Action Plan goals and developed new policies, strategies, and programs for City Council consideration as needed to maintain or accelerate progress, completed the first-in-the-region Climate Action Plan 2.0, designed to meet the state's new 2030 and 2050 requirements and targets; reaffirmed the City's commitment to the climate goals in the Global Covenant of Mayors agreement that arose from United Nations Conference of Parties meeting in Paris in December 2015; continued to work with the Community Development Department in implementing the City's General Plan Sustainability Element. Developed a Climate Adaptation Plan for Emeryville, and provided climate adaptation and resiliency research and information to the Local Hazard Mitigation Plan update. Three City projects were chosen by the Governor's Office of Planning and Research as "Best Practices," and publicized state-wide, and the City received five Beacon Awards for sustainability best practices.
2. Installed a traffic calming approach for Horton Street, which has been successful in reducing traffic speeds and volumes on that Bike Boulevard; applied for and received a grant to improve the safety and level of comfort for Greenway users by upgrading the crossings at 65th, 66th, and 67th Streets.
3. Participated in regional planning for a bike share system with ten initial stations in Emeryville; the planning process included a robust outreach program to maximize the system's usefulness to underserved communities.
4. Worked with Waste Management of Alameda County (WMAC) to maintain amount of landfilled material generated in Emeryville at or below 8,000 tons through 2020, despite new economic development and residential population growth.
5. Continued to provide technical assistance to contractors to meet the City's Construction and Demolition Diversion Ordinance.
6. Surveyed the public trash cans city-wide and began to upgrade those that were not covered, thereby meeting stormwater requirements and increasing the availability of recycling containers.
7. Distributed 2,000 recycling tote bags and several hundred kitchen compost bins to residents. Developed and distributed new waste flyers city-wide. Conducted waste audits at four City facilities, and began educational presentations and system upgrades in response to those

DEPARTMENT:
ENVIRONMENTAL

PUBLIC WORKS

audits.

8. Worked with Community Services and EUSD to develop an education program for waste prevention and proper sorting for K-8 students in the City's afterschool programs. Obtained a grant from the Urban Sustainability Directors' Network to develop a Green Food Purchasing Policy and a Green Events Policy for EUSD and Community Services.
9. Worked with PG&E and regional partners, such as East Bay Energy Watch (EBEW), SunShares, Smart Lights, StopWaste.org, and the Bay Area Regional Energy Network and Energy Upgrade California Program, on energy conservation and alternative energy programs and services; participated in Alameda County's Community Choice Energy Steering Committee; approved five new PACE providers to operate in Emeryville, along with the previously-approved California FIRST. With StopWaste, conducted energy efficiency outreach to HOAs and property managers.
10. Worked with Public Works staff to ensure maximum energy savings and rebates related to the upcoming LED streetlight retrofit.
11. Chosen by PG&E to participate in a pilot Electric Vehicle charging program which will offer substantially-reduced costs for installation and maintenance of EV chargers at one or more City sites. Applied for funding for additional EV chargers through the Volkswagen settlement process.
12. With the Planning Department, updated and implemented the Water Efficient Landscape Ordinance to meet new State standards.
13. Worked with the County to make progress toward closure at the City's three remaining underground storage tank sites.
14. Continued to be a state leader in stormwater treatment and green infrastructure; by developing the required Framework for Green Infrastructure Planning, began work on a required Green Infrastructure Plan describing the process for developing new green street projects with rain gardens for public and private projects wherever feasible; worked with the San Francisco Estuary Partnership to begin construction of a new mini-rain park at the intersection of Apgar, West MacArthur and San Pablo Avenue.
15. Met the initial goals in the Municipal Regional NPDES Permit for 60% trash/litter reduction city-wide by 2016 and 70% by 2017; began requiring trash control devices in storm drain inlets located on private property, if permits for related work are requested.
16. Continued promotion of the Alameda County Green Business Certification Program with 28 Green Businesses within Emeryville.
17. Continued to implement the City's Tobacco Control and Sign Ordinances; continued working with the Building and Planning Departments to provide technical assistance to businesses regarding the City's environmental goals and programs.

DEPARTMENT:
ENVIRONMENTAL

PUBLIC WORKS

18. Continued to conduct the City's annual events such as the Coastal Cleanup, Earth Day and Bike To Work Day. The 2017 Bike To Work Day was the largest ever in Emeryville. Environmental Programs staff also participate in several other City events each year.
19. Obtained a \$15,000 grant from StopWaste to design and upgrade the landscaping on the northwest corner of City Hall to Bay-Friendly Landscaping.
20. Staffed the Bicycle Pedestrian Advisory Committee and the Sustainability Committee.

GOALS FOR 2017-2018 AND 2018-2019 FISCAL YEARS

1. Implement the Climate Action Plan with GHG reduction goals of 50% by 2030 and 80% by 2050, for both City operations and community activities. Develop policies and implement programs as outlined in the Climate Action Plan and as new technologies and opportunities allow. Report as required to the state and to the Global Covenant of Mayors.
2. Roll out Emeryville's stations in the regional bike sharing system and leverage opportunities to add stations through grant funding, other City funding, and development agreements. Provide outreach and education for bike sharing City-wide, with a special emphasis on low-income communities.
3. Implement stalled energy efficiency outreach program to commercial properties, and develop a next-step Building Energy Savings Ordinance that may include benchmarking and/or auditing requirements.
4. Maintain and expand bicycle and pedestrian infrastructure. Conduct safety/human factors and traffic engineering studies at the intersections on Powell between Christie and the Frontage Road. Upgrade Greenway crossings for improved bicycle/pedestrian safety and convenience.
5. Continue to keep the amount of landfilled material generated in Emeryville at or below 8,000 tons through 2020, despite new economic development and residential population growth. Support and expand recycling and composting programs.
6. Obtain Alameda County Green Business Certification for the Emeryville Civic Center (City administrative offices).
7. Participate in the County's Community Choice Energy program, with the goal of maximizing the City's use of renewable energy and encouraging the public to do the same.
8. Perform a lighting upgrade in conjunction with the renovation of FS 35, and install solar panels as feasible. Continue to ensure that solar installations are considered with all new facilities and/or renovations.
9. Continue to identify funding sources to construct the bio-filtration landscape for the Powell Street localized flooding problem; expand and promote efforts to use stormwater, gray

DEPARTMENT:
ENVIRONMENTAL

PUBLIC WORKS

water, black water and reclaimed water in new development projects instead of potable water to save energy and reduce demand on limited drinking water supplies.

10. Fully implement the Environmentally Preferable Purchasing Plan and work on instituting a “best value” bidding system for Public Works construction projects.
11. Continue to be a state leader in stormwater treatment and green infrastructure; develop and implement a Green Infrastructure Plan; achieve 80% trash reduction by June 2019 and 100% by June 2022; install additional trash control devices in storm drain inlets; implement new requirements for trash control devices in private parking lots over a certain size; and determine the feasibility of placing a vortex separator unit to capture trash from larger areas of the city.
12. Work with the Marketplace development on the construction of their off-site stormwater treatment measures in the public right of way.
13. Design and construct the Bay-Friendly landscaping for City Hall.
14. Upgrade lighting at the Senior Center and Glashaus Garage.
15. Roll out the new East Bay Clean Energy entity to the public.
16. Work with engineers to design the Greenway crossings upgrades in advance of the MTC construction grant.
17. Develop a Green Food Purchasing Policy and a Green Events Policy for EUSD and Community Services.
18. Continue promotion of the Alameda County Green Business Certification Program.
19. Continue to implement the City’s Tobacco Control and Sign Ordinances; continue working with the Building and Planning Departments to provide technical assistance to businesses regarding the City’s environmental goals and programs.
20. Coordinate City activities for Coastal Cleanup Day, Earth Day and Bike To Work Day and provide support for other related events.

DEPARTMENT: PUBLIC WORKS
OPERATION AND MAINTENANCE

The Operations and Maintenance Division is responsible for maintaining the City's parks, street trees and landscaping, buildings and facilities, security alarms and janitorial services. Operations is also responsible for maintaining city streets, sidewalks, streetlights, traffic signals, signs and markings, litter abatement, street sweeping, sewer lines, and storm drains (including compliance with non-point discharge/Clean Water mandates). These services are provided by City staff and through maintenance contracts. Operations provides 24/7 on-call response for urgent maintenance concerns in the Public Right of Way.

This division is responsible for the following:

Facilities:

- Civic Center and Old Town Hall
- Police Station
- 2 Fire Stations
- Senior Center
- Childhood Development Center
- Bridgecourt Room
- potential Arts Building

City-wide Infrastructure:

- Streets
- Street sweeping
- Sidewalks
- Sanitary Sewer System; including compliance with Consent Decree requirements
- Storm Drain System; including compliance with stormwater quality mandates
- Parks and open spaces
- Street trees
- Street medians
- Streetlights
- Traffic signals and signs
- Clean City Program (litter and graffiti abatement, illegal dumping, general cleanup)

Fleet:

All vehicles except police and fire.

ACHIEVEMENTS DURING THE FISCAL YEAR 2016-2017

1. Entered into new contracts for street sweeping, elevator maintenance, janitorial services, building maintenance and landscape services including issuing RFPs for street sweeping and landscape services.
2. Continued participation with the Alameda County Sheriff's Work Alternative Program (SWAP) to staff 7-day per week litter removal crews.
3. Coordinated with the Engineering Division to establish and implement a contract to clean and video inspect the cities entire sanitary sewer system.
4. Continued to refine the crack sealing and pothole repair procedures to further extend the useful life of street pavement.

DEPARTMENT: PUBLIC WORKS
OPERATION AND MAINTENANCE

5. Continued water conservation practices such as use of Bay Friendly low-water use plants, use of reclaimed water for irrigation and smart irrigation controllers.

GOALS FOR 2017-2018 AND 2018-2019 FISCAL YEARS

1. Maintain uninterrupted and high quality maintenance services while continuing to operate out of temporary operations facilities.
2. Coordinate with the Engineering Division to identify areas in need of Capital Improvement Projects.
3. Continue to identify and implement eco-friendly and green maintenance practices.
4. Continue to upgrade and improve the maintenance of the City's parks and other open spaces.
5. Assist the Engineering Division and Information Technology staff in maintaining the City's Geographical Interface System (GIS) inventory of city assets; upgrade software and asset data for the computer based Maintenance Management System.
6. As funding allows, plant new street trees and update various landscape plantings around the City, complete the citywide tree pruning program and integrate the results into the City's Tree Inventory Program.
7. Assist the Engineering Division in identifying and initiating point repairs to sanitary sewer system in order to reduce inflow during wet weather and implement the maintenance elements of the Sanitary Sewer Management Plan (SSMP).
8. Continue implementing the Clean City litter control program by working with the Alameda County Sheriff's Work Alternative Program (court referral participants).



City of Emeryville
2017-19 Budget

Operating Budgets
Public Works Department

	2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Projection</u>	2017-18 <u>Budget</u>	2018-19 <u>Budget</u>
Department Summary					
<u>Revenues by Fund</u>					
101 General Fund	\$ 216,577	\$ 123,388	\$ 437,258	\$ 80,000	\$ 80,000
220 Gas Tax Fund	271,793	237,286	229,434	260,561	266,718
240 Measure B - Streets/Roads	468,829	863,730	464,119	2,327,146	1,255,646
242 Measure BB - Streets/Roads	50,806	247,434	278,451	266,796	266,796
251 Urban Forestry	883	37,726	16,598	-	-
261 Measure B - Paratransit	24,985	29,309	30,514	29,739	29,739
262 Measure B - Bicycles/Peds	30,685	31,777	35,936	35,470	35,470
263 Measure BB - Paratransit	5,212	30,186	31,188	30,628	30,628
264 Measure BB - Bicycles/Peds	4,988	25,949	29,122	28,964	28,964
266 Measure D	36,495	28,679	34,004	34,000	34,000
475 General Capital Fund	18,881,411	11,723,486	6,209,339	4,342,050	6,283,204
495 Marina	599,078	1,030,282	621,774	550,000	550,000
510 Sewer Operations	723,568	736,119	774,405	807,921	880,754
513 Sewer Connection Fee	484,739	529,664	514,241	273,800	273,800
650 Facilities Maintenance	2,254,729	2,157,487	919,787	1,005,774	1,017,769
	\$ 24,054,777	\$ 17,832,501	\$ 10,626,168	\$ 10,072,848	\$ 11,033,488
	-	-	-	-	-
<u>Operating Expenditures by Fund</u>					
101 General Fund	\$ 2,934,038	\$ 3,144,935	\$ 3,317,078	\$ 3,013,263	\$ 3,180,824
220 Gas Tax Fund	270,000	270,000	220,000	261,000	267,000
240 Measure B - Streets and Roads	93,733	142,029	79,673	142,300	6,000
242 Measure BB - Streets and Roads	-	2,600	2,600	3,500	3,500
261 Measure B - Bicycles/Pedestrians	26,440	12,283	18,429	29,739	29,739
263 Measure BB - Bicycles/Pedestrians	-	28,000	31,463	30,628	30,628
265 Source Reduction/Recycling	-	-	5,601	5,000	5,000
266 Measure D	25,000	30,000	25,000	25,000	25,000
475 General Capital	24,174	2,179	246,369	600,452	812,011
495 Marina	2,449	2,406	104,965	131,674	167,637
510 Sewer Operations	505,053	555,119	481,939	627,214	686,170
513 Sewer Connection	2,000,000	540,000	-	300,000	300,000
650 Facilities Maintenance	472,092	456,754	486,333	565,189	593,363
	\$ 6,352,980	\$ 5,186,306	\$ 5,019,451	\$ 5,734,959	\$ 6,106,872
	-	-	-	-	-
<u>Operating Expenditures by Type</u>					
Salaries and Benefits	\$ 1,629,452	\$ 1,710,107	\$ 2,145,588	\$ 2,481,141	\$ 2,918,824
Supplies and Services	4,723,528	3,476,199	2,873,863	3,253,818	3,188,047
	\$ 6,352,980	\$ 5,186,306	\$ 5,019,451	\$ 5,734,959	\$ 6,106,872
	-	-	-	-	-
<u>Authorized Staff Positions</u>					
Full-Time Positions	16.0	16.0	20.0	18.0	19.0



City of Emeryville
2017-19 Budget

Operating Budgets
Public Works Department

	2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Projection</u>	2017-18 <u>Budget</u>	2018-19 <u>Budget</u>
Revenue Details					
<u>General Fund #101</u>					
58370 PUBLIC WORKS PERMITS	\$ 27,399	\$ 18,316	\$ 28,909	\$ 20,000	\$ 20,000
58810 WASTE MGMT PLAN FEE	-	-	3,373	-	-
62595 CALTRANS REIMB	34,316	657	5,310	10,000	10,000
62650 OTHER REVENUE	-	8	-	-	-
58780 PUBLIC WORKS REIMBURSABLE	154,862	104,407	399,665	50,000	50,000
	216,577	123,388	437,258	80,000	80,000
	-	-	0	-	-
<u>Gas Tax Fund #220</u>					
53400 STATE GAS TAX SEC 2106	41,368	42,503	44,767	46,926	46,926
53410 STATE GAS TAX SEC 2103	97,117	54,298	31,284	50,788	56,945
53450 STATE GAS TAX SEC 2107	72,726	77,276	83,499	90,130	90,130
53500 STATE GAS TAX SEC 2107-5	3,000	3,000	3,000	3,000	3,000
53510 STATE GAS TAX SEC 2105	56,826	59,345	65,859	69,717	69,717
56000 INVESTMENT EARNINGS	756	864	1,024	-	-
	271,793	237,286	229,434	260,561	266,718
	-	-	-	-	-
<u>Measure B Streets/Roads #240</u>					
42000 SALES AND USE TAX	271,146	261,730	283,712	283,479	283,479
55250 OTHER COUNTY GRANTS	52,914	469,586	64,300	2,000,000	930,000
55320 ACTIA GAP GRANT-ALA CNTY	60,432	37,705	30,157	-	-
56000 INVESTMENT EARNINGS	2,959	4,488	8,544	-	-
59170 ALCO VEHICLE REGISTRATION	45,376	45,753	49,763	42,167	42,167
61950 TRANSIT PASSES	1,501	1,470	1,642	1,500	-
69050 INTERFD RCPT FROM GEN FND	34,500	43,000	26,000	-	-
	468,829	863,730	464,119	2,327,146	1,255,646
	-	-	-	-	-
<u>Measure BB Streets/Roads #242</u>					
42000 SALES AND USE TAX	50,806	246,338	264,991	266,796	266,796
55250 OTHER COUNTY GRANT	-	-	10,320	-	-
56000 INVESTMENT EARNINGS	-	1,096	3,139	-	-
	50,806	247,434	278,451	266,796	266,796
	-	(0)	-	-	-
<u>Urban Forestry #251</u>					
56000 INVESTMENT EARNINGS	883	1,253	1,798	-	-
58630 URBAN FORESTRY FEE	-	-	14,800	-	-
62300 DAMAGE TO PROPERTY	-	36,472	-	-	-
	883	37,726	16,598	-	-
<u>Measure B - Paratransit #261</u>					
55200 PARATRANSIT REVENUE	24,985	29,309	30,514	29,739	29,739
	24,985	29,309	30,514	29,739	29,739
<u>Measure B - Bikes/Pedestrians #262</u>					
55230 BICYCLE & PEDESTRIAN	30,685	31,777	35,936	35,470	35,470
	30,685	31,777	35,936	35,470	35,470



City of Emeryville
2017-19 Budget

Operating Budgets
Public Works Department

	2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Projection</u>	2017-18 <u>Budget</u>	2018-19 <u>Budget</u>
<u>Measure BB - Paratransit #263</u>					
55200 PARATRANSIT REVENUE	5,212	30,186	31,188	30,628	30,628
	5,212	30,186	31,188	30,628	30,628
<u>Measure B - Bikes/Pedestrians #264</u>					
55230 BICYCLE & PEDESTRIAN	4,988	25,949	29,122	28,964	28,964
	4,988	25,949	29,122	28,964	28,964
<u>Measure D #266</u>					
56000 INVESTMENT EARNINGS	275	365	397	-	-
62580 MEASURE D SURCHARGE	36,220	28,314	33,607	34,000	34,000
	36,495	28,679	34,004	34,000	34,000
	-	-	-	-	-
<u>General Capital Fund #475</u>					
41340 PROPERTY TAX RESIDUAL PMT	3,213,872	5,419,206	3,678,075	2,842,050	2,845,704
46300 COMMERCIAL PROPERTY TR	-	-	2,209,307	1,000,000	1,000,000
56000 INVESTMENT EARNINGS	100,810	225,254	321,957	-	-
62650 OTHER REVENUE	80,292	5,000	-	-	-
63070 DEVELOPER CONTRIBUTIONS	44,250	73,771	-	500,000	2,437,500
69035 TRANSFER FROM SA	15,442,186	255	-	-	-
69050 INTERFD RECPT FROM GEN FD	-	6,000,000	-	-	-
	18,881,411	11,723,486	6,209,339	4,342,050	6,283,204
	-	-	-	-	-
<u>Marina #495</u>					
56000 INVESTMENT EARNINGS	11,139	19,478	28,056	-	-
56100 INTEREST INCOME	20,472	14,597	-	-	-
57100 RENTS-REVENUE BASED	316,639	340,862	350,816	320,000	320,000
57120 RENTS-REVENUE BASED-HKEO	231,299	256,761	242,902	230,000	230,000
63500 LOAN REPAYMENTS	19,528	398,584	-	-	-
	599,078	1,030,282	621,774	550,000	550,000
	-	-	-	-	-
<u>Sewer Operations Fund #510</u>					
56000 INVESTMENT EARNINGS	6,454	9,038	12,511	-	-
61150 SEWER SERVICE CHARGES	717,114	727,081	761,894	807,921	880,754
	723,568	736,119	774,405	807,921	880,754
	-	-	-	-	-
<u>Sewer Connections Fee #513</u>					
56000 INVESTMENT EARNINGS	12,094	11,389	10,569	-	-
58550 SEWER CONNECTION FEES	472,645	118,275	503,672	273,800	273,800
63700 SEWER CONTRIBUTION OTHER	-	400,000	-	-	-
	484,739	529,664	514,241	273,800	273,800
	-	-	-	-	-
<u>Facilities Maintenance #650</u>					
62385 FACILITY OPERATING CHARGES	438,400	451,700	541,000	559,189	587,363
62600 DONATION	-	-	6,187	-	-
62970 DEPT'AL MAJR MAINT CHARGE	370,700	370,700	372,600	446,585	430,406
63660 CONTRIBUTION FROM SA	1,445,629	1,335,087	-	-	-
	2,254,729	2,157,487	919,787	1,005,774	1,017,769
	-	-	-	-	-
Total Revenues	\$ 24,054,777	\$ 17,832,501	\$ 10,626,168	\$ 10,072,848	\$ 11,033,488
	-	-	-	-	-



City of Emeryville
2017-19 Budget

Operating Budgets
Public Works Department

	2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Projection</u>	2017-18 <u>Budget</u>	2018-19 <u>Budget</u>
<i>Expenditure Details</i>					
<u>General Fund #101</u>					
<u>Public Works Administration/Engineering</u>					
Salaries and Benefits	\$ 590,422	\$ 695,891	\$ 759,927	\$ 616,510	\$ 673,935
Supplies					
73000 OFFICE SUPPLIES	9,308	6,738	13,645	7,500	7,725
73100 BOOKS, MAPS, PERIODICALS	524	207	998	750	773
73150 POSTAGE	205	282	417	500	515
73550 FUEL	4,847	4,454	-	-	-
	14,883	11,681	15,060	8,750	9,013
Utilities					
76050 TELEPHONE/COMMUNICATION	5,321	5,711	6,320	7,500	7,725
	5,321	5,711	6,320	7,500	7,725
Maintenance					
77060 NON-POINT DISCHARGE EXP	60,772	63,250	57,086	90,000	92,700
77100 VEHICLE OPERATION & MAINT	-	-	310	-	-
77950 VEHICLE REPL. CHARGE	3,300	3,300	-	-	-
77960 TECHNOLOGY CHARGE	5,200	5,200	6,500	6,500	6,825
77990 FACILITY MAJOR MAINT CHGS	6,000	6,000	6,000	6,000	6,000
	75,272	77,750	69,896	102,500	105,525
Professional Fees/Services					
80050 PROFESSIONAL SERVICES	5,358	12,955	4,397	35,000	26,000
	5,358	12,955	4,397	35,000	26,000
Advertising, Printing, and Publications					
82050 PRINTING	490	279	1,492	1,500	1,545
	490	279	1,492	1,500	1,545
Education and Training					
84000 EDUCATION AND TRAINING	1,295	2,830	3,501	5,000	5,150
84100 MEMBERSHIPS & DUES	6,829	11,816	8,808	15,000	15,450
84150 TRAVEL, CONFER & MEETING	2,561	2,397	1,820	8,000	8,240
	10,685	17,043	14,130	28,000	28,840
Rents and Leases					
85000 RENTALS & LEASES	-	-	-	5,100	5,100
	-	-	-	5,100	5,100
Other					
GAS TAX REIMBURSEMENT	-	-	-	(3,000)	(3,000)
	-	-	-	(3,000)	(3,000)
Total Public Works Admin/Engineering	702,432	821,309	871,221	801,860	854,682
	-	-	-	-	-
<u>Public Works Maintenance</u>					
Salaries and Benefits	854,797	842,126	839,705	906,672	971,572
Supplies					
73300 SMALL TOOLS	-	1,342	-	-	-
73350 SAFETY & SPECIAL SUPPLIES	-	-	-	-	-
73400 CLOTHING	3,844	2,390	1,778	5,000	5,150



**City of Emeryville
2017-19 Budget**

**Operating Budgets
Public Works Department**

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Projection</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>
73500 OPERATING SUPPLIES	71,643	63,656	55,199	60,000	61,800
73515 LANDSCAPE SUPPLIES	11,434	11,194	23,950	20,000	20,600
73535 TRAFFIC SUPPLIES/ST SIGNS	22,545	26,033	19,206	20,000	20,600
73540 STREET LIGHT SUPPLIES	-	31,689	1,200	5,000	25,000
73550 FUEL	17,299	14,300	25,714	30,000	30,900
73650 PAINTING SUPPLIES	2,069	2,444	5,622	5,000	5,150
	<u>128,833</u>	<u>153,047</u>	<u>132,668</u>	<u>145,000</u>	<u>169,200</u>
Utilities					
76000 UTILITIES	145,826	187,277	188,312	198,000	215,820
76050 TELEPHONE/COMMUNICATION	6,916	8,915	10,779	12,000	12,600
76100 TRAFFIC SIGNALS ENERGY	29,063	27,983	27,975	32,000	32,960
76150 STREET LIGHTS ENERGY	135,771	138,616	144,430	80,000	82,400
	<u>317,575</u>	<u>362,792</u>	<u>371,495</u>	<u>322,000</u>	<u>343,780</u>
Maintenance					
77000 MAINTENANCE BLDG & GRNDS	-	237	67	-	-
77020 LANDSCAPE MAINTENANCE	118,314	86,352	122,846	162,000	160,000
77030 FACILITY OPERATING CHARGES	65,500	67,500	138,600	143,312	150,478
77060 NON-POINT DISCHARGE EXP	16,688	9,586	-	-	-
77080 JANITORIAL CONTRACTS SVCS	9,119	7,505	9,661	11,200	11,536
77100 VEHICLE OPERATION & MAINT	56,545	47,825	43,537	45,000	46,350
77150 EQUIPMENT OPER & MAINT	10,206	15,196	10,715	12,000	15,000
77340 STREET LIGHT REPAIRS	74,505	96,229	90,544	90,000	92,700
77350 TRAF SIGNAL MAINT/CALTRANS	60,036	57,574	79,471	102,000	113,300
77400 STREET SWEEPER	40,122	41,147	42,236	49,000	50,470
77520 STREET TREE CONTRACT	22,768	25,000	16,040	25,000	30,000
77920 PARK MAJOR MAINT CHGS	98,100	98,100	100,000	100,000	100,000
77950 VEHICLE REPL. CHARGE	39,800	74,800	74,559	83,519	91,500
77960 TECHNOLOGY CHARGE	5,200	5,200	5,000	5,000	5,250
77990 FACILITY MAJOR MAINT CHGS	120,200	120,200	120,200	120,200	123,806
	<u>737,103</u>	<u>752,451</u>	<u>853,475</u>	<u>948,231</u>	<u>990,390</u>
Professional Services					
80050 PROFESSIONAL SERVICES	19,660	34,841	31,288	10,000	15,000
	<u>19,660</u>	<u>34,841</u>	<u>31,288</u>	<u>10,000</u>	<u>15,000</u>
Education and Training					
84000 EDUCATION AND TRAINING	632	2,487	(182)	5,000	7,000
84100 MEMBERSHIPS & DUES	620	180	115	1,000	1,000
84150 TRAVEL, CONFER & MEETING	824	546	94	1,000	1,000
	<u>2,076</u>	<u>3,213</u>	<u>27</u>	<u>7,000</u>	<u>9,000</u>
Rents and Leases					
85000 RENTALS & LEASES	3,693	4,043	3,854	10,000	10,300
	<u>3,693</u>	<u>4,043</u>	<u>3,854</u>	<u>10,000</u>	<u>10,300</u>
Other					
87210 GRAFFITTI ABATEMENT	-	-	-	5,000	5,150
GAS TAX REIMBURSEMENT	-	-	(220,000)	(258,000)	(264,000)
88760 CHRG TO SEWER FD MTAL/SVC	(8,794)	(8,415)	(8,310)	(9,500)	-
	<u>(8,794)</u>	<u>(8,415)</u>	<u>(228,310)</u>	<u>(262,500)</u>	<u>(258,850)</u>
Capital					
91600 OTHER EQUIPMENT	-	-	-	50,000	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>50,000</u>	<u>-</u>
Total Public Works Maintenance	<u>2,054,942</u>	<u>2,144,098</u>	<u>2,004,203</u>	<u>2,136,403</u>	<u>2,250,392</u>



City of Emeryville
2017-19 Budget

Operating Budgets
Public Works Department

	2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Projection</u>	2017-18 <u>Budget</u>	2018-19 <u>Budget</u>
<u>Parking Facility Maintenance</u>					
Maintenance					
77000 MAINTENANCE BLDG & GRNDS	-	2,048	17,537	25,000	25,750
	-	2,048	17,537	25,000	25,750
Total Parking Facility Maintenance	-	2,048	17,537	25,000	25,750
<u>Public Works Reimbursable</u>					
Professional Fees/Services					
80050 PROFESSIONAL SERVICES	-	-	-	-	-
80290 REIMBURSEABLE SERVICES	176,665	177,480	424,117	50,000	50,000
	176,665	177,480	424,117	50,000	50,000
Total Public Works Reimbursable	176,665	177,480	424,117	50,000	50,000
Total General Fund	2,934,038	3,144,935	3,317,078	3,013,263	3,180,824
	-	-	-	-	-
<u>Gas Tax Fund #220</u>					
80050 PROFESSIONAL SERVICES	-	-	220,000	261,000	267,000
99050 TRANSFER TO GENERAL FUND	270,000	270,000	-	-	-
Total Gas Tax Fund	270,000	270,000	220,000	261,000	267,000
<u>Measure B Fund #240</u>					
80050 PROFESSIONAL SERVICES	10,169	1,956	-	10,000	-
80090 SHUTTLE SERVICES	73,510	55,888	60,000	72,000	-
80200 AUDIT SERVICES	2,600	5,219	5,200	6,000	6,000
90000 IMPROVEMENTS/STREET REPAIRS	7,454	78,966	14,473	54,300	-
Total Measure B	93,733	142,029	79,673	142,300	6,000
	-	-	-	-	-
<u>Measure BB Fund #242</u>					
80200 AUDIT SERVICES	-	2,600	2,600	3,500	3,500
90130 PROFESSIONAL SVCS-CIP	-	-	-	-	-
Total Measure BB	-	2,600	2,600	3,500	3,500
	-	-	0	-	-
<u>Measure B Paratransit Fund #261</u>					
88400 PARATRANSIT PROGRAM	26,440	12,283	18,429	29,739	29,739
Total Measure B Paratransit	26,440	12,283	18,429	29,739	29,739
	-	-	-	-	-
<u>Measure BB Paratransit Fund #263</u>					
88400 PARATRANSIT PROGRAM	-	28,000	31,463	30,628	30,628
Total Measure BB Paratransit	-	28,000	31,463	30,628	30,628
	-	-	-	-	-
<u>Source Reduction/Recycling Fund #265</u>					
80050 PROFESSIONAL SERVICES	-	-	5,601	5,000	5,000
Total Source Reduction/Recycling	-	-	5,601	5,000	5,000
	-	-	-	-	-



City of Emeryville
2017-19 Budget

Operating Budgets
Public Works Department

	2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Projection</u>	2017-18 <u>Budget</u>	2018-19 <u>Budget</u>
<u>Measure D #266</u>					
80050 PROFESSIONAL SERVICES	-	5,000	-	-	-
72750 SAL/BEN TRANS FR GEN FUND	25,000	25,000	25,000	25,000	25,000
Total Measure D	25,000	30,000	25,000	25,000	25,000
	-	-	-	-	-
<u>General Capital #475</u>					
Salaries and Benefits	18,412	-	222,748	600,452	812,011
80050 Professional Services	5,762	2,179	23,621	-	-
Total General Capital	24,174	2,179	246,369	600,452	812,011
	-	0	-	-	-
<u>Marina #495</u>					
Salaries and Benefits	-	-	97,719	123,674	159,637
77910 Marina Navig Aides Maint.	2,449	-	7,245	8,000	8,000
77930 MARINA CHANNEL DREDGING					
92600 DREDGING		2,406			
Total Marina	2,449	2,406	104,965	131,674	167,637
	-	(0)	-	-	-
<u>Sewer Operations #510</u>					
<u>Sewer Maintenance</u>					
80050 PROFESSIONAL SERVICES	-	2,293	4,004	-	-
88150 DEPRECIATION	9,750	9,750	-	-	-
91600 OTHER EQUIPMENT	3,739	16,420	288	-	-
Total Sewer Maintenance	13,489	28,463	4,292	-	-
	-	-	-	-	-
<u>Sewer Administration/Engineering #510/4350</u>					
Salaries and Benefits	132,919	135,604	189,279	191,380	258,362
79050 INSURANCE	50,000	50,000	50,000	50,000	50,000
80050 PROFESSIONAL SERVICES	49,252	33,986	23,753	75,000	75,000
80210 SEWER TECHNOLOGY	9,978	9,085	-	10,000	10,000
83060 ADMINISTRATIVE COSTS	-	-	51,500	-	-
86120 SEWER COLLECTION CHARGES	-	-	-	27,000	27,000
86160 II TAB	-	14,784	30,000	30,000	30,000
99050 TRANSFER TO GENERAL FUND	51,500	51,500	-	51,500	51,500
99200 TRANS TO LITIG FUND 270	30,000	30,000	-	-	-
99380 TRANS TO SEWER REHAB 511	95,000	95,000	-	-	-
Total Administration/Engineering	418,649	419,958	344,533	434,880	501,862
	-	-	-	-	-
<u>Sewer Maintenance #510/4360</u>					
Salaries and Benefits	32,902	36,487	36,208	42,453	43,308
76000 UTILITIES	1,195	1,136	1,109	1,500	1,500
77140 CLEANING	5,266	30,359	32,896	45,000	45,000
77180 VIDEO INSPECTION	-	-	9,531	10,000	10,000
77190 EMERGENCY REPAIR	-	1,050	15,586	50,000	50,000
77220 SMOKE TESTING	-	-	-	-	-
77700 SEWAGE MAINTENANCE	4,084	9,451	2,062	10,000	10,000
77750 PUMP STATION MAINTENANCE	875	-	7,572	15,000	15,000
77950 VEHICLE REPL. CHARGE	19,800	19,800	19,841	8,881	-
88750 GEN FUND CHG FOR MATL/SVC	8,794	8,415	8,310	9,500	9,500
Total Sewer Maintenance	72,916	106,698	133,115	192,334	184,308
	-	-	-	-	-
Total Sewer Operations #510	505,053	555,119	481,939	627,214	686,170
	-	-	-	-	-



City of Emeryville
2017-19 Budget

Operating Budgets
Public Works Department

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Projection</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>
<u>Sewer Connection Fee #513</u>					
99380 TRANS TO SEWER REHAB	2,000,000	540,000	-	300,000	300,000
Total Sewer Connection Fee	2,000,000	540,000	-	300,000	300,000
	-	-	-	-	-
<u>Facilities Maintenance #650</u>					
77000 MAINTENANCE BLDG & GRNDS	5,000	9,625	6,000	6,000	6,000
77030 FACILITY OPERATING CHARGES	467,092	438,239	477,816	559,189	587,363
80050 PROFESSIONAL SERVICES		8,890	2,517	-	-
Total Facilities Maintenance	472,092	456,754	486,333	565,189	593,363
	-	-	-	-	-
Total Expenditures	\$ 6,352,980	\$ 5,186,306	\$ 5,019,451	\$ 5,734,959	\$ 6,106,872
	-	-	-	-	-

DEPARTMENT: COMMUNITY DEVELOPMENT

The Community Development Department has primary responsibility for administering the laws, regulations, requirements, and programs that pertain to the physical development of the City, as well as the City's economic development, affordable housing, public art and related programs. The Department consists of three Divisions: Planning, Building, and Economic Development & Housing.

The Planning Division provides long-range planning services including preparation of the General Plan, Planning Regulations, and other planning policy documents and guidelines, and facilitates the approval of development projects consistent with adopted policies, regulations, and guidelines. The Building Division reviews projects for conformance with the California Building Codes, issues building permits, performs inspections during construction, and issues certificates of occupancy upon project completion. The Economic Development & Housing Division is responsible for the City's economic development activities including labor standards and small business support, affordable housing programs, Art in Public Places program, remediation of contaminated sites, planning and funding of infrastructure improvements, and grants management activities. Each division's budget is presented separately.

DEPARTMENT: COMMUNITY DEVELOPMENT
PLANNING

The Planning Division is responsible for both long-range and current planning activities, in compliance with the State Planning and Zoning Law, the Subdivision Map Act, the California Environmental Quality Act and other pertinent laws and regulations. Long-range planning activities include developing, updating, and amending the Emeryville General Plan and Planning Regulations, area plans and programs, and studies on a variety of planning issues. Current planning activities involve the review and processing of development applications, including design review permits, conditional use permits, planned unit developments, and other planning permits, and the preparation of associated environmental review documents such as Mitigated Negative Declarations and Environmental Impact Reports as well as the review of such documents prepared by other local agencies. In addition, the Planning Division provides lead staffing for the Planning Commission, and provides support staffing for the Transportation Committee, Bicycle/Pedestrian Advisory Committee, Economic Development Advisory Committee, and Parks and Recreation Advisory Committee; and coordinates the staff-level Development Coordinating Committee. The Division conducts code enforcement activities to correct zoning violations.

