CITY OF NEWARK BIENNIAL BUDGET AND CAPITAL IMPROVEMENT PLAN 2016-2018

Budget Series, Part 2 of 2

CITY OF NEWARK

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Biennial Budget and Capital Improvement Plan

2016-2018

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The City of Newark's Vision, Mission, Culture, and Values Statements were created in a strategic planning process that involved the City Council, the Executive Team, and the employees. These statements are designed to align us to a clear purpose and inspire us to do our best for all citizens. All of the City's policies and resources are dedicated to realizing our Vision and Mission.

Vision

W

We see a place where it is safe to live, to play, and to raise children.

We see a place where diverse and energetic people strive to live in harmony.

We see a place that cherishes small town values and also enjoys being progressive.

We see a place where educational programs are available and first-rate.

We see a place where cultural and recreational opportunities are plentiful and spiritually enriching.

We see a place with residents filled with civic pride, social concerns, and community involvement.

We see a place with tree-lined streets and open green parks.

We see a place where the economy is strong and vital and provides jobs.

We see a place where government is stable, accessible, and responsive.

We see a place that is well-planned, well-managed, and well-maintained.

Mission

I

It is our mission to provide the quality of services that meets the highest expectations of all those whom we serve in Newark.

Culture

Newark is a community-driven, customer-focused organization which values fiscal independence, fosters a competitive spirit, and works together as a team to achieve community goals. These comprise our organizational culture.

Community Driven and Customer-Focused

- We are more than a service organization. We strive to provide excellent services by involving the community.
- Our citizens are the owners of our corporation. They are our customers and our stakeholders. They are the reason we exist.
- We strive to assure that our efforts are guided by long-term goals rather than by short-term objectives.

Fiscal Independence

- We assure that we have the necessary resources to meet community needs.
- We develop resources through aggressive economic development that attracts and retains businesses; this is the lifeline of our community.
- We invest and allocate resources wisely to maximize our ability to provide community services.

Competitive Spirit

- We are committed to achieving the vision, mission, and goals of our City.
- We set our own standards and expectations that we assertively and creatively are determined to achieve.
- We see our goals as personal and professional challenges towards which we focus our energies.

Team Approach

- We enhance the potential for achievement of City goals by working together as a team, drawing upon the talents and abilities of all members of the organization, the City Council, Commissioners, staff members and volunteers.
- We develop strength and commitment within the organization by building trust, mutual respect, and appreciation for all members of the City family.
- We develop partnerships in the community with the Newark Unified School District, the Chamber of Commerce, homeowners groups, neighborhoods, nonprofit organizations, and citizens to build alliances and common understanding.

We are Newark and
We are proud of who we are.

Values

We, the employees of the City of Newark, take PRIDE in our work and this community. The trust the community places in us is of the utmost importance. In the daily course of our work and in the planning of this community we value:

P

Personal Service. Each of us will take personal responsibility for being responsive to the needs of the community and our organization. Personal Service means being fully accountable for our actions.

R

Responsibility. We will manage our resources in the most efficient way possible, seeking the greatest value for the community.

I

Integrity. We will be open, honest, courteous, ethical, and professional in all interactions.

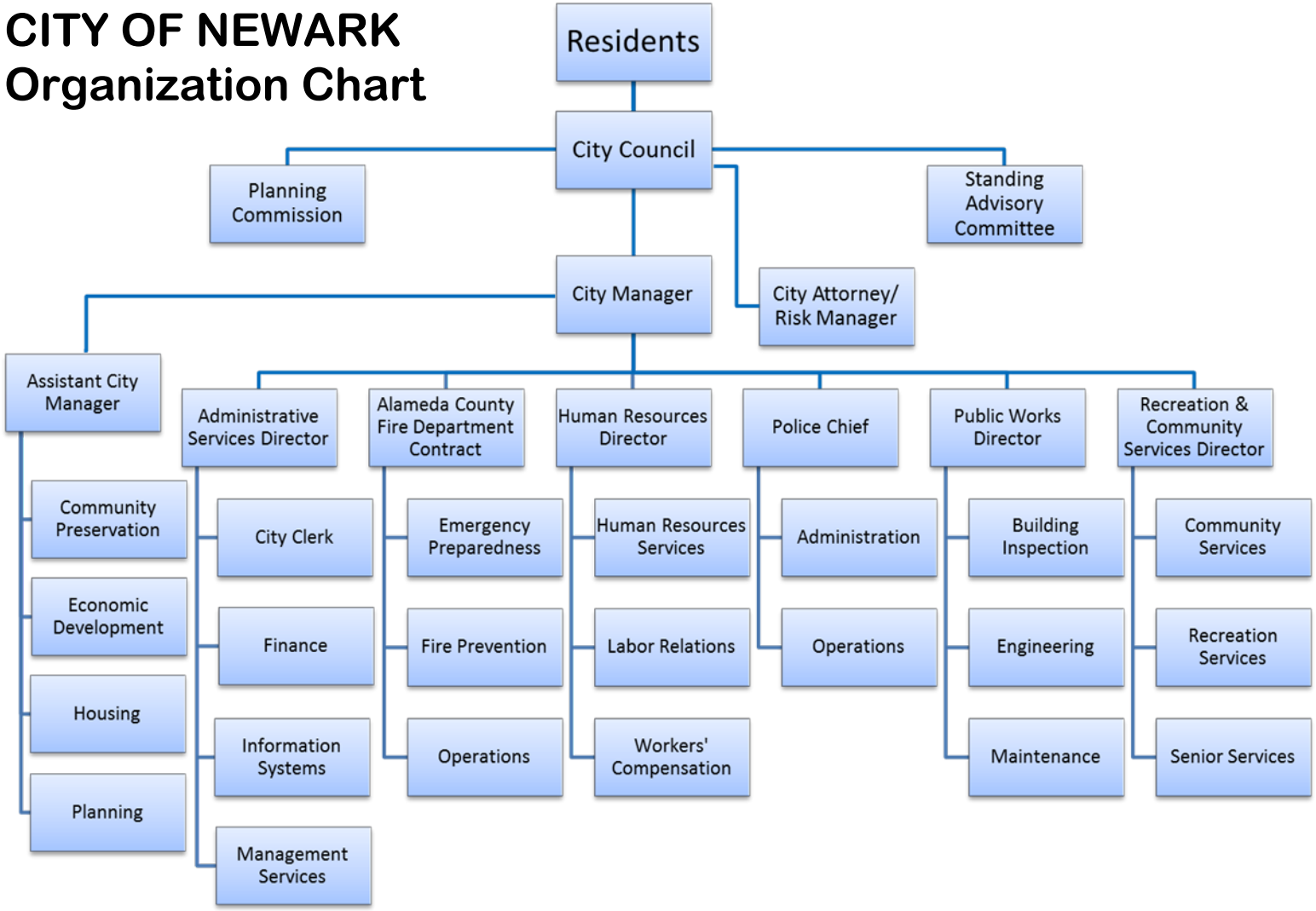
D

Diversity. The diversity of this community and our organization is a strength. We will recognize and respect this strength. We will use this strength to build dynamic teams to benefit and enrich the community and our organization.

E

Empowerment. We will support each other in creating an environment that fosters ingenuity, self-confidence, motivation, and success.

CITY OF NEWARK
Organization Chart



TRANSMITTAL OF BIENNIAL BUDGET AND CAPITAL IMPROVEMENT PLAN 2016-2018

OVERVIEW

The economic forecast for the City of Newark predicts solid growth, but is tempered by concerns of a potential economic slowdown in the near future. The proposed Biennial Budget reflects careful restoration of services from reductions implemented during the "Great Recession" as well as the continuation of the services restored after the passage of the Utility User Tax (UUT) by Newark voters. The Biennial Budget includes increased revenues resulting from the strengthened economy and development activity that is occurring in the City.

The key to future budget stability is maintaining sufficient reserves to weather the next recession. The UUT allowed the City to restore the Fiscal Uncertainty Reserves and to build up its Equipment Replacement and Capital Reserves. In addition, to ensure future stability, a trust fund was set up to fund the liability associated with employee post-employment benefits (OPEB). These conservative practices have established a strong foundation to bridge revenue reductions during future economic slowdowns or recessions.

The global, national, state and local economies continue to be considered unpredictable however, the local economy is currently enjoying the benefits of economic expansion in Silicon Valley which led the economic recovery. The trends indicate a growth pattern to continue with a new forecast of the next recession to occur in the next few years, possibly within this budget cycle.

The unique nature and uncertainty of the economy leads to continued conservative revenue forecasts. The exceptions to the growth trend are in the development and transient occupancy revenues. Development has significantly increased during the last budget period and is projected to continue at a similar pace. The Transient Occupancy Tax, (also referred to as the Hotel Tax), has grown at rates between 15 and 20 percent for each of the last several years. However, even with strong development, forecasts for property tax or other revenues generated by development activity are only being based on actual building permits issued to date.

We are presenting a balanced budget for fiscal years 2016-17 and 2017-18 and are projecting a modest surplus of $217,700 at the end of fiscal year 2017-18. The growth in the operating budgets for 2016-17 and 2017-18 reflects the growth in the revenue forecasts. Increases in expenditures are limited to regulatory and contractual requirements, increases in pension rates, necessary equipment replacements, and increases to provide services for the increasing operational demands, including Development and Public Safety. The budget includes a general salary increase approved by the City Council as indicated in the current labor agreements for 2016-17, but does not include any general salary increases for 2017-18. Labor negotiations for 2017-18 will occur at a later date.

The Capital Improvement Plan (CIP) is included as part of the budget. The operating budget surpluses over the last few years have allowed for the transfer of over $4 million into the Capital Reserves. This budget also includes a budgeted transfer of $2 million from unallocated General Fund balance into the Capital Reserves.

There are a number of factors that will continue to positively impact the City's economic condition. These include the revitalization of the Newpark Mall, continuing progress in developing the Dumbarton Transit Oriented Development, increasing occupancy at the Pacific Research Center, and new businesses opening and/or relocating to the City of Newark. Aggressive marketing of the City and our partnership with the Chamber of Commerce will provide a number of additional opportunities for business expansion as the economy continues to recover. In addition, there are several large residential developments under construction and others scheduled for construction during this budget cycle. These developments will increase property tax as well as invigorate the local economy.

BUDGET OVERVIEW

The 2016-2018 Biennial Budget and Capital Improvement Plan was developed in accordance with Section 2.04.070 of the Newark Municipal Code. The Biennial Budget is one of two documents in the series. The first document, the Five Year Forecast 2016-2021, constructs the framework for the Biennial Budget. This budget document breaks down the expenditures and revenues into separate fiscal years for 2016-17 and 2017-18.

FISCAL YEAR 2016-2017

The proposed operating budget for 2016-17 is $49,175,800. This reflects a 4.8% increase over the 2015-16 amended budget. The increase in expenditures is the result of negotiated salary increases, increases in pension costs, increased contractual costs related to development review activity, additional Police positions, and the expected increased contract costs for Alameda County Fire Department services. This budget also includes $643,000 in transfers to the City's reserves, per the Reserve Policy. The CIP for 2016-17 is $4,168,500 and includes new projects, maintenance projects, administrative costs, and a transfer of $400,000 from Gas Tax to the General Fund. Major projects in the CIP for this year include HVAC replacements at the Silliman Center, Lakeshore Park Restoration and Old Town PDA Specific Plan and Development Strategy.

FISCAL YEAR 2017-2018

The proposed operating budget for fiscal year 2017-18 is $50,099,300. This reflects a 1.8% increase over the 2016-17 budget. The smaller year over year increase reflects lack of labor agreements related to general salary increases. The increase in expenditures is again the result of increases in pension costs, increases in regulatory and contractual costs, and the expected increased contract costs for Alameda County Fire Department services. The CIP for 2017-18 is $2,433,600, including all projects and other costs. The majority of projects in this year's CIP are related to maintenance.

DEPARTMENT MISSION STATEMENTS AND KEY OBJECTIVES

The departments have reviewed their Mission Statement and, where appropriate, have made revisions. The Mission Statements describe each department's primary purpose. Key Objectives have been developed for each department, including items from the Strategic Plan presented in the Five-Year Forecast and/or specific policy direction provided by City Council. They also include programs and projects that departments determine to be important in support of their missions and the City's Vision, Mission, Culture, and Value Statements.

ACKNOWLEDGMENTS

The preparation of the 2016-2018 Biennial Budget and Capital Improvement Plan is the result of a team effort by City Staff. Each department is responsible for reviewing program results, service level needs, establishing priorities, and developing a budget plan that meets those needs within our new fiscal budget capabilities. I want to acknowledge the efforts of the Executive Team for their important role in tightly managing their departmental budgets during these difficult economic times. We are also grateful for the feedback and direction provided by the City Council during the development of the Five-Year Forecast and the Biennial Budget, and we value the spirit of cooperation that exists between the City staff and the City Council.

Sincerely,

John Becker
City Manager

ORGANIZATION OF BIENNIAL BUDGET SERIES DOCUMENTS

OVERVIEW

FIVE-YEAR FORECAST

The Five-Year Forecast is presented to the City Council in April (see Five-Year Forecast, Biennial Budget, and Capital Improvement Plan Process Calendar on the following page). The Five-Year Forecast provides an analysis of all of the City's critical development and economic data, as well as the five-year revenue and expenditure forecast. It also includes the budget and strategic plans, which presents Council direction in preparation of the Biennial Budget.

The Development Forecast tracks development trends (both local and area-wide), assesses the implications of these trends, and provides a short- and long-term development forecast.

The Economic and Financial Forecast provides a picture of the overall financial health of the City. It begins with a recap of the current economy at the national, state, and local levels. It concludes with a recap of the Enterprise Fund Budget, the five-year revenue and expenditure projections, and a section that addresses other key budget and financial issues.

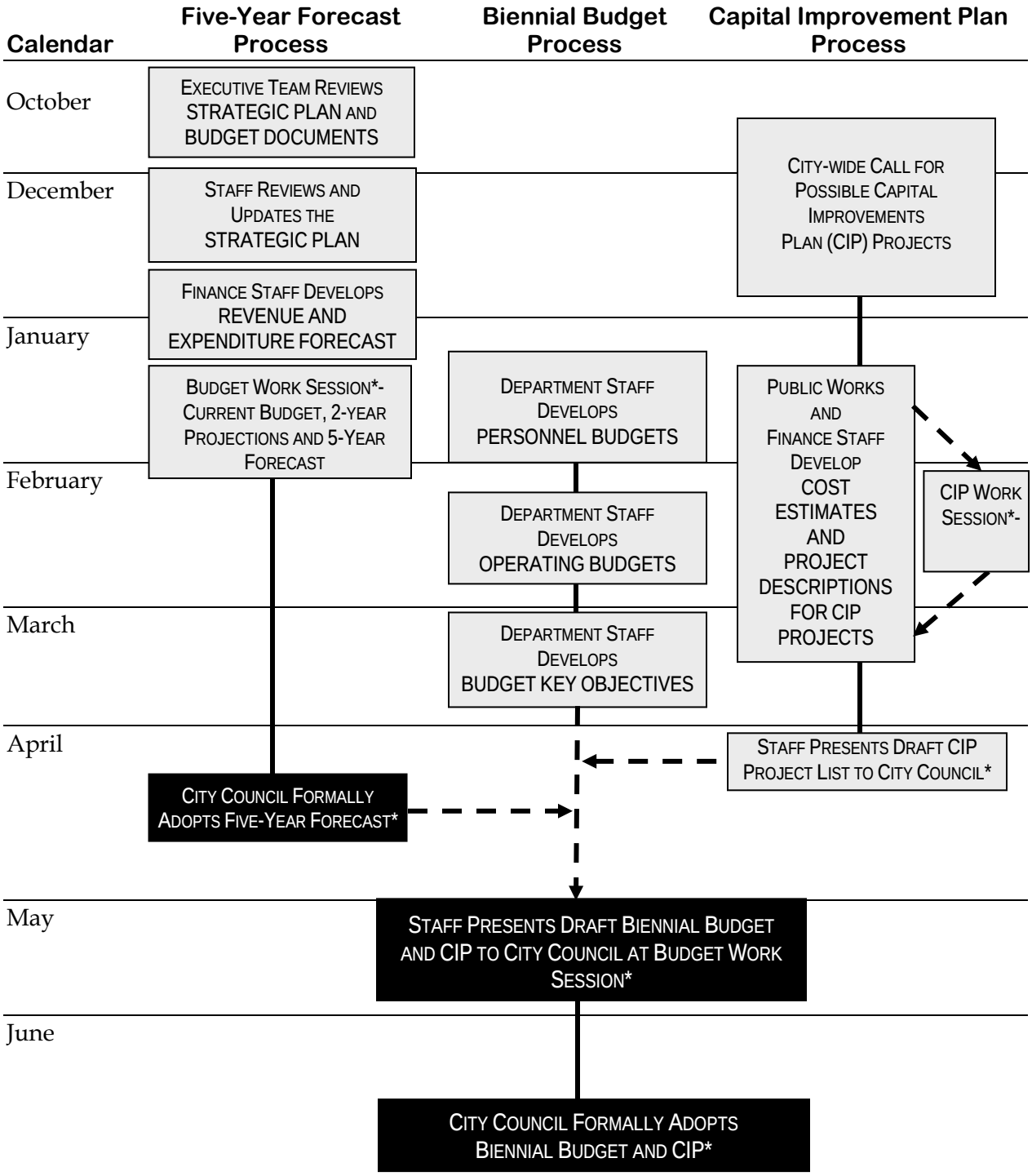
The strategic and budget plans section is the articulation of the policy response to the issues raised in the first two sections. This year marks the seventh time that the City will prepare a two-year budget. An explanation of the budget policies, assumptions, and process is included in this section. It also includes a summary report on the progress made on the Strategic Plan Action Items.

Once adopted, the Five-Year Forecast is the staff's policy map for implementing the Biennial Budget and CIP. Although the Five-Year Forecast is presented in a separate document, it is really the first chapter of the City's Biennial Budget.

BIENNIAL BUDGET AND CAPITAL IMPROVEMENT PLAN (CIP)

The Biennial Budget and CIP are presented to the City Council at a work session in May, then for approval in June. Following the Five-Year Forecast, it contains all the detailed financial information and appropriations necessary to fund the services and acquire or maintain the infrastructure required by the City Council's direction. The Biennial Budget and CIP include the Action Plan objectives to be accomplished during the fiscal year. These objectives support the Strategic Plan's Critical Issues and Strategies.

FIVE-YEAR FORECAST, BIENNIAL BUDGET, and CAPITAL IMPROVEMENT PLAN PROCESS CALENDAR



*PUBLIC MEETING

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DEPARTMENT MISSION STATEMENTS AND KEY OBJECTIVES

OVERVIEW

Each department or division has developed a mission statement which describes the department's or division's primary purpose. These statements also support the City's Vision, Mission, Culture, and Values Statements. Each mission statement was developed through discussions among the department's staff and reflects their common understanding and agreement.

Key objectives are listed under each mission statement. These objectives describe what each department or division hopes to accomplish during the assigned fiscal year to support its mission.

The mission statements and related key objectives are comparable to the objectives found in the City's existing Action Plans. The Action Plans were originally created by interdepartmental teams to address city-wide issues. Implementation of many of the objectives in a single Action Plan is the result of collaboration and teamwork among multiple departments.

The key objectives are statements of those programs and policies that the department believes to be important in the support of its mission and of City policy. While some key objectives are similar to objectives in an Action Plan, others are specific to the department or division and its customers.

The accomplishment of Action Plan Objectives represents a measure of success on an interdepartmental basis; the accomplishment of department/division key objectives will be a measure of its success.

ADMINISTRATIVE SERVICES

FINANCE DEPARTMENT / INFORMATION SYSTEMS

The mission of the Finance Department is to ensure that the financial/fiscal activities of the City are performed, recorded, and presented in compliance with professional and ethical standards, while supporting the City Council, community, and staff in a prompt and courteous manner.

The mission of the Information Systems Division is to identify, evaluate, and implement technologies that support organizational goals, increase staff's responsiveness to the community, improve public safety, facilitate communications and resource sharing, and promote awareness of new technologies and their benefits to the organization and community.

KEY OBJECTIVES

- Evaluate and update method of overhead calculation to establish fees.
- Update the physical inventory of City equipment on an annual basis through an equipment replacement schedule and evaluate funding options for equipment replacement.
- Continue to pursue the Budget Savings Actions.
- Continue to perform internal audits of all City finance-related systems and processes in order to ensure the safety and security of City assets and to ensure compliance with federal, state, and local laws.
- Continue to monitor and evaluate City revenues, national and state economies and fiscal policies, and other economic trends that impact the City's financial condition and make recommendations to the City Manager and City Council to ensure fiscal stability in times of economic downturn.
- Continue to seek other sources of funds and financing for major capital projects.
- Continue to research, evaluate, recommend, and implement technology solutions that contribute to improved service delivery and increased operational efficiency.
- Support the expanded use of social media.
- Complete financial software system replacement.
- Relaunch the City website.

CITY MANAGER'S OFFICE, CITY ATTORNEY'S OFFICE, AND MANAGEMENT SERVICES

The mission of the City Manager's and City Attorney's Offices and Management Services are to carry out the direction of the City Council efficiently, effectively, and responsibly in compliance with applicable law and to direct and assist departments in carrying out City policy, ensuring that the public is well informed. Management Services includes the City Clerk's office, risk management, community affairs, and administration of agreements with other public and private agencies.

KEY OBJECTIVES

- Assist other City departments in developing and carrying out City policies, maximizing the use of City resources and promoting long-term fiscal stability.
- Protect the City's resources by limiting liability and property claims.
- Ensure that Municipal Elections are conducted in accordance with all provisions of the California Election Code.
- Ensure that the City Council continues operating in accordance with mandated federal and state law, and the Newark Municipal Code.
- Explore opportunities to expand partnerships with the Newark Unified School District to enhance education in our public schools.
- Continue to implement the Inclusive Communities Partnership with the National League of Cities.
- Explore options to address the administrative and public safety space needs.
- Explore options to enhance library services in Newark.

COMMUNITY DEVELOPMENT DEPARTMENT

The mission of the Community Development Department is to ensure the long-term independence of the City of Newark by encouraging the development of a physically and fiscally balanced community. The department consists of Economic Development, Planning, Community Preservation, and Housing, and is committed to a timely response to inquiries and to provide accurate and complete information to our customers. Within the City organization, the department provides staff support, guidance, and coordination assistance to other departments. The Community Development Department continually strives to improve its high level of service.

KEY OBJECTIVES

- Expand efforts to market the community.
- Attract high technology businesses to Newark.
- Implement the Economic Development General Plan Element.
- Assist property owners to attract quality retail.
- Continue timely and efficient processing of development applications.
- Implement Specific Plan for Areas 3 and 4.
- Implement Specific Plan for the Dumbarton Transit Oriented Development (Area 2).
- Implement the Greater NewPark Master Plan.
- Implement the General Plan and Housing Element.
- Initiate a Traffic Impact Fee Study.
- Work with Regional Agencies to assure Newark will be a part of a vibrant and sustainable region.
- Implement the Civic Center Replacement Feasibility Study.
- Complete the Bicycle and Pedestrian Master Plan.
- Complete the Local Hazard Mitigation Plan.
- Complete a Citywide Parks Master Plan to identify and address the recreation needs of the Newark Community.

FIRE DEPARTMENT

The Alameda County Fire Department provides fire services for the City of Newark by contract. These services are provided at the direction of the City and are in line with public safety priorities of the community.

KEY OBJECTIVES

- By 2017, update city ordinances related to emergency management program, including minor legal language updates and disaster service worker volunteer provisions.
- By 2017, adopt the Newark CERT program.
- By 2017, participate/support the City's Local Hazard Mitigation Plan update.
- By 2017, conduct one (1) annual EOC101 training for City of Newark employees.
- By 2017, conduct one (1) annual EM101 training for City Council members.
- Hold an annual Disaster Council meeting to review the status of city's emergency management program and to comply with the California Emergency Services Act.
- Provide direct oversight to the emergency preparedness training programs including GR5, PEP, and CERT.
- Continue to work with the City to provide cost efficiencies for the services provided.
- Provide direct oversight to the emergency preparedness training programs including GR5, PEP, and CERT.
- Plan and/or coordinate at least one (1) annual tabletop exercise to exercise the City of Newark's Comprehensive Emergency Management Plan (CEMP).
- Conduct an annual review of the City of Newark CEMP to ensure the plan elements are valid, current, and remain in compliance with ICS, SEMS, NIMS, and other regulations.

HUMAN RESOURCES DEPARTMENT

The mission of the Human Resources Department is to develop, maintain, and continuously improve policies, processes, and systems to support a dynamic workforce and the delivery of city services. The Department acts as a guidance point for information and resources as the City implements organizational change and restructuring, serves employees, management, and associations in areas of labor relations, and is responsible for the Human Resources areas below.

Key department functions include: Recruitment and Selection, Classification and Compensation, Employee Relations, Employee Development and Training, Employee Recognition Programs, Personnel Actions, Equal Employment Opportunity, Benefits Administration, Workers' Compensation, and Safety Programs. The Human Resources Department ensures compliance with employer regulations and obligations as it protects the rights of the individual to fair and equitable treatment in all aspects of employment.

Human Resources staff provides proactive and flexible customer services and endeavors to address the needs of the City's workforce with relevant and timely information, communication, and skillful assistance in support of Newark employees and the public.

KEY OBJECTIVES

- Serve as an effective resource to the management of organizational change and restructuring in the workplace.
- Continue succession planning in parallel with reorganization and attrition of the workforce. Provide career ladders, classification studies and revisions, and opportunities for growth that promote and support succession planning in departments.
- Continue to develop and implement continuous, comprehensive, and cost-effective citywide training programs that prepare City employees to be successful in service delivery to the community and comply with legal mandates.
- Ensure that all City departments have viable performance management tools and resources to provide timely, accurate, and relevant performance evaluation and communication to employees.
- Facilitate compliance with state and federal laws on workers compensation and employee safety as a member of the city-wide Risk Management Committee.
- Develop and implement a city-wide employee wellness program.
- Continue to provide communication and training for employees via city-wide newsletter.
- Continue to redefine and enhance all Human Resources functions.

HUMAN RESOURCES DEPARTMENT, Continued

- Continue to be responsible for and engage in labor relations activities for successor agreements with labor associations, employee groups, and labor issues.
- Ensure that Personnel Rules and Regulations and Administrative Regulations related to personnel are updated, effective, and compliant.
- Implement federal and state mandates associated with health care legislation.

POLICE DEPARTMENT

The mission of the Police Department is to work in partnership with our community to enhance public safety and improve the quality of life through creative, innovative, and proactive policing strategies.

KEY OBJECTIVES

- By January 2017, implement a program for the safe disposal of expired and unwanted prescription and over-the-counter drugs by providing a collection receptacle in the department lobby for public use.
- By January 2017, implement a mass notification system in Newark that would incorporate the ability to expand/contract regionally, county-wide, and city-wide.
- By January 2017, collaborate in a records data sharing program with all Alameda and Contra Costa County police agencies.
- By July 2017, research possible funding sources for a community after-school enrichment grant to build a skate park for Newark youth.
- By January 2018, evaluate the effectiveness of the paid Reserve Police Officer Program for maintaining minimum staffing levels in patrol and minimizing overtime costs.
- By June 2018, provide force options (crisis intervention and de-escalation) training to help officers understand and react appropriately to mentally ill and developmentally disabled subjects.
- Continue to distribute personal body cameras to all officers to reduce potential risk and liability to the department.
- Continue the Master Officer Program which recognizes the accomplishments and contributions of tenured, non-supervisory patrol officers who serve as mentors to other officers.
- Continue the use of reorganized management and supervisory staff structure to provide required coverage and oversight.
- Continue to utilize a Team Policing staffing model to improve communication, consistency in supervision, accountability, efficiency, and morale.
- Continue to assign officers who have successfully passed the sergeant's exam to Acting Sergeant duties for career development and succession purposes.
- Continue to address criminal issues, including those related to gangs, through the staffing of the Special Enforcement Team (SET). The SET will also continue to play a role in intervention and education through a collaborative effort with the school district.

POLICE DEPARTMENT, Continued

- Continue to update the City website in order to provide citizens a means to easily locate information and report certain crimes, which will lead to increased customer satisfaction.

- Continue to aggressively pursue grant opportunities to supplement the current budget.

- Continue to expand its recruiting scope by sending police department staff to local academies and career fairs, and by participating in job shadowing days.

- Continue to focus hiring efforts on entry level and lateral police officers on an on-going basis.

- Continue to implement a Professional Development and Mentoring program for its employees.

- Continue to ensure the successful development of police supervisors and managers by their participation in programs such as the Supervisory Leadership Institute, FBI National Academy, Command College, and the Senior Management Institute for Police.

- Continue to address complaints and concerns regarding wrecked, dismantled, damaged, unregistered, and non-operating vehicles on public and private property.

- Continue to provide Newark residents with free child safety seat inspections when requested.

