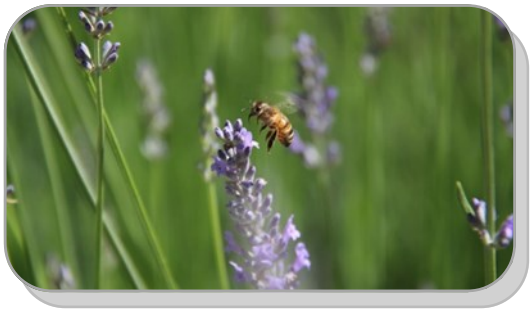
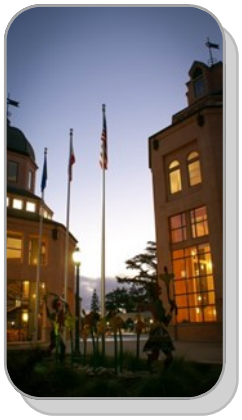


FISCAL YEAR 2016-17 PROPOSED BUDGET

City of Mountain View, California



Employee Photo Contest Winning Entries

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

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THE CITY OF MOUNTAIN VIEW, CALIFORNIA OPERATING BUDGET FISCAL YEAR 2016-17

CITY COUNCIL:

Patricia Showalter, Mayor
Ken S. Rosenberg, Vice Mayor

Christopher R. Clark
John M. Inks
R. Michael Kasperzak, Jr.
John McAlister
Leonard M. Siegel

Submitted by:
Daniel H. Rich, City Manager

Prepared by:
Patty J. Kong, Finance and Administrative Services Director
Suzanne Niederhofer, Assistant Finance and Administrative Services Director
Helen Ansted, Principal Financial Analyst
Rafaela O. Duran, Senior Financial Analyst
Ann Trinh, Financial Analyst

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City of Mountain View
California

City Officials

City Council

Patricia Showalter, Mayor

Ken S. Rosenberg, Vice Mayor

Christopher R. Clark
John M. Inks
R. Michael Kasperzak, Jr.
John McAllister
Leonard M. Siegel

City Staff

Daniel H. Rich, City Manager
Jannie L. Quinn, City Attorney
Lorrie Brewer, City Clerk
Audrey Seymour Ramberg, Assistant City Manager
Roger Jensen, CIO/Information Technology Director
Patty J. Kong, Finance and Administrative Services Director
Randal Tsuda, Community Development Director
Michael A. Fuller, Public Works Director
J.P. de la Montaigne, Community Services Director
Rosanne M. Macek, Library Services Director
Juan Diaz, Fire Chief
Max Bosel, Police Chief

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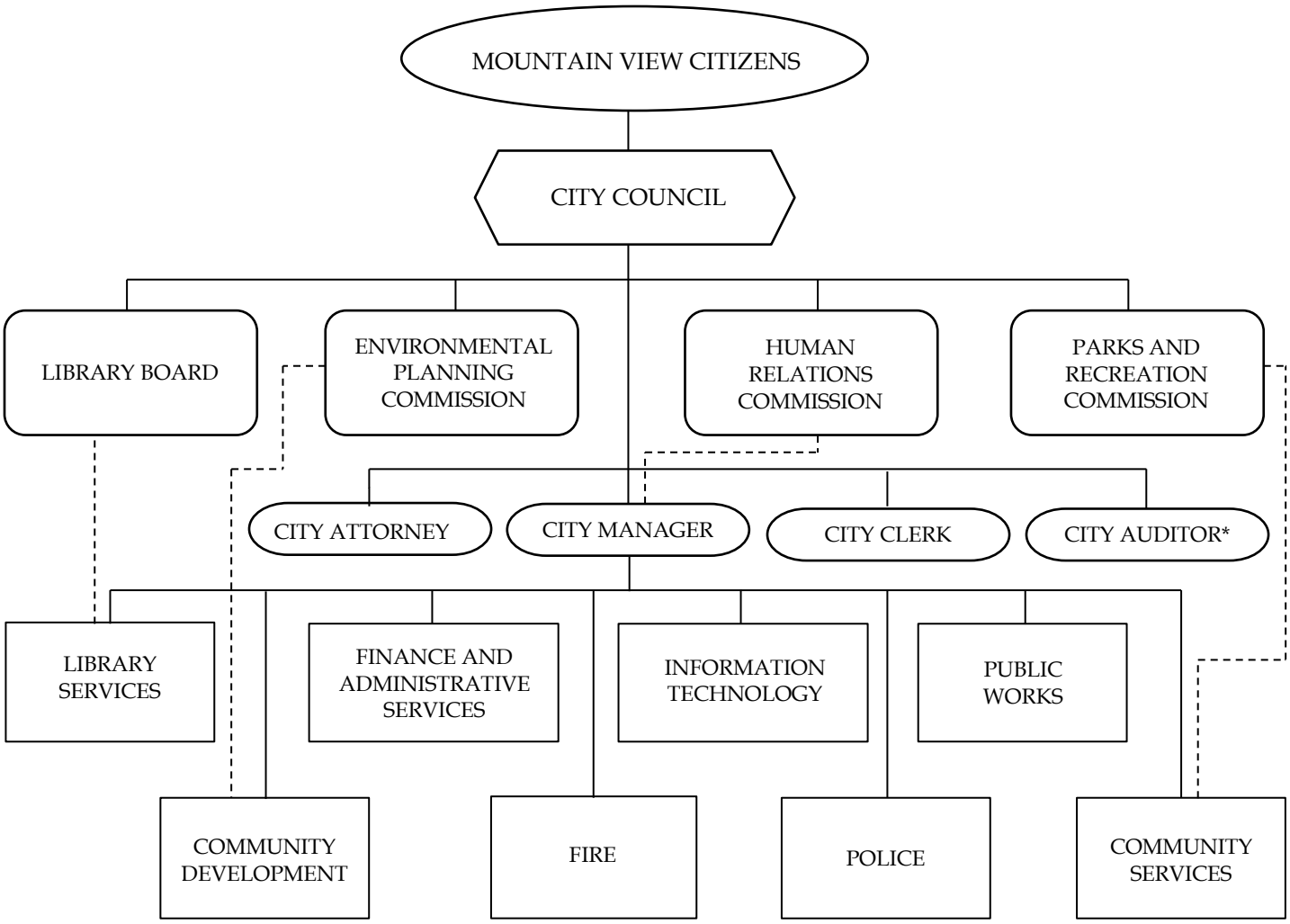
CITY GOVERNMENT ORGANIZATION



KEY:

- ELECTED
- APPOINTED BY COUNCIL
- APPOINTED BY CITY MANAGER
- LINE OF COMMAND
- STAFF SERVICES

FISCAL YEAR 2016-17 POSITION TOTALS:	7.00	Councilmembers
	24.00	Commission and Board Members
	575.25	Full-Time and Regular Part-Time
	18.50	Limited-Period
	61.39	Hourly Positions

* Finance and Administrative Services Director serves as City Auditor.

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CITY OF MOUNTAIN VIEW

OFFICE OF THE CITY MANAGER
500 Castro Street • Post Office Box 7540 • Mountain View • California • 94039-7540
650-903-6301 • Fax 650-962-0384

June 14, 2016

Honorable City Council
City of Mountain View

FISCAL YEAR 2016-17 PROPOSED OPERATING BUDGET

Honorable Mayor and Members of the City Council:

We are pleased to present for your consideration a structurally balanced Proposed Operating Budget, based on Council input from the Narrative Budget Study Session held on April 26, 2016. The Proposed Budget is being presented at the public hearing on June 14, 2016 and formal adoption of the budget is scheduled after a second public hearing on June 21, 2016. This memo summarizes the Proposed Budget.

INTRODUCTION

The City's revenues are cyclical, and the City is currently in a period of revenue growth after recovering from the greatest recession since the Great Depression. The City weathered those tough economic times while continuing to balance the General Operating Fund (GOF), the single largest fund and provider of core services. During the recession, balancing the GOF was accomplished by strategically reducing expenditures, establishing more efficient operating models, and working closely with employee organizations to contain employee compensation costs, as well as implementing limited revenue enhancements where appropriate. Taking the necessary actions to maintain a structurally balanced budget provided a solid foundation for the economic recovery.

However, the City has continued to operate with fewer resources (primarily staff) than were available prior to the recession. This has the organization strained in continuing to provide the high level of services expected at a time of increasing demands. Over the periods of retrenchment since Fiscal Year 2001-02, the City reduced approximately 70.0 positions or over 14.0 percent of its workforce in the GOF.

The City organization has developed methods to improve efficiencies, to do more with less staff, but this has continued to place a strain on the organization. Therefore, to address some key staffing needs within the City, there are a total of 20.5 positions, primarily limited-term positions, for all funds being proposed. Only 3.0 of these are

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ongoing positions in the GOF. The positions being added are for almost all departments; however, the focus is on resources being added, or continued, in the Development Services Fund, for Community Development and Public Works Departments, in response to the current high level of private development activity. A summary of the positions recommended is as follows:

	GF	Other Funds	Total Positions
New Ongoing Regular	2.50	0.00	2.50
Limited-Period to Regular	0.50	1.00	1.50
Continuing Limited-Period	2.05	4.95	7.00[1]
New Limited-Period	7.70	1.80	9.50
Total	12.75	7.75	20.50[1]

[1] Does not include 2.0 FTE limited-period positions reimbursed by Google.

Subsequent to the Narrative Budget Study Session discussion, staff is recommending four additional positions (from a variety of funding sources), as detailed and discussed in the Narrative Budget Follow-up Memo that is an attachment to the Proposed Budget Council report.

Although the City is currently experiencing strong revenue growth, how long this will continue is unknown. Slowdowns in the economy have occurred between 4 and 9 years in the past five decades, with the longest period of expansion lasting 11 years, from 1990 to 2001. It has been approximately 8.5 years since the beginning of the last recession and will be 11 years if the slowdown occurs in Fiscal Year 2018-19 as it is included in the General Operating Fund Five-Year Financial Forecast (Forecast). The economic recovery is very extensive in the Bay Area, but the recovery is not prevalent elsewhere in California and the rest of the country. Some would say the recovery has been very long and slow and, therefore, the next downturn could occur later. Although it is uncertain when the next economic slowdown will occur, based on history, it is certain there will be another recession sooner or later.

Keeping in mind the next recession could be on the horizon, it is prudent to only conservatively add ongoing positions and provide additional resources on a limited-period basis. A discussion of each recommended position is included in this Proposed Budget.

This document includes the Proposed Budget for all City funds and includes a structurally balanced GOF budget for Fiscal Year 2016-17.

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The Fiscal Year 2016-17 Proposed Budget document is divided into eight sections:

1. Introduction—includes a summary of the City's overall financial plan, proposed changes, and policy options based on Council direction at the Narrative Budget Study Session;

2. City and Community Information—includes the community profile and other information about the City;

3. General Operating Fund Five-Year Forecast—includes the GOF revenue and expenditure forecast;

4. Department Budgets—includes operating plans for all City departments;

5. Fund Schedules—includes proposed budgets for all funds;

6. Capital Improvement Projects—includes the Proposed Five-Year Capital Improvement Program;

7. Miscellaneous Information—includes description of the budget process, position listing, debt administration and payments, and other information; and

8. Shoreline Regional Park Community—includes the proposed budget for the Shoreline Regional Park Community.

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

FISCAL YEAR 2016-17 BUDGET OVERVIEW

The Proposed Budget for Fiscal Year 2016-17 totals $283.5 million in revenues and $339.3 million in expenditures. Expenditures are greater than revenues as some expenditures, such as capital projects, are funded from existing available resources. The Fund Schedules Section of this document presents the City's financial picture in detail.

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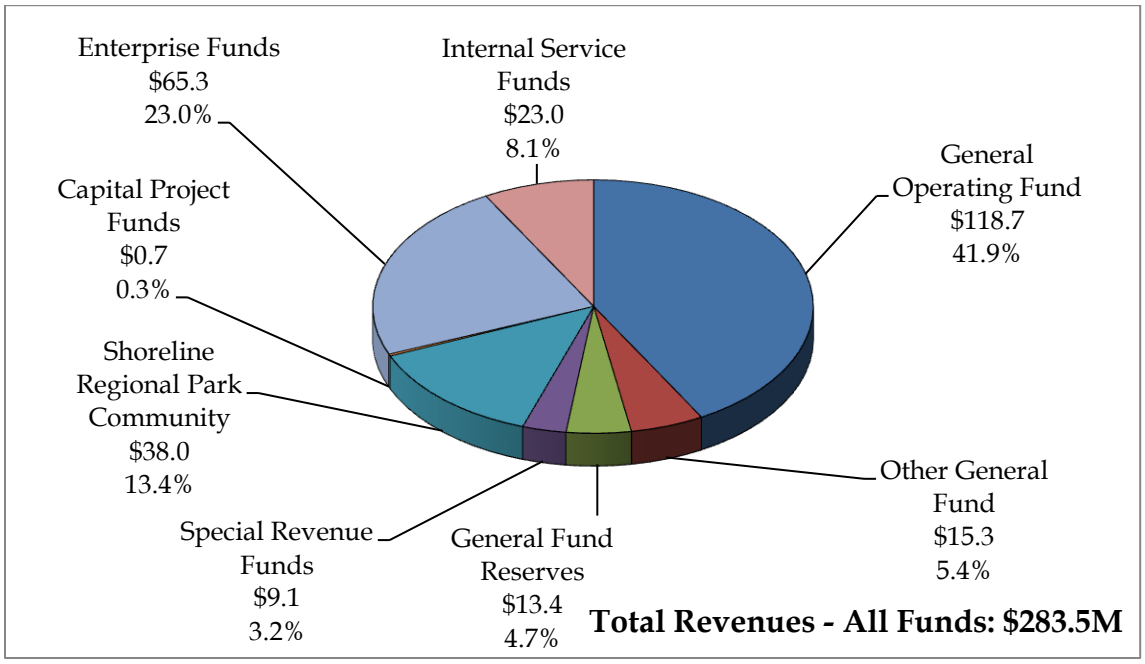
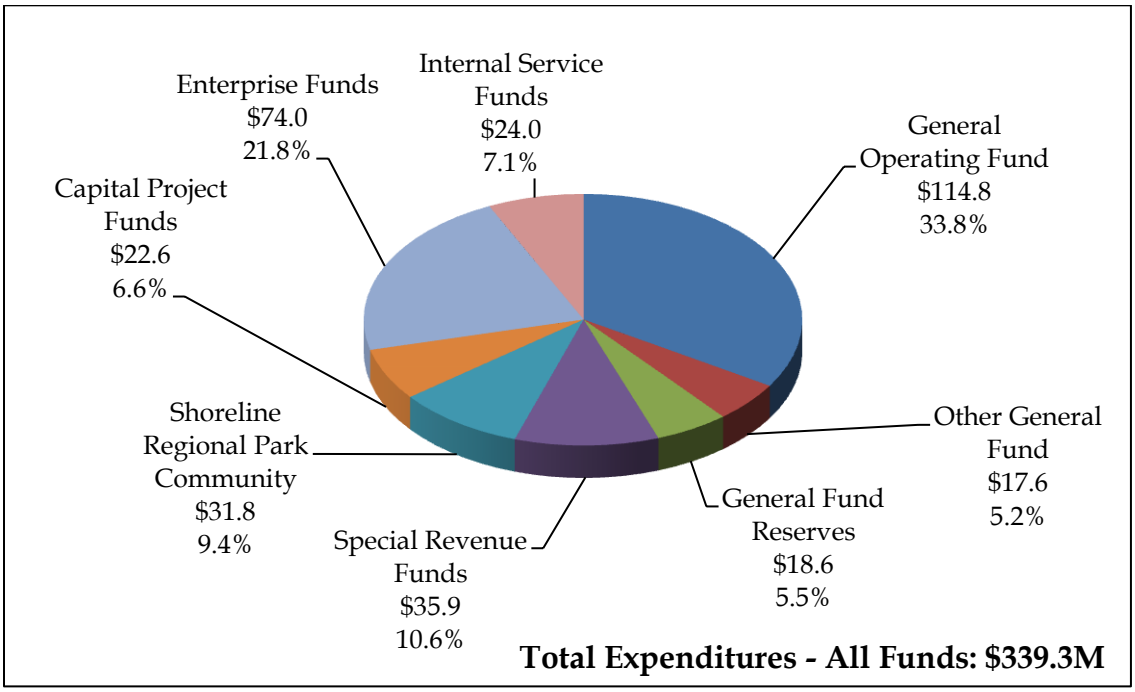
Total Proposed Revenues and Expenditures by Fund are as follows:

Total Fiscal Year 2016-17 Proposed Revenues – All Funds
(dollars in millions)



Total Fiscal Year 2016-17 Proposed Expenditures – All Funds
(dollars in millions)



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GENERAL OPERATING FUND

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

Building on this strong financial foundation and with the continuation of revenue growth, this report provides the Proposed GOF budget for Fiscal Year 2016-17. The updated projections indicate continued strength in the economic environment through the next few fiscal years, with projected revenue increases in all major revenue categories (e.g., Property Tax, Sales Tax, Transient Occupancy Tax, and Utility Users Tax).

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

Total Revenues	$118,718
Total Expenditures	(108,269)
Contribution to PERS	(2,000)
Contribution to OPEB	(2,000)
Contribution to SPAR	(2,500)
Operating Balance	$ 3,949

It is fortunate the City is once again in an enviable position to be generating operating surpluses. It provides the opportunity to address some infrastructure needs and unfunded liabilities related to employee benefits, which were unable to be addressed during tough economic times. Therefore, the Fiscal Year 2016-17 Proposed Budget available operating balance is being focused toward the unfunded liabilities of the California Public Employees' Retirement System (PERS) and Retirees' Health Other

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Post-Employment Benefits (OPEB). With contributions of $2.0 million each toward the PERS and OPEB liabilities and the transfer of $2.5 million to the Strategic Property Acquisition Reserve (SPAR), there is a projected net balance of $3.9 million. This is prior to any actions that may be taken by Council as noted in the Fiscal Year 2016-17 Narrative Budget Follow-Up Memo attached to the Proposed Budget Council Report.

Although the PERS liability is 74.3 percent funded, prior to the Great Recession, it was PERS' policy to maintain a minimum funding level of 80.0 percent. PERS continues to work toward raising the funding level of pension benefits; this, however, generally translates into higher rates for agencies.

The City's OPEB liability is 72.9 percent funded as of July 1, 2015, the most recent actuarial valuation update. Although there have been changes made to reduce the cost of current health benefits, the overall OPEB liability has increased with this most recent valuation. The City continues to make progress toward the funding of this liability with additional contributions.

The City has successfully leveraged City-owned property for ongoing revenues in the past, and setting aside available resources in the SPAR would assist in obtaining future strategic properties with the intent of revenue generation for ongoing or new services.

Details of the Proposed General Operating Fund revenues and expenditures are included on Page 5-4 and in the General Operating Fund 5-Year Forecast section of this document. A summary of the Fiscal Year 2016-17 General Operating Fund Proposed Budget is discussed below.

General Operating Fund 5-Year Forecast

Included in this Proposed Budget document is the General Operating Fund 5-Year Forecast (Forecast). Forecasting is an important part of a city's financial planning process. While it is challenging to accurately predict local government revenues due to the variable nature of the revenue sources and their connection to regional, State, national, and international economic conditions, it is possible to identify reasonable financial trends and provide a conceptual financial picture for a multi-year period which is useful to the policy makers' decision-making. The Forecast demonstrates the projected fiscal outlook for the GOF (including changes for the Fiscal Year 2016-17 Proposed Budget).

In summary, revenues are projected to continue growing for the next few years; however, the Forecast assumes a recession will occur during the five-year period. It is unknown exactly when a recession will occur, but staff has included the impact of a

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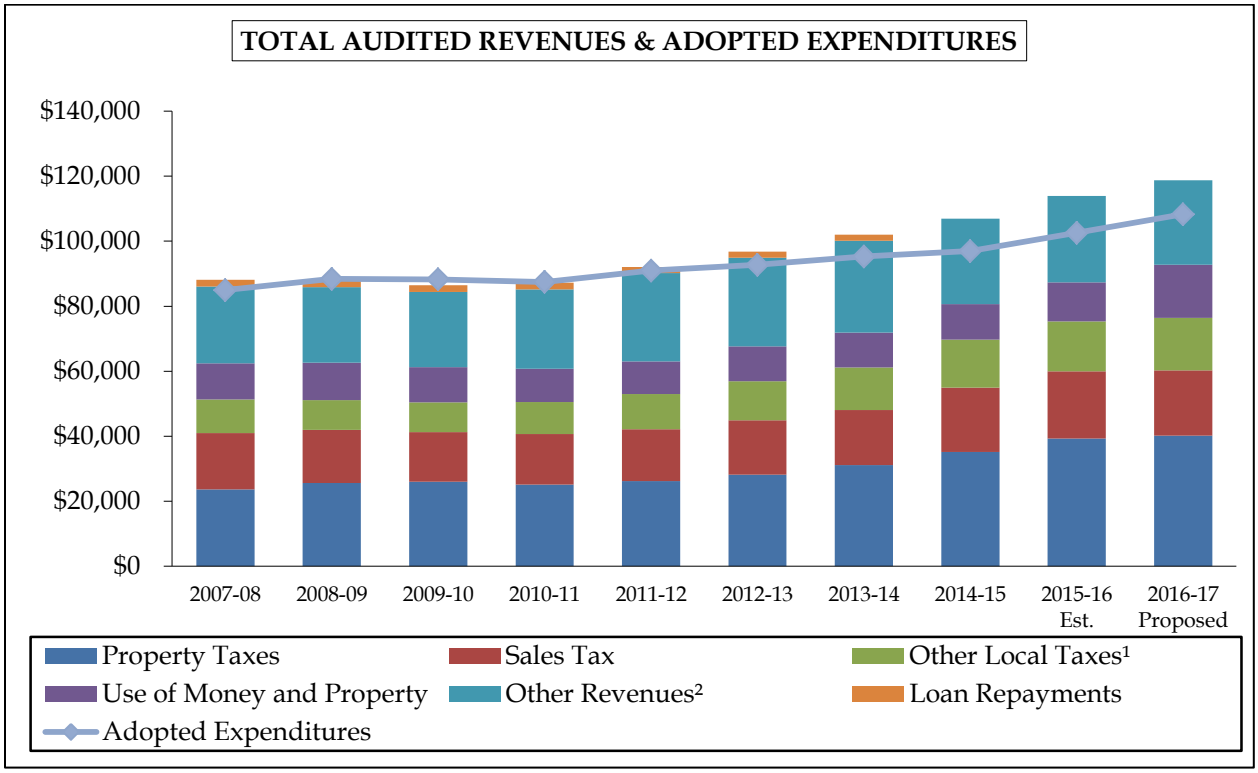
recession beginning in Fiscal Year 2018-19 as that would match the longest economic expansion in decades. At that point, the projected operating balance declines and deficits are projected in Fiscal Years 2019-20 and 2020-21 (without corrective action).

Fiscal Year 2016-17 General Operating Fund

Revenues

For Fiscal Year 2016-17, GOF revenues are projected to grow by 10.8 percent, to $118.7 million. All major categories of revenues (e.g., Property Tax, Sales Tax, and Other Local Taxes, etc.), except Fines and Forfeitures, Miscellaneous Revenue and Interfund Transfers, are projected to increase compared to the current fiscal year adopted revenues. Details on each revenue source can be found in the Forecast.

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



[1] Other Local Taxes is comprised of Transient Occupancy Tax (TOT), Utility Users Tax (UUT), and Business Licenses.

[2] Other Revenues is comprised of Licenses, Permits and Fees, Fines and Forfeitures, Intergovernmental, Charges for Services, Miscellaneous, and Interfund Revenues/Transfers.

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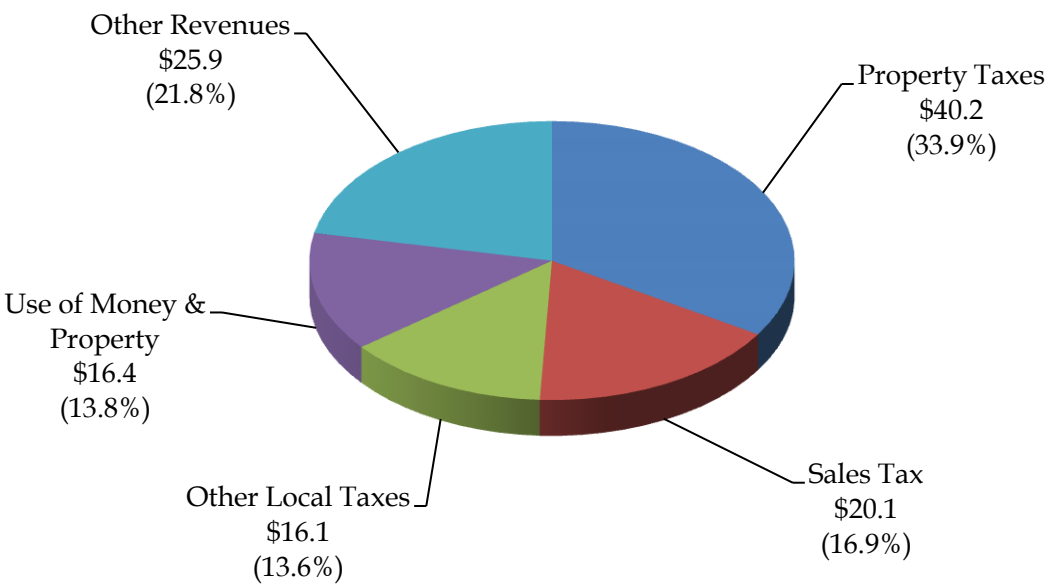
This chart demonstrates the cyclical nature of the City's balance between revenues and expenditures. In recessionary years, small margins exist between GOF revenues and expenditures, while the gap widens during higher-revenue-growth years as we are currently experiencing. The adopted expenditures in the chart are net of the budget savings adopted; however, for Fiscal Years 2009-10 through 2010-11, the actual budget saving results were greater than adopted and were necessary to maintain a positive operating balance due to revenue shortfalls compared to budget. In comparison, Fiscal Years 2011-12 through 2014-15, actual budget savings declined, but revenues have been greater than adopted.

A summary of the major categories of GOF Revenues for the Fiscal Year 2016-17 Proposed Budget is as follows:

Fiscal Year 2016-17 General Operating Fund Proposed Revenues
(dollars in millions)



Total General Operating Fund Revenues: $118.7M

* Other Local Taxes is comprised of Transient Occupancy Tax (TOT), Utility Users Tax (UUT), and Business Licenses.
* Other Revenues is comprised of Licenses, Permits and Fees, Fines and Forfeitures, Intergovernmental, Charges for Services, Miscellaneous, and Interfund Revenues/Transfers.

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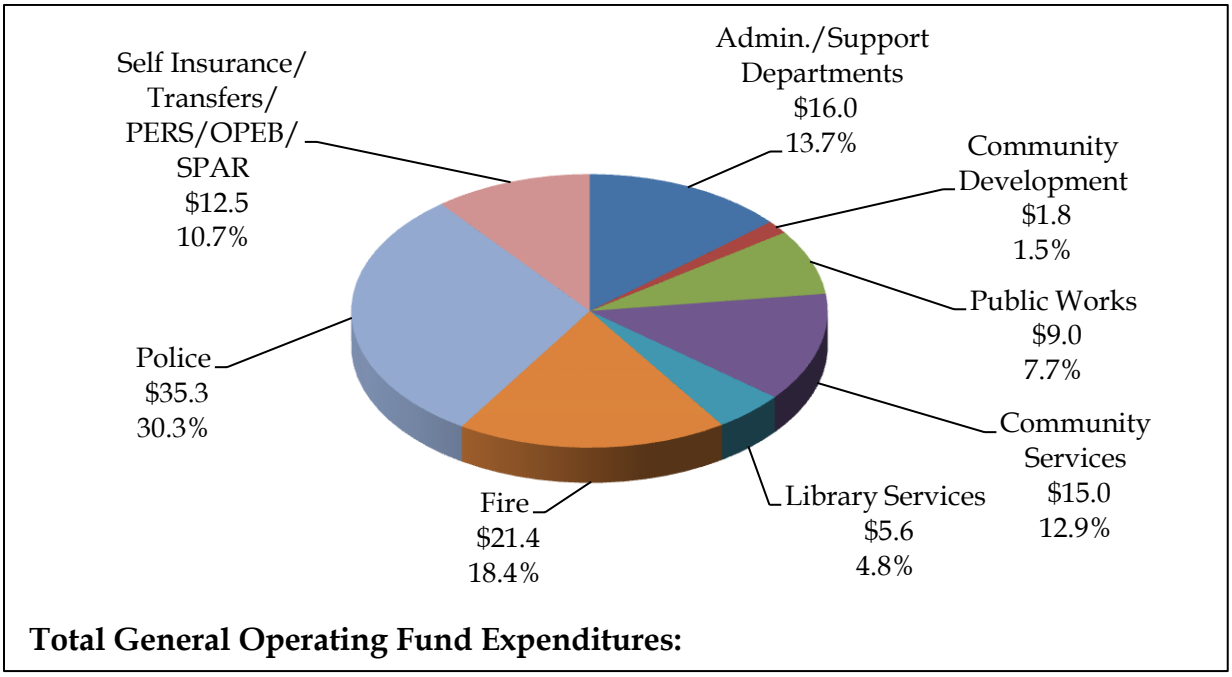
Expenditures

The proposed expenditures for Fiscal Year 2016-17 include the addition of $244,700 non-discretionary increases, which preserves current service levels, and $1.3 million discretionary additions for resources to meet demands and lessen some of the strain on the organization. In total, including increases for personnel costs, there is a proposed increase of 5.4 percent in expenditures from the Fiscal Year 2015-16 Adopted Budget.

Several new expenditure requests by departments are being proposed, to ease some of the stress on staff resources in the organization. However, as can be seen in the Forecast and summarized below, although more expenditures could be afforded in the budget for Fiscal Year 2016-17, it would be prudent to contain ongoing expenditure growth due to the anticipation of the next economic recession, when it is projected the GOF will be once again facing an operating deficit. In recognition of heavy workloads, many current demands for resources are being addressed through limited-period funding.

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

Fiscal Year 2016-17 General Operating Fund Proposed Expenditures (dollars in millions)



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

Note: Does not include the $1.8 million budget savings, but does include the $2.0 million toward the PERS Liability, $2.0 million toward the Retirees' Health Liability, and $2.5 million to the SPAR.

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Fiscal Year 2016-17 Proposed Budget Changes

Departments have reviewed their programs, work levels, and proposed goals for the upcoming fiscal year and developed their budget requests. The following is a discussion of major proposed expenditure changes for Fiscal Year 2016-17. Additional recommendations based on input from the Narrative Budget Study Session can be found in the Narrative Budget Follow-Up Memo attached to the Proposed Budget Council report.

Non-discretionary increases include items that are unavoidable, like contractual obligations and utilities. For Fiscal Year 2016-17, a total of $244,700 is proposed to fund such increases in existing and new required operational costs. These new expenditures are offset by $25,000 in new revenue for a net impact of $219,700. A complete listing of non-discretionary items is included in the Miscellaneous Information section (see Page 7-6). Items $25,000 and over are as follows:

- PG&E Cost Increase: $119,500

  Provides increased funding for PG&E's annual rate increase. (The total PG&E cost increase for all funds Citywide is $152,500).

- Contract Services: $33,700

  Provides increased funding for professional contract services to assist the City with environmental issues, website programming and training for staff, and the renewal and disengagement of PEG (Public, Education and Government) funding to pay for the KMVT Community Television agreement.

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Discretionary Increases

The discretionary items requested by departments were reviewed by the City Manager, and those recommended were presented in the Narrative Budget, and are now proposed for City Council consideration. These are included in the Fiscal Year 2016-17 and future projections in the Forecast. New expenditures totaling $1.3 million are proposed for high-priority ongoing programs. These new expenditures are offset by $174,500 in new revenue for a net impact of $1.1 million. A complete listing of discretionary items is included in the Miscellaneous Information Section (see Page 7-11). Items $25,000 and over are as follows:

- IT Analyst I/II—Applications Support Position: $169,600
  Provides funding for an IT Analyst I/II position. This position will support an increase in technology initiatives, including managing of some technology systems in the Police Department and other departments.

- Senior Management Analyst Position: $169,500
  Provides funding for a Senior Management Analyst position. This position will perform a variety of duties to support the increased demand for financial analysis of the Finance and Administrative Services Department and Citywide.

- Rental Housing Dispute Resolution Program: $110,000 (offset by $110,000 in fees)
  Provides funding for contracting services to administer the City's Rental Housing Dispute Resolution Program adopted on April 26.

- Online Payment Processing: $99,000
  Provides funding for payment processing costs to implement accepting payments on-line for business licenses, multi-family housing, and miscellaneous accounts receivable.

- Communications Coordinator Position (0.50): $92,700
  Converts a limited-term 0.50 FTE Communications Coordinator position to ongoing to support the current and projected workload for the City's Community Information Program.

- Wireless Data/South Bay Information Sharing System/CopLink: $71,800
  Provides increased funding for services related to the regional crime information system and wireless data services for Police and Fire Department users. The Santa Clara County Office of the Sheriff is passing the cost of supporting the regional "CopLink" information sharing system to the constituent agencies that use the system.

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- Office Assistant III Position (0.50): $58,600
  Provides funding for a 0.50 FTE Office Assistant III Position in the Police Department. The position will provide needed support that is currently being performed by the Senior Administrative Analyst.

- Housing Trust Boomerang Funds: $51,000
  Provides funding for the 20.0 percent of the net ongoing Boomerang Funds (former Revitalization Authority funds). These funds are appropriated for low- and moderate-income housing but are not designated for a specific project or program. Funds will be transferred to the Housing Fund annually.

- GIS Data Conversion Services: $50,000 (offset by $50,000 in fees)
  Provides funding for contracting services to convert developer's plans to GIS data to maintain the City's GIS up-to-date.

- Generator Maintenance: $45,000
  Provides increased funding for generator maintenance at multiple locations throughout the City. Generator maintenance requires a specialized skill and due to personnel changes and an increased number of generators, the department is unable to adequately perform this crucial function with existing resources. The total cost of $91,000 is allocated between GOF, Water ($25,000), and Wastewater ($21,000) Funds.

- Librarian I/II Position (0.25): $40,400
  Provides increased funding for 0.25 FTE of a Librarian I/II position, adding to an existing 0.75 FTE position. The increase in additional staff will support the increased demand for children's programs.

- Library Materials: $40,000
  Provides increased funding for books and Library materials loaned to the public. The preliminary data indicated that Mountain View's material budget is approximately 15.0 percent below certain benchmark libraries.

- Parks Maintenance Worker I/II Position—South Parks (0.25): $29,200
  Provides funding for a 0.25 FTE Park Maintenance Worker I/II position, adding to an existing 0.75 FTE position. The additional resource will help to address the increased workload from the addition of several City parks in recent years.

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- Parks Maintenance Worker I/II Position—Roadway Crew (0.25): $29,200
  Provides funding for a 0.25 FTE Park Maintenance Worker I/II position, adding to an existing 0.75 FTE position. The additional resources will help to maintain the 121 acres of median landscaping and irrigation throughout the City. The Roadway Crew also assists with the Permanente and Steven Creek Trails, and special City events (e.g., concerts and Thursday Night Live).

Limited-Period Expenditures

Funding of $2.1 million (excluding rebudgeted items), for limited-period items is included in the Proposed Budget. These are for important, short-term needs. All items are detailed in the Miscellaneous Information Section (see Page 7-21) and the items $25,000 and over are as follows:

- Senior Management Analyst Position: $169,500
  Provides continuation funding for a Senior Management Analyst position in the Purchasing Division. This position will assist with the monitoring of prevailing wage compliance, implementation of purchasing process improvements, and other workload demands.

- Public Safety Dispatch Overhire Position: $169,300
  Provides funding for a Public Safety Dispatch Overhire position. The position is requested due to anticipated vacancies and the lengthy selection and training process.

- Two Police Officer Trainee Positions: $155,700
  Provides funding for two Police Officer Trainee positions at 50 percent funding. Police Officer Trainees provide flexibility for current and anticipated vacancies. There are currently two vacant Police Officer positions and four to seven additional vacancies anticipated in the next 12 months. Includes $10,000 for hiring background, training, and uniform costs.

- Human Resources Analyst I/II Position: $147,000
  Provides funding to continue a Human Resources Analyst I/II position. This position will assist with the high volume of recruitments, provide support in administering the benefits program, and special event planning.

- ICMA Fellow: $135,700
  Provides funding for a Management Fellow position in the City Manager's Office. The objective of this position is to provide an increased level of analytical rigor and effectiveness for important City issues. The position will develop tools and

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training that promote high-quality analysis and will provide direct analytical support in the development of critical department and Citywide projects.

- November 2016 Election: $110,000
  Provides funding for the November 8, 2016 General Municipal Election, including four Council seats, the nomination process, candidate statements, and ballot title reviews. This does not include the cost of a possible Charter amendment initiative.

- Fire Department Overtime Training: $100,000
  Provides increased funding for overtime related to attending training or completing required certified courses.

- Employee Transportation Program: $80,000
  Provides funding for a pilot program to provide incentives to reduce drive-alone rates to aid congestion management and reduce employee commute costs and stress.

- Associate Civil Engineer—Traffic Position (0.45): $78,300
  Provides funding for an Associate Civil Engineer position (the other 0.55 FTE is funded from the Development Services and the Shoreline Community Funds). The position will support the increased workload in the Traffic Engineering Section due to high levels of development activity, inquiries from the *Ask Mountain View* system, and an increased emphasis on improving the pedestrian and bicycle environment in the City.

- Legal Services: $75,000
  Provides funding for additional legal services. This funding will provide additional legal resources to address fluctuations in workload by assisting with pending high-priority projects (e.g., litigation support, public records requests, research projects, drafting of ordinances and specialized agreements) requiring legal review and subject matter expertise.

- Marketing and Public Relations Manager Position (0.5): $71,000
  Provides increased funding for 0.50 FTE of a Marketing and Public Relations Manager position to add to an existing half-time positon. The additional resources will help to maximize ticket sales and revenue at the Center for the Performing Arts.

- Secretary Position (0.50): $66,800
  Provides funding for a half-time Secretary position to provide administrative support to the IT Department. Currently, IT and the Purchasing Division in the

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Finance and Administrative Services Department share a Secretary position. This position will assume administrative functions from other IT Analyst staff that currently is not accommodated by the shared Secretary position.

- Labor Negotiations Attorney: $60,000
  Provides funding for a Labor Negotiations Attorney and other costs to assist with contract negotiations and strategies. All four represented employee groups' current agreements will expire June 30, 2017 and, therefore, will be bargaining in Fiscal Year 2016-17.

- Public Safety Network Design: $60,000
  Provides funding for third-party consulting and technical services related to public safety computer network design, implementation of all-IP 9-1-1 and radio networks, and industry expertise with respect to Federal information security policies and standards compliance.

- Pilot Program for Sidewalk Ramping and Grinding: $46,000
  Provides funding for a pilot program to hire two hourly seasonal workers to perform sidewalk ramping and grinding operations. These additional resources will allow the Streets Division to complete an additional 1,000 locations and dedicate more resources to maintain the City's Pavement Condition Index.

- Safety Training Study: $40,000
  Provides funding to perform a Citywide Safety Training Study. The study would provide for information on Best Practices, review available resources, and recommend a safety program appropriate for the City.

- Environmental Sustainability Analyst (Hourly): $40,000
  Provides funding for assistance with the implementation of the City's Climate Protection Roadmap (CPR), the Municipal Operations Climate Action Plan (MOCAP), Environmental Sustainability Action Plan, as well as assistance with ongoing projects and grant opportunities.

- El Camino Real Light Pole Banners: $40,000
  Provides funding to create and install new City banners on El Camino Real. The banners will create a consistent look that will identify the City's boundaries and promote the City.

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- 2015 Greenhouse Gas (GHG) Inventory: $35,000
  Provides funding of $20,000 for consultant services to conduct the 2015 municipal operations and $15,000 for communitywide GHG inventory in order to report on the GHG reduction targets.

- Transient Occupancy Tax Compliance Audit: $35,000
  Provides funding for an audit of the City's hotels and motels to ensure compliance with the City's Transient Occupancy Tax Ordinance.

- Program Assistant—Engineering Position (0.25): $30,500
  Provides funding for a 0.50 FTE Program Assistant position (the other 0.25 FTE is funded from the Development Services Fund). The position will support the Engineering Division with organization of paper and electronic files, plans and specifications, AutoCAD files, reports, and other work products from Capital Improvement Projects and Land Development projects, and report on various program activities.

- Customer Service Representative (Hourly): $30,000
  Provides funding for an hourly position to assist with the coverage at the front counter in the Finance and Administrative Services Department. The hourly help will provide coverage for the regular Customer Service Representative position during the morning break and lunch hour in order to minimize disruption to other staff and the public.

- Hourly Staff to Support the Capital Projects Section: $30,000
  Provides funding for hourly staff to support the Capital Projects Section of the Public Works Department. The increase in workload is mainly attributable to the high level of development activity and the existing approved Capital Improvement Program.

- Hourly Staff to Support the Traffic Section: $30,000
  Provides funding for hourly staff to support the Traffic Section. The increase in workload is mainly attributable to the high level of development activity.

- Fire Department Training and Education: $30,000
  Provides increased funding for Training and Education. Additional funds are needed to meet the changes in State and national training standards. There will be a significant number of expected retirements and promotions over the next couple of years that will increase the demand for education and other specialized training.

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General Fund Carryover Available for Allocation

The Fiscal Year 2015-16 estimated GOF operating balance of $8.7 million, in addition to one-time revenues of $3.1 million, provides for a total of $11.8 million estimated carryover available that is proposed to fund the following items included in the Proposed Budget:

- $2.1 million for limited-period expenditures (excluding rebudgeted items);
- $2.2 million General Fund Reserve;
- $1.5 million Compensated Absences Reserve;
- $1.0 million each to PERS, OPEB, and the SPAR; and
- Balance up to $4.0 million to the Capital Improvement Reserve.

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

OTHER MAJOR FUNDS

Other General Funds

Development Services Fund

Development Services is a General Fund program, separated from the GOF in order to facilitate better tracking and accounting. This separation was established to allow for an effective way to match revenues and expenditures of the development process.

Development activity is anticipated to continue to remain strong into the upcoming fiscal year. Fiscal Year 2016-17 proposed total revenues are at $12.6 million and total expenditures are at $15.0 million. This includes new limited-period items of $1.4 million primarily targeted to address workload during this period of unusually high development activity, capital projects of $552,000, contribution to PERS of $239,000, proportionate to the General Fund contributions, and funding for the Retirees' Health unfunded liability of $1.8 million resulting from the updated actuarial valuation. The Development Services Fund is in good financial condition and is able to meet its financial obligations.

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Shoreline Golf Links Fund

Course conditions continue to improve. For Fiscal Year 2016-17, revenues are proposed at $2.7 million and expenditures are proposed at $2.5 million. The revenue over expenditure balance is expected to provide a balance sufficient to transfer $150,000 to the City's GOF.

Special Funds

Shoreline Regional Park Community Fund (Shoreline Community)

The Shoreline Community is a separate legal entity but is a component unit of the City for accounting purposes and is, therefore, included within the City's budget. A separate budget for the Shoreline Community is adopted by the Board of the Shoreline Community and is included in a separate section of this Proposed Budget document.

Operating revenues for the 2016-17 fiscal year are proposed at $38.0 million, $4.0 million higher than the 2015-16 fiscal year adopted. This is primarily resulting from the projected growth in secured assessed value. Operating expenditures are proposed at $28.0 million, lower than Fiscal Year 2015-16 Adopted, as the General Fund loan has been completely repaid. In addition, there are capital projects of $2.8 million, contribution to PERS of $112,000, proportionate to the General Fund contributions, funding for the Compensated Absences Fund of $52,000, and funding for the Retirees' Health unfunded liability of $924,000 resulting from the updated actuarial valuation. The General Reserve, based on 25.0 percent of expenditures (similar to other reserves), is decreasing to $4.9 million and the Landfill Reserve is increasing from $4.0 million to $5.0 million (as part of the plan to increase to $6.0 million over several years in order to have funding for a catastrophic event). Future major capital projects related to transportation are proposed to be funded through the new Development Impact Fee recently approved by Council and the future issuance of debt. The remaining balance available is projected to be $41.4 million.

Utility Funds

The City's enterprise utility funds are fully funded by the rates charged to customers; there is no General Fund support to the utility funds. Utility rates charged by governmental entities for water, sewer, and trash and recycling services are considered property-related fees and are subject to the procedural requirements of Proposition 218, Article XIII, of the California Constitution. Proposition 218 requires governmental agencies to conduct a majority protest hearing prior to adopting any changes in utility rates. A notification of the proposed rate changes was mailed to all ratepayers on or

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before May 6, 2016. These rates will be proposed at the June 21, 2016 public rate hearing.

Water Fund

For Fiscal Year 2016-17, the San Francisco Public Utilities Commission (SFPUC) adopted a wholesale water rate increase of 9.3 percent, and the Santa Clara Valley Water District (SCVWD) adopted rate increases of 17.9 percent and 19.9 percent for treated water and well water, respectively. This is slightly lower than what had been proposed by SCVWD, but does not change the proposed rate increase as the amount of water purchased from the SCVWD makes up less than 3.0 percent of the operating budget. A 10.0 percent rate increase for the average cost of water and meter rates is proposed to pay for the increased cost of water and operating expenditures. A 3.0 percent increase is proposed for the recycled water rate.

Fiscal Year 2016-17 proposed operating revenues, with the proposed rate adjustments, are $28.1 million and proposed operating expenditures are $29.4 million (after eliminating the budget effect of depreciation expense). Included in expenditures are the rate adjustments to wholesale water costs. There is a negative operating balance of $1.3 million due to the current lower level of water sales due to conservation efforts. If water sales continue at this current reduced level, an additional significant rate increase will be required for the following fiscal year to realign the operating revenues and expenditures. In addition, there are capital projects of $2.1 million, contribution to PERS of $217,000, proportionate to the General Fund contributions, and funding for the Retirees' Health unfunded liability of $635,000 resulting from the updated actuarial valuation. Capacity fees are projected at $2.4 million, sufficient to fund additional capital projects of $1.1 million. This results in projected reserve balances of $11.4 million and the Fiscal Year 2016-17 ending balance is projected to be $2.1 million, significantly less that the current fiscal year.

Wastewater Fund

For Fiscal Year 2016-17, the Palo Alto Regional Water Quality Control Plant (Treatment Plant) is currently proposing a 25.9 percent increase in treatment costs. A 17.0 percent rate increase is proposed to pay for the increased cost of treatment and operating expenditures. An additional 2.0 percent rate increase (the third year of 10 years) is proposed as a strategy to gradually increase rates to pay for major capital improvements at the Treatment Plant; therefore, the total rate increase proposed for Fiscal Year 2016-17 is 19.0 percent.

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With an overall 19.0 percent rate increase, operating revenues for Fiscal Year 2016-17 are proposed at $19.8 million and operating expenditures at $17.8 million (after eliminating the budget effect of depreciation expense). The operating balance of $2.0 million will partially fund capital projects of $1.8 million, the contribution to PERS of $128,000, proportionate with the General Fund contributions, and funding for the Retirees' Health unfunded liability of $387,000 resulting from the updated actuarial valuation. Capacity fees are projected at $2.1 million, sufficient to fund additional capital projects of $1.5 million. This results in reserve balances of $5.3 million, lower than policy, due to borrowing half of the rate stabilization reserve to minimize the rate impact to customers, and a projected ending balance for Fiscal Year 2016-17 of $1.3 million, which is lower than desired.

Solid Waste Management Fund

For Fiscal Year 2016-17, a 2.43 percent increase for Recology, a 0.69 percent increase for the SMaRT® Station (updated from the preliminary 2.68 percent increase presented in the Narrative Budget), as well as City operating cost increases and annual maintenance projects result in no proposed increase to rates. However, the Cost of Service Study was completed last fiscal year and resulted in an increase in rates for carts of over 27.0 percent. Council approved spreading this increase over three years. Therefore, cart rates are proposed to increase 10.0 percent for the second year as part of a three-year phase-in of the cart rate.

Operating revenues for Fiscal Year 2016-17 are proposed at $13.0 million ($27.7 million, including Recology) and operating expenditures are proposed at $12.8 million ($27.5 million, including Recology, and after eliminating the budget effect of depreciation expense). There is also funding of $279,000 for capital projects and the contribution to PERS of $91,000, proportionate with the General Fund contributions. The fund is projected to end the 2016-17 fiscal year with a reserve at the policy level of $3.2 million and a $3.5 million ending balance.

Reserves

Most reserves are established pursuant to Council Policy A-11, Financial and Budgetary Policy, and others have been approved as needed by Council (see summary in Miscellaneous Section, Page 7-84). Reserves can be classified as those designated for a specific purpose, and others are to fund liabilities. Most reserves are at their target or policy balance. However, several reserves, including the General Fund Reserve and Compensated Absences, generally need to be supplemented annually to bring them to their policy balances. These reserves will be supplemented from the Fiscal Year 2015-16 GOF carryover. In addition, $1.0 million each is proposed to contribute to the PERS

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unfunded liability, the Retirees' Health unfunded liability, and the SPAR, also from the estimated GOF carryover balance. Any remaining GOF carryover balance up to $4.0 million is proposed to be transferred to the CIP Reserve.

CITY COUNCIL MAJOR GOALS

Last year, the City Council undertook a comprehensive goal-setting process to establish its major goals for a two-year cycle, Fiscal Years 2015-16 and 2016-17. The reaffirmation of the City Council Major Goals and Projects and the addition of new projects to add to the Fiscal Year 2016-17 Council Major Goals Work Plan was discussed at the Narrative Budget Study Session. At that Study Session, Council requested two additional work plan items be added. Subsequently, an additional work plan for a bike-share program has been added. Staff further reviewed the previously submitted list of goals and is recommending delaying some to Fiscal Year 2017-18 due to workload constraints. Those goals are noted as strikethroughs on the Council goals and department pages.

The City Council's three overarching major goals are as follows:

- Improve the quantity, diversity, and affordability of housing.
- Enhance environmental sustainability efforts.
- Improve transportation by enhancing mobility and connectivity.

For additional information, see Attachment 1. City Council goals and department goals can also be found in the Department Budget Section.

COUNCIL DIRECTION AT THE NARRATIVE BUDGET STUDY SESSION

At the April 26, 2016 Study Session, Council asked staff to explore a number of items, some of which might utilize a portion of various funds. Specifically, Council asked for information on:

- Potential one-time employee bonus.
- Methodologies for recruitment enhancement for critical positions and/or difficult-to-fill positions.
- Potential additional positions.

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Background and options related to these and other Council-directed items can be found as an attachment to the Council report.

SUMMARY AND CONCLUSION

Strong revenue growth has continued and the GOF is in a good financial position. Due to the fiscally responsible actions taken in prior fiscal years, the City has the ability to invest funds in needed areas such as capital projects, PERS and OPEB liabilities, as well as setting aside funds for strategic property acquisition which has proven to benefit the City financially. The growing economy has resulted in overall revenues projected to increase by $11.6 million, or 10.8 percent, over the Fiscal Year 2015-16 Adopted Budget. This results in the ability to include ongoing non-discretionary expenditure increases of $244,700 and discretionary increases of $1.3 million in the highest-priority areas (offset by $199,500 in revenues).

There are other needs in a variety of areas, but the most critical are being addressed with limited-period expenditures. The net result, including the proposals, is a projected GOF surplus for Fiscal Year 2016-17 of $3.9 million.

We would like to express our appreciation to all staff for their cooperation and assistance in the development of this budget. In particular, we want to thank the Department Heads and Budget Team, with special thanks to Assistant Finance and Administrative Services Director Suzy Niederhofer, Principal Financial Analyst Helen Ansted, Senior Financial Analyst Rafaela Duran, and Administrative Analyst Ann Trinh for their assistance with the Operating Budget; Purchasing and Support Services Manager Tina Yoke and Assistant to the City Manager Kimberly Thomas for their assistance with the capital outlay process; and the Document Processing Center and Copy Center staff for their constant support in the preparation of this document.

Respectfully submitted,

Patty J. Kong
Finance and Administrative
Services Director

Daniel H. Rich
City Manager

PJK-DHR/SN/2/FIN/541-06-14-16M-E

Attachment: 1. City Council Major Goals, Fiscal Years 2015-16 and 2016-17

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CITY COUNCIL MAJOR GOALS
Fiscal Years 2015-16 and 2016-17

The City of Mountain View provides critical ongoing services, programs, and projects to fulfill its mission to make Mountain View a great community in which to live, work, visit, and play. These essential efforts will continue. In addition, through a deliberate goal-setting process, the City Council has identified the following three major goals, and specific projects to fulfill them, over the next two years.

GOAL I: IMPROVE THE QUANTITY, DIVERSITY, AND AFFORDABILITY OF HOUSING

A critical component of a diverse and vibrant City is having an array of housing options. City resources are dedicated to the zoning, planning, inspection, and development of housing in Mountain View. The City is committed to administering housing programs for extremely low- to moderate-income renters and homebuyers, and providing funding to subsidize affordable housing. In addition to the current efforts under way, it is a priority of the City Council over the next two years to:

- Update the Accessory Dwelling (Companion) Unit Ordinance.*
- Explore opportunities for microunit housing.*
- Consider a no net loss/minimum density policy.*
- Complete the work of amending the North Bayshore Precise Plan to include residential uses.
- Continue to prepare the East Whisman Precise Plan, including consideration of residential uses.
- ~~Hold outreach meetings and workshops with affordable housing developers to identify barriers to affordable housing and innovative solutions to those obstacles.~~**
- ~~Identify new funding sources and initiate partnerships with affordable housing developers to apply for limited-term State and Federal affordable housing funding.~~**
- Partner with outside groups like Project Sentinel to offer biannual educational programs at the Library, with a housing theme.

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- *Explore a variety of efforts designed to help homeless vehicle dwellers.*

- *Develop and implement rent relief programs, as directed by Council.*

- *Continue to provide staff support for the three Notice of Funding Availability (NOFA) affordable housing projects during the funding reservation, design, and entitlement process.*

GOAL II: ENHANCE ENVIRONMENTAL SUSTAINABILITY EFFORTS

The City is committed to promoting environmental sustainability projects and systems to protect the natural environment, reduce greenhouse gas emissions, meet water-conservation goals, and safeguard the health and well-being of all community members. Priority environmental sustainability efforts over the next two years include:

- ~~Investigate the feasibility of using treated contaminated groundwater for irrigation and nonpotable needs.~~**

- Continue to support the launch of a Community Choice Energy Program.

- Review the Climate Protection Roadmap, Municipal Operations Climate Action Plan, and Greenhouse Gas Reduction Program; conduct a cost-benefit analysis of the actions; solicit Council Environmental Sustainability Committee and public feedback; and propose and adopt Environmental Sustainability Action Plan-3.

- Develop an Environmental Sustainability Action Plan-3 implementation plan (including goals/milestones).

- Install solar photovoltaic systems on three City buildings.*

- Complete installation of energy-efficient streetlights on the City's residential streets.*

- Continue Sewage Pump Station and Landfill Flare Station microturbine maintenance and repairs.

- Continue the Shoreline at Mountain View Master Plan project.

- Implement the Urban Forestry Management Plan for tree preservation and planting, canopy, and habitat preservation.

- Complete construction of Heritage Park at 771 North Rengstorff Avenue.

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- Look for opportunities to add garden space to existing open space.*

- Include a theme of sustainability in the 2015 Call for Artists.*

- Explore possibility of offering e-mail receipts instead of paper receipts when checking out Library materials.*

- Hold biannual educational classes at the Library on topics such as recycling and sustainability.

- Ensure that all City computer monitors turn off after 30 minutes of inactivity.*

- Partner with Master Gardeners and the California Native Plant Society to offer quarterly educational classes at the Library on environmentally friendly gardening.

- *Continue to support Palo Alto's feasibility study of recycled water advanced treatment.*

- *Manage the recycled water program to improve water quality, maximize water use, expand the City's distribution system, and participate in efforts to develop a regional distribution system.*

- *Begin design and construction of new community gardens at Shoreline Boulevard/Latham Street.*

- *Establish the financing for the Silicon Valley Clean Energy JPA.*

- *Prepare code amendment to require installation of dual plumbing for new construction projects.*

GOAL III: IMPROVE TRANSPORTATION BY ENHANCING MOBILITY AND CONNECTIVITY

The City is faced with substantial traffic congestion and significant City resources are focused on transportation management, infrastructure maintenance projects, and bicycle and pedestrian mobility improvements. Extensive efforts are under way to mitigate vehicle impacts and expand the mobility and connectivity options of residents. The City Council is committed to the following efforts over the next two years to:

- Continue efforts to support the exploration and development of a potential automated guideway or other innovative transit system for the Downtown Transit Center to North Bayshore Area corridor.

- Design and Construct East Whisman area transportation-oriented development improvements.

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- Conduct Latham Street/Church Street Bike Boulevard study.
- Install Calderon Avenue bike lane—Phase I (Villa Street to Mercy Street).
- Continue to prepare a Multimodal Improvement Plan as required by the Congestion Management Agency.
- Design, permit, and construct Castro/Moffett/Central intersection near-term improvements.
- Complete the Transit Center Master Plan.
- Conduct Permanente Creek Trail Extension—West Middlefield Road to McKelvey Park Feasibility Study.
- ~~Analyze Shoreline Boulevard right-of-way and tree impact.~~**
- Design and construct Shoreline Boulevard interim bus lane and utility improvements.
- Conduct feasibility study of Charleston Road improvements.
- Conduct preliminary design of Shoreline Boulevard bicycle/pedestrian bridge over Highway 101 (dependent on development of Gateway site).
- Continue with monthly bike workshops.
- Conduct North Bayshore semiannual traffic counts.*
- *Work with Safe Moves to offer programs during Summer Reading.*
- *Pilot remote services like Lawyers in the Library and Social Security appointments to eliminate car trips.*
- *Consider other bicycle and pedestrian mobility improvements that are low cost and easily implementable.*
- *Continue planning and design of utility and transportation infrastructure improvements to support North Bayshore Development.*

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- *Develop Castro Street bike lane study.*

- *Explore bike share program options and solutions.*

Projects listed in italics represent new projects proposed to be added in Fiscal Year 2016-17.

*** Project completed in Fiscal Year 2015-16.**

**** Project delayed due to workload or timing constraints.**

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Revenue and Expenditure Tables for All Funds

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TOTAL FUND REVENUES

		AUDITED ACTUAL 2014-15	ADOPTED BUDGET 2015-16	ESTIMATED 2015-16	PROPOSED BUDGET 2016-17
GENERAL OPERATING FUND	$	106,940,001	107,133,730	113,964,251	118,718,230
GF - DEVELOPMENT SERVICES		11,755,888	11,801,800	12,778,220	12,615,000
GF - SHORELINE GOLF LINKS		2,482,764	2,701,000	2,427,240	2,660,000
GF RESERVES		23,909,526	8,266,769	19,963,651	13,422,374
GAS TAX		1,991,898	1,671,780	1,732,760	1,663,580
VEHICLE REGISTRATION FEE		474,544	407,900	489,730	419,500
CONVEYANCE TAX		7,949,034	4,261,700	5,882,630	3,769,400
PUBLIC BENEFIT IN LIEU		0	0	2,661,860	33,600
HOUSING		6,973,006	383,220	8,355,886	717,120
TRANSIT ORIENTED DEVELOPMENT		1,055,077	45,490	43,340	48,930
BENEFIT ASSESSMENT DISTRICT		1,630,723	1,272,566	1,631,137	1,296,756
SUPPLEMENTAL LAW ENFRCMNT		138,887	100,000	148,790	110,500
C.D.B.G.		573,101	790,000	945,464	739,829
CABLE TELEVISION		248,365	252,000	259,470	264,700
SHORELINE COMMUNITY		30,833,060	33,926,100	32,655,171	37,952,100
STORM DRAIN CONSTRUCTION		81,226	25,380	170,272	24,450
PARK LAND DEDICATION		13,372,827	583,600	7,713,146	683,500
WATER		27,593,591	34,761,494	27,791,986	30,509,631
WASTEWATER		16,269,239	20,293,955	19,317,091	21,836,106
SOLID WASTE		12,522,613	11,710,228	13,100,905	12,998,910
EQUIPMENT MAINTENANCE		5,737,242	6,591,117	6,508,583	6,495,667
WORKERS COMPENSATION		2,694,640	3,433,875	3,248,930	2,423,259
UNEMPLOYMENT		167,336	142,355	147,145	101,894
LIABILITY		1,676,236	1,455,500	1,549,220	1,455,500
RETIREES' HEALTH		7,853,730	8,480,596	8,981,241	12,480,550
EMPLOYEE BENEFITS		62,763	63,980	61,430	64,720
OTHER (1)		3,240	0	44,639	0
TOTAL	$	284,990,557	260,556,135	292,574,188	283,505,806

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

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TOTAL FUND EXPENDITURES

		AUDITED ACTUAL 2014-15	ADOPTED BUDGET 2015-16	ESTIMATED 2015-16	PROPOSED BUDGET 2016-17
GENERAL OPERATING FUND	$	97,677,350	105,589,004	105,215,984	114,768,837
GF - DEVELOPMENT SERVICES		12,307,438	16,088,922	17,495,465	14,950,490
GF - SHORELINE GOLF LINKS		2,481,022	2,693,437	2,424,082	2,656,710
GF RESERVES		11,555,699	14,819,178	16,260,744	18,541,345
GAS TAX		2,104,100	2,095,700	2,095,700	1,866,400
VEHICLE REGISTRATION FEE		439,000	480,000	480,000	489,000
CONVEYANCE TAX		7,459,945	6,764,394	6,808,596	5,036,000
PUBLIC BENEFIT IN LIEU		0	0	0	1,000,000
HOUSING		1,898,202	2,237,042	1,403,465	25,195,403
TRANSIT ORIENTED DEVELOPMENT		0	3,000,000	3,000,000	0
BENEFIT ASSESSMENT DISTRICT		514,611	790,917	680,744	711,612
SUPPLEMENTAL LAW ENFRCMNT		112,500	110,500	136,790	111,500
C.D.B.G.		514,008	796,306	1,097,803	1,180,480
CABLE TELEVISION		203,125	220,000	198,681	347,500
SHORELINE COMMUNITY		31,896,628	37,228,819	36,853,790	31,839,188
STORM DRAIN CONSTRUCTION		549,000	29,000	29,000	30,000
PARK LAND DEDICATION		7,263,000	4,287,000	4,571,526	22,581,000
WATER		30,345,996	36,525,990	34,285,497	37,441,688
WASTEWATER		18,547,299	25,529,520	26,660,175	23,150,397
SOLID WASTE		11,707,130	13,339,332	13,004,854	13,447,740
EQUIPMENT MAINTENANCE		4,648,101	7,724,226	6,349,644	7,499,080
WORKERS COMPENSATION		1,807,488	2,235,500	1,722,520	2,318,500
UNEMPLOYMENT		68,712	127,250	45,630	127,250
LIABILITY		1,497,822	1,455,500	1,846,375	1,455,500
RETIREES' HEALTH		7,752,398	8,479,306	8,979,421	12,478,830
EMPLOYEE BENEFITS		67,533	100,500	60,000	100,500
OTHER (1)		84,917	0	8,680	0
TOTAL	$	253,503,024	292,747,343	291,715,166	339,324,950

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

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GENERAL OPERATING FUND REVENUES

FISCAL YEAR	OPERATING REVENUES	% CHANGE FROM PRIOR FISCAL YEAR
2007-08	$88,140,000	3.5%
2008-09	$87,963,000	(0.2%)
2009-10	$86,416,000	(1.8%)
2010-11	$87,240,000	1.0%
2011-12	$92,041,000	5.5%
2012-13	$96,811,000	5.2%
2013-14	$102,045,000	5.4%
2014-15	$106,940,000 (1)	4.8%
2015-16 *	$113,964,000	6.6%
2016-17 **	$118,718,000	4.2%

* Estimated
** Proposed

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

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GENERAL OPERATING FUND EXPENDITURES

FISCAL YEAR	OPERATING EXPENDITURES		% CHANGE FROM PRIOR FISCAL YEAR
2007-08	$81,816,000		7.4%
2008-09	$84,579,000		3.4%
2009-10	$86,136,000		1.8%
2010-11	$86,160,000		0.0%
2011-12	$90,605,000		5.2%
2012-13	$93,041,000		2.7%
2013-14	$94,933,000		2.0%
2014-15	$97,677,000	(1)	2.9%
2015-16 *	$105,216,000	(2)	7.7%
2016-17 **	$114,769,000	(3)	9.1%

* Estimated
** Proposed

(1) Effective July 1, 2014, all development related activities are consolidated into the Development Services Fund to more accurately align development related revenues and expenditures. Fiscal Year 2014-15 includes an additional $1.0 million OPEB contribution above the full funding of the ammortization of the UAAL.

(2) Fiscal Year 2015-16 includes an additional $2.0 million towards PERS Liability and $1.0 million OPEB contribution

(3) Fiscal Year 2016-17 includes an additional $2.0 million towards PERS Liability, $2.0 million OPEB contribution, and $2.5 million transfer to the Strategic Property Acquisition Reserve (SPAR).

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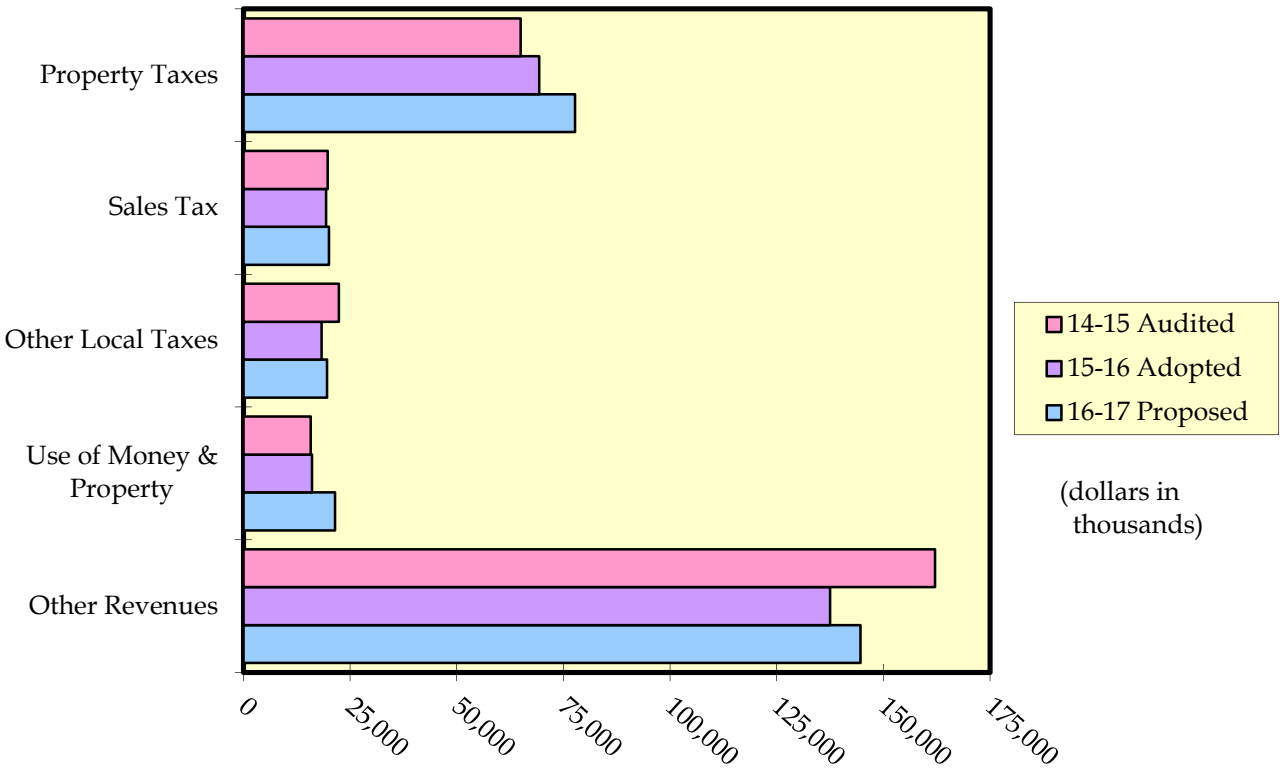
TOTAL FUND REVENUES



Revenue Category		Audited Actual 2014-15	Adopted Budget 2015-16	Proposed Budget 2016-17	Percent Change *
Property Taxes	$	64,952,442	69,300,100	77,742,600	12.2%
Sales Tax		19,773,384	19,379,690	20,090,800	3.7%
Other Local Taxes		22,404,054	18,337,230	19,586,310	6.8%
Use of Money & Property		15,752,197	16,065,556	21,460,058	33.6%
Other Revenues:					
Licenses, Permits & Fees/ Fines & Forfeitures		12,802,127	12,527,530	12,507,430	(0.2%)
Intergovernmental		5,058,018	3,566,220	3,551,399	(0.4%)
Charges for Services		71,998,148	74,726,750	74,053,409	(0.9%)
Miscellaneous Revenues		21,729,913	3,574,347	3,446,387	(3.6%)
Interfund Revenues & Transfers		50,520,274	43,078,712	51,067,413	18.5%
Loan Repayments		0	0	0	
TOTAL	$	284,990,557	260,556,135	283,505,806	8.8%

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

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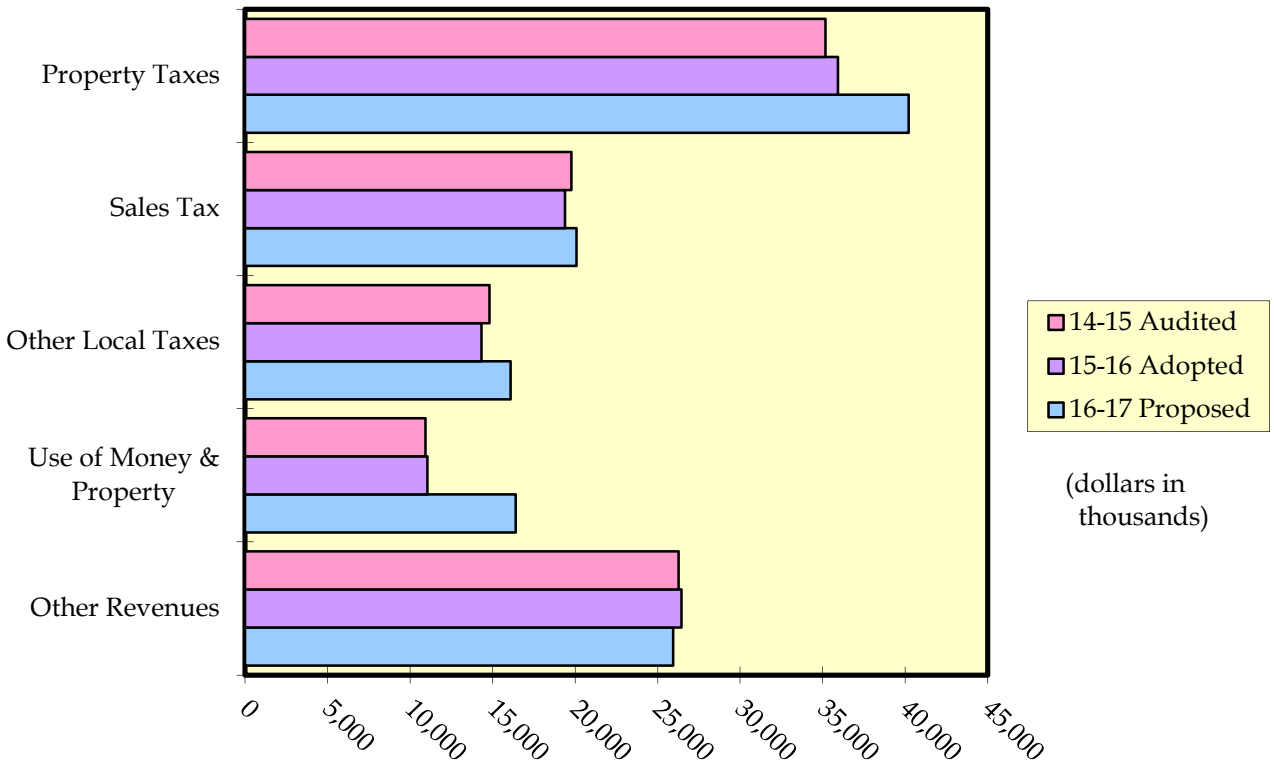
GENERAL OPERATING FUND REVENUES



Revenue Category		Audited Actual 2014-15	Adopted Budget 2015-16	Proposed Budget 2016-17	Percent Change *
Property Taxes	$	35,173,321	35,932,400	40,208,100	11.9%
Sales Tax		19,773,384	19,379,690	20,090,800	3.7%
Other Local Taxes		14,804,845	14,333,230	16,082,310	12.2%
Use of Money & Property		10,927,596	11,046,280	16,402,680	48.5%
Other Revenues:					
Licenses, Permits & Fees/ Fines & Forfeitures		5,645,271	5,968,430	5,666,330	(5.1%)
Intergovernmental		773,248	566,220	595,670	5.2%
Charges for Services		3,165,732	2,626,590	2,671,750	1.7%
Miscellaneous Revenue		3,152,139	1,661,440	1,629,730	(1.9%)
Interfund Revenues & Transfers		13,524,465	15,619,450	15,370,860	(1.6%)
Loan Repayments		0	0	0	
TOTAL	$	106,940,001	107,133,730	118,718,230	10.8%

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

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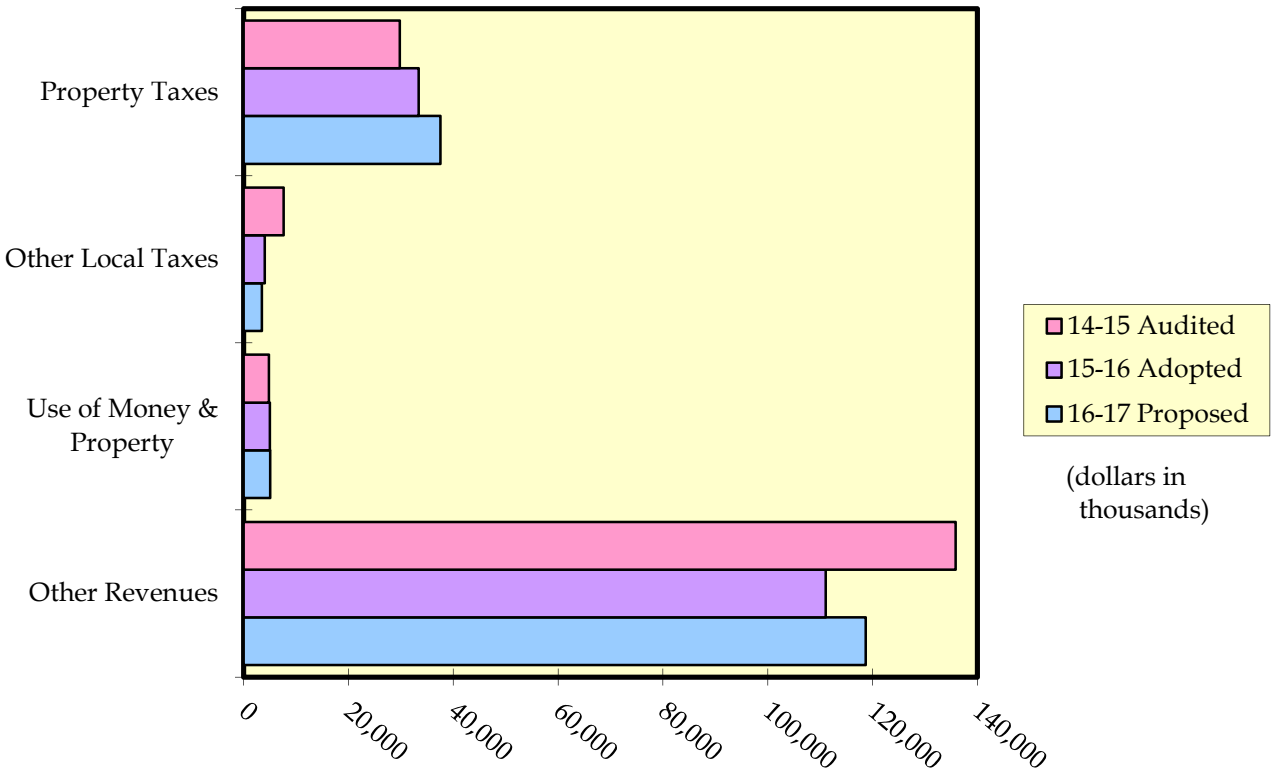
OTHER FUND REVENUES



Revenue Category		Audited Actual 2014-15	Adopted Budget 2015-16	Proposed Budget 2016-17	Percent Change *
Property Taxes	$	29,779,121	33,367,700	37,534,500	12.5%
Other Local Taxes		7,599,209	4,004,000	3,504,000	(12.5%)
Use of Money & Property		4,824,601	5,019,276	5,057,378	0.8%
Other Revenues:					
Licenses, Permits & Fees/ Fines & Forfeitures		7,156,856	6,559,100	6,841,100	4.3%
Intergovernmental		4,284,770	3,000,000	2,955,729	(1.5%)
Charges for Services		68,832,416	72,100,160	71,381,659	(1.0%)
Miscellaneous Revenues		18,577,774	1,912,907	1,816,657	(5.0%)
Interfund Revenues and Transfers		36,995,809	27,459,262	35,696,553	30.0%
TOTAL	$	178,050,556	153,422,405	164,787,576	7.4%

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

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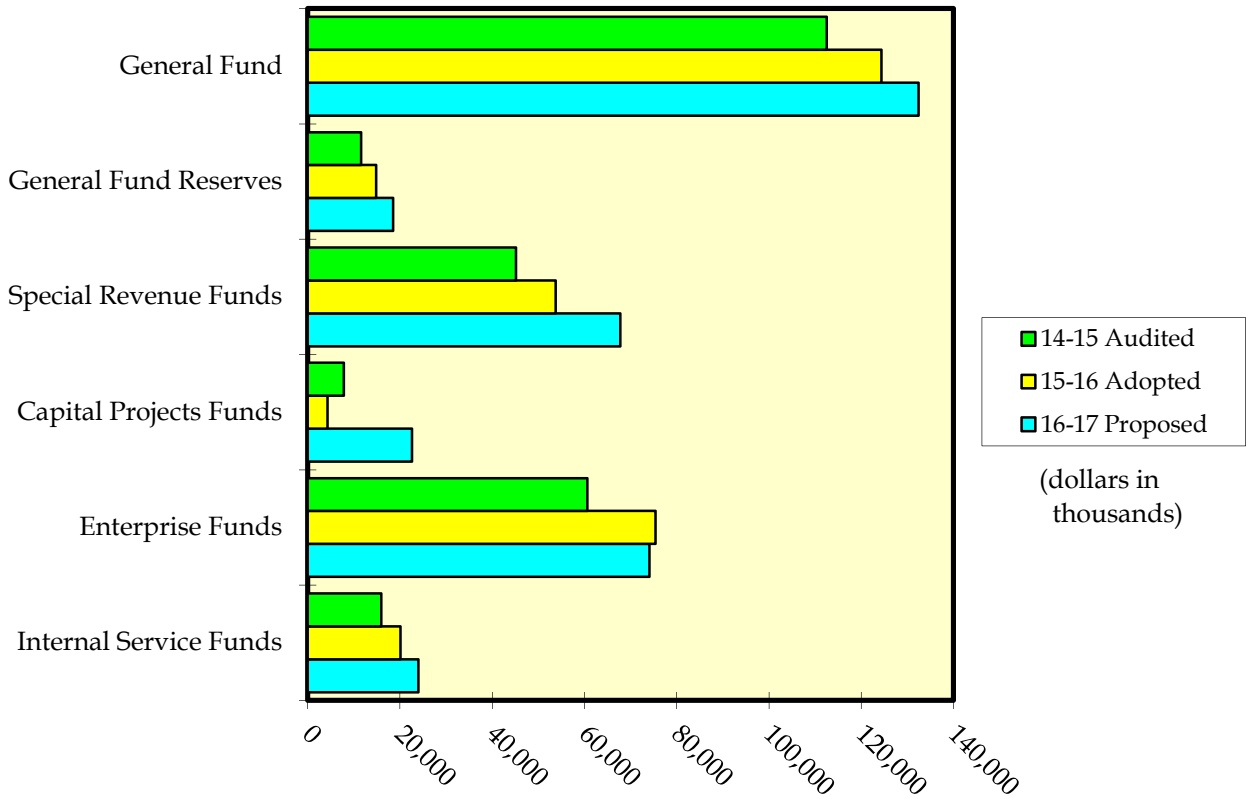
TOTAL EXPENDITURES BY FUND TYPE



Fund Type		Audited Actual 2014-15	Adopted Budget 2015-16	Proposed Budget 2016-17	Percent Change *
General Fund	$	112,465,810	124,371,363	132,376,037	6.4%
General Fund Reserves		11,555,699	14,819,178	18,541,345	25.1%
Special Revenue Funds		45,142,119	53,723,678	67,777,083	26.2%
Capital Projects Funds		7,812,000	4,316,000	22,611,000	423.9%
Enterprise Funds		60,600,425	75,394,842	74,039,825	(1.8%)
Internal Service Funds		15,926,971	20,122,282	23,979,660	19.2%
TOTAL	$	253,503,024	292,747,343	339,324,950	15.9%

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

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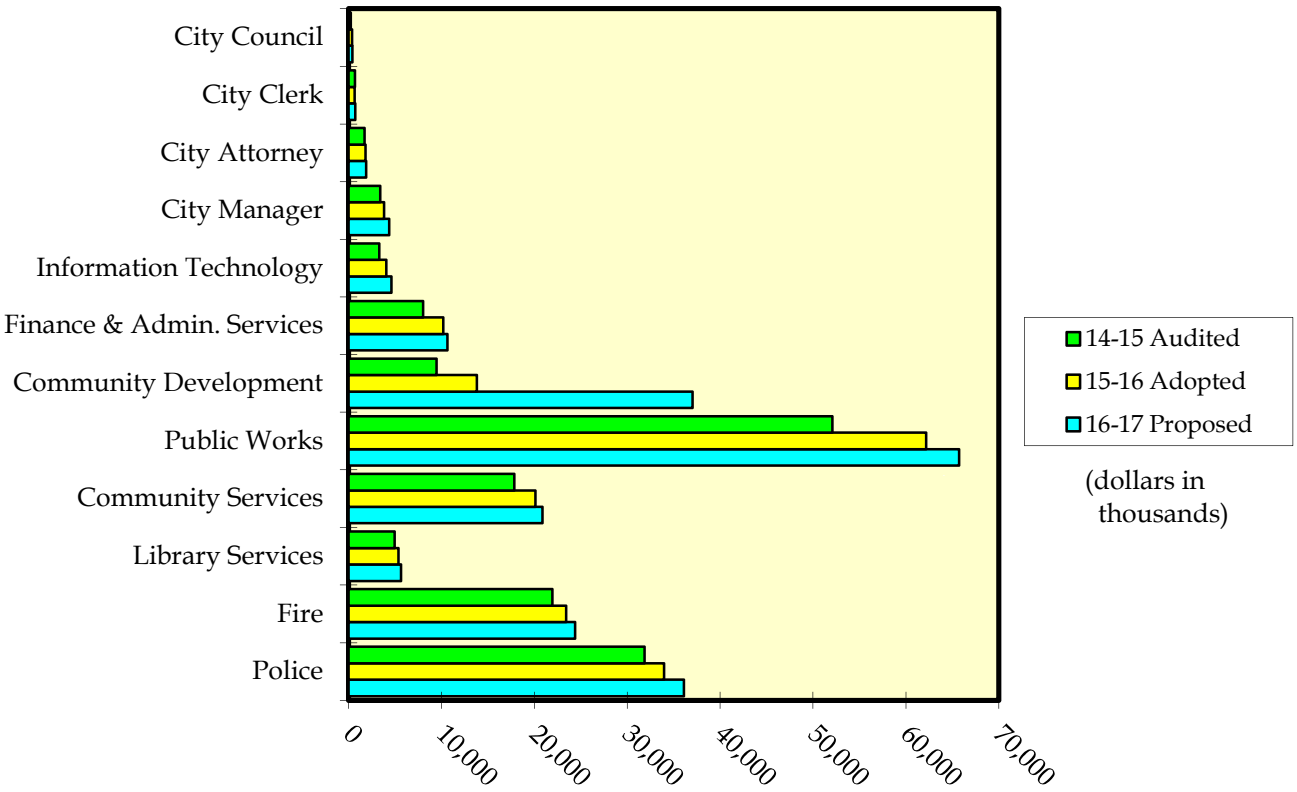
TOTAL DEPARTMENT EXPENDITURES



Department		Audited Actual 2014-15	Adopted Budget 2015-16	Proposed Budget 2016-17	Percent Change *
City Council	$	244,093	361,159	408,565	13.1%
City Clerk		672,229	638,623	728,400	14.1%
City Attorney		1,728,203	1,820,835	1,899,457	4.3%
City Manager		3,403,499	3,830,255	4,364,178	13.9%
Information Technology		3,300,106	4,049,561	4,612,039	13.9%
Finance and Admin Srvcs		8,039,787	10,204,246	10,630,100	4.2%
Community Development		9,479,638	13,825,437	37,036,132	167.9%
Public Works		52,101,601	62,184,706	65,725,604	5.7%
Community Services		17,833,101	20,100,013	20,876,527	3.9%
Library Services		4,944,545	5,381,559	5,639,854	4.8%
Fire		21,947,045	23,432,904	24,371,936	4.0%
Police		31,873,453	33,976,752	36,093,624	6.2%
TOTAL	$	155,567,300	179,806,050	212,386,416	18.1%

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

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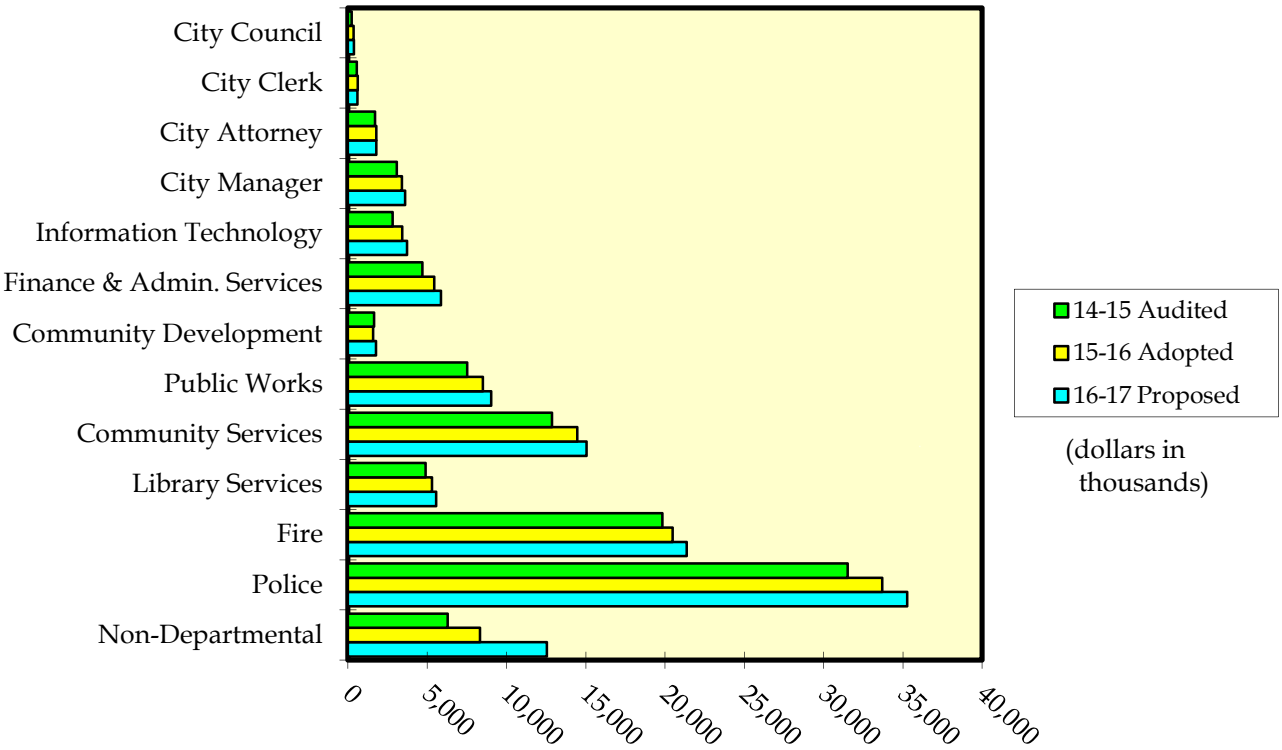
GENERAL OPERATING FUND EXPENDITURES



Department		Audited Actual 2014-15	Adopted Budget 2015-16	Proposed Budget 2016-17	Percent Change *
City Council	$	232,731	361,159	385,365	6.7%
City Clerk		564,309	621,323	602,100	(3.1%)
City Attorney		1,712,878	1,780,835	1,784,457	0.2%
City Manager		3,088,615	3,408,255	3,596,478	5.5%
Information Technology		2,821,304	3,417,871	3,731,797	9.2%
Finance and Admin Srvcs		4,703,946	5,447,366	5,872,106	7.8%
Community Development		1,644,383	1,578,674	1,772,784	12.3%
Public Works		7,511,418	8,517,719	9,042,615	6.2%
Community Services		12,858,629	14,469,656	15,053,299	4.0%
Library Services		4,899,220	5,294,760	5,562,280	5.1%
Fire		19,839,617	20,477,693	21,359,852	4.3%
Police		31,509,857	33,693,021	35,267,626	4.7%
Non-Departmental		6,290,443	8,320,672	12,538,078 **	50.7%
Projected Budget Savings		Included	(1,800,000)	(1,800,000)	0.0%
TOTAL	$	97,677,350	105,589,004	114,768,837	8.7%

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

** For FY 14-15 includes an additional $1.0 million OPEB contribution above the full funding of the ammortization of the UAAL. For FY 15-16 includes $2.0 million PERS contribution and an additional $1.0 million OPEB contribution. For FY 16-17 includes $2.0 million PERS contribution, an additional $2.0 million OPEB contribution, and the $2.5 million transfer to the Strategic

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CITY & COMMUNITY INFO

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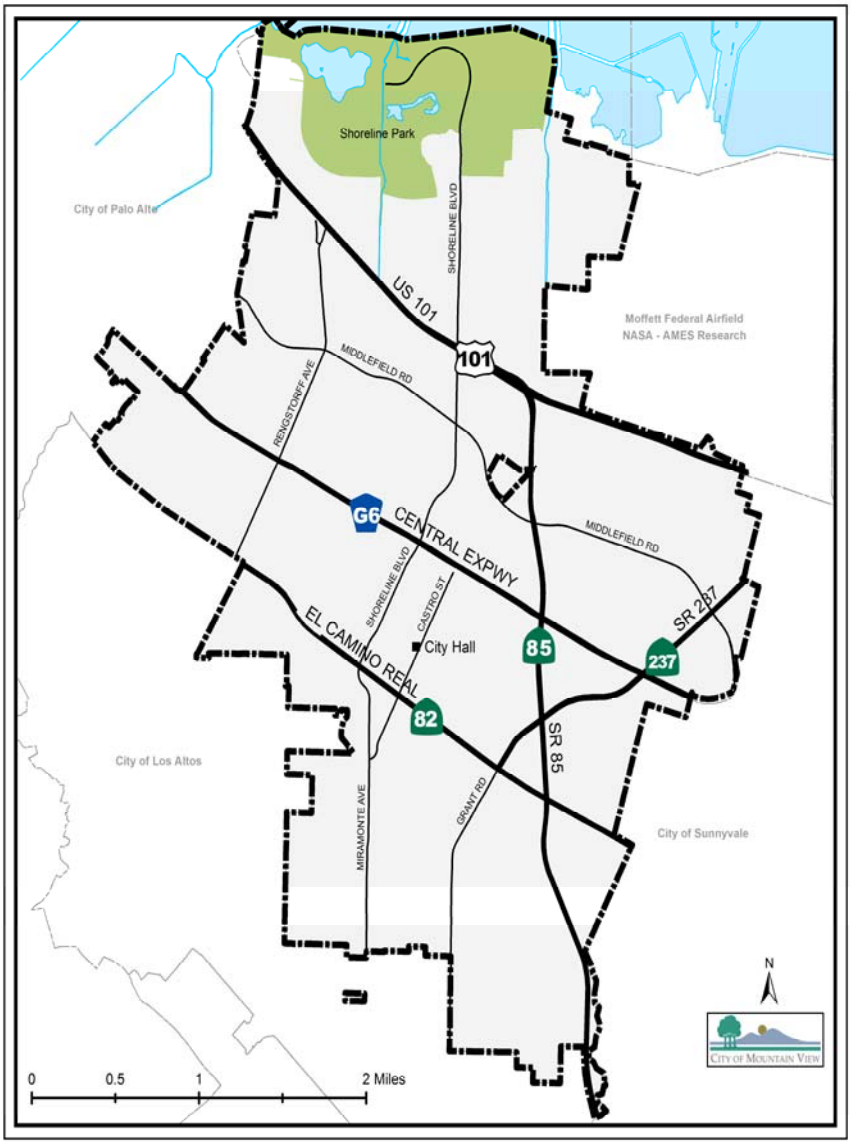
CITY OF MOUNTAIN VIEW, CALIFORNIA
COMMUNITY PROFILE

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

State of California

City of Mountain View



Location

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

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History

Mountain View began as a stagecoach stop and an agricultural center for the lush Santa Clara Valley. The town was incorporated in 1902 with a population of fewer than 1,000 people. Once covered in orchards and vineyards, by 1960 with the growth of the electronic and aerospace industries, the City of Mountain View's (City) population had exploded to over 30,000. In 2016, the population is 77,925.

Castro Street, 1904

Today

Mountain View is a modern, high-tech city that retains quiet neighborhoods and a historic downtown core. While Mountain View is keeping pace with new ideas and innovations, the City is also committed to the traditional values of strong neighborhoods and citizen involvement. Mountain View is comprised of a variety of distinct, locally organized neighborhood and homeowners associations which help identify the community's needs and shape the City's future. In 2009, Forbes Magazine named Mountain View fourth in "America's Top 25 Places to Live Well". In 2014, USA TODAY reviewed 550 cities and ranked Mountain View third in "America's 50 Best Cities to Live". In 2015, Niche ranked Mountain View fourth in "Best Towns to Raise a Family in California".

In recent years, the City has developed some of the finest recreation facilities the San Francisco Bay Area has to offer. The City's extensive park system not only provides an outstanding array of neighborhood parks, but also includes an innovative regional park created from reclaimed landfill. Shoreline-at-Mountain View park, built along San Francisco Bay, features an 18-hole golf course, a sailing lake and a wild life interpretive trail. The Civic Center, built around downtown's Pioneer Park, has one of the finest theater facilities in Northern California as well as a 60,000 square foot state-of-the-art library. Stevens Creek Trail has been undergoing phases of extensions since 1991 and is currently a 5.14 mile section of paved all-weather pathway for pedestrians and cyclists.

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Downtown Mountain View is the "heartbeat" of the City. This vibrant and active center offers a tremendous array of restaurants, as well as shops, the Center for Performing Arts, sidewalk cafes, clubs, businesses and the civic center. Downtown Mountain View is known for its festivals, parades, cultural events, the weekly farmers' market, summer concerts and a variety of unique celebrations throughout the year. Thousands of people come to downtown Mountain View each year to enjoy the events, and the character of downtown keeps them coming back. In 2012, Business Insider included Mountain View on the "Top 10 Best Cities for the Young and Trendy".

City Government

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

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City at a Glance

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

Population

1960 Census	30,889
1970 Census	54,132
1980 Census	58,722
1990 Census	67,460
2000 Census	71,369
2010 Census	74,066
2011	74,723
2012	75,275
2013	76,260
2014	76,781
2015	77,914
2016	77,925
2020 Forecast	81,992

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

Source: U.S. Census Bureau (1960-2010)
Association of Bay Area Governments (2020)
California State Department of Finance (all other years)

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

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

Source: U.S. Census Bureau

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Parks, Recreation, and the Arts

- 18-hole golf course
- Boathouse & Sailing Lake
- Center for the Performing Arts
- Outdoor Amphitheatre
- Community Center
- Senior Center
- Teen Center
- 40 Parks (2 undeveloped)
- 5 Trails
- 2 Pools
- 2 Community Gardens
- 2 Sports Centers

Transportation

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

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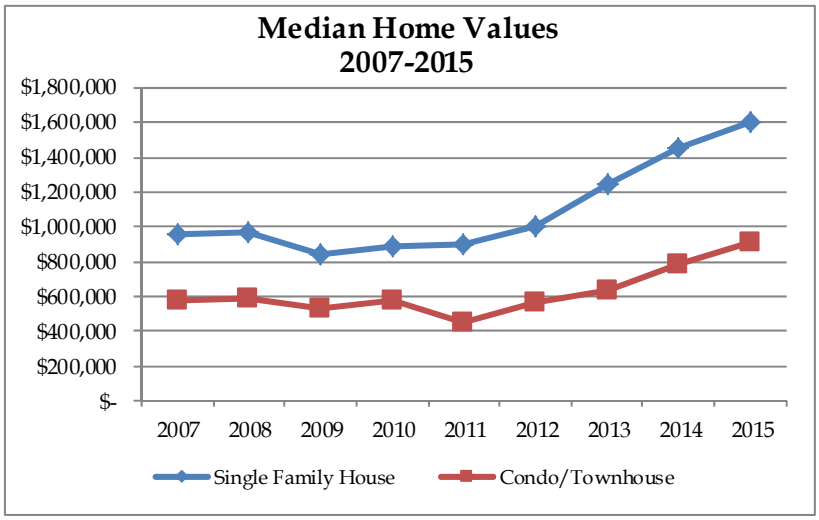
Land Use Distribution

	Estimated Total Acres	Percentage of Total
Residential	2,833	43.9%
Commercial	567	8.8%
Industrial	987	15.3%
Other	2,012	31.2%
Vacant	52	0.8%
Total	6,451	100.0%

Housing

- 35,239 housing units
- Median Home Values (end of 2015)
  - Single-family home $1,600,000
  - Condo/townhouse $910,000
- 41% owner-occupied
- 59% renter-occupied
- 8.3% Vacancy Rate (as of 1/1/2016)



Education

Mountain View has several elementary and secondary schools that maintain high standards and keep pace with the increasing demands for the requirements of higher education in the working world. The City is served by the Mountain View Whisman School District, Los Altos School District and Mountain View-Los Altos Union High School District. In addition, the City is located within reach of some of the best universities in the country: Stanford University, Santa Clara University, San Jose State University, Carnegie Mellon – West, and Universities of California at Berkeley and Santa Cruz.

- 7 Public Elementary Schools
- 2 Public Middle Schools
- 3 Public High Schools
- Higher Education Statistics:
  - 64.1% age 25 and over have a bachelor's degree or higher
  - 34.9% age 25 and over have a graduate or professional degree

Source for Higher Education Statistics: U.S. Bureau, 2010-2014 American Community Survey (ACS) 5-year estimates

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Income

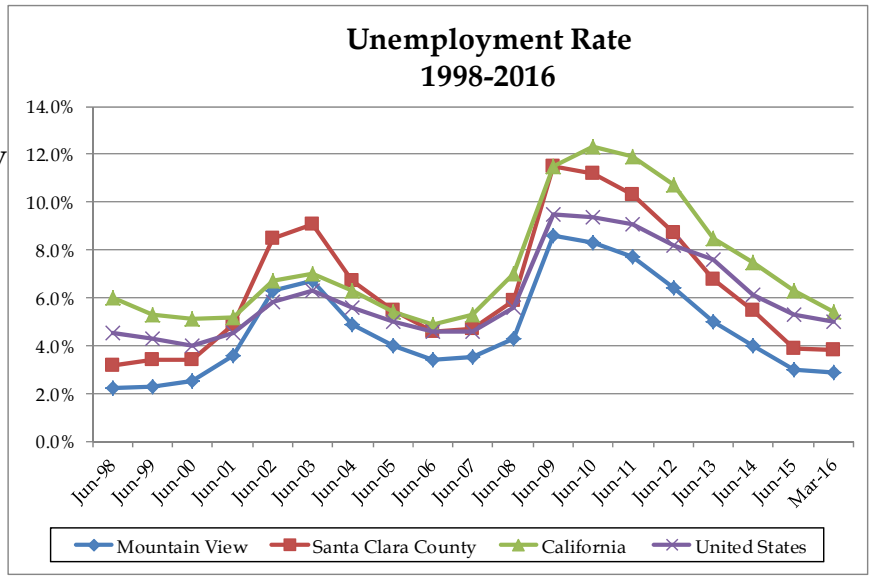
Based on a 5-year (2010-2014) estimate from the ACS, the median household income in Mountain View is $100,028 (in 2014 inflation-adjusted dollars). This is higher than the median household income of $93,854 in Santa Clara County and $53,482 in the United States.

