



**City of San Ramon  
California**



**Adopted Annual Program of Services & Budget  
Fiscal Year 2018-19**

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



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# **Elected Officials**

Bill Clarkson  
Mayor

Philip G. O’Loane  
Vice-Mayor

David E. Hudson  
Councilmember

Scott Perkins  
Councilmember

Harry Sachs  
Councilmember

# **Appointed Officials**

Joe Gorton  
City Manager

Martin Lysons  
City Attorney

# **Executive Team**

Administrative Services Director  
Assistant City Manager  
City Clerk  
Community Development Director  
Parks & Community Services Director  
Police Chief  
Public Works Director

Eva Phelps  
Eric Figueroa  
Renée Beck  
Debbie Chamberlain  
Kathi Heimann  
Dan Pratt  
Maria Fierner

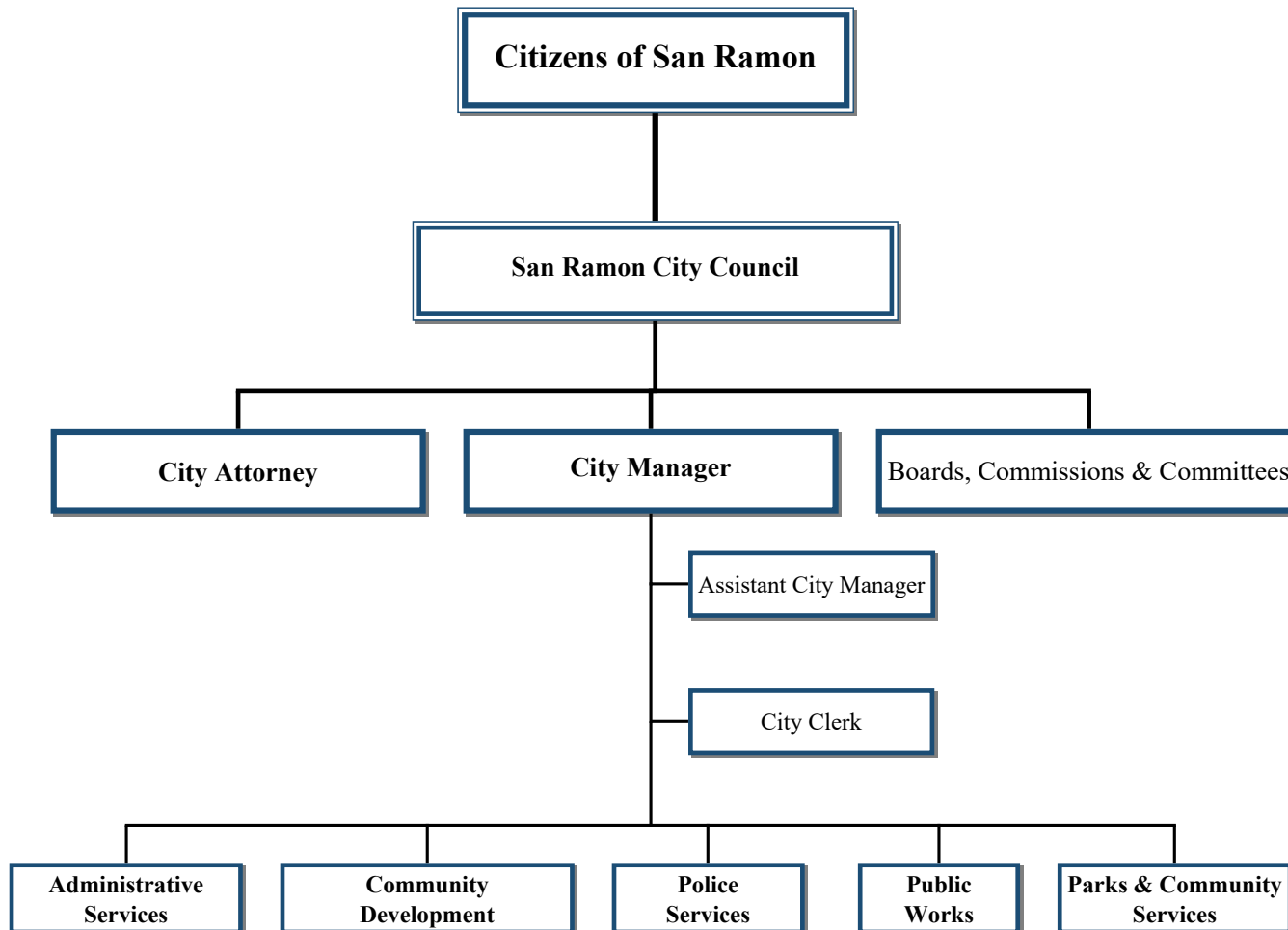




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# City of San Ramon Organization Chart FY 2018-19





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# **BUDGET MESSAGE**



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CITY OF SAN RAMON

7000 BOLLINGER CANYON ROAD
SAN RAMON, CALIFORNIA 94583
PHONE: (925) 973-2500
WEB SITE: www.sanramon.ca.gov

May 22, 2018

Honorable Mayor and City Councilmembers
City of San Ramon
7000 Bollinger Canyon Road
San Ramon, CA 94583

SUBJECT: Adopted FY 2018-2019 Operating Budget

Honorable Mayor and City Councilmembers:

I hereby present the Adopted FY 2018-2019 Operating Budget for the City of San Ramon. The operating budget is for all City funds and programs, including the General Fund, Special Revenue Funds, Dougherty Valley Geological Hazard Abatement District, San Ramon Housing Successor, and other special purpose funds. The budget document has been developed to serve as the City's financial plan of programs and service delivery for the next twelve months. The budget document includes departmental statements of purpose, service descriptions, major accomplishments, and future major action items. The financial plan for FY 2018-2019 that is described below provides funding to maintain core service levels within the City.

The Dougherty Valley Geological Hazard Abatement District is shown separately in the back section of the document as this budget is approved both by the City Council and also independently by the authorizing Board of this entity. This budget document, together with the Capital Improvement Program (CIP) document, provides detailed information for the City Council to evaluate the entire City budget proposal.

In summary, the FY 2018-2019 Budget for all City funds, including the Dougherty Valley Geological Hazard Abatement District and the Capital Budget totals \$103.0 million. The budget is comprised of an Operating Budget of \$75.0 million, a Special Revenue Fund Budget of \$0.2 million, a Debt Service Fund budget of \$3.2 million, a Capital Budget of \$11.5 million, an Internal Service budget of \$12.5 million, a Dougherty Valley Geological Hazard Abatement District budget of \$0.7 million (included in the Operating Budget) and a Housing Successor budget of \$0.6 million. The organization of the City's budget can be most clearly understood by referring to page 27.

## **ECONOMIC OUTLOOK**

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

Nationally, the Bureau of Labor Statistics reported that nonfarm jobs increased 164,000 in April 2018, which was less than the average monthly gains of 191,000 over the past 12 months. Average hourly earnings have risen 2.6% from April 2017 to April 2018. The unemployment rate decreased from 4.4% to 3.9% during the same time period. The National Association of Realtors reported that sales of previously owned homes in the U.S. increased 1.1% from February 2018 to March 2018; however, sales are down 1.2% below a year ago. This decline is due to a low supply of homes and climbing home prices that make it unaffordable for potential buyers.

The Statewide economy continues to show continued growth and is predicted to continue over the next few years. The median home price rose 9.0% from March 2017 to March 2018 and this growth is predicted to continue at 5.0% over the next year. Construction starts for single family homes rose 24% from March 2017 to March 2018. Construction starts for multi-family residencies increased 16% during the same time frame. California's unemployment rate decreased from 5.1% to 4.2% from March 2017 to March 2018. Governor Brown's proposed 2018-2019 budget plan is projecting a healthy one-time surplus, however, the State is still facing uncertainty due to enactment of the federal tax bill. The ramifications of the tax bill have not been factored into the original budget's economic or revenue forecasts, but will be included with the May revision of the budget. Revenues are projected to grow at a faster pace during the 2018-19 budget year compared to the previous fiscal year. The increase is due to improvements in personal income tax and sales tax. Corporate taxes are projected to be slightly lower than the previous year. The State is still committed to increasing funding for K-14 education and setting aside money in the Rainy Day fund to prepare for the next recession. The City's budget does not include any projected takeaways by the State. Staff will continue to monitor the State budget process and inform the Council of any impacts, positive or negative, from the State budget.

On April 28, 2017, the Governor signed Senate Bill SB-1 the Road Repair and Accountability Act of 2017. The Bill is anticipated to raise a projected \$52.4 billion over 10 years, due to increases in gas taxes and vehicle registration fees. The gas tax increase began on November 1, 2017 and new vehicle registration fees began on January 1, 2018. A portion of the funds raised will be distributed to cities for road repair and related projects on an annual basis. The estimate for FY 2018-19 is \$1,429,188. Due to the nature of the initiative process in California, it is possible that there will be future challenges to SB-1, the Road Repair Accountability Act, that could overturn this revenue source as early as November 2018.

The local economy is showing steady improvement. San Ramon’s unemployment rate was 2.7% as of March 2018, which remains lower than the national and state level. All City major revenue sources are showing increases except for sales tax, which is affected by the volatility of business to business transactions, and building and construction materials sales.

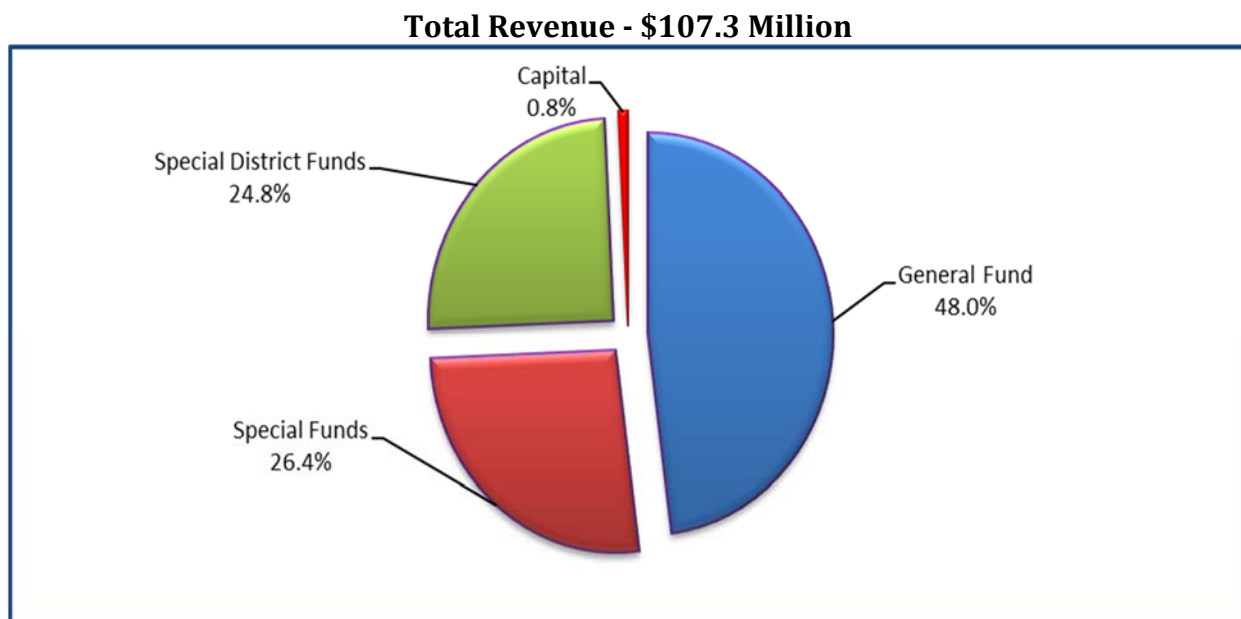
The City now has a population of more than eighty-two thousand and is continuing to expand services into newly annexed Dougherty Valley areas using a conservative and cost conscious approach.

## FINANCIAL PLANNING

At the April 17, 2018 Budget Workshop, staff presented to the City Council the status of the FY 2018-19 budget development, which showed a balanced budget without the use of General Fund Reserves.

## RESOURCES FUNDING THE CITY BUDGET

The FY 2018-2019 Budget includes \$107.3 million of revenue, along with reserve funds accumulated in prior years, provides the funding that is available to finance City services. The manner in which a portion of the City revenue may be spent is determined by law, or other fiscal constraints. As shown on the following graph, 48.0% of City revenue is general purpose and used to support police, public works, recreation programs, community development and other general government. The remaining 52.0% is revenue that is restricted for use for specific purposes such as the Geologic Hazard Abatement District, capital projects, services in special assessment districts, housing programs and internal services such as equipment replacement.

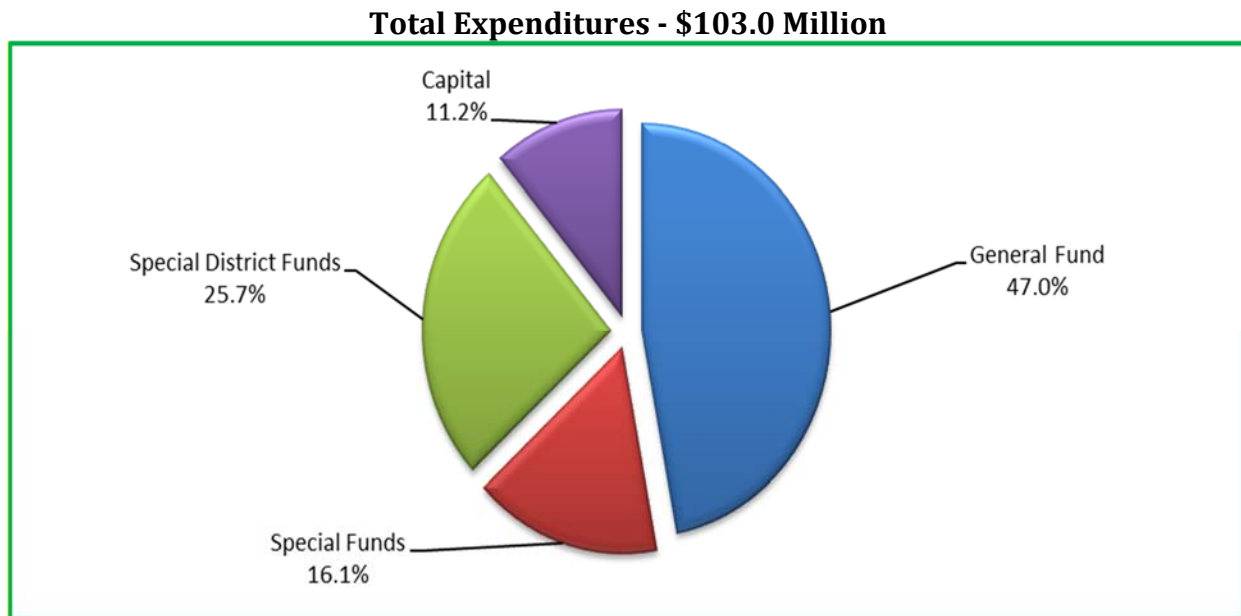


*\*Special Funds include Special Revenue Funds, Housing Successor Fund, Debt Service Funds, and Internal Service Funds*



## EXPENDITURE BUDGET

The \$103.0 million expenditure budget is \$1.0 million (0.9%) less than the FY 2017-2018 adopted budget reflecting decreases in Capital Project Funds, and Debt Service Funds, offset by increases in the General Fund, Special District Funds, Dougherty Valley Geologic Hazard Abatement District Fund, and Internal Service Funds. The graph below shows how the expenditure budget is broken out among major fund groups.



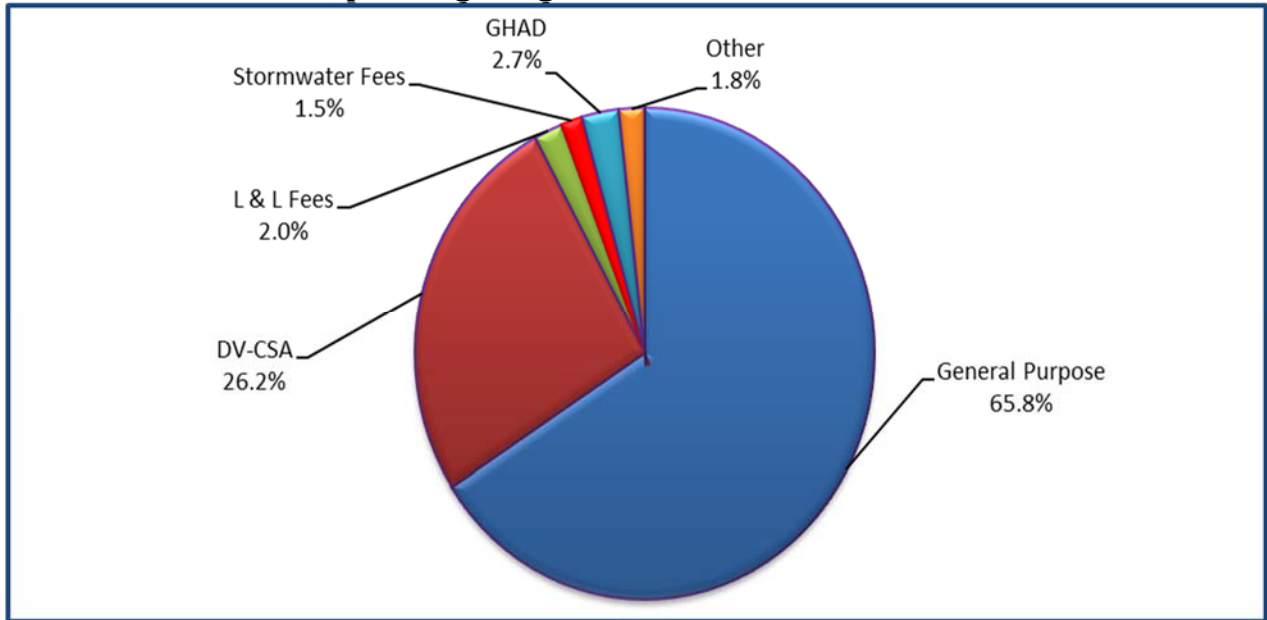
The \$1.0 million decrease in the expenditure budget reflects decreases of \$0.2 million in the Debt Service Funds, and \$2.5 million in Capital Project Funds, offset by increases of \$0.9 million in the General Fund, \$0.2 million in Special District Funds, \$0.5 million in Internal Service Funds, and \$0.1 million in the Dougherty Valley Geologic Hazard Abatement District Fund. A decrease in Capital Projects is the primary reason for the expenditure decrease. Significant factors impacting expenditures include inflationary increases in service contracts, employee wage and benefit costs, and utility costs.

## OPERATING BUDGET

### Revenue

There is \$78.2 million of revenue available to finance City operating fund budgets in 2018-2019. The City operating funds include: General Fund, Dougherty Valley Fund, 19 separate lighting and landscaping special district funds, the Stormwater Fund, the Dougherty Valley Geologic Hazard Abatement District Fund and other Special Revenue Funds. The revenues collected in 2018-2019, and reserves that were accumulated in prior years, are the financial resources used to fund the Operating Expenditure Budget.

**Operating Budget Revenue - \$78.2 Million**



Expenditures

The total expenditure budget for the combined City Operating budget is \$75.0 million. These expenditure budgets are distributed as shown below:

**Table 1  
Operating Budget Expenditures - \$75.0 Million**

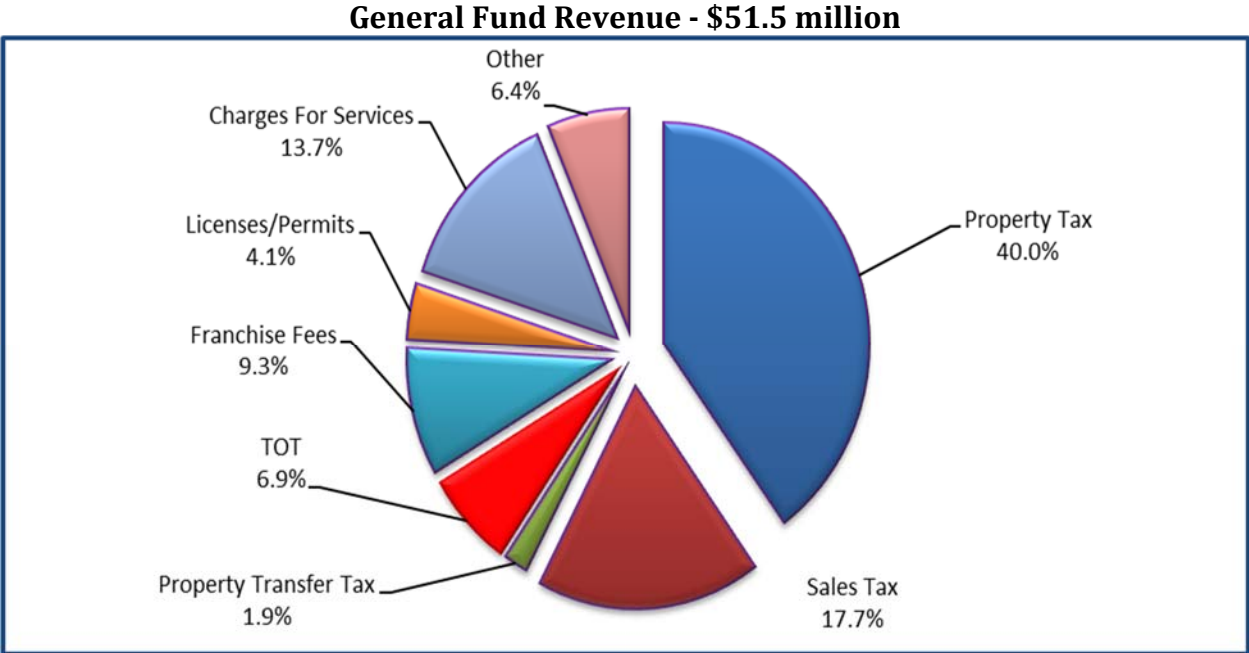
<b>Department</b>	<b>FY 2018-19 Budget</b>	<b>FY 2017-18 Budget*</b>	<b>\$ Difference</b>
General Government	\$2.6	\$2.3	\$0.3
Administrative Services	4.6	4.6	0.0
Community Development	3.5	3.6	(0.1)
Public Works	32.8	33.6	(0.8)
Police Services	22.2	21.3	0.9
Parks & Community Services	9.1	8.8	0.3
Non-Departmental	<u>0.2</u>	<u>0.2</u>	<u>0.0</u>
<b>Total</b>	<b><u>\$75.0</u></b>	<b><u>\$74.4</u></b>	<b><u>\$0.6</u></b>

\*Adjusted Operating Budget

**GENERAL FUND**

General Fund Revenue

The revenue available to finance General Fund services consists primarily of taxes, service fees, and prior year surplus. General Fund revenues are estimated to be \$51.5 million, which is \$1.8 million or 3.7% above the FY 2017-2018 revised budget. The \$51.5 million of revenue by source is shown in the graph below.



Sales and property taxes account for more than half of all General Fund revenue. Property tax revenue is the City’s single largest revenue source at 40.0% of the General Fund. Property tax for FY 2018-2019 is projected at \$20.6 million. Property assessed values increased 6.44% during FY 2017-2018 and are currently estimated to have an increase of 5.9% during FY 2018-2019. Actual assessed value changes will not be known until later this summer. Going forward, property tax growth is projected to continue.

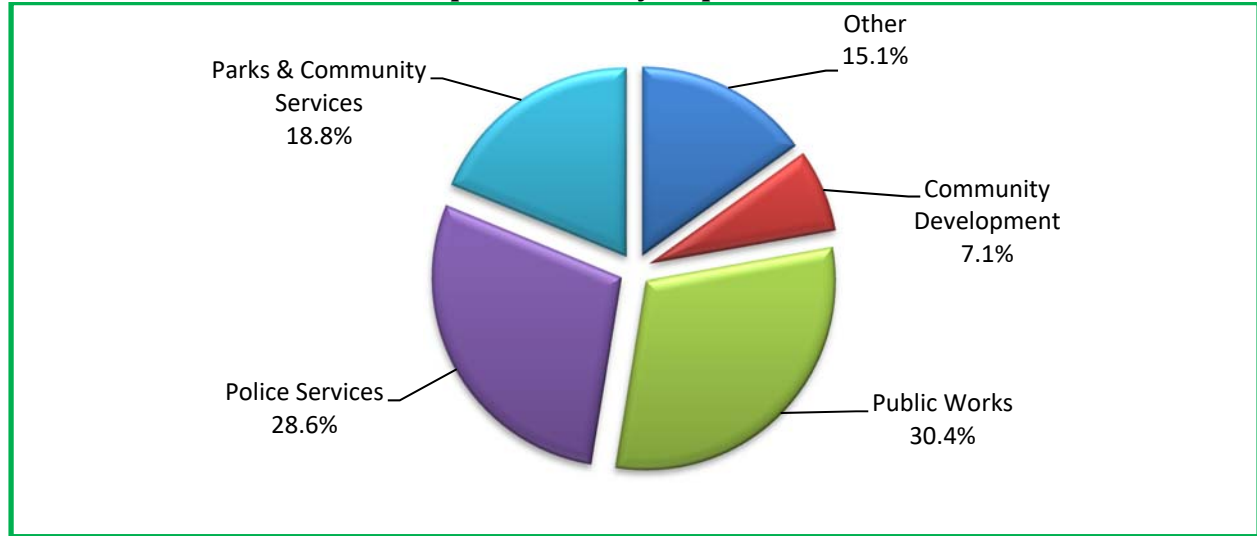
Sales tax is the City’s second largest revenue source at 17.7% of the General Fund. Sales tax is trending to end FY 2017-2018 8.6% lower than budgeted estimates, but 4.0% lower than FY 2016-2017 actuals due to the volatility of business to business transactions, and building and construction materials sales. The projection for FY 2018-2019 is that sales tax will be \$0.5 million less than the estimated FY 2017-2018 base of \$9.8 million. The current projection for FY 2018-2019 is \$9.1 million.

General Fund Expenditures

The expenditure budget for the General Fund is \$48.5 million, an increase of \$0.6 million or 1.4% more than the FY 2017-2018 amended budget, mainly for general government, administrative services, police services and parks and community services. As shown on the

graph below expenditures are divided as follows: 30.4% for Public Works, 28.6% for Police Services, 18.8% for Parks & Community Services, 7.1% for Community Development, and 15.1% for other General Government and Administrative Services.

**General Fund Expenditures by Department - \$48.5 million**



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

Significant factors impacting General Fund expenditures include inflationary increases in service contracts, employee wage and benefit costs and additional staffing.

**Table 2  
\$48.5 Million General Fund Budget by Department (in Millions)**

<b>Department</b>	<b>FY 2018-19 Budget</b>	<b>FY 2017-18 Budget*</b>	<b>\$ Difference</b>
General Government	\$2.6	\$2.4	\$0.2
Administrative Services	4.6	4.5	0.1
Community Development	3.5	3.6	(0.1)
Public Works**	14.7	15.1	(0.4)
Police Services **	13.9	13.4	0.5
Parks & Community Services	9.1	8.8	0.3
Non-Departmental	<u>0.1</u>	<u>0.1</u>	<u>0.0</u>
<b>Total</b>	<b><u>\$48.5</u></b>	<b><u>\$47.9</u></b>	<b><u>\$0.6</u></b>

*\*Adjusted General Fund Budget*

*\*\*General Fund only not including amounts budgeted in the Dougherty Valley Fund*

The General Fund budget is consistent with the information presented to the City Council and reflects directions provided by the City Council at the April 17, 2018 budget workshop.

## **DOUGHERTY VALLEY**

The Dougherty Valley Fund was created to track revenue and expenditures associated with the services provided in the County Service Area (CSA). Per existing agreements with Contra Costa County and the major developers in Dougherty Valley, the City is required to separately budget for and track expenditures to provide services in the area covered in the agreements. As the City proceeds with annexing land in the Dougherty Valley area, and build-out continues, this area of the budget continues to grow. The fund tracks expenditures that are reimbursable under the agreements, including police patrols, park maintenance, road maintenance, and landscaping services. The City is required to claim reimbursement from the County for these expenses. Although the real estate market has improved, increased assessment revenues have not kept up with the costs of providing services in the area.

Several years ago General Fund Reserves were transferred into the Dougherty Valley Fund as a placeholder for future funding needs. To clearly define General Fund reserves from Dougherty Valley CSA funds, the remaining portion of General Fund reserves will be transferred back to the General Fund. Going forward, any funding requirements to make the Dougherty Valley fund whole will be done annually as part of the budget process. The budgeted expenditures in this Fund in FY 2018-2019 are projected at \$20.2 million (excluding the \$2.2 million transfer out of General Fund Reserves), which is \$0.1 million or 0.4% more than the FY 2017-2018 amended budget. The \$20.2 million in expenditures includes a \$0.4 million contribution to the Capital Projects Funds for projects within the CSA. Sources funding services total \$20.5 million. CSA revenue is projected at \$18.1 million, and other financing sources (transfers in) of \$0.1 million from the Infrastructure Maintenance Fund and \$2.3 million from the General Fund to make up the difference.

## **GENERAL RESERVES**

The City Council General Reserve Policy calls for General contingency reserves to be maintained at 40% of prior year actual General Fund expenditures. The policy reserve total includes General Fund, Dougherty Valley Fund, and Debt Service Fund unrestricted reserves. \$17.5 million is required to satisfy the 40% Contingency requirement. The total General reserve balance is currently estimated to be \$19.3 million for the beginning of the FY 2018-2019 budget year. This is consistent with what was projected during the FY 2018-2019 Mid-Year Financial Review after adjusting for mid-year supplemental appropriations. The 2018-19 budget does not include any use of General Reserves. The total General Reserve balance for the end of FY 2018-2019 is estimated to be \$19.4 million, which is sufficient to provide the 40% contingency reserve.

## **RETIREE HEALTH CARE FUNDING**

Several years ago the City began setting aside funds for covering the future liability for providing retiree health benefits. Government accounting rules (GASB 45) require the City to report this liability. It is currently estimated that the City will have approximately \$30 million set aside in a trust fund by the end of FY 2017-2018 to more than cover the entire liability of \$25.1 million per the last actuarial report. This budget continues the regular collections that were started from the operating budget to fund the existing out-of-pocket costs of retiree health care. In addition to the City's liability for its own retiree's health coverage, there is also a liability for a portion of the Dublin Regional Fire Authority (DRFA) retiree's health coverage. The City share of this coverage is 42.49% of the future premiums, amounting to approximately \$0.2 million in this budget year.

## **PENSION FUNDING**

CalPERS actuarial reports have changed significantly in recent years with the CalPERS Board lowering the discount rate, changing demographic assumptions, and implementing other changes, all of which has caused the normal cost and the unfunded liability to increase. The net impact of these changes to the City is a significant increase in the required annual contributions. On December 21, 2016, the CalPERS Board of Administration voted to lower the discount rate from 7.5% to 7.0% over the next three years starting in FY 2018-2019. The City's current unfunded liability went from \$17.3 million as of June 30, 2015 to \$28.3 million as of June 30, 2016, an increase of \$11.0 million or 64%. The estimated pension cost increase over the next 5 years will cost the City more than \$4.0 million. One way to address the City's pension costs issues was to set up an irrevocable pension supplemental Section 115 Trust. In November 2017, Council approved by resolution participation into a Section 115 Trust administered by Public Agency Retirement Services (PARS) with an initial deposit of \$100,000. Section 115 Trust funds must be dedicated only towards pre-funding pension obligations. The benefit of this Trust is to serve as a reserve fund to help the City pay for increasing CalPERS annual contribution requirements through a fund that provides more local control and flexibility in investment allocations compared to maintaining funds in a City-invested reserve or giving money to CalPERS to pay down the unfunded liability. The FY 2018-2019 contribution to the trust is estimated at \$1.0 million.

## **EQUIPMENT REPLACEMENT FUND**

This year's budget includes the continued collection of equipment replacement charges to replenish the Internal Service fund that is used to fund the replacement of City vehicles, equipment and computer equipment. A total of \$0.7 million is being collected for vehicles and equipment replacement and \$0.3 million for information technology replacement in this budget. These funds, together with approximately \$4.9 million of beginning fund reserves are available to fund the \$0.8 million of vehicles and equipment, and \$0.2 million of computer equipment that is scheduled to be replaced. The continued funding of the equipment replacement fund helps make it possible for City staff to have equipment and vehicles to continue to provide an efficient, high level of service.

## **INFRASTRUCTURE MAINTENANCE FUND**

An infrastructure maintenance fund (formerly building maintenance fund), was established several years ago to set-aside funds for future repair costs of City owned buildings such as the City Hall, Police Station, Permit Center, Libraries, Community Centers, Service Centers and other infrastructure related projects. This budget includes a transfer of \$0.4 million of reserves to the Infrastructure Maintenance Fund. The budget identifies a use of \$0.6 million in FY 2018-2019 for maintenance projects. The total fund balance for the end of FY 2018-2019 is estimated to be \$1.6 million. The Public Works Department has developed a multi-year infrastructure maintenance estimate that shows a multi-million dollars need for funding in future years. An ongoing priority will be to continue to identify additional funding for this purpose.

## **STAFFING LEVEL**

This budget reflects the staffing resources available to perform City services For FY 2018-2019. The City continues to maintain a lean staffing model while delivering a high level of service for the community. In fact, staffing levels have not kept up with the growing population of the City. For example, in Fiscal Year 2011-2012, the FTE count was 268 with a population of 74,378, compared to the current population of 82,643 with a staffing level in the FY 2018-19 budget of 268. This budget includes staffing additions and restructuring in the following departments:

- The Police Services Department added one (1) new Police Services Technician
- The Parks & Community Service Department restructuring by reclassifying three (3) Recreation Technicians to Recreation Coordinators
- Public Works Department restructuring within the Public Services Division

## **CAPITAL IMPROVEMENT PROGRAM**

Separately reported, is the City's Five-Year Capital Improvement Program (CIP) budget. Funding for the CIP budget is approved by the Council for the first year of the program; the other four years are shown as a planning tool. The FY 2018-2019 CIP budget is included in this budget document for a total of \$11.5 million. Some of the major projects undertaking include Pavement Management, Crow Canyon Road Widening, Bollinger Canyon and Crow Canyon Roads Traffic Signals, Dougherty Valley Tree Management Program, Citywide Parks Amenities Replacement and Improvements, and the Street Landscape Planting Renovation project.



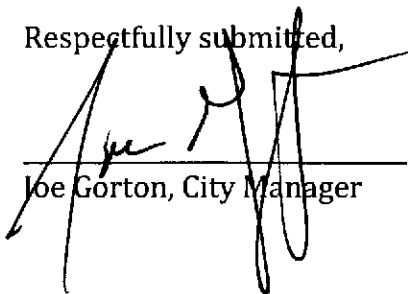
## **FUTURE OUTLOOK**

While the economy continues to show continued growth, there are reasons to be prudent in the City's long-term economic approach. The Gross Domestic Product increased 2.3% in the first quarter of 2018 and is predicted to increase 3% by the end of 2019. California is expected to have 1.5% growth in employment in 2018 and 1.1% in 2019. Personal income is projected to increase 3.1% in 2018 and 3.6% in 2019 (UCLA Anderson Forecast). The City will need to continue to address unfunded projects within its borders to keep up with the rising cost of infrastructure maintenance. This is particularly true in the newer areas of the City that are now maturing and beginning to show signs of wear. The amount of revenue coming into the City from taxes has increased; however, it has not been keeping up with the costs of providing services at current levels. In addition, San Ramon, as well as other public agencies across the state, will need to continue to address the rising cost of public pensions that are driven by decisions made by the CalPERS Board.

The City is projected to have \$19.3 million of reserves going into the 2018-2019 fiscal year. The projected reserve balance at the end of FY 2018-2019 is \$19.4 million. With a strong general reserve base the City is in a position to proceed with an orderly and well considered process to work towards a realignment plan of operating expenditures.

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

Respectfully submitted,



Joe Gorton, City Manager



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# INTRODUCTION



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# City of San Ramon

## CITY PROFILE

### Government

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

### Ethnic Composition

Caucasian.....47.6%  
 Asian.....42.3%  
 Hispanic/Latino.....7.9%  
 Two or more other ethnicities.....5.8%  
 African American.....2.3%  
 Alaska Native/American Indian.....0.3%  
 Pacific Islander/Hawaiian Native.....0.3%

### Demographics

18.56 square miles  
 82,643 population of City (1/1/2018 State  
 Finance Department)  
 38.3 years median age  
 \$134,188 median household income  
 39,203 registered voters

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

Chevron USA Inc.	3200	United Parcel Service	389
Bank of the West	1600	Five 9, Inc.	345
GE Digital LLC	1221	Armanino LLP	321
Robert Half International Inc.	1120	24-Hour Fitness USA, Inc.	284
Accenture LLP	750	IBM	269
San Ramon Regional Medical Center	702	Safeway Stores, Inc.	259
PG&E	635	Target Corporation	243
AT&T	590	CMG Mortgage	200
Old Republic Home Protection	477	Whole Foods Market Calif Inc.	195
Primed Management Consulting	453	Accela Inc.	179

### Community Service Facilities

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

# City of San Ramon

## CITY OF SAN RAMON TODAY

The City of San Ramon incorporated in 1983, and is located in Contra Costa County, a growing area in the eastern portion of the San Francisco Bay Area. The City occupies a land area of 18.56 square miles and serves a population of 82,643. San Ramon continues to show strength as a major employer and a community with high quality residential neighborhoods.