- Continue our collaboration with the Newark Unified School District, Alameda County District Attorney's Office, and Juvenile Probation for a county-wide truancy program and to discuss School Resource Officer, gang, and other school-related issues. In addition, the Police Department will work with the Fremont and Union City School Districts and other police departments regarding truancy and other juvenile delinquency trends.

- Continue to promote participation in the departmental fitness program, while ensuring that the level of service to the community is not adversely affected.

- Continue to pursue and evaluate on-line training/testing programs related to perishable skills for police officers.

- Continue to pursue off-site data file storage systems to preserve archived and retainable reports.

- Continue to assign the Honor Guard team to represent the department at ceremonies for fallen officers, civic events, and city-related functions.

- Continue to access, monitor, and communicate Homeland Security/Terrorism issues to our first responders.

- Continue to promote and maintain a volunteer police cadet program.

POLICE DEPARTMENT, Continued

- Continue to increase our public outreach efforts through social media, including the use of Facebook and Nixle, to keep the lines of communication open and provide residents and concerned citizens with alerts, advisories, and community information.

- Continue to expand the Community Engagement Program by consistently recruiting new R.A.V.E.N. volunteers and Business Watch Program participants, establishing new Neighborhood Watch programs within the community, and facilitating National Night Out campaigns.

- Continue to research and provide new technology to improve efficiency and reduce risk.

- Continue to address on-going traffic concerns and evaluate the impact new housing developments, increased commercial enterprises, and developing retail centers have on this issue.

- Continue to utilize police personnel to staff the Law Enforcement Program funded by the Mission Valley Regional Occupation Program and in conjunction with the Newark Unified School District.

- Continue our partnership with the Southern Alameda County Major Crimes Task Force and utilize the resources available to investigate high profile violent/drug related crimes.

- Continue to encourage officers to achieve higher educational goals by forming partnerships with accredited universities.

- Continue to assign officers to NewPark Mall when available and needed during peak shopping times and special events to help deter criminal activity.

PUBLIC WORKS DEPARTMENT

BUILDING INSPECTION / ENGINEERING / MAINTENANCE

The mission of the Public Works Department is to provide and maintain the most desirable environment for the community by ensuring that all City property is maintained to the highest standards possible, all buildings within our community are safe, sound, and of high quality, and that all City facilities are designed, constructed, and function to the highest degree of safety and utility in a cost-effective manner. The department consists of three divisions, Building Inspection, Engineering, and Maintenance and is committed to providing prompt, courteous, and efficient service. Public Works recognizes the value of our employees and strives to provide a safe, clean, and attractive community for all.

KEY OBJECTIVES

- By December 2016, institute on-line permit issuance for Building Inspection Division customers.
- By September 2017, complete a Citywide Speed Survey for posted speed limits.
- By December 2017, complete the design of the Central Avenue Railroad Overpass.
- Continue to research opportunities for collaborative efforts for climate protection measures with other agencies.
- Continue to work with citizens to implement various traffic calming measures and other traffic safety improvements when warranted.
- Continue to maintain City landscaping, parks, streets, and public building and equipment assets within the City's budget limitations by utilizing internal staffing resources and undertaking a variety of projects.
- Continue to undertake a variety of projects to maintain the existing local street network and implement the City's Complete Streets Policy.
- Continue to work with the Alameda County Transportation Commission to ensure that Newark continues to receive its full share of both direct local distribution and discretionary funds through Measure B, Measure BB, and Vehicle Registration Fee funding programs, and pursue other local, state, and federal transportation funding sources.
- Continue to implement water conservation efforts in partnership with the Alameda County Water District to address drought concerns.
- Continue to implement the City's Stormwater Program requirements, including new requirements mandated by the revised Municipal Regional Stormwater Permit.

PUBLIC WORKS DEPARTMENT, Continued

BUILDING INSPECTION / ENGINEERING / MAINTENANCE

- Continue implementation of all public works projects approved for funding in the Capital Improvement Plan.

- Assist the Community Development Department with completion of the Pedestrian and Bicycle Master Plan.

- Assist the Community Development Department and the Recreation and Community Services Department with completion of the Citywide Parks Master Plan.

- Continue to pursue grant funding opportunities for park and building projects.

- Continue to maintain and promote Newark's Used Oil Collection Program through media campaigns and outreach events, in coordination with the City's Stormwater Program.

- Continue to maintain and operate the City's traffic signal systems to maximize safety and efficiency for all roadway users.

- Continue to maintain the City's street lighting system in an efficient manner.

- Meet funded and unfunded regulatory requirements.

- Continue to maintain and improve the City's urban forest, emphasizing street tree and park tree safety for the community.

- Implement previously approved projects, including the Silliman Aquatic Center pool replastering and landscape restoration at Lakeshore Park when drought restrictions are lifted.

- Continue to assist residents, businesses, and the commercial and residential development community by reviewing construction documents, issuing permits, and conducting related inspections in the most efficient manner possible.

RECREATION AND COMMUNITY SERVICES DEPARTMENT

The mission of the Recreation and Community Services Department is to provide recreational, educational, and social opportunities that are competitively priced through our first class staff, facilities, services, and programs to enrich the overall well-being of individuals and the community.

KEY OBJECTIVES

- Continue to partner with the Tri-City Elder Coalition to implement programs and services to improve the well-being of seniors residing in the Tri-City Area.
- Develop partnerships with health providers to offer health information and programs that encourage healthy living.
- Recruit volunteers to assist with department programs and services and acknowledge their efforts through the City Volunteer Program and other events.
- Continue to coordinate with the Alameda County Fire Department or other designated agency for preparation and training for emergency shelter operations at the Senior and Silliman Centers.
- Coordinate, evaluate, and advocate for Newark Paratransit services and Meals on Wheels food delivery with funding provided by Measure B and Measure BB.
- Continue to strategically approach programs and facilities usage to maximize participation, increase healthy lifestyles, and promote their role in Newark's community identity and marketability.
- Include and incorporate health and nutrition education and outreach within department special events and appropriate programs.
- Continue to seek sponsorship opportunities to support and enhance programs and special events.
- Collaborate with school district and other youth service providers to promote efforts for youth and teen after-school and summer programming and enrichment opportunities.
- Continue to provide drowning prevention information and resources to enhance public safety and provide a clear message that drowning is preventable.
- Offer facilities and opportunities for youth and adults to participate in sports programs, camps, leagues, tournaments, and special events.
- Promote, refer, and inform the community of the various human services available at the Fremont Family Resource Center.

RECREATION AND COMMUNITY SERVICES DEPARTMENT, Continued

- Offer cost-effective rental facilities for private gatherings, business meetings, and community-based organizations.

- Schedule and monitor community use of all City and School District athletic fields and practice spaces. Ensure that the community follows all rules and regulations related to the use of these facilities.

- Train appropriate staff in first aid, lifesaving water rescue, and cardiac emergencies to respond to and render care to customers involved in accidents or who are injured.

BASIS OF BUDGETING

The City's Budget is prepared in conformity with general accepted accounting principles (GAAP) with the exception of the Area Improvement Districts (AIDs) and Landscaping and Lighting Districts (L&Ls) funds. The budget for these funds is not included in the proposed budget and is processed separately through a budget amendment resulting in resolutions for the City Council's approval.

The Budget is organized and operated on a fund basis. The underlying accounting records are maintained on a modified accrual basis which recognizes revenues when received, unless subject to accrual. Revenues are accrued when they are measurable and available to finance City's operations. For example, property taxes collected within 60 days after the close of the fiscal year (June 30) are classified as revenues for the current fiscal year. Expenditures, other than general long-term debt, are recorded when the liability is incurred. For example, when the City receives a delivery of office supplies, a liability to pay is created. General long-term debt is recorded in the year when due; e.g., payment of principle and interest on a long-term lease.

The City's Budget uses a line-item budget format within the funds. Revenues are categorized by sources and expenditures are presented by programs and by activities within the funds. Within the activities are detail categories that include personnel, supplies, contractual services, and capital outlay.

BUDGET AMENDMENTS

During the fiscal year, amendments to the Budget are presented to the City Council for approval. Budget amendments occur when unanticipated events result in an increased appropriation for a given service; for example, an increase in utility costs. An amendment request may be proposed for additional appropriation from reserves or an appropriation transfer from one department activity category to another.

BUDGET STRUCTURE

FUNDS

All expenditures and revenues are classified into one of three types of funds.

PROGRAMS

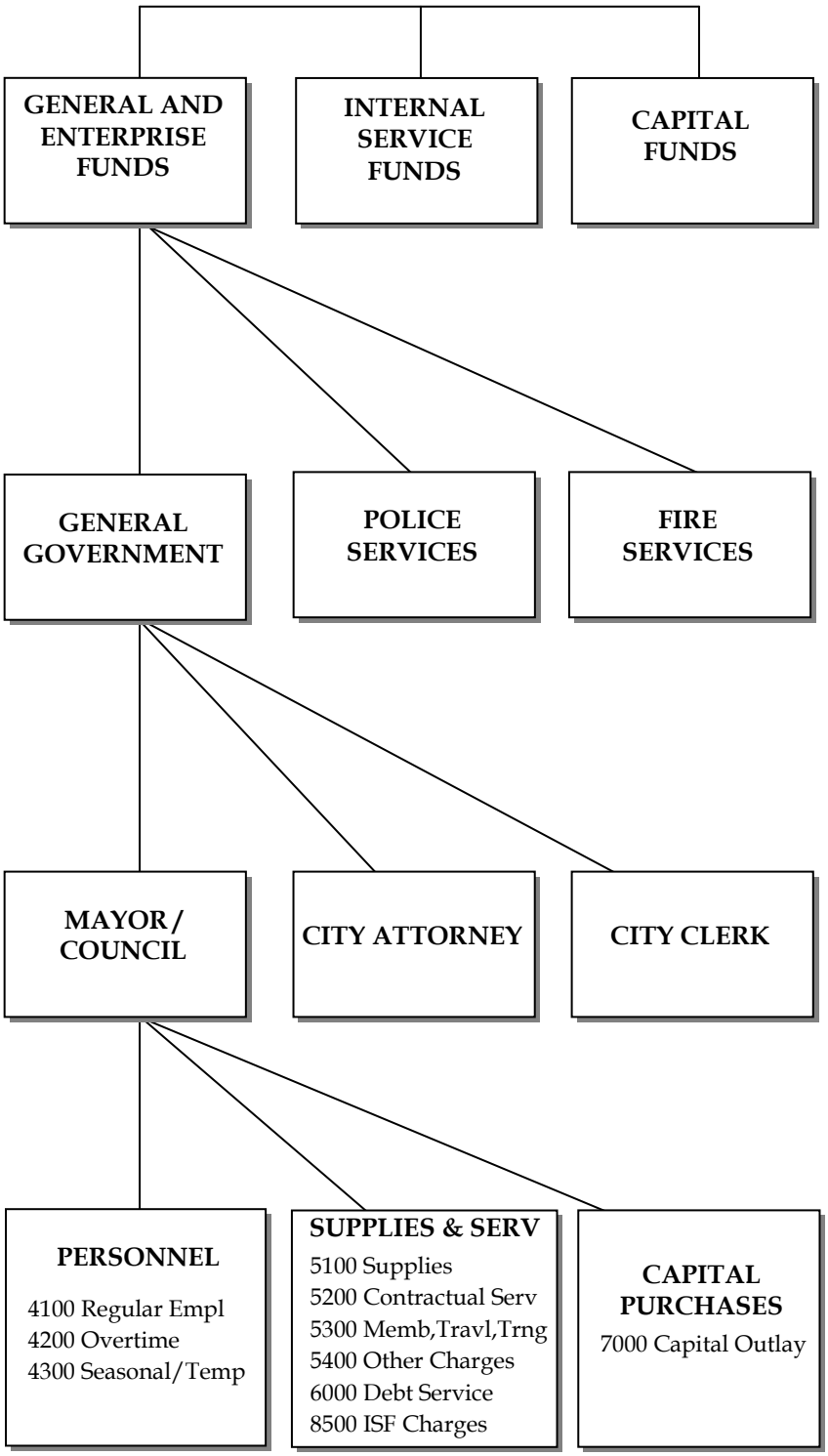
All funds have programs. These are some sample programs in the General Fund

ACTIVITIES

All programs have activities. These are some sample activities within the Legislative program.

ACCOUNT CODES

All activities have account codes, also known as line items. These are the three categories of account codes common to all activities.



SUMMARY TABLES, GRAPHS, & CHARTS

OVERVIEW

The following section provides a series of summary tables providing current and historical information on fund balances, revenues, expenditures, and personnel. These tables contain all the important information to understand the essentials of the City's budget. Further detailed information can be found in the Budget Detail section.

HISTORICAL FUND BALANCES
This table shows how the City's General Fund, Special Fund, and Capital Fund balances have changed over time from fiscal year 2011-12 to fiscal year 2014-15. Fiscal year 2015-16 figures are estimates and will not be final until the fiscal year end annual audit is completed.

REVENUE
Summary of Budgeted Revenues
This table is a list of all the City's revenue sources: the actual revenue amounts received in fiscal year 2014-15; the original budgeted and year-end estimated revenues for 2015-16; and the budgeted revenues for fiscal year 2016-17 and 2017-18.

Revenue Graphs
These graphs show the budgeted revenues, total revenues and operating revenues, by source total revenue by source and operating revenue by source for fiscal years 2016-17 and 2017-18. The letters "A" through "I" correspond to revenue categories listed on the Summary of Budgeted Revenue pages.

Summary of Budgeted Revenue by General and Enterprise Funds
This table is a breakdown of all revenues for fiscal year 2016-17 and 2017-18, showing how they are allocated to the General or Enterprise Funds.

EXPENDITURES
Expenditures Graphs
These bar graphs show the comparison of budgeted total and operating expenditures for fiscal years 2014-15 versus 2015-16 and fiscal years 2016-17 versus 2017-18. The pie chart graphs show the budgeted total expenditures and budgeted operating expenditures for the fiscal years 2016-17 and 2017-18. The categories correspond to the various programs listed on the Summary of Budgeted Expenditures pages.

Summary of Budgeted Expenditures
This table is a list of all City expenditures by program, which include the final amended and estimated budgets for fiscal year 2015-16 and budgeted expenditures for fiscal years 2016-17 and 2017-18. This table also shows program and activity expenditures categorized into personnel and supplies and services.

SUMMARY OF ENTERPRISE FUND REVENUES & EXPENDITURES
This table summarizes the City's revenues and expenditures for fiscal years 2016-17 and 2017-18 by General Fund and Enterprise Funds. Cost centers within the Enterprise Funds are presented separately.

PERSONNEL

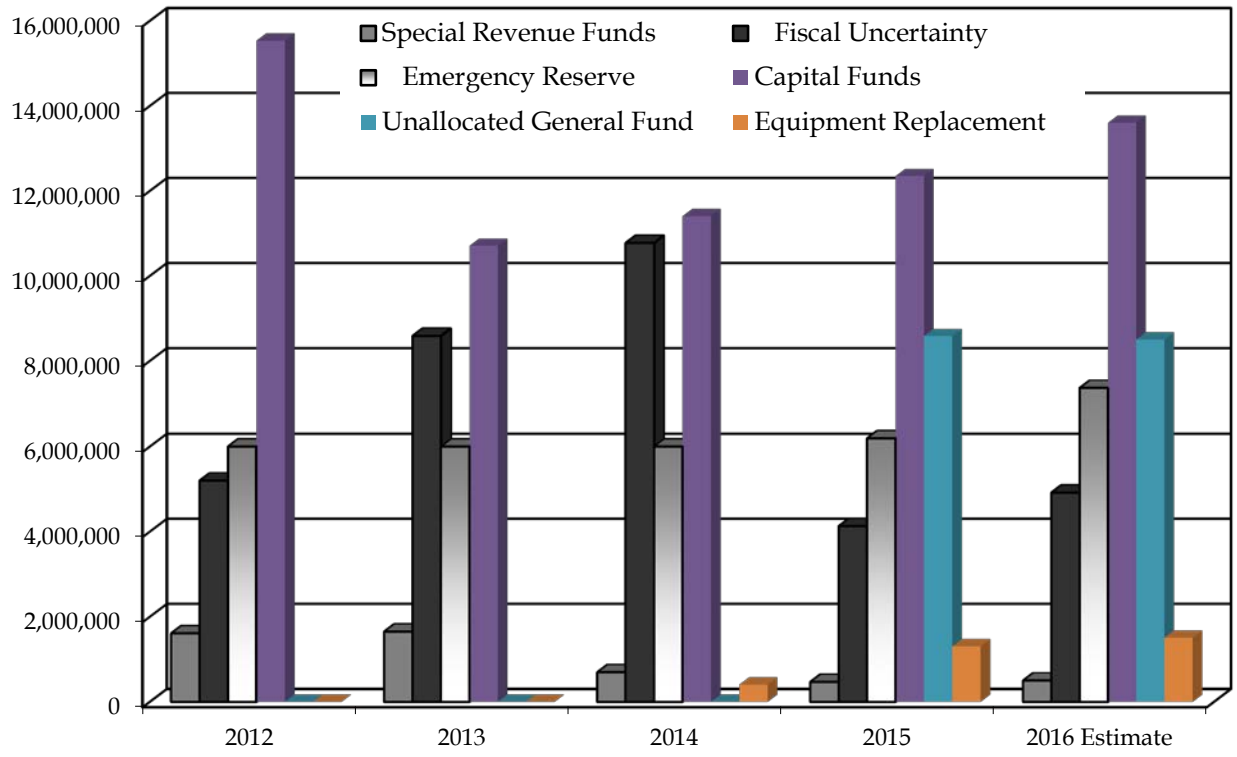
Authorized & Funded Regular Full-Time & Part-Time Positions & Full-Time Equivalents/Contractual

This table shows how all authorized and funded regular full-time and part-time positions have changed from fiscal year 2015-16 to fiscal years 2016-17 and 2017-18. It also shows how the positions are allocated to the various activities. A line-item total for the full-time equivalents of part-time seasonal, temporary, and contractual positions is included in the total of funded positions.

Breakdown of Full-Time Equivalents (Part-time Seasonal & Temporary, and Contractual Personnel)

This table details the full-time equivalents of part-time seasonal, and temporary, and contractual positions reported in the preceding table by program/activity for fiscal years 2016-17 and 2017-18.

HISTORICAL FUND BALANCES - RESTRICTED AND UNRESTRICTED



	2012	2013	2014	2015	2016 Estimate
Special Revenue Funds	1,609,900	1,651,000	694,075	468,092	500,000
General Fund					
Fiscal Uncertainty	5,197,700	8,588,600	10,776,017	4,128,904	4,917,580
Emergency Reserve	6,000,000	6,000,000	6,000,000	6,193,356	7,376,370
Capital Funds	15,533,600	10,707,000	11,404,915	12,346,797	13,600,000
Unallocated General Fund	0	0	0	8,582,101	8,500,000
Equipment Replacement	0	0	404,539	1,304,539	1,505,000

Special Revenue Funds
- Alameda County Fire Fees
- Hazardous Materials Program
- Measure B-Paratransit
- Paramedic Tax
- Police Grants
- Redevelopment Agency
- Waste Disposal

Capital Funds
- Art In Public Places
- Capital Improvements
- Housing Community Development
- Measure B - Streets/Roads & Bicycles
- Park Improvement
- Streets & Roadways Construction & Maintenance
- Capital - Restricted

SUMMARY OF BUDGETED REVENUES
Fiscal Years 2014-15, 2015-16, 2016-17 and 2017-18

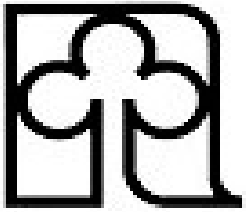
Code	Revenue by Source	2014-15 Actual	2015-16 Budgeted	2015-16 Estimate	2016-17 Budgeted	2017-18 Budgeted
	OPERATING REVENUE					
A. TAXES-PROPERTY, SALES, OTHER						
3010	Current Secured	9,776,004	10,567,400	10,557,000	10,885,000	11,935,000
3020	Current Unsecured	605,095	464,600	480,000	700,000	500,000
3030	Prior Secured	316,916	340,000	330,000	300,000	200,000
3040	Prior Unsecured	8,436	10,000	13,000	100,000	20,000
3050	Penalties	26,242	98,000	100,000	50,000	25,000
3055	Property - Paramedic Tax	228,969	220,000	220,000	250,000	220,000
3060	Sales & Use Taxes	10,440,110	10,900,000	10,900,000	11,200,000	11,536,000
3061	Transient Occupancy Tax	4,987,033	5,036,000	5,036,000	5,137,000	5,292,000
3065	Utility User Tax	3,818,495	3,345,000	3,450,000	4,020,800	4,141,000
3070	Franchise Fees	3,076,185	2,900,000	2,900,000	3,048,000	3,079,000
3080	Property Transfer Tax	367,766	200,000	410,000	398,000	414,000
	Subtotal	**33,651,251**	**34,081,000**	**34,396,000**	**36,088,800**	**37,362,000**
B. LICENSES & PERMITS						
3110	Business License	1,120,000	1,078,000	1,078,000	1,082,000	1,100,000
3120	Animal License	10,959	12,000	12,000	19,000	13,000
3140	Construction Permits	1,980,946	2,005,000	2,005,000	2,668,000	2,582,000
3150	Encroachment Permits	218,922	200,000	200,000	200,000	220,000
3160	Other Licenses & Permits	22,080	22,000	22,000	7,000	8,000
	Subtotal	**3,352,907**	**3,317,000**	**3,317,000**	**3,976,000**	**3,923,000**
C. FINES & FORFEITURES						
3210	Vehicle Code Fines	342,129	410,000	330,000	300,000	268,000
3220	Other Fines	35,291	115,000	30,000	63,000	100,000
	Subtotal	**377,420**	**525,000**	**360,000**	**363,000**	**368,000**
D. USE OF MONEY & PROPERTY						
3310	Investment Earnings	69,982	50,000	60,000	80,000	140,000
	Subtotal	**69,982**	**50,000**	**60,000**	**80,000**	**140,000**
E. REVENUE FROM OTHER AGENCIES						
3420	Vehicle-In-Lieu	3,235,837	2,376,500	2,996,000	3,353,000	3,384,000
3440	Homeowner Relief	85,278	86,000	84,000	80,000	80,000
3480	Other Agencies	11,893	60,000	40,000	20,000	20,000
3490	Other State Grants	463,163	250,000	185,000	50,000	100,000
3500	Federal & County Grants	215,196	570,000	361,000	197,000	190,000
	Subtotal	**4,011,367**	**3,342,500**	**3,666,000**	**3,700,000**	**3,774,000**
Subtotal carried forward		**41,462,927**	**41,315,500**	**41,799,000**	**44,207,800**	**45,567,000**

SUMMARY OF BUDGETED REVENUES
Fiscal Years 2014-15, 2015-16, 2016-17 and 2017-18

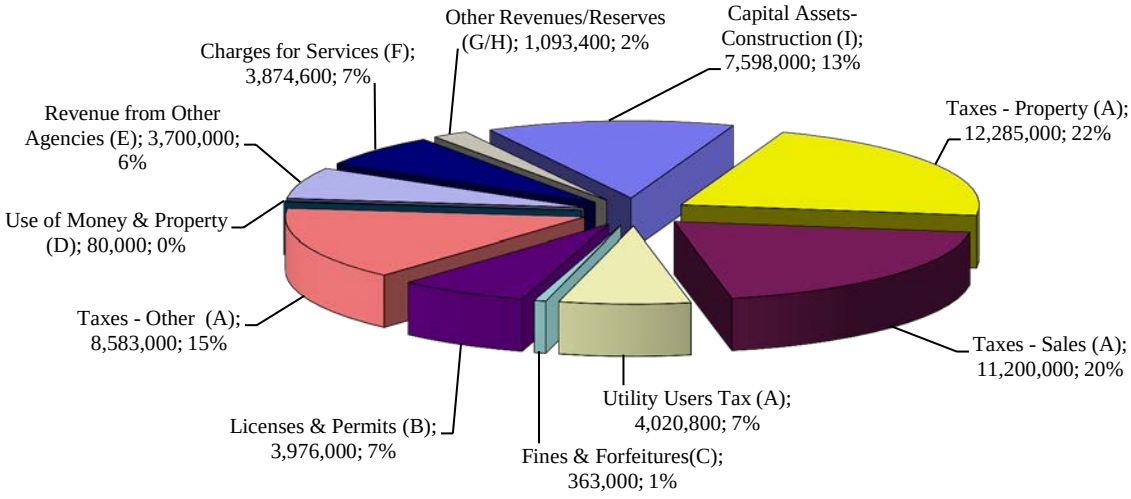
Code	Revenue by Source	2014-15 Actual	2015-16 Budgeted	2015-16 Estimate	2016-17 Budgeted	2017-18 Budgeted
Subtotal brought forward		**41,462,927**	**41,315,500**	**41,799,000**	**44,207,800**	**45,567,000**
F. CHARGES FOR SERVICES						
3610	Zoning Fee	51,508	60,000	26,000	0	0
3630	Sale of Maps & Publications	13,761	11,200	11,000	12,200	12,200
3646	Senior Transportation Fee	3,380	11,000	12,000	0	0
3650	Special Police Fee	106,856	230,000	230,000	84,200	84,200
3660	Special Fire Fee	0	0	0	200	200
3670	Plan Checking Fee	279,536	109,000	150,000	600,000	680,000
3675	Abandoned Vehicle Abatement	91,963	27,100	37,000	18,000	18,000
3676	Code Enforcement	11,252	8,000	6,000	3,000	3,000
3677	Stormwater Quality Control Plan	106	2,000	4,000	0	0
3720	Weed Abatement Fee	3,796	7,000	7,000	7,000	7,000
3730	Maintenance Fee	0	49,000	28,000	0	0
3750	Microfiling/Record Automation Fees	143,153	0	54,000	234,000	234,000
3760	Environmental Protection Fee	454,719	457,000	457,000	457,000	475,000
3820	General Recreation Services	249,707	250,000	260,000	252,000	252,000
3821	Silliman Activity User Fees	707,700	520,000	530,000	680,000	690,000
3822	Silliman Facility Rentals	96,509	50,000	55,000	100,000	100,000
3823	Silliman General Aquatic Program	485,135	600,000	518,000	460,000	460,000
3824	Silliman Concession Operations	120,571	118,000	100,000	100,000	115,000
3825	Silliman Contract Classes	79,067	68,600	66,000	75,000	75,000
3831	Community Center Building Rentals	76,589	55,000	74,000	46,000	46,000
3832	Child Care Activity	292,222	434,000	348,000	350,000	355,000
3833	Preschool Activity	156,081	157,000	157,000	130,000	130,000
3845	Senior Center Contract Classes	22,511	25,000	15,000	20,000	20,000
3880	Miscellaneous Services	140,956	0	0	246,000	292,400
	Subtotal	**3,587,078**	**3,772,600**	**3,145,000**	**3,874,600**	**4,049,000**
G. OTHER REVENUES						
3920	Newark Unified School District	0	0	25,000	0	0
3930	Non-Government Contribution	1,297	0	0	0	0
3970	Donations	0	0	0	0	0
3980	POST Reimbursement	25,254	35,000	30,000	18,000	60,000
3990	Other Revenue	886,848	420,000	342,000	363,000	341,000
	Subtotal	**913,399**	**455,000**	**397,000**	**381,000**	**401,000**
	SUBTOTAL OPERATING REVENUE	**45,963,404**	**45,281,250**	**45,341,000**	**48,463,400**	**50,017,000**
H. FUND APPROPRIATIONS & TRANSFERS						
	Unallocated Fund Balance		2,450,000	1,800,000	312,400	0
	Street Construction Fund	500,000	500,000	500,000	400,000	300,000
	TOTAL OPERATING REVENUE	**46,463,404**	**48,231,250**	**47,641,000**	**49,175,800**	**50,317,000**

SUMMARY OF BUDGETED REVENUES
Fiscal Years 2014-15, 2015-16, 2016-17 and 2017-18

Code	Revenue by Source	2014-15 Actual	2015-16 Budgeted	2015-16 Estimate	2016-17 Budgeted	2017-18 Budgeted
	CAPITAL ASSETS-CONSTRUCTION REVENUE					
I. USE OF MONEY & PROPERTY						
3310	Investment Earnings	16,100	25,000	20,000	20,000	20,000
	Subtotal	**16,100**	**25,000**	**20,000**	**20,000**	**20,000**
I. REVENUE FROM OTHER AGENCIES						
3430	State Gasoline Tax	1,011,400	1,873,500	1,848,500	2,034,000	2,034,000
3480	Other Agencies	0	0	0	194,000	194,000
3490	Other State Grants	113,000	205,000	30,000	0	0
3550	Federal/County Grants	90,400	870,300	938,800	0	0
	Subtotal	**1,214,800**	2,948,800	**2,817,300**	**2,228,000**	**2,228,000**
I. CHARGES FOR SERVICES						
3630	Sale of Maps & Publications	2,300	0	0	0	0
3790	Art In Public Places	181,302	0	75,000	0	0
3850	Park Impact Fees	634,132	650,000	1,330,000	1,500,000	1,500,000
3860	Development Impact Fees	1,213,315	770,000	1,250,000	1,250,000	1,350,000
3865	Community Development Maint. Fees	382,997	165,000	500,000	600,000	600,000
	Subtotal	**2,414,046**	**1,585,000**	**3,155,000**	**3,350,000**	**3,450,000**
I. OTHER REVENUES						
3990	Other Revenue	0	0	0	0	0
	Subtotal	**0**	0	**0**	**0**	**0**
	SUBTOTAL CAPITAL ASSETS REVENUE	**3,644,946**	**4,558,800**	**5,992,300**	**5,598,000**	**5,698,000**
I. FUND APPROPRIATIONS & TRANSFERS						
	Street Construction Fund				0	0
	Park Improvements Fund				0	0
	Capital Improvements Fund				0	0
	Unallocated General Fund				2,000,000	0
	TOTAL CAPITAL ASSETS REVENUE				**7,598,000**	**5,698,000**
REVENUE SUMMARY RECAP						
	Operating Revenue				49,175,800	50,317,000
	Capital Assets-Construction Revenue				7,598,000	5,698,000
	TOTAL REVENUE				**56,773,800**	**56,015,000**