ACHIEVEMENTS DURING THE 2016-2017 FISCAL YEAR

Administration

With Building Division, continued implementation of CRW “TRAKiT” computerized permit tracking system, including data entry of historical permit information. Began implementation of “e-TRAKiT” component to allow on-line submittal of planning permit applications.

Long Range Planning

1. Prepared State-Mandated annual reports on implementation of the General Plan, including the Housing Element.
2. Developed updated Water Efficient Landscape Ordinance, which was adopted on September 20, 2016.
3. Developed ordinance regulating Short-term Rentals, which was adopted on March 21, 2017.
4. Developed ordinance creating Cannabis Sales and Cannabis Manufacturing use classifications, with locational criteria and permitting procedures for each, which was adopted on April 4, 2017.
5. Developed ordinance regulating Accessory Dwelling Units, which was considered by the City Council on May 2, 2017, direction was given to add lot coverage criteria.
6. Conducted Planning Commission study session on possible sign regulation amendments.
7. Prepared focused update of Pedestrian and Bicycle Plan, which was adopted on May 2, 2017.
8. Developed Request for Proposals for urban design and transportation planning services for 40th and San Pablo Bus hub study; RFP was issued on May 11, 2017.

DEPARTMENT: COMMUNITY DEVELOPMENT
PLANNING

Current Planning

1. Facilitated study sessions and approval hearings for Sherwin Williams Mixed Use Project including:
 - Certification of Environmental Impact Report by City Council on October 18, 2016
 - Approval of General Plan Amendment by City Council on October 18, 2016
 - Approval of Planned Unit Development/Preliminary Development Plan by City Council on November 1, 2016
 - Study sessions on Final Development Plans for buildings and parks/open space by Planning Commission on January 26, 2017 and April 27, 2017
 - Approval of Vesting Tentative Map by Planning Commission on May 25, 2017
2. Facilitated study sessions and approval hearings for other major development projects including:
 - 3600 San Pablo Avenue supportive housing or family housing project
 - Rug Depot Redesign, 4045 Horton Street/4056 Hubbard Street
 - Oceanview Townhomes, 1270 Ocean Avenue
 - Doyle Street Mews, 5876-5880 Doyle Street
 - Stanford Health Center Valet Parking, 5800 Hollis Street
 - Fourplex Expansion, 1271 64th Street
 - Artistry Emeryville Addition, 6401 Shellmound Street
 - New Residential Unit, 5876 Beaudry Street
3. Processed permit extensions, plan reviews, and inspections for several projects that were previously approved, including:
 - Anton Evolve, 6701 Shellmound Street (186 units)
 - 3706 San Pablo Avenue Affordable Housing (87 units of affordable housing)
 - Christie Avenue Park (redesign and expansion of park as part of Marketplace Redevelopment project)
 - Marketplace Redevelopment Project Parcel A, 5900 Shellmound Street (167 residential units, 14,000 square feet of commercial space)
 - Marketplace Redevelopment Project Parcel B, 5950-6000 Shellmound Street (parking garage and retail)
 - Marketplace Redevelopment Project Parcel C, 6201 Shellmound Street (30,000 square foot New Seasons grocery store, 66 residential units)
 - Marketplace Redevelopment Project Parcel D, 6301 Shellmound Street (223 units)
4. Held approximately 16 study sessions before the Planning Commission and City Council on various proposed development projects, plans, and policy issues.
5. Facilitated City Council and Planning Commission consideration/approval of several other items, including sign permits, construction noise waivers, and tree removal permits.
6. Administratively approved approximately 50 planning permits, including 12 minor design review permits, 25 minor sign applications, 2 minor subdivisions, 6 sidewalk cafes, and 3 temporary use permits, and 2 minor conditional use permits.

DEPARTMENT: COMMUNITY DEVELOPMENT
PLANNING

GOALS FOR THE 2017-2018 AND 2018-2019 FISCAL YEARS

Administration

1. With Building Division, continue implementation of CRW “TRAKiT” computerized permit tracking system, including data entry of historical permit information.
2. With Building Division, implement “e-TRAKiT” component of permit tracking system to allow on-line submittal of planning permit applications. Work with Finance and IT to institute City’s acceptance of credit cards as payment.

Long Range Planning

1. Revise Accessory Dwelling Unit ordinance to include lot coverage standards, for consideration by Planning Commission and City Council.
2. Prepare ordinance to amend sign regulations to comply with recent court rulings, to address Planning Commission and City Council concerns, and to make regulations easier to understand and implement.
3. In collaboration with Public Works, AC Transit, and the Emeryville Transportation Management Association, complete a feasibility study for an enhanced transit hub at 40th Street and San Pablo Avenue.
4. Initiate a comprehensive update of the Pedestrian and Bicycle Plan, including a possible bridge over the freeway at Temescal Creek, safety improvements at the Powell/Christie intersection, and improved bicycle access on San Pablo Avenue and Hollis Street.
5. In collaboration with stakeholders and interested agencies and parties, study the feasibility of a pedestrian/bicycle trail along the west side of I-80, along the Emeryville Crescent, to provide access from the Bay Trail to the Bay Bridge.
6. In collaboration with stakeholders and interested agencies and parties, study the effects of sea level rise on Emeryville and possible mitigation measures, including a “living levee”.
7. Develop an ordinance for one-way car sharing, based on models in Oakland and Berkeley.
8. Participate in efforts by the Economic Development and Housing Division, Public Works Department, and other departments to implement a citywide parking management plan and Transportation Demand Management (TDM) Program.
9. Participate in U.S. Census Bureau Local Update of Census Addresses (LUCA) program in preparation for 2020 Census.
10. Work with other departments to implement recommendations of Parks and Recreation Strategic Plan, Pedestrian and Bicycle Plan, and Sustainable Transportation Plan.
11. Based on experience implementing new Planning Regulations since their adoption in February 2013, prepare ordinances to make miscellaneous corrections, clarifications, and improvements, for consideration by Planning Commission and City Council.

DEPARTMENT: COMMUNITY DEVELOPMENT
PLANNING

12. Prepare area plans, specific plans, and topical planning studies as the need arises, and as directed by the Planning Commission and City Council.

Current Planning

1. Facilitate staff review, study sessions, environmental review, public hearings, approval, and plan review of proposed and anticipated projects, including:
 - Sherwin Williams Mixed Use Project (Final Development Plans for buildings and parks/open space)
 - Anton Evolve, 6701 Shellmound Street (review of building permit plans when submitted)
 - 3706 San Pablo Avenue Affordable Housing (inspection of project for certificate of occupancy)
 - Christie Avenue Park (review of building permit plans)
 - Marketplace Redevelopment Project Parcel A, 5900 Shellmound Street (review of building permit plans when submitted)
 - Marketplace Redevelopment Project Parcel B, 5950-6000 Shellmound Street (review of building permit plans)
 - Marketplace Redevelopment Project Parcel C, 6201 Shellmound Street, New Seasons grocery store (inspection of project for certificate of occupancy)
 - Marketplace Redevelopment Project Parcel C, 6201 Shellmound Street, 66 residential units (review of building permit plans when submitted)
 - Marketplace Redevelopment Project Parcel D, 6301 Shellmound Street (inspection of project for certificate of occupancy)
 - Bay Street Site A Retail Pad (Planning Commission study session and approval hearing)
 - Site B, Powell and Shellmound Streets (Successor Agency) – mixed use project on 3-acre site (RFP, community meetings, study sessions, CEQA review, approval hearings)
 - Christie Avenue Housing/Mixed Use (Successor Agency) – (RFP, community meetings, study sessions, CEQA review, approval hearings)
 - Gateway @ Emeryville Mixed Use Project, Christie at Powell (community meetings, study sessions, CEQA review, approval hearings)
 - U.S. Spring Building Site,
 - Other major projects as they materialize
2. Continue to hold study sessions before the Planning Commission and City Council on proposed development projects, plans, and policy issues.
3. Continue to facilitate City Council and Planning Commission consideration/approval of other items such as noise waivers, tree removal permits, and other issues.
4. Continue to provide efficient and expedited review of administrative planning permits including design review, sign applications, minor conditional use permits, temporary use permits, minor subdivisions, administrative noise waivers, zoning compliance reviews, and exceptions to standards.

DEPARTMENT: COMMUNITY DEVELOPMENT
BUILDING

The Building Division conducts the administrative and regulatory responsibilities of the California Building Codes (CBC), including building, plumbing, mechanical, residential, and electrical codes, and other building-related codes. The CBC requirements include disabled access, energy conservation, and the CALGreen sustainable code provisions. For all construction activity in the City, the Building Division collects fees on behalf of itself and other City departments and agencies, performs plan check activities, monitors conditions of approval, issues required permits, conducts field inspections, and issues certificates of occupancy or final inspections. In addition, the Building Division undertakes code enforcement activities including property maintenance, blight, graffiti, and tenant-property owner disputes. The Division administers seismic upgrade requirements of the Unreinforced Masonry Building (URM) Ordinance and assists the Alameda County Fire Department (ACFD) with taking in Fire Permit applications, calculating fees, and issuing permits. The Division coordinates and strives to continually improve Planning and Building counter service, including implementing customers' suggestions as appropriate. The Building Division also serves as lead staff to the Housing Advisory and Appeals Board.

Building Division staff monitors and participates in activities of the California Building Standards Commission, including adoption of new and amended California Building Codes, and provides monthly housing unit counts for the State Department of Finance and U.S. Census Bureau for annual population estimates, monthly building permit data for the Alameda County Assessor's Office, monthly data on private sewer lateral permits for the East Bay Municipal Utility District (EBMUD), and property information for the Emeryville Transportation Management Association (Emery Go-Round). The Division maintains current and accurate information on the City's website, including building codes; plan check services; inspection services; alternate materials, design and methods; and permit application submittal requirements. Building Division staff participates in regional, state, and national training and professional development activities, including California Association of Code Enforcement Officers (CACEO) conferences, California Building Officials (CALBO) and International Code Conference (ICC) meetings, and annual CALBO "education weeks".

ACHIEVEMENTS DURING THE 2016-2017 FISCAL YEAR

Administration

1. Developed ordinances for adoption of 2016 California Building Codes and California Fire Code, which were adopted on November 15, 2016 and took effect January 1, 2017.
2. Developed an ordinance to add lead safety provisions to the Building Regulations, which was adopted on May 2, 2017.
3. Issued three Building Occupancy Resumption Program (BORP) permits to Grifols for Buildings D, B, and Q. The BORP program, approved by the City Council in March 2013, allows commercial property owners to retain private engineers to expedite evaluation of their buildings following an earthquake or other natural disaster.
4. With Public Works Department, continued to implement program for inspection and replacement of private sewer laterals as mandated by U.S. Environmental Protection Agency and EBMUD.

DEPARTMENT: COMMUNITY DEVELOPMENT

BUILDING

5. With Planning Division, continued implementing the CRW TRAKiT permit tracking system, including the CodeTRAK module for code enforcement cases, and continued entering historic data for building projects back to 2000.
6. With Finance Department, continued collecting State-mandated business license surcharge for Certified Access Specialists.

Development Projects

1. Performed plan checks and field inspections for the following major new development and building renovation projects, and issued certificates of occupancy (CO) or final inspections for those that were completed:
 - Parc on Powell Apartments, Powell/Hollis/Stanford/Doyle (176 units) (CO issued April 21, 2017)
 - Papermill Park, 1330 Stanford Avenue, new City park and private parking lot (finaled April 27, 2017)
 - EMME Residential, 64th and Christie (190 units) (CO issued December 14, 2016)
 - 3900 Adeline Street apartments (101 units) (TCOs issued, CO pending)
 - LePort School, 1450 & 1452 63rd Street (pre K – 1st grade) (TCO issued, CO pending)
 - Hyatt Place Hotel, 5700 Bay Street (175 rooms) (TCO issued, CO pending)
 - The Intersection, 3800 San Pablo Avenue (105 units and rehab of “Maz” commercial building) (under construction)
 - Ocean Avenue Townhomes, 1276 Ocean (5 units) (under construction)
 - EmeryStation West, 5959 Horton Street (250,000 s.f. of lab space) (under construction)
 - Heritage Square Garage, 6121 Hollis Street (new parking garage) (under construction)
 - Marketplace Parcel C, 6330 Christie Avenue (New Seasons Market shell and garage) (under construction)
 - Marketplace Parcel D, 6330 Christie Avenue (223 units) (under construction)
 - 3706 Affordable Housing Project, (87 units) (anticipated to be under construction by June 30, 2017)
 - Marketplace Parcel B, 5950-6000 Shellmound Street (retail and garage) (in plan check)
 - Christie Avenue Park Redesign and Expansion, 6202 Christie Avenue (in plan check)
2. Performed plan checks and field inspections for the following major tenant improvement and remodeling projects, and issued certificates of occupancy (CO) or final inspections for those that were completed:
 - Zymergen, 5980 Horton Street, 5th Floor (tenant improvements) (finaled May 18, 2017)
 - Emeryville Public Market, 5959 Shellmound Street (finaled April 27, 2017)
 - Bolt Threads, 6250 Overland Avenue (tenant improvements for production research facility) (CO issued March 2, 2017)
 - Grifols CMF Building, 5350 Horton Street (major tenant improvements for pharmaceutical manufacturing) (finaled February 15, 2017)
 - Pak N Save, 3889 San Pablo Avenue (rooftop solar panels) (finaled January 11, 2017)
 - Sports Authority, 3839 Emery Street (rooftop solar panels) (finaled December 8, 2016)
 - Stanford Health Center, 5800 Hollis Street (tenant improvements for medical offices) (CO issued December 2, 2016)

DEPARTMENT: COMMUNITY DEVELOPMENT
BUILDING

- SAE Expression College, 6601 Shellmound Street (tenant improvements) (finaled November 14, 2016)
 - Apple Store, 5640 Bay Street (CO issued September 23, 2016)
 - IKEA, 4400 Shellmound Street (warehouse area renovations) (CO issued August 19, 2016)
 - New Seasons Market, 6201 Shellmound Street (tenant improvements for new grocery store) (under construction)
 - Survey Monkey, 6401 Hollis Street (tenant improvements) (under construction)
 - Zymergen, 5860 Hollis Street (tenant improvements for media services facility) (in plan check)
 - H&M Ladies, 5630 Bay Street (tenant improvements and storefront) (ready-to-issue)
3. Performed plan checks and field inspections for the following residential construction defect and other repair projects:
 - Bridgecourt Apartments (completed in April 2017)
 - Emery Glen (completed in July and August 2016)
 4. Responded to two devastating fires at the 3800 San Pablo Avenue mixed-use project construction site, including a 6-alarm fire on July 6, 2016, and a 5-alarm fire on May 13, 2017. In both cases, the Chief Building Official provided oversight of the fire scene, granting access to investigators from the Federal Bureau of Alcohol, Tobacco, Firearms, and Explosives. The Building Division expedited the rebuilding of the project on both occasions.
 5. Issued approximately 800 permits, based on a total construction valuation of approximately \$230 million. About 180 (23%) of these permits were issued over-the-counter and another 280 (35%) were issued within an average of two weeks after one round of plan check. Approximately 10 permits (1%) received expedited processing (plan review comments or permit approval within 3-5 days) for an additional fee.
 6. Performed approximately 13,000 inspections, of which approximately 4,000 (31%) related to major development projects and 9,000 (69%) related to other projects such as tenant improvements and remodels, including code enforcement.
 7. Responded to approximately 2,800 counter visits and 1,100 telephone inquiries.

Code Enforcement

1. Handled approximately 140 code enforcement cases, including graffiti, work without permits, and other code violations, and 310 telephone contacts related to code enforcement.
2. Continued enforcement action related to blighted residential property at 1264 Ocean Avenue and facilitated Board of Appeals decision on August 23, 2016 to uphold the Notice and Order to abate and demolish the building.
3. Initiated enforcement action related to illegal assembly occupancies in the wake of the “Ghost Ship” fire in Oakland.

DEPARTMENT: COMMUNITY DEVELOPMENT
BUILDING

4. Abated unauthorized private events at 3801 Adeline Street.
5. With Alameda County Fire Department, developed "Temporary Occupancy Permit" application and checklist for cabarets and assembly uses.

GOALS FOR THE 2017-2018 AND 2018-2019 FISCAL YEARS

Administration

1. With Planning Division, continue implementation of CRW "TRAKiT" computerized permit tracking system, including data entry of historical permit information.
2. With Planning Division, implement "e-TRAKiT" component of permit tracking system to allow on-line submittal of building permit applications and remote electronic entry of field inspection results. Work with Finance and IT to institute City's acceptance of credit cards as payment.
3. Continue to monitor activities of California Building Standards Commission and participate in development of 2019 California Building Codes, which will take effect January 1, 2020.
4. Continue to implement Building Occupancy Resumption Program (BORP) to certify third-party inspectors for post-disaster building evaluation.
5. Obtain certification for City staff person as Certified Access Specialist and begin in-house administration of program as required by State law.
6. Consider amending Master Fee Schedule to institute lower flat building permit fees for certain small projects such as minor home repairs.
7. Develop and implement community outreach programs to enhance public awareness of building code issues, expectations and interpretations, including presentations to Planning Commission, Economic Development Committee, and other City committees. Develop public information brochures that describe the building permit process and other relevant information for the general public including owner/builder applicants.

Development Projects

1. Facilitate completion and issuance of certificates of occupancy for the following major development projects that are under construction:
 - The Intersection, 3800 San Pablo Avenue (105 units and rehab of "Maz" commercial building)
 - Ocean Avenue Townhomes, 1276 Ocean (5 units)
 - EmeryStation West, 5959 Horton Street (250,000 s.f. of lab space)
 - Heritage Square Garage, 6121 Hollis Street (new parking garage)
 - Marketplace Parcel C, 6330 Christie Avenue (New Seasons Market shell and garage)
 - Marketplace Parcel D, 6330 Christie Avenue (223 units)
 - 3706 San Pablo Ave, Affordable Housing Project, (87 units) (anticipated to be under construction by June 30, 2017)

DEPARTMENT: COMMUNITY DEVELOPMENT

BUILDING

- New Seasons Market, 6201 Shellmound Street (tenant improvements for new grocery store)
 - Survey Monkey, 6401 Hollis Street (tenant improvements)
2. Provide preconstruction meetings, plan checking, permit issuance, field inspections, and certificates of occupancy for approved development projects (and those anticipated to be approved) including:
- Marketplace Parcel B, 5950-6000 Shellmound Street (retail and garage) (in plan check)
 - Christie Avenue Park Redesign and Expansion, 6202 Christie Avenue (in plan check)
 - Marketplace Parcel A, Shellmound Street (167 units and 14,000 square feet of retail space)
 - Sherwin Williams Urban Village (approximately 500 residential units and 82,000 square feet of commercial space)
 - 6701 Shellmound Street ("Nady Site"), new apartment building (186 units)
 - Doyle Street Mews, 5876-5880 Doyle Street (6 units)
 - Multi-Unit Residential Project, 1225 65th Street (24 units)
 - Zymergen, 5860 Hollis Street (tenant improvements for media services facility) (in plan check)
 - H&M Ladies, 5630 Bay Street (tenant improvements and storefront) (ready-to-issue)
 - Bay Street Site A Retail Pad
 - Other major projects as they materialize

Code Enforcement

Continue to investigate and abate code violations related to Building Code, Planning Regulations, Housing Code, and other City regulations and programs.

DEPARTMENT: COMMUNITY DEVELOPMENT
ECONOMIC DEVELOPMENT & HOUSING

The Economic Development & Housing Division is responsible for the City's Economic Development, Affordable Housing, Public Art and Brownfields Remediation Programs. These programs work together to enhance the quality of life for Emeryville's residents.

Emeryville's Economic Development programs support and expand the economic base of the City in order to generate revenue, develop jobs, and ensure business vitality. As revenue generation is a fundamental component of the City's economic development strategy, the Division actively pursues and manages grants for public infrastructure and affordable housing projects to replace resources lost due to the dissolution of Redevelopment. In addition, the Division is responsible for developing and implementing the City's labor standards programs, including the Minimum Wage and Paid Sick Leave Ordinance, the Fair Workweek Ordinance, and the Workplace Justice Standards at Large Hotels Ordinance ("Measure C").

The Division administers the City's Affordable Housing Program and manages the City's housing assets and functions. These responsibilities include the development of over four acres of land purchased with Redevelopment Agency low and moderate income housing funds, management of an inventory of over 230 Below-Market-Rate (BMR) units, and the implementation of the City's First-Time Homebuyer Loan Program, which includes a portfolio of over 400 First Time Homebuyer Loans. The Division also implements the City's Homeless Strategy to address the needs of people experiencing homelessness in our community.

The Division manages the City's Public Art Program, which is funded through the City's Art in Public Places Ordinance. Developers can fulfill public art requirements by either funding on-site art that is accessible to the public or by contributing to the City's Public Art Fund. The Division provides project management and maintenance services for City-owned public art and monitors and approves privately developed/owned art accessible to the public. The Division also oversees the City's annual Art Purchase Award program and the City's Poet Laureate program.

The Brownfield Remediation program ensures that sites with contaminated soil and groundwater, resulting from Emeryville's industrial legacy, are cleaned up to standards that will make them acceptable for future residential, commercial, recreational, and other uses.

The Division is also responsible for implementing the winding down of the Emeryville Redevelopment Agency activities as directed by the City of Emeryville as Successor Agency and approved by the Emeryville Oversight Board and the California State Department of Finance. An essential element of this process is the disposition of properties pursuant to the Long Range Property Management Plan.

ACCOMPLISHMENTS DURING THE 2016-17 FISCAL YEAR

Economic Development

1. Developed and facilitated City Council adoption of the Fair Workweek Ordinance and began implementation activities for July 1, 2017 effective date.
2. Continued implementation of Minimum Wage Ordinance and Measure C (employment standards for large hotels), including conducting a study of the impacts of the Minimum Wage Ordinance.

DEPARTMENT: COMMUNITY DEVELOPMENT
ECONOMIC DEVELOPMENT & HOUSING

3. Facilitated a Joint Study Session of the City Council and Planning Commission to discuss small business challenges and opportunities.
4. Initiated work with the Economic Development Advisory Committee to update the City's Economic Development Strategy.
5. Developed and implemented a Business License Tax and Fire Inspection Fee Rebate Program for independent restaurant and retail businesses.
6. Developed a Façade Improvement Grant Program.
7. Submitted an application for designation of a State Cultural District to support the City's art production-related and tourism businesses.
8. Joined the San Francisco Bay Area Urban Manufacturing Initiative to support the City's manufacturing businesses.
9. Participated in Berkeley-Emeryville Bioscience Corridor Partnership with the City of Berkeley including organizing meet-ups and meetings with stakeholders.
10. Continued to work with City Attorney's Office and Finance Department on the dissolution of the Emeryville Redevelopment Agency.

Affordable Housing

1. Facilitated funding and start of construction of the 3706 San Pablo Avenue/1025 West MacArthur Boulevard site as a 100% family-friendly affordable housing project including a \$4.5 million City loan for the project.
2. Approved marketing plans and applicants for affordable units in the 3900 Adeline project (5 very low income and 7 moderate income units).
3. Assisted in development of affordability agreements for the Marketplace Redevelopment Project, resulting in 50 affordable units to be provided (22 low income and 28 moderate income units, equaling 11% of all units).
4. Developed and facilitated City Council adoption of the Eviction and Harassment Protection Ordinance, which provides protections for residential tenants.
5. Facilitated ongoing implementation of the Homeless Strategy, including A Memorandum of Understanding with the City of Oakland for warming centers and shelter beds and a contract with Berkeley Food and Housing for homeless outreach and assistance for purchase of shelter furniture.
6. Developed and circulated a Request for Qualifications/Proposals for development of a senior affordable housing project at 4300 San Pablo Avenue.
7. Continued to manage the inventory of First Time Homebuyer Loans including refinancing/subordinations, owner occupancy waivers, capital improvement credits, short sales and payoffs.

DEPARTMENT: COMMUNITY DEVELOPMENT
ECONOMIC DEVELOPMENT & HOUSING

8. Continued to administer the City's Below Market Rate (BMR) Unit Program by assisting sellers with requests for subordinations, capital improvement credits, trust transfers, and loan repayments and reconveyances, and sales; monitored BMR rental and owner occupied units to assure program compliance.
9. Continued to administer the rehabilitation loan program.

Capital Projects

1. Facilitated the EmeryStation West/Transit Center project by managing grant funding for public parking and bus bays and funding agreements with the developer.
2. Completed design and assisted with bid package for completion of the Emeryville Greenway from Powell to Stanford and Peladeau Park, including management of Proposition 84 Statewide Park Program grant.
3. Assisted Public Works staff in obtaining grant funding for the Emeryville Greenway Safety and Mobility Crossing Improvement Project from 67th to 63rd Streets.
4. Continued grant monitoring and closeout activities in support of the Safe Routes to Schools project on San Pablo Avenue at 43rd, 45th, and 47th Streets for improved pedestrian crossings.
5. Submitted applications for seven transportation projects and programs valued at \$7.38 million to Alameda County Transportation Commission/Metropolitan Transportation Commission joint call for projects.
6. As a result of applications submitted in FY 2015-2016, received \$6.18 million from the Alameda County Transportation Commission for funding of projects and programs including: North Hollis Parking Pricing, South Bayfront Bridge, slurry seal of arterial roadways, Emery Go-Round service support and paratransit operational costs.
7. Participated in planning for regional Bike Share including securing \$180,000 in Transportation For Clean Air funding from the Bay Area Air Quality Management District for three bike share pods in addition to the regionally-administered bike share project.
8. Commenced work on a citywide parking management strategy.

Public Art

1. Implemented the 2016 Annual Purchase Award Program: purchased and installed "Valley Ford Ranch and Road" by Paul Oikawa and "Location in unknown Circle #3" by Yuzo Nakano. Both pieces were installed at the Senior Center and staff conducted an event recognizing the selected artists.
2. Facilitated adoption of the Public Art Master Plan and commenced implementation activities, including public art installation at the Emeryville Marina and a mural program.
3. Continued development of a light and mosaic tile public art installation for the six columns adjacent to Shellmound Street under the Powell Street Bridge.

DEPARTMENT: COMMUNITY DEVELOPMENT
ECONOMIC DEVELOPMENT & HOUSING

4. Facilitated installation of three public art pieces at the Emeryville Center of Community Life.
5. Developed and implemented Phase IV of the Bus Shelter Art Project.
6. Completed restoration and renewal of the “Sign of the Times” utility box art program.
7. Continued to assist private developers with installation of public art, including the Stanford Medical Center, Hyatt Place hotel, and 3706 San Pablo Avenue Affordable Housing Project.

Grant Administration

1. Continued to coordinate grant management for a variety of capital projects and operations funding for Emery Go-Round.
2. Continued to manage the City’s Community Development Block Grant Program by executing and managing funding agreements.
3. Continued to manage community grants provided to Emeryville Citizens Action Program, Emeryville Celebration of the Arts, and Rebuilding Together.

Brownfield Remediation

1. Completed remediation of the 3706 San Pablo Avenue affordable housing site.
2. Retained and maintained revolving loan funds for use on future development projects.
3. Improved record-keeping by initiating recording of remediation and assessment activities in Building and Planning databases for projects and permits.

GOALS FOR THE 2017-18 AND 2018-19 FISCAL YEARS

Economic Development

1. Continue implementation of labor standards ordinances including the Minimum Wage Ordinance, Fair Work Week Ordinance and Measure C.
2. Using input from the Small Business Joint Study Session, will develop and facilitate City Council approval of small business assistance programs.
3. Facilitate complete, adoption and implement an updated Economic Development Strategy.
4. Complete feasibility studies and prepare Request for Proposals for redevelopment of City-owned sites, including Christie Avenue Properties and Site B.
5. Continue to participate in regional sector-focused industry support programs including the Berkeley-Emeryville Bioscience Corridor Partnership, the Bay Area Urban Manufacturing Initiative, and other similar efforts.

DEPARTMENT: COMMUNITY DEVELOPMENT
ECONOMIC DEVELOPMENT & HOUSING

Affordable Housing

1. Continue implementation of the Eviction Harassment Protection Ordinance.
2. Expand homeless services by continuing to contract for homeless outreach and case management, supporting a year-round shelter in Oakland or Berkeley and supporting the process of initiating the Coordinated Entry System for homelessness services in Oakland and Berkeley.
3. Initiate construction and facilitate completion of 3706 San Pablo Avenue affordable housing project.
4. Participate in preparation of feasibility studies and Request for Proposals for affordable housing components on Christie Avenue Properties and Site B.
5. Select a developer for the redevelopment of 4300 San Pablo Avenue for senior housing.
6. Facilitate and develop a project to provide supportive housing for formerly homeless individuals.
7. Pursue acquisition of other affordable housing sites available for sale near transit corridors.
8. Work with homeowners associations to preserve ownership units in condominium projects that are threatened due to investor purchase and rental.
9. Continue to enhance efforts to monitor and purchase BMR units in danger of foreclosure; continue to assist sellers, buyers, and title companies with BMR, homebuyer, and rehabilitation loan transactions, including requests for subordinations when refinancing, capital improvement credits, trust transfers, and loan repayments and reconveyances, and provide information regarding foreclosure assistance; conduct annual monitoring of BMR ownership and rental units and down payment assistance loan recipients.
10. Negotiate Affordability Agreements for new apartment construction (anticipated for Sherwin Williams and Nady sites, as well as Marketplace Parcels A and C).
11. Establish an electronic database of all affordable homeowner program participants.
12. Develop guidelines for affordable rental housing management, update guidelines for affordable ownership projects and programs.
13. Provide financial planning education for homeowners and renters.

Capital Projects

1. Develop a proposal for a paid parking program in North Hollis to fund Transportation Demand Management improvements, and develop a citywide parking management strategy.
2. Construct "Peladeau Park" to complete the Greenway from Powell and Hollis Streets to Stanford Avenue and Horton Street.

DEPARTMENT: COMMUNITY DEVELOPMENT
ECONOMIC DEVELOPMENT & HOUSING

3. Continue to facilitate the development and completion of the EmeryStation West/Transit Center project, including management of grant funding for public parking, bus bays, and public plaza.
4. Continue development of the Emeryville Art Center project including site selection and selection of an operating model.
5. Continue to represent the City at Alameda County Transportation Commission meetings and coordinate funding opportunities for key transportation projects.
6. Represent the City in regional improvement planning activities related to the San Pablo Multimodal Corridor.

Public Art

1. Continue implementation of the Public Art Master Plan, including installation of public art at the Marina and establishment of a mural program.
2. Complete the Powell Street Bridge/Shellmound Street Public Art Project.
3. Complete Phase IV of the Bus Shelter Art project and initiate Phase V.
4. Implement the 2017 and 2018 Annual Purchase Award Program.
5. Continue to assist private owners with installation of art accessible to the public (anticipated projects include EmeryStation West, Heritage Square Garage, Public Market, The Intersection ("Maz"), 3706 San Pablo Avenue, Sherwin Williams, and Nady sites.
6. Complete the environmental art installation at Point Emery.

Grant Administration

1. Continue to pursue multiple financing sources for job creation, economic development, infrastructure, and public/private projects to replace redevelopment funding.
2. Continue to secure grants and manage grant agreements to fund public improvements, brownfield remediation, and affordable housing projects and manage existing grants for projects consistent with the Capital Improvement Program (CIP).

Brownfield Remediation

1. Market Brownfield Revolving Loan Funds (RLF) to private partners to fund site remediation and assessment.
2. Seek public funding for assessment and remediation of City owned properties and assessment of possible acquisitions sites for affordable housing.

FINANCIAL SUMMARY

GENERAL PLAN MAINTENANCE FUND

The General Plan Maintenance Fund (GPMF) (Fund 225) was established in FY 03-04 to cover the costs of updating and implementing the City's General Plan and Planning Regulations over a 20 year period. State law allows cities to impose fees to recover "the costs reasonably necessary to prepare and revise the plans and policies that a local agency is required to adopt before it can make any necessary findings and determinations". The City's General Plan Maintenance Fee is a surcharge on building permits based on 0.5 percent of construction valuation. Preparation of the new General Plan, adopted in October 2009, was fully funded by the GPMF. In addition, the GPMF has funded the Planning Regulations Update, Housing Element, Parks and Recreation Strategic Plan, Pedestrian and Bicycle Plan, Park Avenue District Mitigated Negative Declaration, Housing Nexus Fee Study, General Government Facilities Impact Fee Study, Parks and Recreation Facilities Impact Fee Study, and other long range planning activities that implement the General Plan. The GPMF fully funds all five Community Development Department interns, and partially funds the salaries of the Community Development Director and staffs of the Planning Division and Economic Development & Housing Division. When the GPMF was established, it was anticipated that a subsidy from the General Fund would initially be required, to be reimbursed over a period of time by the GPMF. However, the GPMF has generated sufficient revenue such that no General Fund subsidy has ever been required. With the demise of the Redevelopment Agency, the GPMF has taken on increasing importance as a funding source for planning activities to implement the General Plan, both by the Community Development Department and by other City departments.