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

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

- Police protection
- Maintenance of streets, roads, parks, landscaping, and open space
- Recreation and senior activities
- Planning, Building, Transportation, Economic Development, and Engineering services; including storm water and drainage services

The City of San Ramon is considered to be one of the most desirable living areas in the Bay Area. San Ramon has 62 parks, which includes 17 school parks; 1 city hall, 4 community centers, 2 aquatic centers, 2 libraries, 1 police station, 1 permit center, 4 fire stations, 2 service centers, 11 elementary schools, 4 middle schools, 2 high schools and a community college; a community theater, a performing arts center that showcases a cadre of professional talent, concerts and musicals; and a hospital which offers a complete range of health care programs and services. The City has a farmers market operated and managed by Local Roots, a non-profit organization located in San Ramon. The market is open year-round on Saturdays, Thursdays, and Fridays at Bishop Ranch 3. The City also issues a quarterly *City Report* that is mailed to all City residents, which provides information on City services, transportation, ongoing City projects and general homeowner information such as property lines, flood zones, voting precincts and upcoming City events.

# City of San Ramon

## CITY OF SAN RAMON TODAY

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

- The San Ramon residential unemployment rate has been measured by the State Employment Development Department and as of March 2018 (not seasonally adjusted) was approximately 2.7%; compared to the California Statewide unemployment rate of 4.2%.
- San Ramon has a relatively high median household income level which was \$134,188 as estimated by the U.S. Census Bureau in the American Community Survey, which is nearly twice the State of California level.
- San Ramon assessed property values increased 6.448% for the 2017-18 tax rolls. This is compared to a Contra Costa County-wide increase in assessed values of 5.78%.
- San Ramon has been recognized for proactive transportation planning:
  - Recipient of the “Telly” award for the Street Smarts Program
  - Recognized by the EPA and the DOT for an outstanding Commuter Program
  - Implementation of the TRAFFIX School Bus Program – reduced the amount of vehicle trips
- The 2014 U.S. Census Bureau data states the following education attainment within the City of San Ramon:
  - Less than 9<sup>th</sup> grade – 1.1%
  - 9<sup>th</sup> to 12<sup>th</sup> grade, no diploma – 1.5%
  - High School graduate – 8.7%
  - Some college, no degree - 15.7%
  - Associate's degree – 8.1%
  - Bachelor's degree – 39.5%
  - Graduate or professional degree – 25.5%



# City of San Ramon

## CITY OF SAN RAMON TODAY

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

- Opened a Performing Arts Center in 2007
- Established its own Police Department in 2007
- Instituted a One-Stop Permit Center 2011
- Received numerous awards for Community Parks
- Implemented the program “Shop San Ramon First”
- Received awards for Excellence in Financial Reporting for FY 2003-2004 through FY 2016-2017
- Beginning in 2008, and every year since then have received a AAA rating from Standard & Poors
- Implemented new social media platforms in 2012: *Twitter, Open San Ramon and Share This*
- Opened the new Amador Rancho Community Center in 2014
- Opened the new and first City Hall in April 2016
- Re-opened the newly renovated San Ramon Library in April 2017
- In 2017 offered a series of community events yearlong in San Ramon celebrating 150 years

City of San Ramon

## **MISSION STATEMENT**

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



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# City of San Ramon

## CITY COUNCIL PRIORITIES AND GOALS

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

### *Ongoing Priorities and Goals*

#### *FY 2018-19*

#### **1. Maintain a Safe and Secure Environment**

- Evaluate service levels due to the new City Center and create an action plan to address impacts
- Identify opportunities to alleviate congestion on major traffic corridors to enhance safety
- Continue to evaluate and implement technology-based solutions to augment public safety service in the community

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

- Complete revenue and efficiency audits to optimize the use of City resources
- Evaluate aging City facilities to determine the long-term viability of City assets
- Systematically evaluate long standing policies and programs that affect ongoing expenditures

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

- Seek to maximize local resources through technology investments, efficiency upgrades and staff optimization
- Implement a succession plan that captures institutional knowledge from long-term City employees

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

- Support the development of the Iron Horse Trail as both a premier recreation and mobility corridor
- Advocate at a local and regional level for regional transportation improvements

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

- Emphasize cultural outreach in the community by increasing support for multicultural events

## City of San Ramon

# CITY COUNCIL PRIORITIES AND GOALS

- Through the Parks, Trails, Open Space and Recreation Master Plan process, determine park development priorities for City owned parcels including the Wood Lot, Henry Ranch, and Crow Canyon Gardens/Mudds
- Implement the adopted City Communication Plan to increase awareness and understanding of local issues

### **6. Focus on Land Use Planning for Housing, Jobs and Open Space**

- Prioritize housing growth in the City Core while preserving existing retail, commercial and open space
- Explore the development of a walking district with community partners that would support the emphasis on housing in the City Core
- Advocate for the inclusion of an expanded Dougherty Station Library and the development of a retail center as components of the final build out for Dougherty Valley

# OVERVIEW



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# City of San Ramon

## **BUDGET PRINCIPLES**

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

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

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

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

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



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# City of San Ramon

## GUIDE TO THE BUDGET

This budget document is for Fiscal Year 2018-19. It is organized into eleven parts: (1) Budget Message, (2) Introduction, (3) Overview, (4) Budget Summaries, (5) Revenue, (6) Departments, (7) Special Funds, (8) Capital Improvement Program, (9) Dougherty Valley Geologic Hazard Abatement District, (10) San Ramon Housing Successor and (11) Appendices. In particular, the guide provides an overview of the structure of the budget, the sections contained in it, and the major objectives of each section. The guide also provides an overview of how the financial information contained in the budget document is organized, and how expenditures for personnel, supplies and services, and other expenditure categories are accumulated into the various levels reported in the budget document. This guide also reviews how programs or activities are summarized at the next higher organizational level. Charts showing the various reporting relationships are included for the reader's review and reference.

### **Organization of the Budget Document**

The budget document contains several elements designed to enhance the reader's knowledge and understanding of the spending plan represented by the budget.

**Budget Message** – The primary goal of the Budget Message is to communicate to the reader the major issues facing the City of San Ramon and how those issues impact the City's financial plan. The Budget Message accomplishes this task by outlining the City's fiscal status and summarizing the actions being recommended to the City Council to meet the legal requirements for a balanced budget. It describes program impacts and modifications and addresses the City's financial outlook.

**Citywide Organization Chart** – This chart displays the hierarchy of City government.

### **Introductory Section**

**City Profile** – San Ramon's demographics are presented in this section, as well as an introduction to the services provided by and the characteristics of the City.

**City of San Ramon Today** – This provides a brief overview of the City's services, accomplishments and a brief background of the City since incorporation in 1983.

**Mission Statement** – Adopted by the City Council in 1997 and exemplifies our daily goal to provide quality customer service.

# City of San Ramon

## GUIDE TO THE BUDGET

### Overview

**Budget Principles** – Guideline to establishing a budget.

**Guide to the Budget** – This section provides a type of “map” of the budget, briefly describing the major sections that make up the budget.

**Budget Summaries** – Included in this section are total City revenue and total City spending, as well as summaries of all budgets by fund.

**Revenue** – Included in this section are descriptions of the various types of City revenue sources.

**Departments** – This section provides detailed information for each City department, including an organization chart, overall staffing, Statement of Purpose, Significant Accomplishments for FY 2017-2018, Major Action Plan Items for FY 2018-2019, and Department Budgets for FY 2018-2019.

### Other Special Funds

**Special Revenue** – This section explains the use of funds, which have been created in accordance with the requirements of State and Federal statutes and City Council actions, and can be used only for specific purposes.

**Debt Service** – This section provides detail on the accumulation of resources and the payment of principal and interest on the City’s bonds, Certificate of Participation (COP) and other long-term obligations.

**Internal Service** – This section includes equipment replacement, insurance and benefit liability and investment management.

**Capital Improvement Program** – This section of the budget contains a summarized version of the adopted Capital Improvement Program (CIP) projects. The CIP is a plan and schedule of expenditures for major infrastructure improvement of roads, sidewalks, City facilities, etc.

# City of San Ramon

## GUIDE TO THE BUDGET

**Dougherty Valley Geologic Hazard Abatement District** – This section explains the use of the Dougherty Valley Geologic Hazard Abatement District (GHAD) funds, per the Public Resources Code of the State of California Section 26500. The use of the funding is specifically for the prevention, mitigation, abatement, or control of a geologic hazard, and mitigation or abatement of structural hazards that are partly or wholly caused by geologic hazards within the GHAD boundaries.

**San Ramon Housing Successor** – This section identifies the types of affordable housing activities that may be undertaken by the San Ramon Housing Successor.

### Appendices

- Glossary of Terms
- Acronyms
- List of Funds
- Authorized Personnel Positions
- City Resolution No. 2018-059
- Exhibit 1 - Statement of Revenue, Expenditures and Changes in Fund Balances
- Exhibit 2 - Appropriation Limit Calculation



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# **BUDGET SUMMARIES**



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

	General Fund	Other Operating Funds	Special Revenue Funds	Debt Service Funds	Capital Project Funds	Internal Service Funds	Dougherty Valley GHAD Fund	San Ramon Housing Successor	Total
Fund Balance, July 1, 2018	\$ 5,499,621	\$ 6,964,288	\$ 11,671,194	\$ 12,059,817	\$ 12,840,641	\$ 8,284,022	\$ 10,424,798	\$ 1,858,862	\$ 69,603,243
<b>REVENUE</b>									
Property Tax	\$ 20,604,763	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,604,763
Special Assessments	-	4,890,705	82,370	-	-	-	1,915,543	-	6,888,618
Sales and Use Tax	9,112,908	-	-	-	-	-	-	-	9,112,908
Property Transfer Tax	971,439	-	-	-	-	-	-	-	971,439
Transient Occupancy Taxes (TOT)	3,563,918	-	-	-	-	-	-	-	3,563,918
Franchise Fees	4,775,605	-	-	-	-	-	-	-	4,775,605
Licenses and Permits	2,093,907	-	-	-	-	-	6,000	-	2,099,907
Intergovernmental	192,351	19,181,893	4,266,272	-	723,969	245,869	-	-	24,610,354
Charges for Services	7,037,757	-	1,580,350	-	-	12,000	-	-	8,630,107
Fines and Forfeitures	352,500	73,956	-	-	-	-	-	-	426,456
Investment Income	75,000	-	-	-	100,000	55,825	51,389	-	282,214
Development Fees	-	-	7,509,615	-	-	-	-	-	7,509,615
Sales of Property	-	-	-	-	-	-	-	-	-
Miscellaneous Revenue	2,686,008	527,592	-	1,399,996	15,000	12,171,794	47,685	1,000,000	17,848,075
<b>Total Revenues</b>	<b>51,466,156</b>	<b>24,674,146</b>	<b>13,438,607</b>	<b>1,399,996</b>	<b>838,969</b>	<b>12,485,488</b>	<b>2,020,617</b>	<b>1,000,000</b>	<b>107,323,979</b>
<b>EXPENDITURES</b>									
General Government	2,640,077	-	-	-	-	-	-	-	2,640,077
Administrative Services	4,615,658	-	-	-	-	55,825	-	-	4,671,483
Community Development	3,445,712	-	115,960	-	-	-	-	-	3,561,672
Public Works	14,739,056	17,351,500	60,000	-	-	-	695,184	-	32,845,740
Police Services	13,881,537	8,354,558	-	-	-	-	-	-	22,236,095
Parks & Community Services	9,106,262	-	-	-	-	-	-	-	9,106,262
Non-Departmental	50,000	100,000	-	-	-	-	-	-	150,000
Housing Programs	-	-	-	-	-	-	-	633,135	633,135
Debt Service	-	-	-	3,236,442	-	-	-	-	3,236,442
Capital Improvement Program (CIP)	-	-	-	-	11,523,405	-	-	-	11,523,405
Vehicle/IS Replacement	-	-	-	-	-	1,038,154	-	-	1,038,154
Insurance	-	-	-	-	-	3,608,660	-	-	3,608,660
Healthcare	-	-	-	-	-	6,861,172	-	-	6,861,172
Pension Trust	-	-	-	-	-	980,489	-	-	980,489
<b>Total Expenditures</b>	<b>48,478,302</b>	<b>25,806,058</b>	<b>175,960</b>	<b>3,236,442</b>	<b>11,523,405</b>	<b>12,544,300</b>	<b>695,184</b>	<b>633,135</b>	<b>103,092,786</b>
<b>OTHER FINANCING SOURCES (USES)</b>									
Operating Transfers In	4,881,143	2,822,558	-	2,557,604	10,799,436	616,655	-	-	21,677,396
Operating Transfers Out	(4,331,875)	(4,027,636)	(9,814,494)	(2,296,408)	(375,000)	(729,885)	(77,098)	-	(21,652,396)
<b>Total Other Financing Sources</b>	<b>549,268</b>	<b>(1,205,078)</b>	<b>(9,814,494)</b>	<b>261,196</b>	<b>10,424,436</b>	<b>(113,230)</b>	<b>(77,098)</b>	<b>-</b>	<b>25,000</b>
<b>Net Increase (Decrease) in Fund Balance</b>	<b>3,537,122</b>	<b>(2,336,990)</b>	<b>3,448,153</b>	<b>(1,575,250)</b>	<b>(260,000)</b>	<b>(172,042)</b>	<b>1,248,335</b>	<b>366,865</b>	<b>4,256,193</b>
<b>FUND BALANCE:</b>									
Fund Balance, June 30, 2019	\$ 9,036,743	\$ 4,627,298	\$ 15,119,347	\$ 10,484,567	\$ 12,580,641	\$ 8,111,980	\$ 11,673,133	\$ 2,225,727	\$ 73,859,436

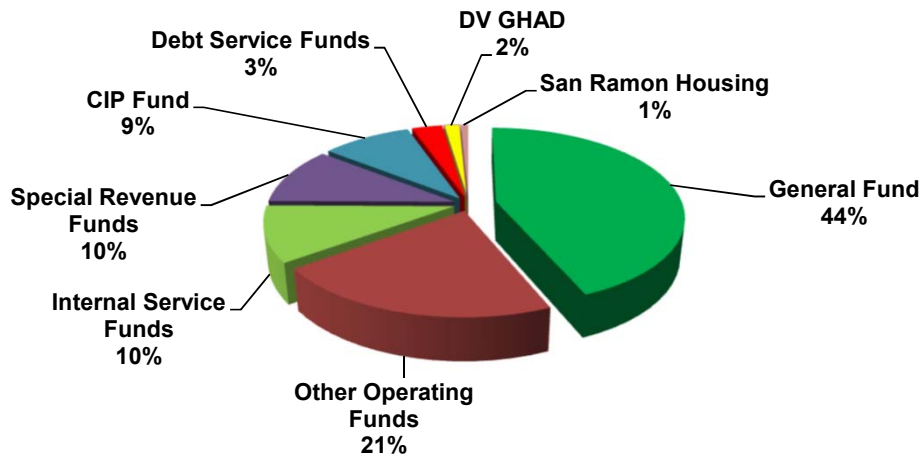


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**City Revenue by Fund\***  
**Total \$129,001,375 FY 2018-19**

Fund	Fund Description	16/17 Actual	17/18 Final	% Change	18/19 Adopted	% Change
101	General Fund	\$ 50,324,353	\$ 52,040,504	3.41%	\$ 56,347,299	8.28%
202	Planning Cost Recovery	157,343	111,000	-29.45%	80,350	-27.61%
203	Geographic Information System	42,818	55,500	29.62%	75,000	35.14%
204	Community Facilities District 2014-1	31,632	58,560	85.13%	33,225	-43.26%
206	Open Space Development Fund	-	-	0.00%	626,750	100.00%
207	Community Facilities District 2014-2	-	-	0.00%	49,145	100.00%
208	Refuse Vehicle Impact Fee	-	-	0.00%	1,500,000	100.00%
205-225	Development Mitigation	88,332	460,343	421.15%	1,014,815	120.45%
230	Gas Tax	1,564,814	2,186,556	39.73%	3,389,562	55.02%
240/241	Park Development	3,681	16,224	340.75%	1,744,500	10652.59%
245	Crow Canyon Project	11	-	-100.00%	-	0.00%
250	SCCJEPA	2,502,411	1,797,125	-28.18%	2,270,927	26.36%
260	Street Maintenance & Improvement	1,234,314	1,341,052	8.65%	1,815,710	35.39%
270	Traffic Improvement	126,322	182,941	44.82%	651,930	256.36%
280	Tri-Valley Transportation Fund	70,463	127,096	80.37%	186,693	46.89%
283	Pub Educ & Govt. (PEG) Fund	249,253	255,000	2.31%	255,000	0.00%
301	Citywide Landscaping	1,646,378	1,604,400	-2.55%	1,717,082	7.02%
302	Citywide Lighting	844,461	788,323	-6.65%	788,323	0.00%
310-375	Landscaping & Lighting Special Dist.	1,643,072	1,690,325	2.88%	1,579,909	-6.53%
380	Canyon Park	11,319	10,990	-2.91%	10,990	0.00%
382	Village Center Common Area	6,127	10,079	64.50%	10,079	0.00%
383	Dougherty Valley	16,514,067	18,872,217	14.28%	20,511,579	8.69%
384	Solid Waste	462,512	440,000	-4.87%	440,000	0.00%
385	Dougherty Valley GHAD	1,713,110	1,888,162	10.22%	2,020,617	7.02%
387	Non Point Drainage	1,025,250	1,176,444	14.75%	1,191,986	1.32%
388	Street Smarts	195,227	283,100	45.01%	283,100	0.00%
389	TDM Programs	346,560	648,121	87.02%	634,700	-2.07%
390	Local Law Enforcement Block Grant	15	-	-100.00%	-	0.00%
391	Police Services Donations	877	-	-100.00%	-	0.00%
392	Narcotic Asset Forfeiture	89,208	73,956	-17.10%	73,956	0.00%
395	San Ramon Housing Successor	3,421	2,888,170	84324.73%	1,000,000	-65.38%
420	Capital Projects	18,459,592	13,960,437	-24.37%	11,638,405	-16.63%
515-542	Debt Service Funds	3,735,462	2,902,656	-22.29%	3,957,600	36.34%
610-630	Internal Service	13,031,297	14,931,196	14.58%	13,102,143	-12.25%
<b>Total Revenue</b>		<b>\$ 116,123,702</b>	<b>\$ 120,800,477</b>	<b>4.03%</b>	<b>\$ 129,001,375</b>	<b>6.79%</b>

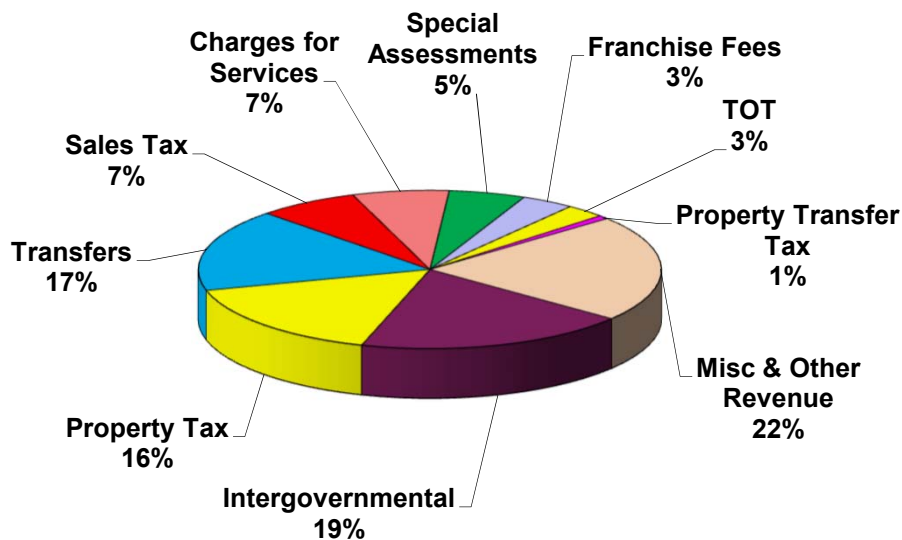
\*Includes Transfers In



**City Revenue by Source**  
**Total \$129,001,375 FY 2018-19**

Revenue Source	14/15 Actual	15/16 Actual	16/17 Actual	17/18 Final	18/19 Adopted
Property Tax	\$ 16,091,598	\$ 17,240,808	\$ 18,478,700	\$ 19,172,718	\$ 20,604,763
Special Assessments	6,099,794	6,120,389	6,279,019	6,586,582	6,888,618
Sales & Use Tax	9,398,739	10,484,639	9,328,801	9,821,534	9,112,908
Property Transfer Tax	624,548	845,912	915,674	977,028	971,439
Transient Occupancy Tax (TOT)	2,470,971	2,807,649	2,894,303	3,298,108	3,563,918
Franchise Fees	4,371,778	4,491,196	4,579,568	4,687,331	4,775,605
Licenses & Permits*	1,383,051	1,722,308	2,011,308	2,068,950	2,099,907
Intergovernmental	18,366,590	22,451,562	19,261,066	22,564,433	24,610,354
Charges for Services	6,454,065	7,939,482	6,761,880	6,635,627	8,688,107
Fines & Forfeitures*	342,759	424,930	429,625	473,456	426,456
Investment Income*	848,665	722,497	242,750	315,268	282,214
Development Fees*	2,544,761	3,472,736	2,611,460	3,096,005	7,509,615
Miscellaneous Revenue*	14,865,945	30,578,314	21,065,052	18,359,633	17,790,075
<b>Total Revenue Before Transfers</b>	<b>\$ 83,863,264</b>	<b>\$ 109,302,422</b>	<b>\$ 94,859,206</b>	<b>\$ 98,056,673</b>	<b>\$ 107,323,979</b>
<b>Transfers In</b>	<b>\$ 17,503,361</b>	<b>\$ 24,066,209</b>	<b>\$ 21,264,496</b>	<b>\$ 22,743,804</b>	<b>\$ 21,677,396</b>
<b>Total Revenue Including Transfers</b>	<b>\$ 101,366,625</b>	<b>\$ 133,368,631</b>	<b>\$ 116,123,702</b>	<b>\$ 120,800,477</b>	<b>\$ 129,001,375</b>

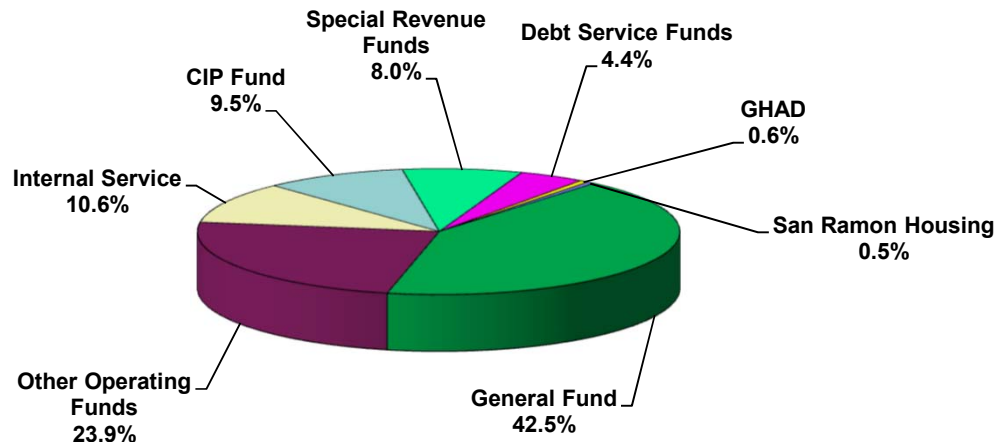
\* Included as Other Revenue



**City Expenditures by Fund \***  
**Total \$124,745,183 FY 2018-19**

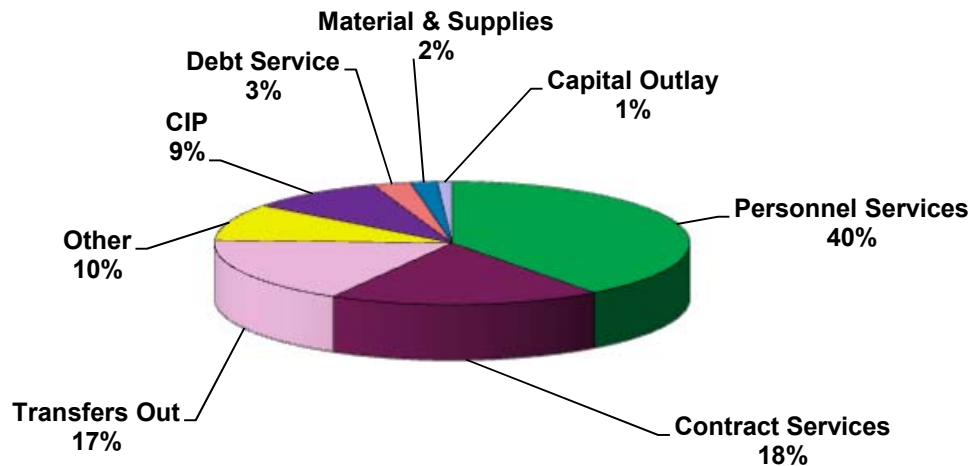
Fund	Fund Description	16/17 Actual	17/18 Final	% Change	18/19 Adopted	% Change
101	General Fund	\$ 53,561,179	\$ 57,237,902	6.86%	\$ 52,810,177	-7.74%
202	Planning Cost Recovery	238,498	344,453	44.43%	115,960	-66.34%
203	Geographic Information System	70,000	50,000	-28.57%	110,000	120.00%
204	Community Facilities District 2014-1	-	71,925	100.00%	33,225	-53.81%
206	Open Space Development Fund	-	-	0.00%	500,000	100.00%
207	Community Facilities District 2014-2	-	-	0.00%	49,145	100.00%
205-225	Development Mitigation	184,328	371,263	101.41%	22,521	-93.93%
230	Gas Tax	1,839,801	2,110,913	14.74%	3,056,202	44.78%
240/241	Park Development	798,920	862,443	7.95%	1,017,821	18.02%
250	SCCJEPA	1,556,068	547,997	-64.78%	2,329,921	325.17%
260	Street Maintenance & Improvement	1,190,669	1,781,132	49.59%	2,254,118	26.56%
270	Traffic Improvement	65,496	150,000	129.02%	501,541	234.36%
283	Pub Educ & Govt. (PEG) Fund	6,055	116,000	1815.77%	177,000	52.59%
301	Citywide Landscaping	1,723,797	1,805,949	4.77%	1,576,524	-12.70%
302	Citywide Lighting	686,728	696,255	1.39%	692,214	-0.58%
310-375	Landscaping & Lighting Special Dist.	2,068,108	2,233,590	8.00%	1,819,840	-18.52%
380	Canyon Park	27,803	61,071	119.66%	61,098	0.04%
382	Village Center Common Area	3,905	10,452	167.66%	10,610	1.51%
383	Dougherty Valley	17,847,890	20,122,447	12.74%	22,392,361	11.28%
384	Solid Waste	354,393	769,241	117.06%	642,370	-16.49%
385	Dougherty Valley GHAD	1,960,764	685,044	-65.06%	772,282	12.73%
387	Non Point Drainage	1,085,395	1,276,664	17.62%	1,391,884	9.03%
388	Street Smarts	182,060	233,800	28.42%	233,000	-0.34%
389	TDM Programs	346,560	648,121	87.02%	634,701	-2.07%
391	Police Services Donations	11,819	-	-100.00%	-	0.00%
392	Narcotic Asset Forfeiture	4,697	194,940	4050.31%	202,093	3.67%
395	San Ramon Housing Successor	520,392	657,273	26.30%	633,135	-3.67%
420	Capital Projects	10,219,655	14,866,689	45.47%	11,898,405	-19.97%
515-542	Debt Service Funds	4,771,754	4,848,386	1.61%	5,532,850	14.12%
610-630	Internal Service	12,254,468	15,396,154	25.64%	13,274,185	-13.78%
<b>Total Expenditures</b>		<b>\$ 113,581,202</b>	<b>\$ 128,150,104</b>	<b>12.83%</b>	<b>\$ 124,745,183</b>	<b>-2.66%</b>

\*Includes Transfers Out



**City Expenditures by Category**  
**Total \$124,745,183 FY 2018-19**

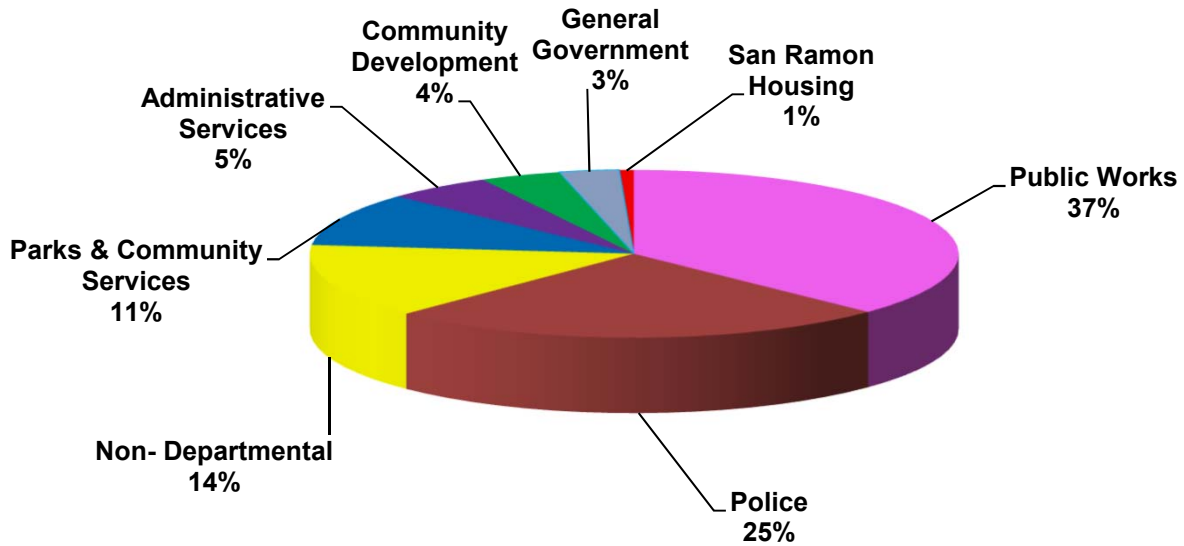
Description	14/15 Actual	15/16 Actual	16/17 Actual	17/18 Final	18/19 Adopted
Personnel Services	\$ 40,941,359	\$ 43,924,701	\$ 45,579,437	\$ 48,243,133	49,704,110
Contract Services	16,677,111	17,616,908	19,274,746	22,772,228	23,020,524
Material & Supplies	1,934,999	2,186,120	2,518,750	2,449,714	2,245,492
Other Costs	10,763,629	11,622,652	11,644,944	11,837,715	12,102,057
Capital Outlay	347,427	91,317	237,317	1,897,348	1,260,757
Capital Improvement Program (CIP)	1,697,682	29,624,558	1,351,260	2,777,228	11,523,405
Debt Service	8,444,754	3,373,004	11,603,158	15,122,184	3,236,442
<b>Total Expenditures Before Transfers</b>	<b>\$ 80,806,961</b>	<b>\$ 108,439,260</b>	<b>\$ 92,209,612</b>	<b>\$ 105,099,550</b>	<b>\$ 103,092,787</b>
Transfers Out	\$ 17,421,295	\$ 23,986,218	\$ 21,371,645	\$ 23,050,554	\$ 21,652,396
<b>Total Expenditures Including Transfers</b>	<b>\$ 98,228,256</b>	<b>\$ 132,425,478</b>	<b>\$ 113,581,257</b>	<b>\$ 128,150,104</b>	<b>\$ 124,745,183</b>



**City Expenditures by Department \***  
**Total \$88,332,940 FY 2018-19**

Description	14/15 Actual	15/16 Actual	16/17 Actual	17/18 Final	18/19 Adopted
General Government	\$ 1,837,896	\$ 2,032,412	\$ 2,101,529	\$ 2,399,256	\$ 2,640,077
Administrative Services	3,016,113	3,556,013	3,874,111	4,613,759	4,671,483
Community Development	4,117,397	4,274,496	3,126,880	3,632,318	3,561,672
Public Works	24,119,356	26,008,729	29,893,779	33,429,945	32,845,741
Police Services	17,959,672	18,951,972	20,028,670	21,461,839	22,236,095
Parks & Community Services	7,894,996	8,464,188	8,052,418	8,766,453	9,106,262
San Ramon Housing	831,072	837,827	520,392	657,273	633,135
Non-Departmental	10,555,265	11,316,061	11,657,413	12,311,240	12,638,475
<b>Total Expenditures</b>	<b>\$ 70,331,767</b>	<b>\$ 75,441,698</b>	<b>\$ 79,255,192</b>	<b>\$ 87,272,083</b>	<b>\$ 88,332,940</b>

\* Excludes Transfers, CIP & Debt Service



**CITY OF SAN RAMON  
Interfund Transfers**

<b>Fund Description</b>	<b>Transfer In</b>	<b>Transfer Out</b>
General Fund	4,881,143	4,331,875
Geographic Info System	-	50,000
Community Facilities District 2014-1	-	82,370
Open Space Development Fund	-	500,000
City Beautification	-	22,521
Gas Tax	-	3,056,202
Park Development	-	1,017,821
SCCJEPA	-	2,329,921
Street Maintenance & Improvement	-	2,254,118
Traffic Improvement	-	501,541
Public Education and Government	-	77,000
Citywide Landscaping	-	576,183
Citywide Lighting	-	123,783
Special Zones	383,085	346,527
Village Center Common Area	4,073	-
Canyon Park	-	2,517
Dougherty Valley	2,400,400	2,790,846
Dougherty Valley GHAD	-	77,098
Non Point Drainage	-	110,780
Street Smarts	35,000	-
Capital Improvement	10,799,436	375,000
Pension Obligation Debt Service Fund	1,399,996	1,399,996
LED Light Debt Service Fund	261,196	-
COP#11	-	896,412
COP#12	896,412	-
Equipment Replacement Internal Service Fund	-	-
Insurance Liability Internal Service Fund	181,655	-
Infrastructure Maintenance Internal Service Fund	435,000	729,885
Dougherty Valley Performing Arts Theater Trust Fund*	-	25,000
	<u>21,677,396</u>	<u>21,677,396</u>

\*Excludes from City's operating budget



**City of San Ramon**  
**GENERAL FUND**

The General fund is the most versatile of all the City's funds because it has no specific legal restrictions as to its use. General Fund revenue includes property taxes, sales and use taxes, transient occupancy taxes, franchise fees, licenses and permits, intergovernmental, charges for services, investment income, and various miscellaneous revenues. The General Fund revenue is primarily used to support public safety, parks and other administrative services.