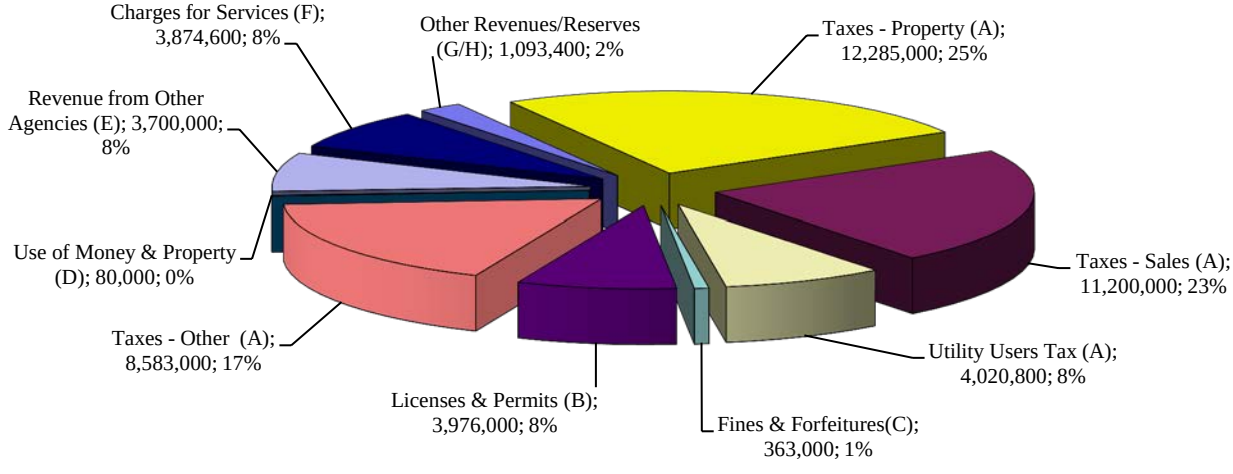


Budgeted Revenue by Source
Fiscal Year 2016-17



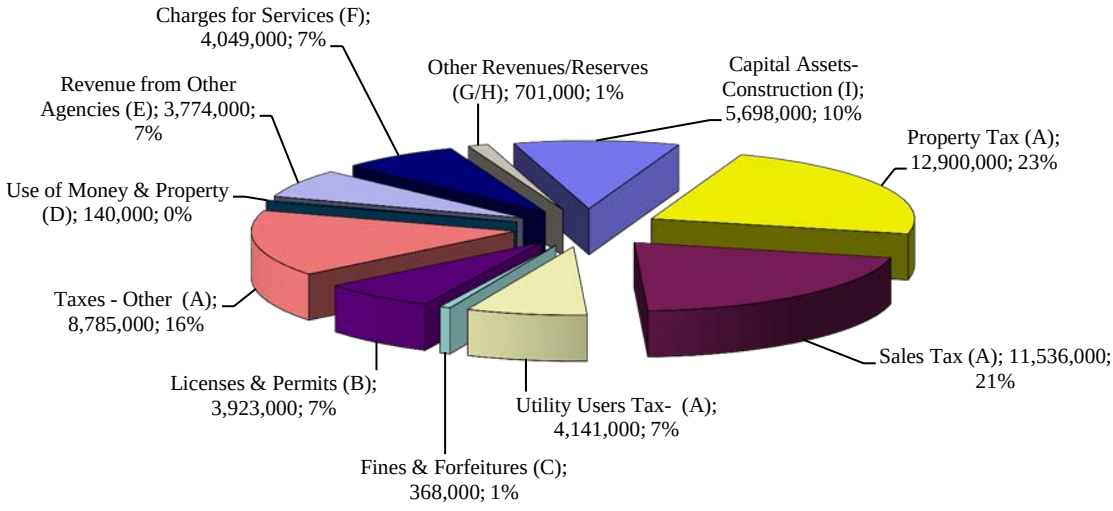
TOTAL $56,773,800

Budgeted Operating Revenue by Source
Fiscal Year 2016-17



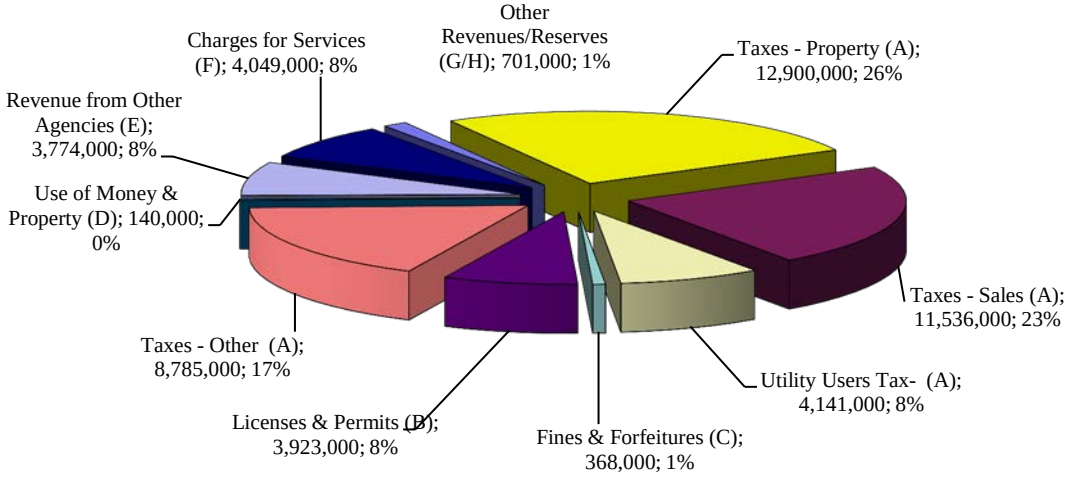
TOTAL $49,175,800

Budgeted Revenue by Source
Fiscal Year 2017-18



TOTAL $56,015,000

Budgeted Operating Revenue by Source
Fiscal Year 2017-18



TOTAL $50,317,000

SUMMARY OF BUDGETED REVENUES
General and Enterprise Funds - Fiscal Year 2016-2017

Code	Revenue by Source	General	Develop	Recreation	Capital Asset-Maintenance	Total Operating	Capital Asset-Construction
TAXES-PROPERTY, SALES, OTHER							
3010	Current Secured	10,885,000	0	0	0	10,885,000	0
3020	Current Unsecured	700,000	0	0	0	700,000	0
3030	Prior Secured	300,000	0	0	0	300,000	0
3040	Prior Unsecured	100,000	0	0	0	100,000	0
3050	Penalties	50,000	0	0	0	50,000	0
3055	Property - Paramedic Tax	250,000	0	0	0	250,000	0
3060	Sales & Use Taxes	11,200,000	0	0	0	11,200,000	0
3061	Transient Occupancy Tax	5,137,000	0	0	0	5,137,000	0
3065	Utility User Tax	4,020,800	0	0	0	4,020,800	0
3070	Franchise Fees	3,048,000	0	0	0	3,048,000	0
3080	Property Transfer Tax	398,000	0	0	0	398,000	0
	Subtotal	**36,088,800**	**0**	**0**	**0**	**36,088,800**	**0**
LICENSES & PERMITS							
3110	Business License	1,082,000	0	0	0	1,082,000	0
3120	Animal License	19,000	0	0	0	19,000	0
3140	Construction Permits	0	2,668,000	0	0	2,668,000	0
3150	Encroachment Permits	0	200,000	0	0	200,000	0
3160	Other Licenses & Permits		7,000	0	0	7,000	0
	Subtotal	**1,101,000**	**2,875,000**	**0**	**0**	**3,976,000**	**0**
FINES & FORFEITURES							
3210	Vehicle Code Fines	300,000	0	0	0	300,000	0
3220	Other Fines	63,000	0	0	0	63,000	0
	Subtotal	**363,000**	**0**	**0**	**0**	**363,000**	**0**
USE OF MONEY & PROPERTY							
3310	Investment Earnings	80,000	0	0	0	80,000	20,000
3320	Rents & Concessions	0	0	0	0	0	0
	Subtotal	**80,000**	**0**	**0**	**0**	**80,000**	**20,000**
REVENUE FROM OTHER AGENCIES							
3420	Vehicle-In-Lieu	3,353,000	0	0	0	3,353,000	0
3430	State Gasoline Tax	0	0	0	0	0	2,034,000
3440	Homeowner Relief	80,000	0	0	0	80,000	0
3480	Other Agencies	20,000	0	0	0	20,000	194,000
3490	Other State Grants	50,000	0	0	0	50,000	0
3500	Federal & County Grants	10,000	0	187,000	0	197,000	0
	Subtotal	**3,513,000**	**0**	**187,000**	**0**	**3,700,000**	**2,228,000**
Subtotal carried forward		**41,145,800**	**2,875,000**	**187,000**	**0**	**44,207,800**	**2,248,000**

SUMMARY OF BUDGETED REVENUES
General and Enterprise Funds - Fiscal Year 2016-2017

Code	Revenue by Source	General	Develop	Recreation	Capital Asset-Maintenance	Total Operating	Capital Asset-Construction
Subtotal brought forward		**41,145,800**	**2,875,000**	**187,000**	**0**	**44,207,800**	**2,248,000**
CHARGES FOR SERVICES							
3610	Zoning Fee	0	0	0	0	0	0
3630	Sale of Maps & Publications	11,000	1,200	0	0	12,200	0
3646	Senior Transportation Fee	0	0	0	0	0	0
3650	Special Police Fee	84,200	0	0	0	84,200	0
3660	Special Fire Fee	200	0	0	0	200	0
3670	Plan Checking Fee	0	600,000	0	0	600,000	0
3675	Abandoned Vehicle Abatement	18,000	0	0	0	18,000	0
3676	Code Enforcement	3,000	0	0	0	3,000	0
3677	Stormwater Quality Control Plan	0	0	0	0	0	0
3720	Weed Abatement Fee	0	0	0	7,000	7,000	0
3750	Microfiling/Records Auto Fees	0	234,000	0	0	234,000	0
3760	Environmental Protection Fee	0	0	0	457,000	457,000	0
3820	General Recreation Services	0	0	252,000	0	252,000	0
3821	Silliman Activity User Fees	0	0	680,000	0	680,000	0
3822	Silliman Facility Rentals	0	0	100,000	0	100,000	0
3823	Silliman General Aquatic Program	0	0	460,000	0	460,000	0
3824	Silliman Concession Operations	0	0	100,000	0	100,000	0
3825	Silliman Contract Classes	0	0	75,000	0	75,000	0
3831	Community Center Building Rentals	0	0	46,000	0	46,000	0
3832	Child Care Activity	0	0	350,000	0	350,000	0
3833	Preschool Activity	0	0	130,000	0	130,000	0
3845	Senior Center Contract Classes	0	0	20,000	0	20,000	0
3850	Park Impact Fees	0	0	0	0	0	1,500,000
3860	Development Impact Fees	0	0	0	0	0	1,250,000
3865	Community Dev. Maint. Fees	0	0	0	0	0	600,000
3880	Miscellaneous Services	0	246,000	0	0	246,000	0
	Subtotal	**116,400**	**1,081,200**	**2,213,000**	**464,000**	**3,874,600**	**3,350,000**
OTHER REVENUES							
3980	POST Reimbursement	18,000	0	0	0	18,000	0
3990	Other Revenue	270,000	38,000	0	55,000	363,000	0
	Subtotal	**288,000**	**38,000**	**0**	**55,000**	**381,000**	**0**
	TOTAL REVENUE	**41,550,200**	**3,994,200**	**2,400,000**	**519,000**	**48,463,400**	**5,598,000**
FUND APPROPRIATIONS & TRANSFERS							
	From Unallocated Fund Balance	0	0	0	0	312,400	2,000,000
	From Street Construction Fund	0	0	0	0	400,000	0
	TOTAL	**41,550,200**	**3,994,200**	**2,400,000**	**519,000**	**49,175,800**	**7,598,000**

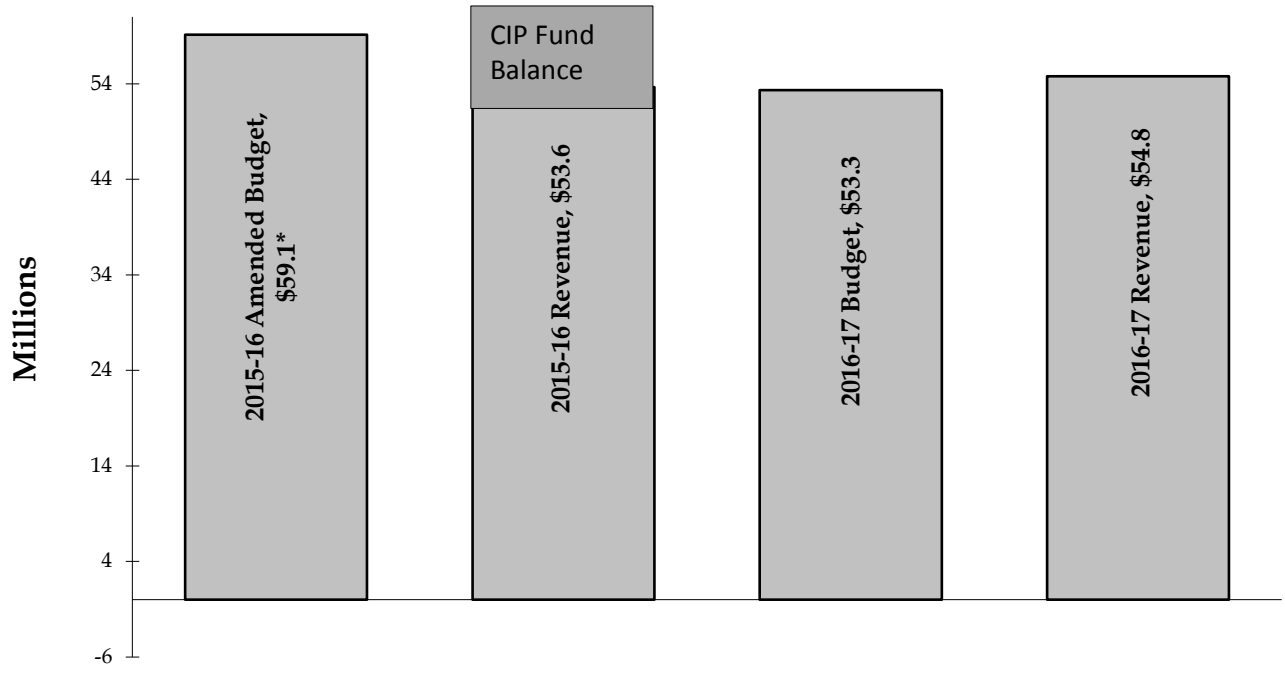
SUMMARY OF BUDGETED REVENUES
General and Enterprise Funds - Fiscal Year 2017-2018

Code	Revenue by Source	General	Develop	Recreation	Capital Asset-Maintenance	Total Operating	Capital Asset-Construction
TAXES-PROPERTY, SALES, OTHER							
3010	Current Secured	11,935,000	0	0	0	11,935,000	0
3020	Current Unsecured	500,000	0	0	0	500,000	0
3030	Prior Secured	200,000	0	0	0	200,000	0
3040	Prior Unsecured	20,000	0	0	0	20,000	0
3050	Penalties	25,000	0	0	0	25,000	0
3055	Property - Paramedic Tax	220,000	0	0	0	220,000	0
3060	Sales & Use Taxes	11,536,000	0	0	0	11,536,000	0
3061	Transient Occupancy Tax	5,292,000	0	0	0	5,292,000	0
3065	Utility User Tax	4,141,000	0	0	0	4,141,000	0
3070	Franchise Fees	3,079,000	0	0	0	3,079,000	0
3080	Property Transfer Tax	414,000	0	0	0	414,000	0
	Subtotal	**37,362,000**	**0**	**0**	**0**	**37,362,000**	**0**
LICENSES & PERMITS							
3110	Business License	1,100,000	0	0	0	1,100,000	0
3120	Animal License	13,000	0	0	0	13,000	0
3140	Construction Permits	0	2,582,000	0	0	2,582,000	0
3150	Encroachment Permits	20,000	200,000	0	0	220,000	0
3160	Other Licenses & Permits	7,000	1,000	0	0	8,000	0
	Subtotal	**1,140,000**	**2,783,000**	**0**	**0**	**3,923,000**	**0**
FINES & FORFEITURES							
3210	Vehicle Code Fines	268,000	0	0	0	268,000	0
3220	Other Fines	100,000	0	0	0	100,000	0
	Subtotal	**368,000**	**0**	**0**	**0**	**368,000**	**0**
USE OF MONEY & PROPERTY							
3310	Investment Earnings	130,000	10,000	0	0	140,000	20,000
3320	Rents & Concessions	0	0	0	0	0	0
	Subtotal	**130,000**	**10,000**	**0**	**0**	**140,000**	**20,000**
REVENUE FROM OTHER AGENCIES							
3420	Vehicle-In-Lieu	3,384,000	0	0	0	3,384,000	0
3430	State Gasoline Tax	0	0	0	0	0	2,034,000
3440	Homeowner Relief	80,000	0	0	0	80,000	0
3480	Other Agencies	20,000	0	0	0	20,000	194,000
3490	Other State Grants	100,000	0	0	0	100,000	0
3500	Federal & County Grants	10,000	0	180,000	0	190,000	0
	Subtotal	**3,594,000**	**0**	**180,000**	**0**	**3,774,000**	**2,228,000**
Subtotal carried forward		**42,594,000**	**2,793,000**	**180,000**	**0**	**45,567,000**	**2,248,000**

SUMMARY OF BUDGETED REVENUES
General and Enterprise Funds - Fiscal Year 2017-2018

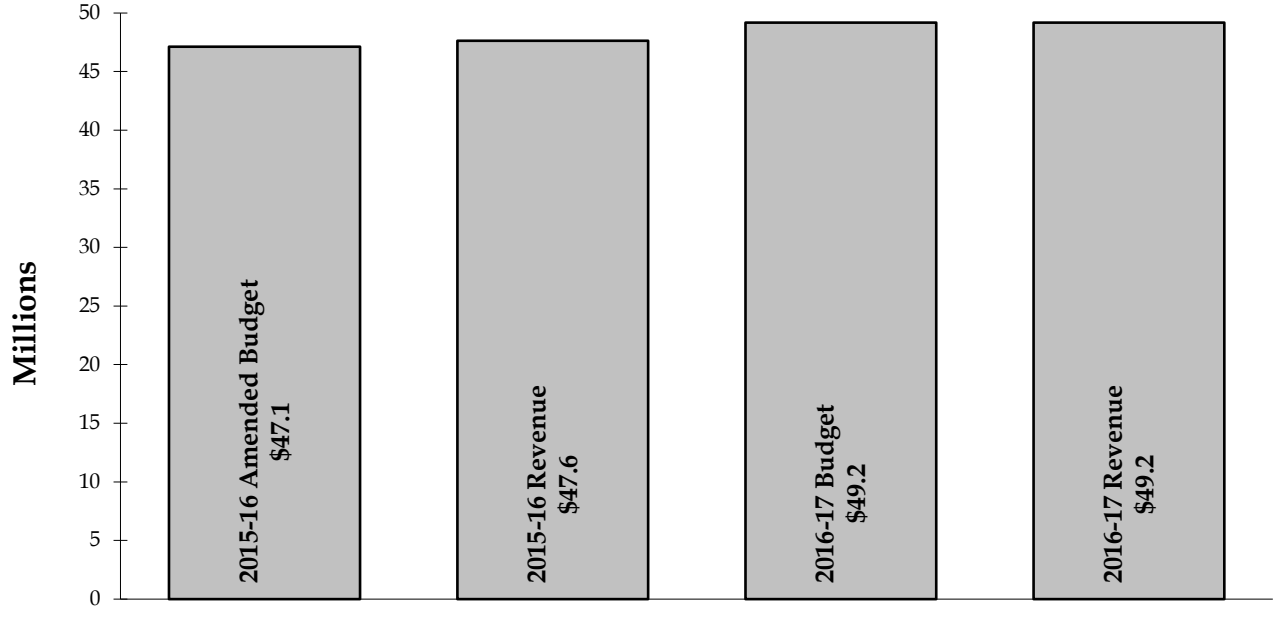
Code	Revenue by Source	General	Develop	Recreation	Capital Asset-Maintenance	Total Operating	Capital Asset-Construction
Subtotal brought forward		**42,594,000**	**2,793,000**	**180,000**	**0**	**45,567,000**	**2,248,000**
CHARGES FOR SERVICES							
3610	Zoning Fee	0	0	0	0	0	0
3630	Sale of Maps & Publications	11,000	1,200	0	0	12,200	0
3646	Senior Transportation Fee	0	0	0	0	0	0
3650	Special Police Fee	84,200	0	0	0	84,200	0
3660	Special Fire Fee	200	0	0	0	200	0
3670	Plan Checking Fee	0	680,000	0	0	680,000	0
3675	Abandoned Vehicle Abatement	18,000	0	0	0	18,000	0
3676	Code Enforcement	3,000	0	0	0	3,000	0
3677	Stormwater Quality Control Plan	0	0	0	0	0	0
3720	Weed Abatement Fee	0	0	0	7,000	7,000	0
3730	Maintenance Fee	0	0	0	0	0	0
3750	Microfiling/Records Auto Fees	0	234,000	0	0	234,000	0
3760	Environmental Protection Fee	0	0	0	475,000	475,000	0
3820	General Recreation Services	0	0	252,000	0	252,000	0
3821	Silliman Activity User Fees	0	0	690,000	0	690,000	0
3822	Silliman Facility Rentals	0	0	100,000	0	100,000	0
3823	Silliman General Aquatic Program	0	0	460,000	0	460,000	0
3824	Silliman Concession Operations	0	0	115,000	0	115,000	0
3825	Silliman Contract Classes	0	0	75,000	0	75,000	0
3831	Community Center Building Rentals	0	0	46,000	0	46,000	0
3832	Child Care Activity	0	0	355,000	0	355,000	0
3833	Preschool Activity	0	0	130,000	0	130,000	0
3845	Senior Center Contract Classes	0	0	20,000	0	20,000	0
3850	Park Impact Fees	0	0	0	0	0	1,500,000
3860	Development Fees	0	0	0	0	0	1,350,000
3865	Community Dev. Maint. Fees	0	0	0	0	0	600,000
3880	Miscellaneous Services	0	292,400	0	0	292,400	0
	Subtotal	**116,400**	**1,207,600**	**2,243,000**	**482,000**	**4,049,000**	**3,450,000**
OTHER REVENUES							
3980	POST Reimbursement	60,000	0	0	0	60,000	0
3990	Other Revenue	211,000	75,000	0	55,000	341,000	0
	Subtotal	**271,000**	**75,000**	**0**	**55,000**	**401,000**	**0**
	TOTAL REVENUE	**42,981,400**	**4,075,600**	**2,423,000**	**537,000**	**50,017,000**	**5,698,000**
FUND APPROPRIATIONS & TRANSFERS							
	From Unallocated General Fund	0	0	0	0	0	0
	FromStreet Construction Fund	0	0	0	0	300,000	0
	TOTAL	**42,981,400**	**4,075,600**	**2,423,000**	**537,000**	**50,317,000**	**5,698,000**

Comparison of Budgeted Expenditures and Revenues
2015-16 Versus 2016-17 Fiscal Year

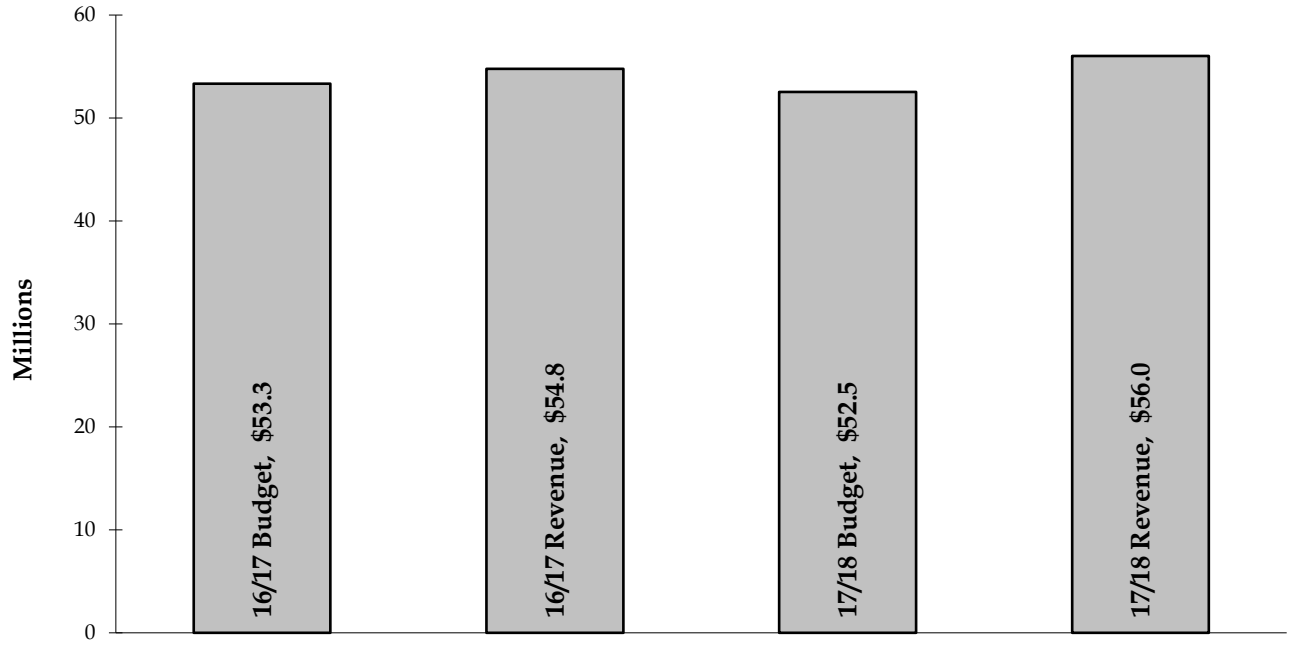


*Includes all approved CIP Projects

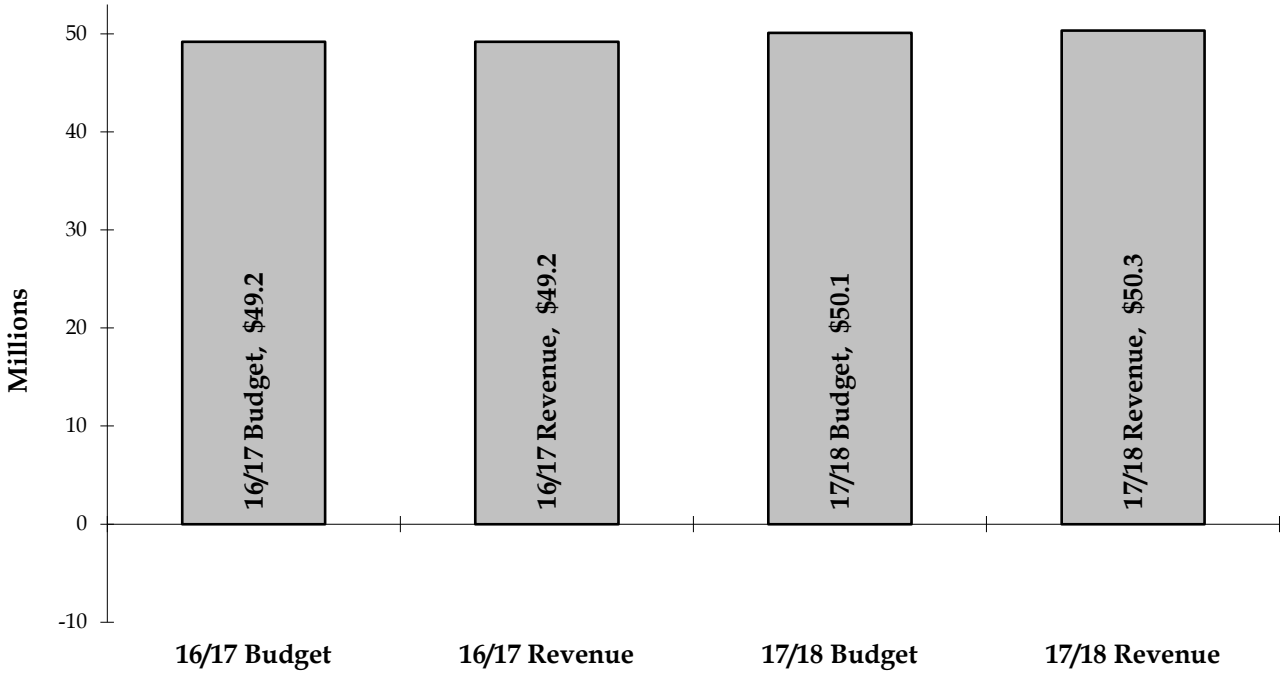
Comparison of Operating Expenditures and Revenues
2015-16 Versus 2016-17 Fiscal Year