City of Emeryville
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Operating Budgets
Community Development Department

	2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Projection</u>	2017-18 <u>Budget</u>	2018-19 <u>Budget</u>
Department Summary					
<u>Revenues by Fund</u>					
101 General Fund	\$ 2,492,967	\$ 5,498,878	\$ 3,559,579	\$ 2,009,500	\$ 1,762,000
202 Economic Development	214,258	1,103,114	253,964	284,205	284,570
203 Community Programs	-	400,000	500,000	-	-
204 Environmental Programs	-	143,651	12,807	-	-
205 CDBG	71,944	10,407	1,940	7,200	7,179
208 Home Program	82,011	215,611	181,545	50,000	50,000
225 General Plan Maintenance	746,713	769,493	1,185,064	429,025	1,160,383
243 Public Art	78,312	355,513	150,829	50,000	50,000
271 Code Enforcement	-	-	300,000	-	-
298 Housing Successor	11,278,668	2,108,276	9,763,315	592,045	127,869
299 Affordable Housing	868,758	1,713,973	1,018,122	1,386,820	1,388,281
	\$ 15,833,631	\$ 12,318,918	\$ 16,927,166	\$ 4,808,795	\$ 4,830,282
	-	-	-	-	-
<u>Operating Expenditures by Fund</u>					
101 General Fund	\$ 3,367,673	\$ 4,195,102	\$ 3,539,822	\$ 3,818,413	\$ 3,506,983
202 Economic Development	-	-	1,556	485,444	443,500
203 Community Programs	-	-	110,750	109,812	59,812
204 Environmental Programs	-	49,122	2,213	26,000	26,000
205 CDBG	70,964	25,511	-	6,600	6,600
208 Home Program	-	-	-	-	-
225 General Plan Maintenance	183,270	209,339	324,268	890,272	813,324
243 Public Art	62,346	58,989	63,818	83,500	83,500
271 Code Enforcement	-	-	-	50,000	50,000
298 Housing Successor	16,895	82,062	20,056	35,000	40,000
299 Affordable Housing	205,543	180,800	173,651	534,409	555,796
	\$ 3,906,691	\$ 4,800,925	\$ 4,236,133	\$ 6,039,449	\$ 5,585,516
	-	-	-	-	-
<u>Operating Expenditures by Type</u>					
Salaries and Benefits	\$ 1,615,827	\$ 1,684,089	\$ 1,936,673	\$ 2,267,841	\$ 2,125,435
Supplies and Services	2,290,864	3,116,836	2,299,460	3,771,609	3,460,081
	\$ 3,906,691	\$ 4,800,925	\$ 4,236,133	\$ 6,039,449	\$ 5,585,516
	-	-	-	-	-
<u>Authorized Staff Positions</u>					
Full-Time Positions	13.0	15.0	15.0	15.0	13.0
Revenue Details					
<u>General Fund #101</u>					
58750 PLANNING FEES	\$ 29,691	\$ 25,905	\$ 25,956	\$ 26,000	\$ 26,000
58950 ZONING COMPLIANCE FEES	-	-	-	400	400
58760 PLANNING REIMBURSEMENTS	557,220	505,621	466,812	50,000	50,000
58200 BUILDING PERMITS	1,151,946	1,260,416	1,911,304	1,092,500	950,000
58210 ADMIN REIMB-SB 1473 10%	586	445	1,152	400	400
58220 ADM FEE BLDG-SEWER	6,650	6,686	5,495	8,600	8,600
58250 PLUMBING PERMITS	188,713	349,169	328,107	92,000	80,000
58300 ELECTRICAL PERMITS	228,934	256,950	377,439	115,000	100,000
58310 PVSOLAR - R3	750	500	250	600	600
58330 PVSOLAR - 10-50KW	1,000	-	-	2,000	2,000
58340 PVSOLAR - 50>KW	1,000	5,960	-	2,000	2,000



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	2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Projection</u>	2017-18 <u>Budget</u>	2018-19 <u>Budget</u>
58350 MECHANICAL PERMITS	199,264	310,353	317,015	80,500	70,000
58380 TITLE 24 ENERGY REV. FEES	135,178	432,993	116,817	69,000	60,000
58400 PLAN CHECKING	887,930	1,816,468	758,449	448,500	390,000
58422 OT INSPECTIONS	675	1,080	-	600	600
58424 RE-INSPECTION	123	-	-	600	600
58426 UTILITY RECONNECT INSPECT	-	-	-	600	600
58428 PRE-SUBMITTAL MEETING	-	-	-	600	600
58430 MICROFILM FEES	11,503	14,255	18,230	6,600	6,600
58434 ALT METHOD/MATLS REQUEST	11,424	8,060	8,400	4,000	4,000
58436 TEMP CERT OF OCCUPANCY	6,400	4,608	13,060	4,000	4,000
58438 METER RELEASE	7,168	4,352	2,048	2,900	2,900
58442 ASSIGN ADDRESS (PROP/BUS)	492	615	615	900	900
59900 CONTRA BUILDING FEES	(938,485)	489,681	(798,180)	-	-
62010 PHOTOCOPYING	49	15	14	100	100
62015 PLANS COPY REQUESTS	246	123	248	200	200
62650 OTHER REVENUE	-	242	8	-	-
62705 SB1186 CASP RECOVERY	2,586	2,993	-	200	200
63370 ADMINISTRATIVE FEES	1,923	1,389	6,340	700	700
Total General Fund	2,492,967	5,498,878	3,559,579	2,009,500	1,762,000
	-	-	-	-	-
<u>Economic Development #202</u>					
41340 PROPERTY TAX RESIDUAL PMT	214,258	361,280	245,205	284,205	284,570
69050 INTERFD RCPT FROM GEN FN	-	739,000	-	-	-
56000 INVESTMENT EARNINGS	-	2,834	8,759	-	-
Total Economic Development	214,258	1,103,114	253,964	284,205	284,570
	-	-	-	-	-
<u>Community Programs #203</u>					
69050 INTERFD RCPT FROM GEN FN	-	400,000	500,000	-	-
Total Community Programs	-	400,000	500,000	-	-
	-	-	-	-	-
<u>Environmental Programs #204</u>					
55490 ENVIRONMENTL PROGRAM REV	-	143,651	12,807	-	-
Total Environmental Programs	-	143,651	12,807	-	-
	-	-	-	-	-
<u>CDBG #205</u>					
56000 INVESTMENT EARNINGS	931	1,157	1,361	-	-
51400 OTHER FEDERAL GRANTS	70,433	8,670	-	6,600	6,600
53750 CDBG PROG INCOME-ALA CO	-	-	-	-	-
63210 HOUSING LOANS-PRINCIPAL	580	580	580	600	579
Total CDBG	71,944	10,407	1,940	7,200	7,179
	-	-	-	-	-
<u>HOME #208</u>					
56000 INVESTMENT EARNINGS	1,605	2,490	4,103	-	-
56100 INTEREST INCOME	9,906	37,121	37,342	-	-
63210 HOUSING LOANS-PRINCIPAL	70,500	176,000	140,000	50,000	50,000
62650 OTHER REVENUE	-	-	100	-	-
Total Home	82,011	215,611	181,545	50,000	50,000
	-	-	-	-	-
<u>General Plan Maintenance #225</u>					
56000 INVESTMENT EARNINGS	8,578	13,196	20,654	-	-
58740 GEN'L PLAN MAINTENANCE FE	657,740	756,296	1,164,410	429,025	1,160,383
69050 INTERFD RCPT FROM GEN FND	80,395	-	-	-	-
Total General Plan Maintenance	746,713	769,493	1,185,064	429,025	1,160,383
	-	-	-	-	-



City of Emeryville
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Operating Budgets
Community Development Department

	2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Projection</u>	2017-18 <u>Budget</u>	2018-19 <u>Budget</u>
<u>Public Art #243</u>					
INVESTMENT EARNINGS	9,071	10,908	15,242	-	-
PER CENT PUBLIC ART REV	49,242	65,606	135,588	50,000	50,000
INTERFD RCPT FROM FD 477	20,000	279,000	-	-	-
Total Public Art	78,312	355,513	150,829	50,000	50,000
-	-	-	-	-	-
<u>Code Enforcement #271</u>					
Transfer from General Fund	-	-	300,000	-	-
Total Code Enforcement	-	-	300,000	-	-
-	-	-	-	-	-
<u>Housing Successor #298</u>					
56000 INVESTMENT EARNINGS	15,554	29,096	34,766	-	-
56100 INTEREST INCOME	159,668	314,326	258,556	-	-
57500 BILLBOARD/ANTENNA REVENU	14,040	14,040	14,040	14,040	14,040
62650 OTHER REVENUE	1,656	88,771	10,933	-	-
62910 GAIN-1ST HB LOAN PAYOFF	71,540	68,788	153,623	-	-
62920 1ST HB LOAN PAYOFF-PRINC	-	839,745	-	-	-
63210 HOUSING LOANS-PRINCIPAL	614,713	109,644	745,700	-	-
63370 ADMINISTRATIVE FEES	267,144	28,240	109,644	-	-
63500 LOAN REPAYMENTS	27,699	-	27,753	-	-
63750 MUNICIPAL SERVICES FEE	-	40,000	40,000	-	-
69050 INTERFD RCPT FROM GEN FND	8,518,695	-	-	-	-
69172 INTERFD RCPT FM FD 292	1,587,959	-	-	-	-
69210 INTERFD RCPT FROM FD 454	-	575,627	-	-	-
69041 Successor Agency Loan	-	-	8,368,300	578,005	113,829
Total Housing Successor	11,278,668	2,108,276	9,763,315	592,045	127,869
-	-	-	-	-	-
<u>Affordable Housing #299</u>					
41340 PROPERTY TAX RESIDUAL PMT	857,033	1,445,121	980,820	1,136,820	1,138,281
56000 INVESTMENT EARNINGS	11,726	19,852	30,172	-	-
62350 SALE OF PROPERTIES	-	-	-	250,000	250,000
62650 OTHER REVENUE	-	1,000	7,130	-	-
69035 TRANSFER FROM SA	-	210,000	-	-	-
69050 INTERFD RCPT FROM GEN FN	-	38,000	-	-	-
Total Housing Successor	868,758	1,713,973	1,018,122	1,386,820	1,388,281
-	-	-	-	-	-
Total Revenues	\$ 15,833,631	\$ 12,318,918	\$ 16,927,166	\$ 4,808,795	\$ 4,830,282
-	-	-	-	-	-
<u>Expenditure Details</u>					
<u>General Fund #101</u>					
<u>Planning #1700</u>					
Salaries and Benefits	\$ 612,876	\$ 647,948	\$ 647,266	\$ 636,072	\$ 636,001
<u>Supplies</u>					
73000 OFFICE SUPPLIES	3,819	6,769	6,073	4,000	4,120
73100 BOOKS, MAPS, PERIODICALS	20	198	48	500	515
73150 POSTAGE	17,760	17,418	8,960	2,500	2,575
	21,599	24,384	15,080	7,000	7,210
<u>Utilities and Maintenance</u>					
76050 TELEPHONE/COMMUNICATION	3,006	3,384	3,732	4,000	4,000
77960 TECHNOLOGY CHARGE	6,000	6,000	6,500	6,500	6,825
	9,006	9,384	10,232	10,500	10,825



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	2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Projection</u>	2017-18 <u>Budget</u>	2018-19 <u>Budget</u>
Professional Fees/Services					
80000 TEMPORARY PERSONNEL SERV	2,189	3,946	46,475	2,000	2,060
	2,189	3,946	46,475	2,000	2,060
Advertising, Printing, and Publications					
82000 ADVERTISING	7,638	7,234	6,842	1,500	1,545
82050 PRINTING	528	61	7,270	3,250	3,348
	8,166	7,296	14,113	4,750	4,893
Education and Training					
84000 EDUCATION AND TRAINING	2,300	3,794	2,068	2,500	2,575
84050 PLANNING COMMISS TRAINING	-	277	45	1,000	1,000
84100 MEMBERSHIPS & DUES	1,948	1,983	3,296	2,400	2,472
84150 TRAVEL, CONFER & MEETING	3,130	2,832	3,637	3,500	3,605
84250 PLANNING COMMISS. ALLOW.	6,000	6,800	6,550	-	-
	13,378	15,686	15,597	9,400	9,652
Total Planning	667,214	708,645	748,763	669,722	670,640
	-	-	-	-	-
<u>Planning Reimbursable #1725</u>					
Salaries and Benefits	-	16,174	24,427	-	-
80050 PROFESSIONAL SERVICES	-	157,693	9,136	-	-
80100 LEGAL SERVICES	-	2,828	6,464	-	-
80290 REIMBURSEABLE SERVICES	372,776	337,458	191,441	50,000	50,000
Total Planning Reimbursable	372,776	514,152	231,469	50,000	50,000
	-	-	-	-	-
<u>Building #1730</u>					
Salaries and Benefits	400,623	414,140	433,597	538,345	549,516
Supplies					
73000 OFFICE SUPPLIES	2,271	2,502	2,111	2,000	2,000
73100 BOOKS, MAPS, PERIODICALS	217	437	57	500	500
73150 POSTAGE	191	240	281	500	500
73350 SAFETY & SPECIAL SUPPLIES	-	330	-	500	500
73550 FUEL	67	-	281	500	500
	2,746	3,508	2,729	4,000	4,000
Utilities					
76050 TELEPHONE/COMMUNICATION	4,629	5,040	4,679	5,000	5,000
	4,629	5,040	4,679	5,000	5,000
Maintenance					
77100 VEHICLE OPERATION & MAINT	570	-	-	1,500	1,500
77950 VEHICLE REPL. CHARGE	-	-	12,400	12,900	9,081
77960 TECHNOLOGY CHARGE	7,500	7,500	7,200	7,200	7,560
	8,070	7,500	19,600	21,600	18,141
Professional Fees/Services					
80050 PROFESSIONAL SERVICES	111,508	(1,250)	164,727	49,587	41,950
80365 SB1186 CASP ADMIN FEES (new)	1,693	2,714	-	2,900	2,987
80480 PROF SVC-PLAN CHECK FEES	706,464	1,397,392	700,746	686,600	707,198
80490 PROF SVC-INSPECTIONS	424,015	508,432	410,616	417,300	429,819
	1,243,680	1,907,288	1,276,089	1,156,387	1,181,954



City of Emeryville
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Operating Budgets
Community Development Department

	2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Projection</u>	2017-18 <u>Budget</u>	2018-19 <u>Budget</u>
Advertising, Printing, and Publications					
82000 ADVERTISING	-	-	459	-	-
82050 PRINTING	192	59	32	1,500	1,500
	192	59	491	1,500	1,500
Education and Training					
84000 EDUCATION AND TRAINING	1,570	3,073	3,589	4,600	5,750
84100 MEMBERSHIPS & DUES	455	435	350	1,000	1,250
84150 TRAVEL, CONFER & MEETING	3,991	3,535	2,019	4,600	5,750
	6,016	7,042	5,958	10,200	12,750
Rents and Leases					
85000 RENTALS & LEASES	-	-	-	-	-
	-	-	-	-	-
Other					
87210 GRAFFITTI ABATEMENT	9,511	3,042	8,215	18,000	18,000
87260 CODE ENFORCEMENT	941	800	2,113	178,500	3,500
88000 REFUNDS	-	-	-	-	-
	10,452	3,842	10,328	196,500	21,500
Total Building	1,676,409	2,348,421	1,753,473	1,933,532	1,794,361
<u>Economic Development #1800</u>					
Salaries and Benefits	465,172	418,107	529,634	580,116	375,173
Supplies					
73000 OFFICE SUPPLIES	2,106	3,360	3,240	3,000	3,090
73100 BOOKS, MAPS, PERIODICALS	-	82	401	500	500
73150 POSTAGE	576	572	602	1,000	1,050
	2,682	4,014	4,243	4,500	4,640
Utilities					
76050 TELEPHONE/COMMUNICATION	3,006	3,384	3,732	4,000	4,000
	3,006	3,384	3,732	4,000	4,000
Maintenance					
77000 MAINTENANCE BLDG; GRNDS	10,550	4,772	-	14,084	14,788
77950 VEHICLE REPL. CHARGE	800	800	-	-	-
77960 TECHNOLOGY CHARGE	3,700	3,700	3,600	3,600	3,780
	15,050	9,272	3,600	17,684	18,568
Professional Fees/Services					
80000 TEMPORARY PERSONNEL SERV	886	-	171	2,000	2,000
80050 PROFESSIONAL SERVICES	145,162	177,780	250,427	508,000	533,900
80500 TESTING	456	-	-	-	-
	146,504	177,780	250,598	510,000	535,900
Advertising, Printing, and Publications					
82000 ADVERTISING	500	1,395	2,773	10,750	14,438
82050 PRINTING	8,841	4,221	5,744	5,000	5,150
82100 COMMUNITY PUB/MTGS/COMM	18	-	1,375	2,000	2,000
82102 COMM MTG/PUBL-CITY CLERK	50	-	-	-	-
	9,409	5,616	9,892	17,750	21,588
Education and Training					
84000 EDUCATION AND TRAINING	764	-	298	3,500	3,675
84100 MEMBERSHIPS & DUES	3,203	4,393	750	5,293	5,558
84150 TRAVEL, CONFER & MEETING	5,485	1,318	3,370	7,315	7,881
	9,453	5,711	4,418	16,108	17,113



City of Emeryville
2017-19 Budget

Operating Budgets
Community Development Department

	2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Projection</u>	2017-18 <u>Budget</u>	2018-19 <u>Budget</u>
Programs/Grants					
87370 REBUILDING TOGETHER/XMAS	-	-	-	15,000	15,000
	-	-	-	15,000	15,000
Total Economic Development	651,275	623,884	806,117	1,165,158	991,982
Total General Fund	3,367,673	4,195,102	3,539,822	3,818,413	3,506,983
	-	-	-	-	-
<u>Economic Development Reserve #202</u>					
80050 PROFESSIONAL SERVICES	-	-	-	200,000	200,000
87380 FAÇADE GRANTS	-	-	-	200,000	200,000
88040 BUSINESS REBATE PROGRAMS	-	-	1,556	85,444	43,500
Total Economic Development Reserve	-	-	1,556	485,444	443,500
	-	-	-	-	-
<u>Community Programs #203</u>					
87300 COMMUNITY PROMO GRANTS	-	-	54,750	59,812	59,812
87420 HOMELESS PROGRAM	-	-	30,000	50,000	-
99840 TRANSFER TO FUND 240	-	-	26,000	-	-
Total Community Programs	-	-	110,750	109,812	59,812
	-	-	-	-	-
<u>Environmental Programs #204</u>					
73000 OFFICE SUPPLIES	-	49,122	-	-	-
73500 OPERATING SUPPLIES	-	-	2,213	26,000	26,000
92300 TRASH CONTAINERS	-	-	-	-	-
Total Environmental Programs	-	49,122	2,213	26,000	26,000
	-	-	-	-	-
<u>CDBG #205</u>					
Salaries and Benefits	8,442	7,495	-	-	-
80050 PROFESSIONAL SERVICES	10,358	1,175	-	-	-
80400 PLANNING SURVEY & DESIGN	-	675	-	-	-
86000 FEES	-	-	-	-	-
88430 MEALS ON WHEELS PROGRAMS	4,924	6,171	-	6,600	6,600
88570 GRANTS	47,240	9,995	-	-	-
Total CDBG	70,964	25,511	-	6,600	6,600
	-	-	-	-	-
<u>HOME Program #208</u>					
Total HOME	-	-	-	-	-
	-	-	-	-	-
<u>General Plan Maintenance #225</u>					
Salaries and Benefits	128,714	180,224	301,749	513,307	564,745
73000 OFFICE SUPPLIES	2,218	-	-	-	-
73150 POSTAGE	-	4	86	-	5,000
77960 TECHNOLOGY CHARGE	1,500	1,500	1,400	1,400	1,400
80050 PROFESSIONAL SERVICES	18,978	14,761	6,647	350,000	200,000
82000 ADVERTISING	240	-	1,892	1,000	1,000
82050 PRINTING	17,625	200	-	5,000	15,000
82100 COMMUNITY PUB/MTGS/COMM	1,874	-	-	1,000	5,000
84000 EDUCATION AND TRAINING	-	-	90	500	515
84100 MEMBERSHIPS & DUES	122	266	-	550	567
84150 TRAVEL, CONFER & MEETING	1,999	2,383	2,403	2,500	2,575
84250 PLANNING COMMISS. ALLOW.	-	-	-	5,015	7,523
99050 TRANSFER TO GENERAL FUND	10,000	10,000	10,000	10,000	10,000
Total General Plan Maintenance	183,270	209,339	324,268	890,272	813,324
	-	-	-	-	-



City of Emeryville
2017-19 Budget

Operating Budgets
Community Development Department

	2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Projection</u>	2017-18 <u>Budget</u>	2018-19 <u>Budget</u>
<u>Public Art #243</u>					
77170 ART/ART MAINTENANCE	-	131	6,147	15,000	15,000
80050 PROFESSIONAL SERVICES	10,346	28,858	14,229	25,000	25,000
80400 PLANNING SURVEY & DESIGN	12,000	30,000	-	-	-
82100 COMMUNITY PUB/MTGS/COMM	-	-	-	1,500	1,500
82050 PRINTING	-	-	3,442	2,000	2,000
87550 CELEBRATION OF THE ARTS	40,000	-	40,000	40,000	40,000
Total Public Art	<u>62,346</u>	<u>58,989</u>	<u>63,818</u>	<u>83,500</u>	<u>83,500</u>
	-	-	0	-	-
<u>Code Enforcement #271</u>					
87260 CODE ENFORCEMENT	-	-	-	50,000	50,000
Total Code Enforcement	<u>-</u>	<u>-</u>	<u>-</u>	<u>50,000</u>	<u>50,000</u>
	-	-	-	-	-
<u>Housing Successor #298</u>					
77000 MAINTENANCE BLDG & GRNDS	-	-	-	10,000	10,000
80020 REIMB FOR PERSONNEL SVCS	2,181	-	-	-	-
80050 PROFESSIONAL SERVICES	-	-	5,979	20,000	25,000
80200 AUDIT SERVICE	5,000	5,000	5,000	5,000	5,000
84150 TRAVEL, CONFER; MEETING	-	-	2	-	-
88440 PROPERTY TAX	-	-	5,473	-	-
88500 MISCELLANEOUS	-	-	403	-	-
88561 RDA LOAN	9,713	9,713	-	-	-
88570 GRANTS	-	-	3,200	-	-
88590 HOMEOWNER LOANS	-	67,349	-	-	-
Total Housing Successor	<u>16,895</u>	<u>82,062</u>	<u>20,056</u>	<u>35,000</u>	<u>40,000</u>
	-	-	0	-	-
<u>Affordable Housing #299</u>					
76000 UTILITIES	-	-	-	13,000	13,000
77020 LANDSCAPE MAINTENANCE	-	-	-	1,359	1,426
77030 FACILITY OPERATING CHARGES	-	-	-	21,300	22,365
80050 PROFESSIONAL SERVICES	125,147	150,725	121,168	250,000	250,000
82000 ADVERTISING	-	-	-	5,000	5,000
82050 PRINTING	-	-	3,723	1,000	1,000
87420 HOMELESS PROGRAM	-	-	38,000	80,000	100,000
88440 PROPERTY TAX	-	-	10,760	12,750	13,005
88360 EVICTION & HARASSMENT PROTECTION	-	-	-	50,000	50,000
88590 HOMEOWNER LOANS	-	30,075	-	100,000	100,000
99810 TRANSFER TO FUND 298	80,395	-	-	-	-
Total Affordable Housing	<u>205,543</u>	<u>180,800</u>	<u>173,651</u>	<u>534,409</u>	<u>555,796</u>
	-	-	-	-	-
Total Expenditures	<u>\$ 3,906,691</u>	<u>\$ 4,800,925</u>	<u>\$ 4,236,133</u>	<u>\$ 6,039,449</u>	<u>\$ 5,585,516</u>
	-	-	-	-	-

DEPARTMENT**COMMUNITY SERVICES**

The Community Services Department is responsible for providing a comprehensive array of recreational, educational, physical fitness and special interest programs that enhance the quality of life for residents of Emeryville and the surrounding area. The Department is structured into three divisions: Administration, Youth and Adult Services, and Child Development that effectively and efficiently incorporates and coordinates the array of programs and services provided by the Department.

The Administration Division coordinates and manages the City's overall community services activities, including taking the lead on interagency and regional initiatives; supports the City's Community Service Advisory Committees; and provides administrative support and direction for the entire Department. The Child Development Division provides high quality child care and age appropriate activities for children ages four months to pre-school age children. The Youth and Adult Services Division provides activities and services that contribute to the physical, emotional, educational and financial well-being of people of all ages.

DEPARTMENT: COMMUNITY SERVICES
ADMINISTRATION

The Administration Division coordinates and manages the City's overall community services activities and provides administrative support and direction for the entire Department. These services include managing the Department's distribution of public information, preparation and oversight of the Department budget, processing invoices and payroll documents, personnel management and training. The Department assists with writing and monitoring proposals for alternative funding and grants. The Division provides staff support to the City/Schools Committee, The Community Services Committee, and is managing the City's efforts at the Emeryville Center of Community Life (ECCL). The Division also maintains a strong collaborative relationship with the Emery Unified School District (EUSD) and other community partners to provide safe and healthy activities for youth, adults and seniors in Emeryville.

ACHIEVEMENTS DURING THE 2016-2017 FISCAL YEAR

1. Worked with EUSD and the community on opening the ECCL on August 2016; collaborated with EUSD and other community parties to maintain and expand recreational programs and leisure services.
2. Facilitated the Operations & Maintenance Committee and Programming Committee for the ECCL; actively participated in the Health Center and Moving Committees, for the transition into ECCL in August 2016.
3. Worked with the new Community Services Committee to receive feedback on issues pertaining to the Department.
4. Significantly expanded the number of special events offered to the community including outdoor movie nights, summer concert series, Harvest Festival, and Community Expo, which provide community gathering opportunities for residents.
5. Continued implementing the Parks and Recreation Strategic Plan by offering programs and events that meet the needs of citizens and businesses as identified in the plan.
6. Increased the use of social networking to expand marketing to create awareness of programs and services in the community using Facebook, Twitter, Instagram, and Nextdoor as well as the internal email distribution system.

GOALS FOR THE 2017-2018 AND 2018-2019 FISCAL YEARS

1. Continue to work with the EUSD and the community to plan and facilitate the Department's use of the ECCL and maximize the use of the facility.
2. Create and implement a Department-wide Needs Assessment on the community's desired programming and events.
3. Create and implement a Department-wide Marketing Plan for all programs and events focusing on outreach to citizens and customers via electronic means.

DEPARTMENT: COMMUNITY SERVICES
ADMINISTRATION

4. Increase the number of rental and event permits processed to maximize the community's use of ECCL and community enjoyment of picnic spaces, city owned facilities, and community social gatherings that build a stronger sense of community.
5. Update and or/create policies in the City's Administrative Instructions and Municipal Ordinances to reflect current operations and desired changes as referenced in the Parks and Recreation Strategic Plan.
6. Create Department wide and Administrative Division employee manuals and program plans that cover all policies and procedures of each program and position to standardize, memorialize, and create greater efficiency and effectiveness in the operations of the Community Services Department.
7. Provide department wide trainings and activities for staff interaction and collaboration to build a stronger, more cohesive Community Services Department.
8. Seek alternative funding and grants to support the Department in providing high quality services, programs, and events.
9. Create a robust volunteer program that utilizes the community's knowledge and skills in delivering the Department's programs and services.

DEPARTMENT: COMMUNITY SERVICES
YOUTH AND ADULT SERVICES

The Youth and Adult Services Division consists of two program components: Youth Services, which provides programs and services for children and youth, aged 3-17 years old and Adult Services which provides programs and services for adults, aged 18 years and older. Youth Services programs include pre-school programs for young families and after school extended care (tutoring, enrichment classes, field trips and sports) for students at the ECCL. Summer programs are offered to allow for continued care beyond the school year. Teen programs include opportunities to volunteer, leadership programs, outdoor skills through sailing and daily excursions and college and job readiness. The aquatics program offers swim lessons, lap swim, water aerobics, public swim, as well as family fun nights. Evening and weekend fee classes are scheduled for all ages. Youth sports currently includes soccer, basketball, and skateboarding camps.

Adult Services includes a variety of recreational, educational, cultural and social activities for adults of all ages and also manages the City's rental of parks, schools and City facilities, event permits and coordination and implementation of community wide special events. The Division provides an extensive sports program for those aged 18 years and older, including league based sports, such as men's and women's basketball, coed softball, and volleyball. Cultural activities include health and wellness classes such as yoga, Pilates, and Capoeira. The Emeryville Senior Center serves as an active social community center for adults age fifty years and over in the greater Emeryville area to promote healthy aging and contribute to the physical, emotional and financial well-being of older persons. With a strong volunteer base, the Center also offers free classes in computer skills, dance and cultural based programs and activities.

ACHIEVEMENTS DURING THE 2016-2017 FISCAL YEAR

Youth Services

1. Moved into and established programming at the Emeryville Center of Community Life (ECCL) while maintaining continuous services. This included transitioning from dedicated space at the Recreation Center to the shared space model at the ECCL, which necessitated a significant collaborative effort with Emery Unified School District (EUSD).
2. Partnered with Anna Yates Coordination of Services Team (COST) to identify youth with learning disabilities and provided resources for their families as well as assist with their individual learning plans (IEPs).
3. Collaborated with local non-profits to expose youth to activities such as art and dance skills.
4. Provided volunteer opportunities for teens to prepare them for employment.
5. Successfully worked with Emery Unified School District and leadership clubs to provide a forum for youth involvement in decisions affecting program and services to youth.
6. Implemented programming funded by the new grant received from the National Recreation and Park Association (NRPA).
7. Created programs to provide quality aquatic programming that meet the needs of the community upon reopening of the pool at ECCL.

DEPARTMENT: COMMUNITY SERVICES
YOUTH AND ADULT SERVICES

Adult Services

1. Collaborated with businesses and non-profit organizations to provide free programs and services that support the mission statement and future goals and values of the Senior Center.
2. Received funding from the Alameda County Transportation Commission (ACTC) Measure B and BB funds to continue to operate the 8-To-Go, paratransit shuttle service for seniors and disabled persons living in the 94608 area.
3. Continued Meals on Wheels and Brown Bag program through the Community Development Block Grant Program (CDBG) and the "Friends of the Emeryville Senior Center".
4. Resumed and expanded the Adult Sports Programs to include drop-in and structured sports programs at ECCL.

GOALS FOR THE 2017-2018 AND 2018-2019 FISCAL YEARS

Youth Services

1. Develop and implement new programs for youth, teens, and their families based upon the Parks and Recreation Master Plan and space and amenities at ECCL. Work closely with the EUSD to create seamless shared space policies and procedures for ECCL.
2. Increase awareness of classes and programs offered by the department through quality marketing materials.
3. Update staff manuals and parent and participant information handbooks to address the changes in programs, procedures and policies.
4. Continue to partner with non-profits and other organizations to provide opportunities for youth to foster personal growth and to meet the continued mental and physical health needs of participants.
5. Expand volunteer opportunities to teens in the community year round.
6. Work with the Community Services Adult Services Division and the EUSD to create intergenerational programming.
7. Create a comprehensive program plan to provide quality youth sports programming that meets the needs of the community at newly renovated gym and sports field; expand current youth sports programs by partnering with existing sports leagues.

Adult Services

1. Create and implement new adult and senior activities, events and programs based on the Parks and Recreation Master Plan and the space and amenities at ECCL.

DEPARTMENT: COMMUNITY SERVICES
YOUTH AND ADULT SERVICES

2. Increase number and broaden the use of Senior Center volunteers for use on trips, events and day to day operations of the Center.
3. Work with the Community Services Youth Services Department and the EUSD to create an intergenerational program.
4. Conduct a needs assessment of the community to determine the recreational needs of the adult population of Emeryville.
5. Continue to work with the "Friends of the Emeryville Senior Center" on fundraising and grant proposals to provide additional programs and services.
6. Explore the possibilities of collaborating with similar agencies in neighboring jurisdictions to maximize resources to serve the needs of Emeryville's residents.
7. Identify a new funding source to continue operations of the 8 To Go Program or create an alternate program that meets the current need that can operate with existing funding.

DEPARTMENT: COMMUNITY SERVICES
CHILD DEVELOPMENT CENTER

The Emeryville Child Development Center (ECDC) offers specific education and care programs for infants, toddlers and pre-school age children from four months to five years. ECDC follows an early childhood philosophy of learning embedded during play and daily routines following the California Department of Education Preschool Learning Foundations, in each of the following developmental domains: social-emotional development, English language development, language and literacy development, mathematics, visual & performing arts, physical development, health, history-social science and science. Children learn by doing and by making choices and working independently through planned developmentally appropriate and culturally responsive daily activities. ECDC also provides additional enrichment activities through the Friends of ECDC. Family participation and support is encouraged through parent meetings, activities such as the International Pot Luck, and informational workshops at the Center.

ACHIEVEMENTS DURING 2016-2017 FISCAL YEAR

1. Participated in community events to actively promote the Child Development Center within the City's residential community.
2. Provided training and professional development opportunities for staff via in-house and outside trainings to maintain State Department of Education permits and/or to obtain a higher level of permit.
3. Hired Aquatic Park Consultant to ensure better quality care, best practices, and preschool standards.
4. Worked in collaboration with the Friends of ECDC to fund additional enrichment activities, classroom supplies, and a clean-up day at the Center to improve the facility.
5. Created a professional development plan for every teacher to achieve their next level of educational development as well as improve their teaching skills.
6. Developed and implemented an internal operating system that ensures fiscal and record keeping accuracy in all matters of ECDC operations.

GOALS FOR THE 2017-2018 AND 2018-2019 FISCAL YEARS

1. Provide the best possible child care for the community at ECDC while continually striving to improve the quality of the program.
2. Work with all community stakeholders to develop the most sustainable operating plan for ECDC (including full enrollment, quality measurements, and revenue/expenditure analysis).
3. Continue to seek additional funding, resources, and trainings to improve teacher education, quality care, and other best practices in the classrooms.
4. Continue to seek alternative funding support, or create other mechanisms so that all children/families in the area can receive care at ECDC who are in need, regardless of family

DEPARTMENT: COMMUNITY SERVICES
CHILD DEVELOPMENT CENTER

income. Initiate potential collaborations with local employers and foundations to fund scholarships.

5. Develop a parent education and participation plan which includes a parent needs assessment and interest survey, monthly parent trainings/meetings based on parent needs/interest, and parent social activities at least three times a year.
6. Work with the Administrative Division on an outreach/marketing plan that includes making better inroads with local businesses, nearby school districts, and community events to promote ECDC's services.