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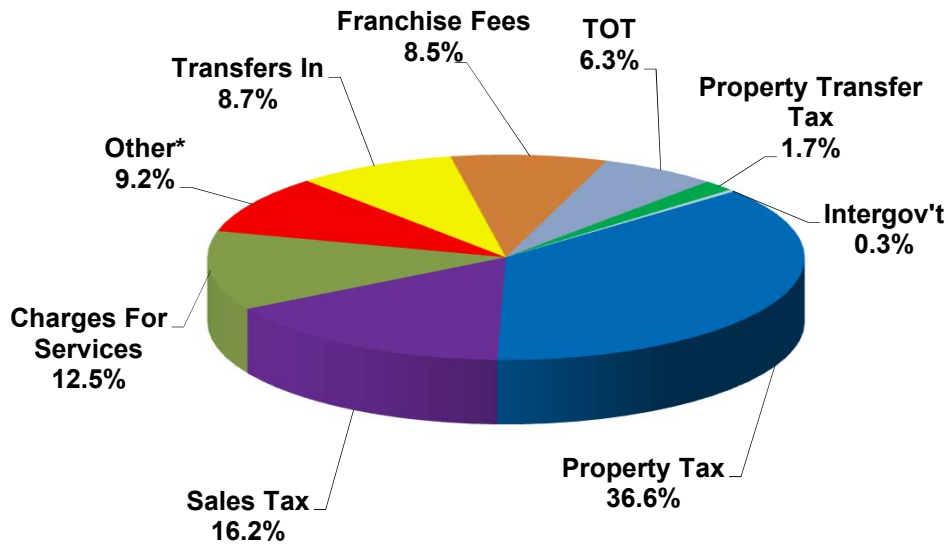
**GENERAL FUND  
REVENUE - EXPENDITURE - FUND BALANCE**

Description	14/15 Audited Actual	15/16 Audited Actual	16/17 Audited Actual	17/18 Amended Budget	18/19 Adopted Budget
<b>Fund Balance, July 1</b>	<b>\$ 11,741,501</b>	<b>\$ 10,935,176</b>	<b>\$ 13,146,629</b>	<b>\$ 9,909,803</b>	<b>\$ 5,499,621</b>
<b>REVENUES</b>					
Property Tax	\$ 16,091,598	\$ 17,240,808	\$ 18,478,700	\$ 19,172,718	\$ 20,604,763
Sales and Use Tax	9,398,739	10,484,639	9,328,801	9,821,534	9,112,908
Property Transfer Tax	624,548	845,912	915,674	977,028	971,439
Transient Occupancy Taxes (TOT)	2,470,971	2,807,649	2,894,303	3,298,108	3,563,918
Franchise Fees	4,371,778	4,491,196	4,579,568	4,687,331	4,775,605
Licenses and Permits	1,371,771	1,712,228	2,005,548	2,062,950	2,093,907
Intergovernmental	450,788	353,783	346,197	200,855	192,351
Charges for Services	6,157,283	7,703,805	6,537,626	6,454,627	7,037,757
Fines and Forfeitures	336,050	415,083	341,487	399,500	352,500
Investment Income	165,292	167,402	59,914	75,000	75,000
Land Sale	260,647	-	-	-	-
Miscellaneous Revenue	2,137,781	2,435,622	2,558,531	2,491,117	2,686,008
<b>Total Revenues</b>	<b>43,837,246</b>	<b>48,658,127</b>	<b>48,046,349</b>	<b>49,640,768</b>	<b>51,466,156</b>
<b>EXPENDITURES</b>					
General Government	1,837,896	2,032,412	2,101,529	2,399,256	2,640,077
Administrative Services	2,969,247	3,505,534	3,821,047	4,558,491	4,615,658
Community Development	3,410,224	3,559,111	3,051,027	3,585,540	3,445,712
Public Works	11,864,097	12,498,880	14,054,064	15,051,258	14,739,056
Police Services	11,424,059	12,084,386	12,622,319	13,400,921	13,881,537
Parks & Community Services	7,894,996	8,464,188	8,052,418	8,766,453	9,106,262
Non-Departmental	110	49,460	20,996	50,000	50,000
<b>Total Expenditures</b>	<b>39,400,629</b>	<b>42,193,971</b>	<b>43,723,400</b>	<b>47,811,919</b>	<b>48,478,302</b>
<b>OTHER FINANCING SOURCES (USES)</b>					
Operating Transfers In	2,267,507	2,368,194	2,278,004	2,399,736	4,881,143
Operating Transfers Out	(7,510,449)	(6,620,897)	(9,837,779)	(9,425,983)	(4,331,875)
<b>Total Other Financing Sources</b>	<b>(5,242,942)</b>	<b>(4,252,703)</b>	<b>(7,559,775)</b>	<b>(7,026,247)</b>	<b>549,268</b>
<b>Net Increase (Decrease) in Fund Balance</b>	<b>\$ (806,325)</b>	<b>\$ 2,211,453</b>	<b>\$ (3,236,826)</b>	<b>\$ (5,197,398)</b>	<b>\$ 3,537,122</b>
<b>FUND BALANCE:</b>					
<b>Fund Balance, June 30</b>	<b>\$ 10,935,176</b>	<b>\$ 13,146,629</b>	<b>\$ 9,909,803</b>	<b>\$ 4,712,405</b>	<b>\$ 9,036,743</b>

**General Fund Revenue by Source**  
**Total \$56,347,299 FY 2018-19**

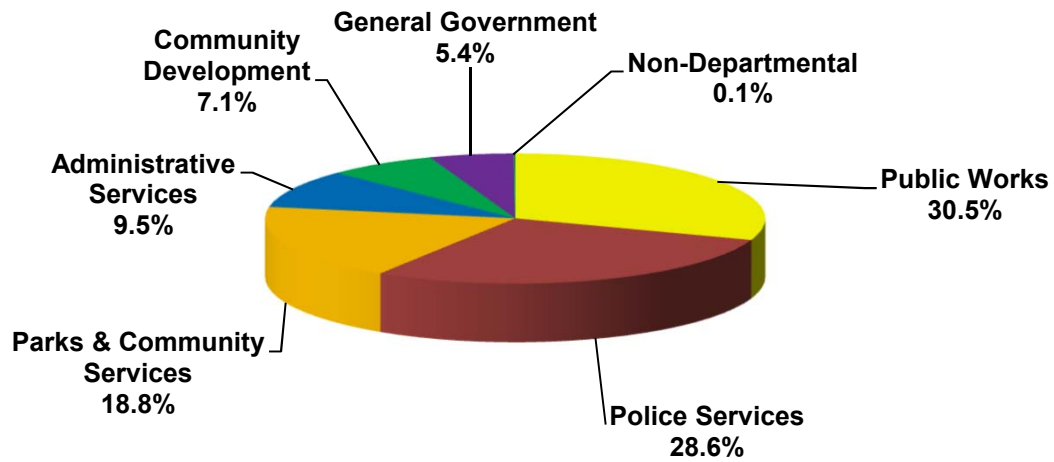
Revenue Source	14/15 Actual	15/16 Actual	16/17 Actual	17/18 Final	18/19 Adopted
Property Tax	\$ 16,091,598	\$ 17,240,808	\$ 18,478,700	\$ 19,172,718	\$ 20,604,763
Sales Tax	9,398,739	10,484,639	9,328,801	9,821,534	9,112,908
Property Transfer Tax	624,548	845,912	915,674	977,028	971,439
Transient Occupancy Tax (TOT)	2,470,971	2,807,649	2,894,303	3,298,108	3,563,918
Franchise Fees	4,371,778	4,491,196	4,579,568	4,687,331	4,775,605
Licenses & Permits*	1,371,771	1,712,228	2,005,548	2,062,950	2,093,907
Intergovernmental	450,788	353,783	346,197	200,855	192,351
Charges For Services	6,157,283	7,703,805	6,537,626	6,454,627	7,037,757
Fines & Forfeitures*	336,050	415,083	341,487	399,500	352,500
Investment Income*	165,292	167,402	59,914	75,000	75,000
Land Sale*	260,647	-	-	-	-
Miscellaneous Revenue*	2,137,781	2,435,622	2,558,531	2,491,117	2,686,008
Transfers In	2,267,507	2,368,194	2,278,004	2,399,736	4,881,143
<b>Total Revenue</b>	<b>\$ 46,104,753</b>	<b>\$ 51,026,321</b>	<b>\$ 50,324,353</b>	<b>\$ 52,040,504</b>	<b>\$ 56,347,299</b>

\* Included as other revenue



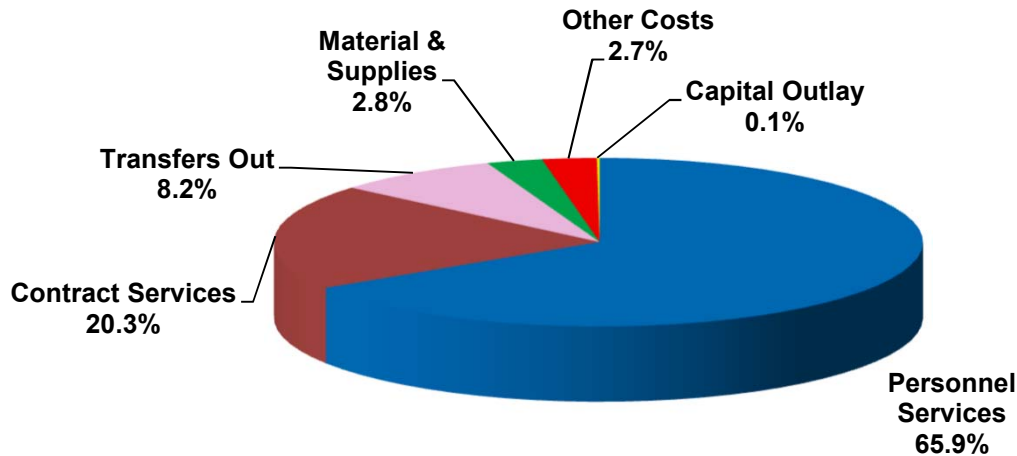
**General Fund Expenditures by Department**  
**Total \$48,478,302 FY 2018-19**

Description	14/15 Actual	15/16 Actual	16/17 Actual	17/18 Final	18/19 Adopted
General Government	\$ 1,837,896	\$ 2,032,412	\$ 2,101,529	\$ 2,399,256	\$ 2,640,077
Administrative Services	2,969,247	3,505,534	3,821,102	4,558,491	4,615,658
Community Development	3,410,224	3,559,111	3,051,027	3,585,540	3,445,712
Public Works	11,864,097	12,498,880	14,054,064	15,051,258	14,739,056
Police Services	11,424,059	12,084,386	12,622,319	13,400,921	13,881,537
Parks & Community Services	7,894,996	8,464,188	8,052,418	8,766,453	9,106,262
Non-Departmental	110	49,460	20,996	50,000	50,000
<b>Total Expenditures</b>	<b>\$ 39,400,629</b>	<b>\$ 42,193,971</b>	<b>\$ 43,723,455</b>	<b>\$ 47,811,919</b>	<b>\$ 48,478,302</b>



**General Fund Expenditures by Category**  
**Total \$52,810,177 FY 2018-19**

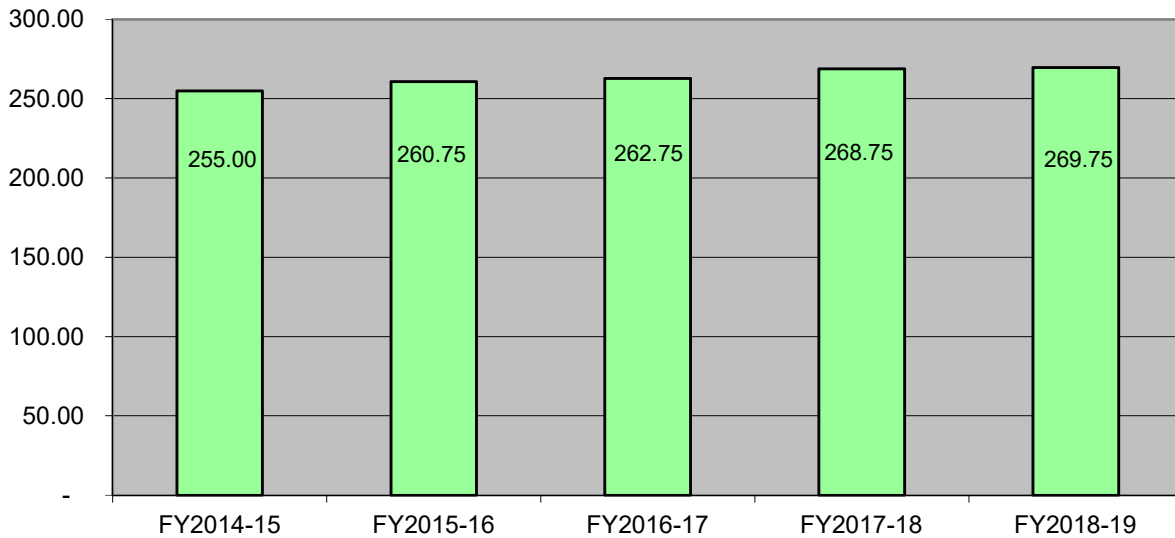
Description	14/15 Actual	15/16 Actual	16/17 Actual	17/18 Final	18/19 Adopted
Personnel Services	\$ 28,429,590	\$ 30,443,523	\$ 31,471,284	\$ 33,912,992	\$ 34,780,142
Contract Services	8,228,494	8,679,075	9,272,837	10,485,948	10,730,688
Material & Supplies	1,338,789	1,382,756	1,479,544	1,560,791	1,461,359
Other Costs	1,360,445	1,631,012	1,456,633	1,624,417	1,432,802
Capital Outlay	43,311	57,605	43,157	227,771	73,311
<b>Total Expenditures Before Transfers</b>	<b>\$ 39,400,629</b>	<b>\$ 42,193,971</b>	<b>\$ 43,723,455</b>	<b>\$ 47,811,919</b>	<b>\$ 48,478,302</b>
Capital Improvement Program (CIP)	3,249,542	994,000	3,517,767	2,500,000	-
Debt Service Transfer Out	3,129,861	3,137,190	2,161,955	1,264,989	1,405,220
Other Transfers Out	1,131,046	2,489,707	4,158,057	5,660,994	2,926,655
<b>Total Expenditures Including Transfers</b>	<b>\$ 46,911,078</b>	<b>\$ 48,814,868</b>	<b>\$ 53,561,234</b>	<b>\$ 57,237,902</b>	<b>\$ 52,810,177</b>



### Full Time Equivalent (FTE) By Department

Department	14/15 Actual	15/16 Actual	16/17 Actual	17/18 Final	18/19 Adopted
General Government	9.00	9.00	9.00	9.00	9.00
Administrative Services	17.00	18.00	19.00	20.00	20.00
Community Development	21.00	21.00	17.00	17.00	17.00
Public Works	92.50	92.75	99.75	100.75	100.75
Police Services*	83.50	85.00	85.00	89.00	90.00
Parks and Community Services	32.00	35.00	33.00	33.00	33.00
<b>Total FTE Personnel</b>	<b>255.00</b>	<b>260.75</b>	<b>262.75</b>	<b>268.75</b>	<b>269.75</b>

\* Budget includes 2 "Anticipatory Hiring" police officer positions that are not fully funded and part of the official FTE count. Authorized Count 267.75.



## CITY OF SAN RAMON APPROPRIATION LIMIT CALCULATION

### FISCAL YEAR 2018-19 APPROPRIATIONS LIMIT

A.	FY 2017-18 APPROPRIATIONS LIMIT	\$ 72,363,903
B.	ADJUSTMENT FACTORS	
	1. City Population Growth	1.0158
	2. California Per Capita Income	1.0367
	Total Adjustment %	1.0531
C.	ANNUAL ADJUSTMENT	3,841,066
D.	OTHER ADJUSTMENTS	-
E.	TOTAL ADJUSTMENTS	<u>3,841,066</u>
F.	FY 2018-19 APPROPRIATIONS LIMIT	<u>\$ 76,204,969</u>

### FY 2018-19 APPROPRIATIONS SUBJECT TO LIMITATION

A.	PROCEEDS OF TAXES:	
	Property Tax	\$ 20,604,763
	Sales & Use Tax	9,112,908
	Property Transfer Tax	971,439
	Transient Occupancy Tax	3,563,918
	Motor Vehicle In Lieu	-
	Off-Highway Vehicles	-
	Interest Earned on Proceeds of Taxes	49,916
		<u>\$34,302,944</u>
B.	EXCLUSIONS:	
	Debt Service	1,405,220
	Qualified Capital Outlays	-
		<u>1,405,220</u>
C.	APPROPRIATIONS SUBJECT TO LIMITATION	\$32,897,724
D.	CURRENT YEAR LIMIT	<u>76,204,969</u>
E.	OVER (UNDER) LIMIT	<u>(\$43,307,245)</u>



# REVENUE



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## City of San Ramon

# REVENUE

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

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

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

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

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

- **Property Transfer Tax** – Is a documentary transfer tax imposed on real estate transactions and collected for the City by the County. The tax is \$1.10 per \$1,000 transaction value.

## City of San Ramon

# REVENUE

- **Transient Occupancy Tax** – The transient occupancy tax (TOT) is imposed for the privilege of occupying a room or rooms in a hotel, motel, or other lodging facility unless such occupancy is for a period of thirty (30) days or more. The City’s TOT rate is seven and one-quarter percent (7.25%).
- **Franchise Fees** – A franchise fee is imposed on various utilities and organizations, which permits them to use and operate those facilities within the City. The fee is usually computed as a percentage of the gross income of the utility. This revenue source is typically impacted by the addition of new customers as well as changes in rates the utility is allowed to charge.
- **License and Permit Revenue** – The California Constitution gives cities the authority to charge license and permit fees as a means of recovering the cost of the regulation. The fees which make up “Licenses and Permits” include:
  - Building Permits
  - Plumbing Permits
  - Electrical Permits
  - Energy Permits
  - Mechanical permits
  - Business Licenses
- **Intergovernment** – Revenue from Federal, State, and local agencies for grants.
- **Charges for Services** – A fee imposed upon the user of a service provided by the City. Generally a service charge can be levied when the service can be measured and sold to a particular identified user. The rationale is that certain services are primarily for the benefit of individuals rather than the general public. Individuals desiring or benefiting from the service should pay the costs associated with that service. Fees charged are limited to the cost required to provide the service as prescribed by Article XIII B of the State Constitution. These fees are often determined by cities through a cost accounting analysis of the specific service.

Service charges differ from license and permit fees in that the latter are designed to reimburse the City for costs related to the regulatory process. Service charges, on the other hand, are imposed to support services to the individual.

- **Fines and Forfeitures** – These are Funds received from the County and collected from assessments made by the Municipal Court, in accordance with the Vehicle Code for fines and forfeitures.

## City of San Ramon

# REVENUE

- **Investment Income** – Interest income is earned as the City invests its idle funds in various investment instruments. The goal of the City regarding investments is to ensure the safety of each investment and maintain liquidity while achieving a fair rate of return.
- **Development Fees** – Fees generated by building, development, and growth in a community.
- **Miscellaneous Revenue** – Fees generated from facility rentals, telecommunications, contributions, reimbursed costs, and internal services charges (healthcare, retirees, vehicle and computer equipment).



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# DEPARTMENTS



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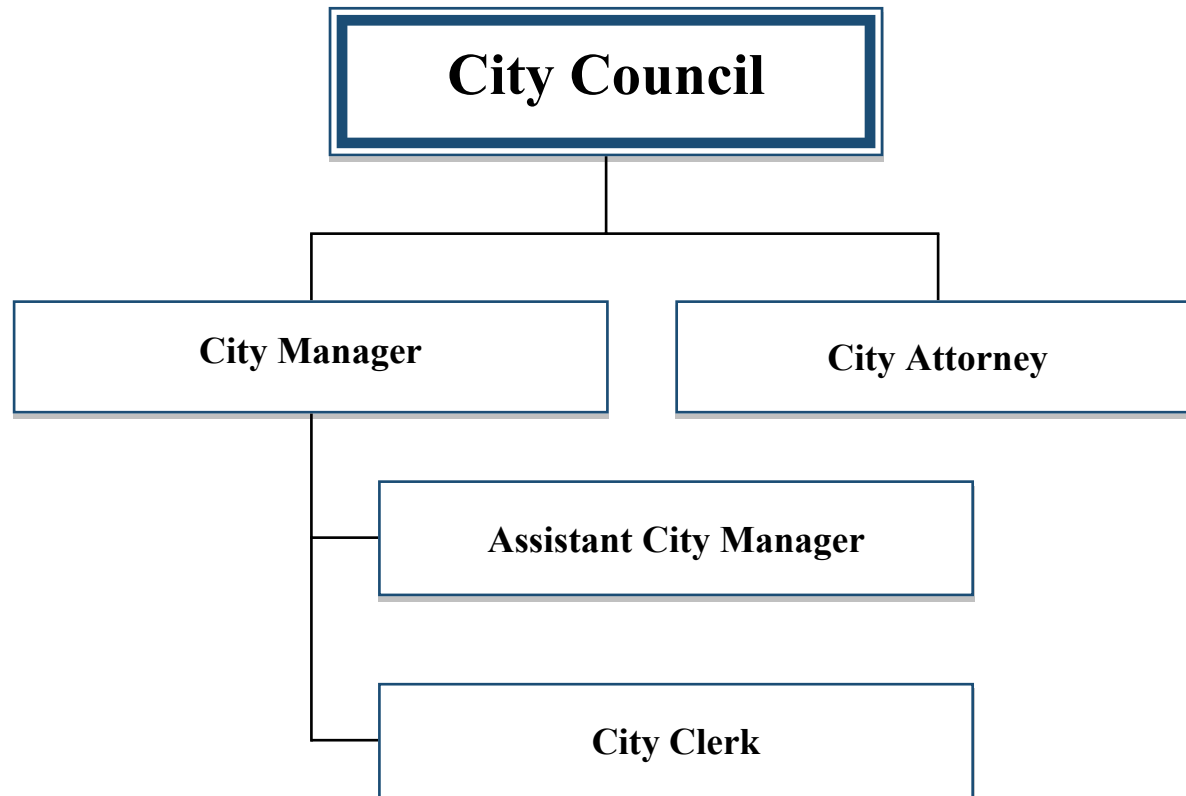
# GENERAL GOVERNMENT



**City Council Chamber**



# General Government FY 2018-19



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

**CITY COUNCIL**

*Statement of Purpose*

*The City Council is elected by the citizens to provide overall policy direction to ensure that the business of the City is conducted in an orderly and efficient manner. The City Council enacts ordinances, resolutions and orders necessary for governing the affairs of the City, and promotes the economic, cultural and governmental well-being of the City of San Ramon.*

***Ongoing Priorities***  
***FY 2018-19***

1. Maintain a Safe and Secure Environment
2. Maintain a Secure Financial Base
3. Maintain Staffing/Resources to Provide City Services
4. Build and Maintain Quality Facilities and Infrastructure
5. Enhance Engagement and Communication with Residents and Business Community
6. Focus on Land Use Planning for Housing, Jobs and Open Space

***Priorities from Goal Setting Workshop***  
***FY 2018-19***

#	Priority	Goal
G1a	Maintain a Safe and Secure Environment	Evaluate service levels due to the new City Center and create an action plan to address impacts
G1b	Maintain a Safe and Secure Environment	Identify opportunities to alleviate congestion on major traffic corridors to enhance safety
G1c	Maintain a Safe and Secure Environment	Continue to evaluate and implement technology-based solutions to augment public safety service in the community
G2a	Maintain a Secure Financial Base	Complete revenue and efficiency audits to optimize the use of City resources
G2b	Maintain a Secure Financial Base	Evaluate aging City facilities to determine the long-term viability of City assets
G2c	Maintain a Secure Financial Base	Systematically evaluate long standing policies and programs that affect ongoing expenditures
G3a	Maintain Staffing/Resources to Provide City Services	Seek to maximize local resources through technology investments, efficiency upgrades and staff optimization

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

<b>#</b>	<b>Priority</b>	<b>Goal</b>
G3b	Maintain Staffing/Resources to Provide City Services	Implement a succession plan that captures institutional knowledge from long-term City employees
G4a	Build and Maintain Quality Facilities and Infrastructure	Support the development of the Iron Horse Trail as both a premier recreation and mobility corridor
G4b	Build and Maintain Quality Facilities and Infrastructure	Advocate at a local and regional level for regional transportation improvements
G5a	Enhance Engagement and Communication With Residents and Business Community	Emphasize cultural outreach in the community by increasing support for multicultural events
G5b	Enhance Engagement and Communication With Residents and Business Community	Through the Parks, Trails, Open Space and Recreation Master Plan process, determine park development priorities for City owned parcels including the Wood Lot, Henry Ranch, and Crow Canyon Gardens/Mudds
G5c	Enhance Engagement and Communication With Residents and Business Community	Implement the adopted City Communication Plan to increase awareness and understanding of local issues
G6a	Focus on Land Use Planning for Housing, Jobs and Open Space	Prioritize housing growth in the City Core while preserving existing retail, commercial and open space
G6b	Focus on Land Use Planning for Housing, Jobs and Open Space	Explore the development of a walking district with community partners that would support the emphasis on housing in the City Core
G6c	Focus on Land Use Planning for Housing, Jobs and Open Space	Advocate for the inclusion of an expanded Dougherty Station Library and the development of a retail center as components of the final build out for Dougherty Valley

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

**CITY MANAGER**

*Statement of Purpose*

*The City Manager provides professional leadership in the management of the City and execution of City Council policies. The City Manager provides effective municipal services through the coordination and direction of all City activities, finances, and personnel.*

***Significant Accomplishments***  
***FY 2017-18***

- Created an Infrastructure Council subcommittee to assist staff in the identification and prioritization of City infrastructure projects
- Executed the Citizen Budget Focus Group and provided a final report to Council
- Supported the implementation of the FY 2017-18 City Council Goals
- In partnership with the other four neighboring communities, successfully recruited a new legislative advocacy firm to represent the Tri-Valley in both California and Washington, D.C.
- Completed a Communication Plan for the City of San Ramon for Council Approval

***Major Action Plan Items***  
***FY 2018-19***

		Completion By	Council Priorities/ Goals
1.	Prepare and onboard the elected members of the 2019 City Council	JAN 2019	N/A
2.	Submit the FY 2019-20 Annual Operating Budget and CIP for the City Council	JUN 2019	N/A
3.	Support the implementation of the FY 2018-19 City Council Goals	JUN 2019	N/A
4.	Continue to work with the Open Space Advisory Committee to promote the value of and importance of preserving open space in the community	On-going	N/A
5.	Continue to implement the City Wide Communication Plan as adopted by Council	On-going	N/A



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

## ECONOMIC DEVELOPMENT

### *Statement of Purpose*

*The Economic Development Division is responsible for activities that improve and diversify the San Ramon economy. The Division provides staff support to the Successor Agency of the former Redevelopment Agency, which is to wind down the activities of the former Redevelopment Agency. The goals and objectives for the Division are largely defined by the City’s Economic Development Strategic Plan (EDSP). The Economic Development Division provides staff support for the Economic Development Advisory Committee (EDAC) to prioritize and implement the EDSP.*

### *Significant Accomplishments* **FY 2017-18**

- Facilitated the sale of 10 Boardwalk Place – the former Mudd’s Restaurant and the sale of 9000 Alcosta Blvd
- Worked with the Discover San Ramon to identify and implement a marketing strategy in support of the City Center opening in October 2018
- Continued to support the Chamber of Commerce and other local business advocacy efforts to enhance economic growth in San Ramon

### *Major Action Plan Items* **FY 2018-19**

		Completion By	Council Priorities/ Goals
1.	Partner with Public Works to successfully install and manage the Marquee sign in front of City Hall	JUL 2018	P5 / G5c
2.	Finalize the sale 2231 Omega, the former housing parcel	JUN 2019	P2
3.	Support the implementation of the Economic Alternative Report and Economic Element of the General Plan	On-going	P6 / G6a
4.	Support the opening of the City Center project through promotional community efforts that identify San Ramon as a great place to visit	On-going	P6 / G6a
5.	Work with Discover San Ramon to increase hotel stays in the City	On-going	P2
6.	Continue to work with real estate partners in San Ramon to promote business growth and retail development in the community	On-going	P6 / G6a



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

**CITY ATTORNEY**

*Statement of Purpose*

*The City Attorney renders timely, professional legal advice to the City Council and City departments; prepares, amends and reviews official City documents, laws and regulations, and represents the City in litigation.*

*Significant Accomplishments*  
**FY 2017-18**

- Provided timely legal counsel advice, representation and legal services including but not limited to: litigation, contracting, code enforcement, advice and assistance in all areas including elections, ethics, drafting of ordinances, resolutions, and real estate transactions for the City Council, Commissions, Committees and staff

*Major Action Plan Items*  
**FY 2018-19**

		Completion By	Council Priorities/ Goals
1.	Continue to provide timely legal counsel advice, representation and legal services including but not limited to: litigation, contracting, code enforcement, advice and assistance in all areas including elections, ethics, drafting of ordinances, resolutions, and real estate transactions for the City Council, Commissions, Committees and staff	On-going	P3

*Budget Notes*  
**FY 2018-19**

- Include funding for outside legal assistance – \$50,000



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

## CITY CLERK

### *Statement of Purpose*

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

### *Significant Accomplishments* **FY 2017-18**

- Coordinated 10th San Ramon Government 101 Class – Spring 2018
- Prepared and Issued FY 2018-19 Fee Resolution
- Initiated ‘Trusted System’ Electronic Records
- Instituted Boards, Committee, Commission Application Software
- Facilitated Records Destruction in Accordance with Retention Schedule
- Facilitated Date Sensitive Filings for Required FPPC and State
- Implemented Docent Led School Tours
- Trained Recording Clerks – Accela Packet Distribution

### *Major Action Plan Items* **FY 2018-19**

		Completion By	Council Goals / Priorities
1.	Conduct 2018 San Ramon Elections	NOV 2018	P3
2.	Create “Ambassador” Program for San Ramon Government 101	JAN 2019	P5 / G5c

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

		Completion By	Council Goals / Priorities
3.	Coordinate 11 <sup>th</sup> San Ramon Government 101 – Spring 2019	APR 2019	P5 / G5c
4.	Implement “Trusted System” for Electronic Records	JUN 2019	P3 / G3a
5.	Create Nomenclature for Departmental Electronic File Systems	JUN 2019	P3 / G3a
6.	Train Staff – Use of Electronic Files/Retention	JUN 2019	P3 / G3a

***Budget Notes***  
***FY 2018-19***

- Include funding for General Election costs – \$50,000

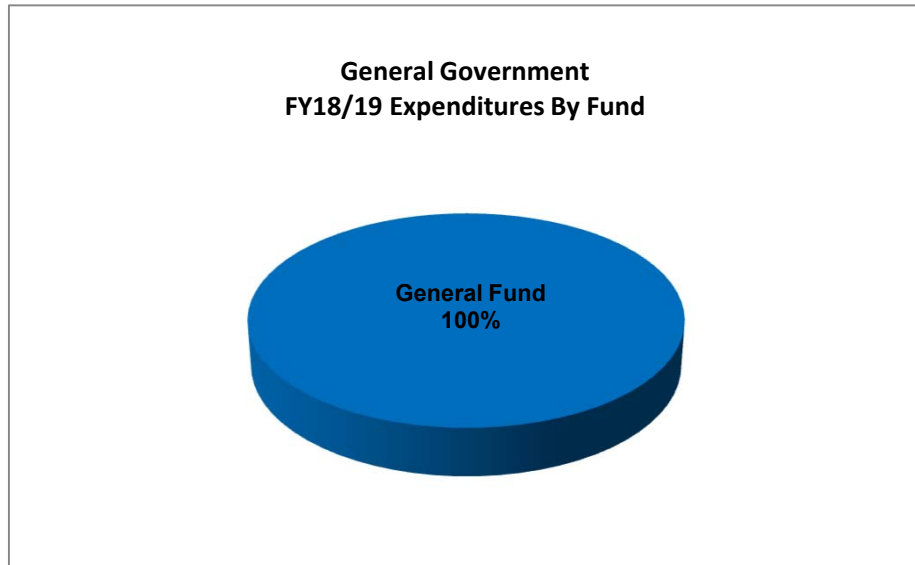
**CITY OF SAN RAMON  
SUMMARY OF DEPARTMENTAL BUDGET  
GENERAL GOVERNMENT**

<b>Authorized Positions</b>	<b>14/15 Actual</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Final</b>	<b>18/19 Adopted</b>
Assistant City Manager	1.00	1.00	1.00	1.00	1.00
City Attorney	1.00	1.00	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00	1.00	1.00
City Manager	1.00	1.00	1.00	1.00	1.00
Deputy City Attorney II	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk	1.00	1.00	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00	1.00
Office Specialist	1.00	-	-	-	-
Office Technician I/II	1.00	1.00	1.00	1.00	1.00
Paralegal	-	1.00	1.00	1.00	1.00
<b>Total Authorized Positions</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>

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

**Expenditure Summary By Fund**

<b>Description</b>	<b>14/15 Actual</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Final</b>	<b>18/19 Adopted</b>
General Fund	\$ 1,837,896	\$ 2,032,412	\$ 2,101,529	\$ 2,399,256	\$2,640,077
Department Total	<u>\$ 1,837,896</u>	<u>\$ 2,032,412</u>	<u>\$ 2,101,529</u>	<u>\$ 2,399,256</u>	<u>\$2,640,077</u>



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

**Expenditure Summary By Division**

Description	14/15 Actual	15/16 Actual	16/17 Actual	17/18 Final	18/19 Adopted
City Council	\$ 309,797	\$ 324,042	\$ 326,746	\$ 355,048	\$ 332,181
City Clerk	412,511	428,854	511,011	532,827	611,133
City Attorney	354,633	406,525	418,457	608,137	737,890
City Manager	760,955	872,991	845,315	903,244	958,873
Department Total	<u>\$ 1,837,896</u>	<u>\$ 2,032,412</u>	<u>\$ 2,101,529</u>	<u>\$ 2,399,256</u>	<u>\$ 2,640,077</u>

**Expenditure Summary By Category**

Description	14/15 Actual	15/16 Actual	16/17 Actual	17/18 Final	18/19 Adopted
City Council					
Personnel Services	\$ 222,126	\$ 229,401	\$ 231,303	\$ 258,064	\$ 232,700
Contract Services	8,672	9,035	11,968	9,350	10,350
Materials and Supplies	638	2,417	5,228	3,300	2,300
Other Costs	78,361	83,189	78,247	84,334	86,831
Capital Purchases	-	-	-	-	-
Division Total	<u>\$ 309,797</u>	<u>\$ 324,042</u>	<u>\$ 326,746</u>	<u>\$ 355,048</u>	<u>\$ 332,181</u>
City Clerk					
Personnel Services	\$ 335,824	\$ 376,374	\$ 432,527	\$ 442,303	\$ 476,355
Contract Services	59,580	32,759	61,194	68,300	107,600
Materials and Supplies	8,758	6,801	10,690	7,850	7,800
Other Costs	8,349	12,920	6,600	14,374	19,378
Capital Purchases	-	-	-	-	-
Division Total	<u>\$ 412,511</u>	<u>\$ 428,854</u>	<u>\$ 511,011</u>	<u>\$ 532,827</u>	<u>\$ 611,133</u>
City Attorney					
Personnel Services	\$ 255,052	\$ 286,035	\$ 297,829	\$ 383,832	\$ 657,293
Contract Services	86,869	106,141	106,288	201,500	51,730
Materials and Supplies	7,769	9,443	9,218	12,800	12,800
Other Costs	4,943	4,906	5,122	10,005	16,067
Capital Purchases	-	-	-	-	-
Division Total	<u>\$ 354,633</u>	<u>\$ 406,525</u>	<u>\$ 418,457</u>	<u>\$ 608,137</u>	<u>\$ 737,890</u>

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

**Expenditure Summary By Category**

<b>Description</b>	<b>14/15 Actual</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Final</b>	<b>18/19 Adopted</b>
City Manager					
Personnel Services	\$ 566,031	\$ 678,042	\$ 678,459	\$ 751,840	\$ 808,438
Contract Services	153,542	116,340	102,564	98,350	91,600
Materials and Supplies	20,136	39,655	25,954	23,200	27,200
Other Costs	21,246	38,954	38,338	29,854	31,635
Capital Purchases	-	-	-	-	-
Division Total	<u>\$ 760,955</u>	<u>\$ 872,991</u>	<u>\$ 845,315</u>	<u>\$ 903,244</u>	<u>\$ 958,873</u>
General Government					
Personnel Services	\$ 1,379,033	\$ 1,569,852	\$ 1,640,118	\$ 1,836,039	\$ 2,174,786
Contract Services	308,663	264,275	282,014	377,500	261,280
Materials and Supplies	37,301	58,316	51,090	47,150	50,100
Other Costs	112,899	139,969	128,307	138,567	153,911
Capital Purchases	-	-	-	-	-
Total Expenditures	<u>\$ 1,837,896</u>	<u>\$ 2,032,412</u>	<u>\$ 2,101,529</u>	<u>\$ 2,399,256</u>	<u>\$ 2,640,077</u>

**Revenue Summary**

<b>Description</b>	<b>14/15 Actual</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Final</b>	<b>18/19 Adopted</b>
Total Department Revenue	<u>\$ 83,905</u>	<u>\$ 70,908</u>	<u>\$ 71,006</u>	<u>\$ 67,450</u>	<u>\$ 92,450</u>



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

**Program Summary**

<b>Description</b>	<b>Program Expenditures</b>	<b>Program Revenue</b>	<b>Net Program Cost</b>
City Council	\$ 332,181	\$ -	\$ 332,181
City Clerk Administration	461,039	92,450	368,589
Election/Voter Outreach	113,477	-	113,477
Legislative History	36,617	-	36,617
City Attorney	737,890	-	737,890
City Management	592,009	-	592,009
Communication & Public Affairs	194,445	-	194,445
Economic Development	172,419	-	172,419
Program Totals	<u>\$ 2,640,077</u>	<u>\$ 92,450</u>	<u>\$ 2,547,627</u>



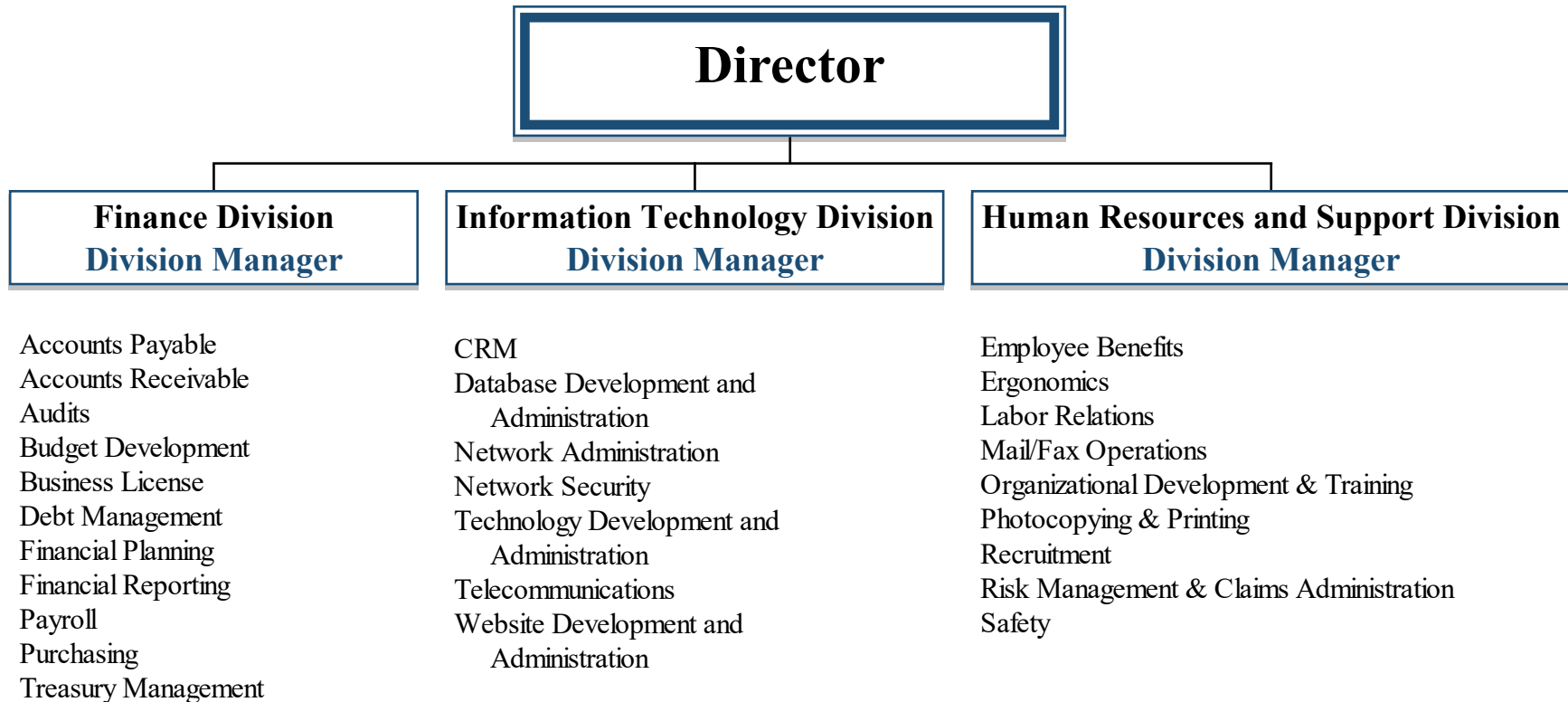
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# ADMINISTRATIVE SERVICES DEPARTMENT