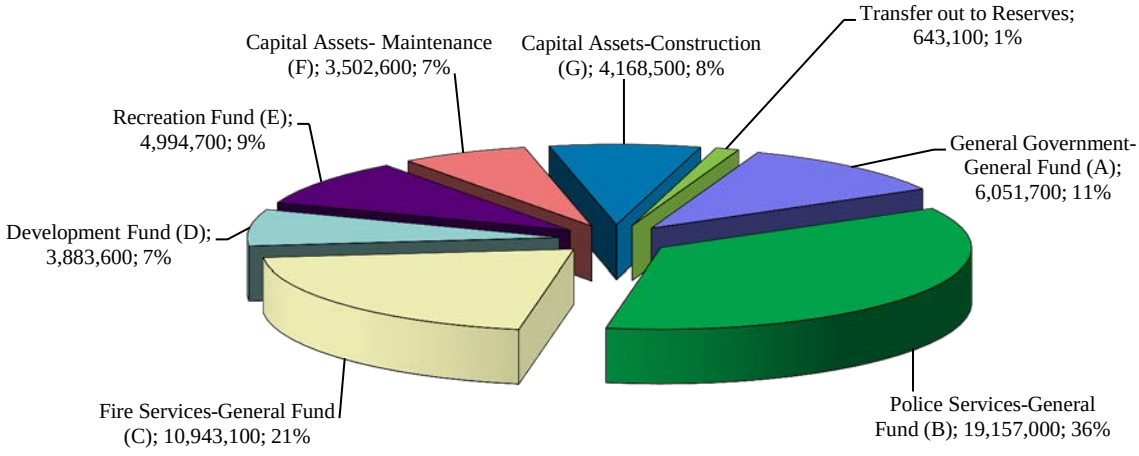
Comparison of Budgeted Expenditures and Revenues
2016-17 Versus 2017-18 Fiscal Year



Comparison of Operating Expenditures and Revenues
2016-17 Versus 2017-18 Fiscal Year

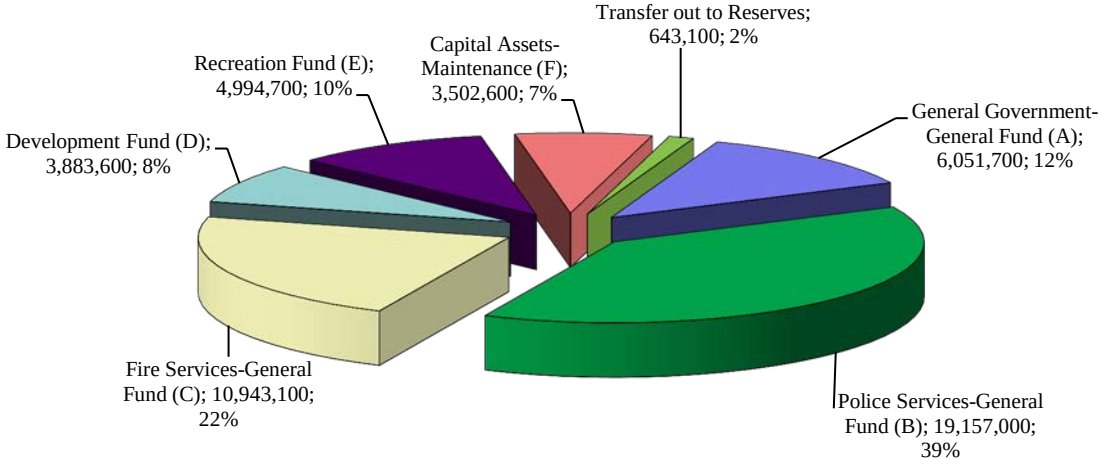


Budgeted Total Expenditures
Fiscal Year 2016-17



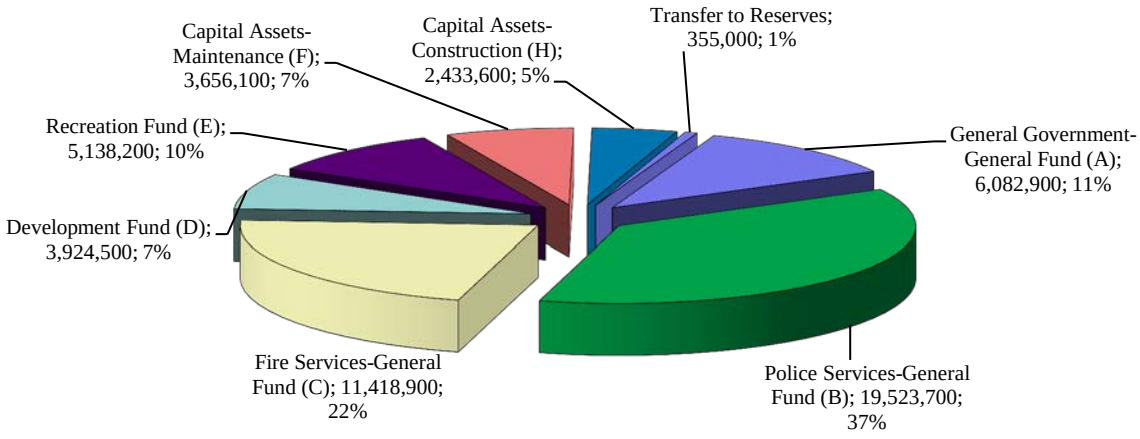
TOTAL $53,344,300

Budgeted Operating Expenditures
Fiscal Year 2016-17



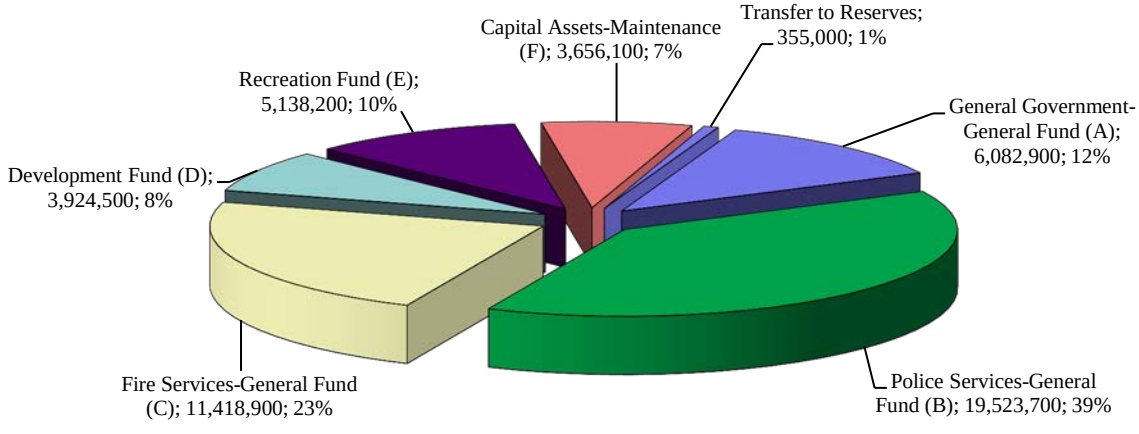
TOTAL $49,175,800

Budgeted Total Expenditures
Fiscal Year 2017-18



TOTAL $52,532,900

Budgeted Operating Expenditures
Fiscal Year 2017-18



TOTAL $50,099,300

SUMMARY OF BUDGETED EXPENDITURES
Fiscal Years 2016-17 and 2017-18 (Page 1)

Code	Program/Activity	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	% of Total	Personnel	Supplies & Services
GENERAL FUND							
A. GENERAL GOVERNMENT							
1010	Mayor-Council	269,500	268,600	290,700	0.54	139,500	151,200
1012	City Attorney	419,000	415,100	452,300	0.85	357,500	94,800
1013	City Clerk	168,000	155,600	327,400	0.61	180,200	147,200
	Subtotal	856,500	839,300	1,070,400	2.01	677,200	393,200
A. MANAGEMENT/SUPPORT SERVICES							
1020	Management Services	916,700	879,500	984,300	1.85	825,800	158,500
1021	Human Resources Services	1,010,400	941,500	1,031,800	1.93	576,100	455,700
1024	Information Systems	894,100	881,800	981,500	1.84	579,400	402,100
1025	Financial Services	1,247,700	945,800	1,126,000	2.11	977,400	148,600
	Subtotal	4,068,900	3,648,600	4,123,600	7.73	2,958,700	1,164,900
B. POLICE SERVICES							
1030	Patrol	10,894,000	10,817,700	11,937,700	22.38	10,716,100	1,221,600
1031	Investigations	2,846,000	2,791,000	2,993,200	5.61	2,687,800	305,400
1032	Records & Communications	2,561,800	2,536,300	3,089,300	5.79	2,499,600	589,700
1033	Police Reserves	33,700	12,400	64,500	0.12	0	64,500
1034	School Crossing Guards	67,000	60,000	70,400	0.13	0	70,400
1035	Animal Control	246,800	245,400	261,800	0.49	113,600	148,200
1036	Police Administration	642,900	649,700	740,100	1.39	683,100	57,000
	Subtotal	17,292,200	17,112,500	19,157,000	35.91	16,700,200	2,456,800
C. FIRE SERVICES							
1041	Fire, Life, & Environmental Protection	10,596,000	10,156,000	10,943,100	20.51	0	10,943,100
	Subtotal	10,596,000	10,156,000	10,943,100	20.51	0	10,943,100
A. COMMUNITY PROMOTION							
1050	Economic Development	610,200	609,000	683,900	1.28	169,300	514,600
	Subtotal	610,200	609,000	683,900	1.28	169,300	514,600
A. MISCELLANEOUS							
1071	Library Support	62,300	62,700	173,800	0.33	0	173,800
	Subtotal	62,300	62,700	173,800	0.33	0	173,800
TOTAL GENERAL FUND		**33,486,100**	**32,428,100**	**36,151,800**	**67.77**	**20,505,400**	**15,646,400**

SUMMARY OF BUDGETED EXPENDITURES
Fiscal Years 2016-17 and 2017-18 (Page 2)

2017-18 Budgeted	% of Total	Personnel	Supplies & Services
296,700	0.56	141,400	155,300
458,000	0.87	363,100	94,900
207,300	0.39	189,900	17,400
962,000	1.83	694,400	267,600
1,007,200	1.92	843,700	163,500
1,065,100	2.03	595,900	469,200
1,021,600	1.94	594,900	426,700
1,160,700	2.21	998,100	162,600
4,254,600	8.10	3,032,600	1,222,000
12,177,800	23.18	10,856,200	1,321,600
3,044,600	5.80	2,726,600	318,000
3,143,800	5.98	2,536,600	607,200
64,500	0.12	0	64,500
70,400	0.13	0	70,400
272,700	0.52	115,400	157,300
749,900	1.43	691,800	58,100
19,523,700	37.16	16,926,600	2,597,100
11,418,900	21.74	0	11,418,900
11,418,900	21.74	0	11,418,900
690,100	1.31	175,400	514,700
690,100	1.31	175,400	514,700
176,200	0.34	0	176,200
176,200	0.34	0	176,200
37,025,500	**70.48**	**20,829,000**	**16,196,500**

SUMMARY OF BUDGETED EXPENDITURES
Fiscal Years 2016-17 and 2017-18 (Page 3)

Code	Program/Activity	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	% of Total	Personnel	Supplies & Services
Subtotal brought forward		**33,486,100**	**32,428,100**	**36,151,800**	**67.77**	**20,505,400**	**15,646,400**
DEVELOPMENT ENTERPRISE FUND							
D. PLANNING & DEVELOPMENT							
2010	Planning	401,100	382,000	448,400	0.84	397,500	50,900
2013	Community Preservation	213,400	180,500	208,400	0.39	204,100	4,300
	Subtotal	614,500	562,500	656,800	1.23	601,600	55,200
D. WASTE MANAGEMENT							
2011	Waste Management	102,500	102,500	30,000	0.06	0	30,000
	Subtotal	102,500	102,500	30,000	0.06	0	30,000
D. BUILDING INSPECTION							
2014	Building Inspection	1,217,000	1,217,800	1,659,000	3.11	918,600	740,400
	Subtotal	1,217,000	1,217,800	1,659,000	3.11	918,600	740,400
D. ENGINEERING							
2015	Engineering	1,342,200	1,157,700	1,537,800	2.88	1,122,200	415,600
	Subtotal	1,342,200	1,157,700	1,537,800	2.88	1,122,200	415,600
TOTAL DEVELOPMENT FUND		**3,276,200**	**3,040,500**	**3,883,600**	**7.28**	**2,642,400**	**1,241,200**
RECREATION ENTERPRISE FUND							
E. RECREATION							
3030	General Recreation Services	1,016,300	1,047,200	1,090,900	2.05	385,900	705,000
3031	Youth/Adult Sports,Fitness,&Wellness	571,800	403,400	614,200	1.15	282,700	331,500
3032	Activity & Family Aquatic Center	2,090,000	2,091,300	2,158,800	4.05	1,175,400	983,400
3041	Licensed Child Care	396,450	390,500	449,300	0.84	329,700	119,600
3042	Senior Services	414,500	461,200	494,500	0.93	346,300	148,200
3043	Paratransit Services - Measure B	187,000	157,000	187,000	0.35	0	187,000
	Subtotal	4,676,050	4,550,600	4,994,700	9.36	2,520,000	2,474,700
TOTAL RECREATION FUND		**4,676,050**	**4,550,600**	**4,994,700**	**9.36**	**2,520,000**	**2,474,700**
Subtotal carried forward		**41,438,350**	**40,019,200**	**45,030,100**	**84.41**	**25,667,800**	**19,362,300**

SUMMARY OF BUDGETED EXPENDITURES
Fiscal Years 2016-17 and 2017-18 (Page 4)

2017-18 Budgeted	% of Total	Personnel	Supplies & Services
37,025,500	**70.48**	**20,829,000**	**16,196,500**
460,200	0.88	407,700	52,500
227,500	0.43	223,100	4,400
687,700	1.31	630,800	56,900
30,000	0.06	0	30,000
30,000	0.06	0	30,000
1,682,500	3.20	934,700	747,800
1,682,500	3.20	934,700	747,800
1,524,300	2.90	1,147,100	377,200
1,524,300	2.90	1,147,100	377,200
3,924,500	**7.47**	**2,712,600**	**1,211,900**
1,121,500	2.13	398,200	723,300
635,900	1.21	291,800	344,100
2,224,000	4.23	1,212,900	1,011,100
463,200	0.88	335,600	127,600
506,600	0.96	354,800	151,800
187,000	0.36	0	187,000
5,138,200	9.78	2,593,300	2,544,900
5,138,200	**9.78**	**2,593,300**	**2,544,900**
46,088,200	**87.73**	**26,134,900**	**19,953,300**

SUMMARY OF BUDGETED EXPENDITURES
Fiscal Years 2016-17 and 2017-18 (Page 5)

Code	Program/Activity	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	% of Total	Personnel	Supplies & Services
Subtotal brought forward		**41,438,350**	**40,019,200**	**45,030,100**	**84.41**	**25,667,800**	**19,362,300**
CAPITAL ASSETS - MAINTENANCE ENTERPRISE FUND							
F. WEED ABATEMENT							
4010	Weed Abatement	31,300	30,100	34,600	0.06	16,600	18,000
	Subtotal	31,300	30,100	34,600	0.06	16,600	18,000
F. STREET OPERATIONS & MAINTENANCE							
4011	Street Lighting & Traffic Signals	404,600	377,800	441,000	0.83	81,000	360,000
4012	Street Repairs	503,600	382,700	561,000	1.05	239,000	322,000
4013	Environmental Services	692,600	646,300	723,300	1.36	372,900	350,400
	Subtotal	1,600,800	1,406,800	1,725,300	3.23	692,900	1,032,400
F. PARK & LANDSCAPE MAINTENANCE							
4014	Park & Landscape Maintenance	1,549,200	1,532,700	1,742,700	3.27	976,300	766,400
	Subtotal	1,549,200	1,532,700	1,742,700	3.27	976,300	766,400
TOTAL MAINTENANCE FUND		**3,181,300**	**2,969,600**	**3,502,600**	**6.57**	**1,685,800**	**1,816,800**
G. FUND TRANSFERS							
	Transfer To Reserves	**2,506,000**	**2,506,000**	**643,100**	**1.21**		
TOTAL OPERATIONS		**47,125,650**	**45,494,800**	**49,175,800**	**92**	**27,353,600**	**21,179,100**
CAPITAL ASSETS-CONSTRUCTION ENTERPRISE FUND							
H. CAPITAL PROJECTS							
5000	Street Construction	7,230,300	1,556,000	2,217,500	4.16	0	2,217,500
5200	Housing Community Development	130,000	130,000	106,000	0.20	0	106,000
5400	Park Construction	76,000	15,000	0	0.00	0	0
5600	Capital Improvements	4,568,000	2,305,000	1,845,000	3.46	0	1,845,000
5700	Art in Public Places	0	0	0	0.00	0	0
	Subtotal	12,004,300	4,006,000	4,168,500	7.81	0	4,168,500
TOTAL CONSTRUCTION FUND		**12,004,300**	**4,006,000**	**4,168,500**	**7.81**	**0**	**4,168,500**
TOTAL OPERATIONS & CAPITAL		**59,129,950**	**49,500,800**	**53,344,300**	**100.00**	**27,353,600**	**25,347,600**
Subtotal carried forward		**59,129,950**	**49,500,800**	**53,344,300**	**100.00**	**27,353,600**	**25,347,600**

SUMMARY OF BUDGETED EXPENDITURES
Fiscal Years 2016-17 and 2017-18 (Page 6)

2017-18 Budgeted	% of Total	Personnel	Supplies & Services
46,088,200	**87.73**	**26,134,900**	**19,953,300**
34,500	0.07	16,500	18,000
34,500	0.07	16,500	18,000
461,800	0.88	82,300	379,500
569,000	1.08	244,300	324,700
778,600	1.48	384,100	394,500
1,809,400	3.44	710,700	1,098,700
1,812,200	3.45	992,000	820,200
1,812,200	3.45	992,000	820,200
3,656,100	**6.96**	**1,719,200**	**1,936,900**
355,000	**0.68**		
50,099,300	**95.37**	**27,854,100**	**21,890,200**
2,078,600	3.96	0	2,078,600
0	0.00	0	0
0	0.00	0	0
355,000	0.68	0	355,000
0	0.00	0	0
2,433,600	4.63	0	2,433,600
2,433,600	**4.63**	**0**	**2,433,600**
52,532,900	**100.00**	**27,854,100**	**24,323,800**
52,532,900	**100.00**	**27,854,100**	**24,323,800**

SUMMARY OF BUDGETED EXPENDITURES
Fiscal Years 2016-17 and 2017-18 (Page 7)

Code	Program/Activity	2013-14 Amended	2013-14 Estimated	2016-17 Budgeted	% of Total	Personnel	Supplies & Services
Subtotal brought forward		**59,129,950**	**49,500,800**	**53,344,300**	**100.00**	**27,353,600**	**25,347,600**
INTERNAL SERVICE FUNDS (ISF)							
GENERAL							
9120	Office Support Services	106,400	102,700	119,500	0.22	24,800	94,700
	Subtotal	106,400	102,700	119,500	0.22	24,800	94,700
SELF-INSURANCE							
9210	Workers' Compensation	497,700	784,800	724,600	1.36	24,800	699,800
9230	Public Liability	593,300	596,400	608,000	1.14	88,000	520,000
	Subtotal	1,091,000	1,381,200	1,332,600	2.50	112,800	1,219,800
MAINTENANCE							
9310	Equipment Maintenance	975,200	910,200	992,700	1.86	511,600	481,100
9410	Building Maintenance	1,019,200	909,900	1,135,000	2.13	458,300	676,700
9413	Community Activity Center	705,700	665,500	730,900	1.37	100,700	630,200
	Subtotal	2,700,100	2,485,600	2,858,600	5.36	1,070,600	1,788,000
CAPITAL OUTLAY							
9710	Equipment	733,000	700,000	440,000	0.82	0	440,000
	Subtotal	733,000	700,000	440,000	0.82	0	440,000
TOTAL INTERNAL SERVICE FUNDS		**4,630,500**	**4,669,500**	**4,750,700**	**8.91**	**1,208,200**	**3,542,500**
	ISF Personnel Cost Adjustments	0	0	0	0	0	-1,208,200
COMPOSITE TOTAL		**59,130,000**	**49,501,000**	**53,344,300**	**100.00**	**28,561,800**	**24,139,400**

SUMMARY OF BUDGETED EXPENDITURES
Fiscal Years 2016-17 and 2017-18 (Page 8)

2017-18 Budgeted	% of Total	Personnel	Supplies & Services
52,532,900	**100.00**	**27,854,100**	**24,323,800**
119,500	0.23	24,800	94,700
119,500	0.23	24,800	94,700
780,700	1.49	25,200	755,500
609,400	1.16	89,400	520,000
1,390,100	2.65	114,600	1,275,500
1,002,300	1.91	521,200	481,100
1,171,800	2.23	467,100	704,700
749,600	1.43	102,300	647,300
2,923,700	5.57	1,090,600	1,833,100
400,000	0.76	0	400,000
400,000	0.76	0	400,000
4,833,300	**9.20**	**1,230,000**	**3,603,300**
0	0	0	-1,230,000
52,532,900	**100.00**	**29,084,100**	**23,093,800**

SUMMARY OF ENTERPRISE FUND REVENUES & EXPENDITURES - FISCAL YEAR 2016-17

OPERATING

General Fund

Activities	Cost
General Government	1,070,400
Management/Support	4,123,600
Police Services	19,157,000
Fire Services	10,943,100
Economic Development	683,900
Library Support	173,800
Total	36,151,800
Transfer Out to Reserves	643,100

Development Enterprise Fund

	Cost
Planning	448,400
Community Preservation	208,400
Waste Management	30,000
Building Inspection	1,659,000
Engineering	1,537,800
Total	3,883,600

Recreation Enterprise Fund

	Cost
General Recreation Services	1,090,900
Youth/Adult Sports, Fitness, & Wellness	614,200
Activity & Family Aquatic Center	2,158,800
Licensed Child Care	449,300
Seniors Activity and Services	494,500
Paratransit Services	187,000
Total	4,994,700

Funding Sources	Revenue
Property Tax	12,285,000
Sales Tax	11,200,000
Transient Occupancy Tax	5,137,000
Utility Users Tax	4,020,800
Franchise Fee	3,048,000
Other Taxes	398,000
Business License	1,082,000
Other Permits and Licenses	19,000
Fines and Forfeitures	363,000
Use of Money and Property	80,000
Vehicle In Lieu	3,353,000
Homeowners Relief	80,000
Intergovernmental Revenues	80,000
Charges for Services:	
Public Safety	105,400
Miscellaneous	11,000
Other Revenues	288,000
Subtotal	41,550,200
Gas Tax Fund Transfer	400,000
Transfer from Unallocated	312,400
Enterprise Fund Contributions	
Development -3.5%	110,600
Recreation 6%	-2,594,700
Capital Assets-Maintenance 7%	-2,983,600
Total	36,794,900

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	Revenue
Construction Permits	2,668,000
Street and Curb Permits	200,000
Other Permits and Licenses	7,000
Use of Money and Property	0
Charges for Services:	
Zoning Fee	0
Plan Checking Fee	600,000
Miscellaneous	247,200
Microfilm./Records Auto Fees	234,000
Intergovernmental Revenues	0
Other Revenues	38,000
General Fund Contribution	*-110,600*
Total	3,883,600

	Revenue
Intergovernmental Revenues	187,000
Charges for Services:	
Senior Transportation	0
General Recreation Services	252,000
Activity Users Fee	680,000
Silliman Facility Rentals	100,000
General Aquatic Programs	460,000
Concession Operations	100,000
General Community and Human Services	75,000
Community Center Rentals	46,000
Child Care Activity	350,000
Preschool Activity	130,000
Senior Center Activity	20,000
Other Revenues	0
General Fund Contribution 52%	*2,594,700*
Total	4,994,700

Surplus/(Deficit)	**0**	**0**	**0**

SUMMARY OF ENTERPRISE FUND REVENUES & EXPENDITURES - FISCAL YEAR 2016-17

OPERATING, Continued		*CAPITAL*	
Capital Assets-Maintenance		**Capital Assets-Construction**	
	Cost		**Cost**
Weed Abatement	34,600	Street Construction	1,817,500
Street Lighting & Traffic Signals	441,000	Housing Community Development	106,000
Street Repairs	561,000	Park Construction	0
Environmental Services	723,300	Capital Improvements	1,845,000
Park & Landscape Maintenance	1,742,700	Subtotal	3,768,500
Total	3,502,600	Fund Transfer to General Fund	400,000
		Total	4,168,500

	Revenue		**Revenue**
Charges for Services:		Investment Earnings	20,000
Weed Abatement	7,000	State Gasoline Tax	2,034,000
Environmental Services	457,000	Other Agencies	194,000
Other Revenues	55,000	Federal Grants	0
General Fund Contribution 85%	*2,983,600*	Park Impact Fees	1,500,000
Total	3,502,600	Development Impact Fees	1,250,000
		Community Dev. Maint. Fees	600,000
		Subtotal	5,598,000
		Fund Appropriation:	
		Street Construction	0
		Total	5,598,000

	0	**1,429,500**

SUMMARY OF ENTERPRISE FUND REVENUES & EXPENDITURES - FISCAL YEAR 2017-18

OPERATING

General Fund		Development Enterprise Fund		Recreation Enterprise Fund	
Activities	**Cost**		**Cost**		**Cost**
General Government	962,000	Planning	460,200	General Recreation Services	1,121,500
Management/Support	4,254,600	Community Preservation	227,500	Youth/Adult Sports, Fitness, & Wellness	635,900
Police Services	19,523,700	Waste Management	30,000	Activity & Family Aquatics Center	2,224,000
Fire Services	11,418,900	Building Inspection	1,682,500	Licensed Child Care	463,200
Economic Development	690,100	Engineering	1,524,300	Seniors Activity and Services	506,600
Library Support	176,200	Total	3,924,500	Paratransit Services	187,000
Total	37,025,500			Total	5,138,200
Transfer out to Reserves	355,000				

Funding Sources	**Revenue**		**Revenue**		**Revenue**
Property Tax	12,900,000	Construction Permits	2,582,000	Intergovernmental Revenues	180,000
Sales Tax	11,536,000	Street and Curb Permits	200,000	Charges for Services:	
Transient Occupancy Tax	5,292,000	Other Permits and Licenses	1,000	Senior Transportation	0
Utility Users Tax	4,141,000	Use of Money and Property	10,000	General Recreation Services	252,000
Franchise Fee	3,079,000	Charges for Services:		Activity Users Fee	690,000
Other Taxes	414,000	Zoning Fee	0	Silliman Facility Rentals	100,000
Business License	1,100,000	Plan Checking Fee	680,000	General Aquatic Programs	460,000
Other Permits and Licenses	40,000	Miscellaneous	293,600	Concession Operations	115,000
Fines and Forfeitures	368,000	Microfilm./Records Auto Fees	234,000	General Community and Human Services	75,000
Use of Money and Property	130,000	Intergovernmental Revenues	0	Community Center Facility Rentals	46,000
Vehicle In Lieu	3,384,000	Other Revenue	75,000	Child Care Activity	355,000
Homeowners Relief	80,000	*General Fund Contribution 2.7%*	*-151,100*	Preschool Activity	130,000
Intergovernmental Revenues	130,000	Total	3,924,500	Teen & Youth Activity	20,000
Charges for Services:				Other Revenues	0
Public Safety	105,400			*General Fund Contribution 53%*	*2,715,200*
Miscellaneous	11,000			Total	5,138,200
Other Revenue	271,000				
Subtotal	42,981,400				
Gas Tax Transfer	300,000				
Enterprise Fund Contributions					
Development 0.2%	151,100				
Recreation 6%	-2,715,200				
Capital Assets-Maintenance 7%	-3,119,100				
Total	37,598,200				
Surplus/(Deficit)	**217,700**		**0**		**0**

SUMMARY OF ENTERPRISE FUND REVENUES & EXPENDITURES - FISCAL YEAR 2017-18

OPERATING, Continued

Capital Assets-Maintenance

	Cost
Weed Abatement	34,500
Street Lighting & Traffic Signals	461,800
Street Repairs	569,000
Environmental Services	778,600
Park & Landscape Maintenance	1,812,200
Total	3,656,100