City of Emeryville
2017-19 Budget

Operating Budgets
Community Services Department

	2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Projection</u>	2017-18 <u>Budget</u>	2018-19 <u>Budget</u>
Department Summary					
<u>Revenues by Fund</u>					
101 General Fund	\$ 494,985	\$ 481,248	\$ 936,488	\$ 738,332	\$ 762,326
230 Child Development	2,147,913	1,413,869	2,148,939	2,209,377	2,405,295
	\$ 2,642,899	\$ 1,895,117	\$ 3,085,426	\$ 2,947,708	\$ 3,167,622
	-	-	-	-	-
<u>Operating Expenditures by Fund</u>					
101 General Fund	\$ 2,167,124	\$ 2,326,990	\$ 3,039,692	\$ 3,235,388	\$ 3,138,599
230 Child Development	1,925,892	1,997,610	2,148,939	2,209,377	2,405,295
477 Center for Community Life	-	-	19,354	21,000	73,575
	\$ 4,093,016	\$ 4,324,600	\$ 5,207,985	\$ 5,465,765	\$ 5,617,469
	-	-	-	-	-
<u>Operating Expenditures by Type</u>					
Salaries and Benefits	\$ 2,832,895	\$ 3,150,079	\$ 3,459,206	\$ 3,809,522	\$ 3,865,628
Supplies and Services	1,260,121	1,174,521	1,748,779	1,656,243	1,751,841
	\$ 4,093,016	\$ 4,324,600	\$ 5,207,985	\$ 5,465,765	\$ 5,617,469
	-	-	-	-	-
<u>Authorized Staff Positions</u>					
Full-Time Positions	32.0	37.0	36.0	34.0	33.0

Revenue Details

<u>General Fund #101</u>					
57200 RENTS - SHORT-TERM	\$ 35,011	\$ 24,976	\$ 37,901	\$ 39,000	\$ 40,000
57220 RENTAL DEPOSIT	3,456	(1,175)	85	100	100
57650 ECCL JANITORIAL FEE	-	-	1,074	1,100	1,100
57700 ECCL SECURITY FEES	-	-	595	600	600
57350 ECCL RENTALS	-	-	159,128	150,000	150,000
58360 COMMUNITY EVENTS PERMIT	1,210	2,332	1,850	1,500	1,750
61730 RECREATION SPECIAL EVENTS	385	1,363	270	2,000	250
62020 SPECIAL EVENT INSURANCE	4,371	3,494	5,017	6,000	7,000
53660 PROP 49 GRANT	49,054	74,662	241,684	74,000	74,000
57200 RENTS - SHORT-TERM	-	380	(107)	-	-
61450 RECREATION CAMPS	70,228	65,172	90,263	65,000	70,000
61480 AFTERSCHOOL PROGRAM	118,632	129,546	133,736	125,000	130,000
61660 SWIMMING LESSONS	-	5,900	28,822	10,000	20,000
61670 PUBLIC SWIM CHARGES	-	262	13,681	5,000	5,000
57450 ECCL FACILITY ATTENDEE FEE	-	-	28,472	29,896	31,390
61680 FIELD TRIPS	30	1,720	(267)	2,000	2,000
61690 YOUTH SPORTS	2,558	3,913	11,885	10,000	12,000
61700 ADULT SPORTS	-	106	18,039	-	-
61750 RECREATION FEE CLASSES	24,491	16,974	16,808	25,000	25,000
62715 OTHER REVENUE	-	-	25	-	-
51100 COUNTY GRANT SENIOR CENT	27,336	26,688	27,620	27,336	27,336
61680 FIELD TRIPS	135,240	94,046	80,125	122,500	122,500
61700 ADULT SPORTS	-	-	-	10,000	10,000
61800 NUTRITION-CONGREGATE MEAL	-	-	2,955	2,300	2,300
61810 NUTRITION-MEALS ON WHEELS	-	-	1,249	1,000	1,000
61850 SENIOR CENTER FEE CLASSES	4,958	9,380	10,016	15,000	15,000



City of Emeryville
2017-19 Budget

Operating Budgets
Community Services Department

	2014-15 Actual	2015-16 Actual	2016-17 Projection	2017-18 Budget	2018-19 Budget
61900 SENIOR CENTER SPCL EVENTS	2,495	1,215	2,390	2,000	2,000
61950 TRANSIT PASSES	4,508	6,362	4,439	-	-
61960 MEMBERSHIP DUES	11,023	13,727	18,546	12,000	12,000
62650 OTHER REVENUE	-	204	190	-	-
	494,985	481,248	936,488	738,332	762,326
	-	-	-	-	-
<u>Child Development Center #230</u>					
53550 FOOD SUBSIDY CHILD CARE	22,817	27,431	21,602	23,000	23,000
52300 CHILD DEV PROJECT-FEDERAL	28,252	32,351	25,362	40,000	40,000
53600 CHILD DEVELOPMENT PROJECT	85,393	79,392	99,621	88,000	88,000
53650 OTHER STATE GRANTS	3,000	10,500	-	-	-
56000 INVESTMENT EARNINGS	1,528	1,805	598	-	-
60250 ECDC LATE PENALTIES	1,014	401	97	500	500
61550 PARENT FEES SUBSIDY CHILD-F/T	27,685	23,314	28,232	20,000	20,000
61560 PARENT FEES MARKET COST	926,114	934,756	971,587	1,131,124	1,271,236
62650 OTHER REVENUE	23	126	10	-	-
69050 INTERFD RCPT FROM GEN FND	1,052,088	303,793	1,001,829	906,753	962,559
	2,147,913	1,413,869	2,148,939	2,209,377	2,405,295
	-	-	-	-	-
Total Revenues	\$ 2,642,899	\$ 1,895,117	\$ 3,085,426	\$ 2,947,708	\$ 3,167,622
	-	-	-	-	-

Expenditure Details

General Fund #101

Community Services Admin #5000

Salaries and Benefits	\$ 405,771	\$ 430,056	\$ 233,737	\$ 239,317	\$ 259,008
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Supplies

73000 OFFICE SUPPLIES	448	387	2,360	550	575
73150 POSTAGE	9,270	9,026	8,814	4,333	1,500
73400 CLOTHING	294	-	-	250	275
73500 OPERATING SUPPLIES	2,034	2,852	1,377	2,500	2,750
73550 FUEL	809	483	100	-	-
	12,855	12,748	12,651	7,633	5,100

Utilities

76050 TELEPHONE/COMMUNICATION	635	1,258	2,481	2,600	2,730
	635	1,258	2,481	2,600	2,730

Maintenance

77080 JANITORIAL CONTRACTS SVCS	2,569	1,873	2,688	5,000	5,250
77100 VEHICLE OPERATION & MAINT	4,096	11	-	3,700	3,885
77150 EQUIPMENT OPER & MAINT	(22)	-	-	-	-
77950 VEHICLE REPL. CHARGE	13,700	12,900	34,400	35,300	18,800
77960 TECHNOLOGY CHARGE	2,200	2,200	700	700	735
	22,543	16,984	37,788	44,700	28,670



**City of Emeryville
2017-19 Budget**

**Operating Budgets
Community Services Department**

	2014-15 Actual	2015-16 Actual	2016-17 Projection	2017-18 Budget	2018-19 Budget
Professional Fees/Services					
79010 SPECIAL EVENT INSURANCE	2,798	2,024	2,714	12,000	12,500
80050 PROFESSIONAL SERVICES	6,938	13,075	9,953	4,000	5,000
80380 BANKING SERVICES	21,628	19,846	33,161	30,000	35,000
	31,363	34,945	45,828	46,000	52,500
Advertising, Printing, and Publications					
82050 PRINTING	14,925	14,748	15,003	11,000	6,000
82100 COMMUNITY PUB/MTGS/COMM	30,145	26,531	38,712	26,667	20,000
	45,069	41,280	53,716	37,667	26,000
Education and Training					
84000 EDUCATION AND TRAINING	1,049	730	-	300	325
84100 MEMBERSHIPS & DUES	2,010	565	1,051	2,200	2,500
84150 TRAVEL, CONFER & MEETING	933	10	1,927	3,000	3,100
	3,992	1,305	2,978	5,500	5,925
Rents and Leases					
85000 RENTALS & LEASES	-	13,007	13,007	14,400	14,400
85200 ECCL RENTAL REIMBURSEMENTS	-	-	159,128	150,000	150,000
	-	13,007	172,135	164,400	164,400
Other					
88820 LOSS ON DISPOSAL OF ASSET	300	-	-	-	-
88900 CONTRACT OBLIGATIONS	1,400	-	292,736	325,853	343,542
	1,700	-	292,736	325,853	343,542
Capital					
91200 AUTOMOTIVE EQUIPMENT	-	-	-	-	-
91600 OTHER EQUIPMENT	1,845	10,006	228	-	-
	1,845	10,006	228	-	-
Total Community Services Admin	525,774	561,587	854,276	873,670	887,874
	-	-	-	-	-
<u>Youth Services #5450</u>					
Salaries and Benefits	652,034	919,090	996,978	1,050,905	946,304
Supplies					
73000 OFFICE SUPPLIES	5,537	2,610	1,222	5,000	5,250
73150 POSTAGE	943	378	835	2,000	2,100
73400 CLOTHING	7,204	4,841	9,820	15,000	15,000
73420 FIELD TRIPS EXPENSE	6,312	5,848	15,394	10,000	10,500
73430 CAMP EXPENSES	44,790	48,343	50,047	50,000	52,000
73440 AFTERSCHOOL EXPENSES	90,834	64,425	50,756	80,000	83,500
73500 OPERATING SUPPLIES	36,198	20,567	25,124	25,000	26,000
73550 FUEL	80	100	181	500	550
	191,897	147,111	153,378	187,500	194,900
Utilities					
76000 UTILITIES	3,698	7,368	11,834	-	-
76050 TELEPHONE/COMMUNICATION	4,910	6,115	5,399	6,800	7,000
	8,608	13,483	17,232	6,800	7,000
Maintenance					
77000 MAINTENANCE BLDG & GRNDS	-	-	-	-	-
77020 LANDSCAPE MAINTENANCE	1,167	1,199	1,235	-	-
77030 FACILITY OPERATING CHARGES	29,375	30,300	33,800	-	-
77080 JANITORIAL CONTRACTS SVCS	29,366	26,628	5,575	-	-
77150 EQUIPMENT OPER & MAINT	530	170	-	-	-
77960 TECHNOLOGY CHARGE	7,500	7,500	10,800	10,800	11,340



City of Emeryville
2017-19 Budget

Operating Budgets
Community Services Department

	2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Projection</u>	2017-18 <u>Budget</u>	2018-19 <u>Budget</u>
77990 FACILITY MAJOR MAINT CHGS	25,000	25,000	25,000	-	-
	92,938	90,797	76,410	10,800	11,340
Professional Fees/Services					
80050 PROFESSIONAL SERVICES	8,529	10,040	17,521	30,000	31,500
80380 BANKING SERVICES	-	-	-	-	-
	8,529	10,040	17,521	30,000	31,500
Advertising, Printing, and Publications					
82050 PRINTING	807	-	60	2,500	2,600
82100 COMMUNITY PUB/MTGS/COMM	-	30	190	-	-
	807	30	250	2,500	2,600
Education and Training					
84000 EDUCATION AND TRAINING	4,037	3,876	6,742	3,500	3,600
84100 MEMBERSHIPS & DUES	694	165	680	1,000	1,100
84150 TRAVEL, CONFER & MEETING	1,065	1,873	668	3,250	2,500
	5,797	5,913	8,090	7,750	7,200
Rents and Leases					
85000 RENTALS & LEASES	3,038	3,409	3,613	5,400	5,500
	3,038	3,409	3,613	5,400	5,500
Other					
87700 EMERY UNIFIED SCHOOL PRG	-	-	-	-	-
88820 LOSS ON DISPOSAL OF ASSET	87	-	-	-	-
	87	-	-	-	-
Total Youth Services	963,734	1,189,873	1,273,472	1,301,655	1,206,344
	-	-	-	-	-
<u>Adult Services #5460</u>					
Salaries and Benefits	311,768	262,833	564,865	680,553	655,168
Supplies					
73000 OFFICE SUPPLIES	1,947	1,988	2,893	5,000	5,100
73100 BOOKS, MAPS, PERIODICALS	692	36	741	1,000	1,000
73150 POSTAGE	1,030	2,124	2,853	2,500	2,600
73400 CLOTHING	294	-	-	800	900
73420 FIELD TRIPS EXPENSE	105,564	84,958	70,201	100,000	102,500
73455 TRANSIT/TRANSPORTATION	6,570	7,391	2,790	-	-
73500 OPERATING SUPPLIES	24,781	19,103	25,335	23,000	24,000
73609 NUTRITION PROGRAM	6,473	2,136	16,068	7,000	7,100
	147,351	117,736	120,880	139,300	143,200
Utilities					
76000 UTILITIES	16,285	10,427	11,975	16,000	16,000
76050 TELEPHONE/COMMUNICATION	3,903	4,098	4,182	4,500	4,600
	20,188	14,524	16,158	20,500	20,600
Maintenance					
77000 MAINTENANCE BLDG & GRNDS	-	-	-	-	-
77020 LANDSCAPE MAINTENANCE	1,966	2,019	2,080	2,288	2,402
77030 FACILITY OPERATING CHARGES	36,375	37,500	37,400	38,672	40,605
77080 JANITORIAL CONTRACTS SVCS	40,622	31,392	40,888	49,700	52,185



City of Emeryville
2017-19 Budget

Operating Budgets
Community Services Department

	2014-15 Actual	2015-16 Actual	2016-17 Projection	2017-18 Budget	2018-19 Budget
77150 EQUIPMENT OPER & MAINT	370	990	3,349	4,000	2,100
77960 TECHNOLOGY CHARGE	11,900	11,900	5,000	5,000	5,250
77990 FACILITY MAJOR MAINT CHGS	21,000	21,000	21,000	21,000	21,000
	112,233	104,801	109,717	120,660	123,542
Professional Fees/Services					
80000 TEMPORARY PERSONNEL SERV	-	-	-	-	-
80050 PROFESSIONAL SERVICES	49,487	44,846	52,909	55,000	57,000
80170 IN-HOME CARE	2,950	-	6,000	3,000	3,000
80380 BANKING SERVICES	-	-	-	-	-
	52,437	44,846	58,909	58,000	60,000
Advertising, Printing, and Publications					
82050 PRINTING	510	336	363	1,000	1,000
82100 COMMUNITY PUB/MTGS/COMM	13,651	8,928	15,409	14,000	14,420
	14,161	9,263	15,772	15,000	15,420
Education and Training					
84000 EDUCATION AND TRAINING	512	940	1,425	2,000	2,100
84100 MEMBERSHIPS & DUES	105	2,175	486	2,000	2,100
84150 TRAVEL, CONFER & MEETING	782	170	1,924	2,250	2,350
	1,399	3,286	3,835	6,250	6,550
Rents and Leases					
85000 RENTALS & LEASES	3,079	3,241	3,612	4,800	4,900
	3,079	3,241	3,612	4,800	4,900
Other					
88400 PARATRANSIT PROGRAM	-	-	-	-	-
88900 CONTRACT OBLIGATIONS	15,000	15,000	15,000	15,000	15,000
	15,000	15,000	15,000	15,000	15,000
Capital					
91600 OTHER EQUIPMENT	-	-	3,196	-	-
	-	-	3,196	-	-
Total Adult Services	677,615	575,530	911,945	1,060,063	1,044,380
Total General Fund	2,167,124	2,326,990	3,039,692	3,235,388	3,138,599
Child Development Center #230					
Salaries and Benefits	1,463,321	1,538,100	1,663,626	1,838,746	2,005,148
Supplies					
73000 OFFICE SUPPLIES	4,188	3,183	1,246	2,000	2,500
73150 POSTAGE	268	226	175	300	300
73400 CLOTHING	1,275	1,380	913	1,400	1,475
73420 FIELD TRIPS EXPENSE	2,117	1,356	1,524	1,000	1,000
73500 OPERATING SUPPLIES	15,163	26,636	14,310	16,000	16,000
73520 EDUC MATERIALS & SUPPLIES	92	-	-	-	-
73525 PARENT EVENTS	406	328	85	400	400
73527 ENRICHMENT EVENTS	1,659	1,691	1,870	1,000	1,000
73529 CLASSROOM SUPPLIES	18,571	15,237	7,642	8,000	9,000
73530 STAFF SUPPLIES	-	206	-	-	-
73570 QUALITY COUNT SUPPLIES	5,788	10,604	-	-	-
73600 FOOD SUPPLIES	111,992	100,654	104,888	115,000	125,000
73605 PAPER PRODUCTS	4,460	555	-	-	-
73607 UTENSILS/CLEANING	-	-	-	-	-
	165,977	162,056	132,651	145,100	156,675



City of Emeryville
2017-19 Budget

Operating Budgets
Community Services Department

	2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Projection</u>	2017-18 <u>Budget</u>	2018-19 <u>Budget</u>
Utilities					
76000 UTILITIES	23,466	28,308	26,551	27,000	27,000
76050 TELEPHONE/COMMUNICATION	4,912	4,801	4,265	7,000	7,000
	28,378	33,108	30,816	34,000	34,000
Maintenance					
77000 MAINTENANCE BLDG & GRNDS	1,453	973	135	3,000	3,000
77020 LANDSCAPE MAINTENANCE	1,966	2,019	2,029	2,288	2,402
77030 FACILITY OPERATING CHARGES	109,559	112,800	51,400	52,943	55,805
77080 JANITORIAL CONTRACTS SVCS	42,676	36,853	48,748	50,800	50,800
77150 EQUIPMENT OPER & MAINT	324	195	2,369	2,000	2,000
77960 TECHNOLOGY CHARGE	1,600	1,600	9,400	9,400	9,870
77990 FACILITY MAJOR MAINT CHGS	2,500	2,500	2,500	2,500	2,500
	160,079	156,940	116,582	122,931	126,377
Professional Fees/Services					
80000 TEMPORARY PERSONNEL SERV	28,959	43,778	50	5,000	5,000
80050 PROFESSIONAL SERVICES	36,796	17,278	147,729	-	-
80065 AB212 TRAINING (NEW)	-	-	-	-	-
80200 AUDIT SERVICES	8,019	8,000	14,519	10,000	10,000
80380 BANKING SERVICES	19,043	22,585	33,992	36,000	50,470
	92,816	91,642	196,291	51,000	65,470
Advertising, Printing, and Publications					
82000 ADVERTISING	-	-	500	500	500
82050 PRINTING	1,245	52	-	700	700
	1,245	52	500	1,200	1,200
Education and Training					
84000 EDUCATION AND TRAINING	10,413	11,359	3,184	8,500	8,500
84100 MEMBERSHIPS & DUES	55	110	280	400	400
84150 TRAVEL, CONFER & MEETING	145	236	77	500	525
	10,614	11,705	3,541	9,400	9,425
Rents and Leases					
85000 RENTALS & LEASES	3,023	3,402	3,600	4,900	4,900
	3,023	3,402	3,600	4,900	4,900
Fees and Charges					
86000 FEES	440	605	1,331	2,100	2,100
	440	605	1,331	2,100	2,100
Total Child Development	1,925,892	1,997,610	2,148,939	2,209,377	2,405,295
	-	-	-	-	-
<u>Center for Community Life #477</u>					
80050 PROFESSIONAL SERVICES	-	-	-	21,000	-
91100 NEW FURNITURE & FIXTURE	-	-	13,103	-	73,575
91600 OTHER EQUIPMENT	-	-	6,251	-	-
Total Center for Community Life	-	-	19,354	21,000	73,575
	-	-	-	-	-
Total Expenditures	\$ 4,093,016	\$ 4,324,600	\$ 5,207,985	\$ 5,465,765	\$ 5,617,469
	-	-	-	-	-

DEPARTMENT:**CITY COUNCIL**

The City Council is the governing body of the City and is composed of a five-member body elected at large. The Mayor and Vice Mayor are appointed annually by the City Council and have the responsibility of representing the City at various functions, chairing Council meetings, and other official duties. The City Council provides the vision for the City and guides the City government by establishing City policies and guidelines to assure the highest quality of leadership and service possible. The Council provides mechanisms for citizen participation in local government and receives input regarding policy issues. The City Council also serves as the Board of Directors for the Emeryville Successor Agency, Public Financing Authority, and Management of Emeryville Services Authority.

The City Council appoints the City Manager, who is the City's Chief Administrative Officer and is responsible for all City operations. The City Council also appoints the City Attorney, who acts as the City's Chief Legal Officer.

The City Council, with the participation of the City Manager and Department Directors, has developed a City of Emeryville Mission Statement to provide overall guidance to the development and implementation of the City's policies, programs, and services. **The City's mission states that:**

"The City of Emeryville provides innovative and responsive services to the community to create and sustain a vibrant and livable City"

GOALS FOR THE 2017-2018 AND 2018-2019 FISCAL YEARS

1. Establish policies and guidelines to assure the highest standard of living and safe environment for the City of Emeryville.
2. Commit to improving overall community safety and emergency preparedness for the City of Emeryville.
3. Support and initiate efforts to develop equity and social justice in living and working conditions.
4. Adopt policies to support worker-owned businesses.
5. Ensure the long-term fiscal health of the City.
6. Work with the Emery Unified School District in collaboration with residents, parents, and the business community for the success of the Emeryville Center of Community Life (ECCL).

DEPARTMENT: CITY MANAGER
CITY MANAGER

The City Manager is appointed by the City Council and is its key staff advisor. The City Manager is responsible for the administrative leadership of City staff and for the implementation of policies and guidelines established by the City Council. The City Manager also serves as Executive Director of the Community Development Commission of Emeryville, Executive Director of the City of Emeryville as Successor Agency to the Emeryville Redevelopment Agency, Executive Director of the Management of Emeryville Services Authority, Executive Director of the Emeryville Public Financing Authority and is responsible for the implementation of Commission programs and policies to strengthen the local economy, complete capital improvement projects, and provide affordable housing opportunities.

ACHIEVEMENTS DURING THE 2016-2017 FISCAL YEAR

1. Continued to develop strategies and initiatives to implement the State's elimination of redevelopment agencies and manage the impact of the loss of redevelopment funding on the City's capital improvement program and budget.
2. Continued to monitor the City's budget to ensure that City expenditures do not exceed City revenues by identifying and implementing changes to city operations and city employee benefit and compensation practices.
3. Identified revisions to the City's organizational structure and staffing to meet the current and evolving needs of the City. Implemented a new City organizational structure and staffing model.
4. Implemented Community Services strategic plan that incorporated programs and services conducted through the Emeryville Center of Community Life, including project construction oversight.
5. Identified funds and collaborated with the Community Services Department to implement the Community Grants Program.
6. Continued efforts to attract economic development projects as well as attract and retain businesses in Emeryville to enhance the City's economic vitality and provide funding to support a high level of community services to promote quality of life in Emeryville.
7. Continued to work with City departments to identify and secure various federal, state, and regional grant funding for the City's capital improvement projects, as well as for City operations.
8. Continued focus on expanding the various methods by which the City communicates with the public and elicits public participation.
9. Negotiated a one-year extension to the Alameda County Fire Contract.

GOALS FOR THE 2017-2018 AND 2018-2019 FISCAL YEARS

1. Continue to develop strategies and initiatives to implement the State's elimination of redevelopment agencies and manage the impact of the loss of redevelopment funding on the City's capital improvement program and budget.
2. Monitor the City's budget and continue to develop methods to ensure that City expenditures do not exceed City revenues, including identifying additional sources of revenue and continue to work with the Finance Department to develop a five-year financial plan.
3. Continue the City's close collaboration with the Emery Unified School District (EUSD) in relation to the Emeryville Center of Community Life and secure a partnership to establish a community library.
4. Review and renew a new five-year contract with the Alameda County Fire Department.
5. Continue to work in partnership with Transportation Management Association (TMA), to secure a new bus yard for the Emery-Go-Round.
6. Implement strategy to provide for the long-term viability of the Emeryville Child Development Center.
7. Continue working to attract economic development projects as well as attracting and retaining businesses in Emeryville to enhance the City's economic vitality and provide funding to continue to provide high level of community services to promote quality of life in Emeryville.
8. Continue to work with surrounding jurisdictions and regional agencies to promote regional economic development and coordination for public transportation, housing and homelessness, and regional land use.
9. Continue to work with City departments to identify and secure various federal, state, and regional grant funding for the City's capital improvement projects, as well as for City operations.
10. Continue focusing on expanding the various methods by which the City communicates with the public and elicits public participation.

DEPARTMENT: CITY MANAGER
CITY CLERK

The City Clerk is appointed by the City Manager, with confirmation by the City Council. The City Clerk serves as the Clerk of the City Council, Secretary to the City Council as Successor Agency to the Emeryville Redevelopment Agency, the City's elections official, the filing officer for Political Reform Act of 1974 regulations, the official custodian of the City's public records, and the records manager for citywide records management. The City Clerk coordinates the preparation and assembly of agendas for City Council and Commission meetings; attends City Council/Commission meetings and records and prepares minutes; conducts the City's election process; ensures public access to, authenticates, and preserves the public record; ensures compliance with legal noticing requirements for City Council/Commission/Committee meetings; maintains official rosters and information concerning the City's boards, commissions and committees; receives documents addressed to the City Council; and maintains the Municipal Code.

ACHIEVEMENTS DURING THE 2016-2017 FISCAL YEAR

1. Conducted the November 2016 consolidated General Municipal Election which included nominations for three City Council seats.
2. Worked with the City Manager to develop a Candidate Orientation and a more in-depth Council Member-elect orientation.
3. Continued progress made on plan to establish a citywide records management system by 1) approving updated Records Retention Schedules for all City departments; 2) developing an action plan for conducting a department by department review of paper documents currently stored at offsite storage locations; and 3) reviewing the structure of shared drives to apply same retention parameters as those for paper documents.
4. Met with each of the City's Advisory Committees to get input on desired changes to the Committee Rules and Procedures, in an effort to remove impediments to their productivity. Took resulting recommendations to City Council for approval and updated Rules documents.
5. Worked with Committee secretaries to continually update the City's website which includes the Roster of committees, meeting calendars and the advertising of vacancies on City committees.
6. Experienced vast improvements in recruitment of qualified candidates for vacant Community Advisory committee seats through use of social media, vacancy announcements at Council meetings and personalized responses to inquiries.
7. Conducted Advisory Committee training workshops, which covered amendments to the City Councils Rules and Procedures and Council Committee Rules and Procedures.
8. Began live-tweeting Council meeting actions to provide up-to-the-minute information to Twitter followers; Twitter feed also embedded on City's home page for easy access.

DEPARTMENT: CITY MANAGER
CITY CLERK

GOALS FOR THE 2017-2018 AND 2018-2019 FISCAL YEARS

1. Prepare for the November 6, 2018 General Municipal Election where two Council seats and potentially two ballot initiatives will be contested.
2. Begin posting approved Council meeting minutes to the City's website
3. Implement Boards and Commissions technology solution to further streamline recruiting and appointment processes.
4. Complete Stage 2 and part of Stage 3 of Records Management Improvement Program, which will address the general inactive and historical records storage system to allow efficient storage and tracking; and, will begin to implement a uniform, functional filing system.
5. Continue to implement best practices for all areas of the City Clerk's office.

DEPARTMENT: CITY MANAGER
INFORMATION TECHNOLOGY

The Information Technology Division is responsible for the implementation and maintenance of all City networking, communications, computer, and software systems. Hardware devices include desktops, servers, telephone systems, routers, switches, firewalls, wireless devices, and multi-function printers. Systems include permit tracking system, agenda automation system, document management system, email system, and database management systems. The Information Technology Division also serves in a project management capacity for large scale software implementations as well as the technology consultant during development or remodeling of City facilities. The Information Technology Division also keeps abreast of emerging technologies and makes recommendations on ways City departments can leverage these technologies in their ongoing efforts to increase efficiency and deliver high quality solutions to the public.

ACHIEVEMENTS DURING THE 2016-2017 FISCAL YEAR

1. Deployed new Computer Aided Dispatch / Records Management (CAD/RMS) software package in the Police Department. IT provided project management that included the evaluation, selection, procurement, configuration and deployment of the product.
2. Upgraded the VMWare infrastructure, including replacing physical hosts, software upgrades and deployment to increase performance and security.
3. Upgraded the Unidesk desktop management software to the latest revision to increase performance and security.
4. Migrated the network security and anti-malware software to new, more robust product.
5. Deployed the Office 365 to the end-user community, upgrading from Office 2010.
6. Upgraded and migrated the Building and Planning Departments Permit Tracking system to the newest release.
7. Completed a network performance and security audit with outside consultants.
8. Negotiated lease and deployed new multi-function printers / copiers throughout all City facilities.
9. Worked with Emeryville Center of Community Lifer project team to deploy IT equipment throughout the City offices, building the network prior to the move-in date.

GOALS FOR THE 2017-2018 AND 2018-2019 FISCAL YEARS

1. Evaluate the City's network infrastructure and make recommendations, as warranted, to reduce costs and increase bandwidth through consolidation of services on outgoing lines.
2. Work with the Community Services Department on the evaluation, procurement, and implementation of a new Recreation Program Management Software.

DEPARTMENT: **CITY MANAGER**
INFORMATION TECHNOLOGY

3. Work with the Finance Department to implement online timesheet and payroll software.
4. Continue migration to cloud-base or cloud-first solutions, including the expansion of Office 365 to potentially include SharePoint and OneDrive solutions.
5. Coordinate the development and publication of data as part of an Open Data initiative.
6. Continue the development of the City's Geographical Information System (GIS) and explore additional ways to analyze and publish data as well as identify City processes that could be made more efficient using GIS data.
7. Work with City Clerk's Department on the development and implementation of the City's Records Management Improvement Plan.
8. Continue to respond to and solve help desk issues for the division's customers.

DEPARTMENT:**CITY ATTORNEY**

The City Attorney is retained by the Management of Emeryville Services Authority ("MESA") to act as the legal advisor and administrator of the legal affairs of the City of Emeryville, the City of Emeryville as Successor Agency to the Emeryville Redevelopment Agency (Successor Agency), the Community Development Commission of Emeryville (CDCE), the Emeryville Public Financing Authority (PFA), and MESA. The City Attorney is supported by an Assistant City Attorney and outside counsel for litigation matters (e.g. tort, personnel, eminent domain) and certain transactional matters. The City Attorney renders legal advice to the City Council, Successor Agency, CDCE, PFA, MESA, City Manager, Department Heads, and all City officials on matters of law pertaining to official activities. The City Attorney represents the City, Successor Agency, CDCE, PFA and MESA in litigation and reviews and negotiates all legal documents, including ordinances, resolutions, leases, contracts, and deeds, and approves each as to form. In addition, a representative of the City Attorney's Department attends all regular and special meetings of the City Council, Successor Agency, CDCE, PFA, MESA, Planning Commission and Emeryville-Oakland Joint Planning Authority. Upon request, the City Attorney attends meetings of the various committees of the City. The City Attorney is responsible for management of the Litigation Fund (Fund 270), which accounts for all expenses, sanctions and settlements arising out of litigation and claims involving the City, CDCE and MESA. All expenses, sanctions and settlements arising out of litigation and claims involving the Successor Agency are now covered by the Redevelopment Property Tax Trust Fund or other funds of the former Redevelopment Agency as provided by Assembly Bill x1 26, as amended, once authorized on a Recognized Obligation Payment (ROPS) Schedule as approved by the Emeryville Oversight Board and State Department of Finance.

ACHIEVEMENTS DURING THE 2016-17 FISCAL YEAR

1. Provided legal support for major City Council policies and programs, including Fair Work Week Ordinance, Noise Ordinance update, Marijuana Dispensaries, and Minimum Wage / Paid Sick Leave Ordinance implementation.
2. Provided extensive effort managing the prosecution, defense and resolution of various pieces of litigation including: Denise Peterson v City of Emeryville re: allegation of false arrest and unlawful detention (settled); I.A. and C.S. v. City of Emeryville, et al. re use of force claims following Yvette Henderson incident (settled); Lovazzano HVAC, Inc. v. Archstone Emeryville Residential, LLC., et al., re: construction lien (dismissed); Shana J. Amenaghawon v. EBMUD, City of Emeryville, et al., re: trip and fall (dismissed); Michael Henderson v. Ross Burruell, re: alleged property theft by EPD officer (dismissed); and approximately 40 various claims against the City and Agency
3. Provided extensive advice and support to the City Council, Successor Agency, City Manager, Chief Financial Officer, Community Development Director, Public Works Director and other department staff on the implications of the adoption of Assembly Bill 26, which eliminated redevelopment agencies, and Assembly Bill 1484, which provided certain incentives to cities and successor agencies; and SB 107, which purported to clarify aspects of former redevelopment dissolution law; was extensively involved in preparation and eventual approval, after meet and confer meetings with Department of Finance (DOF) as necessary, of Recognized Obligation Payments Schedule (ROPS): ROPS 14-15B (Jan-June 2015), ROPS 15-16A (June-Dec 2015), ROPS 15-16B (Jan-June 2016); ROPS 16-17 (July 2016-June 2017); ROPS 17-18 July 2017-June 2018); Low and Moderate Income Housing Fund Due Diligence Review, Other Funds Due Diligence Review, Finding of Completion, Housing

DEPARTMENT:**CITY ATTORNEY**

Asset Transfer Audit, State Controller's Audit, and Long Range Property Management Plan; participated extensively with Post Redevelopment Working Group formed by the League of California Cities City Attorney's Department to develop information for dissemination to cities regarding the numerous obligations and limitations imposed by Dissolution Act, and to follow and comment on proposed clean up legislation.

4. Managed ongoing environmental cleanup of South Bayfront Site B (groundwater). Facilitated completion of environmental investigation and regulatory approval of cleanup plans for the Public Works Corporation Yard (groundwater, soil vapors), and 3706 San Pablo Avenue/1025 West MacArthur Boulevard.
5. Provided ongoing assistance to the Public Works Department relative to the preparation, bidding, management and completion of various public projects; advised staff regarding sewer connection fee increase and sewer user fee; assisted with enforcement of Urban Forestry Ordinance and collection of fines for violations thereof.
6. Attended all Planning Commission meetings and provided legal counsel to Planning Commissioners regarding state planning law, the Emeryville Zoning Ordinance and Municipal Code, and conflict of interest issues; provided ongoing assistance to the Planning Department with review and preparation of environmental documentation (e.g. Environmental Impact Reports, negative declarations, categorical exemptions), staff reports and legislation (resolutions/ordinances/conditions of approval) for land use approvals (e.g. conditional use permits, design review, variances, subdivision maps, general plan and zoning amendments, tree removal permits etc.) for development projects; provided extensive ongoing assistance relating to code enforcement with the enforcement of conditions of development approval and abatement of nuisance conditions and activities.
7. Provided ongoing assistance to the Economic Development and Housing Division relative to negotiation, drafting, and implementing/monitoring agreements, relating to the following projects: Marketplace Expansion: Parcels A, B, C, and D, including negotiation of affordable units, 64th and Christie Housing, Emery Station Greenway, Emery Station West/Transit Center, 3706 San Pablo Avenue/1025 West MacArthur Boulevard, 3600 San Pablo Avenue, Emeryville Greenway @ 59th Street, Emeryville Greenway @ Peladeau/Stanford, South Bayfront Pedestrian/Bicycle Bridge, Bay Street Site A Hotel, Parkside Park Property Exchange, 36th/Adeline; provided ongoing advice and assistance with adopted Transportation Facilities Impact Fee and consideration of adoption of new Park and Recreation Facilities Impact Fee, General Government Facilities Impact Fee, and Residential and Non-Residential Affordable Housing Impact Fee.
8. Provided ongoing assistance to the City's First Time Homebuyers' Loan Program regarding short sales and enforcement of program guidelines; provided ongoing assistance to the City's Affordable Rental Housing Program regarding enforcement of program guidelines with the goal of maintaining the inventory of below market rate units; provided ongoing assistance to the City's Percent for Art Program (e.g. Utility Box art program, Point Emery, Bus Shelter Art, City annual art purchase, Shellmound/Powell Street Bridge); assisted in negotiations and preparation of art contracts.
9. Provided ongoing advice and assistance to City Manager's Office regarding options for long term funding of Emery Go Round and discussions with Emery Go Round Task Force; advised

DEPARTMENT:**CITY ATTORNEY**

on renewal of Property Based Improvement District (PBID) ballot which secured funding for the Emery Go Round for the next 15 years; provided ongoing advice and assistance to the City Manager and staff regarding the terms of the Master Joint Occupancy Agreement with the Emery Unified School District (EUSD) for the Emeryville Center of Community Life (ECCL) Project.

10. Represented the City and the Emeryville Police Department in response to *Pitchess* motions seeking access to complaint, disciplinary and personnel records of officers; attended monthly meeting of Bay Area attorneys representing law enforcement to keep abreast of new legislation and court decisions regarding criminal law and criminal procedure which impact police operations.
11. Provided advice to members of the City Council, MESA, CDCE, Successor Agency, Planning Commission, other legislative bodies, officers, and employees, regarding the Brown Act, Political Reform Act and conflicts of interest, and Public Records Act, as well as provided extensive assistance in preparing agenda packet materials, contracts and legislation. Provided training to legislative bodies and staff on Brown Act compliance.
12. Provided assistance to City Manager's Office and Human Resources Department with labor negotiations with Service Employees International Union (SEIU) Local 1021, Emeryville Police Officers Association (EPOA), and Confidential Administrative Managerial and Professional Employees Association (CAMP); advised City Manager's Office, Human Resources Department and effected department heads regarding personnel disciplinary and grievance matters, and contracting of public service employees.
13. Reviewed and negotiated agreements with providers of Recreation Center and Senior Center programs; provided advice regarding establishment of a third party Emeryville Child Development Center (ECDC) food service provider, Americans with Disabilities Act (ADA) accommodation issues, and suspension of individual privileges to attend Senior Center for violation of established rules.
14. Provided advice to Finance Department regarding business license tax apportionment issues, annual audits, and preparation and approval process for ROPS, and refunding of outstanding redevelopment bonds.
15. Responded to numerous Public Records Act (PRA) requests, including preparation of letters justifying denial of certain records pursuant to exemptions provided in the PRA and/or cases interpreting the PRA; assisted City Clerk's Office with advice on elections and ballot initiatives; advised on requirements for publishing legal notices; assisted with annual establishment of Property-based Business Improvement District (PBID) Assessment levy and resolution of issues related to said levy.

GOALS FOR THE 2017-2018 AND 2018-19 FISCAL YEARS

1. Continue to provide prompt, intelligible legal advice to the City Council, Successor Agency, CDCE, MESA, Planning Commission, Council Advisory Committees, City Manager, Department Heads, officers, and employees and assist with review and preparation of agenda items for consideration by the City's various legislative bodies.

DEPARTMENT:**CITY ATTORNEY**

2. Provide effective and cost efficient representation in the prosecution, defense, and settlement of all litigation, tort and contract claims involving the City, Successor Agency, or MESA, and provide the City Council, Successor Agency and/or MESA with timely updates of these matters.
3. Diligently represent the interests of the City and Successor Agency before the Oversight Board, Alameda County Auditor-Controller, State Controller and State Department of Finance pertaining to the winding down of the affairs of the former Redevelopment Agency by the Successor Agency; continue work with League of California Cities Post Redevelopment Working Group to facilitate the provision of guidance to cities on implementation of the Dissolution Act as well as legislative revisions thereto.
4. Provide on-going legal assistance with the approval and disposition of property of the Successor Agency pursuant to the Long Range Property Management Plan as well as development of affordable housing on real property assets retained by the City.
5. Provide on-going legal assistance to Planning & Building and Public Works Departments with environmental review, negotiation and project approval process for capital improvement and private development projects.
6. Provide on-going legal assistance to Human Resources on employer-employee relations, grievances, supervisory training, labor negotiations and worker's compensation claims.
7. Provide updates to City Council and its boards and commissions regarding changes to laws and regulations. Provide training to legislative bodies and staff on legal updates. Provide training to legislative bodies and staff on Brown Act, Public Records Act, and conflicts of interest.

DEPARTMENT:**FINANCE**

The Finance Department is responsible for managing all financial aspects of City operations. The Department handles all accounting, annual audit requirements, tracks and accounts for all revenues received by the City, bills annually for business license accounts, and processes purchase orders, accounts payable, and payroll. The Department is responsible for preparation and management of the Annual Budget and Annual Financial Report. The Department also complies with many State and Federal requirements involving the filing of reports and information regarding City finances. The Department manages all of the City cash, handles investments under the investment policy adopted by the City, and handles bond financing, debt administration, and assessment district financial management.

ACHIEVEMENTS DURING THE 2016-2017 FISCAL YEAR

1. Completed the City's Comprehensive Annual Financial Report (CAFR) for FY2015-16; received the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting for FY2015-16.
2. Completed the mid-cycle review of the operating budget for FY2016-17 and started developing the biennial budget for FY2017-18 and FY2018-19.
3. Developed a comprehensive Five-Year Financial Projection to provide a long-term view of the City's finances.
4. Continued working with the City Manager and City Attorney to prepare the Recognized Obligation Payment Schedules (ROPS) and assemble other documentation for consideration by the City Council as the Successor Agency and the Emeryville Oversight Board.
5. Continued administration of a Citywide Property Based Improvement District (PBID) which provides funds to operate the Emery Go-Round shuttle service.
6. Provided information for contract negotiations with the Emeryville Police Officers Association (EPOA) contract negotiations.
7. Managed the City's debt portfolio and maintained bondholder, rating agency, and bond insurer relations through the publication of continuing annual disclosure documents.
8. Implemented a more comprehensive Business License Tax Discovery Program utilizing an outside firm to identify unregistered businesses in Emeryville.
9. Worked with a consultant to complete an actuarial analysis for the City's pension funding requirements.
10. Worked closely with a financial consultant to prepare a bond affordability analysis.