The Census Bureau establishes an income threshold for poverty every year. According to a 5-year (2010-2014) estimate by the ACS, in the past 12 months, 8.3 percent of the population for whom poverty status is determined and 9.4 percent of children under the age of 18 live below the poverty level in Mountain View. In Santa Clara County, 9.9 percent of the population for whom poverty status is determined and 11.7 percent of children under the age of 18 live below the poverty level. Nationally, these numbers are higher with 15.6 percent of the population for whom poverty status is determined and 21.9 percent of children under the age of 18 years live below the poverty level.

Employment

Unemployment rates as of March 2016.

- 2.9% in Mountain View
- 3.8% in Santa Clara County
- 5.4% in California
- 5.0% in U.S.



Healthcare

Using a 5-year estimate from 2010 to 2014, the ACS estimates that 9.7 percent of Mountain View residents are uninsured. About one third of Mountain View residents can access a major medical facility within 30 minutes using public transit. El Camino Hospital is the primary hospital in Mountain View and one of the prominent hospitals in the Bay Area. Community health centers such as Kaiser Permanente, Palo Alto Medical Foundation, MayView Community Health Center and RotaCare Bay (which offer free services to uninsured and low-income families) are also available. Direct Urgent Care is a new urgent care clinic that opened January 2016 and is an alternative to long waits in the emergency room.

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Fiscal Year 2015-16 Financial Status Comparisons – Selected Santa Clara County Cities

City	Population [1]	Adopted General Fund Revenues	Adopted General Fund Appropriations	Adopted Total Budget	General Fund Expenditure Per Capita
Campbell	42,584	$ 47,914,016	$ 46,892,127	$ 64,169,672	$1,101
Cupertino	58,185	68,162,303	67,575,053	118,565,638	1,161
Milpitas	75,521	76,593,808	76,593,808	136,928,456	1,014
Mountain View	**77,925**	**107,133,730**	**107,389,004[2]**	**276,837,981[3]**	**1,378**
Palo Alto	68,207	183,940,000	185,672,000	563,559,000	2,722
San Jose	1,042,094	1,215,409,515	1,215,409,515	3,190,187,604	1,166
Santa Clara	123,752	184,992,229	184,992,229	720,203,772	1,495
Sunnyvale	148,372	162,816,725	153,226,521	355,826,448	1,033

Source: Revenues, Appropriations and Budget obtained from respective cities

(1) Estimates as of 1/1/16, obtained from the California State Department of Finance.
(2) Does not include projected budget savings.
(3) Amounts exclude interfund transfers.

Major Employers
(In alphabetical order)

Employer	Type of Business
Audience Inc.	Semiconductors
City of Mountain View	Local Government
El Camino Hospital	Health Services
Google Inc.	Software
Intuit Corporation	Financial Software
LinkedIn	Social Networking
Microsoft Corporation	Software
Mountain View Whisman School District	School District
Omnicell Inc.	Health Care Technology
Palo Alto Medical Foundation	Health Services
Samsung Research America Inc.	Software
Symantec	Software
Synopsys, Inc.	Chip Development Software & Services
Teledyne Microwaves	Microwave Technology & Mfg.
Walmart	Food & Staples Retailing

Source: City of Mountain View

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Top 25 Sales Tax Producers
As ofDecember 31, 2016

(In alphabetical order)

Allison BMW
ASA Computers
Au Energy Shell Station
Bed Bath & Beyond
Best Buy
Bon Appetit
Costco
Financial Services Vehicle Trust
Google
Guzik Technical Enterprises
Kohls
Korvis
Marshalls
Omnicell
Pure Storage
REI
Safeway
Siemens Medical Solutions
Symantec
Target
Valley Oil
Veritas Technologies LLC
Walgreens
Walmart
Zones

Source: HdL Companies

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TOP TEN PROPERTY TAXPAYERS

Fiscal Year 2015-16
(dollars in thousands)

OWNER	AGENCY	PRIMARY USE	ASSESSED VALUATION	PERCENTAGE OF TOTAL ASSESSED VALUATION
Google Inc.	City/SRPC	Industrial/ Unsecured	$ 3,036,853	13.5%
HCP Life Science REIT Inc.	SRPC	Industrial	347,804	1.6%
Baccarat Shoreline LLC	SRPC	Industrial	188,422	0.8%
Richard T. Peery Trustee	SRPC	Commercial	138,079	0.6%
P A Charleston Road LLC	SRPC	Commercial	106,034	0.5%
Intuit Inc.	City/SRPC	Industrial/ Unsecured	135,371	0.6%
Microsoft Corporation	SRPC	Unsecured	80,831	0.4%
Richard M. & Beverly J. Salado Trustee	SRPC	Industrial	78,908	0.4%
Linked In Corporation	SRPC	Unsecured	56,027	0.2%
Murphy Road Apartments-San Jose LP	SRPC	Vacant	49,069	0.2%
Total			$ 4,217,398	18.8%

Fiscal Year 2015-16 Total Net Assessed Valuation $ 22,425,807,479

Source: Santa Clara County Assessor Fiscal Year 2015-16 Combined Tax Rolls (as of July 1, 2015). Ranking based on Tax Revenue.

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

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GENERAL OPERATING FUND

FIVE-YEAR FINANCIAL FORECAST

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GENERAL OPERATING FUND
5-YEAR FINANCIAL FORECAST

INTRODUCTION

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

Annually, a forecast is prepared and presented to the City Council during the budget process. Beginning with the Fiscal Year 2008-09 budget process, the City Council set as a high-priority goal the development of a 10-year forecast. A 5-year Financial Forecast is prepared annually and a 10-year Long-Range Financial Forecast is prepared periodically (every two to four years) and initially discussed with the City Council during the Narrative Budget Study Session. This report is a 5-year Forecast (Forecast) for the time period of Fiscal Years 2016-17 through 2020-21. The most recent 10-year Long-Range Financial Forecast was completed for Fiscal Years 2015-2024.

A financial forecast, even with fluctuating economic variables, can assist with identification of long-term financial trends, causes of fiscal imbalances, future fiscal challenges, opportunities, and potential requirements, all of which may assist in keeping the City on a continuing path of fiscal sustainability. Growth and development will occur at a different pace than anticipated in this Forecast, and actual revenues and expenditures in future years will vary, but trend lines will be apparent. This Forecast is intended to provide a foundation for the City Council's decision making for Fiscal Year 2016-17 budget deliberations. The Forecast is focused on the General Operating Fund (GOF), which provides financing for the majority of City services, including Police, Fire, Parks, Recreation, Library, and administrative functions necessary for ongoing City operations. The GOF is also the fund that is most significantly influenced by economic conditions.

BACKGROUND AND ANALYSIS

The Forecast is based on reasonable assumptions utilizing available information from a wide variety of sources. These sources include reviewing the City's historical trends, gathering information from economists that specialize in the regional economics of Silicon Valley, reviewing various indicators (e.g., unemployment data, etc.), networking with staff of neighboring agencies, reviewing State of California (State) and national economic trends, and factoring in known Mountain View conditions, such as economic

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and property development. The level of City services, staffing, and cost of operations projected for Fiscal Year 2016-17 is the base year for subsequent fiscal years' expenditures in the Forecast. Confidence levels in the Forecast assumptions become less certain with each subsequent fiscal year, and actual future revenues and expenditures will vary from the Forecast.

Although it is uncertain as to when it will actually occur, it is prudent to include a downturn in the economy in the Forecast based on economic cycles. Historically, slowdowns in the economy have occurred approximately between 4 and 9 years in the past five decades, with the longest period of expansion lasting 11 years, from 1990 to 2001. It has been approximately 8.5 years since the beginning of the last recession and will be 11 years if the slowdown occurs in Fiscal Year 2018-19, as included in the Forecast. As a result, a general slowdown in economic activity is projected to begin Fiscal Year 2018-19 and continue into Fiscal Year 2019-20. However, some would say the recovery has been very long and slow; therefore, the next downturn could occur later.

The Forecast is not intended to predict precisely when the next slowdown in the economy will occur, but rather an indication of what the financial picture could look like when it occurs. The next slowdown could occur sooner or later than projected, but it is anticipated another downturn will occur during the Forecast period. The trend, based on the assumptions utilized, and assuming $1.8 million annual budget savings, indicates revenues in Fiscal Year 2016-17 through Fiscal Year 2018-19 will exceed expenditures, but as a result of an anticipated economic downturn, revenues may not be sufficient to fund all expenditures in Fiscal Years 2019-20 and 2020-21.

The various GOF revenue sources respond differently to such an economic event—some, such as Transient Occupancy Tax (TOT), react almost immediately while others, such as property taxes, sales tax, and investment earnings, lag behind. While the budget is projected to be balanced until the middle of the next downturn, it is important to note the five-year period includes revenues from projected development. If this development does not occur, annual operating balances will be negatively impacted.

The following chart shows historical population annually for the past five years, each U.S. Census year back to 1960, and projects population growth to 2020. From the 2000 Census to the 2010 Census, the City of Mountain View population grew by 2,697 (3.8 percent). According to the California State Department of Finance, the City's population is 77,925 in 2016, a 5.2 percent growth since the census. With the current pace of housing development, and potential for housing in the North Bayshore Area, the population could exceed the Association of Bay Area Governments' (ABAG) projections of 81,992 for 2020.

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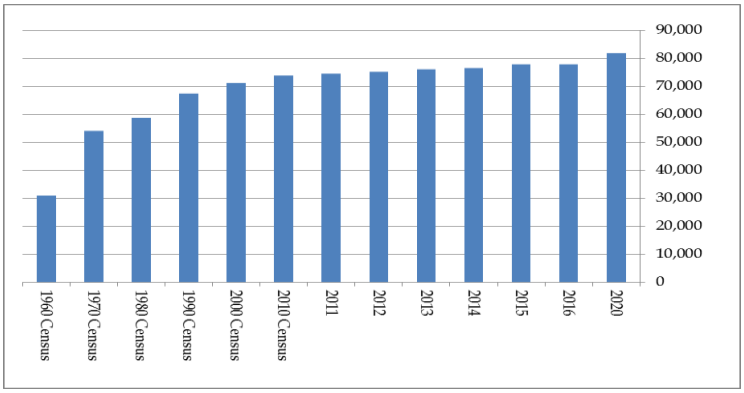
Population

1960 Census	30,889
1970 Census	54,132
1980 Census	58,722
1990 Census	67,460
2000 Census	71,369
2010 Census	74,066
2011	74,723
2012	75,275
2013	76,260
2014	76,781
2015	77,914
2016	77,925
2020 Forecast	81,992



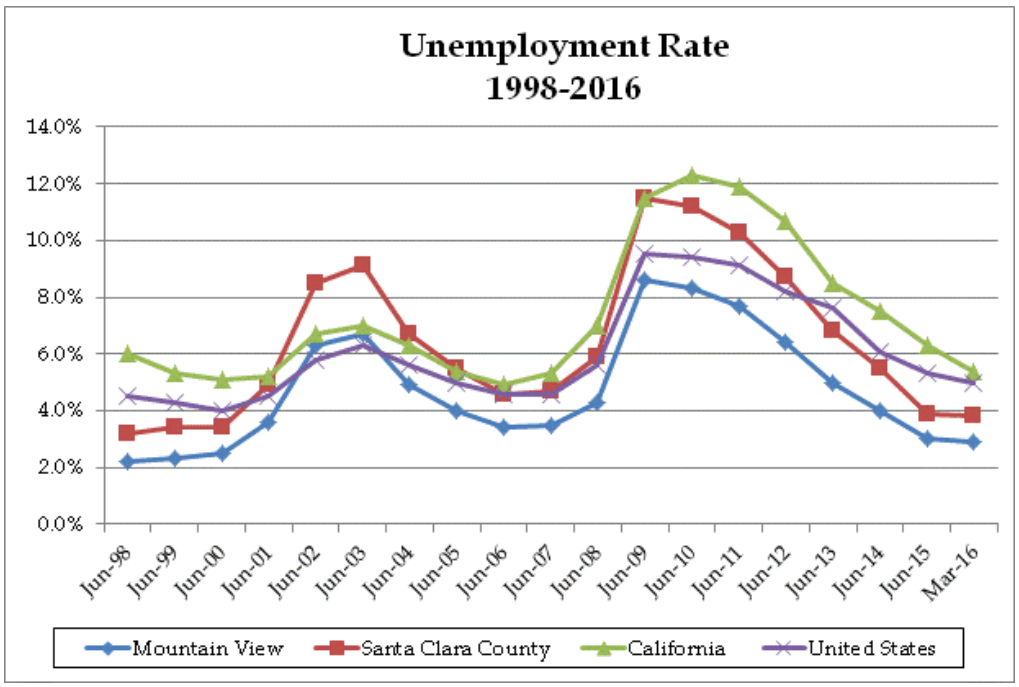
Sources: U.S. Census Bureau (1960-2010)
Association of Bay Area Governments (2020)
California State Department of Finance (all other years)

Economic Climate Factors

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

Unemployment

As detailed in the chart below, Mountain View's unemployment level has been below the County of Santa Clara (County), State, and nation, except during the recession of the early 2000s, which hit Silicon Valley the hardest. As of March 2016, unemployment in the City is at 2.9 percent, lower than the prerecession rate and well below the County (3.8 percent), the State (5.4 percent), and the nation (5.0 percent).



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State of California

Five years ago, the unemployment rate exceeded 12.0 percent and the State faced a significant budget gap. The budget was balanced with permanent spending cuts and temporary taxes from Proposition 30. Summarizing the Governor's January 2016 budget message—relative to past years, the State budget is in good shape. Education funding is at its highest level ever, 15 million more Californians have medical coverage, the State minimum wage has risen to $10 per hour, the State will provide almost $400 million to low-wage working families through an earned income tax credit, the Rainy Day Fund is growing, and the Fiscal Year 2016-17 Proposed Budget will have a surplus even after spending several billions of dollars on infrastructure investments. However, in view of the recent multi-billion-dollar deficits of just five years ago, the Governor's Office maintains fiscal restraint must still be a goal.

Revenue and Expenditure Overview

In order to maintain a base level of services in the City, revenue growth is necessary. If the existing revenue base cannot generate sufficient revenues to fund the cost of operations, the economic base must be enhanced or operating costs reduced. Fiscal Year 2016-17 revenues are projected to increase $11.6 million (10.8 percent) compared to Fiscal Year 2015-16 adopted revenues and $4.8 million (4.2 percent) compared to the Fiscal Year 2015-16 estimated revenues.

The City is in a stronger financial position with an annual surplus projected for the next few fiscal years, the result of cost containment, increased efficiencies, and economic recovery. The economic recovery from the recession is apparent locally and in other areas of the State. Locally, this includes major new private and public developments, such as The Village at San Antonio Center Phase II, various rental and ownership housing developments, commercial office development, and Moffett Gateway. These developments will provide housing, hotel rooms, shopping, and entertainment as well as generating additional ongoing revenues for the City, some as early as Fiscal Year 2016-17. Lease revenues are increasing from the revaluation of the long-term ground leases for the North Charleston and Crittenden sites. These two leases include a revaluation to market every 10 years.

Fiscal Year 2016-17 proposed expenditures are $5.7 million (5.4 percent) higher compared to the Fiscal Year 2015-16 adopted expenditures. The increases in expenditures are primarily related to cost-of-living adjustments (COLAs), retirement and health-care benefits cost increases, and an increase in the amortization of the Other Post-Employment Benefit (OPEB) unfunded liability. In addition, new ongoing expenditures of $1.5 million are included to address some of the resource limitations of the organization. After allowing for a $2.0 million contribution each to the unfunded California Public Employees' Retirement System (PERS) and OPEB liabilities, a $2.5

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million transfer to the Strategic Property Acquisition Reserve (SPAR), and anticipated budget savings of $1.8 million, the operating balance is projected to be $3.9 million for Fiscal Year 2016-17.

Although there have been changes made to reduce the cost of current health benefits, the overall Retirees' Health liability has increased. Between July 1, 2013 and July 1, 2015, the Actuarial Accrued Liability (AAL) increased from $101.9 million to $123.8 million. Major components of this increase include: the migration of Public Safety employees to the PERS Health Care system (PEMHCA) ($13.1 million), incorporation of the projected excise tax for high-cost plans under the Affordable Care Act ($5.9 million), revised demographic assumptions ($5.3 million), and the change in the discount rate from 7.0 percent to 6.73 percent ($3.9 million). However, the City continues to make progress toward the funding of this liability with additional contributions. The City was 68.2 percent funded as of July 1, 2013, but is now 72.9 percent funded as of July 1, 2015. Investment returns are also a factor in the improved funded ratio.

Staff and Council recognized the opportunity to take advantage of the City's improved financial position to reduce unfunded liabilities for PERS and OPEB. These liabilities are 74.3 percent and 72.9 percent funded, respectively, and have existing unfunded liabilities of $162.5 million (as of June 30, 2014) and $33.6 million (as of July 1, 2015), respectively. Beginning in Fiscal Year 2014-15, Council approved allocations of $5.2 million toward the PERS liability and $3.5 million toward the OPEB liability. The Fiscal Year 2016-17 Proposed Budget continues this important strategy with a $2.0 million annual contribution each to PERS and OPEB.

Although the percentage of funding is similar for both unfunded liabilities, the unfunded liability for PERS is significantly greater. Therefore, future recommendations are focused with more funding for PERS, for 2017-18 funding of $3.0 million and $1.0 million for PERS and OPEB, respectively, and for Fiscal Year 2018-19 funding of $2.0 million for PERS. An additional $1.0 million each is proposed for PERS and OPEB from the Fiscal Year 2015-16 carryover, budgeted in the General Non-Operating Fund, and $854,000 from other funds for PERS for their share of the additional contributions. Other funds continuously fully fund their share of the OPEB liability; only the GOF is not fully funded.

	Fiscal Year 2014-15		**Fiscal Year 2015-16**		**Fiscal Year 2016-17**		**Fiscal Year 2017-18**		**Fiscal Year 2018-09**		**Total**	
	PERS	**OPEB**	**PERS**	**OPEB**	**PERS**	**OPEB**	**PERS**	**OPEB**	**PERS**	**OPEB**	**PERS**	**OPEB**
GOF	–	$1.0 M	$2.0 M	$1.0 M	$2.0 M	$2.0 M	$3.0 M	$1.0 M	$2.0 M	–	$9.0 M	$5.0 M
GNOF	$1.0 M	$1.0 M	$1.5 M	$0.5 M	$1.0 M	$1.0 M	–	–			$3.5 M	$2.5 M
Other Funds	–	–	$687 K	–	$854 K	–	$732 K	–	$488 K	–	$2.8 M	–

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Fiscal Year 2016-17 includes contractual COLAs as provided for in the multi-year labor contracts for MVFF, POA, EAGLES, and SEIU and adopted resolutions for the remaining employee groups. Fiscal Years 2017-18 and 2018-19 include modest COLAs as placeholders and the remaining Forecast years do not include any COLAs. Annual step and merit increases, as well as projected annual benefit cost increases, are included for the entire Forecast period.

The following table includes the projected revenues and expenditures by category for Fiscal Year 2016-17 and the subsequent Forecast years.

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GENERAL OPERATING FUND FORECAST
(dollars in thousands)

	2015-16 ADOPTED	2015-16 ESTIMATED	2016-17 FORECAST	2017-18 FORECAST	2018-19 FORECAST	2019-20 FORECAST	2020-21 FORECAST
REVENUES:							
Property Taxes	$ 35,932	39,336	40,208	41,732	42,953	43,387	43,940
Sales Tax	19,380	20,665	20,091	20,685	19,433	18,223	18,429
Other Local Taxes[1]	14,333	15,373	16,082	16,467	16,842	15,564	16,011
Use of Money and Property	11,202	12,012	16,403	18,653	19,385	19,995	20,601
Other Revenues[2]	26,287	26,578	25,934	26,245	25,947	25,684	25,994
TOTAL REVENUES	107,134	113,964	118,718	123,782	124,560	122,853	124,975
EXPENDITURES:							
Salaries and All Pays	55,081	53,874	56,700	59,458	61,400	61,650	61,816
Retirement	13,445	13,445	14,703	15,590	16,735	17,716	18,238
Health Benefits	9,185	8,108	9,787	10,531	11,380	12,304	13,292
All Other Benefits	5,719	5,459	6,276	6,550	6,777	6,971	7,220
Salaries and Benefits	83,430	80,886	87,466	92,129	96,292	98,641	100,566
Supplies and Services	15,365	15,685	16,175	16,792	17,205	17,652	18,111
Capital Outlay/ Equipment Replacement	2,742	2,793	3,024	3,118	3,199	3,283	3,370
Interfund Expenditures and Transfers	2,852	2,852	3,404	3,384	3,398	3,401	3,435
Debt Service	-0-	-0-	-0-	3,000	3,000	3,000	3,000
Budget Savings	(1,800)	Included	(1,800)	(1,800)	(1,800)	(1,800)	(1,800)
NET EXPENDITURES	102,589	102,216	108,269	116,623	121,294	124,177	126,682
PERS Contribution	(2,000)	(2,000)	(2,000)	(3,000)	(2,000)	-0-	-0-
OPEB Contribution	(1,000)	(1,000)	(2,000)	(1,000)	-0-	-0-	-0-
Transfer to SPAR	-0-	-0-	(2,500)	-0-	-0-	-0-	-0-
OPERATING BALANCE/(DEFICIT)	$ 1,545	8,748	3,949	3,159	1,266	(1,324)	(1,707)

1 Other Local Taxes consists of Transient Occupancy Tax, Business Licenses, and Utility Users Tax.
2 Other Revenue consists of License, Permits and Fees; Fines and Forfeitures, Intergovernmental; Charges for Services; Miscellaneous Revenue; and Interfund Revenues and Transfers.

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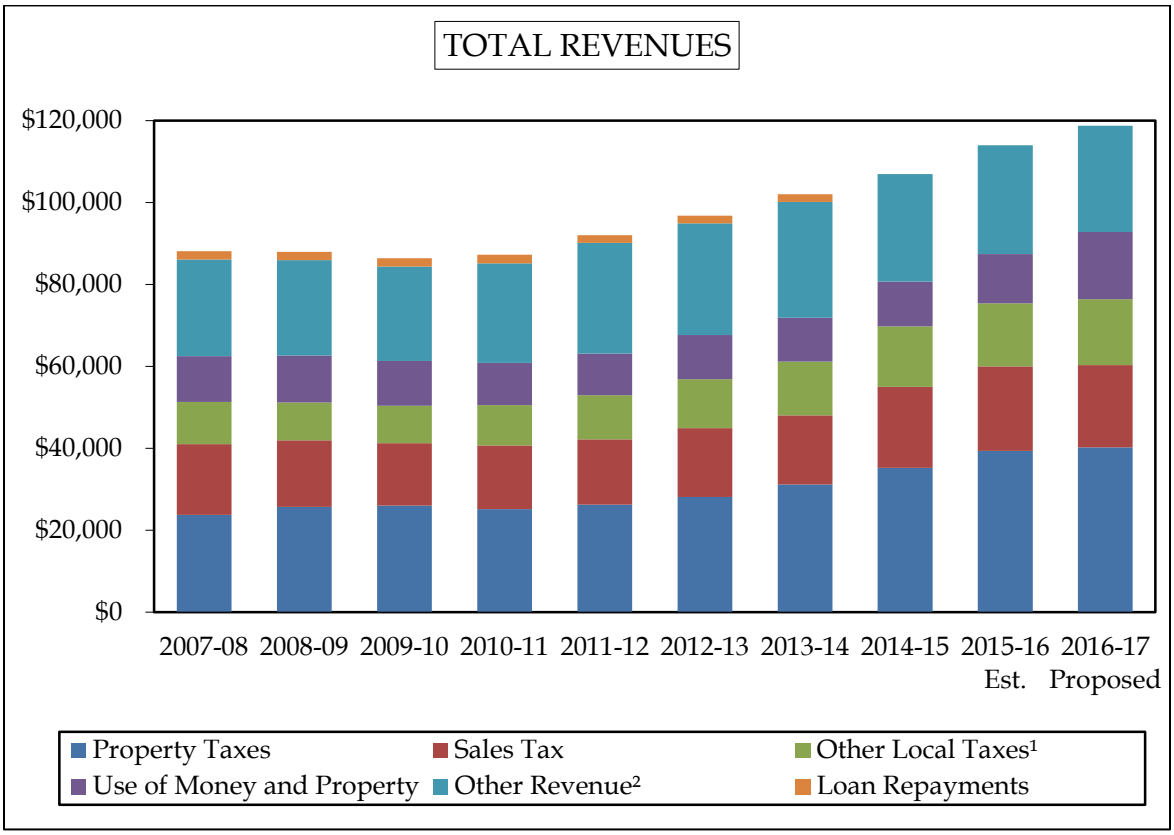
Revenue and Expenditure Background

Revenues

Historical experience demonstrates Mountain View has a relatively volatile revenue base, primarily related to sales tax, with substantial variation in the amount of revenues collected over time (see Attachment 1 for revenue and expenditure history). In addition to the overarching factors described in the Economic Climate Factors Section, the City's revenue volatility is continually impacted by local factors.

For Fiscal Year 2016-17, all the main categories of GOF Revenues listed in the previous table, except Other Revenues, are projected to meet or exceed the Fiscal Year 2015-16 Adopted Budget. Significant factors, such as increasing property and lease values, sales tax, hotel rates and occupancy, and improved compliance with the City's Utility Users Tax (UUT) Ordinance, are contributing to an improved financial condition and an overall indication the City is in a strong revenue growth period. The Other Revenues category is lower due to Fines and Forfeitures and Transfers as explained later in those respective sections.

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



1 Other Local Taxes consists of Transient Occupancy Tax, Business Licenses, and Utility Users Tax.
2 Includes Licenses, Permits and Fees/Fines and Forfeitures, Intergovernmental; Charges for Services; Miscellaneous Revenue; and Interfund Revenues and Transfers.

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Total Fiscal Year 2016-17 revenues are projected to increase $11.6 million (10.8 percent) compared to the Fiscal Year 2015-16 Adopted. Additional discussion of individual revenue sources can be found later in this Forecast.

Expenditures

During Fiscal Years 2009-10 through 2012-13, there were projected structural deficits ranging from $1.1 million to $6.0 million and, through a combination of operating efficiencies and expenditure reductions (totaling $7.4 million), revenue enhancements, and employee cost containment (totaling $2.2 million), the City was able to balance those budgets and weather the Great Recession. Revenues had recovered sufficiently and no budget restructuring was necessary beginning in Fiscal Year 2013-14. The economic health of the City has continued to improve, resulting in a higher level of demand for services to support commercial and residential development, as well as to support other community priorities such as transportation and sustainability. Revenue projections for Fiscal Year 2016-17 indicate the strength of the recovery and allow for the proposed ongoing and limited-period positions, services and supplies, contributions toward the PERS and OPEB liabilities, and setting aside additional funds for potential strategic property acquisition. From the peak in Fiscal Year 2001-02 through Fiscal Year 2012-13, the GOF employee count was reduced by over 70.0 positions (over 14.0 percent). Although there have been high-priority positions added in recent years, overall, the City continues to operate at a very lean staffing level for the quality and volume of services provided. The Fiscal Year 2016-17 Proposed Budget includes additional positions to address the workload demands.

The Forecast expenditures are calculated in the same manner as the annual budget and include the full cost of each existing position (salary and benefits). For Fiscal Years 2016-17 through 2018-19, the salaries have been adjusted based on both compensation agreements as approved by City Council and projections. Also included are multi-year assumptions related to the remaining cost components (e.g., steps, merits, retirement, health care, etc.) throughout the Forecast period. The factors for future health benefit costs were based on health-care trends and historical experience. The projected California PERS rates for Fiscal Years 2016-17 through 2020-21 were provided by PERS.

For Supplies and Services and the remaining categories, a base level of expenditures is calculated utilizing the Fiscal Year 2015-16 Adopted Budget and then adjusted based on the multi-year assumptions related to each component of cost (e.g., City utilities, equipment maintenance, self-insurance funding, etc.).

Based on past experience, it is typical to underspend the budget due to vacant positions and cost containment in Supplies and Services accounts. Beginning in Fiscal Year 2009-10, a budget savings amount was assumed. It has been as high as $2.8 million,

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reduced to $2.0 million in Fiscal Year 2014-15 and to $1.8 million in Fiscal Year 2015-16 as the higher levels of savings were not being realized. It remains at $1.8 million annually throughout the Forecast period.

SUMMARY

Silicon Valley continues to be a leader in the local and national economic recovery—job creation, vacant space utilization, development of both residential and commercial projects, and the recovery of property values are contributing to the health of the local economy. Although anticipated PERS and medical rate increases are significant factors, the Forecast projects revenue growth and positive operating balances (including funds set aside for PERS and OPEB) through Fiscal Year 2018-19. The final two years of the Forecast project negative balances of $1.3 million and $1.7 million, respectively. Future financial stability will be dependent upon the strength of the economy, the timing of the next recession, and continued fiscal restraint.

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

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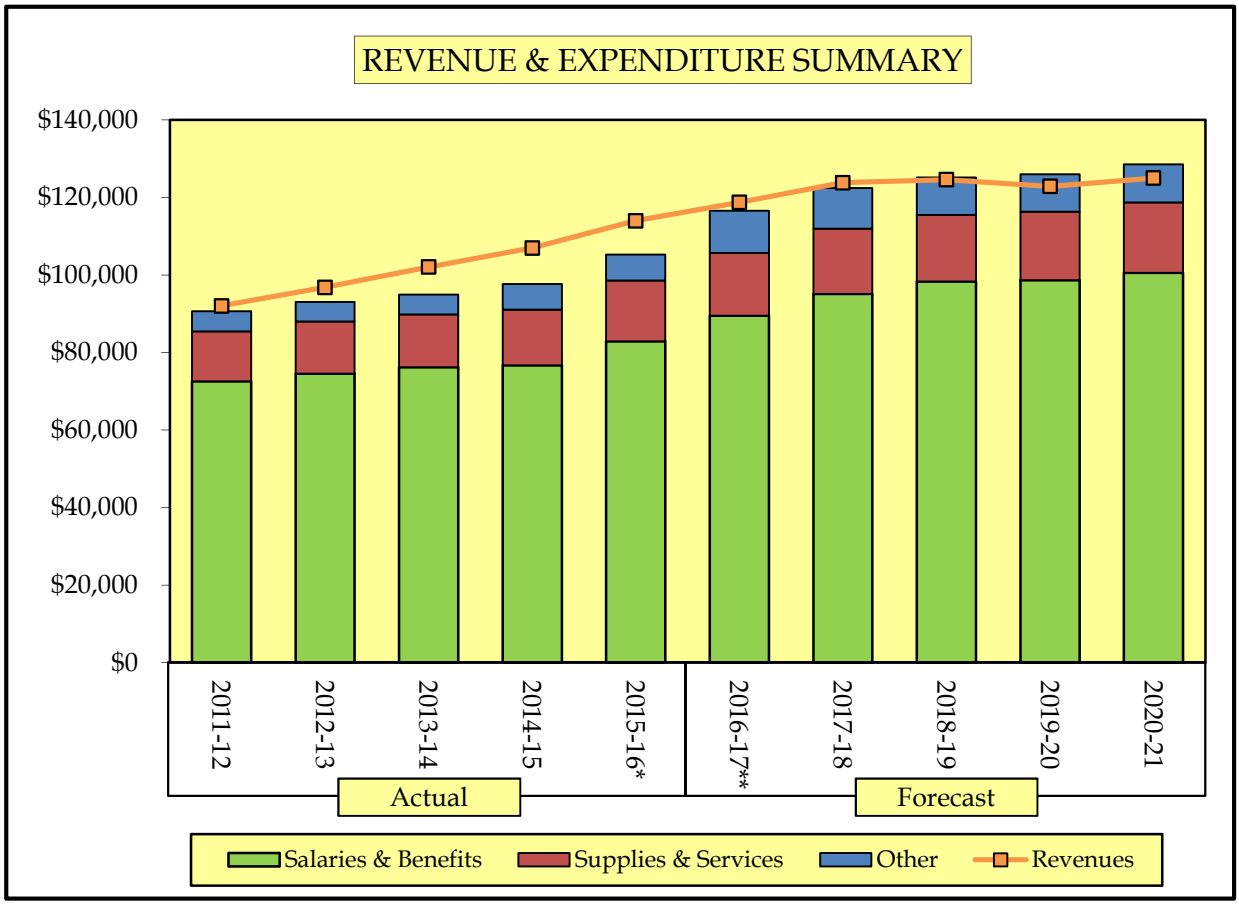

Fiscal Year		Revenues	Expenditures
2011-12		92,041	90,605
2012-13		96,811	93,041
2013-14		102,045	94,933
2014-15		106,940	97,677
2015-16	*	113,964	105,216
2016-17	**	118,718	116,569
2017-18		123,782	122,423
2018-19		124,560	125,094
2019-20		122,853	125,977
2020-21		124,975	128,482

* Estimated
** Proposed
(dollars in thousands)

The Fiscal Year 2016-17 proposed expenditures and all forecast years do not include the projected operating budget savings.

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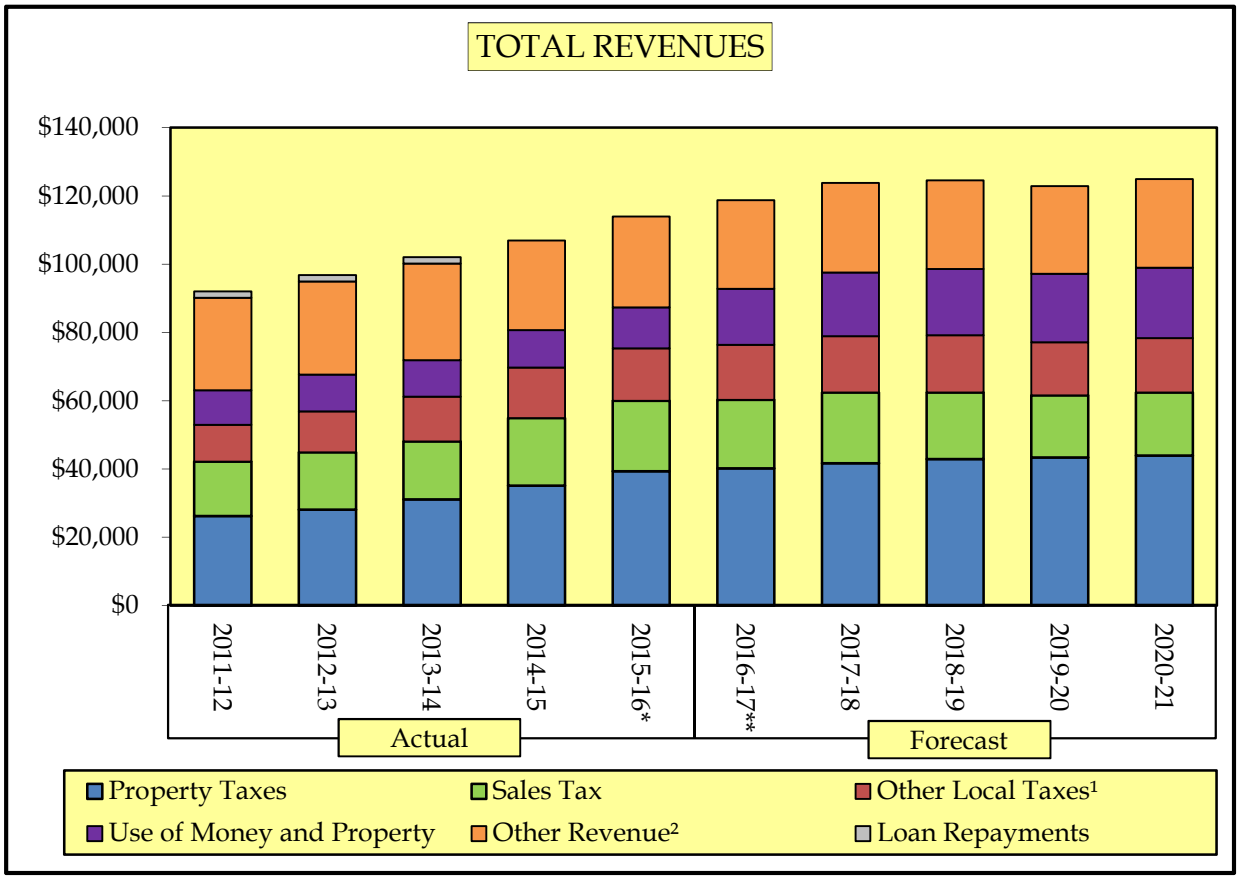

Fiscal Year		Total Revenues	% Change
2011-12		92,041	5.5%
2012-13		96,811	5.2%
2013-14		102,045	5.4%
2014-15		106,940	4.8%
2015-16	*	113,964	6.6%
2016-17	**	118,718	4.2%
2017-18		123,782	4.3%
2018-19		124,560	0.6%
2019-20		122,853	(1.4%)
2020-21		124,975	1.7%

* Estimated
** Proposed
(dollars in thousands)

[1] Includes Business Licenses, Transient Occupancy and Utility Users Tax.

[2] Includes Licenses, Permits & Fees/Fines & Forfeitures; Intergovernmental; Charges for Services; Miscellaneous Revenue; and Interfund Revenues & Transfers.

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PROPERTY TAXES

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

SOURCES

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

ECONOMIC FACTORS

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

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HISTORY

In 1992, as a way of solving its own budget shortfall, the State enacted legislation that shifted partial financial responsibility for funding education to local government. Property tax revenues belonging to cities, counties, and special districts were shifted to the Education Revenue Augmentation Fund (ERAF). The net cumulative loss to the GOF resulting from all ERAF shifts through Fiscal Year 2015-16 exceeds $90.0 million (almost $94.0 million for the entire City).

For the past two decades, housing activity has remained strong with short periods of uncertainty or declines related to the availability of housing stock, interest rates, and the overall economy. During Fiscal Year 2008-09, the housing market collapsed and assessed valuation across the County suffered and caused some properties to be appraised at less than the outstanding debt on the property. During that time, foreclosures nationwide increased dramatically as homeowners defaulted on their mortgages and California was the epicenter of the foreclosure crisis. Mountain View experienced foreclosures, but not as severely as other parts of the State. The number of foreclosures in the nation and California has declined significantly, now at the lowest level since 2006. The number of foreclosures in both the County and the City has also fallen dramatically.

Beginning Fiscal Year 2008-09, the County began processing Proposition 8 (Prop 8) reductions for residential and commercial properties. The majority of the lost value for residential Prop 8 reductions was recaptured in Fiscal Years 2013-14 and 2014-15 and the remainder was recaptured in Fiscal Year 2015-16.

In the time period since the beginning of the recession, commercial property owners have also submitted applications for value reductions. The number of appeals submitted Countywide for 2015 is the lowest since 2007. Because of the variable nature of commercial properties, the process of reviewing and valuing them is more complicated and lengthy. The County has processed Countywide AV roll reductions (primarily the result of resolved appeals) and corrections during the current fiscal year and anticipates a net of $3.0 billion in AV reductions through June 30, 2016. The General Fund's share of this property tax revenue loss for Fiscal Year 2015-16 is approximately $274,000. As of May 2016, the County has approximately 5,600 active appeals and the Forecast includes some loss in property tax revenue as a result of resolution of these appeals.

Tracking of sales activity was initiated in 2007. The highest number of sales transactions occurred in 2012, but the largest increase in AV resulting from changes in ownership (CIO) occurred in 2015. As detailed in the table below, there has been

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growth in the median price of single-family homes (SFH) with CIO every year since 2010, with more significant increases in the SFH median price for sales since 2011.

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

Year	Single-Family Home (SFH)	Number of SFH CIO	Condo/ Townhome	Number of Condo/ Townhome CIO
2007	$955,000	218	$575,000	255
2008	$963,250	200	$590,000	184
2009	$845,000	182	$535,000	179
2010	$892,000	267	$572,500	268
2011	$900,750	306	$445,000	241
2012	$1,000,000	341	$570,000	299
2013	$1,245,000	297	$639,000	356
2014	$1,450,000	255	$781,000	322
2015	$1,600,000	274	$910,000	312

Also impacting the growth in Property Taxes is the CCPI. Four of the last six fiscal years have had annual CCPI less than the maximum 2.0 percent allowed, and one of the four years was a negative CCPI.

In total, Fiscal Year 2015-16 estimated Property Tax revenues of $39.3 million exceeds both the Fiscal Year 2015-16 Adopted Budget of $35.9 million and the Fiscal Year 2014-15 actual of $35.2 million.

FORECAST

The Fiscal Year 2016-17 projected secured property tax revenues is based on the July 1, 2016 tax roll adjusted for the following:

- A 1.525 percent CCPI increase to the AV of all eligible residential and commercial property;
- Projected AV loss from resolution of pending appeals;
- AV changes related to property transfers and sales prior to the lien date; and
- Projected AV increase related to new development and remodels.

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As mentioned earlier, the County has a backlog of approximately 5,600 appeals. As the County is unable to provide information about pending appeals specific to each local agency, the Fiscal Year 2016-17 revenues include a projected tax loss for the resolution of pending appeals.

For the remaining Forecast years, total secured property tax is projected with net growth ranging from 1.0 percent to 4.7 percent annually. These average annual increases include an annual change in AV based on a 2.0 percent CCPI, new development projects in the pipeline (including The Village at San Antonio Phase II, Moffett Gateway projects, and various housing developments), and anticipated growth from CIO and remodeling. The increased revenue from Moffett Gateway has been identified as a possible revenue source for the Police/Fire Administration Building capital improvement project (CIP).

For Fiscal Years 2016-17, 2017-18, and 2020-21, unsecured property tax revenue is projected to increase 1.0 percent annually. Fiscal Years 2018-19 and 2019-20 are projected with 10.0 percent and 5.0 percent declines, respectively, reflecting the impact of a projected downturn in the economy.

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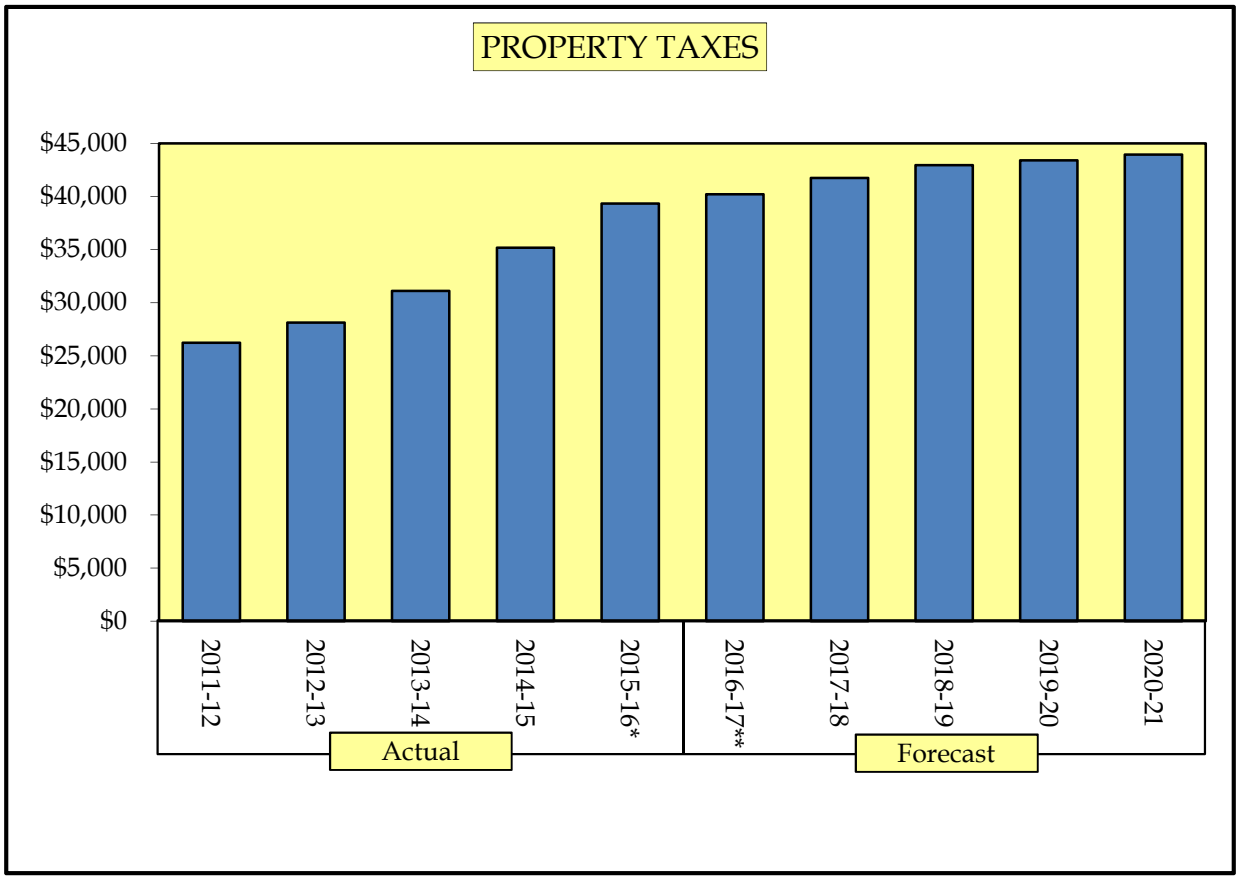

Fiscal Year		Property Taxes	% Change
2011-12		26,216	4.3%
2012-13		28,122	7.3%
2013-14		31,120	10.7%
2014-15		35,173	13.0%
2015-16	*	39,336	11.8%
2016-17	**	40,208	2.2%
2017-18		41,732	3.8%
2018-19		42,953	2.9%
2019-20		43,387	1.0%
2020-21		43,940	1.3%

* Estimated
** Proposed
(dollars in thousands)

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SALES TAX

Sales Tax revenue is the second largest single revenue source of the GOF and also the most volatile. The City of Mountain View is allocated 1.0 percent of every sales dollar subject to sales tax. In the late 1990s, sales tax from commercial/industrial businesses generated a greater amount of sales tax than retail businesses, an approximate 1.5:1.0 ratio. During the current decade, as a result of relocations, recession, growth of the service economy (nontaxable products), and Board of Equalization (BOE) reporting changes, retail contributes a greater share and the ratio is approximately 1.0:3.3.

SOURCES

- Retail sales of tangible personal property to individuals and other businesses.
- Use and excise taxes on business consumption of personal property.
- State and County pooled sales tax allocated by population.

ECONOMIC FACTORS

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

HISTORY

Since the early 1990s, sales tax has been an extremely volatile revenue source, reaching an all-time record high of $24.1 million in Fiscal Year 2000-01, primarily resulting from high-tech businesses. A precipitous decline to $14.2 million occurred in Fiscal Year 2003-04 followed by steady growth through Fiscal Year 2007-08 to $17.3 million. These variations typically occur as businesses move in and out of the City, companies modify reporting and/or sales methods, and the economy changes. Fundamentally, as the service economy grows, less manufacturing is done locally, so there is a smaller commercial tax base because sales tax is not applicable to most technology company sales. As a result of the Great Recession, Sales Tax revenue fell in excess of $2.0 million

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(11.8 percent) to $15.2 million in Fiscal Year 2009-10. Since then, sales tax revenue has again grown steadily, reaching almost $20.0 million in Fiscal Year 2014-15. The most recent quarters of sales tax data indicate there is net growth for Santa Clara County, the nine Bay Area counties, and the State. Fiscal Year 2015-16 is estimated to exceed both the Fiscal Year 2015-16 Adopted Budget and Fiscal Year 2014-15 actual.

The State Department of Finance has notified local agencies that the Economic Recovery Bonds approved by voters in 2004 to close the State's then operating deficit will likely be paid off during Fiscal Year 2015-16. This will end the "triple flip" swap of 25 percent of the City's 1.0 percent sales tax to the State for a transfer of local property tax revenues from schools. There is no impact to the City's ongoing sales tax revenue as after the bonds are paid off and the swap ends, the City will begin receiving the full 1.0 percent sales tax in lieu of the property tax revenues. However, because of the timing of when the swap ends and the City receiving its full 1.0 percent sales tax, Fiscal Year 2015-16 sales tax revenues will be slightly higher due to a true-up.

FORECAST

Overall growth of 2.0 percent offset by known changes in businesses is projected for Fiscal Year 2016-17, but total sales tax revenue is projected to be slightly less than the Fiscal Year 2015-16 estimated, primarily due to the timing and true-up of the end of the triple flip mentioned above. Fiscal Year 2017-18 includes 2.0 percent projected growth, the two subsequent Forecast years reflect 7.0 percent declines related to an anticipated downturn in the economy, and a recovery begins in the final Forecast year. The Village at San Antonio Center Phase II is projected to be completed in Fiscal Year 2017-18 with retail tenants in place beginning to generate sales tax.

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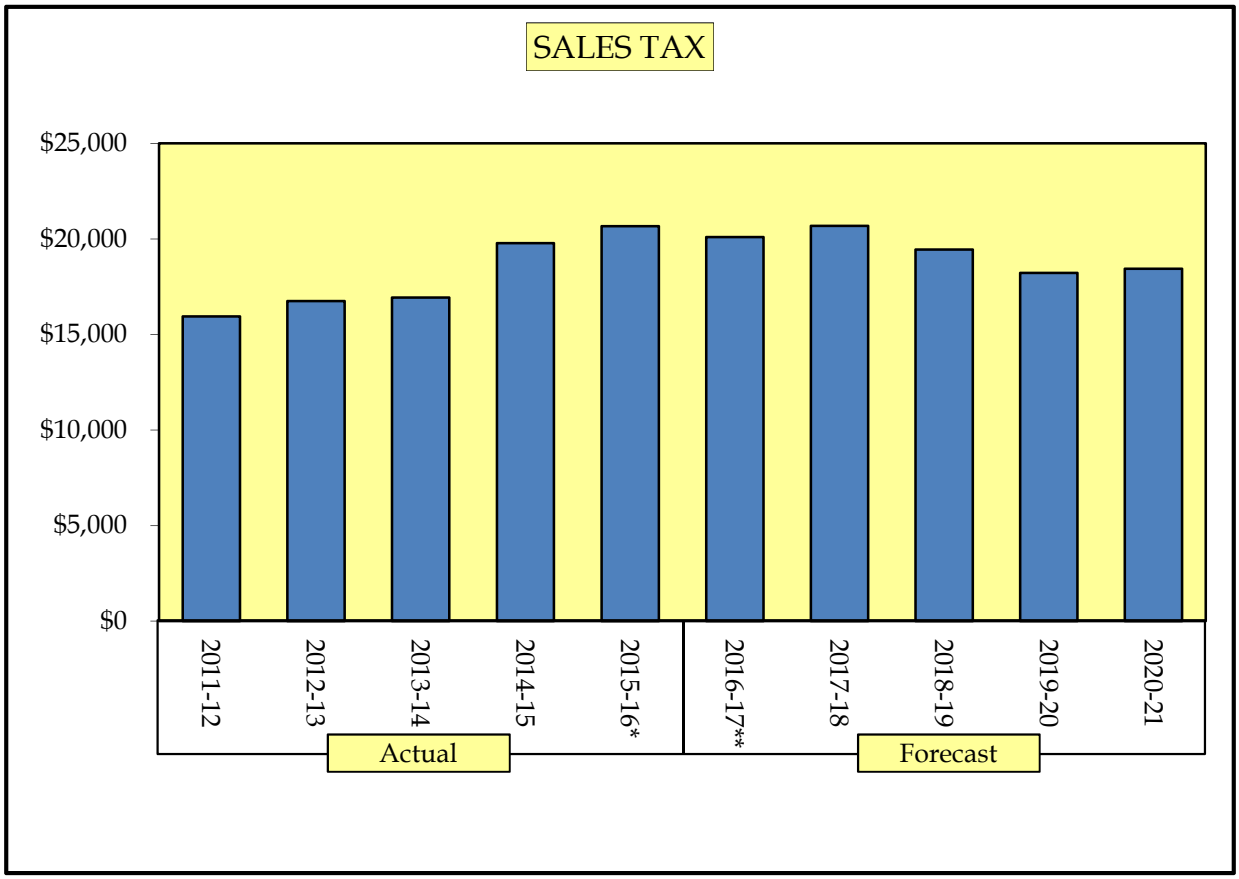

Fiscal Year		Sales Tax	% Change
2011-12		15,940	2.8%
2012-13		16,744	5.0%
2013-14		16,936	1.1%
2014-15		19,773	16.8%
2015-16	*	20,665	4.5%
2016-17	**	20,091	(2.8%)
2017-18		20,685	3.0%
2018-19		19,433	(6.1%)
2019-20		18,223	(6.2%)
2020-21		18,429	1.1%

* Estimated
** Proposed
(dollars in thousands)

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OTHER LOCAL TAXES

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

SOURCES

- TOT is a 10.0 percent tax assessed on hotel and motel occupancies. Any occupancy by a government employee while on government business, or a stay exceeding 30 consecutive days, is exempt from the tax. This tax is self-reported on a quarterly basis by hotels and motels within the City limits, and a compliance audit is performed on a periodic basis.

- Business License Tax is assessed on all businesses known to be operating in Mountain View and billed annually. Currently, there are approximately 6,300 businesses with licenses. The tax rate varies by type of business, generally $30 per year for most (73.0 percent), but can exceed $1,000 for certain types of businesses.

- UUT is a 3.0 percent tax assessed on the consumption of all telecommunication, electricity, and gas services. Companies providing taxable utility services remit UUT payments monthly and a compliance audit is performed on a periodic basis.

ECONOMIC FACTORS

- TOT: Number of hotel rooms, room rate, occupancy rate, and number of exemptions.

- Business License Tax: Number and types of businesses licensed by the City and the applicable tax rate.

- UUT: Customer base, level of consumption, and price of the commodity.

HISTORY

TOT: The current tax rate of 10.0 percent was last modified in June 1991 from 8.0 percent. Occupancy and room rates in the City typically grow in nonrecessionary times. The impacts of economic downturns or disruptions are immediately felt in TOT revenue as demonstrated by the 50.0 percent decline resulting from the dot-com bust and the 26.6 percent decline during the Great Recession. TOT revenues began to recover from this last recession in spring 2010 and growth has continued through Fiscal Year 2015-16.

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Business License Tax: This revenue does not change significantly from year to year as the tax rate has remained essentially unchanged since June 1954 (excluding two business types updated in 1985). Fluctuation in the number of businesses does not significantly change annual revenue because of the low annual tax rate.

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

An audit of telecommunications providers was completed in January 2014 and resulted in a $1.1 million settlement and one-time assessment payments. In addition, during Fiscal Year 2014-15, staff worked to bring another telecommunications provider into compliance, resulting in a payment of the amount due for that fiscal year and a $1.6 million payment for a prior time period. Both of these companies are remitting monthly UUT payments, contributing to ongoing revenue. Overall, Fiscal Year 2015-16 estimated revenue exceeds both the Fiscal Year 2015-16 Adopted Budget and the Fiscal Year 2014-15 actual.

FORECAST

TOT: Fiscal Year 2016-17 reflects the completion of the Hampton Inn and Residence Inn remodel/room addition projects and projected revenue for a portion of the fiscal year. Growth is projected at 8.0 percent for the remaining properties. The projected growth is anticipated to slow through Fiscal Year 2017-18, decline 15.0 percent to 20.0 percent in the following two Forecast years and begin recovering in the final Forecast year. Fiscal Year 2017-18 reflects the completion of the Best Western remodel/room addition and Fiscal Year 2018-19 reflects the anticipated opening of the hotel planned as part of the San Antonio Phase II project and the hotel planned as part of the Moffett Gateway project.

Business License Tax: Business license revenue is forecast with a 2.0 percent annual growth through Fiscal Year 2017-18 and the anticipated two-year downturn includes 3.0 percent average annual declines followed by the beginning of the recovery in the final Forecast year. A business license compliance audit commenced during Fiscal Year 2015-16, but there is an insignificant increase in revenue based on findings to date.

UUT: Total projected UUT revenue for Fiscal Year 2016-17 is 1.9 percent higher than the Fiscal Year 2015-16 estimated. The Agreement between the BOE and the City for prepaid phone cards was executed in December 2015 and the City should receive the

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first quarterly payment of UUT for prepaid phone cards in September 2016. No revenue has been included in the Forecast as it is unknown what the amount might be. The UUT revenues for the following four Forecast years fluctuate with the anticipated economic downturn.

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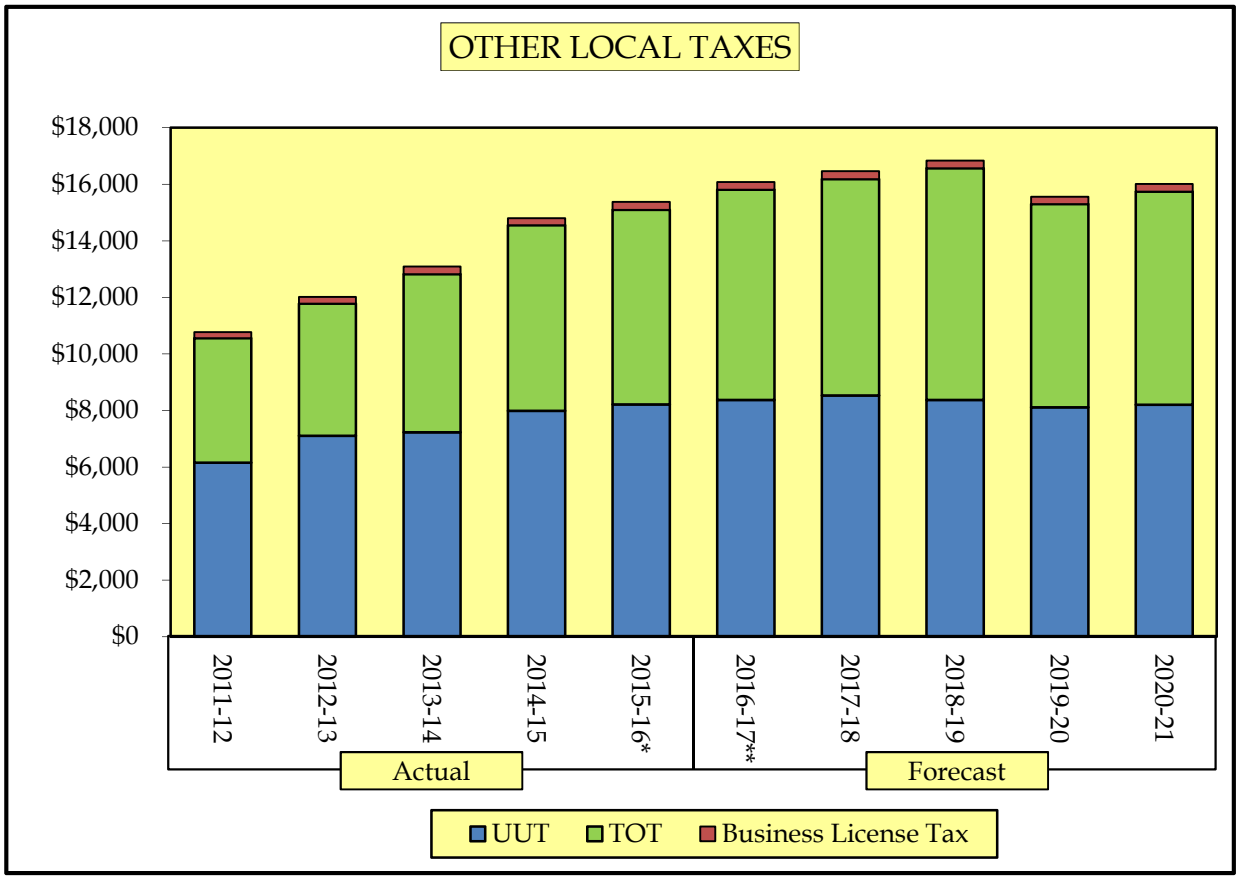

Fiscal Year	Utility Users Tax	Transient Occupancy Tax	Business License Tax	Total Other Local Taxes	% Change
2011-12	6,157	4,397	220	10,774	9.2%
2012-13	7,108	4,668	239	12,015	11.5%
2013-14	7,226	5,595	268	13,089	8.9%
2014-15	7,988	6,559	258	14,805	13.1%
2015-16 *	8,216	6,883	274	15,373	3.8%
2016-17 **	8,374	7,429	279	16,082	4.6%
2017-18	8,536	7,646	285	16,467	2.4%
2018-19	8,375	8,191	276	16,842	2.3%
2019-20	8,118	7,178	268	15,564	(7.6%)
2020-21	8,199	7,537	275	16,011	2.9%

* Estimated
** Proposed
(dollars in thousands)

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USE OF MONEY AND PROPERTY

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

SOURCES

- Monthly interest allocation generated by the City's pooled investment portfolio.

- Leased and rented properties, including:

  - Crittenden, Charleston East, and North Charleston sites
  - Shoreline Amphitheatre
  - Moffett Gateway
  - Recology
  - Center for the Performing Arts
  - Michaels at Shoreline
  - Community School of Music and Arts (CSMA)
  - CVS (parking structure, retail space)
  - Historic Adobe Building, Community Center, and Senior Center
  - Bean Scene Café, Olympus Caffe, and Savvy Cellar Wines, Inc.
  - Bank of America (ATM)
  - Wireless Telecommunication Providers (GTE Mobilnet, Metro PCS, Sprint)

ECONOMIC FACTORS

- Economy.

- Federal Reserve policy and interest rates.

- Portfolio balance.

- City Investment Policy.

- Rental revenues received and lease agreements.

HISTORY

Investment Earnings: Over the past decade, part of the City's financial strategy was to build reserves in anticipation of budget constraints in order to generate additional revenue in the form of investment earnings and to maintain sufficient funds to weather

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any further significant declines in revenues. The Federal Reserve has aggressively managed short-term interest rates since 2006 in an effort to combat the ripple effect of the subprime lending crisis and support the economic recovery by reducing the Federal funds rate from 5.25 percent to a target of 0.25 percent. This has significantly impacted the City's interest earnings. In December 2015, the Federal funds rate was increased 25 basis points and if the economy continues to improve, it is anticipated the Federal Open Market Committee (FOMC) will continue to implement small incremental increases in the upcoming years.

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

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

In late Fiscal Year 2005-06, Council approved the amended and restated lease between the City and SFX Entertainment, Inc. (operating company of Live Nation, Inc.), for the lease of the Shoreline Amphitheatre. The terms of the lease eliminated the percentage rent structure and replaced it with a fixed amount of $200,000 per month for the concert season (nine months), a total of $1.8 million annually.

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

In May 2010, Savvy Cellars opened to the public at the Centennial Plaza Train Depot and, in accordance with the lease, the annual revenue to the City for the first five years was $29,700. The first increase of 3.1 percent was effective December 2014, followed by a 2.59 percent increase effective December 2015. Effective with the Fiscal Year 2015-16 Adopted Budget, rental income from the Adobe Building, Community Center, and

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Senior Center was moved from Recreation Service Charge revenue to Rents and Leases and estimated at $145,000 for Fiscal Year 2015-16.

FORECAST

Investment Earnings: The Fiscal Year 2016-17 projection is based on the assumption that as instruments mature, the funds will be reinvested at rates slightly higher than those available in Fiscal Year 2015-16, resulting in an average portfolio yield of 1.26 percent for Fiscal Year 2016-17. This assumes the Local Agency Investment Fund (LAIF) pooled rate averages 0.75 percent (currently at 0.53 percent). The City's average portfolio yield is anticipated to continue rising or remain level through Fiscal Year 2019-20 and then decline in the final Forecast year as the impact of the projected economic downturn affects rates.

Rents and Leases: The Crittenden ground lease is due for its decennial revaluation effective January 1, 2017 and the process will start in the fall of 2016. Fiscal Year 2016-17 assumes an increase at 50.0 percent of the North Charleston revaluation for the applicable six months. The Charleston East ground lease includes a 3.0 percent annual increase and will be revalued during the Forecast period.

The City receives $1.8 million annually from SFX Entertainment, Inc. (SFX), for the lease of the Shoreline Amphitheatre through Fiscal Year 2016-17 and 2.0 percent annual contractual increases begin the following fiscal year. Should the City allow Google to extend its sublease from SFX after 2017, additional revenue would be expected. The lease agreement with CSMA includes an increase effective Fiscal Year 2018-19. The Savvy Cellars lease provides for annual increases through the Forecast period, which have been projected at 3.0 percent annually. In Fiscal Year 2017-18, the CVS lease agreement provides for an 11.9 percent increase. The remaining lease agreements will remain essentially level. The annual rental fees from the Adobe Building, Community Center, and Senior Center range from $131,000 to $152,000 over the forecast period.

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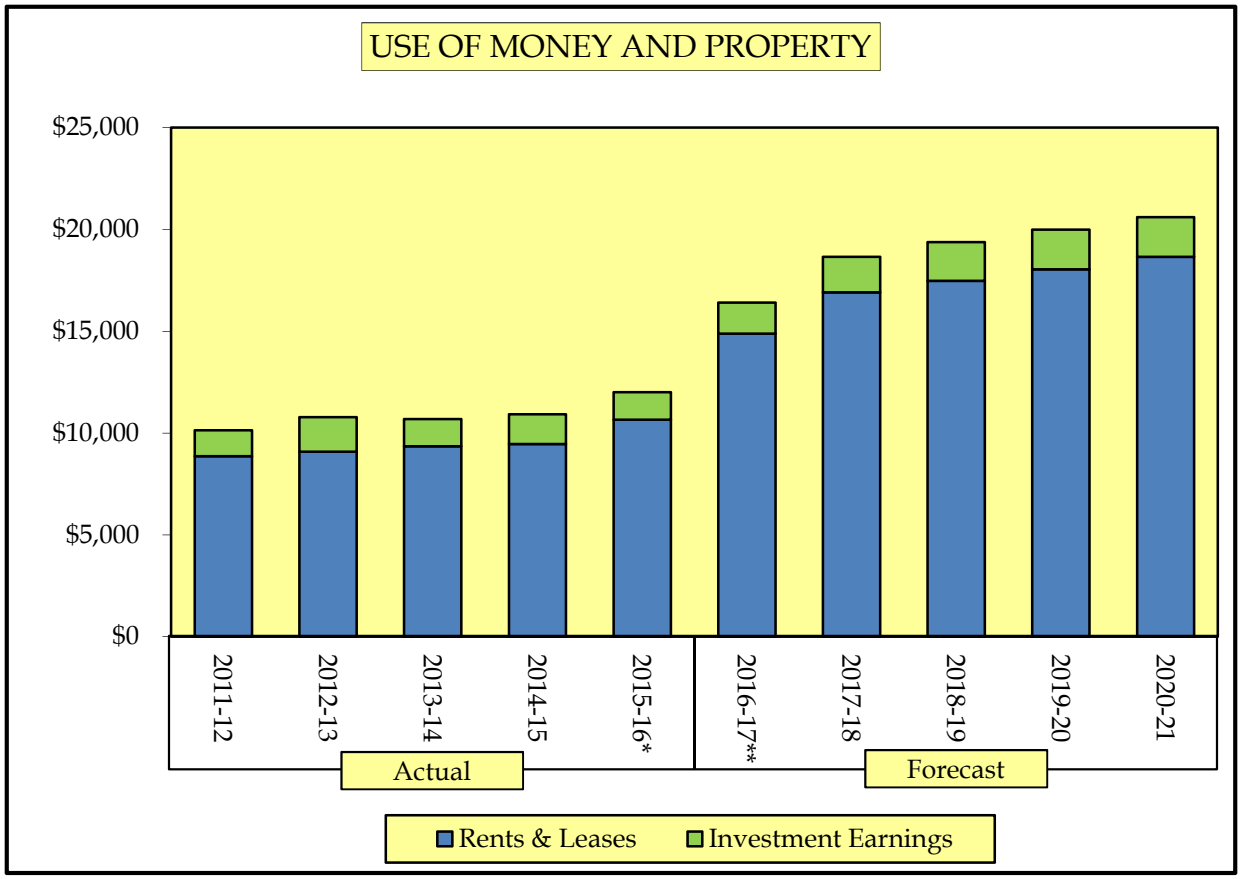

Fiscal Year		Rents & Leases	Investment Earnings	Total Use of Money and Property	% Change
2011-12		8,866	1,272	10,138	(1.5%)
2012-13		9,083	1,700	10,783	6.4%
2013-14		9,345	1,345	10,690	(0.9%)
2014-15		9,463	1,465	10,928	2.2%
2015-16	*	10,659	1,353	12,012	9.9%
2016-17	**	14,887	1,516	16,403	36.6%
2017-18		16,911	1,742	18,653	13.7%
2018-19		17,476	1,909	19,385	3.9%
2019-20		18,049	1,946	19,995	3.1%
2020-21		18,650	1,951	20,601	3.0%

* Estimated
** Proposed
(dollars in thousands)

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LICENSES, PERMITS, AND FEES/FINES AND FORFEITURES

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

SOURCES

- Licenses and Permits revenues are generated from businesses requiring specific City permits.
- Franchisees are required to pay Franchise Fees as compensation to the City for the use of City property while providing a commercial service to Mountain View businesses and residents.
- Fines and Forfeitures are generated from citations issued by the City and the California Highway Patrol.

ECONOMIC FACTORS

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

HISTORY

Licenses, Permits, and Fees: Historically, Licenses and Permits revenue tended to fluctuate with the development cycle. In Fiscal Year 2006-07, Building Services was separated from the GOF to better facilitate tracking and accounting. This revenue category has grown with the development activity of the past several years. In order to provide a more comprehensive picture of the development process and to more accurately align all development-related revenues and expenditures, Council approved the consolidation of all development-related functions within the City into a Development Services Fund for Fiscal Year 2014-15. Development-related revenues and expenditures were moved from the GOF to the Development Services Fund, which decreased revenues in several categories, including this one, and eliminated the effect of development. Revenues are estimated to be essentially on target with the Fiscal Year 2015-16 Adopted.

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Franchise Fee revenue generated from gas and electricity usage has historically increased as a result of significant commercial and residential development and declined during economic downturns as a result of commercial office vacancies, reduced construction debris discarded, and conservation by residential customers.

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

Beginning in Fiscal Year 2011-12, Cable Franchise revenues were budgeted directly as General Fund Franchise revenue in lieu of a transfer from the Cable Fund. In total, Franchise Fee revenue has been growing since Fiscal Year 2009-10.

Fines and Forfeitures: This revenue source includes false alarm response fees, bail/fine payments from the County, and parking violation payments. All the estimated Fines and Forfeitures revenue sources for Fiscal Year 2015-16 are at or lower than both the Fiscal Years 2015-16 Adopted and 2014-15 Audited. Depending on the specific revenue, the decline is related to either position vacancies, a focus on higher priorities, recent legislation, or a higher level of enforcement in Fiscal Year 2014-15 which generated a significantly higher level of revenue in that fiscal year.

FORECAST

Licenses, Permits, and Fees: Fiscal Year 2016-17 and the remainder of the forecast years are projected at approximately the same level as the Fiscal Year 2015-16 estimated as it is anticipated there will be no significant changes in these activities.

Fines and Forfeitures: A 2.8 percent increase is included for Fiscal Year 2016-17 followed by annual changes of less than 1.0 percent for the remaining Forecast years.

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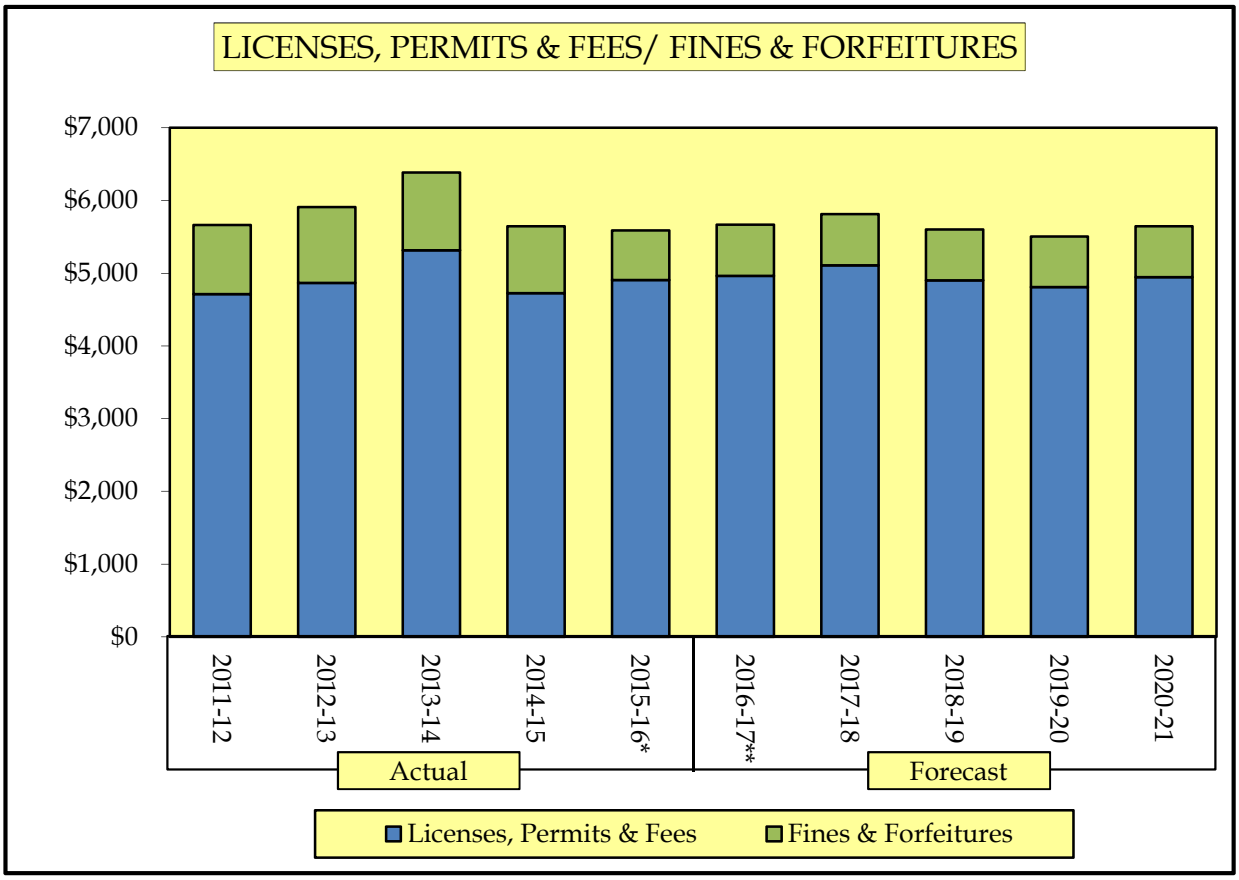

Fiscal Year		Licenses, Permits & Fees	Fines & Forfeitures	Total Licenses, Permits & Fees/ Fines & Forf	% Change
2011-12		4,711	954	5,665	7.6%
2012-13		4,867	1,043	5,910	4.3%
2013-14		5,315	1,068	6,383	8.0%
2014-15		4,725	920	5,645	(11.6%)
2015-16	*	4,905	683	5,588	(1.0%)
2016-17	**	4,964	702	5,666	1.4%
2017-18		5,108	705	5,813	2.6%
2018-19		4,904	700	5,604	(3.6%)
2019-20		4,809	695	5,504	(1.8%)
2020-21		4,948	698	5,646	2.6%

* Estimated
** Proposed
(dollars in thousands)

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INTERGOVERNMENTAL

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

SOURCES

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

ECONOMIC FACTORS

- Actions by the State Legislature.

- State and Federal regulations, legislation, and funded programs.

HISTORY

During the past decade, many revenues from the State have been reduced or eliminated, including Vehicle License Fees (VLF), Community-Oriented Policing Services (COPS), Public Library Funds, Rapid Enforcement Allied Computer Team (REACT), SB 90 mandate reimbursement, and other programs. The Fiscal Year 2015-16 estimated revenue exceeds both the Fiscal Year 2015-16 Adopted Budget and the Fiscal Year 2014-15 actual and is unusually high as a result of payment for deferred SB 90 claims and a higher than anticipated Public Safety Realignment allocation.

FORECAST

Fiscal Year 2016-17 projected revenue is essentially the same as Fiscal Year 2015-16 Adopted but is lower compared to Fiscal Year 2015-16 estimated, primarily as the projection for Fiscal Year 2016-17 does not include one-time grant funds or mandate reimbursements that were received in the 2015-16 fiscal year. The remaining Forecast years include small incremental increases to several reimbursements from the County and the end of Regional Auto Theft Task Force (RATTF) funding in Fiscal Year 2019-20.

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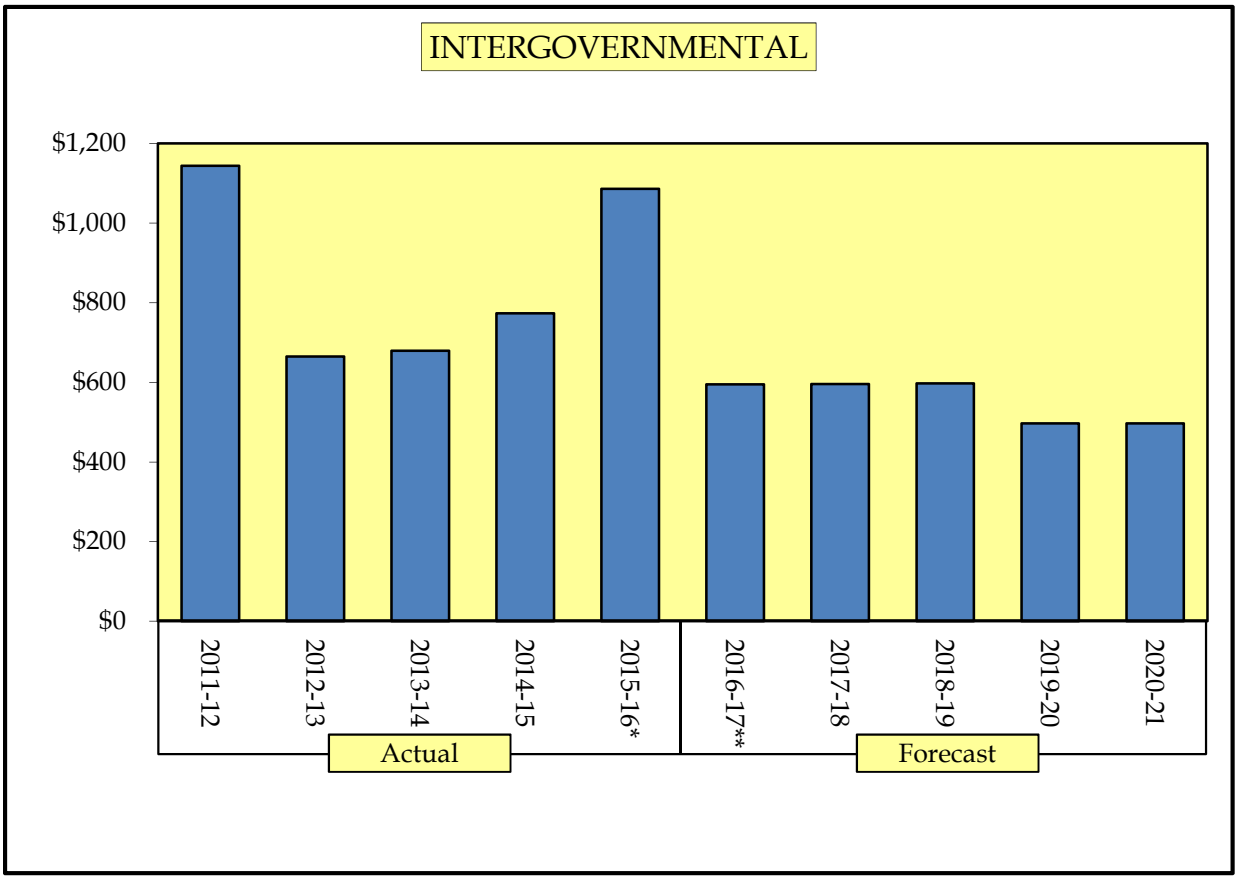

Fiscal Year		Intergovernmental	% Change
2011-12		1,144	(11.4%)
2012-13		665	(41.9%)
2013-14		679	2.1%
2014-15		773	13.8%
2015-16	*	1,086	40.5%
2016-17	**	595	(45.2%)
2017-18		596	0.2%
2018-19		597	0.2%
2019-20		497	(16.8%)
2020-21		497	0.0%

* Estimated
** Proposed
(dollars in thousands)

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CHARGES FOR SERVICES

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

SOURCES

- City Recreation programs.
- Reimbursement of administrative costs related to private development activity.
- Other provided services.

ECONOMIC FACTORS

- State of the economy.
- Level of participation in City Recreation programs.
- Level of development activity.

HISTORY

In order to ensure appropriate pricing for services, during Fiscal Year 2009-10 staff initiated a Police services cost-of-service study, and Council approved a Recreation Cost Recovery Policy (Policy). As a result of these, increased recovery levels for services provided by other departments, and new or increased service fees were adopted. Subsequent to approval of the Policy, staff completed an analysis of participation levels, revenues, and changes in programming related to Recreation services. There was an indication that participation levels decreased in some programs and the utilization of the fee waiver program increased (likely as a result of the struggling economy). Therefore, the number of programs and classes was reduced as a result of minimum attendance requirements authorized in the Policy and new revenue sources, such as sponsorships, were approved.

Staff continually reviews programming and pricing, adjusts as appropriate, and Recreation-related Service Charge revenue has continually grown. On March 24, 2015, Council approved a change to the Recreation Financial Assistance Program (FAP), from a subsidy of $800 per family to an individual subsidy of 75.0 percent with a cap of $400 per person, to offset the cost of youth classes and programs. The modest change in revenue related to this was included in the Fiscal Year 2015-16 Adopted Budget. In addition, some Charges for Services revenue was determined to be, and was moved to, rental income effective with the Fiscal Year 2015-16 Adopted Budget.

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Effective with the Fiscal Year 2014-15 Adopted Budget, Development Services was separated from the GOF in order to facilitate better tracking and accounting and allow for an effective way to match revenues and expenditures. The separation caused the significant decline from Fiscal Year 2013-14 to Fiscal Year 2014-15. The remaining development-related revenue is for Heritage tree applications and reimbursement to the GOF for administrative support provided to development projects.

As a result of the changes discussed above, Fiscal Year 2015-16 Charges for Services revenue was projected to decrease 2.8 percent compared to the Fiscal Year 2014-15 Adopted Budget. In total, Fiscal Year 2015-16 Charges for Services revenue is estimated to exceed the Fiscal Year 2015-16 Adopted Budget, primarily resulting from additional contract instructor classes and higher than anticipated facilities reservations.

FORECAST

Fiscal Year 2016-17 is projected to remain essentially level with the Fiscal Year 2015-16 Adopted Budget. The Fiscal Year 2015-16 estimated revenue includes some one-time revenue that will not be received in future years and revenue from new programs. Staff recommends a longer evaluation period for the new program revenue before adjusting the budget. The remainder of the Forecast period includes average annual increases of approximately 1.0 percent before and after declines resulting from the anticipated economic downturn.

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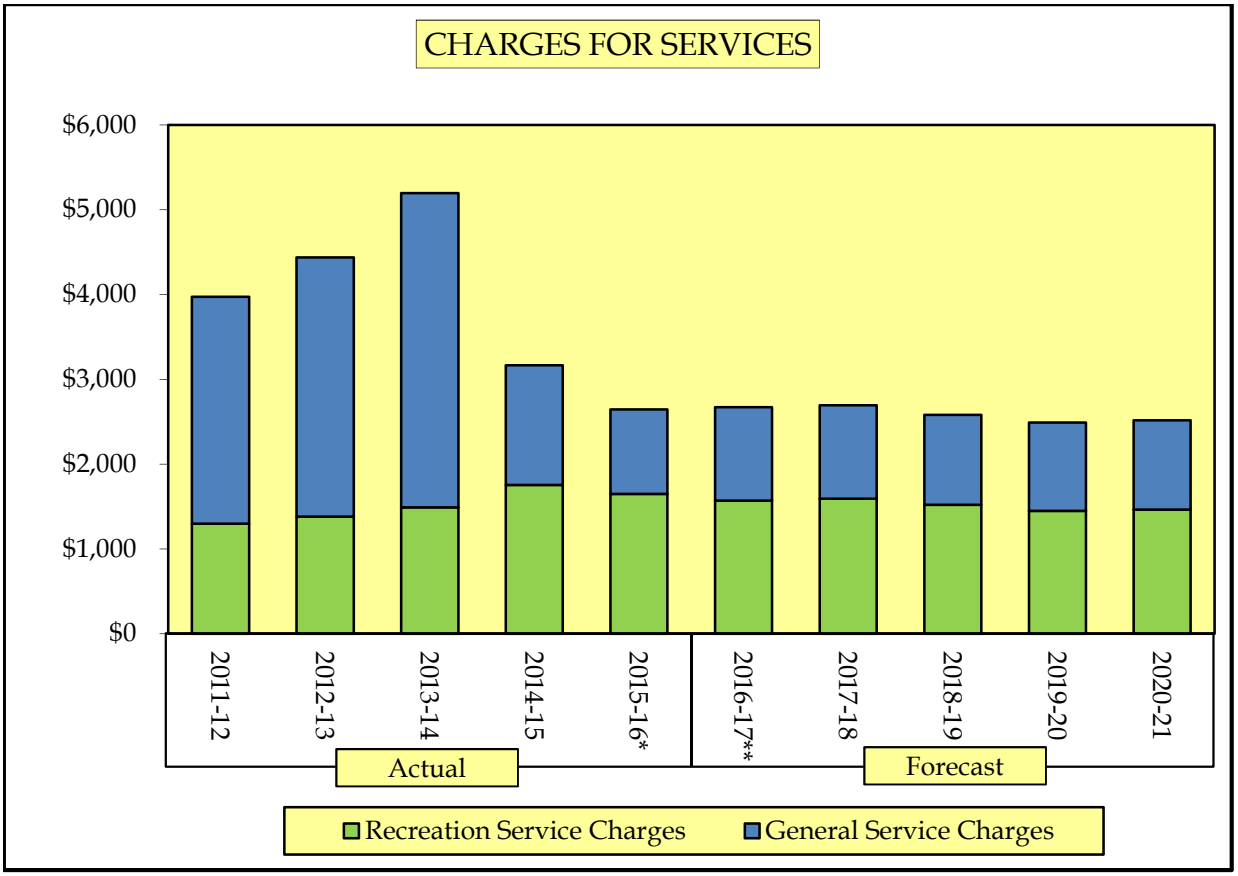

Fiscal Year		Recreation Service Charges	General Service Charges	Total Charges for Services	% Change
2011-12		1,299	2,675	3,974	10.7%
2012-13		1,383	3,055	4,438	11.7%
2013-14		1,491	3,705	5,196	17.1%
2014-15		1,756	1,410	3,166	(39.1%)
2015-16	*	1,651	995	2,646	(16.4%)
2016-17	**	1,572	1,100	2,672	1.0%
2017-18		1,594	1,102	2,696	0.9%
2018-19		1,521	1,061	2,582	(4.2%)
2019-20		1,451	1,042	2,493	(3.4%)
2020-21		1,465	1,054	2,519	1.0%

* Estimated
** Proposed
(dollars in thousands)

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

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MISCELLANEOUS REVENUES

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

SOURCES

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

ECONOMIC FACTORS

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

HISTORY

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

Some reimbursement for services provided in Fiscal Year 2015-16 and prior fiscal years are budgeted as they are ongoing in nature. Other reimbursements are one-time in nature and are not budgeted. The City provides the following categories of services:

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

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- Staffing and other support for some Shoreline Amphitheatre events and other special events.

Total annual Miscellaneous Revenues vary, but over the past 10 years has averaged approximately $2.0 million annually.

FORECAST

Fiscal Year 2016-17 Miscellaneous Revenues is projected to be essentially at the same level as the Fiscal Year 2015-16 Adopted Budget but, as discussed earlier, lower than the Fiscal Year 2015-16 estimate as a result of grants, donations, and reimbursements not budgeted. The remaining Forecast years increase less than 1.0 percent annually.

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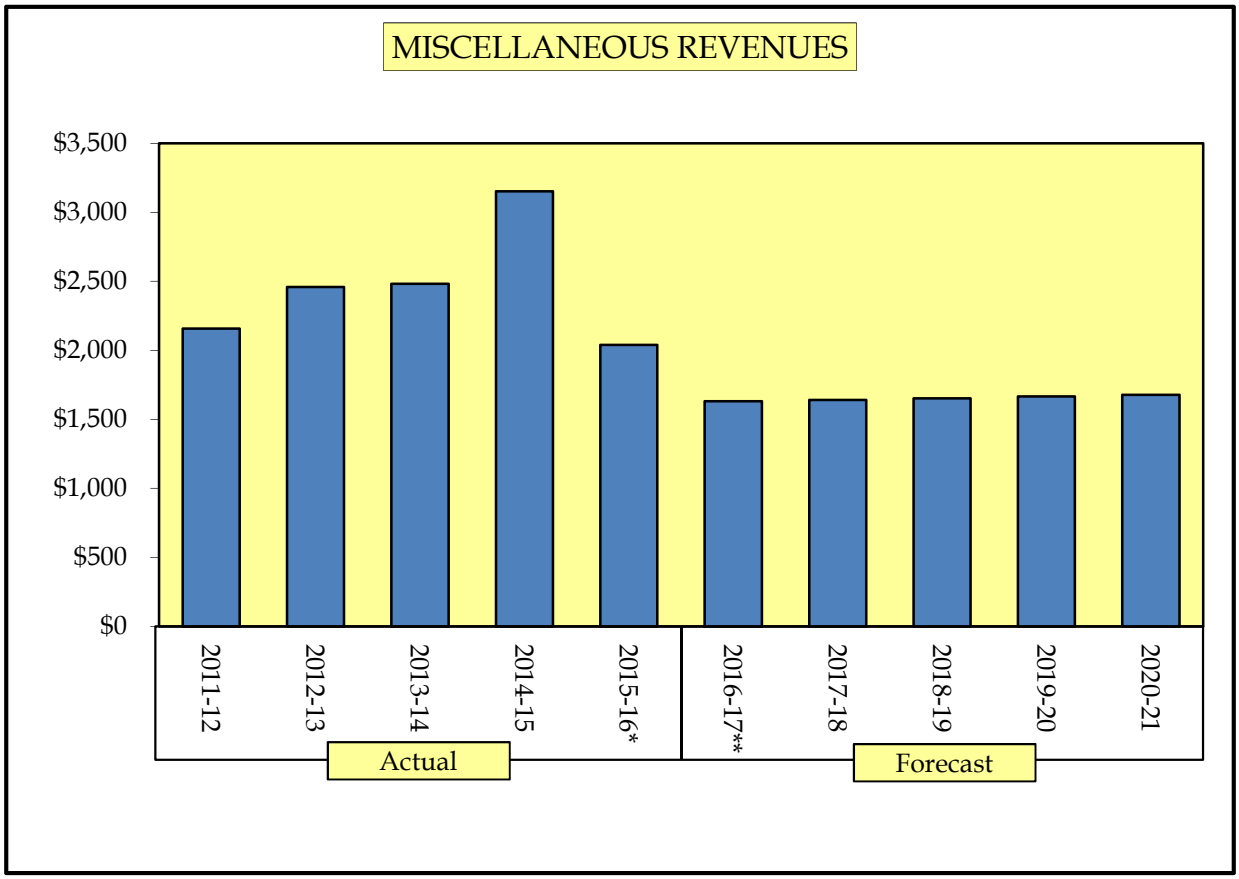

Fiscal Year		Miscellaneous Revenues	% Change
2011-12		2,158	20.2%
2012-13		2,459	13.9%
2013-14		2,483	1.0%
2014-15		3,152	26.9%
2015-16	*	2,038	(35.3%)
2016-17	**	1,630	(20.0%)
2017-18		1,641	0.7%
2018-19		1,653	0.7%
2019-20		1,665	0.7%
2020-21		1,678	0.8%

* Estimated
** Proposed
(dollars in thousands)

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INTERFUND REVENUES AND TRANSFERS

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

SOURCES

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

- Interfund Transfers are transfers from other City funds.

ECONOMIC FACTORS

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

HISTORY

Interfund Revenues: In the early 1990s, with the assistance of a cost plan consultant, the City began preparing and utilizing a full cost plan for reimbursement to the GOF. The Plan has been updated approximately every two to three years, and this revenue source accounts for approximately 11.0 percent of total GOF revenues. The most recent update of the Plan was completed and the results incorporated for Fiscal Year 2015-16.

Interfund Transfers: These vary from year to year and are both ongoing and one-time/ limited-period in nature. The Fiscal Year 2015-16 estimated includes the annual transfers from the Gas Tax and Parking District funds, and $90,000 of net operating income from Shoreline Golf Links, $85,000 less than adopted.

In April 2011, the City executed a long-term (52 years) ground lease with Google Inc. for the other portion of the Charleston East site which became effective in June 2011. Google remitted $30.0 million in prepaid rent to the City which is invested and generates annual investment earnings. The $30.0 million of prepaid rent was received from Google Inc. for the Charleston East site when the portfolio yield was above 2.5 percent and the average annual rate was projected at 3.5 percent for the 52 years. However, due to the recession, the Federal Open Market Committee (FOMC) has reduced and maintained the current low interest rate environment and the actual investment yields have been significantly lower than the 3.5 percent previously projected. This low interest rate environment has been longer than anticipated;

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therefore, in order to preserve the principal amount of the prepaid rent, for Fiscal Years 2014-15 and 2015-16, City Council approved staff's recommendation to reduce the transfer from the Earned Lease Revenue Reserve (Lease Reserve) from $750,000 to $350,000. However, after reviewing the balance of the Lease Reserve at the end of Fiscal Year 2014-15, it was determined to be more prudent for no funds to be transferred for Fiscal Year 2014-15. Staff is continuing this recommendation for Fiscal Year 2015-16 until the balance is brought back to the policy level.

FORECAST

Interfund Revenues: For Fiscal Year 2016-17, Interfund Revenues include reimbursement from various funds which receive support from the GOF. The remaining Forecast period includes annual increases of less than 1.0 percent and is held level during the anticipated economic decline.

Interfund Transfers: For Fiscal Year 2016-17, Interfund Transfers include $1.3 million of reimbursement from the Gas Tax Fund, $150,000 of operating income from Shoreline Golf Links, and $108,000 of reimbursement from the Parking District. The transfer from the Lease Reserve is deferred for the remainder of the Forecast period.

The Forecast period includes level or slightly increasing transfers from the same funds.

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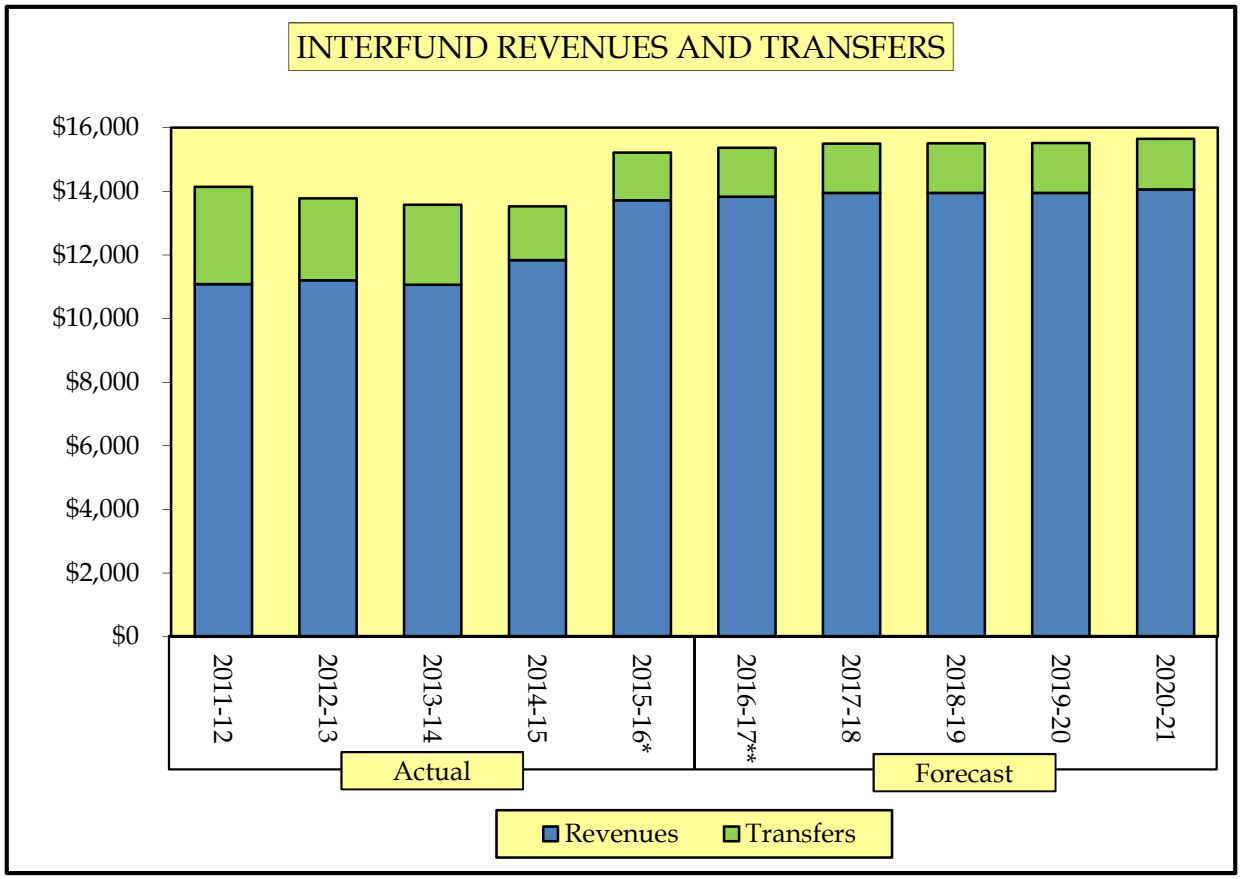

Fiscal Year		Interfund Revenues	Interfund Transfers	Total Interfund Rev & Trans	% Change
2011-12		11,085	3,053	14,138	13.8%
2012-13		11,204	2,577	13,781	(2.5%)
2013-14		11,065	2,510	13,575	(1.5%)
2014-15		11,836	1,689	13,525	(0.4%)
2015-16	*	13,717	1,503	15,220	12.5%
2016-17	**	13,831	1,540	15,371	1.0%
2017-18		13,946	1,553	15,499	0.8%
2018-19		13,946	1,565	15,511	0.1%
2019-20		13,946	1,579	15,525	0.1%
2020-21		14,062	1,592	15,654	0.8%

* Estimated
** Proposed
(dollars in thousands)

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LOAN REPAYMENTS

This revenue source reflects the annual repayment of loan obligations from other funds.

SOURCES

- Shoreline Regional Park Community.

ECONOMIC FACTORS

- Financial condition of the paying funds.