# Administrative Services Department FY 2018-19



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

***Department – Statement of Purpose***

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

**FINANCE SERVICES DIVISION**

***Statement of Purpose***

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

***Significant Accomplishments***

***FY 2017-18***

- Managed the FY 2016-17 annual audit process
- Prepared the Comprehensive Annual Financial Report (CAFR) and submitted CAFR for the Certificate of Achievement for Excellence in Financial Reporting
- Prepared and issued required tax forms – W2 and 1099 forms
- Prepared the updated Multi-Year Financial Projection and Mid-Year Financial Review
- Coordinated the development of the FY 2018-19 Operating Budget
- Selected Tyler Technologies as the software vendor for the new ERP system and began the implementation process
- Completed an Actuarial Study for OPEB obligations and submitted to CalPERS for the CERBT Trust
- Maintained “AAA” rating from S&P Global Ratings (formerly Standard and Poor’s Ratings Services)
- Provided support to the Successor Agency
-

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

*Major Action Plan Items*  
*FY 2018-19*

		Completion By	Council Priorities/ Goals
1.	Prepare the updated Multi-Year Financial Projections	OCT 2018	P2 / G2a
2.	Oversee the FY 2017-18 annual audit process	DEC 2018	P2 / G2a
3.	Prepare the Comprehensive Annual Financial Report (CAFR) and submit CAFR for the Certificate of Achievement for Excellence in Financial Reporting	DEC 2018	P2
4.	Prepare and issue required tax forms – W2 and 1099 forms	JAN 2019	P2
5.	Prepare the Mid-Year Financial Review	FEB 2019	P2 / G2a
6.	Coordinate the development of the FY 2019-20 Operating Budget	JUN 2019	P2
7.	Oversee the implementation process of the citywide Enterprise Resources Planning (ERP) Tyler Technologies Munis system	JUN 2019	P1,P3 / G3a
8.	Issue a Request for Proposal for Banking Services	JUN 2019	P2
9.	Aim to maintain “AAA” rating from Standard & Poor’s	On-going	P2

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

**INFORMATION TECHNOLOGY  
SERVICES DIVISION**

*Statement of Purpose*

*The Information Technology Services Division is responsible for short-range and long-range strategic planning for the City's technology needs and data network. This involves all aspects of design-build-management of information systems including the procurement, replacement and troubleshooting of computer hardware and software. The Division maintains the City's public website, internal intranet, financial, planning, building permit, electronic document management, e-mail, integrated voice response, citizen request management and notification, telecommunications, and police systems. The Division is responsible for helpdesk and database administration as well as overall network security and intrusion protection. The Division supports all City departments.*

*Significant Accomplishments  
FY 2017-18*

- Upgraded City Hall virtual environment to prepare for new ERP system
- Evaluated and installed a backup system for the new ERP system
- Upgraded the network domain to Microsoft's updated version
- Evaluated advanced malware tools to enhance security on the City network
- Upgraded the City's email system to Microsoft's updated version
- Completed installation of the servers for the Tyler Munis ERP system
- Hired IT Network Analyst

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

*Major Action Plan Items*  
*FY 2018-19*

		Completion By	Council Priorities/ Goals
1.	Complete migration of all servers to the new virtual platform	NOV 2018	P1, P3 / G3a
2.	Update City Hall backup system to include offsite disaster recovery	DEC 2018	P1
3.	Update Anti-Virus software system wide to next generation protection	MAR 2019	P1, P3 / G3a
4.	Replace remaining end of life infrastructure switches and routers	APR 2019	P1, P3 / G3a
5.	Work with staff to support the completion of the ERP system implementation	JUN 2019	P1, P3 / G3a
6.	Continue to evaluate new and effective ways to use technology for public outreach	JUN 2019	P5



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

# **HUMAN RESOURCES AND SUPPORT DIVISION**

## *Statement of Purpose*

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

## *Significant Accomplishments FY 2017-18*

- Completed a salary survey of benchmark positions
- Assisted in the selection of a new integrated financial system
- Developed a Voluntary Leave Donation Program
- Facilitated successful Employee Recognition and Holiday Luncheons
- Re-established the City's Tuition Reimbursement Program
- Completed I-9 audit for all employees
- Hired Human Resources Analyst
- Issued new electronic card badges to all City employees
- Procured Crime Insurance Policy that covers all employees for the same cost as the current bonds that only cover seven employees
- Audited all on-site personnel files to ensure compliance with City's retention schedule

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

***Major Action Plan Items***  
***FY 2018-19***

		Completion By	Council Priorities/ Goals
1.	Implement new recruitment software Neogov	SEPT 2018	P3 / G3b
2.	Conduct a review of employee deferred compensation plans	DEC 2018	P3
3.	Review and update the Policy against Discrimination and Harassment	DEC 2018	P3
4.	Request for Proposal (RFP) for Copier Services	DEC 2018	P3 / G2a
5.	Update the Personnel Rules and Regulations	JUN 2019	P3 / G2c
6.	Assist in the implementation of the Human Resources and Payroll components of the new ERP financial system	JUN 2019	P1, P3 / G3a
7.	Audit off-site personnel and human resources files to ensure compliance with City's retention schedule	JUN 2019	P3

***Budget Notes***  
***FY 2018-19***

- Increase Tuition Reimbursement Program – \$10,000

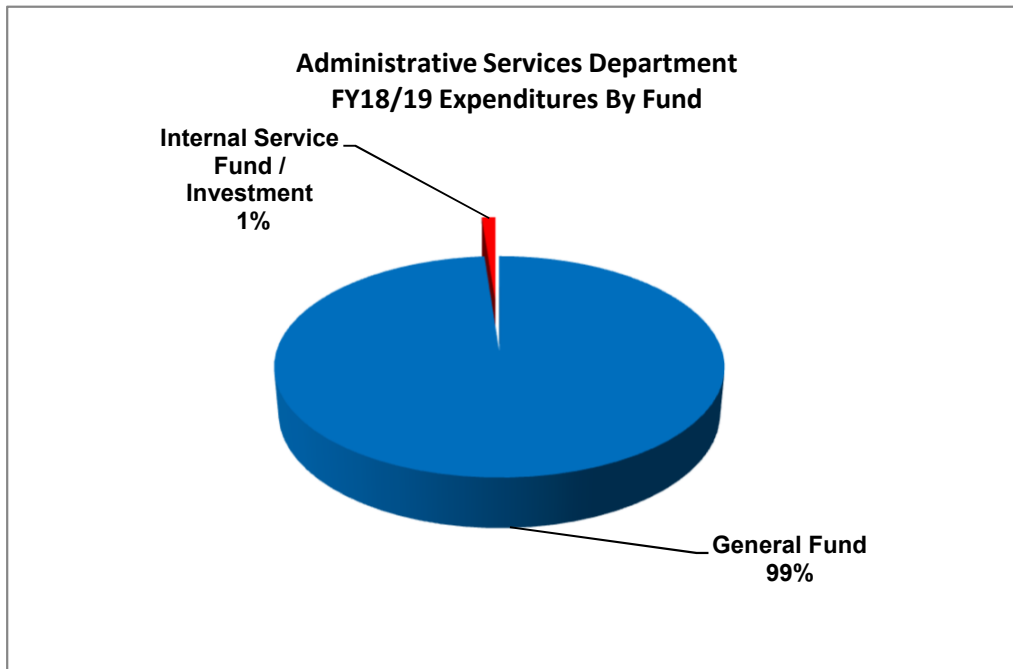
**CITY OF SAN RAMON  
SUMMARY OF DEPARTMENTAL BUDGET  
ADMINISTRATIVE SERVICES**

<b>Authorized Positions</b>	<b>14/15 Actual</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Final</b>	<b>18/19 Adopted</b>
Administrative Analyst	1.00	2.00	3.00	3.00	3.00
Administrative Services Director	1.00	1.00	1.00	1.00	1.00
Administrative Coordinator	3.00	3.00	3.00	3.00	3.00
Computer Specialist	1.00	-	-	-	-
Computer Technician	1.00	-	-	-	-
Division Manager	3.00	3.00	3.00	3.00	3.00
Information Technology Specialist	-	3.00	3.00	3.00	3.00
Network Analyst	-	-	-	1.00	1.00
Office Specialist	1.00	2.00	2.00	3.00	3.00
Office Technician I/II	4.00	2.00	2.00	1.00	1.00
Senior Administrative Analyst	2.00	2.00	2.00	2.00	2.00
<b>Total Authorized Positions</b>	<b>17.00</b>	<b>18.00</b>	<b>19.00</b>	<b>20.00</b>	<b>20.00</b>

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

**Expenditure Summary By Fund**

<b>Description</b>	<b>14/15 Actual</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Final</b>	<b>18/19 Adopted</b>
General Fund	\$ 2,969,247	\$ 3,505,534	\$ 3,821,102	\$ 4,558,491	\$4,615,658
Internal Service Fund / Investment	46,866	50,479	53,009	55,268	55,825
Total Expenditures	<u>\$ 3,016,113</u>	<u>\$ 3,556,013</u>	<u>\$ 3,874,111</u>	<u>\$ 4,613,759</u>	<u>\$4,671,483</u>



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

**Expenditure Summary By Division**

<b>Description</b>	<b>14/15 Actual</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Final</b>	<b>18/19 Adopted</b>
Finance	\$ 1,096,487	\$ 1,279,853	\$ 1,405,497	\$ 1,512,265	\$ 1,635,377
Information Technology	1,052,230	1,269,642	1,411,271	1,750,931	1,683,350
Human Resources	867,396	1,006,518	1,057,343	1,350,563	1,352,756
Department Total	<u>\$ 3,016,113</u>	<u>\$ 3,556,013</u>	<u>\$ 3,874,111</u>	<u>\$ 4,613,759</u>	<u>\$ 4,671,483</u>

**Expenditure Summary By Category**

<b>Description</b>	<b>14/15 Actual</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Final</b>	<b>18/19 Adopted</b>
Finance					
Personnel Services	\$ 1,000,969	\$ 1,160,522	\$ 1,279,066	\$ 1,393,965	\$ 1,489,533
Contract Services	76,927	92,267	106,046	86,243	115,248
Materials and Supplies	8,787	15,688	8,937	9,800	9,800
Other Costs	9,804	11,376	11,448	22,257	20,796
Capital Purchases	-	-	-	-	-
Division Total	<u>\$ 1,096,487</u>	<u>\$ 1,279,853</u>	<u>\$ 1,405,497</u>	<u>\$ 1,512,265</u>	<u>\$ 1,635,377</u>
Information Technology					
Personnel Services	\$ 694,216	\$ 772,919	\$ 912,746	\$ 1,111,964	\$ 1,154,064
Contract Services	327,872	452,172	460,785	574,676	467,716
Materials and Supplies	16,226	27,531	17,019	24,950	24,950
Other Costs	13,916	17,020	20,721	39,341	36,620
Capital Purchases	-	-	-	-	-
Division Total	<u>\$ 1,052,230</u>	<u>\$ 1,269,642</u>	<u>\$ 1,411,271</u>	<u>\$ 1,750,931</u>	<u>\$ 1,683,350</u>
Human Resources					
Personnel Services	\$ 454,349	\$ 560,224	\$ 589,245	\$ 823,406	\$ 791,799
Contract Services	264,436	236,226	260,941	277,338	293,573
Materials and Supplies	13,683	30,492	54,678	41,000	41,000
Other Costs	134,928	179,576	152,479	208,819	226,384
Capital Purchases	-	-	-	-	-
Division Total	<u>\$ 867,396</u>	<u>\$ 1,006,518</u>	<u>\$ 1,057,343</u>	<u>\$ 1,350,563</u>	<u>\$ 1,352,756</u>

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

**Expenditure Summary By Category**

<b>Description</b>	<b>14/15 Actual</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Final</b>	<b>18/19 Adopted</b>
Administrative Services					
Personnel Services	\$ 2,149,534	\$ 2,493,665	\$ 2,781,057	\$ 3,329,335	\$ 3,435,396
Contract Services	669,235	780,665	827,772	938,257	876,537
Materials and Supplies	38,696	73,711	80,634	75,750	75,750
Other Costs	158,648	207,972	184,648	270,417	283,800
Capital Purchases	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 3,016,113</b>	<b>\$ 3,556,013</b>	<b>\$ 3,874,111</b>	<b>\$ 4,613,759</b>	<b>\$ 4,671,483</b>

**Revenue Summary**

<b>Description</b>	<b>14/15 Actual</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Final</b>	<b>18/19 Adopted</b>
Total Department Revenue	\$ 266,595	\$ 405,869	\$ 257,717	\$ 250,804	\$ 249,407

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

**Program Summary**

<b>Description</b>	<b>Program Expenditures</b>	<b>Program Revenue</b>	<b>Net Program Cost</b>
Finance Administration	\$ 236,998	\$ -	\$ 236,998
Accounting	680,332	-	680,332
Business Licensing	82,385	244,007	(161,622)
Cash Management	352,858	5,400	347,458
Payroll	282,804	-	282,804
Information Technology Admin	1,010,463	-	1,010,463
Project Development	66,649	-	66,649
Telecommunications	287,362	-	287,362
Web Services	143,992	-	143,992
911 Joint Dispatch Center	174,884	-	174,884
Human Resources Administration	159,662	-	159,662
Labor Relations	60,853	-	60,853
Organizational Development	131,059	-	131,059
Recruitment	149,908	-	149,908
Risk Management/Safety	260,964	-	260,964
Wages & Benefits	280,205	-	280,205
Central Supplies	39,639	-	39,639
Support Services	270,466	-	270,466
Program Totals	<u>\$ 4,671,483</u>	<u>\$ 249,407</u>	<u>\$ 4,422,076</u>



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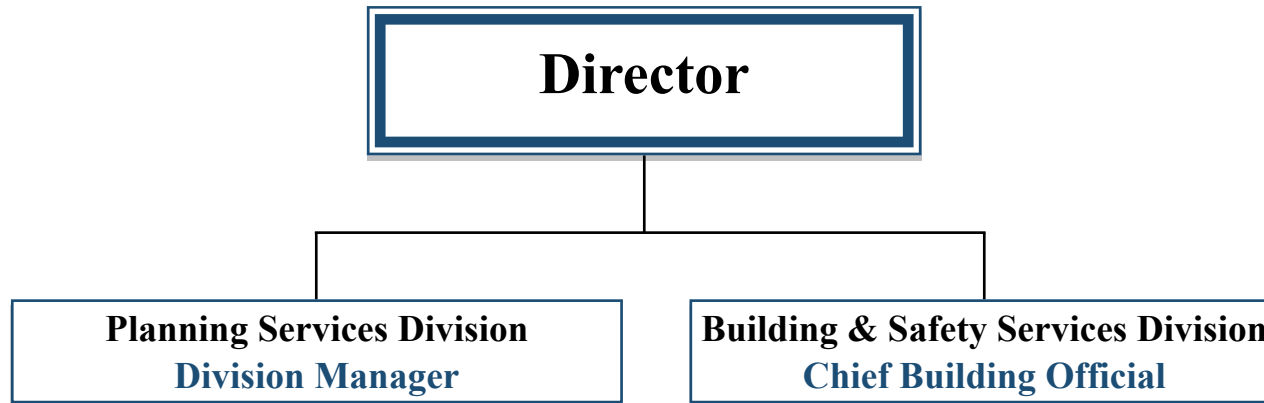


# COMMUNITY DEVELOPMENT DEPARTMENT





# Community Development Department FY 2018-19



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

Building Inspections  
Building Permits  
Building Plan Checking  
Neighborhood Preservation  
Housing Rehabilitation

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

***Department – Statement of Purpose***

*The Planning/Community Development Department coordinates and regulates the orderly growth of the City as set forth in the City's General Plan and other applicable codes, policies and regulations concerning the physical development of the City. The Department includes the Divisions of Planning Services and Building & Safety Services.*

## **PLANNING SERVICES DIVISION**

***Statement of Purpose***

*The Planning Services Division is responsible for providing a variety and balance of land uses, both commercial and residential that responds to the needs of the community through implementation of the General Plan and other specific plans, planning and zoning laws.*

***Significant Accomplishments***  
***FY 2017-18***

- Developed and implemented the Citizen's Planning Academy program
- Developed a Business Concierge's Program to streamline permitting of new businesses
- Implemented the Bluebeam electronic plan check system as a way of streamlining the building permit review process and improving the efficiency of plan check communication, document transfers and review time
- Implemented the Lobby Central system to automatically direct customers to the correct Permit Center services and resources and thereby freeing up reception staff for other duties
- Completed a density reduction for the Crow Canyon Specific Plan and initiated a scope of work for the Specific Plan update
- Continued the update to the General Plan Economic Element and Economic Strategic Plan completed Phase 1 (Retail Analysis) and selected a preferred retail alternative
- Completed the Planning Commission approval process for the new retail building at Magnolia Square, Aspen Woods Apartments and the Chang residential development
- Processed Development Plan Concept Reviews for the Laborer's property, Panetta property, Faria Neighborhood 5, the El Nido property and 2481 Deerwood Drive
- Completed technical track of the Zoning Ordinance Update
- Continued City Center project oversight including tenant approvals, the Master Sign Program and Public Art Program

# City of San Ramon

## COMMUNITY DEVELOPMENT SUMMARY

- In coordination with Finance and the City Attorney’s Office, completed the annexation of the Faria Project into the City’s Community Facilities District (CFD)
- Completed the environmental analysis for the Dougherty Valley Tree and Planting Strip Management Plan
- Prepared and submitted the 2017 General Plan Annual Report to the State
- Prepared and submitted the 2017 Housing Element Annual Report to the State
- Initiated a local business outreach program (San Ramon Business Passport Program) as a tool to promote shopping locally
- Processed approximately 300 development applications and 570 new business licenses in the 2017 calendar year

### *Major Action Plan Items FY 2018-19*

		Completion By	Council Priorities/Goals
1.	Initiate the Crow Canyon Specific Plan Update	JUL 2018	P6 / G6b
2.	Facilitate the annual Citizen Planning Academy	SEPT 2018	P5
3.	Complete the General Plan 2035 Economic Element and Economic Development Strategic Plan update and Initiate Zoning Ordinance and other implementation document revisions to support opportunities for housing in the City core and preservation of the existing retail base	SEPT 2018	P6 / G6a
4.	Provide oversight for completion and occupancy of the City Center Project - Phase 1	NOV 2018	P6
5.	Facilitate the review and approval of City Center Phase 2 based on development applications received	DEC 2018	P6
6.	Refine and adopt an Inclusionary Housing Ordinance	DEC 2018	P6 / G6a
7.	Explore and provide technical support for the development of a San Ramon Walking District in the City core connecting residential, employment, civic, recreation and retail amenities	JUN 2019	P6 / G6b
8.	Participate in the development of the RHNA methodology that will inform the City’s housing numbers for the Housing Element Update in advance of the 2023-2031 housing cycle	JUN 2019	P6 / G6a

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

		Completion By	Council Priorities/ Goals
9.	Participate in the U.S. Census Bureau’s LUCA (Local Update of Census Addresses) Program for the 2020 Census	JUN 2019	P5
10.	Provide Planning oversight for the build out of the Dougherty Valley Specific Plan, including additional retail space and potential library expansion	JUN 2019	P6 / G6c
11.	Participate in the Citywide Enterprise Resource Planning system project and the implementation of Tyler Technologies, Munis Software to provide electronic workflow, integrated modules, automated validation, improved reporting, business licenses renewal, plan reviews and permits online, streamlined inspection process with mobile technology, and vendor portal for invoice submission and payment tracking	JUN 2019	P3 / G3a

***Budget Notes***  
***FY 2018-19***

- Continue to unfund Assistant Planner position



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

## **BUILDING & SAFETY SERVICES DIVISION**

### *Statement of Purpose*

*The Building & Safety Services Division promotes health and safety in the construction and maintenance of buildings and structures and the maintenance of property through enforcement of the building codes, energy conservation standards, State regulations and City ordinances.*

### *Significant Accomplishments FY 2017-18*

- Issued over 2,800 permits for construction projects, performed over 17,000 inspections and attended to 5,540 visits from the public to the Permit Center for Building and Safety Services related activities
- Issued permits and inspected construction for planned opening of City Center for November 2018
- Nuisance ordinances and zoning regulations – proactive monitoring of commercial properties consistent with nuisance and zoning regulations
- Processed major development applications for the multi-family project on the Outpost site, Faria sub-division, the Aspen Woods multi-family project and Summit Senior Care Facility
- Developed a Business Concierge's Program to streamline permitting of new businesses
- Implemented an electronic plan check process utilizing Bluebeam software to streamline the building permit review process and improve the efficiency of plan check communication, document transfers and review time
- Implemented the Lobby Central system to automatically direct customers to the correct Permit Center services and resources and thereby freeing up reception staff for other duties

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

***Major Action Plan Items***  
***FY 2018-19***

		Completion By	Council Priorities/ Goals
1.	Complete permit approvals and inspections of the buildings and tenant improvements for the City Center project	NOV 2018	P4
2.	Participate in the Citywide Enterprise Resource Planning system project and the implementation of Tyler Technologies, Munis Software to provide electronic workflow, integrated modules, automated validation, improved reporting, business licenses renewal, plan reviews and permits online, streamlined inspection process with mobile technology, and vendor portal for invoice submission and payment tracking	JUN 2019	P3 / G3a
3.	Nuisance ordinances and zoning regulations – continue proactive monitoring of commercial properties consistent with nuisance and zoning regulations	On-going	P4
4.	Inspect major development projects – Outpost Multi-family project, Faria Sub-division, Aspen Woods Multi-family project and Summit Senior Care Facility	On-going	P4

***Budget Notes***  
***FY 2018-19***

- Permit fees collected for the City Center Development carry-over between fiscal years as the project and tenant improvements span multiple years
- Reduce inspections and plan check contract services – \$110,000
- Decrease in salary and benefit costs by reallocating of staffing to other funds and change in staffing due to retirement – \$30,000



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

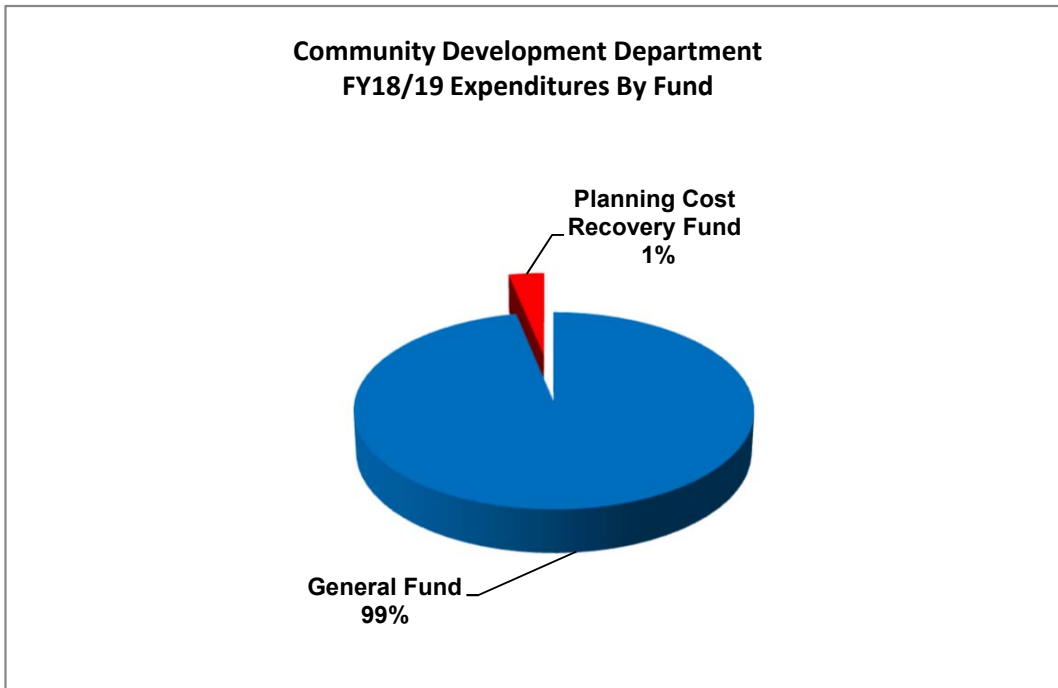
<b>Authorized Positions</b>	<b>14/15 Actual</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Final</b>	<b>18/19 Adopted</b>
Administrative Analyst	1.00	1.00	-	-	-
Assistant Planner	1.00	1.00	1.00	1.00	1.00
Associate Planner	2.00	2.00	2.00	2.00	2.00
Division Manager	3.00	3.00	2.00	2.00	2.00
Engineering Specialist	1.00	1.00	-	-	-
Inspector	3.00	3.00	3.00	3.00	3.00
Office Specialist	3.00	4.00	3.00	3.00	3.00
Office Technician I/II	2.00	1.00	1.00	1.00	1.00
Planning Director	1.00	1.00	1.00	1.00	1.00
Plan Check Engineer	-	1.00	1.00	1.00	1.00
Plans Examiner	1.00	1.00	1.00	1.00	1.00
Senior Engineer	1.00	-	-	-	-
Senior Inspector	1.00	1.00	1.00	1.00	1.00
Senior Planner	1.00	1.00	1.00	1.00	1.00
<b>Total Authorized Positions*</b>	<b>21.00</b>	<b>21.00</b>	<b>17.00</b>	<b>17.00</b>	<b>17.00</b>

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

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

**Expenditure Summary By Fund**

<b>Description</b>	<b>14/15 Actual</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Final</b>	<b>18/19 Adopted</b>
General Fund	\$ 3,410,224	\$ 3,559,111	\$ 3,051,027	\$ 3,585,540	\$ 3,445,712
Planning Cost Recovery Fund	86,144	116,665	75,853	46,778	115,960
Street Smarts Fund	201,327	160,998	-	-	-
TDM Fund	419,702	437,722	-	-	-
Total	<u>\$ 4,117,397</u>	<u>\$ 4,274,496</u>	<u>\$ 3,126,880</u>	<u>\$ 3,632,318</u>	<u>\$ 3,561,672</u>



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

**Expenditure Summary By Division**

<b>Description</b>	<b>14/15 Actual</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Final</b>	<b>18/19 Adopted</b>
Planning	\$ 1,230,100	\$ 1,344,783	\$ 1,195,052	\$ 1,063,353	\$ 1,068,575
Building	1,629,281	1,636,952	1,931,828	2,568,965	2,493,097
Transportation*	1,258,016	1,292,761	-	-	-
Department Total	<b>\$ 4,117,397</b>	<b>\$ 4,274,496</b>	<b>\$ 3,126,880</b>	<b>\$ 3,632,318</b>	<b>\$ 3,561,672</b>

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

**Expenditure Summary By Category**

<b>Description</b>	<b>14/15 Actual</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Final</b>	<b>18/19 Adopted</b>
Planning					
Personnel Services	\$ 1,141,129	\$ 1,215,255	\$ 1,127,422	\$ 986,519	\$ 995,491
Contract Services	55,252	93,954	43,619	39,300	38,300
Materials and Supplies	12,992	10,202	7,508	12,694	12,700
Other Costs	20,727	25,372	16,503	24,840	22,084
Capital Purchases	-	-	-	-	-
Division Total	<b>\$ 1,230,100</b>	<b>\$ 1,344,783</b>	<b>\$ 1,195,052</b>	<b>\$ 1,063,353</b>	<b>\$ 1,068,575</b>
Building					
Personnel Services	\$ 1,204,914	\$ 1,186,351	\$ 1,456,524	\$ 1,849,763	\$ 1,771,742
Contract Services	377,224	377,904	420,749	648,340	649,490
Materials and Supplies	17,314	42,109	23,767	31,650	30,550
Other Costs	29,829	30,588	30,788	39,212	41,315
Capital Purchases	-	-	-	-	-
Division Total	<b>\$ 1,629,281</b>	<b>\$ 1,636,952</b>	<b>\$ 1,931,828</b>	<b>\$ 2,568,965</b>	<b>\$ 2,493,097</b>
Transportation*					
Personnel Services	\$ 725,436	\$ 852,732	\$ -	\$ -	\$ -
Contract Services	509,451	418,405	-	-	-
Materials and Supplies	11,672	11,981	-	-	-
Other Costs	11,457	9,643	-	-	-
Capital Purchases	-	-	-	-	-
Division Total	<b>\$ 1,258,016</b>	<b>\$ 1,292,761</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

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

**Expenditure Summary By Category**

<b>Description</b>	<b>14/15 Actual</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Final</b>	<b>18/19 Adopted</b>
Community Development					
Personnel Services	\$ 3,071,479	\$ 3,254,338	\$ 2,583,946	\$ 2,836,282	\$ 2,767,233
Contract Services	941,927	890,263	464,368	687,640	687,790
Materials and Supplies	41,978	64,292	31,275	44,344	43,250
Other Costs	62,013	65,603	47,291	64,052	63,399
Capital Purchases	-	-	-	-	-
Total Expenditures	<u>\$ 4,117,397</u>	<u>\$ 4,274,496</u>	<u>\$ 3,126,880</u>	<u>\$ 3,632,318</u>	<u>\$ 3,561,672</u>

**Revenue Summary**

<b>Description</b>	<b>14/15 Actual</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Final</b>	<b>18/19 Adopted</b>
Total Department Revenue	<u>\$ 2,688,436</u>	<u>\$ 3,269,543</u>	<u>\$ 3,069,601</u>	<u>\$ 3,328,595</u>	<u>\$ 3,349,805</u>

**Program Summary**

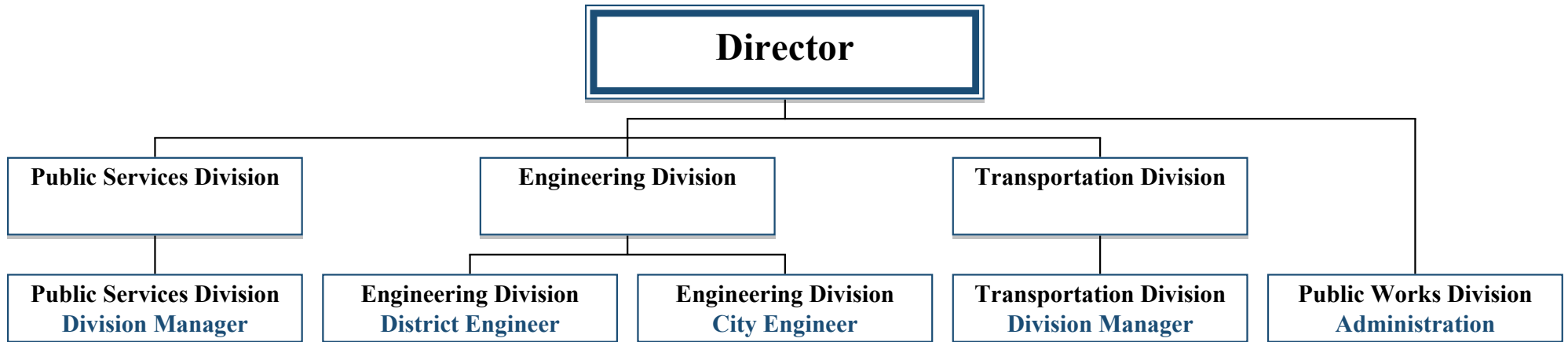
<b>Description</b>	<b>Program Expenditures</b>	<b>Program Revenue</b>	<b>Net Program Cost</b>
Planning Administration	\$ 470,719	\$ 46,530	\$ 424,189
Architectural Review	57,315	40,000	17,315
Development Administration	323,553	261,225	62,328
General Plan Management	5,100	-	5,100
Subdivision Processing	-	-	-
Zoning Administration	211,888	6,000	205,888
Building Administration	739,230	18,800	720,430
Inspection	896,192	2,109,000	(1,212,808)
Neighborhood Preservation Code Enforcement	261,298	-	261,298
Plan Checking	596,377	868,250	(271,873)
Program Totals	<u>\$ 3,561,672</u>	<u>\$ 3,349,805</u>	<u>\$ 211,867</u>

# PUBLIC WORKS DEPARTMENT





# Public Works Department FY 2018-19



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

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

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

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

Contract Management  
 Public Inquiry & Service Requests  
 Safety & Training

# City of San Ramon

## PUBLIC WORKS SUMMARY

### *Department – Statement of Purpose*

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

## ENGINEERING SERVICES DIVISION

### *Statement of Purpose*

*Engineering Services Division is responsible for the administration and implementation of the Capital Improvement Program (CIP) and Capital Budget; Assessment Districts engineering; Geologic Hazard Abatement District (GHAD); Stormwater Management Program; Canyon Park Fund; traffic engineering and safety; development engineering and inspection; encroachment permits; Flood Plain Management Program; drainage and open space management; and the City's Geographic Information System (GIS) Program.*

### *Significant Accomplishments*

#### *FY 2017-18*

- Completed the construction of Forest Home Farms Building No. 12 (Old Barn) (CIP 5504)
- Revised and updated the Forest Home Farms needs assessment
- Completed the latest Pavement Condition Survey and developed a new strategy for maintaining City streets
- Presented the updated strategy of the Pavement Management Program and the Five-Year Pavement Repair Plan to the Infrastructure Committee
- Presented a Refuse Vehicle Impact Fee analysis to the Finance Committee and City Council
- Through encroachment permit issuances to EBMUD, completed 75 corroded copper service repairs/polybutylene water lateral replacements throughout the City
- Completed Phase 1 of repairs to a damaged 36-inch storm drain line located near Crow Canyon Road and Deerwood Road
- Received preliminary approval from FEMA/OES to obtain reimbursement for storm damage repairs as a result of the 2016/17 storm events in an amount up to \$300,000
- Completed the Intelligent Transportation System Master Plan Study

## City of San Ramon

# PUBLIC WORKS SUMMARY

- Completed the construction of the Central Park Turf Field Renovation Project (CIP 5558), which included conversion to recycled water for field
- Prepared the FY 2018/19 Capital Budget and Five-Year 2018/19 to 2022/23 Capital Improvement Program
- Processed and approved four final maps and various improvement plans for The Preserve (Faria) Development including: Faria Preserve Parkway Phase 2; Neighborhoods 1 through 4; Bollinger Canyon Road/Faria Parkway intersection improvements; San Ramon Valley Boulevard improvements at Purdue Road (traffic signal) and Deerwood Drive intersections; various retaining walls; 12.7 acre community park; and 0.5 acre rose garden
- Completed the annexation of The Preserve Project into the Citywide Lighting and Landscape District Zones 1 and 2, and created a new Landscape and Lighting District for the landscaping improvements within The Preserve
- Oversaw/inspected the completion of the following improvements for The Preserve (Faria) Development construction: mass grading and remedial grading of over 4 million cubic yards of dirt cut/fill; central channel & various backbone storm drain and detention facilities; roadway improvements on Faria Preserve Parkway Phase 1 and Purdue Road; EBMUD waterline, tank, and access road; and various retaining walls
- Installed new traffic signal controllers and traffic management system to improve operations on Bollinger Canyon Road and portions of Dougherty Road in Dougherty Valley
- Crow Canyon Road widening from Alcosta Boulevard to Dougherty Road – completed the plan line alignment study, and began preliminary design (Phase 1 from Alcosta Boulevard to St. George Drive) to widen the roadway from 2 lanes to 3 lanes in each direction
- Processed and approved on-site and off-site improvement plans, including Sunset Drive and Bishop Drive improvements, for the City Center Plaza District
- Coordinated with developer and Public Services for the construction and operation of three new traffic signals at: Camino Ramon/Bishop Ranch 3, Dougherty Road/Tulipwood, and Dougherty Road/Trefoil
- Provided support for Transportation Services to complete the CEQA process for the Iron Horse Trail Bollinger Canyon Road Bicycle/Pedestrian Overcrossing



# City of San Ramon

## PUBLIC WORKS SUMMARY

### *Major Action Plan Items FY 2018-19*

		Completion By	Council Priorities/ Goals
1.	Upgrade pedestrian enhancement devices at Village Parkway/ Triana Way	SEP 2018	P4
2.	Oversee/inspection of the Bollinger Canyon Road widening improvements from Market Place to I-680 Freeway and coordinate timing with the opening of the Plaza District in fall 2018	OCT 2018	P1, P4 / G1b
3.	Oversee/inspection of City Center Plaza District on-site and off- site work, which includes Sunset Drive and Bishop Drive improvements	OCT 2018	P4 / G1b
4.	Complete the construction of the Annual 2018 Pavement Repair Project (CIP 5560): Twin Creeks neighborhood, and various low PCI and other streets	DEC 2018	P4
5.	Complete priority projects for the Citywide Drainage Infrastructure Repairs Project (CIP 5548)	DEC 2018	P4
6.	Prepare the FY 2019/20 Capital Budget and Five-Year 2019/20 to 2023/24 Capital Improvement Program	MAY 2019	P1, P4 / G2b
7.	Crow Canyon Road widening from Alcosta Boulevard to Dougherty Road –begin the final design and utility coordination for Phase 1 (Alcosta Blvd. to St. George Dr.) to widen roadway from 2 lanes to 3 lanes in each direction	JUN 2019	P1, P4 / G1b
8.	Initiate the Bollinger Canyon Road/Iron Horse Trail Bicycle/Pedestrian Overcrossing Project Final Design. Coordinate with CCTA with support from Transportation Services to complete NEPA and consultant selection process, and begin design	JUN 2019	P4 /G4a
9.	Through Encroachment Permit issuances to EBMUD, complete approximately 50 corroded copper service repairs/polybutylene water lateral replacements throughout the City	On-going	P4
10.	Stormwater Management Program - implement provisions of the Municipal Regional Permit (MRP), in particular new provisions related to the implementation of Green Infrastructure requirements	On-going	P4