GOALS FOR THE 2017-2018 AND 2018-2019 FISCAL YEARS

1. Protect the City's financial sustainability through the systematic monitoring and reporting of the City's financial condition; identify and evaluate potential sources of new revenues

DEPARTMENT:**FINANCE**

and cost savings programs.

2. Prepare a CAFR for each fiscal year and submit it for award to the Government Finance Officers' Association.
3. Continue to assist City bargaining team related to financial impacts of contract negotiations with SEIU, Emeryville Association of CAMP and EPOA contracts and implement contract changes in a timely manner.
4. Continue business license tax discovery and monitoring program to enforce compliance and enhance tax collections.
5. Work with revenue consultants to complete the revenue study and identify viable revenue options to support sustainable municipal services.
6. Select a financial institution for the City's banking services and establish a Section 115 Pension Trust to invest the City's pension reserve funds.
7. Develop and update Fund Balance Reserve and other financial policies.
8. Work with City Manager and Departments to update the City's Five-Year Capital Improvement Program Budget for FY2016-2017 through FY2020-2021.
9. Work with City Manager and Departments to compile, present and publish the Two-Year Budget for fiscal years 2019-2020 and 2020-2021.
10. Continue the implementation and reporting requirements of the Redevelopment Dissolution Act (AB 1484), including the preparation of the ROPS every year, working with the State Department of Finance to obtain the Finding of Completion, working with the State Controller's Office to complete the asset transfer review, the AB 1484 review, and assemble other documentation for consideration by the City Council as the Successor Agency and the Emeryville Oversight Board.
11. Provide administration for the City and Successor Agency's debt portfolio, including timely debt service payments, continuing disclosure requirements, and annual reporting.
12. Assess and evaluate internal controls, updating procedures and processes where appropriate, and providing training where necessary.
13. Update Finance Administrative Instructions and provide inter-departmental training; collaborate with stakeholders to assess and evaluate practices and processes to ensure effectiveness and improve on efficiency.
14. Complete a post-retirement health benefit actuarial valuation as mandated by the Government Accounting Standards Board (GASB).
15. Implement on-line timesheet entry and deploy electronic payments (ACH) for accounts payable.

DEPARTMENT:**FINANCE**

16. Implement the change to the payroll calendar from 24 pay periods per year to 26 pay periods per year, once Human Resources has coordinated impact bargaining discussions.
17. Research and develop plans, policies and procedures to implement the ability for the public to make payments by credit or debit card.

DEPARTMENT:**HUMAN RESOURCES**

The Human Resources Department provides a variety of administrative services to all City departments and personnel. These services are technical and professional in nature, and ensure that the City is in compliance with a wide variety of policies, procedures and State and Federal statutes that guide the daily administration of Human Resources. The Department is responsible for the following administrative services: staff recruitment and selection; classification and compensation; employee and labor relations; payroll; employee benefits; workers' compensation; health and safety; disaster preparedness; employee recognition; organizational training and development; health and wellness; and personnel records management.

ACHIEVEMENTS DURING 2016-2017 FISCAL YEAR

1. Provided recruitment and selection activities for an estimated 1523 applicants for the following positions: Accounting Manager, Administrative Assistant, Assistant City Manager, Assistant to the City Manager, Building Inspector, Associate Civil Engineer, Senior Civil Engineer, Community & Economic Development Coordinator II, Human Resources Director, Payroll Technician, Police Communications Dispatcher, Police Captain, Police Lieutenant, Police Officer, Police Officer Trainee, Public Works Deputy Director, Public Works Maintenance Worker, Recreation Leader, Substitute Teacher, Teacher Assistant, and Teacher Associate.
2. Provided and/or facilitated training to appropriate departments and employees on the following topics: Leave Management, Investigation and Discipline, Labor Relations, Skelly Officer, Incident Command Systems (ICS 700), Use of Smartboard, CPR/ First Aid, Memorandum of Understanding (MOU), Best Practices for Document and Record Management, Legal Issues Regarding Hiring, Forklift Training, Difficult Conversations, Discipline and Harassment Investigations, Blood Borne Pathogens, and Heat Illness Prevention,
3. Negotiated multi-year bargaining agreements with Service Employees International Union Local 1021 (July 2016 – June 2019), Emeryville Association of Confidential, Administrative, Managerial and Professional Employees (July 2016 – June 2019).
4. Continued providing proactive ergonomics assessments for new employees. Coordinated with Accurate Ergonomics to provide a pilot Injury and Illness Prevention Program (IIPP) for the Child Development Center. Updated IIPP Administrative Instruction 1107 to include training matrices for each department's OSHA mandated trainings.
5. Held the Annual Employee Appreciation Luncheon and Recognition Event in August 2016. The August 24, 2016, event recognized 18 employees. The Recognition program included Employee of the Quarter, Breakfast at City Hall, Employee Badminton and Pickleball and Employee Fall Potluck. The annual holiday party was held in December with over 100 city employees in attendance.
6. Developed and implemented a new DOT Mandated Drug and Alcohol Testing Program and Policy for employees who drive the City's 22 passenger bus.
7. Continued to successfully process bi-monthly payroll for all full-time and part-time employees. Processed wage, benefit, tax and other deductions in an accurate and timely manner for all city employees.

DEPARTMENT: HUMAN RESOURCES

8. Completed a post-retirement health benefit actuarial valuation as mandated by the Government Accounting Standards Board (GASB 43, 45 and 68).
9. Researched, produced and implemented the City's Emergency Operations Plan (EOP), covering all aspects of emergency planning for the City. Refurbished the Emergency Operations Center (EOC) with televisions, administrative supplies, and emergency food and water supplies. Coordinated the City's transition to a new mass notification system (from Code Red) to AC Alert (Alameda County's Mass Notification System). Project coordinator of the update to the City's Local Hazard Mitigation Plan to comply with FEMA standards. Liaison with consultant hired to perform a gap analysis on the City's readiness for an emergency/disaster. Held the first Community Disaster Preparedness Fair in October.
10. Health and Wellness – Facilitated lunchtime programs on the following topics: How to Improve Your Health, Calm Your Mind and Connect with your Innermost Nature, Flexibility vs. Mobility, Mindfulness and Meditation, Healing Your Body Naturally, The Power of Breathing. Contracted with Accurate Ergonomics for yearlong training at the Emeryville Child Development Center.
11. Human Resources staff was trained on recruitment, classification, labor relations, workers' compensation, risk management, payroll processing, retirement benefits and health benefits.
12. Created and published a 2016 Calendar for employees.

GOALS FOR THE 2017-2018 AND 2018-2019 FISCAL YEARS

1. Complete successor labor agreements with safety bargaining units.
2. Conduct in-service training programs: City's Emergency Operations Plan, Table Top Exercise on Disaster Preparedness, Workers' Compensation, ADA and Leave Management. Create a Supervisory Training Program for newly appointed supervisors. Enhance learning and networking opportunities for Human Resources staff.
3. Continue the management of the City's Workers' Compensation Program including implementing cost containment and control methods, and expanding the injury prevention activities to improve our cost containment efforts.
4. Conduct open enrollment for health benefits in the fall of each year.
5. Continue to assess the current performance evaluation system and recommend changes, if needed.
6. Maintain and support the Recognition Committee and recognition programs.
7. Conduct recruitments that fill vacancies in a timely manner with well-qualified, diverse candidate pools.

DEPARTMENT: HUMAN RESOURCES

8. Assess the current Group Health Care (Dental, Vision, Life and Employee Assistance Program) Broker in an effort to improve service and seek cost savings.
9. Update Administrative Instructions (AI) and policies relating to personnel matters, to ensure compliance with existing laws, policies and practices.
10. Assess and update personnel transaction and record systems to improve work flow processes.
11. Continue to expand and develop the Health and Wellness Program to improve employee health and retention to include a series of Lunch and Learns on wellness topics.
12. Partner with local jurisdictions to form a training consortium to allow a broader spectrum of local training options/opportunities for City staff.
13. Complete classification and compensation studies for the city organization that reflect service needs and captures efficiencies.
14. Complete the Local Hazard Mitigation Plan Update for FEMA and City Council approval.
15. Continue to work on the City's readiness to respond to an emergency, and making the City's EOC functional, including establishing the City as "Point of Distribution" for a public health or commodity emergency, developing a Medical Reserve Corps in Emeryville (in conjunction with Alameda County Public Health), establish MOU with the local ham radio operators group, partner with each Department to establish their own EOP.



City of Emeryville
2017-19 Budget

Operating Budgets
Administration Departments

	2014-15 Actual	2015-16 Actual	2016-17 Projection	2017-18 Budget	2018-19 Budget
Department Summary					
<u>General Fund Operating Expenditures</u>					
1110 City Council	\$ 176,269	\$ 168,095	\$ 171,490	\$ 191,164	\$ 206,165
1200 City Manager	466,187	697,821	660,238	667,199	588,237
1250 City Clerk	312,884	397,961	561,355	582,806	597,809
1260 Public Information Office	98,169	63,518	42,945	105,000	105,000
1280 Information Technology	597,598	599,679	642,178	716,883	754,533
1400 City Attorney	547,371	410,123	549,481	593,564	594,487
1500 Finance	962,016	872,697	1,028,585	1,132,101	1,213,766
1600 Human Resources	643,172	788,534	791,121	810,093	737,880
Total General Fund	\$ 3,803,666	\$ 3,998,428	\$ 4,447,393	\$ 4,798,810	\$ 4,797,877
	-	-	-	-	-
<u>Operating Expenditures by Type</u>					
Salaries and Benefits	\$ 3,296,911	\$ 3,390,529	\$ 3,713,755	\$ 3,829,288	\$ 3,804,353
Supplies and Services	506,755	607,900	733,638	969,521	993,524
	\$ 3,803,666	\$ 3,998,428	\$ 4,447,393	\$ 4,798,810	\$ 4,797,877
	-	-	-	-	-
<u>Authorized Staff Positions</u>					
Full-Time Positions	23.0	24.0	26.0	24.0	22.0

Expenditure Details

<u>City Council #1100</u>					
Salaries and Benefits	\$ 139,338	\$ 150,551	\$ 153,729	\$ 173,814	\$ 176,635
73000 OFFICE SUPPLIES	3,957	551	4,021	1,000	2,000
73100 BOOKS, MAPS, PERIODICALS	186	202	-	200	200
73150 POSTAGE	47	-	-	50	-
76050 TELEPHONE/COMMUNICATION	901	267	296	500	550
77960 TECHNOLOGY CHARGE	3,700	3,700	3,600	3,600	3,780
80050 PROFESSIONAL SERVICES	22,268	-	-	-	-
82050 PRINTING	-	11	-	-	-
84000 EDUCATION AND TRAINING	-	-	25	-	4,000
84100 MEMBERSHIPS & DUES	1,200	3,958	100	3,000	5,000
84150 TRAVEL, CONFER & MEETING	3,682	5,249	7,125	5,000	10,000
84200 MAYORS CONF & HOSTING	991	3,405	2,594	4,000	4,000
86000 FEES	-	200	-	-	-
Total City Council	176,269	168,095	171,490	191,164	206,165
	-	-	-	-	-
<u>City Manager #1200</u>					
Salaries and Benefits	445,750	660,239	645,588	541,149	434,927
73000 OFFICE SUPPLIES	3,397	4,045	1,418	2,000	3,100
73100 BOOKS, MAPS, PERIODICALS	181	429	89	100	100
73150 POSTAGE	117	25	39	150	150
76050 TELEPHONE/COMMUNICATION	429	483	533	500	550
77960 TECHNOLOGY CHARGE	700	700	2,200	2,200	2,310
80050 PROFESSIONAL SERVICES	-	23,815	847	100,000	115,000
82000 ADVERTISING	-	566	-	-	-
82050 PRINTING	-	-	-	15,000	20,000



City of Emeryville
2017-19 Budget

Operating Budgets
Administration Departments

	2014-15 Actual	2015-16 Actual	2016-17 Projection	2017-18 Budget	2018-19 Budget
84000 EDUCATION AND TRAINING	900	1,950	-	500	1,700
84100 MEMBERSHIPS & DUES	5,421	1,159	3,425	1,100	1,100
84150 TRAVEL, CONFER & MEETING	9,290	4,409	6,098	4,500	9,300
Total City Manager	466,187	697,821	660,238	667,199	588,237
	-	-	-	-	-
<u>City Clerk #1250</u>					
Salaries and Benefits	238,254	339,487	446,455	427,910	463,019
73000 OFFICE SUPPLIES	2,548	3,061	3,026	52,996	2,500
73100 BOOKS, MAPS, PERIODICALS	-	108	-	1,000	1,000
73150 POSTAGE	2,670	379	238	600	600
76050 TELEPHONE/COMMUNICATION	1,288	1,450	1,600	1,600	1,600
77960 TECHNOLOGY CHARGE	3,000	3,000	2,200	2,200	2,310
80050 PROFESSIONAL SERVICES	75	20,763	54,725	68,029	10,000
80500 TESTING	1,666	-	2,731	-	-
80550 ELECTION	34,861	297	21,120	-	75,000
82000 ADVERTISING	1,013	4,746	530	2,000	4,120
82050 PRINTING	448	970	-	500	500
84000 EDUCATION AND TRAINING	-	2,001	1,640	2,800	3,000
84100 MEMBERSHIPS & DUES	380	265	241	500	750
84150 TRAVEL, CONFER & MEETING	2,055	487	3,043	5,670	5,600
85000 RENTALS & LEASES	-	-	-	-	-
85100 RECORDS STORAGE RENTAL	24,624	20,949	23,806	17,000	27,810
Total City Clerk	312,884	397,961	561,355	582,806	597,809
	-	-	-	-	-
<u>Public Information Officer #1260</u>					
73150 POSTAGE	6	-	-	-	-
80050 PROFESSIONAL SERVICES	54,552	19,585	16,732	15,000	15,000
80060 CABLE SERVICES	43,611	42,433	22,290	45,000	45,000
82000 ADVERTISING	-	-	20	24,000	24,000
82050 PRINTING	-	-	246	6,000	6,000
82100 COMM MTG/PUBL/SPEC EVENTS	-	1,500	3,658	15,000	15,000
Total Public Information Officer	98,169	63,518	42,945	105,000	105,000
	-	-	-	-	-
<u>Information Technology #1280</u>					
Salaries and Benefits	578,369	527,821	624,300	656,283	692,488
73000 OFFICE SUPPLIES	6,819	3,210	3,430	4,000	5,000
76050 TELEPHONE/COMMUNICATION	1,804	2,141	2,789	3,000	3,000
77150 EQUIPMENT OPER & MAINT	313	-	-	-	-
77960 TECHNOLOGY CHARGE	2,200	2,200	2,900	2,900	3,045
80050 PROFESSIONAL SERVICES	5,950	61,014	6,588	37,000	32,000
84000 EDUCATION AND TRAINING	600	-	1,798	10,000	15,000
84100 MEMBERSHIPS & DUES	310	440	360	200	500
84150 TRAVEL, CONFER & MEETING	1,234	2,854	12	3,500	3,500
Total Information Technology	597,598	599,679	642,178	716,883	754,533
	-	-	-	-	-
<u>City Attorney #1400</u>					
Salaries and Benefits	484,245	312,870	396,481	446,964	472,717
73000 OFFICE SUPPLIES	82	2,602	555	2,500	2,500



City of Emeryville
2017-19 Budget

Operating Budgets
Administration Departments

	2014-15 Actual	2015-16 Actual	2016-17 Projection	2017-18 Budget	2018-19 Budget
73100 BOOKS, MAPS, PERIODICALS	6,490	6,607	5,876	7,000	7,000
73150 POSTAGE	395	91	328	500	500
76050 TELEPHONE/COMMUNICATION	2,601	1,934	2,133	2,700	2,800
77960 TECHNOLOGY CHARGE	1,500	1,500	1,400	1,400	1,470
80050 PROFESSIONAL SERVICES	44,781	78,015	136,797	125,000	100,000
82050 PRINTING	-	-	-	500	500
84000 EDUCATION AND TRAINING	3,322	2,311	2,810	3,000	3,000
84100 MEMBERSHIPS & DUES	1,065	980	1,031	1,000	1,000
84150 TRAVEL, CONFER & MEETING	2,891	3,213	2,071	3,000	3,000
Total City Attorney	547,371	410,123	549,481	593,564	594,487
	-	-	-	-	-
<u>Finance #1500</u>					
Salaries and Benefits	848,646	723,735	808,351	916,175	981,977
73000 OFFICE SUPPLIES	4,837	5,932	4,978	6,500	6,700
73100 BOOKS, MAPS, PERIODICALS	434	-	-	300	500
73150 POSTAGE	8,423	6,638	8,044	10,000	11,000
73750 PARKING PERMIT SUPPLIES	845	849	1,698	1,800	1,800
76050 TELEPHONE/COMMUNICATION	4,294	4,836	5,335	5,600	5,634
77150 EQUIPMENT OPER & MAINT	41,608	40,301	65,993	73,000	76,650
77960 TECHNOLOGY CHARGE	5,900	5,900	4,300	4,300	4,515
80000 TEMPORARY PERSONNEL SERV	133	586	538	5,000	10,000
80050 PROFESSIONAL SERVICES	4,900	50,925	98,863	60,696	58,190
80380 BANKING SERVICES	27,141	22,564	14,418	32,000	35,000
82050 PRINTING	6,344	3,829	8,178	5,000	5,500
84000 EDUCATION AND TRAINING	2,858	2,060	1,390	4,950	6,500
84100 MEMBERSHIPS & DUES	2,045	1,891	1,370	2,800	2,800
84150 TRAVEL, CONFER & MEETING	3,607	2,651	5,130	3,980	7,000
Total Finance	962,016	872,697	1,028,585	1,132,101	1,213,766
	-	-	-	-	-
<u>Human Resources #1600</u>					
Salaries and Benefits	562,303	675,826	638,851	666,993	582,590
73000 OFFICE SUPPLIES	4,493	4,310	3,824	5,000	5,250
73100 BOOKS, MAPS, PERIODICALS	652	635	600	1,000	1,050
73150 POSTAGE	758	902	226	800	840
76050 TELEPHONE/COMMUNICATION	2,147	2,417	2,666	2,800	2,800
77960 TECHNOLOGY CHARGE	3,700	3,700	5,179	5,000	5,250
80000 TEMPORARY PERSONNEL SERV	9,374	5,522	4,173	8,000	8,400
80050 PROFESSIONAL SERVICES	3,929	36,731	75,341	35,000	45,000
80500 TESTING	5,546	7,685	4,996	15,000	10,000
82000 ADVERTISING	13,159	10,162	13,524	10,000	13,000
82050 PRINTING	1,348	2,357	519	2,000	2,000
84000 EDUCATION AND TRAINING	2,521	1,397	705	5,000	5,150
84100 MEMBERSHIPS & DUES	390	890	3,380	5,000	5,150
84150 TRAVEL, CONFER & MEETING	5,091	6,374	3,498	10,000	10,500
84350 IN SERVICE TRAINING	7,518	4,632	221	12,000	12,500
84380 SAFETY PROGRAM	8,061	10,462	18,553	11,500	12,650
87080 EMPLOYEE RECOGNITION	12,182	14,533	14,868	15,000	15,750
Total Human Resources	643,172	788,534	791,121	810,093	737,880
	-	-	-	-	-
Total General Fund	3,803,666	3,998,428	4,447,393	4,798,810	4,797,877
	-	-	-	-	-
Total Expenditures	\$ 3,803,666	\$ 3,998,428	\$ 4,447,393	\$ 4,798,810	\$ 4,797,877
	-	-	-	-	-



City of Emeryville
2017-19 Budget

Operating Budgets
Non-Department

	2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Projection</u>	2017-18 <u>Budget</u>	2018-19 <u>Budget</u>
Department Summary					
<u>Revenues by Fund</u>					
101 General Fund	\$ 31,719,890	\$ 36,665,077	\$ 33,646,141	\$ 36,823,668	\$ 37,145,192
235 PEG	2,863	2,705	1,706	1,700	1,700
805 PBID	3,513,573	3,227,498	3,866,082	4,114,677	4,238,117
	\$ 35,236,326	\$ 39,895,281	\$ 37,513,929	\$ 40,940,045	\$ 41,385,010
	-	-	-	-	-
<u>Operating Expenditures by Fund</u>					
101 General Fund	\$ 12,315,930	\$ 34,471,847	\$ 6,892,285	\$ 4,474,921	\$ 4,149,950
235 PEG	13,957	3,541	-	3,000	3,000
670 Technology	367,320	283,721	193,557	245,000	245,000
805 PBID	2,964,562	3,766,548	3,880,878	4,101,290	4,223,483
	\$ 15,661,769	\$ 38,525,656	\$ 10,966,720	\$ 8,824,211	\$ 8,621,433
	-	-	-	-	-
<u>Operating Expenditures by Type</u>					
Salaries and Benefits	\$ 5,721	\$ 6,105	\$ -	\$ -	\$ -
Supplies and Services	15,656,048	38,519,551	10,966,720	8,824,211	8,621,433
	\$ 15,661,769	\$ 38,525,656	\$ 10,966,720	\$ 8,824,211	\$ 8,621,433
	-	-	-	-	-

Revenue Details

<u>General Fund #101</u>					
41000 PROP TAX CURRENT SECURED	\$ 627,954	\$ 740,173	\$ 789,273	\$ 805,058	\$ 821,159
41050 PROPERTY TAX PENALTIES	25,466	28,882	30,538	31,149	31,772
41100 PROP TX CURRENT UNSECURED	457,442	504,016	487,733	497,488	507,438
41200 PROP TAX PRIOR SECURED	145,244	134,664	129,636	132,229	134,873
41300 PROP TX PRIO UNSECURED	11,711	(9,916)	(7,797)	6,000	6,120
41310 PASS THRU TAX PAYMENTS	460,978	721,820	806,217	822,341	838,788
41340 PROPERTY TAX RESIDUAL PMT	-	-	-	1,421,025	1,422,852
41350 V.L.F IN LIEU-PROPERTY TAX	679,813	759,623	807,327	823,474	839,943
41400 SUPPLEMENTAL PROPERTY TAX	193,777	(118,450)	117,709	120,063	122,464
41420 ST HMOWNRS PROP TX RELIEF	69,782	72,681	72,583	70,000	70,000
42000 SALES AND USE TAX	6,091,330	7,434,579	8,459,448	8,584,876	8,749,637
42000 NET OAKLAND AGREEMENTS	(325,024)	(478,919)	(487,434)	(494,746)	(504,146)
42050 TRIPLE FLIP	2,161,170	1,634,934	-	-	-
42100 SALES TAX-PUBLIC SAFETY	48,593	49,329	51,220	52,220	53,264
43000 BUSINESS LICENSE TAX	4,442,139	4,911,363	5,177,464	5,069,636	5,094,984
43100 BUS LICENSE TAX-CARD ROOM	2,444,594	2,519,579	2,712,935	2,629,080	2,642,225
43200 BUS LIC TAX - COMM RENT	756,174	695,515	781,548	742,225	745,936
43500 BUS LICENSE IN LIEU (Sports Fishing)	25,590	45,868	39,057	39,000	39,000
44000 TRANSIENT OCCUPANCY TAX	5,911,821	6,894,846	7,426,301	7,884,090	7,962,931
45000 UTILITIES USERS TAX	2,870,024	2,975,287	3,155,991	3,171,771	3,187,630
46100 REAL PROP TRANSFER TAX	1,503,485	2,966,774	1,240,020	1,246,220	1,252,451
46400 IN LIEU OF TAXES (HUD)	16,660	13,499	5,250	-	-
46500 ST MOTOR VEH IN LIEU TAX	-	4,265	-	-	-



City of Emeryville
2017-19 Budget

Operating Budgets
Non-Department

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Projection</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>
50000 FRANCHISES	1,193,353	1,275,865	1,326,782	1,340,050	1,353,450
50010 CABLE FRANCHISE	191,536	192,289	181,056	182,000	182,000
50015 ENVIRONMENTAL PROGRAMS-WM	168,826	173,891	179,108	180,900	180,900
53250 SB 90 STATE MANDATED COST	196,974	20,603	-	-	-
55300 OTHER GRANTS	-	-	-	500,000	500,000
56000 INVESTMENT EARNINGS	162,007	207,181	96,539	50,000	50,000
56100 INTEREST INCOME	8,499	9,417	7,385	-	-
56900 MARKET VALUE ADJUSTMENT	213,802	254,941	(571,779)	-	-
57500 BILLBOARD/ANTENNA REVENUE	165,672	169,392	174,243	174,420	174,420
57550 PARKING LOT LEASE	4,841	3,141	3,154	3,200	3,200
59240 RES/BUS PARKING PERMITS	2,596	2,341	4,163	2,400	2,400
61050 FUEL SALES	11,424	17,310	24,758	21,000	21,000
62330 SETTLEMENTS	13,559	23,840	22,273	-	-
62585 SUCC AGENCY MGMT REIMBMT	65,128	26,693	-	330,000	250,000
62650 OTHER REVENUE	22,112	29,685	(20)	-	-
63300 CHIRON MITIGATN SVC FEES	297,590	301,942	306,381	310,000	315,000
63370 ADMINISTRATIVE FEES	48,250	121,134	32,078	15,000	32,000
69110 INTRFD RCPT FM GEN PLAN	10,000	10,000	10,000	10,000	10,000
69590 INTERFD RCPT FM FD 660	-	1,000,000	-	-	-
69600 INTERFUND RECEIPT-GAS TAX	270,000	270,000	-	-	-
69760 INTERFUND RECEIPT SEWER	51,500	51,500	51,500	51,500	51,500
69790 INTERFD RCPT W.EM.ASSESS	3,500	3,500	3,500	-	-
	31,719,890	36,665,077	33,646,141	36,823,668	37,145,192
	-	-	-	-	-
<u>PEG #235</u>					
50010 CABLE FRANCHISE	2,813	2,694	1,685	1,700	1,700
56000 INVESTMENT EARNINGS	50	11	21	-	-
	2,863	2,705	1,706	1,700	1,700
	-	-	-	-	-
<u>PBID #805</u>					
41620 SUPPLEMENTAL PROPERTY TAX	-	-	9,531	-	-
41600 SPECIAL ASSESSMENT	2,780,241	3,219,262	3,324,428	3,561,135	3,667,969
56000 INVESTMENT EARNINGS	4,940	7,481	6,203	-	-
63380 SP ASSESS PENALTIES	2,392	755	3,288	-	-
69050 INTERFD RCPT FROM GEN FN	726,000	-	522,632	553,542	570,148
	3,513,573	3,227,498	3,866,082	4,114,677	4,238,117
	-	-	-	-	-
Total Revenues	\$ 35,236,326	\$ 39,895,281	\$ 37,513,929	\$ 40,940,045	\$ 41,385,010
	-	-	-	-	-



City of Emeryville
2017-19 Budget

Operating Budgets
Non-Department

	2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Projection</u>	2017-18 <u>Budget</u>	2018-19 <u>Budget</u>
Expenditure Details					
<u>General Fund #101</u>					
<u>Non-Department #1900</u>					
Salaries and Benefits	\$ 5,721	\$ 6,105	\$ -	\$ -	\$ -
Supplies					
73010 FAX & COPIER SUPPLIES	5,195	5,742	5,284	8,000	8,200
73150 POSTAGE	13,529	17,212	13,597	17,000	19,000
73500 OPERATING SUPPLIES	4,223	7,841	5,681	7,000	8,000
	22,947	30,796	24,563	32,000	35,200
Utilities					
76000 UTILITIES	87,956	89,423	111,683	120,000	120,000
76050 TELEPHONE/COMMUNICATION	3,560	3,273	3,723	4,000	4,000
	91,516	92,697	115,406	124,000	124,000
Maintenance					
77020 LANDSCAPE MAINTENANCE	12,104	12,430	12,803	23,882	24,598
77030 FACILITY OPERATING CHARGES	73,650	75,900	148,700	153,756	161,444
77070 CIVIC CENTER OPS & MAINT	12,411	8,722	10,948	11,330	11,670
77080 JANITORIAL CONTRACTS SVCS	54,476	45,736	51,128	59,400	62,370
77960 TECHNOLOGY CHARGE	81,800	81,800	79,100	79,100	83,055
77990 FACILITY MAJOR MAINT CHGS	37,500	37,500	37,500	105,500	115,700
	271,942	262,089	340,180	432,968	458,837
Professional Fees/Services					
79050 INSURANCE	367,111	396,953	436,349	547,218	601,940
80030 REVENUE AUDIT SERVICES	26,802	27,521	70,863	70,000	70,000
80050 PROFESSIONAL SERVICES	199,337	159,328	126,911	165,041	168,944
80090 SHUTTLE SERVICES	52,187	92,903	95,805	97,000	99,910
80100 LEGAL SERVICES	-	1,169	285	-	-
80180 PARS/BENEFITS ADMIN	-	-	7,032	7,100	7,100
80200 AUDIT SERVICES	80,582	114,577	104,994	110,000	110,000
80250 BOND TRUSTEE SERVICES	250	231	-	-	-
80360 ADMINISTRATIVE COST	9,392	8,981	8,785	13,600	16,000
80450 HAZARDOUS MATER CLEANUP	6,625	-	634	10,000	10,000
80900 LIBRARY CARD SERVICES	240,000	120,000	120,000	250,000	375,000
	982,287	921,662	971,659	1,269,959	1,458,894
Advertising, Printing, and Publications					
82050 PRINTING	-	817	-	-	-
82100 COMMUNITY PUB/MTGS/COMM	-	-	-	-	-
	-	817	-	-	-
Education and Training					
84100 MEMBERSHIPS & DUES	5,019	11,639	11,683	12,300	12,669
84380 SAFETY PROGRAM	381	110	-	500	500
	5,400	11,749	11,683	12,800	13,169
Rents and Leases					
85000 RENTALS & LEASES	46,756	48,206	49,765	52,000	53,560
	46,756	48,206	49,765	52,000	53,560
Fees and Charges					



City of Emeryville
2017-19 Budget

Operating Budgets
Non-Department

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Projection</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>
86020 PROP. TAX COLLECTION FEES	11,981	11,377	10,992	15,000	15,000
	11,981	11,377	10,992	15,000	15,000
Programs and Grants					
87300 COMMUNITY PROMO GRANTS	750	-	-	-	-
87370 REBUILDING TOGETHER/XMAS	1,004	-	-	-	-
	1,754	-	-	-	-
Other					
88000 REFUNDS	-	39,915	-	-	-
88030 PBID SENIOR REBATE PROGRAM	-	6,615	8,676	15,000	15,000
88130 BAD DEBT EXPENSE	4,173	-	-	-	-
88350 DISASTER PREPAREDNESS	18,934	11,313	15,526	19,900	19,900
88440 PROPERTY TAXES	3,835	9,169	6,114	10,000	11,000
88500 MISCELLANEOUS	60	6	4	-	-
88900 CONTRACT OBLIGATIONS	-	-	45,000	15,000	15,000
	27,002	67,018	75,320	59,900	60,900
Interfund Transfers					
99170 TRANSFER TO FUND 805	726,000	-	522,632	553,542	570,148
99200 TRANS TO LITIG FUND 270	150,000	150,000	650,000	470,000	30,000
99280 TRANSFER TO EDH FUND 202	-	739,000	-	-	-
99260 TRANSFER TO FUND 299	-	38,000	-	-	-
99290 TRANSFER TO FUND 203	-	400,000	500,000	-	-
99840 TRANSFER TO FUND 240	34,500	43,000	-	-	-
99905 TRANSFER TO FUND 271			300,000		
99915 TRANSFER TO FUND 277			550,000		
99880 TRANSFER TO FUND 477			400,000		
99440 TRANSFER TO FUND 475	-	6,000,000	-	-	-
99650 TRANSF TO CDC 230	1,052,088	303,793	1,001,829	906,753	962,559
99670 TRANSFER TO FUND 670	-	-	1,000,000	180,000	-
99740 TRANSFER TO FUND 610	-	200,000	-	-	-
99790 TRANSFER TO EDH FUND 298	8,518,695	-	-	-	-
99790 TRANSF TO FUND 715	-	8,820,000	-	-	-
99700 TRANSFER TO FUND 700	-	200,000	-	-	-
99780 TRANSFER TO FUND 275	-	15,754,352	-	-	-
99870 TRANS TO FD 345 FOR COP	367,343	371,186	368,255	366,000	367,683
	10,848,626	33,019,331	5,292,716	2,476,295	1,930,390
Total Non-Department	12,315,930	34,471,847	6,892,285	4,474,921	4,149,950
	-	-	-	-	-
Total General Fund	12,315,930	34,471,847	6,892,285	4,474,921	4,149,950
<u>PEG #235</u>					
91600 OTHER EQUIPMENT	-	2,055	-	-	-
91610 VIDEO EQUIPMENT	13,957	1,486	-	3,000	3,000
Total PEG	13,957	3,541	-	3,000	3,000
	-	-	-	-	-
<u>Technology #670</u>					
76050 TELEPHONE/COMMUNICATION	45,699	46,659	54,085	65,000	65,000
77150 EQUIPMENT OPER & MAINT	87,940	157,801	125,011	155,000	155,000
80050 PROFESSIONAL SERVICES	84,022	37,504	-	-	-



City of Emeryville
2017-19 Budget

Operating Budgets
Non-Department

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Projection</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>
82205 PERMIT TRACKING	13,500	14,707	14,461	25,000	25,000
91000 OFFICE EQUIPMENT	109,111	27,050	-	-	-
91650 SOFTWARE UPGRADE	27,048	-	-	-	-
Total Technology	367,320	283,721	193,557	245,000	245,000
	-	-	-	-	-
<u>PBID#805</u>					
80050 PROFESSIONAL SERVICES	-	10,857	255	-	-
80090 SHUTTLE SERVICES	2,901,980	3,707,826	3,821,313	4,029,790	4,150,683
80100 LEGAL SERVICES	-	765	-	5,000	5,200
80200 AUDIT SERVICES	-	-	-	2,500	2,600
80310 ADMIN REIMB TO GENERAL FD	5,000	5,000	17,000	17,000	17,600
80360 ADMINISTRATIVE COST	12,088	15,006	15,184	12,000	12,400
86020 PROP. TAX COLLECTION FEES	45,494	27,094	27,126	35,000	35,000
Total PBID	2,964,562	3,766,548	3,880,878	4,101,290	4,223,483
	-	-	-	-	-
Total Expenditures	\$ 15,661,769	\$ 38,525,656	\$ 10,966,720	\$ 8,824,211	\$ 8,621,433
	-	-	-	-	-



OPERATING FUNDS



City of Emeryville
2017-19 Budget

Operating Funds
Environmental Program Fund #204

Purpose of Fund

The Environmental Program Fund accounts for funds committed to environmentally friendly projects.

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Projection</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>
Beginning Available Fund Balance	\$ -	\$ -	\$ 94,529	\$ 104,710	\$ 78,710
Annual Activity					
Revenues					
Environmental program	-	143,651	12,394	-	-
	-	143,651	12,394	-	-
	-	-	-	-	-
Expenditures					
Operating supplies	-	49,122	2,213	26,000	26,000
	-	49,122	2,213	26,000	26,000
Net Annual Activity	-	94,529	10,181	(26,000)	(26,000)
Ending Available Fund Balance	\$ -	\$ 94,529	\$ 104,710	\$ 78,710	\$ 52,710

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City of Emeryville
2017-19 Budget

Operating Funds
Housing Community Development Fund #205

Purpose of Fund

The Housing Community Development Fund accounts for Federal Community Development Block Grant (CDBG) funds and CDBG Program Income funds utilized for CDBG eligible projects.

	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projection</u>	<u>2017-18</u> <u>Budget</u>	<u>2018-19</u> <u>Budget</u>
Beginning Available Fund Balance	\$ 208,876	\$ 209,855	\$ 194,751	\$ 196,692	\$ 197,292
Annual Activity					
Revenues					
Federal grant	70,433	8,670	-	6,600	6,600
Program income - loan repayments	580	580	580	600	579
Investment income	931	1,157	1,361	-	-
	71,944	10,407	1,940	7,200	7,179
	-	-	-	-	-
Expenditures					
Salaries and benefits	8,442	7,495	-	-	-
Professional services	10,358	1,850	-	-	-
Meals on Wheels	4,924	6,171	-	6,600	6,600
Grants	47,240	9,995	-	-	-
Administration					
	70,964	25,511	-	6,600	6,600
	-	-	-	-	-
Net Annual Activity	979	(15,104)	1,940	600	579
Ending Available Fund Balance	\$ 209,855	\$ 194,751	\$ 196,692	\$ 197,292	\$ 197,871



City of Emeryville
2017-19 Budget

Operating Funds
Cal - Home Loan Program Fund #208

Purpose of Fund

The Cal - Home Loan Program Fund accounts for funds received and loans made under the State of California's Cal - Home Loan program.