HISTORY

The General Fund made a series of loans to the Shoreline Regional Park Community (Shoreline Community) beginning in Fiscal Year 1985-86, which eventually totaled $17.8 million. The loans were consolidated during Fiscal Year 1988-89. Because this revenue stream was long-term in nature, it had been included as operating revenues. However, with the Fiscal Year 2014-15 Adopted Budget, as there were only two years of payments remaining, Council adopted staff's proposal to account for the final two payments in the General Non-Operating Fund. The final loan repayment was made in Fiscal Year 2015-16.

FORECAST

There are no longer any loan repayments included in the GOF.

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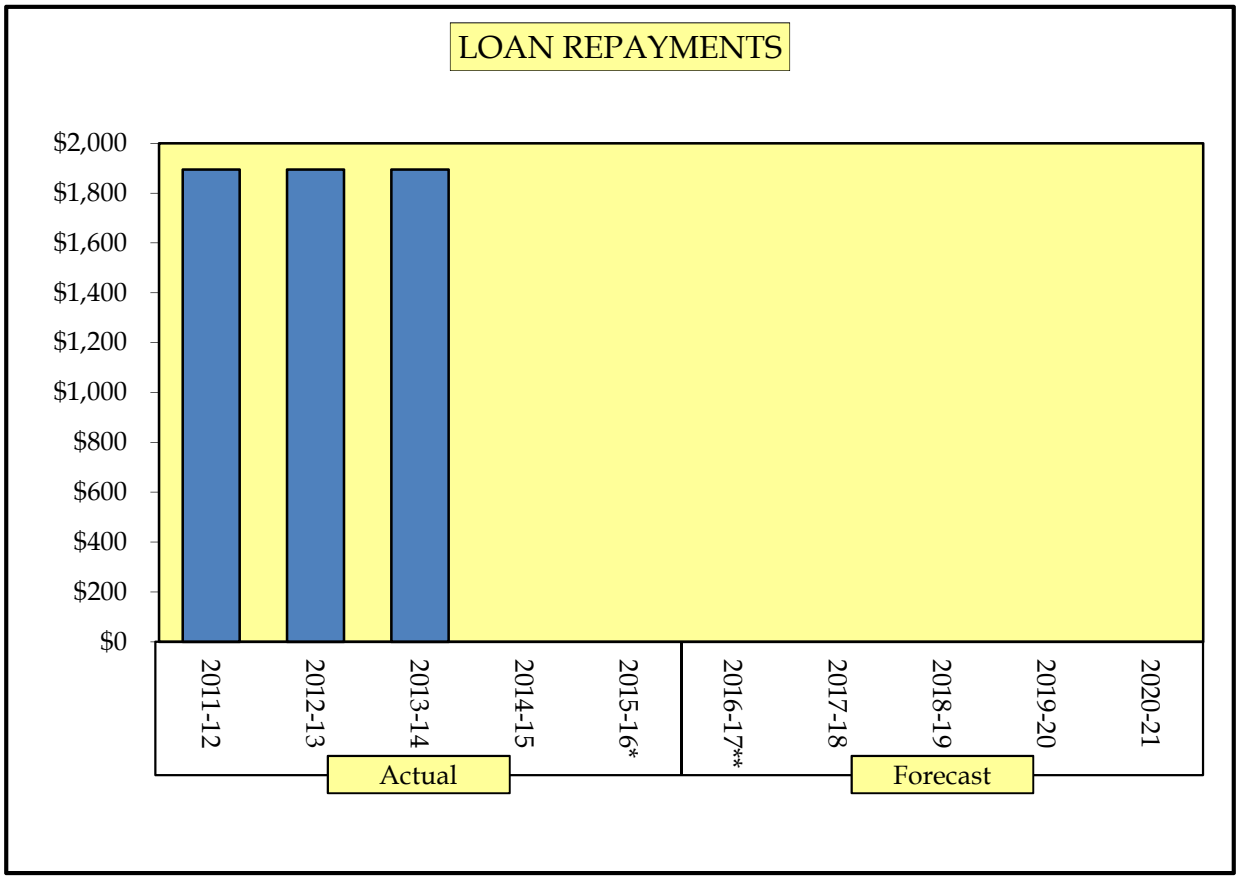

Fiscal Year		Loan Repayments	% Change
2011-12		1,894	(8.7%)
2012-13		1,894	0.0%
2013-14		1,894	0.0%
2014-15		0	(100.0%)
2015-16	*	0	0.0%
2016-17	**	0	0.0%
2017-18		0	0.0%
2018-19		0	0.0%
2019-20		0	0.0%
2020-21		0	0.0%

* Estimated
** Proposed
(dollars in thousands)

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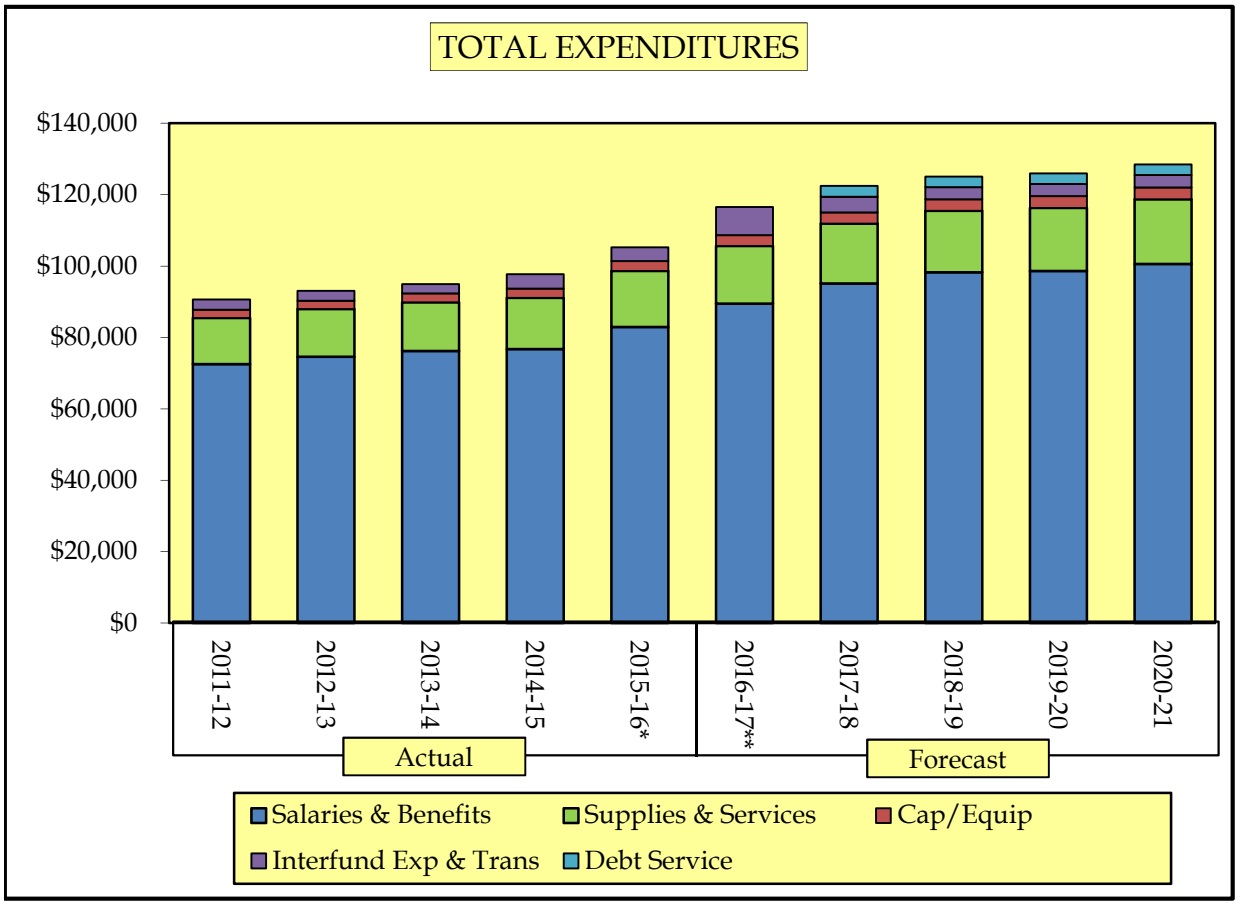

Fiscal Year		Total Expenditures	% Change
2011-12		90,605	5.2%
2012-13		93,041	2.7%
2013-14		94,933	2.0%
2014-15		97,677	2.9%
2015-16	*	105,216	7.7%
2016-17	**	116,569	10.8%
2017-18		122,423	5.0%
2018-19		125,094	2.2%
2019-20		125,977	0.7%
2020-21		128,482	2.0%

* Estimated
** Proposed
(dollars in thousands)

The Fiscal Year 2016-17 proposed expenditures and all forecast years do not include the projected operating budget savings.

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SALARIES AND BENEFITS

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

CATEGORIES

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

HISTORY

Since Fiscal Year 2000-01, there have been two downturns in the economy necessitating a net reduction of approximately 70.0 positions and other employee compensation cost containment. During Fiscal Year 2011-12, the City negotiated three-year contracts with all employee groups that expired June 30, 2015. Cost-containment measures that became effective for Fiscal Year 2012-13 for all or some of the employee groups included

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maximum vacation accruals, modified sick-leave incentive program, HMO medical plan copay, option of new high-deductible health plans, improved alignment of dental and vision plans between groups, and Retirees' Health Trust contributions.

Pension costs have increased dramatically since 2000, when they were $2.9 million (4.7 percent of GOF expenditures), compared to $13.4 million (12.9 percent of GOF expenditures) for Fiscal Year 2015-16. Pension costs continue to grow and in many cities the employer pays some or all of the employee contribution. Mountain View employees not only pay the full employee contribution, but they also pay a portion of the employer contribution. This was an unusual and progressive arrangement when instituted in Mountain View and reflects the collaborative approach of our employees. For Fiscal Year 2015-16, cost shares range from 10.5 percent to 17.366 percent, depending on the employee group.

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

- In March 2012, the PERS Board approved the reduction of 0.25 percent in the discount rate used to calculate the pension liability and corresponding employer contribution rates. The impact was a 0.92 percent and 1.4 percent employer rate increase for miscellaneous employees and a 2.56 percent and 1.6 percent employer rate increase for safety employees for Fiscal Years 2013-14 and 2014-15, respectively. For Mountain View, this resulted in an increase to pension costs of $1.3 million (net of additional cost share) phased in over two years.

- On April 17, 2013, the PERS Board adopted recommendations of the Chief Actuary. The recommendations changed the methodology for the amortization and smoothing of rates. Overall, the methods are expected to result in higher volatility in employer rates in normal years, but less volatility in employer rates in years where extreme events occur (e.g., significant investment losses). The method will result in increased higher employer rates over time, but are also expected to result in improved funding levels. This change is reflected in the employer rates beginning in Fiscal Year 2015-16.

- On February 18, 2014, the PERS Board adopted changes as a result of the demographic study. The study resulted in increased rates as life expectancy continues to rise. Generational mortality tables are also being incorporated in the actuarial assumptions. The demographic changes are anticipated to raise rates by 4.5 percent and 7.05 percent over five years, for miscellaneous and public safety, respectively. This impact is reflected in the employer rates beginning in Fiscal Year 2016-17.

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- On November 18, 2015, the PERS Board adopted an approach to mitigate future rate volatility. The Funding Risk Mitigation Policy includes attributes of the flexible glide path methodology, a lowering of the discount rate, and expected investment volatility following a great investment return with reviews to allow the ongoing monitoring and assessing of the progress toward reducing risk and investment volatility in the funding of the pension system.

The City Council has approved additional contributions from the General Fund totaling $4.5 million from a combination of carryover funds and budgets since Fiscal Year 2014-15. The Proposed Budget includes a contribution of $1.0 million from the Fiscal Year 2015-16 carryover and an additional $2.0 million from the GOF. The General Operating Fund represents approximately 80.0 percent of the total PERS contribution; therefore, additional contributions from the Other Funds, proportional to the General Operating Fund contribution, are also included in the Proposed Budget.

FORECAST

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

Fiscal Year 2016-17 includes a 2.0 percent COLA in accordance with the MVFF, POA, EAGLES, and SEIU labor contracts and resolutions adopted for all other groups. Fiscal Years 2017-18 and 2018-19 include modest COLAs as placeholders, but there are no COLAs for the remaining Forecast years as deficits are projected. All Forecast years include step and merit increases.

Fiscal Year 2016-17 medical insurance rates are projected to increase 7.0 percent to 11.0 percent (depending on the health plan), for the second half of the fiscal year and dental rates are projected to increase 2.0 percent. The remaining Forecast years assume medical rates will increase 7.0 percent to 10.0 percent annually (depending on the health plan) and dental rates will continue to increase by 2.0 percent annually.

Overall, retirement benefit costs are projected to increase 9.4 percent compared to the Fiscal Year 2015-16 Adopted Budget. In Fiscal Years 2017-18 through 2020-21, the annual increases are projected to fluctuate between 2.9 percent and 7.4 percent. All employee groups contribute their employee share of PERS costs plus a "cost share" of a portion of the City's contribution. Additional contributions of $2.0 million, $3.0 million, and $2.0 million in Fiscal Years 2016-17, 2017-18, and 2018-19, respectively, are included to reduce this unfunded liability. Contributions from other funds for their share of this liability are also included. The chart in the Revenue and Expenditure Overview Section of the Forecast provides detailed amounts for each fiscal year.

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Below are the projected employer rates provided in the PERS actuarial valuations.

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21
Miscellaneous	25.192	26.77	28.6	30.4	32.2	32.7
Safety[1]	34.89	38.643	41.0	43.4	45.8	46.6

[1] The PERS Safety rate is a blended rate that reflects the impact of the Fire cost share contributed as member contributions.

The impact of the assumption changes previously discussed are reflected in these employer rates provided by PERS.

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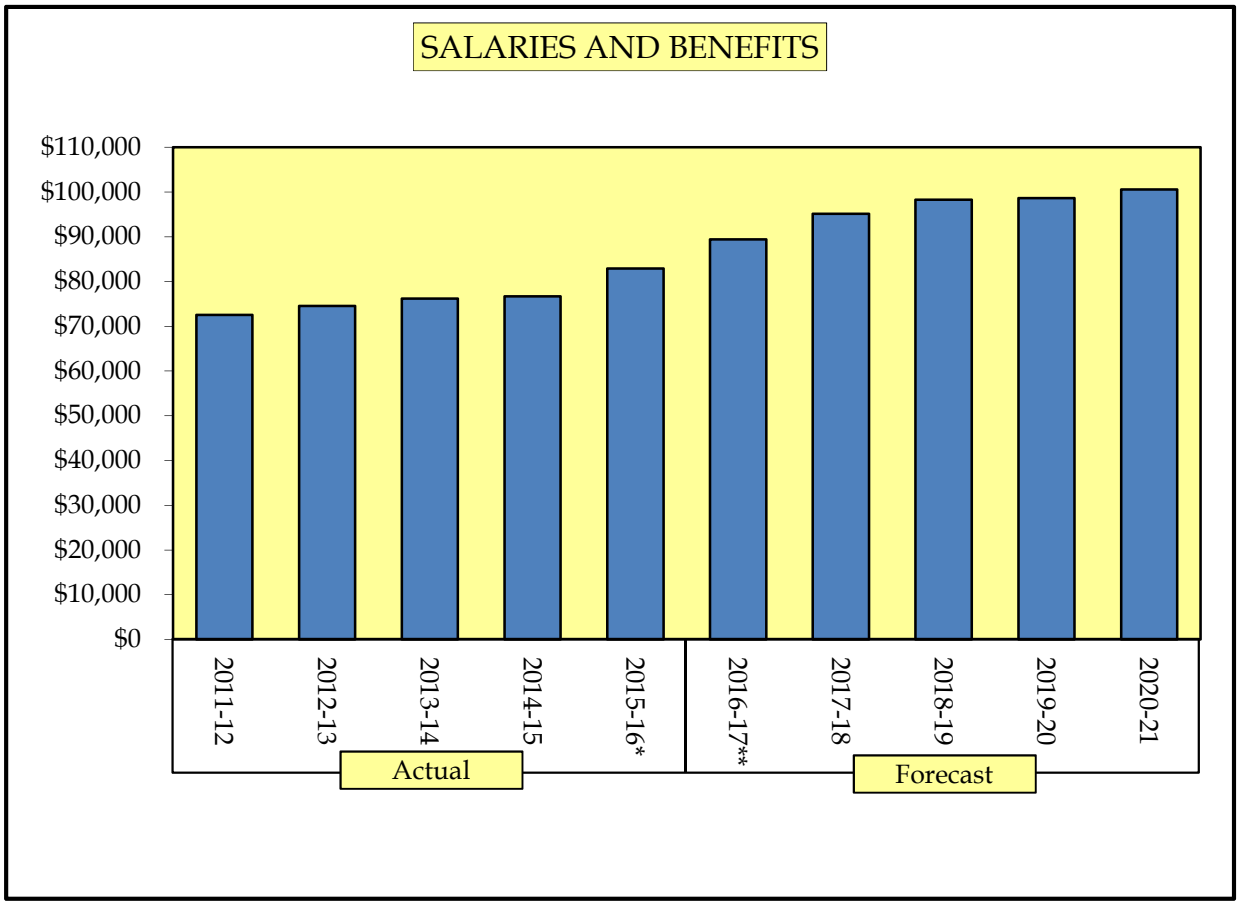

Fiscal Year		Salaries and Benefits	% Change
2011-12		72,537	5.1%
2012-13		74,561	2.8%
2013-14		76,198	2.2%
2014-15		76,707	0.7%
2015-16	*	82,886	8.1%
2016-17	**	89,466	7.9%
2017-18		95,129	6.3%
2018-19		98,292	3.3%
2019-20		98,641	0.4%
2020-21		100,566	2.0%

* Estimated
** Proposed
(dollars in thousands)

Fiscal Years 2015-16, 2016-17, and 2018-19 include an additional $2.0M PERS contribution and Fiscal Year 2017-18 includes an additional $3.0M PERS contribution.

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SUPPLIES AND SERVICES

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

CATEGORIES

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

HISTORY

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

FORECAST

The Fiscal Year 2016-17 Proposed Budget (including discretionary and nondiscretionary increases) is increasing $810,300 (5.3 percent) compared to the Fiscal Year 2015-16 Adopted. The remainder of the Forecast period includes average annual inflationary increases of 2.5 percent to 3.8 percent.

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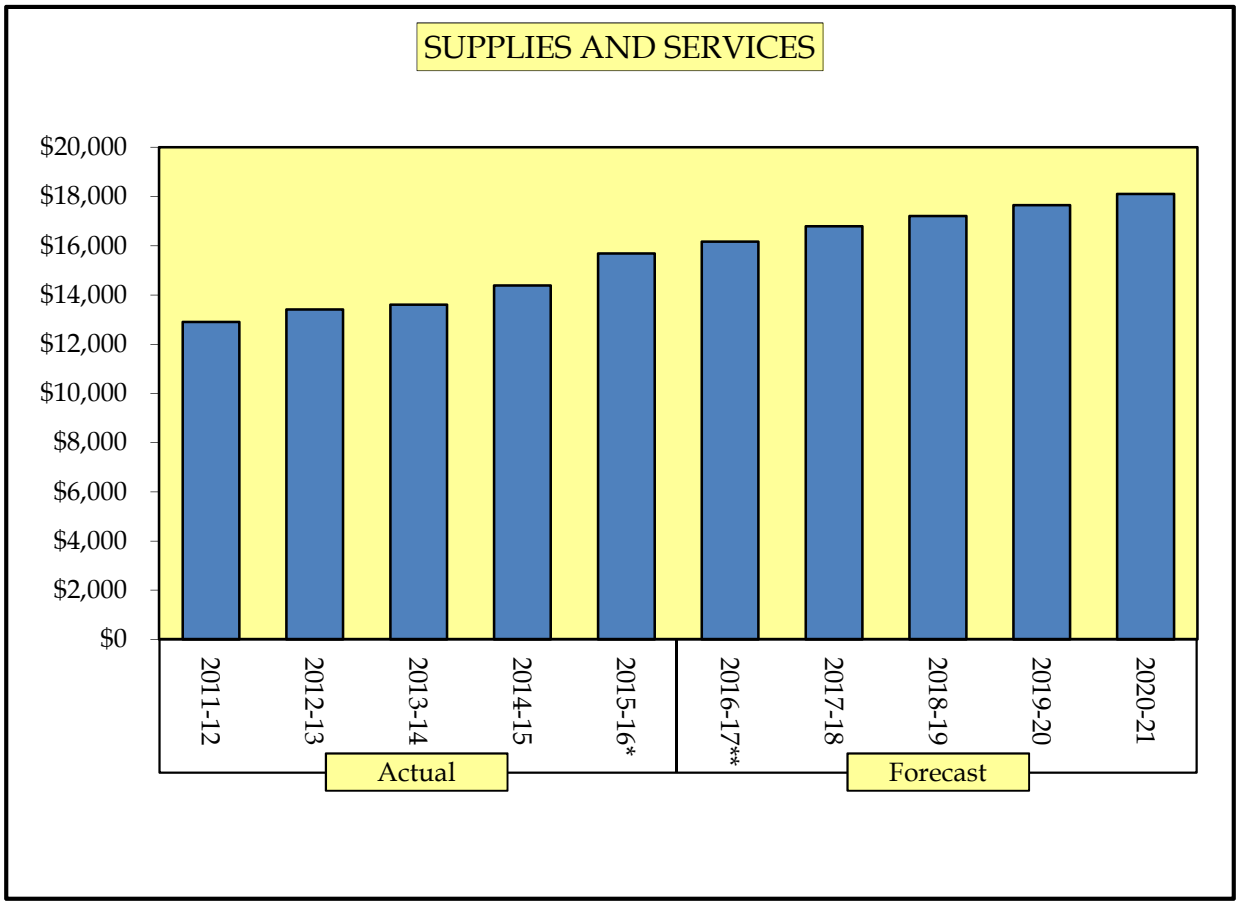

Fiscal Year		Supplies and Services	% Change
2011-12		12,910	5.6%
2012-13		13,414	3.9%
2013-14		13,608	1.4%
2014-15		14,386	5.7%
2015-16	*	15,685	9.0%
2016-17	**	16,175	3.1%
2017-18		16,792	3.8%
2018-19		17,205	2.5%
2019-20		17,652	2.6%
2020-21		18,111	2.6%

* Estimated
** Proposed
(dollars in thousands)

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CAPITAL OUTLAY AND EQUIPMENT REPLACEMENT

The Capital Outlay and Equipment Replacement category represents the new and replacement equipment needs of the City. Although Capital Outlay is one-time in nature, the City includes this category in the Operating Budget to reflect capital needs on an annual basis. In addition, annual contributions to the Equipment Replacement Fund are made by the GOF, Development Services, Shoreline Golf Links, Parking District, Shoreline Regional Park Community, Water, Wastewater, Solid Waste Management, and Fleet Maintenance Funds based on the equipment used by each of those operations. Equipment replacement expenses are accounted for in the Equipment Replacement Reserve Fund.

CATEGORIES

- Capital Outlay.
- Equipment Replacement.

HISTORY

Capital Outlay: Since Fiscal Year 1993-94, annual expenditures have grown as a result of an increased level of technology and related equipment, an increase in the number and quality of safety vehicles, and the addition of hybrid vehicles to the fleet. This category is also influenced by the economic condition impacting the GOF and has experienced fluctuations over the past 10 fiscal years. For the past decade, annual budgeted expenditures for Capital Outlay have ranged between $200,000 and $400,000. For Fiscal Year 2015-16, capital outlay was funded at $300,000.

Equipment Replacement: The Equipment Replacement Reserve was funded with year-end General Fund carryover in Fiscal Years 1992-93 and 1993-94. Subsequently, appropriations were gradually increased until the GOF was fully funding its share in Fiscal Year 2001-02. Then, after several years of reduced contributions, a review of cost methodologies, useful life assumptions, and annual contributions was completed in Fiscal Year 2005-06 and staff concluded annual funding would need to be restored in order to financially sustain the replacement schedule. This was accomplished through a combination of increasing operating budget contributions supplemented by General Fund carryover. Beginning in Fiscal Year 2009-10, the full share of funding is budgeted in the GOF. The Fiscal Year 2015-16 contribution to Equipment Replacement was adopted at $2.4 million.

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FORECAST

Capital Outlay: For Fiscal Year 2016-17, capital outlay items total $405,200, and annual funding of $400,000 is included as the base level of funding for the Forecast period.

Equipment Replacement: The GOF contribution for Fiscal Year 2016-17 is projected to increase 7.2 percent and the remainder of the Forecast period includes annual increases of 3.0 percent to 3.8 percent, continuing full funding of the GOF's share of equipment replacement.

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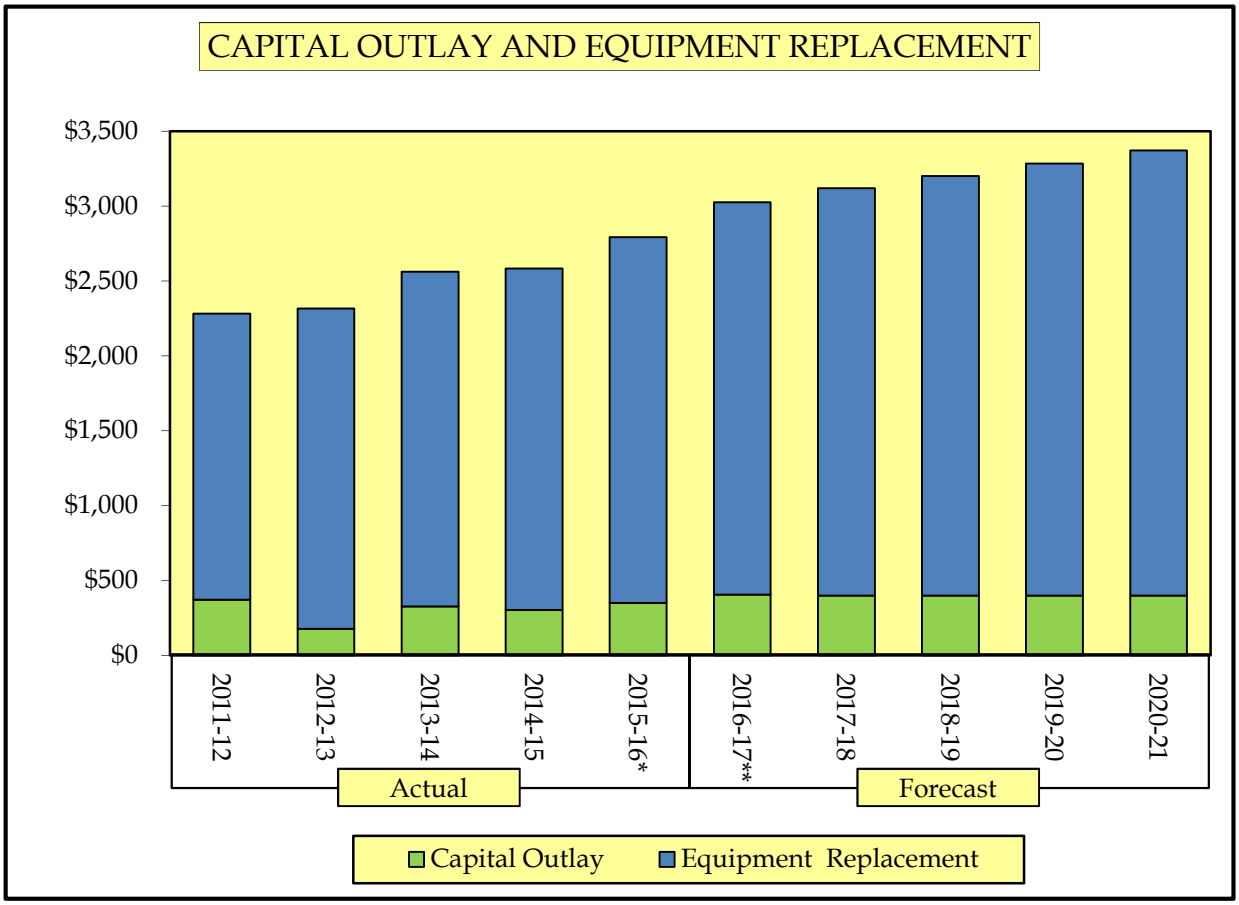

Fiscal Year		Capital Outlay	Equipment Replacement	Total Capital Outlay & Equip. Replcmnt.	% Change
2011-12		371	1,911	2,282	1.3%
2012-13		178	2,137	2,315	1.4%
2013-14		327	2,235	2,562	10.7%
2014-15		303	2,279	2,582	0.8%
2015-16	*	351	2,442	2,793	8.2%
2016-17	**	405	2,619	3,024	8.3%
2017-18		400	2,718	3,118	3.1%
2018-19		400	2,799	3,199	2.6%
2019-20		400	2,883	3,283	2.6%
2020-21		400	2,970	3,370	2.7%

* Estimated
** Proposed
(dollars in thousands)

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INTERFUND EXPENDITURES AND TRANSFERS

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

CATEGORIES

- General Liability.
- Vision Care.
- Retirees' Health Program.
- Strategic Property Acquisition.
- Housing.

HISTORY

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

Vision Care: Vision care claims for employees and retirees with Health Net medical coverage and reimbursement for safety glasses submitted by current employees are paid for by the Employee Benefits Fund. The annual cost of this program is allocated to all operating funds.

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

In 2004, the Government Accounting Standards Board (GASB) published Statement No. 45—*Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions* (OPEB)—which required the City report the annual cost of this liability in the City's Comprehensive Annual Financial Report (CAFR) beginning in Fiscal Year 2007-08. The Retirees Health program encompasses annual funding of the normal cost

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(NC), annual self-insurance funding of the unfunded actuarial accrued liability (UAAL) and periodically includes additional funding transfers from the GOF. An actuarial report was completed and beginning in Fiscal Year 2006-07, the calculated NC portion for current employees has been budgeted in all the affected funds. In addition, for Fiscal Year 2006-07, Council approved contributions from other funds for their proportionate share of the UAAL. The combined NC and the amortization of the UAAL represents the annual required contribution (ARC). The City has committed to contributing the ARC on an annual basis. The actuarial valuation is required to be updated every two years and was most recently updated as of July 1, 2015.

In February 2008, Council approved an agreement authorizing the City's participation in the PERS-administered California Employers' Retiree Benefit Trust (CERBT) Fund, and in February 2009, the City began depositing funds into the CERBT. The balance in the CERBT as of December 31, 2015 is $90.2 million. All funds except the GOF have contributed their full share of the actuarial accrued liability, and continue to fund their full share as valuations are updated. The City Council has approved additional General Fund contributions totaling $3.5 million from the Fiscal Years 2013-14 and 2014-15 carryovers and a transfer of $1.0 million each from Fiscal Years 2014-15 and 2015-16 Adopted Budgets. The Proposed Budget includes a contribution of $1.0 million from the Fiscal Year 2015-16 carryover. In addition, as part of the agreement for Public Safety to move to the PERS Health Care system, Public Safety employees are contributing an ongoing 1.2 percent of salary towards the OPEB liability.

FORECAST

General Liability: The Fiscal Years 2016-17 through 2020-21 projections are based on maintaining the minimum policy level for reserve balances. The City currently has a $1.0 million SIR, but this could be increased to $2.0 million in the near future. For Fiscal Year 2016-17, the GOF is contributing $1.0 million for the cost of claims and administering the program, essentially the same level as Fiscal Year 2015-16 Adopted. The remainder of the Forecast period includes 3.0 percent annual increases.

Vision Care: The GOF's contribution is based on the projected amount required to fund vision coverage for employees and retirees with Health Net coverage and safety glasses for employees.

Retirees' Health Insurance Program: Fiscal Year 2016-17 includes $2.3 million for the UAAL amortization. The remaining Forecast years use projections provided for in the July 1, 2015 valuation for the UAAL amortization and additional contributions of $2.0 million in Fiscal Year 2016-17 and $1.0 million in Fiscal Year 2017-18 to be transferred from the GOF to raise the funding status of this liability. The chart in the Revenue and Expenditure Overview Section of this Forecast provides detailed amounts for each fiscal year.

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As stated previously, between July 1, 2013 and July 1, 2015, the Actuarial Accrued Liability (AAL) increased from $101.9 million to $123.8 million. The actuarial as of July 1, 2015 provides a forecasted AAL of $130.5 million for Fiscal Year 2016-17 and $137.4 million for Fiscal Year 2017-18. The difference between the pay-as-you-go premiums and the ARC will be deposited into the CERBT on an annual basis.

Strategic Property Acquisition Reserve (SPAR): The City has successfully leveraged City-owned property for ongoing revenues, and setting aside available resources in the SPAR could assist in obtaining future strategic properties. The Fiscal Year 2016-17 Proposed Budget includes a transfer of $2.5 million to the SPAR in order to increase the available funding for future property investment.

Housing: As a result of the dissolution of the former Revitalization Authority (RDA), the GOF now receives its share of the former RDA property taxes. For the past two fiscal years, 20.0 percent of the GOF share has been appropriated for low- and moderate-income housing as limited-period funding in the General Non-Operating Fund. As directed by Council at the Narrative Budget Study Session, the Proposed Budget includes an annual transfer of these property taxes, in the amount of $51,000, to the Housing Fund. In addition, the balance of prior year funds is being transferred from General Non-Operating Fund to the Housing Fund and is included in the Proposed Budget.

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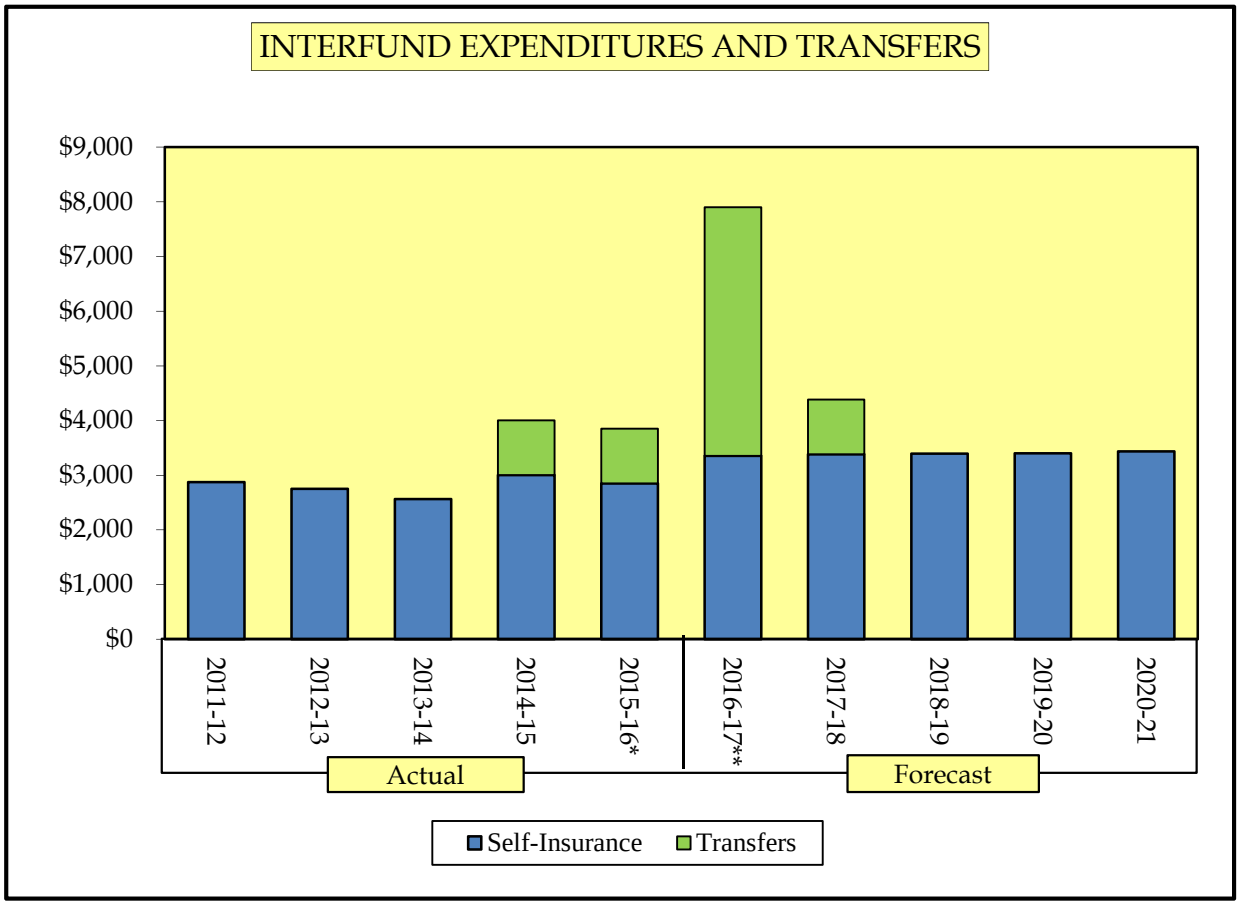

Fiscal Year		Self Insurance	Transfers	Total SI & Transfers	% Change
2011-12		2,876	0	2,876	7.6%
2012-13		2,751	0	2,751	(4.3%)
2013-14		2,565	0	2,565	(6.8%)
2014-15		3,002	1,000	4,002	56.0%
2015-16	*	2,852	1,000	3,852	(3.7%)
2016-17	**	3,353	4,551	7,904	105.2%
2017-18		3,384	1,000	4,384	(44.5%)
2018-19		3,398	0	3,398	(22.5%)
2019-20		3,401	0	3,401	0.1%
2020-21		3,435	0	3,435	1.0%

* Estimated
** Proposed
(dollars in thousands)

Fiscal Years 2014-15, 2015-16 and 2017-18 include an additional $1.0M and Fiscal Year 2016-17 includes an additional $2.0M OPEB contribution above the full funding of the amortization of the UAAL. Fiscal Year 2016-17 includes the $2.5M transfer to the Strategic Property Acquisition Reserve.

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DEBT SERVICE

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

CATEGORIES

- Police/Fire Building.

HISTORY

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

FORECAST

The Forecast assumes revenue generated from the Moffett Gateway development beginning in Fiscal Year 2016-17. This revenue is potentially earmarked for the Police/Fire Administration Building Remodel and Expansion. It is assumed debt will be issued for the project and annual debt service payments will be approximately $3.0 million and have been included as a placeholder beginning in Fiscal Year 2017-18.

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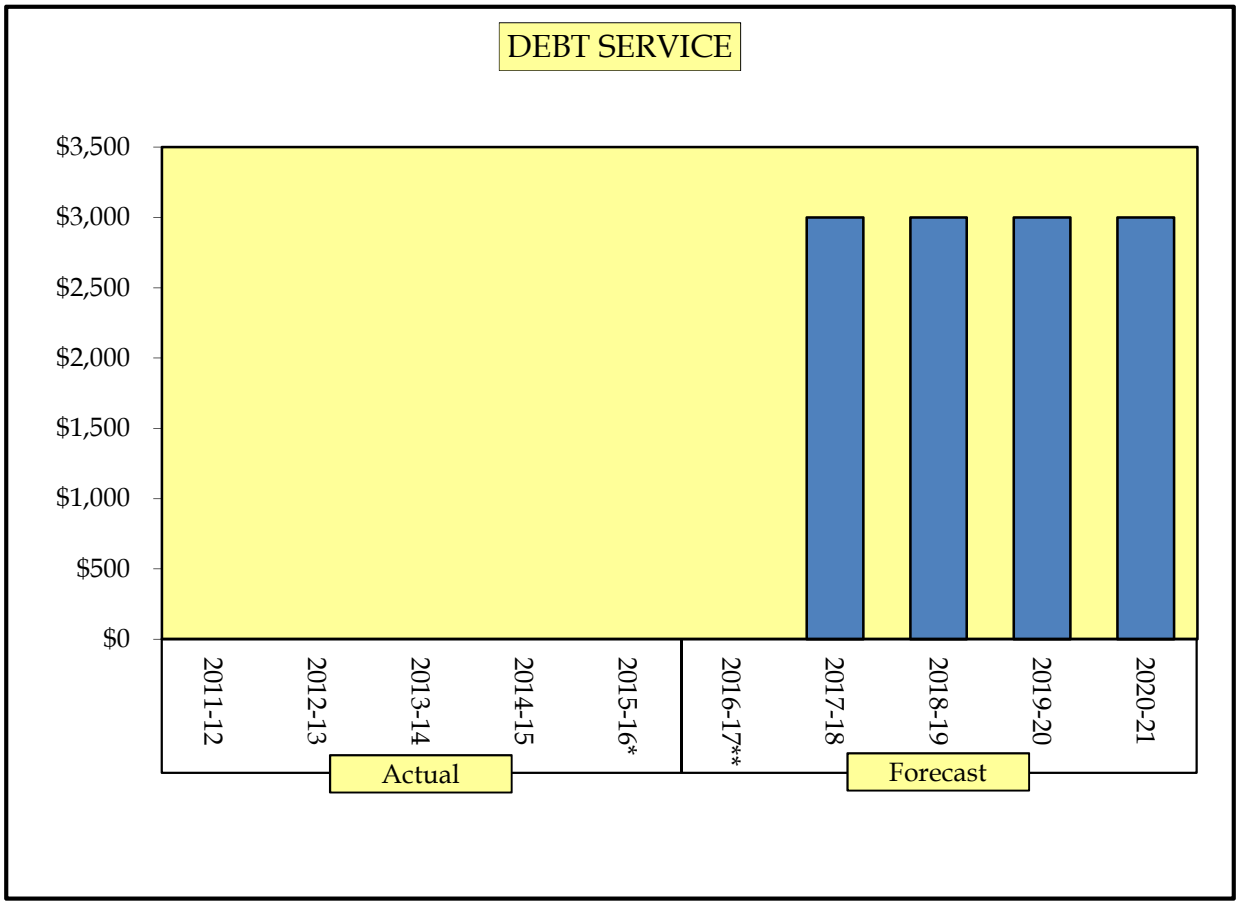

Fiscal Year		Debt Service	% Change
2011-12		0	0.0%
2012-13		0	0.0%
2013-14		0	0.0%
2014-15		0	0.0%
2015-16	*	0	0.0%
2016-17	**	0	0.0%
2017-18		3,000	100.0%
2018-19		3,000	0.0%
2019-20		3,000	0.0%
2020-21		3,000	0.0%

* Estimated
** Proposed
(dollars in thousands)

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Attachment 1

GENERAL OPERATING FUND HISTORY
(dollars in thousands)

	2006-07 AUDITED	2007-08 AUDITED	2008-09 AUDITED	2009-10 AUDITED	2010-11 AUDITED	2011-12 AUDITED	2012-13 AUDITED	2013-14 AUDITED	2014-15 AUDITED
REVENUES:									
Property Taxes	22,027	23,681	25,647	26,017	25,142	26,216	28,122	31,120	35,173
Sales Tax	17,223	17,273	16,264	15,242	15,502	15,940	16,744	16,936	19,773
Other Local Taxes[1]	9,357	10,338	9,242	9,144	9,870	10,774	12,015	13,089	14,805
Use of Money and Property	10,242	11,165	11,480	10,881	10,290	10,138	10,783	10,690	10,928
Other Revenues[2]	24,232	23,623	23,270	23,072	24,361	27,079	27,253	28,316	26,261
Loan Repayments	2,060	2,060	2,060	2,060	2,075	1,894	1,894	1,894	-0-
TOTAL REVENUES	85,141	88,140	87,963	86,416	87,240	92,041	96,811	102,045	106,940
EXPENDITURES:									
Salaries and Benefits	58,454	63,374	68,091	69,549	69,007	72,537	74,561	76,198	76,707
Supplies and Services	13,782	13,567	13,155	11,933	12,226	12,910	13,414	13,608	14,386
Capital Outlay/ Equipment Replacement	1,284	1,777	1,504	2,213	2,253	2,282	2,315	2,562	2,582
Interfund Expenditures and Transfers	1,618	2,082	809	2,441	2,674	2,876	2,751	2,565	3,002
Debt Service	1,016	1,016	1,020	-0-	-0-	-0-	-0-	-0-	-0-
TOTAL EXPENDITURES	76,154	81,816	84,579	86,136	86,160	90,605	93,041	94,933	96,677
OPEB Contribution	-0-	-0-	-0-	-0-	-0-	-0-	-0-	-0-	(1,000)
OPERATING BALANCE[3]	8,987	6,324	3,384	280	1,080	1,436	3,770	7,112	9,263

1 Other Local Taxes consists of Transient Occupancy Tax, Business Licenses, and Utility Users Tax.
2 Other Revenues consists of Licenses, Permits and Fees; Fines and Forfeitures; Intergovernmental; Charges for Services; Miscellaneous Revenue; and Interfund Revenues and Transfers.
3 Balance transferred to General Non-Operating Fund and General Fund Reserve.

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DEPARTMENT BUDGETS

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GENERAL NOTES

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

A. Organizational Charts

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

B. Text Pages

1. Centered at the top of the page is a title identifying the Department or Program name and if it is the Department Summary or a Program Summary.

2. The Department or Program Manager is identified.

3. The Department mission statement and an overview of the functions and responsibilities of the Department and Programs are provided.

4. The Department's functions are listed on the Department Summary only. Functions are the long-term goals of the Department and are tied to performance measures.

5. The Department's major goals/projects/initiatives for Fiscal Year 2016-17 are listed only on the Department Summary. Items in **bold** are tied to Fiscal Year 2015-16 and 2016-17 Major Council Goals. Items in ***bold italics*** are new Major Council Goals for Fiscal Year 2016-17.

6. Major program changes are identified by fund on the Program Summary pages or the Department Summary if there are no Programs for the Department.

7. Performance measures are listed on Department Summary pages only and are tied to the Department's functions. Performance/Workload Measures are clearly tied to Departmental Functions. If a Departmental Function has a Performance/Workload Measure tied to it, it is noted in parenthesis with an "M" and the Performance/Workload Measure number(s) following (e.g. M 1, 2, 3). Please note that Department Function are long-term goals and therefore tied to continuing Performance/Workload Measures, while Major Departmental Goals/Projects/Initiatives are short-term in nature.

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GENERAL NOTES
(Continued)

D. Numerical Pages

1. The listed number of positions for each Department or Program represents the maximum number of regular budgeted positions that can be filled. "Part-Time Hourly" positions identify the number of full-time equivalent positions budgeted to be filled by hourly personnel. Limited-Period and contract personnel are not included in this listing.

2. Positions listed in the "2014-15 Adjusted" column are those positions actually approved in the adopted budget that year plus any adjustments made mid-year. Positions listed in the "2015-16 Adopted" column are those positions in the "2014-15 Adjusted" column plus position changes adopted in Fiscal Year 2015-16. Positions listed in the "2016-17 Proposed" column are those positions in the "2015-16 Adopted" column plus any amendments or adjustments made mid-year and any changes proposed for Fiscal Year 2016-17.

3. Salaries for regular positions are calculated using the employees' actual salary plus any potential increases for the upcoming budget year. Hourly positions are calculated using the minimum/maximum range of the position classification. In general, hourly positions are budgeted at the higher end of the range; seasonal hourly positions are generally budgeted at mid-range.

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CITY COUNCIL

CITY COUNCIL

Councilmembers	Term Expires
Patricia Showalter, Mayor	2019
Ken S. Rosenberg, Vice Mayor	2019
Christopher R. Clark	2017
John M. Inks	2017
R. Michael Kasperzak, Jr.	2017
John McAlister	2017
Leonard M. Siegel	2019

STANDING COMMITTEES

Appointments Review Committee (CARC)
- Showalter, Chair
- McAlister
- Rosenberg

Finance/Investment Review Committee (CFC) (IRC)
- Rosenberg, Chair
- Inks
- McAlister

Neighborhoods Committee (CNC)
- McAlister, Chair
- Clark
- Kasperzak

Procedures Committee (CPC)
- Showalter, Chair
- Kasperzak
- McAlister

Technology Committee (CXC)
- Inks, Chair
- Clark
- Rosenberg

Transportation Committee (CTC)
- Kasperzak, Chair
- Inks
- Siegel

Youth Services Committee (CYSC)
- Rosenberg, Chair
- Clark
- McAlister

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CITY COUNCIL
DEPARTMENT SUMMARY

DEPARTMENT MISSION STATEMENT

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

DEPARTMENT OVERVIEW

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

There are seven standing City Council committees, each with three members. From time to time, special-purpose committees are also formed. In addition, Councilmembers represent the City and serve on numerous regional agencies and organizations.

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

DEPARTMENT FUNCTIONS

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

MAJOR CITY COUNCIL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEAR 2016-17

- Improve the quantity, diversity, and affordability of housing.
- Enhance environmental sustainability efforts.
- Improve transportation by enhancing mobility and connectivity.

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MAJOR PROGRAM CHANGES

- General Operating Fund:

  The Council Procedures Committee (CPC) met on February 23, 2016 to discuss the Council's budget in accordance with Council Policy A-2. Costs associated with Training, Conference, and Travel (TCT) have increased. The CPC recommends the following:

  Training, Conference, and Travel: $3,500

  The CPC recommends the training, conference, and travel budgets be increased by $500 for each Councilmember.

- General Non-Operating Fund:

  Newly Elected Council Per-Term Allowance (limited-period): $15,200

  Provides funding per Council Policy A-2, whereby each Councilmember is to receive an allowance of $3,800 per term for specialized office equipment necessary to allow Councilmembers to perform their official duties and communicate with the public and staff.

  Council Team Building (limited-period): $5,000

  Provides funding for Council team building. With the 2016 election and new members joining the Council, the CPC recommends additional funding for Council team building, as was done in Fiscal Year 2014-15.

  Furniture for Mayor's Office (rebudget): $3,000

  Rebudgets funding for furniture for the Mayor's Office.

BUD/LHP-001-01 FY2016-17

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CITY COUNCIL
DEPARTMENT SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED
Mayor	1	1	1
Councilmember	6	6	6
TOTAL REGULAR	7	7	7
TOTAL PART-TIME HOURLY	0	0	0
TOTAL POSITIONS	**7**	**7**	**7**

EXPENDITURE SUMMARY		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Salaries Wages and Benefits	$	167,914	248,499	272,205
Supplies and Other Services		76,179	109,660	136,360
Capital Outlay		0	3,000	0
Interfund Expenditures		0	0	0
TOTAL EXPENDITURES	**$**	**244,093**	**361,159**	**408,565**

FUNDING SOURCES		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
General Operating	$	232,731	361,159	385,365
General Non-Operating		11,362	0	23,200
TOTAL FUNDING	**$**	**244,093**	**361,159**	**408,565**

EXPENDITURES		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Salaries	$	69,755	87,000	90,854
Wages		0	0	0
Benefits		98,159	161,499	181,351
TOTAL PERSONNEL		167,914	248,499	272,205
Materials and Supplies		6,036	11,200	11,200
Maintenance and Operations		0	0	0
Utilities		5,280	12,360	12,360
Professional/Technical Srvcs		2,430	0	0
Other Expenses		62,433 *1	86,100 *2	112,800 *3
TOTAL SUPPLIES AND SERVICES		76,179	109,660	136,360
Capital Outlay		0	3,000	0
Interfund Expenditures		0	0	0
TOTAL EXPENDITURES	**$**	**244,093**	**361,159**	**408,565**

*1 Includes limited-period expenditures for per-term Council allowance and team building.

*2 Includes increased fundings of $15,100 for Council Reserve and $1,500 for the Mayor's training, conference and travel.

*3 Includes increased fundings of $3,500 for training, conference and travel. Also includes limited-period fundings of $15,200 for per-term Council allowance (4 seats), $5,000 for Council team building and $3,000 for furniture for Mayor's Office (rebudget).

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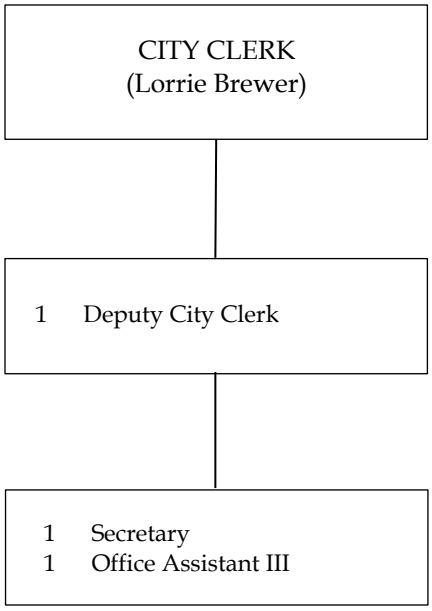
CITY CLERK'S OFFICE



FISCAL YEAR 2016-17 POSITION TOTALS: 4.0 Full-Time

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CITY CLERK'S OFFICE
DEPARTMENT SUMMARY

DEPARTMENT MANAGER—CITY CLERK

DEPARTMENT MISSION STATEMENT

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

DEPARTMENT OVERVIEW

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

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

The City Clerk's Office provides administrative assistance to the Council, maintains the City Code and City Charter, is custodian of the City Seal, administers oaths or affirmations, and maintains official record of City contracts and agreements. The office also maintains official City records, provides certified copies thereof, assists with public records requests, and provides information to the public regarding the legislative operations of government.

DEPARTMENT FUNCTIONS

- Administer City elections. (M 1)
- Maintain the City Code and City Charter.
- Administer campaign disclosures, financial disclosures, and oaths. (M 2)
- Coordinate, prepare, and distribute Council agenda materials and minutes. (M 3, 4, 5, 6, 7)
- Maintain official City records and provide records management support services for all departments. (M 8)
- Notice legal documents and process annexation and assessment district proceedings, deeds, appeals, initiative petitions, and ordinances. (M 7, 8)
- Provide administrative support to City Council. (M 10)
- Manage coordination of Council meeting agenda preparation process.

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MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEAR 2016-17

- Conduct the November 2016 Election for Council candidates, including the nomination process, candidate statement, ballot title reviews, and all other legally required processes.
- Complete technology upgrades in the City Council Chambers, in conjunction with the Information Technology Department.
- Complete the revisions to the Citywide Records Retention Schedule.
- Complete the digitizing of the microfilm/fiche records project (following completion of the Community Development Department's digitizing project).
- Begin to develop and implement action items related to the employee engagement survey results.

MAJOR PROGRAM CHANGES

- General Non-Operating Fund:

November 2016 Election: $110,000

Provides funding for the November 8, 2016 General Municipal Election, including four Council candidates, the nomination process, candidate statements, and ballot title reviews. This does not include the cost of a possible Charter amendment initiative.

Microfilm Digitizing Service (rebudget): $13,300

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

Records Retention Schedule: $3,000

Provides funding to update the Records Retention Schedule, including the review and update of the Government Code citations related to document retention levels and preparation of a revised document for Council approval.

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PERFORMANCE/WORKLOAD MEASURES

	2013-14 Actual	2014-15 Actual	2015-16 Target	2015-16 6 Months	2016-17 Target
Elections:					
1. Percent of official election notices published without errors and on time	N/A	100%	100%	N/A	100%
2. Percent of Statement of Economic Interests processed correctly and submitted on time	N/A	100%	100%	100%	100%
Legislative:					
3. Percent of agenda packets prepared and distributed five days before Council meeting	100%	100%	100%	100%	100%
4. Percent of agendas and minutes posted at least 72 hours prior to a regular Council meeting	100%	100%	100%	100%	100%
5. Percent of minutes prepared for City Council meeting without errors of fact	99%	100%	>98%	100%	>98%
6. Percent of resolutions and ordinances processed within five days after a Council meeting is held	94%	100%	>90%	90%	>90%
7. Percent of legal hearing notices prepared, noticed, and mailed within legal deadlines	100%	100%	100%	100%	100%
Records Management:					
8. Percent of agenda items uploaded to imaging system each agenda production week	100%	100%	100%	100%	100%
9. Number of agreements documented and indexed	560	593	600	229 (A)	Discontinue
Administrative/Support to Council:					
10. Percent of Council service requests responded to within one working day of receipt	100%	100%	100%	100%	100%

(A) The City Clerk's Office has no control over the number of agreements. This performance measure will be discontinued in Fiscal Year 2016-17.

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CITY CLERK'S OFFICE
DEPARTMENT SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED
City Clerk	1	1	1
Deputy City Clerk	1	1	1
Secretary	1	1	1
Office Assistant III	1	1	1
TOTAL REGULAR	4	4	4
TOTAL PART-TIME HOURLY	0	0	0
TOTAL POSITIONS	**4**	**4**	**4**

EXPENDITURE SUMMARY		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Salaries Wages and Benefits	$	540,524	583,303	563,740
Supplies and Other Services		131,705	55,320	164,660
Capital Outlay		0	0	0
Interfund Expenditures		0	0	0
TOTAL EXPENDITURES	**$**	**672,229**	**638,623**	**728,400**

FUNDING SOURCES		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
General Operating	$	564,309	621,323	602,100
General Non-Operating		107,920	17,300	126,300
TOTAL FUNDING	**$**	**672,229**	**638,623**	**728,400**

REVENUE SUMMARY		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
General Service Charges	$	390	600	600
Miscellaneous Revenue		2,010	2,450	2,450
TOTAL REVENUES	**$**	**2,400**	**3,050**	**3,050**

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CITY CLERK'S OFFICE
DEPARTMENT SUMMARY

EXPENDITURES		2014-15 ACTUAL		2015-16 ADOPTED		2016-17 PROPOSED	
Salaries	$	370,526		397,018		395,955	
Wages		7,931		8,000		8,000	
Benefits		162,067		178,285		159,785	
TOTAL PERSONNEL		540,524		583,303		563,740	
Materials and Supplies		12,584		10,255		10,595	
Maintenance and Operations		0		1,475		1,475	
Utilities		216		290		290	
Professional/Technical Srvcs		3,361		11,530		11,530	
Other Expenses		115,544	*1	31,770	*2	140,770	*3
TOTAL SUPPLIES AND SERVICES		131,705		55,320		164,660	
Capital Outlay		0		0		0	
Interfund Expenditures		0		0		0	
TOTAL EXPENDITURES	**$**	**672,229**		**638,623**		**728,400**	

*1 Includes limited-period expenditures for November 2014 General Municipal Election and for Sister Cities.

*2 Includes limited-period fundings of $13,300 for microfilm digitizing service (rebudget) and $4,000 for Way Finder digital signage.

*3 Includes limited-period fundings of $110,000 for the November 2016 General Municipal Election, $13,300 for microfilm digitizing service (rebudget) and $3,000 for records retention schedule.

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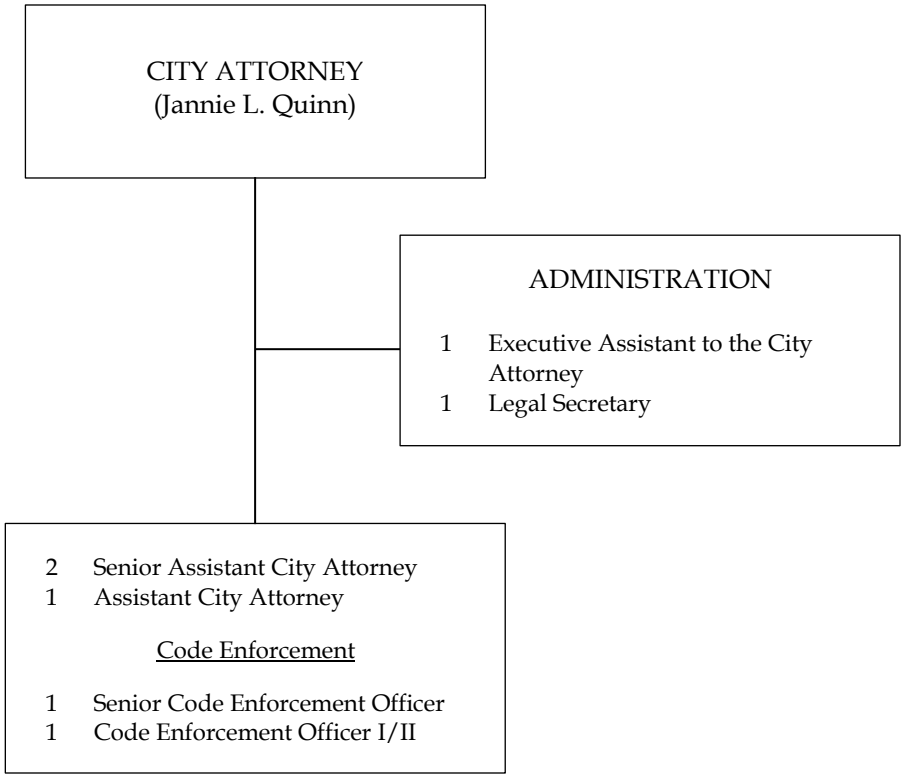
CITY ATTORNEY'S OFFICE



FISCAL YEAR 2016-17 POSITION TOTALS: 8.0 Full-Time

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CITY ATTORNEY'S OFFICE
DEPARTMENT SUMMARY

DEPARTMENT MANAGER—CITY ATTORNEY

DEPARTMENT MISSION STATEMENT

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

DEPARTMENT OVERVIEW

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

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

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

DEPARTMENT FUNCTIONS

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

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MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEAR 2016-17

- Provide legal support to update Precise Plans to implement the General Plan.
- Continue to work on the development of City-owned properties in downtown (Lots 4, 8, and 12), in conjunction with the Finance and Administrative Services Department and the Community Development Department.
- Begin to develop and implement action items related to the employee engagement survey results.

MAJOR PROGRAM CHANGES

- General Operating Fund:

  Core Logic/MetroScan Annual License Fee: $1,200

  Provides increased funding for the MetroScan software annual licensing fee. The software is used to obtain essential information regarding property owners.

- General Non-Operating Fund:

  Legal Services: $75,000

  Provides funding for additional legal services support. This funding will provide additional legal resources to address fluctuations in workload by assisting with pending high-priority projects (e.g., litigation support, public records requests, research projects, drafting of ordinances, and specialized agreements) requiring legal review and subject matter expertise.

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PERFORMANCE/WORKLOAD MEASURES

	2013-14 Actual	2014-15 Actual	2015-16 Target	2015-16 6 Months	2016-17 Target
City Attorney's Office:					
1. Total cost of legal services, in-house and outside counsel, as a percent of General Operating Fund expenditures	1.2%	1.3%	<2%	0.5%	<2%
2. Percent of claims entered into the claim reporting system, reported to ACCEL, and directed to appropriate departments for response within 5 working days of receipt of the claim	100%	100%	>90%	100%	>90%
3. Percent of standard contracts reviewed within 2 working days	100%	100%	>85%	100%	>85%
4. Percent of complex contracts reviewed within 20 working days	100%	100%	>80%	100%	>80%
5. Percent of code enforcement cases responded to within 5 working days of receipt of complaint or observation of violation	99%	99%	>95%	99%	>95%

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CITY ATTORNEY'S OFFICE
DEPARTMENT SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED
City Attorney	1	1	1
Sr Assist City Attorney	2	2	2
Assistant City Attorney	1	1	1
Senior Code Enforcement Officer	1	1	1
Code Enforcement Officer I/II	1	1	1
Exec Asst to the City Attorney	1	1	1
Legal Secretary	1	1	1
TOTAL REGULAR	8	8	8
TOTAL PART-TIME HOURLY	0	0	0
TOTAL POSITIONS	**8**	**8**	**8**

EXPENDITURE SUMMARY		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Salaries Wages and Benefits	$	1,521,559	1,688,005	1,689,767
Supplies and Other Services		200,744	127,930	204,690
Capital Outlay		0	0	0
Interfund Expenditures		5,900	4,900	5,000
TOTAL EXPENDITURES	**$**	**1,728,203**	**1,820,835**	**1,899,457**

FUNDING SOURCES		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
General Operating	$	1,712,878	1,780,835	1,784,457
General Non-Operating		0	0	75,000
Shoreline Regional Park Community		0	10,000	10,000
Liability Self-Insurance		15,325	30,000	30,000
TOTAL FUNDING	**$**	**1,728,203**	**1,820,835**	**1,899,457**

REVENUE SUMMARY		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Fines and Forfeitures	$	15,769	43,750	43,750
General Service Charge		457	150	150
Miscellaneous Revenue		38,201	2,000	2,000
Interfund Revenue Transfers		220,798	0	0
TOTAL REVENUES	**$**	**275,225**	**45,900**	**45,900**

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CITY ATTORNEY'S OFFICE
DEPARTMENT SUMMARY

EXPENDITURES		2014-15 ACTUAL		2015-16 ADOPTED		2016-17 PROPOSED	
Salaries	$	1,081,201		1,196,630		1,190,367	
Wages		7,189		0		0	
Benefits		433,169		491,375		499,400	
TOTAL PERSONNEL		1,521,559		1,688,005		1,689,767	
Materials and Supplies		25,468		32,000		32,560	
Maintenance and Operations		56		0		1,200	*3
Utilities		2,839		3,350		3,350	
Professional/Technical Srvcs		154,964	*1	70,900	*2	70,900	
Other Expenses		17,417		21,680		96,680	*4
TOTAL SUPPLIES AND SERVICES		200,744		127,930		204,690	
Capital Outlay		0		0		0	
Interfund Expenditures		5,900		4,900		5,000	
TOTAL EXPENDITURES	**$**	**1,728,203**		**1,820,835**		**1,899,457**	

*1 Includes costs for litigation cases, funding approved mid-year or carried over from prior fiscal years.

*2 Includes increased funding of $10,000 for on-call legal services.

*3 Includes increased funding of $1,200 for Core Logic/MetroScan annual license fee.

*4 Includes limited-period funding of $75,000 for legal services.

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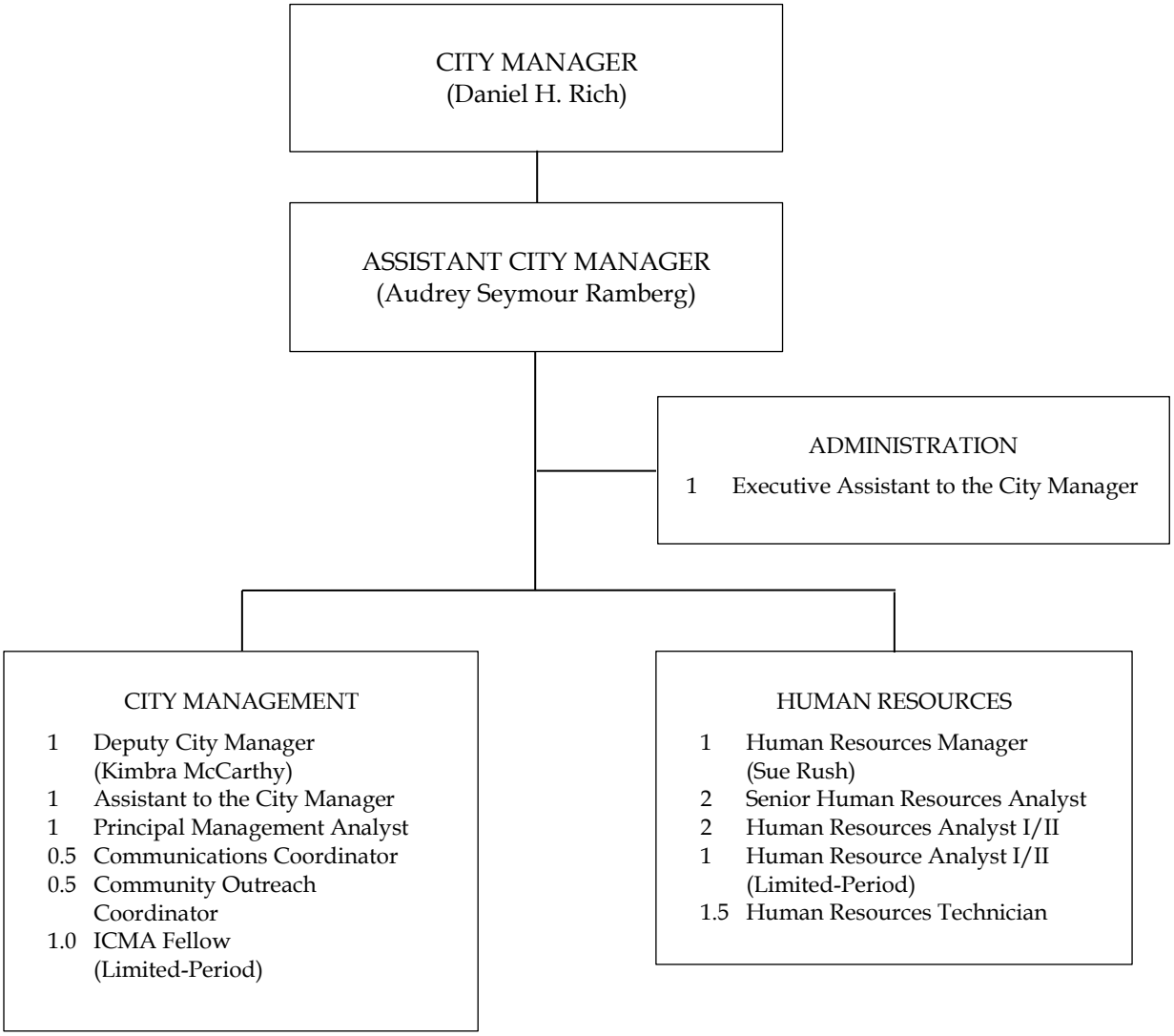
CITY MANAGER'S OFFICE



FISCAL YEAR 2016-17 POSITION TOTALS:	12.0	Full-Time
	1.5	Regular Part-Time
	2.0	Limited-Period

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DEPARTMENT MANAGER—CITY MANAGER

DEPARTMENT MISSION STATEMENT

To support the City Council in the development and execution of their goals and policies and to provide leadership and guidance to City departments in the delivery of City services and to attract and retain the most appropriately qualified employees.

DEPARTMENT OVERVIEW

The City Manager is appointed by the City Council. The City Manager's Office provides professional leadership in the administration of all City services, activities, and facilities and directs the execution of policies and objectives formulated by the City Council; develops and presents to the City Council recommendations and strategies in response to community issues; plans and executes programs to meet the current and future needs of the City of Mountain View; and strives to provide the highest quality of human resource service to City departments, employees, and prospective employees.

DEPARTMENT FUNCTIONS

- Develop and present to the City Council solutions and strategies in response to community issues.
- Provide leadership to City departments in the execution of policies, objectives, and programs adopted by the City Council. (M 1)
- Respond to all City Council and citizen inquiries received by the City Manager's Office in a timely manner.
- Assist the City Council in its annual setting of major City goals and track departments' progress in achieving Citywide goals.
- Develop and submit an annual balanced City budget to the City Council and support City Council efforts in long-term financial planning.
- Support the City Council's legislative advocacy and intergovernmental relations efforts. (M 3)
- Manage the City's Community Relations Program by providing information to the community through public forums, City publications *The View* and *Annual Report*, and government access programming. (M 4, 5)
- Manage the Multilingual Community Outreach Program. (M 2, 5)
- Provide staff support to the Human Relations Commission.
- Provide City liaison to various community groups and nonprofit organizations.
- Coordinate intergovernmental issues related to the Moffett Complex/NASA Ames issues.
- Coordinate specific interdepartmental and intergovernmental compliance issues.

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- Support capital project funding priorities and the feasibility of a voter-approved revenue measure, or other funding mechanism, to fund priority projects in conjunction with the Finance and Administrative Services Department.

- Manage customer/citizen relationship management (CRM) "***Ask Mountain View***" web- and mobile-based systems. (M 4, 5)

- Serve as the focal point in the City organization for the coordinated delivery of youth services by internal and external youth services providers, and coordinate ongoing implementation of the Youth Action Plan.

- Provide staff support to the Council Procedures Committee (CPC), Council Youth Services Committee (CYSC), and in conjunction with the Information Technology Department—the Council Technology Committee (CXC).

- Manage the Human Resources Division, including day-to-day functions, training, succession planning, and labor negotiations.

- Develop and maintain infrastructure for administering effective personnel/employee relations functions. (M 6)

- Manage and coordinate the City's grievance and appeals process and assist departments with all disciplinary actions. (M 6)

- Manage and maintain positive employee/labor relations with unrepresented and represented employee groups through negotiations and administration of Memorandums of Understanding and resolutions governing unrepresented compensation. (M 6, 7)

- Plan, conduct, and continually evaluate employee training and organizational development opportunities, and succession planning efforts. (M 7)

- Fill vacant positions as quickly and cost-effectively as possible while adhering to equal employment principles. (M 7)

- Orient all new employees to the City and conduct interviews with all employees who separate from City service. (M 8, 9)

- Evaluate, update, and maintain the City's classification plan through periodic salary surveys and classification/reclassification studies, and implement changes to the City's compensation plan as needed.

- Manage and administer the City's comprehensive benefits program for employees and retirees, including the wellness program. (M 10)

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MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEAR 2016-17

(Items in **bold** *are tied to Fiscal Years 2015-16 and 2016-17 Major Council Goals; items in* ***bold italics*** *are new Major Council Goals for Fiscal Year 2016-17)*

- ***Explore a variety of efforts designed to help homeless vehicle dwellers.***
- Prepare for and negotiate new labor agreements by June 30, 2017.
- Develop a pilot employee commute relief program.
- Coordinate the reauthorization of a Statewide cable franchise agreement and associated renewal of KMVT PEG cable TV contract.
- Continue to implement Purchasing Study priority recommendations, in conjunction with the Finance and Administrative Services Department.
- Begin to develop and implement action items related to the employee engagement survey results.

PERFORMANCE/WORKLOAD MEASURES

	2013-14 Actual	2014-15 Actual	2015-16 Target	2015-16 6 Months	2016-17 Target
City Management Division:					
1. Percentage of City Manager's Office cost as a percent of the General Operating Fund expenditures[(A)]	1.2%	1.5%	<2%	1.4%	<2%
2. Number of in-person outreach activities the Multilingual Community Outreach Program conducted to support City initiatives (attendance at special events, community and resident meetings).		New for FY15-16	25	31	25
3. Number of communications regarding the City's position on legislation or legislative issues made annually to the State Legislature, Congress, and other branches of government	9	9	5	8	9
4. Number of topics initiated via Online Community Engagement Feedback with Open City Hall		New for FY15-16	5	3	5
5. Number of Community Information and Outreach Program products provided (newsletters, press releases, Internet postings, media contacts, etc.)	118	882[(B)]	300	331	400

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	2013-14 Actual	2014-15 Actual	2015-16 Target	2015-16 6 Months	2016-17 Target
Human Resources Division:					
6. Employee turnover rate	7%	6%	<10%	5%	<10%
7. Percent of recruitments/vacant positions filled by existing personnel (excludes promoting within positions classified as I/II)	44%	26%[C]	>30%	51%	>30%
8. Percent of new employee orientations conducted within seven days of hire	100%	100%	>98%	100%	>98%
9. Percent of retirement planning informational meetings conducted with retiring employees	95%	100%	>90%	100%	>90%
10. Percent of employee benefit inquiries responded to within two working days	98%	99%	>90%	91%	>90%

[A] Percentage is for the City Management Division only.

[B] Due to dedicated limited-period communication staff since January 2014. Additionally, the updated website allows for new interactive communication channels. The Fiscal Year 2015-16 target has been updated to reflect organizational changes.

[C] For Fiscal Year 2014-15, there were more entry-level position recruitments which are not typically filled by existing personnel.

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CITY MANAGER'S OFFICE
DEPARTMENT SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED	
City Manager	1	1	1	
Assistant City Manager	1	1	1	
Deputy City Manager	1	1	1	
Assistant to the City Manager	1	1	1	
Human Resources Manager	1	1	1	
Principal Management Analyst	0	0	1	*2
Youth Resources Manager	1	1	0	*2
Senior Human Resources Analyst	2	2	2	
Human Resources Analyst I/II	2	2	2	
Human Resources Technician	1.50	1.50	1.50	
Communications Coordinator	0	0	0.50	*3
Community Outreach Coordinator	0.50	0.50	0.50	
Exec Asst to the City Manager	1	1	1	
TOTAL REGULAR	13	13	13.50	
TOTAL PART-TIME HOURLY	0	0	0	
TOTAL POSITIONS	**13** *1	**13** *1	**13.50**	*4

*1 In addition there is a limited-period half-time Communications Coordinator position.

*2 Midyear reclassification of the Youth Resources Manager position to a Principal Management Analyst.

*3 Added a half-time Communications Coordinator position.

*4 In addition there is a limited-period ICMA Fellow position and a limited-period Human Resources Analyst I/II position.

DEPARTMENT PROGRAMS		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
City Management	$	1,757,465	1,938,666	2,166,358
Human Resources		1,646,034	1,891,589	2,197,820
TOTAL EXPENDITURES	**$**	**3,403,499**	**3,830,255**	**4,364,178**

EXPENDITURE SUMMARY		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Salaries Wages and Benefits	$	2,619,620	2,844,167	3,220,070
Supplies and Other Services		769,079	980,088	1,144,108
Capital Outlay		14,800	6,000	0
Interfund Expenditures		0	0	0
TOTAL EXPENDITURES	**$**	**3,403,499**	**3,830,255**	**4,364,178**

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CITY MANAGER'S OFFICE
DEPARTMENT SUMMARY

FUNDING SOURCES		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
General Operating	$	3,088,615	3,408,255	3,596,478
General Non-Operating		107,146	188,000	491,200
Cable Television		203,125	220,000	262,500
Employee Benefits		4,613	14,000	14,000
TOTAL FUNDING	**$**	**3,403,499**	**3,830,255**	**4,364,178**

REVENUE SUMMARY		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Miscellaneous Revenue	$	250,500	252,250	264,950
TOTAL REVENUES	**$**	**250,500**	**252,250**	**264,950**

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PROGRAM MANAGER – CITY MANAGER

PROGRAM OVERVIEW

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

MAJOR PROGRAM CHANGES

- General Operating Fund:

  Communications Coordinator Position (0.50): $92,700

  Converts a limited-term 0.50 FTE Communications Coordinator position to ongoing to support the current and projected workload for the City's Community Information Program.

  Contract Services: $33,700

  Provides increased funding for professional contract services to assist the City with environmental issues, website programming and training for staff, and the renewal and disengagement of PEG (Public, Education, and Government) funding to pay for the KMVT Community Television agreement.

  Minimum Wage Contract**:** $10,000

  Provides funding for contract services with the San Jose Office of Equality Assurance to enforce the City's Minimum Wage Ordinance.

- General Non-Operating Fund:

  ICMA Fellow (limited-period): $135,700

  Provides funding for a Management Fellow position. The objective of this position is to provide an increased level of analytical rigor and effectiveness for important City issues. The position will develop tools and training that promote high-quality analysis and will provide direct analytical support in the development of critical department and Citywide projects.

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Innovation Lab Grant (rebudget): $20,000

Rebudgets "start-up" funding for the "Innovation Lab" program. The City Manager launched the program, at the suggestion of employees, to encourage managers to "pitch" ideas to improve operations or services. The intent is to foster a proactive culture of innovation in the organization. This program is being redesigned.

Multilingual Outreach Program (limited-period): $6,000

Provides increased funding for staff time and supplies to accommodate the increase in demand for translation, interpretation, outreach, and referral assistance.

Telecommunications Legal Services (limited-period): $5,000

Provides funding for outside legal counsel to assist with the Statewide cable franchise agreements.

Citizen Leadership Academy (limited-period): $4,000

Provides funding for staff time and supplies to develop and implement a Spanish-language Citizen Leadership Academy. The intent of the Academy is to improve residents' understanding of government and City services, increase civic engagement, leadership, and volunteerism in the City.

Assorted Digital Communications Technical Needs (rebudget)**:** $2,000

Rebudgets funding for social advertisement through various outlets.

The View newsletter and print products (rebudget)**:** $1,500

Rebudgets funding for increased bulk postage costs and redesign of Citywide products.

- Cable Television Fund:

Cable TV Broadcasting Equipment (limited-period): $42,500

Provides funding to purchase an HD Live TV unit for mobile broadcasts (including data services), update radio equipment, and two portable HD Digital Switchers. The total cost is $85,000; half of the cost will be negotiated with KMVT as part of the contract renewal during Fiscal Year 2016-17.

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CITY MANAGEMENT
PROGRAM SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED
Total Regular	6	6	6.50 *2
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	**6** *1	**6** *1	**6.50** *3

*1 In addition there is a limited-period half-time Communications Coordinator position.

*2 Added a half-time Communications Coordinator position and midyear reclassification of a Youth Resources Manager position to a Principal Management Analyst.

*3 In addition there is a limited-period ICMA Fellow position.

EXPENDITURES	2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Salaries	$ 957,641 *1	1,073,497 *2	1,197,326 *6
Wages	32,136	38,300 *3	46,100 *7
Benefits	389,920	418,873	474,426
TOTAL PERSONNEL	1,379,697	1,530,670	1,717,852
Materials and Supplies	46,273	65,200	53,260 *8
Maintenance and Operations	34	0	0
Utilities	222	720	720
Professional/Technical Srvcs	278,830	259,446 *4	298,696 *8/9
Other Expenses	37,609 *1	81,130 *5	95,830 *10
TOTAL SUPPLIES AND SERVICES	362,968	406,496	448,506
Capital Outlay	14,800	1,500	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	**$ 1,757,465**	**1,938,666**	**2,166,358**

*1 Includes limited-period expenditures for Communications Coordinator position, Civica website training and technical support, and succession planning.

*2 Includes limited-period funding of $70,000 for a half-time Communications Coordinator position and the reclassification of the Youth Resources Manager position.

*3 Includes increased funding of $2,500 for Multilingual Community Outreach Program wages.

*4 Includes increased funding of $5,000 for telecommunications legal services and environmental consultant.

*5 Includes increased funding of $2,000 for conference and training. Also includes limited-period fundings of $20,000 for minimum wage contract, $20,000 for Innovation Lab Grant (rebudget), $10,000 for training for web team/staff from Civica, $7,500 for technical support/webmaster from Civica, $2,000 assorted digital communications technical needs, $1,500 for the View newsletter and print products, and $500 for training for the Communications Coordinator position.

*6 Includes limited-period funding of $132,700 for a ICMA Fellow position.

*7 Includes limited-period funding of $5,000 for Multilingual Community Outreach Program wages and $2,800 for Citizen Leadership Academy wages.

*8 Includes a transfer of $17,000 to the Community Services Department for the Recreation Activity Guide.

*9 Includes increased fundings of $33,700 for contract services and $10,000 for the minimum wage contract.

*10 Includes limited-period fundings of $42,500 for Cable TV broadcasting equipment, $20,000 for Innovation Lab Grant (rebudget), $5,000 for telecommunications legal services, $3,000 for training for an ICMA Fellow position, $2,000 for assorted digital communications technical needs (rebudget), $1,500 for The View newsletter and print products (rebudget), $1,200 for Citizen Leadership Academy, and $1,000 for materials for Multilingual Outreach Program.

REVENUES	2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Miscellaneous Revenue	$ 248,366	252,000	264,700
TOTAL REVENUES	**$ 248,366**	**252,000**	**264,700**

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PROGRAM MANAGER – ASSISTANT CITY MANAGER

PROGRAM OVERVIEW

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

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

MAJOR PROGRAM CHANGES

- General Operating Fund:

  Preemployment Physicals: $5,000

  Provides increased funding for preemployment medical services associated with the increase in the number of applicants.

  PERS Replacement Benefits: $4,000

  Provides increased funding for certain retiree payments due to the change in the processing of PERS replacement benefits.

  Mountain View Employees' Association (MVEA): $1,000

  Provides increased funding to the MVEA to continue the Holiday Luncheon for employees. Costs have increased and the increase is requested to maintain the same level of quality.

  CalOpps Annual Fee: $500

  Provides increased funding for the CalOpps annual fee. CalOpps is used to advertise for the City's open recruitments.

- General Non-Operating Fund:

  Human Resources Analyst I/II Position (limited-period): $147,000

  Provides continuation funding for a Human Resources Analyst I/II position. This position will assist with the high volume of recruitments, provide support in administering the benefits program, and special-event planning.

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Employee Transportation Program (limited-period): $80,000

Provides funding for a pilot program to provide incentives to reduce drive-alone rates to aid congestion management and reduce employee commute costs and stress.

Labor Negotiations (limited-period): $60,000

Provides funding for a Labor Negotiations Attorney and other costs to assist with contract negotiations and strategies. All four represented employee groups' current agreements will expire June 30, 2017 and, therefore, will be bargaining in Fiscal Year 2016-17.

Workplace Investigations (limited-period): $15,000

Provides funding for the assistance of external investigators. Workplace investigations are unpredictable, and Human Resources seeks assistance from an external investigator when the workload prevents them from conducting the investigation internally.

Paid Internship (rebudget): $15,000

Rebudgets funding to participate in the regional internship program created by the City Manager Associations of Santa Clara and San Mateo Counties and have a year-round intern.

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HUMAN RESOURCES
PROGRAM SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED	
Total Regular	7	7	7	
Total Part-Time Hourly	0	0	0	
TOTAL POSITIONS	**7**	**7**	**7**	*1

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

EXPENDITURES		2014-15 ACTUAL		2015-16 ADOPTED		2016-17 PROPOSED	
Salaries	$	754,397		832,483		995,576	*5
Wages		22,147		18,840	*2	18,840	*6
Benefits		463,379		462,174		487,802	*7
TOTAL PERSONNEL		1,239,923		1,313,497		1,502,218	
Materials and Supplies		48,984		36,300		38,810	*8
Maintenance and Operations		0		122		122	
Utilities		221		0		0	
Professional/Technical Srvcs		149,418		143,950	*3	147,450	*9
Other Expenses		207,488	*1	393,220	*4	509,220	*10
TOTAL SUPPLIES AND SERVICES		406,111		573,592		695,602	
Capital Outlay		0		4,500		0	
Interfund Expenditures		0		0		0	
TOTAL EXPENDITURES	**$**	**1,646,034**		**1,891,589**		**2,197,820**	

*1 Includes limited-period expenditures for interest-based bargaining training/assistance.
*2 Includes limited-period funding of $15,000 for a paid internship.
*3 Includes increased funding of $10,000 for citywide training.
*4 Includes increased funding of $131,300 for tuition and professional development reimbursements. Also includes limited-period fundings of $25,000 for an employee survey and $15,000 for Fire PERS health study.
*5 Includes limited-period funding of $147,000 for a Human Resources Analyst I/II position.
*6 Includes limited-period funding of $15,000 for a paid internship (rebudget).
*7 Includes increased funding of $4,000 for PERS replacement benefits.
*8 Includes increased funding of $500 for CalOpps annual fee.
*9 Includes increased funding of $5,000 for pre-employment physicals.
*10 Includes increased funding of $1,000 for Mountain View Employees' Association. Also includes limited-period fundings of $80,000 for employee transportation program, $60,000 for labor negotiations, and $15,000 for workplace investigations.

REVENUES		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Miscellaneous Revenue	$	2,134	250	250
TOTAL REVENUES	**$**	**2,134**	**250**	**250**

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INFORMATION TECHNOLOGY DEPARTMENT

CIO/INFORMATION TECHNOLOGY DIRECTOR
(Roger Jensen)

Enterprise Systems
1 IT Manager
(Steve Rodriguez)
3 IT Analyst I/II
2 Principal IT Analyst
2 Senior IT Analyst
2 IT Analyst I/II
2 Systems Coordinator/Tech

Helpdesk
1 Senior IT Technician
2 IT Technician I/II

Operations
1 IT Operations Manager
1 Senior IT Analyst

Administration
0.5 Secretary
(Limited-Period)

FISCAL YEAR 2016-17 POSITION TOTALS: 18.0 Full-Time
0.5 Limited-Period

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INFORMATION TECHNOLOGY
DEPARTMENT SUMMARY

DEPARTMENT MANAGER—INFORMATION TECHNOLOGY DIRECTOR

DEPARTMENT MISSION STATEMENT

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

DEPARTMENT OVERVIEW

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

DEPARTMENT FUNCTIONS

- Manage and support the planning, implementation, operation, and maintenance of information technology, providing a reliable City-wide network, electronic mail, public access, City Internet and Intranet website, and technical support of computer applications in City departments. (M 1, 2)

- Coordinate cost-effective telephone services, including long distance, voice mail applications, and cellular phone services.

- Provide support to the Council Technology Committee in conjunction with the City Manager's Office.

MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEAR 2016-17

- Complete technology upgrades in the City Council Chambers, in conjunction with the City Clerk's Office.

- Support the Finance and Administrative Services Department Phase II of the implementation of the City's Financial System to ONESolution.

- Update the utility system base maps (701 maps) to support a water, sewer, and storm drainage operations modeling system and a Computerized Work Order Management System, in conjunction with the Public Works Department.

- Complete rollout of free WiFi to the Municipal Operations Center and Police/Fire Administration.

- Install permanent monitors and computer systems in City conference rooms to replace laptops and portable projectors.

- Migrate MS Exchange e-mail system to MS-hosted system.

- Upgrade of core network switches and perimeter firewall equipment to protect the City from outside security attacks.

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- Deploy online system for new Business License applications.
- Begin to develop and implement action items related to the employee engagement survey results.

MAJOR PROGRAM CHANGES

- General Operating Fund:

IT Analyst I/II—Application Support Position: $169,500

Provides funding for an IT Analyst I/II position. This position will support the increase in technology initiatives, including the managing of some technology systems in the Police Department and other departments.

Geographic Information System (GIS) Data Conversion Services (offset by $50,000 in fees): $50,000

Provides funding for contracting services to convert developer's plans to GIS data to maintain the City's GIS up-to-date.

Granicus Votecast System: $15,000

Provides funding for subscription services for the new Granicus Votecast System.

SQL Server Software Assurance Contract: $6,400

Provides funding to purchase Microsoft software assurance contracts for SQL Server Licenses.

- General Non-Operating Fund:

Secretary Position (0.50) (limited-period): $66,800

Provides funding for a half-time Secretary position to provide administrative support to the IT Department. Currently, IT and the Purchasing Division in the Finance and Administrative Services Department share a Secretary position. This position will assume administrative functions from other IT Analyst staff that currently is not accommodated by the shared Secretary position.

SQL Server Licensing (limited-period): $22,400

Provides funding for additional SQL Server Licensing. The City has purchased six licenses but has 40 licenses in production to support various applications.

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PERFORMANCE/WORKLOAD MEASURES

	2013-14 Actual	2014-15 Actual	2015-16 Target	2015-16 6 Months	2016-17 Target
Information Technology:					
1. Cost of information technology as a percent of total City department expenditures	2.2%	2.1%	<3%	1.9%	<3%
2. Percent of time network is up	99%	99.6%	>98%	99.5%	>98%

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INFORMATION TECHNOLOGY
DEPARTMENT SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED		2016-17 PROPOSED	
CIO/Information Technology Director	1	1		1	
Information Technology Manager	1	1		1	
Information Technology Operations Manager	1	1		1	
Principal Information Technology Analyst	2	2		2	
Senior Information Technology Analyst	2	3	*1	3	
Information Technology Analyst I/II	5	4	*1	5	*3
Senior Information Technology Technician	1	1		1	
System Coordinator /Technician	0	1	*2	2	*4
Information Technology Technician I/II	2	2		2	
TOTAL REGULAR	15	16		18	
TOTAL PART-TIME HOURLY	0	0		0	
TOTAL POSITIONS	**15**	**16**		**18**	*5

*1 Reclassified an IT Analyst I/II positon to a Senior IT Analyst.
*2 Added a Systems Coordinator/Technician position.
*3 Added an IT Analyst I/II position.
*4 Transferred a System Coordinator/Technician position from the Public Works Department.
*5 In addition, there is a limited-period half-time Secretary position.

EXPENDITURE SUMMARY		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Salaries Wages and Benefits	$	2,476,434	2,884,406	3,360,234
Supplies and Other Services		823,360	1,163,655	1,245,305
Capital Outlay		312	1,500	6,500
Interfund Expenditures		0	0	0
TOTAL EXPENDITURES	**$**	**3,300,106**	**4,049,561**	**4,612,039**

FUNDING SOURCES		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
General Operating	$	2,821,304	3,417,871	3,731,797
General Non-Operating		0	12,000	89,200
Water		478,802	619,690	791,042
TOTAL FUNDING	**$**	**3,300,106**	**4,049,561**	**4,612,039**

REVENUE SUMMARY		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED	
General Service Charges	$	0	0	50,000	*1
TOTAL REVENUES	**$**	**0**	**0**	**50,000**	

*1 Includes increased revenue of $50,000 for GIS data conversion fee.

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INFORMATION TECHNOLOGY
DEPARTMENT SUMMARY

EXPENDITURES		2014-15 ACTUAL	2015-16 ADOPTED		2016-17 PROPOSED	
Salaries	$	1,707,287	1,963,648	*1	2,295,805	*4
Wages		5,192	6,000		6,000	
Benefits		763,955	914,758		1,058,429	
TOTAL PERSONNEL		2,476,434	2,884,406		3,360,234	
Materials and Supplies		13,376	20,500		22,250	
Maintenance and Operations		465,654	695,685	*2	709,185	*5
Utilities		136,751	197,500		197,500	
Professional/Technical Srvcs		189,490	207,470		263,470	*6
Other Expenses		18,089	42,500	*3	52,900	*7
TOTAL SUPPLIES AND SERVICES		823,360	1,163,655		1,245,305	
Capital Outlay		312	1,500		6,500	
Interfund Expenditures		0	0		0	
TOTAL EXPENDITURES	**$**	**3,300,106**	**4,049,561**		**4,612,039**	

*1 Includes increased funding of $13,100 for the reclassification of an IT Analyst I/II position to a Senior IT Analyst.

*2 Includes increased funding of $17,800 for hardware/software maintenance and license fees.

*3 Includes limited-period funding of $12,000 for Open City Hall subscription.

*4 Includes limited-period funding of $66,800 for a half-time Secretary position.

*5 Includes increased fundings of $15,000 for Granicus votecast system and $6,400 for SQL server software assurance contract. Also includes reduction of $7,100 for the CPA ticketing system maintenance and an $800 transfer to the Community Services Department for credit card processing fees for ShoWare.

*6 Includes increased funding of $50,000 for Geographic Information System (GIS) data conversion services. Also includes a $6,000 transfer from the Public Works Department for GIS maintenance and contract services as part of the GIS consolidation to the Information Technology Department.

*7 Includes limited-period funding of $22,400 for SQL server licensing.

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FINANCE & ADMINISTRATIVE SERVICES DEPARTMENT

FINANCE AND ADMINISTRATIVE SERVICES DIRECTOR
(Patty J. Kong)

ADMINISTRATION

1 Senior Management Analyst
1 Executive Assistant

FINANCIAL MANAGEMENT

1 Asst. Finance and Admin. Svcs. Director (Suzy Niederhofer)

Budget and Analysis

1 Principal Financial Analyst
1 Senior Financial Analyst
1 Financial Analyst I/II

Treasury

0.25 Accounting Technician

Payroll

1 Senior Accountant
1 Accountant I/II
0.75 Accounting Technician

Revenue

1 Senior Management Analyst
2 Accounting Technician
1 Account Clerk I/II
1 Customer Service Representative

ACCOUNTING

1 Accounting Manager (Grace Zheng)

2 Accountant I/II
1 Accounting Technician
1 Account Clerk I/II

PURCHASING AND SUPPORT SERVICES

1 Purchasing and Support Services Manager (Tina N. Yoke)

1 Secretary

Purchasing

1 Senior Management Analyst (Limited-Period)
1 Supervising Buyer
2 Assistant Buyer/ Buyer
0.5 Warehouse Worker

Support Services

1 Document Processing Supervisor
2 Document Processing Technician III
1.5 Document Processing Technician I/II
1 Copy Center Technician

RISK MANAGEMENT

1 Risk Manager (Claudia Koob)

1 Administrative Analyst I/II

FISCAL YEAR 2016-17 POSITION TOTALS: 32.0 Full-Time
1.0 Regular Part-Time
1.0 Limited-Period

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FINANCE AND ADMINISTRATIVE SERVICES
DEPARTMENT SUMMARY

DEPARTMENT MANAGER—FINANCE AND ADMINISTRATIVE SERVICES DIRECTOR

DEPARTMENT MISSION STATEMENT

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

DEPARTMENT OVERVIEW

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

DEPARTMENT FUNCTIONS

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

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

MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEAR 2016-17

(Items in **bold** *are tied to Fiscal Years 2015-16 and 2016-17 Major Council Goals; items in* ***bold italics*** *are new Major Council Goals for Fiscal Year 2016-17)*

- ***Establish the financing for the Silicon Valley Clean Energy JPA.***
- Continue to work on the development of City-owned properties in downtown (Lots 4, 8, and 12), in conjunction with the City Attorney's Office and the Community Development Department.
- Support the City Manager's Office with negotiations for new labor agreements.
- Establish a cross-functional team, including Library, Finance and Administrative Services, and Information Technology Departments, to implement output accounting module to directly transfer financial information from Sierra to OneSolution.
- Commence Phase II of the implementation of the City's Financial System to ONESolution.
- Continue to implement Purchasing Study priority recommendations, in conjunction with the City Manager's Office.
- Complete compliance audit of hotels/motels for Transient Occupancy Tax.
- Transition to the City's new external auditors.
- Begin to develop and implement action items related to the employee engagement survey results.

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PERFORMANCE/WORKLOAD MEASURES

	2013-14 Actual	2014-15 Actual	2015-16 Target	2015-16 6 Months	2016-17 Target
Financial Management:					
1. Accuracy of final budget numbers—percent of budget corrections needed due to error	0.02%	0.2%	<2%	0.2%	<2%
2. Percent of time portfolio's market-risk target (modified duration) is within:					
— 3.0 percent of the benchmark (policy requires 25.0 percent of time within 3.0 percent)	100%	100%	>50%	83%	>50%
— 15.0 percent of the benchmark (policy requires 100.0 percent of time within 15.0 percent)	100%	100%	100%	100%	100%
3. Cost per payroll check issued (cost of payroll operation to total paychecks issued)	$13.67(A)	$16.55(A)	<$20.00	$18.28	<$20.00
4. Percent of reissued payroll checks versus total issued	0.15%	0.5%	<1%	0.1%	<1%
5. Payroll checks issued	20,526	20,486	21,500	10,296	21,500
6. Percent of utility bills processed and mailed 10 working days from last meter reading date	100%	98%	>95%	97%	>95%
7. Percent of utility accounts and accounts receivables written off as a percent of total receivables	0.2%	0.5%	<2%	0.5%	<2%
Accounting:					
8. Percent of correcting accounting entries to total accounting entries	6.3%	6.7%	<10%	2.5%	<10%
9. Percent of month-end closes completed within 10 working days (target assumes June and July will not close within 10 working days due to year-end workload)	92%(B)	92%	83%	100%	83%
10. Cost of Accounts Payable processing as a percent of total dollars spent	0.2%	0.2%	<1%	0.3%	<1%
Purchasing and Support Services:					
11. Cost of procurement services as a percent of total dollars spent	2.5%	3.2%	<4%	4%	<4%
12. Percent of time purchase orders issued timely	92%	96%	>90%	98%	>90%
13. Percent of time Document Processing documents are completed timely	97%	96%	>90%	96%	>90%

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	2013-14 Actual	2014-15 Actual	2015-16 Target	2015-16 6 Months	2016-17 Target
14. Percent of time Copy Center documents are completed timely	95%	96%	>90%	95%	>90%
Risk Management:					
15. Percent of Workers' Compensation program costs to total payroll	3.5%	2.7%	<5%	Reported Annually	<5%
16. Percent of hours lost to occupational injury compared to total hours worked	0.9%	0.6%	<2.5%	Reported Annually	<2.5%
17. Percent of dollars recovered compared to expenditures paid to repair damage to City property	92%(C)	99%(C)	>85%	Reported Annually	>85%

(A) The cost per check is lower due to vacancies in payroll.
(B) Fiscal Year 2013-14 Actual corrected, previously reported 83 percent.
(C) One hundred percent (100%) recovery not achieved due to low policy limits of the subrogated parties.