	Revenue
Charges for Services:	
Weed Abatement	7,000
Environmental Services	475,000
Other Revenues	55,000
General Fund Contribution 85%	*3,119,100*
Total	3,656,100

CAPITAL

Capital Assets-Construction

	Cost
Street Construction	1,778,600
Housing Community Development	0
Park Construction	0
Capital Improvements	355,000
Subtotal	2,133,600
Fund Transfer to General Fund	300,000
Total	2,433,600

	Revenue
Investment Earnings	20,000
State Gasoline Tax	2,034,000
Other Agencies	194,000
Park Impact Fees	1,500,000
Development Impact Fees	1,350,000
Community Dev. Maint. Fees	600,000
Subtotal	5,698,000
Fund Appropriation:	
Street Construction	0
Total	5,698,000

0	**3,264,400**

AUTHORIZED & FUNDED REGULAR FULL-TIME & PART-TIME POSITIONS & FULL-TIME EQUIVALENTS/CONTRACTUAL

	2015-16 Amended Budget	2016-17 Budgeted	2017-18 Budgeted	City Attorney	City Clerk	Management Services	Human Resources	Information Systems	Financial Services	Patrol	Investigations	Records & Communications	Animal Control	Police Administration	Economic Development	Planning	Community Preservation	Building Inspection	Engineering	General Recreation Services	Youth/Adult Sports, Fitness	G.M. Silliman -Aquatics	Childcare	Senior Services	Weed Abatement	Street Lighting & Signals	Street Repairs	Environmental Services	Park & Landscape Maintenance	Office Support	Workers' Compensation	Public Liability Self-Insurance	Equipment Maintenance	Building Maintenance	G M Silliman - Maintenance	
				1012	1013	1020	1021	1024	1025	1030	1031	1032	1035	1036	1050	2010	2013	2014	2015	3030	3031	3032	3041	3042	4010	4011	4012	4013	4014	9120	9210	9230	9310	9410	9413	Total
GENERAL GOVERNMENT & MANAGEMENT																																				
Accounting Manager	1	1	1						100																											100
Accounting Assistant II - RPT	0	0	0																																	0
Accounting Technician II	1	1	1						100																											100
Administrative Analyst	1.75	1.75	1.75			57	43																													100
Administrative Assistant	1	1	1	100																																100
Administrative Services Director	1	1	1					50	50																											100
Assistant City Manager	1	1	1			35									35	30																				100
Cashier	1	1	1						90																					10						100
City Attorney	1	1	1	75																												25				100
City Clerk	1	1	1		100																															100
City Manager	1	1	1			100																														100
Collection Assistant	1	1	1						100																											100
Executive Assistant	1	1	1		5	85																										10				100
Human Resources Director	1	1	1				90																								10					100
Human Resources Technician	2	2	2				100																													100
Senior Information Systems Manager	1	1	1					100																												100
Information Systems Specialist	1	1	1					100																												100
Information Systems Technician - RPT	0.75	0.75	0.75					100																												100
Recycling Assistant	1	1	1					100																												100
Senior Accountant	1	1	1						100																											100
Senior Administrative Analyst	1	1	1			100																														100
Subtotal	21.50	21.50	21.50																																	

AUTHORIZED & FUNDED REGULAR FULL-TIME & PART-TIME POSITIONS & FULL-TIME EQUIVALENTS/CONTRACTUAL

	2015-16 Amended Budget	2016-17 Budgeted	2017-18 Budgeted	City Attorney	City Clerk	Management Services	Human Resources	Information Systems	Financial Services	Patrol	Investigations	Records & Communications	Animal Control	Police Administration	Economic Development	Planning	Community Preservation	Building Inspection	Engineering	General Recreation Services	Youth/Adult Sports, Fitness	G.M. Silliman -Aquatics	Childcare	Senior Services	Weed Abatement	Street Lighting & Signals	Street Repairs	Environmental Services	Park & Landscape Maintenance	Office Support	Workers' Compensation	Public Liability Self-Insurance	Equipment Maintenance	Building Maintenance	G M Silliman - Maintenance	
				1012	1013	1020	1021	1024	1025	1030	1031	1032	1035	1036	1050	2010	2013	2014	2015	3030	3031	3032	3041	3042	4010	4011	4012	4013	4014	9120	9210	9230	9310	9410	9413	Total
POLICE																																				
Administrative Assistant	1	1	1											100																						100
Administrative Support Specialist II	1	1	1											100																						100
Animal Control Officer	1	1	1										100																							100
Communications Supervisor	1	1	1									100																								100
Community Service Officer	2	2	2							100																										100
Community Service Officer	1	1	1									100																								100
Police Chief	1	1	1											100																						100
Police Commander	1	1	1							100																										100
Police Commander	1	1	1							50		50																								100
Police Lieutenant	2	2	2							100																										100
Police Officer	35	34	34							100																										100
Police Officer	10	10	10								100																									100
Police Officer Overhire	1	1	1							100																										100
Police Sergeant	6	7	7							100																										100
Police Sergeant	2	2	2								100																									100
Public Safety Clerk	2	2	2									100																								100
Public Safety Dispatcher	10	11	11									100																								100
Red Light Photo Technician	1	1	1							100																										100
Police Records Supervisor	1	1	1									100																								100
Subtotal	80.00	81.00	81.00																																	

AUTHORIZED & FUNDED REGULAR FULL-TIME & PART-TIME POSITIONS & FULL-TIME EQUIVALENTS/CONTRACTUAL

	2015-16 Amended Budget	2016-17 Budgeted	2017-18 Budgeted	City Attorney	City Clerk	Management Services	Human Resources	Information Systems	Financial Services	Patrol	Investigations	Records & Communications	Animal Control	Police Administration	Economic Development	Planning	Community Preservation	Building Inspection	Engineering	General Recreation Services	Youth/Adult Sports, Fitness	G.M. Silliman -Aquatics	Childcare	Senior Services	Weed Abatement	Street Lighting & Signals	Street Repairs	Environmental Services	Park & Landscape Maintenance	Office Support	Workers' Compensation	Public Liability Self-Insurance	Equipment Maintenance	Building Maintenance	G M Silliman - Maintenance	
				1012	1013	1020	1021	1024	1025	1030	1031	1032	1035	1036	1050	2010	2013	2014	2015	3030	3031	3032	3041	3042	4010	4011	4012	4013	4014	9120	9210	9230	9310	9410	9413	Total
COMMUNITY DEVELOPMENT																																				
Administrative Support Specialist II	1	1	1												40	60																				100
Community Preservation Specialist	1	1	1														100																			100
Community Preservation Specialist - RPT	0.5	0.5	0.5														100																			100
Planning Manager	1	1	1												20	60	20																			100
Assistant Planner	1	1	1												10	90																				100
Subtotal	4.5	4.5	4.5																																	

AUTHORIZED & FUNDED REGULAR FULL-TIME & PART-TIME POSITIONS & FULL-TIME EQUIVALENTS/CONTRACTUAL

	2015-16 Amended Budget	2016-17 Budgeted	2017-18 Budgeted	City Attorney	City Clerk	Management Services	Human Resources	Information Systems	Financial Services	Patrol	Investigations	Records & Communications	Animal Control	Police Administration	Economic Development	Planning	Community Preservation	Building Inspection	Engineering	General Recreation Services	Youth/Adult Sports, Fitness	G.M. Silliman -Aquatics	Childcare	Senior Services	Weed Abatement	Street Lighting & Signals	Street Repairs	Environmental Services	Park & Landscape Maintenance	Office Support	Workers' Compensation	Public Liability Self-Insurance	Equipment Maintenance	Building Maintenance	G M Silliman - Maintenance	
				1012	1013	1020	1021	1024	1025	1030	1031	1032	1035	1036	1050	2010	2013	2014	2015	3030	3031	3032	3041	3042	4010	4011	4012	4013	4014	9120	9210	9230	9310	9410	9413	Total
RECREATION																																				
Aquatics Coordinator	1	1	1																			100														100
Administrative Support Speciallist II	1	1	1																	25	25	35	15													100
Administrative Assistant	0.5	0.5	0.5																	80	10			10												100
Childcare Instructor	3	3	3																				100													100
Recreation & Community Services Director	1	1	1																	25	25	25	5	20												100
Recreation Coordinator	1	1	1																		100															100
Recreation Coordinator	1	1	1																			100														100
Recreation Coordinator	1	1	1																					100												100
Recreation Coordinator - RPT	0.75	0.75	0.75																	50		50														100
Senior Admin Support Specialist II - RPT	0.75	0.75	0.75																				25	75												100
Senior Recreation Supervisor	1	1	1																	10	10	80														100
Senior Recreation Supervisor	1	1	1																	20			10	70												100
Subtotal	13.00	13.00	13.00																																	

AUTHORIZED & FUNDED REGULAR FULL-TIME & PART-TIME POSITIONS & FULL-TIME EQUIVALENTS/CONTRACTUAL

	2015-16 Amended Budget	2016-17 Budgeted	2017-18 Budgeted	City Attorney	City Clerk	Management Services	Human Resources	Information Systems	Financial Services	Patrol	Investigations	Records & Communications	Animal Control	Police Administration	Economic Development	Planning	Community Preservation	Building Inspection	Engineering	General Recreation Services	Youth/Adult Sports, Fitness	G.M. Silliman -Aquatics	Childcare	Senior Services	Weed Abatement	Street Lighting & Signals	Street Repairs	Environmental Services	Park & Landscape Maintenance	Office Support	Workers' Compensation	Public Liability Self-Insurance	Equipment Maintenance	Building Maintenance	G M Silliman - Maintenance	
				1012	1013	1020	1021	1024	1025	1030	1031	1032	1035	1036	1050	2010	2013	2014	2015	3030	3031	3032	3041	3042	4010	4011	4012	4013	4014	9120	9210	9230	9310	9410	9413	Total
PUBLIC WORKS																																				
Administrative Analyst	1	1	1															10	45							10		25						10		100
Administrative Support Specialist II	1	1	1																100																	100
Assistant City Engineer	1	1	1																60							10		30								100
Assistant Engineer - Civil	1	1	1																75									25								100
Associate Civil Engineer	3	3	3																100																	100
Building Inspector	2	2	2															100																		100
Building Mechanic I	1	1	1																															65	35	100
Building Mechanic II	1	1	1																															100		100
Chief Building Official/City Architect	1	1	1															100																		100
Engineering Technician I	1	1	1																40							35		25								100
Equipment Mechanic I	1	1	1																														100			100
Equipment Mechanic II	1	1	1																														100			100
General Laborer	2	2	2																										100							100
Landscape Inspector	1	1	1																										100							100
Landscape & Park - Maintenance Worker I	1	1	1																										100							100
Landscape & Park - Maintenance Worker II	2	2	2																										100							100

AUTHORIZED & FUNDED REGULAR FULL-TIME & PART-TIME POSITIONS & FULL-TIME EQUIVALENTS/CONTRACTUAL

	2015-16 Amended Budget	2016-17 Budgeted	2017-18 Budgeted	City Attorney	City Clerk	Management Services	Human Resources	Information Systems	Financial Services	Patrol	Investigations	Records & Communications	Animal Control	Police Administration	Economic Development	Planning	Community Preservation	Building Inspection	Engineering	General Recreation Services	Youth/Adult Sports, Fitness	G.M. Silliman -Aquatics	Childcare	Senior Services	Weed Abatement	Street Lighting & Signals	Street Repairs	Environmental Services	Park & Landscape Maintenance	Office Support	Workers' Compensation	Public Liability Self-Insurance	Equipment Maintenance	Building Maintenance	G M Silliman - Maintenance	Total
				1012	1013	1020	1021	1024	1025	1030	1031	1032	1035	1036	1050	2010	2013	2014	2015	3030	3031	3032	3041	3042	4010	4011	4012	4013	4014	9120	9210	9230	9310	9410	9413	
PUBLIC WORKS, Continued																																				
Maintenance Superintendent	1	1	1																								30	15	20				10	20	5	100
Maintenance Supervisor	1	1	1																						10		50		40							100
Maintenance Supervisor	1	1	1																														50	45	5	100
Public Works Director	1	1	1															10	50								10	10					10	10		100
Public Works Inspector	1	1	1																90									10								100
Senior Administrative Support Specialist	2	2	2															100																		100
Senior Administrative Support Specialist	0.5	0.5	0.5																								20	10	20				20	30		100
Senior Building Mechanic	1	1	1																															70	30	100
Senior Civil Engineer	0	0	0																60							10		30								100
Senior Equipment Mechanic	1	1	1																														100			100
Senior Landscape & Park Maintenance Worker	2	2	2																										100							100
Street Maintenance II	1	1	1																								50	50								100
Street Maintenance II	1	1	1																									100								100
Subtotal	34.50	34.5	34.5																																	

Total Funded Positions:			
Regular Full-time	149.00	150.00	150.00
Regular Part-time	4.50	4.50	4.50
Part-time Seasonal/Temporary	45.79	53.64	53.64
Total Full-time Equivalents	199.29	208.14	208.14

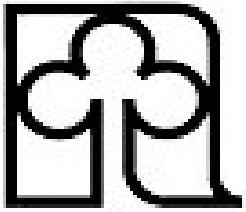
Fire Services are provided by contract with the Alameda County Fire Department

BREAKDOWN OF FULL-TIME EQUIVALENTS FOR 2016-17
(Part-time Seasonal & Temporary, and Contractual Personnel)

Activity	Description	FTE
1030	Patrol	
	Police Officer Trainee	4.00
	Police Services Aide II	1.00
	Special Assistant	5.43
	Total	10.43
1032	Records & Communications	
	Communications Operator	0.25
	Police Services Aide I	0.50
	Total	0.75
1036	Police Administration	
	Special Assistant	0.50
	Total	0.50
2014	Building Inspection	
	General Maintenance Worker I	0.10
	Professional Svcs Specialist (PST-X)	1.00
	Total	1.10
3030	General Recreation Services	
	Activity Coordinator	0.23
	Building Attendant	0.40
	Preschool Aide	0.81
	Preschool Instructor	0.81
	Recreation Instructor	0.07
	Recreation Leader I	2.00
	Teen Activity Coordinator	0.86
	Total	5.17
3031	Youth/Adult Sports, Fitness, & Wellness	
	Activity Coordinator	0.30
	Dance Instructor	0.77
	Recreation Leader I & II	1.12
	Total	2.19
3032	Family Aquatic Center	
	Building Attendant	5.10
	Lifeguard I & II	19.89
	Pool Technician	0.67
	Recreation Leader II	0.11
	Program Coordinator	0.07
	Senior Building Attendant	2.44
	Senior Lifeguard	2.29
	Special Assistant	0.70
	Total	31.27
3041	Licensed Childcare	
	Preschool Instructor	1.50
	Total	1.50
3042	Senior Services	
	Recreation Leader	0.38
	Total	0.38
9120	Office Support	
	Office Assistant	0.35
	Total	0.35
	Grand Total	53.64

BREAKDOWN OF FULL-TIME EQUIVALENTS FOR 2017-18
(Part-time Seasonal & Temporary, and Contractual Personnel)

Activity	Description	FTE
1030	Patrol	
	Police Officer Trainee	4.00
	Police Services Aide II	1.00
	Special Assistant	5.43
	Total	10.43
1032	Records & Communications	
	Communications Operator	0.25
	Police Services Aide I	0.50
	Total	0.75
1036	Police Administration	
	Special Assistant	0.50
	Total	0.50
2014	Building Inspection	
	General Maintenance Worker I	0.10
	Professional Svcs Specialist (PST-X)	1.00
	Total	1.10
3030	General Recreation Services	
	Activity Coordinator	0.23
	Building Attendant	0.40
	Preschool Aide	0.81
	Preschool Instructor	0.81
	Recreation Instructor	0.07
	Recreation Leader I	2.00
	Teen Activity Coordinator	0.86
	Total	5.17
3031	Youth/Adult Sports, Fitness, & Wellness	
	Activity Coordinator	0.30
	Dance Instructor	0.77
	Recreation Leader I & II	1.12
	Total	2.19
3032	Family Aquatic Center	
	Building Attendant	5.10
	Lifeguard I & II	19.89
	Pool Technician	0.67
	Recreation Leader II	0.11
	Program Coordinator	0.07
	Senior Building Attendant	2.44
	Senior Lifeguard	2.29
	Special Assistant	0.70
	Total	31.27
3041	Licensed Childcare	
	Preschool Instructor	1.50
	Total	1.50
3042	Senior Services	
	Recreation Leader	0.38
	Total	0.38
9120	Office Support	
	Office Assistant	0.35
	Total	0.35
	Grand Total	53.64



ACCOUNT CODE DESCRIPTIONS

The following Account Code descriptions are commonly referred to as expenditure codes. Revenue codes in the 3000 series are described separately in the Glossary.

4100 Regular Employees represent the cost for services provided by full-time and regular part-time employees. Full-time employees have a weekly average regular work schedule of 40 hours. Regular part-time employees have a weekly average regular work schedule of 20-35 hours.

4200 Overtime represents the cost for services provided by employees for hours worked in excess of regularly scheduled hours to meet service level needs.

4300 Personnel costs of services provided by part-time seasonal, temporary, or contractual employees.

5100 Supplies represent the cost for tangible goods and commodities which are consumed or materially altered when used.

5200 Contractual Services represent the cost for general or special City services performed by either private agencies or outside governmental agencies. An example of a private agency contract is a contract for weed abatement services. An example of an outside governmental agency contract is the contract with the City of Fremont for animal shelter services.

5300 Membership, Travel, and Training represent the cost for membership in professional and trade associations, traveling to and participation in workshops, seminars, and conferences provided by these associations, and in-house training programs. Examples of some activities under this category include disaster preparedness training and exercises, advanced training in computer software use, and technical workshops that introduce new legislative reporting requirements.

5400 Other Charges represent the costs of items or services for items that do not fit in any of the other categories provided in this list. Examples of these costs are property tax collection charges and contingency funding.

6000 Debt Service represents principal and interest payments on long-term debt for the George M. Silliman Community Activity Center. This also includes capital lease payments for the acquisition of two fire pumpers.

7000 Capital Outlay represents the cost of major and significant acquisitions of equipment, land, buildings, and building improvements. An example is a purchase of a new vehicle that is added to the City's fleet. Another example is the cost for a major building renovation that extends the building's economic life and expands its functional use.

8500 Internal Service Charges represent allocation of costs incurred by the Internal Service Fund (ISF) activities to provide services to other City departments. The ISF activities include Office Support, Self-Insurance (Workers' Compensation and Public Liability), Maintenance (Equipment, Building), and Equipment Replacement.

HOW TO READ THE BUDGET SUMMARY PAGES

1 The Summary Page provides a summary for each fund in the budget. These funds are the General Fund, Enterprise Funds, and Internal Service Funds. The summary shows information at the program and activity levels. Further budget detail can be found on the Budget Detail by Activity.

2 Each activity has a distinct number for coding purposes. For example, **1012** is the Activity Number for the City Attorney. This column lists the activity numbers.

3 Programs are groups of related activities, and activities are groups of account codes that describe specific City services. For example, **Activity 1013 City Clerk** is one activity under the GENERAL GOVERNMENT/MANAGEMENT AND SUPPORT SERVICES SUMMARY program. It contains the budget for all personnel, supplies, services, and capital associated with providing City Clerk services to the City Council and community.

4 The amounts in this column reflect only the original activity budgets adopted by the City Council for fiscal year 2015-16, which began on July 1, 2015.

5 The amounts in this column are the original activity budgets adopted by the City Council for fiscal year 2015-16, which began on July 1, 2015, ***plus any amendments to the budgets which occurred during the year.***

6 The amounts in this column are the estimated expenditures that will actually be incurred during 2015-2016**.**

7 The amounts in this column are the activity budgets for fiscal year 2016-2017.

8 The amounts in this column are the activity budgets for fiscal year 2017-2018.

9 This table is a list of all authorized full-time staff, regular part-time and full-time equivalents/contractual staff allocated to the activities on the Summary Sheet for fiscal years 2015-16, 2016-17, and 2017-18.

HOW TO READ THE BUDGET SUMMARY PAGES

1 GENERAL GOVERNMENT/MANAGEMENT & SUPPORT SERVICES SUMMARY

3 Program/ Activity		2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
2	GENERAL GOVERNMENT	4	5	6	7	8
1010	Mayor-Council	263,400	269,500	268,600	290,700	296,700
1012	City Attorney	341,600	419,000	415,100	452,300	458,000
1013	City Clerk	147,600	168,000	155,600	327,400	207,300
	Subtotal	752,600	856,500	839,300	1,070,400	962,000
	MANAGEMENT & SUPPORT					
1020	Management Services	882,600	916,700	879,500	984,300	1,007,200
1021	Human Resources Services	739,400	1,010,400	941,500	1,031,800	1,065,100
1024	Information Systems	829,900	894,100	881,800	981,500	1,021,600
1025	Financial Services	958,900	1,247,700	945,800	1,126,000	1,160,700
	Subtotal	3,410,800	4,068,900	3,648,600	4,123,600	4,254,600
	TOTAL	4,163,400	4,925,400	4,487,900	5,194,000	5,216,600

9

AUTHORIZED STAFFING	2015-16	2016-17	2017-18
Accounting Manager	1.00	1.00	1.00
Accounting Technician I/II	1.00	1.00	1.00
Administrative Analyst	1.75	1.75	1.75
Administrative Services Director	1.00	1.00	1.00
Assistant City Manager	0.35	0.35	0.35
Cashier	0.90	0.90	0.90
City Attorney	0.75	0.75	0.75
City Clerk	1.00	1.00	1.00
City Manager	1.00	1.00	1.00
Collection Assistant	1.00	1.00	1.00
Executive Assistant	0.90	0.90	0.90
Human Resources Director	0.90	0.90	0.90
Human Resources Technician	2.00	2.00	2.00
Information Systems Specialist	1.00	1.00	1.00
Information Systems Technician - RPT	0.75	0.75	0.75
Legal Assistant	1.00	1.00	1.00
Recycling Assistant	1.00	1.00	1.00
Senior Accountant	1.00	1.00	1.00
Senior Administrative Analyst	1.00	1.00	1.00
Senior Information Systems Manager	1.00	1.00	1.00
TOTAL	20.30	20.30	20.30

HOW TO READ THE BUDGET DETAIL BY ACTIVITY PAGES

10 This is the name of the program to which the activity belongs.

11 This is the name of the activity being detailed on the page.

12 This is a description of the activity's functions and responsibilities.

13 There are four types of account codes. The 4000 series captures personnel expenditures, the 5000 series captures supplies and services expenditures, the 6000 series captures debt services, and the 7000 series captures capital expenditures.

14 This column contains a description of each account code.

15 The amounts in this column reflect the account code budgets adopted by the City Council for fiscal year 2015-16, which began July 1, 2015.

16 The amounts in this column reflect the account code budgets adopted by the City Council for fiscal year 2015-16, which began July 1, 2015, ***plus any amendments to the budgets which occurred during the year.***

17 The amounts in this column reflect the total estimated expenditures by account code for fiscal year 2015-16, which began July 1, 2015.

18 The amounts in this column are the total proposed budget by account for fiscal year 2016-17.

19 The amounts in this column are the total proposed budget by account for fiscal year 2017-18.

HOW TO READ THE BUDGET DETAIL BY ACTIVITY PAGE

1010 MAYOR-COUNCIL (11)

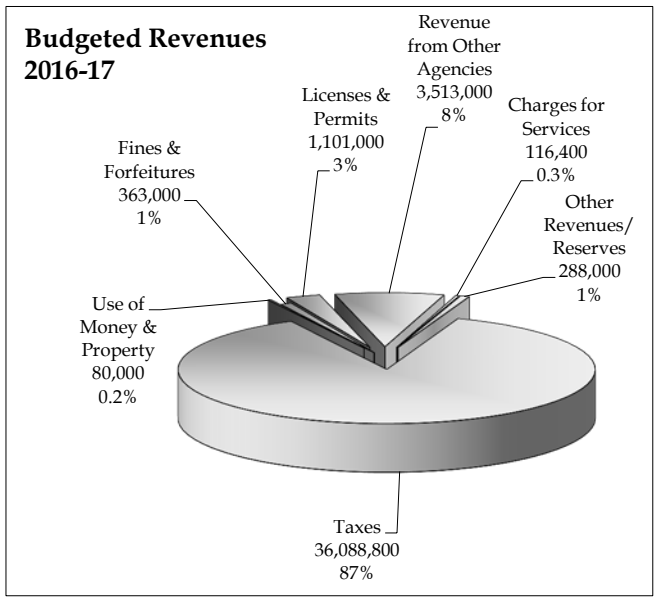
(10) *General Government*

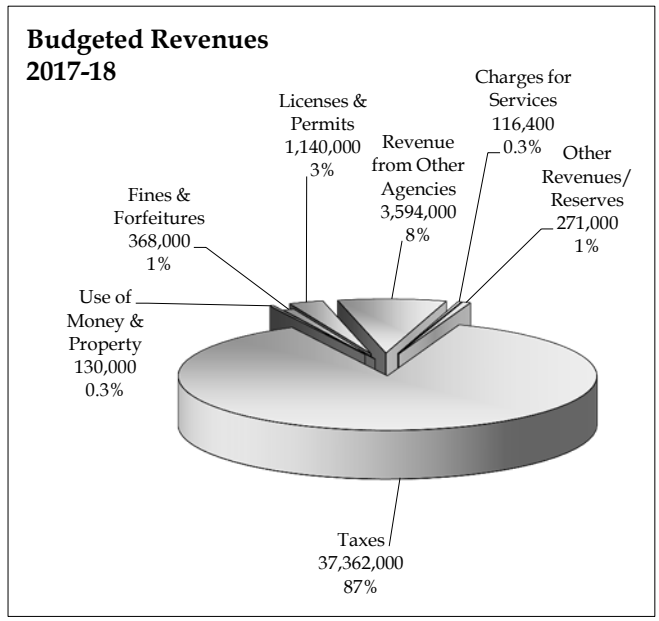
The City Council is the legislative and policy-making body of the City. There are five members of the Newark City Council, elected at large on a non-partisan ballot. The Mayor is directly elected to serve a two-year term; Council Members are elected to four-year overlapping terms. The City Council appoints a City Manager and a City Attorney. The City Council also creates and abolishes advisory committees and commissions and appoints citizens to serve as members of these advisory committees and commissions. (12)

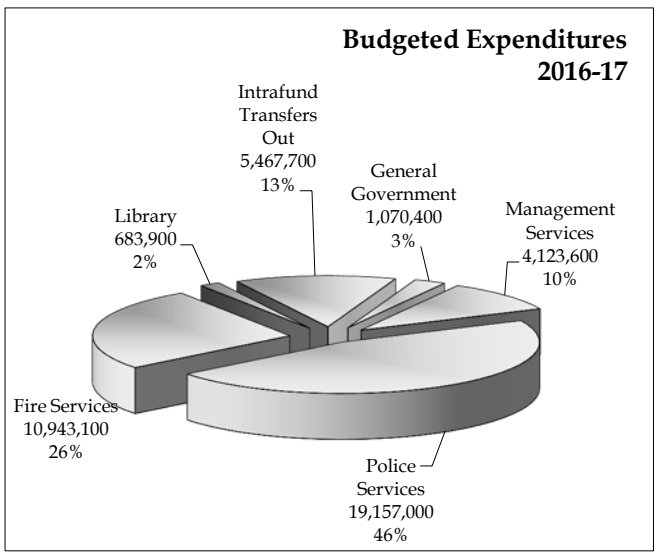
(13) Account Code	(14) Description	(15) 2015-16 Adopted	(16) 2015-16 Amended	(17) 2015-16 Estimated	(18) 2016-17 Budgeted	(19) 2017-18 Budgeted
4300	Seasonal/Temporary Employees	119,800	125,400	136,600	139,500	141,400
	Subtotal	119,800	125,400	136,600	139,500	141,400
5100	Supplies	5,000	5,500	5,000	5,500	5,500
5200	Contractual Services	81,200	81,200	81,200	86,700	90,700
5300	Membership, Travel, Training	56,100	56,100	45,000	57,100	57,100
8500	Internal Service Charges	1,300	1,300	800	1,900	2,000
	Subtotal	143,600	144,100	132,000	151,200	155,300
	TOTAL	263,400	269,500	268,600	290,700	296,700

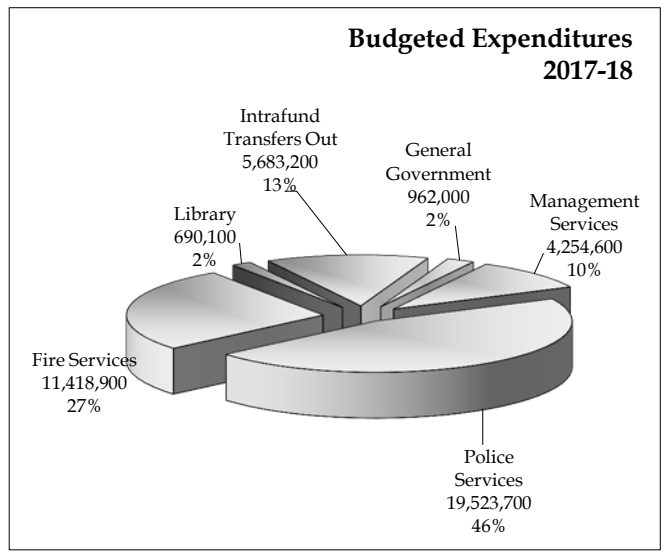
GENERAL FUND

The General Fund consists of activities which benefit the general public. It includes Mayor-Council, City Attorney, City Clerk, Management, Administrative Services, Human Resources, Police, Fire, Community Development, and some Library support. General Fund revenues also supplement the Development, Recreation, Capital Asset and Enterprise Funds.