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

***Major Action Plan Items***  
***FY 2018-19***

		Completion By	Council Priorities/ Goals
11.	Process and approve various landscape plans for public and private improvements, and building permit lot plans for The Preserve (Faria) Phase 1-4; Phase 5 (Claremont Homes) review of improvement plans, hydrology, final map, and retaining walls, etc.	On-going	P4
12.	Oversee/inspect the following improvements for The Preserve (Faria) Development construction: in-tract Neighborhoods 1 through 4; road improvements for Faria Preserve Parkway Phase 2; Bollinger Canyon Road future improvements extending to Crow Canyon Road; San Ramon Valley Boulevard improvements at Purdue Road (Traffic Signal) and Deerwood Drive intersections; and in-tract Neighborhoods Phase 1, 12.7-acre community park, and 0.5-acre rose garden	On-going	P4

***Budget Notes***  
***FY 2018-19***

- Temporary Associate Engineer hired as a limited term 3-year agreement to augment staff for development projects (i.e., Faria and City Center)
- Move GIS software maintenance to GIS fund – \$60,000
- Continue to fund temporary construction inspector positions/contract inspection services to support the management of Faria Development
- Utilize temporary staff and consultants for Special Fund projects and to help manage peak summer project management and inspection needs
- Organizational restructure – combined the engineering and maintenance/operations of Streets and Drainage by moving the Streets/Drainage/Signals/Street Lights Program to the Engineering Services Division under the PMP/Drainage Division Manager

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

## **PUBLIC SERVICES DIVISION**

### *Statement of Purpose*

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

### *Significant Accomplishments* *FY 2017-18*

#### ***Administration:***

- Implemented FacilityDude, a computerized maintenance management system that streamlines operations in areas such as: asset management, work request processing, capital forecasting, inventory, and field access to data
- Revised the Infrastructure Maintenance Fund based on updated Replacement Plans and presented to the Infrastructure Committee

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

- CIP 5564 Dougherty Valley Tree Management Program – began implementation of the DV Tree and Turf Strip Management Plan as developed by the DV Citizens Committee and approved by Council. Addressed individual trees causing imminent danger to property or posing threat to public safety
- Converted roadside and median turf irrigated with potable water to low water use landscaping
- Continued to implement water management strategies and proactively responded to drought restrictions and conditions, and monitored impact on City budget and use of facilities and parks
- Continued planned replacement and renovation of declining plant material throughout the Landscaping and Lighting District Assessment Zones and Dougherty Valley area
- Assumed maintenance responsibilities for new landscape improvements in Dougherty Valley

# City of San Ramon

## PUBLIC WORKS SUMMARY

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

- Initiated new Citywide Janitorial Contract
- Upgraded City's EMS software and initiate quarterly maintenance of the system to improve HVAC management
- Completed CIP 5598 to construct cricket pitch at Windemere Ranch Middle School and coordinated with SRVUSD for cricket pitch at Gale Ranch Middle School
- Upgraded six (6) heaters at the San Ramon Olympic Pool and Aquatic Park and three (3) heaters at the Dougherty Valley Aquatic Center using PG&E's Energy Efficiency Retrofit Rebate Program
- Participated in PG&E Energy Efficiency Retrofit Program to improve the HVAC, Windows, and Lighting systems at PD/Permit Center Building located at 2401 Crow Canyon Rd. using PG&E's On-Bill Financing Program
- Completed the renovation of Central Park promenade and front plaza (CIP 5546)
- Completed CIP 5423 for ADA upgrades to Boone Acres Playground
- Completed CIP 5566 to install a group picnic shade structure at Ramona Park
- Continued planned replacement and renovation of aquatic centers amenities through CIP 5479 and CIP 5574 including the re-plaster of the 50 Meter Pool at the Dougherty Valley Aquatic Center
- Replaced Vista Grande Room lights at the Alcosta Senior and Community Center
- Completed Phase II and III of landscaping renovation at Alcosta Senior and Community Center to restore the landscaping with drought resistant plant material
- In coordination with the developer, Engineering Services, and Parks Department, participated in the design reviews of Gale Ranch Phase 3 Park, Rancho San Ramon Park – Phase II, Faria Preserve Park, and Chang Park

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

- Continued to implement long-term replacement plan for traffic signal hardware, equipment and software to enhance and replace outdated traffic signal components that have reached their useful life cycle, and painted signal poles on seven signalized intersections to aesthetically restore their appearance through CIP 5526
- Accepted maintenance responsibilities of new Dougherty Valley Civil Improvements
- Accepted maintenance responsibility of one (1) new traffic signal intersection
- Removed and replaced concrete bollards at San Ramon Senior Center to improve night-time visibility, and reduced energy costs

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

- Recommended program enhancements for the next 10-year solid waste franchise
- Conducted an RFP process to select the contractor for the next 10-year solid waste franchise agreement

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

***Major Action Plan Items***  
***FY 2018-19***

		Completion By	Council Priorities / Goals
<b><i>Landscape and Irrigation Maintenance and Renovation</i></b>			
1.	Assume maintenance responsibilities for new landscape improvements in Dougherty Valley	JUN 2019	P4 / G2b
2.	Continue implementation of The Dougherty Valley Tree and Planting Strip Management Plan	JUN 2019	P1, P4 / G2b
3.	Continue planned replacement and renovation of declining plant material throughout the Landscaping and Lighting District Special Assessment Zones and Dougherty Valley	JUN 2019	P4
4.	Continue to implement water management strategies and proactively respond to water usage restrictions and conditions and monitor impact on City budget and use of facilities and parks	JUN 2019	P4 / G3a
5.	Continue to convert road side and median turf irrigated with potable to low water use landscaping	JUN 2019	P4 / G3a
<b><i>Parks and Facility Maintenance and Renovation</i></b>			
6.	Replace Children’s Play Pool heater at San Ramon Olympic Pool and Aquatic Center	DEC 2018	P4 / G2b
7.	Replace entry doors for Bollinger Canyon entrance of Dougherty Station Community Center to make them ADA accessible	DEC 2018	P4
8.	Continue planned replacement of various park amenities through CIP 5584	JUN 2019	P1, P4 / G2b
9.	Replace backstop at Athan Downs field #2	JUN 2019	P4
10.	Continue planned replacement of amenities at San Ramon Olympic Pool and Aquatic Center and Dougherty Valley Aquatic Center through CIP 5479 and CIP 5574	JUN 2019	P1, P4 / G2b
11.	Continued planned replacement of various amenities throughout the City’s facilities through CIP 5515	JUN 2019	P4 / G2b
<b><i>Traffic Safety, Lighting, and Drainage</i></b>			
12.	Continue to implement CIP 5526 - long-term traffic signal replacement plan for traffic signal upgrades on hardware, software and equipment, and paint signal poles on seven signalized intersections	JUN 2019	P1, P4 / G1b

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

		Completion By	Council Priorities / Goals
13.	Assume maintenance responsibilities of new civil improvements in Dougherty Valley, including traffic signals, street lights, roadways, catch basins, and traffic signs	JUN 2019	P4 / G1b
<b><i>Solid Waste</i></b>			
14.	Negotiate and execute the new franchise agreement	OCT 2018	P4, P5 / G2c
15.	Ensure that all businesses that generate four cubic yards or more of commercial solid waste per week arrange for organic waste recycling services (AB 1826 compliance)	JAN 2019	P4, P5 / G2c
16.	Update the Municipal Code sections related to solid waste and recycling	JUN 2019	P4, P5
17.	Educate residents and businesses regarding any solid waste and recycling service changes in the new franchise agreement	JUN 2019	P4, P5
18.	Work with selected contractor to implement the new franchise services starting October 1, 2019. Prepare for program start-up	JUN 2019	P4, P5

***Budget Notes***  
***FY 2018-19***

- Unfund a Maintenance Technician position
- Organizational restructuring – A Program Manager/Division Manager to oversee each Maintenance Program areas of: Parks, Landscaping, Streets/Drainage/Signals, and Facilities. Previously managed by two Program Managers. Acting Parks Program Manager created to oversee Parks Program; Division Manager overseeing Landscaping Program. Internal promotions/assignments and use of temporary field staff for minimal departmental budget impact
- Reduce vehicle replacement charges – \$200,000
- Reflect funding for maintenance of Faria Park and Chang Park for three (3) months beginning April 2019
- In addition, the proposed budget reflects:
  - 3-5% increase for gas & electric service where necessary – \$31,000
  - 5-9% increase for water where necessary – \$413,000

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

**TRANSPORTATION SERVICES  
DIVISION**

*Statement of Purpose*

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

*Significant Accomplishments  
FY 2017-18*

- Initiated the San Ramon Transit Shelter Program. Convened the Transit Shelter sub-committee and secured \$100,000 from County Connection for Transit Shelter replacements and/or new installation
- Initiated the Bollinger Canyon Road Interchange Operations Analysis Study. Coordinated with the Engineering Division and the Contra Costa Transportation Authority (CCTA)
- Finalized the TRAFFIX Operations Analysis Study in concert with Town of Danville, San Ramon Valley Unified School District, and Contra Costa County
- Continued partnership with Contra Costa Transportation Authority (CCTA) and Advanced Mobility Group to monitor progress of Easy Mile - Autonomous Vehicle Demonstration Programs at Go Mentum Station in Concord and Bishop Ranch Business Park. Held Media Event to announce public roadway testing in concert with CCTA and Sunset Development
- Circulated the Request for Proposal for TRAFFIX school bus provider, in concert with Town of Danville, SRVUSD and Contra Costa County
- Initiated entering into a Memorandum of Understanding (MOU) between the City and TRAFFIX to recruit and retain a TRAFFIX Administrative Coordinator with San Ramon for a two-year term
- Circulated the Request for Proposal for TRAFFIX Program Manager, in concert with Danville, SRVUSD and Contra Costa County
- Initiated Street Smarts BMX Bike Safety Assembly Program on all SRVUSD middle school campuses
- Approved San Ramon Bicycle Master Plan and initiated implementation in concert with Bike to Work Day

# City of San Ramon

## PUBLIC WORKS SUMMARY

- Completed the Monarch Road Corridor Study (enhance, remove and/or channelize pedestrian activity at the 9 marked crosswalks between Dougherty Road and Bollinger Canyon Road)
- Implemented Street Smarts Corporate Sponsorship Program. Secured private sector sponsorship funding in the amount of \$20,000 and secured One Bay Area Grant (OBAG) for \$300,000
- Finalized the Iron Horse Trail Bicycle/Pedestrian Overcrossing Environmental Analysis for Bollinger Canyon Road and Crow Canyon Road, and secured funding in amount of \$14.3M grant for final design and construction
- Finalized 511 Contra Costa Countywide Strategic Plan Request for Proposals and selected consultant team
- Joined Tri-Valley San Joaquin Regional Rail Authority Joint Powers Authority and Technical Advisory Committee
- Redesigned County Connection Route 35 to add new stop at City Center

### *Major Action Plan Items FY 2018-19*

		Completion By	Council Priorities / Goals
1.	Assume role of Chair of for Measure J Traffic Congestion Relief Agency – TRAFFIX Board of Directors and Technical Advisory Committee	JUL 2018	P4 / G1b
2.	Support the Engineering Division to initiate the Bollinger Canyon Road Iron Horse Trail Bicycle/Pedestrian Overcrossing Project Final Design. Coordinate with CCTA and provide support to Engineering Services to complete NEPA and consultant selection process, and begin design	JUL 2018	P4 / G4a
3.	Initiate One Bay Area Grant (OBAG) federal process for San Ramon Valley Street Smarts Program	JUL 2018	P4 / G1b
4.	Initiate marketing and outreach for County Connection Route 35 to coincide with City Center opening	SEPT 2018	P5
5.	Participate in Bollinger Canyon Road Operational Analysis Improvement Study	SEPT 2018	P4
6.	Monitor implementation of Bishop Ranch/City Center TDM program components to coincide with City Center opening	OCT 2018	P5
7.	Finalize 511 Contra Costa Strategic Plan and present to Regional Transportation Planning Committees	DEC 2018	P4



## City of San Ramon

# PUBLIC WORKS SUMMARY

		Completion By	Council Priorities / Goals
8.	Continue partnership with CCTA, Advanced Mobility Group and Sunset Dev to implement Easy Mile – Autonomous Vehicle Demonstration Program on San Ramon public roadways. Monitor results and evaluate infrastructure upgrades with Traffic Engineering	DEC 2018	P4 / G1b
9.	Implement Monarch Road Corridor Study Recommendations	DEC 2018	P4 / G1b
10.	Implement Employer Commuter Transportation Survey	JAN 2019	P5
11.	Implement Bicycle Master Plan Project(s) in concert with Engineering Services	JUN 2019	P4
12.	Participate on Innovate 680 Policy Advisory Committee and Technical Advisory Committee and develop program recommendations for I-680 corridor	JUN 2019	P4
13.	Implement San Ramon Transit Shelter Program, including selection of transit shelter design, replace existing shelters and install new shelters in Dougherty Valley	JUN 2019	P4
14.	Implement Southwest Area Transportation (SWAT)	JUN 2019	P4

### ***Budget Notes FY 2018-19***

- Chair of Measure J Traffic Congestion Relief Agency – TRAFFIX Board of Directors and Technical Advisory Committee in FY 18/19 will require administrative staff support from Transportation Division and City Clerk. No General Fund allocation required
- Per the MOU between the City and TRAFFIX, the TRAFFIX administrative staff support position will be fully funded with Measure J Traffic Congestion Relief funds for a two-year limited term. No General Fund allocation required
- The Iron Horse Trail Bicycle/Pedestrian Overcrossing Project – Final Design Phase is grant funded with City Council authorized funding of \$2M
- Implementation of San Ramon Transit Shelters with funding allocation from County Connection. No general fund allocation required
- Continue temporary staffing to assist in Street Smarts Program, fully funded by Street Smarts
- Continue temporary staffing to assist in TDM Programs, fully funded by TDM
- The SWAT Administrative Services funding is provided by the cities/towns within the SWAT region



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

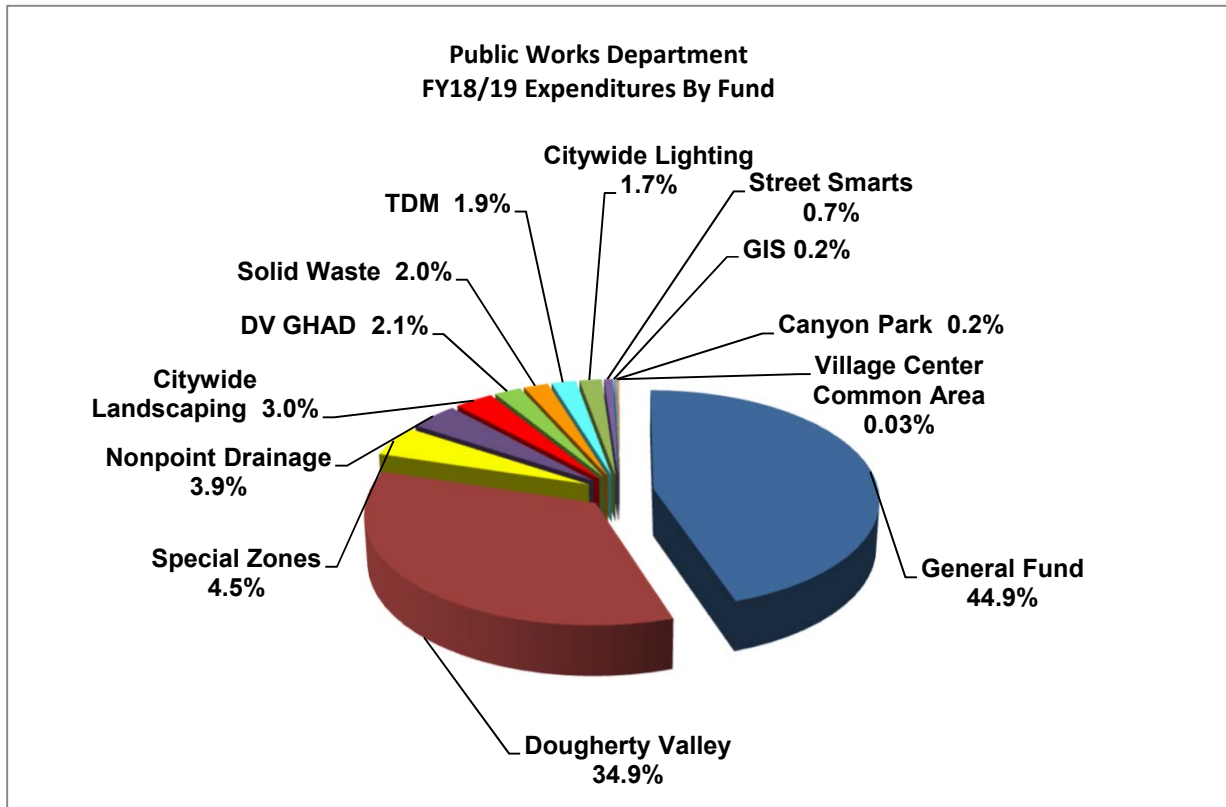
<b>Authorized Positions</b>	<b>14/15 Actual</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Final</b>	<b>18/19 Adopted</b>
<b>Engineering Services</b>					
Assistant Engineer	1.00	1.00	1.00	1.00	1.00
Associate Engineer	5.00	5.00	5.00	5.00	4.00
Division Manager	2.00	2.00	2.00	2.00	2.00
Engineering Director	1.00	-	-	-	-
Engineering Specialist	2.00	2.00	2.00	2.00	2.00
Inspector	-	1.00	2.00	2.00	2.00
Office Specialist	1.00	1.00	1.00	1.00	1.00
Public Works Director	-	0.50	0.50	0.50	0.50
Senior Administrative Analyst	2.00	2.00	2.00	2.00	2.00
Senior Engineer	2.00	2.00	2.00	2.00	3.00
Senior Inspector	4.00	3.00	2.00	2.00	2.00
Supervising Inspector	1.00	1.00	1.00	1.00	1.00
<b>Division Total</b>	<b>21.00</b>	<b>20.50</b>	<b>20.50</b>	<b>20.50</b>	<b>20.50</b>
<b>Public Services</b>					
Administrative Analyst	1.00	1.00	1.00	1.00	1.00
Administrative Coordinator	2.50	2.75	2.75	2.75	2.75
Division Manager	1.00	1.00	1.00	1.00	1.00
Maintenance Assistant	-	-	-	-	-
Maintenance Coordinator	13.00	13.00	13.00	14.00	14.00
Maintenance Specialist	11.00	9.00	10.00	9.00	10.00
Maintenance Supervisor	9.00	8.00	8.00	8.00	8.00
Maintenance Technician I/II	27.00	31.00	33.00	34.00	33.00
Office Technician I/II	-	1.00	1.00	1.00	1.00
Program Manager	4.00	3.00	3.00	3.00	3.00
Public Services Director	1.00	-	-	-	-
Public Works Director	-	0.50	0.50	0.50	0.50
Senior Administrative Analyst	2.00	2.00	2.00	2.00	2.00
<b>Division Total</b>	<b>71.50</b>	<b>72.25</b>	<b>75.25</b>	<b>76.25</b>	<b>76.25</b>
<b>Transportation Services*</b>					
Administrative Analyst	-	-	1.00	1.00	-
Division Manager	-	-	1.00	1.00	1.00
Engineering Specialist	-	-	1.00	1.00	1.00
Office Technician	-	-	1.00	1.00	1.00
Senior Administrative Analyst	-	-	-	-	1.00
	-	-	4.00	4.00	4.00
<b>Total Authorized Positions</b>	<b>92.50</b>	<b>92.75</b>	<b>99.75</b>	<b>100.75</b>	<b>100.75</b>

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

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

**Expenditure Summary By Fund**

<b>Description</b>	<b>14/15 Actual</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Final</b>	<b>18/19 Adopted</b>
General Fund	\$ 11,864,097	\$ 12,498,880	\$ 14,054,064	\$ 15,051,258	\$ 14,739,056
Geographic Information System	-	-	-	-	60,000
Canyon Park Fund	8,317	9,555	25,286	58,554	58,581
Dougherty Valley GHAD Fund	452,846	450,998	613,092	610,192	695,184
Citywide Landscaping Fund	935,063	1,137,691	1,025,282	1,176,548	1,000,341
Citywide Lighting Fund	524,809	504,684	567,110	574,605	568,431
Special Zones Fund	1,268,951	1,132,509	1,466,740	1,727,958	1,473,313
Village Center Common Area Fund	1,980	2,376	3,905	10,452	10,610
Dougherty Valley Fund	7,917,561	9,274,562	10,202,217	11,324,877	11,449,050
Solid Waste Fund	204,733	161,894	354,393	769,241	642,370
Nonpoint Drainage Fund	940,999	835,580	1,053,070	1,244,339	1,281,104
Street Smarts Fund	-	-	182,060	233,800	233,000
TDM Fund	-	-	346,560	648,121	634,701
<b>Total</b>	<b>\$24,119,356</b>	<b>\$26,008,729</b>	<b>\$29,893,779</b>	<b>\$33,429,945</b>	<b>\$32,845,741</b>



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

**Expenditure Summary By Division**

<b>Description</b>	<b>14/15 Actual</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Final</b>	<b>18/19 Adopted</b>
Engineering Services	\$ 3,634,840	\$ 4,217,676	\$ 4,673,821	\$ 5,155,079	\$ 5,320,210
Public Services	20,484,516	21,791,053	24,012,756	26,720,256	25,985,069
Transportation Services*	-	-	1,207,202	1,554,610	1,540,462
Department Totals	<u>\$ 24,119,356</u>	<u>\$ 26,008,729</u>	<u>\$ 29,893,779</u>	<u>\$ 33,429,945</u>	<u>\$ 32,845,741</u>

**Expenditure Summary By Category**

<b>Description</b>	<b>14/15 Actual</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Final</b>	<b>18/19 Adopted</b>
Engineering Services					
Personnel Services	\$ 2,973,648	\$ 3,546,894	\$ 3,539,028	\$ 3,775,414	\$ 3,781,390
Contract Services	526,277	575,240	1,000,303	1,254,797	1,407,737
Materials and Supplies	71,106	37,627	71,150	54,920	48,745
Other Costs	63,809	57,915	63,340	69,948	82,338
Capital Purchases	-	-	-	-	-
Division Total	<u>\$ 3,634,840</u>	<u>\$ 4,217,676</u>	<u>\$ 4,673,821</u>	<u>\$ 5,155,079</u>	<u>\$ 5,320,210</u>
Public Services					
Personnel Services	\$ 9,327,868	\$ 9,902,643	\$ 10,504,469	\$ 11,294,369	\$ 11,232,978
Contract Services	9,647,793	10,129,587	11,420,543	13,384,981	13,176,152
Materials and Supplies	991,162	1,235,309	1,569,749	1,432,973	1,240,315
Other Costs	517,693	523,514	517,995	512,933	305,624
Capital Purchases	-	-	-	95,000	30,000
Division Total	<u>\$ 20,484,516</u>	<u>\$ 21,791,053</u>	<u>\$ 24,012,756</u>	<u>\$ 26,720,256</u>	<u>\$ 25,985,069</u>
Transportation Services*					
Personnel Services	\$ -	\$ -	\$ 865,307	\$ 873,614	\$ 876,617
Contract Services	-	-	315,034	628,681	577,249
Materials and Supplies	-	-	12,917	26,748	32,800
Other Costs	-	-	13,944	25,567	26,796
Capital Purchases	-	-	-	-	27,000
Division Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,207,202</u>	<u>\$ 1,554,610</u>	<u>\$ 1,540,462</u>
Total Expenditures	<u>\$ 24,119,356</u>	<u>\$ 26,008,729</u>	<u>\$ 29,893,779</u>	<u>\$ 33,429,945</u>	<u>\$ 32,845,741</u>

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

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

Revenue Summary

<b>Description</b>	<b>14/15</b>	<b>15/16</b>	<b>16/17</b>	<b>17/18</b>	<b>18/19</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Final</b>	<b>Adopted</b>
Engineering Services	\$ 1,514,159	\$ 2,564,760	\$ 1,535,823	\$ 1,179,053	\$ 1,431,437
Public Services	882,486	1,008,252	1,166,602	1,114,691	1,099,777
Transportation Services	-	-	585,384	944,241	931,500
Total Department Revenue	<u>\$ 2,396,645</u>	<u>\$ 3,573,012</u>	<u>\$ 3,287,809</u>	<u>\$ 3,237,985</u>	<u>\$ 3,462,714</u>

Program Summary

<b>Description</b>	<b>Program</b>	<b>Program</b>	<b>Net Program</b>
	<b>Expenditures</b>	<b>Revenue</b>	<b>Cost</b>
Engineering Services			
Engineering Services Admin	\$ 318,286	\$ 150	\$ 318,136
CIP Administration	58,978	-	58,978
CIP Engineering	457,077	-	457,077
CIP Inspection	263,795	-	263,795
Development Engineering	922,110	485,500	436,610
Development Inspection	604,349	739,787	(135,438)
Encroachments	366,013	125,000	241,013
Canyon Park	58,581	-	58,581
GHAD	695,184	6,000	689,184
Citywide Landscaping	9,162	-	9,162
Open Space/Drainage	59,024	-	59,024
Storm Water Mgmt	670,469	-	670,469
GIS	213,353	75,000	138,353
Traffic Engineering	421,977	-	421,977
Dougherty Valley	201,852	-	201,852
Division Total	<u>\$ 5,320,210</u>	<u>\$ 1,431,437</u>	<u>\$ 3,888,773</u>

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

Program Summary

Description	Program Expenditures	Program Revenue	Net Program Cost
Public Services			
Public Services Admin	\$ 2,469,888	\$ 465,006	\$ 2,004,882
Drainage Maintenance	435,745	6,000	429,745
Facilities	2,979,623	1,000	2,978,623
Landscaping	991,179	8,500	982,679
Lighting	568,431	-	568,431
Parks Maintenance	3,522,985	563,185	2,959,800
Service Center	844,293	-	844,293
Special Zones	1,473,313	-	1,473,313
Street Maintenance	648,189	-	648,189
Traffic Signal	427,483	-	427,483
DV Street Maintenance	1,015,250	-	1,015,250
DV Landscaping	5,308,724	-	5,308,724
DV Park Maintenance	3,712,687	56,086	3,656,601
DV Facilities	1,211,921	-	1,211,921
DV Flood Control	257,327	-	257,327
DV Open Space	118,031	-	118,031
Division Total	<u>\$ 25,985,069</u>	<u>\$ 1,099,777</u>	<u>\$ 24,885,292</u>
Transportation Services			
Transportation Administration	247,101	48,700	198,401
Residential Traffic Calming	198,552	-	198,552
Traffic Safety	52,510	-	52,510
Transportation Planning	158,571	-	158,571
TDM - Administration	99,640	99,640	-
TDM- Carpool to School Program	190,349	190,349	-
TDM - Vanpool Program	102,655	102,655	-
TDM - Voluntary EBTR	242,057	242,056	1
Transportation Dougherty Valley	16,027	-	16,027
Street Smarts	233,000	248,100	(15,100)
Division Total	<u>\$ 1,540,462</u>	<u>\$ 931,500</u>	<u>\$ 608,962</u>
Department Program Totals	<u><u>\$ 32,845,741</u></u>	<u><u>\$ 3,462,714</u></u>	<u><u>\$ 29,383,027</u></u>



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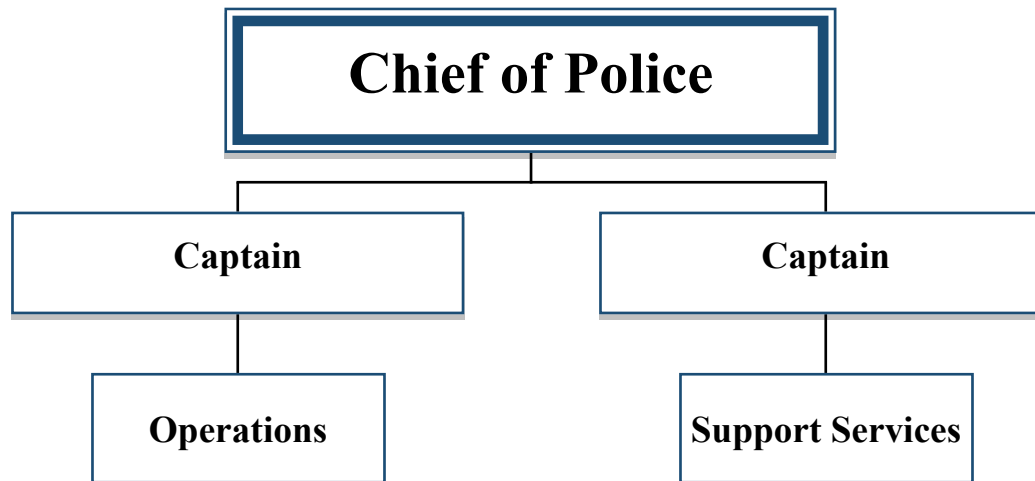


# POLICE SERVICES DEPARTMENT





# Police Services FY 2018-19



Emergency Services  
Fleet  
K9 Program  
Patrol  
Traffic  
Special Events  
Youth Services

Administrative Support  
Crime Prevention  
Dispatch  
Investigations  
Police Records  
Professional Standards  
Property/Evidence  
Training  
Volunteers

# City of San Ramon

## **POLICE SERVICES SUMMARY**

### *Statement of Purpose*

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

### *Significant Accomplishments* *FY 2017-18*

#### *Maintain a Safe and Secure Environment*

- Studied and prepared recommendations for a comprehensive plan for video monitoring of city streets using a fixed camera system. This was added as a future Capital Improvement Project for Council consideration
- Fully implemented the Body Worn Camera and video storage program
- Provided over 13,000 hours of training to staff in order to maintain proficiency and develop new skills to effectively serve the community
- Utilized volunteer community members to assist with “If I were a Thief” and “Silent Sentry” programs

#### *Maintain Staffing/Resources to Provide City Services*

- Hired three, newly authorized, police officers to support operations throughout the city in anticipation of the opening of the city center
- Reorganized Police Department operational responsibilities and staffing to best facilitate efficient management of staff workload
- Enhanced the SRPD Fleet Maintenance Program by adding one staff member to assist in developing methods of tracking vehicle maintenance and to provide succession planning for the program
- Enhanced the SRPD volunteer program to optimize the needs of the city with volunteer time availability and skill set, to include assistance in the Patrol, Investigations, and Records Units
- Began an in-house Leadership Training Program to facilitate staff development and leadership succession

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

***Enhance Engagement and Communication with Both Residents and Business Community***

- Fully implemented the joint San Ramon-Danville-County Health 5150 W&I (mental health commitments) pilot project for following-up with those suffering mental health emergencies
- Worked with HOA’s to optimize citizen support with crime prevention efforts within their neighborhoods
- Enhanced crime prevention and suspect identification efforts with businesses and property management companies in their parking lots
- Dramatically increased the number of registrants in the “Citizen’s View” camera registry program with both residents and businesses
- Members from the Crime Prevention Unit worked with Bishop Ranch on a Speaker Series to facilitate Crime Prevention strategies and awareness

***Major Action Plan Items  
FY 2018-19***

		Completion By	Council Goals / Priorities
1.	Work closely with Sunset Development staff to provide recommendations for City Center security and evaluate future staffing needs at the site	On-going	P1 / G1a
2.	Evaluate traffic concerns and work closely with other City staff to facilitate traffic flow in areas of new development	On-going	P1 / G1b
3.	Continue to enhance and develop the use of community volunteers to assist staff	On-going	P2 / G2c
4.	Further develop the future and current leaders as anticipated retirements occur throughout the year	On-going	P3 / G3b
5.	Continue to seek out and hire quality applicants by developing and enhancing current recruitment strategies	On-going	P3 / G3b
6.	Further enhance social media outreach and provide information sharing opportunities to educate community members on crime prevention and awareness	On-going	P5

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

***Budget Notes***  
***FY 2018-19***

- Add one Police Services Technician position
- Increase dispatch service contract per agreement with the San Ramon Valley Fire Protection District – \$50,000 (3.8%)
- Increase animal control service contract with the Contra Costa County – \$23,000 (5%)



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

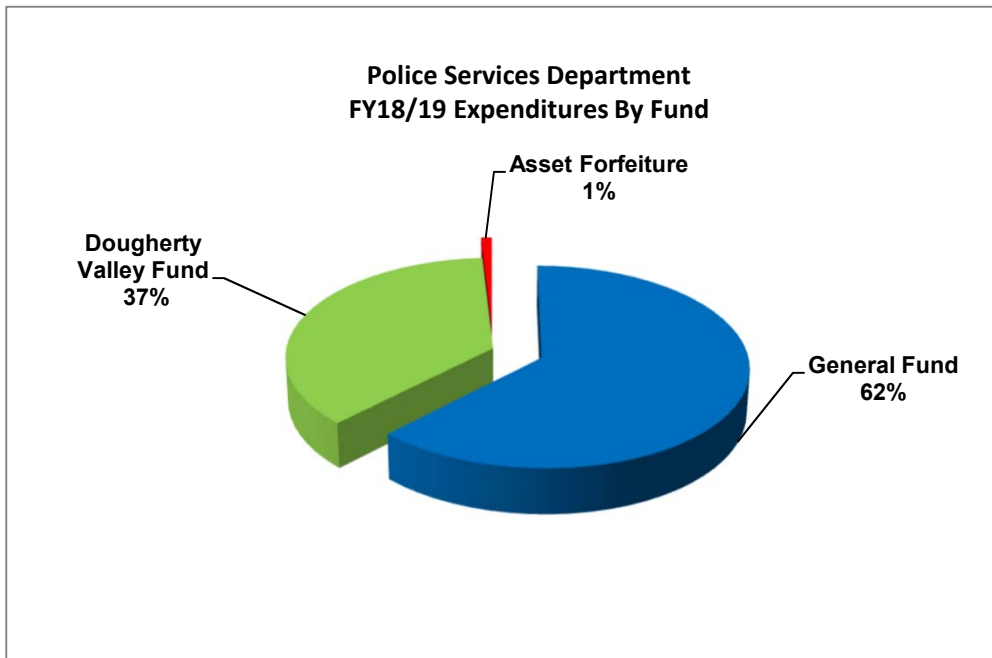
<b>Authorized Positions</b>	<b>14/15 Actual</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Final</b>	<b>18/19 Adopted</b>
Administrative Analyst	1.00	1.00	2.00	2.00	2.00
Administrative Coordinator	5.00	6.00	5.00	5.00	5.00
Captain	1.00	1.00	1.00	2.00	2.00
Chief	1.00	1.00	1.00	1.00	1.00
Corporals	9.00	9.00	9.00	9.00	9.00
Lieutenant	5.00	6.00	6.00	5.00	5.00
Office Specialist	2.00	2.00	4.00	4.00	4.00
Office Technician I/II	6.00	6.00	3.00	3.00	3.00
Police Officer	37.00	39.00	39.00	42.00	42.00
Police Services Technician	3.50	2.00	2.00	3.00	4.00
Program Manager	1.00	-	-	1.00	1.00
Records Coordinator	1.00	-	-	-	-
Records Supervisor	-	1.00	1.00	-	-
Sergeant	9.00	9.00	10.00	10.00	10.00
*Police Officer Anticipatory Positions	2.00	2.00	2.00	2.00	2.00
<b>Total Authorized Positions</b>	<b>83.50</b>	<b>85.00</b>	<b>85.00</b>	<b>89.00</b>	<b>90.00</b>

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

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

**Expenditure Summary By Fund**

<b>Description</b>	<b>14/15 Actual</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Final</b>	<b>18/19 Adopted</b>
General Fund	\$ 11,424,059	\$ 12,084,386	\$ 12,622,319	\$ 13,400,921	\$ 13,881,537
Dougherty Valley Fund	6,533,052	6,863,354	7,389,835	7,865,978	8,152,465
Asset Forfeiture	612	267	4,697	194,940	202,093
Police Services Donation Fund	1,949	3,965	11,819	-	-
<b>Total</b>	<b>\$ 17,959,672</b>	<b>\$ 18,951,972</b>	<b>\$ 20,028,670</b>	<b>\$ 21,461,839</b>	<b>\$ 22,236,095</b>





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

**Expenditure Summary By Division**

<b>Description</b>	<b>14/15 Actual</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Final</b>	<b>18/19 Adopted</b>
Police Services	\$ 17,959,672	\$ 18,951,972	\$ 20,028,670	\$ 21,461,839	\$ 22,236,095
Department Total	<u>\$ 17,959,672</u>	<u>\$ 18,951,972</u>	<u>\$ 20,028,670</u>	<u>\$ 21,461,839</u>	<u>\$ 22,236,095</u>

**Expenditure Summary By Category**

<b>Description</b>	<b>14/15 Actual</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Final</b>	<b>18/19 Adopted</b>
Personnel Services	\$ 14,775,302	\$ 15,532,922	\$ 16,450,479	\$ 17,477,882	\$ 18,244,147
Contract Services	2,161,714	2,305,749	2,490,051	2,697,326	2,793,675
Materials and Supplies	526,282	470,914	462,431	447,486	469,170
Other Costs	427,626	550,950	557,205	628,397	660,355
Capital Purchases	68,748	91,437	68,504	210,748	68,748
Total Expenditures	<u>\$ 17,959,672</u>	<u>\$ 18,951,972</u>	<u>\$ 20,028,670</u>	<u>\$ 21,461,839</u>	<u>\$ 22,236,095</u>