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FINANCE AND ADMINISTRATIVE SERVICES
DEPARTMENT SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED
Finance and Administrative Srvcs Director	1	1	1
Assistant Finance and Admin Srvcs Director	1	1	1
Purchasing and Support Services Manager	1	1	1
Risk Manager	1	1	1
Accounting Manager	1	1	1
Principal Financial Analyst	1	1	1
Senior Management Analyst	1	1	2 *4
Senior Financial Analyst	1	1	1 *5
Senior Accountant	1	1	1
Financial Analyst I/II	0.75	1 *2	1 *6
Administrative Analyst I/II	1	1	1
Accountant I/II	3	3	3
Supervising Buyer	1	1	1
Document Processing Supervisor	1	1	1
Assistant Buyer/Buyer	1.75	1.75	2 *7
Accounting Technician	4	4	4
Account Clerk I/II	2	2	2
Document Processing Technician III	2	2	2
Document Processing Technician I/II	1.50	1.50	1.50
Warehouse Worker	0.50	0.50	0.50
Executive Assistant	1	1	1
Copy Center Technician	1	1	1
Copy Center Assistant	0.50	0.50	0 *7
Customer Service Representative	1	1	1
Secretary	1	1	1
TOTAL REGULAR	32	**32.25**	**33.00**
TOTAL PART-TIME HOURLY	0	0	0.30 *7
TOTAL POSITIONS	**32** *1	**32.25** *3	**33.30** *3

*1 In addition there is a 0.25 limited-period Financial Analyst I/II position.

*2 Added 0.25 FTE to a Financial Analyst I/II position.

*3 In addition there is a limited-period Senior Management Analyst position.

*4 Midyear title change from Senior Administrative Analyst to Senior Management Analyst and added a Senior Management Analyst position.

*5 Midyear title change from Senior Administrative Analyst to Senior Financial Analyst.

*6 Midyear title change from Administrative Analyst I/II to Financial Analyst I/II.

DEPARTMENT PROGRAMS	2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Finance and Admin. Services Administration	$ 1,273,724	1,584,373	1,557,458
Financial Management	1,518,318	1,845,258	2,006,008
Accounting	618,082	727,568	756,372
Purchasing and Support Services	1,441,828	1,899,491	2,020,692
Risk Management	3,187,835	4,147,556	4,289,570
TOTAL EXPENDITURES	**$ 8,039,787**	**10,204,246**	**10,630,100**

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FINANCE AND ADMINISTRATIVE SERVICES
DEPARTMENT SUMMARY

EXPENDITURE SUMMARY		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Salaries Wages and Benefits	$	4,164,498	5,279,179	5,611,413
Supplies and Other Services		3,855,464	4,878,467	4,927,187
Capital Outlay		0	21,500	66,500
Interfund Expenditures		19,825	25,100	25,000
TOTAL EXPENDITURES	**$**	**8,039,787**	**10,204,246**	**10,630,100**

FUNDING SOURCES		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
General Operating	$	4,703,946	5,447,366	5,872,106
General Non-Operating		66,054	439,060	335,600
Water		411,090	509,570	551,144
Workers Compensation Insurance		1,807,488	2,235,500	2,318,500
Unemployment Self-Insurance		68,712	127,250	127,250
Liability Self-Insurance		982,497	1,425,500	1,425,500
Retirees' Health Program Insurance		0	20,000	0
TOTAL FUNDING	**$**	**8,039,787**	**10,204,246**	**10,630,100**

REVENUE SUMMARY		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
General Licenses and Permits	$	19,718	16,500	8,410
General Service Charge		801	1,000	1,000
Miscellaneous Revenue		271,893	45,610	45,610
Interfund Revenue Transfers		40,000	0	0
TOTAL REVENUES	**$**	**332,412**	**63,110**	**55,020**

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PROGRAM MANAGER – FINANCE AND ADMINISTRATIVE SERVICES DIRECTOR

PROGRAM OVERVIEW

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

MAJOR PROGRAM CHANGES

- General Operating Fund:

Senior Management Analyst position: $169,500

Provides funding for a Senior Management Analyst position. This position will perform a variety of duties to support the increased demand for financial analysis of the department and Citywide.

Project Sentinel: $10,000

Provides increased ongoing funding for a total of $25,000 for Project Sentinel. At the direction of the City Council, this program is no longer funded through the CDBG/nonprofit agency funding process. The current fiscal year included $10,000 limited-period funding. This is for baseline services, not the new rental dispute process.

Audit Services: $5,000

Provides increased funding for external auditing services. The cost of the City's external auditors' services has increased gradually over time. The City issued a Request for Proposals for auditing services and the new fees are slightly higher than the City's previous auditors' fees.

PERS Replacement Benefit: $3,500

Provides funding for certain retiree payments due to the change in the processing of PERS replacement benefits.

2-1-1 Santa Clara County United Way Silicon Valley: $2,500

Provides funding to support the 2-1-1 SCC United Way. 2-1-1 is a regional service to provide multilingual referrals for a wide range of community services.

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- General Non-Operating Fund:

  Nonprofit Agency Funding (limited-period): $21,100

  Provides continued (Year 2 of funding cycle) limited-period funding to nonprofit agencies as identified by Council at the CDBG hearing on April 19, 2016.

  Purchase Card Transaction Review (limited-period): $20,000

  Provides funding for an outside consultant to review departments' compliance with purchasing card policies.

  Nonprofit Funding—Housing Trust Boomerang Funds (limited-period): $10,000

  Provides continued (Year 2 of funding cycle) limited-period funding to the Community Services Agency (CSA) and LifeMoves to increase services to the homeless population in the City.

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FINANCE AND ADMINISTRATIVE SERVICES - ADMINISTRATION
PROGRAM SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED
Total Regular	3	3	4 *1
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	**3**	**3**	4

*1 Added a Senior Management Analyst position.

EXPENDITURES	2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Salaries	$ 493,253	526,955	651,297
Wages	0	0	0
Benefits	250,219	274,051 *2	344,684 *4
TOTAL PERSONNEL	743,472	801,006	995,981
Materials and Supplies	13,482	19,000	20,910
Maintenance and Operations	0	0	0
Utilities	0	0	0
Professional/Technical Srvcs	121,148	110,100	115,100 *5
Other Expenses	395,622 *1	654,267 *3	423,967 *6
TOTAL SUPPLIES AND SERVICES	530,252	783,367	559,977
Capital Outlay	0	0	1,500
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	**$ 1,273,724**	**1,584,373**	**1,557,458**

*1 Includes limited-period expenditures for non-profit agencies (2nd year).

*2 Includes increased funding of $4,000 for PERS replacement benefits.

*3 Includes increased fundings of $5,000 for Alliance for Innovation membership, $5,000 for Friends of CalTrain funding, $2,800 for CHAC funding and $1,000 for Mayor's Innovation membership increase. Also includes limited-period fundings of $242,800 for housing boomerang funds ($191,800 rebudget), $31,100 for non-profit funding, and $20,000 for Retirees' Health actuarial valuation.

*4 Includes increased funding of $3,500 for PERS replacement benefits.

*5 Includes increased funding of $5,000 for audit services.

*6 Includes increased fundings of $10,000 for Project Sentinel and $2,500 for 2-1-1 Santa Clara County United Way Silicon Valley. Also includes limited-period fundings 21,100 for non-profit funding (2nd year), $20,000 for purchase card transaction review, and $10,000 for non-profit (2nd year) funding for the Community Services Agency and LifeMoves (2nd year).

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PROGRAM MANAGER – ASSISTANT FINANCE AND ADMINISTRATIVE SERVICES DIRECTOR

PROGRAM OVERVIEW

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

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

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

The Payroll Section processes timecards; payroll documents and biweekly payroll for all City employees; and prepares reports relating to retirement, insurance benefits, deferred compensation, and payroll taxes.

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

MAJOR PROGRAM CHANGES

- General Operating Fund:

  Online Payment Processing: $99,000

  Provides funding for payment processing costs to implement accepting payments online for business licenses, multi-family housing, and miscellaneous accounts receivable.

- General Non-Operating Fund:

  Transient Occupancy Tax Compliance Audit (limited-period): $35,000

  Provides funding for an audit of the City's hotels and motels to ensure compliance with the City's Transient Occupancy Tax Ordinance.

  Customer Service Representative (Hourly) (limited-period): $30,000

  Provides funding for an hourly position to assist with the coverage at the front counter. The hourly help will provide coverage for the regular Customer Service Representative position during the morning break and lunch hour in order to minimize disruption to other staff and the public.

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- Water Fund:

  Utility Online Payment Processing**:** $15,000

  Provides increased funding for credit card payment processing costs associated with an increase in usage of online Utility Services payments.

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FINANCE AND ADMINISTRATIVE SERVICES - FINANCIAL MANAGEMENT
PROGRAM SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED
Total Regular	10.75	11 *2	11
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	**10.75** *1	**11**	**11**

*1 In addition there is a 0.25 limited-period Financial Analyst I/II position.

*2 Added 0.25 FTE to an Financial Analyst I/II position.

EXPENDITURES	2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Salaries	$ 832,439	1,046,246	1,045,245
Wages	8,413	900	30,900 *4
Benefits	383,182	488,742	471,383
TOTAL PERSONNEL	1,224,034	1,535,888	1,547,528
Materials and Supplies	80,821	92,970	93,080
Maintenance and Operations	3,538	3,950	3,950
Utilities	0	0	0
Professional/Technical Srvcs	177,713	185,750 *2	299,750 *5
Other Expenses	32,212 *1	6,700 *3	41,700 *6
TOTAL SUPPLIES AND SERVICES	294,284	289,370	438,480
Capital Outlay	0	20,000	20,000
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	**$ 1,518,318**	**1,845,258**	**2,006,008**

*1 Includes limited-period expenditures for a cost allocation plan update and 0.25 FTE Financial Analyst I/II position.

*2 Includes increased fundings of $70,000 for utility on-line payment processing fees, $2,300 for bank fees associated with payroll processing, $1,500 for professional services related to the corporate note program, and $300 for professional services for business license system changes.

*3 Includes increased funding of $1,400 for training and memberships.

*4 Includes limited-period funding of $30,000 for a Customer Service Representative (Hourly).

*5 Includes increased funding of $99,000 for on-line payment processing and $15,000 for utility on-line payment processing fees.

*6 Includes limited-period funding of $35,000 for Transient Occupancy Tax compliance audit.

REVENUES	2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
General Licenses and Permits	$ 19,718	16,500	8,410 *1
General Service Charge	801	1,000	1,000
Miscellaneous Revenue	9,133	0	0
TOTAL REVENUES	**$ 29,652**	**17,500**	**9,410**

*1 Includes a decrease in revenue related to a decline in the number of taxi companies and taxicabs renewing their permit to provide service in the City.

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FINANCE AND ADMINISTRATIVE SERVICES – ACCOUNTING
PROGRAM SUMMARY

PROGRAM MANAGER – ACCOUNTING MANAGER

PROGRAM OVERVIEW

The Accounting Division manages and maintains the general accounting and financial records of the City. This division is also primarily responsible for coordinating the independent audit of the City's financial records and preparation of the Comprehensive Annual Financial Report and other required State reports. The Accounts Payable Section of this division matches and reconciles all invoices, purchase requisitions, purchase orders, contracts, and agreements prior to processing payments for City obligations.

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FINANCE AND ADMINISTRATIVE SERVICES - ACCOUNTING
PROGRAM SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED
Total Regular	5	5	5
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	**5**	**5**	**5**

EXPENDITURES		2014-15 ACTUAL	2015-16 ADOPTED		2016-17 PROPOSED
Salaries	$	397,804	471,719		484,503
Wages		0	0		0
Benefits		207,897	241,799		257,819
TOTAL PERSONNEL		605,701	713,518		742,322
Materials and Supplies		3,210	4,500		4,500
Maintenance and Operations		400	500		500
Utilities		0	0		0
Professional/Technical Srvcs		0	0		0
Other Expenses		8,771	9,050	*1	9,050
TOTAL SUPPLIES AND SERVICES		12,381	14,050		14,050
Capital Outlay		0	0		0
Interfund Expenditures		0	0		0
TOTAL EXPENDITURES	**$**	**618,082**	**727,568**		**756,372**

*1 Includes increased funding of $5,000 for PERS pension information.

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PROGRAM MANAGER—PURCHASING AND SUPPORT SERVICES MANAGER

PROGRAM OVERVIEW

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

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

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

MAJOR PROGRAM CHANGES

- General Operating Fund:

  Buyer Position (0.25): ($37,800 offset by $34,000 from a 0.50 FTE Vacant Copy Center Assistant Position): $3,800

  Provides funding for 0.25 FTE of a Buyer position, adding to an existing 0.75 FTE position. This increase will provide additional Purchasing resources. Total cost of $37,800 is offset by the net of the elimination of the 0.50 FTE vacant Copy Center Assistant position and added Copy Center Assistant hours.

- General Non-Operating Fund:

  Senior Management Analyst Position (limited-period): $169,500

  Provides funding for the continuation of a Senior Management Analyst position in the Purchasing Division. This position will assist with the monitoring of prevailing wage compliance, implementation of purchasing process improvements, and other workload demands.

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FINANCE AND ADMINISTRATIVE SERVICES - PURCHASING AND SUPPORT SERVICES
PROGRAM SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED
Total Regular	11.25	11.25	11 *2
Total Part-Time Hourly	0	0	0.30 *2
TOTAL POSITIONS	**11.25**	**11.25** *1	**11.30** *1

*1 In addition there is a limited-period Senior Management Analyst position.

*2 Added 0.25 FTE Buyer position, eliminated a 0.50 FTE Copy Center Assistant position, and added Copy Center Assistant hours.

EXPENDITURES	2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Salaries	$ 821,315	1,149,417 *1	1,191,317 *2
Wages	36,022	2,000	18,250
Benefits	410,241	529,024	548,675
TOTAL PERSONNEL	1,267,578	1,680,441	1,758,242
Materials and Supplies	37,873	50,450	50,450
Maintenance and Operations	7,374	57,200	57,200
Utilities	0	0	0
Professional/Technical Srvcs	43,789	6,200	6,200
Other Expenses	65,389	78,600	78,600
TOTAL SUPPLIES AND SERVICES	154,425	192,450	192,450
Capital Outlay	0	1,500	45,000
Interfund Expenditures	19,825	25,100	25,000
TOTAL EXPENDITURES	**$ 1,441,828**	**1,899,491**	**2,020,692**

*1 Includes limited-period funding of $153,700 for a Senior Management Analyst position.

*2 Includes limited-period funding of $169,500 for a Senior Management Analyst position.

REVENUES	2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Miscellaneous Revenue	$ 15,067	20,000	20,000
Interfund Revenue Transfers	40,000	0	0
TOTAL REVENUES	**$ 55,067**	**20,000**	**20,000**

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PROGRAM MANAGER – RISK MANAGER

PROGRAM OVERVIEW

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

MAJOR PROGRAM CHANGES

- General Non-Operating Fund:

  Safety Training Study (limited-period): $40,000

  Provides funding to perform a Citywide Safety Training Study. The study would provide for information on Best Practices, review resources available, and recommend a safety program appropriate for the City.

- Workers' Compensation Fund:

  Workers' Compensation Excess Insurance: $83,000

  Provides increased funding for Workers' Compensation excess insurance. The increased cost is related to increased overtime, payroll, as well as loss experience.

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FINANCE AND ADMINISTRATIVE SERVICES - RISK MANAGEMENT
PROGRAM SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED
Total Regular	2	2	2
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	**2**	**2**	**2**

EXPENDITURES	2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Salaries	$ 228,284	444,725 *1	456,442 *1
Wages	0	1,500	1,500
Benefits	95,429	102,101	109,398
TOTAL PERSONNEL	323,713	548,326	567,340
Materials and Supplies	479	6,000	6,000
Maintenance and Operations	0	0	0
Utilities	0	0	0
Professional/Technical Srvcs	309,965	331,550	331,950
Other Expenses	2,553,678	3,261,680 *2	3,384,280 *3
TOTAL SUPPLIES AND SERVICES	2,864,122	3,599,230	3,722,230
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	**$ 3,187,835**	**4,147,556**	**4,289,570**

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

*2 Includes increased funding of $458,000 for workers' compensation claims, and $42,600 for workers' compensation excess insurance and a decrease in funding of $46,200 for unemployment claims.

*3 Includes increased funding of $83,000 for workers' compensation excess insurance. Also includes limited-period funding of $40,000 for a safety training study.

REVENUES	2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Miscellaneous Revenue	$ 247,693	25,610	25,610
TOTAL REVENUES	**$ 247,693**	**25,610**	**25,610**

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COMMUNITY DEVELOPMENT DEPARTMENT

COMMUNITY DEVELOPMENT DIRECTOR
(Randal Tsuda)

ADMINISTRATION

1 Administrative Analyst I/II
0.75 Administrative Aide

PLANNING

1 Assistant Community Development Director/Planning Manager (Terry Blount)
1 Zoning Administrator
1 Principal Planner
1 Deputy Zoning Administrator
4 Senior Planner
2 Senior Planner (Limited-Period)*
1 Environmental Sustainability Coordinator
4 Assistant/ Associate Planner
1 Assistant/ Associate Planner (Limited-Period)
1 Secretary

ECONOMIC DEVELOPMENT

1 Economic Development Manager (Alex Andrade)
1 Business Development Specialist
0.5 Secretary

NEIGHBORHOOD PRESERVATION

1 Housing and Neighborhood Services Manager (Regina Adams, Acting)
1 Project Manager
0.75 Senior Planner
1 Assistant/ Associate Planner
0.5 Secretary

BUILDING INSPECTION

1 Chief Building Official (Shellie Woodworth)
2 Fire Protection Engineer**
1 Plan Check Engineer
2 Senior Building Inspector
1 Development Services Coordinator
3 Building Inspector I/II
1 Assistant Building Inspector
0.25 Administrative Aide
3 Permit Technician
1 Program Assistant
1 Secretary
2 Office Assistant I/II

FISCAL YEAR 2016-17 POSITION TOTALS: 39.0 Full-Time
0.75 Regular Part-Time
3.0 Limited-Period

* One limited-period Senior Planner position has been approved for the duration of the Google Reimbursement Agreement.
** Located in Community Development Department but budgeted in Fire Department.

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COMMUNITY DEVELOPMENT
DEPARTMENT SUMMARY

DEPARTMENT MANAGER—COMMUNITY DEVELOPMENT DIRECTOR

DEPARTMENT MISSION STATEMENT

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

DEPARTMENT OVERVIEW

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

DEPARTMENT FUNCTIONS

- Ensure quality development that is sensitive to community goals and consistent with City standards.
- Respond promptly to individual applications or Environmental Planning Commission-/City Council-initiated General Plan and Zoning Ordinance amendments and Precise Plan changes. (M 1)
- Provide support for the comprehensive planning efforts of citizens, City Council, and the Environmental Planning Commission. (M 1)
- Provide timely, professional assistance with the review of proposed subdivision applications and development applications for Administrative Zoning and Subdivision Committee hearings.
- Provide zoning and planning information to the public in a timely, complete, accurate, and courteous manner. (M 1)
- Provide a foundation for long-range planning activities by maintaining comprehensive databases on land use, demographics, and economics.
- Retain existing businesses and attract new businesses throughout the City. (M 2)
- Provide staff support to the Downtown Committee and the Visual Arts Committee.
- Implement economic development strategies. (M 2)
- Manage affordable housing programs that include the Below-Market-Rate (BMR) program and new affordable housing projects, and oversight of Federally subsidized units. (M 3)

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

MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEAR 2016-17

*(Items in **bold** are tied to Fiscal Years 2015-16 and 2016-17 Major Council Goals; items in **bold italics** are new Major Council Goals for Fiscal Year 2016-17)*

- **Complete the work of amending the North Bayshore Precise Plan to include residential uses.**
- **Continue to prepare the East Whisman Precise Plan, including consideration of residential uses.**
- ~~**Hold outreach meetings and workshops with affordable housing developers to identify barriers to affordable housing and innovative solutions to those obstacles.**~~
- ~~**Identify new funding sources and initiate partnerships with affordable housing developers to apply for limited-term State and Federal affordable housing funding.**~~
- **Continue to support the launch of a Community Choice Energy Program.**
- **Review the Climate Protection Roadmap, Municipal Operations Climate Action Plan, and Greenhouse Gas Reduction Program; conduct a cost-benefit analysis of the actions; solicit Council Environmental Sustainability Committee and public feedback; and propose and adopt Environmental Sustainability Action Plan-3.**
- **Develop an Environmental Sustainability Action Plan-3 implementation plan (including goals/ milestones).**
- **Implement the Urban Forestry Management Plan for tree preservation and planting, canopy, and habitat preservation, in conjunction with the Community Services Department.**
- **Continue to prepare a Multimodal Improvement Plan as required by the Congestion Management Agency.**
- ***Prepare code amendment to require installation of dual plumbing for new construction projects, in conjunction with Public Works Department.***

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- ***Develop and implement rent relief programs, as directed by Council.***
- ***Continue to provide staff support for the three Notice of Funding Availability (NOFA) affordable housing projects during the funding reservation, design, and entitlement process.***
- Continue to work on the development of City-owned properties in downtown (Lots 4, 8, and 12), in conjunction with the City Attorney's Office and the Finance and Administrative Services Department.
- Develop and implement parking strategies for the downtown public parking lots and structures.
- ~~Begin preparation of a downtown parking garage feasibility study, depending on the outcome of the development of City-owned properties in downtown Request for Proposals.~~
- Begin preparation of soft-story building seismic retrofit study.
- Continue implementation of the El Camino Real, North Bayshore, and San Antonio Precise Plans.
- Continue to expand one-stop plan check services.
- Begin to develop and implement action items related to the employee engagement survey results.

PERFORMANCE/WORKLOAD MEASURES

	2013-14 Actual	2014-15 Actual	2015-16 Target	2015-16 6 Months	2016-17 Target
Planning:					
1. Percentage of on-time response rates by Project Coordinating Committee members	71%(A)	65%(B)	>85%	57%(B)	>75%
Economic Development:					
2. Number of contacts with businesses interested in relocating or expanding in Mountain View	50	60	50	25	50
Neighborhood Preservation:					
3. Percent of Federally funded contracts carried out in compliance with City and Federal requirements	100%	100%	100%	100%	100%

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	2013-14 Actual	2014-15 Actual	2015-16 Target	2015-16 6 Months	2016-17 Target
Building Inspection:					
4. Percent of time where City provides 24-hour building inspection response for those inspection requests received by 3:00 p.m. on weekdays	100%	100%	>95%	100%	>95%
5. Percent of time that City meets five-day turnaround plan check for all Fast Track submittals that meet building inspection criteria	88%[B]	91%	>90%	92%	>90%

[A] Planning received 1,855 on-time comments out of 2,616 items.
[B] Lower due to high volume of submittals and staffing vacancies. Target reduced for Fiscal Year 2016-17.

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COMMUNITY DEVELOPMENT
DEPARTMENT SUMMARY

POSITIONS	2014-15 ADJUSTED		2015-16 ADOPTED		2016-17 PROPOSED	
Community Development Director	1		1		1	
Asst. Comm. Dev. Dir/ Planning Manager	1		1		1	
Economic Development Manager	1		1		1	
Housing & Neighborhood Srvcs Mgr.	1		1		1	*6
Chief Building Official	1		1		1	
Zoning Administrator	1		1		1	
Principal Planner	1		1		1	
Deputy Zoning Administrator	1		1		1	
Business Development Specialist	1		1		1	
Plan Check Engineer	1		1		1	
Senior Building Inspector	2		2		2	
Project Manager	1		1		1	
Senior Planner	4		4.75	*2	4.75	
Development Services Coordinator	1		1		1	
Environmental Sustainability Coordinator	0		1	*3	1	
Building Inspector I/II	3		3		3	
Asst/Associate Planner	3		5	*4	5	
Assistant Building Inspector	1		1		1	
Administrative Analyst I/II	0		0		1	*7
Administrative Aide	1		1		1	
Permit Technician	2		3	*5	3	
Program Assistant	1		1		1	
Executive Assistant	1		1		0	*7
Secretary	3		3		3	
Office Assistant I/II	1		1		2	*8
TOTAL REGULAR	34		38.75		39.75	
TOTAL PART-TIME HOURLY	0		0		0	
TOTAL POSITIONS	**34**	*1	**38.75**	*1	**39.75**	*9

*1 In addition there are two limited-period Senior Planner positions (one for the duration of the Google Reimbursement Agreement), one limited-period Asst/Associate Planner position and one limited-period Office Assistant I/II position.

*2 Added a Senior Planner position and reduced a Senior Planner position to 0.75FTE.

*3 Transferred the Environmental Sustainability Coordinator position from the Public Works Department.

*4 Added two Asst/Associate Planner positions.

*5 Added a Permit Technician position.

*6 Midyear title change from Administrative & Neighborhood Services Manager to Housing & Neighborhood Services Manager.

*7 Midyear reclassification of an Executive Assistant position to an Administrative Analyst I/II.

*8 Added a Office Assistant I/II position.

*9 In addition there are two limited-period Senior Planner positions (one for the duration of the Google Reimbursement Agreement), and one limited-period Asst/Associate Planner position.

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COMMUNITY DEVELOPMENT
DEPARTMENT SUMMARY

DEPARTMENT PROGRAMS		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Community Development Administration	$	514,929	640,373	691,569
Planning		2,683,632	3,853,246	3,809,882
Economic Development		756,489	1,198,817	1,166,326
Neighborhood Preservation		981,800	3,366,609	26,391,415
Building Inspection		4,542,788	4,766,392	4,976,940
TOTAL EXPENDITURES	**$**	**9,479,638**	**13,825,437**	**37,036,132**

EXPENDITURE SUMMARY		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Salaries Wages and Benefits	$	5,186,606	6,987,539	7,198,009
Supplies and Other Services		4,148,011	6,670,798	29,666,423
Capital Outlay		21,540	36,500	40,800
Interfund Expenditures		123,481	130,600	130,900
TOTAL EXPENDITURES	**$**	**9,479,638**	**13,825,437**	**37,036,132**

FUNDING SOURCES		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
General Operating	$	1,644,383	1,578,674	1,772,784
General Non-Operating		32,884	499,822	548,965
Building/Development Services		6,451,846	7,428,654	7,590,150
Below Market Rate Housing		486,391	1,957,750	18,304,712
Housing Impact		172,902	254,682	6,406,707
Parking District No.2		343,680	699,922	620,205
Grants		1,110	796,306	1,180,480
Shoreline Reg Park Community		346,442	609,627	612,129
TOTAL FUNDING	**$**	**9,479,638**	**13,825,437**	**37,036,132**

REVENUE SUMMARY		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
General Local Taxes	$	4,912	0	0
General Licenses & Permits		5,610,305	6,525,750	5,756,850
Federal Intergovernmental Revenue		423,230	740,000	689,829
General Service Charges		4,619,470	3,159,006	4,511,606
Miscellaneous Revenue		1,848	50,000	50,000
Interfund Revenue Transfer		52,300	0	0
TOTAL REVENUES	**$**	**10,712,065**	**10,474,756**	**11,008,285**

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COMMUNITY DEVELOPMENT – ADMINISTRATION
PROGRAM SUMMARY

PROGRAM MANAGER – COMMUNITY DEVELOPMENT DIRECTOR

PROGRAM OVERVIEW

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

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COMMUNITY DEVELOPMENT - ADMINISTRATION
PROGRAM SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED
Total Regular	2.75	2.75	2.75
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	**2.75**	**2.75**	**2.75**

EXPENDITURES		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Salaries	$	272,817	383,306	416,854
Wages		1,012	0	0
Benefits		122,138	176,388	193,756
TOTAL PERSONNEL		395,967	559,694	610,610
Materials and Supplies		62,726	43,468	43,748
Maintenance and Operations		0	286	286
Utilities		0	0	0
Professional/Technical Srvcs		26,168	5,060	5,060
Other Expenses		30,068	31,865	31,865
TOTAL SUPPLIES AND SERVICES		118,962	80,679	80,959
Capital Outlay		0	0	0
Interfund Expenditures		0	0	0
TOTAL EXPENDITURES	**$**	**514,929**	**640,373**	**691,569**

REVENUES		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
General Service Charges	$	199	0	0
Miscellaneous Revenue		1,748	0	0
TOTAL REVENUES	**$**	**1,947**	**0**	**0**

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PROGRAM MANAGER – ASSISTANT COMMUNITY DEVELOPMENT DIRECTOR/PLANNING MANAGER

PROGRAM OVERVIEW

Planning participates in long-range local and regional planning activities and is responsible for all matters concerning the implementation of the Zoning Ordinance, including the issuance of use permits, variance requests, and planned-unit development permits. This division assembles community data; develops and maintains the City's General Plan, precise plans, and Zoning Ordinance; reviews and administers zone change proposals; provides primary staffing to the EPC; reviews private development projects for design and compliance with the Zoning Ordinance; is responsible for CEQA review and subdivision design; and provides information to the public on regulations, zoning codes, and development projects. This division provides information for private-sector businesses, investors, and developers considering locations in Mountain View, and participates in early discussions with people considering new development or uses in the City. The division also holds hearings on proposed projects through the Development Review Committee and the Zoning Administrator.

MAJOR PROGRAM CHANGES

- General Non-Operating Fund:

  Soft-Story Building Study (rebudget): $175,000

  Rebudgets funding for a study on soft-story buildings that could be at risk of collapse from an earthquake in the City and propose potential programs and incentives that could be adopted to retrofit these structures. The total funding of $350,000 is allocated between the General Non-Operating, Development Services, and Below-Market-Rate Housing Funds.

  Housing Element Update (rebudget balance): $111,400

  Rebudgets the balance available to implement action items required by the mandated new Housing Element adopted October 2014.

  Silicon Valley Clean Energy Authority (SVCEA) (rebudget balance): $100,000

  Rebudgets the balance of funding approved by Council on January 12, 2016 for the Community Choice Energy Program.

  Environmental Sustainability Analyst (Hourly) (limited-period) $40,000

  Provides funding for assistance with the implementation of the City's Climate Protection Road Map (CPR), the Municipal Operations Climate Action Plan (MOCAP), Environmental Sustainability Action Plan, as well as assistance with ongoing projects and grant opportunities.

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2015 Greenhouse Gas (GHG) Inventory (limited-period) $35,000

Provides funding of $20,000 for consultant services to conduct the 2015 municipal operations and $15,000 for communitywide GHG inventory in order to report on the GHG reduction targets.

- Development Services Fund:

Senior Planner Position (limited-period): $166,000

Provides continuation funding for a Senior Planner position. The position will support the current high level of development activity.

Associate Planner Position (limited-period): $153,000

Provides continuation funding for an Associate Planner position. This position improves customer service at the counter, increases the number of over-the-counter "One Stop" permits that can be issued, and potentially increases the counter hours.

Document Processing Support (rebudget): $42,300

Rebudgets funding for an hourly position to assist Document Processing with additional workload related to the North Bayshore studies and other development activity.

Legal Retainer (rebudget): $20,000

Rebudgets funding for legal consultation on land use law and California Environmental Quality Act (CEQA) issues associated with State Density Bonus Law; implementation of the Precise Plan, and regional efforts such as the Valley Habitat. The total funding of $50,000 is allocated between the Development Services and Shoreline Community Funds.

Precise Plan Noticings (rebudget): $12,000

Rebudgets funding for noticing the East Whisman Precise Plan. The notices are mailed to the Precise Plan areas to notify residents of Study Sessions, Public Hearings, and neighborhood meetings.

- Shoreline Regional Park Community Fund:

Transportation Management Association (TMA) (rebudget) $75,000

Rebudgets funding to join the Mountain View Transportation Management Association (TMA). The initial TMA membership fee is $75,000.

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Precise Plan Implementation—District Utilities Feasibility Study (rebudget): $50,000

Rebudgets funding to conduct a study involving cost/benefit analysis for a district-scale utility system. This item is part of the North Bayshore Precise Plan Implementation.

Precise Plan Implementation—Consulting Arborist (rebudget): $30,000

Rebudgets funding to assist with the analysis required for the replacement of the larger trees in the Precise Plan area. This item is part of the North Bayshore Precise Plan Implementation.

Legal Retainer (rebudget): $30,000

Rebudgets funding for legal consultation on land use law and California Environmental Quality Act (CEQA) issues associated with State Density Bonus Law, implementation of the Precise Plan, and regional efforts such as the Valley Habitat. The total funding of $50,000 is allocated between the Development Services and Shoreline Community Funds.

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COMMUNITY DEVELOPMENT - PLANNING
PROGRAM SUMMARY

POSITIONS	2014-15 ADJUSTED		2015-16 ADOPTED		2016-17 PROPOSED	
Total Regular	11		14	*2	14	
Total Part-Time Hourly	0		0		0	
TOTAL POSITIONS	**11**	*1	**14**	*1	**14**	*3

*1 In addition, there are two limited-period Senior Planner positions (one for the duration of the Google Reimbursement Agreement), one limited-period Asst/Associate Planner position, and 0.25 of a limited-period Office Assistant I/II position.

*2 Added a Senior Planner position and an Asst/Associate Planner position. In addition, transferred the Environmental Sustainability Coordinator position from the Public Works Department.

*3 In addition, there are two limited-period Senior Planner positions and one Asst/Associate Planner.

EXPENDITURES		2014-15 ACTUAL		2015-16 ADOPTED		2016-17 PROPOSED	
Salaries	$	1,473,046		2,005,686	*2	2,035,202	*6
Wages		10,045		64,300	*3	82,300	*7
Benefits		628,008		770,769		784,198	
TOTAL PERSONNEL		2,111,099		2,840,755		2,901,700	
Materials and Supplies		1,470		9,500		10,515	
Maintenance and Operations		0		0		0	
Utilities		0		0		0	
Professional/Technical Srvcs		503,344		261,892	*4	261,892	
Other Expenses		66,573	*1	741,099	*5	629,975	*8
TOTAL SUPPLIES AND SERVICES		571,387		1,012,491		902,382	
Capital Outlay		1,146		0		5,800	
Interfund Expenditures		0		0		0	
TOTAL EXPENDITURES	**$**	**2,683,632**		**3,853,246**		**3,809,882**	

*1 Includes limited-period expenditures for the Housing Element, an Asst/Associate Planner position, 0.25 of an Office Assistant I/II position, and legal retainer.

*2 Includes limited-period fundings of $160,000 for a Senior Planner position, $147,700 for an Asst/Associate Planner position, and $9,900 for Housing Element (rebudget balance).

*3 Includes limited-period fundings of $42,300 for Document Processing support, $15,000 for a Planning Intern, and $7,000 for a CivicSpark Intern.

*4 Includes increased funding of $30,000 for the Precise Plan Trip-cap Program.

*5 Includes increased funding of $1,500 for Sustainable Silicon Valley membership. Also includes limited-period fundings of $175,000 for soft story building study, $150,000 for CCE study phase II, $101,500 for the Housing Element (rebudget balance), $75,000 for Transportation Management Association (rebudget), $50,000 for Congestion Management Agency Multimodal Plan (rebudget), $50,000 for Precise Plan District Utilities Feasibility Study, $50,000 for legal retainer, $30,000 for Precise Plan consulting arborist, $12,000 for precise plan noticings (rebudget), $5,000 for Planning services and supplies, and $1,100 for environmental sustainability supplies (rebudget balance).

*6 Includes limited-period fundings of $166,000 for a Senior Planner position, $153,000 for an Asst/Associate Planner position, and $9,900 for Housing Element (rebudget balance).

*7 Includes limited-period fundings of $42,300 for Document Processing support (rebudget), and $40,000 for Environmental Sustainability Analyst (Hourly).

*8 Includes limited-period fundings of $175,000 for soft story building study, $101,500 for the Housing Element (rebudget balance), $100,000 for Silicon Valley Clean Energy Authority (rebudget balance), $75,000 for Transportation Management Association (rebudget), $50,000 for Precise Plan District Utilities Feasibility Study, $50,000 for legal retainer, $35,000 for 2015 Grennhouse Gas (GHG) Inventory, $30,000 for Precise Plan consulting arborist (rebudget), and $12,000 for precise plan noticings (rebudget).

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COMMUNITY DEVELOPMENT - PLANNING
PROGRAM SUMMARY

REVENUES		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
General Licenses & Permits	$	13,478	0	0
General Service Charges		1,310,889	915,900	1,082,750
TOTAL REVENUES	**$**	**1,324,367**	**915,900**	**1,082,750**

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PROGRAM MANAGER – ECONOMIC DEVELOPMENT MANAGER

PROGRAM OVERVIEW

Economic Development is responsible for the Citywide economic development program. Economic Development staff serves as a primary contact and liaison with prospective new businesses that may need assistance in finding and developing an appropriate site. Another key function is retaining existing businesses by responding to situations where a business may need to expand or relocate. The program includes outreach efforts such as the corporate visitation program and regional economic development programs.

The Economic Development Division is also responsible for staffing the Downtown Committee and works closely with downtown businesses, property owners, and developers. The division is responsible for recruitment and retention of downtown businesses, the review of public and private projects in the downtown, coordination for the continued improvement and maintenance of the downtown, and for implementation of the Downtown Precise Plan.

MAJOR PROGRAM CHANGES

- General Operating Fund:

  PG&E Cost Increase: $3,500

  Provides increased funding for PG&E's annual rate increase (the total PG&E cost increase for all funds Citywide is $152,500).

- General Non-Operating Fund:

  El Camino Real Light Pole Banners (limited-period): $40,000

  Provides funding to create and install new City banners on El Camino Real. The banners will create a consistent look that will identify the City's boundaries and promote the City.

  Parking Coordinator Consultant (rebudget): $20,000

  Rebudgets funding for a Parking Coordinator Consultant to help manage a number of Citywide parking initiatives. The total funding of $70,000 is allocated between the General Non-Operating and Downtown Benefit Assessment Districts Funds.

- Downtown Benefit Assessment Districts Fund:

  Parking Technology Enhancements (limited-period): $ 75,000

  Provides funding for the third phase of the Downtown Parking Technology Study. The funding will be used to expand the real-time wayfinding signs to parking lots

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and parking enforcement technology to assist with the Police Department's parking enforcement efforts.

Third Parking Structure Feasibility Study (rebudget): $75,000

Rebudgets funding to begin a study to identify a potential location for a third parking structure or evaluate other alternatives to increase available parking in the downtown area. This is on hold pending the outcome of the Request for Proposals for the Hope Street lots.

Parking Coordinator Consultant (limited-period): $ 50,000

Provides funding for consultation services on parking programs and policies associated with the Parking District. The consultant will assist with designing and implementing programs that increase parking availability and convenience by managing the different parking user groups more efficiently. In addition, consultant support is needed for the possible expansion of the Parking District and changes to the Parking In-Lieu Fee.

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COMMUNITY DEVELOPMENT - ECONOMIC DEVELOPMENT
PROGRAM SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED
Total Regular	2.50	2.50	2.50
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	**2.50**	**2.50**	**2.50**

EXPENDITURES		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Salaries	$	262,411	287,479	304,441
Wages		23,906	32,000	32,000
Benefits		131,131	145,441	156,005
TOTAL PERSONNEL		417,448	464,920	492,446
Materials and Supplies		34,952	11,500	11,610
Maintenance and Operations		54,754	72,000 *1	72,000
Utilities		84,993	88,500 *2	92,000 *4
Professional/Technical Srvcs		46,078	124,500	124,500
Other Expenses		9,864	328,997 *3	265,370 *5
TOTAL SUPPLIES AND SERVICES		230,641	625,497	565,480
Capital Outlay		0	0	0
Interfund Expenditures		108,400	108,400	108,400
TOTAL EXPENDITURES	**$**	**756,489**	**1,198,817**	**1,166,326**

*1 Includes increased funding of $2,000 for janitorial cost increases.

*2 Includes increased funding of $14,000 for water and PG&E cost increases.

*3 Includes limited-period fundings of $100,000 for parking technology solution (rebudget), $100,000 for parking coordinator consultant, $75,000 for third parking structure feasibility study (rebudget), $15,300 for residential parking permit program (rebudget), $12,800 for paid parking system (rebudget), $11,000 for downtown parking technology improvements (rebudget balance), and $9,500 for marketing materials (rebudget).

*4 Includes increased funding of $3,500 for PG&E cost increases.

*5 Includes limited-period fundings of $75,000 for parking technology enhancements, $75,000 for third parking structure feasibility study (rebudget), $70,000 for parking coordinator consultant ($20,000 rebudget), and $40,000 for El Camino Real light pole banners.

REVENUES		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
General Licenses & Permits	$	470,317	316,100	316,100
General Service Charges		157,365	158,606	158,606
Miscellaneous Revenue		100	0	0
Interfund Revenue Transfer		52,300	0	0
TOTAL REVENUES	**$**	**680,082**	**474,706**	**474,706**

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PROGRAM MANAGER – HOUSING AND NEIGHBORHOOD SERVICES MANAGER

PROGRAM OVERVIEW

Neighborhood Preservation handles a variety of neighborhood and housing-related issues, including affordable housing information, the Below-Market-Rate Housing Program, a volunteer mediation program for neighborhood and tenant/landlord disputes, and other activities that support a variety of housing opportunities and promote quality neighborhoods. It is also responsible for staffing the Council Neighborhoods Committee that holds neighborhood meetings throughout the City.

This division also administers the Community Development Block Grant (CDBG) and HOME Federal funds allocated to the City by the U.S. Department of Housing and Urban Development (HUD). These grant funds benefit primarily low- and moderate-income citizens by funding affordable housing projects and community services and improvements.

MAJOR PROGRAM CHANGES

- General Operating Fund:

  Rental Housing Dispute Resolution Program (offset by $110,000 in fees): $110,000

  Provides funding for contracting services to administer the City's Rental Housing Dispute Resolution Program adopted on April 26.

  Noticing for Housing Projects and Programs: $ 3,000

  Provides increased funding for noticing expenditures for affordable housing policies and the Council Neighborhoods Committee programs.

- General Non-Operating Fund:

  Rent Relief Strategies (rebudget balance): $22,600

  Rebudgets the balance of funding approved by Council on February 9, 2016 for noticing and outreach of rent relief strategies.

  Employee Homebuyers Program Administration (rebudget): $5,000

  Rebudgets funding for materials and services related to the Employee Homebuyers Program.

- Below-Market-Rate (BMR) Fund:

  779 East Evelyn Avenue Affordable Family Housing Project (rebudget): $16,250,000

  Rebudgets funding approved by Council on March 1, 2016 for the 779 East Evelyn Avenue Affordable Family Housing Project.

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Employee Homebuyers Program Loans (rebudget): $1,000,000

Rebudgets funding for the Employee Homebuyers Program approved by Council during Fiscal Year 2008-09. This funding will only be available to employees that meet the median household income requirement.

Rent Assistance Programs (limited-period): $200,000

Provides funding for a rent increase gap assistance program to be administered by the Community Services Agency (CSA). On December 1, 2015, Council approved an appropriation of $150,000 to fund this program for the current fiscal year. The City currently funds $70,000 annually for a volunteer mediation program. The additional funding being requested will allow CSA to provide a higher level of service and assistance to Mountain View renters who are having difficulties due to high rent increases over the past few years.

Soft-Story Building Study (rebudget): $87,500

Rebudgets funding for the allocation to the BMR Fund for a study on soft-story buildings that could be at risk of collapse from an earthquake in the City and propose potential programs and incentives that could be adopted to retrofit these structures. The total funding of $350,000 is allocated between the General Non-Operating, Development Services, and Below-Market-Rate Housing Funds.

Monitoring of Federal-Funded Subsidized Housing Developments (rebudget balance): $20,000

Rebudgets the balance of funding for consultant services to perform required monitoring of Federal-funded subsidized housing developments over a three-year period.

Employee Homebuyers Program Administration (rebudget): $20,000

Rebudgets funding for materials and services related to the Employee Homebuyers Program.

Homeless Census Count (limited-period): $6,000

Provides funding for a Countywide homeless census count. Every other year, the City contributes funds towards the homeless census count performed by the County.

- Housing Impact Fund:

779 East Evelyn Avenue Affordable Family Housing Project (rebudget): $6,000,000

Rebudgets funding for the allocation from the Housing Impact Fund for this item as mentioned in the BMR section above.

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Palo Alto Housing NOFA Predevelopment (rebudget balance):	$129,100

Rebudgets the balance of funding approved by Council on October 20, 2015 for the Palo Alto Housing NOFA Proposal—1701 West El Camino Real.

779 East Evelyn NOFA Predevelopment (rebudget balance):	$93,500

Rebudgets the balance of funding for predevelopment costs related to the 779 East Evelyn NOFA project.

Notice of Funding Availability (NOFA) Administration (limited-period):	$40,000

Provides funding for a variety of tasks associated with affordable housing projects, including facilitators at neighborhood meetings, financial consultants for a budget analysis of NOFA proposals, and studies on unique site issues.

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COMMUNITY DEVELOPMENT - NEIGHBORHOOD PRESERVATION PROGRAM SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED
Total Regular	3.50	4.25 *1	4.25
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	**3.50**	**4.25**	**4.25**

*1 Added an Asst/Associate Planner position and reduced the Senior Planner position to 0.75 FTE.

EXPENDITURES	2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Salaries	$ 433,895	548,397	558,793
Wages	963	0	0
Benefits	191,051	243,936	270,890
TOTAL PERSONNEL	625,909	792,333	829,683
Materials and Supplies	34,373	28,900	29,070
Maintenance and Operations	0	16,065 *2	16,065
Utilities	0	0	0
Professional/Technical Srvcs	227,003	1,122,798	1,605,889 *4
Other Expenses	94,515 *1	1,406,513 *3	23,910,708 *5
TOTAL SUPPLIES AND SERVICES	355,891	2,574,276	25,561,732
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	**$ 981,800**	**3,366,609**	**26,391,415**

*1 Includes limited-period expenditures for the Consolidated Plan, for NOFA (Notice of Funding Availability) pre-development, for NOFA affordable housing projects, and for homeless census count.

*2 Includes increased fundings of $16,000 for software licensing and website services.

*3 Includes limited-period fundings of $1.0 million for the employee homebuyer program (rebudget), $112,400 for NOFA pre-development funds (rebudget balance), $87,500 for Soft Story Building Study, $60,000 for NOFA outside legal assistance (rebudget), $50,000 for monitoring of federally funded subsidized housing, $25,000 for the employee homebuyer program administration (rebudget balance), $21,000 for NOFA affordable housing projects (rebudget balance), $10,100 for the Consolidated Plan (rebudget balance), and 3,500 for newspaper advertisement for subsidized housing/BMR units.

*4 Includes increased fundings of $110,000 for Rental Housing Dispute Resolution Program and $3,000 for noticing of housing projects and programs.

*5 Includes limited-period fundings of $22.3 million for 779 East Evelyn Avenue Affordable Family Housing Project (rebudget balance), $1.0 million for the employee homebuyer program (rebudget), $200,000 for Rent Assistance Programs, $129,100 for Palo Alto Housing NOFA Predevelopment (rebudget), $93,500 for 779 East Evelyn predevelopment (rebudget balance), $87,500 for soft story building study, $40,000 for NOFA Administration, $25,000 for the employee homebuyer program administration (rebudget balance), $22,600 for rent relief strategies (rebudget balance), $20,000 for monitoring of federally funded subsidized housing (rebudget balance), and $6,000 for homeless Census count.

REVENUES	2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Federal Intergovernmental Revenue	$ 423,230	740,000	689,829
General Service Charges	0	0	110,000 *1
Miscellaneous Revenue	0	50,000	50,000
TOTAL REVENUES	**$ 423,230**	**790,000**	**849,829**

*1 Includes increased revenue of $110,000 for cost recovery of the Rental Housing Dispute Resolution Program.

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COMMUNITY DEVELOPMENT – BUILDING INSPECTION
PROGRAM SUMMARY

PROGRAM MANAGER – CHIEF BUILDING OFFICIAL

PROGRAM OVERVIEW

The Building Inspection Division, which includes new construction fire prevention functions, along with the Planning Division, helps provide the community a true "one-stop" service for development-related activities. The division is primarily responsible for the review of all building construction-related applications for conformance to the adopted Uniform Building Code and Municipal Code to ensure safe and habitable structures within the City. The Building Inspection Division inspection services help to ensure conformance to the adopted codes and adherence to the approved construction plans. Building staff is also a valuable resource to the community and City staff for building, fire, plumbing, electrical, mechanical, State, and Federal-related code questions, interpretations, and guidance.

MAJOR PROGRAM CHANGES

- Development Services Fund:

  Web Enable Mountain View Permitting System (MPVS) (limited-period) $110,000

  Provides funding for the web enabling of the current building database. This will allow inspectors to log inspections on a smart phone or other mobile device while in the field and update the database as their day progresses. Other departments and divisions will also have access to information on existing building and fire permits, and plan checks.

  Office Assistant I/II Position: $100,800

  Provides funding for an Office Assistant I/II position. This position will help to alleviate the increase in workload and provide essential clerical functions to the department.

  Soft-Story Building Study (rebudget): $87,500

  Rebudgets funding for the allocation to the Development Services Fund for a study on soft-story buildings that could be at risk of collapse from an earthquake in the City and propose potential programs and incentives that could be adopted to retrofit these structures. The total funding of $350,000 is allocated between the General Non-Operating, Development Services, and Below-Market-Rate Housing Funds.

  One-Stop Permit Center Architectural Study (rebudget): $75,000

  Rebudgets funding for an architectural study of the feasibility of a one-stop permit center.

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SB 743 – Transit-Oriented Infill Projects (limited-period): $50,000

Provides funding for consultant services to assist the City with developing thresholds of significance related to the implementation of CEQA's new vehicle miles traveled (VMT) standards. SB 743 requires CEQA analysis of transportation impacts to move from LOS (level of service) to VMT standards.

New Code Adoption Materials (limited-period): $17,000

Provides funding to purchase new sets of code books for staff and a set for the City Library. On a triannual basis, the State of California adopts a new series of codes that the Building Inspection Division is required to learn and apply during plan check and inspections. Additional funds are needed to purchase both the hard copy and electronic versions of the new code books. Electronic versions are needed to enable access via smart phones or other mobile devices.

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COMMUNITY DEVELOPMENT - BUILDING INSPECTION
PROGRAM SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED
Total Regular	14.25	15.25 *3	16.25 *4
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	**14.25** *1/2	**15.25** *1/2	**16.25**

*1 In addition, there are two Fire Protection Engineer positions budgeted in the Fire Department, but located in the Building Inspection Division.

*2 In addition there is 0.5 of a limited-period Asst/Associate Planner position and a limited-period Office Assistant I/II position.

*3 Added a Permit Technician position.

*4 Added an Office Assistant I/II position.

EXPENDITURES	2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Salaries	$ 1,090,798	1,609,948 *1	1,586,132
Wages	34,330	0	0
Benefits	511,055	719,889	777,438
TOTAL PERSONNEL	1,636,183	2,329,837	2,363,570
Materials and Supplies	30,823	34,500	35,515
Maintenance and Operations	499	42,000	42,000
Utilities	767	20,000	20,000
Professional/Technical Srvcs	2,830,856	2,105,000	2,105,000
Other Expenses	8,185	176,355 *2	353,355 *3
TOTAL SUPPLIES AND SERVICES	2,871,130	2,377,855	2,555,870
Capital Outlay	20,394	36,500	35,000
Interfund Expenditures	15,081	22,200	22,500
TOTAL EXPENDITURES	**$ 4,542,788**	**4,766,392**	**4,976,940**

*1 Includes limited-period funding $98,000 for an Office Assistant I/II position.

*2 Includes limited-period fundings of $87,500 for soft story building study and $75,000 for a One Stop Permit Center architectural study (rebudget).

*3 Includes limited-period fundings of $110,000 for Web Enable Mountain View Permitting System (MPVS), $87,500 for soft story building study (rebudget), $75,000 for a One Stop Permit Center architectural study (rebudget), $50,000 for SB 743 - Transit Oriented Infill Projects, and $17,000 for new code adoption materials.

REVENUES	2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
General Local Taxes	$ 4,912	0	0
General Licenses & Permits	5,126,510	5,293,750	5,440,750
General Service Charges	3,151,017	3,000,400	3,160,250
TOTAL REVENUES	**$ 8,282,439**	**8,294,150**	**8,601,000**

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PUBLIC WORKS DEPARTMENT

PUBLIC WORKS DIRECTOR*
(Michael A. Fuller)

TRANSPORTATION AND BUSINESS SERVICES

1 Transportation and Business Manager (Linda Forsberg)

Administration

1 Administrative Analyst I/II
1 Secretary
1 Office Assistant III
0.5 Office Assistant I/II

Transportation Management

2 Transportation Planner

Property Management

1 Real Property Program Administrator

Solid Waste

1 Solid Waste Program Manager
1 Senior Management Analyst
1 Administrative Analyst I/II

ENGINEERING

1 Assistant Public Works Director (Jacqueline Andrews Solomon)
0.5 Program Assistant (Limited-Period)

Construction Engineering

1 Principal Civil Engineer
1 Senior Civil Engineer
2 Junior/Assistant/ Associate Engineer
2 Junior/Assistant/ Associate Engineer (Limited-Period)
1 Senior PW Inspector
1 PW Inspector I/II

Capital Projects

1 Principal Civil Engineer
2.5 Senior Civil Engineer
3 Senior Project Mgr.
2 Junior/Assistant/ Associate Engineer
2 Junior/Assistant/ Associate Engineer (Limited-Period)

Traffic Engineering

1 Traffic Engineer
1 Senior Civil Engineer
1 Junior/Assistant/ Associate Engineer
1 Junior/Assistant/ Associate Engineer (Limited-Period)

Land Development

1 Principal Civil Engineer
2 Senior Civil Engineer
1 Senior Civil Engineer (Limited-Period)**
3 Junior/Assistant/ Associate Engineer
1 Junior/Assistant/ Associate Engineer (Limited-Period)
1 Engineering Asst I/II

FLEET AND FACILITIES

1 Fleet and Facilities Manager (Scott Estes)

Facilities Maintenance

1 Facilities Maintenance Supervisor
1 Facilities Contract Coordinator
2 Facilities Maintenance Worker III
2 Facilities Maintenance Worker I/II
1 Program Assistant

Fleet Services

1 Equipment Maintenance Supervisor
2 Equipment Mechanic III
3 Equipment Mechanic I/II
1 Equipment Service Worker
1 Program Assistant

PUBLIC SERVICES

1 Asst. Public Works Director (Gregg Hosfeldt)

Safety/Administration

1 Safety & Training Admin.
1 Senior Management Analyst
0.5 Streets Technician
1 Secretary
3 Office Assistant III

Engineering & Envir. Compliance

1 Principal Civil Engineer
2 Senior Civil Engineer
1 Junior/Assistant/Associate Engineer (Limited-Period)
1 Facilities Project Manager
1 Environ. Compliance Spec.

Utilities Management

1 Utilities Svcs. Manager

Utility Systems

1 Utilities Systems Supervisor
1 Utilities Systems Specialist
1 Utilities Electrician
2 Sr. Utilities Systems Tech.

Water Meters

1 Water Meter Supervisor
1 Cross-Connection Ctrl. Spec.
1 Water Utility Worker III
3 Water Utility Worker I/II

Water Distribution

1 Water Supervisor
1 Water Conservation Coord.
1 Water Resources Tech.
1 Water Quality Technician
2 Sr. Water System Operator
2 Water System Operator
1 Utilities Inspector/Locator
1 Heavy Equipment Operator
2 Water Utility Worker III
3 Water Utility Worker I/II

Wastewater

1 Wastewater Supervisor
2 Wastewater Utility Wrkr. III
5 Wastewater Utility Wrkr. I/II

Streets Maintenance

0.5 Streets & Landfill Closure Mgr.
1 Streets Supervisor
1 Street Lighting Technician
1 Heavy Equipment Operator
3 Streets Maint. Worker III
4 Streets Maint. Worker I/II
2 Street Sweeper Operator

Landfill Maintenance

0.5 Streets & Landfill Closure Mgr.
1 Postclosure Supervisor
2 Postclosure Envir Sys Spec
2 Sr. Postclosure Envir Sys Tech
1 Heavy Equipment Specialist

FISCAL YEAR 2016-17 POSITION TOTALS: 118.0 Full-Time
1.5 Regular Part-Time
8.5 Limited-Period

* This position also acts in the capacity of City Engineer.
** One limited-period Senior Civil Engineer position has been approved for the duration of the Google Reimbursement Agreement.

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PUBLIC WORKS
DEPARTMENT SUMMARY

DEPARTMENT MANAGER—PUBLIC WORKS DIRECTOR

DEPARTMENT MISSION STATEMENT

Plan, design, review, construct, operate, maintain, and improve the City's infrastructure, facilities, utilities, fleet, property, and equipment.

DEPARTMENT OVERVIEW

The Public Works Department plans, designs, reviews, constructs, operates, maintains, and improves the City's infrastructure, facilities, utilities, fleet, property, and equipment; administers the City's Solid Waste Management, Real Estate Management, and Grant programs; provides traffic engineering and transportation planning services; and permits private developments in the public right-of-way.

DEPARTMENT FUNCTIONS

- Represent the City's interest in local and regional public works studies and projects, and encourage the highest design and environmental quality in public and private improvements.
- Manage the City's participation in the National Flood Insurance Program.
- Manage the acquisition, lease, and disposal of City real property.
- Meet State-mandated solid waste landfill diversion goals by maximizing commercial and residential recycling. (M 1)
- Represent the City in matters relating to, and provide for, solid waste collection and disposal.
- Manage and implement the City's annual Capital Improvement Program. (M 2, 3)
- Ensure the design and construction of programmed capital projects remain on schedule and within budget. (M 3)
- Review, evaluate, and regulate private and public development and construction in the public right-of-way in conformance with the City's General Plan, ordinances, and policies. (M 4, 5)
- Review maps and plans of proposed private developments and assist developers, consultants, engineers, and the public in complying with the City's conditions of approval for private developments. (M 4, 5)
- Manage the processing of private developments, utility company projects, and encroachment and excavation permits.
- Provide for safe, efficient, and convenient circulation of vehicle, bicycle, and pedestrian traffic within the community.
- Maintain traffic-related records, conduct surveys, and perform studies as necessary for analysis of traffic problems, and develop and implement mitigation measures when appropriate.

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- Manage the City's facilities maintenance and improvement efforts to ensure safe and aesthetically pleasing facilities, and provide project management and contract administration services. (M 7)
- Maintain and assist in the procurement of the City's vehicle and equipment fleet. (M 8, 9)
- Manage occupational safety programs and practices in the Public Works and Community Services Departments.
- Operate and maintain the recycled water supply and distribution system.
- Operate and maintain wastewater collection and discharge systems. (M 10, 11)
- Operate and maintain the City's potable water supply and distribution system. (M 12, 13)
- Monitor water quality and ensure compliance with all regulations. (M 13)
- Manage the City's water purchases and consumption to meet State water conservation goals and supply contract minimum purchase requirements.
- Represent the City in regional transportation issues and congestion management planning.
- Continue to monitor regional transportation projects and coordinate with local, regional, and State transportation agencies.
- Maintain public streets, sidewalks, parking lots, streetlight systems, and traffic-control measures, including traffic signals. (M 6)
- Operate and maintain the landfill cap, gas and leachate collection systems, gas wells, flare station, and landfill gas-fueled microturbines. (M 14)
- Manage shopping cart collection and graffiti abatement activities.
- Continue providing landscaping selection assistance, irrigation Best Management Practices guidance, and on-site support to recycled water system customers.

MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEAR 2016-17

*(Items in **bold** are tied to Fiscal Years 2015-16 and 2016-17 Major Council Goals; items in **bold italics** are new Major Council Goals for Fiscal Year 2016-17)*

- ~~**Investigate the feasibility of using treated contaminated groundwater for irrigation and nonpotable needs.**~~
- **Continue Sewage Pump Station and Landfill Flare Station microturbine maintenance and repairs.**
- **Continue Shoreline at Mountain View Master Plan project, in conjunction with the Community Services Department.**

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- **Complete construction of Heritage Park at 771 North Rengstorff Avenue, in conjunction with the Community Services Department.**
- **Continue efforts to support the exploration and development of a potential automated guideway or other innovative transit system for the Downtown Transit Center to North Bayshore Area corridor.**
- **Design and construct East Whisman Area transportation-oriented development (TOD) improvements.**
- **Conduct Latham Street/Church Street Bike Boulevard study.**
- **Install Calderon Avenue bike lane—Phase I (Villa Street to Mercy Street).**
- **Design, permit, and construct Castro Street/Moffett Boulevard/Central Expressway intersection near-term improvements.**
- **Complete the Transit Center Master Plan.**
- **Conduct Permanente Creek Trail Extension—West Middlefield Road to McKelvey Park Feasibility Study, in conjunction with the Community Services Department.**
- ~~**Analyze Shoreline Boulevard right-of-way and tree impact.**~~
- **Design and construct Shoreline Boulevard interim bus lane and utility improvements.**
- **Conduct feasibility study of Charleston Road improvements.**
- **Conduct preliminary design of Shoreline Boulevard bicycle/pedestrian bridge over Highway 101 (dependent on development of Gateway site).**
- *Continue to support Palo Alto's feasibility study of recycled water advanced treatment.*
- *Manage the recycled water program to improve water quality, maximize water use, expand the City's distribution system, and participate in efforts to develop a regional distribution system.*
- *Consider other bicycle and pedestrian mobility improvements that are low-cost and easily implementable.*
- *Continue planning and design of utility and transportation infrastructure improvements to support North Bayshore development.*
- *Explore bike share program options and solutions.*
- *Develop Castro Street bike lane study.*
- *Prepare code amendment to require installation of dual plumbing for new construction projects, in conjunction with the Community Development Department.*
- Update the utility system base maps (701 maps) to support a water, sewer, and storm drainage operations modeling system and a Computerized Work Order Management System, in conjunction with the Information Technology Department.

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- Begin construction of modifications to Castro Street between El Camino Real and Miramonte Avenue.
- Resurface segments of Rengstorff Avenue, Old Middlefield Way, and Charleston Road and install new bike lanes on Charleston Road.
- Coordinate with the Mountain View Whisman School District on the construction of Permanente Creek Trail, Rock Street to Middlefield Road, and the Crittenden Field improvements, in conjunction with the Community Services Department.
- Construct Permanente Creek Trail undercrossing improvements at Amphitheatre Parkway, in conjunction with the Community Services Department.
- Begin park irrigation improvement projects, including replacements at Shoreline Park, in conjunction with the Community Services Department.
- Begin the park restroom renovations project, in conjunction with the Community Services Department.
- Complete design of the Community Center renovation and expansion, in conjunction with the Community Services Department.
- Continue to monitor and participate in the Santa Clara Valley Water District's Permanente Creek flood protection project (including the construction of McKelvey Park/Ball Field and Schaefer Park), in conjunction with the Community Services Department.
- Complete the design phase of the project to enhance Children's area improvements at the Library, in conjunction with the Library Services Department.
- Begin to develop and implement action items related to the employee engagement survey results.

PERFORMANCE/WORKLOAD MEASURES

	2013-14 Actual	2014-15 Actual	2015-16 Target	2015-16 6 Months	2016-17 Target
Transportation and Business Services:					
1. Pounds of disposed waste per person per day	3.7	3.7	<7.8	3.8	<7.8
Engineering:					
2. Percent of construction projects completed with less than 10.0 percent time increase over the original contract award	100%	100%	>85%	88%	>85%
3. For capital improvement projects, the percentage of times the low bid is within 25.0 percent of the Engineer's Estimate	80%	90%	>75%	63% (A)	>75%
4. Percent of time all tentative maps and private development applications are reviewed within the departmental standard review time	91%	78% (B)	>85%	74% (C)	>85%

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	2013-14 Actual	2014-15 Actual	2015-16 Target	2015-16 6 Months	2016-17 Target
5. Percent of time building plans are reviewed within the departmental standard review time	98%	87%[D]	>90%	97%	>90%
6. Pavement condition index (PCI) for asphalt (Metropolitan Transportation Commission rating scale of 0-100, 70-100 being very good)	69[E]	69[E]	>75	68[E]	>75
Fleet and Facilities:					
7. Percent of Facilities Division work orders completed in 30 days or less	91%	96%	>85%	99%	>95%
8. Percent of Fleet Division work orders completed in 30 days or less.		New for FY15-16	>85%	99%	>95%
9. Percent of time frontline fleet units are available (Public Services and Community Services field vehicles)	97%	98%	>90%	98%	>95%
Public Services:					
10. Number of feet of sewer mains cleaned	687,098	600,630	>550,000	394,674	>500,000
11. Total number of sanitary sewer overflows	1	10[F]	<6	1	<6
12. Total number of water main breaks	8[G]	9[G]	<6	3	<6
13. Total number of water quality reportable events	1	1	<10	0	<10
14. Total number of air and/or water quality reportable events at the closed landfills	0	1	<4	0	<4

[A] In the first six-month period, five out of eight projects were within 25 percent of Engineer's Estimate. For the remaining three projects, the low bid was more than 25 percent lower than Engineer's Estimate, indicating a favorable bidding climate.

[B] Two hundred nine (209) out of 327 excavation permits, and 285 out of 303 planning commentaries were reviewed within the standard time. The increase in review time was due to an increase in the amount and complexity of the workload performed by existing staff resources. For Fiscal Year 2015-16, the Land Development on-call professional services contract was increased and one additional Land Development City staff position was added to address the workload increase.

[C] One hundred ten (110) out of 159 excavation permits, and 146 out of 187 planning commentaries were reviewed within the standard time. The increase in review time was due to an increase in the amount and complexity of the workload performed by existing staff resources. The additional staffing resources added for Fiscal Year 2015-16 have not been fully filled.

[D] Four hundred twenty-four (424) out of 487 building plan sets were reviewed within the standard time. The increase in review time was due to an increase in the amount and complexity of the workload performed by existing staff resources. For Fiscal Year 2015-16, the Land Development on-call professional services contract was increased and on additional Land Development City staff positon was added to address the workload increase.

[E] Staff is evaluating the PCI report and will likely request additional street maintenance funding in future Capital Improvement Programs. For Fiscal Year 2015-16, additional funds of approximately $500,000 per year have been added to the Annual Resurfacing and Slurry Seal capital improvement project over the next five years to address the recent drop in PCI.

[F] The increase in sanitary sewer overflow during the fiscal year is a result of aging pipe infrastructure as well as limited staff resources due to vacancies.

[G] The water main breaks occurred on aging pipes.

PUBLIC WORKS
DEPARTMENT SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED		2016-17 PROPOSED	
Public Works Director	1	1		1	
Assistant Public Works Director	2	2		2	
Transportation and Business Manager	1	1		1	
Fleet and Facilities Manager	1	1		1	
Utilities Services Manager	1	1		1	
Streets and Landfill Closure Manager	1	1		1	
Solid Waste Program Manager	1	1		1	
Principal Civil Engineer	4	4		4	
Senior Civil Engineer	8.50	8.50		8.50	
Senior Project Manager	2	2.50	*2	3	*6
Transportation Planner	1	1		2	*7
Traffic Engineer	1	1		1	
Project Manager	0.50	0	*2	0	
Facilities Project Manager	1	1		1	
Water Conservation Coordinator	1	1		1	
Real Property Program Administrator	1	1		1	
Safety and Training Administrator	1	1		1	
Environmental Sustainability Coordinator	1	0	*3	0	
Senior Management Analyst	2	2		2	*8
Postclosure Supervisor	1	1		1	
Utilities Systems Supervisor	1	1		1	
Water Meters Supervisor	1	1		1	
Water Supervisor	1	1		1	
Wastewater Supervisor	1	1		1	
Streets Supervisor	1	1		1	
Equipment Maintenance Supervisor	1	1		1	
Facilities Maintenance Supervisor	1	1		1	
Facilities Contract Coordinator	1	1		1	
Jr/Asst/Associate Engineer (Civil)	5	8	*4	8	
Administrative Analyst I/II	2	2		2	
Environmental Compliance Specialist	1	1		1	
Utility Systems Specialist	1	1		1	
Postclosure Environmental Systems Specialist	2	2		2	
Utilities Electrician	1	1		1	
Water Quality Technician	1	1		1	
Senior Public Works Inspector	1	1		1	
Senior Water System Operator	2	2		2	
Senior Utilities Systems Technician	2	2		2	
Senior Postclosure Environmental Systems Tech	2	2		2	
Street Lighting Technician	1	1		1	
Engineering Assistant I/II	1	1		1	
Heavy Equipment Specialist	1	1		1	
SUBTOTAL REGULAR	64	66		67.50	

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PUBLIC WORKS
DEPARTMENT SUMMARY

POSITIONS CONTINUED	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED
Balance Forward	64	66	67.50
Water Resource Technician	1	1	1
Water System Operator	2	2	2
Cross-Connection Cntrl Specialist	1	1	1
Public Works Inspector I/II	1	1	1
Utilities Inspector/Locator	1	1	1
Heavy Equipment Operator	2	2	2
Facilities Maintenance III	2	2	2
Facilities Maintenance I/II	2	2	2
Equipment Mechanic III	2	2	2
Equipment Mechanic I/II	3	3	3
Equipment Service Worker	1	1	1
Streets Maintenance Worker III	3	3	3
Streets Maintenance Worker I/II	4	4	4
Streetsweeper Operator	2	2	2
Water Utility Worker III	3	3	3
Water Utility Worker I/II	6	6	6
Wastewater Utility Worker III	2	2	2
Wastewater Utility Worker I/II	5	5	5
Systems Coordinator/Technician	1	1	0 *9
Streets Technician	0.50	0.50	0.50
Program Assistant	2	2	2
Secretary	2	2	2
Office Assistant III	4	4	4
Office Assistant I/II	0.50	0.50	0.50
TOTAL REGULAR	117	119	119.50
TOTAL PART-TIME HOURLY	1.12	1.12	1.12
TOTAL POSITIONS	**118.12** *1	**120.12** *5	**120.62** *10

*1 In addition there is a limited-period Senior Civil Engineer position for the duration of the Google Reimbursement Agreement, a limited-period Mobility Coordinator position, three limited-period Jr/Asst/Associate Civil Engineer positions, and a limited-period 0.25 FTE Project Manager position.

*2 Reclassified a 0.50 FTE Project Manager position to a 0.50 FTE Senior Project Manager.

*3 Transferred the Environmental Sustainability Coordinator position to the Community Development Department.

*4 Added three Jr/Asst/Associate Civil Engineer positions.

*5 In addition there is a limited-period Senior Civil Engineer position for the duration of the Google Reimbursement Agreement, a limited-period Mobility Coordinator position, four limited-period Jr/Asst/Associate Civil Engineer positions, and a limited-period 0.25 FTE Project Manager position.

*6 Midyear reclassification of a 0.50 FTE Senior Project Manager to 1.0 FTE Senior Project Manager.

*7 Midyear reclassification of a limited-period Mobility Coordinator position to a regular Transportation Planner position.

*8 Midyear title change from Senior Administrative Analyst to Senior Management Analyst.

*9 Transferred a Systems Coordinator/Technician position to the Information Technology Department.

*10 In addition there is a limited-period Senior Civil Engineer position for the duration of the Google Reimbursement Agreement, seven limited-period Jr/Asst/Associate Civil Engineer positions, and a limited-period 0.50 FTE Program Assistant position.

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PUBLIC WORKS
DEPARTMENT SUMMARY

DEPARTMENT PROGRAMS		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Public Works Administration	$	834,949	927,907	971,967
Transportation and Business		8,624,907	9,539,902	9,620,547
Engineering		3,143,773	4,127,205	5,081,338
Fleet and Facilities		5,136,776	5,880,233	6,017,933
Public Services		34,361,196	41,709,459	44,033,819
TOTAL EXPENDITURES	**$**	**52,101,601**	**62,184,706**	**65,725,604**

EXPENDITURE SUMMARY		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Salaries Wages and Benefits	$	15,862,921	18,937,131	19,945,615
Supplies and Other Services		35,434,292	42,333,575	44,810,489
Capital Outlay		4,155	71,000	141,000
Interfund Expenditures		800,233	843,000	828,500
TOTAL EXPENDITURES	**$**	**52,101,601**	**62,184,706**	**65,725,604**

FUNDING SOURCES		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
General Operating	$	7,511,418	8,517,719	9,042,615
General Non-Operating		162,874	191,650	261,500
Building/Development Services		1,377,398	1,843,598	2,478,549
Shoreline Regional Park Community		740,644	926,892	1,002,815
Water		19,380,712	25,138,592	25,200,832
Wastewater		11,038,188	11,973,968	14,117,686
Solid Waste		9,832,000	11,240,816	11,296,076
Equipment Maintenance and Replacement		2,058,367	2,351,471	2,325,531
TOTAL FUNDING	**$**	**52,101,601**	**62,184,706**	**65,725,604**

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PUBLIC WORKS
DEPARTMENT SUMMARY

REVENUE SUMMARY		2014-15 ACTUAL		2015-16 ADOPTED		2016-17 PROPOSED	
General Licenses & Permits	$	1,082,497		524,250		659,250	
Rents & Leases		132,073		133,070		133,880	
State Intergovernmental Revenue		200,209		135,000		135,000	
General Service Charges		1,197,818		988,700		1,181,100	
Water Service Charges		25,277,880	*1	29,045,599	*4	26,106,277	*7
Wastewater Service Charges		15,340,462	*2	16,369,708	*5	19,171,624	*8
Recycled Water Charges		541,600	*1	600,000	*4	600,000	*7
Refuse Service Charges		9,709,116	*3	11,440,219	*6	12,742,052	*9
Water Main Extensions		16,043		5,000		0	
Wastewater Main Extensions		20,341		30,000		0	
Miscellaneous Revenue		815,352		476,000		476,000	
Equipment Maintenance Charges		2,169,520		2,534,700		2,504,500	
Interfund Revenue Transfers		53,400		53,400		53,400	
TOTAL REVENUE	**$**	**56,556,311**		**62,335,646**		**63,763,083**	

*1 Includes rate increase of 7% for average cost of water and 2.4% increase for recycled water and meter rates.
*2 Includes rate increase of 4%.
*3 Includes an average rate increase of 2%.
*4 Includes rate increase of 14% for average cost of water and meter rates and 2.5% increase for recycled water.
*5 Includes rate increase of 6%.
*6 Includes an average rate increase of 5% and implementation of cost of servce study results.
*7 Includes rate increase of 10% for average cost of water and meter rates and 3% increase for recycled water.
*8 Includes rate increase of 19%.
*9 Includes rate increase of 10% for carts only (year 2 of 3 year implementation of cost of service study results).

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PUBLIC WORKS – ADMINISTRATION
PROGRAM SUMMARY

PROGRAM MANAGER – PUBLIC WORKS DIRECTOR

PROGRAM OVERVIEW

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

MAJOR PROGRAM CHANGES

- General Operating Fund:

  PERS Replacement Benefits: $4,600

  Provides increased funding for certain retiree payments due to the change in the processing of PERS replacement benefits.

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PUBLIC WORKS - ADMINISTRATION
PROGRAM SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED
Total Regular	3	3	3
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	**3**	**3**	**3**

EXPENDITURES		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED	
Salaries	$	578,169	647,559	670,267	
Wages		298	0	0	
Benefits		223,385	249,918	269,080	*1
TOTAL PERSONNEL		801,852	897,477	939,347	
Materials and Supplies		28,870	21,400	23,590	
Maintenance and Operations		779	850	850	
Utilities		0	345	345	
Professional/Technical Srvcs		0	2,500	2,500	
Other Expenses		3,448	5,335	5,335	
TOTAL SUPPLIES AND SERVICES		33,097	30,430	32,620	
Capital Outlay		0	0	0	
Interfund Expenditures		0	0	0	
TOTAL EXPENDITURES	**$**	**834,949**	**927,907**	**971,967**	

*1 Includes increased funding of $4,600 for PERS replacement benefits.

REVENUES		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
General Service Charges	$	4,485	0	0
TOTAL REVENUES	**$**	**4,485**	**0**	**0**

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PROGRAM MANAGER – TRANSPORTATION AND BUSINESS MANAGER

PROGRAM OVERVIEW

Transportation Management reviews, analyzes, and evaluates City and regional transportation issues, studies, programs, and policies that impact the City, developing recommendations for improvements. Transportation Management is the liaison and advocate for City positions with County, regional, and State agencies involved in transportation planning and provides support to the Council Transportation Committee, Council Rail Corridor Committee, and the Bicycle/Pedestrian Advisory Committee. This division is also responsible for developing, updating, and promoting City programs, policies, and projects to improve pedestrian and bicycle mobility. Other responsibilities include developing the department's operating budget and financial reports, contract management, grant applications and monitoring, and providing clerical support to Public Works Department operations at City Hall.

Property Management manages appraisals, sales, and acquisitions of City property and monitors the department's grant compliance.

Solid Waste Management develops and implements residential/commercial waste reduction and recycling programs and manages waste disposal and SMaRT® Station recycling contracts.

MAJOR PROGRAM CHANGES

- Solid Waste Fund:

  Commercial Composting Processing: $50,000

  Provides increased funding for the City's Commercial Composting Processing Program. Additional funds are needed to cover the increase in cost due to a 2.85 percent CPI and the continuing expansion of the program.

  The Resource Newsletter: $20,000

  Provides funding for the printing, design, and mailing of *The Resource Newsletter*. The newsletter was previously packaged with *The View* and *Recreation Guide*. It is recommended all three products be produced and mailed separately.

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PUBLIC WORKS - TRANSPORTATION AND BUSINESS
PROGRAM SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED
Total Regular	10.50	9.50 *2	10.50 *3
Total Part-Time Hourly	0.50	0.50	0.50
TOTAL POSITIONS	**11** *1	**10** *1	**11**

*1 In addition there is a limited-period Mobility Coordinator position.

*2 Transferred the Environmental Sustainability Coordinator position to the Community Development Department.

*3 Midyear reclassification of a limited-period Mobility Coordinator position to a regular Transportation Planner position.

EXPENDITURES	2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Salaries	$ 1,183,208	1,284,089 *2	1,281,551
Wages	2,673	32,292	32,937
Benefits	542,141	576,461	681,825
TOTAL PERSONNEL	1,728,022	1,892,842	1,996,313
Materials and Supplies	19,009	30,255	31,045
Maintenance and Operations	6,589,872	0	0
Utilities	155,949	7,258,263 *3	7,248,484 *5
Professional/Technical Srvcs	35,584	291,700	311,700 *6
Other Expenses	95,310 *1	66,342 *4	32,505
TOTAL SUPPLIES AND SERVICES	6,895,724	7,646,560	7,623,734
Capital Outlay	1,161	0	0
Interfund Expenditures	0	500	500
TOTAL EXPENDITURES	**$ 8,624,907**	**9,539,902**	**9,620,547**

*1 Includes limited-period expenditures for Energy Upgrade Mountain View, Community Choice Aggregation, the environmental sustainability program, the 2012 Community wide GHG Inventory, and residential food waste pilot program.

*2 Includes limited-period funding of $157,000 for a Mobility Coordinator position.

*3 Includes increased funding of $60,000 for food waste composting.

*4 Includes limited-period funding of $33,800 for residential food waste pilot program (rebudget balance).

*5 Includes increased funding of $50,000 for commercial composting processing.

*6 Includes increased funding of $20,000 for The Resource newsletter.

REVENUES	2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Rents & Leases	$ 132,073	133,070	133,880
State Intergovernmental Revenue	200,209	135,000	135,000
Refuse Service Charges	9,709,116 *1	11,440,219 *2	12,742,052 *3
Miscellaneous Revenue	59,523	6,000	6,000
TOTAL REVENUES	**$ 10,100,921**	**11,714,289**	**13,016,932**

*1 Includes an average rate increase of 2%.

*2 Includes an average rate increase of 5% and implementation of cost of service study results.

*3 Includes rate increase of 10% for carts only (year 2 of 3 year implementation of cost of service study results).

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PROGRAM MANAGER – ASSISTANT PUBLIC WORKS DIRECTOR

PROGRAM OVERVIEW

Construction Engineering performs inspections for compliance with plans, specifications, regulations, ordinances, and policies pertaining to capital projects and private developments/improvements in the public right-of-way.

Capital Projects Engineering plans, directs, and coordinates the design and management of capital improvement projects, including preparing or reviewing engineering studies, surveys, designs, specifications, and contract documents.

Traffic Engineering plans, designs, and implements traffic operational improvements for the safe and convenient movement and circulation of vehicles, bicycles, and pedestrians within the City. Traffic Engineering also maintains traffic-related records, such as accidents, counts, and speeds, and conducts surveys and studies necessary to analyze traffic situations.

Land Development Engineering establishes development conditions for approval and reviews the accuracy and completeness of private development plans, specifications, plats, maps, property descriptions, and engineering calculations submitted for City approval. Land Development Engineering also assists developers, consultants, engineers, and the public in complying with Public Works Department conditions.

MAJOR PROGRAM CHANGES

- General Operating Fund:

  PG&E Cost Increase: $5,000

  Provides increased funding for PG&E's annual rate increase (the total PG&E cost increase for all funds Citywide is $152,500).

- General Non-Operating Fund:

  Associate Civil Engineer – Traffic Position (0.45) (limited-period): $78,300

  Provides funding for an Associate Civil Engineer position (the other 0.55 FTE is funded from the Development Services and Shoreline Community Funds). The position will support the increased workload in the Traffic Engineering Section due to high levels of development activity, inquiries from the *Ask Mountain View* system, and an increased emphasis on improving the pedestrian and bicycle environment in the City.

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Program Assistant—Engineering Position (0.25) (limited-period): $30,500

Provides funding for a 0.50 FTE Program Assistant position (the other 0.25 FTE is funded from the Development Services Fund). The position will support the Engineering Division with organization of paper and electronic files, plans and specifications, AutoCAD files, reports, and other work products from capital improvement projects and Land Development projects, and report on various program activities.

Hourly Staff to Support the Capital Projects Section (limited-period): $30,000

Provides funding for hourly staff to support the Capital Projects Section. The increase in workload is mainly attributable to the high level of development activity and the existing approved Capital Improvement Program.

Hourly Staff to Support the Traffic Section (limited-period): $30,000

Provides funding for hourly staff to support the Traffic Section. The increase in workload is mainly attributable to the high level of development activity.

Associate Civil Engineer—Capital Projects Position (1.00) (limited-period)
($156,600 offset by charges to CIPs): $18,300

Provides funding for an Associate Civil Engineer position and $900 for office equipment. The position will provide project management and design services for small and large capital projects.

Assistant Civil Engineer—Capital Projects Position (1.00) (limited-period)
($152,600 offset by charges to CIPs): $16,900

Provides continuation funding for an Assistant Civil Engineer position. The position will support the increased workload in development and the existing approved Capital Improvement Program.

Assistant Civil Engineer—Land Development Position (0.05) (limited-period): $8,500

Provides continuation funding for an Assistant Civil Engineer position (the other 0.95 FTE is funded from the Development Services, Shoreline Community, Water, Wastewater, and Solid Waste Funds). The position will support the increase in workload mainly attributable to the high level of development activity.

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- Development Services Fund:

Consultants to Support Land Development Section (limited-period): $250,000

Provides funding for consultants to support the Land Development Section. Additional resources are needed to process the additional workload created by the high level of development activity.

Associate Civil Engineer—Construction Position (limited-period): $174,900

Provides funding for an Associate Civil Engineer position and $900 for office equipment. The position will support the increased workload in the Construction Section due to the high level of private development and related excavation permits activity.

Assistant Civil Engineer—Construction Position (limited-period): $169,500

Provides continuation funding for an Assistant Civil Engineer position. The position will support the increased workload in the Construction Section due to the high level of private development activity.

Assistant Civil Engineer—Land Development Position (0.50) (limited-period): $84,700

Provides continuation funding for the allocation to the Development Services Fund for this position as mentioned in the General Fund section above.

Associate Civil Engineer—Traffic Position (0.30) (limited-period): $52,200

Provides funding for the allocation to the Development Services Fund for this position as mentioned in the General Fund section above.

Consultants to Support Traffic Engineering Section (limited-period): $50,000

Provides continuation funding for consultants and hourly staff to support the Traffic Engineer Section. The increase in activity is mainly attributable to the approval of the three Precise Plans. The total cost of $100,000 is shared between the Development Services and Shoreline Community Funds.

Program Assistant—Engineering Position (0.25) (limited-period): $30,500

Provides funding for the allocation to the Development Services Fund for this 0.50 FTE position as mentioned in the General Fund section above.

Hourly Staff to Support the Land Development Section (limited-period): $30,000

Provides funding for hourly staff to support the Land Development Section. The increase in workload is mainly attributable to the high level of development activity.

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Hourly Staff to Support the Construction Section (limited-period): $30,000

Provides funding for hourly staff to support the Construction Section. The increase in workload is mainly attributable to the high level of development activity.

- Shoreline Regional Park Community Fund:

Consultants to Support Traffic Engineering Section (limited-period): $50,000

Provides funding for the allocation to the Shoreline Community Fund for this item as mentioned in the Development Services Fund section above.

Associate Civil Engineer—Traffic Position (0.25) (limited-period): $43,500

Provides funding for the allocation to the Shoreline Community Fund for this position as mentioned in the General Fund section above.

Assistant Civil Engineer—Land Development Position (0.20) (limited-period): $33,900

Provides continuation funding for the allocation to the Shoreline Community Fund for this position as mentioned in the General Fund section above.

- Water Fund:

Assistant Civil Engineer—Land Development Position (0.10) (limited-period): $17,000

Provides continuation funding for the allocation to the Water Fund for this position as mentioned in the General Fund section above.

- Wastewater Fund:

Assistant Civil Engineer—Land Development Position (0.10) (limited-period): $17,000

Provides continuation funding for the allocation to the Wastewater Fund for this position as mentioned in the General Fund section above.

- Solid Waste Fund:

Assistant Civil Engineer—Land Development Position (0.05) (limited-period): $8,500

Provides continuation funding for the allocation to the Solid Waste Fund for this position as mentioned in the General Fund section above.

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PUBLIC WORKS - ENGINEERING
PROGRAM SUMMARY

POSITIONS	2014-15 ADJUSTED		2015-16 ADOPTED		2016-17 PROPOSED	
Total Regular	21		24	*2	24.50	*3
Total Part-Time Hourly	0		0		0	
TOTAL POSITIONS	**21**	*1	**24**	*1	**24.50**	*4

*1 In addition there is a limited-period Senior Civil Engineer position for the duration of the Google Reimbursement Agreement, three limited-period Jr/Asst/Associate Civil Engineer positions, and a limited-period 0.25 FTE Senior Project Manager position.

*2 Added three Jr/Asst/Associate Civil Engineer positions. Also includes the reclassification of a 0.50 FTE Project Manager position to a 0.50 Senior Project Manager.

*3 Midyear reclassification of a 0.50 FTE Senior Project Manager to 1.0 FTE Senior Project Manager.

*4 In addition there is a limited-period Senior Civil Engineer position for the duration of the Google Reimbursement Agreement, six limited-period Jr/Asst/Associate Civil Engineer positions, and a limited-period 0.50 FTE Program Assistant position.

EXPENDITURES		2014-15 ACTUAL		2015-16 ADOPTED		2016-17 PROPOSED	
Labor Chargeback	$	0	*1	(1,655,313)		(1,774,910)	
Salaries		1,835,495	*1	3,669,095	*2	4,269,954	*4
Wages		158,556		60,800		180,800	*5
Benefits		766,551		1,461,013		1,571,914	
TOTAL PERSONNEL		2,760,602		3,535,595		4,247,758	
Materials and Supplies		25,176		19,200		20,270	
Maintenance and Operations		60,842		79,265		79,265	
Utilities		66,375		71,000		76,000	*6
Professional/Technical Srvcs		199,534		235,000		235,000	
Other Expenses		14,592		166,445	*3	365,545	*7
TOTAL SUPPLIES AND SERVICES		366,519		570,910		776,080	
Capital Outlay		2,994		4,500		41,000	
Interfund Expenditures		13,658		16,200		16,500	
TOTAL EXPENDITURES	**$**	**3,143,773**		**4,127,205**		**5,081,338**	

*1 Actual Labor Chargeback is accounted for net of salaries.

*2 Includes increased funding of $7,200 for the reclassification of a 0.50 FTE Project Manager to a 0.50 FTE Senior Project Manager. Also includes limited-period fundings of $344,000 for three Jr/Asst/Associate Civil Engineer positions and $5,300 for 0.25 FTE Senior Project Manager position.

*3 Includes limited-period fundings of $150,000 for consultant/hourly staff to support the Traffic Engineering section and $2,700 for chairs and desk for three limited-period positions.

*4 Includes limited-period fundings of $721,400 for six Jr/Asst/Associate Civil Engineer positions and $61,000 for 0.50 FTE Program Assistant position.

*5 Includes limited-period fundings of $30,000 for hourly staff to support the Capital Projects section, $30,000 for the Construction section, $30,000 for the Traffic Engineering section, and $30,000 for the Land Development section.

*6 Includes increased funding of $5,000 for PG&E cost increases.

*7 Includes limited-period fundings of $250,000 for consultant to support the Land Development section and $100,000 for the Traffic Engineering section and $1,800 for chairs and desks for two limited-period positions.

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PUBLIC WORKS - ENGINEERING
PROGRAM SUMMARY

REVENUES		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
General Licenses & Permits	$	1,082,497	524,250	659,250
General Service Charges		1,193,333	988,700	1,181,100
Miscellaneous Revenue		58,075	50,000	50,000
TOTAL REVENUES	**$**	**2,333,905**	**1,562,950**	**1,890,350**

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PROGRAM MANAGER – FLEET AND FACILITIES MANAGER

PROGRAM OVERVIEW

Fleet Services provides safe, reliable, economical, and high-quality vehicles and equipment to City departments. This program performs vehicle and equipment services to comply with environmental and safety regulations, minimize operational and ownership costs, and maximize safety and equipment life. Fleet Services also maintains the City's inventory of alternative-fuel vehicles.

Facilities provides safe, clean, and reliable facilities for employees and their clients. The program maintains, inspects, and improves buildings to comply with environmental and safety regulations, minimize operational and ownership costs, and maximize building life.

MAJOR PROGRAM CHANGES

- General Operating Fund:

  PG&E Cost Increase: $100,000

  Provides increased funding for PG&E's annual rate increase (the total PG&E cost increase for all funds Citywide is $152,500).

  Generator Maintenance: $45,000

  Provides increased funding for generator maintenance at multiple locations throughout the City. Generator maintenance requires a specialized skill and, due to personnel changes and an increased number of generators, the department is unable to adequately perform this crucial function with existing resources. The total cost of $91,000 is allocated between GOF, Water ($25,000), and Wastewater ($21,000) Funds.

  Janitorial Cost Increases for City Facilities: $15,000

  Provides additional funding for contractual increases to janitorial services.

  City Utility Cost Increase: $10,000

  Provides increased funding for City utility services used by City departments based on the proposed utility rate adjustment.

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PUBLIC WORKS - FLEET AND FACILITIES
PROGRAM SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED
Total Regular	16	16	16
Total Part-Time Hourly	0.12	0.12	0.12
TOTAL POSITIONS	**16.12**	**16.12**	**16.12**

EXPENDITURES		2014-15 ACTUAL	2015-16 ADOPTED		2016-17 PROPOSED	
Salaries	$	1,296,033	1,454,285		1,471,530	
Wages		0	9,875		10,073	
Benefits		690,047	800,254		815,081	
TOTAL PERSONNEL		1,986,080	2,264,414		2,296,684	
Materials and Supplies		120,347	60,750		60,980	
Maintenance and Operations		1,431,041	1,873,874	*1	1,888,874	*3
Utilities		1,318,060	1,317,500	*2	1,427,500	*4
Professional/Technical Srvcs		183,493	186,200		231,200	*5
Other Expenses		40,325	26,695		26,695	
TOTAL SUPPLIES AND SERVICES		3,093,266	3,465,019		3,635,249	
Capital Outlay		0	65,000		0	
Interfund Expenditures		57,430	85,800		86,000	
TOTAL EXPENDITURES	**$**	**5,136,776**	**5,880,233**		**6,017,933**	

*1 Includes increased fundings of $212,500 for janitorial cost increases.
*2 Includes increased fundings of $65,000 for PG&E cost increases and $5,000 for city utility increases.
*3 Includes increased fundings of $15,000 for janitorial cost increases.
*4 Includes increased fundings of $100,000 for PG&E cost increases and $10,000 for city utility increases.
*5 Includes increased funding of $45,000 for generator maintenance.

REVENUES		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Miscellaneous Revenue	$	44,903	0	0
Equipment Maintenance Charges		2,169,520	2,534,700	2,504,500
Interfund Revenue Transfers		21,000	21,000	21,000
TOTAL REVENUES	**$**	**2,235,423**	**2,555,700**	**2,525,500**

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PROGRAM MANAGER – ASSISTANT PUBLIC WORKS DIRECTOR

PROGRAM OPERATIONS

Safety and Administration manages the occupational safety program for the Public Works and Community Services Departments, including accident and illness prevention, workplace safety training, and Public Works emergency response planning. Administration manages customer service programs, including graffiti abatement and abandoned shopping cart retrieval.

Engineering and Environmental Compliance is responsible for the design and permitting of all landfill postclosure systems and meeting regulatory guidelines for landfill maintenance and other Public Services programs. This section also administers capital improvement and miscellaneous engineering projects.

Utilities Maintenance manages the City's water and wastewater systems. The Water Operation installs, operates, and maintains the equipment and facilities to distribute approximately 10 million gallons of water per day to approximately 17,500 customers in the Mountain View service area. The Water Operation also operates and maintains the City's recycled water system. The Wastewater Operation installs, operates, and maintains the sanitary sewer and storm drain systems. Sanitary sewer activities include installing sewer laterals, cleanouts and connections, clearing sewer blockages, and pumping sewage to the Palo Alto Regional Water Quality Control Plant. Storm drain activities include cleaning storm lines and catch basins, maintaining City retention basins, and operating pump stations.

The Streets and Landfill Postclosure Maintenance Section maintains and repairs the City's improved and unimproved streets, sidewalks, curbs and gutters, bikeways, public parking lots, and parking lots at City facilities. Street Maintenance also maintains the striping and markings on streets, curbs, and public parking lots and installs, maintains, and repairs City street signs and streetlights. Landfill Maintenance operates the Flare Station, microturbines, and leachate and gas extraction system, and maintains the landfill cap.

MAJOR PROGRAM CHANGES

- General Operating Fund:

  PG&E Cost Increase: $9,000

  Provides increased funding for PG&E's annual rate increase for the Shoreline Lake (the total PG&E cost increase for all funds Citywide is $152,500).

- General Non-Operating Fund:

  Pilot Program for Sidewalk Ramping and Grinding (limited-period): $46,000

  Provides funding for a pilot program to hire two hourly seasonal workers to perform sidewalk ramping and grinding operations. These additional resources will allow the Streets Division to complete an additional 1,000 locations and dedicate more resources to maintain the City's Pavement Condition Index.

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- Shoreline Regional Park Community Fund:

  PG&E Cost Increase: $6,000

  Provides increased funding for PG&E's annual rate increase for the Shoreline Lake (the total PG&E cost increase for all funds Citywide is $152,500).

- Water Fund:

  Associate Civil Engineer – Utilities Position (limited-period): $169,500

  Provides continuation funding for an Assistant Civil Engineer position. Additional staff resources are needed to comply with recycled water regulations and the increase in recycled water usage.

  Generator Maintenance: $25,000

  Provides increased funding for generator maintenance as mentioned in the General Operating Fund section above.

  BAWSCA Dues: $9,800

  Provides funding for the increase in dues to the City's membership in BAWSCA, which represents the interest of 25 agencies and 2 private water companies that purchase wholesale water from the San Francisco regional (Hetch Hetchy) water system operated by the SFPUC.

- Wastewater Fund:

  Generator Maintenance: $21,000

  Provides increased funding for generator maintenance as mentioned in the General Operating Fund section above.

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PUBLIC WORKS - PUBLIC SERVICES
PROGRAM SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED
Total Regular	66.50	66.50	65.50 *2
Total Part-Time Hourly	0.50	0.50	0.50
TOTAL POSITIONS	**67**	**67** *1	**66** *1

*1 In addition there is a limited-period Jr/Asst/Associate Civil Engineer position.
*2 Transferred a Systems Coordinator/Technician position to the Information Technology Department.

EXPENDITURES	2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Salaries	$ 5,532,443	6,848,573 *1	6,865,235 *3
Wages	87,178	43,267	89,735 *4
Benefits	2,966,744	3,454,963	3,510,543
TOTAL PERSONNEL	8,586,365	10,346,803	10,465,513
Materials and Supplies	630,090	648,790	650,310
Maintenance and Operations	116,669	58,890	58,890
Utilities	23,046,044	28,501,698	30,573,428 *5
Professional/Technical Srvcs	882,507	1,039,250	1,079,250 *6
Other Expenses	370,376	372,028 *2	380,928 *7
TOTAL SUPPLIES AND SERVICES	25,045,686	30,620,656	32,742,806
Capital Outlay	0	1,500	100,000
Interfund Expenditures	729,145	740,500	725,500
TOTAL EXPENDITURES	**$ 34,361,196**	**41,709,459**	**44,033,819**

*1 Includes limited-period funding of $170,000 for a Jr/Asst/Associate Civil Engineer position.
*2 Includes increased funding of $32,000 for BAWSCA dues. Also includes limited-period funding of $900 for a chair and desk for a limited-period position.
*3 Includes limited-period funding of $169,500 for a Jr/Asst/Associate Civil Engineer position.
*4 Includes limited-period funding of $46,000 for a pilot program for sidewalk ramping and grinding.
*5 Includes increased funding of $15,000 for PG&E cost increases.
*6 Includes increased funding of $46,000 for generator maintenance. Also includes a transfer of $6,000 for GIS maintenance and contract services as part of the GIS consolidation to the Information Technology Department.
*7 Includes increased funding of $9,800 for BAWSCA dues.

REVENUES	2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Water Service Charges	$ 25,277,880 *1	29,045,599 *3	26,106,277 *5
Wastewater Service Charges	15,340,462 *2	16,369,708 *4	19,171,624 *6
Recycled Water Charges	541,600 *1	600,000 *3	600,000 *5
Water Main Extensions	16,043	5,000	0
Wastewater Main Extensions	20,341	30,000	0
Miscellaneous Revenue	652,851	420,000	420,000
Interfund Revenue Transfers	32,400	32,400	32,400
TOTAL REVENUES	**$ 41,881,577**	**46,502,707**	**46,330,301**

*1 Includes rate increase of 7% for average cost of water and 2.4% increase for recycled water and meter rates.
*2 Includes rate increase of 4%.
*3 Includes rate increase of 14% for average cost of water and meter rates and 2.5% increase for recycled water.
*4 Includes rate increase of 6%.
*5 Includes rate increase of 10% for average cost of water and meter rates and 3% increase for recycled water.
*6 Includes rate increase of 19%.

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COMMUNITY SERVICES DEPARTMENT

COMMUNITY SERVICES DIRECTOR
(J.P. de la Montaigne)

ADMINISTRATION
1 Senior Management Analyst
1 Executive Assistant

PERFORMING ARTS
1 Performing Arts Manager (Scott Whisler)
0.75 Performing Arts Coordinator

Marketing Services
0.5 Performing Arts Supervisor
0.5 Performing Arts Supervisor (Limited-Period)

Business
1 Performing Arts Supervisor

Operations
1 Performing Arts Supervisor
2 Performing Arts Assistant
1 Senior Stagehand

Ticket Services
1 Performing Arts Assistant
1 Senior Ticket Services Representative

SHORELINE
0.5 Recreation Manager (John R. Marchant)
0.85 Recreation Supervisor
1 Secretary

Rengstorff House & Volunteers
0.3 Recreation Supervisor
1.25 Senior Recreation Coordinator
0.2 Volunteer Coordinator

Environmental
1 Wildlife Preservation Coordinator

SHORELINE GOLF LINKS
0.1 Recreation Supervisor

1 Parks Manager (Bruce Hurlburt)

FORESTRY AND ROADWAY LANDSCAPE
1 Office Assistant I/II

Forestry and Heritage Trees
1 Tree Super./Arborist
1 Tree Trimmer III
4 Tree Trimmer I/II

Roadway & City Landscaping, Castro Street/Civic Center & Pest Management Program
1 Park Section Manager
3 Parks Maint. Worker III
8 Parks Maint. Worker I/II

PARKS
1 Secretary

South Neighborhood Parks, Cuesta Park, Irrigation and Construction, MVSP Maint.
1 Parks Supervisor
4 Parks Maint. Worker III
5 Parks Maint. Worker I/II

North Neighborhood Parks, Rengstorff Park, Turf Management, WSC Maint.
1 Parks Supervisor
2.75 Parks Maint. Worker III
6.5 Parks Maint. Worker I/II

Shoreline Maintenance
1 Parks Supervisor
2.25 Parks Maint. Worker III
4.5 Parks Maint. Worker I/II

RECREATION
0.5 Recreation Manager (John R. Marchant)

Senior Programs & Special Events
1 Recreation Supervisor
1 Senior Recreation Coordinator
1 Recreation Coordinator
0.5 Office Assistant III

Youth Development (Preschool, Elementary, Teens)
1 Recreation Supervisor
2 Recreation Coordinator
1 Recreation Specialist
0.75 Recreation Leader II

Aquatics, Sports, Gyms, Deer Hollow Farm
1 Recreation Supervisor
2 Senior Recreation Coordinator
2 Recreation Coordinator
1 Parks Maintenance Worker III

Contract Classes, Volunteers, Front Desk, Marketing/Sponsorships
0.70 Recreation Supervisor
0.55 Volunteer Coordinator
1 Program Assistant

Facilities
0.05 Recreation Supervisor
0.75 Senior Recreation Coordinator

FISCAL YEAR 2016-17 POSITION TOTALS: 79.0 Full-Time
5.25 Regular Part-Time
0.5 Limited-Period

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COMMUNITY SERVICES
DEPARTMENT SUMMARY

DEPARTMENT MANAGER—COMMUNITY SERVICES DIRECTOR

DEPARTMENT MISSION STATEMENT

To create community through people, parks, and programs; provide recreational experiences; promote health and wellness; foster human development; protect environmental and open space resources; strengthen security and safety; support economic growth; facilitate community problem-solving; and strengthen community image and sense of place.