GENERAL GOVERNMENT/MANAGEMENT & SUPPORT SERVICES SUMMARY

	Program/Activity	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
	GENERAL GOVERNMENT					
1010	Mayor-Council	263,400	269,500	268,600	290,700	296,700
1012	City Attorney	341,600	419,000	415,100	452,300	458,000
1013	City Clerk	147,600	168,000	155,600	327,400	207,300
	Subtotal	752,600	856,500	839,300	1,070,400	962,000
	MANAGEMENT & SUPPORT					
1020	Management Services	882,600	916,700	879,500	984,300	1,007,200
1021	Human Resources Services	739,400	1,010,400	941,500	1,031,800	1,065,100
1024	Information Systems	829,900	894,100	881,800	981,500	1,021,600
1025	Financial Services	958,900	1,247,700	945,800	1,126,000	1,160,700
	Subtotal	3,410,800	4,068,900	3,648,600	4,123,600	4,254,600
	TOTAL	4,163,400	4,925,400	4,487,900	5,194,000	5,216,600

AUTHORIZED STAFFING	2015-16	2016-17	2017-18
Accounting Manager	1.00	1.00	1.00
Accounting Technician I/II	1.00	1.00	1.00
Administrative Analyst	1.75	1.75	1.75
Administrative Services Director	1.00	1.00	1.00
Assistant City Manager	0.35	0.35	0.35
Cashier	0.90	0.90	0.90
City Attorney	0.75	0.75	0.75
City Clerk	1.00	1.00	1.00
City Manager	1.00	1.00	1.00
Collection Assistant	1.00	1.00	1.00
Executive Assistant	0.90	0.90	0.90
Human Resources Director	0.90	0.90	0.90
Human Resources Technician	2.00	2.00	2.00
Information Systems Specialist	1.00	1.00	1.00
Information Systems Technician - RPT	0.75	0.75	0.75
Legal Assistant	1.00	1.00	1.00
Recycling Assistant	1.00	1.00	1.00
Senior Accountant	1.00	1.00	1.00
Senior Administrative Analyst	1.00	1.00	1.00
Senior Information Systems Manager	1.00	1.00	1.00
TOTAL	20.30	20.30	20.30

1010 MAYOR-COUNCIL

General Government

The City Council is the legislative and policy-making body of the City. There are five members of the Newark City Council, elected at large on a non-partisan ballot. The Mayor is directly elected to serve a two-year term; Council Members are elected to four-year overlapping terms. The City Council appoints a City Manager and a City Attorney. The City Council also creates and abolishes advisory committees and commissions and appoints citizens to serve as members of these advisory committees and commissions.

Account Code	Description	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
4300	Seasonal/Temporary Employees	119,800	125,400	136,600	139,500	141,400
	Subtotal	119,800	125,400	136,600	139,500	141,400
5100	Supplies	5,000	5,500	5,000	5,500	5,500
5200	Contractual Services	81,200	81,200	81,200	86,700	90,700
5300	Membership, Travel, Training	56,100	56,100	45,000	57,100	57,100
8500	Internal Service Charges	1,300	1,300	800	1,900	2,000
	Subtotal	143,600	144,100	132,000	151,200	155,300
	TOTAL	263,400	269,500	268,600	290,700	296,700

1012 CITY ATTORNEY

General Government

The City Attorney is appointed by the City Council to serve as the legal representative of the City Council, City Manager, City departments, and City commissions. The City Attorney is responsible for representing the City in all lawsuits filed by or against the City. The City Attorney is also responsible for preparing and approving the legality of all proposed contracts, ordinances, and other documents.

Account Code	Description	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
4100	Regular Employees	252,500	278,400	276,000	357,500	363,100
	Subtotal	252,500	278,400	276,000	357,500	363,100
5100	Supplies	9,400	10,340	9,400	9,400	9,400
5200	Contractual Services	75,900	125,900	125,900	76,000	76,000
5300	Membership, Travel, Training	500	500	500	5,500	5,500
8500	Internal Service Charges	3,300	3,300	3,300	3,900	4,000
	Subtotal	89,100	140,040	139,100	94,800	94,900
	TOTAL	341,600	418,440	415,100	452,300	458,000

1013 CITY CLERK

General Government

The City Clerk is responsible for support functions to the City Council, as well as for the performance of Government Code and Municipal Code mandated services. These services include: preparation of agenda and agenda materials for City Council consideration; records management; municipal code codification; conducting Municipal Elections in coordination with the Alameda County Registrar of Voters; and administration of compliance with the Political Reform Act, Public Records Act, Maddy Act, and the Brown Act.

Account Code	Description	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
4100	Regular Employees	132,800	152,900	145,800	180,200	189,900
	Subtotal	132,800	152,900	145,800	180,200	189,900
5100	Supplies	700	770	700	700	700
5200	Contractual Services	8,200	8,200	5,000	138,000	8,200
5300	Membership, Travel, Training	3,000	3,000	3,000	5,000	5,000
8500	Internal Service Charges	2,900	2,900	1,100	3,500	3,500
	Subtotal	14,800	14,870	9,800	147,200	17,400
	TOTAL	147,600	167,770	155,600	327,400	207,300

1020 MANAGEMENT SERVICES

City Manager's Office

The Management Services activity is responsible for planning, organizing, staffing, and directing all City programs to implement the policy of the City Council. Management Services also serves as staff to the City Council. Management Services is involved in public information programs and intergovernmental relations necessary to accomplish liaison work with state, regional, county, and other local agencies.

Account Code	Description	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
4100	Regular Employees	716,400	750,100	739,700	825,800	843,700
	Subtotal	716,400	750,100	739,700	825,800	843,700
5100	Supplies	4,000	4,400	4,000	4,500	4,500
5200	Contractual Services	56,500	56,500	20,000	35,000	35,000
5300	Membership, Travel, Training	5,700	5,700	2,000	5,700	5,700
5400	Other Charges	26,600	26,600	26,600	26,600	26,600
8500	Internal Service Charges	73,400	73,400	87,200	86,700	91,700
	Subtotal	166,200	166,600	139,800	158,500	163,500
	TOTAL	882,600	916,700	879,500	984,300	1,007,200

1021 HUMAN RESOURCES SERVICES

Human Resources

Human Resources provides specialized and strategic administration to all employees in the following areas: employee and labor relations; negotiations with labor associations and employee groups; recruitment and selection; equal employment opportunity; classification and compensation; employee development and training; employee recognition; benefits administration; workers' compensation; state unemployment insurance; employee safety; and confidential records management. Human Resources is the resource point for employees ensuring compliance with federal and state employment laws.

Account Code	Description	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
4100	Regular Employees	403,200	473,800	462,100	568,100	587,900
4300	Seasonal/Temporary Employees	35,000	8,000	0	8,000	8,000
	Subtotal	438,200	481,800	462,100	576,100	595,900
5100	Supplies	18,300	18,700	16,300	27,200	27,200
5200	Contractual Services	171,500	398,500	376,500	322,000	330,000
5300	Membership, Travel, Training	6,600	6,600	6,000	6,600	6,600
5300	Citywide Training	62,200	62,200	36,000	50,200	50,200
8500	Internal Service Charges	42,600	42,600	44,600	49,700	55,200
	Subtotal	301,200	528,600	479,400	455,700	469,200
	TOTAL	739,400	1,010,400	941,500	1,031,800	1,065,100

1024 INFORMATION SYSTEMS

Administrative Services

The Information Systems activity administers all of the City's computer and telecommunications technologies. These technologies allow staff to provide more efficient and effective customer service, more accessible and reliable government information, and share resources and communicate more efficiently through tools such as file sharing, electronic document processing, and electronic mail.

Account Code	Description	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
4100	Regular Employees	502,400	533,800	532,200	579,400	594,900
4200	Overtime	0	0	200	0	0
	Subtotal	502,400	533,800	532,400	579,400	594,900
5100	Supplies	30,000	32,800	30,000	30,000	30,000
5200	Contractual Services	246,400	276,400	267,200	312,200	324,100
5300	Membership, Travel, Training	300	300	300	2,300	2,300
8500	Internal Service Charges	50,800	50,800	51,900	57,600	70,300
	Subtotal	327,500	360,300	349,400	402,100	426,700
	TOTAL	829,900	894,100	881,800	981,500	1,021,600

1025 FINANCIAL SERVICES *Administrative Services*

The Financial Services activity provides accounting and financial reporting services to City management and staff, City Council, and regulatory agencies. It assists City departments in developing and submitting a budget to City Council. Financial Services includes administration of the City payroll and overseeing purchase and payments of all goods and services required to support City-wide operations. It also provides cash management and billing/collection services, and initiates and performs various audits to ensure prudent management of City funds. The waste and recycling contract is also managed in this department.

Account Code	Description	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
4100	Regular Employees	707,900	761,200	687,100	902,400	923,100
4100	Citywide Leave Conversion	75,000	75,000	80,000	75,000	75,000
4200	Overtime	0	0	5,500	0	0
4300	Seasonal/Temporary Employees	0	0	9,000	0	0
	Subtotal	782,900	836,200	781,600	977,400	998,100
5100	Supplies	4,500	5,000	6,000	4,500	4,500
5200	Contractual Services	115,000	350,000	110,000	75,000	85,000
5300	Membership, Travel, Training	700	700	2,500	4,700	4,700
8500	Internal Service Charges	55,800	55,800	45,700	64,400	68,400
	Subtotal	176,000	411,500	164,200	148,600	162,600
	TOTAL	958,900	1,247,700	945,800	1,126,000	1,160,700

POLICE SUMMARY

	Program/Activity	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
	POLICE SERVICES					
1030	Patrol	9,781,100	10,893,718	10,817,700	11,937,700	12,177,800
1031	Investigations	2,632,000	2,845,460	2,791,000	2,993,200	3,044,600
1032	Records & Communication	2,483,800	2,561,800	2,536,300	3,089,300	3,143,800
1033	Police Reserves	63,700	33,700	12,400	64,500	64,500
1034	School Crossing Guards	67,000	67,000	60,000	70,400	70,400
1035	Animal Control	244,000	246,800	245,400	261,800	272,700
1036	Police Administration	642,900	642,900	649,700	740,100	749,900
	TOTAL	15,914,500	17,291,378	17,112,500	19,157,000	19,523,700

AUTHORIZED STAFFING	2015-2016	2016-2017	2017-2018
Administrative Assistant	1.00	1.00	1.00
Administrative Support Specialist II	1.00	1.00	1.00
Animal Control Officer	1.00	1.00	1.00
Communications Supervisor	1.00	1.00	1.00
Community Service Officer	3.00	3.00	3.00
Police Chief	1.00	1.00	1.00
Police Commander	2.00	2.00	2.00
Police Lieutenant	2.00	2.00	2.00
Police Officer	44.00	44.00	44.00
Police Officer Overhire	1.00	1.00	1.00
Police Sergeant	9.00	9.00	9.00
Public Safety Clerk	2.00	2.00	2.00
Public Safety Dispatcher	11.00	11.00	11.00
Red Light Photo Technician	1.00	1.00	1.00
Police Records Supervisor	1.00	1.00	1.00
SUBTOTAL	81.00	81.00	81.00
Seasonal/Temporary Full-time Equivalent	4.93	11.68	11.68
TOTAL	85.93	92.68	92.68

1030 PATROL

Police Department

The Patrol activity is administered by two Commanders and two Lieutenants who are responsible for the day and night Patrol Operations. In addition, this activity coordinates the traffic, community service officer, canine, school resource officer, SWAT/Hostage Negotiations, community engagement, and computer forensics functions. Officers patrol the streets of the City; preserve the peace; protect life and property; enforce laws and prevent crime; arrest offenders; and receive and resolve complaints from the public. The Traffic Division enforces traffic regulations in conjunction with patrol functions; investigates traffic hazards; analyzes collision reports; participates in regional commercial enforcement activities; and provides traffic safety education. Community Service Officers enforces selected state, county, and city statutes; assists with investigations; and issues citations. Police canines are used primarily to search for and apprehend criminal suspects, detect and locate narcotics, and perform building and area searches. The School Resource Officer (SRO) assigned to Newark Memorial High School interacts closely with students, teachers, school staff, and parents to ensure a safe learning environment for our youth. The SRO also monitors activity, as well as investigates criminal incidents, on and around campus. The SWAT team provides tactical response during high-risk situations where the community and/or officers' safety is at risk. The Hostage Negotiations team provides specialized support in handling critical field operations where intense negotiations may be required. The Community Engagement Program encompasses the volunteer Graffiti Abatement, RAVEN (Ready & Active Volunteers Engaged in Newark), and Neighborhood Watch programs, as well as and the Citizen Police Academy. Our participation in the Regional Computer Forensics Laboratory (RCFL) program allows us to access specialized expertise and equipment to assist us in solving computer/technology-related crimes.

Account Code	Description	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
4100	Regular Employees	8,231,800	9,189,700	9,051,100	10,152,500	10,292,600
4200	Overtime	350,000	399,540	390,000	262,000	262,000
4300	Seasonal/Temporary Employees	199,700	245,700	253,200	301,600	301,600
	Subtotal	8,781,500	9,834,940	9,694,300	10,716,100	10,856,200
5100	Supplies	84,500	114,178	103,500	112,900	112,900
5200	Contractual Services	79,000	95,100	133,300	95,500	95,500
5300	Membership, Travel, Training	17,700	17,700	12,700	60,500	60,500
7000	Departmental Equipment	23,000	36,400	23,000	23,000	23,000
8500	Internal Service Charges	795,400	795,400	850,900	929,700	1,029,700
	Subtotal	999,600	1,058,778	1,123,400	1,221,600	1,321,600
	TOTAL	9,781,100	10,893,718	10,817,700	11,937,700	12,177,800

1031 INVESTIGATIONS *Police Department*

The Investigations activity is administered by one Commander and one Lieutenant. This activity coordinates the Detective and Special Enforcement Team (SET) functions. The detective division responds to and investigates homicides, sexual assaults, robberies, and other complex investigations; recovers stolen property; inspects pawn shops and second-hand stores; tracks sex, arson, and narcotic registrants in the community; investigates and arrests persons wanted for crimes by other jurisdictions; and maintains an investigative liaison with outside agencies. The SET takes a proactive enforcement approach to various crimes that threaten the peace and safety of the community, including gang and drug activity, property crimes, and crimes against persons. The SET also educates the public and works closely with our schools. The Commander and Lieutenant also provide oversight for detectives assigned to the Southern Alameda County Major Crimes Task Force (SACMCTF). Our participation in the SACMCTF allows us to enforce laws and investigate incidents related to narcotics trafficking, street games, and major crimes within the tri-city area.

Account Code	Description	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
4100	Regular Employees	2,280,100	2,486,400	2,375,500	2,617,800	2,656,600
4200	Overtime	70,000	70,000	130,000	70,000	70,000
	Subtotal	2,350,100	2,556,400	2,505,500	2,687,800	2,726,600
5100	Supplies	1,600	1,760	1,800	1,000	1,000
5200	Contractual Services	158,300	165,300	137,400	165,900	165,900
5300	Membership, Travel, Training	1,800	1,800	1,100	1,500	1,500
8500	Internal Service Charges	120,200	120,200	145,200	137,000	149,600
	Subtotal	281,900	289,060	285,500	305,400	318,000
	TOTAL	2,632,000	2,845,460	2,791,000	2,993,200	3,044,600

1032 RECORDS & COMMUNICATIONS *Police Department*

The Records & Communications activity is administered by one Commander and one Lieutenant. This activity administers the records, communications, evidence control, and personnel/training functions. The Records Division maintains and distributes police reports and other police files. The communications center accepts citizens' calls for public safety services and coordinates movements of field units. The communications center accepts citizens' calls for public safety services and coordinates movements of field units. The evidence control function maintains evidence and property in police custody. The Personnel/Training Division coordinates, delivers, and tracks department and Peace Officers Standards and Training (POST) approved training, assists in the recruitment and background of potential employees, investigates internal affairs matters, and coordinates the testing process for the hiring of new employees and the internal promotional testing process.

Account Code	Description	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
4100	Regular Employees	1,824,100	1,888,100	1,909,800	2,333,700	2,369,500
4200	Overtime	120,000	120,000	119,400	91,000	91,000
4300	Seasonal/Temporary Employees	63,000	63,000	71,000	74,900	76,100
	Subtotal	2,007,100	2,071,100	2,100,200	2,499,600	2,536,600
5100	Supplies	20,500	20,500	20,700	26,900	26,900
5200	Contractual Services	255,000	269,000	248,500	319,900	319,900
5300	Membership, Travel, Training	80,900	80,900	54,000	92,500	92,500
7000	Departmental Equipment	11,600	11,600	5,000	11,600	11,600
8500	Internal Service Charges	108,700	108,700	107,900	138,800	156,300
	Subtotal	476,700	490,700	436,100	589,700	607,200
	TOTAL	2,483,800	2,561,800	2,536,300	3,089,300	3,143,800

1033 POLICE RESERVES

Police Department

The Police Reserves activity is administered by one Commander and one Lieutenant. The Reserve Officer program recruits, trains, and equips civilian volunteers to assist sworn police personnel during the course of their duties, as well as in times of disaster when the need for police services exceeds available resources. The Commander and Lieutenant also provide oversight for the volunteer-based Police Explorer program which provides police experience and training to youth interested in a career in law enforcement.

Account Code	Description	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
4300	Seasonal/Temporary Employees	30,000	0	0	30,000	30,000
	Subtotal	30,000	0	0	30,000	30,000
5100	Supplies	29,300	29,300	8,800	27,100	27,100
5300	Membership, Travel, Training	4,400	4,400	3,600	7,400	7,400
	Subtotal	33,700	33,700	12,400	34,500	34,500
	TOTAL	63,700	33,700	12,400	64,500	64,500

1034 SCHOOL CROSSING GUARDS *Police Department*

The School Crossing Guards activity is administered by one Commander and one Lieutenant. This program provides pedestrian traffic control and safety at specified school locations within the City.

Account Code	Description	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
5200	Contractual Services	67,000	67,000	60,000	70,400	70,400
	Subtotal	67,000	67,000	60,000	70,400	70,400
	TOTAL	67,000	67,000	60,000	70,400	70,400

1035 ANIMAL CONTROL

Police Department

The Animal Control activity is administered by one Commander and one Lieutenant. The Animal Control Unit provides preventative patrol service related to state and local animal control statutes; investigates citizen complaints and violations; impounds stray animals; properly disposes of deceased animals; secures medical treatment for injured or sick animals; and assists with rabies control and the enforcement of City licensing ordinances.

Account Code	Description	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
4100	Regular Employees	100,000	100,000	98,600	113,600	115,400
	Subtotal	100,000	100,000	98,600	113,600	115,400
5100	Supplies	700	700	600	500	500
5200	Contractual Services	126,300	126,300	124,300	126,300	126,300
8500	Internal Service Charges	19,800	19,800	21,900	21,400	30,500
	Subtotal	146,800	146,800	146,800	148,200	157,300
	TOTAL	246,800	246,800	245,400	261,800	272,700

1036 POLICE ADMINISTRATION *Police Department*

The Police Chief has oversight of all of the police department functions and responsibilities. The Chief guides and leads the department by ensuring that staff abides by its mission, vision, and values; providing long and short-term goals and objectives for the department; adopting department rules and regulations; preparing and administering the department budget; providing for staffing and equipping of the department; reviewing and recommending the hiring and promotion of personnel; and receiving and investigating complaints of police misconduct.

Account Code	Description	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
4100	Regular Employees	484,200	484,200	498,300	574,100	582,800
4300	Seasonal/Temporary Employees	109,000	109,000	109,000	109,000	109,000
	Subtotal	593,200	593,200	607,300	683,100	691,800
5100	Supplies	6,300	6,300	4,700	6,300	6,300
5300	Membership, Travel, Training	13,100	13,100	7,700	14,800	13,100
8500	Internal Service Charges	30,300	30,300	30,000	35,900	38,700
	Subtotal	49,700	49,700	42,400	57,000	58,100
	TOTAL	642,900	642,900	649,700	740,100	749,900

FIRE SUMMARY

	Program/Activity	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
	FIRE SERVICES					
1041	Fire, Life, and Environmental Protection	10,347,300	10,595,829	10,155,229	10,943,100	11,418,900
	TOTAL	10,347,300	10,595,829	10,155,229	10,943,100	11,418,900

Fire services are provided by contract with the Alameda County Fire Department.

1041 EMERGENCY SERVICES and FIRE, LIFE, and ENVIRONMENTAL PROTECTION

Fire Department

Emergency Services are included in the contract for fire services with the Alameda County Fire Department. These services include training fire department personnel; response to emergency and non-emergency incidents; fire code inspections; coordinated and provided basic life support (BLS) and advanced life support (ALS) emergency medical services; response to hazardous materials related incidents; performing extrications; and maintaining fire hydrants. The Alameda County Fire Department also provided public education in fire safety, injury prevention, disaster preparedness; and responded to public service requests such as station tours and school presentations. They worked cooperatively through an Auto Aid agreement to respond to emergencies in Union City, and participated in Alameda County's Mutual Aid Plan, under which cities assist one another when in need of additional firefighting resources.

Emergency Preparedness activity, under the Alamada County Fire Department, coordinated the City's emergency response to natural and man-made disasters, industrial and transportation emergencies, and domestic terrorism situations. This activity included emergency planning, preparedness training, public awareness and education, Community Emergency Response Team (CERT) organization and training, Personal Emergency Preparedness (PEP) training, and disaster response and coordination.

Emergency Medical Services provided for advanced life support services by paramedics on fire engines, purchase of medical equipment and medications, emergency medical training, and other projects that enhanced the quality of emergency medical services to the community.

Fire, Life, and Environmental Protection Services includes conducted fire code and hazardous materials inspections, and code enforcement. The Alameda County Fire Department also made public education presentations to the community to expand awareness on fire and life safety hazards and environmental protection issues. Activities included plan review and inspection of all new fire protection system installations; fire code compliance inspections; fire investigation; regulation of hazardous materials facilities; and the distribution of public information on a wide range of fire safety and environmental protection subjects. The actual budget from Alameda County Fire Department is included in this document as Exhibit A.

Account Code	Description	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
5100	Supplies				3,000	3,000
5200	Contractual Services	9,100,000	9,100,000	8,925,000	9,300,000	9,760,000
5300	Membership, Travel, Training				2,000	2,000
6000	Debt Service Payments	405,700	517,700	405,000	407,400	345,900
7000	Equipment	0	136,529	136,529	0	0
8500	Internal Service Charges	691,600	691,600	688,700	793,700	871,000
2500	Side Fund-OPEB	150,000	150,000	0	440,000	440,000
	Subtotal	10,347,300	10,595,829	10,155,229	10,943,100	11,418,900
	TOTAL	10,347,300	10,595,829	10,155,229	10,943,100	11,418,900

COMMUNITY PROMOTION / MISCELLANEOUS SUMMARY

	Program/Activity	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
	COMMUNITY PROMOTION					
1050	Economic Development	417,200	610,200	609,000	683,900	690,100
	Subtotal	417,200	610,200	609,000	683,900	690,100
	MISCELLANEOUS					
1071	Library Support	62,300	62,300	62,700	173,800	176,200
	Subtotal	62,300	62,300	62,700	173,800	176,200
	TOTAL	479,500	672,500	671,700	857,700	866,300

AUTHORIZED STAFFING	2015-16	2016-17	2017-18
Administrative Support Specialist II	0.40	0.40	0.40
Assistant City Manager	0.35	0.35	0.35
Planning Manager	0.20	0.20	0.20
Assistant Planner	0.10	0.10	0.10
TOTAL	1.05	1.05	1.05

1050 ECONOMIC DEVELOPMENT *Community Development*

The Economic Development activity includes all public information and business promotion functions. Also included in this activity are work with the Chamber of Commerce, publication of the City newsletter, and economic development promotion efforts.

Account Code	Description	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
4100	Regular Employees	141,200	134,200	144,200	169,300	175,400
	Subtotal	141,200	134,200	144,200	169,300	175,400
5100	Supplies	500	500	500	500	500
5200	Contractual Services	261,500	461,500	453,000	494,000	494,000
5300	Membership, Travel, Training	11,000	11,000	10,000	16,600	16,600
8500	Internal Service Charges	3,000	3,000	1,300	3,500	3,600
	Subtotal	276,000	476,000	464,800	514,600	514,700
	TOTAL	417,200	610,200	609,000	683,900	690,100

1071 LIBRARY SUPPORT

Miscellaneous

The Library Support activity provides for the maintenance of the City's Library building, grounds, and parking lot. The Library is located at 6300 Civic Terrace Avenue and is operated by Alameda County.

Account Code	Description	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
5200	Contractual Services	0	0	0	100,000	100,000
8500	Internal Service Charges	62,300	62,300	62,700	73,800	76,200
	Subtotal	62,300	62,300	62,700	173,800	176,200
	TOTAL	62,300	62,300	62,700	173,800	176,200

THE ENTERPRISE FUND BUDGET

OVERVIEW

The concept of an Enterprise Fund is to separate into funds those activities that are both in nature related from a service perspective and also have revenue-raising potential. The City of Newark has the General Fund and the following Enterprise Funds:

- Development Enterprise Fund
- Recreation & Community Services Enterprise Fund
- Capital Assets—Maintenance Fund
- Capital Assets—Construction Fund

These funds should be self-balancing; however, that is not always possible. At times, the cost of services is simply higher than the market will allow. In these cases, in order to continue providing the services, there must be a General Fund contribution to the Enterprise Fund in order to continue providing the services. In other cases, the activities in the fund are deemed by the City Council to be of general public benefit, and, therefore, General Fund contribution is considered appropriate.

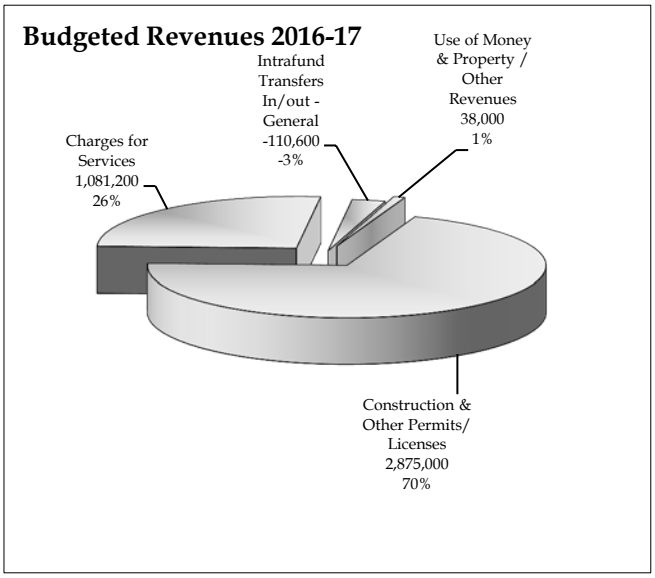
Services in Enterprise Funds can be cost recovering —meaning that the cost of any given service, such as a plan check, includes both direct and overhead costs. The overhead factor is created from a cost allocation plan. The cost allocation plan accounts for the financial burden the planner places on the General Fund. These costs are allocated to the planner and each Enterprise Fund based on criteria developed by the Finance Department.