	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projection</u>	<u>2017-18</u> <u>Budget</u>	<u>2018-19</u> <u>Budget</u>
Beginning Available Fund Balance	\$ 141,515	\$ 223,526	\$ 439,137	\$ 620,682	\$ 670,682
Annual Activity					
Revenues					
Program income - loan repayments	80,406	213,121	177,442	50,000	50,000
Investment income	1,605	2,490	4,103	-	-
	82,011	215,611	181,545	50,000	50,000
	-	-	-	-	-
Expenditures					
None					
	-	-	-	-	-
Net Annual Activity	82,011	215,611	181,545	50,000	50,000
Ending Available Fund Balance	\$ 223,526	\$ 439,137	\$ 620,682	\$ 670,682	\$ 720,682



City of Emeryville
2017-19 Budget

Operating Funds
Police Impound Fund #210

Purpose of Fund

The Police Impound Fund accounts for asset forfeiture funds allocated to the Police Department under state law.

	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projection</u>	<u>2017-18</u> <u>Budget</u>	<u>2018-19</u> <u>Budget</u>
Beginning Available Fund Balance	\$ 88,617	\$ 89,092	\$ 80,607	\$ 81,222	\$ 41,222
Annual Activity					
Revenues					
Program fees and fines	-	10,290	-	-	-
Investment income	475	527	615	-	-
	475	10,817	615	-	-
	-	-	-	-	-
Expenditures					
Equipment	-	19,303	-	40,000	40,000
	-	19,303	-	40,000	40,000
Net Annual Activity	475	(8,486)	615	(40,000)	(40,000)
Ending Available Fund Balance	\$ 89,092	\$ 80,607	\$ 81,222	\$ 41,222	\$ 1,222

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**City of Emeryville
2017-19 Budget**

**Operating Funds
Gas Tax Fund #220**

Purpose of Fund

The Special Gas Tax Street Improvement Fund accounts for gas tax revenues apportioned by the state under specific statutory authority. The allocation formula is a combination of population and street mileage. The use of gas tax revenues is restricted to specific street maintenance activities

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Projection</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>
Beginning Available Fund Balance	\$ 162,887	\$ 164,680	\$ 131,965	\$ 141,399	\$ 140,960
Annual Activity					
Revenues					
Gas tax	271,037	236,421	228,409	260,561	266,718
Investment income	756	864	1,024	-	-
	271,793	237,286	229,434	260,561	266,718
	-	-	-	-	-
Expenditures					
Transfer to General Fund	270,000	270,000	-	-	-
Street maintenance	-	-	220,000	261,000	267,000
	270,000	270,000	220,000	261,000	267,000
	-	-	-	-	-
Net Annual Activity	1,793	(32,714)	9,434	(439)	(282)
Ending Available Fund Balance	\$ 164,680	\$ 131,965	\$ 141,399	\$ 140,960	\$ 140,678



City of Emeryville
2017-19 Budget

Operating Funds
Child Development Center Fund #230

Purpose of Fund

The *Child Development Fund* accounts for revenue utilized to support the operations of the Emeryville Child Development Center, including program fees, grant funds from the State Department of Education, and a General Fund subsidy.

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Projection</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>
Beginning Available Fund Balance	\$ 380,085	\$ 602,106	\$ 18,366	\$ 18,366	\$ 18,366
Annual Activity					
Revenues					
Program fees	954,836	958,597	999,927	1,151,624	1,291,736
Grants and donations	139,462	149,675	146,585	151,000	151,000
Investment income	1,528	1,805	598	-	-
	<u>1,095,825</u>	<u>1,110,076</u>	<u>1,147,110</u>	<u>1,302,624</u>	<u>1,442,736</u>
General Fund contribution	1,052,088	303,793	1,001,829	906,753	962,559
	<u>2,147,913</u>	<u>1,413,869</u>	<u>2,148,939</u>	<u>2,209,377</u>	<u>2,405,295</u>
	-	-	-	-	-
Expenditures					
Salaries and benefits	1,463,321	1,538,100	1,663,626	1,838,746	2,005,148
Supplies	165,977	162,056	132,651	145,100	156,675
Utilities	28,378	33,108	30,816	34,000	34,000
Maintenance	160,079	156,940	116,582	122,931	126,377
Professional services	92,816	91,642	196,291	51,000	65,470
Advertising, printing, publication	1,245	52	500	1,200	1,200
Education and training	10,614	11,705	3,541	9,400	9,425
Fees	3,463	4,007	4,931	7,000	7,000
	<u>1,925,892</u>	<u>1,997,610</u>	<u>2,148,939</u>	<u>2,209,377</u>	<u>2,405,295</u>
	-	-	-	-	-
Net Annual Activity	222,022	(583,740)	(0)	-	-
Ending Available Fund Balance	\$ 602,106	\$ 18,366	\$ 18,366	\$ 18,366	\$ 18,366

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**City of Emeryville
2017-19 Budget**

**Operating Funds
PEG Fund #235**

Purpose of Fund

The PEG Program Fund accounts for franchise fees collected for Public, Educational, and Governmental access video programming.

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Projection</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>
Beginning Available Fund Balance	\$ 13,871	\$ 2,776	\$ 1,940	\$ 3,646	\$ 2,346
Annual Activity					
Revenues					
Cable franchise	2,813	2,694	1,685	1,700	1,700
Investment income	50	11	21	-	-
	2,863	2,705	1,706	1,700	1,700
	-	-	-	-	-
Expenditures					
Equipment	13,957	3,541	-	3,000	3,000
	13,957	3,541	-	3,000	3,000
	-	-	-	-	-
Net Annual Activity	(11,094)	(836)	1,706	(1,300)	(1,300)
Ending Available Fund Balance	\$ 2,776	\$ 1,940	\$ 3,646	\$ 2,346	\$ 1,046
					-



City of Emeryville
2017-19 Budget

Operating Funds
Supplemental Law Enforcement Fund (State) #252

Purpose of Fund

The Supplemental Law Enforcement Fund accounts for state entitlements, which must be spent for front line municipal police services including anti-gang and community crime prevention programs.

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Projection</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>
Beginning Available Fund Balance	\$ 53,546	\$ 65,030	\$ 66,379	\$ 54,674	\$ 54,674
Annual Activity					
Revenues					
State grant	113,164	114,618	129,324	100,000	100,000
Investment income	159	283	269	-	-
	113,324	114,902	129,592	100,000	100,000
	-	-	-	-	-
Expenditures					
Salaries and benefits	101,839	113,553	141,298	100,000	100,000
	101,839	113,553	141,298	100,000	100,000
	-	-	-	-	-
Net Annual Activity	11,484	1,349	(11,706)	-	-
Ending Available Fund Balance	\$ 65,030	\$ 66,379	\$ 54,674	\$ 54,674	\$ 54,674



City of Emeryville
2017-19 Budget

Operating Funds
Emergency Medical Service Fund #258

Purpose of Fund

The Emergency Medical Services (EMS) Fund accounts for the Supplemental Assessment paid by Emeryville residents for emergency medical services provided by the Emeryville Fire Department.

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Projection</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>
Beginning Available Fund Balance	\$ 576	\$ (0)	\$ 523	\$ 366	\$ 366
Annual Activity					
Revenues					
Assessments	184,860	183,311	191,985	192,960	192,960
Investment income	996	1,646	1,450	-	-
	185,856	184,956	193,434	192,960	192,960
	-	-	-	-	-
Expenditures					
General Fund reimbursement for materials and services	180,260	179,756	188,907	185,560	185,460
County tax collection fees	3,097	1,602	1,609	3,400	3,500
Administration	3,075	3,075	3,075	4,000	4,000
	186,431	184,433	193,591	192,960	192,960
	-	-	-	-	-
Net Annual Activity	(576)	523	(157)	-	-
Ending Available Fund Balance	\$ (0)	\$ 523	\$ 366	\$ 366	\$ 366



City of Emeryville
2017-19 Budget

Operating Funds
Source Reduction and Recycling Fund #265

Purpose of Fund

The Recycling / Source Reduction Fund accounts for revenue generated through a surcharge on garbage rates, which is utilized for waste reduction, recycling and cleanup programs.

	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projection</u>	<u>2017-18</u> <u>Budget</u>	<u>2018-19</u> <u>Budget</u>
Beginning Available Fund Balance	\$ 9,447	\$ 9,498	\$ 9,558	\$ 9,030	\$ 9,030
Annual Activity					
Revenues					
Investment income	51	60	73	-	-
Alameda County Grant	-	-	5,000	5,000	5,000
	51	60	5,073	5,000	5,000
	-	-	-	-	-
Expenditures					
Public Works	-	-	5,601	5,000	5,000
	-	-	5,601	5,000	5,000
Net Annual Activity	51	60	(528)	-	-
Ending Available Fund Balance	\$ 9,498	\$ 9,558	\$ 9,030	\$ 9,030	\$ 9,030



City of Emeryville
2017-19 Budget

Operating Funds
Code Enforcement Recovery Fund #271

Purpose of Fund

The Code Enforcement Recovery Fund has been established to provide for mitigation of property related code enforcement activities. Future recovery from property owner or property levy will be used for mitigation activities.

	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projection</u>	<u>2017-18</u> <u>Budget</u>	<u>2018-19</u> <u>Budget</u>
Beginning Available Fund Balance	\$ -	\$ -	\$ -	\$ 300,000	\$ 250,000
Annual Activity					
Revenues					
General Fund Start-up Contribution			300,000		
	-	-	300,000	-	-
Expenditures					
Community Development	-	-	-	50,000	50,000
	-	-	-	50,000	50,000
Net Annual Activity	-	-	300,000	(50,000)	(50,000)
Ending Available Fund Balance	\$ -	\$ -	\$ 300,000	\$ 250,000	\$ 200,000

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**City of Emeryville
2017-19 Budget**

**Operating Funds
Sewer Operations #510**

Purpose of Fund

The Sewer Operations Fund accounts for the operation and maintenance of the City's sewer system. The fund is supported by customer service fees. Connection Fee and related capital improvements are tracked through the Capital Improvement Program in separate capital funds #511 and #513.

	2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Projection</u>	2017-18 <u>Budget</u>	2018-19 <u>Budget</u>
Beginning Available Fund Balance	\$ 1,186,022	\$ 1,414,286	\$ 1,605,036	\$ 1,897,501	\$ 2,078,208
Annual Activity					
Revenues					
Customer charges	717,114	727,081	761,894	807,921	880,754
Investment income	6,454	9,038	12,511	-	-
	723,568	736,119	774,405	807,921	880,754
	-	-	-	-	-
Expenditures					
Administration and Engineering					
Salaries and benefits	132,919	135,604	189,279	191,380	258,362
Insurance	50,000	50,000	50,000	50,000	50,000
Professional fees	59,230	45,364	79,257	85,000	85,000
Collection fees and charges	-	14,784	30,000	57,000	57,000
General Fund salary/benefits	51,500	51,500	-	51,500	51,500
Transfer to Litigation Fund	30,000	30,000	-	-	-
Transfer to Sewer Capital Fund	95,000	95,000	-	-	-
	418,649	422,252	348,537	434,880	501,862
Maintenance					
Salaries and benefits	32,902	36,487	36,208	42,453	43,308
Utilities	1,195	1,136	1,109	1,500	1,500
Maintenance	30,025	60,660	87,488	138,881	130,000
General Fund materials/supplies	8,794	8,415	8,310	9,500	9,500
	72,916	106,698	133,115	192,334	184,308
Equipment	3,739	16,420	288	-	-
	495,304	545,370	481,939	627,214	686,170
	(0)	0	(0)	-	0
Net Annual Activity	228,264	190,749	292,465	180,707	194,584
Ending Available Fund Balance	\$ 1,414,286	\$ 1,605,036	\$ 1,897,501	\$ 2,078,208	\$ 2,272,792



City of Emeryville
2017-19 Budget

Operating Funds
Property Based Improvement District (PBID) #805

Purpose of Fund

The Property Based Improvement District Fund accounts for commercial property assessments and General Fund contributions collected to fund the Emery Go-Round, the City's shuttle service.

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Projection</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>
Beginning Available Fund Balance	\$ 323,967	\$ 872,978	\$ 333,929	\$ 319,133	\$ 332,520
Annual Activity					
Revenues					
Assessments	2,782,633	3,220,018	3,337,247	3,561,135	3,667,969
General Fund contribution	726,000	-	522,632	553,542	570,148
Investment income	4,940	7,481	6,203	-	-
	3,513,573	3,227,498	3,866,082	4,114,677	4,238,117
	-	-	-	-	-
Expenditures					
Emery-go-round shuttle services	2,901,980	3,707,826	3,821,313	4,029,790	4,150,683
County collection fees	45,494	27,094	27,126	35,000	35,000
Professional services	17,088	31,628	32,439	36,500	37,800
	2,964,562	3,766,548	3,880,878	4,101,290	4,223,483
	-	-	-	-	-
Net Annual Activity	549,011	(539,049)	(14,796)	13,387	14,634
Ending Available Fund Balance	\$ 872,978	\$ 333,929	\$ 319,133	\$ 332,520	\$ 347,154



CAPITAL PROJECT FUNDS



Capital Project Funds
Capital Improvement Project List

Project	Fund	Total Project Cost	Expenditures Through June 2017	Encumbrances and Budget Carryover at June 2017	2017-18 Budget	2018-19 Budget	2019-20 Projection	2020-21 Projection
Community Facilities								
CF-01 Eastshore State Park/Powell Street Bioswale								
475	General Capital Fund	\$ 100,000	\$ -	\$ 20,000	\$ 80,000			
254	Grant Fund	400,000	-	50,000	350,000			
		500,000	-	70,000	430,000	-	-	-
CF-02 South Bayfront Bridge and Horton Landing Park								
RDA	Redevelopment Agency	2,682,000	2,682,000	-	-	-	-	-
472	Redevelopment	11,201,466	390,745	10,810,721	-	-	-	-
473	Developer Contribution	1,618,178	168,178	1,450,000	-	-	-	-
475	General Capital Fund	3,115,535	-	-	3,115,535	-	-	-
479	RDA Implementation Plan	1,829	1,829	0	-	-	-	-
237	Park Impact Fees	284,465	-	284,465	-	-	-	-
250	Traffic Impact Fees	1,200,000	-	1,200,000	-	-	-	-
262	Grant Fund	2,000,000	-	-	2,000,000	-	-	-
		22,103,473	3,242,752	13,745,186	5,115,535	-	-	-
CF-03 Transit Center-Plaza and Platform Extension								
254	Grant Fund	834,077	74,100	759,977	-	-	-	-
473	Developer Contribution	208,923	-	208,923	-	-	-	-
		1,043,000	74,100	968,900	-	-	-	-
CF-04 Transit Center -Public Parking and Bus Bays - STIP Grant								
254	Grant Fund	4,200,000	2,556,301	1,643,699	-	-	-	-
472	RDA Bond Fund	4,230,952	2,575,322	1,655,630	-	-	-	-
		8,430,952	5,131,623	3,299,329	-	-	-	-
CF-05 Corporation Yard Improvements/Emergency								
475	General Capital Fund	11,107,000	239,363	4,630,637	3,837,000	840,000	900,000	660,000
650	Major Maintenance Fund	1,900,000	8,341	1,891,659	-	-	-	-
		13,007,000	247,704	6,522,297	3,837,000	840,000	900,000	660,000
CF-07 Underground Tank Closures								
475	General Capital Fund	100,000	72,517	27,483	-	-	-	-
CF-08 Art Center								
101	General Fund	33,593	33,593	(0)	-	-	-	-
	Former Redevelopment							
RDA	Agency	5,303,882	5,303,882	-	-	-	-	-
225	General Plan Maintenance	200,000	-	200,000	-	-	-	-
247	EPA Grant	230,630	230,630	-	-	-	-	-
473	Developer Contribution	1,425,000	-	-	500,000	925,000	-	-
479	RDA Implementation Plan	3,800,000	-	-	-	3,800,000	-	-
475	General Capital Fund	5,775,000	-	-	-	5,775,000	-	-
650	Major Maintenance Fund	90,000	29,016	60,984	-	-	-	-
		16,858,106	5,597,122	260,983	500,000	10,500,000	-	-



City of Emeryville
2017-19 Budget

Capital Project Funds
Capital Improvement Project List

Project	Fund	Total Project Cost	Expenditures Through June 2017	Encumbrances and Budget Carryover at June 2017	2017-18 Budget	2018-19 Budget	2019-20 Projection	2020-21 Projection
CF-09 Emery-Go-Round Shuttle Bus Yard								
250	Traffic Impact Fees	1,000,000	-	-	-	1,000,000	-	-
CF-10 Hollis Street Fire Station/EOC Upgrade (Station 35)								
475	General Capital Fund	2,588,571	90,090	2,498,481	-	-	-	-
650	Major Maintenance Fund	300,000	-	300,000	-	-	-	-
		2,888,571	90,090	2,798,481	-	-	-	-
CF-11 Point Emery Shoreline Protection								
475	General Capital Fund	300,000	-	300,000	-	-	-	-
CF-12 Temescal Creek Park Adeline Street Connection								
475	General Capital Fund	682,930	9,115	7,885	282,930	-	383,000	-
CF-13 Horton Landing Park Expansion								
237	Park Impact Fee	2,000,000	13,215	711,785	1,275,000	-	-	-
CF-14 ADA Transition Plan								
475	General Capital Fund	400,000	2,375	397,625	-	-	-	-
CF-15 Electric Vehicle Chargers for City Hall Parking Lot								
475	General Capital Fund	160,000	-	35,000	125,000	-	-	-
CF-16 Big Daddy's Community Garden Rehabilitation								
475	General Capital Fund	15,000	-	15,000	-	-	-	-
Subtotal, Community Facilities		69,489,032	14,480,613	29,159,954	11,565,465	12,340,000	1,283,000	660,000
		-	-	-	-	-	-	-
Facilities Maintenance								
FM-01 General Major Maintenance Program								
650	Maj Maint	675,000	151,978	23,022	125,000	125,000	125,000	125,000
		-	-	-	-	-	-	-
FM-02 Child Development Center Rehabilitation								
475	Gen Cap	65,000	-	65,000	-	-	-	-
650	Major Maint	760,000	-	50,000	710,000	-	-	-
		825,000	-	115,000	710,000	-	-	-
FM-03 Civic Center Carpet Replacement								
650	Maj Maint	200,000	-	200,000	-	-	-	-
FM-04 Civic Center Exterior Painting								
650	Maj Maint	150,000	-	-	-	150,000	-	-
		-	-	-	-	-	-	-
FM-05 Civic Center Garden Level Conf Room/Permit Counter Upgrade								
650	Maj Maint	466,390	-	466,390	-	-	-	-
		-	-	-	-	-	-	-
FM-06 Civic Center HVAC Upgrade								
650	Maj Maint	750,262	31,487	0	40,000	678,775	-	-



City of Emeryville
2017-19 Budget

Capital Project Funds
Capital Improvement Project List

<u>Project</u>	<u>Fund</u>	<u>Total Project Cost</u>	<u>Expenditures Through June 2017</u>	<u>Encumbrances and Budget Carryover at June 2017</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>	<u>2019-20 Projection</u>	<u>2020-21 Projection</u>
FM-07 Civic Center Fire Sprinkler Repair								
650	Maj Maint	80,000	-	25,000	25,000	30,000	-	-
		-	-	-	-	-	-	-
FM-08 Davenport Mini Park Rehabilitation								
650	Maj Maint	25,000	-	-	25,000	-	-	-
FM-09 Emergency Generators/Fuel Tank Upgrades								
650	Maj Maint	525,000	-	-	525,000	-	-	-
FM-10 Shorebird Park Boardwalk Rehabilitation								
650	Maj Maint	25,000	-	25,000	-	-	-	-
FM-11 Stanford Avenue Park Rehabilitation								
475	Gen Cap	245,000	151,150	63,850	-	30,000	-	-
		-	-	-	-	-	-	-
FM-12 Amtrack Pedestrian Bridge Modifications and Preventive								
	Gen Cap Developer (Market							
473	Place Site A Apartments)	55,000	-	55,000	-	-	-	-
650	Major Maint	50,000	-	10,000	-	40,000	-	-
		105,000	-	65,000	-	40,000	-	-
Subtotal, Facilities Maintenance								
		4,071,652	334,615	983,262	1,450,000	1,053,775	125,000	125,000
		-	-	-	-	-	-	-

Housing

H-01 3706 San Pablo Avenue Housing Site

239	AHP Impact Fee	1,840,000	1,840,000	-	-	-	-	-
298	Housing Successor	2,785,000	839,524	1,945,476	-	-	-	-
298	Housing Successor	113,271	541	112,730	-	-	-	-
299	Affordable Housing	115,000	20,649	94,351	-	-	-	-
		4,853,271	2,700,714	2,152,557	-	-	-	-

H-02 6150, 5890 and 5900 Christie Housing Site

239	AHP Impact Fee	1,000,000	-	-	-	-	-	1,000,000
299	Affordable Housing	14,000	13,596	404	-	-	-	-
299	Affordable Housing	2,125,000	-	-	125,000	-	-	2,000,000
475	General Capital fund	108,000	-	108,000	-	-	-	-
n/a	Unfunded Remediation Costs	2,500,000	-	-	-	-	2,500,000	-
		5,747,000	13,596	108,404	125,000	-	2,500,000	3,000,000



City of Emeryville
2017-19 Budget

Capital Project Funds
Capital Improvement Project List

<u>Project</u>	<u>Fund</u>	<u>Total Project Cost</u>	<u>Expenditures Through June 2017</u>	<u>Encumbrances and Budget Carryover at June 2017</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>	<u>2019-20 Projection</u>	<u>2020-21 Projection</u>
H-03 3706 San Pablo Avenue Remediation								
247	Grant/EPA	240,000	231,830	8,170	-	-	-	-
282	Successor Ag/282	50,000	-	50,000	-	-	-	-
299	Affordable Housing	210,000	190,811	19,189	-	-	-	-
298	Housing Asset Fund	35,000	30,082	4,918	-	-	-	-
		535,000	452,723	82,277	-	-	-	-
H-04 Affordable Senior Housing								
299	Affordable Housing	1,225,000	11,730	(11,730)	200,000	1,025,000	-	-
H-05 South Bay Front Site B								
475	Gen cap	130,000	-	130,000	-	-	-	-
H-06 Below Market Rate Housing								
299	Housing Successor	2,000,000	-	600,000	600,000	400,000	400,000	-
H-07 3600 San Pablo Avenue								
299	Affordable Housing	1,811,700	54,731	6,969	1,600,000	150,000	-	-
n/a	Unfunded	3,950,000	-	-	-	-	3,950,000	-
		5,761,700	54,731	6,969	1,600,000	150,000	3,950,000	-
Subtotal, Housing		20,251,971	3,233,495	3,068,476	2,525,000	1,575,000	6,850,000	3,000,000
Information Technology								
IT-01 IT Replacements and Purchases								
670	IT	1,018,967	252,759	66,208	250,000	150,000	150,000	150,000
		-	-	-	-	-	-	-
IT-02 Electronic Document Management System (EDMS)								
670	IT (reso 98-100, 13-107)	688,700	210,641	278,059	50,000	50,000	50,000	50,000
IT-03 Geographic Information Systems (GIS) Development								
670	IT	550,000	32,916	67,084	175,000	175,000	50,000	50,000
IT-04 Computerized Maintenance Management System (CMMS)								
510	Sewer (reso 13-16)	38,288	-	38,288	-	-	-	-
650	Maj Maint (reso 13-16)	19,144	-	19,144	-	-	-	-
670	IT (reso 13-16)	19,143	17,484	1,659	-	-	-	-
670	IT	20,000	-	10,000	10,000	-	-	-
		96,575	17,484	69,091	10,000	-	-	-
IT-05 CAD System								
670	IT	500,000	-	250,000	250,000	-	-	-
IT-06 Records Management System								
670	IT	397,918	-	-	222,889	94,004	81,025	-
IT-07 Website Redesign								
670	IT (reso 08-146)	72,700	42,200	30,500	-	-	-	-
Subtotal, Information Technology		3,324,860	556,000	760,942	957,889	469,004	331,025	250,000



City of Emeryville
2017-19 Budget

Capital Project Funds
Capital Improvement Project List

Project	Fund	Total Project Cost	Expenditures Through June 2017	Encumbrances and Budget Carryover at June 2017	2017-18 Budget	2018-19 Budget	2019-20 Projection	2020-21 Projection
Marina								
M-01 Marina Navigation Channel Maintenance Dredging Program								
495	Marina	1,412,500	-	-	-	1,412,500	-	-
	Gen Cap Developer							
473	(50% Emery Cove Marina)	1,412,500	-	-	-	1,412,500	-	-
		2,825,000	-	-	-	2,825,000	-	-
M-02 Marina Park Improvements								
495	Marina	264,109	87,592	176,517	-	-	-	-
M-03 Marina Park and Powell Street Lighting								
495	Marina	1,050,000	-	1,050,000	-	-	-	-
Subtotal, Marina		4,139,109	87,592	1,226,517	-	2,825,000	-	-
Pedestrian/Bicycle								
PB-01 17 Sidewalk Improvement								
475	Gen Cap	800,000	62,823	97,177	160,000	160,000	160,000	160,000
PB-02 Emeryville Greenway - Stanford to Powell (Peladeau Park)								
254	Grant/Prop 84	830,000	130,975	699,025	-	-	-	-
473	Developer	14,500	6,354	8,147	-	-	-	-
250	Traffic Impact Fee	300,000	-	300,000	-	-	-	-
237	Park Impact Fee	305,500	-	305,500	-	-	-	-
		1,450,000	137,328	1,312,672	-	-	-	-
PB-03 Horton Street Experimental Traffic Calming								
475	Gen Cap	11,471	11,471	-	-	-	-	-
240	Measure B	36,800	36,800	-	-	-	-	-
250	Traffic Impact Fee	50,000	23,407	26,594	-	-	-	-
		98,271	71,678	26,594	-	-	-	-
PB-04 Safe Route to Schools - 43,45,47th Street								
254	Grant/SRTS (reso 12-121)	746,540	725,158	21,382	-	-	-	-
PB-05 Bicycle and Pedestrian Plan Implementation Minor Cost								
262	Measure B/VRF	167,859	18,618	29,241	30,000	30,000	30,000	30,000
264	Measure BB	125,000	-	25,000	25,000	25,000	25,000	25,000
		292,859	18,618	54,241	55,000	55,000	55,000	55,000
PB-06 ECCL - North-South Pedestrian Path from 47th St to 53rd St								
250	Traffic Impact Fee	750,000	-	-	-	-	-	750,000
		-	-	-	-	-	-	-
PB-07 Frontage Road Bay Trail Upgrades								
250	Traffic Impact Fee	300,000	-	-	-	300,000	-	-
PB-08 Transit Stop Improvements								
250	Traffic Impact Fee	100,000	-	15,000	85,000	-	-	-



City of Emeryville
2017-19 Budget

Capital Project Funds
Capital Improvement Project List

<u>Project</u>	<u>Fund</u>	<u>Total Project Cost</u>	<u>Expenditures Through June 2017</u>	<u>Encumbrances and Budget Carryover at June 2017</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>	<u>2019-20 Projection</u>	<u>2020-21 Projection</u>
PB-09 Video Detection Traffic Signal Enhancement								
475	Gen Cap	487,720	47,585	440,135	-	-	-	-
PB-10 40th-San Pablo Transit Hub Feasibility Study								
225	General Plan Maint	100,000	-	100,000	-	-	-	-
PB-11 Bike Share Stations								
250	Traffic Impact Fee	240,000	-	-	240,000	-	-	-
254	Grants	180,000	-	-	180,000	-	-	-
		420,000	-	-	420,000	-	-	-
PB-12 Greenway Crossings Safety Enhancement								
254	Grant (ATP)	265,000	-	-	-	265,000	-	-
PB-13 Pickleworks Pedestrian Path								
n/a	unfunded	-	-	-	-	-	-	-
PB-14 San Pablo Avenue Mid-Block Cross Walk								
221	RMRA	266,000	-	-	66,000	200,000	-	-
PB -15 Ashby Interchange Scoping								
242	Measure BB	50,000	10,320	39,680	-	-	-	-
Subtotal, Bicycles/Pedestrian		6,126,390	1,073,511	2,106,880	786,000	980,000	215,000	965,000
		-	-	-	-	-	-	-
Public Art								
PA-02 Implementing Art Projects - Master Plan								
243	Pub Art	345,000	-	-	100,000	90,000	155,000	-
PA-03 Bus Shelter Public Art - II								
243	Pub Art (reso 12-39, 12-125)	75,000	51,581	23,419	-	-	-	-
PA-03 Bus Shelter Public Art Program Phase IV								
243	Pub Art	150,000	18,780	31,220	25,000	50,000	25,000	-
PA-05 Point Emery Art Project								
243	Pub Art (#11-212,12-24,12-143)	31,191	26,424	4,767	-	-	-	-
243	Pub Art	207,500	-	-	-	-	207,500	-
		238,691	26,424	4,767	-	-	207,500	-
PA-06 Shellmound/Powell Street Bridge Art Project and District								
243	Pub Art	303,000	53,000	250,000	-	-	-	-
Subtotal, Public Art		1,111,691	149,784	309,407	125,000	140,000	387,500	-
		-	-	-	-	-	-	-



City of Emeryville
2017-19 Budget

Capital Project Funds
Capital Improvement Project List

<u>Project</u>	<u>Fund</u>	<u>Total Project Cost</u>	<u>Expenditures Through June 2017</u>	<u>Encumbrances and Budget Carryover at June 2017</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>	<u>2019-20 Projection</u>	<u>2020-21 Projection</u>
Sewer								
SS-01 Sanitary Sewer Rehabilitation Program								
511	Sewer	1,700,000	87,939	412,061	300,000	300,000	300,000	300,000
Subtotal, Sewer		1,700,000	87,939	412,061	300,000	300,000	300,000	300,000
		-	-	-	-	-	-	-
Streetscape System								
ST-01 40th Street Bridge-Paint Railing								
475	Gen Cap	185,000	11,073	173,927	-	-	-	-
ST-02 40th Street/San Pablo Ave Median Rehabilitation								
254	Grant	100,000	-	-	-	100,000	-	-
475	Gen Cap	500,000	-	-	-	500,000	-	-
		600,000	-	-	-	600,000	-	-
ST-03 City Wide Trash Recepticle Replacement								
475	Gen Cap	25,000	1,621	23,379	-	-	-	-
204	Environmental Program	85,000	73,013	11,987	-	-	-	-
266	Measure D	45,000	44,365	635	-	-	-	-
		155,000	118,999	36,001	-	-	-	-
ST-04 Lumec Streetlight Pole Painting and LED Retrofit								
475	Gen Cap	2,024,693	1,329,551	695,142	-	-	-	-
ST-05 Storm Drain Cleaning and System Repair Program								
475	Gen Cap	250,000	-	150,000	25,000	25,000	25,000	25,000
ST-06 Storm Drain Inventory and CCTV Inspection								
475	Gen Cap	100,000	35,220	64,780	-	-	-	-
ST-07 Street Tree Program								
251	Urban Forrest	135,000	1,976	28,025	75,000	10,000	10,000	10,000
475	Gen Cap	251,000	-	86,000	165,000	-	-	-
		386,000	1,976	114,025	240,000	10,000	10,000	10,000
ST-08 Survey Monument and Benchmark Preservation								
475	Gen Cap	41,000	7,625	25,375	-	8,000	-	-



City of Emeryville
2017-19 Budget

Capital Project Funds
Capital Improvement Project List

Project	Fund	Total Project Cost	Expenditures Through June 2017	Encumbrances and Budget Carryover at June 2017	2017-18 Budget	2018-19 Budget	2019-20 Projection	2020-21 Projection
ST-09 Frontage Road Landscape Median Island								
	Gen Cap - developer (Hilton)							
473	Garden Inn)	100,000	-	-	-	100,000	-	-
250	Traffic Impact	200,000	-	-	-	200,000	-	-
		300,000	-	-	-	300,000	-	-
ST-10 I-80/Caltrans Right of Way Landscape Improvements								
475	Gen Cap	25,000	-	-	-	25,000	-	-
ST-11 Traffic Signal LED Relamping								
475	Gen Cap	150,000	-	-	150,000	-	-	-
ST-12 Additional Storm Drain Inlet Trash Capture Devices								
475	Gen Cap	11,000	-	-	11,000	-	-	-
ST-13 Large Trash Separator in Storm Drain Line								
475	Gen Cap	530,000	-	-	25,000	505,000	-	-
ST-14 North Hollis Undergrounding								
475	Gen Cap	3,634,465	-	-	-	500,000	3,134,465	-
254	Grants - PGE Rule 20A	1,000,000	-	-	-	-	1,000,000	-
n/a	Unfunded and Developer TBD	9,365,535	-	-	-	-	9,365,535	-
		14,000,000	-	-	-	500,000	13,500,000	-
Subtotal, Streetscape System		18,757,693	1,504,443	1,259,250	451,000	1,973,000	13,535,000	35,000
		-	-	(0)	-	-	-	-

Transportation

T-01 17-18 Annual Street Rehabilitation/Preventive

240	Measure B	1,000,000	18,805	(18,805)	250,000	250,000	250,000	250,000
242	Measure BB	960,000	-	-	240,000	240,000	240,000	240,000
444	1999 Bonds PFA	1,698,000	-	-	490,000	-	-	1,208,000
		3,658,000	18,805	(18,805)	980,000	490,000	490,000	1,698,000

T-02 Powell Street Bridge Seal Coat and Joint Seal Replacement

475	Gen Cap	510,000	-	510,000	-	-	-	-
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T-03 Temescal Creek Bridge Seal Coat

475	Gen Cap	44,000	-	44,000	-	-	-	-
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T-04 Quiet Zone Railroad Crossing Quadrant Gates at 65th, 66th, and 67th Street At-Grade

475	Gen Cap	250,000	-	-	-	-	-	250,000
221	RMRA	400,000	-	-	-	-	200,000	200,000
n/a	Unfunded	4,314,000	-	-	-	-	-	4,314,000
		4,964,000	-	-	-	-	200,000	4,764,000

T-05 Traffic Signal - 40th and Harlan

215	Catellus	155,000	14,092	140,908	-	-	-	-
444	1999 PFA	152,000	-	152,000	-	-	-	-
		307,000	14,092	292,908	-	-	-	-



City of Emeryville
2017-19 Budget

Capital Project Funds
Capital Improvement Project List

<u>Project</u>	<u>Fund</u>	<u>Total Project Cost</u>	<u>Expenditures Through June 2017</u>	<u>Encumbrances and Budget Carryover at June 2017</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>	<u>2019-20 Projection</u>	<u>2020-21 Projection</u>
T-06 Traffic Signal, Powell and Doyle								
473	Gen Cap (developer)	15,000	8,450	6,550	-	-	-	-
250	Traffic Impact Fee	292,000	2,500	289,500	-	-	-	-
		307,000	10,950	296,050	-	-	-	-
T-07 Paid Parking and Transportation Demand								
475	Gen Cap	1,200,000	-	-	200,000	1,000,000	-	-
262	Meas B Grant	930,000	-	-	-	930,000	-	-
		2,130,000	-	-	200,000	1,930,000	-	-
T-08 Powell Street Bridge Widening								
250	Traffic Impact Fee	25,000	-	-	25,000	-	-	-
T-09 Powell Corridor Traffic Safety Study								
250	Traffic Impact Fee	110,000	-	-	110,000	-	-	-
Subtotal, Transportation		12,055,000	43,847	1,124,153	1,315,000	2,420,000	690,000	6,462,000
		-	-	-	-	-	-	-
Vehicles								
V-01 Vehicle Replacements and Purchases								
660	Vehicle	3,211,610	1,008,587	640,828	467,991	64,284	585,857	444,063
Subtotal, Vehicles		3,211,610	1,008,587	640,828	467,991	64,284	585,857	444,063
		-	-	-	-	-	-	-
Total Capital Projects		\$ 144,239,008	\$ 22,560,425	\$ 41,051,730	\$ 19,943,345	\$ 24,140,063	\$ 24,302,382	\$ 12,241,063
Four Year Total								\$ 80,626,853



City of Emeryville
2017-19 Budget

Capital Project Funds
General Capital Fund #475

Purpose of Fund

The General Capital Fund budgets for revenues committed to general capital projects of the City. The primary revenue source is an allocation of residual tax increment revenue. The policy for commitment of residual tax increment to the capital program was adjusted from 75% to 50% effective July 1, 2017. The policy to allocate the commercial portion of the real estate property transfer tax was implemented July 1, 2016.