DEPARTMENT OVERVIEW

The Community Services Department is responsible for the programming and operation of the Mountain View Center for the Performing Arts; for the continued development and operation of commercial and recreational activities at the City's 750-acre Shoreline at Mountain View Regional Park; for the maintenance and operation of Shoreline Golf Links and of Stevens Creek Trail; for the maintenance of City-owned parks, roadway landscaping, and street trees; and for delivery of recreation programs and services that make Mountain View a better place to live now and in the future.

DEPARTMENT FUNCTIONS

- Assure that services provided are responsive to community needs. (M 1, 2, 3, 4, 5, 6, 7, 8, 15, 16, 17, 19, 20, 21, 22, 23, 24, 25)
- Analyze the department's services to assure they are provided in a cost-effective manner.
- Continue to monitor and evaluate use of recycled water and maintain current aesthetics and plant health.
- Provide access to performing arts facilities and provide quality service for clients/licensees. (M 2, 3, 4, 5)
- Provide entertainment opportunities for Center for the Performing Arts patrons. (M 2, 3)
- Provide education and outreach opportunities to the community.
- Comply with various regulatory agency requirements as they relate to wetlands, wildlife, and land use in the Shoreline area.
- Provide the community and visitors a safe and secure outdoor recreation experience by proper maintenance and supervision of trails, pathways, roadway/landscaped areas, turf areas, and facilities in the Shoreline and North Bayshore areas. (M 6, 10, 11, 12)
- Manage and operate the golf course in such a manner as to maximize operating revenues and control operating expenses. (M 7, 8, 9)
- Provide golfing customers an enjoyable golfing experience, including enhanced playing conditions and high levels of customer service. (M 7, 8, 9)

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- Manage the Urban Forestry Program, including maintenance of street, median, and park trees, and enforcement of the Heritage Tree Ordinance. (M 10, 11, 12)
- Maintain all City landscaped areas, including parks, Stevens Creek Trail, medians, roadways, vacant land, and public facilities. (M 10, 11, 12, 13, 14)
- Conduct safety inspections of all park and playground areas and equipment.
- Monitor and evaluate Recreation Cost-Recovery Policy goals as approved by the City Council.
- Continue to implement positive and constructive activities for youth.
- Provide or facilitate scheduling of youth, adult, and older adult recreation activities, sports, classes, events, and facility rentals at the Community Center, Senior Center, Teen Center, Mountain View Sports Pavilion, Whisman Sports Center, Graham Sports Complex, Shoreline Athletic Fields, Cuesta Tennis Center, historic Adobe Building and Rengstorff House, as well as various park areas and school sites. (M 15, 16, 17, 21, 22, 23, 24, 25, 26)
- Provide environmental education classes and camps at Deer Hollow Farm.
- Coordinate the City-wide volunteer program and establish effective partnerships with community-based organizations. (M 18)
- Provide a comprehensive aquatics program using Eagle and Rengstorff Pools. (M 19, 20)
- Plan, implement, and review Citywide special events.

MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEAR 2015-16

*(Items in **bold** are tied to Fiscal Years 2015-16 and 2016-17 Major Council Goals; items in **bold italics** are new Major Council Goals for Fiscal Year 2016-17)*

- **Continue the Shoreline at Mountain View Master Plan project, in conjunction with the Public Works Department.**
- **Implement the Urban Forestry Management Plan for tree preservation and planting, canopy, and habitat preservation, in conjunction with the Community Development Department.**
- **Support the construction of Heritage Park at 771 North Rengstorff Avenue, in conjunction with the Public Works Department.**
- **Support the Permanente Creek Trail Extension—West Middlefield Road to McKelvey Park Feasibility Study, in conjunction with the Public Works Department.**
- ***Begin design and construction of new community gardens at Shoreline Boulevard/Latham Street.***
- ~~Review charging commercial subdivisions for impacts to parks and recreational facilities as part of the Park Land Dedication Ordinance.~~

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- Coordinate with the Mountain View Whisman School District on the construction of Permanente Creek Trail, Rock Street to Middlefield Road, and the Crittenden Field improvements, in conjunction with the Public Works Department.
- Support the Permanente Creek Trail undercrossing improvements at Amphitheatre Parkway, in conjunction with the Public Works Department.
- Begin park irrigation improvement projects, including replacements at Shoreline Park, in conjunction with the Public Works Department.
- Begin the park restroom renovations project, in conjunction with the Public Works Department.
- Support the design of the Community Center renovation and expansion, in conjunction with the Public Works Department.
- Continue to monitor and participate in the Santa Clara Valley Water District's Permanente Creek flood protection project (including the construction of McKelvey Park/Ball Field and Schaefer Park), in conjunction with the Public Works Department.
- Complete online scheduling procedures for the Center for the Performing Arts ushers to increase efficiencies and reduce staff time.
- Expand Center for the Performing Arts digital and social media presence for marketing to potential clients and increasing ticket sales. Review all of Center for the Performing Arts use of traditional media and implement improvements to design and production processes.
- Begin renovations on the Shoreline Golf Links Driving Range.
- Continue to support the 4 Cities (Sunnyvale, Cupertino, Los Altos, and Mountain View) Coordinated Stevens Creek Trail Feasibility Study to review extending the trail through Mountain View to reach Blackberry Farm in Cupertino.
- Begin park improvements, including the Graham Athletic Field Synthetic Turf Replacement project.
- Begin to develop and implement action items related to the employee engagement survey results.

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PERFORMANCE/WORKLOAD MEASURES

	2013-14 Actual	2014-15 Actual	2015-16 Target	2015-16 6 Months	2016-17 Target
Administration:					
1. Number of open space acres per 1,000/population:					
Including North Bayshore Area[A]	13.4	13.4	>3	13.4	>3
Excluding North Bayshore Area[A]	2.6	2.6	>3	2.6	>3
Center for the Performing Arts:					
2. Number of use days[B]	450	459	>400	222	>410
3. Number of performances	399	394	>340	191	>350
4. Percent of clients surveyed who rate the theatre experience as "very good" or "outstanding"	90%	94%	>90%	100%	>90%
5. Percent of patrons surveyed who say they enjoyed their experience at the MVCPA	98%	98%	>90%	97%	>90%
Shoreline:					
6. Number of Rengstorff House rentals	39	50	>35	31	>35
Shoreline Golf Links:					
7. Number of paid rounds of golf	73,859	78,433	>65,000	36,618	74,000
8. Number of tournament rounds	4,964	5,453	>4,500	2,968	>5,253
9. Number of memberships	670	738	>625	784	>825
Forestry:					
10. Average maintenance cost per landscaped median acre	$8,115	$8,995	<$10,000	$4,602	<$10,000
11. Number of trees planted	199[D]	270	>256	37[D]	>256
12. Number of trees trimmed	3,749	2,394[D]	>2,700	1,380[D]	>2,700
Parks:					
13. Average maintenance cost per park acre (not including Shoreline park)	$16,553	$20,476	<$22,000	$8,363	<$22,000
14. Average water consumption per park acre	714 units	634 units	<820 units	197 units	<820 units
Recreation:					
15. Percentage of class registrations completed online (net, not including golf, tennis, drop-in or lap swim)	30%	29%	>25%	57%	>50%
16. Number of participants registered in Recreation classes	8,558	9,438	>7,500	7,098	>7,500
17. Number of facility rental bookings:					
Community Center	1,784	1,781	>1,500	802	>480[E]
Senior Center	37	56	>30	27	>220[E]
Adobe Building	149	181	>120	91	>470[E]
Gyms	2,865	2,788[C]	>3,000	1,856[E]	>5,940[E]
Athletic Fields	5,341	5,402	>4,000	5,865[E]	>18,700[E]
Barbecue Rentals	1,075	1,181	>1,000	723	>1,000
18. Annual Citywide volunteer hours	45,096	40,325	>40,000	24,397	>40,000
19. Number of Lap Swim participants	27,257	28,652	>26,000	13,246	>26,000

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	2013-14 Actual	2014-15 Actual	2015-16 Target	2015-16 6 Months	2016-17 Target
20. Number of swim lesson participants	2,643	2,604	>2,100	1,891	>2,100
21. Number of meals served through the Senior Center Nutrition Program	31,015	30,352	>30,000	14,916	>30,000
22. Number of summer camp participants	1,695	1,862	>1,500	1,375	>1,500
23. Number of preschool participants	78	76	>65	85	>65
24. Number of participants in contract classes	3,320	3,064	>2,600	1,477	>2,600
25. Number of attendees participating at teen programs and events	6,319	8,950[F]	>5,500	4,353	>8,000
26. Number of permits issued for special events and activities		New for FY15-16	>95	66	>95

[A] Citywide target set at three acres per 1,000 population as defined by the City's Park Land Dedication Ordinance.
[B] Total includes rental of the rehearsal studio.
[C] Increased youth sports programming at the gyms reduced private rental availability.
[D] Due to drought conditions, tree removals increased, diverting time from tree-trimming and tree-planting activities.
[E] Gyms and Athletic Fields were previously listed as number of bookings. At the end of Q1 (July, August, and September), the Recreation Division upgraded the software and that resulted in changes to reporting. Starting in Q2 and going forward, the Recreation Division's Performance Measures for Gym and Athletic Fields will be hours reserved instead of number of bookings. As a result, this number represents Q2 hours only—not six months.
[F] Attendees increased with the opening of the new Teen Center. Target adjusted for Fiscal Year 2016-17.

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COMMUNITY SERVICES
DEPARTMENT SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED
Community Services Director	1	1	1
Performing Arts Manager	1	1	1
Parks Manager	1	1	1
Recreation Manager	1	1	1
Performing Arts Supervisor	2.50	2.50	2.50
Parks Section Manager	1	1	1
Tree Supervisor/Arborist	1	1	1
Parks Supervisor	3	3	3
Performing Arts Coordinator	0.75	0.75	0.75
Recreation Supervisor	5	5	5
Senior Recreation Coordinator	5	5	5
Volunteer Coordinator	0.75	0.75	0.75
Program Assistant	0	1 *1	1
Recreation Coordinator	5	5	5
Tree Trimmer III	1	1	1
Tree Trimmer I/II	4	4	4
Parks Maintenance Worker III	13	13	13
Parks Maintenance Worker I/II	22.50	23.50 *2	24 *4
Senior Management Analyst	1	1	1 *5
Executive Assistant	1	1	1
Secretary	2	2	2
Office Assistant III	1.50	0.50 *1	0.50
Office Assistant I/II	1	1	1
Performing Arts Assistant	3	3	3
Recreation Specialist	1	1	1
Shoreline Preservation Coordinator	1	1	1
Senior Stagehand	1	1	1
Senior Ticket Service Representative	1	1	1
Recreation Leader II	0.75	0.75	0.75
TOTAL REGULAR	82.75	83.75	84.25
TOTAL PART-TIME HOURLY	43.30	44.05 *3	44.40 *6
TOTAL POSITIONS	**126.05**	**127.80**	**128.65** *7

*1 Reclassification of an Office Assistant III position to a Program Assistant.
*2 Added a Park Maintenance Worker I/II position.
*3 Net increased hours for Athletic Field Programming, Special Events, Preschool Programming, and MVSP Gym.
*4 Added two 0.25 FTEs to two 0.75 FTE Park Maintenance Worker I/II positions.
*5 Midyear title change from Senior Administrative Analyst to Senior Management Analyst.
*6 Increased hours for after school programs.
*7 In addition there is a limited-period 0.50 FTE Performing Arts Supervisor position.

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COMMUNITY SERVICES
DEPARTMENT SUMMARY

DEPARTMENT PROGRAMS		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Community Services Administration	$	545,658	564,018	529,809
Performing Arts		1,334,231	1,496,962	1,603,633
Shoreline		1,280,282	1,472,570	1,558,737
Shoreline Golf Links		2,045,877	2,230,842	2,215,974
Forestry and Roadway Landscape		3,230,757	3,557,928	3,796,368
Parks		5,320,811	6,161,676	6,371,980
Recreation		4,075,485	4,616,017	4,800,026
TOTAL EXPENDITURES	**$**	**17,833,101**	**20,100,013**	**20,876,527**

EXPENDITURE SUMMARY		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Salaries Wages and Benefits	$	11,347,674	12,711,636	13,221,185
Supplies and Other Services		6,054,684	6,812,227	6,989,426
Capital Outlay		45,105	75,750	178,416
Interfund Expenditures		385,638	500,400	487,500
TOTAL EXPENDITURES	**$**	**17,833,101**	**20,100,013**	**20,876,527**

FUNDING SOURCES		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
General Operating	$	12,858,629	14,469,656	15,053,299
General Non-Operating		67,656	85,750	152,686
Shoreline Golf Links		2,045,877	2,230,842	2,215,974
Shoreline Regional Park Community		2,860,939	3,313,765	3,454,568
TOTAL FUNDING	**$**	**17,833,101**	**20,100,013**	**20,876,527**

REVENUE SUMMARY		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Fines & Forfeitures	$	750	2,600	1,300
Rents & Leases		801,988	961,574	984,350
Local Intergovernmental Revenue		86,254	83,000	111,000
Recreation Service Charges		1,836,865	1,578,036	1,592,960
Golf Course Service Charges		2,461,628	2,689,000	2,637,000
General Service Charges		427,479	340,000	363,750
Miscellaneous Revenue		892,206	564,110	552,140
Interfund Revenue Transfers		55,000	55,000	55,000
TOTAL REVENUES	**$**	**6,562,170**	**6,273,320**	**6,297,500**

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COMMUNITY SERVICES – ADMINISTRATION
PROGRAM SUMMARY

PROGRAM MANAGER – COMMUNITY SERVICES DIRECTOR

PROGRAM OVERVIEW

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

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COMMUNITY SERVICES - ADMINISTRATION
PROGRAM SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED
Total Regular	2.30	2.30	2.30
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	**2.30**	**2.30**	**2.30**

EXPENDITURES		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Salaries	$	288,545	308,596	287,775
Wages		0	0	0
Benefits		130,315	141,819	137,921
TOTAL PERSONNEL		418,860	450,415	425,696
Materials and Supplies		2,878	3,273	8,283
Maintenance and Operations		0	0	0
Utilities		0	250	250
Professional/Technical Srvcs		119,898	81,735	81,735
Other Expenses		4,022	13,845	13,845
TOTAL SUPPLIES AND SERVICES		126,798	99,103	104,113
Capital Outlay		0	14,500	0
Interfund Expenditures		0	0	0
TOTAL EXPENDITURES	**$**	**545,658**	**564,018**	**529,809**

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PROGRAM MANAGER—PERFORMING ARTS MANAGER

PROGRAM OPERATIONS

Performing Arts is responsible for the management and operation of the Mountain View Center for the Performing Arts—a three-theatre performing arts complex owned by the City. The Center and its staff service an active schedule of performances with a mix of community and regional artists. The Center provides a well-maintained and equipped facility; technical service support; computerized ticket sales operation; marketing and publication support; house management; and a volunteer usher corps for all performances.

MAJOR PROGRAM CHANGES

- General Operating Fund:

  Ticket Services—Fee Coverage (offset by $25,000 in fees): $17,100

  Provides funding to cover a per-ticket fee assessed on all ticket sales by the new ticket software vendor, ShoWare. Funding is also needed to cover the cost of gateway fees assessed on each transaction. In addition, $7,900 has been transferred from the Information Technology Department for costs associated with the previous system.

  Ticket, Technical, and Marketing Services: $2,400

  Provides CPI increased funding for ticket, technical, and marketing services.

- General Non-Operating Fund:

  Performing Arts Supervisor Position (0.50) (limited-period): $71,000

  Provides increased funding for 0.50 FTE of a Performing Arts Supervisor position to add to an existing half-time positon. The additional resources will help to maximize ticket sales and revenue at the Center for the Performing Arts.

  Center for the Performing Arts (CPA) 25th Anniversary (rebudget balance): $2,000

  Rebudgets the balance of funding to commemorate the CPA's 25th Anniversary. The event will feature multiple performances on various stages. Sponsorship revenues will be solicited to offset additional costs.

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COMMUNITY SERVICES - PERFORMING ARTS
PROGRAM SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED	
Total Regular	9.25	9.25	9.25	
Total Part-Time Hourly	0.95	0.95	0.95	
TOTAL POSITIONS	**10.20**	**10.20**	**10.20**	*1

*1 In addition there is a limited-period 0.50 FTE Performing Arts Supervisor position.

EXPENDITURES		2014-15 ACTUAL		2015-16 ADOPTED		2016-17 PROPOSED	
Salaries	$	741,760		827,280		897,403	*3
Wages		115,450		94,400		95,249	
Benefits		375,273		438,585		461,818	
TOTAL PERSONNEL		1,232,483		1,360,265		1,454,470	
Materials and Supplies		35,681		34,417		35,217	
Maintenance and Operations		2,304		12,850		38,350	*4
Utilities		239		650		650	
Professional/Technical Srvcs		45,113		36,450		38,300	*5
Other Expenses		10,815	*1	28,330	*2	13,330	*6
TOTAL SUPPLIES AND SERVICES		94,152		112,697		125,847	
Capital Outlay		7,596		24,000		23,316	
Interfund Expenditures		0		0		0	
TOTAL EXPENDITURES	**$**	**1,334,231**		**1,496,962**		**1,603,633**	

*1 Includes limited-period expenditures for Performing Arts Committee community events and for SecondStage marketing.

*2 Includes increased funding of $4,800 for training. Also includes limited-period fundings of $10,000 for the CPA's 25th Anniversary, $3,000 for the marquee warranty extension, $3,000 for CPA holiday decorations and $1,000 for the High School One-Act Play.

*3 Includes limited-period fundings of $71,000 for a 0.50 FTE Performing Arts Supervisor position.

*4 Includes increased funding of $25,000 for ticket, technical and marketing services offset by a reduction of $7,100 in the Information Technology Department.

*5 Includes increased funding of $2,400 for ticket services - fee coverage. Also includes an $800 transfer from the Information Technology Department for credit card processing fees for ShoWare.

*6 Includes limited-period fundings of $2,000 for the CPA's 25th anniversary (rebudget balance).

REVENUES		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED	
Rents & Leases	$	559,493	520,590	521,960	
General Service Charges		338,504	304,300	329,300	*1
Miscellaneous Revenue		293,162	211,020	211,030	
TOTAL REVENUES	**$**	**1,191,159**	**1,035,910**	**1,062,290**	

*1 Includes increased revenues of $25,000 for ticket services fee.

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PROGRAM MANAGER – RECREATION MANAGER

PROGRAM OPERATIONS

The Shoreline Division is responsible for the operations, maintenance, preservation, and enhancement of environmental areas within Shoreline at Mountain View; rental and operations of the historic Rengstorff House; regulatory permits relating to open space and marsh restoration; management of commercial leases (including Shoreline Amphitheatre); park-related capital improvement projects; and oversight of the Citywide Park Ranger Program, including patrol of Stevens Creek Trail.

MAJOR PROGRAM CHANGES

- General Operating Fund:

  Maintenance Contract Increases: $3,000

  Provides CPI increased funding for various maintenance contract increases.

- Shoreline Regional Park Community Fund:

  PG&E Cost Increase: $25,000

  Provides increased funding for PG&E's costs for the Shoreline Athletic Fields (the total PG&E cost increase for all funds Citywide is $152,500).

  Park Ranger Contract: $25,000

  Provides increased funding for California Land Management's (CLM) Ranger and park janitorial services. The City will be going out to bid for Ranger services during Fiscal Year 2016-17 and costs are anticipated to increase by approximately $25,000.

  Maintenance Contract Increases: $300

  Provides CPI increased funding for various maintenance contract increases.

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COMMUNITY SERVICES - SHORELINE
PROGRAM SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED		2016-17 PROPOSED
Total Regular	5.59	5.59		5.59
Total Part-Time Hourly	2.37	2.53	*1	2.53
TOTAL POSITIONS	**7.96**	**8.12**		**8.12**

*1 Added hours for Athletic Field programming.

EXPENDITURES		2014-15 ACTUAL	2015-16 ADOPTED		2016-17 PROPOSED	
Salaries	$	469,534	483,751		498,796	
Wages		67,860	99,580	*1	101,533	
Benefits		237,018	263,320		278,899	
TOTAL PERSONNEL		774,412	846,651		879,228	
Materials and Supplies		44,586	52,370		52,600	
Maintenance and Operations		10,721	34,100	*2	34,400	*4
Utilities		19,429	15,800		40,800	*5
Professional/Technical Srvcs		420,943	512,859	*1/3	540,819	*6
Other Expenses		8,076	6,390	*1	6,390	
TOTAL SUPPLIES AND SERVICES		503,755	621,519		675,009	
Capital Outlay		0	0		0	
Interfund Expenditures		2,115	4,400		4,500	
TOTAL EXPENDITURES	**$**	**1,280,282**	**1,472,570**		**1,558,737**	

*1 Includes increased funding of $20,900 for Athletic Field programming.

*2 Includes increased funding of $4,000 for janitorial cost increases and $7,000 for ActiveNet fees.

*3 Includes increased funding of $13,000 for contract increases.

*4 Includes increased funding of $300 for maintenance contract increases.

*5 Includes increased funding of $25,000 for PG&E cost increases.

*6 Includes increased fundings of $25,000 for Park Ranger contract and $3,000 for maintenance contract increases.

REVENUES		2014-15 ACTUAL	2015-16 ADOPTED		2016-17 PROPOSED
Rents & Leases	$	235,449	272,000	*1	295,000
Recreation Service Charges		80,522	20,900	*2	20,900
General Service Charges		40,150	4,500		4,500
Miscellaneous Revenue		8,234	0		0
TOTAL REVENUES	**$**	**364,355**	**297,400**		**320,400**

*1 Includes a $72,000 revenue reclassification from Recreation Service Charges for Rengstorff House rental and increased revenue of $20,900 for Athletic Field programming.

*2 Includes a $72,000 revenue reclassification to Rents & Leases for Rengstorff House rental and increased revenue of $7,000 to offset ActiveNet fees.

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COMMUNITY SERVICES – SHORELINE GOLF LINKS
PROGRAM SUMMARY

PROGRAM MANAGER – COMMUNITY SERVICES DIRECTOR

PROGRAM OVERVIEW

Shoreline Golf Links is the City's 18-hole golf course, open for group and individual play 364 days a year. The Shoreline Golf Links Division is responsible for overseeing the management services contract for the operation and maintenance of the course.

MAJOR PROGRAM CHANGES

- Shoreline Golf Links Fund:

  Personnel Costs: $34,300

  Provides increased funding for Touchstone personnel costs.

  Net Miscellaneous: ($53,100)

  Provides savings from reductions in Utilities ($29,300), Materials and Supplies ($19,200), and other net Maintenance and Operations ($4,600).

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COMMUNITY SERVICES - SHORELINE GOLF LINKS
PROGRAM SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED
Total Regular	0.30	0.30	0.30
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	**0.30**	**0.30**	**0.30**

EXPENDITURES		2014-15 ACTUAL	2015-16 ADOPTED		2016-17 PROPOSED	
Salaries	$	45,799	49,680		51,678	
Wages		0	0		0	
Benefits		19,710	21,716		23,101	
TOTAL PERSONNEL		65,509	71,396		74,779	
Materials and Supplies		200,597	229,464	*1	210,764	*4
Maintenance and Operations		107,952	132,077	*1/2	132,577	
Utilities		431,674	511,050	*1	481,750	*4
Professional/Technical Srvcs		1,083,640	1,121,955	*1/3	1,156,104	*5
Other Expenses		156,505	159,700	*1	155,000	*4
TOTAL SUPPLIES AND SERVICES		1,980,368	2,154,246		2,136,195	
Capital Outlay		0	0		0	
Interfund Expenditures		0	5,200		5,000	
TOTAL EXPENDITURES	**$**	**2,045,877**	**2,230,842**		**2,215,974**	

*1 Includes increased funding of $5,600 for net miscellaneous.
*2 Includes increased funding of $3,000 for janitorial cost increases.
*3 Includes increased funding of $6,000 for minimum wage costs.
*4 Includes decreased funding of $53,100 for net miscellaneous.
*5 Includes increased funding of $34,300 for personnel costs.

REVENUES		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Golf Course Service Charges	$	2,461,628	2,689,000	2,637,000
Miscellaneous Revenue		17,650	9,000	20,000
TOTAL REVENUES	**$**	**2,479,278**	**2,698,000**	**2,657,000**

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PROGRAM MANAGER—PARKS MANAGER

PROGRAM OVERVIEW

The Forestry and Roadway Landscape Division is responsible for maintaining the landscape on roadways, medians, overpasses, and all nonpark City-owned lands; managing the Urban Forestry Program, which includes maintenance of street trees (including those in parks and medians); and administering the City's Heritage Tree Ordinance. This division is responsible for maintenance of 120.25 acres of roadway landscape and 28,000 trees and maintains 12 acres in the downtown area consisting of Castro Street, Civic Center, Centennial Plaza, and Transit Center, and administers an Integrated Pest Management Program.

MAJOR PROGRAM CHANGES

- General Operating Fund:

Park Maintenance Worker I/II Position—Roadway Crew (0.25): $29,200

Provides funding for a 0.25 FTE Park Maintenance Worker I/II position, adding to an existing 0.75 FTE position. The additional resources will help to maintain the 121 acres of median landscaping and irrigation throughout the City. The Roadway Crew also assists the Permanente and Steven Creek Trails, and special City events (e.g., concerts and Thursday Night Live).

Materials and Supplies for Pesticide Control: $7,000

Provides increased funding for materials and supplies for pesticide control. Staff is transitioning to organic, eco-friendly herbicides which reduce the environmental impact but are more costly than conventional herbicides.

Overtime Budget for Furlough and Urban Forest Programs: $6,000

Provides increased funding of $3,000 to the overtime budget for the Furlough Program and $3,000 to the Urban Forest Program. Overtime is utilized when additional staff is needed for roadway lane closures or to cover absences. In addition, the recent drought has caused higher mortality rates for trees and has resulted in more after-hours and weekend calls.

Materials and Supplies for Weekend Furlough Program: $2,500

Provides increased funding for materials and supplies needed for the Weekend Furlough Program to maintain Central Expressway along with City-owned parcels.

Maintenance Contract Increases: $1,100

Provides CPI increased funding for various maintenance contract increases.

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PG&E Cost Increase: $1,000

Provides increased funding for PG&E's annual rate increase and the addition of the Shoreline Athletic Fields (the total PG&E cost increase for all funds Citywide is $152,500).

- General Non-Operating Fund:

Homeless Encampment Cleanups (limited-period): $20,000

Provides funding to establish a contract with an organization to manage cleanups of homeless encampments within the City. Homeless encampments have increased significantly and the City work crews and work furlough participants are not trained to manage the potentially dangerous situations these cleanups require. In addition, the cleanup of encampments has resulted in time taken away from performing their regular assignments.

Maintenance and Supplies for Roadway Landscaping (limited-period): $10,000

Provides increased funding for the maintenance and supplies for Roadway Landscaping, specifically in the downtown area. Approximately 1,000 light strands are now kept up year-round and they require ongoing replacement due to vandalism and wear and tear.

- Shoreline Regional Park Community Fund:

Maintenance Contract Increases: $600

Provides CPI increased funding for various maintenance contract increases.

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COMMUNITY SERVICES - FORESTRY AND ROADWAY LANDSCAPE PROGRAM SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED	
Total Regular	18.75	18.75	19	*1
Total Part-Time Hourly	1.05	1.05	1.05	
TOTAL POSITIONS	**19.80**	**19.80**	**20.05**	

*1 Added 0.25 FTE to a 0.75 FTE Park Maintenance Worker I/II position.

EXPENDITURES		2014-15 ACTUAL	2015-16 ADOPTED		2016-17 PROPOSED	
Salaries	$	1,353,959	1,480,245		1,535,213	*3
Wages		52,728	49,004		49,982	
Benefits		796,782	897,399		933,973	
TOTAL PERSONNEL		2,203,469	2,426,648		2,519,168	
Materials and Supplies		70,383	71,261		80,761	*4
Maintenance and Operations		7,991	2,500		2,500	
Utilities		661,911	716,700	*1	717,700	*5
Professional/Technical Srvcs		86,660	126,194	*2	127,914	*6
Other Expenses		53,868	18,325		48,325	*7
TOTAL SUPPLIES AND SERVICES		880,813	934,980		977,200	
Capital Outlay		0	0		116,000	
Interfund Expenditures		146,475	196,300		184,000	
TOTAL EXPENDITURES	**$**	**3,230,757**	**3,557,928**		**3,796,368**	

*1 Includes increased funding of $58,000 for City utility increases.

*2 Includes increased funding of $2,500 for contract increases.

*3 Includes increased funding of $6,000 for overtime budget for Furlough and Urban Forest programs.

*4 Includes increased fundings of $7,000 for materials and supplies for pesticide control and $2,500 for materials and supplies for the Weekend Furlough program.

*5 Includes increased funding of $1,000 for PG&E cost increase.

*6 Includes increased funding of $1,700 for contract increases.

*7 Includes limited-period fundings of $20,000 for homeless encampment cleanups and $10,000 for maintenance and supplies for roadway landscaping.

REVENUE SUMMARY		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Fines and Forfeitures	$	750	2,600	1,300
Local Intergovernmental Revenue		36,254	33,000	36,000
General Service Charges		20,676	22,600	22,640
Miscellaneous Revenue		4,978	4,000	4,000
Interfund Revenue Transfers		55,000	55,000	55,000
TOTAL REVENUES	**$**	**117,658**	**117,200**	**118,940**

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PROGRAM MANAGER – PARKS MANAGER

PROGRAM OVERVIEW

The Parks Division is responsible for maintaining the City's landscape investment at City facilities; at 37 urban parks (195.7 acres); and 9.35 miles of pedestrian trail along the Bay, Permanente Creek, Stevens Creek, Hetch Hetchy, and Whisman Trails.

MAJOR PROGRAM CHANGES

- General Operating Fund:

Park Maintenance Worker I/II Position – South Parks (0.25): $29,200

Provides funding for a 0.25 FTE Park Maintenance Worker I/II position, adding to an existing 0.75 FTE position. The additional resource will help to address the increased workload from the addition of several City parks in recent years.

Maintenance and Supplies for North Neighborhood Facilities and Rengstorff Park: $5,000

Provides increased funding of $3,000 to cover the costs of equipment and supplies needed to maintain the North Neighborhoods Parks and Facilities and $2,000 for Rengstorff Park. Additional funds are needed due to the increase in cost of topsoil, grass seed, compost, and to replace old equipment.

Turf Management and Maintenance: $3,000

Provides increased funding to maintain mowers and turf equipment at safe and efficient levels.

Qualified Applicators Certificate (QAC) for Pesticides: $1,500

Provides increased funding for six employees to obtain and renew annually a Qualified Applicators Certificate (QAC) for use of pesticides. The QAC is part of the Parks Maintenance Worker's job description and it is required for all Crew Leaders.

Materials and Supplies for Ongoing Park Maintenance: $1,300

Provides increased funding to purchase operating supplies for ongoing park maintenance.

PG&E Cost Increase: $1,000

Provides increased funding for PG&E's annual rate increase and the addition of the Shoreline Athletic Fields (the total PG&E cost increase for all funds Citywide is $152,500).

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Maintenance Contract Increases: $100

Provides CPI increased funding for various maintenance contract increases.

- Shoreline Regional Park Community Fund:

Shoreline Athletic Field Maintenance: $12,000

Provides funding for the maintenance and operating costs of the new Shoreline Athletic Fields.

PG&E Cost Increase: $2,000

Provides increased funding for PG&E's annual rate increase (the total PG&E cost increase for all funds Citywide is $152,500).

Maintenance Contract Increases: $700

Provides CPI increased funding for various maintenance contract increases.

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COMMUNITY SERVICES - PARKS
PROGRAM SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED		2016-17 PROPOSED	
Total Regular	28.75	29.75	*1	30	*2
Total Part-Time Hourly	5.21	5.21		5.21	
TOTAL POSITIONS	**33.96**	**34.96**		**35.21**	

*1 Added a Park Maintenance Worker I/II position.

*2 Added 0.25 FTE to a 0.75 FTE Park Maintenance Worker I/II position.

EXPENDITURES		2014-15 ACTUAL	2015-16 ADOPTED		2016-17 PROPOSED	
Salaries	$	2,223,750	2,472,553		2,553,877	
Wages		146,045	244,433		249,315	
Benefits		1,331,266	1,456,568		1,551,136	
TOTAL PERSONNEL		3,701,061	4,173,554		4,354,328	
Materials and Supplies		199,605	197,125		211,475	*3/4
Maintenance and Operations		9,156	3,850		3,850	
Utilities		1,130,911	1,411,332	*1	1,421,332	*4/5
Professional/Technical Srvcs		38,107	44,218	*2	44,998	*6
Other Expenses		3,419	35,497		36,997	*7
TOTAL SUPPLIES AND SERVICES		1,381,198	1,692,022		1,718,652	
Capital Outlay		15,228	20,000		20,000	
Interfund Expenditures		223,324	276,100		279,000	
TOTAL EXPENDITURES	**$**	**5,320,811**	**6,161,676**		**6,371,980**	

*1 Includes increased fundings of $123,500 for City utility increases.

*2 Includes increased fundings of $1,200 for contract increases.

*3 Includes increased fundings of $5,000 for maintenance and supplies for North Neighborhood Facilities and Rengstorff Park, $3,000 for turf management and maintenance, and $1,300 for materials and supplies for ongoing park maintenance.

*4 Includes increased funding of $12,000 for the Shoreline Athletic Field maintenance.

*5 Includes increased funding of $3,000 for PG&E cost increase.

*6 Includes increased funding of $800 for maintenance contract increases.

*7 Includes increased funding of $1,500 for Qualified Applicators Certificate (QAC) for pesticides.

REVENUES		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Miscellaneous Revenue	$	132,613	154,550	133,720
TOTAL REVENUES	**$**	**132,613**	**154,550**	**133,720**

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PROGRAM MANAGER – RECREATION MANAGER

PROGRAM OPERATIONS

Recreation provides activities to facilitate social/community connections, advance lifelong learning, and promote healthy lifestyles.

Activities, classes, and events are held at Cuesta and Rengstorff Community Parks, Crittenden and McKelvey Athletic Fields, Deer Hollow Farm, Mountain View Sports Pavilion, Whisman Sports Center, Cuesta Tennis Center, Graham Sports Complex, Community Center, Senior Center, Teen Center, Eagle and Rengstorff Pools, historic Adobe Building, and various other park areas and school sites.

Program areas include: aquatics; adult and youth sports; seniors; cultural arts; preschool; elementary and teens; youth development; environmental education; community gardens; volunteers; coordination of special events and summer concerts; and reservations of buildings, facilities, and barbecue areas.

MAJOR PROGRAM CHANGES

- General Operating Fund:

After-School Program Wage Increase: $11,900

Provides increased funding to increase the hourly wage rate for the after-school program staff. Beyond the Bell is a program in collaboration with the Mountain View Whisman School Board. The Board increased their hourly wages and, as a result, the City is losing staff.

Recreation Activity Guide: $10,500

Provides increased funding for the redesign and distribution of the Recreation Activity Guide. The guide has been redesigned into a magazine format and will be distributed separately. Previously the guide was distributed together with the City Manager's Office's publication. Therefore, $17,000 has been transferred from the City Manager's budget to Community Services for the Recreation Activity Guide.

Aquatics Fitness Classes (offset with $14,500 in revenue): $10,000

Provides funding for contract services with a fitness instructor. The funding will allow for various aquatic classes to be offered year-round to adults and seniors.

Aquatics Operations: $10,000

Provides increased funding for the maintenance of Eagle and Rengstorff Pools. The increase in maintenance costs is primarily related to the increase in the cost of materials and chemicals.

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Senior Center Operations: $6,000

Provides increased funding for janitorial supplies for the Senior Center to accommodate increased usage of the facility.

Aquatics Slide Inspection and Permit: $2,400

Provides funding to ensure the water slide at the Rengstorff Pool is in compliance with the California Department of Health and Safety Amusement Ride Division. Annual inspections are required to receive the permit to operate the slide.

- General Non-Operating Fund:

Milk Room/Goat Barn Remodel (limited-period): $18,400

Provides funding for the materials to remodel Deer Hollow Farm's Milk Room and attached Goat Barn. The demolition and installation will be completed by the Midpeninsula Regional Open Space District maintenance staff.

Tennis Equipment and Maintenance (limited-period): $5,000

Provides increased funding to maintain the equipment at the City's 35 tennis courts. Additional funding is needed to keep the equipment at the courts in proper working condition.

Senior Center 10-Year Anniversary (offset by $1,500 in sponsorship revenue) (limited-period): $3,000

Provides funding for the 10-year anniversary celebration of the Senior Center's inauguration.

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COMMUNITY SERVICES - RECREATION
PROGRAM SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED
Total Regular	17.81	17.81	17.81
Total Part-Time Hourly	33.72 *1	34.31 *2	34.66 *3
TOTAL POSITIONS	**51.53**	**52.12**	**52.47**

*1 Increased hours transferred from contracts for The View Teen Center and increased hours for Aquatics.
*2 Increased hours transferred for Special Events, Preschool Programming, and MVSP Gym.
*3 Increased hours for after school programs.

EXPENDITURES	2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Salaries	$ 1,298,137	1,447,024 *2	1,499,547
Wages	911,287	1,140,100 *3/4	1,174,512 *9
Benefits	742,456	795,583	839,457
TOTAL PERSONNEL	2,951,880	3,382,707	3,513,516
Materials and Supplies	211,125	233,827 *4/5	261,257 *10
Maintenance and Operations	56,926	123,439 *6	139,439 *11
Utilities	247,629	266,283 *7	266,283
Professional/Technical Srvcs	508,458	518,874 *4	531,274 *12
Other Expenses	63,462 *1	55,237 *8	54,157 *13
TOTAL SUPPLIES AND SERVICES	1,087,600	1,197,660	1,252,410
Capital Outlay	22,281	17,250	19,100
Interfund Expenditures	13,724	18,400	15,000
TOTAL EXPENDITURES	**$ 4,075,485**	**4,616,017**	**4,800,026**

*1 Includes limited-period expenditures for Plaza Palooza events and for Senior Center garden beds.
*2 Includes increased funding of $12,200 for the reclassification of an Office Assistant III position to a Program Assistant.
*3 Includes increased funding of $12,300 for Preschool programming wages and $5,000 for MVSP Gym wages.
*4 Includes increased funding of $13,600 for Citywide special events.
*5 Includes increased funding of $3,500 for programming senior trip fees.
*6 Includes increased funding of $83,000 for ActiveNet fees.
*7 Includes increased funding of $10,000 for City utility increases.
*8 Includes limited-period fundings of $13,800 for Senior Center equipment, $7,000 for Senior Garden Beds (3rd phase), and $6,700 for Aquatics safety equipment.
*9 Includes increased funding of $11,900 for Afterschool Program wage increases.
*10 Includes increased funding of $10,500 (and a transfer of $17,000 from the City Manager's Office) for the Recreation Activity Guide.
*11 Includes increased fundings of $10,000 for Aquatics operations and $6,000 for Senior Center Operations.
*12 Includes increased fundings of $10,000 for Aquatics Fitness classes and $2,400 for Aquatics slide inspection and permit.
*13 Includes limited-period fundings of $18,400 for the milk room/goat barn remodel, $5,000 for tennis equipment and maintenance, and $3,000 for the Senior Center ten year anniversary.

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COMMUNITY SERVICES - RECREATION
PROGRAM SUMMARY

REVENUES		2014-15 ACTUAL	2015-16 ADOPTED		2016-17 PROPOSED	
Rents & Leases	$	7,046	168,984	*1	167,390	
Local Intergovernmental Revenue		50,000	50,000		75,000	*4
Recreation Service Charges		1,756,343	1,557,136	*1/2	1,572,060	*5
General Service Charges		28,149	8,600	*2	7,310	
Miscellaneous Revenue		435,569	185,540	*3	183,390	
TOTAL REVENUES	**$**	**2,277,107**	**1,970,260**		**2,005,150**	

*1 Includes a $142,600 revenue reclassification from Recreation Service Charges to Rents & Leases for facility rentals and includes increased Rents & Leases revenue of $11,400 for Active Net Fees related to rentals.

*2 Includes a $9,400 revenue reclassification from General Services Charges to Recreation Service Charges and includes increased Recreation Service charge revenue of $71,600 for ActiveNet fees and $12,300 for Preschool.

*3 Includes increased revenue of $10,000 for sponsorship program and $3,500 for programming of senior trip fees.

*4 Includes increased revenue of $25,000 for Deer Hollow Farm annual grant from Santa Clara County.

*5 Includes increased revenue of $14,500 for Aquatics fitness classes.

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LIBRARY SERVICES DEPARTMENT

LIBRARY SERVICES DIRECTOR
(Rosanne M. Macek)

ADMINISTRATION

1 Executive Assistant

ADULT AND VIRTUAL SERVICES

1 Library Services Manager (Melvyn J. Yabut)
1 Librarian III
2.75 Librarian I/II
1.75 Library Assistant III

SUPPORT AND CUSTOMER SERVICES

1 Library Services Manager (Laura Shea-Clark)

Support Services

2 Librarian I/II
1.5 Library Assistant III
1 Library Assistant I/II

Customer Services

1 Library Customer Service Supervisor
2 Library Assistant III
5.75 Library Assistant I/II

YOUTH AND OUTREACH SERVICES

1 Library Services Manager (Karin Bricker)

Children's and Teen Services

1 Librarian III
3 Librarian I/II
1 Library Assistant III

Mobile Library Services

1 Library Assistant III

FISCAL YEAR 2016-17 POSITION TOTALS: 22.0 Full-Time
7.75 Regular Part-Time

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LIBRARY SERVICES
DEPARTMENT SUMMARY

DEPARTMENT MANAGER—LIBRARY SERVICES DIRECTOR

DEPARTMENT MISSION STATEMENT

The Library Services Department is responsible for the planning and provision of library services. The Library's mission is to be "the information center for our diverse community, providing a dynamic place to share resources and ideas, to find joy in reading, and to experience the power of lifelong learning."

DEPARTMENT OVERVIEW

Library resources are made easily accessible to the community in a variety of formats, including print, media, and electronic. The Library Services Department participates in cooperative regional services and resource-sharing to meet the needs of all residents in the area.

DEPARTMENT FUNCTIONS

- Provide quality services, programs, and systems that enhance the quality of community life. (M 1, 2, 3, 5, 6, 11, 12, 17)
- Provide a welcoming, comfortable, well-maintained, and safe facility and environment for all customers to use and enjoy. (M 1, 6)
- Offer a variety of library materials, technology resources and references, and readers' assistance to help customers meet their information, educational, and recreational reading needs. (M 1, 2, 3, 5, 12, 14, 16, 17)
- Provide a quality collection of popular and enduring materials for customers to use and borrow. (M 2, 3, 12, 14, 16)
- Provide ongoing library services to support lifelong learning in the community, including physical and virtual collections, and programs for all ages. (M 6)
- Promote library services to ensure that all residents are aware of the breadth of library services and how to better use those services.

MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEAR 2016-17

*(Items in **bold** are tied to Fiscal Years 2015-16 and 2016-17 Major Council Goals; items in **bold italics** are new Major Council Goals for Fiscal Year 2016-17)*

- **Partner with outside groups like Project Sentinel to offer biannual educational programs at the Library with a housing theme.**
- **Hold biannual educational classes at the Library on topics such as recycling and sustainability.**

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- **Partner with Master Gardeners and the California Native Plant Society to offer quarterly educational classes at the Library on environmentally friendly gardening.**
- **Continue with monthly bike workshops.**
- ***Work with Safe Moves to offer programs during Summer Reading.***
- ***Pilot remote services like Lawyers in the Library and Social Security appointments to eliminate car trips.***
- Support the design phase of the project to enhance Children's area improvements at the Library, in conjunction with the Public Works Department.
- Increase marketing efforts to ensure more of the community is aware of Library services: publish regular newsletters, reach out to new residents and employees, and attend community events.
- Highlight the Library's role in promoting reading by encouraging community leaders to share what they are reading, promoting staff picks, and highlighting tools such as NoveList on the Library website.
- Establish a cross-functional team, including Library, Finance and Administrative Services, and Information Technology Departments, to implement output accounting module to directly transfer financial information from Sierra to OneSolution.
- Begin to develop and implement action items related to the employee engagement survey results.

PERFORMANCE/WORKLOAD MEASURES

	2013-14 Actual	2014-15 Actual	2015-16 Target	2015-16 6 Months	2016-17 Target
1. Number of visits to the Library	816,799	678,030(A)	>690,000	314,510	>600,000
2. Total circulation	1,685,072	1,563,487(B)	>1,600,000	710,988(C)	>1,400,000
3. Number of items circulated per capita	22	20(B)	>21	9.1(C)	>18
4. Number of items circulated per registered borrower	16.4	15.5(B)	>16.5	7.3(C)	Discontinue
5. Questions answered per capita	1.3	1.2(D)	>1.2	0.5(D)	>1
6. Total attendees at Library programs	57,097	55,872	>56,500	26,373(E)	>50,000
7. Satisfaction rate for Library programs				New for FY16-17	>80%
8. Total attendees at Children's Library programs	42,386	39,597	>40,000	18,352(E)	Discontinue
9. Total attendees at Teen Library programs	810	1,486	>900	1,030	Discontinue
10. Total attendees at Adult Library programs	5,926(E)	8,393(F)	>6,000	3,413	Discontinue
11. Circulation per FTE (including hourly staff)	40,781	37,839(B)	>39,000	16,969(C)	Discontinue

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LIBRARY SERVICES
DEPARTMENT SUMMARY

	2013-14 Actual	2014-15 Actual	2015-16 Target	2015-16 6 Months	2016-17 Target
12. Percent of circulation that is customer self-check	97%	97%	>92%	95%	>92%
13. Percent of materials returned at automated returns	90%	91%	>85%	90%	>85%
14. Turnover rate (total collection)	5.2	4.6[B]	>4.8	2.2	Discontinue
15. Average number of calendar days between receipt of new item and availability to check out	10.5	7	<15	6.1	<12
16. New book and media titles cataloged	21,602	34,287[G]	>14,000	6,497	Discontinue
17. New book and media items processed	29,534	29,062[G]	>26,000	12,088	>24,000
18. Number of public computer sessions in the Library	77,414[H]	63,418[H]	>60,000	31,250	>55,000

[A] The number of visits is about 20.0 percent less than the target. However, the technology used to count activity at our gates changed. Prior testing indicated the new gates were counting about 20.0 percent less so the actual count is about the same.

[B] Circulation is down about 7.0 percent from the prior fiscal year. There are a number of factors that have affected this: use of physical media continues to decline, some media has been consolidated into sets, and the use of public libraries traditionally declines when the economy is strong. Neighboring Silicon Valley libraries are also reporting a decline in circulation of between 5.0 percent and 13.0 percent (with the exception of newly opened libraries).

[C] All of the numbers related to circulation are down, and this is consistent with what our neighboring libraries are reporting. Public library use generally correlates with the economy and when the economy is healthy, people use libraries less.

[D] The volume of reference questions has declined with more information available on the Internet. However, staff is spending more time on complex and technology-related questions. Neighboring Silicon Valley libraries are also reporting a decline in reference activity of up to 21.0 percent.

[E] Program attendance is down slightly, partly due to less attendance at summer reading programs. Again, with a strong economy, it is believed more families were out of town this year.

[F] Program attendance is high due to increased emphasis and staffing resources devoted to adult library programs.

[G] New books and media titles cataloged is up dramatically due to the acquisition of a large eBook collection, based on limited-period funding.

[H] More patrons are using their own devices to access the Internet using WiFi in the Library and session times have been increased from 90 minutes to 2 hours.

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LIBRARY SERVICES
DEPARTMENT SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED
Library Services Director	1	1	1
Library Services Manager	3	3	3
Library Customer Service Supervisor	1	1	1
Librarian III	0	0	2 *3
Librarian I/II	9.50	9.50	7.75 *3/4
Executive Assistant	1	1	1
Library Assistant III	7.75	7.75	7.25 *5
Library Assistant I/II	6.75	6.75	6.75
TOTAL REGULAR	30	30	29.75
TOTAL PART-TIME HOURLY	11.32	11.90 *1	12.52 *5
TOTAL POSITIONS	**41.32**	**41.90** *2	**42.27**

*1 Increased hours for a Police Assistant.
*2 In addition there is a limited-period 0.50 FTE Library Assistant I/II positon funded by the Google mobile library grant.
*3 Reclassified two Librarian I/II positions to Librarian III.
*4 Added 0.25 FTE to a 0.75 FTE Librarian I/II position and converted two 0.50 FTE Librarian I/II positions to one Librarian I/II position.
*5 Converts a 0.50 FTE Library Assistant III position to hours.

DEPARTMENT PROGRAMS	2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Library Services Administration	$ 636,776	662,777	688,862
Adult and Virtual Services	1,320,027	1,464,859	1,541,114
Support and Customer Services	2,014,820	2,245,722	2,284,608
Youth and Outreach Services	972,922	1,008,201	1,125,270
TOTAL EXPENDITURES	**$ 4,944,545**	**5,381,559**	**5,639,854**

EXPENDITURE SUMMARY	2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Salaries Wages and Benefits	$ 4,083,896	4,483,624	4,695,314
Supplies and Other Services	802,247	820,761	852,666
Capital Outlay	52,808	67,574	82,374
Interfund Expenditures	5,594	9,600	9,500
TOTAL EXPENDITURES	**$ 4,944,545**	**5,381,559**	**5,639,854**

FUNDING SOURCES	2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
General Operating	$ 4,899,220	5,294,760	5,562,280
General Non-Operating	45,325	86,799	77,574
TOTAL FUNDING	**$ 4,944,545**	**5,381,559**	**5,639,854**

REVENUE SUMMARY	2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Rents & Leases	$ 0	1,500	1,520
General Service Charges	161,761	162,850	148,130
Miscellaneous Revenue	96,662	200	200
TOTAL REVENUES	**$ 258,423**	**164,550**	**149,850**

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LIBRARY SERVICES – ADMINISTRATION
PROGRAM SUMMARY

PROGRAM MANAGER – LIBRARY SERVICES DIRECTOR

PROGRAM OVERVIEW

Administration is responsible for the management of the Library Services Department. General administration of the Library includes: strategic planning, budget, personnel, facility management, and community relations. Administration also supports the Library Board of Trustees.

MAJOR PROGRAM CHANGES

- General Operating Fund:

  Cartridges and Paper for Poster Printer: $1,600

  Provides increased funding for cartridges and paper for the poster printer. Support supplies were not previously budgeted because the printer was purchased with a donation from the Friends of the Library.

  Wages for Sunday Hours: $700

  Provides increased funding for staff to operate on Sundays during a holiday weekend (five Sundays in Fiscal Year 2016-17). About eight years ago, the City eliminated Library hours on the Sunday prior to a holiday; this funding would reestablish the hours for those Sundays.

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LIBRARY SERVICES - ADMINISTRATION
PROGRAM SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED
Total Regular	2	2	2
Total Part-Time Hourly	0.25	0.83 *1	0.85 *2
TOTAL POSITIONS	**2.25**	**2.83**	**2.85**

*1 Increased hours for a Police Assistant.

*2 Increased hours for Sunday operation.

EXPENDITURES	2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Salaries	$ 257,773	280,295	290,295
Wages	44,788	42,550 *1	44,075 *4
Benefits	101,627	112,755	120,710
TOTAL PERSONNEL	404,188	435,600	455,080
Materials and Supplies	19,482	21,000	30,030 *5
Maintenance and Operations	56,049	62,167 *2	62,167
Utilities	3,744	7,000	7,000
Professional/Technical Srvcs	33,743	28,311	28,311
Other Expenses	66,762	40,025 *3	22,900
TOTAL SUPPLIES AND SERVICES	179,780	158,503	150,408
Capital Outlay	52,808	67,574	82,374
Interfund Expenditures	0	1,100	1,000
TOTAL EXPENDITURES	**$ 636,776**	**662,777**	**688,862**

*1 Includes increased funding of $2,300 for Police Assistant on-call wages.

*2 Includes increased funding of $4,000 for janitorial supplies cost increases.

*3 Includes increased fundings of $4,200 for training and travel and $2,700 for Pacific Library Partnership fees. Also includes limited-period fundings of $7,000 for materials displayers, $6,400 for barcode scanners, $2,800 for electrical upgrades, and $1,000 for conference room equipment.

*4 Includes increased funding of $700 for wages for Sunday hours.

*5 Includes increased funding of $1,600 for cartridges and paper for the poster printer.

REVENUES	2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Rents & Leases	$ 0	1,500 *1	1,520
General Service Charges	20,737	16,300 *2	16,300
Miscellaneous Revenue	53,767	200	200
TOTAL REVENUES	**$ 74,504**	**18,000**	**18,020**

*1 Includes a $1,500 revenue reclassification from General Service Charges for Library room rentals.

*2 Includes a $1,500 revenue reclassification to Rents and Leases for Library room rentals.

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LIBRARY SERVICES – ADULT AND VIRTUAL SERVICES
PROGRAM SUMMARY

PROGRAM MANAGER – LIBRARY SERVICES MANAGER

PROGRAM OVERVIEW

Adult and Virtual Services includes all services for adults, including an extensive collection of print and electronic information as well as programs and workshops on a variety of topics. Activities include selecting Library materials and providing instruction and assistance in their use. Staff provides individual assistance as well as training to use Library resources and the Internet and coordinates programs on topics of interest to the community. The division cooperates with community education programs and maintains a local history collection in cooperation with the Mountain View Historical Association. It also provides literacy services through a contract with the Reading Program.

An important focus is on 24/7 virtual access to Library information and services. This division maintains the Library's website, manages the selection and deployment of electronic databases, and provides access to and training for eBooks.

MAJOR PROGRAM CHANGES

- General Operating Fund:

  Library Materials: $40,000

  Provides increased funding for books and Library materials loaned to the public. The preliminary data indicated that Mountain View's materials budget is approximately 15.0 percent below certain benchmark libraries.

  Reclassification of a Librarian I/II Position to a Librarian III: $10,300

  Provides funding for the reclassification of a Librarian I/II position based on a higher level of duties performed.

  Wages for Sunday Hours: $2,700

  Provides increased funding for staff to operate on Sundays during a holiday weekend (five Sundays in Fiscal Year 2016-17). About eight years ago, the City eliminated Library hours on the Sunday prior to a holiday; this funding would reestablish the hours for those Sundays.

- General Non-Operating Fund:

  eBooks (limited-period): $10,000

  Provides funding to expand the Library's eBook collection. eBooks typically cost two to five times more than print format.

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LIBRARY SERVICES - ADULT AND VIRTUAL SERVICES
PROGRAM SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED
Total Regular	6.50	6.50	6.50 *2
Total Part-Time Hourly	1.66 *1	1.66	1.36 *3
TOTAL POSITIONS	**8.16**	**8.16**	**7.86**

*1 Transferred hours from the Support and Customer Services program.
*2 Reclassified a Librarian I/II positions to a Librarian III.
*3 Increased hours for Sunday operation and moved hours to the Support and Customer Services Program.

EXPENDITURES		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Salaries	$	507,247	579,677	593,230 *3
Wages		84,289	79,555	72,812 *4
Benefits		247,196	291,069	320,514
TOTAL PERSONNEL		838,732	950,301	986,556
Materials and Supplies		460,892	487,560 *1	527,560 *5
Maintenance and Operations		0	0	0
Utilities		0	0	0
Professional/Technical Srvcs		16,998	16,998	16,998
Other Expenses		3,405	10,000 *2	10,000 *2
TOTAL SUPPLIES AND SERVICES		481,295	514,558	554,558
Capital Outlay		0	0	0
Interfund Expenditures		0	0	0
TOTAL EXPENDITURES	**$**	**1,320,027**	**1,464,859**	**1,541,114**

*1 Includes increased funding of $15,000 for library materials.
*2 Includes limited-period funding of $10,000 for eBooks.
*3 Includes increased funding of $10,300 for the reclassification of a Librarian I/II position to a Librarian III.
*4 Includes increased funding of $2,700 for wages for Sunday hours.
*5 Includes increased funding of $40,000 for library materials.

REVENUES		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Miscellaneous Revenue	$	42,655	0	0
TOTAL REVENUES	**$**	**42,655**	**0**	**0**

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LIBRARY SERVICES – SUPPORT AND CUSTOMER SERVICES
PROGRAM SUMMARY

PROGRAM MANAGER – LIBRARY SERVICES MANAGER

PROGRAM OVERVIEW

Support Services provides support and maintenance of the Library's automation and catalog systems and automated check-in and check-out systems. It also includes the purchasing, physical processing, and maintenance of all materials in the Library's collection.

Customer Service is responsible for the lending and tracking of Library materials loaned to the public, registering customers, issuing Library cards, and collecting overdue fines and damage costs. Materials located outside the Library's collection are made available to the public through the Link+ service, which is a consortium of academic and public libraries. This section also provides the timely return of Library materials to the shelves and maintains the orderliness of the Library's materials collection.

MAJOR PROGRAM CHANGES

- General Operating Fund:

  Wages for Sunday Hours: $5,100

  Provides increased funding for staff to operate on Sundays during a holiday weekend (five Sundays in Fiscal Year 2016-17). About eight years ago, the City eliminated Library hours on the Sunday prior to a holiday; this funding would reestablish the hours for those Sundays.

  Conversion of 0.50 FTE Library Assistant III Position to Hourly: No Cost

  Converts a 0.50 FTE Library Assistant III position to hourly to provide additional resources of staff time.

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LIBRARY SERVICES - SUPPORT AND CUSTOMER SERVICES
PROGRAM SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED
Total Regular	14.75 *1	14.75	14.25 *3
Total Part-Time Hourly	8.14 *2	8.14	9 *3
TOTAL POSITIONS	**22.89**	**22.89**	**23.25**

*1 Transferred 0.50 Librarian I/II position to the Youth and Outreach program.

*2 Transferred hours to the Adult and Virtual Services program.

*3 Converts a 0.50 FTE Library Assistant III position to hours, increased hours for Sunday operation and transferred hours from the Adult and Virtual Services Program.

EXPENDITURES	2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Salaries	$ 1,045,988	1,141,940	1,113,814
Wages	271,787	271,072	360,291 *2
Benefits	589,706	687,760	665,553
TOTAL PERSONNEL	1,907,481	2,100,772	2,139,658
Materials and Supplies	53,993	52,000	52,000
Maintenance and Operations	0	0	0
Utilities	0	0	0
Professional/Technical Srvcs	53,025	90,950 *1	90,950
Other Expenses	321	2,000	2,000
TOTAL SUPPLIES AND SERVICES	107,339	144,950	144,950
Capital Outlay	0	0	0
Interfund Expenditures	0	0	0
TOTAL EXPENDITURES	**$ 2,014,820**	**2,245,722**	**2,284,608**

*1 Includes increased funding of $5,000 for Authority Control Software.

*2 Includes increased funding of $5,100 for wages for Sunday hours.

REVENUES	2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
General Service Charges	$ 141,024	146,550	131,830
TOTAL REVENUES	**$ 141,024**	**146,550**	**131,830**

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PROGRAM MANAGER – LIBRARY SUPERVISOR

PROGRAM OVERVIEW

Youth Services provides a full range of materials, services, and programs to children, teens, parents, adults working with youth, and agencies and organizations serving youth and educational institutions. Children's Services provides a carefully selected collection of materials; arranges for classes to visit the Library; promotes reading and communication skills through storytelling, book talks, musical, and other special programs; reading readiness programs; and prepares special reading lists. Teen Services provides materials and services to meet the special interests and needs of teens, including a group study area; textbook collection; a collection of popular books; music CDs; and after-school tutoring services.

Outreach Services provides access to Library services outside the Main Library via a Mobile Library (Bookmobile) and Special Outreach Services (SOS). Mobile Library Services provides materials and services to day-care centers, senior living facilities, and local businesses. With the assistance of volunteers, SOS provides home delivery of materials to homebound residents.

MAJOR PROGRAM CHANGES

- General Operating Fund:

  Librarian I/II Position (0.25): $40,400

  Provides increased funding for 0.25 FTE of a Librarian I/II position, adding to an existing 0.75 FTE position. The increase in additional staff will support the increased demand for children's programs.

  Reclassification of a Librarian I/II Position to a Librarian III: $10,200

  Provides funding for the reclassification of a Librarian I/II position based on a higher level of duties performed.

  Wages for Sunday Hours: $3,300

  Provides increased funding for staff to operate on Sundays during a holiday weekend (five Sundays in Fiscal Year 2016-17). About eight years ago, the City eliminated Library hours on the Sunday prior to a holiday; this funding would reestablish the hours for those Sundays.

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LIBRARY SERVICES - YOUTH AND OUTREACH SERVICES
PROGRAM SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED
Total Regular	6.75 *1	6.75	7 *3
Total Part-Time Hourly	1.27	1.27	1.31 *4
TOTAL POSITIONS	**8.02**	**8.02** *2	**8.31**

*1 Transferred 0.50 Librarian I/II position from the Support and Customer Services program.

*2 In addition there is a limited-period 0.50 FTE Library Assistant I/II positon funded by the Google mobile library grant.

*3 Reclassified a Librarian I/II positions to a Librarian III and added 0.25 FTE to a Librarian I/II position.

*4 Increased hours for Sunday operation.

EXPENDITURES	2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Salaries	$ 562,426	602,718	660,009 *1
Wages	105,043	93,564	98,678 *2
Benefits	266,026	300,669	355,333
TOTAL PERSONNEL	933,495	996,951	1,114,020
Materials and Supplies	1,081	2,750	2,750
Maintenance and Operations	0	0	0
Utilities	0	0	0
Professional/Technical Srvcs	0	0	0
Other Expenses	32,752	0	0
TOTAL SUPPLIES AND SERVICES	33,833	2,750	2,750
Capital Outlay	0	0	0
Interfund Expenditures	5,594	8,500	8,500
TOTAL EXPENDITURES	**$ 972,922**	**1,008,201**	**1,125,270**

*1 Includes increased funding of $10,200 for the reclassification of a Librarian I/II position to a Librarian III.

*2 Includes increased funding of $3,300 for wages for Sunday hours.

REVENUES	2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Miscellaneous Revenue	$ 240	0	0
TOTAL REVENUES	**$ 240**	**0**	**0**

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FIRE DEPARTMENT

FIRE CHIEF
(Juan Diaz)

ADMINISTRATION

1 Deputy Fire Chief
(Brian Jones)
0.5 Executive Assistant*

SUPPRESSION

Operations

3 Battalion Chief
(Dennish Custodio)
(Ted Vandenberg)
(Vacant)

3 Fire Captain/HM II
2 Fire Captain/HM I
13 Fire Captain
3 Fire Engineer/HM II
2 Fire Engineer/HM I
13 Fire Engineer
3 Firefighter/HM II
2 Firefighter/HM I
21 Firefighter/Paramedic**
3 Firefighter

Training/Safety/EMS

1 Battalion Chief
(John Owen)
1 Fire Captain

Office of Emergency Services

1 Office of Emergency Services Coordinator

FIRE AND ENVIRONMENTAL PROTECTION

1 Fire Marshal
(Jaymae Wentker)

Environmental Safety

2 Hazardous Materials Specialist
1 Environmental Safety Coordinator
1 Environmental and Safety Protection Inspector
1 Water Environment Specialist

Fire and Building Safety

2 Fire Protection Engineer***
1 Deputy Fire Marshal
1 Public Education/Fire Safety Specialist
1 Building Inspector I/II

FISCAL YEAR 2016-17 POSITION TOTALS: 84.5 Full-Time

* Position directly reports to the Police Department but supports the Fire Department.
** Authorization of 21 Paramedics includes Engineer and Firefighter/Hazardous Materials II levels.
*** Located in Community Development Department but budgeted in Fire Department.

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FIRE
DEPARTMENT SUMMARY

DEPARTMENT MANAGER—FIRE CHIEF

DEPARTMENT MISSION STATEMENT

The Mountain View Fire Department exists to save lives and property, protect the environment, and minimize the risk of fire and natural disaster by investing in education, training, and prevention.

DEPARTMENT OVERVIEW

The Fire Department's personnel and equipment are strategically deployed throughout the City to rapidly assist citizens when emergencies occur, such as emergency medical services, fire suppression, technical rescue, and hazardous materials response, along with community emergency preparedness and recovery training. In addition to emergency response, the Fire Department focuses on community safety and education through fire prevention, housing code enforcement, public education, waste discharge and general surface water pollution prevention, and other services to the community.

DEPARTMENT FUNCTIONS

- Respond quickly to all emergencies and take appropriate actions thereby reducing loss of life, property, and environmental damage while ensuring the safety of all Fire personnel involved. (M 1, 2, 3)

- Maintain a professional level of operational readiness as Firefighters, Paramedics, Emergency Medical Technicians, Hazardous Materials First-Responders, Hazardous Materials Technicians, Specialists, and Rescuers.

- Provide annual training and coordination for City staff, and residential and business community volunteers on disaster preparedness, response, and recovery.

- Provide management and oversight for the Santa Clara County Regional Command Training Center located in Mountain View.

- Ensure that facilities using or storing hazardous materials, or discharging wastewater into the sanitary or storm sewers, comply with applicable Federal, State, and local requirements. (M 4, 5)

- Maintain an ongoing fire prevention program, hazardous materials, and underground storage tank inspection program. (M 5)

- Maintain a rental housing inspection program.

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MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEAR 2016-17

- Implement changes to the Multi-Family Housing Inspection Program based on the findings of the evaluation report and/or the direction of Council.

- Participate as an active member of the Trash Capture Feasibility Study work group in development and review of long-term trash load reduction planning.

- Continue to collaborate with the fire agencies within Santa Clara County to develop community-focused and sustainable initiatives that improve service quality, create operational efficiencies, eliminate redundancy, and leverage existing emergency response resources. This is inclusive of:

  a. Consider the options available from the Feasibility Study on Consolidation of Dispatch Center for Fire/EMS between Mountain View, Palo Alto, San Jose Fire, and Santa Clara County Fire. Collaborate with all agencies involved in the study to understand the level of commitment towards a Fire Dispatch consolidation. In addition, determine which Fire Dispatch model is most desirable for the City of Mountain View.

  b. Full boundary drops implementation between Los Altos and Mountain View.

- Enhance community outreach efforts to teach safety and risk reduction curriculum to local elementary schools.

- Begin to develop and implement action items related to the employee engagement survey results.

PERFORMANCE/WORKLOAD MEASURES

	2013-14 Actual	2014-15 Actual	2015-16 Target	2015-16 6 Months	2016-17 Target
Suppression:					
1. Percent of time first-in fire engine arrives on a structure fire scene within six minutes of dispatch	100%	100%	100%	100%	100%
2. Percent of time the second due fire engine arrives on a structure fire scene within eight minutes of dispatch	100%	100%	100%	100%	100%
3. Percent of emergency medical Code 3 calls where responding unit arrived within six minutes of dispatch	95%	93%	>90%	95%	>90%
Fire and Environmental Protection:					
4. Percent of plans checked within 15 working days of receipt by division	100%	100%	100%	100%	100%
5. Number of inspections conducted by Environment Safety Section	1,851[(A)]	1,769[(A)]	1,600	813	1,600

[(A)] Higher due to the Environmental Protection unit being fully staffed.

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FIRE
DEPARTMENT SUMMARY

POSITIONS	2014-15 ADJUSTED		2015-16 ADOPTED		2016-17 PROPOSED	
Fire Chief	1		1		1	
Deputy Fire Chief	1		1		1	
Battalion Chief	4		4		4	*2/3
Fire Marshal	1		1		1	
Office of Emergency Services Coordinator	1		1		1	
Emergency Medical Services Coordinator	1		1		0	*3
Fire Protection Engineer	2		2		2	
Deputy Fire Marshal	1		1		1	
Public Education/Fire Safety Specialist	1		1		1	
Fire Captain/HM II	3		3		3	
Fire Captain/HM I	2		2		2	
Fire Captain	13		13		14	*2
Fire Engineer/HM II	3		3		3	
Fire Engineer/HM I	2		2		2	
Fire Engineer	13		13		13	
Firefighter/HM II	3		3		3	
Firefighter/HM I	2		2		2	
Firefighter/Paramedic	21	*1	21	*1	21	*1
Firefighter	4		4		3	*3
Haz Mat Specialist	2		2		2	
Environmental Safety Coordinator	1		1		1	
Environmental & Safety Protection Inspector	1		1		1	
Water Environment Specialist	1		1		1	
Building Inspector I/II	1		1		1	
Executive Assistant	0.50		0.50		0.50	
TOTAL REGULAR	85.50		85.50		84.50	
TOTAL PART-TIME HOURLY	0		0		0	
TOTAL POSITIONS	**85.50**		**85.50**		**84.50**	

*1 Authorization of 21 Paramedics includes Engineer level and Firefighter/HM II level.

*2 Midyear reclassification per the MVFF MOU of the Training Battalion Chief position to Fire Captain.

*3 Midyear restoration of the Training Battalion Chief position with the elimination of a Firefighter position and the Emergency Medical Services Coordinator position.

DEPARTMENT PROGRAMS		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Fire Administration	$	925,531	990,389	919,117
Fire Suppression		18,435,146	19,597,333	20,599,114
Fire and Environmental Protection		2,586,368	2,845,182	2,853,705
TOTAL EXPENDITURES	**$**	**21,947,045**	**23,432,904**	**24,371,936**

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FIRE
DEPARTMENT SUMMARY

EXPENDITURE SUMMARY		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Salaries Wages and Benefits	$	20,620,178	21,672,929	22,668,904
Supplies and Other Services		928,965	1,160,525	1,121,982
Capital Outlay		65,490	217,850	198,050
Interfund Expenditures		332,412	381,600	383,000
TOTAL EXPENDITURES	**$**	**21,947,045**	**23,432,904**	**24,371,936**

FUNDING SOURCES		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
General Operating	$	19,839,617	20,477,693	21,359,852
General Non-Operating		46,074	645,917	705,485
Building/Development Services		541,725	578,797	525,972
Shoreline Regional Park Community		78,939	135,778	133,178
Wastewater		1,440,690	1,594,719	1,647,449
TOTAL FUNDING	**$**	**21,947,045**	**23,432,904**	**24,371,936**

REVENUE SUMMARY		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
General Licenses & Permits	$	500,957	465,000	465,000
Fines and Forfeitures		17,457	0	0
State Intergovernmental Revenue		15,000	0	0
Federal Intergovernmental Revenue		8,593	0	0
General Service Charges		232,728	204,030	232,070
Miscellaneous Revenue		652,316	324,630	334,760
TOTAL REVENUES	**$**	**1,427,051**	**993,660**	**1,031,830**

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FIRE – ADMINISTRATION
PROGRAM SUMMARY

PROGRAM MANAGER – FIRE CHIEF

PROGRAM OVERVIEW

Administration is responsible for management of the Fire Department. The division provides strategic planning, leading, managing, and supporting for Fire Department personnel and programs in the accomplishment of the department's mission.

MAJOR PROGRAM CHANGES

- General Non-Operating Fund:

  Consolidated Dispatch Consultant (rebudget): $20,000

  Rebudgets funding for a regional consolidation of dispatch services feasibility study. Several fire departments within Santa Clara County have identified regional fire dispatch as an area of opportunity for regional collaboration to increase efficiencies.

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FIRE - ADMINISTRATION
PROGRAM SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED
Total Regular	3.50	3.50	2.50 *1
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	**3.50**	**3.50**	**2.50**

*1 Midyear elimination of the Emergency Medical Services Coordinator position.

EXPENDITURES	2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Salaries	$ 576,618	639,434	538,298
Wages	0	0	0
Benefits	282,480	222,561	288,262
TOTAL PERSONNEL	859,098	861,995	826,560
Materials and Supplies	24,349	38,364	40,844
Maintenance and Operations	1,042	1,000	1,000
Utilities	0	0	0
Professional/Technical Srvcs	4,276	0	0
Other Expenses	6,203	28,930 *1	28,930 *1
TOTAL SUPPLIES AND SERVICES	35,870	68,294	70,774
Capital Outlay	9,572	49,000	1,783
Interfund Expenditures	20,991	11,100	20,000
TOTAL EXPENDITURES	**$ 925,531**	**990,389**	**919,117**

*1 Includes limited-period funding of $20,000 for a consolidated dispatch consultant (rebudget).

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FIRE – SUPPRESSION
PROGRAM SUMMARY

PROGRAM MANAGER – FIRE CHIEF

PROGRAM OVERVIEW

The Suppression Division consists of the Operations, the Personnel and Training, and the Office of Emergency Services/Public Information Sections.

The Operations Section provides firefighting, hazardous materials incident, paramedic, and rescue response services from five fire stations strategically located throughout the City. Firefighters also conduct fire prevention inspections, public education, equipment and facilities maintenance, as well as ongoing training activities. Paramedic Firefighters are assigned to every fire station.

The Training Safety Section plans, schedules, and provides training to Firefighters. The section also coordinates the Firefighter recruitment and selection process.

The Office of Emergency Services Section is responsible for disaster preparedness and coordinates disaster response.

MAJOR PROGRAM CHANGES

- General Operating Fund:

  Firefighter Clothing Laundering Services: $10,000

  Provides increased funding for laundering/decontaminating Firefighters' Personal Protective Equipment. These funds will be used to hire an outside vendor to clean, decontaminate, inspect, maintain, and document the condition of the clothing.

  Medical Oxygen Charges: $6,000

  Provides increased funding for monthly medical oxygen service charges. Medical oxygen is provided on EMS calls when warranted. The budget for this item has not been increased in the last 10 years and the cost has significantly increased.

  Cellular Data Monthly Services: $5,500

  Provides increased funding for monthly cellular data service charges. Additional programs requiring cellular data service have been added to the department.

  Emergency Medical Supplies: $3,500

  Provides increased funding for emergency medical supplies that are outside of the agreement with Rural Metro.

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- General Non-Operating Fund:

Firefighter Recruits (rebudget): $375,000

Rebudgets funding for six Firefighter recruits to attend the Firefighter Academy for three months and for an approximately one-month transition-to-shift period.

Overtime Training (limited-period): $100,000

Provides increased funding for overtime related to attending training or completing required certified courses.

HazMat Program Training (rebudget): $45,000

Provides increased funding for the HazMat Training Program. The MOU with Local 1965 specifies up to nine employees per shift that are HazMat Technicians by July 2016.

Firefighter Recruitments (rebudget balance): $30,200

Rebudgets the balance of funding for the testing, training, and equipment costs for Firefighter recruitments.

Training and Education (limited-period): $30,000

Provides increased funding for Training and Education. Additional funds are needed to meet the changes in State and national training standards. There are also a significant number of expected retirements and promotions over the next couple of years that will increase the demand for education and other specialized training.

Promotional Exams (rebudget): $9,900

Rebudgets funding to conduct promotional assessment centers to fill anticipated vacancies for a Fire Battalion Chief position. The most recent eligibility list expired in July 2014.

Multi-Purpose Devices (MPD) (limited-period): $8,700

Provides funding for the purchase of 11 MPDs—one for each engine and two each for the truck and rescue. The MPD is a NFPA-compliant pulley, descent control device, and belay device built in to one. These devices will simplify the rigging of the main line and also increase the safety of the belay line.

Hard Suction Hose and Strainer Replacement (rebudget): $5,000

Rebudgets funding to replace a hard suction hose. The replacement is needed due to the poor condition of the existing inventory.

FIRE - SUPPRESSION
PROGRAM SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED	
Total Regular	71	71	71	*1
Total Part-Time Hourly	0	0	0	
TOTAL POSITIONS	**71**	**71**	**71**	

*1 Midyear restoration of the Training Battalion Chief position with the elimination of a Firefighter position and the Emergency Medical Services Coordinator position.

EXPENDITURES		2014-15 ACTUAL		2015-16 ADOPTED		2016-17 PROPOSED	
Salaries	$	12,026,720		12,315,573	*2	12,747,590	*5
Wages		0		0		0	
Benefits		5,510,146		6,091,385		6,616,164	
TOTAL PERSONNEL		17,536,866		18,406,958		19,363,754	
Materials and Supplies		236,374		239,779	*3	259,279	*6
Maintenance and Operations		69,223		61,186		61,186	
Utilities		80,055		92,370		97,870	*7
Professional/Technical Srvcs		55,575		104,590		104,590	
Other Expenses		129,524	*1	195,000	*4	195,168	*8
TOTAL SUPPLIES AND SERVICES		570,751		692,925		718,093	
Capital Outlay		55,918		168,850		196,267	
Interfund Expenditures		271,611		328,600		321,000	
TOTAL EXPENDITURES	**$**	**18,435,146**		**19,597,333**		**20,599,114**	

*1 Includes limited-period expenditures for firefighter recruitment, for promotional exams, and for the EMS First Responder project.

*2 Includes limited-period funding of $375,000 for firefighter recruits (rebudget).

*3 Includes increased fundings of $7,500 for a treadmill and elliptical.

*4 Includes limited-period fundings of $50,300 for firefighter recruitment (rebudget balance for 5), $45,000 for hazmat program training, $18,500 for the EMS First Responder project (rebudget balance), $9,900 for promotional exams (rebudget) and $5,000 for hard suction hose and strainer.

*5 Includes limited-period fundings of $375,000 for firefighter recruits (rebudget) and $100,000 for overtime training.

*6 Includes increased fundings of $10,000 for firefighter clothing laundering services, $6,000 for medical oxygen charges, and $3,500 for emergency medical supplies.

*7 Includes increased funding of $5,500 for cellular data monthly services.

*8 Includes limited-period fundings of $45,000 for HazMat program training (rebudget), $30,200 for firefighter recruitments (rebudget balance), $30,000 for training and education, $9,900 for promotional exams (rebudget), $8,700 for multi-purpose devices, and $5,000 for hard suction hose and strainer replacement (rebudget).

REVENUES		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Federal Intergovernmental Revenue	$	8,593	0	0
Miscellaneous Revenue		643,506	309,630	315,760
TOTAL REVENUES	**$**	**652,099**	**309,630**	**315,760**

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PROGRAM MANAGER – FIRE MARSHAL

PROGRAM OVERVIEW

The Fire and Environmental Protection Division consists of the Environmental Safety and the Fire and Building Safety Sections.

The Environmental Safety Section is responsible for the enforcement of local hazardous materials storage codes, State underground chemical storage tank regulations, industrial waste discharge, and Federal and State regulations related to the control of industrial waste and stormwater runoff. Efforts are aimed at preventing uncontrolled releases and movement of hazardous and toxic substances.

The Fire and Building Safety Section is responsible for conducting the City's fire and housing code enforcement programs, fire cause investigations, and technical support to the Suppression Division.

MAJOR PROGRAM CHANGES

- Development Services Fund:

  Strong Motion Instrumentation Program (SMIP) (rebudget balance): $23,700

  Rebudgets the balance of funding based on the amount collected April 1, 2014 to March 31, 2015, and rebudgets the balance of funding for SMIP funds to be used for a Community Emergency Response Team (CERT) grant program.

- Wastewater Fund:

  Consultant Services for Web-Based Reporting (rebudget): $20,000

  Rebudgets funding to create an electronic reporting system. The State requires all local government agencies to electronically report a hazardous materials business plan, inspection, and enforcement information.

  Hazardous Materials Electronic Portal (offset with $4,000 in County reimbursements): $8,200

  Provides funding for the annual maintenance and license fee for the Hazardous Materials Electronic Portal. AB 2286 requires local governments and businesses to electronically report hazardous materials business plan information to the State. The City, along with other neighboring agencies, has collaborated over the past two years with the Santa Clara County Department of Environmental Health to develop a web-based portal. The funds requested will pay for the annual maintenance and license fee, which will be offset with a reimbursement from the County.

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SCVURPPP and NPDES Permit Fees: $7,000

Provides increased funding for the Santa Clara Valley Urban Runoff Pollution Prevention Program (SCVURPPP) and National Pollutant Discharge Elimination System (NPDES) permit fees due to increases in trash control, green infrastructure, and Pollutant of Concern (PCB and mercury) requirements that will take effect during the first year of the reissued permit.

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FIRE - FIRE AND ENVIRONMENTAL PROTECTION
PROGRAM SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED
Total Regular	11	11	11
Total Part-Time Hourly	0	0	0
TOTAL POSITIONS	**11**	**11**	**11**

EXPENDITURES		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Salaries	$	1,432,483	1,557,021	1,596,316
Wages		0	0	0
Benefits		791,731	846,955	882,274
TOTAL PERSONNEL		2,224,214	2,403,976	2,478,590
Materials and Supplies		13,074	25,175	25,515
Maintenance and Operations		98	4,375	4,375
Utilities		985	800	800
Professional/Technical Srvcs		287,877	228,200	243,400 *3
Other Expenses		20,310 *1	140,756 *2	59,025 *4
TOTAL SUPPLIES AND SERVICES		322,344	399,306	333,115
Capital Outlay		0	0	0
Interfund Expenditures		39,810	41,900	42,000
TOTAL EXPENDITURES	**$**	**2,586,368**	**2,845,182**	**2,853,705**

*1 Includes limited-period expenditures for Strong Motion Instrumentation Program (SMIP) and for multi-family housing.

*2 Includes limited-period fundings of $73,700 for multi-family housing ($43,400 rebudget balance), $23,700 for Strong Motion Instrumentation Program (SMIP) ($19,000 rebudget balance), $20,000 for consultant services for web-based reporting (rebudget), and $8,000 for hazardous materials reporting portal.

*3 Includes increased fundings of $8,200 for Hazardous materials electronic portal and $7,000 for SCVURPPP and NPDES permit fees.

*4 Includes limited-period fundings of $23,700 for Strong Motion Instrumentation Program (SMIP) (rebudget balance) and $20,000 for consultant services for web-based reporting (rebudget).

REVENUES		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
General Licenses & Permits	$	500,957	465,000	465,000
Fines and Forfeitures		17,457	0	0
State Intergovernmental Revenue		15,000	0	0
General Service Charges		232,728	204,030	232,070
Miscellaneous Revenue		8,810	15,000	19,000 *1
TOTAL REVENUES	**$**	**774,952**	**684,030**	**716,070**

*1 Includes increase of $4,000 for County reimbursement related to the Hazardous Materials Electronic Portal maintenance.

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POLICE DEPARTMENT

POLICE CHIEF
(Max Bosel)

ADMINISTRATION

0.5 Executive Assistant
0.5 Office Assistant III
1 Police Media and Community Relations Coordinator

Professional Standards

1 Police Sergeant

FIELD OPERATIONS

1 Police Captain
(Christopher Hsiung)

K9/Field Operations
Teams 1 and 4

1 Police Lieutenant
2 Police Sergeant
9 Police Officer
3 Police Officer Overhire*
5 Community Services Officer
2 Police Officer Trainee**
(Limited-Period)

Traffic/Field Operations
Teams 2 and 3

1 Police Lieutenant
3 Police Sergeant
21 Police Officer

FTO Program/
Field Operations Teams 5-8

1 Police Lieutenant
4 Police Sergeant
20 Police Officer

SPECIAL OPERATIONS

1 Police Captain
(Jessica Nowaski)

Investigative Services

2 Police Lieutenant
1 Police Sergeant
1 Police Officer

Crime Suppression Unit

1 Police Sergeant
5 Police Officer
1 Community Services Officer

Person Crimes

1 Police Sergeant
6 Police Officer

Youth Services

1 Police Sergeant
3 Police Officer

Cyber and Financial Crimes Unit

1 Police Sergeant
2 Police Officer

Personnel/Training

1 Police Sergeant

Property and Evidence

1 Property & Evidence Specialist
1 Police Assistant III

Neighborhood and Event Services

1 Police Sergeant
1 Community Services Officer

PUBLIC SAFETY
SUPPORT SERVICES

1 Police Captain
(Vacant)

Management and Fiscal Services

1 Senior Management Analyst
0.5 Program Assistant
1 Administrative Aide
1 Secretary
1 Office Assistant III
0.5 Office Assistant I/II

Emergency Communications

1 Communications Operations Supervisor
2.5 Lead Public Safety Dispatcher
2 Public Safety Dispatcher III
10 Public Safety Dispatcher II
1 Public Safety Dispatcher II
(Limited-Period)

Public Safety Systems

1 Senior System Specialist
1 System Specialist

Records/Court Liaison

1 Police Records Supervisor
2 Lead Police Records Specialist
8 Police Records Specialist

Crime Analysis

1 Crime Analyst

FISCAL YEAR 2016-17 POSITION TOTALS:

139.5 Full-Time
2.0 Regular Part-Time
3.0 Limited-Period

* The three Police Officer overhire positions are funded at 50 percent.
** There are two Police Officer Trainee positions funded at 50 percent.

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POLICE
DEPARTMENT SUMMARY

DEPARTMENT MANAGER—POLICE CHIEF

DEPARTMENT MISSION STATEMENT

The Police Department keeps Mountain View safe and tackles crime through quality policing that secures the trust and support of the people it serves and protects.

DEPARTMENT OVERVIEW

Through people, community collaboration, technology, and regional cooperation, the Police Department fulfills its mission through comprehensive programs that makes safety a priority, focuses on effectively working with people, and obtains fair and impartial results through education, prevention, intervention, suppression, and enforcement efforts. The department provides a visible presence, effective and timely response to calls for service, innovative community engagement activities, and comprehensive services for investigations, community-focused policing initiatives, and emergency preparedness. The department is also responsible for Police and Fire support services, emergency communications, and ensuring professional standards and accountability.

DEPARTMENT FUNCTIONS

- Promote a sense of safety and security in the community, keep the peace, provide public assistance, prevent and detect criminal activity, assist crime victims, apprehend offenders, and facilitate due process through the response to requests for police service, conducting investigations, and enforcing of the spirit of the law. (M 7, 10, 12)

- Promote safety on the roadways through comprehensive and proactive education and enforcement initiatives that prevent fatal and injury traffic collisions.

- Continue to enhance outreach and engagement programs with neighborhoods, schools, small businesses, corporations, and other stakeholders to promote community safety, prevention of crime, and secure communitywide trust and support.

- Continually develop staff and implement solutions that enhance workplace and community safety, the ability to work effectively with people, and deliver fair and impartial results.

- Prevent juvenile delinquency, underage and illegal substance abuse, and gang activity.

- Work collaboratively with the community, City, and other criminal justice agencies in order to protect life, safeguard property, and enhance policing legitimacy and community support for the Police Department. (M 6, 7, 10)

- Provide support services functions to fulfill responsibilities related to public safety systems, technologies, records, warrants, and property and evidence.

- Recruit, retain, develop and empower a broad range of talents at all levels of the organization who represent the diversity of the Mountain View community.

- Provide communication services for Police, Fire, medical emergencies, and contract agencies. (M 12)

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- Prepare for, respond to, mitigate, and recover from all-hazard critical incidents and disasters.

MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEAR 2016-17

- Implement comprehensive traffic safety and education programs.
- Utilize multiple methods and platforms to build strong community partnerships, to include online communication and hosting events that promote in-person community/police engagement, that change public trust and support.
- Implement programs that enhance Police Department employee safety and wellness.
- Complete the implementation of the records management system.
- Complete migration of the public safety radio infrastructure to the Silicon Valley Regional Interoperability Authority's regional communications system.
- Implement in-field access to dispatch and records systems with handheld technology.
- Continue implementation, training, and evaluation of officer-worn cameras while ensuring that camera use and procedures address both departmental and community interests.
- Begin to develop and implement action items related to the employee engagement survey results.

PERFORMANCE/WORKLOAD MEASURES

	2013-14 Actual	2014-15 Actual	2015-16 Target	2015-16 6 Months	2016-17 Target
Field Operations:					
1. Response Time (10-97) of 4 minutes or less on all Priority E and 1 calls for service	46%(A)	47%(A)	>55%	49.1%(B)	Discontinue
2. Sustain Part I crimes index below the mean average for cities listed in annual report	1,814	2,069	2,605 (FY 14-15 Index)	1,526	Discontinue
3. Sustain traffic-related injuries below the average as compared to the Office of Traffic Safety comparable cities	114	130	<350	126	Discontinue

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	2013-14 Actual	2014-15 Actual	2015-16 Target	2015-16 6 Months	2016-17 Target
4. Sustain a violent crime rate below the rate most recently reported by the California Department of Justice for Santa Clara County.				New for FY16-17	<2,292
5. Sustain a property crime rate below the rate most recently reported by the California Department of Justice for Santa Clara County.				New for FY16-17	>14.4%
6. Sustain a fatal and injury traffic collision rate that is below the rate most recently reported by the California Highway Patrol for Santa Clara County.				New for FY16-17	<354.8
7. Maintain an average response time (dispatch to on-scene) of 5 minutes or less to emergency (Priority 0) calls for service.				New for FY16-17	<5
8. Continue an opt-in growth of 20% per year across digital media platforms.				New for FY16-17	20%
Special Operations:					
9. Increase Part I crime clearance rate	27%	21%[C]	>25%	20%[D]	Discontinue
10. Sustain a violent and property crime clearance rate above the rate most recently reported by the California Department of Justice for Santa Clara County.				New for FY16-17	95%
Public Safety Support Services:					
11. Percent of incoming 9-1-1 calls that are answered within 9 seconds of receipt	97%	97%	>95%	96%	Discontinue
12. Answer 95% of incoming calls to 9-1-1 within 9 seconds.				New for FY16-17	95%
13. Dispatch 95% of emergency (Priority 0) and urgent (Priority 1) calls in less than two minutes.				New for FY16-17	95%

[A] A review shows a consistent increase in overall response times between 6:00 a.m. and 6:00 p.m., suggesting that traffic and drive time are the most likely reasons for the increase. The Police Department will continue to evaluate response times to see if other factors might be in play.

[B] Review indicates an increase in overall response times between 6:00 a.m. and 6:00 p.m., suggesting that traffic and drive time continue to be a likely reason for the slight increase in response times. The Police Department is continuing to evaluate this issue.

[C] For the first half of the fiscal year, the Investigations Unit loaned Officers to Patrol which temporarily limited the capacity of the Investigations Unit to clear cases.

[D] The slight decline in clearance rates for the six-month data point is likely due to a combination of factors to include limitations on staffing available for the clearances of cases and an increase in crime and resulting workload for Detectives. It is possible that this 6-month decline may be adjusted with the reporting of an entire 12 months of crime/clearance data.

POLICE
DEPARTMENT SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED	
Police Chief	1	1	1	
Police Captain	3	3	3	
Police Lieutenant	5	5	5	
Police Sergeant	17	17	17	
Police Officer	67	67	67	
Police Officer (Overhire)	3	3	3	
Police Media and Community Relations Coord.	1	1	1	*2
Senior Systems Specialist	1	1	1	
Crime Analyst	1	1	1	
Systems Specialist	1	1	1	
Communications Operations Supervisor	1	1	1	
Lead Public Safety Dispatcher	2.50	2.50	2.50	
Public Safety Dispatcher III	2	2	2	
Public Safety Dispatcher II	10	10	10	
Police Records Supervisor	1	1	1	
Lead Police Records Specialist	2	2	2	
Police Records Specialist	8	8	8	
Community Services Officer	7	7	7	
Property & Evidence Specialist	1	1	1	
Police Assistant III	1	1	1	
Senior Management Analyst	1	1	1	*3
Program Assistant	0.50	0.50	0.50	
Administrative Aide	0	1 *1	1	
Executive Assistant	0.50	0.50	0.50	
Secretary	2	1 *1	1	
Office Assistant III	1	1	1.50	*4
Office Assistant I/II	0.50	0.50	0.50	
TOTAL REGULAR	141	141	141.50	
TOTAL PART-TIME HOURLY	3.05	3.05	3.05	
TOTAL POSITIONS	**144.05**	**144.05**	**144.55**	*5

*1 Reclassification of a Secretary position to Administrative Aide.

*2 Midyear reclassification of a Public Safety Social Media & Community Coordinator position to a Police Media and Community Relations Coordinator position.

*3 Midyear title change from Senior Administrative Analyst to Senior Management Analyst.

*4 Added a 0.50 FTE Office Assistant III position.

*5 In addition there is a limited-period Public Safety Dispatcher II position and two Police Officer Trainee positions at 50 percent funding.

DEPARTMENT PROGRAMS	2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Police Administration	$ 1,394,861	1,399,048	1,133,559
Field Operations	16,610,647	18,169,930	18,615,624
Special Operations	7,911,315	7,709,931	8,874,750
Public Safety Support Services	5,956,630	6,697,843	7,469,691
TOTAL EXPENDITURES	**$ 31,873,453**	**33,976,752**	**36,093,624**

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POLICE
DEPARTMENT SUMMARY

EXPENDITURE SUMMARY		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Salaries Wages and Benefits	$	28,548,368	30,865,340	32,676,314
Supplies and Other Services		2,434,556	2,233,012	2,433,362
Capital Outlay		285,694	130,500	240,448
Interfund Expenditures		604,835	747,900	743,500
TOTAL EXPENDITURES	**$**	**31,873,453**	**33,976,752**	**36,093,624**

FUNDING SOURCES		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
General Operating	$	31,509,857	33,693,021	35,267,626
General Non-Operating		53,061	0	539,335
Police Asset Forfeitures		84,917	0	0
Supplemental Law Enforcement Services		110,500	110,500	110,500
Shoreline Regional Park Community		39,893	40,000	40,000
Wastewater		75,225	133,231	136,163
TOTAL FUNDING	**$**	**31,873,453**	**33,976,752**	**36,093,624**

REVENUE SUMMARY		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
General Licenses & Permits	$	127,161	136,500	104,000
Fines & Forfeitures		897,828	1,048,280	656,950
Local Intergovernmental Revenue		181,151	205,000	195,000
State Intergovernmental Revenue		163,222	130,000	150,500
Federal Intergovernmental Revenue		14,374	0	0
General Service Charges		137,053	138,670	132,990
Miscellaneous Revenue		1,348,372	694,300	704,430
TOTAL REVENUES	**$**	**2,869,161**	**2,352,750**	**1,943,870**

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POLICE – ADMINISTRATION
PROGRAM SUMMARY

PROGRAM MANAGER – POLICE CHIEF

PROGRAM OVERVIEW

Administration is responsible for managing the Police Department. This division is responsible for maintaining the integrity of the department and investigating all complaints against Police employees, for tracking all major community policing actions, coordinating and implementing crime prevention activities, crime analysis, and relaying public information by maintaining open communications and relationships with local media personnel.

MAJOR PROGRAM CHANGES

- General Operating Fund:

  Office Assistant III (0.50) Position: $58,600

  Provides funding for a 0.50 FTE Office Assistant III position. The position will provide needed support that is currently being performed by the Senior Management Analyst.

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POLICE - ADMINISTRATION
PROGRAM SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED	
Total Regular	5.50	5.50	4	*1/2
Total Part-Time Hourly	1.02	1.02	0.57	*3
TOTAL POSITIONS	**6.52**	**6.52**	**4.57**	

*1 Added a 0.50 FTE Office Assistant III position.

*2 Midyear reclassification of a Public Safety Social Media & Community Coordinator position to a Police Media and Community Relations Coordinator position. In addition, added a 0.5 FTE Office Assistant III position and transferred one Community Services Officer position to the Field Operations Program and the Crime Analyst positon to the Public Safety Support Services Program.

*3 Moved hours to Public Safety Support Services Program.

EXPENDITURES		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Salaries	$	787,274	826,371	642,795
Wages		36,596	38,452	22,015
Benefits		397,011	428,764	368,788
TOTAL PERSONNEL		1,220,881	1,293,587	1,033,598
Materials and Supplies		16,675	11,949	11,949
Maintenance and Operations		0	0	0
Utilities		30	0	0
Professional/Technical Srvcs		78,752	28,500	28,500
Other Expenses		63,664	45,012	43,012
TOTAL SUPPLIES AND SERVICES		159,121	85,461	83,461
Capital Outlay		0	0	1,500
Interfund Expenditures		14,859	20,000	15,000
TOTAL EXPENDITURES	**$**	**1,394,861**	**1,399,048**	**1,133,559**

REVENUES		2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
General Licenses and Permits	$	99,624	106,000	93,500
Fines & Forfeitures		171,837	188,100	157,000
Federal Intergovernmental Revenue		3,137	0	0
General Service Charges		49,885	55,550	51,740
Miscellaneous Revenue		5,287	500	500
TOTAL REVENUES	**$**	**329,770**	**350,150**	**302,740**

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POLICE – FIELD OPERATIONS
PROGRAM SUMMARY

PROGRAM MANAGER – FIELD OPERATIONS CAPTAIN

PROGRAM OVERVIEW

The Field Operations Division is responsible for providing all uniform police services to the community. Its primary function includes responding to criminal activity and calls for service in an effective and timely manner and providing crime suppression and prevention activities. Within this division resides Patrol, Traffic Safety, Canine, SWAT, Crisis Negotiations, and Bicycle Patrol. In addition, this division is responsible for coordinating the Field Training Officer Program and training all newly hired Police Officers and Reserve Officers in the field.

MAJOR PROGRAM CHANGES

- General Non-Operating Fund:

  Two Police Officer Trainee Positions (limited-period): $155,700

  Provides funding for two Police Officer Trainee positions at 50 percent funding. Police Officer Trainees provide flexibility for current and anticipated vacancies. There are currently two vacant Police Officer positions and four to seven additional vacancies anticipated in the next 12 months. Includes $10,000 for hiring, background checks, training, and uniform costs.

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POLICE - FIELD OPERATIONS
PROGRAM SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED
Total Regular	71	73 *1	71 *2
Total Part-Time Hourly	1.17	1.17	1.17
TOTAL POSITIONS	**72.17**	**74.17**	**72.17** *3

*1 Transferred two Police Officer positions from the Special Operations program.

*2 Transferred one Police Sergeant and one Police Officer positons to the Special Operations Program.

*3 In addition there are two limited-period Police Officer Trainee positions at 50 percent funding.

EXPENDITURES	2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Salaries	$ 9,820,059	10,615,021	10,696,088 *2
Wages	69,565	79,074	79,955
Benefits	5,260,889	6,063,279	6,379,013
TOTAL PERSONNEL	15,150,513	16,757,374	17,155,056
Materials and Supplies	30,016	42,880	42,880
Maintenance and Operations	21,824	26,047	26,047
Utilities	260	0	0
Professional/Technical Srvcs	636,779	589,975	589,975
Other Expenses	110,519 *1	79,754	89,754 *3
TOTAL SUPPLIES AND SERVICES	799,398	738,656	748,656
Capital Outlay	204,305	73,500	110,912
Interfund Expenditures	456,431	600,400	601,000
TOTAL EXPENDITURES	**$ 16,610,647**	**18,169,930**	**18,615,624**

*1 Includes limited-period expenditures for animal control capital costs.