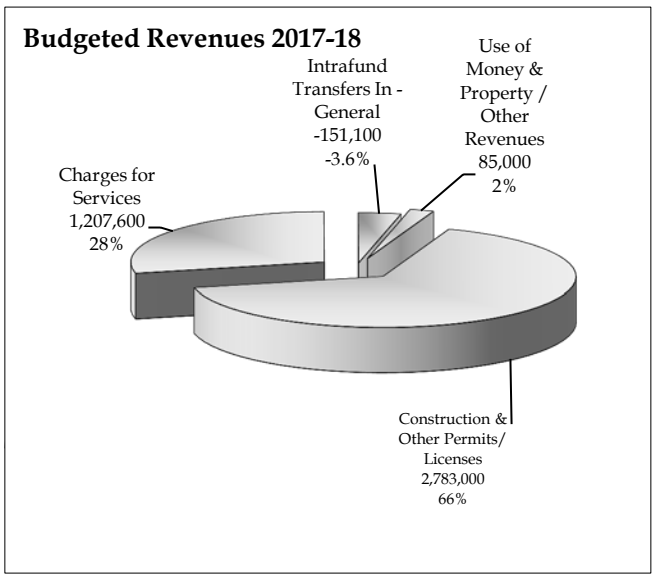
COST CENTERS

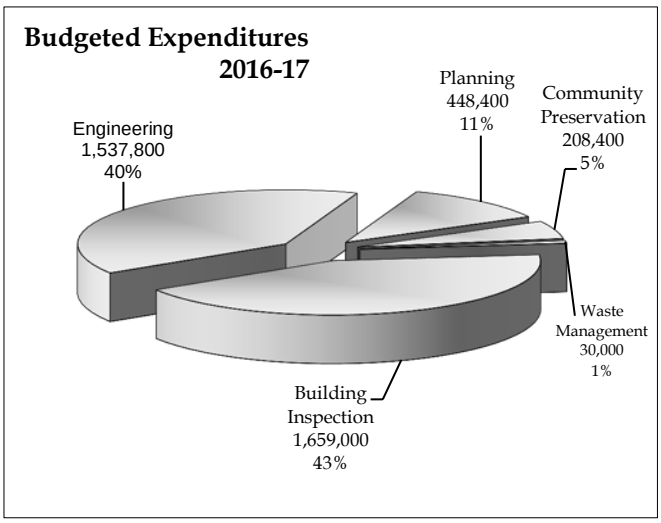
Within the Enterprise Fund structure there can be additional Cost Centers. These are budget codes which are used to track detailed costs and revenue related to a specific activity or narrowly-focused group of activities.

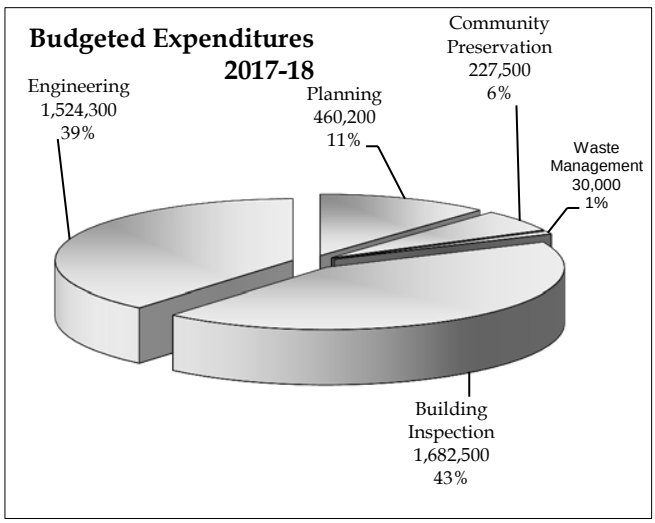
DEVELOPMENT ENTERPRISE FUND

The Development Enterprise Fund contains Planning, Community Preservation, Engineering, and Building Inspection. These are services primarily provided to the development community and are supported primarily by development fees. The fund also includes Waste Management.









DEVELOPMENT ENTERPRISE FUND SUMMARY

	Program/Activity	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
	PLANNING and DEVELOPMENT					
2010	Planning	435,300	401,100	382,000	448,400	460,200
2013	Community Preservation	207,100	213,400	180,500	208,400	227,500
	Subtotal	642,400	614,500	562,500	656,800	687,700
	WASTE MANAGEMENT					
2011	Waste Management	30,000	102,500	102,500	30,000	30,000
	Subtotal	30,000	102,500	102,500	30,000	30,000
	BUILDING INSPECTION					
2014	Building Inspection	571,000	1,217,000	1,217,800	1,659,000	1,682,500
	Subtotal	571,000	1,217,000	1,217,800	1,659,000	1,682,500
	ENGINEERING					
2015	Engineering	777,900	1,342,200	1,157,700	1,537,800	1,524,300
	Subtotal	777,900	1,342,200	1,157,700	1,537,800	1,524,300
	TOTAL	2,021,300	3,276,200	3,040,500	3,883,600	3,924,500

AUTHORIZED STAFFING	2015-16	2016-17	2017-18
Administrative Analyst	0.55	0.55	0.55
Administrative Support Specialist II	0.60	0.60	0.60
Administrative Support Specialist II	1.00	1.00	1.00
Assistant City Engineer	0.60	0.60	0.60
Assistant City Manager	0.30	0.30	0.30
Assistant Engineer-Civil	0.75	0.75	0.75
Assistant Planner	0.90	0.90	0.90
Associate Civil Engineer	3.00	3.00	3.00
Building Inspector/ Zoning Enforcement Officer	2.00	2.00	2.00
Chief Building Official/City Architect	1.00	1.00	1.00
Community Preservation Specialist	1.50	1.50	1.50
Engineering Technician I	0.40	0.40	0.40
Planning Manager	0.80	0.80	0.80
Public Works Director	0.60	0.60	0.60
Public Works Inspector	0.90	0.90	0.90
Senior Administrative Support Specialist	2.00	2.00	2.00
SUBTOTAL	16.90	16.90	16.90
Seasonal/Temporary Full-time Equivalent	1.10	1.10	1.10
TOTAL	18.00	18.00	18.00

2010 PLANNING

Community Development

The Planning activity oversees the orderly physical development of the community. The update and administration of the City's General Plan, administration of the Zoning Ordinance, coordination of development with the business and development community, and work with the Planning Commission are covered under this activity.

Account Code	Description	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
4100	Regular Employees	295,000	301,000	310,400	389,000	399,200
4300	Seasonal/Temporary Employees	8,500	8,500	8,100	8,500	8,500
	Subtotal	303,500	309,500	318,500	397,500	407,700
5100	Supplies	2,000	2,000	2,000	2,000	2,000
5200	Contractual Services	22,000	62,500	18,000	10,000	10,000
5300	Membership, Travel, Training	0	0	0	7,000	7,000
8500	Internal Service Charges	27,100	27,100	43,500	31,900	33,500
	Subtotal	51,100	91,600	63,500	50,900	52,500
	TOTAL	354,600	401,100	382,000	448,400	460,200

2011 WASTE MANAGEMENT

Administrative Services

The Waste Management activity oversees solid waste and recycling activities for the City. Administration of the contract with the current solid waste and recycling hauler, along with other City recycling activities, are included under this activity.

Account Code	Description	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
4300	Seasonal/Temporary Employees	0	10,000	10,000	0	0
	Subtotal	0	10,000	10,000	0	0
5200	Contractual Services	30,000	92,500	92,500	30,000	30,000
	Subtotal	30,000	92,500	92,500	30,000	30,000
	TOTAL	30,000	102,500	102,500	30,000	30,000

2013 COMMUNITY PRESERVATION *Community Development*

The Community Preservation Division is comprised of one full-time and one part-time Community Preservation Specialists who is responsible for enforcing the provisions of the Newark Municipal Code and various other related codes and policies. To meet this obligation, we obtain compliance through intervention, education, and enforcement. We strive to partner with the community in enforcing neighborhood property maintenance standards, as it is our goal to help maintain property values and create a healthy, aesthetically pleasing community in which to live, work, and play.

Account Code	Description	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
4100	Regular Employees	140,500	147,000	142,000	158,100	160,600
4300	Seasonal/Temporary Employees	62,500	62,500	32,500	46,000	62,500
	Subtotal	203,000	209,500	174,500	204,100	223,100
5100	Supplies	1,300	1,300	1,300	1,300	1,300
5200	Contractual Services	900	900	900	900	900
5300	Membership, Travel, Training	300	300	300	300	300
5400	Other Charges	2,500	0	0		
8500	Internal Service Charges	1,400	1,400	3,500	1,800	1,900
	Subtotal	6,400	3,900	6,000	4,300	4,400
	Total Operations	209,400	213,400	180,500	208,400	227,500
7000	Capital Outlay	0	0	0	0	
	TOTAL	209,400	213,400	180,500	208,400	227,500

2014 BUILDING INSPECTION

Public Works

The Building Inspection activity is a program to ensure that building design and construction are performed in agreement with the most modern materials, techniques, and engineering in order to protect the health and safety of the occupants and to preserve the building stock. This is accomplished by adopting the latest building codes, providing regular training to staff, providing advice and instructional materials to inexperienced builders, and adhering to a process that involves a thorough plan check system followed up by rigorous field inspections.

Account Code	Description	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
4100	Regular Employees	496,600	676,600	686,800	909,100	925,200
4200	Overtime	2,000	2,000	1,200	2,000	2,000
4300	Seasonal/Temporary Employees	0	7,500	7,500	7,500	7,500
	Subtotal	498,600	686,100	695,500	918,600	934,700
5100	Supplies	5,000	7,500	5,000	5,500	5,500
5200	Contractual Services	228,300	477,300	468,300	677,300	677,300
5300	Membership, Travel, Training	2,300	2,300	1,700	7,800	7,800
8500	Internal Service Charges	43,800	43,800	47,300	49,800	57,200
	Subtotal	279,400	530,900	522,300	740,400	747,800
	TOTAL	778,000	1,217,000	1,217,800	1,659,000	1,682,500

2015 ENGINEERING

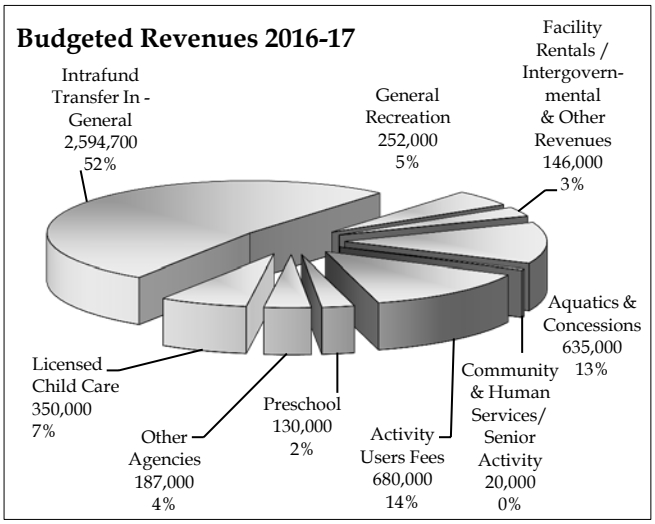
Public Works

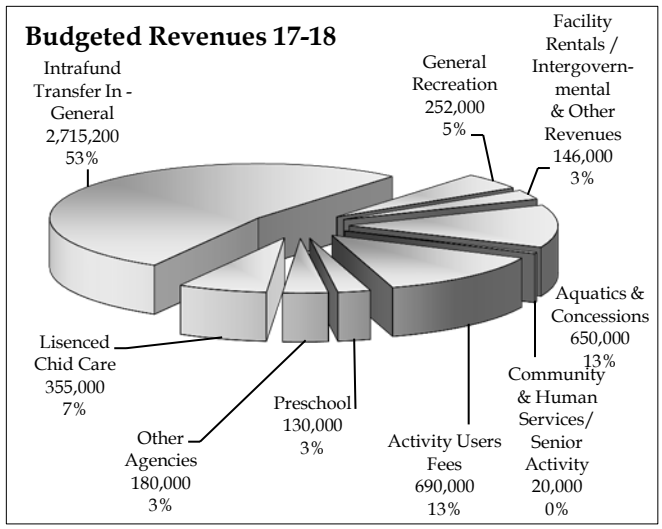
The Engineering activity is responsible for the physical improvements to the community from both public and private projects. Design and construction functions for City-funded projects include project development and design; funding and grant applications; preparation of plans, specifications, and estimates; bidding and award of contracts; surveying, construction inspection, material testing, and contract administration; and inspection of privately funded subdivision improvements, encroachment permits, and utility work. Private projects involve the review and approval of subdivision maps, street improvement plans, grading and drainage plans, erosion control and other storm water pollution prevention work, access and traffic circulation, and assessment diagrams and encroachment permit applications.

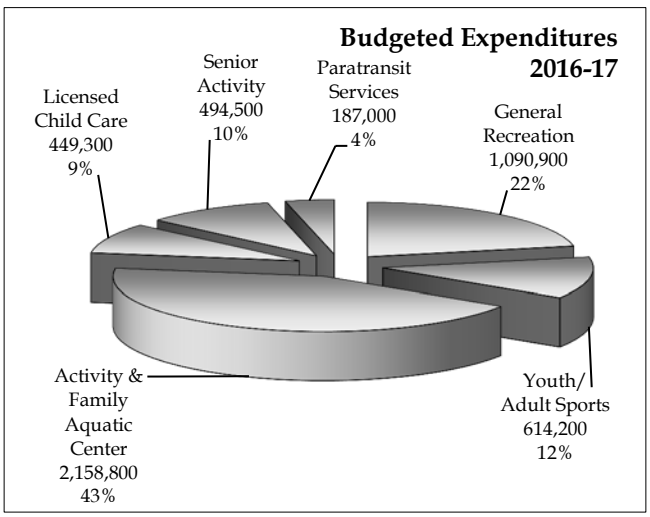
Account Code	Description	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
4100	Regular Employees	862,000	1,013,000	826,300	1,107,200	1,132,100
4300	Seasonal/Temporary Employees	15,000	17,000	60,000	15,000	15,000
	Subtotal	877,000	1,030,000	886,300	1,122,200	1,147,100
5100	Supplies	2,400	2,400	3,300	3,200	3,200
5200	Contractual Services	84,800	209,800	215,800	277,700	227,700
5300	Membership, Travel, Training	2,000	2,000	1,800	6,800	6,800
8500	Internal Service Charges	98,000	98,000	50,500	127,900	139,500
	Subtotal	187,200	312,200	271,400	415,600	377,200
	TOTAL	1,064,200	1,342,200	1,157,700	1,537,800	1,524,300

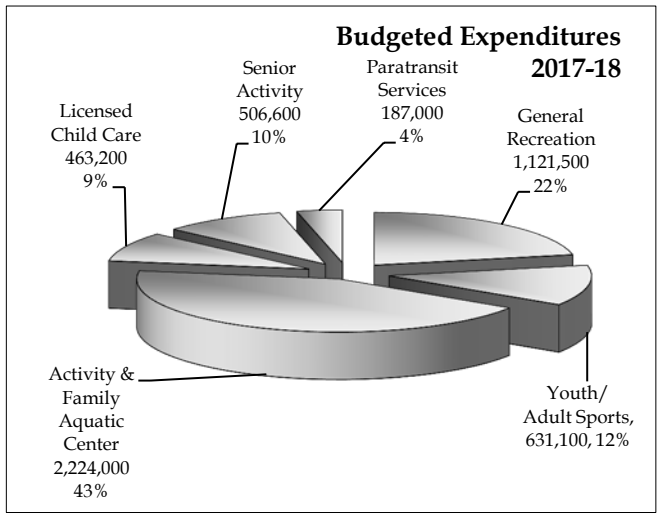
RECREATION & COMMUNITY SERVICES ENTERPRISE FUND

The Recreation & Community Services Enterprise Fund provides for the City's recreation and community programs. Some of these services are paid for by users when they register for classes or other activities. Specific General Recreation activities include Youth/Adult Sports, Fitness & Wellness; George M. Silliman Activity & Family Aquatic Center; Community Center Licensed Child Care; Senior Services; and Paratransit Services.









RECREATION & COMMUNITY SERVICES SUMMARY

	Program/Activity	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
	RECREATION & COMMUNITY SERVICES					
3030	General Recreation Services	1,002,500	1,016,300	1,047,200	1,090,900	1,121,500
3031	Youth/Adult Sports, Fitness & Wellness	564,200	564,200	403,400	614,200	635,900
3032	Activity & Family Aquatic Center	2,067,400	2,067,400	2,091,300	2,158,800	2,224,000
3041	Licensed Child Care	387,700	387,700	390,500	449,300	463,200
3042	Senior Services	405,400	405,400	461,200	494,500	506,600
3043	Paratransit Services-Measure B	187,000	187,000	157,000	187,000	187,000
	TOTAL	4,614,200	4,628,000	4,550,600	4,994,700	5,138,200

AUTHORIZED STAFFING	2015-16	2016-17	2017-18
Aquatics Coordinator	1.00	1.00	1.00
Administrative Support Specialist II	1.00	1.00	1.00
Administrative Assistant	0.50	0.50	0.50
Childcare Instructor	3.00	3.00	3.00
Recreation & Community Services Director	1.00	1.00	1.00
Recreation Coordinator	3.00	3.00	3.00
Recreation Coordinator - RPT	0.75	0.75	0.75
Senior Administrative Support Specialist	1.00	1.00	1.00
Senior Recreation Supervisor	2.00	2.00	2.00
SUBTOTAL	13.25	13.25	13.25
Seasonal/Temporary Full-time Equivalent	40.51	40.51	40.51
TOTAL	53.76	53.76	53.76

3030 GENERAL RECREATION SERVICES

Recreation & Community Services

The General Recreation Services activity provides direct management of the City's Recreation and Community Services Department. Programs within this activity include Preschool classes, Summer Day Care, Teen Area drop-in supervision and special events, as well as the Community Center rental program. Management of this activity involves the planning, scheduling, coordination, and supervision of recreation service programs held at City and Newark Unified School District facilities.

Account Code	Description	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
4100	Regular Employees	193,000	201,000	208,500	227,000	233,900
4300	Seasonal/Temporary Employees	156,200	156,200	174,500	158,900	164,300
	Subtotal	349,200	357,200	383,000	385,900	398,200
5100	Supplies	58,200	64,000	53,500	65,300	65,300
5200	Contractual Services	44,100	44,100	41,300	52,300	52,300
5300	Membership, Travel, Training	8,400	8,400	8,300	8,700	8,700
6000	Debt Service Payments	285,500	285,500	285,400	285,300	285,500
8500	Internal Service Charges	257,100	257,100	275,700	293,400	311,500
	Subtotal	653,300	659,100	664,200	705,000	723,300
	TOTAL	1,002,500	1,016,300	1,047,200	1,090,900	1,121,500

3031 YOUTH/ADULT SPORTS, FITNESS & WELLNESS

Recreation & Community Services

The Youth/Adult Sports, Fitness & Wellness activity provides opportunities for youth, adults, and seniors to participate in a variety of sports leagues, camps, dance classes, martial arts, and fitness-related activities. This activity includes program planning, league formation and scheduling, marketing, staff training, maintenance of facilities, contract service administration, risk management, public information, and publicity.

Account Code	Description	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
4100	Regular Employees	199,500	203,500	186,400	227,800	234,800
4300	Seasonal/Temporary Employees	53,800	53,800	36,400	54,900	57,000
	Subtotal	253,300	257,300	222,800	282,700	291,800
5100	Supplies	35,600	39,200	28,600	35,600	35,600
5200	Contractual Services	14,700	14,700	12,200	22,000	21,700
5300	Membership, Travel, Training	100	100	100	100	100
8500	Internal Service Charges	260,500	260,500	139,700	273,800	286,700
	Subtotal	310,900	314,500	180,600	331,500	344,100
	TOTAL	564,200	571,800	403,400	614,200	635,900

3032 GEORGE M. SILLIMAN ACTIVITY & FAMILY AQUATIC CENTER

Recreation & Community Services

The George M. Silliman Activity & Family Aquatic Center activity provides direct management of all general recreation and aquatic program and services including swim lessons, aquatic exercise classes, recreation and lap swim, summer and holiday camps, special events, pool safety presentations, café operations, birthday parties, and fitness center. Management of this activity involves staff training, front office and program registration services, lifeguard training and certification programs, facility rental program, risk management, scheduling of multiple classes and activities, maintenance of facilities, building supervision, recruitment and training of part-time staff, program registration, daily cash handling and reporting, retail sales, inventory control, and general customer service. The George M. Silliman Activity & Family Aquatic Center also functions as a public information outlet for local and regional resource programs, as well as community events.

Account Code	Description	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
4100	Regular Employees	466,300	478,300	448,600	488,800	500,000
4300	Seasonal/Temporary Employees	673,500	673,500	628,200	686,600	712,900
	Subtotal	1,139,800	1,151,800	1,076,800	1,175,400	1,212,900
5100	Supplies	106,400	117,000	112,000	125,000	125,000
5200	Contractual Services	19,800	19,800	17,800	20,500	20,500
5300	Membership, Travel, Training	6,600	6,600	4,200	6,900	6,900
6000	Debt Service Payments	232,700	232,700	232,500	232,600	232,700
8500	Internal Service Charges	562,100	562,100	648,000	598,400	626,000
	Subtotal	927,600	938,200	1,014,500	983,400	1,011,100
	TOTAL	2,067,400	2,090,000	2,091,300	2,158,800	2,224,000

3041 COMMUNITY CENTER LICENSED CHILD CARE

Recreation & Community Services

The Community Center Licensed Child Care activity provides for the direct supervision of the State of California licensed child care program for children ages 3 – 5 years. Management of this activity involves supervision of staff, state licensing compliance, daily program planning, ordering of supplies, processing of payments, maintenance of facilities and equipment, snack provision, holiday-themed special events, and communication with participant parents/legal guardians.

Account Code	Description	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
4100	Regular Employees	242,700	250,700	243,400	276,800	281,800
4300	Seasonal/Temporary Employees	42,000	42,000	44,400	52,900	53,800
	Subtotal	284,700	292,700	287,800	329,700	335,600
5100	Supplies	7,500	8,250	5,000	7,500	7,500
5200	Contractual Services	1,500	1,500	1,500	1,500	1,500
5300	Membership, Travel, Training	0	0	0	0	0
8500	Internal Service Charges	94,000	94,000	96,200	110,600	118,600
	Subtotal	103,000	103,750	102,700	119,600	127,600
	TOTAL	387,700	396,450	390,500	449,300	463,200

3042 SENIOR SERVICES

Recreation & Community Services

The Senior Services activity includes all senior specific activities held at the Senior Center. Management of this activity includes daily supervision of the drop-in program, weekly bingo games, daily congregate meal program, case management services, exercise classes, special events, trips and tours, senior enrichment classes, supply ordering, and maintenance of facility and equipment.

Account Code	Description	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
4100	Regular Employees	294,500	303,500	303,000	339,000	347,500
4300	Seasonal/Temporary Employees	6,700	6,700	8,400	7,300	7,300
	Subtotal	301,200	310,200	311,400	346,300	354,800
5100	Supplies	1,000	1,100	1,000	12,000	12,000
5200	Contractual Services	5,000	5,000	5,000	20,000	20,000
5300	Membership, Travel, Training	0	0	0	0	0
8500	Internal Service Charges	98,200	98,200	143,800	116,200	119,800
	Subtotal	104,200	104,300	149,800	148,200	151,800
	TOTAL	405,400	414,500	461,200	494,500	506,600

3043 PARATRANSIT SERVICES - MEASURE B

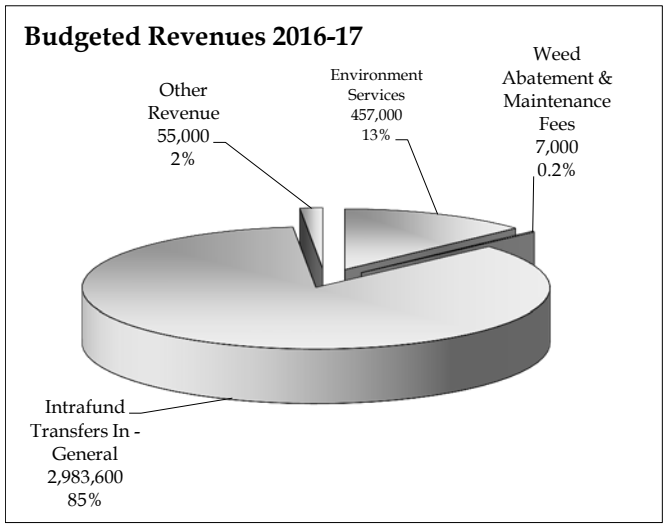
Recreation & Community Services

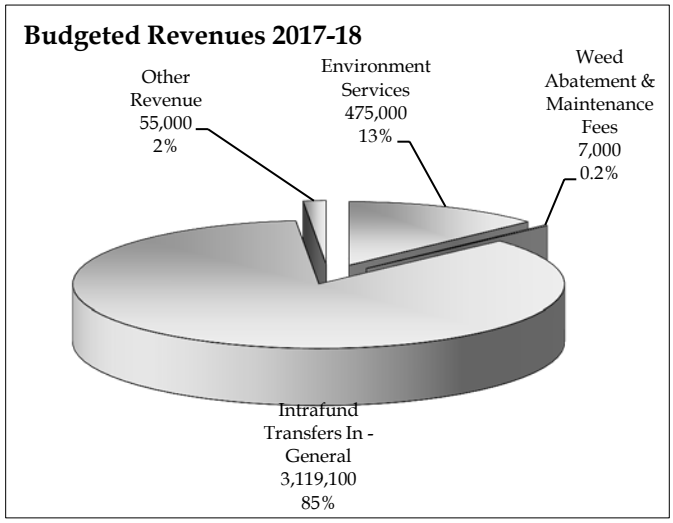
The Paratransit Services – Measure B activity provides door-to-door transportation to Newark seniors ages 65 and older and disabled adults ages 18 and over. Measure B is the half-cent sales tax revenue that was approved by voters in November 2000. Satellite Housing, Inc. contracts with the City to offer weekday services per a determined scheduled based on Measure B funding levels as set forth by the Metropolitan Transportation Authority. The service delivery area includes Newark, Union City, and some areas of Fremont.

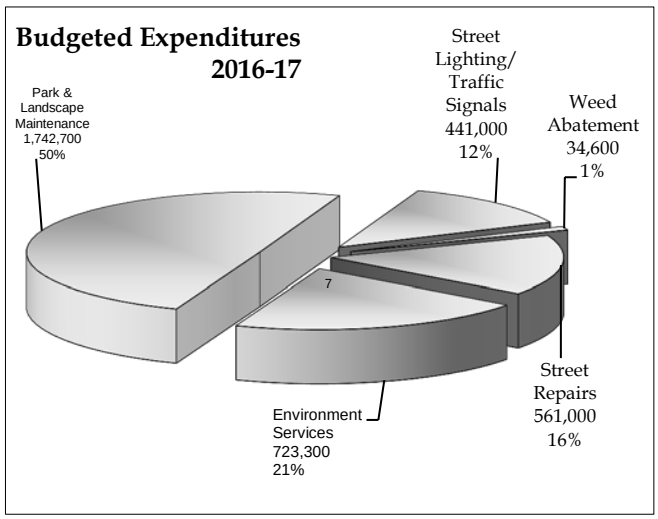
Account Code	Description		2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
5200	Contractual Services		187,000	187,000	157,000	187,000	187,000
		Subtotal	187,000	187,000	157,000	187,000	187,000
		TOTAL	187,000	187,000	157,000	187,000	187,000

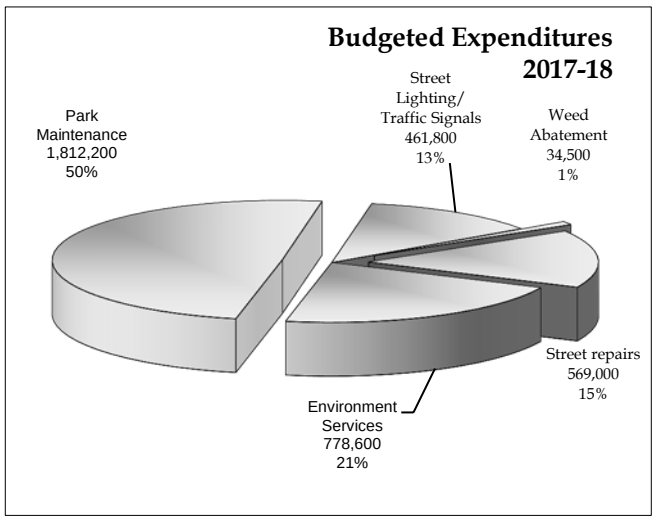
CAPITAL ASSETS - MAINTENANCE ENTERPRISE FUND

The Capital Assets - Maintenance Enterprise Fund provides for the maintenance of existing assets. Since preservation of infrastructure is a high priority, this fund receives significant contribution from the General Fund. Specific activities include Weed Abatement, Street Lighting & Traffic Signals, Street Repairs, Environmental Services, and Park & Landscape Maintenance.