**Revenue Summary**

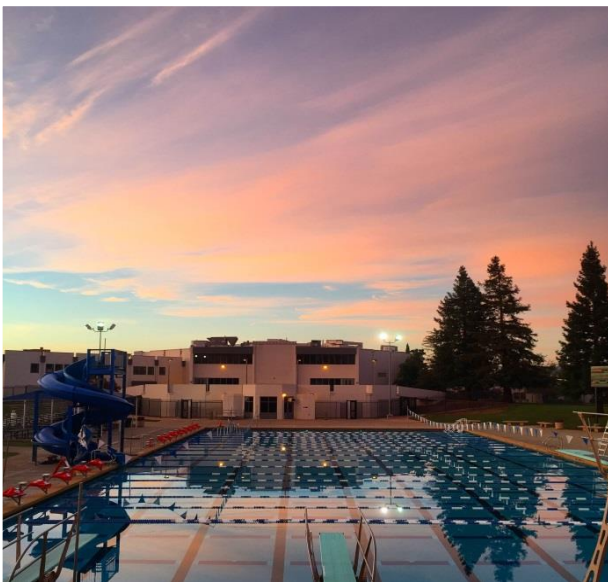
<b>Description</b>	<b>14/15 Actual</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Final</b>	<b>18/19 Adopted</b>
Total Department Revenue	<u>\$ 678,975</u>	<u>\$ 878,539</u>	<u>\$ 814,369</u>	<u>\$ 721,206</u>	<u>\$ 677,856</u>

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

**Program Summary**

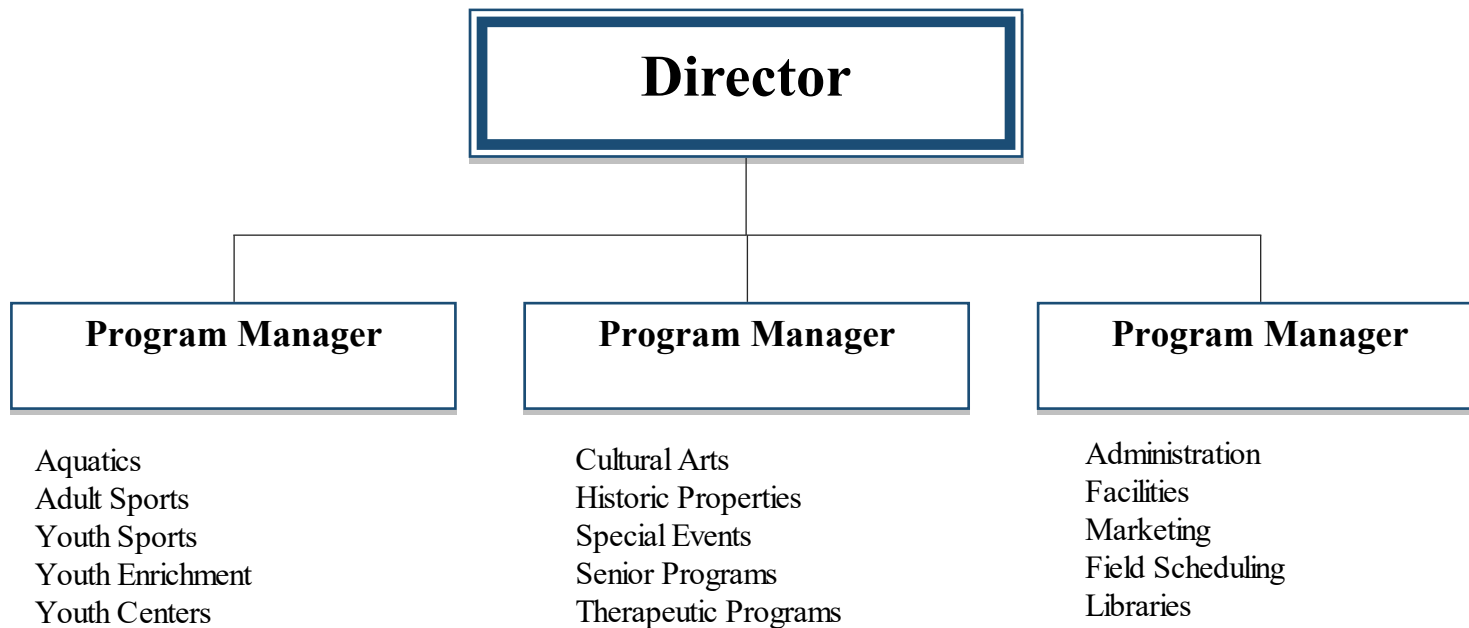
<b>Description</b>	<b>Program Expenditures</b>	<b>Program Revenue</b>	<b>Net Program Cost</b>
Administration	\$ 5,945,490	\$ 116,400	\$ 5,829,090
Animal Control	488,750	-	488,750
Crossing Guards	114,847	-	114,847
Crime Prevention	596,132	-	596,132
Emergency Preparedness	165,323	-	165,323
Investigation	2,048,109	-	2,048,109
Narcotics	202,093	73,956	128,137
Patrol	9,733,972	386,500	9,347,472
Traffic Safety	1,404,583	-	1,404,583
Volunteer Services	26,044	-	26,044
Youth Services	1,084,457	101,000	983,457
Fleet	426,295	-	426,295
Program Totals	<u>\$ 22,236,095</u>	<u>\$ 677,856</u>	<u>\$ 21,558,239</u>

# PARKS & COMMUNITY SERVICES





## Parks & Community Services Department FY 2018-19



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

*Statement of Purpose*

*The Parks & Community Services Department provides a wide variety of cultural, sporting, educational events and programming for all segments of the San Ramon community. The Department is responsible for partnering with Contra Costa County in managing the two San Ramon libraries.*

*Significant Accomplishments*  
**FY 2017-18**

- Partnered with San Ramon 150 to implement the Culture in the Community event and the San Ramon Birthday Party to celebrate the diverse cultures of our citizens and our rich history
- San Ramon Art and Wind Festival was awarded the Silver Medal for Best Family Festival by Bay Area Parent Magazine
- Facilitated multi-cultural holiday lighting at City Hall and SRCC and coordinated new partnerships with Community Diwali Festival, Korean Lunar New Year Celebration and Bishop Ranch Holi Festival
- Expanded Adult Softball Leagues by collaborating with Bishop Ranch and local businesses to create a corporate league and encourage non-resident workers to stay and play in San Ramon
- Improved the quality of swim instruction at the San Ramon Olympic Pool and the Dougherty Valley Aquatic Center through a public-private partnership for the Learn to Swim Program
- Increased Group Picnic Rentals by enabling online bookings and streamlining the process for renting picnic areas at City aquatic centers
- Provided a forum for communication among seniors and their advocates by partnering with the Senior Advisory Committee to host “Community Connection” events monthly at the Alcosta Senior and Community Center
- Developed and distributed an Arts Marketing Toolkit to assist non-profit arts organizations with marketing
- Developed and implemented a new Utility Box Public Art Program
- Improved community facilities with the installation of a permanent PA system and upgraded components at Dougherty Station Community Center, Amador Rancho Center and the Front Row Theater
- Senior Nutrition Program served an average of 780 meals a month, including new Bistro Lunch take home boxes to provide seniors with a nutritious meal at home

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

- Implemented a mobile phone based customer feedback system to get real time reviews and feedback from citizens during events and programs
- Selected CivicRec as the new Registration and Facility Booking Software provider in order to modernize the Department’s operations, improve service levels and increase staff efficiency

***Major Action Plan Items***  
***FY 2018-19***

		Completion By	Council Priorities/ Goals
1.	Reenergize the Dougherty Valley Aquatic Center recreation swim program by adding a new inflatable obstacle course and additional evening recreation swim hours to cater to working families	JUL 2018	P5
2.	Improve Customer Service experience and staff efficiency by implementing new registration and facility booking software	AUG 2018	P3 / G3a
3.	Engage the community via the Parks Master Plan process in a dialogue to identify and prioritize programs, facilities, open space, trails and park development	SEP 2018	P5 / G5b
4.	Complete and implement an update of the co-sponsorship policies and fees to ensure that user groups are primarily residents and are adequately covering costs associated with their usage of City fields and facilities	OCT 2018	P2
5.	Increase staff efficiency by converting mandatory temporary staff trainings that were traditionally taught by full-time staff into self-paced tutorials that can be administered online	DEC 2018	P3 / G3a
6.	Develop a Community Grant program to provide support for Multicultural events funded by the Cultural Growth Fund	DEC 2018	P5
7.	Improve safety and security at the Alcosta Senior and Community Center and Dougherty Station Community Center by replacing security cameras, recording equipment and viewing software	JAN 2019	P1
8.	Reorganize the PCS Department workload by realigning permanent positions and utilize higher level temporary employees to handle a portion of sports field user scheduling, desktop publishing, program planning and facility rentals	JUN 2019	P3 / G2b

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

		Completion By	Council Priorities/ Goals
9.	Increase the use of video to highlight parks, facilities and programs on both social media and the City’s website as a means of communicating with residents and engaging them in a more interactive format	JUN 2019	P5 / G3a
10.	Expand the Culture in the Community Event and the Art & Wind Festival by developing new partnerships with multicultural community groups to highlight all of the different cultures represented in San Ramon	JUNE 2019	P5 / G5a

***Budget Notes***  
***FY 2018-19***

- Unfund one (1) Office Technician position
- Continue to unfund two (2) Office Technicians, one (1) Recreation Coordinator, and one (1) Division Manager position
- Department restructure – reclassify three Recreation Technicians to Recreation Coordinators to allow for the reassignment of higher level tasks and programs
- Increase youth sports instructor contract – \$184,000 (revenue \$307,000)
- Increase aquatics swim lesson provider – \$180,000 (revenue \$225,000)
- General fund subsidy at 38%. Revenues from service charges, contributions, user fees and rentals totaling \$5.7 million, funding 62% of the department expenditures



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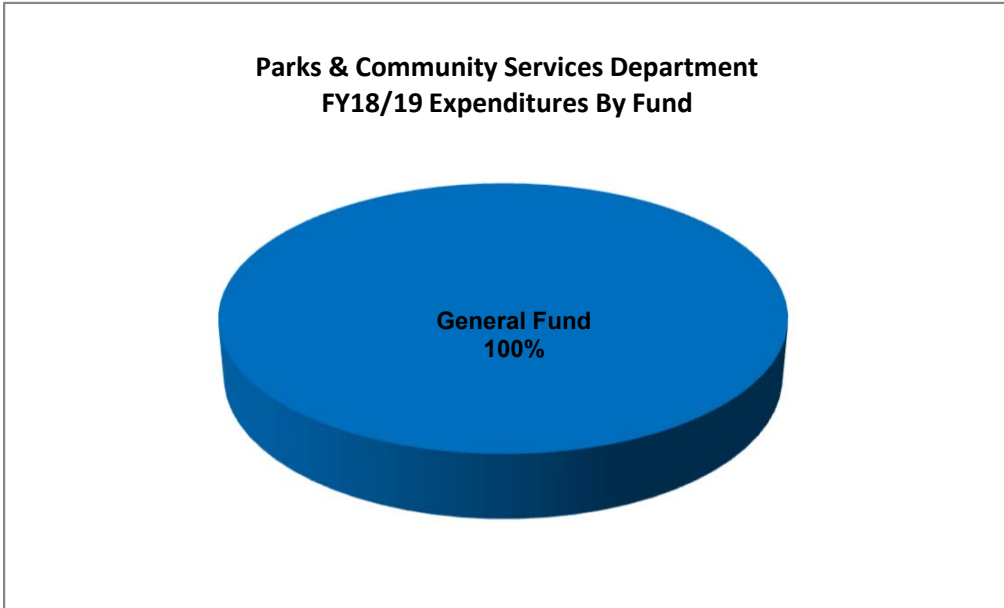
**CITY OF SAN RAMON  
SUMMARY OF DEPARTMENTAL BUDGET  
PARKS & COMMUNITY SERVICES**

<b>Authorized Positions</b>	<b>14/15 Actual</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Final</b>	<b>18/19 Adopted</b>
Administrative Analyst	3.00	3.00	2.00	2.00	2.00
Administrative Coordinator	1.00	1.00	1.00	1.00	1.00
Division Manager	1.00	1.00	1.00	1.00	1.00
Maintenance Technician	1.00	1.00	-	-	-
Office Specialist	-	-	2.00	2.00	2.00
Office Technician I/II	4.00	7.00	5.00	5.00	5.00
Parks & Community Services Director	1.00	1.00	1.00	1.00	1.00
Program Manager	3.00	3.00	3.00	3.00	3.00
Recreation Coordinator	6.00	7.00	7.00	7.00	10.00
Recreation Supervisor	5.00	5.00	5.00	5.00	5.00
Recreation Technician	7.00	6.00	6.00	6.00	3.00
<b>Total Authorized Positions</b>	<b>32.00</b>	<b>35.00</b>	<b>33.00</b>	<b>33.00</b>	<b>33.00</b>

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

**Expenditure Summary By Fund**

<u><b>Description</b></u>	<u><b>14/15 Actual</b></u>	<u><b>15/16 Actual</b></u>	<u><b>16/17 Actual</b></u>	<u><b>17/18 Final</b></u>	<u><b>18/19 Adopted</b></u>
General Fund	\$ 7,894,996	\$ 8,464,188	\$ 8,052,418	\$ 8,766,453	\$ 9,106,262
Total	<u>\$ 7,894,996</u>	<u>\$ 8,464,188</u>	<u>\$ 8,052,418</u>	<u>\$ 8,766,453</u>	<u>\$ 9,106,262</u>



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

**Expenditure Summary By Division**

<b>Description</b>	<b>14/15 Actual</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Final</b>	<b>18/19 Adopted</b>
Parks & Community Services	\$ 7,894,996	\$ 8,464,188	\$ 8,052,418	\$ 8,766,453	\$ 9,106,262
Department Total	<u>\$ 7,894,996</u>	<u>\$ 8,464,188</u>	<u>\$ 8,052,418</u>	<u>\$ 8,766,453</u>	<u>\$ 9,106,262</u>

**Expenditure Summary By Category**

<b>Description</b>	<b>14/15 Actual</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Final</b>	<b>18/19 Adopted</b>
Personnel Services	\$ 5,321,496	\$ 5,631,017	\$ 5,292,101	\$ 5,601,445	\$ 5,584,845
Contract Services	2,260,340	2,424,920	2,351,898	2,652,446	3,086,359
Materials and Supplies	228,474	245,951	239,504	320,343	285,362
Other Costs	84,686	162,300	168,915	192,219	149,696
Capital Purchases	-	-	-	-	-
Total Expenditures	<u>\$ 7,894,996</u>	<u>\$ 8,464,188</u>	<u>\$ 8,052,418</u>	<u>\$ 8,766,453</u>	<u>\$ 9,106,262</u>

**Revenue Summary**

<b>Description</b>	<b>14/15 Actual</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Final</b>	<b>18/19 Adopted</b>
Total Department Revenue	<u>\$ 4,707,671</u>	<u>\$ 5,223,895</u>	<u>\$ 5,068,581</u>	<u>\$ 5,170,418</u>	<u>\$ 5,689,569</u>

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

Program Summary

<b>Description</b>	<b>Program Expenditures</b>	<b>Program Revenue</b>	<b>Net Program Cost</b>
Administration	\$ 1,426,751	\$ (39,548)	\$ 1,466,299
Aquatics	1,176,332	1,007,512	168,820
Facilities	1,130,705	1,032,635	98,070
Cultural Arts	183,778	140,363	43,415
Therapeutic & Youth Services	139,569	20,431	119,138
Youth Enrichment	767,633	687,653	79,980
Library	346,301	4,594	341,707
Theatre & Performing Arts	1,310,846	846,743	464,103
Adult & Senior Enrichment	406,464	208,425	198,039
Special Events	393,334	136,630	256,704
Sports - Adult	408,486	280,912	127,574
Sports - Youth	822,811	1,018,951	(196,140)
Youth Center	363,164	316,625	46,539
Historic Properties/Museums	230,088	27,643	202,445
Program Totals	<u>\$ 9,106,262</u>	<u>\$ 5,689,569</u>	<u>\$ 3,416,693</u>

# **NON-DEPARTMENTAL**



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**City of San Ramon**  
**NON-DEPARTMENTAL SUMMARY**

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



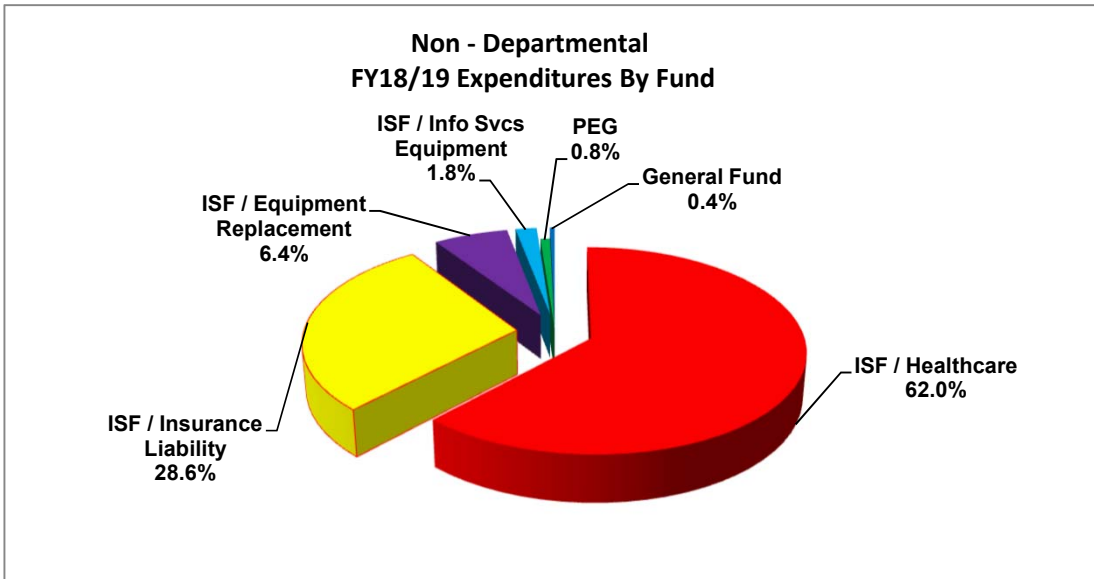
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**CITY OF SAN RAMON  
SUMMARY OF DEPARTMENTAL BUDGET  
NON - DEPARTMENTAL**

**Expenditure Summary By Fund**

<b>Description</b>	<b>14/15 Actual</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Final</b>	<b>18/19 Adopted</b>
General Fund	\$ 110	\$ 49,460	\$ 20,996	\$ 50,000	\$ 50,000
Public Education & Government (PEG)	4,341	31,754	6,055	100,000	100,000
Internal Service Fd / Equipment Replacement	829,500	693,599	911,789	1,230,000	809,179
Internal Service Fd / Info Svcs Replacement	170,806	68,266	87,222	261,600	228,975
Internal Service Fd / Insurance Liability	2,783,294	3,525,846	3,565,885	3,233,163	3,608,660
Internal Service Fd / Healthcare	6,767,214	6,947,136	7,065,466	7,436,477	7,841,661
<b>Total</b>	<b>\$ 10,555,265</b>	<b>\$ 11,316,061</b>	<b>\$ 11,657,413</b>	<b>\$ 12,311,240</b>	<b>\$ 12,638,475</b>



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

**Expenditure Summary By Category**

<b>Description</b>	<b>14/15 Actual</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Final</b>	<b>18/19 Adopted</b>
Personnel Services	\$ 788,506	\$ 1,168,080	\$ 1,412,372	\$ 634,025	\$ 974,183
Contract Services	151,818	233,672	112,929	150,000	253,145
Other Costs	9,336,262	9,914,429	9,963,299	9,935,615	10,376,138
Capital Outlay	278,679	(120)	168,813	1,591,600	1,035,009
Total Expenditures	<u>\$ 10,555,265</u>	<u>\$11,316,061</u>	<u>\$11,657,413</u>	<u>\$ 12,311,240</u>	<u>\$12,638,475</u>

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

**Program Summary**

<b>Description</b>	<b>Program Expenditures</b>	<b>Program Revenue</b>	<b>Net Program Cost</b>
Contingency Reserve	\$ 50,000	\$ -	\$ 50,000
Public Education & Government	100,000	-	100,000
Equipment Replacement	809,179	-	809,179
Info Svcs Replacement	228,975	-	228,975
Insurance Liability	3,608,660	-	3,608,660
Healthcare	7,841,661	-	7,841,661
Program Totals	<u>\$ 12,638,475</u>	<u>\$ -</u>	<u>\$ 12,638,475</u>



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# **SPECIAL FUNDS**



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# City of San Ramon

## SPECIAL FUNDS

### **Special Revenue Funds**

Such as the Planning Cost Recovery Fund, Geographic Information System Fund, Community Facilities District 2014-1 and 2014-2, Refuse Vehicle Impact Fund, Open Space Development Fund, Development Mitigation Funds, Gas Tax Fund, Park Development Fund, SCCJEPA Fund, Street Maintenance Fund, Traffic Improvement Fund, and Tri-Valley Transportation Fund are used to account for revenue, which, by law or administrative action, is designed to finance particular projects and activities in the City's Capital Improvement Program.

The City also has several other special revenue funds such as the Public Education & Government (PEG) Fund, Landscaping and Lighting District 1984-1, Special Landscaping Zones (L&L), Special Assessment Funds, Canyon Park Fund, Village Center Common Area Fund, Dougherty Valley Fund, Solid Waste Fund, Non-Point Drainage/Stormwater Fund, Street Smarts Fund and TDM Program Fund. These funds are funded by special assessments collected annually and/or fees to pay for specific operating programs.

### **Debt Service Fund**

These are accounts for the accumulation of resources for payment of principal and interest on the City's general long-term debt obligations.

### **Internal Service Fund**

These are accounts for capital equipment purchases, infrastructure maintenance, insurance and benefit liability, and the investment management.



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

	<b>Planning Cost Recovery Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2018</b>	<b>925,975</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	-
Intergovernmental	-
Fines & Forfeitures	-
Charges for Services	80,350
Interest Revenue	-
Development Fees	-
Miscellaneous Revenue	-
<b>Total Revenues</b>	<b>80,350</b>
<b>Transfers In</b>	<b>-</b>
<b>TOTAL SOURCES OF FUND</b>	<b>80,350</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Non-Departmental	-
Community Development	115,960
Police Services	-
Public Works	-
<b>Total Expenditures</b>	<b>115,960</b>
<b>Transfers Out</b>	
General Fund	-
Capital Projects Fund	
Debt Service	-
Other	-
<b>Total Transfers Out</b>	<b>-</b>
<b>TOTAL USES OF FUND</b>	<b>115,960</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>(35,610)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2019</b>	<b>\$ 890,365</b>

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

**Geographic  
Information  
System  
Fund**

<b>PROJECTED FUND BALANCES AT JULY 1, 2018</b>	<b>\$</b>	<b>149,548</b>
 <b><u>PROJECTED REVENUES</u></b>		
Assessments		-
Intergovernmental		-
Fines & Forfeitures		-
Charges for Services		-
Interest Revenue		-
Development Fees		75,000
Miscellaneous Revenue		-
<b>Total Revenues</b>		<u>75,000</u>
 <b>Transfers In</b>		 <u>-</u>
 <b>TOTAL SOURCES OF FUND</b>		 <u>75,000</u>
 <b><u>PROJECTED EXPENDITURES</u></b>		
Non-Departmental		-
Community Development		-
Police Services		-
Public Works		60,000
<b>Total Expenditures</b>		<u>60,000</u>
 <b>Transfers Out</b>		
General Fund		-
Capital Projects Fund		50,000
Debt Service		-
Other		-
<b>Total Transfers Out</b>		<u>50,000</u>
 <b>TOTAL USES OF FUND</b>		 <u>110,000</u>
 <b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		 <b>(35,000)</b>
 <b>PROJECTED FUND BALANCE AT JUNE 30, 2019</b>	 <b>\$</b>	 <b><u><u>114,548</u></u></b>

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

	<b>Open Space Development Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2018</b>	<b>\$ -</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	
Intergovernmental	
Fines & Forfeitures	
Charges for Services	
Interest Revenue	
Development Fees	626,750
Miscellaneous Revenue	-
<b>Total Revenues</b>	<b>626,750</b>
<b>Transfers In</b>	
<b>TOTAL SOURCES OF FUND</b>	<b>626,750</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Non-Departmental	-
Community Development	-
Police Services	-
Public Works	-
<b>Total Expenditures</b>	<b>-</b>
<b>Transfers Out</b>	
General Fund	-
Capital Projects Fund	500,000
Debt Service	-
Other	-
<b>Total Transfers Out</b>	<b>500,000</b>
<b>TOTAL USES OF FUND</b>	<b>500,000</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>126,750</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2019</b>	<b>\$ 126,750</b>

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

**Community  
Facilities  
District  
2014-1 & 2**

<b>PROJECTED FUND BALANCES AT JULY 1, 2018</b>	<b>\$</b>	<b>-</b>
<b><u>PROJECTED REVENUES</u></b>		
Assessments		82,370
Intergovernmental		-
Fines & Forfeitures		-
Charges for Services		-
Interest Revenue		-
Development Fees		-
Miscellaneous Revenue		-
<b>Total Revenues</b>		<u>82,370</u>
<b>Transfers In</b>		<u>-</u>
<b>TOTAL SOURCES OF FUND</b>		<u>82,370</u>
<b><u>PROJECTED EXPENDITURES</u></b>		
Non-Departmental		-
Community Development		-
Police Services		-
Public Works		-
<b>Total Expenditures</b>		<u>-</u>
<b>Transfers Out</b>		
General Fund		82,370
Capital Projects Fund		-
Debt Service		-
Other		-
<b>Total Transfers Out</b>		<u>82,370</u>
<b>TOTAL USES OF FUND</b>		<u>82,370</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		<u>-</u>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2019</b>	<b>\$</b>	<u><u>-</u></u>

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

	<b>Refuse Vehicle Impact Fund</b>
<hr/>	
<b>PROJECTED FUND BALANCES AT JULY 1, 2018</b>	<b>\$ -</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	-
Intergovernmental	-
Fines & Forfeitures	-
Charges for Services	1,500,000
Interest Revenue	-
Development Fees	-
Miscellaneous Revenue	-
<b>Total Revenues</b>	<b>1,500,000</b>
<b>Transfers In</b>	-
<b>TOTAL SOURCES OF FUND</b>	<b>1,500,000</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Non-Departmental	-
Community Development	-
Police Services	-
Public Works	-
<b>Total Expenditures</b>	-
<b>Transfers Out</b>	
General Fund	-
Capital Projects Fund	-
Debt Service	-
Other	-
<b>Total Transfers Out</b>	-
<b>TOTAL USES OF FUND</b>	-
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>1,500,000</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2019</b>	<b>\$ 1,500,000</b>

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

	<b>Development Mitigation Funds</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2018</b>	<b>\$ 473,749</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	-
Intergovernmental	-
Fines & Forfeitures	-
Charges for Services	-
Interest Revenue	-
Development Fees	1,014,815
Miscellaneous Revenue	-
<b>Total Revenues</b>	<b>1,014,815</b>
<b>Transfers In</b>	<b>-</b>
<b>TOTAL SOURCES OF FUND</b>	<b>1,014,815</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Non-Departmental	-
Community Development	-
Police Services	-
Public Works	-
<b>Total Expenditures</b>	<b>-</b>
<b>Transfers Out</b>	
General Fund	-
Capital Projects Fund	22,521
Debt Service	-
Other	-
<b>Total Transfers Out</b>	<b>22,521</b>
<b>TOTAL USES OF FUND</b>	<b>22,521</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>992,294</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2019</b>	<b>\$ 1,466,043</b>

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

	<b>Gas Tax Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2018</b>	<b>\$ 270,574</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	-
Intergovernmental	3,389,562
Fines & Forfeitures	-
Charges for Services	-
Interest Revenue	-
Development Fees	-
Miscellaneous Revenue	-
<b>Total Revenues</b>	<b>3,389,562</b>
<b>Transfers In</b>	-
<b>TOTAL SOURCES OF FUND</b>	<b>3,389,562</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Non-Departmental	-
Community Development	-
Police Services	-
Public Works	-
<b>Total Expenditures</b>	-
<b>Transfers Out</b>	
General Fund	
Capital Projects Fund	3,056,202
Debt Service	-
Other	-
<b>Total Transfers Out</b>	<b>3,056,202</b>
<b>TOTAL USES OF FUND</b>	<b>3,056,202</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>333,360</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2019</b>	<b>\$ 603,934</b>

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

	<b>Park Development Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2018</b>	<b>\$ 154,835</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	-
Intergovernmental	-
Fines & Forfeitures	-
Charges for Services	-
Interest Revenue	-
Development Fees	1,744,500
Miscellaneous Revenue	-
<b>Total Revenues</b>	<b>1,744,500</b>
<b>Transfers In</b>	-
<b>TOTAL SOURCES OF FUND</b>	<b>1,744,500</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Non-Departmental	-
Community Development	-
Police Services	-
Public Works	-
<b>Total Expenditures</b>	-
<b>Transfers Out</b>	
General Fund	-
Capital Projects Fund	1,017,821
Debt Service	-
Other	-
<b>Total Transfers Out</b>	<b>1,017,821</b>
<b>TOTAL USES OF FUND</b>	<b>1,017,821</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>726,679</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2019</b>	<b>\$ 881,514</b>



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

	<b>SCCJEP Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2018</b>	<b>\$ 8,246,182</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	-
Intergovernmental	-
Fines & Forfeitures	-
Charges for Services	-
Interest Revenue	-
Development Fees	2,270,927
Miscellaneous Revenue	-
<b>Total Revenues</b>	<u>2,270,927</u>
<b>Transfers In</b>	<u>-</u>
<b>TOTAL SOURCES OF FUND</b>	<u>2,270,927</u>
<b><u>PROJECTED EXPENDITURES</u></b>	
Non-Departmental	-
Community Development	-
Police Services	-
Public Works	-
<b>Total Expenditures</b>	<u>-</u>
<b>Transfers Out</b>	
General Fund	-
Capital Projects Fund	2,329,921
Debt Service	-
Other	-
<b>Total Transfers Out</b>	<u>2,329,921</u>
<b>TOTAL USES OF FUND</b>	<u>2,329,921</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>(58,994)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2019</b>	<b><u><u>\$ 8,187,188</u></u></b>

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

	<b>Street Maintenance Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2018</b>	<b>\$ 620,126</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	-
Intergovernmental	876,710
Fines & Forfeitures	-
Charges for Services	-
Interest Revenue	-
Development Fees	939,000
Miscellaneous Revenue	-
<b>Total Revenues</b>	<b>1,815,710</b>
<b>Transfers In</b>	<b>-</b>
<b>TOTAL SOURCES OF FUND</b>	<b>1,815,710</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Non-Departmental	-
Community Development	-
Police Services	-
Public Works	-
<b>Total Expenditures</b>	<b>-</b>
<b>Transfers Out</b>	
General Fund	-
Capital Projects Fund	2,254,118
Debt Service	-
Other	-
<b>Total Transfers Out</b>	<b>2,254,118</b>
<b>TOTAL USES OF FUND</b>	<b>2,254,118</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>(438,408)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2019</b>	<b>\$ 181,718</b>

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

	<b>Traffic Improvement Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2018</b>	<b>\$ 677,140</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	-
Intergovernmental	-
Fines & Forfeitures	-
Charges for Services	-
Interest Revenue	-
Development Fees	651,930
Miscellaneous Revenue	-
<b>Total Revenues</b>	<b>651,930</b>
<b>Transfers In</b>	-
<b>TOTAL SOURCES OF FUND</b>	<b>651,930</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Non-Departmental	-
Community Development	-
Police Services	-
Public Works	-
<b>Total Expenditures</b>	-
<b>Transfers Out</b>	
General Fund	-
Capital Projects Fund	501,541
Debt Service	-
Other	-
<b>Total Transfers Out</b>	<b>501,541</b>
<b>TOTAL USES OF FUND</b>	<b>501,541</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>150,389</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2019</b>	<b>\$ 827,529</b>

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

		<b>Tri-Valley Transportation Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2018</b>	<b>\$</b>	<b>153,065</b>
<b><u>PROJECTED REVENUES</u></b>		
Assessments		-
Intergovernmental		-
Fines & Forfeitures		-
Charges for Services		-
Interest Revenue		-
Development Fees		186,693
Miscellaneous Revenue		-
<b>Total Revenues</b>		<b>186,693</b>
<b>Transfers In</b>		<b>-</b>
<b>TOTAL SOURCES OF FUND</b>		<b>186,693</b>
<b><u>PROJECTED EXPENDITURES</u></b>		
Non-Departmental		-
Community Development		-
Police Services		-
Public Works		-
<b>Total Expenditures</b>		<b>-</b>
<b>Transfers Out</b>		
General Fund		-
Capital Projects Fund		-
Debt Service		-
Other		-
<b>Total Transfers Out</b>		<b>-</b>
<b>TOTAL USES OF FUND</b>		<b>-</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		<b>186,693</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2019</b>	<b>\$</b>	<b>339,758</b>

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

		<b>Pub Educ &amp; Govt (PEG) Fund</b>
<hr/>		
<b>PROJECTED FUND BALANCES AT JULY 1, 2018</b>	<b>\$</b>	<b>793,820</b>
<b><u>PROJECTED REVENUES</u></b>		
Assessments		-
Intergovernmental		255,000
Fines & Forfeitures		-
Charges for Services		-
Interest Revenue		-
Development Fees		-
Miscellaneous Revenue		-
<b>Total Revenues</b>		<u>255,000</u>
<b>Transfers In</b>		<u>-</u>
<b>TOTAL SOURCES OF FUND</b>		<u>255,000</u>
<b><u>PROJECTED EXPENDITURES</u></b>		
Non-Departmental		100,000
Community Development		-
Police Services		-
Public Works		-
<b>Total Expenditures</b>		<u>100,000</u>
<b>Transfers Out</b>		
General Fund		-
Capital Projects Fund		77,000
Debt Service		-
Other		-
<b>Total Transfers Out</b>		<u>77,000</u>
<b>TOTAL USES OF FUND</b>		<u>177,000</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		<b>78,000</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2019</b>	<b>\$</b>	<b><u><u>871,820</u></u></b>

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

	<b>Citywide Landscaping Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2018</b>	<b>\$ 1,116,304</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	1,708,582
Intergovernmental	8,500
Fines & Forfeitures	-
Charges for Services	-
Interest Revenue	-
Development Fees	-
Miscellaneous Revenue	-
<b>Total Revenues</b>	<b>1,717,082</b>
<b>Transfers In</b>	<b>-</b>
<b>TOTAL SOURCES OF FUND</b>	<b>1,717,082</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Non-Departmental	-
Community Development	-
Police Services	-
Public Works	1,000,341
<b>Total Expenditures</b>	<b>1,000,341</b>
<b>Transfers Out</b>	
General Fund	-
Capital Projects Fund	82,000
Debt Service	-
Other	494,183
<b>Total Transfers Out</b>	<b>576,183</b>
<b>TOTAL USES OF FUND</b>	<b>1,576,524</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>140,558</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2019</b>	<b>\$ 1,256,862</b>

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

		<b>Citywide Lighting Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2018</b>	<b>\$</b>	<b>259,649</b>
<b><u>PROJECTED REVENUES</u></b>		
Assessments		788,323
Intergovernmental		-
Fines & Forfeitures		-
Charges for Services		-
Interest Revenue		-
Development Fees		-
Miscellaneous Revenue		-
<b>Total Revenues</b>		<u>788,323</u>
<b>Transfers In</b>		<u>-</u>
<b>TOTAL SOURCES OF FUND</b>		<u>788,323</u>
<b><u>PROJECTED EXPENDITURES</u></b>		
Non-Departmental		-
Community Development		-
Police Services		-
Public Works		568,431
<b>Total Expenditures</b>		<u>568,431</u>
<b>Transfers Out</b>		
General Fund		63,708
Capital Projects Fund		-
Debt Service		60,075
Other		-
<b>Total Transfers Out</b>		<u>123,783</u>
<b>TOTAL USES OF FUND</b>		<u>692,214</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		<b>96,109</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2019</b>	<b>\$</b>	<b><u><u>355,758</u></u></b>

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

	<b>Special Assessment Funds</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2018</b>	<b>\$ 1,788,137</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	1,196,824
Intergovernmental	-
Fines & Forfeitures	-
Charges for Services	-
Interest Revenue	-
Development Fees	-
Miscellaneous Revenue	-
<b>Total Revenues</b>	<b>1,196,824</b>
<b>Transfers In</b>	<b>383,085</b>
<b>TOTAL SOURCES OF FUND</b>	<b>1,579,909</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Non-Departmental	-
Community Development	-
Police Services	-
Public Works	1,473,313
<b>Total Expenditures</b>	<b>1,473,313</b>
<b>Transfers Out</b>	
General Fund	164,027
Capital Projects Fund	182,500
Debt Service	-
Other	-
<b>Total Transfers Out</b>	<b>346,527</b>
<b>TOTAL USES OF FUND</b>	<b>1,819,840</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>(239,931)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2019</b>	<b>\$ 1,548,206</b>



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

	<b>Canyon Park Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2018</b>	<b>\$ 165,178</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	10,990
Intergovernmental	-
Fines & Forfeitures	-
Charges for Services	-
Interest Revenue	-
Development Fees	-
Miscellaneous Revenue	-
<b>Total Revenues</b>	<b>10,990</b>
<b>Transfers In</b>	<b>-</b>
<b>TOTAL SOURCES OF FUND</b>	<b>10,990</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Non-Departmental	-
Community Development	-
Police Services	-
Public Works	58,581
<b>Total Expenditures</b>	<b>58,581</b>
<b>Transfers Out</b>	
General Fund	2,517
Capital Projects Fund	-
Debt Service	-
Other	-
<b>Total Transfers Out</b>	<b>2,517</b>
<b>TOTAL USES OF FUND</b>	<b>61,098</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>(50,108)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2019</b>	<b>\$ 115,070</b>