	Prior Year Budget Carryover	2017-18 Budget	2018-19 Budget	2019-20 Projection	2020-21 Projection
Beginning Available Fund Balance		\$ 12,952,494	\$ 8,017,626	\$ 1,683,320	\$ (3,625)
Annual Activity					
Revenues					
Residual Tax Increment (50%)		2,842,050	2,845,704	2,869,797	2,893,396
Commercial Transfer Tax		1,000,000	1,000,000	500,000	500,000
General Fund Transfer - Corp Yard		-	-	300,000	300,000
Investment Income		-	-	-	-
		3,842,050	3,845,704	3,669,797	3,693,396
		-	-	-	-
Expenditures					
Operations					
Public Works		600,452	812,011	754,276	793,604
		600,452	812,011	754,276	793,604
Capital Projects					
CF-01 Eastshore State Park/Powell Street Bioswale	20,000	80,000	-	-	-
CF-02 South Bayfront Bridge/Horton Landing Park	-	3,115,535	-	-	-
CF-05 Corporation Yard Improvements	4,630,637	3,837,000	840,000	900,000	660,000
CF-07 Underground Tank Closures	27,483	-	-	-	-
CF-08 Art Center	-	-	5,775,000	-	-
CF-10 Hollis Street Fire Station/EOC Upgrade (Station 35)	2,498,481	-	-	-	-
CF-11 Point Emery Shoreline Protection	300,000	-	-	-	-
CF-12 Temescal Creek Park Adeline Street Connection	7,885	282,930	-	383,000	-
CF-14 ADA Transition Plan	397,625	-	-	-	-
CF-15 Electric Vehicle Chargers for City Hall Parking Lot	35,000	125,000	-	-	-
CF-16 Big Daddy's Community Garden Rehabilitation	15,000				

Continued



**City of Emeryville
2017-19 Budget**

**Capital Project Funds
General Capital Fund #475**

Purpose of Fund

The General Capital Fund budgets for revenues committed to general capital projects of the City. The primary revenue source is an allocation of residual tax increment revenue. The policy for commitment of residual tax increment to the capital program was adjusted from 75% to 50% effective July 1, 2017. The policy to allocate the commercial portion of the real estate property transfer tax was implemented July 1, 2016.

	Prior Year Budget Carryover	2017-18 Budget	2018-19 Budget	2019-20 Projection	2020-21 Projection
Capital Projects, Continued					
FM-02 Child Development Center Rehabilitation	65,000				
FM-11 Stanford Avenue Park Rehabilitation	63,850	-	30,000	-	-
H-02 6150, 5890 and 5900 Christie Housing Site	108,000	-	-	-	-
H-05 South Bay Front Site B	130,000	-	-	-	-
PB-01 Sidewalk Improvement Program	97,177	160,000	160,000	160,000	160,000
PB-09 Video Detection Traffic Signal Enhancement	440,135				
ST-01 40th Street Bridge-Paint Railing	173,927				
ST-02 40th Street/San Pablo Ave Median Rehabilitation	-	-	500,000	-	-
ST-03 City Wide Trash Receptacle Replacement	23,379				
ST-04 Lumec Streetlight Pole Painting and LED Retrofit	695,142				
ST-05 Storm Drain Cleaning and System Repair Program	150,000	25,000	25,000	25,000	25,000
ST-06 Storm Drain Inventory and CCTV Inspection	64,780				
ST-07 Street Tree Program	86,000	165,000	-	-	-
ST-08 Survey Monument and Benchmark Preservation Program	25,375	-	8,000	-	-
ST-10 I-80/Caltrans Right of Way Landscape Improvements	-	-	25,000	-	-
ST-11 Traffic Signal LED Relamping	-	150,000	-	-	-
ST-12 Additional Storm Drain Inlet Trash Capture Devices	-	11,000	-	-	-
ST-13 Large Trash Separator in Storm Drain Line	-	25,000	505,000	-	-
ST-14 North Hollis Undergrounding District	-	-	500,000	3,134,465	-

Continued



City of Emeryville
2017-19 Budget

Capital Project Funds
General Capital Fund #475

Purpose of Fund

The General Capital Fund budgets for revenues committed to general capital projects of the City. The primary revenue source is an allocation of residual tax increment revenue. The policy for commitment of residual tax increment to the capital program was adjusted from 75% to 50% effective July 1, 2017. The policy to allocate the commercial portion of the real estate property transfer tax was implemented July 1, 2016.

	Prior Year Budget Carryover	2017-18 Budget	2018-19 Budget	2019-20 Projection	2020-21 Projection
Capital Projects, Continued					
T-02 Powell Street Bridge Seal Coat and Joint Seal Replacement	510,000				
T-03 Temescal Creek Bridge Seal Coat	44,000				
T-04 Quiet Zone Railroad Crossing Quadrant Gates	-	-	-	-	250,000
T-07 Paid Parking and Transportation Demand Management	-	200,000	1,000,000	-	-
Subtotal, Capital Projects	10,608,877	8,176,465	9,368,000	4,602,465	1,095,000
	(0.00)	-	-	-	-
Subtotal, Expenditures	10,608,877	8,776,917	10,180,011	5,356,741	1,888,604
Net Annual Activity	(10,608,877)	(4,934,867)	(6,334,307)	(1,686,944)	1,804,792
Ending Available Fund Balance					
Total Fund Balance	31,061,371	15,517,626	9,183,320	7,496,375	9,301,167
Infrastructure Reserve	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000
Implementation Reserve	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000
Project Carryover	10,608,877	-	-	-	-
Ending Available Fund Balance	\$ 12,952,494	\$ 8,017,626	\$ 1,683,320	\$ (3,625)	\$ 1,801,167



City of Emeryville
2017-19 Budget

Capital Project Funds
Catellus Fund #215

Purpose of Fund

The Catellus Contingent Fund accounts for a deposit payment that was required of the Catellus Development Corporation as a development condition of approval and is to be utilized for installation of a future pedestrian actuated signal, if required.

	<u>Prior Year Budget Carryover</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>	<u>2019-20 Projection</u>	<u>2020-21 Projection</u>
Beginning Available Fund Balance		\$ 2,938	\$ 2,938	\$ 2,938	\$ 2,938
Annual Activity					
Revenues					
None					
		-	-	-	-
Expenditures					
Capital Projects					
T-05 Traffic Signal - 40th and Harlan	140,908				
Subtotal, Capital Projects	140,908	-	-	-	-
Subtotal, Expenditures	140,908	-	-	-	-
	-				
Net Annual Activity	(140,908)	-	-	-	-
Ending Available Fund Balance					
Total Fund Balance	143,845	2,938	2,938	2,938	2,938
Project Carryover	140,908	-	-	-	-
Ending Available Fund Balance	\$ 2,938	\$ 2,938	\$ 2,938	\$ 2,938	\$ 2,938



City of Emeryville
2017-19 Budget

Capital Project Funds
Road Maintenance and Rehabilitation Fund #221

Purpose of Fund

The Road Maintenance and Rehabilitation Fund reports the allocation of State taxes enacted by the Road Repair and Accountability Act of 2017. FY 2017-18 is a partial year of funding from this new source. The first full year of funding will be FY 2018-19.

	<u>Budget Carryover</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>	<u>2019-20 Projection</u>	<u>2020-21 Projection</u>
Beginning Available Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Annual Activity					
Revenues					
SB1 State Allocation		66,000	200,000	200,000	200,000
		66,000	200,000	200,000	200,000
Expenditures					
Capital Projects					
PB-14 San Pablo Mid-block Cross Walk		66,000	200,000		
T-04 Quiet Zone Railroad Crossing Quadrant Gates at 65th, 66th, and 67th Street At-Grade Crossings				200,000	200,000
Subtotal, Capital Projects	-	66,000	200,000	200,000	200,000
Subtotal, Expenditures	-	66,000	200,000	200,000	200,000
Net Annual Activity	-	-	-	-	-
Ending Available Fund Balance					
Total Fund Balance	-	-	-	-	-
Ending Available Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -

State Project Eligibility

Project Description

The Public Works Committee and BPAC have identified a new potential project in the City of Emeryville to install a mid-block crosswalk on San Pablo Avenue between 40th Street and Adeline Street in Caltrans State right-of-way. The work will include the new construction of ADA pedestrian ramps, large pedestrian refuge area in the median, and highly-visible pedestrian/vehicular traffic control devices.

There is a Senior Housing Complex located at 3850 San Pablo Ave which generates many pedestrian trips to the shopping center across the street. Other residents in the area also make trips through or to this shopping center. There are many dangerous jaywalks that the community is performing on a daily basis that can be moved to a safer, central crossing location.

The two nearest signals at San Pablo/40th and San Pablo/Adeline provide pedestrian crosswalks, but are spaced 300'-400' away from the Avalon Senior Housing Complex on the east side of the roadway and 300'-400' away from the Pak'n Save store on the west side. For a lot of these community members, the time-savings of a direct jaywalk across the street has been enough to place themselves in danger by performing this feat. This project will provide a safe and convenient alternative to making this popular crossing.

Schedule

The proposed project has been vetted by the City of Emeryville's 'Public Works Committee' and 'Bicycle and Pedestrian Advisory Committee.' The preliminary scope of the project has been shared with staff from Caltrans that manage the San Pablo Avenue corridor, and they are in support of the project. Initiate Design in FY 17/18 and construct in FY 18/19.

Project Location City of Emeryville. San Pablo Avenue between 40th Street and Adeline Street.

Estimated Useful Life of Improvement 25 – 40 years



City of Emeryville
2017-19 Budget

Capital Project Funds
General Plan Maintenance Fund #225

Purpose of Fund

The General Plan Maintenance Fund accounts for fees collected to cover costs of updating the City's Plan and Zoning Ordinance over the next 20 years.

	<u>Prior Year Budget Carryover</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>	<u>2019-20 Projection</u>	<u>2020-21 Projection</u>
Beginning Available Fund Balance		\$ 2,804,167	\$ 2,342,920	\$ 2,689,978	\$ 2,626,165
Annual Activity					
Revenues					
Development Fees		429,025	1,160,383	751,636	467,500
		429,025	1,160,383	751,636	467,500
Expenditures					
Operations					
Community Development		890,272	813,324	815,449	837,453
		890,272	813,324	815,449	837,453
Capital Projects					
CF-08 Art Center	200,000				
PB-10 40th-San Pablo Bus Hub Feasibility Study	100,000				
Subtotal, Capital Projects	300,000	-	-	-	-
Subtotal, Expenditures	300,000	890,272	813,324	815,449	837,453
Net Annual Activity	(300,000)	(461,247)	347,058	(63,813)	(369,953)
Ending Available Fund Balance					
Total Fund Balance	3,104,167	2,342,920	2,689,978	2,626,165	2,256,212
Project Carryover	300,000	-	-	-	-
Ending Available Fund Balance	\$ 2,804,167	\$ 2,342,920	\$ 2,689,978	\$ 2,626,165	\$ 2,256,212



City of Emeryville
2017-19 Budget

Capital Project Funds
Park Impact Fee Fund #237

Purpose of Fund

The Park / Rec Impact Fee Fund accounts for parks and recreation impact fees paid by new development, as required by the City's Park / Rec Impact Fee Ordinance.

	<u>Prior Year Budget Carryover</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>	<u>2019-20 Projection</u>	<u>2020-21 Projection</u>
Beginning Available Fund Balance		1,930	(1,138,219)	(400,711)	335,815
Annual Activity					
Revenues					
Development Fees		134,851	737,508	736,526	400,000
		134,851	737,508	736,526	400,000
Expenditures					
Capital Projects					
CF-02 South Bayfront Bridge and Horton Landing Park	284,465	-	-	-	-
CF-13 Horton Landing Park Expansion	711,785	1,275,000	-	-	-
PB-02 Emeryville Greenway - Stanford to Powell (Peladeau Park)	305,500	-	-	-	-
Subtotal, Capital Projects	1,301,750	1,275,000	-	-	-
-	-	-	-	-	-
Subtotal, Expenditures	1,301,750	1,275,000	-	-	-
Net Annual Activity	(1,301,750)	(1,140,149)	737,508	736,526	400,000
Ending Available Fund Balance					
Total Fund Balance	1,303,679	(1,138,219)	(400,711)	335,815	735,815
Project Carryover	1,301,750	-	-	-	-
Ending Available Fund Balance	\$ 1,930	\$ (1,138,219)	\$ (400,711)	\$ 335,815	\$ 735,815



Capital Project Funds
Measure B & VRF - Streets and Roads Fund #238/240

Purpose of Fund

The Measure B Fund accounts for revenues generated by a special one-half cent sales tax that was approved by the voters of Alameda County in 1986 and reauthorized in 2000. These funds are restricted for local transportation and special transportation (Para transit) purposes. The Vehicle Registration Fee (VRF) accounts for a pro-rata share of the annual \$10 per vehicle fee approved by voters in Alameda County in 2010. VRF funds are restricted for local road improvements and repairs.

	Prior Year Budget Carryover	2017-18 Budget	2018-19 Budget	2019-20 Projection	2020-21 Projection
Beginning Available Fund Balance		\$ 952,687	\$ 886,033	\$ 955,679	\$ 1,025,325
Annual Activity					
Revenues					
Measure B		283,479	283,479	283,479	283,479
Vehicle License Fees		42,167	42,167	42,167	42,167
		325,646	325,646	325,646	325,646
Expenditures					
Operations					
Public Works		142,300	6,000	6,000	6,000
		142,300	6,000	6,000	6,000
Capital Projects					
T-01 Annual Street Rehabilitation/Preventive Maintenance	(18,805)	250,000	250,000	250,000	250,000
Subtotal, Capital Projects	(18,805)	250,000	250,000	250,000	250,000
Subtotal, Expenditures	(18,805)	392,300	256,000	256,000	256,000
Net Annual Activity	18,805	(66,654)	69,646	69,646	69,646
Ending Available Fund Balance					
Total Fund Balance	933,882	886,033	955,679	1,025,325	1,094,971
Project Carryover	(18,805)	-	-	-	-
Ending Available Fund Balance	\$ 952,687	\$ 886,033	\$ 955,679	\$ 1,025,325	\$ 1,094,971



City of Emeryville
2017-19 Budget

Capital Project Funds
Affordable Housing Impact Fee Fund #239

Purpose of Fund

The Affordable Housing Impact Fee Fund accounts for rental residential developments and nonresidential developments to mitigate the impact of such developments on the need for affordable housing in the City.

	<u>Prior Year Budget Carryover</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>	<u>2019-20 Projection</u>	<u>2020-21 Projection</u>
Beginning Available Fund Balance		\$ 236,100	\$ 286,100	\$ 765,430	\$ 815,430
Annual Activity					
Revenues					
Development Fees		50,000	479,330	50,000	500,000
		<u>50,000</u>	<u>479,330</u>	<u>50,000</u>	<u>500,000</u>
Expenditures					
Capital Projects					
H-02 6150, 5890 and 5900 Christie Housing Site	-	-	-	-	1,000,000
Subtotal, Capital Projects	-	-	-	-	<u>1,000,000</u>
Subtotal, Expenditures	-	-	-	-	<u>1,000,000</u>
Net Annual Activity	-	<u>50,000</u>	<u>479,330</u>	<u>50,000</u>	<u>(500,000)</u>
Ending Available Fund Balance					
Total Fund Balance	236,100	286,100	765,430	815,430	315,430
Project Carryover	-	-	-	-	-
Ending Available Fund Balance	<u>\$ 236,100</u>	<u>\$ 286,100</u>	<u>\$ 765,430</u>	<u>\$ 815,430</u>	<u>\$ 315,430</u>



Capital Project Funds
Measure BB - Streets and Roads Fund #242

Purpose of Fund

The Measure BB Fund accounts for revenues generated by a special one-half cent sales tax that was approved in 2014. These funds are restricted for local transportation and special transportation (Paratransit) purposes and are distributed monthly by the Alameda County Transportation Commission.

	<u>Prior Year Budget Carryover</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>	<u>2019-20 Projection</u>	<u>2020-21 Projection</u>
Beginning Available Fund Balance		\$ 255,286	\$ 278,582	\$ 301,878	\$ 325,174
Annual Activity					
Revenues					
Measure BB		266,796	266,796	266,796	266,796
		266,796	266,796	266,796	266,796
Expenditures					
Operations					
Public Works		3,500	3,500	3,500	3,500
		3,500	3,500	3,500	3,500
Capital Projects					
T-01 Annual Street Rehabilitation/Preventive Maintenance	-	240,000	240,000	240,000	240,000
PB-05 Ashby Interchange Scoping	39,680	-	-	-	-
Subtotal, Capital Projects	39,680	240,000	240,000	240,000	240,000
Subtotal, Expenditures	39,680⁽⁰⁾	243,500	243,500	243,500	243,500
Net Annual Activity	(39,680)	23,296	23,296	23,296	23,296
Ending Available Fund Balance					
Total Fund Balance	294,966	278,582	301,878	325,174	348,470
Project Carryover	39,680	-	-	-	-
Ending Available Fund Balance	\$ 255,286	\$ 278,582	\$ 301,878	\$ 325,174	\$ 348,470



City of Emeryville
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Capital Project Funds
Art Fund #243

Purpose of Fund

The Emeryville Public Art Fund accounts for funds received from new development as required under the City's Percent for Art Ordinance.

	<u>Prior Year Budget Carryover</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>	<u>2019-20 Projection</u>	<u>2020-21 Projection</u>
Beginning Available Fund Balance		\$ 940,019	\$ 781,519	\$ 608,019	\$ 187,019
Annual Activity					
Revenues					
Development Fees		50,000	50,000	50,000	50,000
		50,000	50,000	50,000	50,000
Expenditures					
Operations					
Community Development		83,500	83,500	83,500	83,500
		83,500	83,500	83,500	83,500
Capital Projects					
PA-02 Implementing Art Projects	-	100,000	90,000	155,000	-
PA-03 Bus Shelter Public Art Program	54,639	25,000	50,000	25,000	-
PA-05 Point Emery Art Project	4,767	-	-	207,500	-
PA-06 Shellmound/Powell Street Bridge Art Project and District Plan	250,000	-	-	-	-
Subtotal, Capital Projects	309,407	125,000	140,000	387,500	-
Subtotal, Expenditures	309,407	208,500	223,500	471,000	83,500
Net Annual Activity	(309,407)	(158,500)	(173,500)	(421,000)	(33,500)
Ending Available Fund Balance					
Total Fund Balance	1,249,426	781,519	608,019	187,019	153,519
Project Carryover	309,407	-	-	-	-
Ending Available Fund Balance	\$ 940,019	\$ 781,519	\$ 608,019	\$ 187,019	\$ 153,519



City of Emeryville
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Capital Project Funds
EPA Grant/Brownsfield Revolving Loan Fund #247

Purpose of Fund

The City administers a Brownsfield revolving loan pool. Original funding was from a federal EPA grant. As loans are repaid, the program income is available for new loan activities.

	<u>Prior Year Budget Carryover</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>	<u>2019-20 Projection</u>	<u>2020-21 Projection</u>
Beginning Available Fund Balance		\$ 3,022,200	\$ 3,022,200	\$ 3,022,200	\$ 3,022,200
Annual Activity					
Revenues					
Federal Grant and Program Income		-	-	-	-
Expenditures					
Capital Projects					
H-03 3706 San Pablo Avenue Remediation	8,170	-	-	-	-
Subtotal, Capital Projects	8,170	-	-	-	-
Subtotal, Expenditures	8,170	-	-	-	-
Net Annual Activity	(8,170)	-	-	-	-
Ending Available Fund Balance					
Total Fund Balance	3,030,370	3,022,200	3,022,200	3,022,200	3,022,200
Project Carryover	8,170	-	-	-	-
Ending Available Fund Balance	\$ 3,022,200	\$ 3,022,200	\$ 3,022,200	\$ 3,022,200	\$ 3,022,200



City of Emeryville
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Capital Project Funds
Traffic Impact Fee Fund #250

Purpose of Fund

The Transportation Impact Fee Fund accounts for transportation impact fees paid by new development, as required by the City's Transportation Impact Fee Ordinance.

	<u>Prior Year Budget Carryover</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>	<u>2019-20 Projection</u>	<u>2020-21 Projection</u>
Beginning Available Fund Balance		\$ 455,181	\$ 530,478	\$ 697,341	\$ 1,428,372
Annual Activity					
Revenues					
Development Fees		535,297	1,666,863	731,031	500,000
		535,297	1,666,863	731,031	500,000
Expenditures					
Capital Projects					
CF-02 South Bayfront Bridge and Horton Landing Park	1,200,000	-	-	-	-
CF-09 Emery-Go-Round Shuttle Bus Yard	-	-	1,000,000	-	-
PB-02 Emeryville Greenway - Stanford to Powell (Peladeau Park)	300,000				
PB-03 Horton Street Experimental Traffic Calming	26,594				
PB-06 ECCL - North-South Pedestrian Path from 47th St to 53rd St	-	-	-	-	750,000
PB-07 Frontage Road Bay Trail Upgrades	-	-	300,000	-	-
PB-08 Transit Stop Improvements	15,000	85,000	-	-	-
PB-11 Bike Share Stations	-	240,000	-	-	-
ST-09 Frontage Road Landscape Median Island	-	-	200,000	-	-
T-06 Traffic Signal - Powell/Doyle	289,500				
T-08 Powell Street Bridge Widening	-	25,000	-	-	-
T-09 Powell Corridor Traffic Safety Study		110,000	-	-	-
Subtotal, Capital Projects	1,831,094	460,000	1,500,000	-	750,000
Subtotal, Expenditures	1,831,094	460,000	1,500,000	-	750,000
Net Annual Activity	(1,831,094)	75,297	166,863	731,031	(250,000)
Ending Available Fund Balance					
Total Fund Balance	2,286,274	530,478	697,341	1,428,372	1,178,372
Project Carryover	1,831,094	-	-	-	-
Ending Available Fund Balance	\$ 455,181	\$ 530,478	\$ 697,341	\$ 1,428,372	\$ 1,178,372



City of Emeryville
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Capital Project Funds
Urban Forestry Fund #251

Purpose of Fund

The Urban Forestry Fee Fund accounts for fees and penalties collected under the City's Urban Forestry Ordinance governing the removal and replacement of street trees.

	<u>Prior Year Budget Carryover</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>	<u>2019-20 Projection</u>	<u>2020-21 Projection</u>
Beginning Available Fund Balance		\$ 143,112	\$ 68,112	\$ 58,112	\$ 48,112
Annual Activity					
Revenues					
None		-	-	-	-
		-	-	-	-
Expenditures					
Capital Projects					
ST-07 Street Tree Program	28,025	75,000	10,000	10,000	10,000
Subtotal, Capital Projects	28,025	75,000	10,000	10,000	10,000
	-				
Subtotal, Expenditures	28,025	75,000	10,000	10,000	10,000
Net Annual Activity	(28,025)	(75,000)	(10,000)	(10,000)	(10,000)
Ending Available Fund Balance					
Total Fund Balance	171,137	68,112	58,112	48,112	38,112
Project Carryover	28,025	-	-	-	-
Ending Available Fund Balance	\$ 143,112	\$ 68,112	\$ 58,112	\$ 48,112	\$ 38,112



City of Emeryville
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Capital Project Funds
Grant Fund #254

Purpose of Fund

The Grants Fund accounts for funds from third-party and other sources and is used to segregate costs to be reimbursed by grants.

	<u>Prior Year Budget Carryover</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>	<u>2019-20 Projection</u>	<u>2020-21 Projection</u>
Beginning Available Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Annual Activity					
Revenues					
Capital Grants	3,174,083	530,000	365,000	1,000,000	-
	3,174,083	530,000	365,000	1,000,000	-
Expenditures					
Capital Projects					
CF-01 Eastshore State Park/Powell Street Bioswale	50,000	350,000			
CF-03					
Transit Center - Plaza and Platform Extension -FTA Grant	759,977				
CF-04					
Transit Center -Public Parking and Bus Bays - STIP Grant	1,643,699				
PB-02					
Emeryville Greenway - Stanford to Powell (Peladeau Park)	699,025				
PB-04 Safe Route to Schools - 43,45,47th St	21,382				
PB-11 Bike Share Stations		180,000			
PB-12 Greenway Crossings Safety Enhancement			265,000		
ST-02 40th Street/San Pablo Ave Median Rehabilitation			100,000		
ST-14 North Hollis Undergrounding District				1,000,000	
Subtotal, Capital Projects	3,174,083	530,000	365,000	1,000,000	-
	0				
Subtotal, Expenditures	3,174,083	530,000	365,000	1,000,000	-
Net Annual Activity	-	-	-	-	-
Ending Available Fund Balance					
Total Fund Balance	-	-	-	-	-
Project Carryover	-	-	-	-	-
Ending Available Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -



Capital Project Funds
Measure B - Paratransit Fund # 261

Purpose of Fund

The Measure B Fund accounts for revenues generated by a special one-half cent sales tax that was approved by the voters of Alameda County in 1986 and reauthorized in 2000. These funds are restricted for local transportation and special transportation (Para transit) purposes.

	<u>Prior Year Budget Carryover</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>	<u>2019-20 Projection</u>	<u>2020-21 Projection</u>
Beginning Available Fund Balance		\$ 51,557	\$ 51,557	\$ 51,557	\$ 51,557
Annual Activity					
Revenues					
Measure B		29,739	29,739	29,739	29,739
		<u>29,739</u>	<u>29,739</u>	<u>29,739</u>	<u>29,739</u>
Expenditures					
Operations					
Public Works		29,739	29,739	29,739	29,739
		<u>29,739</u>	<u>29,739</u>	<u>29,739</u>	<u>29,739</u>
Capital Projects					
None					
Subtotal, Capital Projects	-	-	-	-	-
Subtotal, Expenditures	-	<u>29,739</u>	<u>29,739</u>	<u>29,739</u>	<u>29,739</u>
Net Annual Activity	-	-	-	-	-
Ending Available Fund Balance					
Total Fund Balance	51,557	51,557	51,557	51,557	51,557
Project Carryover	-	-	-	-	-
Ending Available Fund Balance	<u>\$ 51,557</u>	<u>\$ 51,557</u>	<u>\$ 51,557</u>	<u>\$ 51,557</u>	<u>\$ 51,557</u>



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Capital Project Funds
Measure B - Bike and Pedestrian Fund #262

Purpose of Fund

The Measure B Fund accounts for revenues generated by a special one-half cent sales tax that was approved by the voters of Alameda County in 1986 and reauthorized in 2000. These funds are restricted for local transportation and special transportation (Para transit) purposes.

	<u>Prior Year Budget Carryover</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>	<u>2019-20 Projection</u>	<u>2020-21 Projection</u>
Beginning Available Fund Balance		\$ 102,167	\$ 107,637	\$ 113,107	\$ 118,577
Annual Activity					
Revenues					
Measure B		35,470	35,470	35,470	35,470
Measure B - Grant CF-02		2,000,000			
Measure B - Grant T-07			930,000	-	-
		2,035,470	965,470	35,470	35,470
Expenditures					
Capital Projects					
CF-02 South Bayfront Bridge/Horton Landing Park		2,000,000	-	-	-
PB-05 Bicycle and Pedestrian Plan Implementation	29,241	30,000	30,000	30,000	30,000
T-07 Paid Parking and Transportation Demand		-	930,000	-	-
Subtotal, Capital Projects	29,241	2,030,000	960,000	30,000	30,000
Subtotal, Expenditures	29,241	2,030,000	960,000	30,000	30,000
Net Annual Activity	(29,241)	5,470	5,470	5,470	5,470
Ending Available Fund Balance					
Total Fund Balance	131,408	107,637	113,107	118,577	124,047
Project Carryover	29,241	-	-	-	-
Ending Available Fund Balance	\$ 102,167	\$ 107,637	\$ 113,107	\$ 118,577	\$ 124,047



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Capital Project Funds
Measure BB - Paratransit Fund #263

Purpose of Fund

The Measure BB Fund accounts for revenues generated by a special one-half cent sales tax that was approved in 2014. These funds are restricted for local transportation and special transportation (Paratransit) purposes and are distributed monthly by the Alameda County Transportation Commission.

	<u>Prior Year Budget Carryover</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>	<u>2019-20 Projection</u>	<u>2020-21 Projection</u>
Beginning Available Fund Balance	\$ 15,800	\$ 15,800	\$ 15,800	\$ 15,800	\$ 15,800
Annual Activity					
Revenues					
Measure BB		30,628	30,628	30,628	30,628
		<u>30,628</u>	<u>30,628</u>	<u>30,628</u>	<u>30,628</u>
Expenditures					
Operations					
Public Works		30,628	30,628	30,628	30,628
		<u>30,628</u>	<u>30,628</u>	<u>30,628</u>	<u>30,628</u>
Capital Projects					
None			-	-	-
Subtotal, Capital Projects	-	-	-	-	-
Subtotal, Expenditures	-	<u>30,628</u>	<u>30,628</u>	<u>30,628</u>	<u>30,628</u>
Net Annual Activity	-	-	-	-	-
Ending Available Fund Balance					
Total Fund Balance	15,800	15,800	15,800	15,800	15,800
Project Carryover	-	-	-	-	-
Ending Available Fund Balance	<u>\$ 15,800</u>	<u>\$ 15,800</u>	<u>\$ 15,800</u>	<u>\$ 15,800</u>	<u>\$ 15,800</u>



Capital Project Funds
Measure BB - Bike and Pedestrian Fund #264

Purpose of Fund

The Measure BB Fund accounts for revenues generated by a special one-half cent sales tax that was approved in 2014. These funds are restricted for local transportation and special transportation (Paratransit) purposes and are distributed monthly by the Alameda County Transportation Commission.

	<u>Prior Year Budget Carryover</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>	<u>2019-20 Projection</u>	<u>2020-21 Projection</u>
Beginning Available Fund Balance	\$ 26,455	\$ 30,419	\$ 34,383	\$ 38,347	
Annual Activity					
Revenues					
Measure BB		28,964	28,964	28,964	28,964
		28,964	28,964	28,964	28,964
Expenditures					
Capital Projects					
PB-05 Bicycle and Pedestrian Plan Implementation	25,000	25,000	25,000	25,000	25,000
Subtotal, Capital Projects	25,000	25,000	25,000	25,000	25,000
Subtotal, Expenditures	25,000	25,000	25,000	25,000	25,000
Net Annual Activity	(25,000)	3,964	3,964	3,964	3,964
Ending Available Fund Balance					
Total Fund Balance	51,455	30,419	34,383	38,347	42,311
Project Carryover	25,000	-	-	-	-
Ending Available Fund Balance	\$ 26,455	\$ 30,419	\$ 34,383	\$ 38,347	\$ 42,311



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Capital Project Funds
Measure D Fund #266

Purpose of Fund

The Measure D Fund accounts for the City of Emeryville's allocation of funds generated by the landfill surcharge under the Alameda County Recycling Initiative (Measure D). Measure D funds are restricted to specific recycling and waste reduction activities.

	<u>Prior Year Budget Carryover</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>	<u>2019-20 Projection</u>	<u>2020-21 Projection</u>
Beginning Available Fund Balance		\$ 19,111	\$ 28,111	\$ 37,111	\$ 46,111
Annual Activity					
Revenues					
62580 MEASURE D SURCHARGE		34,000	34,000	34,000	34,000
		34,000	34,000	34,000	34,000
Expenditures					
Operations					
Public Works		25,000	25,000	25,000	25,000
		25,000	25,000	25,000	25,000
Capital Projects					
ST-03 City Wide Trash Receptacle Replacement	635				
Subtotal, Capital Projects	635	-	-	-	-
Subtotal, Expenditures	635	25,000	25,000	25,000	25,000
Net Annual Activity	(635)	9,000	9,000	9,000	9,000
Ending Available Fund Balance					
Total Fund Balance	19,746	28,111	37,111	46,111	55,111
Project Carryover	635	-	-	-	-
Ending Available Fund Balance	\$ 19,111	\$ 28,111	\$ 37,111	\$ 46,111	\$ 55,111



City of Emeryville
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Capital Project Funds
Housing Successor Fund #298

Purpose of Fund

The Housing Successor Fund accounts for restricted housing assets transferred from the City's former redevelopment agency. Funds are available to support low and moderate income housing activities under State guidelines administered by the State Housing and Community Development Department.

	<u>Prior Year Budget Carryover</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>	<u>2019-20 Projection</u>	<u>2020-21 Projection</u>
Beginning Available Fund Balance		\$ 1,383,787	\$ 1,940,832	\$ 2,028,701	\$ 2,002,741
Annual Activity					
Revenues					
Program Income		14,040	14,040	14,040	14,040
Successor Agency loan repayment		578,005	113,829		
		592,045	127,869	14,040	14,040
		-	-	-	-
Expenditures					
Operations					
Community Development		35,000	40,000	40,000	40,000
		35,000	40,000	40,000	40,000
Capital Projects					
H-01 3706 San Pablo Avenue Housing Site	2,058,206				
H-03 3706 San Pablo Avenue Remediation	4,918				
Subtotal, Capital Projects	2,063,124	-	-	-	-
Subtotal, Expenditures	2,063,124	35,000	40,000	40,000	40,000
Net Annual Activity	(2,063,124)	557,045	87,869	(25,960)	(25,960)
Ending Available Fund Balance					
Total Fund Balance	3,446,911	1,940,832	2,028,701	2,002,741	1,976,781
Project Carryover	2,063,124	-	-	-	-
Ending Available Fund Balance	\$ 1,383,787	\$ 1,940,832	\$ 2,028,701	\$ 2,002,741	\$ 1,976,781



City of Emeryville
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Capital Project Funds
Affordable Housing Fund #299

Purpose of Fund

The Affordable Housing Fund accounts for residual property tax revenue committed to affordable housing projects and programs.

	Prior Year Budget Carryover	2017-18 Budget	2018-19 Budget	2019-20 Projection	2020-21 Projection
Beginning Available Fund Balance		\$ 4,091,330	\$ 2,418,741	\$ 1,676,227	\$ 2,116,899
Annual Activity					
Revenues					
Residual Property Tax Increment (20%)		1,136,820	1,138,281	1,147,919	1,157,358
Below Market Rate Acquisitions - Resales/Transfers		250,000	250,000	250,000	250,000
		1,386,820	1,388,281	1,397,919	1,407,358
Expenditures					
Operations					
Community Development		534,409	555,796	557,246	558,760
		534,409	555,796	557,246	558,760
Capital Projects					
H-01 3706 San Pablo Avenue Housing Site	94,351				
H-02 6150, 5890 and 5900 Christie Housing Site	404	125,000	-	-	2,000,000
H-03 3706 San Pablo Avenue Remediation	19,189				
H-04 Affordable Senior Housing	(11,730)	200,000	1,025,000	-	-
H-06 Below Market Rate Housing Acquisition	600,000	600,000	400,000	400,000	-
H-07 3600 San Pablo	6,969	1,600,000	150,000	-	-
Subtotal, Capital Projects	709,182	2,525,000	1,575,000	400,000	2,000,000
Subtotal, Expenditures	709,182	3,059,409	2,130,796	957,246	2,558,760
Net Annual Activity	(709,182)	(1,672,589)	(742,515)	440,673	(1,151,402)
Ending Available Fund Balance					
Total Fund Balance	4,800,513	2,418,741	1,676,227	2,116,899	965,497
Project Carryover	709,182	-	-	-	-
Ending Available Fund Balance	\$ 4,091,330	\$ 2,418,741	\$ 1,676,227	\$ 2,116,899	\$ 965,497



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Capital Project Funds
1999 Revenue Bonds Capital Project Fund #444

Purpose of Fund

The 1999 Revenue Bond Fund accounts for bond proceeds from the 1999 bonds that were issued from the West Emeryville, Bay Street Shell mound Street expansion and East Bay Bridge Districts.

	<u>Prior Year Budget Carryover</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>	<u>2019-20 Projection</u>	<u>2020-21 Projection</u>
Beginning Available Fund Balance		\$ 1,730,724	\$ 1,240,724	\$ 1,240,724	\$ 1,240,724
Annual Activity					
Revenues		-	-	-	-
Expenditures					
Capital Projects					
T-01 17-18 Annual Street Rehabilitation/Preventive		490,000	-	-	1,208,000
T-05					
Traffic Signal - 40th and Harlan	152,000		-	-	-
Subtotal, Capital Projects	152,000	490,000	-	-	1,208,000
Subtotal, Expenditures	152,000	490,000	-	-	1,208,000
Net Annual Activity	(152,000)	(490,000)	-	-	(1,208,000)
Ending Available Fund Balance					
Total Fund Balance	1,882,724	1,240,724	1,240,724	1,240,724	32,724
Project Carryover	152,000	-	-	-	-
Ending Available Fund Balance	\$ 1,730,724	\$ 1,240,724	\$ 1,240,724	\$ 1,240,724	\$ 32,724



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Capital Project Funds
Pedestrian Path Improvement Fund #471

Purpose of Fund

The Pedestrian Path Improvement Fund accounts for funds committed for street bicycle and pedestrian improvements.