CAPITAL ASSETS - MAINTENANCE SUMMARY

	Program/Activity	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
	WEED ABATEMENT					
4010	Weed Abatement	30,300	31,300	30,100	34,600	34,500
	Subtotal	30,300	31,300	30,100	34,600	34,500
	STREET OPERATIONS & MAINTENANCE					
4011	Street Lighting & Traffic Signals	384,100	404,600	377,800	441,000	461,800
4012	Street Repairs	496,500	503,600	382,700	561,000	569,000
4013	Environmental Services	682,600	692,600	646,300	723,300	778,600
	Subtotal	1,563,200	1,600,800	1,406,800	1,725,300	1,809,400
	PARK & LANDSCAPE MAINTENANCE					
4014	Park & Landscape	1,456,700	1,549,200	1,532,700	1,742,700	1,812,200
	Subtotal	1,456,700	1,549,200	1,532,700	1,742,700	1,812,200
	TOTAL	3,050,200	3,181,300	2,969,600	3,502,600	3,656,100

AUTHORIZED STAFFING	2015-16	2016-17	2017-18
Administrative Analyst	0.35	0.35	0.35
Assistant City Engineer	0.40	0.40	0.40
Assistant Engineer-Civil	0.25	0.25	0.25
Engineering Technician I	0.60	0.60	0.60
General Laborer	2.00	2.00	2.00
Landscape Inspector	1.00	1.00	1.00
Landscape & Park - Maintenance Worker I	1.00	1.00	1.00
Landscape & Park - Maintenance Worker II	2.00	2.00	2.00
Maintenance Superintendent	0.65	0.65	0.65
Maintenance Supervisor	1.00	1.00	1.00
Public Works Director	0.20	0.20	0.20
Public Works Inspector	0.10	0.10	0.10
Senior Administrative Support Specialist	0.25	0.25	0.25
Senior Landscape & Park Maintenance Worker	2.00	2.00	2.00
Street Maintenance II	2.00	2.00	2.00
TOTAL	13.80	13.80	13.80

4010 WEED ABATEMENT

Public Works

The Weed Abatement activity is an operating system to remove weeds on vacant parcels in developed areas. The process includes notification of property owners, preparation and award of contracts, administration of the abatement work, and execution of the lien procedure to guarantee reimbursement of costs incurred by the City.

Account Code	Description		2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
4100	Regular Employees		12,300	13,300	12,100	16,600	16,500
		Subtotal	12,300	13,300	12,100	16,600	16,500
5100	Supplies		0	0	300	0	0
5200	Contractual Services		17,700	17,700	17,500	17,700	17,700
5400	Other Charges		300	300	200	300	300
		Subtotal	18,000	18,000	18,000	18,000	18,000
		TOTAL	30,300	31,300	30,100	34,600	34,500

4011 STREET LIGHTING & TRAFFIC SIGNALS *Public Works*

The Street Lighting & Traffic Signals activity is an operating account to provide energy and maintenance for the operation of approximately 2,800 street lights and 43 traffic signals. The City contracts for the majority of street lighting and traffic signal maintenance.

Account Code	Description	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
4100	Regular Employees	67,100	69,100	66,200	81,000	82,300
	Subtotal	67,100	69,100	66,200	81,000	82,300
5200	Contractual Services	306,000	324,500	310,000	348,500	368,000
8500	Internal Service Charges	11,000	11,000	1,600	11,500	11,500
	Subtotal	317,000	335,500	311,600	360,000	379,500
	TOTAL	384,100	404,600	377,800	441,000	461,800

4012 STREET REPAIRS

Public Works

The Street Repairs activity is an operating system to repair and maintain approximately 100 miles of City streets. The Street Repair Program uses the data derived from the Pavement Management System to help identify needs and develop strategies to perform the required work. Street repairs include maintaining regulatory and informational signing and pavement markings.

Account Code	Description	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
4100	Regular Employees	195,300	201,300	174,500	239,000	244,300
	Subtotal	195,300	201,300	174,500	239,000	244,300
5100	Supplies	13,200	14,300	13,200	14,300	14,300
5200	Contractual Services	14,600	14,600	6,500	14,600	14,600
5300	Membership, Travel, Training	3,400	3,400	3,400	5,400	5,400
8500	Internal Service Charges	270,000	270,000	185,100	287,700	290,400
	Subtotal	301,200	302,300	208,200	322,000	324,700
	TOTAL	496,500	503,600	382,700	561,000	569,000

4013 ENVIRONMENTAL SERVICES *Public Works*

The Environmental Services activity ensures City streets are cleaned on a scheduled basis through the street sweeping program, storm drainage facilities are adequately cleaned and maintained, local businesses and residents are aware of and are conducting effective stormwater pollution prevention practices, and necessary funding for this work is provided for these functions as mandated under the Municipal Regional Stormwater National Pollutant Discharge Elimination System permit requirements which authorize and regulate discharges from the City's storm drain system to San Francisco Bay.

Account Code	Description	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
4100	Regular Employees	350,700	359,200	328,000	372,900	384,100
	Subtotal	350,700	359,200	328,000	372,900	384,100
5100	Supplies	14,700	16,200	16,000	16,200	16,200
5200	Contractual Services	106,200	106,200	110,400	112,200	113,000
5300	Membership, Travel, Training	600	600	1,600	600	600
6000	Debt Service Payments	46,500	46,500	46,500	46,500	46,500
8500	Internal Service Charges	163,900	163,900	143,800	174,900	218,200
	Subtotal	331,900	333,400	318,300	350,400	394,500
	TOTAL	682,600	692,600	646,300	723,300	778,600

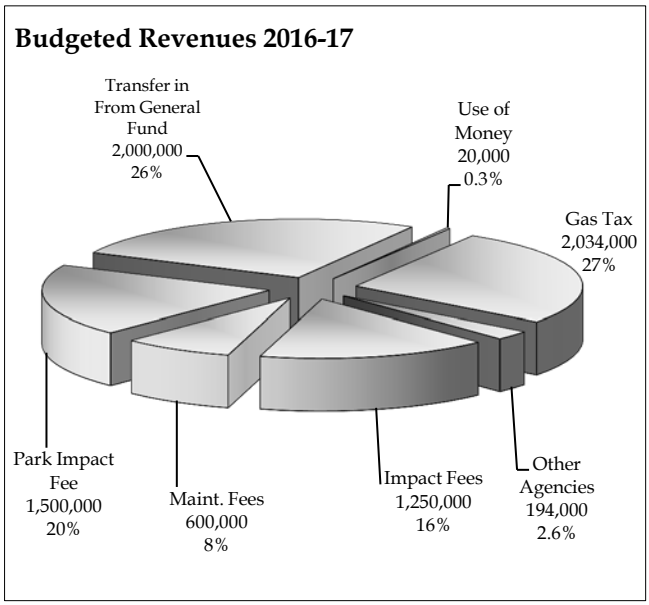
4014 PARK & LANDSCAPE MAINTENANCE *Public Works*

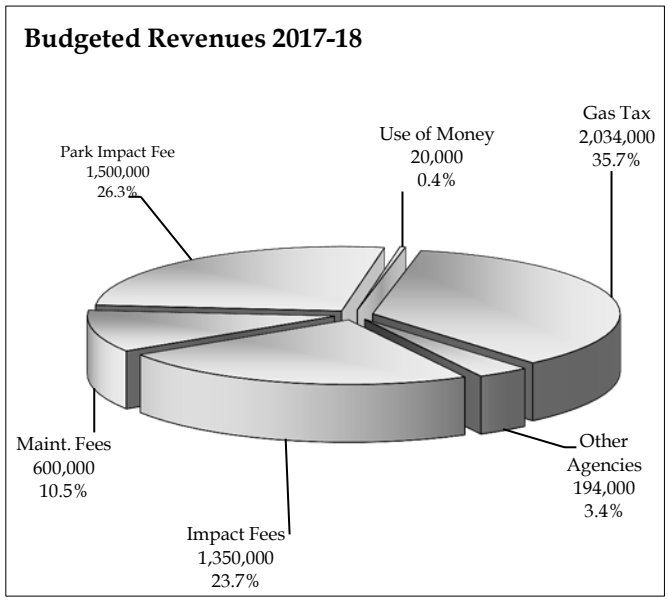
The Park & Landscape Maintenance activity is an operating program maintaining approximately 18,000 trees located within 156 acres of City parks and street landscaping, including street rights-of-way, cul-de-sacs, and medians.

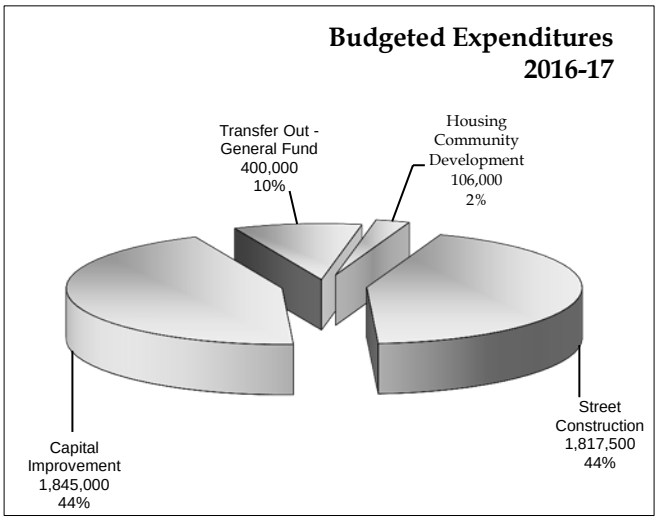
Account Code	Description	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
4100	Regular Employees	813,200	862,200	753,500	971,300	985,000
4200	Overtime	7,000	7,000	4,000	5,000	7,000
	Subtotal	820,200	869,200	757,500	976,300	992,000
5100	Supplies	39,000	42,500	42,500	42,500	42,500
5200	Contractual Services	398,900	430,900	376,200	502,900	527,800
5300	Membership, Travel, Training	5,900	5,900	5,900	8,900	8,900
5400	Other Charges	0	8,000	8,000	0	0
8500	Internal Service Charges	192,700	192,700	342,600	212,100	241,000
	Subtotal	636,500	680,000	775,200	766,400	820,200
	TOTAL	1,456,700	1,549,200	1,532,700	1,742,700	1,812,200

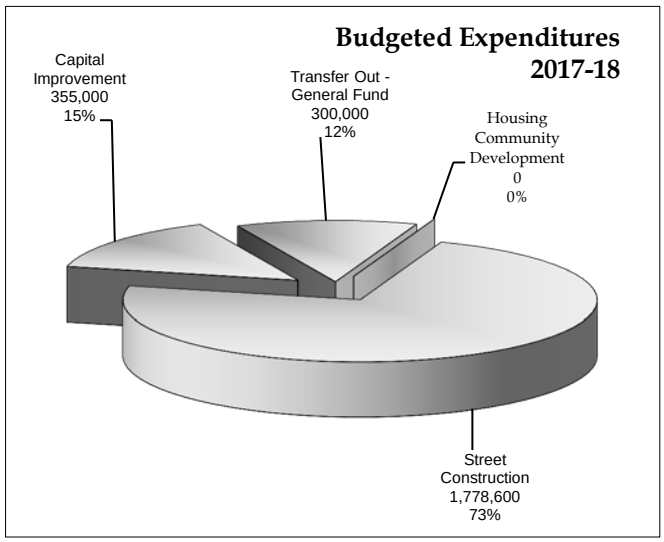
CAPITAL ASSETS - CONSTRUCTION ENTERPRISE FUND

The Capital Assets - Construction Enterprise Fund consists of the City's capital projects and the funds used in financing these projects. Activities include Street Construction, Housing Community Development (HCD), Park Construction, Capital Improvements, and Art in Public Places. Revenues available to support this fund include State Gasoline Tax, Measure B Sales Tax, Community Development Block Grant, development impact fees, and other grants. General Fund contributions to this fund is variable from year to year, depending on capital construction needs and any operating surplus generated by the General Fund.









CAPITAL ASSETS - CONSTRUCTION SUMMARY

	Program/Activity	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
	CAPITAL PROJECTS					
5000	Street Construction	2,028,600	7,230,300	1,556,000	2,217,500	2,078,600
5200	Housing Community Development	130,000	130,000	130,000	106,000	0
5400	Park Construction	0	76,000	15,000	0	0
5600	Capital Improvements	1,460,000	4,568,000	2,305,000	1,845,000	355,000
5700	Art in Public Places	0	0	0	0	0
	TOTAL	3,618,600	12,004,300	4,006,000	4,168,500	2,433,600

5000 STREET CONSTRUCTION *Public Works*

The Street Construction activity is a capital program that provides funding for public works projects within the public right-of-way. This year's program includes grant projects, Gas Tax-funded construction and maintenance projects, and miscellaneous appropriations to support this activity, such as professional consulting services and departmental supplies.

Account Code	Description	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
5200	Contractual Services	1,623,500	6,730,300	1,056,000	1,817,500	1,778,600
	Total Capital Outlay	1,623,500	6,730,300	1,056,000	1,817,500	1,778,600
2900	Fund Transfers to General Fund	500,000	500,000	500,000	400,000	300,000
	TOTAL	2,123,500	7,230,300	1,556,000	2,217,500	2,078,600

Projects 2016-17:

Pavement Maintenance (Ongoing)	1,100,000
Sidewalk Maintenance (Ongoing)	300,000
Street Tree Maintenance (Ongoing)	200,000
Citywide Handicap Ramps (Ongoing)	60,000
Citywide Signs (Ongoing)	25,000
Traffic Calming Measures (Ongoing)	50,000
Thermoplastic Street Striping (Ongoing)	25,000
Traffic Signals - LED Mep/Accessory Replacement (Ongoing)	35,000
Total Projects	**1,795,000**
Professional Services	**22,500**
Fund Transfers to General Fund	**400,000**
Grand Total 2016-17	**2,217,500**

Projects 2017-18:

Pavement Maintenance (Ongoing)	1,100,000
Sidewalk Maintenance (Ongoing)	300,000
Street Tree Maintenance (Ongoing)	200,000
Citywide Handicap Ramps (Ongoing)	60,000
Citywide Signs (Ongoing)	20,000
Traffic Calming Measures (Ongoing)	50,000
Traffic Signals - LED Mep/Accessory Replacement (Ongoing)	25,000
Total Projects	**1,755,000**
Professional Services	**23,600**
Fund Transfers to General Fund	**300,000**
Grand Total 2017-18	**2,078,600**

5200 HOUSING COMMUNITY DEVELOPMENT (HCD)

Community Development

The HCD activity administers the Community Development Block Grant (CDBG). The City is a subgrantee of this federal grant which is directly awarded to the County of Alameda. This activity provides funding of programs and projects related to low-income housing and neighborhood improvements.

Account Code	Description	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
5200	Contractual Services	130,000	130,000	130,000	106,000	0
	Subtotal	130,000	130,000	130,000	106,000	0
	Total	130,000	130,000	130,000	106,000	0

5400 PARK CONSTRUCTION

Public Works

The Park Construction activity administers contracts for the installation and construction of new and rehabilitated park facilities, including play apparatus, sportsfields, and landscaping and irrigation systems to ensure a safe and enjoyable recreational environment for the City's residents. In May of 2016, a Parks Master Plan was started. The Budget for 2016-17 and 2017-18 is pending the completion of this plan and will be amended accordingly.

Account Code	Description	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
5200	Contractual Services	0	76,000	15,000	0	0
	Subtotal	0	76,000	15,000	0	0
	Total Capital Outlay	0	76,000	15,000	0	0

5600 CAPITAL IMPROVEMENTS *Public Works*

The Capital Improvements activity provides for the funding of non-gas tax funded capital projects. Funds for this account are provided from a number of sources, including capital funds and grants.

Account Code	Description	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
5200	Contractual Services	665,000	4,463,000	2,200,000	1,845,000	355,000
7000	Machinery & Equipment	0	105,000	105,000	0	0
	Subtotal	665,000	4,568,000	2,305,000	1,845,000	355,000
	Total Capital Outlay	665,000	4,568,000	2,305,000	1,845,000	355,000
	TOTAL	665,000	4,568,000	2,305,000	1,845,000	355,000

Projects 2016-17:

Citywide Building Floor Covering Replacement (Ongoing)	20,000
Citywide Building Painting (Ongoing)	15,000
Citywide Building Roof Repairs (Ongoing)	20,000
Citywide Building Upgrades (Ongoing)	50,000
Citywide Parking Lot Repair and Resealing (Ongoing)	50,000
Citywide Parks/City Facilities Fence Repairs (Ongoing)	5,000
Citywide Parks Irrigation Systems Upgrade/Modification (Ongoing)	50,000
Citywide Playground Surfacing (Ongoing)	15,000
Citywide Work Station Replacement (Ongoing)	10,000
Park Pathways Repair and Resealing (Ongoing)	30,000
Park Renovation (Ongoing)	15,000
Park Tree Pruning (Ongoing)	25,000
Citywide HVAC Replacements	150,000
Email Message Archiving	15,000
Lakeshore Park Landscape Restoration	255,000
Large Computer Monitors for Plan Review	6,000
Lawn Aerator Tractor Implement	14,000
New Vehicles for Building and Engineering	90,000
Old Town PDA Specific Plan and Development Strategy	160,000
Patrol Annex Work Station Upgrades	50,000
Silliman Activity Center - HVAC Unit Replacements	275,000
Silliman Activity Center - Light Control Board	50,000
Silliman Aquatic Center - Automatic Doors	25,000
Silliman Aquatic Center - Air Handler #1 Replacement	250,000
Silliman Aquatic Center - Pool Heater Replacements	120,000
Silliman Aquatic Center - Variable Frequency Drive Unit	45,000
Slit-Seeder Tractor Implement	20,000
Trailer for Large Riding Mower	15,000
Total Projects	**1,845,000**

Projects 2017-18:

Citywide Building Floor Covering Replacement (Ongoing)	20,000
Citywide Building Painting (Ongoing)	15,000
Citywide Building Roof Repairs (Ongoing)	20,000
Citywide Building Upgrades (Ongoing)	50,000
Citywide Parking Lot Repair and Resealing (Ongoing)	50,000
Citywide Parks/City Facilities Fence Repairs (Ongoing)	5,000
Citywide Parks Furniture Installation/Replacement (Ongoing)	5,000
Citywide Parks Irrigation Systems Upgrade/Modification (Ongoing)	50,000
Citywide Playground Surfacing(Ongoing)	15,000
Citywide Work Station Replacement (Ongoing)	10,000
Park Pathways Repair and Resealing (Ongoing)	30,000
Park Renovation (Ongoing)	15,000
Park Tree Pruning (Ongoing)	25,000
Citywide Speed Survey	45,000
Total Projects	**355,000**

INTERNAL SERVICE FUNDS

Internal Service Funds are used to account for the financing of equipment and services provided internally to other City departments. Examples include maintenance and replacement of departmental equipment, maintenance of City-owned buildings, the administration of workers' compensation and public liability insurance, and general office equipment lease agreements.

Activities that support these types of functions are classified as Internal Service Funds (ISF). The cost of these funds are allocated to all departments through allocation formulas. These formulas distribute the financial burden a given service places on the ISF activity. The final allocations for all ISFs become the Internal Service Fund Cost Allocation Plan.

INTERNAL SERVICE FUNDS SUMMARY

	Program/Activity	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
	GENERAL					
9120	Office Support Services	106,400	106,400	102,700	119,500	119,500
	Subtotal	106,400	106,400	102,700	119,500	119,500
	SELF-INSURANCE					
9210	Workers' Compensation	499,200	497,700	784,800	724,600	780,700
9230	Public Liability	593,300	593,300	596,400	608,000	609,400
	Subtotal	1,092,500	1,091,000	1,381,200	1,332,600	1,390,100
	MAINTENANCE					
9310	Equipment Maintenance	910,800	975,200	910,200	992,700	1,002,300
9410	Building Maintenance	959,200	1,019,200	909,900	1,135,000	1,171,800
9413	Community Activity Center	691,100	705,700	665,500	730,900	749,600
	Subtotal	2,561,100	2,700,100	2,485,600	2,858,600	2,923,700
	CAPITAL OUTLAY					
9710	Equipment	400,000	733,000	700,000	440,000	400,000
	Subtotal	400,000	733,000	700,000	440,000	400,000
	TOTAL	4,160,000	4,630,500	4,669,500	4,750,700	4,833,300

AUTHORIZED STAFFING	2015-16	2016-17	2017-18
Administrative Analyst	0.10	0.10	0.10
Cashier	0.10	0.10	0.10
City Attorney	0.25	0.25	0.25
Executive Assistant	0.10	0.10	0.10
Human Resources Director	0.10	0.10	0.10
Building Mechanic I	1.00	1.00	1.00
Building Mechanic II	1.00	1.00	1.00
Equipment Mechanic I	1.00	1.00	1.00
Equipment Mechanic II	1.00	1.00	1.00
Maintenance Superintendent	0.35	0.35	0.35
Maintenance Supervisor	1.00	1.00	1.00
Public Works Director	0.20	0.20	0.20
Senior Administrative Support Specialist	0.25	0.25	0.25
Senior Building Mechanic	1.00	1.00	1.00
Senior Equipment Mechanic	1.00	1.00	1.00
SUBTOTAL	8.45	8.45	8.45
Seasonal/Temporary Full-time Equivalent	0.35	0.35	0.35
TOTAL	8.80	8.80	8.80

9120 OFFICE SUPPORT SERVICES

Administrative Services

Office Support Services facilitates the City's mailroom operations and purchase of Citywide stationary, envelopes, and other related mailing supplies. This activity also manages the lease of the City's photocopy and postage equipment.

Account Code	Description	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
4100	Regular Employees	7,900	7,900	8,800	9,000	9,000
4300	Seasonal/Temporary Employees	15,800	15,800	11,200	15,800	15,800
	Subtotal	23,700	23,700	20,000	24,800	24,800
5100	Supplies	17,700	17,700	17,700	17,700	17,700
5200	Contractual Services	65,000	65,000	65,000	77,000	77,000
	Subtotal	82,700	82,700	82,700	94,700	94,700
	TOTAL	106,400	106,400	102,700	119,500	119,500

9210 WORKERS' COMPENSATION SELF-INSURANCE

Human Resources

The Workers' Compensation Self-Insurance program administers benefits in accordance with State and Federal laws. The City is self-insured for Workers' Compensation benefits, a mandated benefit to protect employees who incur industrial injuries. The Workers' Compensation program includes the processing of claims, the determination and evaluation of compensability, the selection and monitoring of medical and legal consultants, the settlement and litigations of claims, and the preparation of reports to other governmental agencies. In addition, the program includes risk and claims analysis, training, education, and prevention. The City utilizes JT2 Integrated Resources as the Third Party Administrator and LAWCX as the excess insurance carrier for the Workers' Compensation program.

Account Code	Description	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
4100	Regular Employees	22,500	22,500	20,500	24,800	25,200
	Subtotal	22,500	22,500	20,500	24,800	25,200
5100	Supplies	1,700	200	200	1,700	1,700
5200	Contractual Services	474,100	474,100	764,100	697,200	752,900
5300	Membership, Travel, Training	900	900	0	900	900
	Subtotal	476,700	475,200	764,300	699,800	755,500
	TOTAL	499,200	497,700	784,800	724,600	780,700

9230 PUBLIC LIABILITY SELF-INSURANCE

City Attorney's Office

The Public Liability Self-Insurance activity accounts for the expenses required to administer the public liability, fidelity bond, and property/casualty insurance policies. These services include the purchase of insurance and administration of claims, the periodic analysis of losses and loss prevention measures, and the coordination of legal and adjusting information.

Account Code	Description		2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
4100	Regular Employees		73,300	73,300	79,900	88,000	89,400
		Subtotal	73,300	73,300	79,900	88,000	89,400
5200	Contractual Services		520,000	559,500	516,500	520,000	520,000
		Subtotal	520,000	559,500	516,500	520,000	520,000
		TOTAL	593,300	593,300	596,400	608,000	609,400

9310 EQUIPMENT MAINTENANCE

Public Works

The Equipment Maintenance activity supports the repair and maintenance of the City's fleet, including cruisers, sedans, pickups, vans, fire equipment, heavy construction equipment, and miscellaneous (mowers, edgers, sprayers, etc.) equipment. Each piece of equipment is set up on a preventive maintenance program.

Account Code	Description	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
4100	Regular Employees	432,700	469,100	407,600	511,600	521,200
4200	Overtime	0	0	1,500	0	0
	Subtotal	432,700	469,100	409,100	511,600	521,200
5100	Supplies	330,200	351,200	351,100	330,200	330,200
5200	Contractual Services	146,000	153,000	150,000	146,000	146,000
5300	Membership, Travel, Training	1,900	1,900	0	4,900	4,900
	Subtotal	478,100	506,100	501,100	481,100	481,100
	TOTAL	910,800	975,200	910,200	992,700	1,002,300

9410 BUILDING MAINTENANCE

Public Works

The Building Maintenance activity supports the operation and maintenance of City facilities, including the City Administration Building, Library, Community Center, Fire Stations (3), Service Center, Senior Center, Ash Street Buildings, Second Chance, security and ball field lights, and other miscellaneous buildings.

Account Code	Description	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
4100	Regular Employees	400,600	419,500	321,100	458,300	467,100
	Subtotal	400,600	419,500	321,100	458,300	467,100
5100	Supplies	31,900	34,500	33,900	34,500	34,500
5200	Contractual Services	524,200	562,700	554,900	636,700	664,700
5300	Membership, Travel, Training	2,500	2,500	0	5,500	5,500
	Subtotal	558,600	599,700	588,800	676,700	704,700
	TOTAL	959,200	1,019,200	909,900	1,135,000	1,171,800

9413 COMMUNITY ACTIVITY & FAMILY AQUATIC CENTER MAINTENANCE

Public Works

The George M. Silliman Community Activity & Family Aquatic Center activity supports the maintenance of this building located at 6800 Mowry Avenue.

Account Code	Description		2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
4100	Regular Employees		87,400	91,500	53,100	100,700	102,300
		Subtotal	87,400	91,500	53,100	100,700	102,300
5100	Supplies		16,000	17,500	15,700	17,500	17,500
5200	Contractual Services		587,700	596,700	596,700	612,700	629,800
		Subtotal	603,700	614,200	612,400	630,200	647,300
		TOTAL	691,100	705,700	665,500	730,900	749,600

9710 EQUIPMENT

Administrative Services

The Equipment activity monitors the replacement and funding of equipment and machinery that the City uses to provide services to the community. A required annual contribution is charged to the user department, which is accumulated to fund future replacement of the equipment. An equipment replacement schedule provides the timeline of the replacement based on estimated useful life and/or obsolescence. Due to limited funds, equipment replacement requires prioritization that places emphasis on safety issues and necessity of the equipment to City operations.

Account Code	Description	2015-16 Adopted	2015-16 Amended	2015-16 Estimated	2016-17 Budgeted	2017-18 Budgeted
7000	Capital Outlay	400,000	733,000	700,000	440,000	400,000
	TOTAL	400,000	733,000	700,000	440,000	400,000

Equipment Replacement List 2016-18

Description	Activity	Replacement Cost
IS Computers, Servers, and Equipment	1024	226,500
IS Police Servers	1024	35,000
Police Vehicle Computers	1024	85,000
Bulletproof vests	1030	28,400
Vehicle Replacements	9310	300,000
Pool Vacuum	3032	4,100
Silliman Center Furniture	3032	20,000
Fire Stations Exhaust Systems	9410	44,000
Platescan Vehicle Plate Readers	1030	60,000
K9 Replacements	1030	18,000
Recreation Laminating Machine	3030	2,500
Engineering Plotter	2015	11,000
Evidence Freezer	1030	5,500
	Total	**840,000**

SERVICES RESTORED & SUPPORTED BY THE UTILITY USERS TAX
(INCLUDED IN PREVIOUS PAGES OF DEPARTMENT EXPENDITURES)

Code	Program/Activity	Updated to 2016-17	% of UUT	Description
MANAGEMENT/SUPPORT SERVICES				
1021	Human Resources	38,700	1.0%	Part-time Administrative Support
1024	Information Systems	10,300	0.3%	Increased Staff Support
1025	Financial Services	219,400	5.5%	Addition of accountant position
2991	Reserves	244,000	6.1%	Maintain Reserves per policy
	Subtotal	512,400	12.7%	
PUBLIC SAFETY				
1030	Patrol	724,000	18.0%	Officer, Project Raven Leader, School Resource and General Police Support
1031	Investigation	120,000	3.0%	Detective
1034	School Crossing Guard	70,400	1.8%	
1036	Administration	50,000	1.2%	Part-time Staff Support
1041	General Public Safety Support	1,066,000	26.5%	
	Subtotal	2,030,400	50.5%	
COMMUNITY PROMOTION				
2010	Development	157,000	3.9%	General Development Support
2013	Community Preservation	62,400	1.6%	Community Preservation Specialist
	Subtotal	219,400	5.5%	
RECREATION				
3030	General Recreation Services	200,000	5.0%	General Recreation Support, 25% of Administrative Support Specialist
3031	Youth/Adult Sports	20,100	0.5%	25% of Administrative Support
3032	Activity & Family Aquatic Center	130,600	3.2%	50% of Administrative Support
3042	Senior Services	165,000	4.1%	Building Maintenance
	Subtotal	515,700	12.8%	
PARK & LANDSCAPE MAINTENANCE				
4013	Environmental Services	102,000	2.5%	Increased Street Sweeping
4012	Street Repairs	6,400	0.2%	Sweeper Maintenance
4014	Park & Landscape	301,000	7.5%	Landscape Staff and General Maintenance Support
	Subtotal	409,400	10.2%	
CAPITAL IMPROVEMENTS				
5600	Capital Improvements	168,000	4.2%	
	Subtotal	168,000	4.2%	
INTERNAL SERVICE FUNDS				
9310	Equipment Maintenance	112,000	2.8%	Fuel and Utilities
9410	Building Maintenance	27,700	0.7%	Staff to Maintain Senior Center
9710	Equipment	26,000	0.6%	
	Subtotal	165,700	4.1%	
TOTAL UTILITY USERS TAX EXPENDITURES		**4,020,800**	100.0%	