*2 Includes limited-period funding of $145,700 for two Police Officer Trainee positions at 50 percent funding.

*3 Includes limited-period funding of $10,000 for hiring background checks, training and uniforms for two Police Officer Trainee positions.

REVENUES	2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Fines & Forfeitures	$ 725,991	860,180	499,950 *1
Local Intergovernmental Revenue	19,221	5,000	5,000
State Intergovernmental Revenue	138,887	130,000	140,500
General Service Charges	57,393	55,000	55,000
Miscellaneous Revenue	149,792	30,000	30,000
TOTAL REVENUES	**$ 1,091,284**	**1,080,180**	**730,450**

*1 Decrease in revenue related to a combination of position vacancies and focus on higher priorities.

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POLICE—SPECIAL OPERATIONS
PROGRAM SUMMARY

PROGRAM MANAGER—SPECIAL OPERATIONS CAPTAIN

PROGRAM OVERVIEW

The Special Operations Division is responsible for reducing and solving crime through prevention, intervention, investigation, and suppression activities; supporting patrol; providing Police services for schools and special events; coordination of personnel and functions; coordinating victim services; and providing technical support services. Within this division resides Investigations, which includes: Specialized Suppression, which addresses narcotic, vice, burglary, fraud, auto theft, and high-tech crimes; and Person Crimes, which addresses violent crimes, sexual predators, crimes against children, and missing persons. Also residing in this division is Special Services, which includes: Youth Services, which provides school resources, juvenile diversion, and gang-suppression activities; Operational Services, which manages special events, training, permits, and Reserve Officers; Personnel Services; and Property and Evidence, which is responsible for the collection and safekeeping of property and evidence taken into department custody.

MAJOR PROGRAM CHANGES

- General Operating Fund:

  Unmarked Vehicle Leases: $14,400

  Provides increased funding for two additional unmarked leased vehicles. Two Officer positions will be reassigned to the Investigative Services Division, requiring two additional vehicles.

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POLICE - SPECIAL OPERATIONS
PROGRAM SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED
Total Regular	30	28 *1	31 *2
Total Part-Time Hourly	0.45	0.45	0.45
TOTAL POSITIONS	**30.45**	**28.45**	**31.45**

*1 Transferred two Police Officer positions to the Field Operations program.

*2 Transferred one Police Sergeant and one Police Officer positons from the Field Operations Program and one Community Services Officer position from the Administrative Program.

EXPENDITURES	2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Salaries	$ 4,995,357	4,711,173	5,159,723
Wages	61,436	78,968	79,305
Benefits	2,143,549	2,310,037	2,915,307
TOTAL PERSONNEL	7,200,342	7,100,178	8,154,335
Materials and Supplies	198,591	150,498	150,498
Maintenance and Operations	4,493	5,830	5,830
Utilities	2,898	0	0
Professional/Technical Srvcs	165,859	170,523	170,523
Other Expenses	124,707	158,802	173,202 *1
TOTAL SUPPLIES AND SERVICES	496,548	485,653	500,053
Capital Outlay	81,389	0	96,362
Interfund Expenditures	133,036	124,100	124,000
TOTAL EXPENDITURES	**$ 7,911,315**	**7,709,931**	**8,874,750**

*1 Includes increased funding of $14,400 for unmarked leased vehicles.

REVENUES	2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Local Intergovernmental Revenue	$ 161,930	200,000	190,000
State Intergovernmental Revenue	22,770	0	10,000
Federal Intergovernmental Revenue	11,237	0	0
Miscellaneous Revenue	887,727	505,000 *1	505,000
TOTAL REVENUES	**$ 1,083,664**	**705,000**	**705,000**

*1 Includes increased revenue of $124,000 for Amphitheatre event reimbursements.

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PROGRAM MANAGER – PUBLIC SAFETY SUPPORT SERVICES CAPTAIN

PROGRAM OVERVIEW

The Public Safety Support Services Division is responsible for providing essential administrative and technical services to the Police and Fire Departments. Within this division resides Management and Fiscal Services which is responsible for providing appropriate, accurate, and effective fiscal analyses and administrative support for the Police and Fire Departments; Emergency Communications which answers 9-1-1 and nonemergency calls for public safety, dispatching the most appropriate response of Police, Fire, or ambulances and emergency medical dispatch services; Public Safety Systems which manages the City's various radio systems; and Records which is responsible for record-keeping activities such as filing, indexing, and collecting of records and statistical information, and processing of arrest warrants.

MAJOR PROGRAM CHANGES

- General Operating Fund:

  Wireless Data/South Bay Information Sharing System (SBISS)/CopLink: $71,800

  Provides increased funding for services related to the regional crime information system and wireless data services for Police and Fire Department users. The Santa Clara County Office of the Sher\iff is passing the cost of supporting the regional "CopLink" information sharing system to the constituent agencies that use the system.

  Officer-Worn Camera Data Storage System: $19,000

  Provides funding for Officer-Worn Camera Data Storage System. All Field Operations Division uniform personnel utilize the Officer-Worn Cameras and the program will possibly expand to include Detectives and Reserve Police Officers. Funds are needed for the required increase in storage capacity.

- General Non-Operating Fund:

  Public Safety Dispatch Overhire Position (limited-period): $169,300

  Provides funding for a Public Safety Dispatch Overhire position. The position is requested due to anticipated vacancies and the lengthy selection and training process. Includes $2,000 for hiring background checks.

  Public Safety Network Design: $60,000

  Provides funding for third-party consulting and technical services related to public safety computer network design, implementation of all-IP 9-1-1 and radio networks, and industry expertise with respect to Federal information security policies and standards compliance.

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Technology Training: $20,000

Provides funding for formal training courses for Police staff responsible for the ongoing configuration, troubleshooting, and management of the City's public safety systems.

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POLICE - PUBLIC SAFETY SUPPORT SERVICES
PROGRAM SUMMARY

POSITIONS	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED
Total Regular	34.50	34.50 *1	35.50 *2
Total Part-Time Hourly	0.41	0.41	0.86 *3
TOTAL POSITIONS	**34.91**	**34.91**	**36.36** *4

*1 Reclassification of a Secretary position to Administrative Aide.
*2 Transferred a Crime Analyst position from the Administration Program.
*3 Hours moved from the Administration Program.
*4 In addition there is a limited-period Public Safety Dispatch Overhire position.

EXPENDITURES	2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
Salaries	$ 3,290,500	3,712,742 *2	4,076,013 *4
Wages	113,310	44,980	63,081
Benefits	1,572,822	1,956,479	2,194,231
TOTAL PERSONNEL	4,976,632	5,714,201	6,333,325
Materials and Supplies	89,160	88,151	91,301
Maintenance and Operations	397,274	404,223	423,223 *5
Utilities	176,562	226,448 *3	226,448
Professional/Technical Srvcs	198,645	113,405	185,205 *6
Other Expenses	117,848 *1	91,015	175,015 *7
TOTAL SUPPLIES AND SERVICES	979,489	923,242	1,101,192
Capital Outlay	0	57,000	31,674
Interfund Expenditures	509	3,400	3,500
TOTAL EXPENDITURES	**$ 5,956,630**	**6,697,843**	**7,469,691**

*1 Includes limited-period expenditures for GIS mapping services.
*2 Includes increased funding of $6,500 for the reclassification of a Secretary position to an Administrative Aide.
*3 Includes increased funding of $3,500 for City utility increases.
*4 Includes limited-period funding of $167,300 for a Public Safety Dispatch overhire position.
*5 Includes increased funding of $19,000 for officer worn camera data storage system.
*6 Includes increased funding of $71,800 for Wireless Data/South Bay Information Sharing System (SBISSS)/CopLink.
*7 Includes limited-period fundings of $60,000 for public safety network design, $20,000 for technology training, and $2,000 for hiring background checks for a Public Safety Dispatch position.

REVENUES	2014-15 ACTUAL	2015-16 ADOPTED	2016-17 PROPOSED
General Licenses & Permits	$ 27,537	30,500	10,500
State Intergovernmental Revenue	1,565	0	0
General Service Charges	29,775	28,120	26,250
Miscellaneous Revenue	305,566	158,800	168,930
TOTAL REVENUES	**$ 364,443**	**217,420**	**205,680**

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FUND SCHEDULES

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CITY OF MOUNTAIN VIEW
OUTLINE OF FUND STRUCTURE AND DESCRIPTION OF FUNDS

GOVERNMENTAL FUNDS:

GENERAL FUND	
General Operating (101000)	Operations of the City which are not recorded in other funds.
Development Services (101102)	City's operation of development services.
Shoreline Golf Links (213000)	City's operation of the municipal golf course.
GENERAL FUND RESERVES	
Reserves (101103-101135)	Committed for specific purposes or to fund liabilities.
SPECIAL REVENUE	
Gas Tax (201000)	Expenditures restricted to specific purposes as prescribed by law, primarily road construction, maintenance and certain administrative costs.
Vehicle Registration Fee (VRF) (202000)	Voter approved fee to fund local road improvements and repairs.
Construction/Conveyance Tax (204000)	Revenues derived from fees authorized by Mountain View City Code restricted for implementation of the Capital Improvement Program.
Public Benefit In Lieu (206000)	Developer fees in-lieu of providing improvements necessitated by their development.
Transit Oriented Development (206001)	Developer fees in-lieu of providing certain transit related improvements for an increased development intensity permit.
Housing - Below Market Rate Housing (207000)/ Housing Impact (207002)/Rental Housing Impact (207003)/General Fund Housing (207005)	Developer fees in-lieu of providing affordable housing and nonresidential development fees restricted to increase/improve the supply of very low to moderate income housing. GOF contribution for low and moderate-income housing
Downtown Benefit Assessment Districts (214000, 214001, 214002)	Operations of a Maintenance Assessment District, a Business Improvement District created for specific areas downtown, and collection of Parking in-lieu fees (restricted for construction of new parking spaces).
Supplemental Law Enforcement Services (221000)	State Supplemental Law Enforcement Services (COPS) grant restricted to fund law enforcement services.
CDBG (222001, 222003)	Federal Community Development Block Grant funds.
Cable Television (231001)	Cable Public, Education and Government (PEG) funds restricted for related expenditures.
Shoreline Regional Park Community (258000, 258001, 258002, 258003, 258005)	Created by State legislation. Tax increment and other revenue generated by the activities of the Shoreline Community are restricted to the development and support of the Shoreline Community and surrounding North Bayshore Area.
CAPITAL PROJECTS	
Storm Drain (412000)	Revenues derived from off-site drainage fees authorized by Mountain View City Code Section 28.51 and restricted for storm drainage capital improvements.
Park Land Dedication (413000)	Revenues derived from fees authorized by Chapter 41 of the Mountain View City Code restricted for park and recreation projects.

PROPRIETARY FUNDS:

ENTERPRISE	
Water (601000, 601001, 601003, 601004)	Operation and maintenance of all facilities required to supply, distribute and meter potable and recycled water.
Wastewater (602000, 602001, 602003, 602004, 602005, 602006)	Operation and maintenance of all facilities required to transport and process wastewater.
Solid Waste Management (610000, 610001, 610004, 610005)	Collection, transportation, recycling and disposal services of the City and two of the City's landfill postclosure maintenance activities.
INTERNAL SERVICE	
Equipment Maintenance & Replacement (701000, 701001)	Centralized fleet maintenance services and certain equipment replacement.
Workers' Compensation (751000)	City's workers' compensation self insurance program.
Unemployment (752000)	City's unemployment self insurance program.
Liability (754000)	City's liability self insurance program.
Retirees' Health (756000)	City's retirees' health insurance program.
Employee Benefits (759000)	City's employee benefits self insurance program (vision and other misc benefits).

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PROPOSED FISCAL YEAR 2016-17 BUDGET - FUND GROUP SUMMARIES

		BEGINNING BALANCE	REVENUES	TOTAL AVAILABLE	EXPENDI-TURES
GENERAL FUND					
General Operating	$	0	118,718,230	118,718,230	107,599,493
Development Services		9,870,901	12,615,000	22,485,901	12,496,591
Shoreline Golf Links		9,900	2,660,000	2,669,900	2,295,684
TOTAL	$	9,880,801	133,993,230	143,874,031	122,391,768
SPECIAL REVENUE					
Gas Tax	$	1,938,982	1,663,580	3,602,562	0
Vehicle Registration Fee (VRF)		498,686	419,500	918,186	0
Construction/Conveyance Tax		9,798,829	3,769,400	13,568,229	0
Public Benefit In Lieu		2,661,860	33,600	2,695,460	0
Transit Oriented Development		863,358	48,930	912,288	0
Housing		38,435,949	717,120	39,153,069	24,996,269
Downtown Benefit Assmt Districts		10,506,414	1,296,756	11,803,170	602,845
Supplemental Law Enforcement Serv		75,214	110,500	185,714	110,500
CDBG		(26,485)	739,829	713,344	1,180,480
Cable Television		840,513	264,700	1,105,213	262,500
Shoreline Regional Park Community		46,035,497	37,952,100	83,987,597	21,475,090
TOTAL	$	111,628,817	47,016,015	158,644,832	48,627,684
CAPITAL PROJECTS					
Storm Drain	$	326,272	24,450	350,722	0
Park Land Dedication		46,566,813	683,500	47,250,313	0
TOTAL	$	46,893,085	707,950	47,601,035	0
ENTERPRISE					
Water	$	16,427,752	30,509,631	46,937,383	32,571,185
Wastewater		6,324,008	21,836,106	28,160,114	19,254,686
Solid Waste Management		6,818,087	12,998,910	19,816,997	13,014,892
TOTAL	$	29,569,847	65,344,647	94,914,494	64,840,763
INTERNAL SERVICE					
Equipment Maint & Replacmnt	$	24,650,228	6,495,667	31,145,895	7,460,159
Workers' Compensation		10,119,028	2,423,259	12,542,287	2,318,500
Unemployment		451,494	101,894	553,388	127,250
Liability		5,375,747	1,455,500	6,831,247	1,455,500
Retirees' Health		428,684	12,480,550	12,909,234	12,478,830
Employee Benefits		348,778	64,720	413,498	100,500
TOTAL	$	41,373,959	23,021,590	64,395,549	23,940,739
GENERAL FUND RESERVES					
TOTAL	$	82,990,679	13,422,374	96,413,053	4,776,045
GRAND TOTAL	$	322,337,188	283,505,806	605,842,994	264,576,999

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DEBT SERVICE	CAPITAL PROJECTS	INTRFD TRANSFERS	TOTAL EXPENDI-TURES	OTHER	ENDING BALANCE
0	0	7,169,344	114,768,837	0	3,949,393
0	552,000	1,901,899	14,950,490	(4,372,910)	3,162,501
0	0	361,026	2,656,710	0	13,190
0	552,000	9,432,269	132,376,037	(4,372,910)	7,125,084
0	585,000	1,281,400	1,866,400	0	1,736,162
0	489,000	0	489,000	0	429,186
0	5,036,000	0	5,036,000	0	8,532,229
0	1,000,000	0	1,000,000	0	1,695,460
0	0	0	0	0	912,288
0	0	199,134	25,195,403	(8,538,828)	5,418,838
0	0	108,767	711,612	(6,229,837)	4,861,721
0	0	1,000	111,500	0	74,214
0	0	0	1,180,480	490,651	23,515
0	85,000	0	347,500	0	757,713
6,514,511	2,762,000	1,087,587	31,839,188	(10,781,102)	41,367,307
6,514,511	9,957,000	2,677,888	67,777,083	(25,059,116)	65,808,633
0	30,000	0	30,000	0	320,722
0	22,581,000	0	22,581,000	(17,511,643)	7,157,670
0	22,611,000	0	22,611,000	(17,511,643)	7,478,392
634,050	3,158,000	1,078,453	37,441,688	(7,424,250)	2,071,445
0	3,279,000	616,711	23,150,397	(3,745,708)	1,264,009
0	279,000	153,848	13,447,740	(2,889,419)	3,479,838
634,050	6,716,000	1,849,012	74,039,825	(14,059,377)	6,815,292
0	0	38,921	7,499,080	(23,374,871)	271,944
0	0	0	2,318,500	(7,582,021)	2,641,766
0	0	0	127,250	0	426,138
0	0	0	1,455,500	(1,897,377)	3,478,370
0	0	0	12,478,830	0	430,404
0	0	0	100,500	0	312,998
0	0	38,921	23,979,660	(32,854,269)	7,561,620
0	7,136,000	6,629,300	18,541,345	(10,239,897)	67,631,811
7,148,561	46,972,000	20,627,390	339,324,950	(104,097,212)	162,420,832

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GENERAL OPERATING FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual 2014-15	Adopted Budget 2015-16	Estimated 2015-16	Proposed Budget 2016-17
Revenues and Sources of Funds:				
Property Taxes	$ 35,173,321	35,932,400	39,336,090	40,208,100
Sales Tax	19,773,384	19,379,690	20,664,720	20,090,800
Other Local Taxes	14,804,845	14,333,230	15,372,730	16,082,310
Use of Money & Property	10,927,596	11,046,280	12,012,198	16,402,680
Licenses, Permits & Fees/ Fines & Forfeitures	5,645,271	5,968,430	5,588,340	5,666,330
Intergovernmental	773,248	566,220	1,086,216	595,670
Charges for Services	3,165,732	2,626,590	2,645,699	2,671,750
Miscellaneous Revenue	3,152,139	1,661,440	2,038,308	1,629,730
Interfund Revenues & Transfers	13,524,465	15,619,450	15,219,950	15,370,860
Total	106,940,001	107,133,730	113,964,251	118,718,230
Expenditures and Uses of Funds:				
Operations:				
Salaries and Benefits	76,707,146	83,429,758	80,885,655	87,465,565
Supplies and Services	14,386,411	15,365,074	15,685,427	16,175,394
Capital Outlay	302,370	300,000	350,740	405,200
Self Insurance	3,002,218	2,851,586	2,851,576	3,353,334
Transfer to Housing Fund	0	0	0	51,000
Transfer to Equip Replace Res	2,279,205	2,442,586	2,442,586	2,618,344
Projected Oper Budget Savings	0	(1,800,000)	0	(1,800,000)
Total	96,677,350	102,589,004	102,215,984	108,268,837
Revenues and Sources Over (Under) Expenditures and Uses	10,262,651	4,544,726	11,748,267	10,449,393
Transfer to General Non-Oper Fund	(7,773,595)	0	(6,500,267)	0
Transfer to General Fund Reserve (1)	(1,555,000)	0	(2,248,000)	0
PERS Contribution	0	(2,000,000)	(2,000,000)	(2,000,000)
OPEB Contribution	(1,000,000)	(1,000,000)	(1,000,000)	(2,000,000)
Transfer to SPAR	0	0	0	(2,500,000)
Reserve for Enc, Grants & Donations	65,944	0	0	0
Beginning Balance, July 1	0	0	0	0
Ending Balance, June 30 (2)	$ 0	1,544,726	0	3,949,393

(1) Funding to bring the General Fund Reserve to the policy level of 25% of adopted expenditures.
(2) Balance less any reserves for encumbrances, grants, donations, and changes in assets and liabilities, is transferred to various reserves after the end of the fiscal year.

The General Operating Fund accounts for the operations of the City which are not recorded in other funds.

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GENERAL FUND: DEVELOPMENT SERVICES

Statement of Revenues, Expenditures and Balances

		Audited Actual 2014-15	Adopted Budget 2015-16	Estimated 2015-16	Proposed Budget 2016-17
Revenues and Sources of Funds:					
Investment Earnings	$	187,748	188,800	177,200	200,900
Licenses & Permits		6,222,485	5,818,000	6,108,550	6,100,000
Charges for Services		5,278,064	4,905,000	6,087,240	5,424,100
Land Use Documents		0	840,000	376,910	840,000
Other Revenues		67,591	50,000	28,320	50,000
Total		11,755,888	11,801,800	12,778,220	12,615,000
Expenditures and Uses of Funds:					
Operations		8,370,970	10,028,049	11,176,592	10,833,671
Capital Projects		618,000	1,572,000	1,830,000	552,000
General Fund Administration		642,070	1,560,850	1,560,850	1,576,460
Other Funds Administration		33,190	0	0	0
Self Insurance		77,900	77,340	77,340	86,460
Retirees' Health Unfunded Liability		590,159	2,748,495	2,748,495	1,753,651
Transfer to General Non-Oper Fund		1,521,240	0	0	0
Transfer to Reserve for Future CIP		350,000	0	0	0
Transfer to Comp Absences Res		62,000	12,000	12,000	66,000
Transfer to Equip Replace Res		41,909	75,188	75,188	82,248
Transfer to Workers' Compensation		0	15,000	15,000	0
Total		12,307,438	16,088,922	17,495,465	14,950,490
Revenues and Sources Over (Under) Expenditures and Uses		(551,550)	(4,287,122)	(4,717,245)	(2,335,490)
Beginning Balance, July 1		15,139,696	14,588,146	14,588,146	9,870,901
Reserve for Land Use Documents		(3,156,000)	(3,996,000)	(3,532,910)	(4,372,910)
Ending Balance, June 30	$	11,432,146	6,305,024	6,337,991	3,162,501

All development related activities are consolidated into the Development Services Fund to more accurately align all development related revenues and expenditures. The City Council has committed the revenues generated from these permits and charges to fund these expenditures.

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GENERAL FUND: SHORELINE GOLF LINKS

Statement of Revenues, Expenditures and Balances

		Audited Actual 2014-15	Adopted Budget 2015-16	Estimated 2015-16	Proposed Budget 2016-17
Revenues and Sources of Funds:					
Green Fees	$	1,643,212	1,825,000	1,592,750	1,758,000
Golf Cart/Other Rentals		362,570	333,000	375,770	377,000
Range Revenue		260,493	305,000	239,270	277,000
Retail Sales		172,258	200,000	168,980	200,000
Golf Lessons/Club Repair		19,500	21,000	19,700	21,000
Concessions		3,596	5,000	5,000	4,000
Other Revenues		21,135	12,000	25,770	23,000
Total		2,482,764	2,701,000	2,427,240	2,660,000
Expenditures and Uses of Funds:					
Operations		1,943,878	2,131,842	1,947,487	2,116,974
Management Fee to Touchstone		102,000	102,000	102,000	102,000
General Fund Administration		51,970	75,200	75,200	76,000
Self Insurance		730	730	730	710
Transfer to Comp Absences Res		3,000	0	0	1,000
Transfer to Equip Replace Res		202,775	208,665	208,665	210,026
Total		2,304,353	2,518,437	2,334,082	2,506,710
Revenues and Sources Over (Under) Expenditures and Uses		178,411	182,563	93,158	153,290
Transfer to General Operating Fund		(176,669)	(175,000)	(90,000)	(150,000)
Beginning Balance, July 1		5,000	6,742	6,742	9,900
Ending Balance, June 30*	$	6,742	14,305	9,900	13,190

Shoreline Golf Links includes revenues and expenditures related to the operation of the golf course. Effective January 8, 2012 the City entered into an Operating Management Agreement with Touchstone Golf, LLC.

* Balance remaining for cash and encumbrances set aside for Touchstone Golf operations.

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GAS TAX FUND

Statement of Revenues, Expenditures and Balances

		Audited Actual 2014-15	Adopted Budget 2015-16	Estimated 2015-16	Proposed Budget 2016-17
Revenues and Sources of Funds:					
Investment Earnings	$	45,881	50,280	41,610	47,080
2103 Funds		710,777	348,000	375,830	340,000
2105 Funds		415,893	435,000	445,120	433,000
2106 Funds		278,944	231,000	290,410	282,000
2107 Funds		532,267	600,000	572,290	554,000
2107.5 Funds		7,500	7,500	7,500	7,500
Capital Projects Refunds		636	0	0	0
Total		1,991,898	1,671,780	1,732,760	1,663,580
Expenditures and Uses of Funds:					
Capital Projects		848,000	827,000	827,000	585,000
Transfer to General Oper Fund		1,256,100	1,268,700	1,268,700	1,281,400
Total		2,104,100	2,095,700	2,095,700	1,866,400
Revenues and Sources Over (Under) Expenditures and Uses		(112,202)	(423,920)	(362,940)	(202,820)
Beginning Balance, July 1		2,414,124	2,301,922	2,301,922	1,938,982
Ending Balance, June 30	$	2,301,922	1,878,002	1,938,982	1,736,162

1. Section 2103 Funds: Expenditure of apportioned funds may be made for any street purpose (including debt service). Funds are apportioned to the City based on population.

2. Section 2105 Funds: Expenditure of apportioned funds may be made for any street purpose and funds are apportioned to the City on a per capita basis.

3. Section 2106 and 2107 Funds: Expenditure of apportioned funds may be made for any street purpose. This includes construction, purchase of right-of-way, or maintenance. Funds are apportioned as follows: (a) 2106: $4,800 fixed amount and a per capita distribution; (b) 2107: a per capita distribution and interest earnings.

4. Section 2107.5 Funds-Engineering: Funds are required to be used exclusively for engineering and administrative costs associated with streets and roads. The amount of $7,500 is apportioned to the City based on population.

Expenditures of this fund are restricted for specific purposes as prescribed by law; primarily road construction, maintenance and certain administrative costs. All expenditures are audited by the State Controller's Office.

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VEHICLE REGISTRATION FEES (VRF) FUND

Statement of Revenues, Expenditures and Balances

		Audited Actuals 2014-15	Adopted Budget 2015-16	Estimated 2015-16	Proposed Budget 2016-17
Revenues and Sources of Funds:					
Investment Earnings	$	13,681	7,900	17,090	19,500
Vehicle Registration Fees		460,863	400,000	472,640	400,000
Total		474,544	407,900	489,730	419,500
Expenditures and Uses of Funds:					
Capital Projects		439,000	480,000	480,000	489,000
Total		439,000	480,000	480,000	489,000
Revenues and Sources Over (Under) Expenditures and Uses		35,544	(72,100)	9,730	(69,500)
Beginning Balance, July 1		453,412	488,956	488,956	498,686
Ending Balance, June 30	$	488,956	416,856	498,686	429,186

In November 2010 the voters of Santa Clara County approved a measure to increase the Vehicle Registration Fee (VRF) by $10.00 annually for transportation related projects. These funds will be managed by the Santa Clara County Valley Transportation Authority (VTA) and allocated based on city population and County of Santa Clara road and expressway lane mileage.

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CONSTRUCTION TAX - REAL PROPERTY CONVEYANCE TAX FUND

Statement of Revenues, Expenditures and Balances

		Audited Actual 2014-15	Adopted Budget 2015-16	Estimated 2015-16	Proposed Budget 2016-17
Revenues and Sources of Funds:					
Real Property Conveyance Tax	$	7,566,300	4,000,000	5,562,510	3,500,000
Construction Tax - Other		32,909	4,000	85,160	4,000
Investment Earnings		224,222	257,700	234,960	265,400
Capital Projects Refunds		125,603	0	0	0
Total		7,949,034	4,261,700	5,882,630	3,769,400
Expenditures and Uses of Funds:					
Capital Projects		6,449,000	5,753,000	5,800,000	5,036,000
Debt Service		1,010,945	1,011,394	1,008,596	0
Total		7,459,945	6,764,394	6,808,596	5,036,000
Revenues and Sources Over (Under) Expenditures and Uses		489,089	(2,502,694)	(925,966)	(1,266,600)
Beginning Balance, July 1		10,235,706	10,724,795	10,724,795	9,798,829
Ending Balance, June 30	$	10,724,795	8,222,101	9,798,829	8,532,229

The Construction Tax and Real Property Conveyance Tax Fund revenues are derived from fees authorized by Mountain View City Code, Sections 29.56 and 29.63 respectively. When a transfer of ownership occurs the Real Property Conveyance Tax is assessed at $3.30 for each $1,000 of real property located in the City. All revenues of this fund are restricted for implementation of the City's Capital Improvements Program, including servicing bonds issued in connection with said improvements.

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PUBLIC BENEFIT IN LIEU FUND

Statement of Revenues, Expenditures and Balances

		Audited Actuals 2014-15	Adopted Budget 2015-16	Estimated 2015-16	Proposed Budget 2016-17
Revenues and Sources of Funds:					
Investment Earnings	$	0	0	3,860	33,600
PB In Lieu Contributions*		0	0	2,658,000	0
Total		0	0	2,661,860	33,600
Expenditures and Uses of Funds:					
Capital Projects		0	0	0	1,000,000
Total		0	0	0	1,000,000
Revenues and Sources Over (Under) Expenditures and Uses		0	0	2,661,860	(966,400)
Beginning Balance, July 1		0	0	0	2,661,860
		0			
Ending Balance, June 30	$	0	0	2,661,860	1,695,460

In accordance with precise plans, a developer may be required to make site improvements as a result of their development project. A developer may pay a fee in lieu of providing these improvements which will then be used by the City to provide improvements in the general area of the development as approved by the City Council.

* As revenues are dependent upon the level and type of development, future fee revenues are not budgeted and projected in advance.

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TRANSIT ORIENTED DEVELOPMENT FUND

Statement of Revenues, Expenditures and Balances

		Audited Actual 2014-15	Adopted Budget 2015-16	Estimated 2015-16	Proposed Budget 2016-17
Revenues and Sources of Funds:					
Investment Earnings	$	40,295	45,490	43,340	48,930
Transit Oriented Development Fees*		541,031	0	0	0
Capital Project Refunds		473,751	0	0	0
Total		1,055,077	45,490	43,340	48,930
Expenditures and Uses of Funds:					
Capital Projects		0	3,000,000	3,000,000	0
Total		0	3,000,000	3,000,000	0
Revenues and Sources Over (Under) Expenditures and Uses		1,055,077	(2,954,510)	(2,956,660)	48,930
Beginning Balance, July 1		2,764,941	3,820,018	3,820,018	863,358
Ending Balance, June 30	$	3,820,018	865,508	863,358	912,288

As authorized by Mountain View City Code, Chapter 36, Article XVI, Division 8, a developer may apply for a Transit (T) Overlay Zone and a Transit Oriented Development permit to increase the development density. A condition of the permit would require the provision of certain transit related improvements. A developer may pay the City in-lieu of providing these improvements.

* As revenues are dependent upon the conditions described above, future fee revenues are not budgeted and projected in advance.

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HOUSING FUND

Statement of Revenues, Expenditures and Balances

		Audited Actual 2014-15	Adopted Budget 2015-16	Estimated 2015-16	Proposed Budget 2016-17
Revenues and Sources of Funds:					
Investment Earnings	$	347,460	383,220	400,086	455,820
BMR Housing in Lieu Fees*		4,609,505	0	3,364,946	0
Housing Impact Fees*		1,923,485	0	4,590,854	0
Rental Housing Impact Fees*		92,556	0	0	0
Transfer from General Oper Fund		0	0	0	51,000
Transfer from General Non-Op Fund		0	0	0	210,300
Total		6,973,006	383,220	8,355,886	717,120
Expenditures and Uses of Funds:					
Operations		659,293	2,227,432	1,393,855	24,989,719
Loan-1585 W ECR Afford Studios		367,281	0	0	0
Loan-819 N Rengstorff Afford Studios		763,434	0	0	0
Loan-779 East Evelyn Ave		61,721	0	0	0
Self Insurance		4,880	4,850	4,850	6,550
Retirees' Health Unfunded Liability		27,014	0	0	190,830
Transfer to Comp Absences Res		12,000	2,000	2,000	5,000
Transfer to Equip Replace Res		2,579	2,760	2,760	3,304
Total		1,898,202	2,237,042	1,403,465	25,195,403
Revenues and Sources Over (Under) Expenditures and Uses		5,074,804	(1,853,822)	6,952,421	(24,478,283)
Beginning Balance, July 1		26,408,724	31,483,528	31,483,528	38,435,949
Reserved for Low-Mod Housing**		(21,445,174)	(21,332,796)	(31,011,469)	(8,538,828)
Ending Balance, June 30	$	10,038,354	8,296,910	7,424,480	5,418,838

As authorized by Mountain View City Code section 36.82 the Below Market Rate (BMR) Housing Program requires that 10.0% of all new ownership residential units or parcels within a development be affordable to low and moderate income households. Alternatively, a developer may pay a fee in-lieu of providing these units which will then be used to provide affordable housing approved by the City Council. These revenues are restricted for expenditures related to the provision of low and moderate income housing. The City contracts with the Palo Alto Housing Corporation for administrative support for this program.

In accordance with the Mountain View City Code section 36.91, the Housing Impact Program requires a fee to be imposed on all nonresidential developments. Resolution No. 17748 adopted by the City Council on December 11, 2012 allows for a fee to be imposed on all residential rental developments. Expenditures are restricted for increasing and improving the supply of very low to moderate income housing and rental housing.

* As revenues are dependent upon the type and timing of development, future fee revenues are not budgeted or projected in advance.

** Represents the balance of funds committed by Council for Notice of Funding Availability (NOFA) Projects taking into account funds expended, encumbered, and budgeted.

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DOWNTOWN BENEFIT ASSESSSMENT DISTRICTS FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual 2014-15	Adopted Budget 2015-16	Estimated 2015-16	Proposed Budget 2016-17
Revenues and Sources of Funds:				
Property Taxes	$ 849,284	636,000	772,646	648,500
Permit Revenues	470,317	316,100	503,470	316,100
Investment Earnings	104,784	114,360	110,910	125,650
Homeowner's Tax Exemption	3,384	3,500	3,865	3,900
Maintenance Assessment District	157,365	158,606	158,606	158,606
Parking In Lieu Fees	0	0	26,000	0
Business Improvement Districts	45,489	44,000	54,775	44,000
Other Revenues	100	0	865	0
Total	1,630,723	1,272,566	1,631,137	1,296,756
Expenditures and Uses of Funds:				
Operations	235,280	594,522	473,574	514,805
Business Improvement Districts	45,489	44,000	54,775	44,000
Capital Projects	75,000	0	0	0
General Fund Administration	49,270	42,800	42,800	43,200
Self Insurance	850	850	850	840
Transfer to General Oper Fund	108,400	108,400	108,400	108,400
Transfer to Equip Replace Res	322	345	345	367
Total	514,611	790,917	680,744	711,612
Revenues and Sources Over (Under) Expenditures and Uses	1,116,112	481,649	950,393	585,144
Beginning Balance, July 1	8,439,909	9,556,021	9,556,021	10,506,414
Reserve for Future Parking	(5,729,566)	(5,803,816)	(5,819,667)	(5,892,337)
Reserve for Future Parking Maint*	(262,500)	(300,000)	(300,000)	(337,500)
Ending Balance, June 30	$ 3,563,955	3,933,854	4,386,747	4,861,721

The Parking District (District) is a maintenance assessment district in the downtown Castro Street area created to provide and maintain parking lots and structures. In addition to property taxes, an annual assessment is levied on properties in the District. The Mountain View City Code requires that as a condition of approval for any development within the District, the developer or owner shall provide the required off-street parking, pay the parking in-lieu fee or a combination of both. These funds are restricted for the construction of new parking spaces and are accounted for in the Reserve for Future Parking.

The Business Improvement Districts (BID) were created for specific areas of the downtown and are an assessment to the business owners based on the type and size of the business. These funds are utilized for staffing dedicated to the promotion and support of downtown businesses.

* The Reserve for Future Parking Maintenance was recommended in a previous Parking Study for long term maintenance and improvements of the parking structures and lots not funded in the operating budget (e.g. janitorial services, elevator maintenance, etc.). The District contributes $37,500 annually and it is anticipated these funds will be utilized when major improvements are needed (e.g. steam cleaning the entire parking structure, repaving a parking lot, replacing signage inside the parking structure, etc.).

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SUPPLEMENTAL LAW ENFORCEMENT SERVICES FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual 2014-15	Adopted Budget 2015-16	Estimated 2015-16	Proposed Budget 2016-17
Revenues and Sources of Funds:				
COPs Grant	$ 138,887	100,000	148,790	110,500
Total	138,887	100,000	148,790	110,500
Expenditures and Uses of Funds:				
Operations	110,500	110,500	136,790	110,500
Transfer to Comp Absences Res	2,000	0	0	1,000
Total	112,500	110,500	136,790	111,500
Revenues and Sources Over (Under) Expenditures and Uses	26,387	(10,500)	12,000	(1,000)
Beginning Balance, July 1	36,827	63,214	63,214	75,214
Ending Balance, June 30	$ 63,214	52,714	75,214	74,214

The Supplemental Law Enforcement Services Fund receives revenues from a state grant to counties and cities which is restricted for funding additional front-line law enforcement services. Each city is required to report periodically to an oversight committee in their county.

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COMMUNITY DEVELOPMENT BLOCK GRANT FUND

Statement of Revenues, Expenditures and Balances

		Audited Actual 2014-15	Adopted Budget 2015-16	Estimated 2015-16	Proposed Budget 2016-17
Revenues and Sources of Funds:					
Investment Earnings	$	149,871	0	0	0
Federal Grant		400,909	540,000	621,557	486,827
Home Program		22,321	200,000	248,907	203,002
Loan Repayments		0	50,000	75,000	50,000
Total		573,101	790,000	945,464	739,829
Expenditures and Uses of Funds:					
Operations		1,110	796,306	547,803	1,180,480
Capital Projects		0	0	550,000	0
Loans		512,898 *	0	0	0
Total		514,008	796,306	1,097,803	1,180,480
Revenues and Sources Over (Under) Expenditures and Uses		59,093	(6,306)	(152,339)	(440,651)
Reprogrammed Revenue		0	499,871	0	490,651
Beginning Balance, July 1		66,761	125,854	125,854	(26,485)
Ending Balance, June 30	$	125,854	619,419	(26,485)	23,515

The Community Development Block Grant Fund derives its revenues from grants received from the Department of Housing and Urban Development. The intent of the program is to enhance the physical development of the community. Public services are also eligible to a limited extent.

* Amounts have been restated to include prior years loans that have been capitalized from operating expenses.

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CABLE TELEVISION FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual 2014-15	Adopted Budget 2015-16	Estimated 2015-16	Proposed Budget 2016-17
Revenues and Sources of Funds:				
PEG Fees	$ 248,365	252,000	259,470	264,700
Total	248,365	252,000	259,470	264,700
Expenditures and Uses of Funds:				
Expenditures	203,125	220,000	198,681	262,500
Capital Projects	0	0	0	85,000
Total	203,125	220,000	198,681	347,500
Revenues and Sources Over (Under) Expenditures and Uses	45,240	32,000	60,789	(82,800)
Beginning Balance, July 1	734,484	779,724	779,724	840,513
Ending Balance, June 30	$ 779,724	811,724	840,513	757,713

Ordinance No. 4.08, adopted on May 13, 2008 amended Chapter 37 of the Mountain View City Code relating to Cable Television franchise regulations in its entirety. Public, Education and Government (PEG) fees collected by the cable providers are restricted for PEG channel support and are not for general use by the City. The City passes a portion of these funds through to the non-profit KMVT for government and public access television services per contractual agreement.

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SHORELINE REGIONAL PARK COMMUNITY FUND

Statement of Revenues, Expenditures and Balances

		Audited Actual 2014-15	Adopted Budget 2015-16	Estimated 2015-16	Proposed Budget 2016-17
Revenues and Sources of Funds:					
Property Taxes	$	28,821,482	32,731,700	31,553,100	36,886,000
Investment Earnings		600,329	857,500	637,490	706,200
Rents & Leases		315,971	272,000	363,740	295,000
Development Impact Fees		881,065	0	0	0
Other Revenues		93,935	64,900	100,841	64,900
Capital Projects Refunds		120,278	0	0	0
Total		30,833,060	33,926,100	32,655,171	37,952,100
Expenditures and Uses of Funds:					
Operations		4,073,116	5,133,112	4,492,583	5,374,740
Intergovernmental Payments		7,639,346	7,693,000	7,774,000	8,493,000
Capital Projects		5,018,000	8,734,000	8,921,500	2,762,000
General Fund Administration		6,228,330	7,422,300	7,422,300	7,496,600
Water Fund Administration		57,850	61,647	61,647	62,000
2011 Revenue Bonds		3,354,047	3,353,732	3,350,732	3,358,532
2014 Bank Loan		2,956,342	3,156,354	3,156,354	3,155,979
General Fund Loan Repayment		1,894,251	1,471,902	1,471,902	0
Self Insurance		46,570	46,230	46,230	48,750
Retirees' Health Unfunded Liability		403,326	17,658	17,658	923,598
Transfer to Comp Absences Res		121,000	26,000	26,000	52,000
Transfer to Equip Replace Res		104,450	105,884	105,884	111,989
Transfer to Workers' Compensation		0	7,000	7,000	0
Total		31,896,628	37,228,819	36,853,790	31,839,188
Revenues and Sources Over (Under) Expenditures and Uses		(1,063,568)	(3,302,719)	(4,198,619)	6,112,912
Beginning Balance, July 1		51,297,684	50,234,116	50,234,116	46,035,497
Reserve		(4,900,000)	(5,200,000)	(5,200,000)	(4,900,000)
Reserve for Landfill		(3,000,000)	(4,000,000)	(4,000,000)	(5,000,000)
Reserve for Dev Impact Fees		(881,102)	(881,102)	(881,102)	(881,102)
Ending Balance, June 30	$	41,453,014	36,850,295	35,954,395	41,367,307

The State legislature created the Shoreline Regional Park Community (Shoreline Community). Tax increment derived on the difference between the frozen base year value and the current fiscal year assessed value and other revenues generated from the activities of the Shoreline Community are to be utilized to develop and support the Shoreline Community and surrounding North Bayshore Area. Reserves are for general purposes, a catastrophic landfill event and tracking of development impact fees.

Assessed values are as follows:

		Total Assessed Value	Frozen Base	Tax Increment Value
Actual (Revised)	2011-12	$2,674,034,129	$33,888,148	2,640,145,981
Actual	2012-13	$3,081,050,555	$33,888,148	3,047,162,407
Actual (Revised)	2013-14	$3,094,673,236	$33,888,148	3,060,785,088
Actual	2014-15	$3,263,434,539	$33,888,148	3,229,546,391
Actual	2015-16	$3,168,294,488	$33,888,148	3,134,406,340
Proposed	2016-17	$3,547,240,708	$33,888,148	3,513,352,560

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STORM DRAIN CONSTRUCTION FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual 2014-15	Adopted Budget 2015-16	Estimated 2015-16	Proposed Budget 2016-17
Revenues and Sources of Funds:				
Investment Earnings	$ 12,919	15,380	12,710	14,450
Existing Facilities & Front Footage	42,521	10,000	157,562	10,000
Capital Projects Refunds	25,786	0	0	0
Total	81,226	25,380	170,272	24,450
Expenditures and Uses of Funds:				
Capital Projects	549,000	29,000	29,000	30,000
Total	549,000	29,000	29,000	30,000
Revenues and Sources Over (Under) Expenditures and Uses	(467,774)	(3,620)	141,272	(5,550)
Beginning Balance, July 1	652,774	185,000	185,000	326,272
Ending Balance, June 30	$ 185,000	181,380	326,272	320,722

The Storm Drain Construction Fund revenues are derived from off-site drainage fees authorized by Mountain View Code Section 28.51. These revenues are restricted for storm drainage projects in the Capital Improvements Program.

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PARK LAND DEDICATION FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual 2014-15	Adopted Budget 2015-16	Estimated 2015-16	Proposed Budget 2016-17
Revenues and Sources of Funds:				
Investment Earnings	$ 517,918	583,600	603,370	683,500
Construction Fees*	12,836,368	0	7,109,776	0
Capital Projects Refunds	18,541	0	0	0
Total	13,372,827	583,600	7,713,146	683,500
Expenditures and Uses of Funds:				
Expenditures	0	0	5,513	0
Capital Projects	7,263,000	4,287,000	4,566,013	22,581,000
Total	7,263,000	4,287,000	4,571,526	22,581,000
Revenues and Sources Over (Under) Expenditures and Uses	6,109,827	(3,703,400)	3,141,620	(21,897,500)
Beginning Balance, July 1	37,315,366	43,425,193	43,425,193	46,566,813
Committed for Future CIP's	(24,397,106)	(34,129,780)	(34,218,267)	(17,511,643)
Ending Balance, June 30	$ 19,028,087	5,592,013	12,348,546	7,157,670

The Park Land Dedication Fund revenues are derived from fees authorized by Chapter 41 of the Mountain View City Code. These revenues are restricted for expenditures for park and recreation projects. Effective in Fiscal Year 1997-98 fees are approved and designated by Council after receipt.

* As this type of fee is dependent upon subdivision and single lot development, future fee revenues are not budgeted and projected in advance.

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WATER FUND

Statement of Revenues, Expenditures and Balances

		Audited Actual 2014-15	Adopted Budget 2015-16	Estimated 2015-16	Proposed Budget 2016-17
Revenues and Sources of Funds:					
Investment Earnings	$	296,919	301,498	309,970	245,807
Water Sales		25,196,759	29,045,599	23,732,979	26,106,277
Recycled Water Sales		540,650	600,000	507,209	600,000
Capacity/Development Impact Fees		0	3,627,066	2,036,610	2,369,000
Other Revenues		1,045,993	461,547	479,434	456,547
Admin from Shoreline Community		57,850	61,647	61,647	62,000
Admin from Wastewater		226,760	347,643	347,643	351,000
Admin from Solid Waste Mgmt		209,880	278,511	278,511	281,000
Admin from Equipment Maintenance		18,780	37,983	37,983	38,000
Total		27,593,591	34,761,494	27,791,986	30,509,631
Expenditures and Uses of Funds:					
Operations		6,783,054	7,996,498	7,691,984	8,369,028
Water Purchased		13,502,615	18,468,354	14,854,962	18,410,990
Capital Projects		3,173,000	3,029,000	3,029,000	2,079,000
Capital Projects from Fees		0	1,848,000	1,848,000	1,079,000
General Fund Administration		1,448,540	1,401,770	1,401,770	1,410,370
Depreciation		3,989,697	2,309,594	3,989,697	3,989,697
2004 Water Revenue Bonds		627,643	633,050	630,360	634,050
Recycled Water System Loan Repymt		300,000	300,000	300,000	300,000
Self Insurance		91,580	90,920	90,920	91,100
Retirees' Health Unfunded Liability		0	0	0	635,209
Transfer to Graham School Site Maint Res		220,000	220,000	220,000	220,000
Transfer to Equip Replace Res		209,867	212,804	212,804	223,244
Transfer to Workers' Compensation		0	16,000	16,000	0
Total		30,345,996	36,525,990	34,285,497	37,441,688
Revenues and Sources Over (Under) Expenditures and Uses		(2,752,405)	(1,764,496)	(6,493,511)	(6,932,057)
Net Change In Non Current Assets		3,673,174	2,309,594	3,989,697	3,989,697
Beginning Balance, July 1		18,010,797	18,931,566	18,931,566	16,427,752
Reserve for Capacity/Dev Impact Fees		0	(1,779,066)	(180,014)	(1,470,014)
Reserve		(8,541,314)	(9,706,337)	(9,706,337)	(9,943,933)
Ending Balance, June 30	$	10,390,252	7,991,261	6,541,401	2,071,445

The Water Fund accounts for the cost, operation and maintenance of all facilities required to supply, distribute and meter the water used by consumers in the City's service area. A separate reserve is used to account for the capacity and development impact fees collected to fund capital projects. A general Reserve is used for emergencies, contingencies and rate stabilization.

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WASTEWATER FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual 2014-15	Adopted Budget 2015-16	Estimated 2015-16	Proposed Budget 2016-17
Revenues and Sources of Funds:				
Hazardous Materials Permits	$ 452,550	425,000	431,855	425,000
Investment Earnings	173,197	218,285	186,492	151,482
Intergovernmnetal	15,000	0	0	0
Wastewater Charges	15,340,462	16,369,708	16,110,608	19,171,624
Capacity/Development Impact Fees	24,027	3,220,962	2,565,638	2,054,000
Other Revenues	239,803	60,000	22,498	34,000
Admin from Development Services	24,200	0	0	0
Total	16,269,239	20,293,955	19,317,091	21,836,106
Expenditures and Uses of Funds:				
Operations	3,946,621	4,910,944	4,406,394	5,013,230
Water Quality Control Plant	8,622,537	8,921,974	10,193,047	11,036,068
Capital Projects	2,827,000	4,342,000	4,342,000	1,759,000
Capital Projects from Fees	0	4,271,000	4,271,000	1,520,000
General Fund Administration	1,073,320	1,196,630	1,196,630	1,205,430
Water Fund Administration	226,760	347,643	347,643	351,000
Depreciation	1,597,518	1,233,386	1,597,518	1,597,518
Self Insurance	52,380	52,000	52,000	51,440
Retirees' Health Unfunded Liability	0	0	0	387,225
Transfer to Equip Replace Res	201,163	216,943	216,943	229,486
Transfer to Workers' Compensation	0	37,000	37,000	0
Total	18,547,299	25,529,520	26,660,175	23,150,397
Revenues and Sources Over (Under) Expenditures and Uses	(2,278,060)	(5,235,565)	(7,343,084)	(1,314,291)
Net Change In Non Current Assets	1,425,160	1,233,386	1,597,518	1,597,518
Beginning Balance, July 1	12,922,474	12,069,574	12,069,574	6,324,008
Reserve for Capacity/Dev Impact Fees	(57,718)	992,320	1,678,978	1,144,978
Reserve for Treatment Plant	(290,367)	(891,473)	(891,473)	(891,473)
Reserve	(5,983,620)	(5,983,620)	(5,983,620)	(5,596,731)
Ending Balance, June 30	$ 5,737,869	2,184,622	1,127,893	1,264,009

This fund accounts for the operation and maintenance of all facilities, including Mountain View's share of operation costs of the Palo Alto Regional Water Quality Control Plant (Treatment Plant), required to transport and process wastewater. Chapter 35 of the Mountain View City Code authorizes the collection of a wastewater service charge. The fund has several reserves, one accounts for the capacity and development impact fees collected to fund capital projects and is projected with a negative balance for Fiscal Years 2015-16 and 2016-17 as the CIP's are scheduled prior to the timeframe the fees are projected to be collected. The Reserve for Treatment Plant is for long term capital costs. A general reserve is used for emergencies, contingencies and rate stabilization.

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SOLID WASTE MANAGEMENT FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual 2014-15	Adopted Budget 2015-16	Estimated 2015-16	Proposed Budget 2016-17
Revenues and Sources of Funds:				
Investment Earnings	$ 60,432	75,009	62,048	61,858
Intergovernmental	200,209	135,000	190,081	135,000
Waste Disposal Charges	12,216,328	11,440,219	12,759,094	12,742,052
Other Revenues	36,654	60,000	89,682	60,000
Admin from Development Services	8,990	0	0	0
City Revenues	12,522,613	11,710,228	13,100,905	12,998,910
Recology Revenues	13,666,603	14,334,941	14,173,532	14,683,280
Total	26,189,216	26,045,169	27,274,437	27,682,190
Expenditures and Uses of Funds:				
Operations	3,265,266	4,077,853	3,584,959	4,215,892
Disposal	7,013,765	7,665,957	7,806,813	7,655,977
Capital Projects	295,000	323,000	323,000	279,000
General Fund Administration	438,680	517,800	517,800	523,000
Water Fund Administration	209,880	278,511	278,511	281,000
Depreciation	304,012	286,453	304,013	304,013
Self Insurance	35,780	35,520	35,520	35,010
Transfer to Equip Replace Res	144,747	146,238	146,238	153,848
Transfer to Workers' Compensation	0	8,000	8,000	0
City Expenditures	11,707,130	13,339,332	13,004,854	13,447,740
Payments to Recology	13,666,603	14,334,941	14,173,532	14,683,280
Total	25,373,733	27,674,273	27,178,386	28,131,020
Revenues and Sources Over (Under) Expenditures and Uses	815,483	(1,629,104)	96,051	(448,830)
Net Change In Non Current Assets	415,294	286,453	304,013	304,013
Beginning Balance, July 1	5,187,246	6,418,023	6,418,023	6,818,087
Reserve	(2,965,740)	(3,161,720)	(3,161,720)	(3,193,432)
Ending Balance, June 30	$ 3,452,283	1,913,652	3,656,367	3,479,838

The Solid Waste Management Fund accounts for the collection, transportation, recycling and disposal services of the City. It also funds two of the City's landfill post closure maintenance activities. Revenues for payments to Recology are included for informational purposes only, a budget is not adopted for Recology. A general reserve is used for emergencies, contingencies, rate stabilization and required Financial Assurance Mechanisms (FAMs) if applicable.

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EQUIPMENT MAINTENANCE AND REPLACEMENT FUND

Statement of Revenues, Expenditures and Balances

		Audited Actual 2014-15	Adopted Budget 2015-16	Estimated 2015-16	Proposed Budget 2016-17
Revenues and Sources of Funds:					
Investment Earnings	$	275,630	307,210	282,370	319,390
Interfund Service Charges		2,169,520	2,534,700	2,389,900	2,504,500
Other Revenues		68,324	0	87,106	0
Transfer from General Oper Fund		2,279,205	2,442,586	2,442,586	2,618,344
Transfer from Other General Funds		244,684	584,053	584,053	292,274
Transfer from Other Funds		699,879	722,568	722,568	761,159
Total		5,737,242	6,591,117	6,508,583	6,495,667
Expenditures and Uses of Funds:					
Operations		2,058,367	2,390,471	2,289,762	2,369,531
Equipment Purchases		2,429,443	4,533,568	3,259,695	5,032,388
Capital Projects		84,000	700,000	700,000	0
Water Fund Administration		18,780	37,983	37,983	38,000
Self Insurance		20,760	20,610	20,610	20,240
Transfer to Equip Replace Res		36,751	37,594	37,594	38,921
Transfer to Workers' Compensation		0	4,000	4,000	0
Total		4,648,101	7,724,226	6,349,644	7,499,080
Revenues and Sources Over (Under) Expenditures and Uses		1,089,141	(1,133,109)	158,939	(1,003,413)
Net Change In Non Current Assets		12,105	11,000	11,000	11,000
Beginning Balance, July 1		23,379,043	24,480,289	24,480,289	24,650,228
Reserve for Equipment Replacement		(24,341,607)	(23,162,596)	(24,436,602)	(23,385,871)
Ending Balance, June 30	$	138,682	195,584	213,626	271,944

The purpose of this fund is to account for centralized fleet maintenance costs and to charge a proportionate share to all funds utilizing maintenance services. In addition, this fund accounts for certain equipment replacement requirements of the City.

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WORKERS' COMPENSATION SELF-INSURANCE FUND

Statement of Revenues, Expenditures and Balances

		Audited Actual 2014-15	Adopted Budget 2015-16	Estimated 2015-16	Proposed Budget 2016-17
Revenues and Sources of Funds:					
Investment Earnings	$	89,993	100,370	98,380	111,490
Interfund Service Charges		1,595,246	2,333,505	2,025,190	2,311,769
Other Revenues		209,401	0	125,360	0
Transfer from Other General Funds		300,000	913,000	913,000	0
Transfer from Other Funds		0	87,000	87,000	0
Transfer from Liability Insurance		500,000	0	0	0
Total		2,694,640	3,433,875	3,248,930	2,423,259
Expenditures and Uses of Funds:					
Expenditures		1,807,488	2,235,500	1,722,520	2,318,500
Total		1,807,488	2,235,500	1,722,520	2,318,500
Revenues and Sources Over (Under) Expenditures and Uses		887,152	1,198,375	1,526,410	104,759
Beginning Balance, July 1		7,705,466	8,592,618	8,592,618	10,119,028
Reserve for Future Claims		(7,582,021)	(7,582,021)	(7,582,021)	(7,582,021)
Ending Balance, June 30	$	1,010,597	2,208,972	2,537,007	2,641,766

The City implemented a self-insurance program for Workers' Compensation benefits on September 7, 1975 as authorized by Council Resolution No. 10581. This program provides for State mandated insurance benefits (salary and medical costs) for employees who are injured on the job.

Financially, this fund is composed of resources for current operating expenditures, future costs of previously incurred injury claims and reserves for catastrophic losses. This fund also provides for the administration of safety and loss prevention programs throughout the City to reduce the probability of incurring future catastrophic claims against the City.

The increase in the actuarial valuation as of June 30, 2014, caused the ending balance to be less than policy. Additional transfers in Fiscal Year 2015-16 have brought the balance to above policy level.

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UNEMPLOYMENT SELF-INSURANCE FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual 2014-15	Adopted Budget 2015-16	Estimated 2015-16	Proposed Budget 2016-17
Revenues and Sources of Funds:				
Investment Earnings	$ 3,588	3,700	4,350	4,940
Interfund Service Charges	163,748	138,655	142,795	96,954
Total	167,336	142,355	147,145	101,894
Expenditures and Uses of Funds:				
Expenditures	68,712	127,250	45,630	127,250
Total	68,712	127,250	45,630	127,250
Revenues and Sources Over (Under) Expenditures and Uses	98,624	15,105	101,515	(25,356)
Beginning Balance, July 1	251,355	349,979	349,979	451,494
Ending Balance, June 30	$ 349,979	365,084	451,494	426,138

The City implemented a self-insurance program for unemployment benefits on March 13, 1978 as authorized by Council Resolution No. 11975. This program provides for State and Federal mandated unemployment insurance benefits for employees separated from service with the City.

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LIABILITY INSURANCE FUND

Statement of Revenues, Expenditures and Balances

		Audited Actual 2014-15	Adopted Budget 2015-16	Estimated 2015-16	Proposed Budget 2016-17
Revenues and Sources of Funds:					
Investment Earnings	$	47,920	53,400	47,800	52,700
Other Revenues		76,028	25,610	124,930	25,610
Interfund Service Charges		1,386,490	1,376,490	1,376,490	1,377,190
Transfer from General Fund Reserve		165,798	0	0	0
Total		1,676,236	1,455,500	1,549,220	1,455,500
Expenditures and Uses of Funds:					
Expenditures		997,822	1,455,500	1,846,375	1,455,500
Transfer to Workers Compensation		500,000	0	0	0
Total		1,497,822	1,455,500	1,846,375	1,455,500
Revenues and Sources Over (Under) Expenditures and Uses		178,414	0	(297,155)	0
Beginning Balance, July 1		5,494,488	5,672,902	5,672,902	5,375,747
Reserve for Future Claims		(1,897,377)	(1,897,377)	(1,897,377)	(1,897,377)
Ending Balance, June 30	$	3,775,525	3,775,525	3,478,370	3,478,370

On August 11, 1980, Council approved a self-insurance program for liability insurance effective September 1, 1980. Existing provisions include claims approval authority to $30,000 and any claims exceeding $30,000 require City Council approval.

The City acts as its own agent and controls risk to limit liability loss exposure. There is a $1.0 million self-insurance retention for each liability incident. The minimum reserve and balance for future claims of $2.0 million is maintained in accordance with Council policy. Other insurance such as property, flood, earthquake and other coverages are not self-insured as the City purchases insurance policies.

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RETIREES' HEALTH PROGRAM INSURANCE FUND

Statement of Revenues, Expenditures and Balances

		Audited Actual 2014-15	Adopted Budget 2015-16	Estimated 2015-16	Proposed Budget 2016-17
Revenues and Sources of Funds:					
Investment Earnings	$	35,028	21,290	1,820	1,720
Other Revenues		23,121	10,930	31,045	11,400
Interfund Service Charges		4,775,082	4,682,223	4,682,223	5,576,917
Transfer from General Oper Fund		1,000,000	1,000,000	1,000,000	2,000,000
Transfer from General Non-Op Fund		1,000,000	0	500,000	1,000,000
Transfer from Other Funds		1,020,499	2,766,153	2,766,153	3,890,513
Total		7,853,730	8,480,596	8,981,241	12,480,550
Expenditures and Uses of Funds:					
Expenditures		3,471,874	3,862,220	5,327,571	4,086,470
CERBT		4,280,524	4,617,086	3,651,850	8,392,360
Total		7,752,398	8,479,306	8,979,421	12,478,830
Revenues and Sources Over (Under) Expenditures and Uses		101,332	1,290	1,820	1,720
Beginning Balance, July 1		325,532	426,864	426,864	428,684
Ending Balance, June 30	$	426,864	428,154	428,684	430,404
Balance in CERBT	$	89,834,937	94,452,023	93,588,903	101,981,263

This fund was established in Fiscal Year 1985-86 as a self-insurance fund to pay the health insurance premiums of employees retired from the City. Governmental Accounting Standards Board (GASB) issued Statement No. 45, which requires an actuarial valuation be performed bi-ennially to calculate the City's other post employment benefits (OPEB) liabilities. The City implemented GASB Statement No. 45 in Fiscal Year 2007-08 and has chosen to budget the Annual Required Contribution (ARC). The most recent actuarial valuation calculated a liability of $123.8 million as if July 1, 2015. The reserve is supplemented as funds become available.

On February 26, 2008 Council approved joining the California Employers Retiree Benefit Trust (CERBT), managed by the California Public Employees Retirement System (PERS) and the City began transferring funds in Fiscal Year 2008-09 and intends to, at a minimum, annually transfer the ARC less Retirees' Health premiums.

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EMPLOYEE BENEFITS SELF-INSURANCE FUND

Statement of Revenues, Expenditures and Balances

		Audited Actual 2014-15	Adopted Budget 2015-16	Estimated 2015-16	Proposed Budget 2016-17
Revenues and Sources of Funds:					
Investment Earnings	$	3,899	4,610	3,950	4,480
Interfund Service Charges		58,864	59,370	57,480	60,240
Total		62,763	63,980	61,430	64,720
Expenditures and Uses of Funds:					
Expenditures		67,533	100,500	60,000	100,500
Total		67,533	100,500	60,000	100,500
Revenues and Sources Over (Under) Expenditures and Uses		(4,770)	(36,520)	1,430	(35,780)
Beginning Balance, July 1		352,118	347,348	347,348	348,778
Ending Balance, June 30	$	347,348	310,828	348,778	312,998

The Employee Benefits Self-Insurance Fund accounts for the City's self-insured vision and other miscellaneous benefits.

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PROPOSED 2016-17 BUDGET - SCHEDULE OF INTERFUND TRANSFERS

	REVENUES							
EXPENDITURES	General Fund	Special Revenue Funds	Debt Service Funds	Capital Projects Funds	Enterprise Funds	Internal Service Funds	Reserve Funds	**TOTAL**
General Operating/ Development Services/ Shoreline Golf Links	150,000	51,000		552,000		6,664,269	2,567,000	$9,984,269
Special Revenue Funds	1,389,800		6,514,511	9,957,000		1,230,088	58,000	19,149,399
Capital Projects Funds				22,611,000				22,611,000
Enterprise Funds			634,050	6,716,000		1,629,012	220,000	9,199,062
Internal Service Funds						38,921		38,921
Reserve Funds		210,300		7,136,000		1,000,000	5,419,000	13,765,300
TOTAL	$1,539,800	$261,300	7,148,561	46,972,000		10,562,290	8,264,000	$74,747,951

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PROPOSED 2016-17 BUDGET - GENERAL FUND RESERVES (1)

Statement of Revenues, Expenditures and Balances

	Unassigned		Committed		
	General Non-Operating Fund	General Fund Reserve	Budget Contingency Reserve	Earned Lease Revenue Reserve	Property Management Reserve
Revenues and Sources of Funds:					
GOF Carryover	$ 3,949,393	0	0	0	0
Revenue	1,500	0	0	580,900	0
Transfers	0	0	0	0	0
Invesment Earnings	0	0	0	366,830	0
Total	3,950,893	0	0	947,730	0
Expenditures and Uses of Funds:					
Expenditures	4,426,045	0	0	0	0
Debt Service	0	0	0	0	0
CIP	0	0	0	0	0
Transfers	6,629,300	0	0	0	0
Total	11,055,345	0	0	0	0
Revenues and Sources Over (under) Expenditures and Uses	(7,104,452)	0	0	947,730	0
Beginning Balance, July 1	12,673,475	27,670,058	5,208,588	2,560,000	1,560,000
Reserves	(1,523,008)	0	0	0	0
Ending Balance, June 30	$ 4,046,015	27,670,058 (5)	5,208,588	3,507,730	1,560,000

(1) Governmental fund balances are reported based on the reporting hierarchy established by GASB Statement No. 54 (Fund Balance Reporting and Governmental Fund Type Definitions) that is based on the extent to which the City is bound to honor constraints on the specific purpose for which amounts in a fund can be spent.
- Restricted - Constraints on expenditures are externally imposed by creditors, grantors, or laws/regulations of other governments or by enabling legislation.
- Committed - Formal action by the City Council (Council) places the constraint on how the funds can be spent and may only be altered by the same type of Council action. Contractual obligations are included in this category.
- Assigned - The City's intent to use funds for a specific purpose as expressed by Council or a delegated authority.
- Unassigned - This is the residual classification for the General Fund.

(2) Appropriations for Compensated Absences Reserve are on an as needed basis up to the amount of the balance.

(3) Comprised of a $5.0 million reserve policy balance plus $3.2 million prepaid lease for the Downtown Family Housing project.

(4) Includes reserving $500,000 ($125,000 per year for Fiscal Years 2017-18 through 2020-21) for the property lease for staging of the Hope Street Project.

(5) Up to $1.0 million to be used for the Mountain View Employee Homebuyer Program.

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Committed					
Graham School Site Maint Reserve	Capital Improvement Reserve	Open Space Acquisition Reserve	Strategic Property Acquisition Reserve	Child Care Commitment Reserve	Compensated Absences (2)
0	0	0	0	0	0
0	58,667	0	0	201,084	0
220,000	2,919,000	0	3,500,000	0	1,625,000
0	0	0	0	0	0
220,000	2,977,667	0	3,500,000	201,084	1,625,000
220,000	0	0	125,000	5,000	0
0	0	0	0	0	0
0	2,136,000	0	5,000,000	0	0
0	0	0	0	0	0
220,000	2,136,000	0	5,125,000	5,000	0
0	841,667	0	(1,625,000)	196,084	1,625,000
729,573	13,130,000	561,956	11,737,029	260,000	6,900,000
0	(8,216,889) (3)	0	(500,000) (4)	0	0
729,573	5,754,778	561,956	9,612,029	456,084	8,525,000

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CAPITAL IMPROVEMENT PROJECTS

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PROPOSED FISCAL YEAR 2016-17 CAPITAL IMPROVEMENT PROGRAM

Capital Improvement Program (CIP) projects include, but are not limited to, facilities, mobility-related infrastructure, park development/rehabilitation, and utilities projects. These projects are usually multi-year and, thus, extend beyond the annual budget. The CIP is a five-year expenditure plan detailing funding sources and expenditure amounts.

The emphasis for the Fiscal Year 2016-17 Capital Improvement Program (CIP) is on the:

- Review, refinement and funding of Fiscal Year 2016-17 projects identified in the Five-Year Capital Plan adopted by the City Council last June.

- Identification and funding of additional new projects for Fiscal Year 2016-17 given anticipated financial and staffing resources, that support City Council goals and priorities, address health and safety concerns, are needed to comply with regulatory requirements, and/or generate operational savings or revenues.

The CIP is funded from a variety of sources. Some funding sources, such as the CIP Reserve and Construction/Conveyance Tax (C/C Tax) Funds, have no restrictions on their use. Other CIP funding sources must be used for specific purposes (e.g., Water Fund—water system infrastructure and maintenance; Wastewater Fund—sewer system infrastructure and maintenance; Shoreline Community Fund—projects that facilitate development in the City's North Bayshore Area and/or support Shoreline Regional Park operations; and Gas Tax Fund—design and construction of roadway improvements).

The Fiscal Year 2016-17 CIP is balanced and maintains all fund reserves as required by Council policy. There is an estimated total of $12,500 of increased annual future operating costs associated with Evandale Mini Park ($5,000), and Mora/Ortega Park ($7,500). There are also increased annual future operating costs of $2,300 associated with the Community Garden at Shoreline and Latham that will be offset by annual revenues of $7,000.

Projects included in the Fiscal Year 2016-17 Proposed CIP are listed on the following pages in three separate categories: (1) Non-Discretionary, (2) Discretionary, and (3) Amendments to Existing Projects

Most of these projects were discussed at the March 29, 2016 CIP Study Session, and subsequently reviewed by the Bicycle/Pedestrian Advisory Committee (B/PAC) and the Parks and Recreation Commission (PRC). The B/PAC and PRC both were supportive of the projects and the proposed scheduling.

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There are six projects/amendments that were not presented to the City Council on March 29 that staff recommends be added to the Fiscal Year 2016-17 CIP:

- **Amendment to Project 15-54, Drought Response ($77,000).** On May 19, 2015, the Mountain View City Council adopted a Drought Response CIP (Project 15-54) to fund new smart-metering and outreach programs related to water conservation. Included in the Drought Response CIP was a program to send Home Water Reports to single-family homes in Mountain View for Fiscal Year 2015-16. Additional funding of $77,000 is required to continue sending Home Water Reports for Fiscal Year 2016-17. The additional funding is recommended from the Water Fund. In the absence of additional funding, the City will cease publishing Home Water Reports on June 30, 2016.

- **Amendment to Project 17-12, Street Lane Line and Legend Repainting ($90,000)**. This biennial non-discretionary project funds the restriping and repainting of all traffic lanes, pavement legends, crosswalks, and school-related legends on all City streets. While not normally part of the biennial project, the recommended plans also include repainting existing red curbs near schools, parks, and marked crosswalks. To fund this additional work and in anticipation of higher unit costs due to the strong economy and a general upward trend in striping costs, staff is proposing to combine remaining funding from two older annual restriping projects (Project 15-12—$50,000 and Project 16-12—$40,000, both of which will close as of June 30, 2016).

- **Amendment to Project 17-18, Information Technology Computer Projects ($45,000).** At the March 29, 2016 CIP Study Session, this project was presented as a $405,000 project, a total that included proposed amendments to existing projects. Since that time, staff has determined that an additional $45,000 will be needed to complete the Council Chambers upgrade project. The additional funding is recommended primarily from the CIP Reserve. For information about all the information technology computer projects proposed for FY 2016-17, please see the information technology memorandum included as Attachment 1 at the end of this Capital Improvement Projects section.

- **Amendment to Project 17-30, Facilities Major Planned and Emergency Repairs ($280,000).** In addition to the $348,000 requested for this project at the March 29, 2016 Study Session, staff is recommending an additional $280,000 for HVAC equipment at Fire Station No. 4. The HVAC equipment (the chiller, boiler, and pumps) has reached the end of its useful life and is in need of replacement. This additional funding is recommended from the CIP Reserve.

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- **Amendment to Project 17-41, Stierlin Road Bicycle and Pedestrian Improvements, Design ($278,000).** As part of last year's CIP process, the Mountain View City Council planned a project in Fiscal Year 2016-17 to design bicycle and pedestrian improvements along Stierlin Road between the Transit Center and Montecito Avenue. At the time of adoption, staff had identified half of the $555,000 total funding for this project as being undesignated, but eligible for Bonus FAR Community Benefit funding. Staff has now determined that this project will not be eligible for Bonus FAR funding, and is recommending this half ($278,000) of the total funding be provided by the Construction/Conveyance Tax Fund instead, with the remaining half ($277,000) provided by the North Bayshore Fund as planned.

- **Project 17-53, Castro Street Bike Lane, El Camino Real to California Steet, Feasibility Study ($100,000).** Funding is requested for the review of existing conditions to determine if it is feasible to install bike lanes on Castro Street between El Camino Real and California Street, and for the review of as-built plans, field conditions, new development proposals, and current traffic engineering standards and practices to determine if any portion of Castro Street could accommodate Class II bike lanes. If feasible, the requested funding could also be used to develop cost estimates and CIP project proposals.

At the March 29, 2016 CIP Study Session the City Council also directed that the following projects be presented next year during consideration of the Fiscal Year 2017-18 through 2021-22 CIP:

- Center for Performing Arts Second Stage Remodel and Addition;

- Extension of Stevens Creek Trail beyond the current southerly terminus at Dale Avenue/Heatherstone Way;

- A project related to potential services for recreational vehicle dwellers;

- A project or projects related to the extension of the City's recycled water system.

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Proposed FY 2016-17 and Planned FY 2017-18 through FY 2020-21
Non-Discretionary Projects

(in thousands of dollars)

Proj. No.	Non-Discretionary Projects	Budget 2016-17	2017-18	2018-19	2019-20	2020-21
xx-01	Street Resurfacing and Slurry Seal Program	$ 1,539	$ 1,569	$ 1,600	$ 1,632	$ 1,665
xx-02	Traffic Infrastructure - Miscellaneous Replacements and Modifications	234	239	244	248	253
xx-03	Street Light Pole Replacements	108	110	113	115	117
xx-04	Water System Improvements	555	566	577	588	600
xx-05	Wastewater System Improvements	155	158	162	165	168
xx-06	Concrete Sidewalk/Curb Repairs	598	609	622	634	647
xx-07	Parks Pathway Resurfacing	81	82	84	86	87
xx-08	Shoreline Pathway, Roadway, Parking Improvements	191	195	199	203	207
xx-09	Forestry Maintenance Program & Street Tree Replanting	438	447	456	465	392
xx-10	Shoreline Landfill Cap Maintenance and Repairs	131	134	137	140	142
xx-11	Developer Reimbursements	120	120	124	128	128
xx-12	Street Lane Line and Legend Repainting	453	56	378	59	393
xx-13	Landfill Gas/Leachate System Repairs & Improvements	131	134	137	140	142
xx-14	Facilities Maintenance Plan	691	704	718	733	747
xx-15	Annual Traffic Studies/NTMP Improvements	131	134	137	140	142
xx-16	Maintenance Agreement for JPB/VTA Transit Center	60	61	62	63	65
xx-17	Shoreline Infrastructure Maintenance	239	244	249	254	259
xx-18	Information Technology Computer Projects	185	550	560	570	582
xx-19	Biennial Median Renovations and Roadway Landscape Renovations		73		76	
xx-19	Biennial Park Renovations/Improvements	108		112		116
xx-20	Biennial Real Estate Technical and Legal Services		73		76	
xx-20	Biennial Good Neighbor Fence Replacements	36		37		39
xx-21	Miscellaneous Water Main/Service Line Replacement	2,464	2,513	2,563	2,614	2,666
xx-22	Miscellaneous Storm/Sanitary Sewer Main Replacement	1,553	1,585	1,616	1,649	1,682
xx-23	TDA Projects	60	60	60	60	60
xx-24	Biennial Installation of ADA Curb Ramps		64		67	
xx-24	Biennial ADA Improvements to City Facilities	90		93		97
xx-25	Annual New Energy Conservation Measures	179	91	187	95	194
xx-26	Biennial PMP Recertification		72		75	
xx-26	Biennial Tennis Court Resurfacing	84		87		91
xx-27	Intersection Traffic Signal System - Major Replacements and Upgrades (Intersection TBD)	386	394	402	410	418
xx-28	North Bayshore Semi-Annual Traffic Counts	153	156	159	162	166
18-29	Quadrennial City Bridges and Culverts Structural Inspection		150			
	Total: Non-Discretionary Projects	**$ 11,153**	**$ 11,343**	**$ 11,875**	**$ 11,647**	**$ 12,265**

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Non-Discretionary Projects

(in thousands of dollars)

Project xx-01
Street Resurfacing and Slurry Seal Program
Install asphalt concrete and fog seal overlays, raise utilities and monuments. Apply slurry seal to selected street surfaces and City facility parking lots as required.

Sponsor Department: Public Works Department
Category: Streets and Sidewalks
Additional Annual O&M Costs: None
Prevailing Wage Project? Yes

	Project Number and Fiscal Year					
	17-01	18-01	19-01	20-01	21-01	
Funding Sources	2016-17	2017-18	2018-19	2019-20	2020-21	**Total**
C/C Tax	$ 954	$ 973	$ 992	$ 1,012	$ 1,032	$ 4,963
Gas Tax	585	596	608	620	633	3,042
Total	**$ 1,539**	**$ 1,569**	**$ 1,600**	**$ 1,632**	**$ 1,665**	**$ 8,005**

Project xx-02
Traffic Infrastructure - Miscellaneous Replacements and Modifications
Replace traffic signal controllers, traffic detector loops, back-up batteries, LED traffic signal lights, and radar speed signs. Includes minor modifications to existing traffic signals to improve traffic safety.

Sponsor Department: Public Works Department
Category: Traffic, Parking and Transportation
Additional Annual O&M Costs: None
Prevailing Wage Project? Yes

	Project Number and Fiscal Year					
	17-02	18-02	19-02	20-02	21-02	
Funding Sources	2016-17	2017-18	2018-19	2019-20	2020-21	**Total**
C/C Tax	$ 214	$ 218	$ 223	$ 227	$ 232	$ 1,114
Shoreline Community	20	21	21	21	21	104
Total	**$ 234**	**$ 239**	**$ 244**	**$ 248**	**$ 253**	**$ 1,218**

Project xx-03
Street Light Pole Replacements
Replace end-of-life street light poles throughout the City.

Sponsor Department: Public Works Department
Category: Miscellaneous
Additional Annual O&M Costs: None
Prevailing Wage Project? No

	Project Number and Fiscal Year					
	17-03	18-03	19-03	20-03	21-03	
Funding Sources	2016-17	2017-18	2018-19	2019-20	2020-21	**Total**
C/C Tax	$ 99	$ 101	$ 103	$ 105	$ 107	$ 515
Shoreline Community	$ 9	$ 9	$ 10	$ 10	$ 10	$ 48
Total	**$ 108**	**$ 110**	**$ 113**	**$ 115**	**$ 117**	**$ 563**

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Non-Discretionary Projects

(in thousands of dollars)

Project xx-04
Water System Improvements
Scheduled replacement of water system components and minor unscheduled improvements to the City's water system.

Sponsor Department: Public Works Department
Category: Utilities
Additional Annual O&M Costs: None
Prevailing Wage Project? TBD

Funding Sources	Project Number and Fiscal Year					Total
	17-04	18-04	19-04	20-04	21-04	
	2016-17	2017-18	2018-19	2019-20	2020-21	
Water (Includes Water Capacity Charges)	$ 555	$ 566	$ 577	$ 588	$ 600	$ 2,886
Total	**$ 555**	**$ 566**	**$ 577**	**$ 588**	**$ 600**	**$ 2,886**

Project xx-05
Wastewater System Improvements
Unscheduled improvements/repairs to the City's wastewater collection and pumping system.

Sponsor Department: Public Works Department
Category: Utilities
Additional Annual O&M Costs: None
Prevailing Wage Project? TBD

Funding Sources	Project Number and Fiscal Year					Total
	17-05	18-05	19-05	20-05	21-05	
	2016-17	2017-18	2018-19	2019-20	2020-21	
Wastewater (Includes Sewer Capacity Charges)	$ 155	$ 158	$ 162	$ 165	$ 168	$ 808
Total	**$ 155**	**$ 158**	**$ 162**	**$ 165**	**$ 168**	**$ 808**

Project xx-06
Concrete Sidewalk/Curb Repairs
Replace deteriorated sidewalks and repair concrete curbs, gutters, and sidewalks displaced by street tree growth, and/or failure of City-owned utilities. Improve concrete curb and gutter, median curb and valley gutter within the limits of annual street resurfacing and slurry seal program.

Sponsor Department: Public Works Department
Category: Streets and Sidewalks
Additional Annual O&M Costs: None
Prevailing Wage Project? Yes

Funding Sources	Project Number and Fiscal Year					Total
	17-06	18-06	19-06	20-06	21-06	
	2016-17	2017-18	2018-19	2019-20	2020-21	
C/C Tax	$ 598	$ 609	$ 622	$ 634	$ 647	$ 3,110
Total	**$ 598**	**$ 609**	**$ 622**	**$ 634**	**$ 647**	**$ 3,110**

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Non-Discretionary Projects

(in thousands of dollars)

Project xx-07
Parks Pathway Resurfacing
Renovate various park pathways within City parks.

Sponsor Department: Community Services Department
Category: Parks and Recreation
Additional Annual O&M Costs: None
Prevailing Wage Project? TBD

Funding Sources	Project Number and Fiscal Year					Total
	17-07	18-07	19-07	20-07	21-07	
	2016-17	2017-18	2018-19	2019-20	2020-21	
C/C Tax	$ 81	$ 82	$ 84	$ 86	$ 87	$ 420
Total	**$ 81**	**$ 82**	**$ 84**	**$ 86**	**$ 87**	**$ 420**

Project xx-08
Shoreline Pathway, Roadway, Parking Improvements
Correct drainage problems and damage due to differential settlement; provide pathway, roadway and parking related improvements.

Sponsor Department: Community Services Department
Category: Parks and Recreation
Additional Annual O&M Costs: None
Prevailing Wage Project? TBD

Funding Sources	Project Number and Fiscal Year					Total
	17-08	18-08	19-08	20-08	21-08	
	2016-17	2017-18	2018-19	2019-20	2020-21	
Shoreline Community	$ 191	$ 195	$ 199	$ 203	$ 207	$ 995
Total	**$ 191**	**$ 195**	**$ 199**	**$ 203**	**$ 207**	**$ 995**

Project xx-09
Forestry Maintenance Program and Street Tree Replanting
Contract to prune, remove, stump, purchase and plant approximately 800 to 1,000 medium to large trees within the City. Maintain trees damaged by freezing, disease, drought and other natural causes. Additional Shoreline Community funding will replace 105 trees annually over a 4-year period that are dead or dying due to high salt content in recycled water or other causes.

Sponsor Department: Community Services Department
Category: Parks and Recreation
Additional Annual O&M Costs: None
Prevailing Wage Project? TBD

Funding Sources	Project Number and Fiscal Year					Total
	17-09	18-09	19-09	20-09	21-09	
	2016-17	2017-18	2018-19	2019-20	2020-21	
C/C Tax	$ 362	$ 369	$ 377	$ 384	$ 392	$ 1,884
Shoreline Community	$ 76	$ 78	$ 79	$ 81	$ -	$ 314
Total	**$ 438**	**$ 447**	**$ 456**	**$ 465**	**$ 392**	**$ 2,198**

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Non-Discretionary Projects

(in thousands of dollars)

Project xx-10
Shoreline Landfill Cap Maintenance and Repairs
Regulatory mandates of the Bay Area Air Quality Management District and the Regional Water Quality Control Board require the City to protect the integrity of the landfill cap and prevent surface emissions by regrading, filling, recompacting, and making other improvements.

Sponsor Department: Public Works Department
Category: Regulatory Requirements
Additional Annual O&M Costs: None
Prevailing Wage Project? TBD

	Project Number and Fiscal Year					
	17-10	18-10	19-10	20-10	21-10	
Funding Sources	2016-17	2017-18	2018-19	2019-20	2020-21	**Total**
Solid Waste	$ 131	$ 134	$ 137	$ 140	$ 142	$ 684
Total	**$ 131**	**$ 134**	**$ 137**	**$ 140**	**$ 142**	**$ 684**

Project xx-11
Developer Reimbursements
Construction of street and utility improvements concurrent with private development. Adjacent properties benefiting from street and utility improvements will be required to reimburse the City for the improvements.

Sponsor Department: Public Works Department
Category: Miscellaneous
Additional Annual O&M Costs: None
Prevailing Wage Project? No

	Project Number and Fiscal Year					
	17-11	18-11	19-11	20-11	21-11	
Funding Sources	2016-17	2017-18	2018-19	2019-20	2020-21	**Total**
C/C Tax	$ 30	$ 30	$ 31	$ 32	$ 32	$ 155
Water (Includes Water Capacity Charges)	30	30	31	32	32	155
Wastewater (Includes Sewer Capacity Charges)	30	30	31	32	32	155
Storm Water Fund	30	30	31	32	32	155
Total	**$ 120**	**$ 120**	**$ 124**	**$ 128**	**$ 128**	**$ 620**

Project xx-12
Street Lane Line and Legend Repainting
Annual repainting of City street lane lines and legends.

Sponsor Department: Public Works Department
Category: Streets and Sidewalks
Additional Annual O&M Costs: None
Prevailing Wage Project? Yes

	Project Number and Fiscal Year					
	17-12	18-12	19-12	20-12	21-12	
Funding Sources	2016-17	2017-18	2018-19	2019-20	2020-21	**Total**
C/C Tax	$ 453	$ 56	$ 378	$ 59	$ 393	$ 1,339
Total	**$ 453**	**$ 56**	**$ 378**	**$ 59**	**$ 393**	**$ 1,339**

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Non-Discretionary Projects

(in thousands of dollars)

Project xx-13
Landfill Gas/Leachate System Repairs and Improvements
Annual repairs and improvements to large components of the landfill gas and leachate system.

Sponsor Department: Public Works Department
Category: Regulatory Requirements
Additional Annual O&M Costs: None
Prevailing Wage Project? TBD

Funding Sources	Project Number and Fiscal Year					Total
	17-13	18-13	19-13	20-13	21-13	
	2016-17	2017-18	2018-19	2019-20	2020-21	
Solid Waste	$ 131	$ 134	$ 137	$ 140	$ 142	$ 684
Total	**$ 131**	**$ 134**	**$ 137**	**$ 140**	**$ 142**	**$ 684**

Project xx-14
Facilities Maintenance Plan
Repair, replace, or maintain City facilities (HVAC, roofs, carpets, plumbing, etc.).

Sponsor Department: Public Works Department
Category: Facilities
Additional Annual O&M Costs: None
Prevailing Wage Project? TBD

Funding Sources	Project Number and Fiscal Year					Total
	17-14	18-14	19-14	20-14	21-14	
	2016-17	2017-18	2018-19	2019-20	2020-21	
C/C Tax	$ 539	$ 549	$ 560	$ 572	$ 583	$ 2,803
Shoreline Community	152	155	158	161	164	790
Total	**$ 691**	**$ 704**	**$ 718**	**$ 733**	**$ 747**	**$ 3,593**

Project xx-15
Annual Traffic Studies/NTMP Improvements
Funding for traffic calming devices on neighborhood, local, and residential streets in conformance with the Neighborhood Traffic Management Program, and annual contracts with traffic consultants to assist the Traffic Section with neighborhood traffic issues.

Sponsor Department: Public Works Department
Category: Traffic, Parking and Transportation
Additional Annual O&M Costs: None
Prevailing Wage Project? Yes

Funding Sources	Project Number and Fiscal Year					Total
	17-15	18-15	19-15	20-15	21-15	
	2016-17	2017-18	2018-19	2019-20	2020-21	
C/C Tax	$ 131	$ 134	$ 137	$ 140	$ 142	$ 684
Total	**$ 131**	**$ 134**	**$ 137**	**$ 140**	**$ 142**	**$ 684**

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Non-Discretionary Projects

(in thousands of dollars)

Project xx-16
Maintenance Agreement for JPB/VTA Transit Center
Reimbursement of City expenses by JPB/VTA.

Sponsor Department: Public Works Department
Category: Facilities
Additional Annual O&M Costs: None
Prevailing Wage Project? No

Funding Sources	Project Number and Fiscal Year					Total
	17-16	18-16	19-16	20-16	21-16	
	2016-17	2017-18	2018-19	2019-20	2020-21	
Other (Reimbursement)	$ 60	$ 61	$ 62	$ 63	$ 65	$ 311
Total	**$ 60**	**$ 61**	**$ 62**	**$ 63**	**$ 65**	**$ 311**

Project xx-17
Shoreline Infrastructure Maintenance
Maintenance of water lines, sewer lines, storm drainage system, and water system supplying the sailing lake.

Sponsor Department: Public Works Department
Category: Utilities
Additional Annual O&M Costs: None
Prevailing Wage Project? TBD

Funding Sources	Project Number and Fiscal Year					Total
	17-17	18-17	19-17	20-17	21-17	
	2016-17	2017-18	2018-19	2019-20	2020-21	
Shoreline Community	$ 239	$ 244	$ 249	$ 254	$ 259	$ 1,245
Total	**$ 239**	**$ 244**	**$ 249**	**$ 254**	**$ 259**	**$ 1,245**

Project xx-18
Information Technology Computer Projects
For descriptions of the various information technology projects, please see the information technology memorandum included as Attachment 1 at the end of this Capital Improvement Projects section.

Sponsor Department: Information Technology
Category: Information Technology and Communications
Additional Annual O&M Costs: None
Prevailing Wage Project? No

Funding Sources	Project Number and Fiscal Year					Total
	17-18	18-18	19-18	20-18	21-18	
	2016-17	2017-18	2018-19	2019-20	2020-21	
CIP Reserve	$ 122	$ 390	$ -	$ -	$ -	$ 512
C/C Tax	-	-	398	406	414	1,218
Water (Includes Water Capacity Charges)	14	43	44	44	45	190
Wastewater (Includes Sewer Capacity Charges)	11	43	44	44	45	187
Solid Waste	10	37	37	38	39	161
Shoreline Community	13	37	37	38	39	164
Development Services	15	-	-	-	-	15
Total	**$ 185**	**$ 550**	**$ 560**	**$ 570**	**$ 582**	**$ 2,447**

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Non-Discretionary Projects

(in thousands of dollars)

Projects 17-19, 19-19 & 21-19
Biennial Park Renovations/Improvements
Biennial repairs and improvements to City parks.

Projects 18-19 & 20-19
Biennial Median Renovations and Roadway Landscape Renovations
Biennial repairs and improvements to City landscaped medians and roadway landscaping.

Sponsor Department: Community Services Department
Category: Parks and Recreation
Additional Annual O&M Costs: None
Prevailing Wage Project? TBD

	Project Number and Fiscal Year					
	17-19	18-19	19-19	20-19	21-19	
Funding Sources	2016-17	2017-18	2018-19	2019-20	2020-21	**Total**
C/C Tax	$ 108	$ 73	$ 112	$ 76	$ 116	$ 485
Total	**$ 108**	**$ 73**	**$ 112**	**$ 76**	**$ 116**	**$ 485**

Projects 18-20 & 20-20
Biennial Real Estate Technical and Legal Services
Funding for appraisals, environmental reports, surveys, and lease preparation/review services for City Real Estate activity.

Sponsor Department: Public Works Department
Category: Miscellaneous
Additional Annual O&M Costs: None
Prevailing Wage Project? No

	Project Number and Fiscal Year					
		18-20		20-20		
Funding Sources	2016-17	2017-18	2018-19	2019-20	2020-21	**Total**
C/C Tax	$ -	$ 18	$ -	$ 19	$ -	$ 37
Shoreline Community	-	9	-	9	-	18
Park Land	-	46	-	48	-	94
Total	**$ -**	**$ 73**	**$ -**	**$ 76**	**$ -**	**$ 149**

Projects 17-20, 19-20 & 21-20
Biennial Good Neighbor Fence (GNF) Replacements
Funding to replace fencing between City parks and private property.

Sponsor Department: Community Services Department
Category: Parks and Recreation
Additional Annual O&M Costs: None
Prevailing Wage Project? No

	Project Number and Fiscal Year					
	17-20		19-20		21-20	
Funding Sources	2016-17	2017-18	2018-19	2019-20	2020-21	**Total**
C/C Tax	$ 36	$ -	$ 37	$ -	$ 39	$ 112
Total	**$ 36**	**$ -**	**$ 37**	**$ -**	**$ 39**	**$ 112**

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Non-Discretionary Projects

(in thousands of dollars)

Project xx-21
Miscellaneous Water Main/Service Line Replacement
Replace corroded and/or undersized water main pipes on various streets. The replacements include water services, fire hydrants and saddle replacements.

Sponsor Department: Public Works Department
Category: Utilities
Additional Annual O&M Costs: None
Prevailing Wage Project? Yes

Funding Sources	Project Number and Fiscal Year					Total
	17-21	18-21	19-21	20-21	21-21	
	2016-17	2017-18	2018-19	2019-20	2020-21	
Water (Includes Water Capacity Charges)	$ 2,464	$ 2,513	$ 2,563	$ 2,614	$ 2,666	$ 12,820
Total	**$ 2,464**	**$ 2,513**	**$ 2,563**	**$ 2,614**	**$ 2,666**	**$ 12,820**

Project xx-22
Miscellaneous Storm/Sanitary Sewer Main Replacement
Repair and replace storm and sanitary sewer pipes, manholes and systems identified by the City's annual line televising program.

Sponsor Department: Public Works Department
Category: Utilities
Additional Annual O&M Costs: None
Prevailing Wage Project? Yes

Funding Sources	Project Number and Fiscal Year					Total
	17-22	18-22	19-22	20-22	21-22	
	2016-17	2017-18	2018-19	2019-20	2020-21	
Wastewater (Includes Sewer Capacity Charges)	$ 1,553	$ 1,585	$ 1,616	$ 1,649	$ 1,682	$ 8,085
Total	**$ 1,553**	**$ 1,585**	**$ 1,616**	**$ 1,649**	**$ 1,682**	**$ 8,085**

Projects xx-23
Various bike and pedestrian related projects.

Sponsor Department: Public Works Department
Category: Traffic, Parking and Transportation
Additional Annual O&M Costs: None
Prevailing Wage Project? Yes

Funding Sources	Project Number and Fiscal Year					Total
	17-23	18-23	19-23	20-23	21-23	
	2016-17	2017-18	2018-19	2019-20	2020-21	
C/C Tax	$ 10	$ 10	$ 10	$ 10	$ 10	$ 50
Transportation Development Act (TDA) Funding	50	50	50	50	50	250
Total	**$ 60**	**$ 60**	**$ 60**	**$ 60**	**$ 60**	**$ 300**

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Non-Discretionary Projects

(in thousands of dollars)

Projects 17-24, 19-24 & 21-24
Biennial ADA Improvements to City Facilities
Continuation of efforts to implement ADA improvements at City facilities. Project is now funded every other year.

Projects 18-24 & 20-24
Biennial Installation of ADA Curb Ramps
Install approximately 10 ADA-compliant curb ramps throughout the City.

Sponsor Department: Public Works Department/City Manager's Office

Category: Regulatory Requirements

Additional Annual O&M Costs: None

Prevailing Wage Project? Yes/ TBD

	Project Number and Fiscal Year					
	17-24	18-24	19-24	20-24	21-24	
Funding Sources	2016-17	2017-18	2018-19	2019-20	2020-21	**Total**
C/C Tax	$ 90	$ 64	$ 93	$ 67	$ 97	$ 411
Total	**$ 90**	**$ 64**	**$ 93**	**$ 67**	**$ 97**	**$ 411**

Project xx-25
Annual New Energy Conservation Measures
Fund energy conservation efforts in City facilities.

Sponsor Department: Public Works Department

Category: Facilities

Additional Annual O&M Costs: None

Prevailing Wage Project? TBD

	Project Number and Fiscal Year					
	17-25	18-25	19-25	20-25	21-25	
Funding Sources	2016-17	2017-18	2018-19	2019-20	2020-21	**Total**
C/C Tax	$ 179	$ 91	$ 187	$ 95	$ 194	$ 746
Total	**$ 179**	**$ 91**	**$ 187**	**$ 95**	**$ 194**	**$ 746**

Projects 18-26 & 20-26
Biennial PMP Recertification
Field inspection of all arterial and collector streets as required by the Metropolitan Transportation Commission (MTC).

Sponsor Department: Public Works Department

Category: Streets and Sidewalks

Additional Annual O&M Costs: None

Prevailing Wage Project? No

	Project Number and Fiscal Year					
		18-26		20-26		
Funding Sources	2016-17	2017-18	2018-19	2019-20	2020-21	**Total**
C/C Tax	$ -	$ 72	$ -	$ 75	$ -	$ 147
Total	**$ -**	**$ 72**	**$ -**	**$ 75**	**$ -**	**$ 147**

Return to Previous

Non-Discretionary Projects

(in thousands of dollars)

Projects 17-26, 19-26 & 21-26
Biennial Tennis Court Resurfacing
Periodic routine resurfacing of tennis courts at the following parks: Cuesta, Rengstorff, Cooper, Stevenson, Sylvan and Whisman.

Sponsor Department: Community Services Department
Category: Parks and Recreation
Additional Annual O&M Costs: None
Prevailing Wage Project? Yes

Funding Sources	Project Number and Fiscal Year					Total
	17-26		19-26		21-26	
	2016-17	2017-18	2018-19	2019-20	2020-21	
C/C Tax	$ 84	$ -	$ 87	$ -	$ 91	$ 262
Total	**$ 84**	**$ -**	**$ 87**	**$ -**	**$ 91**	**$ 262**

Project xx-27
Intersection Traffic Signal System - Major Replacements and Upgrades (Intersection TBD)
Annual project to replace/upgrade one existing traffic signal and controller that are at the end of their useful lives.

Sponsor Department: Public Works Department
Category: Traffic, Parking and Transportation
Additional Annual O&M Costs: None
Prevailing Wage Project? Yes

Funding Sources	Project Number and Fiscal Year					Total
	17-27	18-27	19-27	20-27	21-27	
	2016-17	2017-18	2018-19	2019-20	2020-21	
CIP Reserve	$ 386	$ -	$ -	$ -	$ -	$ 386
C/C Tax	-	-	-	-	-	-
Gas Tax	-	-	-	-	-	-
Vehicle Registration Fee (VRF) - Measure B Funding	-	394	402	410	418	1,624
Total	**$ 386**	**$ 394**	**$ 402**	**$ 410**	**$ 418**	**$ 2,010**

Project xx-28
North Bayshore Semi-Annual Traffic Counts
Perform traffic counts in the North Bayshore area to support the Transportation Demand Management (TDM) goals.

Sponsor Department: Community Development Department
Category: Traffic, Parking and Transportation
Additional Annual O&M Costs: None
Prevailing Wage Project? No

Funding Sources	Project Number and Fiscal Year					Total
	17-28	18-28	19-28	20-28	21-28	
	2016-17	2017-18	2018-19	2019-20	2020-21	
Shoreline Community	$ 153	$ 156	$ 159	$ 162	$ 166	$ 796
Total	**$ 153**	**$ 156**	**$ 159**	**$ 162**	**$ 166**	**$ 796**

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Non-Discretionary Projects

(in thousands of dollars)

Project 18-29
Quadrennial City Bridges and Culverts Structural Inspection
Funding for structural inspections of City-owned vehicular and pedestrian bridges, culverts, tunnels and observation decks that are not inspected through the Caltrans Bridge Inspection Program. Bridge inspection practices/National Bridge Inspection Standards suggest these structures be inspected every four (4) years.