Funds are restricted for bicycle and pedestrian projects. Staff will submit special appropriation requests to the City Council after projects have been identified.

	<u>Prior Year Budget Carryover</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>	<u>2019-20 Projection</u>	<u>2020-21 Projection</u>
Beginning Available Fund Balance		\$ 529,009	\$ 529,009	\$ 529,009	\$ 529,009
Annual Activity					
Revenues					
None		-	-	-	-
Expenditures					
Capital Projects		-	-	-	-
Net Annual Activity		-	-	-	-
Ending Available Fund Balance					
Total Fund Balance	529,009	529,009	529,009	529,009	529,009
Project Carryover	-	-	-	-	-
Ending Available Fund Balance	<u>\$ 529,009</u>	<u>\$ 529,009</u>	<u>\$ 529,009</u>	<u>\$ 529,009</u>	<u>\$ 529,009</u>



City of Emeryville
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Capital Project Funds
Redevelopment Projects Fund #472

Purpose of Fund

The Redevelopment Projects fund accounts for capital funds of the former redevelopment agency that have been approved for transfer to the City.

	<u>Prior Year Budget Carryover</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>	<u>2019-20 Projection</u>	<u>2020-21 Projection</u>
Beginning Available Fund Balance		\$ -	\$ -	\$ -	\$ -
Annual Activity					
Revenues					
None		-	-	-	-
		-	-	-	-
		-	-	-	-
Expenditures					
Capital Projects					
CF-02 South Bayfront Bridge and Horton Landing Park	10,810,721				
CF-04 Transit Center -Public Parking and Bus Bays - STIP Grant	1,655,630				
Subtotal, Capital Projects	12,466,351	-	-	-	-
	0				
Subtotal, Expenditures	12,466,351	-	-	-	-
Net Annual Activity	(12,466,351)	-	-	-	-
Ending Available Fund Balance					
Total Fund Balance	12,466,351	-	-	-	-
Project Carryover	12,466,351	-	-	-	-
Ending Available Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -



Capital Project Funds
Developer Reimbursement Fund #473

Purpose of Fund

The Developer Reimbursement Fund accounts for projects to be funded by third parties as conditions of development agreements. Some projects will be delivered as improvements in lieu of cash.

	<u>Prior Year Budget Carryover</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>	<u>2019-20 Projection</u>	<u>2020-21 Projection</u>
Beginning Available Fund Balance		\$ 1,425,000	\$ 925,000	\$ -	\$ -
Annual Activity					
Revenues					
Developer Reimbursements	1,720,473	-	1,512,500	-	-
	1,720,473	-	1,512,500	-	-
Expenditures					
Capital Projects					
CF-02 South Bayfront Bridge and Horton Landing Park	1,450,000				
CF-03 Transit Center - Plaza and Platform Extension	208,923	-	-	-	-
CF-08 Art Center	-	500,000	925,000	-	-
FM-12 Amtrak Pedestrian Bridge Modifications	55,000				
M-01					
Marina Navigation Channel Maintenance Dredging Program	-	-	1,412,500	-	-
PB-02					
Emeryville Greenway - Stanford to Powell (Peladeau Park)	8,147	-	-	-	-
ST-09 Frontage Road Landscape Median Island	-	-	100,000	-	-
T-06					
Traffic Signal, Powell and Doyle	6,550				
Subtotal, Capital Projects	1,728,620	500,000	2,437,500	-	-
Subtotal, Expenditures	1,728,620	500,000	2,437,500	-	-
	-				
Net Annual Activity	(8,147)	(500,000)	(925,000)	-	-
Ending Available Fund Balance					
Total Fund Balance	1,433,147	925,000	-	-	-
Project Carryover	8,147	-	-	-	-
Ending Available Fund Balance	\$ 1,425,000	\$ 925,000	\$ -	\$ -	\$ -



City of Emeryville
2017-19 Budget

Capital Project Funds
Emeryville Center For Community Life Fund #477

Purpose of Fund

This fund tracks capital improvements at the Emeryville Center for Community Life.

	Prior Year Budget <u>Carryover</u>	2017-18 <u>Budget</u>	2018-19 <u>Budget</u>	2019-20 <u>Projection</u>	2020-21 <u>Projection</u>
Beginning Available Fund Balance		\$ 494,575	\$ 473,575	\$ 400,000	\$ 400,000
Annual Activity					
Revenues					
None					
		-	-	-	-
Expenditures					
Operations					
Community Services		21,000	73,575	-	-
		21,000	73,575	-	-
Capital Projects					
None					
			-	-	-
Subtotal, Capital Projects	-	-	-	-	-
Subtotal, Expenditures	-	21,000	73,575	-	-
Net Annual Activity	-	(21,000)	(73,575)	-	-
Ending Available Fund Balance					
Total Fund Balance	494,575	473,575	400,000	400,000	400,000
Project Carryover	-	-	-	-	-
Ending Available Fund Balance	\$ 494,575	\$ 473,575	\$ 400,000	\$ 400,000	\$ 400,000

Capital Project Funds
Redevelopment Implementation Plan Fund #479

Purpose of Fund

The Implementation Plan 2010-14 Fund accounts for capital project commitments located within the Shellmond Park Redevelopment Project Area and is funded by \$3.8M in bond proceeds transferred to the City by the Successor Agency in fiscal year 2015.

	Prior Year Budget Carryover	2017-18 Budget	2018-19 Budget	2019-20 Projection	2020-21 Projection
Beginning Available Fund Balance		\$ 3,920,876	\$ 3,920,876	\$ 120,876	\$ 120,876
Annual Activity					
Revenues					
None		-	-	-	-
Expenditures					
Capital Projects					
CF-08 Art Center		-	3,800,000	-	-
Subtotal, Capital Projects	-	-	3,800,000	-	-
Subtotal, Expenditures	-	-	3,800,000	-	-
Net Annual Activity	-	-	(3,800,000)	-	-
Ending Available Fund Balance					
Total Fund Balance	3,920,876	3,920,876	120,876	120,876	120,876
Project Carryover	-	-	-	-	-
Ending Available Fund Balance	\$ 3,920,876	\$ 3,920,876	\$ 120,876	\$ 120,876	\$ 120,876



City of Emeryville
2017-19 Budget

Capital Project Funds
Marina Fund #495/500

Purpose of Fund

The Marina Improvement Fund accounts for the capital improvements of the Emeryville Public Marina. The Marina Fund was an enterprise fund until December 1998 when the facility was leased to a private company.

	<u>Prior Year Budget Carryover</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>	<u>2019-20 Projection</u>	<u>2020-21 Projection</u>
Beginning Available Fund Balance		\$ 2,628,541	\$ 3,046,867	\$ 2,016,730	\$ 2,391,368
Annual Activity					
Revenues					
Lease revenue		550,000	550,000	550,000	550,000
		550,000	550,000	550,000	550,000
Expenditures					
Operations					
Public Works		131,674	167,637	175,362	184,217
		131,674	167,637	175,362	184,217
Capital Projects					
M-01 Marina Navigation Channel Maintenance Dredging Program	-	-	1,412,500	-	-
M-02 Marina Park Improvements	176,517	-	-	-	-
M-03 Marina Park and Powell Street Lighting	1,050,000	-	-	-	-
Subtotal, Capital Projects	1,226,517	-	1,412,500	-	-
Subtotal, Expenditures	1,226,517	131,674	1,580,137	175,362	184,217
Net Annual Activity	(1,226,517)	418,326	(1,030,137)	374,638	365,783
Ending Available Fund Balance					
Total Fund Balance	3,855,058	3,046,867	2,016,730	2,391,368	2,757,151
Project Carryover	1,226,517	-	-	-	-
Ending Available Fund Balance	\$ 2,628,541	\$ 3,046,867	\$ 2,016,730	\$ 2,391,368	\$ 2,757,151



City of Emeryville
2017-19 Budget

Capital Project Funds
Sewer Capital Improvements Fund #511

Purpose of Fund

The City's Sewer Enterprise is supported by customer service and connection fees. The Sewer Operations Fund #510 accounts for the operation and maintenance of the City's sewer system. Connection Fee and related capital improvements are tracked through the Capital Improvement Program. Capital Projects are tracked in Fund #511 with funding drawn from Connection Fee Fund #513 as completed.

	<u>Prior Year Budget Carryover</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>	<u>2019-20 Projection</u>	<u>2020-21 Projection</u>
Beginning Available Fund Balance		\$ 77,902	\$ 77,902	\$ 77,902	\$ 77,902
Annual Activity					
Revenues					
Transfer from Connection Fee Fund		300,000	300,000	300,000	300,000
		300,000	300,000	300,000	300,000
Expenditures					
Operations					
510 Maint Mgmt System	38,288	-	-	-	-
	38,288	-	-	-	-
Capital Projects					
SS-01 Sanitary Sewer Rehabilitation Program	412,061	300,000	300,000	300,000	300,000
			-	-	-
Subtotal, Capital Projects	412,061	300,000	300,000	300,000	300,000
	(0)				
Subtotal, Expenditures	450,349	300,000	300,000	300,000	300,000
Net Annual Activity	(450,349)	-	-	-	-
Ending Available Fund Balance					
Total Fund Balance	528,251	77,902	77,902	77,902	77,902
Project Carryover	450,349	-	-	-	-
Ending Available Fund Balance	\$ 77,902	\$ 77,902	\$ 77,902	\$ 77,902	\$ 77,902



City of Emeryville
2017-19 Budget

Capital Project Funds
Sewer Connection Fee Fund #513

Purpose of Fund

The City's Sewer Enterprise is supported by customer service and connection fees. The Sewer Operations Fund #510 accounts for the operation and maintenance of the City's sewer system. Connection Fee and related capital improvements are tracked through the Capital Improvement Program. Capital Projects are tracked in Fund #511 with funding drawn from Connection Fee Fund #513 as completed.

	<u>Prior Year Budget Carryover</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>	<u>2019-20 Projection</u>	<u>2020-21 Projection</u>
Beginning Available Fund Balance		\$ 1,497,637	\$ 1,471,437	\$ 1,445,237	\$ 1,419,037
Annual Activity					
Revenues					
Connection Fees		273,800	273,800	273,800	273,800
		<u>273,800</u>	<u>273,800</u>	<u>273,800</u>	<u>273,800</u>
Expenditures					
Operations					
Transfer to Sewer Capital Fund		300,000	300,000	300,000	300,000
		<u>300,000</u>	<u>300,000</u>	<u>300,000</u>	<u>300,000</u>
Capital Projects					
None; See CIP projects in Fund 511					
Subtotal, Capital Projects	-	-	-	-	-
Subtotal, Expenditures	-	<u>300,000</u>	<u>300,000</u>	<u>300,000</u>	<u>300,000</u>
Net Annual Activity	-	<u>(26,200)</u>	<u>(26,200)</u>	<u>(26,200)</u>	<u>(26,200)</u>
Ending Available Fund Balance					
Total Fund Balance	1,497,637	1,471,437	1,445,237	1,419,037	1,392,837
Project Carryover	-	-	-	-	-
Ending Available Fund Balance	<u>\$ 1,497,637</u>	<u>\$ 1,471,437</u>	<u>\$ 1,445,237</u>	<u>\$ 1,419,037</u>	<u>\$ 1,392,837</u>



City of Emeryville
2017-19 Budget

Capital Project Funds
Major Maintenance Fund #650

Purpose of Fund

The Major Maintenance Fund accounts for funds set aside to complete major maintenance projects at City owned facilities. The fund was initiated during the 1993-1994 fiscal year with one-time revenues, and currently receives annual payments from each City department that operates a City facility.

	<u>Budget Carryover</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>	<u>2019-20 Projection</u>	<u>2020-21 Projection</u>
Beginning Available Fund Balance		\$ 1,298,453	\$ 289,038	\$ (310,331)	\$ 5,569
Annual Activity					
Revenues					
Inter-fund Facilities Maintenance Charges		559,189	587,363	617,067	648,921
Inter-fund Major Capital Charges		446,585	430,406	446,900	465,317
		1,005,774	1,017,769	1,063,967	1,114,238
Expenditures					
Operations					
Public Works		565,189	593,363	623,067	654,921
Capital Projects					
CF-05 Corporation Yard	1,891,659				
CF-08 Art Center	60,984				
CF-10					
Hollis Street Fire Station/EOC Upgrade (Station 35)	300,000				
FM-01 General Major Maintenance	23,022	125,000	125,000	125,000	125,000
FM-02 Child Development Center Rehabilitation	50,000	710,000	-	-	-
FM-03 Civic Center Carpet Replace	200,000				
FM-04 Civic Center Exterior Painting	-	-	150,000	-	-
FM-05					
Civic Center Garden Level Conf Rm/Permit Counter Upgrade	466,390				
FM-06 Civic Center HVAC	0	40,000	678,775	-	-
FM-07 Civic Center Fire Sprinkler System Repair	25,000	25,000	30,000	-	-
FM-08 Davenport Mini Park Rehabilitation	-	25,000	-	-	-
FM-09 Emergency Generator and Fuel Tank Upgrades	-	525,000	-	-	-
FM-10 Shorebird Park Boardwalk Rehabilitation	25,000				
FM-12 Amtrak Pedestrian Bridge Modifications	10,000	-	40,000	-	-
IT-04 Maint Mgmt System	19,144				
Subtotal, Capital Projects	3,071,199	1,450,000	1,023,775	125,000	125,000
	0				
Subtotal, Expenditures	3,071,199	2,015,189	1,617,138	748,067	779,921
Net Annual Activity	(3,071,199)	(1,009,415)	(599,369)	315,900	334,317
Ending Available Fund Balance					
Total Fund Balance	4,369,652	289,038	(310,331)	5,569	339,886
Project Carryover	3,071,199				
Ending Available Fund Balance	\$ 1,298,453	\$ 289,038	\$ (310,331)	\$ 5,569	\$ 339,886



City of Emeryville
2017-19 Budget

Capital Project Funds
Vehicle Replacement Fund #660

Purpose of Fund

The Vehicle Replacement Fund accounts for resources set aside for vehicle replacement.

	<u>Prior Year Budget Carryover</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>	<u>2019-20 Projection</u>	<u>2020-21 Projection</u>
Beginning Available Fund Balance		2,700,816	2,765,422	3,221,288	3,204,115
Annual Activity					
Revenues					
Inter-fund Vehicle Replacement Charges		532,597	520,150	568,685	571,990
		532,597	520,150	568,685	571,990
Expenditures					
Capital Projects					
V-01 Vehicle Replacements and Purchases	640,828	467,991	64,284	585,857	444,063
Subtotal, Capital Projects	640,828	467,991	64,284	585,857	444,063
Subtotal, Expenditures	640,828	467,991	64,284	585,857	444,063
Net Annual Activity	(640,828)	64,606	455,866	(17,173)	127,927
Ending Available Fund Balance					
Total Fund Balance	3,341,644	2,765,422	3,221,288	3,204,115	3,332,042
Project Carryover	640,828				
Ending Available Fund Balance	\$ 2,700,816	\$ 2,765,422	\$ 3,221,288	\$ 3,204,115	\$ 3,332,042



City of Emeryville
2017-19 Budget

Capital Project Funds
Information Technology Fund #670

Purpose of Fund

The Information Technology Fund accounts for funds set aside to support the City's technology upgrade program.

	<u>Prior Year Budget Carryover</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>	<u>2019-20 Projection</u>	<u>2020-21 Projection</u>
Beginning Available Fund Balance		\$ 1,623,797	\$ 886,713	\$ 614,715	\$ 409,374
Annual Activity					
Revenues					
Development Fees		85,805	232,077	150,327	93,500
Inter-fund Technology Charges		200,000	209,930	220,357	231,307
General Fund Contribution		180,000	-	-	-
		465,805	442,007	370,684	324,807
Expenditures					
Operations					
Information Technology		245,000	245,000	245,000	245,000
		245,000	245,000	245,000	245,000
Capital Projects					
IT-01					
IT Replacements and Purchases	66,208	250,000	150,000	150,000	150,000
IT-02					
Electronic Document Management System (EDMS)	278,059	50,000	50,000	50,000	50,000
IT-03					
Geographic Information Systems (GIS) Development	67,084	175,000	175,000	50,000	50,000
IT-04					
Computerized Maintenance Management System (CMMS)	11,659	10,000	-	-	-
IT-05					
Computer Aided Dispatch/Records Management System	250,000	250,000	-	-	-
IT-06					
Records Management System	-	222,889	94,004	81,025	-
IT-07					
Website Redesign	30,500	-	-	-	-
Subtotal, Capital Projects		703,510	469,004	331,025	250,000
Subtotal, Expenditures		703,510	714,004	576,025	495,000
		(0)			
Net Annual Activity		(703,510)	(271,997)	(205,341)	(170,193)
Ending Available Fund Balance					
Total Fund Balance	2,327,307	886,713	614,715	409,374	239,181
Project Carryover	703,510				
Ending Available Fund Balance		\$ 1,623,797	\$ 886,713	\$ 614,715	\$ 409,374
					\$ 239,181



City of Emeryville
2017-19 Budget

Capital Project Funds
Unfunded Projects

Purpose of Fund

The listed projects are priorities for the City but do not have an available funding source at this time. Appropriations will be reconsidered in the 2019-21 budget cycle or as funding becomes available.

	Prior Year Budget <u>Carryover</u>	2017-18 Budget	2018-19 Budget	2019-20 Projection	2020-21 Projection
Beginning Available Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ (15,815,535)
Annual Activity					
Revenues					
None		-	-	-	-
Expenditures					
Capital Projects					
H-02 6150, 5890 and 5900 Christie Housing Site		-	-	2,500,000	-
H-07 3600 San Pablo				3,950,000	
ST-14 North Hollis Undergrounding		-	-	9,365,535	-
T-04 Quiet Zone Railroad Crossing Quadrant Gates at 65th, 66th, and 67th Street At-Grade Crossings		-	-	-	4,314,000
Subtotal, Capital Projects	-	-	-	15,815,535	4,314,000
Subtotal, Expenditures	-	-	-	15,815,535	4,314,000
Net Annual Activity	-	-	-	(15,815,535)	(4,314,000)
Ending Available Fund Balance					
Total Fund Balance	-	-	-	(15,815,535)	(20,129,535)
Project Carryover	-	-	-	-	-
Ending Available Fund Balance	\$ -	\$ -	\$ -	\$ (15,815,535)	\$ (20,129,535)



DEBT SERVICE FUNDS



City of Emeryville
2017-19 Budget

Debt Service Funds
1999 Revenue Bonds Debt Service Fund #344

Purpose of Fund

The 1999 Revenue Bonds were issued to realize interest rate savings on the East Bay Bridge, Bay Street, and West Emeryville Special Assessment Districts. During 2016-17, a prior year correction records the net interest savings. The savings are transferred to the 1999 Bond capital fund to implement planned improvements.

	2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Projection</u>	2017-18 <u>Budget</u>	2018-19 <u>Budget</u>
Beginning Available Fund Balance	\$ -	\$ 26,629	\$ 46,713	\$ 20,264	\$ 30,659
Annual Activity					
Revenues					
Bay Shell mound District Assessment	489,063	490,709	1,801,544	513,009	513,197
East Bay Bridge District Assessment	562,271	557,350	800,053	554,395	554,100
West Emeryville District Assessment	-	-	98,000	-	-
Interest income	-	-	18	-	-
	1,051,334	1,048,059	2,699,616	1,067,404	1,067,297
	0	-	-	-	-
Expenditures					
Debt service - Principal	700,000	745,000	790,000	830,000	885,000
Debt service - Interest	324,705	282,975	238,065	227,009	139,683
Transfer to Capital Project Fund #444	-	-	1,698,000	-	-
	1,024,705	1,027,975	2,726,065	1,057,009	1,024,683
	-	-	-	-	-
Net Annual Activity	26,629	20,084	(26,449)	10,395	42,614
Ending Available Fund Balance	\$ 26,629	\$ 46,713	\$ 20,264	\$ 30,659	\$ 73,273



City of Emeryville
2017-19 Budget

Debt Service Funds
1998 Lease Revenue Bond Fund #345

Purpose of Fund

The 1998 Lease Revenue Series A Bond Fund receives an annual debt service transfer from the General Fund and records payments of principal and interest to bond holders of the 1998 Lease Revenue Series A Bonds.

	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projection</u>	<u>2017-18</u> <u>Budget</u>	<u>2018-19</u> <u>Budget</u>
Beginning Available Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ 69
Annual Activity					
Revenues					
General Fund transfer	367,343	371,186	368,255	366,000	367,683
	367,343	371,186	368,255	366,000	367,683
Expenditures					
Debt service - Principal	241,900	252,700	258,100	263,200	272,900
Debt service - Interest	125,443	118,486	110,155	102,731	94,783
	367,343	371,186	368,255	365,931	367,683
Net Annual Activity	-	-	-	69	-
Ending Available Fund Balance	\$ -	\$ -	-	\$ 69	69



City of Emeryville
2017-19 Budget

Debt Service Funds
East Bay Bridge Assessment District Fund #721

Purpose of Fund

The East Bay Bridge Assessment District collects an annual assessment from property owners. The District pays debt service on bonds issued to fund capital improvements.

	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projection</u>	<u>2017-18</u> <u>Budget</u>	<u>2018-19</u> <u>Budget</u>
Beginning Fund Balance	\$ 766,413	\$ 782,712	\$ 716,790	\$ 492,886	\$ 510,091
Annual Activity					
Revenues					
Special assessments	577,778	489,331	573,141	577,000	577,000
Investment income	5,524	6,785	8,107	-	-
	583,302	496,117	581,248	577,000	577,000
	-	-	-	-	-
Expenditures					
Debt service payments	562,271	557,350	532,856	554,395	554,100
Transfer to fund 344			267,197		
Bond administration	4,733	4,689	5,098	5,400	5,400
	567,004	562,039	805,151	559,795	559,500
	-	-	-	-	-
Net Annual Activity	16,299	(65,922)	(223,903)	17,205	17,500
Ending Fund Balance					
Total Fund Balance	782,712	716,790	492,886	510,091	527,591
Restricted/September debt payment	460,019	473,091	484,498	499,898	514,203
Available Fund Balance	\$ 322,693	\$ 243,698	\$ 8,389	\$ 10,194	\$ 13,389
Memo: Trustee Debt Service Reserve					
Fund 727	\$ 579,444	\$ 579,444	\$ 601,740	\$ 601,740	\$ 601,740



City of Emeryville
2017-19 Budget

Debt Service Funds
Bay Shellmound Assessment District Fund #790

Purpose of Fund

The Bay Shell mound Assessment District collects an annual assessment from property owners. The District pays debt service on bonds issued to fund capital improvements.

	2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Projection</u>	2017-18 <u>Budget</u>	2018-19 <u>Budget</u>
Beginning Fund Balance	\$ 3,254,734	\$ 2,376,506	\$ 2,467,080	\$ 1,253,089	\$ 1,296,360
Annual Activity					
Revenues					
Special assessments	607,159	592,881	594,270	593,780	-
Release debt service reserve #791	-	-	-	-	557,091
Tax collection penalties	277	1,429	2,863	-	-
Investment income	18,738	17,164	21,809	-	-
	626,174	611,474	618,943	593,780	557,091
Expenditures					
Debt service payments	489,063	490,709	468,742	513,009	513,197
Bond administration	34,153	30,190	31,390	37,500	37,500
Transfer to District Fund 794	981,187	-	-	-	-
Transfer to Fund 344			1,332,803		
	1,504,402	520,899	1,832,934	550,509	550,697
	-	-	-	-	-
Net Annual Activity	(878,228)	90,574	(1,213,991)	43,271	6,394
Ending Fund Balance					
Total Fund Balance	2,376,506	2,467,080	1,253,089	1,296,360	1,302,754
Restricted/September debt payment	457,544	469,791	481,209	496,800	511,397
Available Fund Balance	\$ 1,918,962	\$ 1,997,290	\$ 771,880	\$ 799,560	\$ 791,357
					-
Memo: Trustee Debt Service Reserve					
Fund 791	\$ 551,985	\$ 551,985	\$ 557,091	\$ 557,091	\$ -



Debt Service Funds

West Emeryville Assessment District Debt Service Fund #802

Purpose of Fund

The West Emeryville Assessment District has collected an annual assessment from property owners. The District pays debt service on bonds issued to fund capital improvements.

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Projection</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>
Beginning Available Fund Balance	\$ 91,734	\$ 92,217	\$ 92,804	\$ 656	\$ 656
Annual Activity					
Revenues					
Special assessments			5,127		
Investment income	483	587	725		
	483	587	5,852	-	-
Expenditures					
Debt service payments		-	98,000		
2016-17 Includes prior year correction					
District administration	749	753	-		
Subtotal, Expenditures	-	-	98,000	-	-
Net Annual Activity	483	587	(92,148)	-	-
Ending Available Fund Balance	\$ 92,217	\$ 92,804	\$ 656	\$ 656	\$ 656



INTERNAL SERVICE AND BENEFIT TRUST FUNDS



City of Emeryville
2017-19 Budget

Internal Service and Benefit Trust Funds
Litigation Fund #270

Purpose of Fund

The Litigation Fund tracks all litigation expenses of the City and the Community Development Commission of Emeryville except for activity specifically associated with a Capital Improvement Project. The fund is supported by inter-fund program contributions from the General and Sewer Funds.

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Projection</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>
Beginning Available Fund Balance	\$ 1,357,135	\$ 1,443,533	\$ 1,551,231	\$ 1,920,354	\$ 2,140,354
Annual Activity					
Revenues					
Inter-fund Charges					
101 General Fund	150,000	150,000	650,000	470,000	30,000
510 Sewer Fund	30,000	30,000	-	-	-
	180,000	180,000	650,000	470,000	30,000
Investment income	8,135	10,296	11,922	-	-
	188,135	190,296	661,922	470,000	30,000
	-	-	-	-	-
Expenditures					
Litigation and settlements	101,737	82,598	292,798	250,000	250,000
	101,737	82,598	292,798	250,000	250,000
Net Annual Activity	86,398	107,698	369,123	220,000	(220,000)
Ending Available Fund Balance	\$ 1,443,533	\$ 1,551,231	\$ 1,920,354	\$ 2,140,354	\$ 1,920,354



City of Emeryville
2017-19 Budget

Internal Service and Benefit Trust Funds
MESA Fund #295

Purpose of Fund

The MESA Fund reports on the activities of the Management of Emeryville Services Authority. Salaries for most City employees, except for members of the Police Officer's Association, are paid through this fund.

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Projection</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>
Beginning Available Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Annual Activity					
Revenues					
Inter-fund charges	8,989,568	9,618,003	10,022,688	15,452,310	15,879,815
	<u>8,989,568</u>	<u>9,618,003</u>	<u>10,022,688</u>	<u>15,452,310</u>	<u>15,879,815</u>
Expenditures					
Salaries and benefits	8,989,568	9,618,003	10,022,688	15,452,310	15,879,815
	<u>8,989,568</u>	<u>9,618,003</u>	<u>10,022,688</u>	<u>15,452,310</u>	<u>15,879,815</u>
Net Annual Activity	-	-	-	-	-
Ending Available Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>



City of Emeryville
2017-19 Budget

Internal Service and Benefit Trust Funds
Workers Compensation Fund #600

Purpose of Fund

This fund reports the activity of the City's self-insurance Worker's Compensation program. The City is self-insured up to \$350,000 for each claim and participates in an insurance pool to mitigate the risk of larger claims.

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Projection</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>
Beginning Available Fund Balance	\$ 2,914,937	\$ 1,836,312	\$ 323,794	\$ 359,106	\$ 359,106
Annual Activity					
Revenues					
Inter-fund charges					
101 General Fund	299,951	284,893	670,260	861,517	880,177
225 General Plan	641	765	2,000	4,653	4,869
230 Child Development	71,844	92,189	228,859	184,603	197,609
475 General Capital	-	-	2,548	5,393	7,169
495 Marina Fund	-	-	6,110	7,165	7,768
510 Sewer Operations	648	549	4,328	2,758	3,386
Other Funds	-	-	4,266	-	-
	373,084	378,395	918,370	1,066,089	1,100,979
Reimbursements	42,421	-	-	-	-
Investment income	21,100	23,249	25,979	-	-
	436,604	401,644	944,348	1,066,089	1,100,979
	-	-	-	-	-
Expenditures					
Claims	368,633	714,895	501,402	758,749	762,899
Claims Reserve	888,655	943,619	152,000	-	-
Insurance Premium	130,365	156,575	156,518	202,340	222,580
Administrative Cost	94,505	99,073	99,117	105,000	115,500
Disability retirement advances	33,069	-	-	-	-
	1,515,228	1,914,162	909,037	1,066,089	1,100,979
	-	-	-	-	-
Net Annual Activity	(1,078,624)	(1,512,518)	35,311	0	0
Ending Available Fund Balance	\$ 1,836,312	\$ 323,794	\$ 359,106	\$ 359,106	\$ 359,106



City of Emeryville
2017-19 Budget

Internal Service and Benefit Trust Funds
Dental Fund #610

Purpose of Fund

This fund reports the activity of the City's self-insurance Dental program. The fund pays monthly claims for active and retired employees and administrative costs of the program.

		<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projection</u>	<u>2017-18</u> <u>Budget</u>	<u>2018-19</u> <u>Budget</u>
Beginning Available Fund Balance		\$ (26,963)	\$ (120,443)	\$ (2,325)	\$ (14,513)	\$ 17,682
Annual Activity						
Revenues						
Inter-fund charges						
101 General Fund		123,906	121,666	171,804	214,664	212,483
225 General Plan		829	909	2,691	4,699	5,126
230 Child Development		17,600	17,654	36,720	42,804	44,944
475 General Capital		-	-	1,727	6,250	7,893
495 Marina		-	-	1,459	1,769	2,043
510 Sewer Operations		866	865	1,798	1,910	2,377
		143,200	141,094	216,199	272,095	274,867
Transfer - General Fund		-	200,000	-	-	-
Investment income		(343)	(883)	(62)	-	-
		142,857	340,210	216,137	272,095	274,867
		-	-	-	-	-
Expenditures						
Active Employees						
Claims		138,048	124,015	127,556	134,000	141,000
Administration		15,084	15,347	16,243	17,100	18,000
		153,132	139,362	143,799	151,100	159,000
Retirees						
Claims		72,894	71,785	73,782	77,500	82,000
Administration		10,311	10,946	10,745	11,300	12,000
		83,205	82,731	84,526	88,800	94,000
Subtotal, Expenditures		236,337	222,093	228,325	239,900	253,000
Net Annual Activity		(93,480)	118,118	(12,188)	32,195	21,867
Ending Available Fund Balance		\$ (120,443)	\$ (2,325)	\$ (14,513)	\$ 17,682	\$ 39,549



City of Emeryville
2017-19 Budget

Internal Service and Benefit Trust Funds
Unemployment Self Insurance Fund #620

Purpose of Fund

This fund reports the activity of the City's unemployment self-insurance program. The fund pays unemployment claims filed by separated employees.

		<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Projection</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>
Beginning Available Fund Balance		\$ 100,437	\$ 89,709	\$ 45,273	\$ 56,114	\$ 60,437
Annual Activity						
Revenues						
Inter-fund charges						
101 General Fund		11,078	11,671	34,963	38,266	36,267
225 General Plan		105	152	648	1,133	1,225
230 Child Development		994	1,004	2,477	2,920	3,131
475 General Capital		-	-	482	1,313	1,745
495 Marina		-	-	182	238	308
510 Sewer Operations		105	108	417	452	592
		12,281	12,934	39,168	44,323	43,268
Investment income		522	451	441	-	-
		12,803	13,385	39,610	44,323	43,268
		-	-	-	-	-
Expenditures						
Unemployment claims		23,531	57,821	28,769	40,000	40,000
		23,531	57,821	28,769	40,000	40,000
		-	-	-	-	-
Net Annual Activity		(10,728)	(44,436)	10,841	4,323	3,268
Ending Available Fund Balance		\$ 89,709	\$ 45,273	\$ 56,114	\$ 60,437	\$ 63,705



City of Emeryville
2017-19 Budget

Internal Service and Benefit Trust Funds
Accrued Benefits Fund #700

Purpose of Fund

The Accrued Benefits Fund tracks inter-fund program contributions set aside for earned vacation, compensatory, and sick leave payouts that are due to employees upon separation.

	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Projection</u>	<u>2017-18</u> <u>Budget</u>	<u>2018-19</u> <u>Budget</u>
Beginning Available Fund Balance	\$ (8,315)	\$ (135,224)	\$ (83,971)	\$ (32,854)	\$ (22,247)
Annual Activity					
Revenues					
Inter-fund charges	112,057	119,460	268,167	292,307	285,419
General Fund contribution		200,000	-	-	-
Investment income	15,699	16,031	20,931	-	-
	127,756	335,490	289,098	292,307	285,419
	-	-	-	-	-
Expenditures					
Salaries and benefits	38,338	26,720	5,819	40,000	30,000
Sick Leave	202,293	128,269	142,062	150,000	150,000
Vacation	13,853	127,456	88,515	90,000	80,000
Administration	181	1,793	1,585	1,700	1,700
	254,665	284,237	237,981	281,700	261,700
	-	-	-	-	-
Net Annual Activity	(126,909)	51,253	51,117	10,607	23,719
Ending Available Fund Balance	\$ (135,224)	\$ (83,971)	\$ (32,854)	\$ (22,247)	\$ 1,472



City of Emeryville
2017-19 Budget

Internal Service and Benefit Trust Funds
Post-Employment Retiree Medical Fund #710

Purpose of Fund

The Post-Employment Fund tracks inter-fund program contributions that are set aside to provide for retiree medical, dental, and vision benefits. Funds are held both by the City and in a separate Section 115 irrevocable trust for the benefit of plan participants.

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Projection</u>	<u>2017-18 Budget</u>	<u>2018-19 Budget</u>
Beginning Available Fund Balance	\$ 6,815,866	\$ 6,850,456	\$ 6,878,485	\$ 6,927,958	\$ 6,926,268
Annual Activity					
Revenues					
Inter-fund charges	176,339	176,553	152,211	163,210	166,799
Retiree Medical Premiums	60,668	60,204	56,754	58,000	58,000
Investment income	36,452	43,221	52,407	-	-
	273,459	279,978	261,372	221,210	224,799
	-	-	-	-	-
Expenditures					
Medical	216,520	231,465	190,957	200,600	210,700
Vision	21,632	20,021	20,436	21,500	22,600
Dental	547	295	346	500	500
Life	170	168	159	300	300
	238,869	251,950	211,899	222,900	234,100
	-	-	-	-	-
Net Annual Activity	34,590	28,028	49,473	(1,690)	(9,301)
Ending Available Fund Balance	\$ 6,850,456	\$ 6,878,485	\$ 6,927,958	\$ 6,926,268	\$ 6,916,967

Retiree Medical Funding Status

Cash held by City	\$ 6,878,485
Invested in Section 115 Trust	2,439,803
Benefit obligations - City Employees	(7,314,906)
Unfunded benefit obligations - County Fire Employees	(2,890,000)
Net unfunded benefit obligations	<u>\$ (886,618)</u>



Internal Service and Benefit Trust Funds
Pension Trust Fund #712

Purpose of Fund

The Pension Trust Fund provides pension benefits for remaining retirees participating in the City's legacy pension plan.

	2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Projection</u>	2017-18 <u>Budget</u>	2018-19 <u>Budget</u>
Beginning Available Fund Balance	\$ 353,163	\$ 325,435	\$ 304,561	\$ 281,231	\$ 257,231
Annual Activity					
Revenues					
Investment income	1,800	1,981	-	-	-
	1,800	1,981	-	-	-
	-	-	-	-	-
Expenditures					
Retirement benefits	27,528	22,855	23,330	24,000	25,000
Professional Services	2,000	-	-	-	-
	29,528	22,855	23,330	24,000	25,000
	-	-	-	-	-
Net Annual Activity	(27,728)	(20,874)	(23,330)	(24,000)	(25,000)
Ending Available Fund Balance	\$ 325,435	\$ 304,561	\$ 281,231	\$ 257,231	\$ 232,231