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

		<b>Village Center Common Area Fund</b>
<hr/>		
<b>PROJECTED FUND BALANCES AT JULY 1, 2018</b>	<b>\$</b>	<b>44,152</b>
<b><u>PROJECTED REVENUES</u></b>		
Assessments		-
Intergovernmental		-
Fines & Forfeitures		-
Charges for Services		-
Interest Revenue		-
Development Fees		-
Miscellaneous Revenue		6,006
<b>Total Revenues</b>		<u>6,006</u>
<b>Transfers In</b>		<u>4,073</u>
<b>TOTAL SOURCES OF FUND</b>		<u>10,079</u>
<b><u>PROJECTED EXPENDITURES</u></b>		
Non-Departmental		-
Community Development		-
Police Services		-
Public Works		10,610
<b>Total Expenditures</b>		<u>10,610</u>
<b>Transfers Out</b>		
General Fund		-
Capital Projects Fund		-
Debt Service		-
Other		-
<b>Total Transfers Out</b>		<u>-</u>
<b>TOTAL USES OF FUND</b>		<u>10,610</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		<b>(531)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2019</b>	<b>\$</b>	<b><u><u>43,621</u></u></b>

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

	<b>Dougherty Valley Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2018</b>	<b>\$ 1,880,782</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	-
Intergovernmental	18,055,093
Fines & Forfeitures	-
Charges for Services	-
Interest Revenue	-
Development Fees	-
Miscellaneous Revenue	56,086
<b>Total Revenues</b>	<u>18,111,179</u>
<b>Transfers In</b>	<u>2,400,400</u>
<b>TOTAL SOURCES OF FUND</b>	<u>20,511,579</u>
<b><u>PROJECTED EXPENDITURES</u></b>	
Non-Departmental	-
Community Development	-
Police Services	8,152,465
Public Works	11,449,050
<b>Total Expenditures</b>	<u>19,601,515</u>
<b>Transfers Out</b>	
General Fund	2,194,549
Capital Projects Fund	400,400
Debt Service	195,897
Other	-
<b>Total Transfers Out</b>	<u>2,790,846</u>
<b>TOTAL USES OF FUND</b>	<u>22,392,361</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>(1,880,782)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2019</b>	<u><u>\$ -</u></u>

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

		<b>Solid Waste Fund</b>
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<b>PROJECTED FUND BALANCES AT JULY 1, 2018</b>	<b>\$</b>	<b>202,370</b>
<b><u>PROJECTED REVENUES</u></b>		
Assessments		-
Intergovernmental		20,000
Fines & Forfeitures		-
Charges for Services		-
Interest Revenue		-
Development Fees		-
Miscellaneous Revenue		420,000
<b>Total Revenues</b>		<u>440,000</u>
<b>Transfers In</b>		<u>-</u>
<b>TOTAL SOURCES OF FUND</b>		<u>440,000</u>
<b><u>PROJECTED EXPENDITURES</u></b>		
Non-Departmental		-
Community Development		-
Police Services		-
Public Works		642,370
<b>Total Expenditures</b>		<u>642,370</u>
<b>Transfers Out</b>		
General Fund		-
Capital Projects Fund		-
Debt Service		-
Other		-
<b>Total Transfers Out</b>		<u>-</u>
<b>TOTAL USES OF FUND</b>		<u>642,370</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		<b>(202,370)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2019</b>	<b>\$</b>	<b><u><u>-</u></u></b>

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

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

<b>PROJECTED FUND BALANCES AT JULY 1, 2018</b>	<b>\$</b>	<b>205,898</b>
<b><u>PROJECTED REVENUES</u></b>		
Assessments		1,185,986
Intergovernmental		-
Fines & Forfeitures		-
Charges for Services		-
Interest Revenue		-
Development Fees		-
Miscellaneous Revenue		6,000
<b>Total Revenues</b>		<u>1,191,986</u>
<b>Transfers In</b>		<u>-</u>
<b>TOTAL SOURCES OF FUND</b>		<u>1,191,986</u>
<b><u>PROJECTED EXPENDITURES</u></b>		
Non-Departmental		-
Community Development		-
Police Services		-
Public Works		1,281,104
<b>Total Expenditures</b>		<u>1,281,104</u>
<b>Transfers Out</b>		
General Fund		110,780
Capital Projects Fund		-
Debt Service		-
Other		-
<b>Total Transfers Out</b>		<u>110,780</u>
<b>TOTAL USES OF FUND</b>		<u>1,391,884</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		<b>(199,898)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2019</b>	<b>\$</b>	<b><u>6,000</u></b>

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

	<b>Street Smarts Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2018</b>	<b>\$ 379,861</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	-
Intergovernmental	208,600
Fines & Forfeitures	-
Charges for Services	-
Interest Revenue	-
Development Fees	-
Miscellaneous Revenue	39,500
<b>Total Revenues</b>	<b>248,100</b>
<b>Transfers In</b>	<b>35,000</b>
<b>TOTAL SOURCES OF FUND</b>	<b>283,100</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Non-Departmental	-
Community Development	-
Police Services	-
Public Works	233,000
<b>Total Expenditures</b>	<b>233,000</b>
<b>Transfers Out</b>	
General Fund	-
Capital Projects Fund	-
Debt Service	-
Other	-
<b>Total Transfers Out</b>	<b>-</b>
<b>TOTAL USES OF FUND</b>	<b>233,000</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>50,100</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2019</b>	<b>\$ 429,961</b>

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

		<b>TDM Programs Fund</b>
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<b>PROJECTED FUND BALANCES AT JULY 1, 2018</b>	<b>\$</b>	<b>-</b>
<b><u>PROJECTED REVENUES</u></b>		
Assessments		-
Intergovernmental		634,700
Fines & Forfeitures		-
Charges for Services		-
Interest Revenue		-
Development Fees		-
Miscellaneous Revenue		-
<b>Total Revenues</b>		<u>634,700</u>
<b>Transfers In</b>		<u>-</u>
<b>TOTAL SOURCES OF FUND</b>		<u>634,700</u>
<b><u>PROJECTED EXPENDITURES</u></b>		
Non-Departmental		-
Community Development		-
Police Services		-
Public Works		634,700
<b>Total Expenditures</b>		<u>634,700</u>
<b>Transfers Out</b>		
General Fund		-
Capital Projects Fund		-
Debt Service		-
Other		-
<b>Total Transfers Out</b>		<u>-</u>
<b>TOTAL USES OF FUND</b>		<u>634,700</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		<u>-</u>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2019</b>	<b>\$</b>	<b>-</b>
		<u><u>-</u></u>

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

		<b>Narcotic Asset Forfeiture</b>
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<b>PROJECTED FUND BALANCES AT JULY 1, 2018</b>	<b>\$</b>	<b>128,137</b>
<b><u>PROJECTED REVENUES</u></b>		
Assessments		-
Intergovernmental		-
Fines & Forfeitures		73,956
Charges for Services		-
Interest Revenue		-
Development Fees		-
Miscellaneous Revenue		-
<b>Total Revenues</b>		<u>73,956</u>
<b>Transfers In</b>		<u>-</u>
<b>TOTAL SOURCES OF FUND</b>		<u>73,956</u>
<b><u>PROJECTED EXPENDITURES</u></b>		
Non-Departmental		-
Community Development		-
Police Services		202,093
Public Works		-
<b>Total Expenditures</b>		<u>202,093</u>
<b>Transfers Out</b>		
General Fund		-
Capital Projects Fund		-
Debt Service		-
Other		-
<b>Total Transfers Out</b>		<u>-</u>
<b>TOTAL USES OF FUND</b>		<u>202,093</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		<b>(128,137)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2019</b>	<b>\$</b>	<b><u><u>-</u></u></b>



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

	<b>Total All Special Revenue Funds</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2018</b>	<b>\$ 18,635,482</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	4,973,075
Intergovernmental	23,448,165
Fines & Forfeitures	73,956
Charges for Services	1,580,350
Interest Revenue	-
Development Fees	7,509,615
Miscellaneous Revenue	527,592
<b>Total Revenues</b>	<u>38,112,753</u>
<b>Transfers In</b>	<u>2,822,558</u>
<b>TOTAL SOURCES OF FUND</b>	<u>40,935,311</u>
<b><u>PROJECTED EXPENDITURES</u></b>	
Non-Departmental	100,000
Community Development	115,960
Police Services	8,354,558
Public Works	17,411,500
<b>Total Expenditures</b>	<u>25,982,018</u>
<b>Transfers Out</b>	
General Fund	2,617,951
Capital Projects Fund	10,474,024
Debt Service	255,972
Other	494,183
<b>Total Transfers Out</b>	<u>13,842,130</u>
	-
<b>TOTAL USES OF FUND</b>	<u>39,824,148</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>1,111,163</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2019</b>	<b><u><u>\$ 19,746,645</u></u></b>



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

**COP #11  
2003**

<b>PROJECTED FUND BALANCES AT JULY 1, 2018</b>	<b>\$</b>	<b>896,412</b>
<b><u>PROJECTED REVENUES</u></b>		
PERS charges		-
<b>Total Revenues</b>		<u>-</u>
Transfers In		<u>                    </u>
<b>TOTAL SOURCES OF FUND</b>		<u>-</u>
<b><u>PROJECTED EXPENDITURES</u></b>		
Principal		-
Interest		-
Debt Service Fees		-
<b>Total Expenditures</b>		<u>-</u>
Transfers Out		<u>896,412</u>
<b>TOTAL USES OF FUND</b>		<u>896,412</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		<b>(896,412)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2019</b>	<b>\$</b>	<b><u><u>-</u></u></b>

**\*\* Excludes funds held with trustees**

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

**COP #12  
2011**

<b>PROJECTED FUND BALANCES AT JULY 1, 2018</b>	<b>\$ 11,052,858</b>
<b><u>PROJECTED REVENUES</u></b>	
PERS charges	-
<b>Total Revenues</b>	<u>-</u>
Transfers In	<u>896,412</u>
<b>TOTAL SOURCES OF FUND</b>	<u>896,412</u>
<b><u>PROJECTED EXPENDITURES</u></b>	
Principal	1,340,000
Interest	232,250
Debt Service Fees	3,000
<b>Total Expenditures</b>	<u>1,575,250</u>
Transfers Out	<u>-</u>
<b>TOTAL USES OF FUND</b>	<u>1,575,250</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>(678,838)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2019</b>	<b><u><u>\$ 10,374,020</u></u></b>

**\*\* Excludes funds held with trustees**

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

	<b>POB 2010</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2018</b>	<b>\$ 108,472</b>
<b><u>PROJECTED REVENUES</u></b>	
PERS charges	1,399,996
<b>Total Revenues</b>	<u>1,399,996</u>
 Transfers In	 <u>1,399,996</u>
 <b>TOTAL SOURCES OF FUND</b>	 <u>2,799,992</u>
<b><u>PROJECTED EXPENDITURES</u></b>	
Principal	385,000
Interest	1,008,846
Debt Service Fees	6,150
<b>Total Expenditures</b>	<u>1,399,996</u>
 Transfers Out	 <u>1,399,996</u>
 <b>TOTAL USES OF FUND</b>	 <u>2,799,992</u>
 <b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	 <u>-</u>
 <b>PROJECTED FUND BALANCE AT JUNE 30, 2019</b>	 <u><u>\$ 108,472</u></u>

**\*\* Excludes funds held with trustees**

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

**LED LIGHTS  
2012**

<b>PROJECTED FUND BALANCES AT JULY 1, 2018</b>	<b>\$</b>	<b>2,075</b>
 <b><u>PROJECTED REVENUES</u></b>		
PERS charges		-
<b>Total Revenues</b>		<u>          -</u>
 Transfers In		 <u>261,196</u>
 <b>TOTAL SOURCES OF FUND</b>		 <u>261,196</u>
 <b><u>PROJECTED EXPENDITURES</u></b>		
Principal		223,894
Interest		37,302
Debt Service Fees		<u>          -</u>
<b>Total Expenditures</b>		<u>261,196</u>
 Transfers Out		 <u>          -</u>
 <b>TOTAL USES OF FUND</b>		 <u>261,196</u>
 <b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		 <u>          -</u>
 <b>PROJECTED FUND BALANCE AT JUNE 30, 2019</b>	 <b>\$</b>	 <b><u>2,075</u></b>

**\*\* Excludes funds held with trustees**

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

	<b>TOTAL CITY DEBT</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2018</b>	<b>\$ 12,059,817</b>
<b><u>PROJECTED REVENUES</u></b>	
PERS charges	1,399,996
<b>Total Revenues</b>	<u>1,399,996</u>
 Transfers In	 <u>2,557,604</u>
 <b>TOTAL SOURCES OF FUND</b>	 <u>3,957,600</u>
<b><u>PROJECTED EXPENDITURES</u></b>	
Principal	1,948,894
Interest	1,278,398
Debt Service Fees	9,150
<b>Total Expenditures</b>	<u>3,236,442</u>
 Transfers Out	 <u>2,296,408</u>
 <b>TOTAL USES OF FUND</b>	 <u>5,532,850</u>
 <b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	 <b>(1,575,250)</b>
 <b>PROJECTED FUND BALANCE AT JUNE 30, 2019</b>	 <b><u>\$ 10,484,567</u></b>

**\*\* Excludes funds held with trustees**



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

	<b>2011 COP NO. 12 (\$11,585,000)</b>	<b>2010 POB (\$17,650,000)</b>	<b>2012 LED LIGHTS (\$2,687,302)</b>	<b>TOTAL</b>
<b><u>CURRENT YEAR SUMMARY</u></b>				
<i>Principal Outstanding as of 07/01/18</i>	5,550,000	15,860,000	1,668,936	23,078,936
<i>Reduction in Principal Balance</i>	1,340,000	385,000	223,894	1,948,894
<i>Interest Due</i>	232,250	1,008,846	37,302	1,278,398
<i>Total Payment Due</i>	1,572,250	1,393,846	261,196	3,227,292
<i>Principal Outstanding as of 06/30/19</i>	4,210,000	15,475,000	1,445,042	21,130,042

**LEASE PAYMENT/DEBT SERVICE SCHEDULE**

<b>FISCAL YEAR</b>				
2018 - 19	1,572,250	1,393,846	261,196	3,227,292
2019 - 20	1,570,250	1,392,225	269,854	3,232,329
2020 - 21	1,571,075	1,394,480	278,773	3,244,328
2021 - 22	495,150	1,391,960	287,959	2,175,069
2022 - 23	493,650	1,392,840	297,420	2,183,910
2023 - 24	491,150	1,391,800	307,165	2,190,115
2024 - 25	-	1,393,840	129,698	1,523,538
2025 - 26	-	1,393,640	-	1,393,640
2026 - 27	-	1,391,200	-	1,391,200
2027 - 28	-	1,391,520	-	1,391,520
2028 - 29	-	1,394,280	-	1,394,280
2029 - 30	-	1,394,160	-	1,394,160
2030 - 31	-	1,396,160	-	1,396,160
2031 - 32	-	1,394,960	-	1,394,960
2032 - 33	-	1,395,560	-	1,395,560
2033 - 34	-	1,392,640	-	1,392,640
2034 - 35	-	1,391,200	-	1,391,200
2035 - 36	-	1,390,920	-	1,390,920
2036 - 37	-	1,391,480	-	1,391,480
2037 - 38	-	1,392,560	-	1,392,560
2038 - 39	-	1,393,840	-	1,393,840
	6,193,525	29,255,111	1,832,065	37,280,701

**City of San Ramon  
Debt Service Summary**

Description	Maturity Date	Amount of Original Issue	Outstanding		
			Principal	Interest	Total
<b>2011 COPS</b> - Refunding Issue of 1996 and 2001 Certificate of Participation which were for Central Park North Expansion, expansion of City offices, San Ramon Library and Central Park, Crow Canyon interchange improvements, and to purchase City offices.	03/01/24	11,585,000	5,550,000	643,525	6,193,525
<b>2010 Pension Obligation Bonds (POB)</b> - Refinancing of unfunded CALPERS pension obligation	02/01/39	17,650,000	15,860,000	13,395,111	29,255,111
<b>LED LIGHTS</b> - Funding for Phase 2 of the LED Streetlight Conversion Services Project. (CIP 5499)	11/28/24	2,687,302	1,668,936	163,129	1,832,065
<b>Total</b>		<b>\$ 31,922,302</b>	<b>\$ 23,078,936</b>	<b>\$ 14,201,765</b>	<b>\$ 37,280,701</b>

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

	<u>Investments</u>
<b>PROJECTED FUND BALANCES AT JULY 1, 2018</b>	<b>\$ -</b>
<b><u>PROJECTED REVENUES</u></b>	
Intergovernmental	-
Charges for Services	-
Interest Revenue	55,825
Reimbursement	-
Replacement Charges	-
Retiree Health Charges	-
Healthcare Charges	-
Insurance Liability Charges	-
<b>Total Revenues</b>	<u>55,825</u>
<b>Transfers In</b>	<u>-</u>
<b>TOTAL SOURCES OF FUND</b>	<u>55,825</u>
<b><u>PROJECTED EXPENDITURES</u></b>	
Equipment	-
Vehicle	-
Insurance	-
Healthcare	-
Pension Trust	-
Administrative Services	55,825
<b>Total Expenditures</b>	<u>55,825</u>
<b>Transfers Out</b>	
Misc Transfers out	-
CIP	-
<b>Total Transfers Out</b>	<u>-</u>
<b>TOTAL USES OF FUND</b>	<u>55,825</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<u>-</u>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2019</b>	<u><u>\$ -</u></u>

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

	<b>Vehicle &amp; Equipment Replacement</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2018</b>	<b>\$ 3,765,805</b>
<b><u>PROJECTED REVENUES</u></b>	
Intergovernmental	-
Charges for Services	-
Interest Revenue	-
Reimbursement	-
Replacement Charges	651,611
Retiree Health Charges	-
Healthcare Charges	-
Insurance Liability Charges	-
<b>Total Revenues</b>	<u>651,611</u>
<b>Transfers In</b>	<u>-</u>
<b>TOTAL SOURCES OF FUND</b>	<u>651,611</u>
<b><u>PROJECTED EXPENDITURES</u></b>	
Equipment	614,629
Vehicle	194,550
Insurance	-
Healthcare	-
Pension Trust	-
Administrative Services	-
<b>Total Expenditures</b>	<u>809,179</u>
<b>Transfers Out</b>	
Misc Transfers out	-
CIP	-
<b>Total Transfers Out</b>	<u>-</u>
<b>TOTAL USES OF FUND</b>	<u>809,179</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>(157,568)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2019</b>	<b><u><u>\$ 3,608,237</u></u></b>

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

	<b>Info Svcs Equipment Replacement</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2018</b>	<b>\$ 1,086,367</b>
<b><u>PROJECTED REVENUES</u></b>	
Intergovernmental	-
Charges for Services	-
Interest Revenue	-
Reimbursement	-
Replacement Charges	285,867
Retiree Health Charges	-
Healthcare Charges	-
Insurance Liability Charges	-
<b>Total Revenues</b>	<u>285,867</u>
<b>Transfers In</b>	<u>-</u>
<b>TOTAL SOURCES OF FUND</b>	<u>285,867</u>
<b><u>PROJECTED EXPENDITURES</u></b>	
Equipment	228,975
Vehicle	-
Insurance	-
Healthcare	-
Pension Trust	-
Administrative Services	-
<b>Total Expenditures</b>	<u>228,975</u>
<b>Transfers Out</b>	
Misc Transfers out	-
CIP	-
<b>Total Transfers Out</b>	<u>-</u>
<b>TOTAL USES OF FUND</b>	<u>228,975</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>56,892</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2019</b>	<b><u><u>\$ 1,143,259</u></u></b>

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

	<b>Insurance Liability</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2018</b>	<b>\$ 1,534,770</b>
<b><u>PROJECTED REVENUES</u></b>	
Intergovernmental	245,869
Charges for Services	-
Interest Revenue	-
Reimbursement	-
Replacement Charges	-
Retiree Health Charges	-
Healthcare Charges	-
Insurance Liability Charges	2,907,025
<b>Total Revenues</b>	<b>3,152,894</b>
<b>Transfers In</b>	<b>181,655</b>
<b>TOTAL SOURCES OF FUND</b>	<b>3,334,549</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Equipment	-
Vehicle	-
Insurance	3,608,660
Healthcare	-
Pension Trust	-
Administrative Services	-
<b>Total Expenditures</b>	<b>3,608,660</b>
<b>Transfers Out</b>	
Misc Transfers out	-
CIP	-
<b>Total Transfers Out</b>	<b>-</b>
<b>TOTAL USES OF FUND</b>	<b>3,608,660</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>(274,111)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2019</b>	<b>\$ 1,260,659</b>

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

	<b>Healthcare</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2018</b>	<b>\$ 12,882</b>
<b><u>PROJECTED REVENUES</u></b>	
Intergovernmental	-
Charges for Services	-
Interest Revenue	-
Reimbursement	980,489
Replacement Charges	-
Retiree Health Charges	980,489
Healthcare Charges	6,366,313
Insurance Liability Charges	-
<b>Total Revenues</b>	<b>8,327,291</b>
<b>Transfers In</b>	-
<b>TOTAL SOURCES OF FUND</b>	<b>8,327,291</b>
<b><u>PROJECTED EXPENDITURES</u></b>	
Equipment	-
Vehicle	-
Insurance	-
Healthcare	6,861,172
Pension Trust	980,489
Administrative Services	-
<b>Total Expenditures</b>	<b>7,841,661</b>
<b>Transfers Out</b>	
Misc Transfers out	-
CIP	-
<b>Total Transfers Out</b>	-
<b>TOTAL USES OF FUND</b>	<b>7,841,661</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>485,630</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2019</b>	<b>\$ 498,512</b>

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

	<b>Infrastructure Maintenance</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2018</b>	<b>\$ 1,884,198</b>
<b><u>PROJECTED REVENUES</u></b>	
Intergovernmental	-
Charges for Services	12,000
Interest Revenue	-
Reimbursement	-
Replacement Charges	-
Retiree Health Charges	-
Healthcare Charges	-
Insurance Liability Charges	-
<b>Total Revenues</b>	<u>12,000</u>
<b>Transfers In</b>	<u>435,000</u>
<b>TOTAL SOURCES OF FUND</b>	<u>447,000</u>
<b><u>PROJECTED EXPENDITURES</u></b>	
Equipment	-
Vehicle	-
Insurance	-
Healthcare	-
Pension Trust	-
Administrative Services	-
<b>Total Expenditures</b>	<u>-</u>
<b>Transfers Out</b>	
Misc Transfers out	129,473
CIP	600,412
<b>Total Transfers Out</b>	<u>729,885</u>
<b>TOTAL USES OF FUND</b>	<u>729,885</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>(282,885)</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2019</b>	<b><u><u>\$ 1,601,313</u></u></b>



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

		<b>Total Internal Service Funds</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2018</b>	<b>\$</b>	<b>8,284,022</b>
<b><u>PROJECTED REVENUES</u></b>		
Intergovernmental		245,869
Charges for Services		12,000
Interest Revenue		55,825
Reimbursement		980,489
Replacement Charges		937,478
Retiree Health Charges		980,489
Healthcare Charges		6,366,313
Insurance Liability Charges		2,907,025
<b>Total Revenues</b>		<u>12,485,488</u>
<b>Transfers In</b>		<u>616,655</u>
<b>TOTAL SOURCES OF FUND</b>		<u>13,102,143</u>
<b><u>PROJECTED EXPENDITURES</u></b>		
Equipment		843,604
Vehicle		194,550
Insurance		3,608,660
Healthcare		6,861,172
Pension Trust		980,489
Administrative Services		55,825
<b>Total Expenditures</b>		<u>12,544,300</u>
<b>Transfers Out</b>		
Misc Transfers out		129,473
CIP		600,412
<b>Total Transfers Out</b>		<u>729,885</u>
<b>TOTAL USES OF FUND</b>		<u>13,274,185</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		<u>(172,042)</u>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2019</b>	<b>\$</b>	<b><u><u>8,111,980</u></u></b>



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**CITY OF SAN RAMON - CAPITAL EQUIPMENT  
FY 2018-19**

<b>DEPARTMENT</b>	<b>DESCRIPTION</b>	<b>PURPOSE</b>	<b>NEW OR REPLACE</b>	<b>#</b>	<b>UNIT COST</b>	<b>EXTENDED COST</b>
<b>POLICE SERVICES</b>	Ballistic Vest	Replace bullet proof vests (13)	REPLACE	13	1,000	13,000
	Rifles	Replace rifles (5) - SWAT	REPLACE	5	2,500	12,500
	Vehicle	Replace unit 415 - Admin	REPLACE	1	36,000	36,000
	Vehicle	Replace unit 405 - Admin	REPLACE	1	27,500	27,500
	Vehicle	Replace unit 401 - Investigation	REPLACE	1	34,000	34,000
	Vehicle	Replace unit 301 - Investigation	REPLACE	1	34,000	34,000
	Vehicle	Replace unit 303 - Investigation	REPLACE	1	34,000	34,000
	Vehicle	Replace unit 101C - Patrol	REPLACE	1	45,000	45,000
	Vehicle	Replace unit 103C - Patrol	REPLACE	1	45,000	45,000
	Vehicle	Replace unit 123C - Patrol	REPLACE	1	45,000	45,000
	Vehicle	Replace SWT2 - SWAT	REPLACE	1	65,000	65,000
<b>TOTAL POLICE SERVICES</b>						<b>391,000</b>
<b>PUBLIC SERVICES</b>	Equipment	Replace paint shaker mixer	REPLACE	1	7,500	7,500
	Equipment	Replace inverters on pickup trucks	REPLACE	5	1,000	5,000
	Tractor	Replace Kubota tractor #2 - Asset Tag 000545	REPLACE	1	45,000	45,000
	Vehicle	Replace Case 580 Backhoe/Loader (Partial Grant)	REPLACE	1	130,000	130,000
	Vehicle	Replace Bobcat utility vehicle & mower attachments	REPLACE	1	58,500	58,500
	Vehicle	Replace Carry-All electric vehicle	REPLACE	1	27,000	27,000
	Trailer	Replace supervisor trailer	REPLACE	1	85,000	85,000
<b>TOTAL PUBLIC SERVICES</b>						<b>358,000</b>
<b>PARKS &amp; COMM. SERVICES</b>	Vehicle	Replace cab pickup truck (transferred to PS) by hybrid sedan	REPLACE	1	33,629	33,629
	Equipment	Upgrade Wifi at Alcosta Community/Senior Centers	REPLACE	1	9,350	9,350
	Equipment	DVAC splash-n-dash inflatable	NEW	1	17,200	17,200
<b>TOTAL PARKS &amp; COMMUNITY SERVICES</b>						<b>60,179</b>
<b>TOTAL VEHICLE/EQUIPMENT REPLACEMENT</b>						<b>809,179</b>

**CITY OF SAN RAMON - I/S EQUIPMENT  
FY 2018-19**

<b>DEPARTMENT</b>	<b>DESCRIPTION</b>	<b>PURPOSE</b>	<b>NEW OR REPLACE</b>	<b>#</b>	<b>UNIT COST</b>	<b>EXTENDED COST</b>
<b>CITY COUNCIL</b>	Personal Computer	Replacement	REPLACE	1	1,500	1,500
<b>CITY CLERK</b>	Personal Computer	Replacement	REPLACE	1	1,500	1,500
<b>CITY ATTORNEY</b>	Personal Computer	Replacement	REPLACE	1	1,500	1,500
	Printer-Monochrome	Replacement	REPLACE	1	250	250
<b>CITY MANAGER</b>	Personal Computer	Replacement	REPLACE	1	1,500	1,500
<b>ADMINISTRATIVE SERVICES</b>	Personal Computer	Replacement	REPLACE	8	1,500	12,000
	Laptop	Replacement	REPLACE	2	1,500	3,000
	Printer-Color	Replacement	REPLACE	3	350	1,050
	Printer-Monochrome	Replacement	REPLACE	2	250	500
	Server - Standard	Replacement	REPLACE	2	6,700	13,400
	Server - MS	Replacement	REPLACE	1	12,800	12,800
	IT Infrastructure - Shared Hardware	Replacement	REPLACE	1	66,580	66,580
	Blue Beam Maint	Replacement	REPLACE	1	1,250	1,250
<b>PLANNING/COMMUNITY DEVELOPMENT</b>	Personal Computer	Replacement	REPLACE	6	1,500	9,000
	Printer-Monochrome	Replacement	REPLACE	1	250	250
	Printer-Monochrome (Advance)	Replacement	REPLACE	1	1,500	1,500
	Wireless service for IPADs	Purchase	NEW	1	1,895	1,895
<b>PUBLIC WORKS</b>	Personal Computer	Replacement	REPLACE	14	1,500	21,000
	Laptop	Replacement	REPLACE	1	1,500	1,500
	Printer-Color	Replacement	REPLACE	4	350	1,400
<b>POLICE SERVICES</b>	Personal Computer	Replacement	REPLACE	18	1,500	27,000
	Laptop	Replacement	REPLACE	6	1,500	9,000
	Printer-Monochrome	Replacement	REPLACE	5	250	1,250
<b>PARKS &amp; COMMUNITY SERVICES</b>	Personal Computer	Replacement	REPLACE	14	1,500	21,000
	Laptop	Replacement	REPLACE	2	1,500	3,000
	Printer-Monochrome	Replacement	REPLACE	1	250	250
	Printer-Color	Replacement	REPLACE	2	350	700
	Server - Standard	Replacement	REPLACE	2	6,700	13,400
<b>TOTAL I/S REPLACEMENT</b>						<b>228,975</b>

# **CAPITAL IMPROVEMENT PROGRAM**



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## **City of San Ramon**

# **CAPITAL IMPROVEMENT PROGRAM**

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

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

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

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

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



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

		<b>Capital Projects Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2018</b>	<b>\$</b>	<b>12,840,641</b>
<b><u>PROJECTED REVENUES</u></b>		
Intergovernmental		723,969
Interest Revenue		100,000
Miscellaneous Revenue		15,000
<b>Total Revenues</b>		<u>838,969</u>
 <b>Transfers In</b>		 <u>10,799,436</u>
 <b>TOTAL SOURCES OF FUND</b>		 <u>11,638,405</u>
<b><u>PROJECTED EXPENDITURES</u></b>		
Circulation		7,390,860
Signal		1,054,913
Parks		1,124,615
Landscaping		619,900
Drainage		160,969
Facilities		443,940
Other		550,000
Engineering Administration		178,208
<b>Total Expenditures</b>		<u>11,523,405</u>
 <b>Transfers Out</b>		 <u>375,000</u>
 <b>TOTAL USES OF FUND</b>		 <u>11,898,405</u>
 <b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		 <b>(260,000)</b>
 <b>PROJECTED FUND BALANCE AT JUNE 30, 2019</b>	 <b>\$</b>	 <b><u><u>12,580,641</u></u></b>



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## Capital Improvement Program 2018/19 - 2022/23

### PROJECTS THAT WILL BE UNDERTAKEN IN FY 2018-19



No	Prj #	Project Name	Prior Years	2018-19	2019-20	2020-21	2021-22	2022-23	Total 5Yr	Beyond 5Yr	Total Proj
1	5423	ADA and Safety Regulations for Playground Upgrades	\$1,166,775	<b>\$4,000</b>	\$4,120	\$4,244	\$15,298	\$105,000	\$132,662	\$3,764,138	\$5,063,575
2	5607	Alcosta Blvd. / Broadmoor Dr. Median Modification	\$0	<b>\$50,000</b>	\$0	\$0	\$0	\$0	\$50,000	\$0	\$50,000
3	5551	Alcosta Blvd. Street Light Improvement	\$106,336	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$106,336
4	5605	Alcosta Senior and Community Center Landslide Repair	\$300,000	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$300,000
5	5606	Bollinger Canyon & Crow Canyon Roads Traffic Signals ATSPM	\$0	<b>\$677,356</b>	\$0	\$0	\$0	\$0	\$677,356	\$0	\$677,356
6	5321	Bollinger Canyon Rd. / Camino Ramon Intersection Improvements - SB (C1.4)	\$166,006	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$166,006
7	5530	Bollinger Canyon Rd. / Iron Horse Trail Bicycle Pedestrian Overcrossing	\$2,519,650	<b>\$0</b>	\$2,500,000	\$4,800,000	\$0	\$4,989,000	\$12,289,000	\$0	\$14,808,650
8	5322	Bollinger Canyon Rd. / Sunset Dr. Intersection Improvements (C2.11)	\$951,631	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$951,631
9	5414	Bollinger Canyon Rd. Median Landscaping (Morgan to Crow Canyon)	\$345,000	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$180,000	\$525,000
10	5325	Bollinger Canyon Rd. Widening (Alcosta to Canyon Lakes) (C1.5)	\$2,681,935	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$2,681,935
11	5324	Bollinger Canyon Rd. Widening 8 Lanes (Alcosta / SRVB) (C2.1)	\$10,687,601	<b>\$500,000</b>	\$0	\$0	\$0	\$0	\$500,000	\$0	\$11,187,601
12	5546	Central Park Restoration and Improvements	\$681,935	<b>\$91,032</b>	\$0	\$0	\$0	\$0	\$91,032	\$3,114,533	\$3,887,500
13	5404	Centralized Irrigation System Upgrade	\$809,139	<b>\$114,500</b>	\$134,200	\$122,600	\$137,650	\$123,000	\$631,950	\$160,000	\$1,601,089
14	5432	City Facilities Floor Covering Replacement	\$583,488	<b>\$0</b>	\$729,652	\$823,848	\$757,476	\$164,773	\$2,475,749	\$2,360,600	\$5,419,837
15	5425	City Facilities HVAC Duct Cleaning and Equipment Replacement	\$1,819,942	<b>\$25,000</b>	\$60,280	\$45,930	\$25,000	\$45,259	\$201,469	\$3,053,381	\$5,074,792
16	5433	City Facilities Roof Covering Maintenance and Replacement	\$767,791	<b>\$25,000</b>	\$25,000	\$25,000	\$25,000	\$340,142	\$440,142	\$4,570,958	\$5,778,891
17	5485	Citywide Aerial Mapping and GIS Support	\$219,843	<b>\$50,000</b>	\$0	\$10,000	\$0	\$10,000	\$70,000	\$100,000	\$389,843

## Capital Improvement Program 2018/19 - 2022/23

### PROJECTS THAT WILL BE UNDERTAKEN IN FY 2018-19



No	Prj #	Project Name	Prior Years	2018-19	2019-20	2020-21	2021-22	2022-23	Total 5Yr	Beyond 5Yr	Total Proj
18	5613	Citywide Bicycle Network Improvements & Enhancements	\$0	<b>\$118,364</b>	\$25,000	\$25,000	\$25,000	\$25,000	\$218,364	\$48,000,000	\$48,218,364
19	5548	Citywide Drainage Infrastructure Repairs	\$2,164,836	<b>\$160,969</b>	\$350,000	\$110,000	\$110,000	\$110,000	\$840,969	\$1,500,000	\$4,505,805
20	5532	Citywide Exterior Painting & Sealing	\$414,015	<b>\$0</b>	\$49,000	\$250,880	\$0	\$196,000	\$495,880	\$426,990	\$1,336,885
21	5584	Citywide Parks Amenities Replacement and Improvements	\$904,884	<b>\$893,883</b>	\$920,487	\$346,462	\$568,108	\$757,679	\$3,486,619	\$5,491,606	\$9,883,109
22	5598	Cricket Pitch Installations	\$255,000	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$255,000
23	5312	Crow Canyon Rd. / Barbados Dr. Intersection	\$10,000	<b>\$0</b>	\$0	\$165,000	\$0	\$0	\$165,000	\$0	\$175,000
24	5576	Crow Canyon Rd. Pavement Rehab (Alcosta/Dougherty)	\$473,000	<b>\$1,592,000</b>	\$0	\$0	\$0	\$0	\$1,592,000	\$0	\$2,065,000
25	5328	Crow Canyon Rd. Widening 4 - 6 Lanes (Alcosta to West Branch) (C 1.10)	\$1,819,280	<b>\$1,794,280</b>	\$5,132,840	\$75,000	\$0	\$0	\$7,002,120	\$3,175,000	\$11,996,400
26	9007	Crow Canyon Specific Plan Update	\$250,000	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$250,000
27	5574	Dougherty Valley Aquatic Center Equipment Replacement	\$1,281,220	<b>\$23,700</b>	\$135,013	\$107,146	\$124,245	\$51,300	\$441,404	\$1,572,369	\$3,294,993
28	5608	Dougherty Valley High School Circulation Improvements	\$0	<b>\$40,000</b>	\$0	\$0	\$0	\$0	\$40,000	\$0	\$40,000
29	5564	Dougherty Valley Tree Management Program	\$1,132,486	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$1,132,486
30	5589	Financial System Upgrade & PCS Class & Facilities Registration Software	\$2,067,850	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$2,067,850
31	5583	Forest Home Farms ADA Pathway and Parking Lot Improvements	\$125,000	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$335,000	\$460,000
32	5418	Forest Home Farms Structures	\$220,000	<b>\$0</b>	\$0	\$212,500	\$58,800	\$236,357	\$507,657	\$2,644,143	\$3,371,800
33	5478	Fountain Repairs and Replacement	\$966,532	<b>\$0</b>	\$127,068	\$150,080	\$136,920	\$0	\$414,068	\$325,600	\$1,706,200
34	5314	Hooper Dr. Widening (SRVB to 320 feet west)	\$152,145	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$152,145
35	5515	Interior Amenities Renovation	\$644,065	<b>\$68,000</b>	\$430,083	\$299,302	\$207,003	\$75,477	\$1,079,865	\$3,316,235	\$5,040,165