Sponsor Department: Public Works Department

Category: Streets and Sidewalks

Additional Annual O&M Costs: None

Prevailing Wage Project? No

	Project Number and Fiscal Year					
		18-29				
Funding Sources	**2016-17**	**2017-18**	**2018-19**	**2019-20**	**2020-21**	**Total**
C/C Tax	$ -	$ 100	$ -	$ -	$ -	$ 100
Shoreline Community	$ -	$ 50	$ -	$ -	$ -	$ 50
Total	**$ -**	**$ 150**	**$ -**	**$ -**	**$ -**	**$ 150**

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Proposed FY 2016-17 and Planned FY 2017-18 through FY 2020-21 Discretionary Projects

(in thousands of dollars)

Proj. No.	Discretionary Projects	Budget				
		2016-17	2017-18	2018-19	2019-20	2020-21
17-29	El Monte/Marich Pedestrian Improvements	$ 250				
17-30	Facilities Major Planned and Emergency Repairs	818				
17-31	Charleston Slough Improvement – Feasibility Study	817				
17-32	Rengstorff Park Community Center, Construction	21,350				
17-33	Wagner Avenue Reconstruction	644				
17-34	South Whisman Area Park, Design	835				
17-35	Bicycle Transportation Plan Bike Lanes	96				
17-36	Automated Guideway Transit Feasibility Study	302				
17-37	Rengstorff Grade Separation Environmental Clearance	1,000				
17-38	Fire Station 4 Modular Exercise Facility	350				
17-39	Park Restroom Renovation, Group A	660				
17-40	Wyandotte Park Design	535				
17-41	Stierlin Road Bicycle and Pedestrian Improvements, Design	555				
17-42	Stevens Creek Trail Bridge Improvement Feasibility Study	60				
17-43	Fourth Floor Tenant Improvement and Remodeling	250				
17-44	Community Garden at Shoreline and Latham	520				
17-45	Evandale Mini Park	1,605				
17-46	Mora/Ortega Park, Design and Construction	1,628				
17-47	Castro School Bathroom: Partnership with School District	448				
17-48	Immediate repairs to Sewage Pump Station	1,000				
17-49	Stormwater Permit Compliance	200				
17-50	San Antonio Area Sewer Improvements - Design	320				
17-51	Shoreline Golf Links – Tee Leveling, Turf Improvement, Bunker Sand	150				
17-52	Sailing Lake Shoreline Improvements – Design	169				
17-53	Castro Street Bike Lane, El Camino Real to California Steet, Feasibility Study	100				

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Proposed FY 2016-17 and Planned FY 2017-18 through FY 2020-21 Discretionary Projects

(in thousands of dollars)

Proj. No.	Discretionary Projects	Budget 2016-17	2017-18	2018-19	2019-20	2020-21
18-30	Interceptor Force Trunk Main Rehabilitation, Construction, Phase II		1,500			
18-31	South Whisman Area Park, Construction		4,670			
18-32	CPA MainStage Sound System		232			
18-33	Wyandotte Park Construction		2,580			
18-34	Fire/Police Training and Classroom Facility at Fire Station 5, Design		644			
18-35	Potable Water Well Construction		3,000			
18-36	Shorebird Way & Charleston Road Recycled Water Extension & Water System Improvements		1,002			
18-37	San Ramon and San Marcos Inflow and Infiltration Study		150			
18-38	Water & Sewer Main Replacement Crossing Hwy 101 at Three Locations, Construction		6,632			
18-39	Police/Fire Administration Building Expansion, Design		2,000			
18-40	Bicycle/Pedestrian Major Project Placeholder		1,000			
18-41	Shoreline Boulevard Interim Bus Lane and Utility Improvements, Construction		12,545			
18-42	Charleston Road Improvements, Design		2,365			
18-43	Rengstorff Ave and Leghorn St Traffic Signal and Geometric Modifications		565			
18-44	San Antonio and Bayshore Traffic Signal and Geometric Modifications		805			
19-29	Stierlin Road Bicycle and Pedestrian Improvements, Construction			2,810		
19-30	Central Sewage Trunk Main Rehabilitation, Construction			3,600		
19-31	Charleston Road Improvements, Construction			16,110		
20-29	Fire/Police Training and Classroom Facility at Fire Station 5, Construction				2,509	
20-30	Ellis Street to Light Rail Trail				304	
	Total: Discretionary Projects	**$ 34,662**	**$ 39,690**	**$ 22,520**	**$ 2,813**	**$ -**

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Discretionary Projects

(in thousands of dollars)

17-29
El Monte/Marich Pedestrian Improvements
Design and construct pedestrian enhancements at and around the Marich/El Monte intersection. This is a placeholder amount; additional funding may be necessary depending on the extent of the capital improvements.

Sponsor Department: Public Works Department
Category: Traffic, Parking and Transportation
Additional Annual O&M Costs: None
Prevailing Wage Project? Yes

Funding Sources	Project Number and Fiscal Year 17-29 2016-17	2017-18	2018-19	2019-20	2020-21	Total
C/C Tax	$ 250	$ -	$ -	$ -	$ -	$ 250
Total	**$ 250**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 250**

Project 17-30
Facilities Major Planned and Emergency Repairs
Repair of the Police/Fire Administration Building roof; replacement of the City Hall boilers, Rengstorff Aquatics Building Roof, and conference room chairs at the MOC; and upgrades to the Civic Center Security System and Fire Station 4 HVAC/Lighting.

Sponsor Department: Public Works Department
Category: Facilities
Additional Annual O&M Costs: None
Prevailing Wage Project? TBD

Funding Sources	Project Number and Fiscal Year 17-30 2016-17	2017-18	2018-19	2019-20	2020-21	Total
CIP Reserve	$ 818	$ -	$ -	$ -	$ -	$ 818
Total	**$ 818**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 818**

Project 17-31
Charleston Slough Improvement – Feasibility Study
Contract with a consultant to prepare a feasibility study to meet City's mitigation requirements (under Bay Conservation and Development Commission) to restore 53 acres of tidal marsh at Charleston Slough.

Sponsor Department: Public Works Department
Category: Regulatory Requirements
Additional Annual O&M Costs: None
Prevailing Wage Project? No

Funding Sources	Project Number and Fiscal Year 17-31 2016-17	2017-18	2018-19	2019-20	2020-21	Total
Shoreline Community	$ 817	$ -	$ -	$ -	$ -	$ 817
Total	**$ 817**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 817**

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Discretionary Projects

(in thousands of dollars)

Project 17-32
Rengstorff Park Community Center, Construction
Construction of the remodel and expansion of the existing Community Center. This will include building construction, site work, a traffic signal, inspection, construction management, and other construction-related costs.

Sponsor Department: Public Works Department
Category: Facilities
Additional Annual O&M Costs: TBD
Prevailing Wage Project? Yes

Funding Sources	Project Number and Fiscal Year 17-32 2016-17	2017-18	2018-19	2019-20	2020-21	Total
Park Land	$ 16,350	$ -	$ -	$ -	$ -	$ 16,350
Strategic Property Acquisition Reserve	5,000	-	-	-	-	5,000
Total	**$ 21,350**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 21,350**

Project 17-33
Wagner Avenue Reconstruction Projects
Construction of curbs, gutters and driveway approaches and pavement on this Rex Manor Neighborhood street. Completion of this project will conclude a street improvement strategy started in the Fiscal Year 2007-08 CIP to reconstruct 10 residential streets along Burgoyne Street between San Ramon Avenue and Hackett Avenue.

Sponsor Department: Public Works Department
Category: Streets and Sidewalks
Additional Annual O&M Costs: None
Prevailing Wage Project? Yes

Funding Sources	Project Number and Fiscal Year 17-33 2016-17	2017-18	2018-19	2019-20	2020-21	Total
C/C Tax	$ 155	$ -	$ -	$ -	$ -	$ 155
Vehicle Registration Fee (VRF) - Measure B Funding	489	-	-	-	-	489
Total	**$ 644**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 644**

Project 17-34 & 18-31
South Whisman Area Park, Design and Construction
Design (17-34) and construction (18-31) of a new park in the South Whisman Precise Plan Area.

Sponsor Department: Public Works Department
Category: Parks and Recreation
Additional Annual O&M Costs: TBD
Prevailing Wage Project? 17-34: No 18-31: Yes

Funding Sources	Project Number and Fiscal Year 17-34 2016-17	18-31 2017-18	2018-19	2019-20	2020-21	Total
Park Land	$ 835	$ 2,456	$ -	$ -	$ -	$ 3,291
Unidentified Funding	-	2,214	-	-	-	2,214
Total	**$ 835**	**$ 4,670**	**$ -**	**$ -**	**$ -**	**$ 5,505**

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Discretionary Projects

(in thousands of dollars)

Project 17-35
Bicycle Transportation Plan Bike Lanes
Whisman Station Drive Bike Lane Improvements (North Whisman Road to Central Expressway) and Sylvan Avenue Bike Lane Improvements (Rainbow Drive to Moorpark Way). These are two of the "fast five" projects from the Bicycle Transportation Plan.

Sponsor Department: Public Works Department
Category: Traffic, Parking and Transportation
Additional Annual O&M Costs: None
Prevailing Wage Project? Yes

Funding Sources	Project Number and Fiscal Year 17-35 2016-17	2017-18	2018-19	2019-20	2020-21	Total
C/C Tax	$ 96	$ -	$ -	$ -	$ -	$ 96
Total	**$ 96**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 96**

Project 17-36
Automated Guideway Transit Feasibility Study
Feasibility study to assess if constructing an Automated Guideway Transit (AGT) system link between the Downtown Transit Center and North Bayshore Area is feasible and would have operational benefit. The study would also evaluate a range of potential AGT technologies to determine which AGT technology (or technologies) might be the most appropriate for the Transit Center to North Bayshore Area corridor and should be investigated further.

Sponsor Department: Public Works Department
Category: Traffic, Parking and Transportation
Additional Annual O&M Costs: None
Prevailing Wage Project? No

Funding Sources	Project Number and Fiscal Year 17-36 2016-17	2017-18	2018-19	2019-20	2020-21	Total
C/C Tax	$ 227	$ -	$ -	$ -	$ -	$ 227
Shoreline Community	75	-	-	-	-	75
Total	**$ 302**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 302**

Project 17-37
Rengstorff Grade Separation Environmental Clearance
Funding for environmental clearance for a proposed grade separation project at Rengstorff and Central Expressway.

Sponsor Department: Public Works Department
Category: Traffic, Parking and Transportation
Additional Annual O&M Costs: None
Prevailing Wage Project? No

Funding Sources	Project Number and Fiscal Year 17-37 2016-17	2017-18	2018-19	2019-20	2020-21	Total
Merlone Geier Funding	$ 1,000	$ -	$ -	$ -	$ -	$ 1,000
Total	**$ 1,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,000**

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Discretionary Projects

(in thousands of dollars)

Project 17-38
Fire Station 4 Modular Exercise Facility
Design and construct a new modular exercise facility at Fire Station 4.

Sponsor Department: Public Works Department
Category: Facilities
Additional Annual O&M Costs: None
Prevailing Wage Project? Yes

Funding Sources	Project Number and Fiscal Year 17-38 2016-17	2017-18	2018-19	2019-20	2020-21	Total
CIP Reserve	$ 350	$ -	$ -	$ -	$ -	$ 350
Total	**$ 350**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 350**

Project 17-39
Park Restroom Renovation, Group A
Funding for the renovation of the restrooms at four school sites: Whisman, Stevenson, Crittenden and Monta Loma.

Sponsor Department: Community Services Department
Category: Parks and Recreation
Additional Annual O&M Costs: None
Prevailing Wage Project? Yes

Funding Sources	Project Number and Fiscal Year 17-39 2016-17	2017-18	2018-19	2019-20	2020-21	Total
Park Land	$ 660	$ -	$ -	$ -	$ -	$ 660
Total	**$ 660**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 660**

Project 17-40 & 18-33
Wyandotte Park Design and Construction
Design (17-39) and Construction (18-33) of a new park at 2254 Wyandotte Street.

Sponsor Department: Public Works Department
Category: Parks and Recreation
Additional Annual O&M Costs: TBD
Prevailing Wage Project? 17-39: No 18-33: Yes

Funding Sources	Project Number and Fiscal Year 17-40 2016-17	18-33 2017-18	2018-19	2019-20	2020-21	Total
Park Land	$ 535	$ 996	$ -	$ -	$ -	$ 1,531
Unidentified Funding	-	1,584	-	-	-	1,584
Total	**$ 535**	**$ 2,580**	**$ -**	**$ -**	**$ -**	**$ 3,115**

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Discretionary Projects

(in thousands of dollars)

Project 17-41 & 19-29
Stierlin Road Bicycle and Pedestrian Improvements, Design and Construction
Design (17-40) and Construction (19-29) of bicycle and pedestrian improvements along Stierlin Road between the Transit Center and Montecito Avenue.

Sponsor Department: Public Works Department
Category: Traffic, Parking and Transportation
Additional Annual O&M Costs: None
Prevailing Wage Project? 17-40: No 19-29: Yes

	Project Number and Fiscal Year					
	17-41		19-29			
Funding Sources	**2016-17**	**2017-18**	**2018-19**	**2019-20**	**2020-21**	**Total**
C/C Tax	$ 278	$ -	$ -	$ -	$ -	$ 278
Shoreline Community	277	-	1,405	-	-	1,682
Unidentified Funding	-	-	1,405	-	-	1,405
Total	**$ 555**	**$ -**	**$ 2,810**	**$ -**	**$ -**	**$ 3,365**

Project 17-42
Stevens Creek Trail Bridge Improvement Feasibility Study
Perform a study to determine the feasibility of improving the landings and decking of the Stevens Creek Trail Bridge. The Bridge spans Central Expressway, VTA Light Rail tracks, Caltrain tracks, and Evelyn Avenue. The study will look at alternative designs for bridge landings and associated costs of construction. The study will also determine the feasibility and cost for replacing the wood deck with a steel and concrete deck, and a cost estimate will be prepared for painting the bridge structure.

Sponsor Department: Public Works Department
Category: Parks and Recreation
Additional Annual O&M Costs: None
Prevailing Wage Project? No

	Project Number and Fiscal Year					
	17-42					
Funding Sources	**2016-17**	**2017-18**	**2018-19**	**2019-20**	**2020-21**	**Total**
C/C Tax	$ 45	$ -	$ -	$ -	$ -	$ 45
Shoreline Community	15	-	-	-	-	15
Total	**$ 60**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 60**

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Discretionary Projects

(in thousands of dollars)

Projects 17-43
Fourth Floor Tenant Improvement and Remodeling
Provide new space for IT/GIS staff on the 4th floor of City Hall in a formerly unoccupied storage area. Proposed work involves design and construction of architectural, mechanical, plumbing, electrical, and data service elements. This estimate is a placeholder as evaluation of improvements needed to HVAC system is still ongoing.

Sponsor Department: Public Works Department
Category: Facilities
Additional Annual O&M Costs: None
Prevailing Wage Project? Yes

Funding Sources	Project Number and Fiscal Year 17-43 2016-17	2017-18	2018-19	2019-20	2020-21	Total
CIP Reserve	$ 250	$ -	$ -	$ -	$ -	$ 250
Total	**$ 250**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 250**

Project 17-44
Community Garden at Shoreline and Latham
Design and construct a new plot-based community garden at the City-owned property located at the corner of South Shoreline Boulevard and Latham Street. The new community garden will accommodate 80 to 100 additional garden plots for Mountain View residents.

Sponsor Department: Public Works Department
Category: Parks and Recreation
Additional Annual O&M Costs: $2,300*
Prevailing Wage Project? Yes

* To be offset by revenues of approximately $7,000 annually

Funding Sources	Project Number and Fiscal Year 17-44 2016-17	2017-18	2018-19	2019-20	2020-21	Total
Park Land	$ 520	$ -	$ -	$ -	$ -	$ 520
Total	**$ 520**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 520**

Project 17-45
Evandale Mini Park
Design and construction of a new park at a developer-dedicated 0.35-acre parcel on Evandale Avenue and Piazza Drive. Project scope includes 2- to 5-year-old play area, 5- to 12-year-old play area, swings, picnic tables, benches, water fountain, landscaping, and irrigation.

Sponsor Department: Public Works Department
Category: Parks and Recreation
Additional Annual O&M Costs: $5,000
Prevailing Wage Project? Yes

Funding Sources	Project Number and Fiscal Year 17-45 2016-17	2017-18	2018-19	2019-20	2020-21	Total
Park Land	$ 1,605	$ -	$ -	$ -	$ -	$ 1,605
Total	**$ 1,605**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,605**

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Discretionary Projects

(in thousands of dollars)

Project 17-46
Mora/Ortega Park, Design and Construction
Design and Construction of a new park at the intersection of Mora Drive and Ortega Avenue.

Sponsor Department: Public Works Department
Category: Parks and Recreation
Additional Annual O&M Costs: $7,500
Prevailing Wage Project? Yes

Funding Sources	Project Number and Fiscal Year 17-46 2016-17	2017-18	2018-19	2019-20	2020-21	Total
Park Land	$ 1,628	$ -	$ -	$ -	$ -	$ 1,628
Total	**$ 1,628**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,628**

Project 17-47
Castro School Bathroom: Partnership with School District
There are no restrooms or portables at Castro Elementary open to the public or within the immediate vicinity when school is closed. As directed by Council in 2014, staff has worked with the Mountain View Whisman School District to incorporate construction of a bathroom in their planned renovations of Castro School in 2016-17.

Sponsor Department: Public Works Department
Category: Parks and Recreation
Additional Annual O&M Costs: None
Prevailing Wage Project? No

Funding Sources	Project Number and Fiscal Year 17-47 2016-17	2017-18	2018-19	2019-20	2020-21	Total
Park Land	$ 448	$ -	$ -	$ -	$ -	$ 448
Total	**$ 448**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 448**

Project 17-48
Immediate repairs to Sewage Pump Station
Project 14-32, Sewage Pump Station Replacement Analysis, recommended immediate and long-term repairs for compliance and operational continuity. This project will address the repairs that are needed in the near term. Additional projects will be proposed in future years for the long-term repairs.

Sponsor Department: Public Works Department
Category: Utilities
Additional Annual O&M Costs: None
Prevailing Wage Project? Yes

Funding Sources	Project Number and Fiscal Year 17-48 2016-17	2017-18	2018-19	2019-20	2020-21	Total
Wastewater (Includes Sewer Capacity Charges)	$ 1,000	$ -	$ -	$ -	$ -	$ 1,000
Total	**$ 1,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,000**

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Discretionary Projects

(in thousands of dollars)

Project 17-49
Stormwater Permit Compliance
The City is facing deadlines to meet new stormwater regulations related to runoff from public streets. This project will fund efforts to develop the required work plans and coordinate with regulatory agencies.

Sponsor Department: Public Works Department
Category: Regulatory Requirements
Additional Annual O&M Costs: None
Prevailing Wage Project? No

Funding Sources	Project Number and Fiscal Year 17-49 2016-17	2017-18	2018-19	2019-20	2020-21	Total
Wastewater (Includes Sewer Capacity Charges)	$ 200	$ -	$ -	$ -	$ -	$ 200
Total	**$ 200**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 200**

Project 17-50
San Antonio Area Sewer Improvements - Design
This project will address capacity deficiency in the existing sewer pipeline in the San Antonio area, and at the Alma Recorder adjacent to San Antonio Road and Showers Drive. The project includes increasing the capacity of the existing pipeline and sewer flow routing at Sondgroth Way, improvements to the Alma Recorder and the adjacent pipelines to improve data recording accuracy, and eliminating sewer back up from the downstream system.

Sponsor Department: Public Works Department
Category: Utilities
Additional Annual O&M Costs: None
Prevailing Wage Project? No

Funding Sources	Project Number and Fiscal Year 17-50 2016-17	2017-18	2018-19	2019-20	2020-21	Total
Wastewater (Includes Sewer Capacity Charges)	$ 320	$ -	$ -	$ -	$ -	$ 320
Total	**$ 320**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 320**

Project 17-51
Shoreline Golf Links – Tee Leveling, Turf Improvement, Bunker Sand
Turf, tee leveling, and bunker sand improvements are needed at Shoreline Golf Links.

Sponsor Department: Community Services Department
Category: Parks and Recreation
Additional Annual O&M Costs: None
Prevailing Wage Project? TBD

Funding Sources	Project Number and Fiscal Year 17-51 2016-17	2017-18	2018-19	2019-20	2020-21	Total
Shoreline Community	$ 150	$ -	$ -	$ -	$ -	$ 150
Total	**$ 150**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 150**

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Discretionary Projects

(in thousands of dollars)

Project 17-52
Sailing Lake Shoreline Improvements – Design
The shores of the Sailing Lake by the boat launching area have been eroding. This project will study and design improvements to prevent further erosion and restore some of the banks as

Sponsor Department: Public Works Department
Category: Parks and Recreation
Additional Annual O&M Costs: None
Prevailing Wage Project? No

Funding Sources	Project Number and Fiscal Year 17-52 2016-17	2017-18	2018-19	2019-20	2020-21	Total
Shoreline Community	$ 169	$ -	$ -	$ -	$ -	$ 169
Total	**$ 169**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 169**

Project 17-53
Castro Street Bike Lane, El Camino Real to California Steet, Feasibility Study
Review existing conditions to determine if it is feasible to install bike lanes on Castro Street between El Camino Real and California Street. Review as-built plans, field conditions, new development proposals and current traffic engineering standards and practices to determine if any portion of Castro Street could accommodate Class II bike lanes. If feasible, develop cost estimates and CIP project proposals.

Sponsor Department: Public Works Department
Category: Traffic, Parking and Transportation
Additional Annual O&M Costs: None
Prevailing Wage Project? No

Funding Sources	Project Number and Fiscal Year 17-53 2016-17	2017-18	2018-19	2019-20	2020-21	Total
Shoreline Community	$ 100	$ -	$ -	$ -	$ -	$ 100
Total	**$ 100**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 100**

Project 18-30
Interceptor Force Trunk Main Rehabilitation, Construction, Phase II
Funding for phase II to rehabilitate 4,000 feet of the Interceptor Force Trunk Main between the Sewage Pump Station and the Palo Alto Interceptor Line.

Sponsor Department: Public Works Department
Category: Utilities
Additional Annual O&M Costs: None
Prevailing Wage Project? Yes

Funding Sources	Project Number and Fiscal Year 2016-17	18-30 2017-18	2018-19	2019-20	2020-21	Total
Wastewater (Includes Sewer Capacity Charges)	$ -	$ 1,500	$ -	$ -	$ -	$ 1,500
Total	**$ -**	**$ 1,500**	**$ -**	**$ -**	**$ -**	**$ 1,500**

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Discretionary Projects

(in thousands of dollars)

Project 18-32
CPA MainStage Sound System
Upgrade of wiring, replacement of patch bays with a digital console, and replacement of speakers, amplifiers, and processors.

Sponsor Department: Community Services Department
Category: Facilities
Additional Annual O&M Costs: None
Prevailing Wage Project? Yes

Funding Sources	Project Number and Fiscal Year					Total
		18-32				
	2016-17	2017-18	2018-19	2019-20	2020-21	
CIP Reserve	$ -	$ 232	$ -	$ -	$ -	$ 232
Total	**$ -**	**$ 232**	**$ -**	**$ -**	**$ -**	**$ 232**

Project 18-34 & 20-29
Fire/Police Training and Classroom Facility at Fire Station 5, Design and Construction
Design and construct a new stand-alone modular training and classroom facility at the back of FS 5 in Shoreline. The space would be used for a Police Department operations center during events at Shoreline Amphitheatre. A temporary EOC could also be established in this room during emergencies.

Sponsor Department: Public Works Department
Category: Facilities
Additional Annual O&M Costs: TBD
Prevailing Wage Project? 18-34: No 20-29: Yes

Funding Sources	Project Number and Fiscal Year					Total
		18-34		20-29		
	2016-17	2017-18	2018-19	2019-20	2020-21	
Shoreline Community	$ -	$ 644	$ -	$ 2,509	$ -	$ 3,153
Total	**$ -**	**$ 644**	**$ -**	**$ 2,509**	**$ -**	**$ 3,153**

Project 18-35
Potable Water Well Construction
Drilling of two new potable water wells to provide groundwater for ongoing and emergency needs.

Sponsor Department: Public Works Department
Category: Utilities
Additional Annual O&M Costs: None
Prevailing Wage Project? Yes

Funding Sources	Project Number and Fiscal Year					Total
		18-35				
	2016-17	2017-18	2018-19	2019-20	2020-21	
Water (Includes Water Capacity Charges)	$ -	$ 3,000	$ -	$ -	$ -	$ 3,000
Total	**$ -**	**$ 3,000**	**$ -**	**$ -**	**$ -**	**$ 3,000**

Return to Previous

Discretionary Projects

(in thousands of dollars)

Project 18-36
Shorebird Way & Charleston Road Recycled Water Extension & Water System Improvements
Per the Recycled Water System Expansion Feasibility Study, extend recycled water on Shorebird Way and Charleston Rd. Construct a new water main between Shorebird Way & Charleston Road to provide looping of the water system.

Sponsor Department: Public Works Department
Category: Utilities
Additional Annual O&M Costs: TBD
Prevailing Wage Project? Yes

Funding Sources	Project Number and Fiscal Year 18-36					Total
	2016-17	2017-18	2018-19	2019-20	2020-21	
Water (Includes Water Capacity Charges)	$ -	$ 1,002	$ -	$ -	$ -	$ 1,002
Total	**$ -**	**$ 1,002**	**$ -**	**$ -**	**$ -**	**$ 1,002**

Project 18-37
San Ramon and San Marcos Inflow and Infiltration Study
Examine existing system to determine source of existing inflow/infiltration issue and develop recommended alternatives for reduction.

Sponsor Department: Public Works Department
Category: Utilities
Additional Annual O&M Costs: None
Prevailing Wage Project? No

Funding Sources	Project Number and Fiscal Year 18-37					Total
	2016-17	2017-18	2018-19	2019-20	2020-21	
Wastewater (Includes Sewer Capacity Charges)	$ -	$ 150	$ -	$ -	$ -	$ 150
Total	**$ -**	**$ 150**	**$ -**	**$ -**	**$ -**	**$ 150**

Project 18-38
Water & Sewer Main Replacement Crossing Hwy 101 at Three Locations, Construction
Replacement of an existing water and sewer main to cross under US 101 at Shoreline Boulevard, existing water main under US 101 at Rengstorff Avenue, and a new water main under US 101 at Macon Street to improve reliability to North Bayshore.

Sponsor Department: Public Works Department
Category: Utilities
Additional Annual O&M Costs: None
Prevailing Wage Project? Yes

Funding Sources	Project Number and Fiscal Year 18-38					Total
	2016-17	2017-18	2018-19	2019-20	2020-21	
Water (Includes Water Capacity Charges)	$ -	$ 4,974	$ -	$ -	$ -	$ 4,974
Wastewater (Includes Sewer Capacity Charges)	-	1,658	-	-	-	1,658
Total	**$ -**	**$ 6,632**	**$ -**	**$ -**	**$ -**	**$ 6,632**

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Discretionary Projects

(in thousands of dollars)

Project 18-39
Police/Fire Administration Building Expansion, Design
Placeholder funding for design of the expansion/renovation of the City's Police/Fire Administration Building.

Sponsor Department: Public Works Department
Category: Facilities
Additional Annual O&M Costs: None
Prevailing Wage Project? No

Funding Sources	Project Number and Fiscal Year 18-39					Total
	2016-17	2017-18	2018-19	2019-20	2020-21	
CIP Reserve	$ -	$ 2,000	$ -	$ -	$ -	$ 2,000
Total	**$ -**	**$ 2,000**	**$ -**	**$ -**	**$ -**	**$ 2,000**

Project 18-40
Bicycle/Pedestrian Major Project Placeholder
Placeholder for projects that may result from the California/Escuela/Shoreline Complete Street Study or the Bicycle Transportation Plan or could be used for the Shoreline Pathway Construction.

Sponsor Department: Public Works Department
Category: Traffic, Parking and Transportation
Additional Annual O&M Costs: TBD
Prevailing Wage Project? Yes

Funding Sources	Project Number and Fiscal Year 18-40					Total
	2016-17	2017-18	2018-19	2019-20	2020-21	
C/C Tax	$ -	$ 367	$ -	$ -	$ -	$ 367
Google Funding	-	300	-	-	-	300
Merlone Geier Funding	-	333	-	-	-	333
Total	**$ -**	**$ 1,000**	**$ -**	**$ -**	**$ -**	**$ 1,000**

Projects 18-41
Shoreline Boulevard Interim Bus Lane and Utility Improvements, Construction
Construct the interim reversible bus lane along Shoreline Boulevard from Middlefield Road to Space Park Way, including improvements to replace water and sewer mains along Shoreline Blvd from Middlefield Road (except freeway crossing) to Space Park Way. The reversible bus lane project is a proposal in the North Bayshore Precise Plan to reduce single occupancy vehicles commuting to work in the North Bayshore.

Sponsor Department: Public Works Department
Category: Traffic, Parking and Transportation
Additional Annual O&M Costs: TBD
Prevailing Wage Project? Yes

Funding Sources	Project Number and Fiscal Year 18-41					Total
	2016-17	2017-18	2018-19	2019-20	2020-21	
Water (Includes Water Capacity Charges)	$ -	$ 1,881	$ -	$ -	$ -	$ 1,881
Wastewater (Includes Sewer Capacity Charges)	-	627	-	-	-	627
Shoreline Community	-	10,037	-	-	-	10,037
Total	**$ -**	**$ 12,545**	**$ -**	**$ -**	**$ -**	**$ 12,545**

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Discretionary Projects

(in thousands of dollars)

Project 18-42 & 19-31
Charleston Road Improvements, Design and Construction
Design (18-42) and Construction (19-31) to develop the first phase of transit boulevard improvements along Charleston Road from Shoreline Boulevard to Amphitheatre Parkway within the existing right-of-way as described in the North Bayshore Precise Plan. This project will provide infrastructure for mass transit and relieve traffic congestion.

Sponsor Department: Public Works Department
Category: Traffic, Parking and Transportation
Additional Annual O&M Costs: TBD
Prevailing Wage Project? 18-42: No 19-31: Yes

	Project Number and Fiscal Year					
		18-42	19-31			
Funding Sources	**2016-17**	**2017-18**	**2018-19**	**2019-20**	**2020-21**	**Total**
Shoreline Community	$ -	$ 2,365	$ 14,110	$ -	$ -	$ 16,475
Unidentified Funding	-	-	2,000	-	-	2,000
Total	**$ -**	**$ 2,365**	**$ 16,110**	**$ -**	**$ -**	**$ 18,475**

Project 18-43
Rengstorff Ave and Leghorn St Traffic Signal and Geometric Modifications
Intersection improvements at Rengstorff and Leghorn; geometric and signal modifications required per North Bayshore Precise Plan mitigation measures.

Sponsor Department: Public Works Department
Category: Traffic, Parking and Transportation
Additional Annual O&M Costs: None
Prevailing Wage Project? Yes

	Project Number and Fiscal Year					
		18-43				
Funding Sources	**2016-17**	**2017-18**	**2018-19**	**2019-20**	**2020-21**	**Total**
Shoreline Community	$ -	$ 565	$ -	$ -	$ -	$ 565
Total	**$ -**	**$ 565**	**$ -**	**$ -**	**$ -**	**$ 565**

Project 18-44
San Antonio and Bayshore Traffic Signal and Geometric Modifications
Intersection improvements at San Antonio Road and Bayshore Parkway; geometric and signal modifications required per North Bayshore Precise Plan mitigation measures.

Sponsor Department: Public Works Department
Category: Traffic, Parking and Transportation
Additional Annual O&M Costs: None
Prevailing Wage Project? Yes

	Project Number and Fiscal Year					
		18-44				
Funding Sources	**2016-17**	**2017-18**	**2018-19**	**2019-20**	**2020-21**	**Total**
Shoreline Community	$ -	$ 805	$ -	$ -	$ -	$ 805
Total	**$ -**	**$ 805**	**$ -**	**$ -**	**$ -**	**$ 805**

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Discretionary Projects

(in thousands of dollars)

Project 19-30
Central Sewage Trunk Main Rehabilitation, Construction
Rehabilitate 2,500 feet of the Central Sewage Trunk Main between the Sewage Pump Station and Highway 101.

Sponsor Department: Public Works Department
Category: Utilities
Additional Annual O&M Costs: None
Prevailing Wage Project? Yes

Funding Sources	Project Number and Fiscal Year					Total
			19-30			
	2016-17	2017-18	2018-19	2019-20	2020-21	
Wastewater (Includes Sewer Capacity Charges)	$ -	$ -	$ 3,600	$ -	$ -	$ 3,600
Total	**$ -**	**$ -**	**$ 3,600**	**$ -**	**$ -**	**$ 3,600**

Project 20-30
Ellis Street to Light Rail Trail
Install Caltrans Class 1 trail including lighting across Hetch-Hetchy right-of-way from Ellis Street to existing end of VTA Light Rail Trail (approximately 400 feet).

Sponsor Department: Public Works Department
Category: Traffic, Parking and Transportation
Additional Annual O&M Costs: TBD
Prevailing Wage Project? Yes

Funding Sources	Project Number and Fiscal Year					Total
				20-30		
	2016-17	2017-18	2018-19	2019-20	2020-21	
Transportation Oriented Development (TOD) Funds	$ -	$ -	$ -	$ 304	$ -	$ 304
Total	**$ -**	**$ -**	**$ -**	**$ 304**	**$ -**	**$ 304**

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Proposed Fiscal Year 2016-17 Amendments to Existing Projects

(in thousands of dollars)

Project No.	Amendments to Existing Projects	Budget
09-28	Rengstorff Grade Separation/High-Speed Rail Coordination	$ 107
11-18	Information Technology Computer Projects	533
11-27	Library Space Modifications	90
14-34	Shoreline Maintenance Storage Plan	385
15-18	Information Technology Computer Projects	265
15-54	Drought Response	77
	Total: Amendments to Existing Projects	**$ 1,457**

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Amendments to Existing Projects

(in thousands of dollars)

Project 09-28
Rengstorff Grade Separation/High-Speed Rail Coordination
Amend existing project to add additional funding to support traffic and civil engineering review of 2016 restart of High-Speed Rail environmental review along the Caltrain corridor.

Sponsor Department: Public Works Department
Category: Traffic, Parking and Transportation
Additional Annual O&M Costs: None
Prevailing Wage Project? No

Funding Sources	*FY 2015-16 Total Project Funding*	**Increased/(Decreased) Funding for FY 2016-17**	*FY 2016-17 Total Project Funding*
C/C Tax	*$ 300*	**$ 107**	*$ 407*
Downtown Revitalization Authority	*50*	**-**	*50*
Total	*$ 350*	**$ 107**	*$ 457*

Project 11-18
Information Technology Computer Projects
Web-based software to provide permit tracking for building, planning, and engineering applications, inspection recordation, etc. Software will also allow residents, applicants, and contractors to view permit and plan check status and submit minor building permits online. The request is to amend the CIP to bring the budget back up to its original amount and to add funds to pay for a person who would be dedicated to the project's development and implementation.

Sponsor Department: Information Technology
Category: Information Technology and Communications
Additional Annual O&M Costs: None
Prevailing Wage Project? No

Funding Sources	*FY 2015-16 Total Project Funding*	**Increased/(Decreased) Funding for FY 2016-17**	*FY 2016-17 Total Project Funding*
C/C Tax	*$ 225*	**$ -**	*$ 225*
Water (Includes Water Capacity Charges)	*15*	**-**	*15*
Wastewater (Includes Sewer Capacity Charges)	*15*	**-**	*15*
Shoreline Community	*120*	**-**	*120*
Development Services Fund	*200*	**533**	*733*
Total	*$ 575*	**$ 533**	*$ 1,108*

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Amendments to Existing Projects

(in thousands of dollars)

Project 11-27
Library Space Modifications
Project will complete design of space modifications to address space needs for the Children's Service Area and other Library operations.

Sponsor Department: Public Works Department
Category: Facilities
Additional Annual O&M Costs: None
Prevailing Wage Project? No

Funding Sources	*FY 2015-16 Total Project Funding*	**Increased/(Decreased) Funding for FY 2016-17**	*FY 2016-17 Total Project Funding*
CIP Reserve	*$ -*	**$ 90**	*$ 90*
C/C Tax	*311*	**-**	*311*
Total	*$ 311*	**$ 90**	*$ 401*

Project 14-34
Shoreline Maintenance Storage Plan
This project, created to consolidate material storage in Shoreline at Mountain View Regional Park, went out to bid in June 2015. The low bid received was higher than the Engineer's Estimate. An additional $385,000 is needed to adequately fund this project.

Sponsor Department: Public Works Department
Category: Facilities
Additional Annual O&M Costs: None
Prevailing Wage Project? Yes

Funding Sources	*FY 2015-16 Total Project Funding*	**Increased/(Decreased) Funding for FY 2016-17**	*FY 2016-17 Total Project Funding*
Shoreline Community	*$ 912*	**$ 385**	*$ 1,297*
Total	*$ 912*	**$ 385**	*$ 1,297*

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Amendments to Existing Projects

(in thousands of dollars)

Project 15-18
Information Technology Computer Projects
Additional funding of $120,000 for IFAS One Solution upgrade and $145,000 for the Council Chambers upgrade. For additional information, please see the information technology memorandum included as Attachment 1 at the end of this Capital Improvement Projects section.

Sponsor Department: Information Technology

Category: Information Technology and Communications

Additional Annual O&M Costs: None

Prevailing Wage Project? No

Funding Sources	*FY 2015-16 Total Project Funding*	**Increased/(Decreased) Funding for FY 2016-17**	*FY 2016-17 Total Project Funding*
CIP Reserve	*$ -*	**$ 120**	*$ 120*
C/C Tax	*613*	**-**	*613*
Water (Includes Water Capacity Charges)	*123*	**18**	*141*
Wastewater (Includes Sewer Capacity Charges)	*107*	**10**	*117*
Solid Waste Fund	*18*	**7**	*25*
Shoreline Community	*102*	**21**	*123*
Equipment Replacement Fund	*84*	**-**	*84*
Development Services Fund	*14*	**4**	*18*
Public, Educational, and Governmental (PEG) Funds	*-*	**85**	*85*
Total	*$ 1,061*	**$ 265**	*$ 1,326*

Project 15-54
Drought Response Change Areas
On May 19, 2015, theMountain View City Council adopted a Drought Response CIP (Project 15-54) to fund new smart-metering and outreach programs related to water conservation. Included in the Drought Response CIP was a program to send Home Water Reports to single-family homes in Mountain View for Fiscal Year 2015-16. Additional funding of $77,000 is required to continue sending Home Water Reports for Fiscal Year 2016-17.

Sponsor Department: Public Works Department

Category: Utilities

Additional Annual O&M Costs: None

Prevailing Wage Project? No

Funding Sources	*FY 2015-16 Total Project Funding*	**Increased/(Decreased) Funding for FY 2016-17**	*FY 2016-17 Total Project Funding*
Water (Includes Water Capacity Charges)	*$ 292*	**$ 77**	*$ 369*
Total	*$ 292*	**$ 77**	*$ 369*

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MISCELLANEOUS INFORMATION

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REGULAR FULL-TIME AND PART-TIME POSITION ALLOCATION

	2014-15 ADJUSTED	2015-16 ADOPTED	2016-17 PROPOSED	CHANGE
GENERAL OPERATING FUND				
CITY COUNCIL	7.00	7.00	7.00	
CITY CLERK	4.00	4.00	4.00	
CITY ATTORNEY	8.00	8.00	8.00	
CITY MANAGER	13.00	13.00	13.50	+0.50 (a)
INFORMATION TECHNOLOGY	13.00	13.40	14.40	+1.00 (b)
FINANCE AND ADMIN SRVCS	29.75	30.00	30.75	+0.75 (c)
COMMUNITY DEVELOPMENT	5.45	6.65	6.65	
PUBLIC WORKS	36.27	35.92	37.42	+1.50 (d)
COMMUNITY SERVICES	68.76	68.76	69.26	+0.50 (e)
LIBRARY SERVICES	30.00	30.00	29.75	-0.25 (f)
FIRE	77.60	77.60	76.60	-1.00 (g)
POLICE	140.00	140.00	140.50	+0.50 (h)
	432.83	434.33	437.83	3.50
OTHER FUNDS				
INFORMATION TECHNOLOGY				
WATER	2.00	2.60	3.60	+1.00 (i)
FINANCE AND ADMIN SRVCS				
WATER	2.25	2.25	2.25	
COMMUNITY DEVELOPMENT				
DEVELOPMENT SERVICES	23.90	26.70	27.70	+1.00 (j)
BELOW MARKET RATE HOUSING	1.30	2.05	2.11	+0.06 (k)
HOUSING IMPACT FEE	0.70	0.70	0.68	-0.02 (k)
PARKING DISTRICT	0.35	0.35	0.35	
COMMUNITY DEVELOPMENT BLOCK GRANT	0.70	0.70	0.66	-0.04 (k)
SHORELINE REGIONAL PARK COMMUNITY	1.60	1.60	1.60	
PUBLIC WORKS				
DEVELOPMENT SERVICES	6.00	7.60	7.60	
SHORELINE REGIONAL PARK COMMUNITY	3.78	4.18	4.18	
WATER	33.25	33.40	32.40	-1.00 (i)
WASTEWATER	14.55	14.70	14.70	
SOLID WASTE MANAGEMENT	14.65	14.70	14.70	
EQUIPMENT MAINTENANCE	8.50	8.50	8.50	
COMMUNITY SERVICES				
SHORELINE GOLF LINKS	0.30	0.30	0.30	
SHORELINE REGIONAL PARK COMMUNITY	13.69	14.69	14.69	
FIRE				
DEVELOPMENT SERVICES	2.00	2.00	2.00	
WASTEWATER	5.90	5.90	5.90	
POLICE				
WASTEWATER	1.00	1.00	1.00	
	136.42	143.92	144.92	1.00
TOTAL REGULAR POSITIONS	569.25	578.25	582.75	4.50
Total Limited-Period Positions	10.00	12.25	18.50	+6.25 (l)
NET FUNDED POSITIONS	579.25	590.50	601.25	
CHANGE FROM PRIOR FISCAL YEAR	4.75	11.25	10.75	

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REGULAR FULL-TIME AND PART-TIME POSITION ALLOCATION
(Continued)

Notes:

a. Includes the addition of 0.50 FTE Communications Coordinator position.

b. Includes the addition of an Information Technology Analyst I/II position.

c. Includes the addition of a Senior Management Analyst position, the addition of 0.25 FTE Buyer, and the elimination of a 0.50 FTE Copy Center Assistant.

d. Includes the midyear additions of 0.50 FTE Senior Project Manager position and a Transportation Planner position.

e. Includes the addition of two 0.25 FTE Park Maintenance Worker I/II positions.

f. Includes the addition of a 0.25 FTE Librarian I/II and the elimination of 0.50 FTE Library Assistant III positon (converted to hours).

g. Includes the midyear restoration of the Training Battalion Chief position with the elimination of a Firefighter position and the Emergency Medical Services Coordinator position.

h. Includes the addition of a 0.50 FTE Office Assistant position.

i. Includes the transfer of a Systems Coordinator/Technician position to the Information Technology Department from the Public Works Department.

j. Includes the addition of an Office Assistant I/II position.

k. Reallocation between BMR and Housing/CDBG funds.

l. Includes the following limited-period positions:

<u>City Manager's Office</u>
- Human Resources Analyst I/II (1.00) (new)
- ICMA Fellow (1.00) (new)

<u>Information Technology Department</u>
- Secretary (0.50) (new)

<u>Finance and Administrative Services Department</u>
- Senior Management Analyst (1.0) (continuation)

<u>Community Development Department</u>
- Senior Planner (1.0 for the duration of the Google Agreement) (continuation)
- Senior Planner (1.0) (continuation)
- Associate Planner (1.0) (continuation)

<u>Public Works Department</u>
- Civil Engineer (1.0 for the duration of the Google Agreement) (continuation)
- Associate Civil Engineer (3.0) (new)
- Assistant Civil Engineer (4.0) (continuation)
- Program Assistant (0.5) (new)

<u>Community Services Department</u>
- Performing Arts Supervisor (0.5) (new)

<u>Police Department</u>
- Public Safety Dispatcher II (1.0) (new)
- Police Officer Trainee (2.0) (new)

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FISCAL YEAR 2016-17
FUNDING OF NONPROFIT AGENCIES

AGENCY		2015-16 Adopted	2016-17 Requested	2016-17 Proposed
Approved at the 4/19/2016 CDBG Public Hearing				
General Fund Funded				
Catholic Charities Long Term Care Ombudsman	$	8,000	(a)	8,000
Community School of Music & Arts		15,490	(a)	15,490
CSA - Alpha Omega Shelter		5,000 (b)	(a)	5,000 (b)
CSA - Senior Meals		33,054	(a)	33,054
Day Worker Center		20,000 (c)	(a)	20,000 (c)
Health Trust (Home Delivered Hot Meals)		5,000 (c)	(a)	5,000 (c)
LifeMoves/Clara Mateo Shelter (formerly InnVision)		5,000 (b)	(a)	5,000 (b)
Junior Achievement		5,000	(a)	5,000
MayView Community Health Center		41,500 (c)	(a)	41,500 (c)
Parents Helping Parents		5,000	(a)	5,000
Healthier Kids Foundation - Santa Clara County		12,180	(a)	12,180
YWCA of Silicon Valley		37,000 (c)	(a)	37,000 (c)
General Fund Total	$	192,224	0	192,224
CDBG Funded:				(d)
Child Advocates of Silicon Valley	$	10,688	(a)	9,881
CSA - Alpha Omega Shelter		6,326	(a)	5,848
CSA - Emergency Assistance		27,755	(a)	25,659
CSA - Senior Services		21,749	(a)	20,106
LifeMoves/Clara Mateo Shelter (formerly InnVision)		21,376	(a)	19,762
MayView Community Health Center		9,000	(a)	8,320
Senior Adults Legal Assistance		6,412	(a)	5,928
CDBG Total	$	103,306	0	95,504

(a) FY16-17 is the second year of a 2-year funding cycle.
(b) Funded from limited-period Boomerang Funds.
(c) Includes partial limited-period funding.
(d) Funding adjusted from FY15-16 Adopted Budget based on estimated FY16-17 program income.

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FISCAL YEAR 2016-17
FUNDING OF NONPROFIT AGENCIES
(Continued)

AGENCY	2015-16 Adopted	2016-17 Proposed
Other Non-Profit Agencies - not requested by an agency during CDBG Public Hearing		
211 SCC United Way Silicon Valley	$ 0	2,500
Community Health Awareness Council	94,793	94,793
Community School of Music & Arts		
Arts in Action	52,259	52,259
Music in Action	24,800	24,800
Friends of Caltrain	5,000	5,000
Housing Trust	150,000 (e)	150,000 (e)
Housing Trust Boomerang Funds	232,800 (f)	261,300 (i)
Joint Venture: Silicon Valley	20,000 (g)	20,000 (g)
Police Activities League (MVPAL)	5,000	5,000
Project Sentinel - Fair Housing Services	25,000 (h)	25,000
Project Sentinel - Mediation Program	91,944	91,944
Youth Sports Fee Waiver	2,000	2,000
Total Other Non-Profit Funding	$ 703,596	734,596

(e) Funded by the Below Market Rate Housing Fund.
(f) Includes $41,000 in new funds and $191,800 rebudget (limited-period).
(g) Funded by the Shoreline Regional Park Community Fund.
(h) Includes $10,000 limited-period funding moved from the CDBG Hearing process, per Council direction.
(i) Includes $51,000 in new funds and $210,300 balance of funds from prior fiscal years. Budgeted in new GF Housing Fund.

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FISCAL YEAR 2016-17
PROPOSED **NON-DISCRETIONARY** ON-GOING CHANGES

GENERAL OPERATING FUND

CITY MANAGER'S OFFICE

Contract Services: $ 33,700
Provides increased funding for professional contract services to assist the City with environmental issues, website programming and training for staff, and the renewal and disengagement of PEG (Public, Education and Government) funding to pay for the KMVT Community Television agreement.

Pre-Employment Physicals: $ 5,000
Provides increased funding for pre-employment medical services associated with the increase in the number of applicants.

PERS Replacement Benefits: $ 4,000
Provides increased funding for certain retiree payments due to the change in the processing of PERS replacement benefits.

City Manager's Office Total **$ 42,700**

INFORMATION TECHNOLOGY DEPARTMENT

SQL Server Software Assurance Contract: $ 6,400
Provides funding to purchase Microsoft software assurance contracts for SQL Server Licenses.

Information Technology Department Total **$ 6,400**

FINANCE AND ADMINISTRATIVE SERVICES DEPARTMENT

Project Sentinel: $ 10,000
Provides increased ongoing funding for a total of $25,000 for Project Sentinel. At the direction of the City Council this program is no longer funded through the CDBG/Non-profit agency funding process. The current fiscal year included $10,000 limited-period funding. This is for baseline services, not the new rental dispute process.

Audit Services: $ 5,000
Provides increased funding for external auditing services. The cost of the City's external auditors' services have increased gradually over time. The City issued a request for proposal for auditing services and the new fees are slightly higher than the City's previous auditors' fees.

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PERS Replacement Benefit: $ 3,500
Provides increased funding for certain retiree payments due to the change in the processing of PERS replacement benefits.

Finance and Administrative Services Department Total **$ 18,500**

COMMUNITY DEVELOPMENT DEPARTMENT

PG&E Cost Increase: $ 3,500
Provides increased funding for PG&E's annual rate increase (the total PG&E cost increase for all funds citywide is $152,500).

Community Development Department Total **$ 3,500**

PUBLIC WORKS DEPARTMENT

PG&E Cost Increase: $ 114,000
Provides increased funding for PG&E's annual rate increase (the total PG&E cost increase for all funds citywide is $152,500).

Janitorial Cost Increases for City Facilities: $ 15,000
Provides additional funding for contractual increases to janitorial services.

City Utility Cost Increase: $ 10,000
Provides increased funding for City utility services used by City departments based on the proposed utility rate adjustment.

PERS Replacement Benefit: $ 4,600
Provides increased funding for certain retiree payments due to the change in the processing of PERS replacement benefits.

Public Works Department Total **$ 143,600**

COMMUNITY SERVICES DEPARTMENT

Ticket Services – Fee Coverage: $ 17,100 (offset by $25,000 in fees;)
Provides funding to cover a per ticket fee assessed on all ticket sales by the new ticket software vendor, ShoWare. Funding is also needed to cover the cost of gateway fees assessed on each transaction. In addition, $7,900 has been transferred from the Information Technology Department for costs associated with the previous system.

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FISCAL YEAR 2016-17
PROPOSED **NON-DISCRETIONARY** ON-GOING CHANGES

GENERAL OPERATING FUND
(Continued)

Maintenance Contract Increases: $ 4,200
Provides CPI increased funding for various maintenance contract increases.

Turf Management and Maintenance: $ 3,000
Provides increased funding to maintain mowers and turf equipment at safe and efficient levels.

Ticket, Technical and Marketing Services: $ 2,400
Provides CPI increased funding for ticket, technical, and marketing services.

PG&E Cost Increase: $ 2,000
Provides increased funding for PG&E's annual rate increase (the total PG&E cost increase for all funds citywide is $152,500).

Materials and Supplies for Ongoing Park Maintenance: $ 1,300
Provides increased funding to purchase operating supplies for ongoing park maintenance.

Community Services Department Total	**$ 30,000**
Total Non-Discretionary On-Going	**$ 244,700**

Return to Previous

FISCAL YEAR 2016-17
PROPOSED **NON-DISCRETIONARY** ON-GOING CHANGES

OTHER FUNDS

FINANCE AND ADMINISTRATIVE SERVICES DEPARTMENT

Water Fund
Utility On-line Payment Processing: $ 15,000
Provides increased funding for credit card payment processing costs associated with an increase in usage of on-line Utility Services payments.

Workers' Compensation Fund
Worker's Compensation Excess Insurance: $ 83,000
Provides increased funding for workers' compensation excess insurance. The increased cost is related to increased overtime, payroll as well as loss experience.

Finance and Administrative Services Department Total **$ 98,000**

PUBLIC WORKS DEPARTMENT

Shoreline Community Fund
PG&E Cost Increase: $ 6,000
Provides increased funding for PG&E's annual rate increase for the Shoreline Lake (the total PG&E cost increase for all funds citywide is $152,500).

Water Fund
Bay Area Water Supply and Conservation Agency (BAWSCA) Dues: $ 9,800
Provides funding for the increase in dues to the City's membership in BAWSCA, which represents the interest of 25 agencies and 2 private water companies that purchase wholesale water from the San Francisco regional (Hetch Hetchy) water system operated by the SFPUC.

Solid Waste Fund
Commercial Composting Processing: $ 50,000
Provides increased funding for the City's Commercial Composting Processing Program. Additional funds are needed to cover the increase in cost due to a 2.85 percent CPI and the continuing expansion of the program.

Public Works Department Total **$ 65,800**

COMMUNITY SERVICES DEPARTMENT

Shoreline Community Fund
PG&E Cost Increase: $ 27,000
Provides increased funding for PG&E's cost for the Shoreline Athletic Fields (the total PG&E cost increase for all funds citywide is $152,500).

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Maintenance Contract Increases: $ 1,600
Provides CPI increased funding for various maintenance contract increases.

Community Services Department Total **$ 28,600**

FIRE DEPARTMENT

Wastewater Fund
SCVURPPP and NPDES Permit Fees: $ 7,000
Provides increased funding for the Santa Clara Valley Urban Runoff Pollution Prevention Program (SCVURPPP) and National Pollutant Discharge Elimination System (NPDES) permit fees due to increases in trash control, green infrastructure, and Pollutant of Concern (PCB and mercury) requirements that will take effect during the first year of the re-issued permit.

Fire Department Total **$ 7,000**

Total Non-Discretionary On-Going **$ 199,400**

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FISCAL YEAR 2016-17
PROPOSED **DISCRETIONARY** ON-GOING CHANGES

GENERAL OPERATING FUND

NON-DEPARTMENT

Housing Trust Boomerang Funds: $ 51,000
Provides funding for the 20.0 percent of the net ongoing Boomerang Funds (former Revitalization Authority funds). These funds are appropriated for low and moderate-income housing but are not designated for a specific project or program. Funds will be transferred to the Housing Fund annually.

Non-Department Total **$ 51,000**

CITY COUNCIL

The Council Procedures Committee (CPC) met on February 23, 2016 to discuss the Council's Budget in accordance with Council Policy A-2. Costs associated with Training, Conference, and Travel (TCT) have increased. The CPC recommends the following:

Training, Conference, and Travel: $ 3,500
The CPC recommends the training, conference, and travel budgets be increased by $500 for each Councilmember.

City Council Total **$ 3,500**

CITY ATTORNEY'S OFFICE

Core Logic/MetroScan Annual License Fee: $ 1,200
Provides increased funding for the MetroScan software annual licensing fee. The software is used to obtain essential information regarding property owners.

City Attorney's Office Total **$ 1,200**

CITY MANAGER'S OFFICE

Communications Coordinator Position (0.50): $ 92,700
Converts a limited-term 0.50 FTE Communications Coordinator position to ongoing to support the current and projected workload for the City's Community Information Program.

Minimum Wage Contract: $ 10,000
Provides funding for contract services with the San Jose Office of Equality Assurance to enforce the City's minimum wage ordinance.

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Mountain View Employees' Association (MVEA): $ 1,000
Provides increased funding to the MVEA to continue the Holiday Luncheon for employees. Costs have increased and the increase is requested to maintain the same level of quality.

CalOpps Annual Fee: $ 500
Provides increased funding for the CalOpps annual fee. CalOpps is used to advertise for the City's open recruitments.

City Manager's Office Total **$ 104,200**

INFORMATION TECHNOLOGY DEPARTMENT

IT Analyst I/II – Application Support Position: $ 169,600
Provides funding for an IT Analyst I/II position. This position will support an increase in technology initiatives, including managing of some technology systems in the Police Department and other departments.

Geographic Information System (GIS) Data Conversion Services: $ 50,000 (offset by $50,000 in fees)
Provides funding for contracting services to convert developer's plans to GIS data to maintain the City's GIS up-to-date.

Granicus Votecast System: $ 15,000
Provides funding for subscription services for the new Granicus Votecast System.

Information Technology Department Total **$ 234,600**

FINANCE AND ADMINISTRATIVE SERVICES DEPARTMENT

Senior Management Analyst Position: $ 169,500
Provides funding for a Senior Management Analyst position. This position will perform a variety of duties to support the increased demand for financial analysis of the department and city-wide.

On-line Payment Processing: $ 99,000
Provides funding for payment processing costs to implement accepting payments on-line for business licenses, multi-family housing and miscellaneous accounts receivable.

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Buyer Position (0.25): $ 3,800 ($37,800 offset by $34,000 from a 0.50 FTE Vacant Copy Center Assistant Position)
Provides funding for 0.25 FTE of a Buyer position, adding to an existing 0.75 FTE position. This increase will provide additional Purchasing resources. Total cost of $37,800 is offset by the net of the elimination of the 0.50 FTE vacant Copy Center Assistant position and added Copy Center Assistant hours.

2-1-1 Santa Clara County United Way Silicon Valley: $ 2,500
Provides funding to support the 2-1-1 SCC United Way. 2-1-1 is a regional service to provide multi-lingual referrals for a wide range of community services.

Finance and Administrative Services Department Total **$ 274,800**

COMMUNITY DEVELOPMENT DEPARTMENT

Rental Housing Dispute Resolution Program: $ 110,000 (offset by $110,000 in fees)
Provides funding for contracting services to administer the City's Rental Housing Dispute Resolution Program adopted on April 26.

Noticing for Housing Projects and Programs: $ 3,000
Provides increased funding for noticing expenditures for affordable housing policies and the Council Neighborhoods Committee programs.

Community Development Department Total **$ 113,000**

PUBLIC WORKS DEPARTMENT

Generator Maintenance: $ 45,000
Provides increased funding for generator maintenance at multiple locations throughout the City. Generator maintenance requires a specialized skill and due to personnel changes and an increased number of generators, the department is unable to adequately perform this crucial function with existing resources. The total cost of $91,000 is allocated between GOF, Water ($25,000) and Wastewater ($21,000) Funds.

Public Works Department Total **$ 45,000**

COMMUNITY SERVICES DEPARTMENT

Park Maintenance Worker I/II Position - South Parks (0.25): $ 29,200
Provides funding for a 0.25 FTE Park Maintenance Worker I/II position, adding to an existing 0.75 FTE position. The additional resource will help to address the increased workload from the addition of several City parks in recent years.

Park Maintenance Worker I/II Position - Roadway Crew (0.25): $ 29,200
Provides funding for a 0.25 FTE Park Maintenance Worker I/II position, adding to an existing 0.75 FTE position. The additional resources will help to maintain the 121 acres of median landscaping and irrigation throughout the City. The Roadway Crew also assists the Permanente and Steven Creek Trails, and special City events (e.g., concerts and Thursday Night Live).

Afterschool Program Wage Increase: $ 11,900
Provides increased funding to increase the hourly wage rate for the afterschool program staff. Beyond the Bell is a program in collaboration with the Mountain View Whisman School Board. The Board increased their hourly wages and as a result, the City is losing staff.

Recreation Activity Guide: $ 10,500
Provides increased funding for the redesign and distribution of the Recreation Activity Guide. The guide has been redesigned into a magazine format and will be distributed separately. Previously the guide was distributed together with the City Manager's Office's publication. Therefore, $17,000 has been transferred from the City Manager's budget to Community Services for the Recreation Activity Guide.

Aquatics Fitness Classes: $ 10,000 (offset with $14,500 in revenue)
Provides funding for contract services with a fitness instructor. The funding will allow for various aquatic classes to be offered year-round to adults and seniors.

Aquatics Operations: $ 10,000
Provides increased funding for the maintenance of the Eagle and Rengstorff Pools. The increase in maintenance costs are primarily related to the increase in the cost of materials and chemicals.

Materials and Supplies for Pesticide Control: $ 7,000
Provides increased funding for materials and supplies for pesticide control. Staff is transitioning to organic eco-friendly herbicides which reduce the environmental impact but are more costly than conventional herbicides.

Overtime Budget for Furlough and Urban Forest Programs: $ 6,000
Provides increased funding of $3,000 to the overtime budget for the Furlough Program and $3,000 to the Urban Forest Program. Overtime is utilized when additional staff is needed for roadway lane closures or to cover absences. In addition, the recent drought has caused higher mortality rates for trees and has resulted in more after hours and weekend calls.

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Senior Center Operations: $ 6,000
Provides increased funding for janitorial supplies for the Senior Center to accommodate the increased usage of the facility.

Maintenance and Supplies for North Neighborhood Facilities and Rengstorff Park: $ 5,000
Provides increased funding of $3,000 to cover the costs of equipment and supplies needed to maintain the North Neighborhoods Parks and Facilities and $2,000 for Rengstorff Park. Additional funds are needed due to the increase in cost of top soil, grass seed, compost, and to replace old equipment.

Materials and Supplies for Weekend Furlough Program: $ 2,500
Provides increased funding for materials and supplies needed for the Weekend Furlough Program to maintain Central Expressway along with City owned parcels.

Aquatic Slide Inspection and Permit: $ 2,400
Provides funding to ensure the water slide at the Rengstorff pool is in compliance with the California Department of Health and Safety Amusement Ride Division. Annual inspections are required to receive the permit to operate the slide.

Qualified Applicators Certificate (QAC) for Pesticides: $ 1,500
Provides increased funding for six employees to obtain and renew annually a Qualified Applicators Certificate (QAC) for use of pesticides. The QAC is part of the Parks Maintenance Worker's job description and it is required for all Crew Leaders.

Community Services Department Total **$ 131,200**

LIBRARY SERVICES DEPARTMENT

Librarian I/II Position (0.25): $ 40,400
Provides increased funding for 0.25 FTE of a Librarian I/II position, adding to an existing 0.75 FTE position. The increase in additional staff will support the increased demand for children's programs.

Library Materials: $ 40,000
Provides increased funding for books and Library materials loaned to the public. The preliminary data indicated that Mountain View's materials budget is approximately 15.0 percent below certain benchmark libraries.

Reclassification of two Librarian I/II Positions to Librarian III: $ 20,500
Provides funding for the reclassification of two Librarian I/II positions based on a higher level of duties performed.

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Wages for Sunday Hours: $ 11,800
Provides increased funding for staff to operate on Sundays during a holiday weekend (five Sundays in Fiscal Year 2016-17). About eight years ago the City eliminated Library hours on the Sunday prior to a holiday, this funding would reestablish the hours for those Sundays.

Cartridges and Paper for Poster Printer: $ 1,600
Provides increased funding for cartridges and paper for the Poster Printer. Support supplies were not previously budgeted because the printer was purchased with a donation from the Friends of the Library.

Conversion of 0.50 FTE Library Assistant III Position to Hours: No Cost
Converts a 0.50 FTE Library Assistant III position to hours to provide additional resources of staff time.

Conversion of two 0.50 FTE Librarian I/II Positions to a Librarian I/II: No Cost
Converts two 0.50 FTE Librarian I/II positions to a Librarian I/II position.

Library Services Department Total **$ 114,300**

FIRE DEPARTMENT

Firefighter Clothing Laundering Services: $ 10,000
Provides increased funding for laundering/decontaminating Firefighter's Personal Protective Equipment. These funds will be used to hire an outside vendor to clean, decontaminate, inspect, maintain, and document the condition of the clothing.

Medical Oxygen Charges: $ 6,000
Provides increased funding for monthly medical oxygen service charges. Medical oxygen is provided on EMS calls when warranted. The budget for this item has not been increased in the last ten years and the cost has significantly increased.

Cellular Data Monthly Services: $ 5,500
Provides increased funding for monthly cellular data service charges. Additional programs requiring cellular data service have been added to the department.

Emergency Medical Supplies: $ 3,500
Provides increased funding for emergency medical supplies that are outside of the agreement with Rural Metro.

Fire Department Total **$ 25,000**

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POLICE DEPARTMENT

Wireless Data/South Bay Information Sharing System (SBISSS)/CopLink: $ 71,800
Provides increased funding for services related to the regional crime information system and wireless data services for Police and Fire Department users. The Santa Clara County Office of the Sherriff is passing the cost of supporting the regional "Coplink" information sharing system to the constituent agencies that use the system.

Office Assistant III (0.50) Position: $ 58,600
Provides funding for a 0.50 FTE Office Assistant III Position. The position will provide needed support that is currently being performed by the Senior Management Analyst.

Officer Worn Camera Data Storage System: $ 19,000
Provides funding for Officer Worn Camera Data Storage System. All Field Operations Division uniform personnel utilize the Officer Worn Cameras and the program will possibly expand to include Detectives and Reserve Police Officers. Funds are needed for the required increase in storage capacity.

Unmarked Vehicle Leases: $ 14,400
Provides increased funding for two additional unmarked leased vehicles. Two officer positions will be reassigned to the Investigative Service Division, requiring two additional vehicles.

Police Department Total	**$ 163,800**
Total Discretionary On-Going	**$ 1,261,600**

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FISCAL YEAR 2016-17
PROPOSED **DISCRETIONARY** ON-GOING CHANGES

OTHER FUNDS

NON-DEPARTMENT

General Non-Operating Fund

Housing Trust Boomerang Funds: $ 210,300 (rebudget)

The Cities Association of Santa Clara County, Housing Trust Silicon Valley, and Silicon Valley Leadership Group joined together to support regional efforts to increase funding for affordable housing in our communities. As a result of the dissolution of redevelopment agencies (RDAs) and the loss of the previous 20.0 percent housing set aside for low- and moderate-income housing funds, the proposal identifies two potential streams of revenue: (1) the one-time funds that were unencumbered; and (2) the ongoing funds that are distributed to cities previously directed to RDAs. In Fiscal Year 2014-15, there were $149,800 and $51,000 of funds (to be reviewed annually) adopted as limited-period funds. These funds were committed with the intent the County would match such funds. Of the original $200,800 budgeted for Fiscal Year 2014-15, a balance of $191,800 remains. Of the $51,000 budgeted for Fiscal Year 2015-16, $10,000 was allocated to CSA and InnVision and $15,000 requested for the homeless vehicle dweller census and survey.

Solid Waste Fund

On-line Payment Processing: $ 57,000

Provides funding for credit card payment processing costs to implement accepting payments on-line for business licenses, multi-family housing and miscellaneous accounts receivable.

Non-Department Total **$ 267,300**

COMMUNITY DEVELOPMENT DEPARTMENT

Development Services Fund

Office Assistant I/II Position: $ 100,800

Provides funding for an Office Assistant I/II position. This position will help to alleviate the increase in workload and provide essential clerical functions to the department.

Community Development Department Total **$ 100,800**

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FISCAL YEAR 2016-17
PROPOSED **DISCRETIONARY** ON-GOING CHANGES

OTHER FUNDS
(Continued)

PUBLIC WORKS DEPARTMENT

Water Fund
Generator Maintenance: $ 25,000
Provides increased funding for generator maintenance as mentioned in the General Operating Fund section above.

Wastewater Fund
Generator Maintenance: $ 21,000
Provides increased funding for generator maintenance as mentioned in the General Operating Fund section above.

Solid Waste Fund
The Resource Newsletter: $ 20,000
Provides funding for the printing, design, and mailing of The Resource Newsletter. The newsletter was previously packaged with The View and Recreation Guide. It is recommended all three products be produced and mailed separately.

Public Works Department Total **$ 66,000**

COMMUNITY SERVICES DEPARTMENT

Shoreline Golf Links
Personnel Costs: $ 34,300
Provides increased funding for Touchstone Personnel Costs.

Net Miscellaneous: $ (53,100)
Provides savings from reductions in Utilities ($29,300), Materials and Supplies ($19,200), and other net Maintenance and Operations ($4,600).

Shoreline Community
Park Rangers Contract: $ 25,000
Provides increased funding for the California Land Management's (CLM) Ranger and park janitorial services. The City will be going out to bid for Ranger services during Fiscal Year 2016-17 and cost are anticipated to increase by approximately $25,000.

Shoreline Athletic Field Maintenance: $ 12,000
Provides funding for the maintenance and operating costs of the new Shoreline Athletic Fields.

Community Services Department Total **$ 18,200**

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OTHER FUNDS
(Continued)

FIRE DEPARTMENT

Wastewater Fund

Hazardous Materials Electronic Portal: $ 8,200 (offset with $4,000 in County reimbursements)

Provides funding for the annual maintenance and license fee for the Hazardous Materials Electronic Portal. Assembly Bill 2286 requires local governments and businesses to electronically report hazardous materials business plan information to the State. The City along with other neighboring agencies, have collaborated over the past two years with the Santa Clara County Department of Environmental Health to develop a web based portal. The funds requested will pay for the annual maintenance and license fee, which will be offset with a reimbursement from the County.

Fire Department Total	**$ 8,200**
Total Discretionary On-Going	**$ 460,500**

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FISCAL YEAR 2016-17
PROPOSED **LIMITED-PERIOD** EXPENDITURES

GENERAL FUND
(Funded From Fiscal Year 2015-16 Carryover)

CITY COUNCIL

Newly Elected Council Per-Term Allowance: $ 15,200
Provides funding per Council Policy A-2, whereby each Councilmember is to receive an allowance of $3,800 per term for specialized office equipment necessary to allow Councilmembers to perform their official duties and communicate with the public and staff.

Council Team Building: $ 5,000
Provides funding for Council team building. With the 2016 election and new members joining the Council, the CPC recommends additional funding for a Council team building for 2017, as was done in early 2015.

Furniture for Mayor's Office (rebudget): *$ 3,000*
Rebudgets funding for furniture for the Mayor's office.

City Council Total **$ 23,200**

CITY CLERK'S OFFICE

November 2016 Election: $ 110,000
Provides funding for the November 8, 2016 General Municipal Election, including four Council seats, the nomination process, candidate statements and ballot title reviews. This does not include the cost of a possible charter amendment initiative.

Microfilm Digitizing Service (rebudget)*: $ 13,300*
Rebudgets funding to convert existing microfilm to digital format. Digitizing microfilm will allow easier access for the public and increase efficiency in responding to public records requests.

Records Retention Schedule: $ 3,000
Provides funding to update the Records Retention Schedule, including the review and update of the Government Code Citations related to document retention levels and preparation of a revised document for Council approval.

City Clerk's Office Total **$ 126,300**

CITY ATTORNEY'S OFFICE

Legal Services: $ 75,000
Provides funding for additional legal services. This funding will provide additional legal resources to address fluctuations in workload by assisting with pending high priority projects (e.g., litigation support, public records requests, research projects,

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drafting of ordinances and specialized agreements) requiring legal review and subject matter expertise.

City Attorney's Office Total **$ 75,000**

CITY MANAGER'S OFFICE

Human Resources Analyst I/II Position: $ 147,000
Provides continuation funding for a Human Resources Analyst I/II position. This position will assist with the high volume of recruitments; provide support in administering the benefits program, and special event planning.

ICMA Fellow: $ 135,700
Provides funding for a Management Fellow position. The objective of this position is to provide an increased level of analytical rigor and effectiveness for important City issues. The position will develop tools and training that promote high quality analysis and will provide direct analytical support in the development of critical department and citywide projects.

Employee Transportation Program: $ 80,000
Provides funding for a pilot program to provide incentives to reduce drive-alone rates to aid congestion management and reduce employee commute costs and stress.

Labor Negotiations: $ 60,000
Provides funding for a Labor Negotiations Attorney and other costs to assist with contract negotiations and strategies. All four represented employee groups' current agreements will expire June 30, 2017 and therefore will be bargaining in Fiscal Year 2016-17.

***Innovation Lab Grant (rebudget)**: $ 20,000*
Rebudgets "start-up" funding for the "Innovation Lab" program. The City Manager launched the program, at the suggestion of employees, to encourage managers to "pitch" ideas to improve operations or services. The intent is to foster a proactive culture of innovation in the organization. This program is being redesigned.

Workplace Investigations: $ 15,000
Provides funding for the assistance of external investigators. Workplace investigations are unpredictable and Human Resources seeks assistance from an external investigator when the workload prevents them from conducting the investigation internally.

***Paid Internship (rebudget)**: $ 15,000*
Rebudgets funding to participate in the regional internship program created by the City Manager Associations of Santa Clara and San Mateo counties and have a year round intern.

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Multilingual Outreach Program: $ 6,000
Provides increased funding for staff time and supplies to accommodate the increase in demand for translation, interpretation, outreach, and referral assistance.

Telecommunications Legal Services: $ 5,000
Provides funding for outside legal counsel to assist with the statewide cable franchise agreements.

Citizen Leadership Academy: $ 4,000
Provides funding for staff time and supplies to develop and implement a Spanish-language Citizen Leadership Academy. The intent of the academy is to improve residents' understanding of government and City services, increase civic engagement, leadership, and volunteerism in the City.

Assorted Digital Communications Technical Needs (rebudget)*: $ 2,000*
Rebudgets funding for social advertisement through various outlets.

The View Newsletter & Print Products (rebudget)*: $ 1,500*
Rebudgets funding for increased bulk postage costs and redesign of citywide products.

City Manager's Office Total **$ 491,200**

INFORMATION TECHNOLOGY DEPARTMENT

Secretary Position (0.50): $ 66,800
Provides funding for a half-time Secretary position to provide administrative support to the IT Department. Currently, IT and the Purchasing Division in the Finance and Administrative Services Department share a Secretary position. This position will assume administrative functions from other IT Analyst staff that currently is not accommodated by the shared Secretary position.

SQL Server Licensing: $ 22,400
Provides funding for additional SQL Server Licensing. The City has purchased six licenses but has forty licenses in production to support various applications.

Information Technology Department Total **$ 89,200**

FINANCE AND ADMINISTRATIVE SERVICES DEPARTMENT

Senior Management Analyst Position: $ 169,500
Provides continuation funding for a Senior Management Analyst position in the Purchasing Division. This position will assist with the monitoring of prevailing wage compliance, implementation of purchasing process improvements and other workload demands.

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Safety Training Study: $ 40,000
Provides funding to perform a City-wide Safety Training Study. The study would provide for information on best practices, review resources available and recommend a safety program appropriate for the City.

Transient Occupancy Tax Compliance Audit: $ 35,000
Provides funding for an audit of the City's hotels and motels to ensure compliance with the City's Transient Occupancy Tax ordinance.

Customer Service Representative (Hourly): $ 30,000
Provides funding for an hourly position to assist with the coverage at the front counter. The hourly help will provide coverage for the regular Customer Service Representative position during the morning break and lunch hour in order to minimize disruption to other staff and the public.

Nonprofit Agency Funding: $ 21,100
Provides funding for increases to nonprofit agencies as identified by Council at the CDBG hearing April 19, 2016.

Purchase Card Transaction Review: $ 20,000
Provides funding for an outside consultant to review departments' compliance with purchasing card policies.

Nonprofit Funding - Housing Trust Boomerang Funds: $ 10,000
Provides funding to the Community Services Agency (CSA) and InnVision to increase services to the homeless population in the City.

Finance and Administrative Services Department Total **$ 325,600**

COMMUNITY DEVELOPMENT DEPARTMENT

Soft Story Building Study (rebudget)*: $ 175,000*
Rebudgets funding for a study on soft story buildings that could be at risk of collapse from an earthquake in the City and propose potential programs and incentives that could be adopted to retrofit these structures. The total funding of $350,000 is allocated between the General Non-Operating, Development Services, and Below Market Rate Housing Funds.

Housing Element Update (rebudget balance)*: $ 111,400*
Rebudgets the balance available to implement action items required by the mandated new Housing Element adopted October 2014.

Silicon Valley Clean Energy Authority (SVCEA) (rebudget balance): *$ 100,000*
Rebudgets the balance of funding approved by Council on January 12, 2016 for the Community Choice Energy Program.

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Environmental Sustainability Analyst (Hourly): $ 40,000
Provides funding for assistance with the implementation of the City's Climate Protection Roadmap (CPR), the Municipal Operations Climate Action Plan (MOCAP), Environmental Sustainability Action Plan, as well as assistance with on-going projects and grant opportunities.

El Camino Real Light Pole Banners: $ 40,000
Provides funding to create and install new City banners on El Camino Real. The banners will create a consistent look that will identify the City's boundaries and promote the City.

2015 Greenhouse Gas (GHG) Inventory: $ 35,000
Provides funding of $20,000 for consultant services to conduct the 2015 municipal operations and $15,000 for community-wide GHG inventory in order to report on the GHG reduction targets.

***Rent Relief Strategies (rebudget balance)**: $ 22,600*
Rebudgets the balance of funding approved by Council on February 9, 2016 for noticing and outreach of rent relief strategies.

***Parking Coordinator Consultant (rebudget):** $ 20,000*
Rebudgets funding for a Parking Coordinator Consultant to help manage a number of citywide parking initiatives. The total funding of $100,000 is allocated between the General Non-Operating and Downtown Benefit Assessment Districts Funds.

***Employee Homebuyers Program Administration (rebudget)**: $ 5,000*
Rebudgets funding for materials and services related to the Employee Homebuyers Program.

Community Development Department Total **$ 549,000**

PUBLIC WORKS DEPARTMENT

Associate Civil Engineer-Traffic Position (0.45): $ 78,300
Provides funding for an Associate Civil Engineer position (the other 0.55 FTE is funded from the Development Services and the Shoreline Community Funds). The position will support the increased workload in the Traffic Engineering Section due to high levels of development activity, inquiries from the Ask Mountain View system, and an increased emphasis on improving the pedestrian and bicycle environment in the City.

Pilot Program for Sidewalk Ramping and Grinding: $ 46,000
Provides funding for a pilot program to hire two hourly seasonal workers to perform sidewalk ramping and grinding operations. These additional resources will allow the Streets Division to complete an additional 1,000 locations and dedicate more resources to maintain the City's Pavement Condition Index.

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Program Assistant – Engineering Position (0.25): $ 30,500
Provides funding for a 0.50 FTE Program Assistant position (the other 0.25 FTE is funded from the Development Services Fund). The position will support the Engineering Division with organization of paper and electronic files, plans and specifications, AutoCAD files, reports and other work products from Capital Improvements Projects and Land Development projects, and report on various program activities.

Hourly Staff to Support the Capital Projects Section: $ 30,000
Provides funding for hourly staff to support the Capital Projects Section. The increase in workload is mainly attributable to the high level of development activity and the existing approved Capital Improvement Program.

Hourly Staff to Support the Traffic Section: $ 30,000
Provides funding for hourly staff to support the Traffic Section. The increase in workload is mainly attributable to the high level of development activity.

Associate Civil Engineer-Capital Projects Position (1.00): $ 18,300 ($156,600 offset by charges to CIPs)
Provides funding for an Associate Civil Engineer position and $900 for office equipment. The position will provide project management and design services for small and large capital projects.

Assistant Civil Engineer-Capital Projects Position (1.00): $ 16,900 ($152,600 offset by charges to CIPs)
Provides continuation funding for an Assistant Civil Engineer position. The position will support the increased workload in development and the existing approved Capital Improvement Program.

Assistant Civil Engineer-Land Development Position (0.05): $ 8,500
Provides continuation funding for an Assistant Civil Engineer position (the other 0.95 FTE is funded from the Development Services, Shoreline Community, Water, Wastewater, and Solid Waste Funds). The position will support the increase in workload mainly attributable to the high level of development activity.

Public Works Department Total **$ 258,500**

COMMUNITY SERVICES DEPARTMENT

Performing Arts Supervisor Position (0.50): $ 71,000
Provides increased funding for 0.50 FTE of a Performing Arts Supervisor position to add to an existing half-time positon. The additional resources will help to maximize ticket sales and revenue at the Center for the Performing Arts.

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Homeless Encampment Cleanups: $ 20,000
Provides funding to establish a contract with an organization to manage cleanups of homeless encampments within the City. Homeless encampments have increased significantly and the City workcrews and work furlough participants are not trained to manage the potentially dangerous situations these cleanups require. In addition, the cleanup of encampments has resulted in time taken away from performing their regular assignments.

Milk Room/Goat Barn Remodel: $ 18,400
Provides funding for the materials to remodel Deer Hollow Farm's Milk Room and attached Goat Barn. The demolition and installation will be completed by the Midpeninsula Regional Open Space District maintenance staff.

Maintenance and Supplies for Roadway Landscaping: $ 10,000
Provides increased funding for the maintenance and supplies for Roadway Landscaping, specifically in the Downtown area. Approximately 1,000 light strands are now kept up year-round and they require ongoing replacement due to vandalisms and wear and tear.

Tennis Equipment and Maintenance: $ 5,000
Provides increased funding to maintain the equipment at the City's 35 tennis courts. Additional funding is needed to keep the equipment at the courts in proper working condition.

Senior Center Ten Year Anniversary: $ 3,000 (offset by $1,500 in sponsorship revenue)
Provides funding for the 10 year anniversary celebration of the Senior Center's inauguration.

***Center for the Performing Arts (CPA) 25th Anniversary (rebudget balance)**: $ 2,000*
Rebudgets the balance of funding to commemorate the CPA's 25th Anniversary. The event will feature multiple performances on various stages. Sponsorship revenues will be solicited to offset additional costs.

Community Services Department Total **$ 129,400**

LIBRARY SERVICES DEPARTMENT

eBooks: $ 10,000
Provides funding to expand the Library's eBook collection. eBooks typically cost two to five times more than print format.

Library Services Department Total **$ 10,000**

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FIRE DEPARTMENT

***Firefighter Recruits (rebudget)**: $ 375,000*
Rebudgets funding for six Firefighter recruits to attend the Firefighter Academy for three months and for an approximately one-month transition-to-shift period.

Overtime Training: $ 100,000
Provides increased funding for overtime related to attending training or completing required certified courses.

***HazMat Program Training**: $ 45,000*
Rebudgets funding for the HazMat Training program. The MOU with Local 1965, specifies up to nine employees per shift that are Hazmat Technicians by July 2016.

***Firefighter Recruitments (rebudget balance)**: $ 30,200*
Rebudgets the balance of funding for the testing, training and equipment costs for Firefighter recruitments.

Training and Education: $ 30,000
Provides increased funding for Training and Education. Additional funds are needed to meet the changes in state and national training standards. There is also a significant number of expected retirements and promotions over the next couple of years that will increase the demand for education and other specialized training.

***Consolidated Dispatch Consultant (rebudget)**: $ 20,000*
Rebudgets funding for a regional consolidation of dispatch services feasibility study. Several fire departments within Santa Clara County have identified regional fire dispatch as an area of opportunity for regional collaboration to increase efficiencies.

***Promotional Exams (rebudget)**: $ 9,900*
Rebudgets funding to conduct promotional assessment centers to fill anticipated vacancies for a Fire Battalion Chief position. The most recent eligibility list expired in July 2014

Multi-Purpose Devices (MPD): $ 8,700
Provides funding for the purchase of 11 MPDs**.** One for each engine and two each for the truck and rescue. The MPD is a NFPA compliant pulley, descent control device, and belay device built in to one. These devices will simplify the rigging of the main lien and also increase the safety of the belay line.

***Hard Suction Hose and Strainer Replacement**: $ 5,000*
Rebudgets funding to replace a hard suction hose. The replacement is needed due to the poor conditions of the existing inventory.

Fire Department Total **$ 623,800**

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POLICE DEPARTMENT

Public Safety Dispatch Overhire Position: $ 169,300
Provides funding for a Public Safety Dispatch Overhire position. The position is requested due to anticipated vacancies and the lengthy selection and training process. Includes $2,000 for hiring background checks.

Two Police Officer Trainee Positions: $ 155,700
Provides funding for two Police Officer Trainee positions at 50 percent funding. Police Officer Trainees provide flexibility for current and anticipated vacancies. There are currently two vacant Police Officer positions and four to seven additional vacancies anticipated in the next 12 months. Includes $10,000 for hiring background checks, training and uniform costs.

Public Safety Network Design: $ 60,000
Provides funding for third party consulting and technical services related to public safety computer network design, implementation of all-IP 9-1-1 and radio networks, and industry expertise with respect to federal information security policies and standards compliance.

Technology Training: $ 20,000
Provides funding for formal training courses for Police staff responsible for the ongoing configuration, troubleshooting and management of the City's public safety systems.

Police Department Total	**$ 405,000**

Total General Fund Limited-Period Expenditures	**$ 3,106,200**

(New $2,130,300; Rebudget $975,900)

Rebudgets are Fiscal Year 2015-16 non-operating appropriations that are unspent and approved to be carried over to Fiscal Year 2016-17.

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OTHER FUNDS

CITY MANAGER'S OFFICE

Cable Television Fund

Cable TV Broadcasting Equipment: $ 42,500
Provides funding to purchase an HD Live TV unit for mobile broadcasts (including data services), update radio equipment, and two portable HD Digital Switchers. The total cost is $85,000; half of the cost will be negotiated with KMVT as part of the contract renewal during Fiscal Year 2016-17.

City Manager's Office Total **$ 42,500**

COMMUNITY DEVELOPMENT DEPARTMENT

Development Services Fund

Senior Planner Position: $ 166,000
Provides continuation funding for a Senior Planner position. The position will support the current high level of development activity.

Associate Planner Position: $ 153,000
Provides continuation funding for an Associate Planner position. This position improves customer service at the counter and will support the current high level of development activity.

Web Enable Mountain View Permitting System (MVPS): $ 110,000
Provides funding for the web enabling of the current building database. This will allow inspectors to log inspections on a smart phone or other mobile device while in the field and update the database as their day progresses. Other departments and divisions will also have access to information on existing building and fire permits, and plan checks.

***Soft Story Building Study (rebudget)**: $ 87,500*
Rebudgets funding for the allocation to the Development Services Fund as mentioned in the General Fund section above.

***One-Stop Permit Center Architectural Study (rebudget)**: $ 75,000*
Rebudgets funding for an architectural study of the feasibility of a one-stop permit center.

SB 743 – Transit Oriented Infill Projects: $ 50,000
Provides funding for consultant services to assist the City with developing thresholds of significance related to the implementation of CEQA's new vehicle miles travelled (VMT) standards. SB 743 requires CEQA analysis of transportation impacts to move from LOS (level of service) to VMT standards.

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***Document Processing Support (rebudget)**: $ 42,300*
Rebudgets funding for an hourly position to assist Document Processing with additional workload related to the North Bayshore studies and other development activity.

***Legal Retainer (rebudget)**: $ 20,000*
Rebudgets funding for legal consultation on land use law and California Environmental Quality Act (CEQA) issues associated with State Density Bonus Law; implementation of the Precise Plan, and regional efforts such as the Valley Habitat. The total funding of $50,000 is allocated between the Development Services and Shoreline Community Funds.

New Code Adoption Materials: $ 17,000
Provides funding to purchase new sets of code books for staff and a set for the City Library. On a tri-annual basis, the State of California adopts a new series of codes that the Building Division is required to learn and apply during plan check and inspections. Additional funds are needed to purchase both the hardcopy and electronic versions of the new code books. Electronic versions are needed to enable access via smart phones or other mobile devices.

***Precise Plan Noticings (rebudget)**: $ 12,000*
Rebudgets funding for noticing the East Whisman Precise Plan. The notices are mailed to the Precise Plan areas to notify residents of Study Sessions, Public Hearings, and neighborhood meetings.

<u>Below Market Rate (BMR) Housing Fund</u>
***779 East Evelyn Avenue Affordable Family Housing Project (rebudget):** $ 16,250,000*
Rebudgets funding approved by Council on March 1, 2016 for the 779 East Evelyn Avenue Affordable Family Housing Project.

***Employee Homebuyers Program Loans (rebudget)**: $ 1,000,000*
Rebudgets funding for the Employee Homebuyers Program approved by Council during Fiscal Year 2008-09. This funding will only be available to employees that meet the median household income requirement.

Rent Assistance Program: $ 200,000
Provides funding for a rent increase gap assistance program to be administered by the Community Services Agency (CSA). On December 1, 2015, Council approved an appropriation of $150,000 to fund this program for the current fiscal year. The City currently funds $70,000 annually for a volunteer mediation program. The additional funding being requested will allow CSA to provide a higher level of service and assistance to Mountain View renters who are having difficulties due to high rent increases over the past few years.

***Soft Story Building Study (rebudget)**: $ 87,500*
Rebudgets funding for the allocation to the BMR Fund as mentioned in the General Fund section above.

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Monitoring of Federal-Funded Subsidized Housing Developments (rebudget balance)*: $ 20,000*
Rebudgets the balance of funding for consultant services to perform required monitoring of Federal funded subsidized housing developments over a three year period.

Employee Homebuyers Program Administration (rebudget)*: $ 20,000*
Rebudgets funding for materials and services related to the Employee Homebuyers Program.

Homeless Census Count: $ 6,000
Provides funding for a County-wide homeless census count. Every other year the City contributes funds towards the homeless census count performed by the County.

Housing Impact Fund
779 East Evelyn Avenue Affordable Family Housing Project (rebudget): *$ 6,000,000*
Rebudgets funding for the allocation from the Housing Impact Fund for this item as mentioned in the BMR section above.

Palo Alto Housing NOFA Predevelopment (rebudget balance): *$ 129,100*
Rebudgets the balance of funding approved by Council on October 20, 2015 for the Palo Alto Housing NOFA Proposal–1701 West El Camino Real.

779 East Evelyn NOFA Predevelopment (rebudget balance)*: $ 93,500*
Rebudgets the balance of funding for predevelopment costs related to the 779 East Evelyn NOFA project.

Notice of Funding Availability (NOFA) Administration: $ 40,000
Provides funding for a variety of tasks associated with affordable housing projects, including facilitators at neighborhood meetings, financial consultants for a budget analysis of NOFA proposals, and studies on unique site issues.

Downtown Benefit Assessments Districts Fund
Parking Technology Enhancements: $ 75,000
Provides funding for the third phase of the Downtown Parking Technology Study. The funding will be used to expand the real-time wayfinding signs to parking lots and parking enforcement technology to assist with the Police Department's parking enforcement efforts.

Third Parking Structure Feasibility Study (rebudget)*: $ 75,000*
Rebudgets funding to begin a study to identify a potential location for a third parking structure or evaluate other alternatives to increase available parking in the downtown area. This is on hold pending the outcome of the request for proposal for the Hope Street lots.

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Parking Coordinator Consultant: $ 50,000
Provides funding for consultation services on parking programs and policies associated with the Parking District. The consultant will assist with designing and implementing programs that increase parking availability and convenience by managing the different parking user groups more efficiently. In addition, consultant support is needed for the possible expansion of the Parking District and changes to the Parking in-lieu Fee.

Shoreline Community Fund

***Transportation Management Association (TMA) (rebudget)**: $ 75,000*
Rebudgets funding to join the Mountain View Transportation Management Association. The initial TMA membership fee is $75,000.

***Precise Plan Implementation - District Utilities Feasibility Study (rebudget)**: $50,000*
Rebudgets funding to conduct a study involving cost/benefit analysis for a district-scale utility system. This item is part of the North Bayshore Precise Plan Implementation.

***Precise Plan Implementation - Consulting Arborist (rebudget)**: $ 30,000*
Rebudgets funding to assist with the analysis required for the replacement of the larger trees in the Precise Plan area. This item is part of the North Bayshore Precise Plan Implementation.

***Legal Retainer (rebudget)**: $ 30,000*
Rebudgets funding for legal consultation on land use law and California Environmental Quality Act (CEQA) issues associated with State Density Bonus Law; implementation of the Precise Plan, and regional efforts such as the Valley Habitat. The total funding of $50,000 is allocated between the Development Services and Shoreline Community Funds.

Community Development Department Total **$ 24,963,900**

PUBLIC WORKS DEPARTMENT

Development Services Fund

Consultants to Support Land Development Section: $ 250,000
Provides funding for consultants to support the Land Development Section. Additional resources are needed to process the additional workload created by the high level of development activity.

Associate Civil Engineer-Construction Position: $ 174,900
Provides funding for an Associate Civil Engineer position and $900 for office equipment. The position will support the increased workload in the Construction Section due to the high level of private development and related excavation permits activity.

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Assistant Civil Engineer-Construction Position: $ 169,500
Provides continuation funding for an Assistant Civil Engineer position. The position will support the increased workload in the Construction Section due to the high level of private development activity.

Assistant Civil Engineer-Land Development Position (0.50): $ 84,700
Provides continuation funding for the allocation to the Development Services Fund for this position as mentioned in the General Fund section above.

Associate Civil Engineer-Traffic Position (0.30): $ 52,200
Provides funding for the allocation to the Development Services Fund for this position as mentioned in the General Fund section above.

Consultants to Support Traffic Engineering Section: $ 50,000
Provides continuation funding for consultants and hourly staff to support the Traffic Engineer Section. The increase in activity is mainly attributable to the approval of the three Precise Plans. The total cost of $100,000 is shared between the Development Services and Shoreline Community Funds.

Program Assistant – Engineering Position (0.25): $ 30,500
Provides funding for the allocation to the Development Services Fund for this 0.50 FTE position as mentioned in the General Fund section above.

Hourly Staff to Support the Land Development Section: $ 30,000
Provides funding for hourly staff to support the Land Development Section. The increase in workload is mainly attributable to the high level of development activity.

Hourly Staff to Support the Construction Section: $ 30,000
Provides funding for hourly staff to support the Construction Section. The increase in workload is mainly attributable to the high level of development activity.

<u>Shoreline Community Fund</u>
Consultants to Support Traffic Engineering Section: $ 50,000
Provides funding for the allocation to the Shoreline Community Fund for this item as mentioned in the Development Services Fund section above.

Associate Civil Engineer-Traffic Position (0.25): $ 43,500
Provides funding for the allocation to the Shoreline Community Fund for this position as mentioned in the General Fund section above.

Assistant Civil Engineer-Land Development Position (0.20): $ 33,900
Provides continuation funding for the allocation to the Shoreline Community Fund for this position as mentioned in the General Fund section above.

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Water Fund

Assistant Civil Engineer-Utilities Position: $ 169,500
Provides continuation funding for an Assistant Civil Engineer position. Additional staff resources are needed to comply with recycled water regulations and the increase in recycled water usage.

Assistant Civil Engineer-Land Development Position (0.10): $ 17,000
Provides continuation funding for the allocation to the Water Fund for this position as mentioned in the General Fund section above.

Wastewater Fund

Assistant Civil Engineer-Land Development Position (0.10): $ 17,000
Provides continuation funding for the allocation to the Wastewater Fund for this position as mentioned in the General Fund section above.

Solid Waste Fund

Assistant Civil Engineer-Land Development Position (0.05): $ 8,500
Provides continuation funding for the allocation to the Solid Waste Fund for this position as mentioned in the General Fund section above.

Public Works Department Total **$ 1,211,200**

FIRE DEPARTMENT:

Development Services Fund

Strong Motion Instrumentation Program (SMIP) (rebudget balance)*: $23,700*
Rebudgets the balance of funding based on the amount collected April 1, 2014 to March 31, 2015 and rebudgets the balance of funding for SMIP funds to be used for a Community Emergency Response Team (CERT) grant program.

Wastewater Fund

Consultant Services for Web-Based Reporting (rebudget)*: $ 20,000*
Rebudgets funding to create an electronic reporting system. The State requires all local government agencies to electronically report a hazardous materials business plan, inspection, and enforcement information.

Fire Department Total **$ 43,700**

Total Other Funds Limited-Period Expenditures **$ 26,261,300**

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FISCAL YEAR 2016-17
PROPOSED CAPITAL OUTLAY

General Operating Fund

Information Technology Department:		5,200
Portable GPS Devise (shared with Water Fund)	3,700	
Computer (Tied to new IT Analyst I/II Position)	1,500	
Finance and Administrative Services Department:		27,600
Mailing Processing System Machine (shared with Water Fund)	26,100	
Computer (Tied to new Senior Management Analyst Position)	1,500	
Community Services Department:		135,100
Trash Cans for Downtown (68)	116,000	
Treadmills for the Senior Center (3)	12,000	
Trailer for Special Events	7,100	
Library Services Department:		14,800
Technology Upgrade for Community Room	9,700	
Technology Upgrade for Training Room	5,100	
Fire Department:		116,400
Hand-line Nozzles (55)	60,000	
SCBA Replacement (10% Grant Match)	33,900	
Washer-Extractor for Personal Protective Equipment	12,000	
Live Fire Training System	10,500	
Police Department:		106,100
Fitness Center Equipment Improvements	37,600	
Web RMS Evidence Integration Software and Licenses	28,000	
Motorcycle Mobile Radar (6)	27,000	
Radar Trailer (3)	12,000	
Computer (Tied to new Office Assistant III Position)	1,500	
General Operating Fund Total		$ 405,200

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FISCAL YEAR 2016-17
PROPOSED CAPITAL OUTLAY
(Continued)

Other Funds

Information Technology Department:		
Water Fund:		$ 1,300
Portable GPS Devise (shared with General Operating Fund)	1,300	
Finance and Administrative Services Department:		
General Non-Operating Fund:		10,000
Front Counter Remodel (rebudget)	10,000	
Water Fund:		28,900
Mailing Processing System Machine (shared with General Operating Fund)	18,900	
Front Counter Remodel (rebudget)	10,000	
Community Development Department:		
Development Services Fund:		40,800
Building Inspection Office Remodel (rebudget)	35,000	
HP Dual or 24′ Monitors (23)	5,800	
Public Works Department:		
General Non-Operating Fund:		3,000
Computer (2) (Tied to two new limited-period Associate Civil Engineer Positions)	3,000	
Development Services Fund:		38,000
Vehicle for Construction Engineer	35,000	
Computer (2) (Tied to a new limited-period Associate Civil Engineer Position and a Program Assistant)	3,000	
Water Fund:		100,000
Upgrade to Gate Valve Truck ($30,000 in Equipment Replacement Fund)	100,000	
Community Services Department:		
General Non-Operating Fund:		23,300
Ticketing Software (rebudget balance)	23,300	
Shoreline Regional Park Community Fund:		20,000
Large Turf Vacuum/Sweeper Replacement (rebudget)	20,000	

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FISCAL YEAR 2016-17
PROPOSED CAPITAL OUTLAY
(Continued)

Library Services Department:

General Non-Operating Fund:		67,600
Chairs for 2nd floor ($50,000 originally for reupholstering) (rebudget balance)	59,700	
Output Accounting Software Module (rebudget)	5,000	
Privacy Monitors (12) (rebudget)	2,900	

Fire Department:

General Non-Operating Fund:		81,700
Pick-up Truck (rebudget balance)	40,300	
Lifepak 15 Monitor (rebudget balance)	23,300	
ChemPro 100i Handheld Gas Monitor (rebudget)	16,300	
Backup Command Vehicle (rebudget balance)	1,800	

Police Department:

General Non-Operating Fund:		134,300
Mobile Responder Software (rebudget)	56,000	
Digital Forensic Equipment (rebudget balance)	40,300	
Prisoner Transport Van (rebudget balance)	34,300	
Furniture for Records (rebudget balance)	3,700	

Total Other Funds	$ 548,900
Total Capital Outlay	$ 954,100

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FISCAL YEAR 2016-17
PROPOSED EQUIPMENT REPLACEMENT

COMPUTERS:			$ 1,264,900
36	Switches (Rebudget)	408,400	
1	Software Licenses (Windows/Office, Rebudget)	250,400	
151	Computers	206,600	
1	Council Chamber AMX System	125,000	
5	UPS for Switches (Rebudget)	75,000	
30	Printers	70,000	
8	Servers	68,000	
1	SAN Disk Head/Controller	30,000	
2	Blades for Switches (Rebudget)	12,000	
1	Plotter	12,000	
3	Portable Projectors	4,500	
1	Router (Rebudget)	3,000	
COMPUTER AIDED DISPATCH/RECORDS MANAGEMENT SYSTEM:			206,000
29	Mobile Data Computers (Rebudget)	203,000	
1	CISCO Router (Rebudget)	3,000	
COMMUNICATIONS CENTER:			346,500
8	Bases (Rebudget)	67,500	
5	Console Furniture	60,000	
7	T-1 Transmitters and Receivers (Rebudget)	50,000	
5	Console PC	42,000	
7	T-1 Routers (Rebudget)	22,000	
1	Antenna FD St 4 (Rebudget)	20,000	
12	Monitor Receivers (Rebudget)	18,000	
1	Voter/Comparators (Rebudget)	16,000	
1	Digital Access and Cross-Connect System (Rebudget)	15,000	
1	UPS (Rebudget)	15,000	
2	Voting Receivers (Rebudget)	12,000	
3	UPS Batteries	9,000	
POLICE RADIO:			21,000
6	Motorcycle (Rebudget)	21,000	

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FISCAL YEAR 2016-17
PROPOSED EQUIPMENT REPLACEMENT
(Continued)

FLEET:		$ 3,034,000
1	PD Command Vehicle	500,000
2	Street Sweeper	400,000
4	2-Ton Truck (1 Rebudget)	304,000
7	Hybrid SUV	263,000
5	Patrol Cars and Upfitting	250,000
6	Van-SUV (1 Rebudget)	198,000
1	Water Tanker	190,000
4	Sedan/Wagon	156,000
1	Backhoe (Large)	135,000
4	Hybrid Sedans	120,000
1	3-Ton Truck	100,000
1	Utility Patch Truck	100,000
1	Safety SUV and Upfitting	65,000
1	¾ Ton (Rebudget)	50,000
1	¾ Ton 4WD	50,000
1	Chipper (Small)	38,000
1	Scooter	35,000
1	Sweeper (Medium)	30,000
5	Undesignated Equipment	25,000
1	Fuel Truck Upfitting (Rebudget Balance)	20,000
1	Turf Sweeper/Vacuum (Small) Upgrade (Rebudget)	5,000
GOLF EQUIPMENT:		$ 160,000
2	Tractor (2WD) (1 Rebudget)	54,000
1	Materials Handling Unit (Rebudget)	35,000
1	Utility Vehicle (Heavy Duty) (Rebudget)	30,000
1	Mower – Rotary Rough	29,000
1	Sod Cutter (Rebudget)	6,000
1	Fertilizer Spreader (Rebudget)	6,000
TOTAL EQUIPMENT REPLACEMENT		$ 5,032,400

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CITY OF MOUNTAIN VIEW

MEMORANDUM

Finance and Administrative
Services Department

DATE: June 14, 2016

TO: City Council

FROM: Helen Ansted, Principal Financial Analyst
Patty J. Kong, Finance and Administrative Services Director

VIA: Daniel H. Rich, City Manager

SUBJECT: Fiscal Year 2016-17 Proposed Fee Modifications

INTRODUCTION

As part of the annual budget process, departments review their fees and prepare recommendations to modify current fees, add new required fees, and eliminate any fees that are no longer necessary. If there are services provided that specifically benefit a particular individual/household or segment of the population versus more global services that generally benefit the entire community, a fee may be calculated and recommended to Council to recover all or a portion of the cost of providing the service. The Master Fee Schedule, the complete listing of all City fees, will be updated to reflect Council actions on June 21, 2016, pertaining to fees, and then published for Fiscal Year 2016-17.

BACKGROUND AND ANALYSIS

Each fee being modified, added, or eliminated is listed on the attached Exhibits A through I detailing the fees in effect for Fiscal Year 2015-16 and the Fiscal Year 2016-17 recommended amounts, fee basis, and effective date. The fee modifications are summarized below and if the fee is not a General Operating Fund revenue source, the applicable fund is identified. This is not a complete listing of all City fees, only those that are recommended as new or modified in some manner.

A complete listing of all City fees can be found in the Master Fee Schedule located at http://www.mountainview.gov/civicax/filebank/blobdload.aspx?BlobID=17498.

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City Attorney's Office (Exhibit A)

General Operating Fund

These Code Enforcement and development-related fees are recommended to increase, reflecting the cost of the staff providing the services.

Community Development Department (Exhibits B and C)

Development Services Fund

Land Use Documents—This fee was initially adopted for Fiscal Year 2015-16 in order to collect reimbursement from development projects for updating of various land use documents (e.g., General Plan, Precise Plans, Zoning Ordinance, etc.). The cost of the North Bayshore Precise Plan (NBPP) was not included in the initial fee calculations; however, it will need to be updated in the future and staff is recommending this component be added to the fee for Fiscal Year 2016-17. The fee is currently assessed at 0.21 percent of building valuation and with the addition of the NBPP, is recommended to increase to 0.26 percent of building valuation.

The Cellular Antennae Fee is recommended with both a name change to Wireless Telecommunications Facilities and the addition of a fee to recover costs. The cost is for work resulting from minor modifications to certain existing wireless telecommunication facilities which is required, by a change in Federal regulations, to be processed more quickly with less review.

Housing and Rental Housing Impact Funds

These housing fees are recommended with the annual consumer price index (CPI) increase, as set forth in City Code Section 36.40.55.b.2 and Resolution 17937.

Parking District Fund

The Downtown Parking District Parking In-Lieu Fee is recommended to increase from $26,000 to $48,000 for new construction and from $13,000 to $24,000 for new restaurants and office uses in existing retail buildings. The fee is also recommended to be adjusted on an annual basis according to the rate of inflation for construction costs (Engineering News Record—ENR). The fee has not been increased since 2000. The recommended fee is based on the estimated cost of constructing new public parking structures and the construction cost for the California Street at Bryant Street parking structure. The adjusted fee is important to accrue funds for the creation of new public parking spaces to meet the demand for parking created by businesses which increase the demand but

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are unable to accommodate the parking on-site (see Exhibit C for additional information). There is one development project currently in the pipeline that would be impacted by this fee increase.

The Parking Permit Program is managed on a calendar year basis and the permit fees are recommended with a CPI increase as set forth in Resolution 17820, cumulative for 2016 and 2017.

Community Services Department (Exhibit D)

General Operating Fund

Center for the Performing Arts (CPA):

The service charge on consignment tickets is recommended to increase from $1.00 to $1.50. Consignment tickets offer a way for CPA clients to sell directly to their patrons, resulting in a loss in service charge revenue to the CPA. This fee increase offsets some of the loss to the City while still allowing the client to handle a portion of their ticket inventory at an affordable level.

The service charge on tickets purchased via fax, mail, and telephone is recommended to increase from $2.50 to $3.00 in order to move the per-ticket fee level closer to industry norms for service charges. This increase will also offset a portion of the new per-ticket fees assessed by the new ticket software vendor.

The recommendation for a new type of subscription fee will allow for the recovery of charges from the new ticket software vendor and maintain current revenue levels.

Ticket Purchases and Transactions are both recommended with a slight name change. Ticket Purchases are recommended to change from a flat $0.50 per ticket to a flat fee on a laddered price structure and that no fee be charged for tickets at or below $10.00.

Recreation:

The Adult Sports League fees are recommended to change from fixed pricing for five specific sports to a pricing range that can be applied to many different sports. Allowing flexibility in both activity and fee enables the division to adjust offerings based on the most current trends.

The Open Gym fees currently assessed for drop-in basketball and volleyball programs are recommended to be expanded to a Drop-In Sports category that would include sports that could utilize either a gym or athletic field on a drop-in basis.

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Tennis lesson and youth camp fees are recommended to increase 15 percent in order to help fund rising personnel costs resulting from the increased minimum wage. This recommendation does not require a revision in the Cuesta Tennis Agreement; however, the Agreement requires any fee increases be approved by City Council.

Shoreline Golf Links Fund

Frequent Player—The Frequent Player rates are the most affordable in the area and are recommended with an increase of 2.0 percent which is anticipated to generate $4,000 to $5,000 and offset increasing expenses. Staff also recommends this increase and any future increase be rounded to the nearest $5.00 and the schedule be adjusted from Monday through Friday to Monday through Thursday.

The top of the range for Green Fees is recommended to increase $2.00 which could generate up to $70,000 and will offset cost increases in wages, water, and other utilities, and general maintenance.

The rate increases were presented to and approved by the Advisory Greens Committee on January 20, 2016.

Finance and Administrative Services Department (Exhibit E)

General Operating Fund

The current fee of $25.00 for a hard copy business license report has been reviewed and is recommended to be reduced to $16.50 for an electronic version and $16.50 plus $0.25 per page for a hard copy. The reduced price reflects the ability to create and e-mail an electronic version of the report. Beginning Fiscal Year 2016-17, the department will create a business license report and upload it to the City website on a quarterly basis. If a member of the public requires and requests a more up-to-date version, the fee will be assessed.

Fire Department (Exhibit F)

Environmental Safety:

Wastewater Fund

Hazardous Materials Facility Closure Review/Inspection is recommended with a basis change to one hour at no charge, reflecting the amount of time a routine inspection should take.

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The remaining Environmental Safety fees are recommended with either the annual CPI or cost-of-living adjustment (COLA) increase, as applicable, rounded to the nearest dollar.

Fire and Building Safety:

General Operating Fund

When the Multi-Housing Valid Service Request fee was initially adopted in 1996, it was tied to the Multi-Housing Reinspection Fee. The Valid Service Request fee is recommended with a cumulative CPI to bring this fee back in line with the Multi-Housing Reinspection Fee.

The remaining recommended fees are to be increased by either the annual CPI or applicable COLA, rounded to the nearest dollar.

Environmental Safety/Fire and Building Safety:

General Operating and Wastewater Funds

The Fire Protection System Maintenance fees are recommended with the annual CPI increase and a name change to include Public Safety.

Information Technology (IT) Department

General Operating Fund

The City requires digitized development plan sets in a format usable by the City Enterprise Geographic Information System (EGIS) for all public and private development projects in order to maintain the EGIS with accurate and current data. The EGIS is used for City maintenance and to assist public safety staff. The digitization of plans is a new activity that will include IT staff collecting and cataloging the project plan set, reviewing the digitized plans created by an outside vendor, reviewing and processing invoices, and incorporating updated data into the EGIS. The Data Digitization Fee is recommended to be set at a level that will recover the cost of both an external bonded service to digitize all development plans in a format usable by the City EGIS and administration of the program. The fee will be collected with permit fees before the plans are sent to be digitized and prior to the issuance of the Building Permit, Excavation Permit, or Final Map.

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Staff is continuing to review the methodology for this fee and will return to City Council during Fiscal Year 2016-17 with a fee recommendation.

Library Services Department (Exhibit G)

General Operating Fund

Internet Computer Station Use—As more customers are coming to the Library with their own devices to use WiFi, use of the Library's desktop computers is declining. As a result of the increased capacity, the time limit was increased from 90 minutes to 120 minutes for Fiscal Year 2015-16. Many of the customers who use this service are the least able to pay and rely on the Library for their only access to the Internet and this fee is recommended to be eliminated.

Replacement Library Card—This fee is recommended to be eliminated, as staff would like to remove every possible barrier to service. The loss of revenue is minimal.

Public Works Department (Exhibits H and I)

General Operating Fund

The Street Improvement Reimbursements are recommended to increase by the December 2015 ENR construction index of 1.57 percent.

Development Services Fund

The Sidewalk Permits are recommended to increase by the annual ENR index and the remaining fees are recommended with the annual COLA as applicable.

Storm Drain Construction Fund

Storm Drainage Connection fees are recommended to increase by the annual ENR index.

Utility Services (Exhibit I):

Water, Wastewater, and Solid Waste Management Funds

Chapters 28 and 35 were amended effective April 22, 2014, eliminating the Code sections authorizing the Existing Facilities Connection fees.

Labor Rates are recommended with the appropriate COLA.

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Utility rates are detailed on Exhibit I and include the following recommended adjustments:

Water—10.0 percent and Recycled Water—3.0 percent.

The outside City limits meter rates were eliminated effective February 2016.

Wastewater—19.0 percent.

Solid Waste Management—10.0 percent for carts only; no change for all other trash and recycling services.

CONCLUSION

Departments reviewed their fees and recommended the new, modified, or eliminated fees discussed in this memo and detailed in Exhibits A through I. As part of the budget noticing process, the City will comply with all noticing requirements which apply to fees.

HA-PJK/2/FIN
530-06-14-16M-E

Exhibits:
- A. Fee Schedule—City Attorney's Office
- B. Fee Schedule—Community Development
- C. Downtown Parking In-Lieu Fee Proposed Increase
- D. Fee Schedule—Community Services
- E. Fee Schedule—Finance and Administrative Services
- F. Fee Schedule—Fire
- G. Fee Schedule—Library Services
- H. Fee Schedule—Public Works
- I. Fee Schedule—Utility Services

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State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2015-16 Adopted Fee	Fiscal Year 2016-17 Proposed Fee	Fee Basis	Effective Date
	N/A	Code Compliance Inspection	$94.00	$96.00	Hour (4-Hour Min)	7/1/16
	N/A	Development Agreement	$159.00	$174.00	Hour	7/1/16
		Document Review for CC&Rs, Easements, and Other Documents Related to Permits, Licenses, etc.:				
	36.54.30 36.56.15	Uniform Product/Use	$328.00	$350.00	Initial 2.5 Hours	8/21/16
	36.54.30 36.56.15	Mixed Product/Use	$656.00	$700.00	Initial 5 Hours	8/21/16
	36.54.30 36.56.15	Additional Review	$131.00	$140.00	Hour	8/21/16

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2015-16 Adopted Fee	Fiscal Year 2016-17 Proposed Fee	Fee Basis	Effective Date
		PARKING Parking In-Lieu				
	Downtown Precise Plan	New Construction[1]	$26,000.00	$48,000.00	Space	8/21/16
	Downtown Precise Plan Table II-2	Change in Use[1]	$13,000.00	$24,000.00	Space	8/21/16
	Reso 17820	Parking Permits:[2]				
		Annual	$309.00	$326.00	Space	1/1/17
		Daily	$103.00	$109.00	25 Daily Permits	1/1/17
		Monthly	$52.00	$54.00	Space	1/1/17
		Quarterly	$103.00	$109.00	Space	1/1/17
		PLANNING Housing Fees				
	36.40.55.b Reso 16666, 17938	Housing Impact:[2] Office/High-Tech/Industrial				
		First 10,000 square feet	$12.50	$12.79	Net Square Foot	8/21/16
		10,000+ square feet	$25.00	$25.58	Net Square Foot	8/21/16
	36.91.b.2 Reso 16666	Hotel/Retail/Commercial/ Entertainment				
		First 25,000 square feet	$1.34	$1.37	Square Foot	8/21/16
		25,000+ square feet	$2.68	$2.74	Square Foot	8/21/16
	Reso 17748, 17937	Rental Housing Impact[2]	$17.00	$17.39	Net New Habitable Square Foot	8/21/16
GC66014	Reso 17968	Land Use Documents[3]	0.21%	0.26%	Building Valuation Associated w/the Issuance of a Building Permit	7/1/16

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2015-16 Adopted Fee	Fiscal Year 2016-17 Proposed Fee	Fee Basis	Effective Date
	36.56.15	Wireless Telecommunications Facilities: Minor Wireless Telecommunications Facilities[4]	NA	$1,100.00	Fixed	7/1/16
	36.56.15	~~Cellular Antennae~~ Major Wireless Telecommunications Facilities[5]	$3,859.00	$3,859.00	Fixed	7/1/16

[1] Recommended to be increased annually by the Engineering News Record (ENR) construction index.
[2] Previously authorized by Council to be increased by the prior year CPI as part of the budget process.
[3] Recommended to also include the reimbursement of future North Bayshore Precise Plans.
[4] New fee.
[5] Name change only.

CITY OF MOUNTAIN VIEW

MEMORANDUM

Community Development Department

DATE: April 26, 2016

TO: City Council

FROM: Eric Anderson, Associate Planner
Tiffany Chew, Business Development Specialist
Randy Tsuda, Community Development Director

VIA: Daniel H. Rich, City Manager

SUBJECT: Downtown Parking In-Lieu Fees Proposed Increase

BACKGROUND

The Downtown Parking Maintenance Assessment District (Parking District) provides public parking for downtown businesses and funds the maintenance and operations of the public parking facilities (Attachment 1 – Parking District Map). Most properties in the historic Castro Street commercial area are not physically able to provide parking on-site due to their small size and shape, so they are allowed to pay fees in lieu of providing parking to expand buildings or build new ones. These one-time fees are paid to the Parking District which uses the funds to create new public parking facilities. Shared parking increases parking efficiency, reduces parking cost and makes effective use of the parking facilities within the Parking District.

The Downtown Precise Plan contains the parking in-lieu fee requirements. They apply to the following developments in the Parking District: 1. new buildings, floor area or residential units, and 2. new restaurants and offices in existing retail buildings. Existing businesses, buildings and housing units do not pay the parking in-lieu fee (unless they are proposing to expand). Buildings outside the Parking District are required to provide parking on-site and do not pay the fee.

PROPOSED INCREASE

In 2000, the City adopted a fee of $26,000 per required parking space for new construction and $13,000 for new restaurants and offices in existing retail buildings. The fee was based upon land costs and estimated cost to construct a new parking structure on a net new parking spaces basis. Net new parking spaces is determined by taking the total number of parking spaces in the parking structure and subtracting it

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from the number of spaces that existed on the property before the structure was built. This fee has not increased with the cost of construction since then.

For the new proposed fee, staff analyzed the cost of constructing parking structures from several different cost perspectives:

- The cost of several comparable parking structures in the Bay Area was estimated. The average cost per net new space was determined by assuming the existing land was used as parking.
- The cost of constructing the 850 California Street Parking Structure was estimated, adjusting by the current rate of inflation for construction costs, and subtracting the costs of constructing the retail space and solar panels. The average cost per net new space was determined.

Staff is proposing the fee increase from $26,000 to $48,000 for new construction and from $13,000 to $24,000 for new restaurants and offices in existing retail buildings. The $48,000 is based on an average of the two analyses above. For comparison purposes, Palo Alto's fee is $63,848 per parking space and Sunnyvale does not have a parking in-lieu fee. There is one small development project currently in the pipeline that would be impacted by this fee increase.

OUTREACH

Staff held two public meetings about the proposed fee increase. The Downtown Committee reviewed the fee increase at their regularly scheduled meeting of April 5, 2016. The Committee supported the fee increase to help address the demand for more public parking.

Staff also held an information session about the fee increase on April 8, 2016. The following were notified about the information session: property owners within the Parking District, developers and commercial brokers who have worked in the Parking District, the Central Business Association, and the Chamber of Commerce. One property owner (of the development project above) and a developer attended the information session.

ATTACHMENT: 1. Parking District Map

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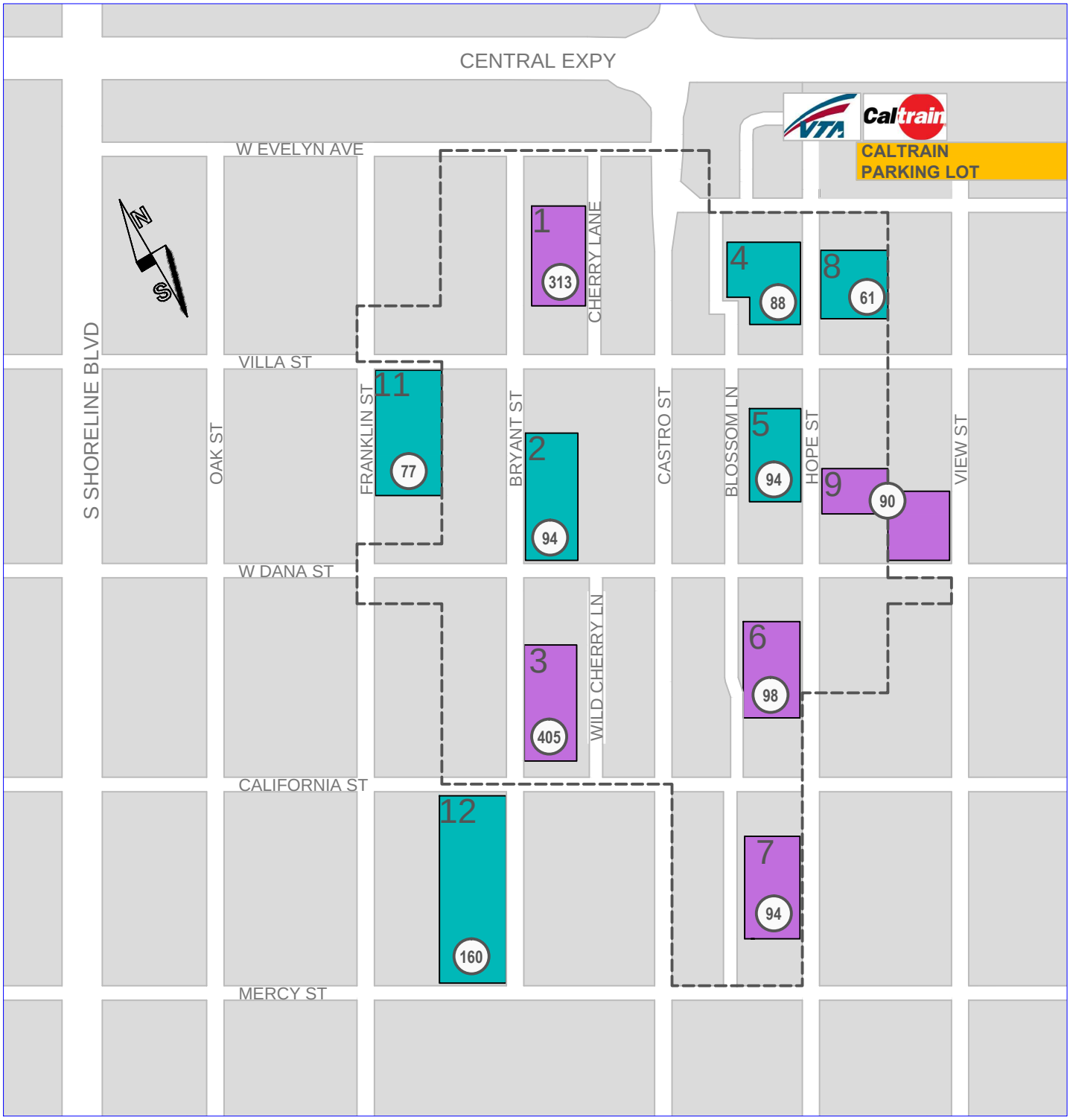
DOWNTOWN PARKING FACILITIES



PERMIT PARKING ALLOWED

PERMIT PARKING NOT ALLOWED

CALTRAIN STATION

VTA STATION

160 NUMBER OF SPACES IN LOT

PARKING DISTRICT BOUNDARY

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State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2015-16 Adopted Fee	Fiscal Year 2016-17 Proposed Fee	Fee Basis	Effective Date
		CENTER FOR THE PERFORMING ARTS				
		Ticket Services:				
	38.100	Consignment (Renter-Sold Tickets-Initial Request, Return, Reprint)	$1.00	$1.50	Ticket	7/1/16
	38.100	Fax/Mail/Phone Subscriptions	$2.50	$3.00	Ticket	7/1/16
	38.100	Fixed Package-all subscriptions except for those series whose highest ticket value does not exceed $15.00[1]	NA	$2.00	Ticket/Title	7/1/16
	38.100	Flex Package-all subscriptions except for those series whose highest ticket value does not exceed $15.00[1]	NA	$2.00	Ticket/Title	7/1/16
	38.100	Ticket Purchase **(~~online~~web sale)**:[2]				
		All Tickets	$0.50	Eliminate		7/1/16
		$0.00-$10.00[1]	NA	No Charge	Ticket	7/1/16
		$10.01-$15.00[1]	NA	$2.50	Ticket	7/1/16
		$15.01-$25.00[1]	NA	$3.00	Ticket	7/1/16
		$25.01-$45.00[1]	NA	$4.00	Ticket	7/1/16
		>$45.00[1]	NA	$5.00	Ticket	7/1/16
		Transaction (~~online~~**web sale**)[2]	$5.00	$5.00	Order	7/1/16
		RECREATION				
		Adult Sports Leagues:				
	38.8	Basketball	$67.00	Eliminate	Game	7/1/16
	38.8	Flag Football	$67.00	Eliminate	Game	7/1/16
	38.8	Softball (Coed)	$69.00	Eliminate	Game	7/1/16
	38.8	Softball (Men's)	$69.00	Eliminate	Game	7/1/16
	38.8	Volleyball	$49.00	Eliminate	Game	7/1/16
	38.8	Various Sports[1]	NA	$50.00-$70.00	Game	7/1/16
	38.3	Drop-In Sports (athletic fields, gyms) **Open Gym**:[2,3]				
		10 Visits	$15.00	$15.00	Pass	7/1/16
		20 Visits	$30.00	$30.00	Pass	7/1/16
		Drop-in	$3.00	$3.00	Day	7/1/16

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State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2015-16 Adopted Fee	Fiscal Year 2016-17 Proposed Fee	Fee Basis	Effective Date
		Tennis				
		Cuesta Court Lessons				
	Agreement	Adult	$14.75-$26.00	$15.25-$30.00	Hour	7/1/16
	Agreement	Junior	$13.75-$26.00	$13.75-$30.00	Hour	7/1/16
		Rengstorff Courts				
	38.8/ Agreement	Youth Camp	$10.00-$26.00	$10.00-$30.00	Hour	7/1/16
		SHORELINE GOLF LINKS				
		Frequent Player:[4]				
	38.8	Junior (Annual)	$372.00	$380.00	Fixed	7/1/16
	38.8	Regular Play (Annual)	$2,508.00	$2,560.00	Fixed	7/1/16
	38.8	Regular Play (Annual Family)	$3,768.00	$3,845.00	Fixed	7/1/16
	38.8	Regular (M-**Th~~F~~**/Annual)[5]	$1,644.00	$1,675.00	Fixed	7/1/16
	38.8	Regular (M-**Th~~F~~**/Quarterly)[5]	$550.00	$560.00	Fixed	7/1/16
	38.8	Regular (M-**Th~~F~~**/Annual Family)[5]	$2,148.00	$2,190.00	Fixed	7/1/16
	38.8	Seniors (M-**Th~~F~~**/Annual)[5]	$1,260.00	$1,285.00	Fixed	7/1/16
	38.8	Seniors (M-**Th~~F~~**/Quarterly)[5]	$400.00	$410.00	Fixed	7/1/16
	38.8	Seniors (M-**Th~~F~~**/Annual Family)[5]	$1,824.00	$1,860.00	Fixed	7/1/16
	38.8	Twilight (Annual)	$996.00	$1,015.00	Fixed	7/1/16
	38.8	Twilight (Annual Family)	$1,644.00	$1,675.00	Fixed	7/1/16
		Green Fees				
		Weekday M-F:				
	38.11	Afternoon (March-October, 2 hours prior to twilight)	Up to $25.00	Up to $27.00	Fixed	7/1/16
	38.11	Regular	Up to $38.00	Up to $40.00	Fixed	7/1/16
	38.11	Resident	Up to $31.00	Up to $33.00	Fixed	7/1/16
	38.11	Senior (>/=60)	Up to $28.00	Up to $30.00	Fixed	7/1/16
	38.11	Senior Resident (>/=60)	Up to $21.00	Up to $23.00	Fixed	7/1/16
	38.11	Twilight/Back 9 Regular	Up to $25.00	Up to $27.00	Fixed	7/1/16
	38.11	Twilight/Back 9 Resident	Up to $18.00	Up to $20.00	Fixed	7/1/16
	38.11	All Others	Up to $32.00	Up to $34.00	Fixed	7/1/16
		Super Twilight:				
	38.11	Regular	Up to $17.00	Up to $19.00	Fixed	7/1/16
	38.11	Resident	Up to $10.00	Up to $12.00	Fixed	7/1/16
		Weekends/Holidays:				
	38.11	Regular	Up to $54.00	Up to $56.00	Fixed	7/1/16
	38.11	Resident	Up to $47.00	Up to $49.00	Fixed	7/1/16
	38.11	Twilight/Back 9 Regular	Up to $28.00	Up to $30.00	Fixed	7/1/16
	38.11	Twilight/Back 9 Resident	Up to $21.00	Up to $23.00	Fixed	7/1/16

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[1] New fee.
[2] Name change.
[3] Expanded application to gyms and athletic fields.
[4] Rounded to nearest $5.00.
[5] Basis change.

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2015-16 Adopted Fee	Fiscal Year 2016-17 Proposed Fee	Fee Basis	Effective Date
		Business License Report:				
GC 6253.9(b)		Electronic	$25.00	$16.50	Fixed	7/1/16
GC 6253.9(b)	CP B-3	Hard Copy	$25.00	$16.50	Fixed	7/1/16
			+$0.25	+$0.25	Page	7/1/16

State Code § (if any)	MVCC§ §/CP/ Other	Title of Fee	Fiscal Year 2015-16 Adopted Fee	Fiscal Year 2016-17 Proposed Fee	Fee Basis	Effective Date
		ENVIRONMENTAL SAFETY				
	24	Electronic/Computer Entry of Hazardous Materials Management Plan Data	$89.00 (1-Hour Minimum)	$93.00	Hour (1-Hour Minimum)	7/1/16
		Fire Safety Facility Inspection:				
	24	0–5,000	$31.00	$32.00	Square Foot	7/1/16
	24	5,001-25,000	$185.00	$189.00	Square Foot	7/1/16
	24	25,001-100,000	$767.00	$785.00	Square Foot	7/1/16
	24	100,001-250,000	$2,148.00	$2,197.00	Square Foot	7/1/16
	24	250,001-500,000	$4,602.00	$4,708.00	Square Foot	7/1/16
	24	500,001+	$6,135.00	$6,276.00	Square Foot	7/1/16
		Fire Safety Operational Permits:				
CFC 105	14	Hazardous Materials Permitted Occupancy	$198.00	$203.00	Annual	7/1/16
		Hazardous Materials:				
	24	Emergency Response (Hazardous Materials Specialist)	$103.00 Plus equipment costs	$105.00 Plus equipment costs	Hour	7/1/16
	24	Hazardous Materials Facility Closure Review/Inspection:				
		First ~~2~~ Hour~~s~~[1]	No Charge	No Charge		7/1/16
		>~~2~~ 1 Hour~~s~~[1]	$99.00	$103.00	Hour	7/1/16
	24	Hazardous Materials Third and Subsequent Reinspection(s)	$336.00	$349.00	Hour	7/1/16
	24	Plan Check or Plan Review/Inspection	$103.00	$107.00	Hour (2-Hour Minimum)	7/1/16
		Hazardous Materials Permit for the following hazard classes: Miscellaneous Hazardous Materials—Liquids, Solids				
	24	QR1	$123.00	$128.00	Annual	7/1/16
	24	QR2	$151.00	$157.00	Annual	7/1/16
	24	QR3	$185.00	$192.00	Annual	7/1/16
	24	QR4	$214.00	$223.00	Annual	7/1/16
	24	QR5	$245.00	$255.00	Annual	7/1/16

State Code § (if any)	MVCC§ §/CP/ Other	Title of Fee	Fiscal Year 2015-16 Adopted Fee	Fiscal Year 2016-17 Proposed Fee	Fee Basis	Effective Date
		Combustible Liquids, Flammable (Liquids, Solids), and Nonflammable (Gas)				
	24	QR1	$123.00	$128.00	Annual	7/1/16
	24	QR2	$185.00	$192.00	Annual	7/1/16
	24	QR3	$245.00	$255.00	Annual	7/1/16
	24	QR4	$308.00	$320.00	Annual	7/1/16
	24	QR5	$368.00	$383.00	Annual	7/1/16
		Corrosive (Gas, Liquids, Solids), Cryogen, Flammable (Gas), Explosives, Infectious Substances, and Oxidizers (Gas, Liquids, Solids)				
	24	QR1	$123.00	$128.00	Annual	7/1/16
	24	QR2	$245.00	$255.00	Annual	7/1/16
	24	QR3	$368.00	$383.00	Annual	7/1/16
	24	QR4	$430.00	$447.00	Annual	7/1/16
	24	QR5	$490.00	$510.00	Annual	7/1/16
		Poisonous Materials (Gas, Liquids, Solids), Spontaneous Combustible Materials, Dangerous When Wet Materials (Liquids, Solids), and Organic Peroxides				
	24	QR1	$123.00	$128.00	Annual	7/1/16
	24	QR2	$245.00	$255.00	Annual	7/1/16
	24	QR3	$368.00	$383.00	Annual	7/1/16
	24	QR4	$490.00	$510.00	Annual	7/1/16
	24	QR5	$614.00	$639.00	Annual	7/1/16
		Radioactive				
	24	QR1-QR5	$152.00	$158.00	Annual	7/1/16
		Underground Storage Tank Closure/Demolition:				
	24	First Tank (2-Hour max)	$214.00	$223.00	Fixed	7/1/16
	24	First Tank Add'l Hours >2 Hours	$107.00	$111.00	Hour	7/1/16
	24	Each Add'l Tank (1-Hour each max)	$107.00	$111.00	Hour	7/1/16
	24	Each Add'l Tank >2 Hours	$107.00	$111.00	Hour	7/1/16
		FIRE AND BUILDING SAFETY				
	14	Alarm (Preventable False)	$141.00	$144.00	3rd and Subsequent Alarm/180 Days	7/1/16

State Code § (if any)	MVCC§ §/CP/ Other	Title of Fee	Fiscal Year 2015-16 Adopted Fee	Fiscal Year 2016-17 Proposed Fee	Fee Basis	Effective Date
	14	Extended Consultation/ Preconstruction Conference	$157.00	$160.00	Hour	7/1/16
CFC 105	14	Fire Inspections (Temporary Installation/Events):				
		Carnivals	$165.00	$168.00	Hour	7/1/16
		Christmas Tree Lot	$165.00	$168.00	Hour	7/1/16
		Fairs	$165.00	$168.00	Hour	7/1/16
		Fireworks Display	$165.00	$168.00	Hour	7/1/16
		Haunted Houses	$165.00	$168.00	Hour	7/1/16
		Live Audiences	$165.00	$168.00	Hour	7/1/16
		Production Facility	$165.00	$168.00	Hour	7/1/16
		Pumpkin Patch	$165.00	$168.00	Hour	7/1/16
		Pyrotechnical Special Effects	$165.00	$168.00	Hour	7/1/16
		Special Inspection of Temporary Installation	$165.00	$168.00	Hour	7/1/16
		Temporary Membrane Structures, Tents, Canopies	$165.00	$168.00	Hour	7/1/16
		All Others	$165.00	$168.00	Hour	7/1/16
		After Hours or Weekend Duty (only DFM) M-F 5:00 p.m.–6:59 a.m., Sat, Sun, Holidays	$165.00	$168.00	Hour (2-Hour Minimum)	7/1/16
CFC 105		Fire Safety Operational Permits:				
	14	Fire Prevention Bureau (Nonhazardous Materials Permitted Occupancy)	$165.00	$170.00	Annual	7/1/16
	14	Reinspections (third and subsequent)	$165.00	$170.00	Hour	7/1/16
		Multi-Housing:				
		Multi-Housing Inspection Fee				
	25.77	Hotels and Motels	$78.00	$80.00	Hour (2-Hour Minimum)	7/1/16
		Reinspections:				
	25.79	Multi-Housing	$99.00	$101.00	Hour (2-Hour Minimum)	7/1/16
	25.78	Hotels and Motels	$99.00	$101.00	Hour (2-Hour Minimum)	7/1/16
	25.81	Valid Service Request	$79.00	$101.00	Hour (2-Hour Minimum)	7/1/16

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State Code § (if any)	MVCC§ §/CP/ Other	Title of Fee	Fiscal Year 2015-16 Adopted Fee	Fiscal Year 2016-17 Proposed Fee	Fee Basis	Effective Date
		ENVIRONMENTAL SAFETY/FIRE AND BUILDING SAFETY:				
CFC Chapter 9	14	Fire Protection**/Public Safety** System maintenance Required to be Tested on a Frequency of < 1 Year (waived if test completed within 30 days)[2]	$109.00	$112.00	System	7/1/16
CFC Chapter 9	14	Fire Protection**/Public Safety** System maintenance Required to be Tested on a Frequency of ≥ 1 Year and < 5 Years (waived if test completed within 30 days)[2]	$222.00	$227.00	System	7/1/16
CFC Chapter 9	14	Fire Protection**/Public Safety** System maintenance Required to be Tested on a Frequency of ≥ 5 Years (waived if test completed within 30 days)[2]	$332.00	$340.00	System	7/1/16
CFC Chapter 9	14	Deficiencies Failed to be Corrected Within 30 Days	$169.00	$173.00	System	7/1/16

[1] Basis change.
[2] Name change.

State Code § (if any)	MVCC§ §/CP/ Other	Title of Fee	Fiscal Year 2015-16 Adopted Fee	Fiscal Year 2016-17 Proposed Fee	Fee Basis	Effective Date
		Internet Computer Station Use:				
	NA	Library Member	$5.00	Eliminate		7/1/16
	NA	Guest Pass	$5.00	Eliminate		7/1/16
	Library Policy	Replacement Library Card	$2.00	Eliminate		7/1/16

State Code § (if any)	MVCC§ §/CP/ Other	Title of Fee	Fiscal Year 2015-16 Adopted Fee	Fiscal Year 2016-17 Proposed Fee	Fee Basis	Effective Date
		Encroachment Permit:				
	27.17	Debris Box~~/Temporary Storage Container~~[1]	$118.00	$123.00	Fixed	7/1/16
	27.43	Full Cost Recovery[2]	$219.00	$228.00	Hour	7/1/16
	27.17	Nonresidential	$2,034.00	$2,115.00	Fixed	7/1/16
	27.17	Residential	$1,112.00	$1,156.00	Fixed	7/1/16
	27.17	Temporary	$874.00	$909.00	Fixed	7/1/16
	27.43	Excavation Permit: Associated with Inspection Rate[2,3]	$219.00 or 15% of construction cost	$228.00 or 15% of construction cost	Hour (3-hour minimum) or Percentage	7/1/16
	27.43	Hourly Labor Rate (Research, Plan Check, Inspection)	$219.00	$228.00	Hour (2-hour minimum)	7/1/16
66412		Lot Line Adjustment	$2,350.00	$2,444.00	Fixed	7/1/16
		Map Check:				
66451.2.i	28.27(b)	Final Map	$4,907.00 +$60.00[2]	$5,103.00 +$61.00[2]	Fixed Each Lot	7/1/16 7/1/16
66451.2.i	28.27(b)	Parcel Map	$2,908.00	$3,024.00	Fixed	7/1/16
8300, *et seq.*	27.18	Right-of-Way Vacation	$1,596.00	$1,660.00	Fixed	8/21/16
8740.1	28.6.1	Segregation of Assessment Districts	$2,332.00	$2,425.00	First 2 Lots	7/1/16
			+$219.00	+$228.00	Each Add'l Lot	7/1/16
		Sidewalk Permit:[4]				
	27.23	Nonresidential	$336.00 +5% of construction cost	$341.00 +5% of construction cost	Fixed plus Percentage	8/21/16
	27.23	Residential	$3.87 ($219.00 minimum)	$3.93 ($228.00 minimum)	Linear Foot (or 1-hour minimum)	8/21/16
		Storm Drainage Connection:[4]				
	35.31.6, 28.51(b)	First Class	$0.279	$0.283	Net Square Foot	8/21/16
	35.31.6, 28.51(b)	Second Class	$0.134	$0.136	Gross Square Foot	8/21/16

State Code § (if any)	MVCC§ §/CP/ Other	Title of Fee	Fiscal Year 2015-16 Adopted Fee	Fiscal Year 2016-17 Proposed Fee	Fee Basis	Effective Date
		Street Improvements Reimbursement:[4]				
	27.65(c)	Major Structural Street Section	$10.61	$10.78	Square Foot	8/21/16
	27.65(c)	R1 and R2 Street Section	$8.52	$8.65	Square Foot	8/21/16
	27.65(c)	R3 Structural Street Section	$9.67	$9.82	Square Foot	8/21/16
	27.65(c)	Standard and Ornamental Street Lighting	$26.74	$27.16	Linear Foot	8/21/16
	27.65(c)	Standard PCC Curb and Gutter	$31.13	$31.62	Linear Foot	8/21/16
	27.65(c)	Standard PCC Driveway Approach	$10.61	$10.78	Square Foot	8/21/16
	27.65(c)	Standard PCC Sidewalk	$9.67	$9.82	Square Foot	8/21/16
	27.65(c)	Street Trees (15-gallon)	$11.90	$12.09	Linear Foot	8/21/16

[1] Name change.
[2] Based on number of plan check and inspections related to particular construction items. See itemized table in Excavation Permit application. Some permits may be assessed on a full cost-recovery basis (e.g., fiber optic).
[3] Increase annually by the June 30 CPI of the prior fiscal year.
[4] Increase annually by the December 2015 Engineering New Record (ENR) construction index of 1.57 percent.

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2015-16 Adopted Fee	Fiscal Year 2016-17 Proposed Fee	Fee Basis	Effective Date
		ENTERPRISE FUNDS				
		Existing Facilities Connection:[1]				
	35.41	Sanitary Sewer	$83.61	Eliminate		4/22/14
	28.51, 35.42	Sanitary Sewer	$334.80	Eliminate		4/22/14
	28.51.a, 35.41	Water Main	$96.33	Eliminate		4/22/14
	35.28	Hydrant Meter Construction Water Consumption	$12.42	$15.30	ccf/month	7/1/16
		Labor Rates:				
		Frontline				
		Regular	$76.00	$79.00	Hour	7/1/16
		Overtime	$112.00	$116.00	Hour	7/1/16
		Manager				
		Regular	$116.00	$121.00	Hour	7/1/16
		Supervisor				
		Regular	$95.00	$99.00	Hour	7/1/16
		Overtime	$143.00	$149.00	Hour	7/1/16
		UTILITY SERVICES				
		Trash Disposal and Recycling Service:				
		Cart Service (Compost):				
		64-gallon only, Commercial only	**75% of Trash Service**	**75% of Trash Service**		
	16	**1 Time/Week**	**$39.90**	**$43.95**	**Container/Month**	**7/1/16**
	16	**2 Times/Week**	**$87.65**	**$96.45**	**Container/Month**	**7/1/16**
	16	**3 Times/Week**	**$135.00**	**$148.50**	**Container/Month**	**7/1/16**
	16	**4 Times/Week**	**$183.15**	**$201.50**	**Container/Month**	**7/1/16**
	16	**5 Times/Week**	**$230.95**	**$254.05**	**Container/Month**	**7/1/16**
		Special Extra Service	**$26.45**	**$29.10**	**Pickup**	**7/1/16**
		96-gallon only, Commercial only	**75% of Trash Service**	**75% of Trash Service**		
	16	**1 Time/Week**	**$59.85**	**$65.95**	**Container/Month**	**7/1/16**
	16	**2 Times/Week**	**$131.50**	**$144.65**	**Container/Month**	**7/1/16**
	16	**3 Times/Week**	**$202.50**	**$222.75**	**Container/Month**	**7/1/16**
	16	**4 Times/Week**	**$274.80**	**$302.30**	**Container/Month**	**7/1/16**
	16	**5 Times/Week**	**$346.80**	**$381.50**	**Container/Month**	**7/1/16**
	16	**Extra Pickup**	**$39.65**	**$43.65**	**Pickup**	**7/1/16**

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2015-16 Adopted Fee	Fiscal Year 2016-17 Proposed Fee	Fee Basis	Effective Date
		Cart Service (Trash):				
	16	20-Gallon (residential only)	$18.20	$20.05	Container/Month	7/1/16
	16	32-Gallon	$26.60	$29.30	Container/Month	7/1/16
	16	64-Gallon	$53.20	$58.60	Container/Month	7/1/16
	16	96-Gallon	$79.80	$87.90	Container/Month	7/1/16
	16	Excess Garbage Tag	$5.00	$6.00	Tag	7/1/16
	16	Excess Trash	$5.00	$6.00	Per each 32-gallon, charged in 32-gallon increments	7/1/16
		Extra Collection Services:				
	16	Extra Collection-Yard Trimmings or Recycling Cart (nonservice day)	$11.00	$12.00	Pickup	7/1/16
		Wastewater Service:				
	35.33	Base Commercial	$3.77/unit (748 gallons) or fraction thereof of water consumed ($26.39 min.)	$4.49/unit (748 gallons) or fraction thereof of water consumed ($31.43 min.)	Quantity	7/1/16
	35.33	Commercial/Industrial, Chemical, Groundwater, Liquid Waste	$6.41/unit (1.7 x base) (748 gallons) or fraction thereof of water consumed ($44.87 min.)	$7.64/unit (1.7 x base) (748 gallons) or fraction thereof of water consumed ($53.48 min.)	Quantity	7/1/16
	35.33	Restaurant	$7.36/unit (1.95 x base) (748 gallons) or fraction thereof of water consumed ($51.52 min.)	$8.76/unit (1.95 x base) (748 gallons) or fraction thereof of water consumed ($61.32 min.)	Quantity	7/1/16
	35.33	Single-Family Residence, Duplex, Multiple Dwellings, Mobile Homes, and Trailer Courts	$28.80	$34.30	Dwelling Unit/Month	7/1/16

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State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2015-16 Adopted Fee	Fiscal Year 2016-17 Proposed Fee	Fee Basis	Effective Date
		Water Service:				
		Backflow Prevention Devices (Commercial, Industrial)				
	35.27	**5/8″ to 1″ meter**	**$26.85**	**$29.55**	**Monthly**	**7/1/16**
	35.27	**1.5″ to 2″ meter**	**$41.00**	**$45.10**	**Monthly**	**7/1/16**
	35.27	**3″ meter**	**$48.20**	**$53.05**	**Monthly**	**7/1/16**
	35.27	**4″ meter**	**$57.00**	**$62.70**	**Monthly**	**7/1/16**
	35.27	**6″ meter**	**$69.15**	**$76.10**	**Monthly**	**7/1/16**
	35.27	**8″ to 10″ meter**	**$85.05**	**$93.60**	**Monthly**	**7/1/16**
		Backflow Prevention—Outside City Limits				
	35.27	5/8″ to 1″ meter	$33.60	Eliminate		Feb 2016
	35.27	1.5″ to 2″ meter	$51.25	Eliminate		Feb 2016
	35.27	3″ meter	$60.25	Eliminate		Feb 2016
	35.27	4″ meter	$71.25	Eliminate		Feb 2016
	35.27	6″ meter	$86.45	Eliminate		Feb 2016
	35.27	8″ to 10″ meter	$106.35	Eliminate		Feb 2016
		Consumption:				
	35.26(a)	**Commercial/Nonresidential—Uniform**	**$5.77**	**$6.35**	**ccf/month**	**7/1/16**
	35.26	**Recycled Water**	**$2.89**	**$2.98**	**ccf/month**	**7/1/16**
		Residential—Multi-Family				
	35.26(a)	**0 to 2 ccf**	**$4.33**	**$4.76**	**ccf/month/ dwelling**	**7/1/16**
	35.26(a)	**>2 to 7 ccf**	**$5.77**	**$6.35**	**ccf/month/ dwelling**	**7/1/16**
	35.26(a)	**>7 ccf**	**$9.23**	**$10.16**	**ccf/month/ dwelling**	**7/1/16**
		Residential—Single-Family				
	35.26(a)	**0 to 3 ccf**	**$4.33**	**$4.76**	**ccf/month**	**7/1/16**
	35.26(a)	**>3 to 15 ccf**	**$5.77**	**$6.35**	**ccf/month**	**7/1/16**
	35.26(a)	**>15 ccf**	**$9.23**	**$10.16**	**ccf/month**	**7/1/16**
		Consumption-Outside City Limits				
	35.27	Commercial/All Other Uniform	$7.21	Eliminate		7/1/16
		Residential				
	35.27	0 to 3 ccf	$5.41	Eliminate		7/1/16
	35.27	>3 to 15 ccf	$7.21	Eliminate		7/1/16
	35.27	>15 ccf	$11.54	Eliminate		7/1/16

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State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2015-16 Adopted Fee	Fiscal Year 2016-17 Proposed Fee	Fee Basis	Effective Date
		Fire Service:				
	35.26(a)	**Consumption—Uniform**	**$5.77**	**$6.35**	**ccf/month**	**7/1/16**
	35.26(a)	**Meter**	**$10.79/inch diameter ($43.16 minimum)**	**$11.87/inch diameter ($47.48 minimum)**	**Monthly**	**7/1/16**
		Meter:				
		Residential—Single-Family	**$12.70**	**$14.00**	**Monthly**	**7/1/16**
		Residential—Multi-Family/ Commercial/ Recycled Water/All Other:				
	35.26(a)	**5/8″ and 3/4″ meters**	**$12.70**	**$14.00**	**Monthly**	**7/1/16**
	35.26(a)	**1″ meter**	**$25.40**	**$28.00**	**Monthly**	**7/1/16**
	35.26(a)	**1.5″ meter**	**$50.80**	**$56.00**	**Monthly**	**7/1/16**
	35.26(a)	**2″ meter**	**$81.30**	**$89.60**	**Monthly**	**7/1/16**
	35.26(a)	**3″ meter**	**$152.40**	**$168.00**	**Monthly**	**7/1/16**
	35.26(a)	**4″ meter**	**$254.00**	**$280.00**	**Monthly**	**7/1/16**
	35.26(a)	**6″ meter**	**$508.00**	**$560.00**	**Monthly**	**7/1/16**
	35.26(a)	**8″ meter**	**$812.80**	**$896.00**	**Monthly**	**7/1/16**
	35.26(a)	**10″ meter**	**$1,219.20**	**$1,344.00**	**Monthly**	**7/1/16**
		Meter—Outside City Limits				
	35.27	5/8″ and 3/4″ meters	$15.90	Eliminate		Feb 2016
	35.27	1″ meter	$31.75	Eliminate		Feb 2016
	35.27	1.5″ meter	$63.50	Eliminate		Feb 2016
	35.27	2″ meter	$101.65	Eliminate		Feb 2016
	35.27	3″ meter	$190.50	Eliminate		Feb 2016
	35.27	4″ meter	$317.50	Eliminate		Feb 2016
	35.27	6″ meter	$635.00	Eliminate		Feb 2016
	35.27	8″ meter	$1,016.00	Eliminate		Feb 2016
	35.27	10″ meter	$1,524.00	Eliminate		Feb 2016

[1] Code sections authorizing these fees were eliminated with amendment of Chapters 28 and 35, effective 4/22/14.

Bold items are subject to a Proposition 218 hearing.

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Comparison of Current and Proposed Utility Rates

Single Family			15-16	16-17	Difference	% Change *
Water	(10 units)	$	66.08	72.73	6.65	10.1%
Sewer			28.80	34.30	5.50	19.1%
Trash	(1 32-gal cart)		26.60	29.30	2.70	10.2%
Total monthly bill:		$	121.48	136.33	14.85	12.2%

Multi-Family (4-plex)			15-16	16-17	Difference	% Change *
Water	(30 units)	$	181.20	199.40	18.20	10.0%
Sewer			115.20	137.20	22.00	19.1%
Trash	(4 32-gal carts)		106.40	117.20	10.80	10.2%
Total monthly bill:		$	402.80	453.80	51.00	12.7%

Apartment Complex (120 units)			15-16	16-17	Difference	% Change *
Water	(830 units)	$	4,754.50	5,231.60	477.10	10.0%
Sewer			3,456.00	4,116.00	660.00	19.1%
Trash	(ten 3 Yd Bins)		3,780.90	3,780.90	0.00	0.0%
Total monthly bill:		$	11,991.40	13,128.50	1,137.10	9.5%

Commercial			15-16	16-17	Difference	% Change *
Water	(60 units)	$	427.50	470.60	43.10	10.1%
Sewer			226.20	269.40	43.20	19.1%
Trash	(one 3 Yd Bin)		345.55	345.55	0.00	0.0%
Total monthly bill:		$	999.25	1,085.55	86.30	8.6%

*Note: Due to rounding to the next penny or nickle, actual increase may be slightly higher.
These are samples, actual effect is dependant on customer's service level.

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Residential Services - Single Family

		Water (1)	Sewer	Trash (2)	Sample Monthly Bill
Mountain View					
Current	$	66.08	28.80	26.60	121.48
Proposed	$	72.73	34.30	29.30	136.33
% Increase		10.1%	19.1%	10.2%	
Palo Alto					
Current	$	85.13	31.95	43.75	160.83
Proposed	$	89.85	34.83	47.69	172.37
% Increase		5.5%	9.0%	9.0%	
Sunnyvale					
Current	$	49.66	39.71	36.94	126.31
Proposed	$	53.66	42.89	38.23	134.78
% Increase		8.1%	8.0%	3.5%	

Cal Water Rate			
FY 2014-15	$	53.10	(3)
FY 2015-16	$	55.87	(4)
% Increase		5.2%	

(1) Based on 10 units of water plus meter charge. Mountain View's meter charge for single family is for both 5/8 and 3/4 inch meter sizes. Sunnyvale, Palo Alto and Cal Water have separate rates. This comparison uses the lower 5/8 inch meter rate.

(2) Mountain View and Palo Alto based on 32-gallon, Sunnyvale based on 35-gallon. Mountain View has biweekly recycling pick-up; Palo Alto and Sunnyvale have weekly recycling pick-up.

(3) Rate in effect as of 4/15/14.

(4) Rate in effect as of 1/1/16.

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Residential Services - Multi-Family (4-plex)

		Water (1)	Sewer	Trash (2)	Sample Monthly Bill
Mountain View					
Current	$	181.20	115.20	106.40	402.80
Proposed	$	199.40	137.20	117.20	453.80
% Increase		10.0%	19.1%	10.2%	
Palo Alto					
Current	$	256.72	127.80	175.00	559.52
Proposed	$	271.20	139.32	190.76	601.28
% Increase		5.6%	9.0%	9.0%	
Sunnyvale					
Current	$	212.83	102.52	114.92	430.27
Proposed	$	204.68	110.72	118.96	434.36
% Increase		-3.8%	8.0%	3.5%	

(1) Based on 30 units of water plus meter charge.

(2) Mountain View and Palo Alto based on 32-gallon, Sunnyvale based on 35-gallon. Mountain View has biweekly recycling pick-up; Palo Alto and Sunnyvale have weekly recycling pick-up.

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Residential Services - Apartment Complex (120 units)

		Water (1)	Sewer	Trash (2)	Sample Monthly Bill
Mountain View					
Current	$	4,754.50	3,456.00	3,780.90	11,991.40
Proposed	$	5,231.60	4,116.00	3,780.90	13,128.50
% Increase		10.0%	19.1%	0.0%	
Palo Alto					
Current	$	6,093.60	3,834.00	5,257.24	15,447.71
Proposed	$	6,447.91	4,179.60	5,520.11	15,884.75
% Increase		5.8%	9.0%	5.0%	
Sunnyvale					
Current	$	7,611.88	3,075.60	4,276.31	14,963.79
Proposed	$	3,886.77	3,321.60	4,425.93	11,634.30
% Increase		-48.9%	8.0%	3.5%	

(1) Based on 830 units of water plus 4" meter charge.

(2) Based on nine 3-yard 1x/week and one 3-yard 2x/week. Mountain View has biweekly recycling pick-up; Palo Alto and Sunnyvale have weekly recycling pick-up.

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		Commercial Services			
		Water (1)	**Sewer**	**Trash (2)**	
					Sample Monthly Bill
Mountain View					
Current	$	427.50	226.20	345.55	999.25
Proposed	$	470.60	269.40	345.55	1,085.55
% Increase		10.1%	19.1%	0.0%	
Palo Alto					
Current	$	507.87	369.60	480.38	1,357.85
Proposed	$	537.57	402.60	504.40	1,444.57
% Increase		5.8%	8.9%	5.0%	
Sunnyvale					
Current	$	336.80	235.20	390.43	962.43
Proposed	$	394.07	253.80	404.09	1,051.96
% Increase		17.0%	7.9%	3.5%	

(1) Based on 60 units of water plus 2" meter charge.

(2) Based on one 3-yard 1x/week. Mountain View has biweekly recycling pick-up; Palo Alto and Sunnyvale have weekly recycling pick-up.

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DEBT ADMINISTRATION

Legal Debt Margin:

The legal debt margin for the City of Mountain View, California, is calculated using a debt limit of 15 percent of the assessed value of property (excluding tax increment) within the City limits. Computation of the City's legal debt margin as of June 30, 2015 is as follows (dollars in thousands):

Assessed value (net)—June 30, 2015[1]	$20,026,703
Debt limit: 15 percent of assessed value	3,004,005
Less total bonded debt, general obligation	-0-
Legal debt margin	$ 3,004,005

In 2001 the City was awarded a AAA issuer credit rating by Standard and Poor's (S & P), one of the nation's top-ranked independent credit rating agencies. S & P upgraded the City from AA to AAA, the highest credit rating possible, because of a solid and diversified local tax base, the City's low debt burden, high property values and personal income levels, and the expectation of continued strong financial operations by the City. At that time, Mountain View was one of only three California cities to receive the AAA rating from S & P. The AAA issuer credit rating was last reaffirmed by S & P in 2014 and has resulted in lower debt costs and savings to the City.

Debt Obligations Outstanding:

As of June 30, 2016, the City is anticipated to have various debt obligations outstanding. These obligations are comprised of the following (dollars in thousands):

City of Mountain View:

Water Revenue Bonds were issued in 2004 to fund the construction of infrastructure to expand the City's water storage capacity.

Type of Indebtedness	Maturity	Interest Rates	Authorized and Issued	Outstanding as of June 30, 2016
2004 Water Revenue Bonds	2029	3.0%-4.5%	$9,700	$6,105

[1] Source: California Municipal Statistics Inc., excluding tax increment (TI).

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DEBT ADMINISTRATION
(Continued)

Shoreline Regional Park Community:

The 2011 Revenue Bonds were issued to refund the 1996 Tax Allocation Bonds (TABs) (which were originally issued to fund the acquisition of certain land from the City and to fund road, water, sewer, and other public improvements) and to fund the construction of Fire Station No. 5, Permanente Creek Trail improvements, and the Athletic Field projects.

The 2014 Bank Loan was issued to refund the 2001 and 2004 TABs. The 2001 TABs were issued to refinance and retire a portion of the 1992 TABs. The 2004 TA Refunding Bonds were issued to refund the 1993 Series A Bonds (which were originally issued to finance certain landfill closure projects and other public improvements within the Shoreline Community).

Type of Indebtedness	Maturity	Interest Rates	Authorized and Issued	Outstanding as of June 30, 2016
2011 Revenue Refunding Bonds	2040	2.0%-5.75%	$39,030	$32,955
2014 Bank Loan	2018	1.65%	$12,135	$6,265

Special Assessment:

Special assessment debt consists of various issues to finance property owner improvements within the City. Special assessment revenues are recorded in the Special Assessment Debt Service Fund.

Type of Indebtedness	Maturity	Interest Rates	Authorized and Issued	Outstanding as of June 30, 2016
Special Assessment Debt with Governmental Commitment	Up to 2022	4.1%-7.0%	$756	$174

Total long-term debt outstanding is $45.5 million.

Annual debt service payments by entity for Fiscal Years 2014-15 audited, 2015-16 Adopted and 2016-17 Proposed can be found on the following pages.

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ANNUAL DEBT SERVICE PAYMENTS BY ENTITY

	2014-15 AUDITED	2015-16 ADOPTED	2016-17 PROPOSED
CITY OF MOUNTAIN VIEW			
2001 Refunding Certificates of Participation (COPs)			
Principal	$ 940,000	985,000	0
Interest	70,945	26,394	0
Total 2001 Refunding COPs	1,010,945	1,011,394	0
2004 Water Revenue Bonds			
Principal	335,000	350,000	365,000
Interest	292,643	283,050	269,050
Total 2004 Water Revenue Bonds	627,643	633,050	634,050
TOTAL City of Mountain View	$ 1,638,588	1,644,444	634,050
SHORELINE REGIONAL PARK COMMUNITY			
2011 Revenue Bonds			
Principal	1,535,000	1,595,000	1,665,000
Interest	1,820,641	1,758,732	1,693,532
Total 2011 Revenue Bonds	3,355,641	3,353,732	3,358,532
2014 Bank Loan			
Principal	2,842,000	3,028,000	3,078,000
Interest	132,286	128,354	77,979
Total 2014 Bank Loan	2,974,286	3,156,354	3,155,979
TOTAL Shoreline Regional Park Community	$ 6,329,927	6,510,086	6,514,511

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ANNUAL DEBT SERVICE PAYMENTS BY ENTITY
(Continued)

		2014-15 AUDITED	2015-16 ADOPTED	2016-17 PROPOSED
CAPITAL IMPROVEMENTS FINANCING AUTHORITY				
2008 Child-Care Center Financing				
Principal	$	184,648	1,545,228	0
Interest		17,299	15,452	0
Total 2008 Child-Care Center Financing		201,947	1,560,680	0
TOTAL Mountain View Capital Improvement Financing Authority	$	201,947	1,560,680	0
TOTAL DEBT SERVICE REQUIREMENTS	$	**8,170,462**	**9,715,210**	**7,148,561**

Note: Interest payment includes trustee fees, if applicable.

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CALCULATION OF APPROPRIATIONS LIMIT

The City is required by the State Constitution, Article XIIIB, to annually calculate the maximum amount of appropriations subject to limitation. This calculation is intended to limit the annual growth in tax revenues used to fund governmental expenditures in California. Article XIIIB was changed with the passage of Proposition 111 on the June 1990 ballot. These changes permit greater flexibility with regard to annually calculating increases in the appropriations limit by allowing additional growth factors to be used. The factors permitting the maximum allowable increase in the appropriations limit are chosen for the calculation each fiscal year.

As can be seen below, the City is substantially under its appropriations limit. The difference between the appropriations limit and the appropriations subject to limitation has grown over time as the limit has been substantially increased by the annual adjustment factors. This, combined with the comparatively slower pace of growth in proceeds of taxes over the same time period, has contributed to the amount under the appropriations limit.

Fiscal Year 2015-16 Limit	$226,337,693
2016 Change in City of Mountain View Population	1.0158
2016-17 Change in Per Capita Personal Income	1.0537
Fiscal Year 2016-17 Limit	242,260,201
Fiscal Year 2016-17 Budget Amount Subject to Limitation	81,914,959
Amount Under Appropriation Limit	$160,345,242

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FISCAL YEAR 2016-17
BUDGET PREPARATION AND REVIEW PROCESS

The budget process typically begins in November of each fiscal year when all City departments begin preparation of their budget proposals for the upcoming fiscal year. Budget requests are reviewed by the City Manager and the Budget Review Team (consisting of the Assistant City Manager and the Finance and Administrative Services Director).

Below is a condensed time line for the entire Fiscal Year 2016-17 budget process:

November 2015 – January 2016	Departments prepare and submit the following for the upcoming fiscal year: (1) transmittal letter, non-discretionary increases, discretionary increases, and limited-period requests to the Budget Review Team; (2) reclassification requests to Human Resources and then to the Budget Review Team; (3) capital outlay and equipment replacement requests to the Capital Outlay Review Committee
November – December 2015	The Capital Outlay Review Committee meets with each department and reviews their capital requests.
December 2015	Develop list of potential fees to be modified and other revenue enhancements and submit for review.
December 2015 – February 2016	Initial forecast for upcoming fiscal year prepared and presented to City Council.
January 2016	Departments develop and submit preliminary departmental goals.
February 2016	City Manager and Budget Review Team meet with each department to review budget submittals, including capital outlay, preliminary goals and fees.
February – May 2016	Departments review and modify goals/initiatives/projects to support City Council Major Goals.
March – April 2016	Five-Year Financial Forecast updated for upcoming fiscal year.
April 19, 2016	Public Hearing for CDBG/HOME funding cycle and General Fund non-profit agency funding. The public is provided an opportunity to comment during the public hearing.

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FISCAL YEAR 2016-17
BUDGET PREPARATION AND REVIEW PROCESS
(Continued)

April 26, 2016	City Council reviews current fiscal year goals and project status, confirms overarching City Council goals for upcoming fiscal year, and potential projects to achieve major goals are brought forward by departments.
April 26, 2016	City Council study session for presentation and discussion of Fiscal Year 2016-17 General Operating Fund, Other General, Special and Utility Enterprise Funds, Reserves, and 5-Year Financial Forecast. The public has the opportunity to comment during the study session.
June 14, 2016	City Council Public Hearing for presentation and discussion of the Fiscal Year 2016-17 Proposed Budget. The public has the opportunity to comment on the Proposed Budget during the public hearing.
June 21, 2016	Proposition 218 public hearing. Public hearing and adoption of Fiscal Year 2016-17 Council goals, budgets, appropriations limit, fee modification (including rates), and approval of Fiscal Year 2016-17 through 2020-21 Capital Improvement Program. The public has the opportunity to comment during each public hearing.

This process complies with the procedures required in the City Charter for adoption of the annual budget specifying the annual City budget must be adopted prior to July 1, the beginning of each fiscal year.

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BUDGET AWARDS

For the 23rd time, the Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Mountain View for the Fiscal Year 2015-16 annual budget. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, an operations guide, as a financial plan and as a communications device.

In addition, for the Fiscal Year 2015-16 budget documents the California Society of Municipal Finance Officers (CSMFO) has presented the City with the award for Excellence in Operational Budgeting for the 30th year.

The awards are valid for a period of one year only. The Fiscal Year 2016-17 budget documents continue to conform to program requirements and will be submitted to GFOA and CSMFO to determine eligibility for Fiscal Year 2016-17.

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Mountain View

California

For the Fiscal Year Beginning

July 1, 2015

Executive Director

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California Society of Municipal Finance Officers

Certificate of Award

Operating Budget Excellence Award
Fiscal Year 2015-2016

Presented to the

City of Mountain View

For meeting the criteria established to achieve the Operating Budget Excellence Award.

February 23, 2016

Jesse Takahashi
CSMFO President

Michael Gomez, Chair
Professional Standards and Recognition Committee

Dedicated Excellence in Municipal Financial Reporting

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SUMMARY OF
FINANCIAL AND BUDGETARY POLICIES

The City Council has established financial and budgetary policies which are reviewed and updated as necessary by approval of the City Council. A comprehensive and consistent set of financial and budgetary policies provides a basis for sound financial planning, identifies appropriate directions for service-level development, aids budgetary decision-making and serves as an overall framework to guide financial management and operations of the City.

A city's adoption of financial policies also promotes public confidence and increases the city's credibility in the eyes of bond rating agencies and potential investors. Such policies also provide the resources to react to potential financial emergencies in a prudent manner. The adopted Financial and Budgetary Policy can be found at the link below and a summary of this policy is included in this document.
http://vm-laserfiche/Weblink/0/doc/66661/Page1.aspx

Budget Policies:
All governmental fund-type annual budgets are presented on a modified accrual basis consistent with the general purpose financial statements prepared in accordance with generally accepted accounting principles. Pursuant to Council-adopted financial and budgetary policies, budgets are approved at the fund and department level (legal level of control) and may not be exceeded without City Council approval. Transfers and adjustments between funds, departments and capital projects must be submitted to the City Council for approval. The City Charter requires approval by five votes of the seven-member City Council to amend the budget.

Budget Adjustments:
Budget adjustments are also required for grants and reimbursed services that were not anticipated or budgeted. Council Policy A-10 "Authorization to Execute City Contracts and Agreements and Increase Certain Limited Appropriations" authorizes the Finance and Administrative Services Director and the City Manager to increase appropriations up to $20,000 and $100,000 (indexed to 2011 dollars), respectively, when outside grants or reimbursement revenues have been received to offset expenditures that were not anticipated or budgeted. If the grant or reimbursement is not within the City Manager's level of authorization, a request for an appropriation increase must be submitted to the City Council for approval (five votes required).

Department heads are responsible for managing expenditures within their budget and assuring funds are only expended for properly authorized City expenses. Department heads are also responsible for expending funds consistent with the goals and objectives approved by the City Council.

- The adopted budget shall serve as the annual financial plan for the City. This financial plan shall include the goals, projects and initiatives set by the City Council and the level of services determined by the City Council.

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SUMMARY OF
FINANCIAL AND BUDGETARY POLICIES
(Continued)

- A balanced General Operating Fund budget will be adopted annually, whereby operating expenditures shall not exceed operating revenues.

- The City Council shall adopt an annual operating budget by the first of July of each year.

- The City Manager or designee shall have discretion for budget adjustments within a fund and within a department's operating budget.

- All budget adjustments between funds and departments shall be submitted to the City Council for approval.

- Performance and workload measures which reflect the effectiveness, efficiency or workload of departmental operations will be included in the annual budget. The budget should include comparisons of actual performance to a target goal.

Revenue Policies:
- The development and maintenance of diversified and reliable revenue streams will be the primary revenue policy of the City. The City will focus its efforts to optimize existing revenue sources while periodically reviewing potential new revenue sources.

- Revenues will be forecast for the upcoming budget year and the four subsequent fiscal years.

- Revenues will be estimated conservatively using information provided by State and other governmental agencies, trending of historical information and other relevant information.

- Fees and charges for services will be evaluated and, if necessary, adjusted annually. The City's objective in setting fees and charges for services is to achieve a reasonable level of cost recovery for services that are not provided to, or do not benefit the community as a whole.

- Periodic reviews or audits of significant revenue sources will be conducted to determine the accuracy of amounts paid and to monitor developments in the City's revenue base.

Expenditure Policies:
- City services and operations will be provided in an efficient manner with the objective of delivering the highest level of service possible at the lowest level of expenditure.

- Expenditures will be forecast for the upcoming budget year and the four subsequent fiscal years.

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SUMMARY OF
FINANCIAL AND BUDGETARY POLICIES
(Continued)

- Expenditures will be estimated conservatively using information provided by State and other governmental agencies, trending of historical information and other relevant information.

- A good internal control structure assuring that only properly authorized expenditures are made will be maintained.

- Expenditures will be controlled at the fund and department level and will not exceed appropriations without City Council authorization. Appropriations lapse at the end of the fiscal year to the extent that they have not been expended or encumbered.

- Obligations of the City will be recognized when incurred. Encumbrances will be used for outstanding commitments. Encumbrances outstanding at fiscal year-end will be carried over to the next fiscal year and are automatically reappropriated for inclusion in the next fiscal year's budget.

Reserve Policies:
- The General Fund Reserve, with a level goal to be equal to approximately 25 percent of the General Operating Fund budgeted expenditures, shall be used: (1) for City Council approved expenditures not appropriated during the annual budget process; (2) to cover unanticipated revenue shortfalls; (3) in situations of extreme physical or financial emergency (with the approval of the City Council); and (4) as a funding source for interfund loans and other loans or advances from the General Fund as approved by Council. Such loans and advances should accrue interest earnings for the General Operating Fund and include principal repayment to the extent possible.

- The Budget Contingency Reserve (sometimes referred to as the "rainy day fund") is a reserve that exists to provide funding during uncertain economic conditions. It is not currently designated in the policy as a permanent City reserve.

- The Capital Improvement Projects Reserve, with a level goal of a minimum of $5.0 million, shall be used for the funding of capital improvement projects authorized by the City Council. To the extent possible, General Operating Fund carryovers remaining from the end of the fiscal year, not designated for other reserve purposes, may be applied to this reserve.

- The Open Space Acquisition Reserve shall be used for the purpose of acquiring open space authorized by the City Council. Proceeds from excess City-owned properties shall fund this reserve as directed by City Council.

- The Strategic Property Acquisition Reserve shall be used for the purpose of setting aside specific funds for the City to use for the acquisition of strategic property(ies).

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SUMMARY OF
FINANCIAL AND BUDGETARY POLICIES
(Continued)

- The Property Management Reserve shall be used to provide a source of funds for obligations which could arise from the City's leasing of property in the North Bayshore Area, including legal, environmental testing or other costs normally incurred by a lessor.

- The Graham School Maintenance Reserve shall be used to fund the maintenance obligations, per the agreement with the school district, of the playing field at Graham Middle School beneath which the City has a reservoir.

- The Childcare Commitment Reserve shall be used to fund the future obligation payment of the City-owned building built for and leased to an operator for the purposes of childcare.

- The Compensated Absences Reserve shall fund the disbursements of separated or retired employees for accrued vacation and sick-leave. This reserve shall be funded in an amount sufficient to fund the accrued liabilities of the City for compensated absences such as vacation and vested sick leave.

- The Earned Lease Revenue Reserve was established in June 2011 to accumulate the rent as it is earned, as well as the interest earnings from the $30.0 million of prepaid rent for the initial lease term (52 years) of the ground lease of the City's Charleston East property by Google Inc. This reserve was endorsed by the City Council but the policy has not yet been amended to include this reserve.

- The Equipment Replacement Reserve shall be maintained to fund the replacement of capital equipment. The financial objective of this fund is to permit the budgeting of level annual amounts for capital equipment replacement while utilizing this fund's reserves to absorb the cash flow variations caused by the timing of asset replacements. Appropriations for this fund will be requested in the annual budget. It is policy direction that capital assets not be replaced before the end of their useful life unless justified by operating necessity.

- The Workers' Compensation Reserve shall be maintained at a level deemed adequate to meet projected liabilities as determined by an actuarial valuation to be conducted at least once every three years. In addition to projected liabilities, the reserve balance shall include at a minimum the provision for two catastrophic losses at the City's current level of self-insured retention.

- The Liability Self-Insurance Reserve shall be maintained at a minimum level of $2 million plus an amount deemed appropriate to cover expected claim settlements for the current fiscal year.

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SUMMARY OF
FINANCIAL AND BUDGETARY POLICIES
(Continued)

- The Unemployment Self-Insurance Reserve will be reviewed annually and maintained at a level adequate to meet estimated unemployment liabilities.

- The Employee Benefits Plan (Prescription/Vision) Reserve will be reviewed annually and maintained at a level adequate to meet estimated benefit liabilities.

- The Retirees' Health Insurance Program Reserve will be accounted for in accordance with Generally Accepted Accounting Principles (GAAP) which includes a biennial actuarial valuation of the City's liability and for each fund to contribute, to the extent possible, its Annual Required Contribution (ARC). In addition, to the extent possible, payments toward the Unfunded Actuarial Accrued Liability (UAAL) shall be made. All Annual Required Contributions and UAAL funds received net of actual retiree premiums paid are transferred to the California Employers Retiree Benefit Trust.

- The Water Fund Reserve shall be maintained as follows:
  1) Minimum 10 percent of operating budget for emergency
  2) Minimum 5 percent of operating budget for contingency
  3) Goal of 10 percent of operating budget for rate stabilization *
  4) Goal for capital improvements which averages the amount budgeted for annual maintenance capital improvement projects over the prior three to five fiscal years

- The Wastewater Fund Reserve shall be maintained as follows:
  1) Minimum 10 percent of operating budget for emergency
  2) Minimum 5 percent of operating budget for contingency
  3) Goals of 10 percent of operating budget for rate stabilization *
  4) Goal for capital improvements which averages the amount budgeted for annual maintenance capital improvement projects over the prior three to five fiscal years

- The Solid Waste Fund Reserve shall be maintained as follows:
  1) Minimum 10 percent of operating budget for emergency
  2) Minimum 5 percent of operating budget for contingency
  3) Goals of 10 percent of operating budget for rate stabilization *
  4) Required Financial Assurance Mechanisms (FAMs) if applicable

* The purpose of the rate stabilization funds is to buffer any significant changes in revenues or expenses. Use of the rate stabilization funds is allowed to gradually or incrementally change rates in any fiscal year to lessen the impact of an otherwise significant rate change. The funds are to be adjusted in the following fiscal years to meet the 10 percent guideline

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SUMMARY OF
FINANCIAL AND BUDGETARY POLICIES
(Continued)

- The Shoreline Regional Park Community General Reserve is based on 25 percent of the Operating Budget.

- The Shoreline Regional Park Community Landfill Reserve is to rebuild the landfill system in case of a catastrophic event. The landfill reserve is recommended to be increased by $1.0 million annually until it reaches $6.0 million and then be adjusted for inflation.

Capital Improvement Policies:
- A five-year comprehensive Capital Improvement Plan (CIP), identifying proposed major construction projects, capital equipment outlays, land acquisition and other capital improvement expenditures, and providing an analysis of the estimated funding available and necessary to fund these projects, shall be prepared and presented to the City Council for approval.

- The plan shall identify all proposed projects to be initiated during the five-year period.

- The first year of the five-year plan shall be appropriated annually. The appropriations for each project are ongoing until project completion, project cancellation or amendment.

- The adopted capital improvement budget shall only include those projects which can reasonably be accomplished or substantially started within the fiscal year.

- Recurring annual projects shall be closed out at the end of the fiscal year or as soon as all related expenditures have been paid.

- Capital projects will be reviewed on an annual basis for amendments or potential closure/cancellation.

- A list of unscheduled projects (projects not included in the plan period) will be identified in the five-year plan as an indication of potential future projects.

- Future potential ongoing operating costs associated with a project will be identified with the project in the five-year plan.

Cash Management and Investment Policies:
- The City will follow modern cash management practices that require active revenue oversight, prompt collection, deposit and investment of all funds and cash flow management which maximizes the amount of invested cash balanced with the timely payment of obligations.

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SUMMARY OF
FINANCIAL AND BUDGETARY POLICIES
(Continued)

- The City will invest all funds in accordance with the Investment policy based on the following criteria:
    1) Safety of investment
    2) Maintenance of sufficient liquidity to meet cash flow needs
    3) Attainment of a total rate of return consistent with the requirements of the City's Investment Policy

- The City shall conduct all of its investment activities in accordance with the California Government Code Section 53600 and the City's investment policy.

- The City's investment policy shall be updated as necessary and approved by the City Council.

- A complete report on the City's investment portfolio shall be presented to the City Council on a regular basis.

- A cash flow analysis shall be prepared on a monthly basis in order to estimate the amount of funds available for investment.

Accounting Policies:
The City's Comprehensive Annual Financial Report (CAFR) is prepared in accordance with the requirements of Governmental Accounting Standards Board (GASB) Statement No. 34 and provides the government-wide financial statements in addition to the fund financial statements. The accounting and financial reporting treatment applied to the fund financial statements is determined by the measurement focus of the individual fund.

- A financial accounting system adequate to provide management information and meet reporting requirements shall be maintained.

- A system of effective internal controls will be maintained that assures only properly authorized expenditures, recordings of financial transactions and accounting entries are executed.

- The City's financial records will be audited annually by an independent accounting firm as required by the City Charter.

- A Comprehensive Annual Financial Report (CAFR) shall be prepared each year within six months of the close of the previous fiscal year. The CAFR will be presented to the City Council in a Study Session in accordance with Council Policy B-6.

- The CAFR shall be prepared in accordance with generally accepted accounting principles applicable to local governments.

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SUMMARY OF
FINANCIAL AND BUDGETARY POLICIES
(Continued)

- The "Management Letter" presented by the City's independent accounting firm will be presented, with City staff's comments if applicable, to the City Council.

Basis of Accounting:
Governmental fund types are accounted for using the modified accrual basis of accounting. Revenues are recorded as received or accrued if they are both measurable and available to finance expenditures of the current period. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on long-term debt, which are recorded when paid.

Proprietary fund types are accounted for using the accrual basis of accounting wherein revenues, unbilled or billed, are recognized in the accounting period in which they are earned, and expenses are recognized in the period liabilities are incurred. For budgetary purposes, capital projects are appropriated for the estimated cost of the total project. These financial uses of funds are not reflected as expenses in the City's financial statements but are capitalized and depreciated in accordance with generally accepted accounting principles.

Cost Allocation Plan:
The City prepares a cost allocation plan, to identify the costs associated with providing certain services. These indirect charges, noted as General Fund Administration on the fund schedules, reimburses the General Operating Fund for services such as those provided by the City Manager, Human Resources, City Attorney, Payroll, Purchasing, Accounts Payable and Information Technology. The full cost allocation plan delineates the basis of allocation by department which may include the total operating budget, the number of full-time equivalent positions per department, the number of work requests, square footage occupied, number of items processed, number of applicable devices, etc. The City also prepares a cost allocation plan for the Water Fund similar to the General Fund plan.

Internal Service Funds:
The City also has six internal service funds that provide service to all major funds within the City and, in turn, charge these funds for the cost of providing services. Revenues received for providing services are noted as interfund service charges in the fund schedules.

Debt Management Policies:
- Long-term borrowing will be restricted to the funding of capital improvement projects and equipment. The use of long-term borrowing for ongoing operations shall be avoided.

- The term of the debt shall not exceed the expected useful life of the capital improvement project or equipment.

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SUMMARY OF
FINANCIAL AND BUDGETARY POLICIES
(Continued)

- Debt obligations will be met in a timely and efficient manner.

- The City will comply with all debt covenants.

- Good communications with bond rating agencies about its financial condition will be maintained.

- The City will not exceed its legal debt margin limit of 15 percent of assessed value of property within the City limits.

- Refunding techniques will be used where appropriate to allow for the restructuring of its current outstanding debt, to remove or change restrictive covenants, and/or to reduce annual debt service in an amount sufficient to justify the costs of the refunding/reissuance.

Risk Management Policies:
- The City will maintain an appropriate level of funding or insurance coverage for exposure to risks of financial loss through self-insurance, partial self-insurance, commercial insurance, or pooled insurance with other agencies, whichever form is the most cost effective in the long term. If self-insuring, stop loss insurance or pooled insurance should be acquired in order to minimize the amount of self-insured retention, or financial responsibility, at the lowest level that is cost effective. The form of insurance employed for different risks shall be periodically evaluated.

- City property shall be appropriately insured or self-insured to cover the City's losses through theft, destruction, fire and other insurable perils.

- All liability-type losses and claims that occur with predictable frequency and which will not have a significant adverse impact on the City's financial position shall be self-insured to an appropriate level.

- An annual survey shall be made of all insurance and self-insurance to monitor and compare costs.

- The City shall be appropriately insured or self-insured for unemployment insurance.

- Workers' Compensation shall be insured or self-insured to an appropriate level and the program carried out according to State laws with the intent to care for the injured and preclude abuse to the extent allowable by law.

- A safe work environment shall be provided for employees.

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GLOSSARY

Accounting System—The total structure of records and procedures which identify, record, classify, summarize and report information on the financial position and results of operations of a government.

Accrual Basis of Accounting—A method of accounting that recognizes the financial effect of transactions, events and interfund activities when they occur, regardless of the timing of related cash flows.

Actual/Audited Actual—The amount of expenditures, positions or revenues for the fiscal year as verified by the auditors.

Actuarial Accrued Liability (AAL)—The amount calculated by an actuary related to an incurred liability.

ADA—Americans with Disabilities Act.

Adjusted—Adopted plus/minus any midyear Council action.

Adopted—Formal action is taken by the City Council to set the financial plan (expenditures, revenues, positions) for the fiscal year.

Adoption—Formal action by the City Council to accept a plan, action or strategy, etc.

Annual Budget—The total budget for a given fiscal year as approved by City Council.

Annual Required Contribution (ARC)—Equal to the sum of the Normal Cost (NC) and Amortization of the Unfunded Actuarial Accrued Liability (UAAL). Used when discussing the Public Employees Retirement System (PERS) and Retirees' Health Insurance Program.

Appropriation—A legislative act authorizing the expenditure of a designated amount of public funds for a specific purpose.

Assessed Value (AV)—A value established by the County Assessor which approximates fair-market value of real or personal property or fair-market value at the time of sale, change in ownership or completion of construction adjusted by the annual California Consumer Price Index not to exceed 2.0% annually. By State law, 100 percent of the property value is used for determining the basis for levying property taxes.

Bonds—A legal promise to pay a sum of money on a specific date at a specified interest rate.

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GLOSSARY
(Continued)

Budget—A financial plan identifying projected revenues, planned expenditures and levels of service.

Budget Adjustment—Any lawful change after the formal adoption of the budget.

Capital Improvement Program or Project (CIP)—Capital projects such as City buildings, General Plan update, park renovations, etc. These projects are usually multi-year and, thus, extend beyond the annual budget. The CIPs are supported by a five-year expenditure plan detailing funding sources and expenditure amounts.

Capital Outlay (also referred to as Capital Equipment)—Expenditures that result in the acquisition of assets with an estimated useful life of two or more years and a unit cost of $3,000 or more (account classification 56100s).

Capital Projects Fund—Used to account for financial resources for the construction or acquisition of major capital facilities (other than those financed by Enterprise Funds). For the annual budget, only the Capital Project Funds that have annual budgets are included.

Carryover Balance—The difference between actual General Operating Fund (GOF) revenues received and actual GOF expenditures (operating balance), plus any other GOF one-time revenues or expenditures in a given fiscal year.

CCPI—California Consumer Price Index

Certificates of Participation (COPs)—Provides long-term financing through a lease, installment of sale agreement or loan agreement.

COLA—Cost-of-living adjustment.

Community Development Block Grant (CDBG)—A grant received by the Department of Housing and Urban Development.

Component Units—Legally separate organizations for which the elected officials of the primary government are financially accountable.

Consumer Price Index (CPI)—A statistical measure of price levels provided by the U.S. Department of Labor signifying the cost-of-living and economic inflation.

Contingency—An amount set aside for emergency or unanticipated expenditure and revenue shortfall.

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GLOSSARY
(Continued)

Cost Recovery Program—Service provided to a specific group or population where the fee is established to partially or fully offset the expenditures incurred for the program or service.

Debt Retirement Costs—Costs associated with the retirement of debt.

Debt Service—The payment of principal and interest on borrowed funds such as bonds.

Debt Service Fund—Government fund type used to account for the accumulation of resources for and the payment of interest and principal on a debt issue.

Department—The highest organizational unit with the City which is responsible for managing divisions or activities within a functional area.

Depreciation— The cost of an asset divided by its expected useful life in years.

Discretionary Expenditure—An expenditure that is avoidable.

Division—An organizational unit within a department that provides a specific service.

Educational Revenue Augmentation Fund (ERAF)—The mechanism used by the State to shift local taxes for the State's education funding commitments. This mechanism has been used three different times, thus the terms ERAF I, ERAF II and ERAF III.

EIR—Environmental Impact Report.

Encumbrances—Expenditure obligations of the City established when an agreement for services or goods is entered into. An encumbrance crosses fiscal years until the obligation is fully paid.

Ending Balance—A fund's accumulation of revenues over its expenditures available for appropriation.

Enterprise Funds—Used to account for an activity for which a fee or fees is charged to external users for goods or services. The City has three Enterprise (or Utility) Funds, Water, Wastewater and Solid Waste Management, that account for the water services, wastewater or sewer services, and refuse or trash services provided to residents and businesses in the City.

Estimated Expenditures—The amount of expenditures expected in the current fiscal year.

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GLOSSARY
(Continued)

Estimated Revenue—The amount of revenue expected to be received in the current fiscal year.

Expenditures—The use of financial resources typically spent for goods or services.

Fiscal Year—A 12-month period specified for recording financial transactions. The City of Mountain View's fiscal year starts on July 1 and ends on the following June 30.

Full-Time Equivalent (FTE)—Part-time and hourly positions expressed as a fraction of full-time positions (2,080 hours per year). Example: 3 positions working 1/2 time equal 1-1/2 FTEs.

Functions—long-term goals of a department which are tied to performance measures.

Fund—A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.

Fund Balance—The difference between assets and liabilities reported in a government fund.

General Fund—Accounts for the operations of the City which are not recorded in other funds.

General Fund Budget Contingency Reserve—A reserve set aside when uncertain economic conditions are anticipated to provide for financial flexibility.

General Fund Reserve—The reserve that provides a source of funding for necessary, but unanticipated, expenditures during the fiscal year, unanticipated revenue shortfalls, sources for interfund loans, emergencies and to generate ongoing interest earnings for the General Operating Fund.

General Fund Reserves—The combination of all General Fund Reserves.

General Government—A grouping of departments that support those which give direct service to the public.

General Non-Operating Fund—A "sub" fund of the General Fund which accounts for the limited-period revenues and expenditures of the General Fund.

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GLOSSARY
(Continued)

General Obligation Debt—Debt issued by a government for the acquisition or improvement of real property. This debt must be approved by the voting community with a two-thirds vote in favor and is to be repaid from general taxes collected.

General Operating Fund—A "sub" fund of the General Fund which accounts for the ongoing annual operations of the City which are not recorded in other funds.

Goals/Projects/Initiatives—A set of criteria to be achieved within a certain time period.

Governmental Funds—Funds generally used to account for tax-supported activities. There are five different types of governmental funds: the General Fund, special revenue funds, debt service funds, capital projects funds and permanent funds.

Grant Funds—Moneys received from another government, such as the State or Federal government, usually restricted to a specific purpose.

Gross—Amount prior to any deductions.

IFAS—The accounting and budgetary system used by the City of Mountain View until March 2016.

Infrastructure—A substructure or underlying foundation on which the continuance or growth of a community depends: roads, schools, transportation systems, etc.

Initiative Process—A system designed to put lawmaking power in the hands of people. Allows voters to collect signatures to put a new law or change on the ballot.

Interdepartmental Charges—Charges from one department or fund to another department or fund within the governmental entity.

Interfund Expenditure—An expenditure reported in one department or fund that is generated by another department or fund within the governmental entity.

Interfund Transfers—Movement of money from one fund to another within the City of Mountain View or component units of the City of Mountain View.

Intergovernmental Revenue—Grants, entitlements and cost reimbursements from another Federal, State or local governmental unit.

Internal Service Fund—Used to account for any activity that provides goods or services to other funds or departments on a cost reimbursement basis. The City uses Internal

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Service Funds for fleet maintenance, equipment replacement, Workers' Compensation, unemployment, liability risk exposure, retirees' health and employee benefits, etc.

Investment Portfolio—The accumulation of all cash and investments regardless of source or ownership, placed in securities or vehicles for purposes of generating interest income.

Labor Chargeback—An account used to credit salaries and benefits when time is charged to a capital improvement project or another fund or department for services provided.

Limited-Period Expenditure—An expenditure that is of one-time or limited duration and not considered ongoing in nature.

Maintenance and Operations—Cost of upkeep and running of property or equipment (account classification 55200s).

Major Fund— Comprised of several individual governmental funds organized according to their type (governmental and proprietary funds).

Materials and Supplies—Expenditures for goods used to support operations (account classification 55100s).

Measurement Focus—Types of balances (and related changes) reported in a given set of financial statements (e.g., economic resources, current financial resources, assets and liabilities resulting from cash transactions).

Mission Statement—A broad direction based on the needs of the community. A mission is general and timeless; it is not concerned with a specific achievement in a given time period.

Modified Accrual Basis of Accounting—Basis of accounting according to which (a) revenues are recognized in the accounting period in which they become available and measurable; and (b) expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt and certain similar accrued obligations which should be recognized when due. (NCGA Statement 1)

Net—Amount after consideration of any adjustments.

Non-Discretionary Expenditure—Unavoidable expenditure

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GLOSSARY
(Continued)

Normal Cost (NC)—Represents the annual cost estimated for retirees' health benefits in the future for current employees.

Objective—Something aimed at or strived for.

OneSolution—The accounting and budgetary system implemented by the City of Mountain View in March 2016.

Operating Balance—The balance of ongoing revenues and expenditures before one-time revenues or expenditures such as capital projects.

Operating Budget—Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing acquisition, spending and service delivery activities of a government are controlled.

Operations—Includes salaries, benefits, supplies and services, and capital outlay expenditures.

Other Expenses—All expenditures not recorded in other major account classifications (account classification 55500s).

Other Funds—The reference used for funds other than the General Fund (i.e., Special Revenue, Debt Service, Capital Projects, etc.).

Overhire Position—A position created for temporary use above the approved budgeted number of positions. This is used as an overlap when someone is retiring, out on disability, etc.

Oversight Board—Approves and directs certain actions of the Successor Agency to the Mountain View Revitalization Authority (SARA)

Performance/Workload Measures—Number or percentage of work category completed or performed. The performance/workload measures provide an indicator of the amount of work performed or measures the quality of effectiveness of work performed by a department or program from year to year.

PERS—Public Employees Retirement System.

Personnel Services—Salaries and benefits paid to City employees (account classification 54100-54300s).

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GLOSSARY
(Continued)

Position Classification—Includes job titles, job grades and job families for an overall job level.

Primary Government —Any state government or general purpose local government (municipality or county).

Professional/Technical Services—Expertise purchased from external sources (account classification 55400s).

Projected Revenue—The amount of revenue projected for the future fiscal year's budget.

Property Tax Apportionment—The allotment of direct taxes on the basis of population.

Proposed Budget—The initial plan for the fiscal year presented to the City Council before adoption.

Proposition 4/GANN Initiative Limit—The City is required, under Article XIIIB of the State Constitution, to limit appropriations from proceeds of taxes. The annual appropriation limit is based on data received from the State, including various growth measures such as population, CPI and nonresidential construction changes.

Proprietary Funds—Funds that focus on the determination of operating income, changes in net assets (or cost recovery), financial position and cash flows. There are two different types of proprietary funds: enterprise funds and internal service funds.

Rebudget—Funding for limited-period (one-time), capital outlay or equipment replacement items carried over from the current fiscal year to the next fiscal year with Council approval.

Recognized Obligation Payment Schedule (ROPS)—Schedule of financial obligations of the former redevelopment agency for each six month period.

Recommended Budget—The preliminary spending plan for the fiscal year presented to the City Council in the Narrative Budget Report.

Reserves—Used to indicate that resources are not available for appropriation and subsequent spending, but is either for a specific purpose or to fund a liability.

Revenue Enhancements—Any action that increases current revenue sources or creates new ones.

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Salaries and Benefits—The set of all City-related operating costs for personnel (e.g., salaries, wages, retirement, health, dental, etc.).

Section 1103 of City Charter—Mandates that the City Manager will send a careful estimate, in writing, detailing the amount of expenditures required to ensure the proper conduct of business at all levels the City Manager has control of and an estimate of incomes expected.

Secured Debt—Debt guaranteed by the pledge of assets or other collateral.

Services and Supplies—The set of all nonpersonnel-related operating costs (e.g., supplies, maintenance, utilities, services, etc.).

Services to Other Departments—Includes interdepartmental charges and credits received for work performed for another department or fund (account classification 54100).

Shoreline Community—The Shoreline Regional Park Community.

Significant Changes—Any increase above the base budget that is discretionary.

SMaRT® Station—The copyright protected acronym used for the Sunnyvale Materials and Recovery Transfer Station.

Special Assessment—Compulsory levy made against certain properties to defray all or part of the cost of a specific capital improvement or service deemed to benefit primarily those properties.

Special Revenue Funds—Governmental fund type used to account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted for specified purposes.

Structural Deficit—The deficit that occurs when there is an imbalance between ongoing revenues and ongoing expenditures.

Structurally Balanced Budget—Ongoing revenues are greater than or equal to ongoing expenditures.

Successor Agency to the Mountain View Revitalization Authority (SARA) –The agency responsible for making all enforceable obligation payments.

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Supplemental Educational Revenue Augmentation Fund (SERAF)—A one-time (two year) State mandated shift of local taxes from redevelopment agencies for the State's education funding commitments.

TABs—Tax Allocation Bonds. Bonds issued by a government agency secured by the agency's pledge of tax revenues.

Taxes—Compulsory charges levied by a government for the purpose of financing services performed for the common benefit.

Unfunded Actuarial Accrued Liability (UAAL)—The portion of the AAL that does not have funds set aside toward this liability. Used in reference to the PERS system and Retirees' Health Insurance Program.

Unsecured Debt—Obligation not backed by the pledge of specific collateral.

Utilities—A public service such as gas, electricity or water. Also used to account for expenditures for services such as gas, electricity, water, refuse collection, etc. (account classification 55300s).

Utility Funds—See Enterprise Funds.

Utility Rolls—Utility property assessed by the State Board of Equalization.

Vehicle License Fee (VLF)—Established in 1953 as a uniform statewide tax, the VLF is a tax on the ownership of a registered vehicle in place of taxing vehicles as personal property. By law, all revenues from the VLF fund city and county services, but the state legislature controls the tax rate and the allocation among local governments. In 2004, the Legislature permanently reduced the VLF tax rate and eliminated state general fund backfill to cities and counties. Instead, cities and counties now receive additional transfers of property tax revenues in lieu of VLF. In 2011 the legislature eliminated all VLF allocations to local agencies in order to fund COP's grant, booking fee subvention and other safety related grants.

VTA—Valley Transportation Authority.

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SHORELINE REGIONAL PARK COMMUNITY

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Shoreline Regional Park Community

The Shoreline Regional Park Community (Shoreline Community) was created in 1969 by the Shoreline Regional Park Community Act (Act) for the development and support of the Shoreline Regional Park (Regional Park) and to economically and environmentally enhance the surrounding North Bayshore Area. The Act prescribes the powers of the Shoreline Community, including the construction and replacement of the infrastructure needed to serve the Shoreline Community such as streets, curbs, gutters, parking lots, sidewalks, water and sewer services, lighting, waste disposal, and levees, as well as operations and maintenance of the Regional Park.

The primary source of revenues for the Shoreline Community is property taxes, which include the revenue generated from the Shoreline Community's 1.0 percent levy assessed on the incremental taxable value of real and personal property located within the Shoreline Community. The assessed value of secured real property that does not experience a change in ownership or is not subject to new construction is adjusted annually at a rate not to exceed the California Consumer Price Index (CCPI) or 2.0 percent increase, whichever is lower. However, if a property changes ownership, it is reassessed at the current market value and new construction is initially valued at the cost of the construction. Unsecured tax on personal property, such as computers and other equipment, is assessed on the value of the property as reported annually to the County by the owning business.

Operating revenues for the 2016-17 fiscal year are proposed at $38.0 million, $4.0 million higher than the 2015-16 fiscal year adopted. This is primarily resulting from the projected growth in secured assessed value. Operating expenditures are proposed at $28.0 million, lower than Fiscal Year 2015-16 adopted, as the General Fund loan has been completely repaid. In addition, there are capital projects of $2.8 million, contribution to PERS of $112,000, proportionate to the General Fund contributions, funding for the Compensated Absences Fund of $52,000, and funding for the Retirees' Health unfunded liability of $924,000 resulting from the updated actuarial valuation. The General Reserve, based on 25.0 percent of expenditures (similar to other reserves), is decreasing to $4.9 million and the Landfill Reserve is increasing from $4.0 million to $5.0 million (as part of the plan to increase to $6.0 million over several years in order to have funding for a catastrophic event). Future major capital projects related to transportation are proposed to be funded through the new development impact fee recently approved by Council and the future issuance of debt. The remaining balance available is projected to be $41.4 million.

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As of June 30, 2016, the Shoreline Community is anticipated to have the following debt obligations outstanding (dollars in thousands):

The 2011 Revenue Bonds were issued to refund the 1996 Tax Allocation Bonds (TABs) (which were originally issued to fund the acquisition of certain land from the City and to fund road, water, sewer, and other public improvements) and to fund the construction of Fire Station No. 5, Permanente Creek Trail improvements, and the Athletic Field projects.

The 2014 Bank Loan was issued to refund the 2001 and 2004 TABs. The 2001 TABs were issued to refinance and retire a portion of the 1992 TABs. The 2004 TA Refunding Bonds were issued to refund the 1993 Series A Bonds (which were originally issued to finance certain landfill closure projects and other public improvements within the Shoreline Community).

Type of Indebtedness	Maturity	Interest Rates	Authorized and Issued	Outstanding as of June 30, 2016
2011 Revenue Refunding Bonds	2040	2.0%-5.75%	$39,030	$32,955
2014 Bank Loan	2018	1.65%	$12,135	$6,265

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SHORELINE REGIONAL PARK COMMUNITY FUND

Statement of Revenues, Expenditures and Balances

		Audited Actual 2014-15	Adopted Budget 2015-16	Estimated 2015-16	Proposed Budget 2016-17
Revenues and Sources of Funds:					
Property Taxes	$	28,821,482	32,731,700	31,553,100	36,886,000
Investment Earnings		600,329	857,500	637,490	706,200
Rents & Leases		315,971	272,000	363,740	295,000
Development Impact Fees		881,065	0	0	0
Other Revenues		93,935	64,900	100,841	64,900
Capital Projects Refunds		120,278	0	0	0
Total		30,833,060	33,926,100	32,655,171	37,952,100
Expenditures and Uses of Funds:					
Operations		4,073,116	5,133,112	4,492,583	5,374,740
Intergovernmental Payments		7,639,346	7,693,000	7,774,000	8,493,000
Capital Projects		5,018,000	8,734,000	8,921,500	2,762,000
General Fund Administration		6,228,330	7,422,300	7,422,300	7,496,600
Water Fund Administration		57,850	61,647	61,647	62,000
2011 Revenue Bonds		3,354,047	3,353,732	3,350,732	3,358,532
2014 Bank Loan		2,956,342	3,156,354	3,156,354	3,155,979
General Fund Loan Repayment		1,894,251	1,471,902	1,471,902	0
Self Insurance		46,570	46,230	46,230	48,750
Retirees' Health Unfunded Liability		403,326	17,658	17,658	923,598
Transfer to Comp Absences Res		121,000	26,000	26,000	52,000
Transfer to Equip Replace Res		104,450	105,884	105,884	111,989
Transfer to Workers' Compensation		0	7,000	7,000	0
Total		31,896,628	37,228,819	36,853,790	31,839,188
Revenues and Sources Over (Under) Expenditures and Uses		(1,063,568)	(3,302,719)	(4,198,619)	6,112,912
Beginning Balance, July 1		51,297,684	50,234,116	50,234,116	46,035,497
Reserve		(4,900,000)	(5,200,000)	(5,200,000)	(4,900,000)
Reserve for Landfill		(3,000,000)	(4,000,000)	(4,000,000)	(5,000,000)
Reserve for Dev Impact Fees		(881,102)	(881,102)	(881,102)	(881,102)
Ending Balance, June 30	$	41,453,014	36,850,295	35,954,395	41,367,307

The State legislature created the Shoreline Regional Park Community (Shoreline Community). Tax increment derived on the difference between the frozen base year value and the current fiscal year assessed value and other revenues generated from the activities of the Shoreline Community are to be utilized to develop and support the Shoreline Community and surrounding North Bayshore Area. Reserves are for general purposes, a catastrophic landfill event and tracking of development impact fees.

Assessed values are as follows:

		Total Assessed Value	Frozen Base	Tax Increment Value
Actual (Revised)	2011-12	$2,674,034,129	$33,888,148	2,640,145,981
Actual	2012-13	$3,081,050,555	$33,888,148	3,047,162,407
Actual (Revised)	2013-14	$3,094,673,236	$33,888,148	3,060,785,088
Actual	2014-15	$3,263,434,539	$33,888,148	3,229,546,391
Actual	2015-16	$3,168,294,488	$33,888,148	3,134,406,340
Proposed	2016-17	$3,547,240,708	$33,888,148	3,513,352,560

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NOTES

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