## Capital Improvement Program 2018/19 - 2022/23

### PROJECTS THAT WILL BE UNDERTAKEN IN FY 2018-19



No	Prj #	Project Name	Prior Years	2018-19	2019-20	2020-21	2021-22	2022-23	Total 5Yr	Beyond 5Yr	Total Proj
36	5516	Irrigation Booster Pump Installation	\$302,635	<b>\$125,000</b>	\$125,000	\$125,000	\$125,000	\$125,000	\$625,000	\$2,246,686	\$3,174,321
37	5527	Middle School Teen Center Portables	\$238,542	<b>\$0</b>	\$150,000	\$0	\$0	\$0	\$150,000	\$150,000	\$538,542
38	5609	Norris Canyon Rd. / Bishop Dr. Intersection Modification	\$0	<b>\$154,000</b>	\$0	\$0	\$0	\$0	\$154,000	\$0	\$154,000
39	5572	Open Space Preservation	\$350,000	<b>\$500,000</b>	\$0	\$500,000	\$0	\$0	\$1,000,000	\$0	\$1,350,000
40	5491	Park Restroom Renovations	\$151,337	<b>\$6,000</b>	\$0	\$0	\$0	\$16,643	\$22,643	\$3,467,642	\$3,641,622
41	5438	Parking Lot Pavement Maintenance	\$184,548	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$391,273	\$575,821
42	9008	Parks and Community Services Master Plan	\$204,948	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$204,948
43	5560	Pavement Management 2018	\$4,552,091	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$4,552,091
44	5568	Pavement Management 2019	\$0	<b>\$3,329,216</b>	\$1,500,000	\$0	\$0	\$0	\$4,829,216	\$0	\$4,829,216
45	5544	Pavement Repair - Stop Gap 2018/2019	\$400,000	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$400,000
46	5413	Pedestrian Enhancement Devices	\$1,005,009	<b>\$0</b>	\$240,000	\$0	\$0	\$0	\$240,000	\$0	\$1,245,009
47	5482	Public Art in Parks	\$260,000	<b>\$4,700</b>	\$40,000	\$0	\$40,000	\$0	\$84,700	\$0	\$344,700
48	5540	Purdue Road Extension	\$823,132	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$823,132
49	5590	Recreation Program and Facilities Equipment Replacement	\$228,245	<b>\$102,000</b>	\$0	\$0	\$0	\$0	\$102,000	\$0	\$330,245
50	5612	Safe Routes to School (SRTS) Enhancements	\$0	<b>\$7,000</b>	\$7,000	\$7,000	\$7,000	\$7,000	\$35,000	\$0	\$35,000
51	5479	San Ramon Olympic Pool Equipment Replacement	\$1,695,742	<b>\$200,240</b>	\$188,941	\$71,544	\$113,368	\$282,950	\$857,043	\$1,306,003	\$3,858,788
52	5461	San Ramon Valley Blvd. / Purdue Rd. Traffic Signal	\$350,000	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$350,000
53	5507	San Ramon Valley Blvd. Beautification (Crow Canyon Rd. to City Limits)	\$140,387	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$1,334,000	\$1,474,387
54	5566	Shade Structure Improvement	\$131,667	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$1,763,761	\$1,895,428
55	5547	Sidewalk Repairs 2018/2019	\$420,000	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$420,000
56	5488	Street Landscape Planting Renovation	\$1,186,905	<b>\$505,400</b>	\$412,000	\$352,000	\$322,000	\$322,000	\$1,913,400	\$2,920,850	\$6,021,155

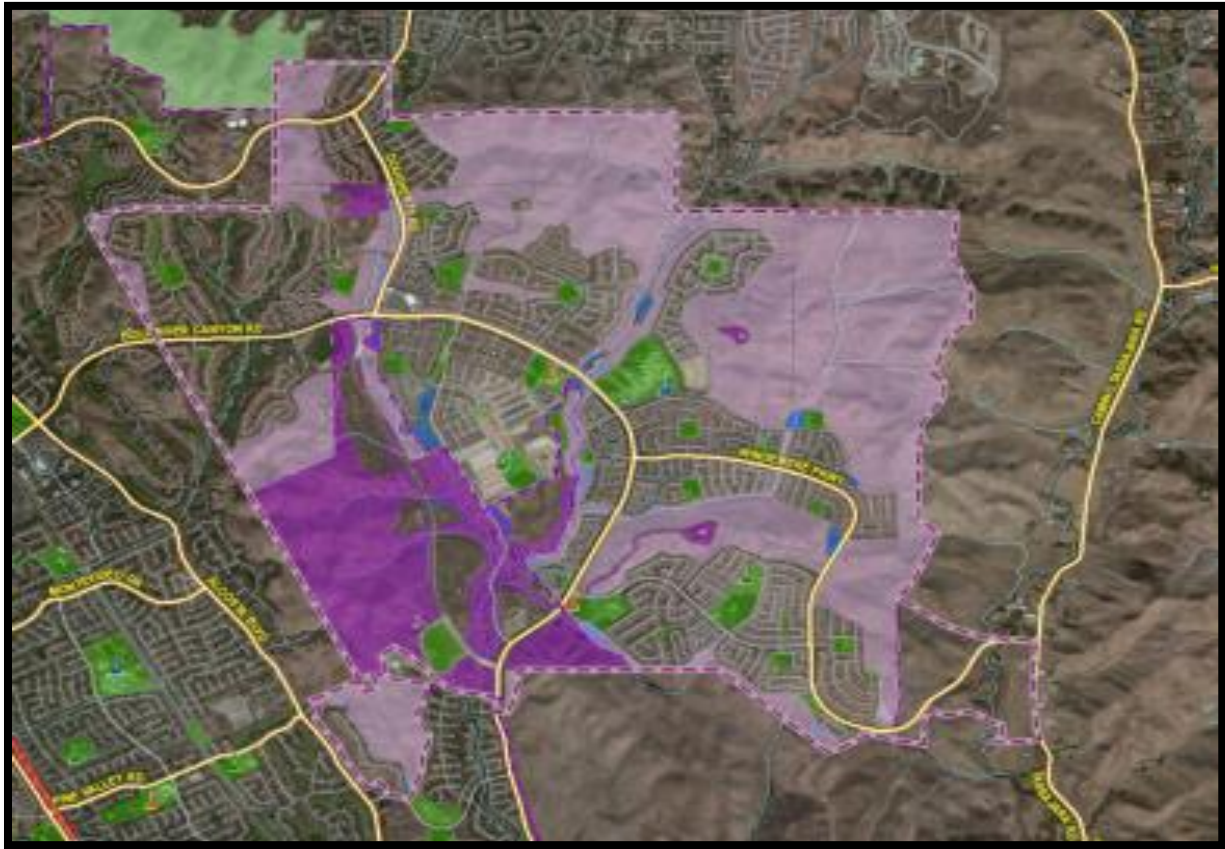
**Capital Improvement Program 2018/19 - 2022/23**  
**PROJECTS THAT WILL BE UNDERTAKEN IN FY 2018-19**



No	Prj #	Project Name	Prior Years	2018-19	2019-20	2020-21	2021-22	2022-23	Total 5Yr	Beyond 5Yr	Total Proj
57	5391	Summerwood Loop Paths Replacement / Rehabilitation	\$70,355	\$0	\$5,000	\$0	\$10,000	\$0	\$15,000	\$439,645	\$525,000
58	5381	Traffic Calming Program	\$191,484	\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$40,000	\$0	\$231,484
59	5526	Traffic Signals Improvements & Enhancements	\$577,000	\$183,557	\$295,821	\$228,653	\$208,545	\$247,620	\$1,164,196	\$3,077,830	\$4,819,026
60	9006	Westside Specific Plan Update	\$100,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$100,000
<b>Totals</b>			<b>\$50,251,412</b>	<b>\$11,345,197</b>	<b>\$13,596,505</b>	<b>\$8,867,189</b>	<b>\$3,026,413</b>	<b>\$8,240,200</b>	<b>\$45,075,504</b>	<b>\$101,188,243</b>	<b>\$196,515,159</b>

**\*\*Includes City Funded Projects Only. For complete list of Projects, see Final Five-Year 2018-2023 CIP.**

# DOUGHERTY VALLEY GEOLOGIC HAZARD ABATEMENT DISTRICT





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# **DOUGHERTY VALLEY GEOLOGIC HAZARD ABATEMENT DISTRICT**

## **GHAD Board**

Bill Clarkson  
Board Chairperson

Phil O'Loane  
Board Vice Chairperson

David E. Hudson  
Board Member

Scott Perkins  
Board Member

Harry Sachs  
Board Member

## **GHAD Officers**

Joe Gorton  
District Manager

Maria Fierner  
Deputy District Manager

Robin Bartlett  
District Engineer

Eva Phelps  
District Treasurer

Martin Lysons  
District Counsel



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# **DOUGHERTY VALLEY GEOLOGIC HAZARD ABATEMENT DISTRICT**

## **Board Work Plan and Budget**

### *Statement of Purpose*

*The purpose of the GHAD is to provide a funding mechanism to prevent, mitigate, abate, or control a geologic hazard; and to mitigate or abate structural hazards that are partly or wholly caused by geologic hazards. The geologic hazards addressed by the GHAD's Plan of Control include actual or threatened landslides, land subsidence, soil erosion, expansive soils and earthquakes.*

### *Background*

The Dougherty Valley GHAD (DV GHAD) was formed in 1990, pursuant to the Public Resource Code of the State of California, Section 26500, and included the West Branch area. The DV GHAD Board subsequently annexed Gale Ranch and Windermere developments into the GHAD in 1997 and, in 2007 and 2008, respectively, the Board voted to annex the Old Ranch Summit development, and Silva Property. The Northwest San Ramon GHAD (NWSR GHAD) was formed in 2017 to provide services to The Preserve (Faria) Project. The City Council serves as the Board of Directors for both GHADs.

Initially, Shapell Industries, developers of the West Branch project, performed the DV GHAD maintenance activities. The DV GHAD assessments began in FY 1995/96 with the adoption of an assessment of \$100 per residential unit and \$0.032 per non-residential square foot, and established an assessment limit of \$250 per residential unit per year and \$0.10 per non-residential square foot per year. The DV GHAD assessments have been periodically raised and the proposed FY 2018/19 assessments will be \$163.37 per residential unit and \$0.0523 per square foot for non-residential buildings, based on the most recent Reserve Fund Study. The DV GHAD obtains minor income from access leases, inspection fees, and an agricultural grazing lease.

The NWSR GHAD does not have any maintenance responsibilities at this time. Maintenance will remain the responsibility of the developer until such time as the NWSR GHAD reserve is at least \$1,000,000, and properties are transferred to the NWSR GHAD for ownership. The assessment will be at \$1,428 per assessment unit with individual residences being charged between 0.45 and 1.0 assessment units, depending on type.

# DOUGHERTY VALLEY GEOLOGIC HAZARD ABATEMENT DISTRICT

## *Budgets*

As stated above, the NWSR GHAD does not have any maintenance responsibilities at this time. Maintenance will remain the responsibility of the developer until such time as the NWSR GHAD reserve is at least \$1,000,000, and properties are transferred to the NWSR GHAD for ownership. However, assessments will be made as the building of homes progresses. Revenue will be used to build a reserve needed to support maintenance and respond to non-routine maintenance requirements such as landslides.

## *Significant Accomplishments FY 2017-18*

- Prepared the DV GHAD Engineer’s Report for FY 2018/19, presented it to the DV GHAD Board and held a public hearing to set DV GHAD assessments
- Completed the formation of the NWSR GHAD
- Maintained DV GHAD properties and infrastructure
- Completed all repairs associated with the heavy rains of FY 2016/17  
Conducted annual monitoring

## *Major Action Plan Items FY 2018-19*

		Completion By	Council Priorities/ Goals
1.	Submit FY 18/19 DV GHAD assessment rolls to the County by August deadline	AUG 2018	P4, P6
2.	Prepare the Engineer’s Report for FY 2019/20 and present it to the DV GHAD Board	APR 2019	P4, P6
3.	Maintain DV GHAD properties and infrastructure	On-going	P4, P6
4.	Respond to any new erosion and landslides that may occur	On-going	P4, P6
5.	Process parcels for acceptance by the DV GHAD	On-going	P4, P6
6.	Conduct annual monitoring	On-going	P4, P6

# **DOUGHERTY VALLEY GEOLOGIC HAZARD ABATEMENT DISTRICT**

## ***Budget Notes FY 2018-19***

- All storm damage in the DV GHAD was repaired. The total cost for all repairs is approximately \$700,000. DV GHAD received \$71,589 in reimbursements from the FEMA/OES as a result of the declarations of emergency associated with the 2016/2017 winter storms



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

	<b>DV GHAD Fund</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2018</b>	<b>\$ 10,424,798</b>
<b><u>PROJECTED REVENUES</u></b>	
Assessments	1,915,543
Intergovernmental	-
Licenses and Permits	6,000
Charges for Services	-
Interest Revenue	51,389
Development Fees	-
Miscellaneous Revenue	47,685
<b>Total Revenue</b>	<u>2,020,617</u>
<b>Transfers In</b>	<u>-</u>
<b>TOTAL SOURCES OF FUND</b>	<u>2,020,617</u>
<b><u>PROJECTED EXPENDITURES</u></b>	
Engineering Services	695,184
Public Services	-
<b>Total Expenditures</b>	<u>695,184</u>
<b>Transfers Out</b>	
General Fund	77,098
Capital Projects Fund	-
Other	-
<b>Total Transfers Out</b>	<u>77,098</u>
<b>TOTAL USES OF FUND</b>	<u>772,282</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<b>1,248,335</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2019</b>	<b><u><u>\$ 11,673,133</u></u></b>



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# HOUSING SUCCESSOR



**Affordable Housing Properties**



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

**Work Plan and Budget**

*Statement of Purpose*

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

*Background*

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

*Significant Accomplishments*  
**FY 2017-18**

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

*Major Action Plan Items*  
**FY 2018-19**

		Completion By	Council Priorities / Goals
1.	Continue to support the Crime Free Multi-Housing Program	On-going	P6
2.	Continue to monitor the Housing Rehabilitation Program	On-going	P6



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

		<b>Housing Successor</b>
<b>PROJECTED FUND BALANCES AT JULY 1, 2018</b>	<b>\$</b>	<b>1,858,862</b>
<b><u>PROJECTED REVENUES</u></b>		
Interest Revenue		-
In Lieu Fees		-
Miscellaneous		1,000,000
Sale of Property		-
<b>Total Revenues</b>		<u>1,000,000</u>
<b>Transfers In</b>		
Bond Proceeds		-
Other		-
<b>Total Transfers In</b>		<u>-</u>
<b>TOTAL SOURCES OF FUND</b>		<u>1,000,000</u>
<b><u>PROJECTED EXPENDITURES</u></b>		
Housing Programs		<u>633,135</u>
<b>Total Expenditures</b>		<u>633,135</u>
<b>Transfers Out</b>		
Capital Projects		-
General Fund		-
<b>Total Transfers Out</b>		<u>-</u>
<b>TOTAL USES OF FUND</b>		<u>633,135</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>		<b>366,865</b>
<b>PROJECTED FUND BALANCE AT JUNE 30, 2019</b>	<b>\$</b>	<b><u><u>2,225,727</u></u></b>

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

**Expenditure Summary By Division**

<b>Description</b>	<b>14/15 Actual</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Final</b>	<b>18/19 Adopted</b>
Housing Administration/Programs	399,145	422,864	\$ 189,845	\$ 159,498	\$ 122,649
Housing Rehabilitation Grant Prg	504	479	224	600	500
Crime Prevention Program	431,423	414,484	330,323	497,175	509,886
Department Total	<u>\$ 831,072</u>	<u>\$ 837,827</u>	<u>\$ 520,392</u>	<u>\$ 657,273</u>	<u>\$ 633,035</u>

**Expenditure Summary By Category**

<b>Description</b>	<b>14/15 Actual</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Final</b>	<b>18/19 Adopted</b>
Personnel Services	\$ 821,728	\$ 825,290	\$ 510,558	\$ 456,673	\$ 632,535
Contract Services	9,344	12,537	9,834	600	500
Materials and Supplies	-	-	-	-	-
Other Costs	-	-	-	-	-
Total Expenditures	<u>\$ 831,072</u>	<u>\$ 837,827</u>	<u>\$ 520,392</u>	<u>\$ 457,273</u>	<u>\$ 633,035</u>

**Revenue Summary**

<b>Description</b>	<b>14/15 Actual</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Final</b>	<b>18/19 Adopted</b>
Total Department Revenue	<u>\$ 419,404</u>	<u>\$ 723,787</u>	<u>\$ 3,421</u>	<u>\$ 2,888,170</u>	<u>\$ 1,000,000</u>

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

**Program Summary**

<b>Description</b>	<b>Program Expenditures</b>	<b>Program Revenue</b>	<b>Net Program Cost</b>
Housing Administration/Programs	\$ 122,649	\$ 1,000,000	\$ (877,351)
Housing Rehabilitation Grant Prg	500	-	500
Crime Prevention Program	509,886	-	509,886
Program Totals	<u>\$ 633,035</u>	<u>\$ 1,000,000</u>	<u>\$ (366,965)</u>



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# APPENDICES



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# City of San Ramon

## GLOSSARY OF TERMS

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

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

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

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

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

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

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

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

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

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

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

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

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

# City of San Ramon

## GLOSSARY OF TERMS

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

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

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

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

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

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

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

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

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

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

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

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

# City of San Ramon

## GLOSSARY OF TERMS

**Contingency:** An appropriation of funds to cover unforeseen events that occur during the fiscal year such as federal mandates, shortfalls in revenue, and similar eventualities.

**Contract Services:** This is an agreement for a specific term in professional or contractual service.

**Debt Service:** The cost of paying principal and interest on borrowed money according to the predetermined payment schedule.

**Defer:** The means to delay expenditure until a future budget year.

**Department:** A major organizational unit of the City with overall management responsibility for an operation or a group of related operations within a functional area. In San Ramon, Department Heads are the chief administrators within a department. Program Managers typically report to either the Department Head or a Division Manager.

**Division:** An organization sub-unit of a department, which encompasses a substantial portion of the duties assigned to a department.

**Encumbrance:** The commitment of appropriated funds for future expenditures.

**Expenditure:** The outflow of funds paid or to be paid for an asset obtained or goods and services obtained. Note: An encumbrance is not an expenditure an encumbrance reserves funds to be expended.

**Fiscal Year:** The period designated by the City for the beginning and ending of financial transactions. In San Ramon, this period of time is July 1 through June 30.

**Fixed Assets:** These are non-consumable assets of a long-term nature such as land, buildings, machinery, furniture, and other equipment. The City has defined such assets as those with an expected life in excess of one (1) year and an acquisition cost in excess of \$5,000.

**Full-Time Equivalent (FTE):** The decimal equivalent of a position converted to a full-time basis. For example, one person working half time would count as 0.50 FTE; one person working full-time would count as 1.0 FTE. Elected positions are budgeted however; they are not included in net FTE totals.

# City of San Ramon

## GLOSSARY OF TERMS

**Fund:** Municipal governments organize and operate their accounting systems on a fund basis. The formal definition of the fund is an independent financial and accounting entity with a self-balancing set of accounts in which cities record financial transactions relating to revenue, expenditures, assets, and liabilities. Each fund has a budget with exception of the General Fund (which accounts for general-purpose actions and has unrestricted revenue sources). Each remaining fund typically has a unique funding source and purpose. Establishing funds enables the City to account for the use of restricted revenue sources and carry on specific activities or pursue specific objectives.

**Fund Balance:** The fund balance is the excess of the assets of a fund over its liabilities, reserves, and carryover.

**Generally Accepted Accounting Principles (GAAP):** Uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statements of an entity. GAAP encompass the conventions, rules and procedures necessary to define accepted accounting practice at a particular time. The primary authoritative body on the application of GAAP to State and local governments is the Government Accounting Standards Board (GASB).

**General Fund:** The City's principal operating fund, all revenue that is not allocated by law or contractual agreement to a specific fund, which is supported by general taxes and fees and which can be used for any legal purpose.

**Goal:** A statement of broad direction, purpose or intent. In San Ramon's budget, goals are synonymous with mission statements.

**Grant:** A transfer or awarding of funds from either the Federal or State government to the City in order to finance a specific activity or program. The City receiving the grant funds is not required to repay the awarding entity the amount in the future.

**Indirect Costs:** Those elements of cost necessary in the performance of a service, which cannot be accurately or readily allocated to the unit of service. Usually, they relate to those expenditures, which are not an integral part of the service.

**Infrastructure:** The physical assets of government (e.g., streets, parks and public buildings).

**Interest:** Income earned on the investment of available cash balances.

**Internal Service:** Accounts for capital equipment purchases, insurance and benefit liability, and investment management.

**Materials and Supplies:** Expendable materials and operating supplies necessary to conduct departmental orientation.

# City of San Ramon

## GLOSSARY OF TERMS

**Non-Departmental:** Program costs that do not relate to any one particular department, but represent costs of a general Citywide nature.

**Objective:** Something to be accomplished in specific, well-defined, and measurable terms and that is achievable within a specific timeframe.

**Operating Budget:** The operating budget provides a plan for current expenditures and the proposed means of financing them. In a broader sense, the annual operating budget is a statement of what services the municipality will deliver to its citizens.

**Other Costs:** Expenditure category which includes employee training and development, insurance and subsidies.

**Personnel Services:** An expenditure category which generally accounts for the salaries of full-time, part-time and temporary employees, overtime expenses, all employee benefits for City employees, such as medical, dental and retirement.

**Program:** Represents major areas or support functions; they are defined as a service provided to citizens, other departments, or other agencies.

**Program Revenue (Income):** This is revenue earned by a program, including fees for services, license and permit fees, and fines.

**Proposed Budget:** Proposed level of expenditures/revenue/FTEs as outlined in the proposed budget document. This is the City Manager's recommended budget, which will be considered by the City Council for approval.

**Reprogram:** The re-appropriation of funds that were previously earmarked for another use.

**Reserve:** An account which the City uses to either set aside revenue that it does not need to spend in the current fiscal year or to earmark revenue for a specific future purpose. Reserves are typically established and budgeted through City Council policy action.

**Resolution:** A special order by the City Council requiring less legal formality than an Ordinance in terms of public notice prior to approval.

**Resources:** Total amount available for appropriation, including estimated revenue, beginning fund balances, and fund transfers.

**Revenue:** Amount of funds received from the collection of taxes, fees, permits, licenses, interest, and grants during the fiscal year.

**City of San Ramon**  
**GLOSSARY OF TERMS**

**Special Revenue Fund:** A fund used to account for revenue sources that are restricted by law or administrative action to expenditures for special purposes.

**Structural Deficit:** The permanent financial gap that results when, discounting economic cycles, ongoing revenue does not match or keep pace with ongoing expenditures.

**Surplus:** An excess of total current resources over total current requirements.

**Transfers In/Out:** Amounts transferred from one fund to another to assist in financing the services for the recipient fund.



# City of San Ramon

## ACRONYMS

AB	Assembly Bill
ADA	American Disabilities Act
AT&T	American Telephone & Telegraph (Formerly Pacific Bell)
BAAQMD	Bay Area Air Quality Management District
BMX	Bicycle Motocross
CAFR	Comprehensive Annual Financial Report
CalPERS	California Public Employees' Retirement System
CIP	Capital Improvement Program
COP	Certificates of Participation
CRM	Citizen Request Management
CSA	County Service Area
CSMFO	California Society of Municipal Finance Officers
DOT	Department of Transportation
DRFA	Dougherty Regional Fire Authority
DV	Dougherty Valley
DVOC	Dougherty Valley Oversight Committee
EBMUD	East Bay Municipal Utility District
EBRCS	East Bay Regional Communication System
EBTR	Employer Based Trip Reduction
EDAC	Economic Development Advisory Committee
EDSP	Economic Development Strategic Plan
EIR	Environmental Impact Report
EMS	Energy Management System
ERP	Enterprise Resource Planning
EPA	Environmental Protection Agency
FPPC	Fair Political Practice and Commission
F/T	Full Time
FTE	Full-Time Equivalent
FY	Fiscal Year

# City of San Ramon

## ACRONYMS

GAAP	Generally Accepted Accounting Principles
GASB	Governmental Accounting Standards Board
GFOA	Government Finance Officers Association
GHAD	Geologic Hazard Abatement District
GIS	Geographic Information System
HOA	Homeowners Association
HVAC	Heating, Ventilation, and Air Conditioning
IT	Information Technology
I/S	Information Services
ISF	Internal Service Fund
L & L	Landscaping and Lighting District
LED	Light Emitting Diode
LLC	Limited Liability Company
LLP	Limited Liability Partnership
LOCC	League of California Cities
LUCA	Local Update of Census Addresses
MOU	Memorandum of Understanding
MPA	Municipal Pooling Authority
MRP	Municipal Regional Permit
MVLF	Motor Vehicle License Fees
NPDES	National Pollutant Discharge Elimination System
NWSP	Northwest Specific Plan
OBAG	One Bay Area Grant
OPEB	Other Post-Employment Benefits
PCI	Pavement Condition Index
PD	Police Department
PCS	Parks & Community Services
PEG	Public Education & Government
PDA	Priority Development Area

# City of San Ramon

## ACRONYMS

PERS	Public Employees' Retirement System
PG&E	Pacific Gas & Electric
POB	Pension Obligation Bond
RDA	Redevelopment Agency
RFP	Request for Proposal
SCCJEPA	South Contra Costa Joint Exercise Powers Agreement
SB	Senate Bill
SRPD	San Ramon Police Department
SRVB	San Ramon Valley Blvd
SRVFPD	San Ramon Valley Fire Protection District
SRVUSD	San Ramon Valley Unified School District
SWAT	Southwest Area Transportation
TA	Tax Allocation
TAC	Transportation Advisory Committee
TDM	Transportation Demand Management
TOT	Transient Occupancy Tax
TRAFFIX	Congestion relief program aimed at school-related traffic. The program is funded by Measure J, the ½ cent sales tax approved by Contra Costa voters in 2004
TVTC	Tri-Valley Transportation Council
UCLA	University of California Los Angeles
WAN	Wide Area Network



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

101	General Fund	323	Crown Ridge
202	Planning Cost Recovery	325	Deerwood
203	Geographic information System	330	El Nido
204	Community Facilities District 2014-1	331	Four Oaks
205	Child Care	332	Henry Ranch
206	Open Space Development (New)	333	Glass House
207	Community Facilities District 2014-2 (New)	335	Old Ranch Estates
208	Refuse Vehicle Impact Fee (New)	336	Old Ranch Summit
210	City Beautification	345	Summerwood Loop
215	Conditions of Approval	350	Thomas Ranch
220	Creek Study & Mitigation	365	Village Parkway
225	Drainage Mitigation	370	Vista San Ramon
230	Gas Tax	375	West Branch
240	Park Development	380	Canyon Park
241	Henry Ranch	382	Village Center Common Area
245	Crow Canyon Project	383	Dougherty Valley
250	South Contra Costa Joint Exercise Powers Agreement (SCCJEPA)	384	Solid Waste
260	Street Maintenance and Improvement	385	Dougherty Valley Geological Hazard Abatement District
270	Traffic Improvement	387	Non-Point Drainage/Stormwater
280	Tri-Valley Transportation	388	Street Smarts
283	Public Education & Govt (PEG)	389	TDM Programs
301	Citywide Landscaping	390	Local Law Enforcement Block Grant
302	Citywide Lighting	391	Police Special Revenue
310	Bent Creek	392	Narcotic Asset Forfeiture
315	Canyon Lakes	395	San Ramon Housing Successor
318	Circle E Ranch	420	Capital Projects
322	Country View	515	Pension Obligation Bonds (2010)

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

516	LED Lights (2012)
542	COP #12 (2011)
610	Investments
620	Vehicle/Equipment Replacement
621	Info Services Equipment Replacement
622	Insurance Liability
623	Healthcare
630	Infrastructure Maintenance

**City of San Ramon  
Authorized Personnel by Classification  
Fiscal Year 2018-2019**

<b>Job Classification</b>	<b>Number of Positions</b>
Administrative Analyst	8.00
Administrative Coordinator	11.75
Assistant City Manager	1.00
Assistant Engineer	1.00
Assistant Planner	1.00
Associate Engineer	5.00
Associate Planner	2.00
City Attorney	1.00
City Clerk	1.00
City Manager	1.00
Deputy City Attorney II	1.00
Deputy City Clerk	1.00
Director	4.00
Division Manager	10.00
Engineering Specialist	3.00
Executive Assistant	1.00
Information Technology Specialist	3.00
Inspector	5.00
Maintenance Coordinator	14.00
Maintenance Specialist	10.00
Maintenance Supervisor	8.00
Maintenance Technician I/II	33.00
Network Analyst	1.00
Office Specialist	14.00
Office Technician I/II	12.00
Paralegal	1.00
Plans Examiner	1.00
Police Chief	1.00
Police Captain	2.00
Police Corporal	9.00
Police Lieutenant	5.00
Police Officer	42.00
Police Sergeant	10.00
Police Services Technician I/II	4.00
Police Officers - Anticipatory Hiring*	2.00
Program Manager	7.00
Recreation Coordinator	10.00
Recreation Supervisor	5.00
Recreation Technician	3.00
Senior Administrative Analyst	7.00
Senior Engineer	3.00
Senior Inspector	3.00
Senior Planner	1.00
Supervising Inspector	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>269.75</b>

\*Budget includes 2 "Anticipatory Hiring" Police Officer positions that are not fully funded and are part of the official FTE count.  
Authorized Count 267.75



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**RESOLUTION NO. 2018-059**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN RAMON  
ADOPTING THE FISCAL YEAR 2018-2019 OPERATING AND CAPITAL BUDGET,  
ESTABLISHING AN APPROPRIATION LIMIT, AND  
AUTHORIZING CARRYOVER PROJECT APPROPRIATIONS**

**WHEREAS**, in a budget workshop held on April 17, 2018, the City Council reviewed the proposed Fiscal Year 2018-2019 Operating and Capital Budgets; and

**WHEREAS**, in a second budget workshop held on May 15, 2018, the City Council has reviewed the proposed Fiscal Year 2018-2019 Operating Budget and Capital Improvement Program; and

**WHEREAS**, the Planning Commission in a meeting held on May 15, 2018 found the Capital Improvement Program consistent with the General Plan; and

**WHEREAS**, the Capital Improvement Program, referred to as the Capital Budget requires annual appropriation approval by the City Council; and

**WHEREAS**, Article XIIB of the State of California Constitution requires local government agencies to annually adopt an appropriation limit; and

**NOW, THEREFORE BE IT RESOLVED**, as follows:

Section 1. The City Council approves the Fiscal Year 2018-2019 Proposed Operating and Capital Budget totaling \$103,092,786 as summarized on Exhibit 1 and a carryover of unspent Capital Budget appropriations from Fiscal Year 2017-2018.

Section 2. The City Council approves the Fiscal Year 2018-2019 Appropriation Limits as required by Article XIII B of the State Constitution as shown on Exhibit 2.

Section 3. Upon publication, a copy of the budget document will be made available for public review at City Hall and other convenient public places.

*Signatures on following page*

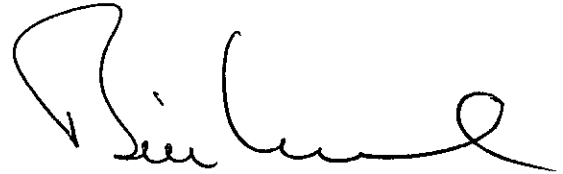
**PASSED, APPROVED AND ADOPTED** on this 22<sup>nd</sup> day of May, 2018 by the following vote:

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

**NOES:**


**ABSENT:**

**ABSTAIN:**



Bill Clarkson, Mayor

**ATTEST:**

  
Renee Beck, City Clerk

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

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

	General Fund	Other Operating Funds	Special Revenue Funds	Debt Service Funds	Capital Project Funds	Internal Service Funds	Dougherty Valley GHAD Fund	San Ramon Housing Successor	Total
Fund Balance, July 1, 2017	\$ 5,499,621	\$ 6,964,288	\$ 11,671,194	\$ 12,059,817	\$ 12,840,641	\$ 8,284,022	\$ 10,424,798	\$ 1,858,862	\$ 69,603,243
<b>REVENUE</b>									
Property Tax	\$ 20,604,763	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,604,763
Special Assessments	-	4,890,705	82,370	-	-	-	1,915,543	-	6,888,618
Sales and Use Tax	9,112,908	-	-	-	-	-	-	-	9,112,908
Property Transfer Tax	971,439	-	-	-	-	-	-	-	971,439
Transient Occupancy Taxes (TOT)	3,563,918	-	-	-	-	-	-	-	3,563,918
Franchise Fees	4,775,605	-	-	-	-	-	-	-	4,775,605
Licenses and Permits	2,093,907	-	-	-	-	-	6,000	-	2,099,907
Intergovernmental	192,351	19,181,893	4,266,272	-	723,969	245,869	-	-	24,610,354
Charges for Services	7,037,757	-	1,580,350	-	-	12,000	-	-	8,630,107
Fines and Forfeitures	352,500	73,956	-	-	-	-	-	-	426,456
Investment Income	75,000	-	-	-	100,000	55,825	51,389	-	282,214
Development Fees	-	-	7,509,615	-	-	-	-	-	7,509,615
Land Sale	-	-	-	-	-	-	-	-	-
Miscellaneous Revenue	2,686,008	527,592	-	1,399,996	15,000	12,171,794	47,685	1,000,000	17,848,075
<b>Total Revenues</b>	<b>51,466,156</b>	<b>24,674,146</b>	<b>13,438,607</b>	<b>1,399,996</b>	<b>838,969</b>	<b>12,485,488</b>	<b>2,020,617</b>	<b>1,000,000</b>	<b>107,323,979</b>
<b>EXPENDITURES</b>									
General Government	2,640,077	-	-	-	-	-	-	-	2,640,077
Administrative Services	4,615,658	-	-	-	-	55,825	-	-	4,671,483
Community Development	3,445,712	-	115,960	-	-	-	-	-	3,561,672
Public Works	14,739,056	17,351,500	60,000	-	-	-	695,184	-	32,845,740
Police Services	13,881,537	8,354,558	-	-	-	-	-	-	22,236,095
Parks & Community Services	9,106,262	-	-	-	-	-	-	-	9,106,262
Non-Departmental	50,000	100,000	-	-	-	-	-	-	150,000
Housing Programs	-	-	-	-	-	-	-	633,135	633,135
Debt Service	-	-	-	3,236,442	-	-	-	-	3,236,442
Capital Improvement Program (CIP)	-	-	-	-	11,523,405	-	-	-	11,523,405
Vehicle/IS Replacement	-	-	-	-	-	1,038,154	-	-	1,038,154
Insurance	-	-	-	-	-	3,608,660	-	-	3,608,660
Healthcare	-	-	-	-	-	6,861,172	-	-	6,861,172
Pension Trust	-	-	-	-	-	980,489	-	-	980,489
<b>Total Expenditures</b>	<b>48,478,302</b>	<b>25,806,058</b>	<b>175,960</b>	<b>3,236,442</b>	<b>11,523,405</b>	<b>12,544,300</b>	<b>695,184</b>	<b>633,135</b>	<b>103,092,786</b>
<b>OTHER FINANCING SOURCES (USES)</b>									
Operating Transfers In	4,881,143	2,822,558	-	2,557,604	10,799,436	616,655	-	-	21,677,396
Operating Transfers Out	(4,331,875)	(4,027,636)	(9,814,494)	(2,296,408)	(375,000)	(729,885)	(77,098)	-	(21,652,396)
<b>Total Other Financing Sources</b>	<b>549,268</b>	<b>(1,205,078)</b>	<b>(9,814,494)</b>	<b>261,196</b>	<b>10,424,436</b>	<b>(113,230)</b>	<b>(77,098)</b>	<b>-</b>	<b>25,000</b>
<b>Net Increase (Decrease) in Fund Balance</b>	<b>3,537,122</b>	<b>(2,336,990)</b>	<b>3,448,153</b>	<b>(1,575,250)</b>	<b>(260,000)</b>	<b>(172,042)</b>	<b>1,248,335</b>	<b>366,865</b>	<b>4,256,193</b>
<b>FUND BALANCE:</b>									
Fund Balance, June 30, 2018	\$9,036,743	\$ 4,627,298	\$ 15,119,347	\$10,484,567	\$12,580,641	\$8,111,980	\$11,673,133	\$2,225,727	\$73,859,436

## CITY OF SAN RAMON APPROPRIATION LIMIT CALCULATION

### FISCAL YEAR 2018-19 APPROPRIATIONS LIMIT

A.	FY 2017-18 APPROPRIATIONS LIMIT	\$ 72,363,903
B.	ADJUSTMENT FACTORS	
	1. City Population Growth	1.0158
	2. California Per Capita Income	1.0367
	Total Adjustment %	1.0531
C.	ANNUAL ADJUSTMENT	3,841,066
D.	OTHER ADJUSTMENTS	-
E.	TOTAL ADJUSTMENTS	<u>3,841,066</u>
F.	FY 2018-19 APPROPRIATIONS LIMIT	<u>\$ 76,204,969</u>

### FY 2018-19 APPROPRIATIONS SUBJECT TO LIMITATION

A.	PROCEEDS OF TAXES:	
	Property Tax	\$ 20,604,763
	Sales & Use Tax	9,112,908
	Property Transfer Tax	971,439
	Transient Occupancy Tax	3,563,918
	Motor Vehicle In Lieu	-
	Off-Highway Vehicles	-
	Interest Earned on Proceeds of Taxes	49,916
		<u>\$34,302,944</u>
B.	EXCLUSIONS:	
	Debt Service	1,405,220
	Qualified Capital Outlays	-
		<u>1,405,220</u>
C.	APPROPRIATIONS SUBJECT TO LIMITATION	32,897,724
D.	CURRENT YEAR LIMIT	<u>76,204,969</u>
E.	OVER (UNDER) LIMIT	<u>\$ (43,307,245)</u>